

EXECUTIVE COMMITTEE

Minutes of meeting held in Committee Room 1, Council Offices, Almada Street, Hamilton on 13 March 2019

Chair:

Councillor John Ross (ex officio)

Councillors Present:

Councillor Alex Allison, Councillor John Anderson, Councillor John Bradley, Councillor Walter Brogan, Councillor Robert Brown, Councillor Maureen Chalmers (Depute), Councillor Gerry Convery, Councillor Margaret Cooper, Councillor Poppy Corbett (*substitute for Councillor Ann Le Blond*), Councillor Peter Craig, Councillor Fiona Dryburgh, Councillor Joe Fagan, Councillor Allan Falconer, Councillor Alistair Fulton, Councillor George Greenshields (*substitute for Councillor Jackie Burns*), Councillor Lynsey Hamilton, Councillor Eileen Logan, Councillor Katy Loudon, Councillor Kenny McCreary, Councillor Colin McGavigan, Councillor Mark McGeever, Councillor Jim McGuigan, Councillor Gladys Miller, Councillor Richard Nelson, Councillor David Shearer, Councillor Josh Wilson

Councillors' Apologies:

Councillor Jackie Burns, Councillor Ann Le Blond, Councillor Joe Lowe

Attending:

Chief Executive's Service

L Freeland, Chief Executive

Community and Enterprise Resources

M McGlynn, Executive Director

Education Resources

T McDaid, Executive Director

Finance and Corporate Resources

P Manning, Executive Director; G Bow, Administration Manager; J Burke, Administration Assistant; G McCann, Head of Administration and Legal Services

Housing and Technical Resources

D Lowe, Executive Director

Social Work Resources/Health and Social Care

V de Souza, Director; C Cunningham, Head of Performance and Commissioning

1 Declaration of Interests

No interests were declared.

2 Minutes of Previous Meeting

The minutes of the meeting of the Executive Committee held on 13 February 2019 were submitted for approval as a correct record.

The Committee decided: that the minutes be approved as a correct record.

3 Minutes of Special Meeting

The minutes of the special meeting of the Executive Committee held on 27 February 2019 were submitted for approval as a correct record.

The Committee decided: that the minutes be approved as a correct record.

4 Capital Budget Monitoring for Period 12 – 1 April 2018 to 1 February 2019

A report dated 14 February 2019 by the Executive Director (Finance and Corporate Resources) was submitted on the physical and financial progress at 1 February 2019 on the various capital programmes.

The General Fund Capital Programme totalled £66.819 million and the Housing Capital Programme £53.664 million. The General Fund Programme had been revised to reflect a number of proposed adjustments which were detailed in Appendix 2 to the report.

At 1 February 2019, £46.274 million had been spent on the General Fund Capital Programme and £41.037 million on the Housing Capital Programme.

Following a probable outturn exercise, it was forecast that the total spend to 31 March 2019 would be £62.130 million. This was an underspend of £4.689 million, due largely to the timing of spend on projects within Community and Enterprise Resources, Education Resources and Housing and Technical Resources.

The Committee decided:

- (1) that the position on the various Capital Programmes for 2018/2019, as detailed in the report, be noted;
- (2) that the proposed adjustments to the General Fund Programme, as detailed in Appendix 2 to the report, be approved; and
- (3) that the revised programmes be monitored by the Financial Resources Scrutiny Forum.

[Reference: Minutes of 13 February 2019 (Paragraph 3)]

5 Revenue Budget Monitoring for Period 12 – 1 April 2018 to 1 February 2019

A report dated 11 February 2019 by the Executive Director (Finance and Corporate Resources) was submitted comparing actual expenditure against budgeted expenditure for the period ending 1 February 2019.

The figures included an underspend of £12.337 million on the General Fund Revenue Account and a breakeven position on the Housing Revenue Account. Following a transfer to Reserves, there was an underspend of £6.636 million.

The main factors contributing to the underspend on the General Fund Revenue Account were detailed in the report.

Following a probable outturn exercise, it was forecast that there would be an underspend of £13.257 million at the year end, before any transfer to Reserves. Taking into account all transfers to Reserves agreed at the meeting of the Committee on 13 February 2019, the outturn position was an underspend of £7.063 million.

A detailed analysis of each Resource's position was provided in the report.

It was proposed to transfer £6.194 million of the outturn underspend to Reserves, allocate £4.000 million to reducing savings requirements and a further £1.305 million to meet the terms of the 2018/2019 pay award. Taking those adjustments into account, a revised underspend of £1.758 million for the General Fund Revenue Account was forecast. A further £1.000 million would be transferred to reduce savings requirements for 2019/2020, reducing the figure to £0.758 million.

It was also recommended that £0.400 million of additional funds be transferred to South Lanarkshire Leisure and Culture (SLLC) to manage budget pressures and an additional transfer of £0.100 million would be made to SLLC in honouring the terms of a bequest that the Council had received.

The Committee decided:

- (1) that the Council's outturn position for the General Fund Revenue Account, as detailed in Appendix 1 to the report, be noted;
- (2) that the underspend of £12.337 million on the General Fund Revenue Account before transfers to Reserves, as detailed in Appendix 1 to the report, and forecast to 31 March 2019 be noted;
- (3) that the underspend of £6.636 million on the General Fund Revenue Account after transfers to reserves, as detailed in Appendix 2 to the report, be noted;
- (4) that the transfer of £0.500 million to South Lanarkshire Leisure and Culture to manage budget pressures be approved; and
- (5) that the breakeven position on the Housing Revenue Account at 1 February 2019 and the forecast to 31 March 2019 of a breakeven position be noted.

[Reference: Minutes of 13 February 2018 (Paragraph 4)]

6 Trading Services' Financial Performance for Period 12 – 1 April 2018 to 1 February 2019

A report dated 11 February 2019 by the Executive Director (Finance and Corporate Resources) was submitted on the projected financial results for 2018/2019 for the Council's Trading Services.

The target for Trading Services' surpluses had been set at £11.466 million. In the period to 9 November 2018, the figure had been revised to £11.919 million and there were no further adjustments made in the period to 1 February 2019.

Following a probable outturn exercise, it was forecast that there would be a surplus shortfall of £2.226 million in 2018/2019, reflecting areas where income levels had been affected due to the timing of works carried out, including early years, central heating programmes and growth and capacities in schools.

At 1 February 2019, surpluses of £7.111 million had been achieved, before any transfer to Reserves. Following a transfer to Reserves, the surplus achieved was £7.071 million.

The Committee decided:

- (1) that the Trading Services' outturn position be noted;
- (2) that the surpluses achieved to 1 February 2019 before transfers to Reserves of £7.111 million be noted; and
- (3) that the surpluses achieved to 1 February 2019 after transfers to Reserves of £7.071 million be noted.

[Reference: Minutes of 13 February 2018 (Paragraph 5)]

7 Proposed Rollout of 2019 Summer Holiday Lunch Clubs Programme

A joint report dated 19 February 2019 by the Executive Directors (Education Resources), (Community and Enterprise Resources) and (Finance and Corporate Resources) was submitted on the provision of the pilot lunch clubs programme which had taken place during the 2018 summer holiday period and proposals to roll the programme out in 2019.

The pilot summer holiday lunch clubs programme had been held in Glenlee Primary School and Udston Primary School in Hamilton and St Anthony's Primary School, Whitlawburn. Details were provided on the operation of the pilot, including uptake rates, staffing and impact.

An evaluation of the pilot had been undertaken which had highlighted key steps to ensure future programmes developed good practice and continued to meet the needs of participants and their families.

The planned rollout in 2019/2020 would involve up to 12 programmes delivered in 2019 consisting of 3 host primary schools in Hamilton, East Kilbride, Cambuslang/Rutherglen and Clydesdale and 3 partner primary schools in the same locality. Details of the schools involved in the rollout were provided.

The pilot programme had identified the need to recruit 61 staff to deliver the 12 locality clubs plus 48 facilities staff as follows:-

Post	Number of Posts (FTE)	Grade	SCP Range	Salary Costs
Youth Family Community Learning (YFCL) Officer	1 (52 wks at 35hrs)	Grade 3 Level 4	70-74	£33,250 to £35,312
YFCL Officer	12 (8 wks at 25hrs)	Grade 3 Level 2	61-65	£3,196 to £3,388
YFCL Worker	48 (8 wks at 25hrs)	Grade 2 Level 1	33-35	£2,116 to £2,182
Facilities Assistant (Cook in Charge)	12 (6 wks at 30hrs)	Grade 1 Level 1-4	20-31	£1,573 to £1,850
Facilities Assistant (Catering)	12 (6 wks at 10hrs)	Grade 1 Level 1	20	£524
Facilities Assistant (Cleaning)	12 (6 wks at 10hrs)	Grade 1 Level 1	20	£524
Facilities Assistant (Janitor)	12 (6wks at 25 hrs)	Grade 1 Level 1-4	20-31	£1,311 to £1,542

The cost of providing the clubs in 2019/2020 was estimated at £0.410 million against an amount of £0.600 million included in the Council's 2019/2020 budget strategy. The resultant underspend, totalling £0.190 million, would be considered together with any future rollout proposals.

The Committee decided:

- (1) that the main findings of the pilot holiday lunch clubs programme held during the 2018 summer holiday period be noted;
- (2) that the planned rollout for summer 2019 of lunchtime clubs and associated level of funding required to deliver the programme be approved;

- (3) that the recruitment of the staff required to deliver the lunchtime clubs, as detailed above, be approved; and
- (4) that further updates be provided to assist consideration of future rollouts.

8 Review of South Lanarkshire Leisure and Culture Limited (SLLC) – Update

A report dated 28 February 2019 by the Executive Director (Community and Enterprise Resources) was submitted on the review of Leisure and Culture Services in South Lanarkshire being carried out by EKOS Research and Consultancy Services on behalf of the Council.

A number of issues, which were summarised in the report, relating to the operation of the Leisure and Culture Trust, had led the Council to commission a review of the operational relationship between the 2 organisations. This was not unique as other local authorities were currently reviewing their relationships with arm's length partners, including leisure and cultural trusts.

Details were provided on the process undertaken to progress the review, together with the key findings, which included the following areas:-

- ♦ in a time of reducing resources, there was a need to focus investment on areas of greatest priority
- ♦ the service could make an important contribution to priority outcomes in relation to health and wellbeing and learning and disadvantage, but mainstream provision was not engaging enough within the most deprived areas
- ♦ the current facilities based model was expensive and increasingly unsustainable, and lacked the flexibility to target services at the people and places in greatest need
- ♦ the Council and SLLC did not always need to be the primary delivery agent(s) and wider partnership activity was required, based around shared outcomes
- ♦ Culture and Leisure Services were funded by the Council and there was an expectation that residents would continue to have access to those general services
- ♦ the need for stronger relationships within the context of the Community Planning Partnership
- ♦ the requirement to seek efficiencies in the general provision offered so as to provide resources on a more targeted basis
- ♦ consideration should be given to asset rationalisation and transfers
- ♦ pricing should respond to market conditions but the principle of subsidised access for those in greatest need must be maintained

Taking account of the findings, EKOS had developed a new strategic framework which was detailed in the report. The new framework would reset the relationship between the Council and SLLC to one that was more closely aligned to the priorities of the Council and the Community Planning Partnership.

To develop the strategic framework further, a number of longer term actions required to be taken and those were detailed in the report.

In terms of next steps, it was highlighted that a cross-party working group to consider the relationship between the Council and SLLC had been approved by the Council at its meeting on 27 February 2019 and, following a presentation to elected members by EKOS, a further report would be submitted to this Committee for approval on the Working Group's Terms of Reference, programme of work and membership.

The Committee decided:

- (1) that the work undertaken to date on the review of South Lanarkshire Leisure and Culture Limited be noted;
- (2) that the proposed next steps, as detailed in paragraph 7.3 of the report, be approved; and
- (3) that the current EKOS report, together with an earlier report prepared by EKOS for the Trust, be provided to members as background prior to the presentation taking place.

[Reference: Minutes of South Lanarkshire Council of 27 February 2019 (Paragraph 2)]

9 Land and Property Transfers and Disposals

A report dated 13 March 2019 by the Executive Director (Housing and Technical Resources) was submitted on recommendations to declare certain areas of land surplus to operational requirements.

The recommendations had been made in terms of agreed procedures for dealing with surplus land and property.

The Committee decided:

- (1) that the land and property detailed in Appendix A to the report be transferred between Resources; and
- (2) that the land detailed in Appendix B to the report be declared surplus to Council requirements.

10 Best Value Assurance Report

A report dated 27 February 2019 by the Executive Director (Finance and Corporate Resources) was submitted on the process and timescales for the publication by the Accounts Commission of South Lanarkshire Council's Best Value Assurance Report (BVAR).

The Council had now been audited for the purposes of the Best Value Assurance Report. The main fieldwork had been undertaken by Audit Scotland in October and November 2018 and the final report was due to be considered by the Accounts Commission and published in March 2019.

The scope and process of the BVAR were detailed in the report together with the methodology adopted by the Accounts Commission during the fieldwork stage.

The draft BVAR had been presented to the Accounts Commission by the Controller of Audit on 7 March 2019 and the final report was scheduled for 28 March 2019. A report on the Council's BVAR would be submitted to the full Council meeting on 26 June 2019.

The Committee decided: that the report be noted.

11 Development of Strategic Commissioning Plan 2019 to 2022

A report dated 21 February 2019 by the Director, Health and Social Care was submitted on actions required to develop the next 3 year Strategic Commissioning Plan for the period 2019 to 2022.

The draft Plan, which was attached as an appendix to the report, had been drafted in a format that followed a recognised strategic commissioning cycle of analyse, plan, do and review. The subject matter, covered in the various sections of the Plan, was detailed in the report together with the key messages raised during a wide-ranging consultation exercise.

Further work was required to finalise the draft Plan and this would continue to be progressed in liaison with key partners.

Following approval, any new “Directions” issued by the IJB would require to have the necessary relevance to the strategic commissioning intentions articulated within the Plan. This would provide the necessary clarity to the Council and NHS Board and primary operational delivery bodies of Health and Social Care Services.

The Committee decided: that the draft Strategic Commissioning Plan 2019 to 2022, attached as Appendix 1 to the report, be noted.

12 Sustainable Development and Climate Change Strategy Update – Quarter 2 2018/2019

A joint report dated 22 February 2019 by the Executive Director (Community and Enterprise Resources) was submitted on the status of the Sustainable Development and Climate Change Strategy (SDCCS) actions and measures at 30 September 2018, Quarter 2 of 2018/2019.

The Council’s SDCCS covered the 5 year period from 2017 to 2022. Delivery of actions within the Strategy provided the main focus for sustainable development activity over the period and enabled the Council to fulfil its duties under the Local Government (Scotland) Act 2003, the Climate Change (Scotland) Act 2009 and other associated environmental legislation.

The SDCCS action plan for 2018/2019 contained 31 actions which were sub-divided into 50 defined measures that provided the current status for each action. Those measures were rated using a traffic light system of green, amber or red. Of the 50 measures within the SDCCS:-

- ◆ 39 had been achieved or were on course to be achieved (green)
- ◆ 1 had seen some minor slippage against targets (amber)
- ◆ 0 had seen major slippage against timescale or major shortfall against target (red)
- ◆ 10 would be reported later when data was available

A number of highlights from the period April to September 2018 were detailed in the report.

The Committee decided: that the report be noted.

[Reference: Minutes of 6 December 2017 (Paragraph 16)]

13 Urgent Business

There were no items of urgent business.