Council Offices, Almada Street
Hamilton, ML3 0AA

Dear Councillor

Executive Committee

The Members listed below are requested to attend a meeting of the above Committee to be held as follows:-

Date: **Wednesday, 13 February 2019**
Time: **10:00**
Venue: **Committee Room 1, Council Offices, Almada Street, Hamilton, ML3 0AA**

The business to be considered at the meeting is listed overleaf.

Members are reminded to bring their fully charged tablets to the meeting

Yours sincerely

Lindsay Freeland
Chief Executive

Members
John Ross (Chair/ex officio), Maureen Chalmers (Depute Chair), Alex Allison, John Anderson, John Bradley, Walter Brogan, Robert Brown, Jackie Burns, Graeme Campbell, Gerry Convery, Margaret Cooper, Peter Craig, Fiona Dryburgh, Joe Fagan, Allan Falconer, Alistair Fulton, Lynsey Hamilton, Ann Le Blond, Eileen Logan, Katy Loudon, Joe Lowe, Colin McGavigan, Mark McGeever, Jim McGuigan, Gladys Miller, Richard Nelson, David Shearer, Josh Wilson

Substitutes
Stephanie Callaghan, Andy Carmichael, Poppy Corbett, George Greenshields, Graeme Horne, Martin Grant Hose, Richard Lockhart, Hugh Macdonald, Catherine McClymont, Kenny McCreary, Mo Razzaq, Graham Scott, Collette Stevenson, Sheena Wardhaugh

BUSINESS

1 Declaration of Interests

2 Minutes of Previous Meeting 5 - 14
Minutes of the Meeting of the Executive Committee held on 19 December 2018 submitted for approval as a correct record. (Copy attached)

Monitoring Item(s)

3 Capital Budget Monitoring 2018-2019 for Period 11 - 1 April 2018 to 4 January 2019 15 - 24
Report dated 14 January 2019 by the Executive Director (Finance and Corporate Resources). (Copy attached)

4 Revenue Budget Monitoring for Period 11 - 1 April 2018 to 4 January 2019 and Probable Outturn 25 - 38
Report dated 14 January 2019 by the Executive Director (Finance and Corporate Resources). (Copy attached)

5 Trading Services Financial Performance for Period 11 - 1 April 2018 to 4 January 2019 and Probable Outturn 39 - 44
Report dated 14 January 2019 by the Executive Director (Finance and Corporate Resources). (Copy attached)

6 Additional Funding from Scottish Government and Other External Sources 45 - 48
Report dated 22 January 2019 by the Executive Director (Finance and Corporate Resources). (Copy attached)

Item(s) for Decision

7 Early Learning and Childcare 1140 Hours Accommodation Requirements 49 - 54
Joint report dated 23 January 2019 by the Executive Directors (Education Resources), (Finance and Corporate Resources) and (Housing and Technical Resources). (Copy attached)

8 Early Learning and Childcare 1140 Hours Update 55 - 62
Joint report dated 23 January 2019 by the Executive Directors (Education Resources), (Community and Enterprise Resources) and (Finance and Corporate Resources). (Copy attached)

9 Overall Position of Budget 2019/2020 and Savings Proposals 63 - 140
Report dated 31 January 2019 by the Executive Director (Finance and Corporate Resources). (Copy attached)

10 Recommendations Referred from Special Housing and Technical Resources Committee held on 6 February 2019
Report by Executive Director (Finance and Corporate Resources). (Copy to follow)

11 Variations to the Ground Lease at Regent Centre, Hamilton along with Sale of 1-5 Duke St, Hamilton J D Wetherspoon plc 141 - 148
Joint report dated 15 December 2018 by the Executive Directors (Community and Enterprise Resources) and (Housing and Technical Resources). (Copy attached)

12 Land and Property Transfers and Disposals 149 - 152
Report dated 13 February 2019 by the Executive Director (Housing and Technical Resources). (Copy attached)

13 Committee Memberships and Representation on Outside Bodies 153 - 172
Report dated 17 January 2019 by the Executive Director (Finance and Corporate Resources). (Copy attached)

Item(s) for Noting

14 City Region - Regional Skills Investment Plan (2019-2024) 173 - 178
Report dated 25 January 2019 by the Executive Director (Community and Enterprise Resources). (Copy attached)

15 Gaelic Language Plan 179 - 210
Report dated 13 December 2018 by the Executive Director (Finance and Corporate Resources). (Copy attached)

Urgent Business

16 Urgent Business
Any other items of business which the Chair decides are urgent.

For further information, please contact:-

Clerk Name: Gordon Bow
Clerk Telephone: 01698 454719
Clerk Email: gordon.bow@southlanarkshire.gov.uk

Agenda Item

2

EXECUTIVE COMMITTEE

Minutes of meeting held in Committee Room 1, Council Offices, Almada Street, Hamilton on 19 December 2018

Chair:
Councillor John Ross (ex officio)

Councillors Present:
Councillor Alex Allison, Councillor John Anderson, Councillor John Bradley, Councillor Walter Brogan, Councillor Robert Brown, Councillor Jackie Burns *(substitute for Councillor Joe Lowe)*, Councillor Graeme Campbell, Councillor Maureen Chalmers (Depute), Councillor Gerry Convery, Councillor Margaret Cooper, Councillor Peter Craig, Councillor Fiona Dryburgh, Councillor Joe Fagan, Councillor Allan Falconer, Councillor Alistair Fulton, Councillor Lynsey Hamilton, Councillor Ann Le Blond, Councillor Eileen Logan, Councillor Katy Loudon, Councillor Hugh Macdonald *(substitute for Councillor David Shearer)*, Councillor Colin McGavigan, Councillor Mark McGeever, Councillor Jim McGuigan, Councillor Gladys Miller, Councillor Richard Nelson, Councillor Mo Razzaq *(substitute for Councillor Davie McLachlan)*, Councillor Josh Wilson

Councillors' Apologies:
Councillor Joe Lowe, Councillor Davie McLachlan, Councillor David Shearer

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; T Little, Head of Communications and Strategy; G McCann, Head of Administration and Legal Services; K McVeigh, Head of Personnel Services
Housing and Technical Resources
D Lowe, Executive Director; A Finnan, Head of Housing Services
Social Work Resources/Health and Social Care
V de Souza, Director

1 Declaration of Interests

No interests were declared.

2 Minutes of Previous Meeting

The minutes of the meeting of the Executive Committee held on 21 November 2018 were submitted for approval as a correct record.

Following discussion, and having been provided with information by the Head of Administration and Legal Services, Councillor Allison requested that his concerns be noted that the content relating to the item on Representation on South Lanarkshire Leisure and Culture Limited Board did not accurately reflect the discussion that had taken place.

Councillor Brown then referred to the same item in the minutes and requested that an update be provided to members detailing, as far as possible, the position in respect of the relationship between the Council and South Lanarkshire Leisure and Culture Limited.

In response, the Chief Executive advised that he would assess what information could be provided to elected members.

The Chief Executive also confirmed that, in considering the position, independent legal advice had been sought on the Council's position and he was satisfied that there were no concerns for the Council in terms of conflict of interest.

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

3 Capital Budget Monitoring for Period 8 – 1 April to 9 November 2018

A report dated 19 November 2018 by the Executive Director (Finance and Corporate Resources) was submitted on the physical and financial progress at 9 November 2018 on the various capital programmes.

The General Fund Capital Programme totalled £68.541 million and the Housing Capital Programme £53.664 million. The General Fund Programme had been revised to reflect a number of adjustments which were detailed in Appendix 2 to the report.

At 9 November 2018, £30.311 million had been spent on the General Fund Capital Programme and £29.294 million on the Housing Capital Programme.

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 21 November 2018 (Paragraph 3)]

4 Revenue Budget Monitoring for Period 8 – 1 April to 9 November 2018

A report dated 19 November 2018 by the Executive Director (Finance and Corporate Resources) was submitted comparing actual expenditure against budgeted expenditure for the period ending 9 November 2018.

The figures included an underspend of £8.517 million on the General Fund Revenue Account and a breakeven position on the Housing Revenue Account.

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

At this stage in the year, it was forecast that there would be an underspend of £8.822 million at the year end. Included within the underspend was £2.300 million and £0.188 million, which was ring-fenced for the Pupil Equity Fund and temporary homelessness respectively. In addition, the updated 2019/2020 Budget Strategy proposed that £4.000 million be used to reduce the savings requirement over the next 2 years. The remaining £2.334 million, which was uncommitted at this stage, could be considered for use in future budget strategies or, if required, to balance the budget following final notification of the Council's 2019/2020 grant settlement.

There were currently reductions in the elements of work that were planned within the Property Service Trading Operation. This reflected some works on primary schools and early learning and timing of works on the Housing Programme. This was likely to result in a lower surplus than planned for the year which would, in turn, impact on the General Fund Revenue Account. The level of surplus shortfall had been estimated at £1.400 million.

The Committee decided:

(1) that the underspend of £8.517 million on the General Fund Revenue Account at 9 November 2018 and forecast to 31 March 2019 be noted;

(2) that the outturn underspend of £8.822 million and position relating to the elements contributing to the underspend be noted; and

(3) that the breakeven position on the Housing Revenue Account at 9 November 2018 and the forecast to 31 March 2019 of a breakeven position be noted.

[Reference: Minutes of 21 November 2018 (Paragraph 4)]

5 Trading Services' Financial Performance for Period 8 – 1 April to 9 November 2018

A report dated 19 November 2018 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 12 October 2018, this was revised to £11.934 million. In the period to 9 November 2018, the figure had been further revised to £11.919 million to reflect a budget allocation from Reserves to the Fleet Trading Operation for funding carried forward from 2017/2018 in relation to the Fleet Tranman System.

It was forecast that there would be a surplus shortfall of £1.400 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 9 November 2018, surpluses of £5.097 million had been achieved.

The Committee decided: that the surpluses achieved to 9 November 2018 of £5.097 million be noted.

[Reference: Minutes of 21 November 2018 (Paragraph 5)]

6 Additional Funding from the Scottish Government and Other External Sources

A report dated 19 November 2018 by the Executive Director (Finance and Corporate Resources) was submitted on additional revenue funding totalling £0.641 million made available to Education Resources and Social Work Resources, respectively, from the Scottish Government to support the:-

- Early Years' Additional Graduate Commitment
- roll out of the Caledonian Programme

The Committee decided: that the report be noted.

[Reference: Minutes of 21 November 2018 (Paragraph 6)]

7 Employee Workforce Monitoring Information – April to September 2018 Summary

A report dated 2 November 2018 by the Executive Director (Finance and Corporate Resources) was submitted on workforce monitoring information relating to the Council for the period April to September 2018 as follows:-

- attendance statistics
- occupational health statistics
- accident/incident statistics
- disciplinary hearings, grievances, Dignity at Work and mediation cases
- employee development
- labour turnover/analysis of leavers and exit interviews
- recruitment monitoring
- staffing watch as at 8 September 2018

A report would be submitted to this Committee at the financial year-end which would include more detailed information on the breakdown of the causes of absences

The Committee decided: that the report be noted.

[Reference: Minutes of 15 August 2018 (Paragraph 6)]

8 Funding for SEEMiS Group LLP Early Learning and Childcare and Next Generation Management Information Systems

A joint report dated 29 November 2018 by the Executive Directors (Education Resources) and (Finance and Corporate Resources) was submitted on:-

- the development of a new Management Information System to support Early Learning and Childcare (ELC) expansion and the funding implications for the SEEMiS Group LLP (SEEMiS) and the Council
- proposals for capital borrowing by the Council on behalf of SEEMiS, following Government approval, for the development of Next Generation SEEMiS

SEEMiS provided an Education Management System which was used by all 32 local authorities in Scotland to deliver critical administration services vital to the daily operation of all schools operated by local government.

Discussion had taken place between SEEMiS and local authorities to consider the development of 2 new systems including:-

- a new Management Information System to support 1140 hours of ELC expansion in advance of August 2020
- an updated Next Generation SEEMiS system replacing the existing platforms used by all local authorities

As host authority, the Council had been assisting SEEMiS in its efforts to explore funding options for the developments and it was proposed that the Council borrow £2.500 million and on-lend this amount to SEEMiS. The costs of this debt would be met by SEEMIS and recovered through its members. To progress this proposal, the Council had requested permission to borrow on this basis from Scottish Ministers and, subject to committee approval, this permission had been granted.

Confirmation had also been received from the Scottish Government regarding £1.500 million national funding towards the development of the SEEMiS Management Information System to support 1140 hours of ELC. Following receipt of the grant letter confirming this allocation, the funding would be passed from the Council to SEEMiS.

Any ongoing costs would require to be met by either the ELC expansion budget within Education Resources or existing Council budgets.

The Committee decided:

(1) that the Government funding for the SEEMiS ELC system, which would be via the Council, be noted; and

(2) that the proposal to borrow £2.500 million to on-lend to SEEMiS to deliver its Next Generation Management Information System, in line with Ministerial consent, be approved, subject to acceptance of the proposals by all local authorities.

9 Foundation Apprenticeships Programme and Work Based Learning

A joint report dated 22 November 2018 by the Executive Directors (Education Resources) and (Finance and Corporate Resources) was submitted on:-

- a successful bid made to enable the Council to deliver Foundation Apprenticeships and GRADU8 vocational learning opportunities
- proposals to increase the staffing establishment within Education Resources by 6 posts to administer the Foundation Apprenticeships Programme and achieve the required results

The Council's successful bid had 2 elements and details of both were provided in the report.

A total programme allocation of £3.123 million would be used to support the Programme provision for 3 years and would allow for contingency funds should there be a scaling down of grant or if full capacity in terms of numbers could not be achieved. The cost of administering the Programme for 3 years until 31 December 2021 had been estimated at £3,036,676 and the Council had been advised of the opportunity to bid for additional funding to support the Programme until 31 March 2023.

To run the programme effectively for the 3 year period from January 2019 until 31 December 2021, the staffing establishment within Education Resources required to be increased by:-

- 1 post of Youth Employability Coordinator at Grade 3, Level 8, SCP 77 to 80 (36,881 to 38,614)

- 2 posts of Vocational Development Team Leader at Grade 3, Level 2, SCP 61 to 65 (29,161 to £30,193)
- 3 posts of Vocational Development Worker at Grade 2, Level 4, SCP 52 to 57 (25,512 to 27,446)

The posts would be established on a fixed term basis for 36 months, commencing from January 2019.

The Committee decided:

(1) that the delivery of Foundation Apprenticeships Programme and GRADU8 vocational learning opportunities be approved; and

(2) that the additional posts, as detailed in the report, be approved and added to the staffing establishment of Education Resources.

10 Lanark Business Improvement District (BID)

A report dated 29 November 2018 by the Executive Director (Community and Enterprise Resources) was submitted:-

- detailing the background to the Business Improvement District (BID) for Lanark
- outlining the Council's support for the implementation of the BID arrangements based on the business proposal prepared by the Discover Lanark BID for the period 1 May 2019 until April 2024

Supporting town centres remained a key Council priority within its Economic Strategy entitled "Promote". The Lanark BID would look to represent businesses in a defined area of the town and would progress a series of initiatives, with the aim of delivering a number of objectives which were detailed in the report.

In order to tackle some of the challenging issues facing the town of Lanark, it was considered that the Council should assist the BID and demonstrate its support. The Council would provide financial and organisational support to the BID, giving it the best prospect of successfully delivering its objectives to the benefit of Lanark's businesses and the wider community.

The Committee decided: that the Council assist and support the Lanark BID to deliver the objectives of the business proposal prepared by the Discover Lanark BID for Lanark Town Centre and its surrounds, as detailed in Appendix 1 to the report.

11 Outcome of the Statutory Consultation for Kirklandpark and Wester Overton Primary Schools, Strathaven

A report dated 20 November 2018 by the Executive Director (Education Resources) was submitted on the outcome of the statutory consultation on changing the catchment areas of both Kirklandpark and Wester Overton Primary Schools, Strathaven in order to more appropriately link new housing developments to the local non-denominational primary schools.

Details of the consultation process, together with a summary of the key outcomes, were provided in the report.

Education Scotland had issued its report endorsing the educational aspects of the proposal and recognising its sound rationale.

The final consultation report had been published on 26 November 2018.

The Committee decided: that, following the outcome of the statutory consultation and publication by the Council of the final consultation report on 26 November 2018, the catchment areas of both Kirklandpark and Wester Overton Primary Schools, Strathaven be realigned to more appropriately link new housing developments to the local non-denominational primary schools, as detailed in the report.

[Reference: Minutes of 16 May 2018 (Paragraph 10)]

12 Syrian Refugee Resettlement Programme (SRRP) – ESOL Provision

A joint report dated 28 November 2018 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources) was submitted on the proposed addition of 2 posts to Education Resources' staffing establishment on a temporary basis for 15 months from January 2019.

In the period December 2015 to November 2018, the Council and its Community Planning Partners had resettled 136 people, with a forecast to the end of December 2019 that a further 100 refugees would be resettled in South Lanarkshire.

As part of the agreement with the Home Office, there was a requirement that individuals over 18 years would receive a minimum of 8 hours of English for Speakers of Other Languages (ESOL) tuition per week.

In order to continue with the positive progress made with the intensive language package, and to ensure that the 8 hour per week commitment to ESOL was met, it was proposed that 2 FTE ESOL tutors at Grade 3, Level 2, SCP 61 to 65 (£29,161 to £30,193) be added to the staffing establishment of the Refugee Resettlement Team in Education Resources on a temporary basis for 15 months.

The costs associated with the new posts for the 15 month term, totalling £98,352.50, would be met by the Syrian Refugee Resettlement Programme through the UK Aid budget.

The Committee decided: that the Education Resources' staffing establishment be increased by 2 FTE posts of ESOL tutor on a fixed term basis for 15 months, commencing in January 2019, as detailed in the report.

13 Local Governance Review 2018

A report dated 7 December 2018 by the Executive Director (Finance and Corporate Resources) was submitted on the status of the Local Governance Review, the stages involved in the Review and the Council's response to the second stage of the consultation process.

The Local Governance Review had been progressed through 2 distinct strands whereby Strand 1 related to a programme of community engagement which invited people to join a conversation about community decision making, entitled Democracy Matters. Strand 2 involved consultation with public sector bodies. The deadline for Strand 2 written responses to COSLA had been 14 December 2018, however, the Council had been granted an extension to this deadline to allow consideration by this Committee to take place.

The key themes and principles on which the Review had been taken forward, together with the current status of both strands in terms of progress achieved, were detailed in the report.

The Council's response to the Review had been developed around the following 3 themes and details of the Council's response to each of the themes was detailed:-

- community empowerment
- functional empowerment
- fiscal empowerment

The Committee decided:

(1) that the update on the status of the Local Governance Review be noted; and

(2) that the Council's response to the Local Governance Review consultation be approved for submission to COSLA.

14 Review of the Council's Top Risks

A report dated 16 November 2018 by the Executive Director (Finance and Corporate Resources) was submitted on the Council's top risk register which had been updated following a review and consultation exercise.

As part of the risk management process, the following broad criteria had been used as a guide to determine what constituted a top risk:-

- it threatened the delivery of corporate objectives
- it impacted on other services or partnerships
- there was a financial impact or it impacted on other key priority strategies
- there were impacts of a social or demographic context

The key changes to the top risks were summarised in the report together with a number of developments which were taking place in relation to a number of significant risk areas. The following 2 significant areas of risk had been identified this year:-

- failure to adequately prepare for national expansion in early years' education and childcare provision
- the potential for the Council to be significantly affected by the impact of the UK leaving the European Union

A number of actions had been implemented to control the Council's top risks and the impact of those actions on mitigating the significant risks was provided.

A table containing the Council's top 20 risks, divided into Risk Categories, was attached as an appendix to the report.

The Committee decided:

(1) that the updated Council's top risks be noted;

(2) that the progress made in delivering the actions to mitigate the Councils top risks be noted; and

(3) that the top risks be submitted to the Risk and Audit Scrutiny Committee for consideration.

[Reference: Minutes of 8 November 2017 (Paragraph 17)]

15 Review of Polling Districts and Polling Places 2018

A report dated 28 November 2018 by the Chief Executive was submitted on the outcome of a review undertaken of polling districts and polling places in South Lanarkshire.

The aim of the review was to ensure that every elector in South Lanarkshire, including those who were disabled, had reasonable and accessible facilities for voting as far as was reasonably practicable.

The review consultation process had been undertaken in 2 stages as follows:-

- Stage 1 from 11 October 2018 until 8 November 2018 - comments invited on the current Polling Districts and Polling Places
- Stage 2 from 15 November 2018 until 22 November 2018 - comments invited on draft proposals and the Returning Officer's representations

Having considered the various representations received, the details of the Polling Districts and Polling Places designated/proposed for future elections were detailed in the report for each electoral ward.

The Committee decided: that the outcome of the review of Polling Districts and Polling Places in South Lanarkshire be noted.

16 Prioritisation Framework

A report dated 30 November 2018 by the Director, Health and Social Care was submitted advising of proposals endorsed by the Social Work Resources Committee on 28 November 2018 and approved by the Integration Joint Board in relation to the development of an updated Prioritisation Framework to take account of new legislation, such as the Carers Scotland Act and Self Directed Support.

The Social Work Resources Committee had endorsed, and the Integration Joint Board had approved, the following recommendations:-

- that the threshold point at which services must be delivered for all adults would be at the National Guidance's "Substantial" level of need
- that a modified version of the Scottish Government's Eligibility Framework for Carers be adopted and the threshold point at which services must be delivered be set at the "Substantial" level of need
- that the provision of aids, equipment and adaptations be prioritised to those people assessed as being a medium to high risk
- that the upper benchmark value of a personal Self-directed Support budget be the equivalent of the cost of a residential placement for that cohort of service user, taking account of the exceptions detailed in the report

The Integration Joint Board had issued a Direction to the Council to implement the Prioritisation Framework.

The Committee decided: that the report be noted.

[Reference: Minutes of the Social Work Resources Committee of 28 November 2018 (Paragraph 8)]

17 Urgent Business

There were no items of urgent business.

Agenda Item

3

Report

Report to:	**Executive Committee**
Date of Meeting:	**13 February 2019**
Report by:	**Executive Director (Finance and Corporate Resources)**

Subject:	**Capital Budget 2018/2019 and Monitoring for Period 11 - 1 April 2018 to 4 January 2019**

1. Purpose of Report

1.1. The purpose of the report is to:-

- update the Executive Committee of progress on the General Fund Capital Programme and the Housing Capital Programme for the period 1 April 2018 to 4 January 2019.

2. Recommendation(s)

2.1. The Executive Committee is asked to approve the following recommendations:

(1) that the Period 11 position (ended 4 January 2019) of the General Fund Capital Programme itemised at Appendices 1 – 4 and the Housing Capital Programme at Appendix 5, be noted;

(2) that the adjustments to the General Fund programme listed at Appendix 2 and section 4.6, be approved; and

(3) that the revised programmes be monitored by the Financial Resources Scrutiny Forum.

3. Background

3.1. The attached statements to this report provide a summarised monitoring position as at 4 January 2019. Spending has been split into two separate sections:

- General Fund Capital Programme including Education, Social Work, Roads and Transportation and General Services (Section 5.1)
- Housing Capital Programme (Section 5.2)

4. General Fund

4.1. 2018/19 Budget

The budget agreed at Executive Committee on 19 December 2018 was £68.541 million. A revised budget of £66.819 million is presented in Appendix 1. This consists of the base budget plus carry forward projects, previously approved adjustments and proposed adjustments totalling a net decrease of £1.722 million.

4.2. The total programme of £66.819 million includes adjustments to the programme totalling a net decrease of £0.700 million which are proposed in this report at Appendix 2. In addition, the original budget for 2018/2019 included an allocation of £4.551 million for Planned Asset Management. However, following a review of this

programme of works to date, it has been identified that some of this expenditure cannot be classed as capital. Therefore, budget of £1.022 million has been transferred to Housing and Technical Resources' Revenue budget. The total overall expenditure on Planned Asset Management, across capital and revenue, remains at £4.551 million.

4.3. A list of the projects where approval is sought to reduce the 2018/2019 budget allocation is included in Appendix 4, along with their anticipated completion dates.

4.4. The programme spend and funding for the General Fund is summarised in Appendices 1 and 3. Total funding of £66.819 million is available in year.

4.5. 2018/2019 Outturn
In terms of the General Services Capital Programme, work has been ongoing to clarify the predicted spend position for this financial year and current estimates from Housing and Technical Resources suggest an outturn of £62.517 million. This is an underspend of £2.586 million and relates mainly to projects within Community and Enterprise Resources (£1.195 million), Education Resources (£1.240 million) and Housing and Technical Resources (£0.376 million).

4.6. The main reasons for the projected underspend include: a saving of £0.389 million is anticipated in the Roads Improvement Programme (Rutherglen and Cambuslang Area) against the projects programmed for the current year. However, this funding will be deferred until financial year 2019/2020 when the remaining monies will be utilised when better weather conditions prevail. In addition, capitalisation of expenditure within Education Resources revenue budget is no longer required this financial year, following the completion of the revenue budget probable outturn exercise (£1.000 million). As with the Roads Improvement Programme, it is proposed that this budget be used to augment the budget into 2019/2020, with a view to supporting Education Resources' future ICT costs.

4.7. There are also projects within Community and Enterprise Resources and Housing and Technical Resources where timing of spend means the budget is required next year, rather than this, therefore funding will be carried forward into next financial year.

4.8. 2018/19 Monitoring
Budget for the period is £44.654 million and spend to the 4 January 2019 is £41.766 million. This represents expenditure of £2.888 million behind profile. This is mainly due to the timing of spend in the Roads Improvement Programme (£2.4 million) and Structures Works (£0.330 million) projects within Roads Services. It is expected that full spend on both of these projects, with the exception of the slippage identified on the Roads Improvement Programme for the Rutherglen and Cambuslang area (£0.389m) as identified at 4.6. above, will be made this financial year.

4.9. Actual funding received to 4 January 2019 is £57.299 million.

5. Housing Programme

5.1. 2018/19 Budget
Appendix 5 also shows the position on the Housing programme as at 4 January 2019. The revised capital programme for the year is £53.664 million. Programmed funding for the year totals £53.664 million.

5.2. 2018/19 Outturn
In terms of the Housing Capital Programme, current estimates from Housing and Technical Resources suggest an outturn of £53.664 million.

5.3. 2018/2019 Monitoring
Budget for the period is £37.112 million and spend to 4 January 2019 amounts to £37.001 million. This represents expenditure of £0.111 million behind profile. This underspend relates to project programming and the timing of the actual spend on various projects.

5.4. As at 4 January 2019, actual funding of £37.001 million had been received.

5.5. Regular monitoring of both the General Fund Programme and the Housing Programme is carried out in detail by the Financial Resources Scrutiny Forum and reported on a regular basis to this Committee.

6. Employee Implications

6.1. None.

7. Financial Implications

7.1. As detailed within this report.

8. Other Implications

8.1. The main risk associated with the Council's Capital Programme is an overspend. The risk has been assessed as low given the detailed project management plans prepared and monitored for each project. The risk of overspend is managed through four weekly Investment management meetings.

9. Equality Impact Assessment and Consultation Arrangements

9.1. This report does not introduce a new policy, function or strategy or recommend a change to existing policy, function or strategy and therefore no impact assessment is required.

9.2. There was also no requirement to undertake any consultation in terms of the information contained in this report.

Paul Manning
Executive Director (Finance and Corporate Resources)

14 January 2019

Link(s) to Council Values/Ambitions/Objectives

- Accountable, Effective, Efficient and Transparent

Previous References

- Executive Committee, 19 December 2018

List of Background Papers

Capital Ledger prints to 4 January 2019

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:-

Lorraine O'Hagan, Finance Manager (Strategy)
Ext: 2601 (Tel: 01698 452601)
E-mail: lorraine.o'hagan@southlanarkshire.gov.uk

SOUTH LANARKSHIRE COUNCIL
CAPITAL EXPENDITURE 2018/19
GENERAL FUND PROGRAMME
FOR PERIOD 1 APRIL 2018 TO 4 JANUARY 2019

APPENDIX 1

	£m	£m
2018/19 Budget including Carry Forward – 19 December 2018		**68.541**
Proposed Adjustments – Period 10 & 11		(0.700)
Transfer of Planned Asset Management to Revenue		(1.022)
Total Revised Budget including Carry Forward		**66.819**

Resource	**Base 2018/19 Budget £m**	**Period 10 & 11 Proposed Adjustments £m**	**Revised 2018/19 Budget £m**
Community & Enterprise	36.619	(0.800)	35.819
Education	21.317	0.100	21.417
Finance & Corporate	1.592	0.000	1.592
Housing & Technical	8.373	(1.022)	7.351
Social Work	0.640	0.000	0.640
Total	**68.541**	**(1.722)**	**66.819**

Proposed Adjustments

Community and Enterprise Resources

Rural Development Centre, Lanark

As reported to the Community and Enterprise Resources Committee on 6 March 2018, funding of £0.800m was secured from the Scottish Government's Regeneration Capital Grant Fund (RCGF) to create a Rural Development Centre in Lanark. The works would encompass new business office accommodation and community benefits. (£0.800m)

Following ongoing discussions with the landlord, revised timescales for this project are now anticipated. The Scottish Government have confirmed that this funding can be carried forward into 2019/20. Approval is sought to allow slippage of £0.800m into the 2019/20 Capital Programme.

Crematorium Shelter

A project to build a new external public shelter at South Lanarkshire Crematorium has been developed, which will be funded by current Community and Enterprise Resources revenue budget, and it is proposed that this be added to the Capital Programme. These works will commence on site in financial year 2019/20 therefore approval is sought to allow slippage of £0.050m into the 2019/20 Capital Programme. £0.050m (£0.050m)

Information Communication Technology Systems

Approval is sought to introduce two information communication technology projects to the Community and Enterprise Resources' Capital Programme. Funding for these projects has been identified from within current Community and Enterprise Resources revenue budget. These projects are detailed below:

Cashless School Meals System – this project will see the replacement of the existing cashless school meals system within 17 secondary schools to allow the Council to continue to comply with its statutory obligations to provide anonymity for pupils entitled to free school meals. £0.175m

FLARE System - project to support the upgrade of Environmental Services FLARE system to meet operational requirements for recording Pest Control and Clinical Waste jobs. £0.052m

In order to reflect the timescales for these projects to commence, approval is sought to carry forward this funding of £0.227m into 2019/20. (£0.227m)

Education Resources

St Athanasius' Primary School

Approval is sought to increase the 2018/19 Capital Programme by £0.100m to allow the permanent adaptation of the nursery accommodation within St Athanasius' Primary School to accommodate existing nursery numbers. This requirements featured as part of the Future Capital Investment Strategy for future years. However, capacity requirements means that these works are required now. These costs can be met by a contribution from Education Reserves held for Early Years. £0.100m

TOTAL ADJUSTMENTS **(£0.700m)**

SOUTH LANARKSHIRE COUNCIL
CAPITAL EXPENDITURE 2018/2019
GENERAL FUND PROGRAMME
FOR PERIOD 1 APRIL 2018 TO 4 JANUARY 2019

APPENDIX 3

Expenditure	2018/2019 Original Estimate inc C/F £m	2018/2019 Revised Budget £m	2018/2019 Budget to 04/01/19 £m	2018/2019 Actual to 04/01/19 £m
General Fund Programme	**70.625**	**66.819**	**44.654**	**41.766**

Income	2018/19 Budget £m	2018/19 Revised Budget £m		2018/19 Actual To 04/01/19 £m
Prudential Borrowing	32.772	29.395		29.395
Heritage Lottery / Sportscotland Grant	0.124	0.406		0.305
Developers Contributions	1.550	1.535		1.405
Partners (Including SPT, Forestry Commission, Transport Scotland, Timber Income, and Renewable Energy Fund)	0.619	2.938		1.033
Scottish Government:				
- Capital Grant	27.607	27.607		20.705
- Cycling, Walking and Safer Streets	0.432	0.432		0.000
- Vacant and Derelict Land	2.316	1.566		1.566
- Early Years 1,140 Hours	0.970	0.635		0.635
- Regeneration Capital Grant	0.850	0.050		0.000
Specific Reserves	1.244	2.255		2.255
Capital Receipts	0.500	0.000		0.000
Capital Financed from Current Revenue	1.641	0.000		0.000
TOTAL FUNDING	**70.625**	**66.819**		**57.299**

SOUTH LANARKSHIRE COUNCIL
CAPITAL EXPENDITURE 2018/2019
GENERAL FUND PROGRAMME
FOR PERIOD 1 APRIL 2018 TO 4 JANUARY 2019

APPENDIX 4

Projects with Underspends in 2018/19		
Project Name	**Project Type**	**Completion Date**
Rural Development Centre	New Build	March 2020

SOUTH LANARKSHIRE COUNCIL
CAPITAL EXPENDITURE 2018/2019
HOUSING PROGRAMME
FOR PERIOD 1 APRIL 2018 TO 4 JANUARY 2019

APPENDIX 5

	2018/2019 Annual Budget £m	2018/2019 Estimate to 04/01/19 £m	2018/2019 Actual to 04/01/19 £m
Expenditure			
2018/19 Budget incl carry forward from 2017/18	**53.664**	**37.112**	**37.001**

	2018/19 Annual Budget £m	2018/19 Actual to 04/01/19 £m
Income		
Capital Receipts – House Sales	0.000	0.081
Capital Receipts – Land Sales	2.000	2.324
Capital Funded from Current Revenue	23.730	23.730
Prudential Borrowing	21.602	6.547
Specific Grant		
- Scottish Government – New Council Houses	4.963	2.892
- Scottish Government – Buy Backs	0.900	0.690
- Scottish Government – Mortgage to Rent	0.120	0.037
- Scottish Natural Heritage	0.349	0.000
Other Income	0.000	0.700
TOTAL FUNDING	**53.664**	**37.001**

SOUTH LANARKSHIRE COUNCIL

Report

Agenda Item

4

Report to:	**Executive Committee**
Date of Meeting:	**13 February 2019**
Report by:	**Executive Director (Finance and Corporate Resources)**

Subject:	**Revenue Budget Monitoring for Period 11: 1 April 2018 to 4 January 2019 and Probable Outturn**

1. Purpose of Report

1.1. The purpose of the report is to:-

- advise on the overall financial position of the Council's General Fund Revenue Account and Housing Revenue Account for the period 1 April 2018 to 4 January 2019, and a projection for the year to 31 March 2019.

2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

(1) that the Council's outturn position for the General Revenue Account (Appendix 1), be noted;

(2) that the proposed transfers to reserves (Appendix 2), be approved;

(3) that the underspend of £12.040 million on the General Fund Revenue Account **before** transfers to reserves at 4 January 2019 as detailed in Appendix 3 of the report and the forecast to 31 March 2019, be noted;

(4) that the underspend of £6.627 million on the General Fund Revenue Account **after** transfers to reserves at 4 January 2019 as detailed in Appendix 4 of the report and the forecast to 31 March 2019, be noted;

(5) that the breakeven position on the Housing Revenue Account at 4 January 2019 and the forecast to 31 March 2019 of breakeven (Appendix 5), be noted.

3. Background

3.1. This is an overview report which will summarise the 2018/2019 forecast spend for the Council's General Fund Revenue Account to 31 March 2019 (section 4). This is known as the Probable Outturn position. It will also provide details of the General Services Monitoring Position regarding actual expenditure and income to 4 January 2019, compared with the budget for the same period (section 5). This is provided on a Resource basis in Appendices 3a and 4a to the report and a subjective basis in Appendices 3b and 4b.

3.2. When establishing the probable outturn position for the year, Resources were asked to take all known commitments into account. The report will detail the anticipated spend for the current year and will propose funds to be transferred to reserves for future commitments. The report will also detail the position after proposed transfers

to reserves to take account of those known commitments required in the next financial year.

4. 2018/2019 General Services Probable Outturn

4.1. Appendix 1 shows the probable outturn position for the Council.

4.2. As per section 3.2, to reflect this, the outturn position in Appendix 1 shows the position **before** Transfers to Reserves and alongside this, the transfers to reserves and then the outturn position **after** Transfers to Reserves.

4.3. **Overall Council Position:** The outturn position is an underspend of £13.257 million, **before** any transfers to reserves. This is an improved position (by £4.435 million) compared to the underspend of £8.822 million reported at period 9.

4.4. The main elements of the £4.435 million movement from the period 9 reported position are noted below:

- £2.162 million in Education Resources is due to the timing of recruitment within the Early Years' Service, reduced energy consumption, an over recovery of income reflecting the receipt of additional funding for the ELC graduate programme, offset by an overspend in ASN transport and additional costs resulting from the cost of external placements.

- £0.686 million in Housing and Technical Resources (including Trading Operation) is due to an increase of £0.711 million in the underspend on the Scottish Government funding for Temporary Accommodation within the Homeless Service.

- £1.395 million in Corporate Items is mainly due to carbon reduction commitment (£0.227 million), utilities (£0.434 million), pay model structure (£0.415 million), over recovery of income from interest on revenue balances (£0.510 million), offset by a charge of £0.372 million for Council Tax Second Homes.

4.5. **Resource Transfers to Reserves:** As noted in 3.2, Resources have proposed Transfers to Reserves. These are detailed in Appendix 2 attached and total £6.194 million (Line A). After taking the Resources' proposed transfers to Reserves into account, the outturn position after all transfers to reserves is an underspend of £7.063 million.

4.6. There are a number of corporate pressures that require to be managed from this underspend as shown in Table 1 below:

Table 1: Corporate Pressures Funding

	£m
Outturn Position *(section 4.5)*	7.063
2019/2020 Strategy *(previously proposed to reduce savings requirements)*	(4.000)
	3.063
Less:	
2018/2019 Pay Award – additional 0.5%	(1.305)
Revised Outturn after known commitments and Transfers to Reserves	**1.758**

4.7. Taking the corporate pressures into account, results in a revised underspend after transfers of **£1.758 million**.

4.8. The table in Appendix 2 also notes the previously agreed Priorities and Investments Budget Transfers to reserves (Line B) as well as the transfer earmarked to support the 2019/2020 Budget Strategy as detailed in Table 1 above (£4.000 million - Line C).

4.9. Details of the Resource positions, including any assumptions are detailed below.

4.10. **Community and Enterprise Resources (including Trading Operations):** The outturn position **before** any Transfers to Reserves is an **overspend of £0.071 million,** comprising an underspend in the Non Trading Services of £0.730 million, offset by an under recovery of surplus in the Fleet Trading Operation (£0.776 million) and Roads Trading Operation (£0.025 million) totalling £0.801 million. This includes £0.400 million in respect of the additional payment to SLLC in respect of the financial pressures being experienced this year and a net cost of £0.219 million in relation to compensation payments and Council legal costs in respect of the food safety case, offset by insurance funding.

4.11. The Resource is proposing transfers to reserves totalling £0.437 million which would take the reported position **after transfers** to reserves of an **overspend of £0.508 million**. The transfers are detailed in Appendix 2.

4.12. **Education Resources:** The position **before** any transfers to reserves is an **underspend of £4.462 million**. The Resource previously reported a £2.300 million underspend in respect of Pupil Equity Fund (PEF). The outturn position is showing an additional underspend of £2.162 million *(see section 4.4 for details).*

4.13. The Resource is proposing transfers to reserves totalling £4.424 million which would take the reported position **after transfers** to reserves of an **underspend of £0.038 million**. The transfers are detailed in Appendix 2. These are in the main in relation to Early Years.

4.14. **Finance and Corporate Resources:** The position **before** any transfers to reserves is a **breakeven position**. There are no proposed transfers to reserves. This is in line with the position that has been reported to Committee during the year.

4.15. **Housing and Technical Resources (including Trading Service):** The position **before** any transfers to reserves is an **overspend of £0.526 million,** comprising an underspend in the Non Trading Services of £0.899 million offset by an under recovery of surplus in the Property Trading Operation of £1.425 million. The under recovery in the Property Trading Operation reflects the income received as a result of the timing of works of works for a number of projects. These include Early Years, Central Heating programmes, and Growth and Capacities in schools.

4.16. The Resource is also proposing a transfer to reserves for the Scottish Government funding for Temporary Accommodation within the Homeless Service totalling £0.899 million which would take the reported position **after transfers** to reserves to an **overspend of £1.425 million**.

4.17. **Social Work Resources:** The position **before** any transfers to reserves is a net **overspend of £1.109 million**. This overspend is slightly higher than the £1.000 million that has been reported to Committee throughout the year and relates to Children and Families (external residential places, foster places as well as the level of kinship care payments) and Adults and Older People (being overtime and staff costs), partially offset by underspends in Performance and Support and Justice due to vacancies.

4.18. **Loan Charges:** The outturn position for loan charges is an underspend of £5.900 million. This is the position that has been reported to Committee at period 9. This reflects the timing of borrowing (delayed due to using cash balances) and the interest rates achieved.

4.19. **Corporate Items:** The position being reported is an **underspend of £1.895 million before** transfers to reserves. This is an increase on the £0.500 million underspend in relation to Superannuation on Overtime, reported in period 9, and is mainly made up of the following:

- Carbon Reduction Commitment underspend (£0.227 million) as previously purchased allowances are sufficient to meet this year's costs. This funding will be required to meet costs in future years.
- Superannuation on Overtime (£0.500 million) not required in the current or in future years. The budget has been removed as part of the 2019/2020 budget strategy.
- An underspend on utilities (£0.434 million) for price increases that have not materialised to the same extent as anticipated. This funding will be required to meet costs in future years.
- Pay Model Structure budget not required in 2018/2019 (£0.415 million). This budget will be allocated to Resources as part of the 2019/2020 budget exercise.
- Over recovery of income from interest on revenue balances (£0.510 million) reflecting the profile of cash balances held by the Council across the year, and the interest rate achieved.
- Finally, this is offset by a commitment in respect of Council Tax Second Homes (£0.372 million), reflecting the level of Council Tax income recovered from second homes.

4.20. The position after the proposed transfer to reserves for utilities is an **underspend of £1.461 million**.

4.21. **Previously Approved Transfers to Reserves / New Initiatives:** As reported in period 9, there are already agreed transfers to reserves proposed in respect of the new initiatives funding included in the budget for Teachers, Employability, Holiday Lunch Clubs and School Breakfast Clubs. These monies were included in the 2018/2019 Revenue Budget, but were approved to cover two financial years – including 2019/2020. This is therefore shown in the Transfers to Reserves line in the Appendices, as the money will carry forward into 2019/2020. The figure previously reported was £5.148 million. This has increased by £0.043 million to £5.191 million in relation to an additional underspend in Employability. There is no variance on this line as the outturn equates to the budget.

4.22. **Council Tax and Council Tax Reduction Scheme:** The position is showing an **over recovery of £2.706 million**. This is £0.372 million higher than that reported to Committee at period 9. The £0.372 million relates to income from Council Tax on second homes and is offset by expenditure in the Corporate Items line.

4.23. **General Services Probable Outturn – Summary:** As detailed in section 4.7, the final outturn position is an underspend position of £1.758 million.

4.24. This position takes account of the proposed Resource Transfers to Reserves, the corporate Transfers to Reserves, the £4.000 million transfer for use in the 2019/2020 strategy and the 2018/2019 pay award.

2018/2019 General Services Monitoring Position

5. Financial Position as at 4 January 2019 (Period 11)

5.1. **General Fund Revenue Account**: As at period 11 (4 January 2019), the position on the General Fund **before** transfers to reserves is an **underspend of £12.040 million** (Appendix 3). Appendix 4 shows the position assuming the approval of the proposed transfers to reserves, as an underspend of **£6.627 million**.

5.2. The underspend position (before transfers) is in line with the forecast position for the General Fund (section 4), reflecting the underspend in Education Resources, overspend on Social Work Resources and the under-recovery of surplus on the Property Trading Service, offset by a positive position on Corporate Items, Loan Charges and Council Tax.

5.3. **Trading Operations:** Included within the position for the General Fund Revenue Account in 4.3 are the Trading Operations. As at 4 January 2019, the actual surplus achieved by the Trading Operations before transfers to reserves totals £5.888 million, representing an under recovery of £2.007 million against the phased budget. As previously reported, there is an under recovery of surplus within the Property Trading Operation resulting from the timing of works.

5.4. There is also an under recovery that relates to the Fleet and Roads Trading Operations and is offset by an underspend in the Community and Enterprise Resources' budget.

5.5. **2018/2019 Additional General Revenue Grant:** In December 2018, Finance Circular 8/2018 notified the Council of General Revenue Grant Re-determinations for 2018/2019. These total £0.197 million and relate to new allocations in respect of sanitary products in public buildings (£0.078 million), Rapid Rehousing Transition Planning (£0.105 million), and child burials and cremations (£0.014 million). The annual budget and outturn figures included in the Appendices to this report include this additional funding.

5.6. **Other Funding:** Education Resources have been notified of funding from the Scottish Government from the Realising Change Fund to support the implementation of the early years and childcare entitlement to 1140 hours. The funding allocated in 2018/2019 is £0.125 million. Any underspend can be carried forward to the next year, therefore any underspend in the 2018/2019 allocation will be prepaid to the Balance Sheet to meet commitments in 2019/2020.

5.7. **Transfers from Capital:** The 2018/2019 Capital Programme included an allocation of £4.551 million for Planned Asset Management. However, following a review of this programme of works to date, it has been identified that some of this expenditure cannot be classed as capital and budget of £1.022 million has therefore been included in the Housing and Technical Resources' Revenue Budget (as per Appendices attached).

5.8. The total overall budget for Planned Asset Management, across capital and revenue, remains at £4.551 million. The remaining spend to be incurred by the end of the financial year, will be reviewed to ensure it is classed appropriately (as revenue or capital), and any further budget movement reported to a future meeting.

6. Housing Revenue Account Position

6.1. As at 4 January 2019, Appendix 5 of the report shows a breakeven position against the phased budget on the Housing Revenue Account. The forecast to 31 March 2019 on the Housing Revenue Account is a breakeven position.

7. Employee Implications

7.1. None.

8. Financial Implications

8.1. As detailed within this report.

9. Other Implications

9.1. The main risk associated with the Council's Revenue Budget is that there is an overspend. The risk has been assessed as low given the detailed budget management applied across the Resources. The risk is managed through four weekly Budget Monitoring Meetings at which any variance is analysed. In addition, the probable outturn exercise ensures early warning for corrective action to be taken where appropriate.

9.2. There are no implications for sustainability in terms of the information contained in this report.

10. Equality Impact Assessment and Consultation Arrangements

10.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and therefore no impact assessment is required.

10.2. There is also no requirement to undertake any consultation in terms of the information contained in this report.

Paul Manning
Executive Director (Finance and Corporate Resources)

14 January 2019

Link(s) to Council Values/Ambitions/Objectives

- Accountable, Effective, Efficient and Transparent

Previous References

- Executive Committee, 19 December 2018

List of Background Papers

- Financial ledger and budget monitoring results to 4 January 2019

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:-

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E-mail: lorraine.o'hagan@southlanarkshire.gov.uk

Appendix 1

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Probable Outturn Position

Committee	Annual Budget	Annual Forecast BEFORE Transfers	Annual Forecast Variance BEFORE Transfers	Transfers to Reserves	Annual Forecast After Transfers	Annual Forecast Variance AFTER Transfers	
Departments:	**£m**	**£m**	**£m**	**£m**	**£m**	**£m**	
Community and Enterprise Resources	**115.999**	**115.269**	**0.730**	**0.397**	**115.666**	**0.333**	**under**
Facilities Streets and Waste (Inc. Support)	64.049	63.944	0.105	0.285	64.229	(0.180)	over
Environmental Services (Inc. Projects)	3.963	3.882	0.081	0.052	3.934	0.029	under
Leisure and Culture Services	18.902	19.269	(0.367)	0.000	19.269	(0.367)	over
Planning and Economic Development	2.958	2.683	0.275	0.060	2.743	0.215	under
Roads	26.127	25.491	0.636	0.000	25.491	0.636	under
Education Resources	**308.428**	**303.966**	**4.462**	**4.424**	**308.390**	**0.038**	**under**
Finance and Corporate Resources	**33.908**	**33.908**	**0.000**	**0.000**	**33.908**	**0.000**	**-**
Finance Services	15.412	15.109	0.303	0.000	15.109	0.303	under
Audit and Compliance Services	0.347	0.352	(0,005)	0.000	0.352	(0.005)	over
Information Technology Services	4.278	4.344	(0.066)	0.000	4.344	(0.066)	over
Communications and Strategy Services	1.021	1.324	(0.303)	0.000	1.324	(0.303)	over
Administration and Licensing Services	4.495	4.618	(0.123)	0.000	4.618	(0.123)	over
Personnel Services	8.355	8.161	0.194	0.000	8.161	0.194	under
Housing and Technical Resources	**20.218**	**19.319**	**0.899**	**0.899**	**20.218**	**0.000**	**-**
Housing Services	7.456	6.523	0.933	0.899	7.422	0.034	under
Property Services	12.762	12.796	(0.034)	0.000	12.796	(0.034)	over
Social Work Resources	**152.206**	**153.315**	**(1.109)**	**0.000**	**153.315**	**(1.109)**	**over**
Performance and Support Services	7.846	7.121	0.725	0.000	7.121	0.725	under
Children and Families	29.685	31.466	(1.781)	0.000	31.466	(1.781)	over
Adults and Older People	113.580	113.775	(0.195)	0.000	113.775	(0.195)	over
Justice and Substance Misuse	1.095	0.953	0.142	0.000	0.953	0.142	under
Joint Boards	**2.363**	**2.363**	**0.000**	**0.000**	**2.363**	**0.000**	**-**
	633.122	**628.140**	**4.982**	**5.720**	**633.860**	**(0.738)**	**over**

Committee	Annual Budget	Annual Forecast BEFORE Transfers	Annual Forecast Variance BEFORE Transfers	Transfers to Reserves	Annual Forecast After Transfers	Annual Forecast Variance AFTER Transfers	
	£m	**£m**	**£m**	**£m**	**£m**	**£m**	
Service Departments Total	633.122	628.140	4.982	5.720	633.860	(0.738)	over
Trading Accounts Surplus	(11.919)	(9.693)	(2.226)	0.040	(9.653)	(2.266)	over
CFCR	0.000	0.000	0.000	0.000	0.000	0.000	-
Loan Charges	57.505	51.605	5.900	0.000	51.605	5.900	under
Corporate Items	4.107	2.212	1.895	0.434	2.646	1.461	under
Transfer to Reserves	5.191	5.191	0.000	0.000	5.191	0.000	-
Total Expenditure	**688.006**	**677.455**	**10.551**	**6.194**	**683.649**	**4.357**	**under**
Council Tax	146.058	148.566	2.508	0.000	148.566	2.508	over rec
Less: Council Tax Reduction Scheme	(19.670)	(19.472)	0.198	0.000	(19.472)	0.198	under
Net Council Tax	126.388	129.094	2.706	0.000	129.094	2.706	over rec
General Revenue Grant	251.485	251.485	0.000	0.000	251.485	0.000	
Non Domestic Rates	295.500	295.500	0.000	0.000	295.500	0.000	
Transfer from Reserves	14.633	14.633	0.000	0.000	14.633	0.000	
Total Income	**688.006**	**690.712**	**2.706**	**0.000**	**690.712**	**2.706**	**over rec**
Net Expenditure / (Surplus)	**0.000**	**(13.257)**	**13.257**	**6.194**	**(7.063)**	**7.063**	**under**

Committee	Annual Budget	Annual Forecast BEFORE Transfers	Annual Forecast Variance BEFORE Transfers	Transfers to Reserves	Annual Forecast After Transfers	Annual Forecast Variance AFTER Transfers	
	£m	£m	£m	£m	£m	£m	
Net Expenditure / (Surplus)	0.000	(13.257)	13.257	6.194	(7.063)	7.063	under
2019/2020	0.000	4.000	(4.000)	0.000	4.000	(4.000)	over
2018/2019 Pay Award	0.000	1.305	(1.305)	0.000	1.305	(1.305)	over
Net Expenditure / (Surplus)	**0.000**	**(7.952)**	**7.952**	**6.194**	**(1.758)**	**1.758**	**under**

Appendix 2

Transfers to Reserves

Purpose / Description	Resource	Value £m
Crematorium Sinking Fund Contribution to meet future replacement costs at the crematorium	Community and Enterprise	0.050
Crematorium Shelter Funding required to manage the costs of erecting a shelter for visitors at the Crematorium. *(2018/2019 Capital Budget exception: Executive Committee 13 February 2019)*	Community and Enterprise	0.050
Cashless System Transfer to fund associated costs with a new cashless school system	Community and Enterprise	0.175
Comfort Scheme New initiative in Lanark to encourage tourism by reimbursing businesses for allowing the public to use their toilet facilities. *(Report:Community and Enterprise Resources Committee on 22 January 2019)*	Community and Enterprise	0.010
Flare System Transfer in respect of costs to upgrade the Flare IT system within Environmental Services. *(2018/2019 Capital Budget exception: Executive Committee 13 February 2019)*	Community and Enterprise	0.052
EK Task Force Funding identified to contribute towards costs of EK Task Force *(Report:Community and Enterprise Resources Committee on 22 January 2019)*	Community and Enterprise	0.060
Fleet Sinking Fund Contribution to manage the cost of equipment replacement in fleet depots in future years.	Community and Enterprise (Fleet Trading)	0.040
ELC 1140 Specific Grant Underspend on the Early Years 1140 specific grant due to timing of staff recruitment which is required to meet costs of the service in future years.	Education	0.927
Staffing Funding to manage future staffing commitments.	Education	0.300
Early Years Workers Non Specific Grant Underspend to be carried forward to manage future costs in relation to Early Years service	Education	0.497
Pupil Equity Fund (already reported) The funding received from the Government can be used up to the end of the school term (June 2019). The underspend reflects the element of the funding that will be utilised in April to June 2019.	Education	2.300
ICT Funding Contribution to support the funding required for the renewal of the schools ICT contract**.**	Education	0.400
Homelessness (already reported) - *Increased Value* The grant from the Scottish Government included funding for Homelessness. Due to implementation timescales and the level of bad debts being lower than anticipated there is an underspend in the current year to be carried forward to manage the cost of homelessness in future years.	Housing and Technical	0.899
Total Resource Transfers to Reserves (section 4)		**5.760**
Utilities Carry forward of underspend in 2018/2019 to manage any shortfall in 2019/2020 based on current price increase predictions		0.434
Corporate Budget Lines Transfers to Reserves (section 4.11)		**0.434**
Total Resource / General Transfers to Reserves (LINE A)		**6.194**
Teachers incl Classroom Support (already reported) The 2018/2019 budget contains funding for 2 years. The transfer reflects the element required to be transferred to fund the associated costs in 2019/2020.	Transfers to Reserves (Education)	1.730
Employability (already reported) The 2018/2019 budget contains funding for 2 years. The transfer reflects the element required to be transferred to fund the associated costs in 2019/2020.	Transfers to Reserves (Finance and Corporate)	3.211
School Breakfast Clubs (already reported) Underspends were anticipated in the current year due to the rollout of the pilots. This is being carried forward to meet the costs in 2019/2020.	Transfers to Reserves (Education)	0.100
Holiday Lunch Clubs (already reported) Underspends were anticipated in the current year due to the rollout of the pilots. This is being carried forward to meet the costs in 2019/2020.	Transfers to Reserves (Education)	0.150
Priorities and Investments Budget Transfers (Transfer to Reserves Line) (LINE B)		**5.191**
2019/2020 Strategy (already reported) Underspend in 2018/2019 due to loan charges and council tax to be carried forward and used to manage the 2019/2020 budget strategy.		4.000
Total Corporate Transfers (LINE C)		**4.000**
Total Transfers to Reserves		**15.385**

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report (BEFORE Transfers)

Period Ended 4 January 2019 (No.11)

Committee	Annual Budget	Annual Forecast BEFORE Transfers	Annual Forecast Variance BEFORE Transfers	Budget Proportion to 04/01/19	Actual to Period 11 04/01/19	Variance to 04/01/19	
Departments:	**£m**	**£m**	**£m**	**£m**	**£m**	**£m**	
Community and Enterprise Resources	**115.999**	**115.269**	**0.730**	**83.294**	**82.391**	**0.903**	**under**
Facilities Streets and Waste (Inc. Support)	64.049	63.944	0.105	45.828	45.755	0.073	under
Environmental Services (Inc. Projects)	3.963	3.882	0.081	2.861	2.830	0.031	under
Leisure and Culture Services	18.902	19.269	(0.367)	13.611	13.576	0.035	under
Planning and Economic Development	2.958	2.683	0.275	5.645	5.453	0.192	under
Roads	26.127	25.491	0.636	15.349	14.777	0.572	under
Education Resources	**308.428**	**303.966**	**4.462**	**226.913**	**223.040**	**3.873**	**under**
Finance and Corporate Resources	**33.908**	**33.908**	**0.000**	**29.525**	**29.525**	**0.000**	**-**
Finance Services	15.412	15.109	0.303	13.036	12.816	0.220	under
Audit and Compliance Services	0.347	0.352	(0,005)	0.435	0.444	(0.009)	over
Information Technology Services	4.278	4.344	(0.066)	4.419	4.502	(0.083)	over
Communications and Strategy Services	1.021	1.324	(0.303)	0.967	1.176	(0.209)	over
Administration and Licensing Services	4.495	4.618	(0.123)	4.165	4.239	(0.074)	over
Personnel Services	8.355	8.161	0.194	6.503	6.348	0.155	under
Housing and Technical Resources	**20.218**	**19.319**	**0.899**	**16.191**	**15.492**	**0.699**	**under**
Housing Services	7.456	6.523	0.933	5.900	5.171	0.729	under
Property Services	12.762	12.796	(0.034)	10.291	10.321	(0.030)	over
Social Work Resources	**152.206**	**153.315**	**(1.109)**	**124.398**	**125.213**	**(0.815)**	**over**
Performance and Support Services	7.846	7.121	0.725	5.945	5.391	0.554	under
Children and Families	29.685	31.466	(1.781)	22.768	24.191	(1.423)	over
Adults and Older People	113.580	113.775	(0.195)	95.578	95.661	(0.083)	over
Justice and Substance Misuse	1.095	0.953	0.142	0.107	(0.030)	0.137	under
Joint Boards	**2.363**	**2.363**	**0.000**	**1.910**	**1.910**	**0.000**	**-**
	633.122	**628.140**	**4.982**	**482.231**	**477.571**	**4.660**	**under**

Committee	Annual Budget £m	Annual Forecast BEFORE Transfers £m	Annual Forecast Variance BEFORE Transfers £m	Budget Proportion to 04/01/19 £m	Actual to Period 11 04/01/19 £m	Variance to 04/01/19 £m	
Service Departments Total	633.122	628.140	4.982	482.231	477.571	4.660	under
Trading Accounts Surplus	(11.919)	(9.693)	(2.226)	(7.895)	(5.888)	(2.007)	over
CFCR	0.000	0.000	0.000	0.000	0.000	0.000	-
Loan Charges	57.505	51.605	5.900	57.505	51.605	5.900	under
Corporate Items	4.107	2.212	1.895	1.696	0.335	1.361	under
Transfer to Reserves	5.191	5.191	0.000	5.191	5.191	0.000	-
Total Expenditure	**688.006**	**677.455**	**10.551**	**538.728**	**528.814**	**9.914**	**under**
Council Tax	146.058	148.566	2.508	114.760	116.730	1.970	over rec
Less: Council Tax Reduction Scheme	(19.670)	(19.472)	0.198	(15.455)	(15.299)	0.156	under
Net Council Tax	126.388	129.094	2.706	99.305	101.431	2.126	over rec
General Revenue Grant	251.485	251.485	0.000	191.329	191.329	0.000	-
Non Domestic Rates	295.500	295.500	0.000	227.308	227.308	0.000	-
Transfer from Reserves	14.633	14.633	0.000	14.633	14.633	0.000	-
Total Income	**688.006**	**690.712**	**2.706**	**532.575**	**534.701**	**2.126**	**over rec**
Net Expenditure / (Surplus)	**0.000**	**(13.257)**	**13.257**	**6.153**	**(5.887)**	**12.040**	**under**

Corporate Pressures	Annual Budget £m	Annual Forecast BEFORE Transfers £m	Annual Forecast Variance BEFORE Transfers £m
Net Expenditure / (Surplus)	0.000	(13.257)	13.257
2019/2020 Strategy	0.000	4.000	(4.000)
2018/2019 Pay Award - additional 0.5%	0.000	1.305	(1.305)
Total Expenditure	**0.000**	**(7.952)**	**7.952**

Appendix 3b

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report (BEFORE Transfers)

Period Ended 4 January 2019 (No.11)

Budget Category	**Annual Budget**	**Annual Forecast BEFORE Transfers**	**Annual Forecast Variance BEFORE Transfers**	**Budget Proportion to 04/01/19**	**Actual to Period 11 04/01/19**	**Variance to 04/01/19**	
Service Departments:	**£m**	**£m**	**£m**	**£m**	**£m**	**£m**	
Expenditure							
Employee Cost	417.012	414.381	2.631	305.370	302.748	2.622	under
Property Costs	52.284	51.017	1.267	42.314	41.305	1.009	under
Supplies and Services	33.142	31.481	1.661	22.159	20.537	1.622	under
Transport Costs	22.963	23.578	(0.615)	16.927	17.334	(0.407)	over
Administration Costs	11.717	12.230	(0.513)	7.854	8.100	(0.246)	over
Payments to Other Bodies	54.822	56.206	(1.384)	37.529	38.831	(1.302)	over
Payments to Contractors	186.826	187.039	(0.213)	132.868	132.781	0.087	under
Transfer Payments	3.249	3.440	(0.191)	2.863	3.032	(0.169)	over
Housing Benefits	80.897	79.220	1.677	59.941	58.623	1.318	under
Financing Charges (controllable)	2.074	2.037	0.037	1.411	1.390	0.021	under
Total	**864.986**	**860.629**	**4.357**	**629.236**	**624.681**	**4.555**	**under**
Service Departments Total	864.986	860.629	4.357	629.236	624.681	4.555	under
Trading Accounts Surplus	(11.919)	(9.693)	(2.226)	(7.895)	(5.888)	(2.007)	over
CFCR	0.000	0.000	0.000	0.000	0.000	0.000	-
Loan Charges	57.505	51.605	5.900	57.505	51.605	5.900	under
Corporate Items	4.107	2.212	1.895	1.696	0.335	1.361	under
Transfer to Reserves	5.191	5.191	0.000	5.191	5.191	0.000	-
Total Expenditure	**919.870**	**909.944**	**9.926**	**685.733**	**675.924**	**9.809**	**under**
Income							
Housing Benefit Subsidy	75.435	73.950	(1.485)	57.668	56.501	(1.167)	under rec
Other Income	156.429	158.539	2.110	89.337	90.609	1.272	over rec
Council Tax (Net of Council Tax Reduction Scheme)	126.388	129.094	2.706	99.305	101.431	2.126	over rec
General Revenue Grant	251.485	251.485	0.000	191.329	191.329	0.000	-
Non Domestic Rates	295.500	295.500	0.000	227.308	227.308	0.000	-
Transfer from Reserves	14.633	14.633	0.000	14.633	14.633	0.000	-
Total Income	**919.870**	**923.201**	**3.331**	**679.580**	**681.811**	**2.231**	**over rec**
Net Expenditure / (Income)	**0.000**	**(13.257)**	**13.257**	**6.153**	**(5.887)**	**12.040**	**under**

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report (AFTER Transfers)

Period Ended 4 January 2019 (No.11)

Committee Departments:	Annual Budget £m	Annual Forecast AFTER Transfers £m	Annual Forecast Variance AFTER Transfers £m	Budget Proportion to 04/01/19 £m	Actual to Period 11 04/01/19 £m	Variance to 04/01/19 £m	
Community and Enterprise Resources	**115.999**	**115.666**	**0.333**	**83.294**	**82.788**	**0.506**	**under**
Facilities Streets and Waste (Inc. Support)	64.049	64.229	(0.180)	45.828	46.040	(0.212)	over
Environmental Services (Inc. Projects)	3.963	3.934	0.029	2.861	2.882	(0.021)	over
Leisure and Culture Services	18.902	19.269	(0.367)	13.611	13.576	0.035	under
Planning and Economic Development	2.958	2.743	0.215	5.645	5.513	0.132	under
Roads	26.127	25.491	0.636	15.349	14.777	0.572	under
Education Resources	**308.428**	**308.390**	**0.038**	**226.913**	**226.883**	**0.030**	**under**
Finance and Corporate Resources	**33.908**	**33.908**	**0.000**	**29.525**	**29.525**	**0.000**	**-**
Finance Services	15.412	15.109	0.303	13.036	12.816	0.220	under
Audit and Compliance Services	0.347	0.352	(0.005)	0.435	0.444	(0.009)	over
Information Technology Services	4.278	4.344	(0.066)	4.419	4.502	(0.083)	over
Communications and Strategy Services	1.021	1.324	(0.303)	0.967	1.176	(0.209)	over
Administration and Licensing Services	4.495	4.618	(0.123)	4.165	4.239	(0.074)	over
Personnel Services	8.355	8.161	0.194	6.503	6.348	0.155	under
Housing and Technical Resources	**20.218**	**20.218**	**0.000**	**16.191**	**16.191**	**0.000**	**-**
Housing Services	7.456	7.422	0.034	5.900	5.870	0.030	under
Property Services	12.762	12.796	(0.034)	10.291	10.321	(0.030)	over
Social Work Resources	**152.206**	**153.315**	**(1.109)**	**124.398**	**125.213**	**(0.815)**	**over**
Performance and Support Services	7.846	7.121	0.725	5.945	5.391	0.554	under
Children and Families	29.685	31.466	(1.781)	22.768	24.191	(1.423)	over
Adults and Older People	113.580	113.775	(0.195)	95.578	95.661	(0.083)	over
Justice and Substance Misuse	1.095	0.953	0.142	0.107	(0.030)	0.137	under
Joint Boards	**2.363**	**2.363**	**0.000**	**1.910**	**1.910**	**0.000**	**-**
	633.122	**633.860**	**(0.738)**	**482.231**	**482.510**	**(0.279)**	**over**

Committee	Annual Budget £m	Annual Forecast AFTER Transfers £m	Annual Forecast Variance AFTER Transfers £m	Budget Proportion to 04/01/19 £m	Actual to Period 11 04/01/19 £m	Variance to 04/01/19 £m	
Service Departments Total	633.122	633.860	(0.738)	482.231	482.510	(0.279)	over
Trading Accounts Surplus	(11.919)	(9.653)	(2.266)	(7.895)	(5.848)	(2.047)	over
CFCR	0.000	0.000	0.000	0.000	0.000	0.000	-
Loan Charges	57.505	51.605	5.900	57.505	51.605	5.900	under
Corporate Items	4.107	2.646	1.461	1.696	0.769	0.927	under
Transfer to Reserves	5.191	5.191	0.000	5.191	5.191	0.000	-
Total Expenditure	**688.006**	**683.649**	**4.357**	**538.728**	**534.227**	**4.501**	**under**
Council Tax	146.058	148.566	2.508	114.760	116.730	1.970	over rec
Less: Council Tax Reduction Scheme	(19.670)	(19.472)	0.198	(15.455)	(15.299)	0.156	under
Net Council Tax	126.388	129.094	2.706	99.305	101.431	2.126	over rec
General Revenue Grant	251.485	251.485	0.000	191.329	191.329	0.000	-
Non Domestic Rates	295.500	295.500	0.000	227.308	227.308	0.000	-
Transfer from Reserves	14.633	14.633	0.000	14.633	14.633	0.000	-
Total Income	**688.006**	**690.712**	**2.706**	**532.575**	**534.701**	**2.126**	**over rec**
Net Expenditure / (Surplus)	**0.000**	**(7.063)**	**7.063**	**6.153**	**(0.474)**	**6.627**	**under**

Corporate Pressures	Annual Budget £m	Annual Forecast AFTER Transfers £m	Annual Forecast Variance AFTER Transfers £m
Net Expenditure / (Surplus)	0.000	(7.063)	7.063
2019/2020 Strategy	0.000	4.000	(4.000)
2018/2019 Pay Award - additional 0.5%	0.000	1.305	(1.305)
Total Expenditure	**0.000**	**(1.758)**	**1.758**

Appendix 4b

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report (AFTER Transfers)

Period Ended 4 January 2019 (No.11)

Budget Category	**Annual Budget**	**Forecast AFTER Transfers**	**Annual Forecast Variance AFTER Transfers**	**Budget Proportion to 04/01/19**	**Actual to Period 11 04/01/19**	**Variance to 04/01/19**	
Service Departments:	**£m**	**£m**	**£m**	**£m**	**£m**	**£m**	
Expenditure							
Employee Cost	417.012	415.599	1.413	305.370	303.967	1.403	under
Property Costs	52.284	51.027	1.257	42.314	41.315	0.999	under
Supplies and Services	33.142	34.408	(1.266)	22.159	23.086	(0.927)	over
Transport Costs	22.963	23.578	(0.615)	16.927	17.334	(0.407)	over
Administration Costs	11.717	12.230	(0.513)	7.854	8.100	(0.246)	over
Payments to Other Bodies	54.822	56.448	(1.626)	37.529	38.922	(1.393)	over
Payments to Contractors	186.826	187.139	(0.313)	132.868	132.881	(0.013)	over
Transfer Payments	3.249	3.440	(0.191)	2.863	3.032	(0.169)	over
Housing Benefits	80.897	79.220	1.677	59.941	58.623	1.318	under
Financing Charges (controllable)	2.074	2.037	0.037	1.411	1.390	0.021	under
Total	**864.986**	**865.126**	**(0.140)**	**629.236**	**628.650**	**0.586**	**under**
Service Departments Total	864.986	865.126	(0.140)	629.236	628.650	0.586	under
Trading Accounts Surplus	(11.919)	(9.653)	(2.266)	(7.895)	(5.848)	(2.047)	over
CFCR	0.000	0.000	0.000	0.000	0.000	0.000	-
Loan Charges	57.505	51.605	5.900	57.505	51.605	5.900	under
Corporate Items	4.107	2.646	1.461	1.696	0.769	0.927	under
Transfer to Reserves	5.191	5.191	0.000	5.191	5.191	0.000	-
Total Expenditure	**919.870**	**914.915**	**4.955**	**685.733**	**680.367**	**5.366**	**under**
Income							
Housing Benefit Subsidy	75.435	73.950	(1.485)	57.668	56.501	(1.167)	under rec
Other Income	156.429	157.316	0.887	89.337	89.639	0.302	over rec
Council Tax (Net of Council Tax Reduction Scheme)	126.388	129.094	2.706	99.305	101.431	2.126	over rec
General Revenue Grant	251.485	251.485	0.000	191.329	191.329	0.000	-
Non Domestic Rates	295.500	295.500	0.000	227.308	227.308	0.000	-
Transfer from Reserves	14.633	14.633	0.000	14.633	14.633	0.000	-
Total Income	**919.870**	**921.978**	**2.108**	**679.580**	**680.841**	**1.261**	**over rec**
Net Expenditure / (Income)	**0.000**	**(7.063)**	**7.063**	**6.153**	**(0.474)**	**6.627**	**under**

Appendix 5

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Period Ended 4 January 2019 (No.11)

Housing Revenue Account

	Annual Budget	Forecast for Year	Annual Forecast Variance	Budget Proportion to 04/01/19	Actual to Period 11 04/01/19	Variance to 04/01/19		%	Note
	£m	£m	£m	£m	£m	£m			
Employee Costs	12.718	12.544	0.174	9.489	9.330	0.159	under	1.7%	1
Property Costs	42.507	42.465	0.042	27.348	27.329	0.019	under	0.1%	2
Supplies & Services	0.610	0.554	0.056	0.460	0.427	0.033	under	7.2%	
Transport & Plant	0.194	0.174	0.020	0.145	0.139	0.006	under	4.1%	
Administration Costs	5.713	5.677	0.036	0.516	0.519	(0.003)	over	(0.6%)	
Payments to Other Bodies	3.221	3.221	0.000	0.035	0.034	0.001	under	2.9%	
Payments to Contractors	0.100	0.129	(0.029)	0.068	0.097	(0.029)	over	(42.6%)	
Transfer Payments	0.000	0.000	0.000	0.000	0.000	0.000	-	n/a	
Financing Charges	23.730	23.761	(0.031)	0.067	0.046	0.021	under	31.3%	
Total Controllable Expenditure	88.793	88.525	0.268	38.128	37.921	0.207	under	0.5%	
Total Controllable Income	(98.991)	(98.432)	(0.559)	(63.083)	(62.876)	(0.207)	under recovered	(0.3%)	3
Transfer to/(from) Balance Sheet	(4.603)	(4.604)	0.001	(3.541)	(3.541)	0.000	-	0.0%	
Net Controllable Expenditure	(14.801)	(14.511)	(0.290)	(28.496)	(28.496)	0.000	-	0.0%	
Add: Non Controllable Budgets									
Financing Charges	14.801	14.511	0.290	0.000	0.000	0.000	-	0.0%	
Total Budget	0.000	0.000	0.000	(28.496)	(28.496)	0.000	-	0.0%	

Variance Explanations

1. **Employee Costs**
   This underspend reflects the current turnover levels and vacancies across the service.

2. **Property Costs**
   This underspend relates to bad debt provision being lower than anticipated, partially offset by reflects expenditure on repairs which are demand led.

3. **Income**
   This under recovery relates to rental income and reflects the timing of the completion of new build properties.

SOUTH LANARKSHIRE COUNCIL

Report

Agenda Item

5

Report to:	**Executive Committee**
Date of Meeting:	**13 February 2019**
Report by:	**Executive Director (Finance and Corporate Resources)**

Subject:	**Trading Services Financial Performance for Period 11: 1 April 2018 to 4 January 2019 and Probable Outturn**

1. Purpose of Report

1.1. The purpose of the report is to:-

- provide information on the estimated surplus for each of the Council's Trading Operations,
- provide information on the actual surplus as at 4 January 2019, and
- provide an update on the projected results for the financial year 2018/2019.

2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

(1) that the Trading Operations' outturn position, be noted;
(2) that the surplus achieved to 4 January 2019 **before** transfers to reserves of £5.888 million, as detailed in Appendix A of the report, be noted; and
(3) that the surplus achieved to 4 January 2019 **after** transfers to reserves of £5.848 million, as detailed in Appendix A of the report, be noted.

3. Background

3.1. This is an overview report which will summarise the 2018/2019 forecast spend for the Council's Trading Operations to 31 March 2019 (section 5). This is known as the Probable Outturn position. It will also provide details of the Trading Operations' Monitoring Position to 4 January 2019, compared with the budget for the same period (section 6).

3.2. When establishing the probable outturn position for the year, Resources were asked to take all known commitments into account. The report will detail the anticipated spend for the year and will propose funds to transfer to reserves for future commitments. The report will also detail the position after proposed transfers to reserves to take account of those known commitments required in the next financial year.

4. Trading Operations Budget

4.1. As part of the budget for 2018/2019, an estimated target for Trading Operations' surpluses was set at £11.466 million. In the period to 9 November 2018, this was revised to £11.919 million. There were no further adjustments made in the period to 4 January 2019.

4.2. Details of the financial performance of each of the individual Trading Operations is provided in Appendix A to this report.

4.3. This budgeted surplus sum will continue to be taken as a minimum target for achievement by the Trading Operations. Effort will be maintained to maximise results during the remainder of this financial year.

5. Employee Implications

5.1. None

6. Probable Outturn Forecast to 31 March 2019

6.1. Appendices A and B show the outturn position for the Council's Trading Operations.

6.2. As per section 3.2, the report will provide the Trading Operations' outturn position **before** any proposed transfers to reserves (Appendix A) and then the position **after** transfers to reserves (Appendix B).

6.3. **Trading Operations Outturn Position:** The forecast outturn position to 31 March 2019 is an **under recovery** against surplus of **£2.226 million before** any transfers to reserves.

6.4. This under recovery comprises an under recovery of £0.776m in the Fleet Trading Operation due to repairs, plant and equipment and the timing of the implementation of efficiencies, and a minor underspend of £0.025 million in the Roads Trading Operation. Both of these are offset by an underspend in the Community and Enterprise Resources' budget.

6.5. In addition, there is an under recovery of £1.425 million in the Property Trading Operation. As reported previously this reflects the timing of works carried out in respect of Early Years, Central Heating programmes, and Growth and Capacities in schools.

6.6. The Fleet Trading Operation is proposing a transfer to reserves of £0.040 million, included in the Revenue Budget Monitoring Report (Period 11) for consideration. The transfer is in respect of the replacement of equipment in the depots. After taking this transfer into account the outturn position **after** transfers to reserves is an under recovery against surplus of **£2.266 million.**

7. Financial Implications – Revenue Monitoring Position

7.1. As at period 11 (4 January 2019), the actual surplus **before** transfers achieved by the Trading Operations totals £5.888 million. This represents an **under recovery of £2.007 million** against the phased budget. Of this under recovery, £1.255 million at period 11 relates to the Property Trading Operation (section 6.5 above).

7.2. In addition, £0.732 million relates to the Fleet Trading Operation (section 6.4 above), and is offset by an underspend in the Community and Enterprise Resources' budget, as shown in the Revenue Budget Monitoring Report for the period ended 4 January 2019.

7.3. The position at period 11 **after** transfers is a surplus of £5.848 million, **an under recovery of £2.047 million**.

8. Other Implications

8.1. The main risk associated with the Trading Operations' Budgets is that there is a reduction in the surplus achieved. The risk has been assessed as low given the detailed budget management applied across the Trading Operations. The risk is managed through four weekly Budget Monitoring Meetings at which any variance is

analysed. In addition, the probable outturn exercise ensures early warning for corrective action to be taken where appropriate.

8.2. There are no implications for sustainability in terms of the information contained in this report.

9. Equality Impact Assessment and Consultation Arrangements

9.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and therefore no impact assessment is required.

7.2. There is also no requirement to undertake any consultation in terms of the information contained in this report.

Paul Manning
Executive Director (Finance and Corporate Resources)

14 January 2019

Link(s) to Council Values/Ambitions/Objectives

- Accountable, Effective, Efficient and Transparent

Previous References

- Executive Committee, 19 December 2018

List of Background Papers

- Financial ledger and budget monitoring results to 4 January 2019

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:-

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Appendix A

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report (BEFORE Transfers)

Period Ended 4 January 2019 (No.11)

Trading Operations

	Revenue Budget Surplus	Forecast Revenue Budget Surplus BEFORE Transfers	Forecast Variance BEFORE Transfers	Phased Budget (Surplus) at 04/01/19	Actual (Surplus) / Deficit at 04/01/19	Variance at 04/01/19	
Trading Service	**£m**	**£m**	**£m**	**£m**	**£m**	**£m**	
Fleet	(2.876)	(2.100)	(0.776)	(1.532)	(0.800)	(0.732)	under surplus
Roads	(4.639)	(4.614)	(0.025)	(3.568)	(3.548)	(0.020)	under surplus
Property Services	(4.404)	(2.979)	(1.425)	(2.795)	(1.540)	(1.255)	under surplus
Total	**(11.919)**	**(9.693)**	**(2.226)**	**(7.895)**	**(5.888)**	**(2.007)**	**under surplus**

Appendix B

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report (AFTER Transfers)

Period Ended 4 January 2019 (No.11)

Trading Operations

	Revenue Budget Surplus	Forecast Revenue Budget Surplus AFTER Transfers	Forecast Variance AFTER Transfers	Phased Budget (Surplus) at 04/01/19	Actual (Surplus) / Deficit at 04/01/19	Variance at 04/01/19	
Trading Service	**£m**	**£m**	**£m**	**£m**	**£m**	**£m**	
Fleet	(2.876)	(2.006)	(0.816)	(1.532)	(0.760)	(0.772)	under surplus
Roads	(4.639)	(4.614)	(0.025)	(3.568)	(3.548)	(0.020)	under surplus
Property Services	(4.404)	(2.979)	(1.425)	(2.795)	(1.540)	(1.255)	under surplus
Total	**(11.919)**	**(9.653)**	**(2.226)**	**(7.895)**	**(5.848)**	**(2.047)**	**under surplus**

SOUTH LANARKSHIRE COUNCIL

Report

Agenda Item

6

Report to:	**Executive Committee**
Date of Meeting:	**13 February 2019**
Report by:	**Executive Director (Finance and Corporate Resources)**

Subject:	**Additional Funding from Scottish Government and Other External Sources**

1. Purpose of Report

1.1. The purpose of the report is to:-

- advise Members of additional funding that has been made available to the Council by the Scottish Government and other external sources since the last report to this Committee (19 December 2018).

2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

(1) that the additional revenue funding of £0.143 million as detailed at Appendix 1 of the report, be noted.

3. Background

3.1. The Council is periodically advised of additional funding which is made available from the Scottish Government and other sources to enable various initiatives to be undertaken.

3.2. Additional funding may either be paid through the General Revenue Grant mechanism or by the completion of appropriate grant claims.

3.3. Details of the additional funding for 2018/2019 and 2019/2020 are attached at Appendix 1 to the report. The report details additional funding that has been reported by Resources as part of the additional resources notification process, as well as any additional funding that has increased the Council's budget by more than £0.100 million.

4. Employee Implications

4.1. None.

5. Financial Implications

5.1. Additional revenue funding of £0.125 million has been identified for 2018/2019. A further £0.018 million has been identified for 2019/2020.

5.2. Resource budgets will be updated to reflect this additional funding as required, and where appropriate, details of spending plans will be presented to Resource Committees for approval.

6. Other Implications

6.1. There are no implications for sustainability in terms of the information contained in this report.

7. Equality Impact Assessment and Consultation Arrangements

7.1. This report does not introduce a new policy, function or strategy or recommend a change to existing policy, function or strategy and therefore no impact assessment is required.

7.2. There was also no requirement to undertake any consultation in terms of the information contained in this report.

Paul Manning
Executive Director (Finance and Corporate Resources)

22 January 2019

Link(s) to Council Objectives/Values

- Accountable, Effective and Efficient

Previous References

- Executive Committee, 19 December 2018

List of Background Papers

- Additional Funding Reports: 21 November 2018 to 16 January 2019

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:-

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Additional Revenue Funding

Resource	Description	2018/19 £m	2019/20 £m	2020/21 £m	Total £m	Method
Education Resources	Early Learning and Childcare Expansion – Realising Change Funding	0.125	0.018	0.000	**0.143**	Scottish Government Grant
	TOTAL REVENUE FUNDING	**0.125**	**0.018**	**0.000**	**0.143**	

SOUTH LANARKSHIRE COUNCIL

Report

Agenda Item

7

Report to:	**Executive Committee**
Date of Meeting:	**13 February 2019**
Report by:	**Executive Director (Education Resources)**
	Executive Director (Finance and Corporate Resources)
	Executive Director (Housing and Technical Resources)

Subject:	**Early Learning and Childcare 1140 Hours Accommodation Requirements**

1. Purpose of Report

1.1. The purpose of the report is to:-

- Provide an update on the accommodation requirements for the provision of 1140 hours of Early Learning and Childcare, noting the implications of the delivery models, and;
- Seek approval for the proposed capital projects to meet the shortfall in provision.

2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

(1) that the updated overall accommodation requirements be noted;
(2) that progression of planning and further review of options be noted, and;
(3) that the next programme of capital projects, as detailed in Table 1 of the report, be approved; and
(4) that the additional capital grant totalling £8.900 million be used to contribute towards the 1140 hours projects as detailed in paragraph 8.6 of the report.

3. Background

3.1. An update on the accommodation expansion of Early Learning and Childcare was brought to Executive Committee on 15 August 2018. The report explained that an original accommodation requirement totalling £32.24m for the introduction of the 1140 hours was submitted to the Scottish Government.

3.2. Given the implementation date of August 2020, the Executive Committee agreed to the commencement of a number of projects, where alternatives were limited. In addition, officers began working on reviewing options. The cost of these works was estimated at £12m.

3.3. This report now seeks to consider all short and medium term accommodation requirements for Early Learning and Childcare arising from both the 1140 hours expansion and population growth.

4. Demand for places

4.1. The Council has followed the planning assumptions provided by Scottish Government in considering the potential requirements and pressures in respect of 1140 hours provision. In progressing our plans, those assumptions have been further refined through our own evidence based data and consultation exercises which have taken account of the views of parents and private partner providers. The Council's proposals are based on:

- Population estimates
- Current uptake patterns in Local Authority and partner provision
- Parental consultation in respect of both providers and the models of delivery
- Projected capacity within existing LA provision based on 1140 models
- Anticipated capacity from private partner providers

4.2. It is recognised that accommodation requirements are subject to fluctuation as a result of population growth, changing employment patterns and the uncertainty created by trying to provide flexibility for parents: it is recognised, too, that the opportunities afforded to families as a result of increased Early Learning and Childcare provision is likely to lead to further changes in their requirements

4.3. Since the Executive Committee of 15 August 2018, further consultation with partner providers has taken place in relation to the availability of partner places. This did not impact significantly on the requirement for further accommodation in identified areas.

4.4. The projected accommodation requirement fully takes into consideration the availability of partner provision. It also takes cognisance of additional support needs (ASN) provision (including 52 week provision) and projected community growth figures.

5. Models of Delivery

5.1. In taking forward its plans, the Council recognises that provision must reflect and respond to the needs of families. Models of delivery should offer families the flexibility they need in relation to their work patterns/locations and in respect of their own family circumstances.

5.2. The existing model of delivery of 600 hours is based on provision of half day (3hour 10minute) slots across term time. This means that 2 children can access a registered place per day.

5.3. Consultation with parents, included in the Scottish Government planning assumptions, indicates that up to 60% of families wish term-time provision mirroring the school day. Indeed, this model is the basis for 1140 hours: 9am to 3pm for 5 days per week across the 38 weeks of term time. Under this model, only 1 child can access a registered place per day rather than 2 as per the previous model.

5.4. It is envisaged that local authority nursery classes will largely move to a 9am-3pm model, however this will be considered for review in some areas as the rollout of 1140 progresses and parental choice becomes more known.
Many parents purchase additional hours beyond the free provision so the capacity beyond 9am-3pm can still be utilised. However those hours do not contribute to the council's provision of free places.

5.5. Parents looking for provision beyond term time require an alternative model. Calendar year provision can continue to be offered through half days eg. 4.75hours for 5 days

per week for 48weeks. Some families will also choose a combination of full and part days which can also be accommodated through half-day provision.

5.6. Moving to a model that allows for some full-day and some half-day provision requires additional capacity because it is less efficient than a model based on half-days alone.

5.7. With this in mind the Council proposes a mix of provision which sits broadly around 50% of full-day term-time provision and 50% of half-day provision across the calendar year.

5.8. It is recognised that there may be more efficient ways of delivering 1140 hours of early learning and childcare, however the Council's proposed model prioritises the needs of our parents and families.

6. Accommodation Requirements - Progress to Date

6.1. Enhanced activity has been undertaken to explore potential solutions where a shortfall of 1140 places is predicted. Further reviews of school buildings and pupil projections have been undertaken in conjunction with detailed examinations of external accommodation in order to identify if there is any alternative space capacity. This has allowed other primary schools to come into the accommodation plan.

6.2. Ongoing discussions with the Care Inspectorate and the Scottish Government on the 'Space to Grow' strategy, to enable an increase in nursery registration by making good use of outdoor space for learning, have had limited success . At this time we have therefore removed assumptions of generating significant additional nursery places by this method.

6.3. In December 2018, the Council received information on the technical design and estimated costs from Hub South West (HubSW) in respect of some of our required new builds. In terms of physical accommodation, the Council's specified space requirements for new nurseries were not altered, except in minor areas where it was felt there was no impact on quality of service e.g. production kitchens.

6.4. Other actions out with new builds have included accommodation re-measurement in some existing nurseries where there is the potential that physical capacity is in excess of that which the nursery is currently registered. With some minor adaptations it may be possible to re-register the nursery for a higher number of children. This exercise is ongoing but only expected to produce small numbers of additional nursery places.

7. Accommodation Requirements - Next Steps in the Planning Process

7.1. **August 2020 : 1140 Places, including estimate community growth to 2021**

In considering the 1140 hours expansion requirements, including both the capacity of partner providers (less a capacity delivery risk tolerance) and the estimated community growth of **950** between now and 2021, we have estimated a total shortfall of **2,064** places.

7.2. Existing projects as agreed at the Executive Committee in August 2018, together with the further projects listed in Table 1 will provide for approximately 1,800 places of the 2,064 places required (87%). The costs of these works are estimated at £18.2m.

Table 1 Further Capital Programme Works

Area	Type of Works	Nursery
Blantyre	Adaptation	High Blantyre Primary School
Cambuslang	New build	Potential new site – Old Mill Road, Halfway
Rutherglen	Adaptation	St Columbkille's Primary School
Cathkin	Adaptation	Loch Primary School
East Kilbride	Adaptation	Canberra Primary School
East Kilbride	Adaptation	Castlefield Primary School
East Kilbride	New Build	Old site of South Park Primary School
East Kilbride	Refurbishment	Civic Centre
Strathaven	Extension	Kirklandpark Primary School
Strathaven	Adaptation	Wester Overton Primary School
Ham B - Hamilton	Adaptation	St Elizabeth's Primary School
Bothwell/Uddingston	New Build	Appledore Crescent, Bothwell

7.3. Further projects to address the remainder will be brought to a future committee.

7.4. It is estimated that in some areas there will be further significant levels of nursery growth from 2022 to 2025 following the 1140 hours implementation. As a result there are already separate projects, with the funding requirements being managed through the Council's usual mechanisms for dealing with community growth. These include:-

Table 2: Medium Term Projects due to Growth Estimates

Area	Project
East Kilbride	New Jackton School
Ham A – Larkhall	Location to be determined
Ham B – Hamilton	Location to be determined

7.5. The Capital Strategy approved by the Executive Committee in November 2018 included an element of works for growth in Early Years. It also included projects for Growth in schools that included an element of early year provision. Work in these particular areas is ongoing in addition to the planning for 1140 hour implementation in August 2020.

7.6. As we progress towards and beyond 2021, we will be better placed to understand emerging patterns and changes in demand from families and to respond in a proportionate way through future projects. This will include the monitoring of uptake levels, future estimate demand requirements and the timing of project start dates. In other areas where growth is expected, but at a lower level, growth forecasts and future actual demand will also be monitored and action taken as necessary. A report will be brought back to Committee to gain approval for works to commence in relation to these projects.

8. **Financial Implications**

8.1. **1140 hours places including growth to 2021**

The current indicative costs of both the previously approved capital projects (£12m as detailed in section 3.2) and also the proposed further capital costs of projects identified in Table 1 of this report (£18.2m as detailed in section 7.2) is approximately £30.2m, and would account for around 87% of the total 1140 hours nursery places required

(1,800 of the 2,064 total places required). With £2.1m funding already in place, e.g. from existing agreed developer contributions due to growth, the net cost is estimated at £28.1m.

8.2. These costs are high level indicative costs and will be refined as we move into detailed design and tendering. Also, there is still a small number of projects to consider and conclude which will be reported to a future Executive Committee for approval (as referred to at section 7.3). The estimated net cost of these projects is £4.2m. This takes the overall expected net cost to £32.3m.

8.3. This total spend is in line with that indicated in the Capital Strategy. This Strategy provided a 10 year plan for future capital expenditure requirements for the Council details and was approved by Executive Committee in November 2018.

8.4 The Scottish Government funding provided to meet the capital costs of 1140 hours was £19.2m thereby leaving a funding shortfall of £13.1m. A key reason that the Council's costs to deliver 1140 are higher than the Government funding is that the proposed accommodation model will provide a service that reflects the provision wanted by parents rather than prioritising financial efficiency.

8.5. The Capital Strategy indicated that should the Council agree to the level of expenditure in the report for all capital works, then the Council could borrow to bridge the gap in funding including 1140 hours provision. This borrowing position would be reduced by any external funding or Scottish Government grant in excess of that assumed in the Capital Strategy.

8.6. Since the Capital Strategy was agreed, the grant settlement for 2019/20 advised that the Council's capital grant for 2019/20 was £8.9m higher than we had estimated in the Capital Strategy. It is proposed that this additional grant is used to contribute towards the 1140 hours projects, the overall level of borrowing required to meet the £32.3m costs for all 1140 projects would be around £4m (being the shortfall in government funding of £13.1m less the additional capital grant of £8.9m in 2019/20). The average annual impact on loan charges of this borrowing for 1140 hours projects is £0.250m. The Capital Strategy stated the costs of borrowing could be accommodated in the loan charge budget in the short term. The same recommendation is made in the report relating to the overall position of the Budget 2019/2020 and savings proposals

8.7. The annual revenue costs associated with this capital programme will require to be funded from the revenue grant for 1140 hours allocated by the Scottish Government.

9. Employee Implications

9.1. There will be employee implications in terms of the resourcing of these early years establishments under the 1140 hours initiative.

10. Other Implications

10.1. The provision of sufficient 1140 places to enable the Council to meet its statutory duty in 2020 is recognised as a high risk within the Council's risk register, and is dependent on the timely completion of the capital programme. Any delay to the programme will increase the associated risk to the Council.

10.2. There are no implications for sustainability in terms of the information contained within this report.

11. Equality Impact Assessment and Consultation Arrangements

11.1. An initial equality assessment has been carried out, however this will be updated as more specific information becomes available. As per the Scottish Government expansion guidance, the expansion plan will ensure consideration of the accessibility requirements of Early Learning and Childcare.

11.2. Cross resource discussion, meetings and planning has been taking taken place given the wide ranging nature of the early learning and childcare requirements.

11.3. Consultation and engagement has taken place with a range of stakeholders, and this approach will be on going, as required, until the 1140 hours initiative is implemented.

Tony McDaid
Executive Director (Education Resources Resources)

Paul Manning
Executive Director (Finance and Corporate Resources)

Daniel Lowe
Executive Director (Housing and Technical Resources)

23 January 2019

Link(s) to Council Values/Objectives

- Improve achievement, raise educational attainment and support lifelong learning
- Ensure schools and other places of learning are inspirational

Previous References

Executive Committee, 15 August 2018, Early Learning and Childcare 1140 Hours Update – Accommodation Requirements

List of Background Papers

None

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:-

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SOUTH LANARKSHIRE COUNCIL

Report

Agenda Item

8

Report to:	**Executive Committee**
Date of Meeting:	**13 February 2019**
Report by:	**Executive Director (Education Resources)**
	Executive Director (Community and Enterprise Resources)
	Executive Director (Finance and Corporate Resources)

Subject:	**Early Learning and Childcare : 1140 hours Update**

1. Purpose of Report

1.1. The purpose of the report is to:-

- To provide an update on the implementation of the Early Learning and Childcare (ELC) 1140 hours expansion programme from 2017-19;
- To provide an update in respect of plans for the implementation of the Early Learning and Childcare 1140 hours expansion programme from 2019-21;
- To request approval to increase the establishment within Education Resources and Community and Enterprise Resources as outlined in section 7 of the report;
- To seek approval for the recommendations contained within this report.

2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

(1) that the progress achieved in relation to the implementation of the ELC expansion from 2017-2019 be noted;

(2) that the proposed implementation plans for the ELC expansion from 2019-2021 be noted; and

(3) that approval be given to increase the staffing establishment within Education and Community and Enterprise Resources, as outlined in section 7 of the report.

3. Background

3.1. In March 2017 the Scottish Government published the ELC expansion planning guidance for Local Authorities. The planning guidance offered a framework to support local authorities in developing initial expansion plans. The planning guidance intended to:-

- provide simple planning advice of specific relevance to ELC sector development;
- support development of local authority ELC expansion plans and costings, as well as informing the national ELC Expansion Programme;
- respect the unique context of each local authority area, recognising the value of local knowledge and understanding;

- be outcome focused, recognising that there are a range of ways to achieve the core aims of providing ELC within the parameters of quality, accessibility, flexibility and affordability;
- underpin the delivery support that will be made available to assist local authorities with service redesign and sharing of good practice; and
- help local authorities to gauge the extent of the change challenge and to fully resource the programme and project management capacity needed to support their local programme, whilst continuing to deliver services focused on the quality of experience for children and families

3.2. As part of the implementation, the Council is required to demonstrate the key principles of *quality, accessibility, flexibility, affordability and phasing.* These principles should underpin the service delivery planning process and be evidenced in the Council's expansion plan.

3.3. The Council has used the Scottish Government guidance for planning and implementation, including making best use of assets:-

i. **Use what we have**: Making full use of existing assets within the local authority.
ii. **Use what we purchase**: Enhancing the use of partner assets – developing and extending existing partnership models against a default assumption of a continued mixed economy.
iii. **Create what we need**: where full use of existing local authority services and assets, plus enhanced commissioning, still leaves a gap, plan to create or build new capacity.

3.4. The report to Executive Committee on 13 February 2019 entitled "Early Learning and Childcare: 1140 Accommodation Requirements" sets out a programme to deliver sufficient places to accommodate the projected demand for places and explains the basis for that plan as including:

- Scottish Government planning assumptions
- Population estimates
- Current uptake patterns
- Consultation with parents and partners
- Revised partner capacities
- The need for flexibility and parental choice
- Potential models of delivery

3.5. 4 further work streams complement the work of the accommodation subgroup:

- Policy and Quality
- Workforce Planning
- Partners Consultative Forum
- Finance

Collectively these groups have led the ongoing implementation of the phased expansion, beginning in 2017. Progress has been made across all work streams in 2017/18 and 2018/19 and the information and experience gained will continue to inform planning for 2019/20 and full implementation by 2020/21.

4. Update on 2017 – 19

4.1. Local Authority Establishments

The implementation plan identified 31 Nursery Class locations over 2017-2019 to deliver more than 600 hours and up to 1140 hours of free early learning and childcare. In addition, 12 stand-alone nurseries have delivered additional hours places. As a result, over 2000 children aged 2-5 years and their families have benefited from additional funded hours.

4.2. Since 2017 the Council has recruited over 100 Early Years Workers, 26 Team Leader/Teacher graduates and a number of central support staff as well as 75 Modern Apprentice places to date. Almost 45 new posts were created in Community and Enterprise Resources, Facilities Services, to ensure the delivery of a hot meal for those children aged 2-5 years who attended the nursery for a full day. This has resulted in our current Early Years staffing complement increasing to around 600 staff.

4.3. A number of further education and development opportunities have been made available to staff, with the Resource having supported 30 staff to complete their BA Early Childhood Practice and 25 staff undertaking the MEd in leadership for learning with a further 60 to start the leadership course during 2019.

4.4. 4 Quality Officers appointed this session provide enhanced support, training and development activities with a clear focus on the National Standard recently published by the Scottish Government. Themes currently being explored include:

- Building Leadership Capacity
- Environments
- Workforce
- Curriculum, Learning and Teaching

4.5. Partner Providers

The implementation plan identified a target of up to 400 (20%) of funded 1140 hours of early learning and childcare places for session 2018/19. 9 partner providers delivered additional hours up to a maximum of 1140 hours free early learning and childcare from August 2018 to almost 380 children and their families.

In session 2018/19 a funding rate of £5.31 was agreed for the 9 funded providers delivering the expanded hours of up to a maximum of 1140 hours. In addition, the hourly rate for all partners delivering 600 hours was increased by 50p (15%) to £3.86 per hour.

4.6. Partner providers of Early Learning and Childcare make an important contribution to the delivery of early learning and childcare and will continue to do so moving forward.

4.7. The Central Early Years Team continue to engage with partner providers and to facilitate opportunities for sharing information to ensure that their views are taken into consideration as we progress. A Partners' Consultative forum was established in January 2017 with representative bodies from the Private, Voluntary and Independent sector, Scottish Childminding Association (SCMA) and Support for play in Early Learning in Lanarkshire (SPELL). This forum meets approximately every 6 weeks and offers the opportunity for information sharing, consultation on existing and future provision, funding rates and future developments. In addition, all partners meet 4 times per year providing the opportunity for further discussion, feedback and consultation.

4.8. It was recognised that some of the issues raised by partners relate to business practices rather than to the provision of a quality early learning and childcare service.

In order to mitigate their concerns support has been made available through the Council's Business Development Team.

4.9. Consultation was undertaken with parents/carers and providers from the 9 funded providers as well as across the 31 nursery classes and 12 stand-alone nurseries participating in the initial phase of 1140 hours delivery. Some key messages emerging were:

- Feedback from Parents on 1140 hours delivery was extremely positive
- 1140 hours has supported some parents into employment
- 1140 hours has provided support for parents increasing their working hours
- Parents initially shared their apprehension for their child aged 3 years staying for 6 hours but now confirm how beneficial this has been for their child as well as themselves.
- Children benefiting from a free hot meal at lunchtime
- Improved learning outcomes for children
- Enhanced employment opportunities for staff

5. Next Steps: 2019/2020 and 2021

5.1. The central admissions process for the allocation of all early learning and childcare places will commence in February 2019 and conclude in early June 2019. This will confirm the continued delivery of the expansion within those establishments already involved as well as potentially introducing additional hours across more of our establishments. Further establishments will be identified on the basis of demand and on the availability of alternative options for provision eg partner providers.

5.2. It is recognised that staffing projections are subject to fluctuation as a result of population growth, changing employment patterns and the uncertainty created by trying to provide flexibility for families: it is recognised, too, that the opportunities afforded to families as a result of increased ELC provision is likely to lead to further changes in their requirements, leading to further complexity. That said, the Council is aiming to recruit around 200 further early years and facilities staff this year and potentially a similar number for the year following. This is further detailed in Section 8 of the report.

5.3. The Workforce Action Plan implemented since August 2017 has been developed with 3 key aims:

- To staff establishments to meet parental demands for 1140 hours;
- To ensure workforce in Early Learning and Childcare centres and Partnership Providers have appropriate skills, attributes, disposition and knowledge to provide a quality learning experience;
- Continue to ensure appropriate levels of staffing to deliver the entitlement outlined by the Children and Young People (Scotland) Act 2014.

A key principle of the workstream is to "grow our own" workforce which so far has resulted in 75 Modern Apprentices engaging in training to become future early years Workers. This has proven very successful with positive outcomes.

5.4. Continuous professional learning and training remains a priority and is being refined to meet the needs of the existing and growing workforce. With the national focus on the ELC workforce and qualification requirements, we are well placed to continue to shape and deliver a workforce for the future.

5.5. 26 additional graduates were allocated to the Council and tasked to engage in areas of deprivation. The graduates will mainly operate in a peripatetic basis supporting local authority nurseries and funded providers within the Council's highest SIMD areas.

The graduates will provide strong leadership and strengthen early years pedagogy in the establishments where they are placed and also influence wider practice in all ELC settings.

5.6. There has been ongoing consultation with partners, as outlined in paragraph 4.7, with regard to future phasing options and the hourly rate which will be provided. A number of potential options have been proposed and considered. The final model will be agreed following consultation with all partners.

5.7. The 9 partner nurseries already delivering up to 1140 hours will continue to do so.

5.8. Funded providers have continued to raise the issue of capital investment. Through the on-going consultation processes it has been agreed that one way forward would be to provide grant funding by establishing a 'Quality Improvement Fund' to support providers. Grant funding will enable partners to take active steps to meet the requirements of the new Scottish Government National Standard, a pre-requisite for registration to provided future funded Early Learning and Childcare places. All funded providers will be provided with the opportunity of submitting an application for funding for up to a maximum of £10,000. This initiative will commence in April with outcomes reported by July and funding has been identified within the 2019/20 revenue allocation.

6. From August 2020

6.1. All other nurseries and early learning and childcare providers will commence the delivery of the additional hours no later than August 2020, subject to meeting the requirements of the National Standard.

6.2. In December 2018 the Scottish Government launched the new The National Standard which sets out how 'funding will follow the child' and the criteria which all ELC establishments will require to meet in order to register to deliver future provision. All ELC providers will require to have 'good' grades confirmed by inspection as well as demonstrating consideration of:

- how they support children with additional support needs;
- the provision of a hot meal for children;
- workforce qualification and training and learning requirements;
- the delivery of outdoor learning;
- how the principles of ELC are to be delivered

6.3. The responsibility for implementing the registration and maintenance of the new standard is with the Council and we await the outcomes from Scotland Excel who are currently developing technical guidance to assist local authorities to undertake this function.

6.4. Embedded in future process and contractual agreements will be the Scottish Government's aspiration for all workers in early learning and childcare settings to be paid the real Living Wage as a minimum.

6.5 In line with the expectations of Scottish Government, partner providers who enter into a contract with the Council to deliver the funded entitlement will be accepting the expectation that they comply with criteria which reflect the aspirations of the National Standard.

7. Employee Implications

7.1. The tables in paragraphs 7.2 and 7.3 provide details of the staffing required to deliver Phase 3 of the expansion plan. The proposed staffing levels will be required and will be funded from 2019/20 revenue funding allocation for ELC expansion.

7.2. **The provision of Hot Lunches via Community & Enterprise staff resources.** Staffing requirement for the provision of hot meals for ELC phase 3 expansion is outlined below.

Staffing	Number of Additional Posts (FTE)	Grade	Annual Salary	Gross Costs (inc pay award and on costs of 30.3%)
Catering Assistants 52 wk	9.5	Grade 1 level 1	£16,861	£222,499
Catering Assistants Term time (TT)	9.5	Grade 1 level 1	£15,029	£198,324
Cleaners 52 wk	1.6	Grade 1 level 1	£16,861	£37,474
Cleaners TT	1.6	Grade 1 level 1	£15,029	£33,402
Janitors	1.2	Grade 1 level 4	£22,780	£37,971
Facility Officer	1	Grade 3 level 4	£35,312	£49,051
Total	24.4	-	£121,872	**£578,721**

7.3. **Early Learning and Childcare expansion - capacity and capability building**

Staffing	Number of Additional Posts (FTE)	Grade	Annual Salary	Gross Costs (inc pay award and on costs of 30.3%)
Modern Apprentices – 37 hrs	12	Grade 1 Level 3	£18,693	£311,579
EY Worker Phase 3 – TT	65.1	Grade 2 Level 2	£20,153	£1,822,396
EY Worker Preparation for expansion - TT	47	Grade 2 Level 2	£20,153	£1,315,709
EY Worker Preparation for expansion – 52 wk	1	Grade 2 Level 2	£22,610	£31,407
EY Worker Phase 1 & 2 catchup – TT	11.3	Grade 2 Level 2	£20,153	£316,330
EY Worker Phase 1 & 2 catchup – 52 wk	24.3	Grade 2 Level 2	£22,610	£763,183
ELU – EY Worker 52 weeks *	15	Grade 2 Level 2	£22,610	£471,101
Woodhead – EY Team Leader * TT	1	Grade 2 level 3	£22,681	£31,506
Woodhead – EY Teacher *	1	Teacher Main Grade Scale	£36,480	£46,767
Woodhead – EY Worker TT *	6	Grade 2 Level 2	£20,153	£167,962
Personnel Assistant **	1	Grade 2 Level 3	£24,070	£33,433
Clerical Assistant**	4.5	Grade 1 Level 3	£17,683	£110,533

ELC Quality Officers **	4	Grade 4 level 2	£40,385	£236,388
Total	193.2	-	£285,824	**£5,658,294**

* to be recruited for the new school term Aug 2019 in line with the opening of the new facilities;
** temporary for 23 months to March 2021 to allow for support for the full expansion and implementation plan; all other facilities and ELC posts are permanent.

8. Financial Implications

8.1. The overall 2019/20 revenue allocation for ELC expansion as notified by the Scottish Government through the Early Learning and Childcare – Multi Year Revenue allocation letter of 1 May 2018 is £17.460m.

8.2. The cost of establishing the new posts detailed in paragraph 7.2 and 7.3 above totals £6,237,015 (excluding costs for ELU – see para 8.4. This leaves costs totalling £5.766 million). All costs will be met from the 19/20 revenue allocation. In addition to this spending on new staffing, the revenue budget of £17.460m will also meet the costs of existing commitments for current expansion including graduates, modern apprentices, training costs, partner costs and lunch provision as well as new commitments for 2019/20 expansion including partner costs, support for per capita and adaptations spend.

8.3. As noted in the Financial Strategy (Executive Committee November 2018) there is a Job Evaluation action plan (jointly agreed with the Trade Unions) and Early Years is one of the significant service areas being reviewed. The costs provided in this paper are based on the current evaluation and do not reflect the outcome of the Job Evaluation process currently underway. It is fully expected that any increased costs resulting from the Job Evaluation for Early Years can be managed within the ELC grant funding, and Early Years budget and reserves in 2019/20. Any significant financial implications may require to be considered within the Council's Budget Strategy from 2020/2021.

8.4. The table at section 7.3 also includes posts in relation to the new Early Learning Unit. These costs are funded from existing ELC budgets previously allocated and is not 1,140 hours expansion specific.

9. Other Implications

9.1. There are significant risk implications in terms of the information contained within this report in that there is a statutory requirement for the Council to provide places for all 3 and 4 year olds, and for eligible 2 year olds, from August 2020.

9.2. There are no implications for sustainability in terms of the information contained within this report.

10. Equality Impact Assessment and Consultation Arrangements

10.1. This report does not introduce a new policy, function or strategy or recommend a change to existing policy, function or strategy and therefore, no impact assessment is required.

10.2. Consultation has taken place with a range of stakeholders, as detailed in the report.

Tony McDaid
Executive Director (Education Resources Resources)

Michael McGlynn
Executive Director (Community and Enterprise Resources)

Paul Manning
Executive Director (Finance and Corporate Resources)

23 January 2019

Link(s) to Council Values/Objectives
- Improve achievement, raise educational attainment and support lifelong learning
- Ensure schools and other places of learning are inspirational

Previous References
None

List of Background Papers
None

Contact for Further Information
If you would like to inspect the background papers or want further information, please contact:-
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Agenda Item

9

Report

Report to:	**Executive Committee**
Date of Meeting:	**13 February 2019**
Report by:	**Executive Director (Finance and Corporate Resources)**

Subject:	**Overall Position of Budget 2019/2020 and Savings Proposals**

1. Purpose of Report

1.1. The purpose of the report is to:-

- update Committee in relation to the grant funding allocated to the Council for 2019/2020, and
- present savings proposals for approval in preparation of the 2019/2020 budget.

2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

(1) that the original grant settlement for 2019/2020, the additional costs facing the Council, and impact on the Council's Revenue Budget Strategy (sections 4 to 6), be noted;

(2) that the inclusion within the Budget Strategy of an anticipated increase to Council Tax, remains at a 3% increase (section 7.7), be endorsed for future approval by Council;

(3) that the additional funding allocated as part of the Stage 1 Budget Bill (section 7), be noted;

(4) that additional budget identified as part of the 2018/2019 probable outturn is included as part of the budget solutions for 2019/2020 (section 8.1) be approved;

(5) that the savings totalling £13.181 million (section 10) be considered;

(6) that the changes to the temporary corporate solutions and the timing of their re-instatement (section 11) in future years' strategies, be noted;

(7) that the £1.500 million allocation to Children and Families (section 12.4), be approved;

(8) that the options as detailed at paragraph 14.1 to utilise the £3.962 million balance of funds be considered and that a further report be brought back to Committee on 27 February 2019, for decision be noted; and

(9) that the additional General Capital Grant of £8.942 million (section 15.3) be noted, and that this Grant be used to contribute towards projects identified in the Council's Capital Strategy (namely Early Learning and Childcare : 1140 Hours Requirements (sections 15.5-15.6), be approved.

3. Background

3.1. At its meeting on 21 November 2018, the Council's Executive Committee was advised of the updated Revenue Budget Strategy for 2019/2020. This Budget Strategy stated a savings requirement of £18.283 million. In arriving at this level of savings, the strategy took account of a number of assumptions including Grant Reductions, Pay and Pension Increases, Price Increases, Funding for Priorities and Revenue Consequences of Capital. Following the utilisation of Corporate Funding Solutions, the savings requirement was £13.004m.

3.2. Savings proposals of £13.181m were presented to Members. The Strategy report showed that there was a balance of funds available of £3.969 million after taking account of a council tax increase of 3%. This effectively left an element of choice in decision making in relation to the budget proposals around savings and council tax.

3.3. As noted in section 3.1 above, the strategy was based on assumptions on the level of Grant Funding that would be received from the Scottish Government. This report:

- provides an update on the current Grant position and an update on additional costs that will be incurred in 2019/2020 (sections 4 and 5),
- summarises the impact of the Grant settlement and the resultant impact on the Council's Budget Strategy (Sections 6 to 9),
- summarises the savings position (section 10),
- advises how current year funding solutions affects the budget going forward (section 11),
- makes proposals to address pressures in future years Strategies and Children and Families (section 12),
- details the Free at 3 proposal including potential funding (Section 13), and
- details the level of capital grant received through the settlement (section 15).

4. 2019/2020 Grant Income – Initial Settlement Position at December 2018

4.1. At the time of setting the Revenue Budget Strategy, the Council had not been advised of the level of grant to be received for 2019/2020. On 18 December 2018, the Scottish Government issued Finance Circular 8/2018 which detailed individual grant settlement figures to all councils.

4.2. This report will consider the movement in grant year on year on a like for like basis, the assumed level of grant cut within the Council's Financial Strategy and how these issues affect the Budget Strategy.

4.3. **Movement in Grant:** The grant allocation for the year 2019/2020 was advised to the Council on 18 December 2018 as £564.744 million (Finance Circular 8/2018). Also included in the Finance Circular is the restated/updated grant allocation for 2018/2019, £559.688 million, which when added to the £2.053m of Government Grant paid in 2017/2018 for 2018/2019, gives a total 2018/2019 grant of £561.741m. Comparing the two years' allocations indicated an increase in grant of **£3.003 million.**

4.4. Comparing the two years allocations does not present a like-for-like comparison. Further information provided on the grant allocations has shown that some of the movement in grant is in relation to funds that have still to be distributed for 2019/2020. This is in relation to Discretionary Housing Payments (£2.897 million), 1+2 Languages (£0.190m) and Sanitary Products in Schools (£0.124m).

4.5. These total £3.211 million and need to be removed from the 2018/2019 Grant allocation to show the like for like movement in Grant. In addition, there was one-off

funding received in 2018/2019 for Rapid Rehousing Transition Planning (£0.105m), which requires to be adjusted as it will not be received in 2019/2020.

4.6. In addition, there are new monies with specific purposes which have been allocated in 2019/2020, mainly Social Care monies for Carers Act (£0.596 million), expansion of Early Learning and Childcare (£13.660m), Health and Social Care Integration (£6.441m), Sanitary Products in Public Buildings (£0.110m) and Child Burials and Cremations (£0.005m). These total £20.812 million and again, they need to be adjusted for in 2019/2020, to show the comparable movement in Grant across years.

4.7. As part of the Settlement, councils were informed that recurrent funding for Health and Social Care Integration Authorities should increase by the level provided in the settlement (i.e. for SLC, the budget contribution to the IJB requires to increase by £9.557 million). This is covered in detail at sections 5.9 to 5.11.

4.8. Table 1 shows how the Grant levels provided in the Settlement move across years (section 4.3). It also shows the adjustments required to show a like for like comparison as detailed in sections 4.4 to 4.6 above. When the increase in Grant of £3.003 million (section 4.3) is adjusted by these amounts, the result is a year on year / like for like **reduction in grant of £14.493 million**.

Table 1: Like for Like Movement in Grant – 2018/2019 to 2019/2020

	£m	£m	£m
2019/2020 Original Grant Allocation			564.744
2018/2019 Grant Allocation			561.741
Year on Year Increase in Grant (section 4.3)			3.003
Adjustment for Amounts not Yet Distributed in 2019/2020 (included in 2018/19) (section 4.4)			
Discretionary Housing Payments	2.897		
1+2 Languages	0.190		
Sanitary Products in Schools	0.124	3.211	
Adjustments for one-off funding in 2018/2019 (section 4.5)			
Rapid Rehousing Transition Planning	0.105	0.105	
Adjustment for New Monies with specific purposes in 2019/2020 (not in 2018/19) (section 4.6)			
Carers Act	(0.596)		
Early Learning and Childcare	(13.660)		
Health and Social Care Integration	(6.441)		
Sanitary Products in Public Buildings	(0.110)		
Child Burials and Cremations	(0.005)	(20.812)	(17.496)
Year on Year / Like for Like Reduction in Grant			**(14.493)**
Anticipated Reduction in Grant			**8.700**
Greater Reduction in Grant			**(5.793)**

4.9. The Budget Strategy (Executive Committee 27 June 2018 – Section 4) anticipated an £8.700 million reduction in grant (excluding funding for teachers pensions). **Therefore, there was a £5.793 million greater reduction in grant than had been assumed.**

4.10. **Additional Grant Not Yet Distributed (2019/2020):** Nationally there are monies not yet distributed to councils. This includes allocations for Free Personal Care, School Counselling Services and the Barclay Review. These monies will have spend commitments attached. When the money is received, it will be added to the Council's budget with no benefit to the Budget Strategy.

5. Other Costs

5.1. The Council's Strategy was last presented to Executive Committee on 21 November 2018. Since then, information has been received which means a requirement to update the expenditure and funding assumptions. These are detailed in sections 5.2 to 5.13 below.

5.2. **Pay Policy**: In light of ongoing pay negotiations for 2018/2019 indications are that additional costs may be incurred in addition to the figure included in the strategy. Strategy pay award assumptions are therefore being revised. Additional costs are estimated at £1.305m for 2018/2019 and £2.740m for 2019/2020. The total impact is an increase in expenditure of £4.045m in 2019/2020.

Additional Cost: £4.045 million

5.3. **Teachers Pensions:** The Council's Budget Strategy (Executive Committee – 21 November 2018) included assumptions for two anticipated changes in relation to Teachers' pensions: changes to the employer's contribution due to a change to the Discount Rate (£7.2 million), and also from changes to contributions due to the impact of the Revaluation of the Teachers' Pension Fund (£3.1 million). The assumptions for both elements was that these were additional costs to be incurred by the Council, but that they would be funded by the Scottish Government. This was noted as a potential risk to the Budget Strategy.

5.4. Confirmation has now been received that there will be no change to the Employer Contribution Rate as a result of the Revaluation, therefore the expenditure and grant assumptions included in the Strategy (£3.1 million) can now be removed. This means there is no impact on the Council's Budget Strategy.

5.5. The Budget Strategy had also assumed that funding would be provided in relation to the Discount Rate changes, as this is the approach taken by the Government previously. Discussions are still ongoing between COSLA and the Scottish Government, however, the approach proposed by COSLA in December was that councils should assume potential funding for only 2/3 of the costs anticipated. This would mean that the Council would have further costs of £7.2 million, but potential funding of only £4.8 million, a potential shortfall in funding of £2.4 million.

5.6. All funding for Teachers pensions is currently excluded from the grant settlement from the Government. The Scottish Government expects that funding from the Treasury in relation to Teachers' pensions will be included in the Spring Budget announcement. The Council would anticipate that we will be notified of funding that will be passed to the Council at that time.

5.7. There remains a risk that any funding provided is different to the £4.8m funding assumed (section 5.5.). If this is the case, the shortfall would require to be met from reserves in the short term, and the pressure built into future budget strategies.

Additional Cost: £2.400 million

5.8. **Budget Adjustments to Resources**: There are elements of the settlement where funding for specific areas has changed, and where the Council may require to adjust budget allocations to Resources to reflect these changes. The key movements represent a total increase of £0.908 million:

- Reduction in Pupil Equity Fund (PEF) allocation - (£0.242 million)
- Reduction in Community Justice Grant - (£0.030 million)
- Reduction in Animal Feedstuff (removed from settlement) - (£0.011 million)
- Reduction in British Sign Language allocation - (£0.006 million)
- Reduction in Temporary Accommodation allocation - (£0.058 million)
- Increase in School Clothing Grant allocation - £0.024 million
- Early Learning and Childcare allocation - £1.231 million

Additional Cost: £0.908 million

5.9. **Health and Social Care IJB Allocation:** As detailed in Section 4.7, as part of the Settlement the Government advised that councils should ensure that the 2019/2020 funding provided to IJBs is higher than the recurrent 2018/2019 IJB contributions. The amount the funding had to increase was detailed in the settlement (for SLC this figure was £9.557 million. After taking account of funds that will remain with the Council to meet expenditure on the Carers Act for Children and Families and for Counselling in Schools, the balance expected to be passed to the IJB is £8.780 million). This figure reflects grant funding that the Council will receive.

5.10. Whilst some of this funding has still to be received by the Council (we have only been allocated £6.441 million to date), the overall IJB funding requirement can now been factored into the budget position. £4.369 million has already been included in the current budget strategy for an increase to the IJB contribution.

5.11. As the increase in the IJB contribution will now be £8.780 million, the settlement will result in the IJB receiving £4.411 million more funds from the Council than originally anticipated in the Budget Strategy. An adjustment requires to be made to the Councils Strategy to reflect the allocation that was already assumed in the budget.

Strategy Benefit: £4.369 million

5.12. **Scottish Legal Aid Board (SLAB) Project Funding (£0.110 million):** In 2013, the Council was awarded funding from the Scottish Legal Aid Board for the Making Advice Work Programme which was designed to help people facing problems associated with welfare reform and associated debt problems. The funding was initially for an 18 month period, however, the Council has received a number of funding extensions. The Council has now been notified that this funding will finally come to an end on 31 March 2019.

5.13. The funding has been used primarily to fund 4 posts. Currently, 3 of these posts are vacant and the remaining post can be accommodated into existing posts. There is no impact on the Strategy as both the expenditure budget for the posts and the equivalent funding will both be removed from the budget.

6. Overall Impact on the Revenue Budget Strategy:

6.1. Table 2 illustrates the impact on the Council's Revenue Budget Strategy as a result of the Grant Settlement (section 4) and the Other Costs (section 5). Table 2 details

the movement in grant on a like for like basis (section 4.3 to 4.8), and compares this to the cut in grant assumed in the Budget Strategy (section 4.9).

6.2. Table 2 also highlights the resultant overall impact on the Revenue Budget Strategy for the Other Cost commitments for Pay, Budget Adjustments to Resources and to the IJB (section 5). This result is an £8.777 million shortfall to the Council's Revenue Budget Strategy.

Resultant Shortfall to the Council's Revenue Budget Strategy: £8.777 million

Table 2: Impact on the Council's Revenue Budget Strategy

		Movement £m
Increase in Grant in Settlement (section 4.3)	3.003	
Reduce to allow Like for Like Comparisons (section 4.8)	(17.496)	
Like for Like Movement (section 4.8)	**(14.493)**	
Movement Assumed in Strategy (section 4.9)	8.700	
= Additional Movement in Grant (section 4.9)		**(5.793)**
Less : Pay Award Commitments (section 5.2)	(4.045)	
Less : Additional Teachers' Pension Costs (section 5.3-5.7)	(2.400)	
Less : Budget Adjustments to Resources (section 5.8)	(0.908)	
Add: Health and Social Care IJB adjustment (sections 5.9-5.11)	4.369	
= Total Other Costs		**(2.984)**
= Shortfall in Revenue Budget Strategy (section 6.2)		**(8.777)**

6.3. The Council's Revenue Budget Strategy was last presented to Executive Committee in November 2018. This reported a savings packages of £13.181m, and advised that if Council Tax was increased by 3%, would leave £3.969m balance of funds available, and give scope to make changes to the package of savings presented, to this value.

6.4. Taking into account the changes in the Strategy in Table 2 above, the savings position would worsen by **£4.808m** (being the £3.969 million previous surplus balance of funds (Section 6.3) less the £8.777 shortfall in strategy as shown in Table 2). The current savings package of £13.181m would require to increase by £4.808m to £17.989 million.

7. Stage 1 Scottish Budget Bill

7.1. Stage 1 of the Scottish Budget Bill was presented to the Scottish Parliament for approval on 31 January 2019. The Stage 1 Bill laid out a number of proposals, as detailed below:

- An additional £90 million was added to the Local Government Core Budget (section 7.2);
- Changes to assumption around the funding of the increase in Teachers' pension Employer Contribution Rate (section 7.3);
- Review of legislation on treatment of loans fund advance payments (section 7.4);

- Flexibility for councils to increase Council Tax by up to 4.79% rather than 3% (section 7.7)
- Transient Visitors Tax (TVT) – The Government will take forward consultation on TVT in 2019 prior to introducing legislation on this, to permit councils to introduce a transient visitor levy, if it is appropriate for local circumstances. It is not considered that this is at a stage where we could reflect any impact of this in the budget.
- The budget announcement also gave permission for a level of efficiency savings that could be taken from councils contributions to Health and Social Care Integrated Joint Boards (IJB's). This would require further savings to be identified from the IJB. Having reviewed the IJB requirement for funding in 2019/2020 and its capacity to deliver further savings, it is not proposed to make any further change to the financial strategy in respect of this.
- Workplace Parking Levy (WPL) – In the budget announcement, the Government agreed to support an amendment to the Transport (Scotland) Bill that would enable those councils, if they choose to, to introduce a workplace parking levy (with the exception of hospitals and NHS properties). A similar model operates in Nottingham where employers who provide more than 10 free parking spaces to their employees, incur a tax, payable to the council, which they can choose to pass on to their employees. It is not considered that this is at a stage where we could reflect any impact of this in the budget.

7.2. **Share of £90 million Local Government Core Budget:** The Stage 1 Bill included an extra £90 million of funding being added to the Local Government Core budget. The Council's share of this is £5.388 million.

Strategy Benefit: £5.388 million

7.3. **Increase in Teachers' Pension Employer Contribution Rate:** Councils have assumed a shortfall in the funding for the increase in the employer contribution rate of 33% (section 5.7). However, the Scottish Government now think that this shortfall is likely to be lower at 21%. This provides a benefit to the Strategy of £0.882 million. The actual funding that we will receive will not be known until the New Year.

Strategy Benefit: £0.882 million

7.4. **Loans Fund Advances Repayments:** As part of the Stage 1 Budget Bill, the Finance Minister agreed to review the legislation to allow councils to vary loans fund repayments for advances made before 1 April 2016.

7.5. To properly identify the potential benefit to the Council of this change in approach requires a detailed analysis of records against individual assets including roads. The majority of the Council's debt which can be reappraised in this way relates to schools and the exercise for schools has been completed. For the Council's debt in relation to schools, this could mean a reduction in loans fund repayments of £3.000 million per annum.

7.6. Further work will be carried out on the remainder of the Council's assets over the coming months and can be used to benefit future years' financial strategies. At this point in time, it is viewed as being prudent to restrict the benefit from this change to be recognised in the 2019/2020 budget to £3.000 million.

Strategy Benefit: £3.000 million

7.7. **Council Tax Increase:** The Finance Minister confirmed that he will allow councils the flexibility to increase Council Tax by 4.79% (3% in real terms). The Strategy currently assumes an increase in Council Tax of 3% but the Council could choose to increase Council Tax by up to 4.79%. This would generate an additional increase in Council Tax income of £2.263 million, over and above the £3.792 million (3%) currently included in the Strategy.

7.8. This additional income (from 3% to 4.79%) is not factored into the revised Budget Strategy. The proposed increase in Council Tax included in the current 2019/2020 Strategy remains at 3%.

7.9. The total benefit to the Strategy of the Stage 1 Bill is **£9.270 million**.

8. Funding Solutions

8.1. Since the last report on the Budget Strategy (Executive Committee, November 2018), the 2018/2019 Probable Outturn is now complete and an improved position is forecast. It is therefore proposed that a further £1.000 million be used to support the 2019/2020 Budget.

Strategy Benefit: £1.000 million

9. Summary of Revised Strategy Position

9.1. Table 3 shows the revised balance of funds after taking into account the changes in sections 6 to 8.

Table 3: Revised Strategy Position

	£m
Balance of Funds (section 6.3)	3.969
Shortfall to Budget Strategy (section 6.2)	(8.777)
Increase in Savings Requirement (section 6.4)	**(4.808)**
Stage 1 Bill (section 7.9)	9.270
Funding Solutions: 2018/19 Underspend (section 8.1)	1.000
Revised Balance of Funds	**5.462**

9.2. In comparison to the position presented in November, the package of savings remains at £13.181 million. Taking account of the actual grant position, other costs, Stage 1 Bill and funding solutions, if Council tax increased by 3%, this would leave a **£5.462 million balance of funds** and would give scope to make changes to the savings pack or enable additional investment in services to this value.

10. Savings Proposals 2019/2020

10.1. Based on the proposals detailed in sections 4 to 8, the savings presented for 2019/2020 remains at £13.181 million.

10.2. The package of savings proposals totalling £13.181 million is attached at Appendix 1 to this report (with the detailed South Lanarkshire Leisure and Culture savings in relation to CER11 detailed at Appendix 2). This reflects the package presented to members previously (Awareness Session, 5 November 2018 and Executive Committee, 21 November 2018), and now includes detailed savings proposals in relation to South Lanarkshire Leisure and Culture. These have been previously issued to elected members. There is also a minor change to Landlord Registration saving (FCR11) which has been updated to reflect the outcome of the consultation on fee levels which is the removal of the online discount, rather than an increase in fees generally. The level of saving remains the same.

10.3. The above revisions and savings requirement assume no further changes in the level of Government Grant anticipated. The Finance Order is not anticipated to be debated in the Scottish Parliament until w/c 25 February 2019. Any further changes to grant will be notified to Committee.

11. Proposed Changes to Temporary Corporate Funding Solutions

11.1. As a result of the changes to the Budget Strategy assumptions, and the corporate funding solutions now identified since they were last presented to members (Executive Committee, November 2018), the temporary solutions and their year of re-instatement requires to be updated. Table 5 shows the revised information.

Table 5: Temporary Solutions and Year of Re-instatement

	Year of Re-instatement		
	2020/ 2021	2021/ 2022	2022/ 2023
	£m	£m	£m
2018/2019 Savings			
Staffing Secondment (2018/2019 saving - CER17)	0.025	-	-
Corporate Solutions			
Loan Charges / Early Repayment of Debt	-	6.100	-
Capital Receipts	4.000	-	-
Government Grant - Impact of Additional Properties Council Tax	0.800	-	-
Total Temporary Solutions (2018/2019 Budget)	**4.825**	**6.100**	**-**
2019/2020 Savings			
Early Years Realignment of Early Learning and Childcare Income (EDR04)	0.105	0.045	-
Personal Liquor License (FCR14)	0.032	-	-
Homelessness Service (HTR07)	0.060	-	-
Corporate Solutions			
Government Grant – Impact of Additional Properties Council Tax included in Budget	-	0.960	-
Government Grant – Impact of new Additional Properties Council Tax	-	0.422	-
Use of 2018/2019 Underspends (section 8.1)	1.000	-	-
Total Temporary Solutions (2019/2020 Budget)	**1.197**	**1.427**	**-**
Total Temporary Solutions	**6.022**	**7.527**	**-**

12. Proposals to Address Pressures in Future Years Budget Strategies and Children and Families Services

12.1. **Re-instatment of Temporary Solutions:** The re-instatment of the temporary solutions identified in section 11 contributes to the pressure on the Council's financial strategy in the coming years. If there is opportunity to ease this pressure offered within the 2019/2020 financial settlement and budget, then this should be considered as an option.

12.2. **Children and Families Demand:** In addition, throughout the year, in financial monitoring reports, committees have been advised of financial pressures in relation to Children and Families Services, with an overspend of £1.7 million currently being reported. This has been primarily due to increased demand for the services provided, partly due to changes in legislation around kinship care, and Continuing Care.

12.3. The service continues to strive to improve service delivery whilst looking to manage costs as far as possible. It is however expected that if demand continues in this area and taking account of funding solutions, budget pressure in this area to the value of £1.500 million may arise in 2019/2020.

12.4. It is recommended that £1.500 million be allocated to the Children and Families budget to manage this pressure. Should the work detailed at section 12.3 result in less funding being required, then a budget reduction can take place during the year.

12.5. Taking into account the allocation to Children and Families of £1.500 million (section 12.4), would reduce the remaining balance available to **£3.962 million** (£5.462 million balance of funds section 9.2 less £1.500 million allocation to Children and Families).

13. Free at 3

13.1. At a meeting on 19 December 2018, the Council agreed that the Scottish Government would be lobbied in relation to funding to allow children to access Early Learning and Childcare from their third birthday, rather than from the start of the following term. If this funding bid was not successful, officers were asked to find options to fund and facilitate this initiative, and to allow its consideration as part of the 2019/2020 budget process. This would be on the basis that it is implemented in time for the 2019/2020 school session.

13.2. Implementation from August 2019 would cost the Council £1.300 million, with the full year cost being £2.000 million. These costs are not included in the Council's current budget estimates presented in this report.

13.3. A letter has been sent to the Scottish Government seeking financial support in relation to delivering early learning and childcare from a child's third birthday. No confirmation of funding has been received.

13.4. Officers have therefore considered funding options including:

- Utilisation of the available balance of funds (section 12.5) to instead fund the £2.000 million full year costs required to fund the Free at 3 initiative.

- The proposal could be implemented in 2020/2021: This would align the delivery with the full implementation of 1,140 hours. The funding requirement could therefore be added to the 2020/2021 Budget Strategy.

13.5. The current budget position reflects the option to continue to deliver early learning and childcare to children from the term following their third birthday. There are no additional costs associated with this option reflected in this Budget Strategy.

14. Summary of Revenue Budget Position

14.1. The remaining available balance of funds is **£3.962 million** (section 12.5). The proposed options for consideration in respect of these funds are detailed below:

- Use the funds to reduce the savings package by up to £3.962 million
- Introduce Free at 3 and use the funds to pay for the £2.000 million full year costs of the initiative.
- Transfer the £3.962 million to reserves and this will form the core element used to bridge the 2020/2021 savings gap.
- A combination of the options above i.e. introduce free at 3 and reduce the savings package by up to the balance of £1.962m.

14.2. Following consideration of these options by Elected Members, it is proposed that a final paper on the 2019/2020 budget to be presented to the Executive Committee on 27 February 2019 for approval.

15. 2019/20 Capital Grant Settlement

15.1. As part of Finance Circular 8/2018, the allocation of General Capital Grant for 2019/2020 was confirmed as £27.137 million. The approved Capital Budget for 2019/2020 was based on an estimate of General Capital Grant of £24.000 million, therefore there is an additional £3.137 million of General Capital Grant for use in 2019/2020.

15.2. In addition to the core 2019/2020 allocation, monies are also confirmed for the postponed 2016/2017 General Capital Grant. This relates to capital grant that was awarded in 2016/2017, but the Government held back the actual cash until this point. The Council share is £5.805 million.

15.3. As such, the amount of £5.805 million is in addition to the 2019/2020 Capital Programme. Therefore, in total there is an additional £8.942 million of General Capital Grant for use in 2019/2020.

15.4. In addition, £8.2 million of specific grant for Early Years (£6.9 million), vacant and derelict land (£0.9 million) and Cycling, Walking and Safer Streets (£0.4 million) has also been allocated to the Council.

15.5. A report updating the 2019/2020 Capital Programme will be brought to a future Committee. The Council's Capital Strategy approved by the Executive Committee in November indicated that should the Council agree to the level of expenditure in the strategy report, then the Council could borrow to bridge the gap. The Strategy stated that this borrowing position would be reduced by any external funding or Scottish Government grant in excess of that assumed in the Capital Strategy.

15.6. The additional capital grant detailed in section 15.3 can therefore be used to contribute towards the projects identified in the capital strategy.
Specifically, a separate paper to this Committee on Early Learning and Childcare: 1140 hours Accommodation Requirements confirms spend requirements to delivery 1140, and recommends the use of the additional capital grant as a contribution towards those projects. Therefore, it is recommended that £8.942 million is used to contribute towards Early Learning and Childcare requirements.

16. Consultation Arrangements

16.1. As previously advised, the public consultation took place during December 2018. Face to face consultation involving representatives from the Citizen's Panel and specific interest groups took place. As has been the case in previous years, the public were also asked for their views on the budget proposals through a dedicated e-mail address, or by writing into the Council.

16.2. An online and community phase of consultation has taken place and a separate report has been issued to all Members summarising the outcome of the consultation exercises, in advance of this meeting.

17. Position Beyond 2019/2020

17.1. This paper and the attached savings proposals focus on financial year 2019/2020, and reflect the Strategy approved by this Committee on 21 November 2018, updated for information received as part of the Grant Settlement received mid-December 2018 and from the outcome of the Government's Stage 1 Budget discussions.

17.2. The position beyond 2019/2020 remains uncertain as there has been no further information on grant settlements beyond the one year settlement for 2019/2020.

17.3. The Council has an approved long term budget strategy and this will continue to be updated to take account if any new information affecting the Council's finances.

18. Employee Implications

18.1. Each saving proposed in Appendix 1 shows the number of full time equivalent posts that will be affected. The savings options here would require a net reduction in relation to the Council of 139.4 FTE posts in 2019/2020 and 20.44 FTE in relation to South Lanarkshire Leisure and Culture Limited, totalling 159.84 FTE.

18.2. A substantial number of these can be managed through anticipated turnover, vacant posts and the removal of temporary posts.

18.3. Of the Council's 139.4 FTE posts, 70.7 FTE posts are currently vacant or are temporary posts and of South Lanarkshire Leisure's 20.44 FTE posts, 11.95 FTE are currently vacant or are temporary posts. The balance of 68.7 FTE posts in the Council and 8.49 FTE posts in South Lanarkshire Leisure will be achieved through a combination of redeployment and voluntary severance/early retiral.

19. Financial Implications

19.1. The financial implications are as detailed in the report.

20. Other Implications

20.1. The savings target is based on the Financial Strategy for the Council which has been updated as a result of the issue of the Local Government Finance Settlement in December 2018, and the changes proposed in sections 4 to 12 above. The Financial Strategy is a way of managing a number of key risks which directly impact on the funding available to deliver the Council's Objectives.

20.2. The Local Government Finance Circular refers to the Grant allocations as being provisional at this stage until the full checking process is completed and the final Finance Circular is published. This takes place following the laying of the Finance Order through Parliament, which is expected to take place w/c 25 February 2019 and any update will be advised to Committee.

20.3. Requirement to Set a Budget:
Under statute and internal governance rules, Council Members have duties around setting budgets. Failure to set a balanced budget would have serious implications, not just for the Council but also potentially for individual members who could incur personal responsibility for failure to comply with their statutory duty.

20.4. Any failure to set a balanced budget would almost certainly provoke intervention by Scottish Ministers and the Accounts Commission who have legislative powers to carry out investigations and make recommendations which could result in Scottish Ministers issuing binding directions to the Council. Under the Local Government (Scotland) Act 1973, special reporting processes exist (Section 102) which, if the Controller of Audit is not satisfied with the Council's steps to remedy such an issue, then he/she can make special report to the Accounts Commission on the matter. The Commission can then recommend that Scottish Ministers direct the Council to rectify the issue. Individual members who unreasonably contribute to the failure or delay in setting a budget could be ultimately censured, suspended or disqualified from standing for election for a prescribed period of time by the Standards Commission.

20.5. If a new budget is not set, then the Council could not enter into any new unfunded commitments including contracts, and spend would be restricted to meeting existing liabilities. As the Council's current position is that there is a budget shortfall that requires to be met through savings, without Council agreement on a 2019/2020 budget, a gap in our budget would remain.

20.6. In relation to individual savings, work has been carried out within Resources to ensure their deliverability. Through this exercise, any risks which may impact on service delivery have been considered.

21. Equality Impact Assessments and Consultation Arrangements

21.1. Where savings proposals have identified potential negative impact on service users, appropriate consultation and engagement will take place with those who may be affected.

21.2. In terms of consultation, the Trade Unions are being consulted. In addition (as detailed at section 16) targeted Public Consultation on the budget has been carried out. Members have received a report covering the consultation.

21.3. Equality Impact Assessments have been undertaken for all relevant savings proposals and have been provided to Members. For details of work undertaken, please contact the Employee Development and Diversity Manager, Finance and Corporate Resources.

21.4. The Fairer Scotland Duty (Part 1 of Equality Act 2010) came into force in Scotland in April 2018. It places a legal responsibility on the Council to actively consider how it can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions. It does not override other considerations such as equality or best value.

21.5. The Duty is set at a strategic level and is applicable to the key, high-level decisions that the public sector takes. Preparation of the annual budget is considered to be relevant for a Fairer Scotland Duty impact assessment. An assessment in line with the requirements of the Fairer Scotland Duty is available to Members.

Paul Manning
Executive Director (Finance and Corporate Resources)

31 January 2019

Link(s) to Council Values/Ambitions/Objectives

- Accountable, Effective, Efficient and Transparent

Previous References

- None

List of Background Papers

- Stage 1 Scottish Budget Bill – 31 January 2019
- Local Government Finance Circular 8/2018
- Executive Committee, 21 November 2018 - Revenue Budget Strategy - 2019/2020
- Members Awareness Session, 5 November 2018 - Revenue Budget Strategy 2019/2020 and Savings Proposals

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:-

Jackie Taylor, Head of Finance
Ext: 5637 (Tel: 01698 455637) E-mail: jackie.taylor@southlanarkshire.gov.uk

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
Cross Resource Savings Proposals 2019/2020					
Cross Resource Efficiency and Outturn Savings					
COR01	All	Efficiency and Outturn	**Overtime Criteria – Council Wide** This saving is a further conversion of premium rate working to employment opportunities, building on the work carried out in partnership with the Trade Unions over 2016/2017, 2017/2018 and 2018/2019. By continuing to consider the overtime criteria, the amount of additional hours required to be worked will reduce, and the requirement for regular overtime will be translated into more established hours at Plain Time, reducing the cost to the Council. As part of this saving there will be engagement with the Trade Unions.	-	0.300
Total Cross Resource Efficiency and Outturn Savings 2019/2020				**-**	**0.300**

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
Cross Resource Charging Savings					
COR02	All	Charging	**Charging Increases** A review of current charges across the Council (excluding South Lanarkshire Leisure and Culture Ltd) has enabled a Charging Policy to be created which will be implemented across the Council. The Charging Policy was agreed at the Executive Committee on 21 November 2018. Through the implementation of this Policy, a saving of £0.332m can be realised in 2019/2020 as a result of a 3% standard inflationary increase to charges.	-	0.332
Total Cross Resource Charging Savings 2019/2020				**-**	**0.332**
Total Cross Resource Savings Proposals 2019/2020				**-**	**0.632**

Appendix 1

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m

Cross Resource Savings Summary Across Categories	FTE	£m
Approved	-	0.000
Efficiency and Outturn	-	0.300
Charging	-	0.332
Service Impact	-	0.000
Cross Resource Savings Proposals 2019/2020	**-**	**0.632**

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
Community and Enterprise Resources' Savings Proposals 2019/2020					
Community and Enterprise Resources' Efficiency and Outturn Savings					
CER01	Support	Efficiency and Outturn	**Business Support** From the consideration of back office services and processes, a saving of £0.160m can be achieved within Community and Enterprise Resources' support staff. The saving will be achieved across the Resource through the creation of a single reporting responsibility for Business Support, which will enable the sharing of good practice and the delivery of economies of scale. Through the use of IT systems, efficiencies will be realised through enabling self-service and removing the duplication of tasks. The service will achieve the reduction in establishment through the non-filling of vacancies. Tasks have already been redistributed and are being managed within the section. The saving will result in the removal of 6 FTE Grade 1 and Grade 2 vacant posts from the current establishment of 80 FTE.	6.0	0.160
CER02	Facilities, Waste and Grounds	Efficiency and Outturn	**Grounds Staffing Structure** A reduction in hours within Countryside and Greenspace has allowed the current establishment to be reduced by 0.4 FTE from 23 FTE to 22.6 FTE. Duties have been re-prioritised and reallocated across the remaining resources within the Service. There is no impact on existing employees as the reduction will be met from vacant hours within the current establishment.	0.4	0.020

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
CER03	Roads and Transportation	Efficiency and Outturn	**Roads** Through ongoing consideration of current procurement processes, and consideration of fleet utilisation, savings of £0.720m can be achieved in 2019/2020. Savings have been identified within the following areas: <u>Reduction in External Operators for JCB Excavators (£0.045m)</u> A net saving of £0.045m is achievable in 2019/2020 by moving from hired operators to internal operators for JCB excavators. Appropriate training will be provided for internal staff. <u>Procurement Savings within Contracts (£0.325m)</u> The total coated roadstone procurement within the Council is currently approximately £7m with £6.5m of this associated with planned resurfacing works. Through continuing to gain efficiencies as part of mini tendering procurement exercises, efficiencies of £0.325m (5%) are achievable in 2019/2020. <u>Renegotiation of Current Contracts (£0.115m)</u> A recently awarded Planer contract has rates which are typically 25% cheaper than the equivalent rates in the previous term contract which expired in November 2017. On the basis of annual planing costs of £0.460m, savings of £0.115m are achievable in 2019/2020. <u>Carriageway Resurfacing Methods (£0.110m)</u> The use of the proprietary Repave in-situ recycling process on suitable sites will generate efficiency savings in 2019/2020. This type of treatment is only suitable for specific locations, typically larger sites (due to the size of the specialist plant) and sites of asphalt road construction. Approximately 10% of sites are suitable for Repave with savings of 10% on unit costs achievable. This equates to a saving of £0.110m for 2019/2020 based on the current £11m funding for carriageway resurfacing. <u>Fleet Asset Management (£0.050m)</u> Leases on the Council's three previous gully vehicles has ended, with three casual hire vehicles currently in use. In addition to in-house and casual hire vehicles, the Council also regularly hire vactor tankers which have increased capacity and jetting power. By moving to a new fleet of two 'routine' gully cleaning vehicles and one more powerful 'troubleshooting' vehicle, efficiencies of £0.050m on private hire costs are achievable in 2019/2020.	-	0.720

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
			<u>Road Resurfacing (£0.075m)</u> There is an opportunity to secure specialist paving plant via lease instead of through contract hire. Savings of £0.075m can be generated through the conversion of 3 pavers from contract hire to lease.		
CER04	Roads and Transportation	Efficiency and Outturn	**Street Lighting Investment Programme** The capital programme for the installation of LEDs and the replacement of columns is part funded by borrowing. The resultant loan charges are paid using the Roads Revenue budget. As advised to the Executive Committee during 2016/2017 and 2017/2018, savings have been achieved in the street lighting capital programme. This is the result of cheaper procurement costs realised within the capital programme, which has led to less borrowing being required to fund this. Consequently, lower loan charges will be incurred moving forward. Taking this into account, as well as the overall estimates for loan charges, a reduction in the revenue budget for loan charges of £0.974m is achievable in 2019/2020.	-	0.974
CER05	Facilities, Waste and Grounds	Efficiency and Outturn	**Catering Consumables Replacement Programme** Trays for lunches used within primary schools are currently replaced every 3 years. This proposal would extend the replacement period to every 4 years. This proposal would also align with the Council's commitment to reduce reliance on plastic and to maximise the usage of the current product.	-	0.050

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
CER06	Facilities, Waste and Grounds	Efficiency and Outturn	**Revised Facilities Management Structure** At present, Facilities Services are structured under 4 Facility Advisers. Through changes to the management structure and merging of duties, this can be reduced to 3 Facility Advisers going forward. The proposed changes to the structure would result in the removal of 1 FTE Grade 4 Level 5 post (from 4 FTE to 3 FTE). In addition, 1 FTE Grade 2 Level 3 post (from 11 FTE to 10 FTE) can be removed from the current establishment as tasks are realigned under the new structure. All areas of service will continue to be covered under the new structure, including menu development and compliance and management of the Police and Void Cleaning operations.	2.0	0.090
CER07	Facilities, Waste and Grounds	Efficiency and Outturn	**Realignment of Employee Budgets** A saving of £0.105m has been achieved for school crossing patrollers and cleaning staff, reflecting the recruitment of staff in line with current service delivery requirements. All new patrollers are being recruited to provide a morning and afternoon crossing service. This has resulted in a reduction of 5 hours per week for each newly appointed employee. Currently, 40 of the 124 sites are operating at 10 hours per week as opposed to 15 hours per week. In addition, from 2017 all cleaners in schools are being recruited on 39 weeks per year term time contracts, in line with catering staff, as opposed to 40 week contracts. Currently, 150 of the 696 cleaning staff have been appointed on 39 week contracts.	-	0.105
CER08	Facilities, Waste and Grounds	Efficiency and Outturn	**Realignment of Non-Employee Cost Budgets** Through consideration of prior year expenditure levels within Supplies and Services, Property Costs and Payments to Contractors across Facilities, Waste and Grounds Services, a saving of £0.210m can be realised. Efficiencies have been realised when purchasing catering and cleaning consumables. In addition, efficiencies realised through the procurement of materials within Grounds Services and realigning property budgets to reflect actual spend will allow a saving to be realised.	-	0.210

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
CER09	Facilities, Waste and Grounds	Efficiency and Outturn	**Janitorial Cover** Through recruiting all new pool cover janitors on 5 day over 7 day contracts, the Service will be able to reduce the current janitorial pool cover from 10 FTE to 8.5 FTE, generating a saving of £0.050m per annum. Pool cover janitors are not allocated to schools but provide absence, holiday and access out of core hours requests for cover. The saving will be achieved through turnover and will not impact on the contracts of current employees.	1.5	0.050
CER10	Fleet and Environmental	Efficiency and Outturn	**Reduction in Outside Repairs Expenditure** Following the recruitment exercise to fill vacant Mechanic posts within Fleet Services, this will enable more routine maintenance works and the completion of MOTs to be carried out in-house instead of having to rely on external contractors. As a result, a saving of £0.197m will be realised in 2019/2020. The current budget allocation across this area of expenditure is £0.499m. This will reduce to £0.302m following implementation of this saving.	-	0.197
CER11	South Lanarkshire Leisure and Culture	-	**South Lanarkshire Leisure and Culture** Detailed proposals totalling £1.408m are provided at the end of the Community and Enterprise Resources' savings proposals.	20.44	1.408

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
CER12	Facilities, Waste and Grounds	Efficiency and Outturn	**Rationalisation of Grass Cutting Machinery** The Service has reviewed its current grass cutting machinery fleet and has identified an opportunity to replace existing machinery that cuts and collects grass with standard grass cutting functionality. This would result in a reduction in annual machinery costs by £0.043m. The introduction of the replacement machinery would also improve productivity as the emptying of the grass hoppers is time consuming and the subsequent disposal of the cuttings incurs further costs. It is estimated that a further saving of £0.097m is achievable due to an increase in productivity as a result of not having to transfer cuttings to waste sites. The Service would retain 4 of the 20 cut and collect ride-ons for cemetery maintenance and replace the remaining 16 cut and collect ride-ons to 12 cutting only machines. There would be no change to the area or frequency of grass cutting undertaken by the Service. The saving will result in a reduction of 2 FTE from the overall current establishment for Seasonal employees. As different individuals are appointed into Seasonal posts each year, this will not impact on specific employees, but instead the level of Seasonal employees recruited in 2019/2020 will reduce.	2.0	0.140
CER13	Fleet and Environmental	Efficiency and Outturn	**Reduction in Non-Employee Cost Expenditure** The proposal involves a reduction in expenditure on supplies and services and administration costs within Fleet and Environmental Services. This includes expenditure on materials, printing and stationery, protective clothing, property costs and cleaning materials. The current budget allocation across these areas of expenditure is £0.329m. This will reduce by £0.030m to £0.299m following implementation of this saving. The reduction will have no impact on current service delivery.	-	0.030

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
CER14	Fleet and Environmental	Efficiency and Outturn	**Fleet Services Workshop** The Fleet Services workshop tests some 2,000 taxi and private hire cars a year across all four geographical areas within South Lanarkshire. Taxi and private hire car inspections (with or without meters) are carried out annually. Fleet Services also carry out MOTs on private hire cars where requested. Realignment of the current income budget by £0.015m is proposed, in order to reflect current income generation in these areas.	-	0.015
CER15	Planning and Economic Development	Efficiency and Outturn	**Planning and Economic Development Structure** Following the implementation of a revised structure across Planning and Economic Development Services, a saving of £0.150m can be realised in 2019/2020. The saving will be generated from the removal of 3 FTE Grade 3 posts through a vacancy and the turnover of staff. This saving will be achieved through prioritising works within Building Standards and Economic Development whilst ensuring that the priorities of the service are maintained. The saving would result in a reduction of 3 FTE, which would reduce the Planning and Economic Development Service from 92 FTE to 89 FTE.	3.0	0.150
CER16	Roads and Transportation	Efficiency and Outturn	**Roads Waste Disposal Costs** Through the introduction of enhanced waste segregation arrangements it is considered that waste disposal costs incurred by Roads and Transportation can be reduced by £0.016m. Currently, waste loads that can be recycled by the waste disposal site are charged at £3 per tonne, whereas recyclable waste which has been contaminated is charged at £22 per tonne. Through improving the segregation of waste, more recyclable waste loads will be transferred for disposal, which will reduce the amount paid in disposal costs per tonne.	-	0.016

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
CER17	Roads and Transportation	Efficiency and Outturn	**Flood Prevention** Each financial year, a list of potential improvements which will reduce the risk of flooding are identified. These works are prioritised through the completion of risk and impact assessments, which identify the likelihood of flooding and the potential severity of flooding in that area. Those works considered to be of lesser priority will be reprogrammed for future years, however all required works will still be undertaken. This proposal will see a 25% year-on-year reduction in the level of flood prevention work currently undertaken through the Roads Revenue Programme. The current Revenue budget for Flood Prevention is £0.350m, which supplements the annual Capital Programme allocation of £0.100m in 2018/2019.	-	0.090
CER18	Roads and Transportation	Efficiency and Outturn	**Transportation Engineering Works** The Transportation Engineering Section are responsible for undertaking a variety of maintenance works each year, including traffic signal maintenance, landslips and road safety enhancements. Through consideration of the programming of these works in line with the resources available, a saving of £0.110m can be achieved in 2019/2020. The reduction will still allow for all required works to be undertaken, with any works identified as a matter of urgency due to safety concerns being treated as a priority. The overall net budget for Transportation Engineering Works (excluding staffing) in 2018/2019 is £2.538m. This saving equates to a 4.3% reduction in the net budget.	-	0.110

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
CER19	Facilities, Waste and Grounds	Efficiency and Outturn	**Realignment of Income Budget** Following the receipt of additional funding from the Scottish Government to assist with burial costs within South Lanarkshire, it is proposed that the current income budget within Bereavement Services is realigned. This will result in a saving of £0.020m in 2019/2020.	-	0.020
Total Community and Enterprise Resources' Efficiency and Outturn Savings 2019/2020				**35.34**	**4.555**

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
Community and Enterprise Resources' Service Impact Savings					
CER20	Facilities, Waste and Grounds	Service Impact	**Pitch Maintenance Regime** This proposal would see the maintenance regime of 8 pitches with limited formal usage be changed to reflect that of general open space. This would allow the areas to continue to be used for informal recreational purposes but would no longer be available to book for formal matches and would be removed from the South Lanarkshire Leisure and Culture Ltd booking schedule. Alternative pitches will be available for booking. The pitches affected, nearby alternative provision, and the number of lets during 2017/2018 are detailed below:	1.0	0.025

Location	Alternative	Bookings 2017/18	Pitches
Wooddean, Bothwell	Hamilton Palace Sports Ground	0	1
Glassford	Strathaven	0	1
Burnhill, Rutherglen	Peter Brownlee Cambuslang Park Welfare Park	0	2
Halfway Park, Cambuslang	Peter Brownlee Cambuslang Park Welfare Park	0	1
Kildare Park, Lanark	Lanark	4	1
Stonedyke, Carluke	Moorpark	0	1
Birkenshaw, Larkhall	Tileworks	0	1
Harleeshill, Larkhall	Tileworks	0	1

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
			The saving will result in a reduction of 2 Seasonal employees (1 FTE) from the overall current establishment of 115 Seasonal employees. As different individuals are appointed into Seasonal posts each year, this will not impact on specific employees, but instead the level of Seasonal employees recruited in 2019/2020 will reduce.		
CER21	Fleet and Environmental	Service Impact	**Trading Standards Inspections** Through consideration of the current approach to carrying out visits and by directing customers to self-help facilities where appropriate, 2 FTE can be removed from the current structure. Inspections will be prioritised on the basis of information received in relation to current business practices and the risk to consumers. Planned interventions will continue to be carried out where required, and will focus on areas of greatest consumer detriment. Further support to consumers is provided by Trading Standards Scotland (TSS), who have a duty to coordinate and enforce cross boundary and national issues, as well as undertaking more specialised functions including tackling illegal money lending and e-crime. TSS adds capacity to local authority trading standards teams in these areas of activity. Consumers will also be directed to action they can take themselves to resolve customer advice requests and be directed to third party agents such as trade bodies and Citizens Advice Scotland.	2.0	0.090

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
CER22	Facilities, Waste and Grounds	Service Impact	**Council Officer Provision within Principal Offices including Access to Council Headquarters** Through consideration of the current Council Officer establishment, and from completing an assessment of the tasks required to be carried out by Council Officers across Council Headquarters and Montrose House, a saving of £0.160m and 4.9 FTE can be realised in 2019/2020. The proposal has considered the tasks currently performed by Council Officers at each location, and aligned current working patterns to identify efficiencies, whilst ensuring that all tasks will continue to be carried out. This includes ensuring increased staffing levels to manage peaks in demand, for example planned deliveries, where more than one Council Officer would be required to facilitate this task. In addition, Council Headquarters is currently accessible 24 hours a day. This proposal would see the opening hours of the building be changed to 6.00am to 10.00pm 7 days per week, resulting in a saving of £0.050m. The revised opening requirements of the building will result in a reduced requirement of 2 FTE Council Officer staff. In other buildings, where there is a requirement for access to the building outwith opening hours, a booking system and procedure is in place. This would be implemented at Council Headquarters when there is a requirement for access to the building outwith the revised opening hours. There are currently 14 FTE employed across Council Headquarters and Montrose House. The impact of the change will be managed through the use of existing vacancies, revised contracted hours for new employees across the Concierge service and discussions with existing staff on changes to working hours, with any displaced staff being redeployed into alternative positions within the service.	6.9	0.210

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
CER23	Facilities, Waste and Grounds	Service Impact	**Grounds Maintenance** The service has identified 767 locations across the Council that are challenging and resource intensive for operatives to maintain when working with machinery on a slope. It is proposed that the service allows these areas to revert back to natural habitat and that these are identified as opportunities to enhance the Council's biodiversity provision. The size of the plots are from 13m² upwards. The Service would continue to cut the perimeter of the open space where these areas meet any roads or pathways. The saving will result in a reduction of 2.5 FTE from the overall current establishment for Seasonal employees. As different individuals are appointed into Seasonal posts each year, this will not impact specific employees, but instead the level of Seasonal employees recruited in 2019/2020 will reduce.	2.5	0.075
Total Community and Enterprise Resources' Service Impact Savings 2019/2020				**12.4**	**0.400**
Total Community and Enterprise Resources' Savings Proposals 2019/2020				**47.74**	**4.955**

Appendix 1

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m

Community and Enterprise Resources' Savings Summary Across Categories	FTE	£m
Approved	-	0.000
Efficiency and Outturn	23.81	3.861
Charging	-	0.399
Service Impact	23.93	0.695
Community and Enterprise Resources' Savings Proposals 2019/2020	**47.74**	**4.955**

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
Education Resources' Savings Proposals 2019/2020					
Education Resources' Approved Savings					
EDR01	Curriculum and Quality Improvement Service	Approved	**Curriculum and Quality Improvement Service Staffing** A new structure has been implemented within Curriculum and Quality Improvement Services (CQIS), which has led to a reduction in the number of Development Officer posts required. This was achieved through identifying tasks which can be transferred to Lead Officer remits, those which were no longer essential, including the delivery of training and membership of Local Authority groups, and tasks which could be devolved directly to schools or Learning Communities, including the development of curriculum materials and resources. The proposed changes will have minimal impact on schools as all tasks deemed essential have been redistributed and will still be undertaken. The FTE has reduced from 22 FTE to 14 FTE as follows: **Original (22 FTE)** / **Revised (14 FTE)** Section Manager (1) / Section Manager (1) - / Quality Improvement Manager (1) Quality Improvement Officer (8) / Quality Improvement Officer (8) Development Officer (12) / Development Officer (2) Health and Safety (1) / Health and Safety (1) - / Administration Officer (1) There is no impact on FTE numbers as all staff have reverted back to their substantive posts in schools. This is the third year of the savings proposal. Savings of £0.140m were realised in years 2017/2018 and 2018/2019.	-	0.140

Appendix 1

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
Total Education Resources' Approved Savings 2019/2020				**-**	**0.140**

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
Education Resources' Efficiency and Outturn Savings					
EDR02	All	Efficiency and Outturn	**Realignment of Property Costs, Supplies and Services and Administration Costs Budgets** Through targeting areas of non-essential spend across the Resource and removing budgets no longer required, a saving can be made across a number of budget lines. This saving will see a reduction in the per capita allocation to pupils from 3-18 years across all sectors. This will be a continuation of a managed programme of classroom materials reduction and will be allocated based on school roll. Savings can be realised in Early Years establishments and schools through the development and implementation of new procurement and delivery processes, which will generate savings through economies of scale and the identification of further efficiencies across the Resource. Additionally, there will be a reduction to postage, catering and parent council budgets as a result of efficiencies in service delivery. Finally, there will be the removal of property costs budgets no longer required.	-	0.337
EDR03	Inclusive Education	Efficiency and Outturn	**External Placements** This is a continuation from the 2018/2019 approved saving relating to a reduction in expenditure following on from less children and young people being placed in external provision for their education, in line with the policy to educate and care for as many of our children within South Lanarkshire as is possible while still being needs led. An analysis of the suitability of the current placements has been undertaken which has allowed the Service to place as many children as possible within the South Lanarkshire area, for example the Kear Campus or ASN schools. This is in line with the mainstreaming strategy and the trend experienced across recent years. A saving of £0.300m was approved for financial year 2018/2019. A further saving of £0.050m has been identified for 2019/2020.	-	0.050

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
EDR04	Early Years	Efficiency and Outturn	**Early Years Realignment of Early Learning and Childcare Income** Early Years has offered increased flexibility to parents and families through the provision of extended Early Learning and Childcare (ELC) provision across our nursery classes and stand-alone establishments over the last few years as part of our strategy of ELC expansion. This provides families with the ability to align with the needs of the child in the context of their families and in support of employment. Chargeable places are available beyond the statutory provision in certain nursery classes and stand-alone establishments and parents and families have been able to access these places over the years, and rely on these places, to support their childcare requirements. It is proposed to increase the budget in line with income levels and trends over the last few years. This proposed saving of £0.150m will have no impact on service delivery. As a result of the full implementation of 1140 hours within Early Learning and Childcare in 2020, the number of chargeable places available will reduce. This is therefore a temporary saving and the budget will require to be reinstated.	-	0.150

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
EDR05	Support	Efficiency and Outturn	**Implementation of EDRMS and Review of Business Support** The proposal would see the introduction of EDRMS (Electronic Data and Records Management Systems) across Support Services within Education Resources. Through the implementation of EDRMS, a saving of £0.040m and 2 FTE Grade 1 posts can be generated through more efficient document processing and storage, and streamlining of business support activities. The Council currently utilises EDRMS across a number of other Resources, and the benefits realised to date include efficiencies generated through paperless, mobile and flexible working, reductions in administration costs (including printing and stationery costs), and the encouragement for standard processes to be adopted. Through the use of IT systems, efficiencies will be realised through enabling self-service and removing duplication of tasks. In addition, following consideration of the management structure within the Central Administration Team, a saving of £0.060m can be realised from the removal of 2 FTE Grade 2 posts, whilst still enabling the provision of adequate support to all Services.	4.0	0.100
EDR06	Inclusive Education	Efficiency and Outturn	**Learning Community Service Realignment** The proposal is to remove 4 FTE vacant posts within the Extended Learning Community service which have been vacant for some time. The service has recently been realigned within the Inclusion Service and the new structure will introduce a more efficient and cohesive service for children and young people with targeted specialist support linking to inclusion. A range of planning and practice guidance has been developed to build capacity across the workforce to effectively meet the needs of children with additional support needs, including the Framework for Inclusion and Equality, Dyslexia Guidance, Autism Spectrum Disorder (ASD) consultation. Attachment informed practice is increasingly a feature of the work of schools, facilitating a positive and inclusive response to a broad range of needs. Realignment of the service will promote an integrated and consistent approach to support for learning with resources directed to school level. As these posts have been vacant there will be no impact on the Council's pupil teacher ratio.	4.0	0.190

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
EDR07	Support	Efficiency and Outturn	**Realignment of Expenditure Budgets and Income Generation** Through consideration of expenditure levels in previous years, efficiency savings of £0.345m are achievable in 2019/2020 within the following areas: • Travel and subsistence budgets • Utilisation of newly qualified teachers • Pest control budget • Catering • Scottish Qualifications Authority costs • Telephones • Continued Professional Development In addition, it is proposed that an income budget be established in order to recognise income received of £0.025m per annum from the Scottish Government for the administration and management of the Education Maintenance Allowance. This will result in an overall saving of £0.370m being realised in 2019/2020.	-	0.370
EDR08	All	Efficiency and Outturn	**Energy Consumption** Through a reduction in energy consumption as a result of a continued programme of energy efficient measures being adopted in schools and other Education establishments, a saving of £0.100m can be achieved. Consumption levels for gas has decreased due to ongoing programmes of efficiency, including temperature control, implementing new infrastructure through the Central Energy Efficiency Fund programme and the energy management system.	-	0.100

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
EDR09	Early Years	Efficiency and Outturn	**Teachers in Early Learning and Childcare** South Lanarkshire Council nurseries offer the following operating models: • 20 morning and 20 afternoon places (20/20) • 30 morning and 30 afternoon places (30/30) • 40 morning and 40 afternoon places (40/40) • 50 morning and 50 afternoon places (50/50) • 60 morning and 60 afternoon places (60/60) Currently, children in 20/20 and 30/30 nurseries have access to a teacher four days in the week. Children attending other establishments have access to a teacher five days in the week. Through the replacement of the equivalent of 1 day (0.2 FTE) of Early Years Teachers with 0.2 FTE of Early Years Workers in 40/40, 50/50 and 60/60 establishments, a saving of £0.112m can be generated through the differential in cost, whilst ensuring that the necessary ratios are maintained. This will align the provision of Early Years Teachers in 40/40, 50/50 and 60/60 establishments to the current provision within 20/20 and 30/30 nurseries, which has already been successfully implemented. The reduction in the number of children in each nursery, and the current expansion in Early Learning and Childcare provision each day as a consequence of the increase to 1,140 hours, will ensure the provision of access to a teacher for children is sustained.	-	0.112

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
EDR10	Schools	Efficiency and Outturn	**Secondary School Staffing** In preparation for the delivery of the Scottish Government ambitions around Education Governance and Fair Funding to Achieve Excellence and Equity in Education in schools, and the roll out of the Head Teachers Charter, it is proposed that through a move towards greater local decision making in schools on structure and management roles a reduction in the overall costs of the teaching establishment can be managed. Consultation on Education Governance pointed towards Head Teachers having greater flexibility around how their schools are run. It is proposed that through working with Head Teachers the principles of the policy intent can start to be delivered and efficiencies achieved. Greater flexibility will allow Head Teachers to identify the most effective deployment of staff and, in doing so, it is anticipated they will be able to achieve some small scale efficiencies within their staffing models. Through implementation of the above, a saving of £0.300m will be realised in 2019/2020. Specific and dedicated teaching and support staff have been added to the establishment in 2018/2019 in relation to mainstream and additional support needs. This investment will continue to ensure that these target areas continue to be supported. The saving will result in a reduction of 7 FTE teaching staff.	7.0	0.300
Total Education Resources' Efficiency and Outturn Savings 2019/2020				**15.0**	**1.709**

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
Education Resources' Service Impact Savings					
EDR11	Schools	Service Impact	**Targeted Class Sizes Support – Primary 1** Based on expected configurations, all Primary 1 class sizes will move to 25 pupils, taking this to the appropriate statutory level. The saving will be achieved by removing the class size reduction from primary 1, and instead provide targeted class size reduction support to primary 1 children where required. Consequently, 10 schools will see the class size reduction teacher removed. The Council will continue to maintain the required Pupil Teacher Ratio through ensuring that the reduction in posts are offset with necessary cover staff. All children will continue to have access to, and benefit from, a teacher in the Early Years setting, in advance of starting primary 1.	10.0	0.280
Total Education Resources' Service Impact Savings 2019/2020				**10.0**	**0.280**
Total Education Resources' Savings Proposals 2019/2020				**25.0**	**2.129**

Appendix 1

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m

Education Resources' Savings Summary Across Categories	FTE	£m
Approved	-	0.140
Efficiency and Outturn	15.0	1.709
Charging	-	0.000
Service Impact	10.0	0.280
Education Resources' Savings Proposals 2018/2019	**25.0**	**2.129**

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
Finance and Corporate Resources' Savings Proposals 2019/2020					
Finance and Corporate Resources' Efficiency and Outturn Savings					
FCR01	IT	Efficiency and Outturn	**IT Services** This saving will be achieved through the following efficiencies across the Service: • Reduction in the number of end-user devices (PCs, laptops, tablets and phones) provided to Resources: IT Services, in liaison with Resources, monitor the usage of end-user devices and areas of low usage have been identified. Through reducing the number of devices, where low usage has been identified, savings of £0.100m in lease and licensing costs are anticipated. • Storage – to reduce storage costs, IT Services will remove any non-priority back up storage beyond immediate requirements, and also look more to external solutions where possible (such as cloud). Rationalisation of the files that are held will be required to meet corporate retention standards, which will be relevant to each service (£0.050m). • Reduction of non-core IT tasks (1 FTE) – These include writing and generating reports, efficiencies in managing contracts and 3rd parties on behalf of customers, opening tickets on behalf of customers and resolving data-related issues. This will have minimal impact on Council services delivered (£0.050m). • Introduction of self-service (2 FTE) – Self-service capabilities will be introduced on management tools and the South Lanarkshire intranet to enable employees to access training links directly, and provide responses to Frequently Asked Questions, in order to reduce the volume of requests received by the IT Service Desk. The intranet will also now include details of any planned downtime for IT Systems, which should further reduce the number of calls received by the IT Service Desk. In addition, self-service capabilities will be made available to raise new service desk tickets directly on the system. This will realise a saving of £0.060m. • Staffing (9 FTE) – In addition, through the consideration and realignment of duties, and consideration of vacancies, a further saving of £0.440m and 9 FTE can be achieved. Each financial year, a list of potential projects are identified through discussion with Resources. These projects are prioritised on the basis of risk to the Council. Those works considered to be of lesser priority will be reprogrammed for future years. Higher priority projects will continue to be progressed immediately at the start of the financial year.	12.0	0.700

<table>
<tr><th>Resource Reference</th><th>Service</th><th>Savings Type

(Approved, Efficiency and Outturn, Charging, Service Impact)</th><th>Name, and Brief description of Saving</th><th>Employee FTE</th><th>Saving £m</th></tr>
<tr><td></td><td></td><td></td><td>There are 120.1 FTE posts within IT Services. This saving proposes a reduction of 12 FTE posts to 108.1 FTE, saving £0.550m per annum, from a staffing budget of £5.304m.
<table>
<tr><th>Grade</th><th>FTE</th><th>Saving £m</th><th>FTE Vacancies</th></tr>
<tr><td>Grade 5</td><td>1.0</td><td>0.080</td><td>1.0</td></tr>
<tr><td>Grade 4</td><td>1.0</td><td>0.060</td><td>0.0</td></tr>
<tr><td>Grade 3</td><td>7.0</td><td>0.320</td><td>3.0</td></tr>
<tr><td>Grade 2</td><td>3.0</td><td>0.090</td><td>0.0</td></tr>
<tr><td>Total</td><td>12.0</td><td>0.550</td><td>4.0</td></tr>
</table></td><td></td><td></td></tr>
<tr><td>FCR02</td><td>Administration, Legal and Licensing</td><td>Efficiency and Outturn</td><td>Cambuslang Childcare Project
The £0.084m current funding to Cambuslang Childcare Project (CCP) funds a free 0-3 year old nursery service for parents in the Cairns / Cambuslang area. The core grant also covers management, administration and staffing costs etc.

Following discussions with CCP, the provision of free places for 0-3 year olds will be replaced with places for 3-5 year olds, funded through partnership nursery arrangements. CCP have agreed that this will be manageable over a two year period with a saving of £0.044m achievable in 2019/2020.

Education Resources have confirmed there is sufficient capacity in the area for paid 0-3 year old nursery provision with Westburn Nursery School nearby.

A further saving of £0.040m is achievable in 2020/2021 from the complete removal of the current funding for the 0-3 year old service.</td><td>-</td><td>0.044</td></tr>
</table>

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
FCR03	Finance	Efficiency and Outturn	**Finance Services Staffing Structure** Through the continued consideration of the management structure across services, reducing workload and considering more efficient financial monitoring, further efficiencies will be realised in 2019/2020. Within Transactions, a number of initiatives are resulting in a reduction in the administrative processes and the removal of a number of non-essential tasks. The expansion of e-invoicing will help to further reduce the administrative processes required for processing invoices due to the payment process requiring lower levels of intervention from staff. A new streamlined structure for teams ordering goods and supplies, previously aligned to individual Resources, will result in reduced management overheads and economies of scale. A continued focus on improving productivity and use of technology will also contribute towards efficiencies. In addition, economies of scale will be achieved through better integration of individual Resource Transaction teams, and through the continued focus on improving productivity across the teams. It is expected that these will be managed partly through consideration of temporary posts, the non-filling of vacancies and redeployment opportunities where necessary. There are 174.9 FTE posts within Finance Strategy and Transactions Services. This saving proposes a reduction of 20.6 FTE posts to 154.3 FTE and will generate a saving of £0.701m per annum, from a staffing budget of £6.229m.	20.6	0.701

Grade	FTE	Saving £m	FTE Vacancies
Strategy			
Grade 3	3.0	0.150	3.4
Grade 2	4.5	0.158	2.0
Grade 1	0.5	0.014	0.0
Total Strategy	**8.0**	**0.322**	**5.4**
Transactions			
Grade 3	1.5	0.077	0.5
Grade 2	5.7	0.180	0.0
Grade 1	5.4	0.122	0.6
Total Transactions	**12.6**	**0.379**	**1.1**
Total Finance	**20.6**	**0.701**	**6.5**

<table>
<tr><th>Resource Reference</th><th>Service</th><th>Savings Type

(Approved, Efficiency and Outturn, Charging, Service Impact)</th><th>Name, and Brief description of Saving</th><th>Employee FTE</th><th>Saving £m</th></tr>
<tr><td>FCR04</td><td>Administration, Legal and Licensing</td><td>Efficiency and Outturn</td><td>Legal and Licensing Staffing Structure
The continued implementation of revised working practices and better use of available technology allows a reduction in staffing of 2.9 FTE posts, saving £0.130m in 2019/2020.

There are 62.7 FTE posts within Legal and Licensing and Registration Services. This saving proposes a reduction of 2.9 FTE posts to 59.8 FTE, saving £0.130m per annum, from a staffing budget of £2.555m.

<table>
<tr><th>Grade</th><th>FTE</th><th>Saving £m</th><th>FTE Vacancies</th></tr>
<tr><td>Grade 5</td><td>1.0</td><td>0.086</td><td>0.0</td></tr>
<tr><td>Grade 1</td><td>1.9</td><td>0.044</td><td>1.9</td></tr>
<tr><td>Total</td><td>2.9</td><td>0.130</td><td>1.9</td></tr>
</table></td><td>2.9</td><td>0.130</td></tr>
<tr><td>FCR05</td><td>Communication and Strategy</td><td>Efficiency and Outturn</td><td>Advertising Expenditure
A reduction in advertising expenditure across the Council has been experienced through greater use of more modern and cost-effective advertising techniques.

Through the realignment of the advertising budget to reflect current expenditure and the continued use of cost-effective advertising techniques, i.e. digital, and less reliance on newspapers etc., a saving of £0.105m across the Council can be realised in 2019/2020.

The advertising of statutory notices will continue and steps have been taken to minimise their cost. The saving will be realised in non-statutory areas, in particular recruitment and display advertisements.

There is no impact on staffing from this saving.</td><td>-</td><td>0.105</td></tr>
</table>

<table>
<tr><th>Resource Reference</th><th>Service</th><th>Savings Type

(Approved, Efficiency and Outturn, Charging, Service Impact)</th><th>Name, and Brief description of Saving</th><th>Employee FTE</th><th>Saving £m</th></tr>
<tr><td>FCR06</td><td>Finance</td><td>Efficiency and Outturn</td><td>Benefits and Revenues and Customer Contact Centre Staffing
Savings totalling £0.300m and 11.0 FTE are achievable in 2019/2020 through the development of online forms, reductions in Benefit workload and the consideration of vacancies across the Service.

This includes going live with the Council Tax MyAccount which will reduce the volume of account enquiry contact and move customers to online channels, and implementing additional integrated forms reducing the number of calls which require to be transferred within the Customer Service Centre teams.

There are 282.6 FTE posts within Benefits and Revenues and Customer Contact Services. This saving proposes a reduction of 11 FTE posts to 271.6 FTE, saving £0.300m per annum, from a staffing budget of £7.911m.
<table>
<tr><th>Grade</th><th>FTE</th><th>Saving £m</th><th>FTE Vacancies</th></tr>
<tr><td>Benefits and Revenues</td><td></td><td></td><td></td></tr>
<tr><td>Grade 2</td><td>7.0</td><td>0.200</td><td>5.0</td></tr>
<tr><td>Total Benefits and Revenues</td><td>7.0</td><td>0.200</td><td>5.0</td></tr>
<tr><td>Customer Contact</td><td></td><td></td><td></td></tr>
<tr><td>Grade 2</td><td>2.0</td><td>0.060</td><td>1.0</td></tr>
<tr><td>Grade 1</td><td>2.0</td><td>0.040</td><td>1.0</td></tr>
<tr><td>Total Customer Contact</td><td>4.0</td><td>0.100</td><td>2.0</td></tr>
<tr><td>Total</td><td>11.0</td><td>0.300</td><td>7.0</td></tr>
</table></td><td>11.0</td><td>0.300</td></tr>
<tr><td>FCR07</td><td>Communication and Strategy</td><td>Efficiency and Outturn</td><td>Printing and Software Efficiencies
Through the introduction of changes to current printing and software arrangements, a saving of £0.030m can be achieved in 2019/2020.

This will include the cessation of printing of The View, with a digital option being made available.</td><td>-</td><td>0.030</td></tr>
</table>

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
FCR08	Personnel	Efficiency and Outturn	**Personnel Services Staffing Structure** Through the consideration and realignment of duties, and consideration of vacancies, savings can be realised within Personnel Services. This includes a reduction of 1 FTE vacant management post, as teams are merged for a more coordinated service delivery. In addition, the use of online forms with better integration into back office systems and increased self-service for employees and managers, including the ability to amend employee hours and location, and completion of the regrading process, will allow further efficiencies to be achieved. There are 173.9 FTE posts within Personnel Services. This saving proposes a reduction of 6 FTE posts to 167.9 FTE, saving £0.210m per annum, from a staffing budget of £5.875m.	6.0	0.210
FCR09	Personnel	Efficiency and Outturn	**Provision of Employee Training** Efficiencies will be delivered through a realignment of budget for the current provision of employee training. This reflects a reduction in cost over recent financial years with the level of training remaining the same. This has been achieved through better value for money from greater use of internal resources available as opposed to the purchase of external training provision.	-	0.040

Grade	FTE	Saving £m	FTE Vacancies
Grade 3	2.0	0.100	1.0
Grade 2	2.0	0.070	0.0
Grade 1	2.0	0.040	2.0
Total Personnel	**6.0**	**0.210**	**3.0**

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
FCR10	Personnel	Efficiency and Outturn	**Employability Programmes** Across employability programmes, including the Scottish Government Fair Start Scotland Programme, the same number of (and in some cases more) clients will continue to be supported, at a lower cost to the Council. The Council is developing a suite of online support materials to assist individuals. This will allow more clients to meet their needs through self-service routes at a reduced cost. The reduction in youth unemployment figures at both a national and local level has also led to a reduction in the level of clients requiring support through the Youth Employment Enterprise Programme. This programme will continue to be delivered to clients requiring support in line with the current reduced demands of the service. Again, this is at a reduced cost to the Council. Finally, the introduction of Fair Start Scotland by the Scottish Government brings in support for their target groups (particularly around Health), who would otherwise have been placed in a number of Council programmes. The creation of this new programme has allowed the Council to redirect clients, where they meet the necessary criteria, reducing the number of clients requiring multiple supports and reducing associated expenditure. The introduction of Fair Start Scotland has enabled the cessation of the Working Matters Programme, previously delivered by Routes to Work South on behalf of the Council. This programme previously targeted the same client group as that being supported by Fair Start Scotland. In 2018/2019, employability programmes are expected to engage with more than 2,200 individuals. By using on-line tools, including self-service, the number of individuals engaging with and benefitting from the Employability Programme of the Council and its partners, will continue to at least this level going forward. As a result, the overall Council Employability Programme can continue to be delivered for £0.360m less from 2019/2020.	-	0.360

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
FCR11	Administration, Legal and Licensing	Efficiency and Outturn	**Landlord Registration** A saving of £0.080m can be generated through the income budget for Landlord Registration Fees. The Landlord Registration fee is statutory and is currently set at £55. The Scottish Government have abolished the 10% online discount with effect from 1 December 2018 which will mean that the application fee will increase by £5.50 for online applications. This will result in an additional £0.020m to the Council in 2019/2020. In addition, a further £0.050m saving can be achieved in 2019/2020 by realigning the current income budget to reflect the actual fee income received. Further to this, through the creation of an additional 1.0 FTE Licensing Standards Officer (LSO) post (£0.040m), an increase in income of £0.050m can be generated realising a net saving of £0.010m in 2019/2020. The overall increase in budgeted income is anticipated to be £0.120m in 2019/2020, with a net saving of £0.080m achievable through the creation of the LSO post.	(1.0)	0.080
FCR12	Personnel	Efficiency and Outturn	**Personnel Services Information at Work** There has been a reduction in the cost of Information at Work Licensing and Support. As a result, a saving of £0.020m can be realised in 2019/2020 through realigning the budget in line with the current expenditure being incurred.	-	0.020
FCR13	Communication and Strategy	Efficiency and Outturn	**Communications and Strategy Services Staffing Structure** Through the removal of two vacant 0.5 FTE posts from the current structure, a saving of £0.020m is achievable in 2019/2020. This will have no impact on current service delivery. There are 41.7 FTE posts within Communications and Strategy Services. This saving proposes a reduction of 1 FTE posts to 40.7 FTE, saving £0.020m per annum, from a staffing budget of £1.765m.	1.0	0.020

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
FCR14	Administration, Legal and Licensing	Efficiency and Outturn	**Personal Liquor License** The current charge for a Personal Liquor License is £50. This is set by statute from the Scottish Government. Through the 10 year renewal of Personal Liquor Licenses, 645 licenses are due to be renewed in August 2019. This will realise a one off saving of £0.032m in 2019/2020. As the license renewals will not recur into the following year, this is not an ongoing saving moving forward, and the budget will require to be adjusted to reflect this. The budget of £0.032m will have to be reinstated in 2020/2021.	-	0.032
FCR15	Administration, Legal and Licensing	Efficiency and Outturn	**Reduction in Property Costs and Administration Budgets and Increased Income** This saving will be realised through a reduction in the following areas: Legal - Membership Fees / Subscriptions - £0.017m saving from £0.038m budget Legal - Legal Expenses - £0.006m saving from £0.046m budget Legal - Furniture - £0.003m saving from £0.003m budget Administration - Other Admin Costs - £0.022m saving from £0.022m budget Administration - Conferences - £0.007m saving from £0.016m budget Licensing and Registration - Security Costs (from the reduced need for collection of cash from licensing and registration offices) - £0.010m saving from £0.012m budget Licensing and Registration - Printing and Stationery - £0.003m from £0.009m budget These budgets have underspent in previous financial years and are no longer required from 2019/2020 and beyond. In addition, a number of other Local Authorities use Ceremony Officers. These are mainly retired registrars who carry out ceremonies and pre-ceremony meetings for a flat fee, in the region of £70. Through creating a supply pool of suitably experienced individuals, the service would be able to offer ceremonies during a wider range of days and at more flexible times including evenings outwith office hours. Given that this is a growing market, a net saving of £0.009m is achievable in ceremonies income in 2019/2020.	-	0.077

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
FCR16	Finance	Efficiency and Outturn	**Reduction in Overpayments** The Council has a net budget of £1.4m in 2018/2019 in relation to the cost of overpayments as part of the administration of Housing Benefit payments. Significant underspends have been achieved in recent financial years in relation to this budget ranging from £0.115m in 2015/2016 to £0.657m in 2017/2018. Following the migration to Universal Credit, the expenditure on overpayments is anticipated to continue to reduce. This saving proposes that the budget be realigned in 2019/2020 to reflect the current expenditure anticipated in 2018/2019, yielding an annual saving of £0.220m.	-	0.220
Total Finance and Corporate Resources' Efficiency and Outturn Savings 2019/2020				**52.5**	**3.069**
Total Finance and Corporate Resources' Savings Proposals 2019/2020				**52.5**	**3.069**

Appendix 1

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m

Finance and Corporate Resources' Savings Summary Across Categories	FTE	£m
Approved	-	0.000
Efficiency and Outturn	52.5	3.069
Charging	-	0.000
Service Impact	-	0.000
Finance and Corporate Resources' Savings Proposals 2019/2020	**52.5**	**3.069**

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
Housing and Technical Resources' Savings 2019/2020					
Housing and Technical Resources' Efficiency and Outturn Savings					
HTR01	Property	Efficiency and Outturn	**Termination of Lease, Royal Burgh House, Rutherglen** As a result of the closure of Royal Burgh House in June 2018, a saving of £0.750m has been generated in relation to charges associated with the operation of the building, including rental charges and facilities management costs.	-	0.750
HTR02	Property	Efficiency and Outturn	**Planned and Reactive Maintenance** Housing and Technical Resources hold the budget for planned maintenance across all Council Non Housing properties. Savings can be realised through the development and implementation of new procurement and delivery processes, which will generate savings through economies of scale and the identification of further efficiencies within the current programme. In addition, savings will be generated by extending the programming of works to maximise the lifecycle of existing building elements. The 2018/2019 Budget Allocation for planned and reactive maintenance is £6.870m, and includes works such as internal painting of high use areas, cleaning of external property facades and kitchen canopy cleaning.	-	0.130
HTR03	Property	Efficiency and Outturn	**Property Assets Structure** Through consideration of the current structure within Property Assets, and based on future workload requirements and a change in operating arrangements, a saving can be achieved through the removal of 1 FTE Property Investment Adviser post (Grade 4 Level 9). In addition, a further 0.5 FTE vacancy (Grade 2 Level 2) has been identified within the Service for removal from 2019/2020.	1.5	0.075

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
HTR04	Property	Efficiency and Outturn	**Building Services Management Structure** Through consideration of the current management structure within Building Services, a saving of £0.125m can be realised through the rationalisation and realignment of the Building Services Co-ordinator and Building Services Officer structure. The revised management structure will be developed by the end of 2018 and put in place for financial year 2019/2020, as part of which roles will be re-defined and clarified. Whilst this will result in managers having an increased span of control, there will be no detrimental impact on front line service delivery. The saving will be realised from a reduction of 4 FTE Grade 3 Level 2 posts.	4.0	0.125
HTR05	Property	Efficiency and Outturn	**Renegotiation of Lease at Cambuslang Gate** Renegotiation of the current Head Lease agreement for Cambuslang Gate has recently concluded, resulting in a saving of £0.095m per annum from 2019/2020 in relation to reduced rental costs of the property. The revised lease agreement was presented to Housing and Technical Resources Committee on 31 October 2018 for approval.	-	0.095
HTR06	All	Efficiency and Outturn	**Vacant Posts** Through consideration of current vacancies within Housing and Technical Resources, a saving of £0.268m can be realised as follows: • CCTV Operatives – following the introduction of a new 12 hour shift pattern being implemented, removal of 1.96 FTE from the current establishment can be achieved. • Surveyors – As a result of forecasting future workload demands, and the realignment of work between the remainder of the Surveyors, 1.63 FTE of vacant posts can be removed from the establishment with no impact on service delivery. • Technical Assistants – following the realignment of work between the remaining employees with no impact on service provision, the removal of 2.55 FTE vacant posts can be achieved. • Further minor vacant posts across the Resource have also been identified, totalling 2.07 FTE.	8.2	0.268

<table>
<tr><th>Resource Reference</th><th>Service</th><th>Savings Type

(Approved, Efficiency and Outturn, Charging, Service Impact)</th><th>Name, and Brief description of Saving</th><th>Employee FTE</th><th>Saving £m</th></tr>
<tr><td></td><td></td><td></td><td>
<table>
<tr><th>Grade</th><th>FTE</th><th>Saving £m</th><th>FTE Vacancies</th></tr>
<tr><td>Grade 3</td><td>2.62</td><td>0.118</td><td>2.62</td></tr>
<tr><td>Grade 2</td><td>2.73</td><td>0.094</td><td>2.73</td></tr>
<tr><td>Grade 1</td><td>2.86</td><td>0.056</td><td>2.86</td></tr>
<tr><td>Total Posts</td><td>8.21</td><td>0.268</td><td>8.21</td></tr>
</table>

As the posts noted above are vacant, there will be no impact on current service delivery.</td><td></td><td></td></tr>
<tr><td>HTR07</td><td>Housing</td><td>Efficiency and Outturn</td><td>Homelessness Service
From a review of the Homelessness Business Plan and a projection of service demands in the current year a one-off saving of £0.060m can be delivered. This is as a result of efficiencies being delivered through service procurement as well as through an expected underspend in the Service.

The budget of £0.060m will need to be reinstated in 2020/2021.</td><td>-</td><td>0.060</td></tr>
<tr><td colspan="4">Total Housing and Technical Resources’ Efficiency and Outturn Savings 2019/2020</td><td>13.7</td><td>1.503</td></tr>
</table>

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
Housing and Technical Resources' Service Impact Savings					
HTR08	Housing	Service Impact	**Provision of Anti-Social Behaviour Service** Through consideration of tasks completed by the central Anti-Social Behaviour Service, which includes the Community Wardens, Anti-Social Investigation Team and Mediation, a saving of £0.035m can be realised. Although timescales will be affected, all service requests assessed as requiring action will still be completed, either by the Anti-Social Behaviour Service or through partner agencies. This will result in the reduction of 3 FTE Community Warden posts which will be achieved through a combination of natural turnover and redeployment. The reduction in employees will have an impact on the frequency of patrols being carried out, and will also affect the response times for the Investigative Support Team reacting to incidents. The FTE shown reflects the full impact of the saving however, as the Service is part funded by the HRA, the impact on the General Services budget is £0.035m. There are 33.1 FTE posts, including 15 FTE Community Warden posts, within the Service. This saving proposes a reduction of 3 FTE Community Wardens.	3.0	0.035
HTR09	Housing	Service Impact	**Community Safety Partnership** It is proposed to reduce the Community Safety budget by £0.020m (8% of the current budget). The saving will be achieved through consideration of the way services are commissioned and delivered. It is also proposed to re-align the Community Safety Analyst to a vacant post within the Housing and Technical Resources Strategy and Support structure, which is HRA funded. This will ensure that maximum benefit is derived from the Analyst post across the Resource, whilst continuing to support the Community Safety Partnership. From realigning this position, a saving of £0.020m can be realised in 2019/2020.	1.0	0.040

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m

Total Housing and Technical Resources' Service Impact Savings 2019/2020	**4.0**	**0.075**
Total Housing and Technical Resources' Savings 2019/2020	**17.7**	**1.578**

Appendix 1

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m

Housing and Technical Resources' Savings Summary Across Categories	FTE	£m
Approved	-	0.000
Efficiency and Outturn	13.7	1.503
Charging	-	0.000
Service Impact	4.0	0.075
Housing and Technical Resources' Savings Proposals 2019/2020	**17.7**	**1.578**

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
Social Work Resources' Savings 2019/2020					
Social Work Resources' Efficiency and Outturn Savings					
SWR01	Adult and Older People	Efficiency and Outturn	**Payments to Other Bodies** A saving of £0.048m can be realised from Payments to Other Bodies that are no longer required: <u>Dementia Training Provision (£0.040m)</u> Training previously delivered by Alzheimer's Scotland is now delivered in house. This had enabled a saving to be generated, while maintaining the level of staff training provision. <u>Disability Information Service (£0.008m)</u> As a result of the cessation of service by DIAL (Disability Resource Centre Clydesdale), due to the organisation no longer operating, a saving has been realised. The contribution was previously used to deliver an information service to people with disabilities, which is now being delivered through other local and national organisations, including Take Control South Lanarkshire.	-	0.048
SWR02	Adult and Older People	Efficiency and Outturn	**Meals on Wheels Provision – Production of Meals** Following the withdrawal of the Meals on Wheels service provision by the Royal Voluntary Service (RVS), changes have been implemented to current service delivery. This has resulted in frozen meals being provided to those requesting meals and forms part of their overall care package. This will enable a saving of £0.040m to be achievable in 2019/2020 in the production of meals.	-	0.040

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
SWR03	Performance and Support	Efficiency and Outturn	**Administration Staffing Structure** From the consideration of current back office services and processes, a saving of £0.175m can be achieved in 2019/2020. Savings will be achieved through improvements in booking systems, merging of support tasks, streamlining of complaints and Freedom of Information processes, and the removal of vacant posts across the Service. There are 177.4 FTE administration posts within the current structure. This saving proposes a reduction of 8.0 FTE posts to 169.4 FTE, saving £0.175m per annum.	8.0	0.175
SWR04	Adult and Older People	Efficiency and Outturn	**In-House Care and Support Services** The Care and Support Service supports adults with learning disabilities and a range of complex needs to stay in their own home, as independently as possible, so they can remain valued members of their communities. This is done in a number of ways including providing personal care and domestic support. As a result of the current demand for In House Care and Support Services, a saving of £0.260m in the costs of the Service has been identified. This reduction in costs reflects current care packages. These care packages are subject to thorough risk assessments and carried out in partnership with care and support staff and social work staff from locality teams. Service users will continue to receive the support and care that they require. The service currently has 39 service users. The saving reflects a reduction in costs for care packages for 4 service users – 2 of which are no longer required and 2 where there have been agreed changes to current care packages provided. The reduction in care hours required to be delivered will allow the removal of 8.9 FTE vacant posts from the structure, moving from 147.1 FTE to 138.2 FTE. The current net budget for this service is £4.510m.	8.9	0.260

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
SWR05	Adult and Older People	Efficiency and Outturn	**External Funding** In 2018/2019, South Lanarkshire Health and Social Care Partnership allocated £2.2m from Social Care Fund monies to meet the recurring cost of additional care home placements created between 2011 and 2016. These placements were in addition to the number of placements that could be supported from the core Social Work budget. This level of funding will continue into 2019/2020, however, due to the level of demand, there is an anticipated reduction in the required number of specific placements moving forward. This is part of the overall policy and strategic direction to shift the balance of care towards more community orientated support. Consideration of the level of funding available within the core Social Work Resources revenue budget and the Social Care Fund allocation has identified a saving of £0.100m which can be realised in 2019/2020, from the reduction in the level of demand.	-	0.100
SWR06	Adult and Older People	Efficiency and Outturn	**Meals on Wheels Provision – Transport Costs** Following the withdrawal of the Meals on Wheels service provision by the Royal Voluntary Service (RVS), changes have been implemented to current service delivery. This has resulted in a reduction in transport costs. This will enable a saving of £0.035m to be achievable in 2019/2020 from a reduction in transport costs.	-	0.035
SWR07	Adult and Older People	Efficiency and Outturn	**Bield Day Care Service – Langvout, Biggar** Bield Day Care Service ended on 31 July 2018. This service was provided to 10 service users based on 20 days weekly and was funded via block grant at £0.129m per annum. Alternative day care service provision for the 10 service users affected has been sourced at McClymont Day Care Centre, Lanark and Jenny McLachlan Day Care Centre, Carluke. There are estimated transport costs of £0.069m per annum to access agreed days to each individual service user at the alternative Day Centres. As a result, a net saving of £0.060m is achievable in 2019/2020.	-	0.060

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
SWR08	Performance and Support	Efficiency and Outturn	**Realignment of Employee Cost Budget** As a result of the funding arrangements for the Chief Officer for the Integrated Joint Board, a saving of £0.040m can be realised in 2019/2020 from the realignment of the current employee cost budget.	-	0.040
Total Social Work Resources' Efficiency and Outturn Savings				**16.9**	**0.758**

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
Social Work Resources' Service Impact Savings					
SWR09	Adult and Older People	Service Impact	**Redesign of Day Opportunities and Older People Weekend Services** The older people day care weekend services currently operate from three locations; Meldrum House (East Kilbride), Harry Heaney Centre (Rutherglen) and Newberry Rooney Centre (Hamilton). The current number of service users attending at the weekend is exceptionally low: • Meldrum House, East Kilbride (24 place establishment): 8 service users on a Saturday and 6 service users on a Sunday. • Harry Heaney Centre, Rutherglen (24 place establishment): 8 service users on a Saturday and 6 service users on a Sunday. • Newberry Rooney Centre, Hamilton (24 place establishment): 6 service users on a Saturday and 6 service users on a Sunday. It is proposed that the weekend service is re-provisioned, with minimum disruption to service users. There will be no loss to the overall number of days provided to each service user as the extra service provision required during the week can be accommodated within existing service provision. This will enable a saving of £0.060m to be achievable in 2019/2020 from a reduction in transport costs.	-	0.060
Total Social Work Resources' Service Impact Savings 2019/2020				**-**	**0.060**
Total Social Work Resources' Savings 2019/2020				**16.9**	**0.818**

Appendix 1

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m

Social Work Resources' Savings Summary Across Categories	FTE	£m
Approved	-	0.000
Efficiency and Outturn	16.9	0.758
Charging	-	0.000
Service Impact	-	0.060
Social Work Resources' Savings Proposals 2018/2019	**16.9**	**0.818**

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m

Savings Summary Across Resources	Total	
	FTE	£m
Cross Resource	-	0.632
Community and Enterprise Resources	47.74	4.955
Education Resources	25.0	2.129
Finance and Corporate Resources	52.5	3.069
Housing and Technical Resources	17.7	1.578
Social Work Resources	16.9	0.818
Total 2019/2020 Savings Proposed ***(These totals include the SLLC savings detailed in Appendix 2)***	**159.84**	**13.181**

Savings Summary Across Categories	Total	
	FTE	£m
Approved	-	0.140
Efficiency and Outturn	121.91	11.200
Charging	-	0.731
Service Impact	37.93	1.110
Total 2019/2020 Savings Proposed ***(These totals include the SLLC savings detailed in Appendix 2)***	**159.84**	**13.181**

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
South Lanarkshire Leisure and Culture					
SLL01	Culture	Efficiency and Outturn	**Halls Staffing Restructure** Through consideration of staffing requirements across halls within South Lanarkshire, a saving of £0.069m can be realised through a reduction in staffing levels at the following halls:	3.8	0.069

Location / Post	Current Hours Per Week	Revised Hours Per Week	Reduction Proposed	Total Saving (£m)
Fernhill Hall:				
Hall Keepers	111	96	15	
Cleaners	24	12	12	0.014
Cambuslang Institute:				
Hall Keepers	89	79	10	0.006
Blacklaw Hall:				
Hall Keepers	39	29	10	0.005
Burnbank Hall:				
Hall Keepers	101.75	85.75	16	0.009
The Fountain:				
Hall Keepers	98	92	6	0.003
Stonehouse Hall:				
Hall Keepers	175.45	138.45	37	0.019
Rowan Hall (closed)	16	0	16	0.008
***Cameronian Hall:**				
Hall Keepers	20	10	10	0.005
Total	**674.20**	**542.20**	**132**	**0.069**

*Although Cameronian Hall is no longer operational, the full hours have not been realised as a saving as the Hall Keeper is still required to cover lets which have been relocated to alternative venues.

Current opening hours of the above halls will be unaffected by this proposal. This proposal will result in a reduction of 3.8 FTE.

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
SLL02	Culture	Service Impact	**Community Managed Halls** Proposal to reduce the current level of staffing support offered within 5 of the 9 community managed halls, saving £0.027m per annum. This looks to develop consistency in the support provided across similar types of halls. Currently there are 311.55 staffing hours (9 FTE) employed across the following halls: **Location** / **Current Staffing Hours** / **Revised Hours** / **Proposed Reduction** Tenants Association of Coatshill and Thornhill (TACT) Community Hall: 77.3 / 59.8 / 17.5 Uddingston Community Centre: 69.25 / 60.0 / 9.25 Douglas St Brides: 68.5 / 54.5 / 14 Larkhall Community Centre: 57 / 54.5 / 2.5 Netherburn Community Hall: 39.5 / 34.5 / 5 **Total: 311.55 / 263.3 / 48.25** The proposal would see a reduction of 48.25 hours, from 311.55 hours to 263.3 hours. Of this, 28.25 hours are currently vacant. The proposed reductions at Douglas St Brides, Uddingston and Netherburn are already being realised due to vacancies.	1.4	0.027
SLL03	Culture	Efficiency and Outturn	**Staffing Requirements (Hamilton Town House)** A saving of £0.012m can be realised through the non-filling of vacant hours arising as the result of a Senior Technician opting for flexible retirement. This will result in a reduction to the establishment of 0.4 FTE. All duties will be realigned across the remaining employees, therefore there will be no impact on service provision.	0.4	0.012

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
SLL04	Culture	Efficiency and Outturn	**Expansion of Activities at Summerfest** Through expanding the East Kilbride Summerfest event to include additional fun fair rides, street vendors and activities, additional income of £0.003m can be realised. The current wide range of arts activities, workshops and performances which are showcased at the event will remain free.	-	0.003
SLL05	Outdoor, Country Parks, Museums and Libraries	Service Impact	**James Hamilton Heritage Park Water Sports Centre – Opening Hours** Following a review of current usage levels during the summer months, a saving of £0.008m can be realised through aligning the opening hours at James Hamilton Heritage Park Water Sports Centre to meet customer demand. This proposal will also see a reduction in evening opening hours during the summer months, due to a reduction in usage during this period. The centre will now operate from 11am until 5pm on weekdays during this time. At present the centre is open until 9pm. Weekend operating hours will not be affected by this proposal. The revised opening hours will result in a reduction of 5 seasonal posts.	-	0.008
SLL06	Outdoor, Country Parks, Museums and Libraries	Charging	**Price Increases – Calderglen Country Park Zoo** Propose to increase admission costs to Calderglen Zoo by £0.10 for a child, from £0.50 to £0.60, and by £0.25 for an adult, from £1.45 to £1.70. Under 3s would remain free. The proposed prices for the Zoo are still considerably lower than other similar attractions in the area. Charges for Amazonia are currently £4.50 per child.	-	0.020

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
SLL07	Outdoor, Country Parks, Museums and Libraries	Efficiency and Outturn	**Reduction in Vehicle Fleet** Through consideration of current fleet requirements, a saving of £0.010m can be realised in 2019/2020 through a reduction in the number of vehicles in operation from 15 to 13. The saving would be realised through removing a vehicle from Hamilton Palace Sports Ground, and a further vehicle from Calderglen Country Park, as these vehicles are currently under-utilised. The vehicles will be relocated to the offices within the Hamilton Academical Football Stand, which will remove the need to take out new leases currently requiring replacement. This saving will have no impact on Fleet Services, as the vehicles being returned are at the end of their current lease term.	-	0.010
SLL08	Outdoor, Country Parks, Museums and Libraries	Efficiency and Outturn	**Realignment of Administration and Supplies and Services Budgets** A saving of £0.005m can be realised through reductions in the following areas: Printing and Stationery £0.002m Postage/ Couriers £0.001m Equipment and Other Tools £0.002m This represents a 1.7% reduction of the total budget for Administration Costs and Supplies and Services.	-	0.005

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
SLL09	Outdoor, Country Parks, Museums and Libraries	Service Impact	**Libraries – Opening Hours** An assessment of operational hours and attendance levels has been carried out across Community Libraries, which has identified the ability to reduce the opening hours at 5 community libraries across the South Lanarkshire area in line with current demand. As a result, a saving of 1.43 FTE and £0.031m can be achieved. The change in hours for each library has been programmed to complement the opening times of an alternative library within a reasonable proximity. In addition to this, the new online virtual library has been launched which provides free 24hr access to eBooks, audio Books, newspapers, comics and magazines. The proposal is to reduce the opening hours at Halfway, Hillhouse, Forth, Bothwell and Uddingston libraries. Further information on current opening hours and proposed revised hours, along with information on the average usage levels and the reasons behind the proposed changes, is available separately and will be distributed to members.	1.43	0.031
SLL10	Outdoor, Country Parks, Museums and Libraries	Efficiency and Outturn	**Library Staffing Structure** Following consideration of the current management staffing structure within Library Services, a saving of £0.070m can be realised in 2019/2020. The saving will be achieved through a reduction in the following staffing teams: **Proposed FTE Reduction** Community Librarian 0.41 Team Leader 0.55 Information Services 1.45 **Total 2.41** This proposal will have no impact on the operational hours of libraries**.**	2.41	0.070

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
SLL11	Sport and Physical Activity	Service Impact	**Rationalisation of Staffing Structure** Through assessment of usage levels across facilities within Sport and Physical Activity Services, a saving of £0.080m can be realised through staffing efficiencies realised at the following venues: • Reduction in staffing levels by 0.94FTE at Hareleeshill Sports Barn through the introduction of lone working (£0.021m) • Reduction of 1.59FTE at Jock Stein Sports Centre (£0.042m) • Reduction of 0.58FTE at Lesmahagow through the introduction of lone working at weekends (£0.013m) • Reduction of 0.21FTE through the introduction of lone working on a Sunday at Biggar (£0.004m) This will result in a reduction of 3.32FTE. Lone working practices are currently in operation at a number of venues across the organisation.	3.32	0.080

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
SLL12	Sport and Physical Activity	Service Impact	**Leisure Centres – Opening Hours** Analysis of usage levels at leisure centres shows poor attendance at certain times of the week. Based on this information, consideration of the current opening hours at the following leisure facilities allows a saving of £0.109m to be realised in 2019/2020: • Reduction of 0.95FTE at Forth Leisure Centre through a reduction in opening hours (£0.021m) • Reduction of 0.08FTE at Biggar Dual Use Facility through a reduction in opening hours (£0.003m) • Reduction of 0.16FTE at Strathaven Leisure Centre through a reduction in opening hours (£0.004m) • Reduction of 1.18FTE at Uddingston by closing the facility on Sundays (£0.023m) • Reduction of 0.22FTE at Stewartfield Leisure Centre through a reduction in opening hours (£0.004m) • Reduction of 1.89FTE at Coalburn Leisure Centre through a reduction in opening hours (£0.054m) This will result in a reduction of 4.48FTE. Further information on current opening hours and proposed revised hours, along with information on the average usage levels and the reasons behind the proposed changes, is available separately and will be distributed to members.	4.48	0.109
SLL13	Sport and Physical Activity	Service Impact	**Stewartfield Community Centre – Open in Term Time Only** A recent assessment of bookings at Stewartfield Community Centre has identified a saving of £0.020m which could be realised if the facility was operational during term time only. During schools holidays, the ACE programme activities available are consolidated at nearby facilities (including the John Wright Centre), and there are no block bookings during the summer months. This will result in a reduction of 0.24FTE.	0.24	0.020

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
SLL14	Sport and Physical Activity	Service Impact	**Duncanrig and Uddingston Dual Use Facilities – Open in Term Time Only** A saving of £0.020m can be realised in 2019/2020 through the implementation of revised opening hours at Duncanrig and Uddingston Dual Use facilities, on the basis that there are alternative sites where current bookings could be accommodated. This proposal would see the facilities being available during term time only. The facilities would still be available for use by schoolchildren during the day. This would result in a reduction of 0.66 FTE. Further information on average usage levels during term time and non-term time periods is available separately and will be distributed to members.	0.66	0.020
SLL15	Sport and Physical Activity	Charging	**Activage Membership – Increase £56.25 to £60 per annum** The Activage membership is available to all South Lanarkshire residents aged 60+. The membership allows access to all mainstream leisure activities and a number of bespoke classes. An increase to the annual Activage membership fee from £56.25 to £60 per annum is proposed. This is the equivalent of an increase of £0.07 per week in 2019/2020. Membership levels have increased over the years as follows: 2014 6,176 2015 6,891 2016 7,421 2017 8,064 2018 8,944 The proposed prices for the Activage membership are still considerably lower than those of neighbouring authorities. At present, the Glasgow Life concession membership is £200 per annum, and the North Lanarkshire Leisure annual membership for residents aged 65+ is £240. The current option to pay in 2 instalments will continue.	-	0.034

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
SLL16	Support	Efficiency and Outturn	**Staffing Efficiencies** Through a reduction in the level of clerical support available, a saving of £0.007m can be realised in 2019/2020. This proposal would result in a reduction of a 0.3FTE Grade 1 Level 4 post. The saving will be achieved through the identification of redeployment opportunities elsewhere within the organisation.	0.3	0.007
SLL17	Support	Efficiency and Outturn	**Support Services Structure** A saving of £0.088m can be realised by realigning back office services and creating efficiencies by having teams work more closely together.	2.0	0.088
SLL18	Support	Charging	**Income Generation – Inflationary Increase of 3%** It is proposed that all Income lines except Fitness, Activage, and Ticket Bookings be increased by 3%. Fitness has been excluded as it is anticipated that any increase in prices could mean a reduction in membership levels, and consequently a reduction in income. SLLC would require to clarify with Alliance Leisure if there would be an implication from that contract in relation to income changes as a result of price increases. Activage memberships have been excluded as this is subject to a separate savings proposal (SLL15) while Ticket Bookings are set by the external organisation running the events, therefore the Trust cannot increase the charges. This will generate income of £0.345m in 2019/2020.	-	0.345
SLL19	Support	Efficiency and Outturn	**Employee Costs – Enhanced Leave and Overtime** Current costs (2017/2018) of overtime for SLLC are £2.5m. A saving of £0.146m will be targeted in the overall level of overtime incurred going forward. This equates to a 6% reduction. In addition, a recurring level of income in respect of enhanced leave has been seen by the Trust over recent years. Through creating a budget for this income, this will allow a saving of £0.032m to be achieved in 2019/2020.	-	0.178

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
SLL20	Support	Efficiency and Outturn	**Property Costs** Through a review of property related expenditure, saving can be achieved across small ad hoc consumables spend (£0.006m) and utilities (£0.060m) budgets. This equates to a 2.6% reduction. The Council's Property Services and SLLC will work to identify opportunities to reduce utilities costs going forwards.	-	0.066
SLL21	Support	Efficiency and Outturn	**Supplies and Services and Administration Costs** Through targeting areas of non-essential spend across South Lanarkshire Leisure and Culture, a saving can be made across a number of budget lines. The saving will be achieved from the following areas: • Equipment & Other Tools – Non Sporting Equipment - 11% reduction **(£25,000)** • Materials (Classes and Courses) - 5% reduction **(£2,500)** • Publications, Newspapers and Journals - 5% reduction **(£14,000)** • Protective Clothing & Uniforms - 5% reduction **(£3,000)** • Other Supplies and Services - 7.5% reduction **(£23,000)** • Artists Fees - 2% reduction **(£9,000)** • Printing & Stationary - Lyreco and Click Charges - 10% reduction **(£5,000)** • Advertising & Marketing - considering printed material and replacing with alternatives such as digital and social media - 25% reduction **(£48,000)** • Postages / Couriers - 5% reduction **(£2,000)** • Membership Fees / Subscriptions - 9% reduction **(£2,000)** • Hospitality - Cease provision of catering at meetings - 20% reduction **(£1,000)** • Other Admin Costs - 62% reduction **(£10,000) –** this includes £5k for contribution to projects which have ended. • Conferences - cease attendance or reduce number of conferences attended / delegates attending - 35% reduction **(£2,500)** • Payment to Contractor - 5% reduction **(£4,000)** • Legal Expenses - 86% reduction **(£55,000)**	-	0.206
South Lanarkshire Leisure and Culture Savings Proposals 2019/2020				**20.44**	**1.408**

Appendix 2

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m

South Lanarkshire Leisure and Culture' Savings Summary Across Categories	FTE	£m
Approved	-	0.000
Efficiency and Outturn	8.91	0.714
Charging	-	0.399
Service Impact	11.53	0.295
South Lanarkshire Leisure and Culture' Savings Proposals 2018/2019 **(*These savings are included in the savings total detailed in Appendix 1*)**	**20.44**	**1.408**

Agenda Item 11

Report

Report to:	**Executive Committee**
Date of Meeting:	**13 February 2019**
Report by:	**Executive Director (Community and Enterprise Resources)** **Executive Director (Housing and Technical Resources)**

Subject:	**Variations to the Ground Lease at Regent Centre, Hamilton along with Sale of 1-5 Duke Street, Hamilton – J D Wetherspoon plc**

1. Purpose of Report

1.1. The purpose of the report is to:-

- update members on the previous approval by the Housing and Technical Resources Committee in December 2017 to vary the terms of the ground lease for the Regent Shopping Centre, Hamilton such that the former Bairds Unit is removed from the ground lease
- request approval to sell the property known as the former Bairds Unit to JD Wetherspoon plc

2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

(1) that the premises comprising the former Bairds unit at 1 - 5 Duke Street (at the corner of Quarry Street and Duke Street), Hamilton which are leased to Maration Limited as part of the existing ground lease for the Regent Shopping Centre are taken out of the ground lease to facilitate the redevelopment of that property by JD Wetherspoon plc

(2) that a contract for sale of the property at 1 – 5 Duke Street, Hamilton be entered into with JD Wetherspoon plc, or their nominee, on the principal terms and conditions set out in section 4 of this report; and

(3) that the Executive Director (Housing and Technical Resources) and the Executive Director (Community and Enterprise Resources), in consultation with the Head of Administration and Legal Services, be authorised to enter into the necessary legal agreements on terms which are in the best interests of the Council.

3. Background

3.1. The Regent Centre in Hamilton is held under a long ground lease from the Council to Maration Ltd which expires in January 2099. Maration Ltd control the day to day management of the shopping centre and, under the terms of the ground lease, pay the Council a ground rent equivalent to 18.25% of the net rental income. The Council own the land on which the centre sits however Maration Ltd and their subtenants hold all rights of occupation of the buildings.

3.2. One of the main challenges facing the Regent Centre arises from the closure of the former Bairds Unit at the corner of Quarry Street and Duke Street in 2014. Moreover, the location and prominence of this building means that this units continued vacancy has a negative impact on Hamilton Town Centre as a whole, not just the Regent Centre. Appendix 1 shows the location of the Regent Centre and highlights the Baird's unit.

3.3. Maration Ltd have marketed the former Baird's Unit and the only interest has been from JD Wetherspoons plc (Wetherspoons), who wish to create a restaurant/ public house/ coffee bar based on a format that they have successfully developed in similar properties and town centres throughout England and are beginning to roll out in Scotland.

3.4. The proposed variation of the ground lease was the subject of a report to the Council's Executive Committee of 11 March 2015, at which approval was given to conclude the appropriate legal agreements to allow the transaction to proceed. The transaction however, was not concluded, due to changes in market conditions and Wetherspoons business priorities. Subsequent efforts by Maration Ltd and their agents failed to identify an alternative occupier for the property.

3.5. A revised proposal was submitted to the Housing and Technical Resources Committee on 13 December 2017 which sought approval for revised terms reflecting the changes in the market conditions. The report retained the proposal to enter into a new ground lease with Wetherspoons and all parties have spent the intervening period seeking to conclude matters on that basis.

3.6. J D Wetherspoons standard business model is to have outright ownership of their properties. The negotiation of the detailed lease terms for the former Baird's Unit have left a number of matters unresolved resulting in J D Wetherspoons advising that the only basis they can conclude this transaction is to move from a lease of the ground to an outright sale.

3.7. J D Wetherspoons acknowledge that a sale represents a shift by them from the previously agreed position however they have reaffirmed their commitment to Hamilton and their desire to proceed with the development as described. J D Wetherspoons have secured planning consent for the proposals and lodged a variation in November 2018 to remove the previously envisaged hotel accommodation on the upper floors, following a number of other successful hotel consents in Hamilton. The revised application has been approved.

4. Current Proposal

4.1. The prospect that J D Wetherspoons are proposing to move into the former Baird's unit has been largely welcomed by local people who consider it will become an asset for Hamilton town centre. Redevelopment of the vacant unit was considered the highest priority in the public consultation over the future of Hamilton Town Centre with 83% of respondents considering finding an alternative use for the property the key priority of the town centre.

4.2. The property occupies one of the key gateway sites in Hamilton Town Centre and the continued vacancy has an influence beyond the unit and immediately neighbouring properties. With the property redeveloped and trading it will have a positive impact on the image of the town centre, will provide spin off opportunities for other businesses though the footfall it generates and will provide employment opportunities. The proposal should therefore be viewed in the wider context of the range of economic development benefits it can bring, and is consistent with the Hamilton Town Centre Plan. In order to deliver the economic development aspects this part of the plan requires this property transaction to be concluded.

4.3. The revised proposal is therefore, that steps be taken in conjunction and by agreement with Maration Ltd and J D Wetherspoons to remove the property at 1 – 5 Duke Street from the existing ground lease and to enter into an outright sale of the land to J D Wetherspoons as opposed to the lease arrangement previously approved. While this results in a different approach to the legal contracts the principal commercial terms of the transaction remain substantially the same save that the end result would provide Wetherspoons with outright ownership.

4.4. J D Wetherspoons have also set out an indicative programme based on a similar set of circumstances for one of their recently completed developments in Ramsgate. This would see the development completed in the second quarter of 2020, assuming consents and approvals can be secured in reasonable timescales.

4.5. The revised proposal can be summarised as follows:

- the former Baird's Unit (1 – 5 Duke Street) being removed from the existing ground lease with Maration Ltd by such steps as are agreed with Maration Ltd and J D Wetherspoons
- the sale of the Baird's unit to J D Wetherspoons through back to back legal agreements.
- remaining consistent with the previous proposal J D Wetherspoons will pay a total price of £750,000 for the property, of which the Council will ultimately receive 18.25% in line with the terms of the calculation of rent within the existing ground lease, which amounts to a one off receipt to the Council of £136,875
- the Council will be taking a pre-emption right from J D Wetherspoons allowing the Council a right to buy back the property should Wetherspoons

decide to sell the property. This right would cease to apply once Wetherspoons have completed their redevelopment works

4.6. Taking into consideration the financial, economic and reputational risks associated with the vacant former Baird's Unit, together with the lack of market interest for the property since 2014, it is considered that the proposal represents Best Value to the Council given the current and predicted property market conditions. It is also considered that the investment that Wetherspoons will make in the redevelopment will have wider economic benefits for Hamilton Town Centre.

4.7. The principal terms and conditions for the sale to Wetherspoons are:-

- the transaction will be conditional on a suitable planning and licensing consent and on a building warrant being granted
- the date of entry will be linked to the granting of the planning permission, building warrant and a premises licence being granted or such other date as is mutually agreed
- the Council, Maration Ltd and J D Wetherspoons will enter into contractual arrangements to achieve the end result that Maration Ltd.'s Ground lease interest in the property at 1 – 5 Duke Street is brought to an end
- the Council will receive a price of £136,875 for the disposal of its freehold interest
- the agreement will include a pre-emption option for the Council which will take effect in the event Wetherspoons do not proceed with the development and seek to sell the property
- the premium reflects the sale of all aspects of the property including the existing telecom masts and rights to service the property from the Regent Centre service yard

4.8. Along with these principal terms, approval is requested to implement such variations to the existing ground lease as is necessary to facilitate the transaction and to enter into such ancillary legal agreements as are required to grant J D Wetherspoons a right of access over the rear service road and yard and ensure that the Council can pass on liability to J D Wetherspoons for an equitable share of the associated service charge costs.

4.9. For the avoidance of doubt, this report does not seek approval or imply approval in relation to the planning and licence consents which will be required. J D Wetherspoons accept they require to obtain all statutory consents in the normal way.

5. Employee Implications

5.1. There are no employee implications in relation to this proposal.

6. Financial Implications

6.1. The Council will receive a price of £136,875 (one hundred and thirty six thousand eight hundred and seventy five pounds).

6.2. It is estimated that prior to the closure of Baird's, the lease contributed around £10,000 p.a. to the Council's overall income from the shopping centre. This element of income from the Regent Centre Ground Lease is not received while the property is vacant and not achieving a rental income. The re-occupation of this property will contribute to the overall trading position within the town centre and reduce the costs associated with the vacant building.

7. Other Implications

7.1. If the proposal does not proceed as described, the risk to the Council would be that the property would remain vacant for a prolonged period and continue to have a detrimental effect on the town centre as a whole.

7.2. Given the importance placed on the redevelopment proposals through the public consultation, failing to secure the redevelopment of this property would not be considered in the Hamilton Town Centre Strategy approved by the Committee and Enterprise Committee in October 2018. It would also fail to deliver on the significant number of jobs created though the proposal and the associated footfall benefits to other retailers and businesses in the town centre.

7.3. This would lead to additional pressure on existing resources to support the town centre and would adversely affect the ongoing rental income to the Council from the Regent Centre due to the ongoing costs associated with the vacant property.

7.4. There are no issues in terms of sustainability contained within this report.

8. Employee Impact Assessment and Consultation Arrangements

8.1. This report does not introduce a new policy, function or strategy and, therefore, no impact assessment is required.

8.2. Consultation has been carried out between Housing and Technical Resources and Community and Enterprise Resources and further consultation will be required through the statutory planning process.

Michael McGlynn
Executive Director (Community and Enterprise Resources)

Danny Lowe
Executive Director (Housing and Technical Resources)

15 December 2018

Link(s) to Council Objectives/Values

- Accountable, effective, efficient and transparent

Previous References

- Executive Committee Report, 11 March 2015
- Housing and Technical Resources Committee, 13 December 2017

List of Background Papers

- None

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:-

Joanne Forbes, Property Manager (Assets and Estates Services)
01698 455139
Joanne.forbes@southlanarkshire.gov.uk

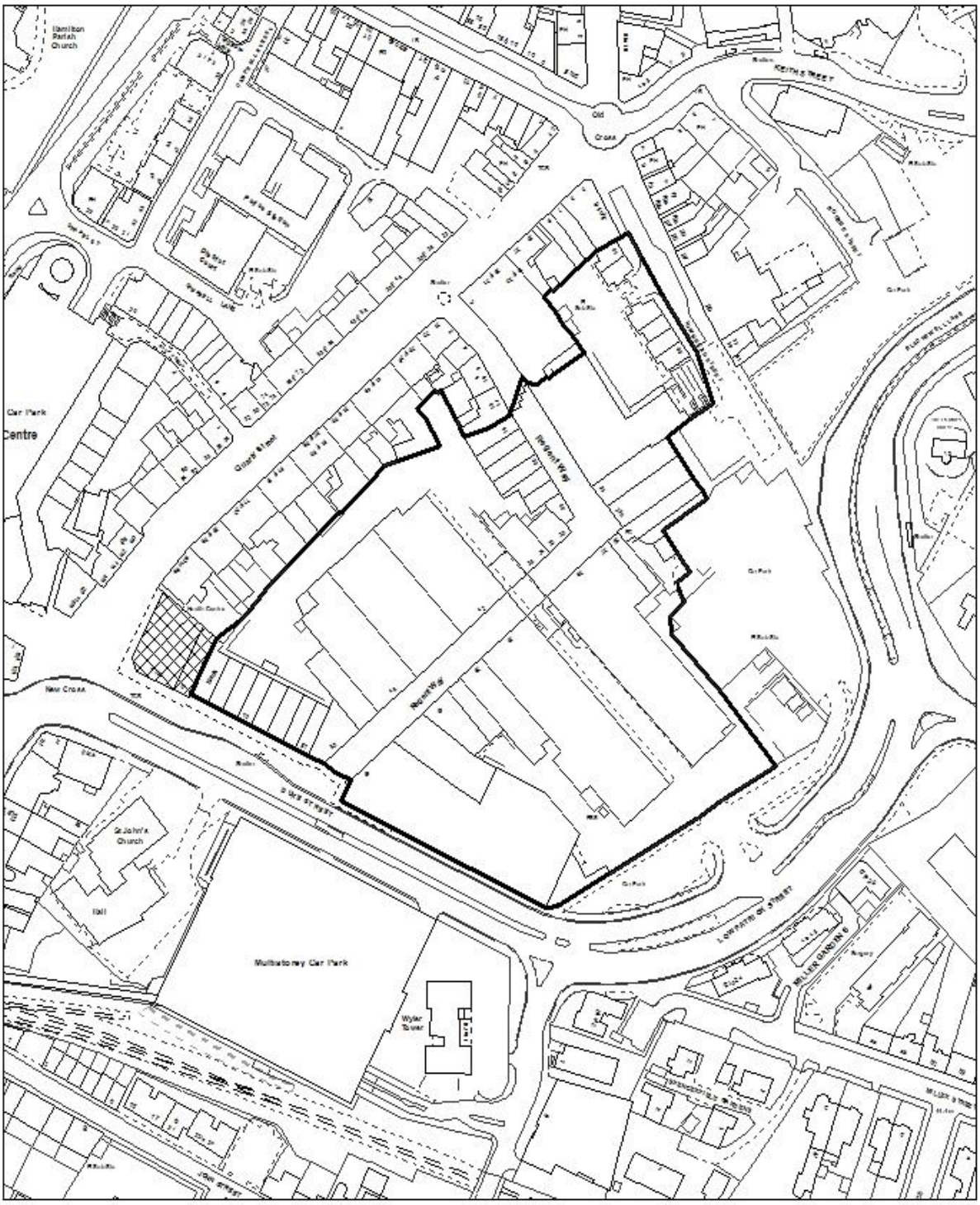
Iain Ross, Project Manager, Planning and Economic Development Services
Ext: 4227 (Tel: 01698 454227)
E-mail: iain.ross@southlanarkshire.gov.uk

LOCATION PLAN - For Committee Purposes Only

Appendix 1

Regent Centre
Hamilton

EXECUTIVE COMMITTEE



Ordnance Survey

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Ordnance Survey 100020730.

DATE: 11/01/2019

Agenda Item

Report

12

Report to:	**Executive Committee**
Date of Meeting:	**13 February 2019**
Report by:	**Executive Director (Housing and Technical Resources)**

Subject:	**Land and Property Transfers and Disposals**

1. Purpose of Report

1.1. The purpose of the report is to:-

- advise the Executive Committee of the actions required in respect of land and property transactions

2. Recommendation(s)

2.1. The Executive Committee is asked to approve the following recommendation(s):-

(1) that the land detailed in Appendix A be declared surplus to Council requirements

3. Background

3.1. Details of land and property, which is potentially suitable for redevelopment or disposal, are circulated to all Resources and Community Planning Partners to establish if they are suitable for alternative operational use.

3.2. Recommendations for the transfer of assets between Council Resources are made following the consideration of planning, title and other legal constraints and Council priorities.

3.3. Transactions where there is a requirement to declare land surplus to enable negotiations for minor or adjoining sales to progress are detailed on Appendix A.

3.4. These transactions are only included in the report after successful consultation with the Holding Resource(s) and Planning.

4. Property Transactions

4.1. Appendix A details negotiated transactions where the land requires to be declared surplus in order that Property Services can conclude negotiations for their disposal.

4.2. The Committee is asked to approve the recommendation that these areas of land are declared surplus to the Council requirements in order that Property Services can conclude negotiations for their disposal.

5. Employee Implications

5.1. There are no employee implications.

6. Financial Implications

6.1. Capital receipts for both General Services and Housing Revenue Accounts will be secured through the disposals identified in this report.

7. Other Implications

7.1. There is a low risk that the capital receipts anticipated, as a result of declaring these properties surplus, may not be realised if, for reasons outwith the Council's control, the purchasers choose not to proceed with the transactions. However, the procedures and consultations described in Sections 3 and 8 of this report have been implemented to minimise this risk.

7.2. There are no significant issues in terms of sustainability arising from this report.

8. Equality Impact Assessment and Consultation Arrangements

8.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and therefore no impact assessment is required.

8.2. Consultation was undertaken with all Resources through the Property Bulletin. In addition, Planning, Roads, Legal, and Housing Services were consulted through the Area Property Groups.

Daniel Lowe
Executive Director (Housing and Technical Resources)

13 February 2019

Link(s) to Council Values/Ambitions/Objectives

- Achieve results through leadership, good governance and organisational effectiveness

Previous References

- Executive Committee – 26 September 2018
- Executive Committee – 27 June 2018
- Executive Committee – 28 March 2018

List of Background Papers

- Plans of the land and property referred to in this report

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:-

Frank McCafferty, Head of Property Services
Ext: 4073 (Tel: 01698 454073)
email: frank.mccafferty@southlanarkshire.gov.uk

APPENDIX A

DECLARE SURPLUS

Area	Description	Holding Account	Proposal	Value Band
79 sqm	Ground at 27 Lanark Road, Lanark	Enterprise	Regularisation of adjoining owner's title	4
103 sqm	Ground at 2 Mansfield Drive, Uddingston	Housing	Formation of additional garden ground	4
62 sqm	Ground at 23 Camelon Crescent, Blantyre	Housing	Formation of off-road parking	4
155 sqm	Ground adjacent to 2 Howacre, Lanark	Enterprise	Formation of building extension	4
43 sqm	Ground at Whinfell Drive, East Kilbride	Community	Construction of new gas governor	4
237 sqm	Ground to rear of 20-22 Stonefield Road, Blantyre	Enterprise	Extension to adjoining commercial premises	4

Value Bands
1 – over £1 million
2 – £500,000 to £999,999
3 – £100,000 to £499,999
4 – less than £100,000

SOUTH LANARKSHIRE COUNCIL

Report

Agenda Item

13

Report to:	**Executive Committee**
Date of Meeting:	**13 February 2019**
Report by:	**Executive Director (Finance and Corporate Resources**

Subject:	**Committee Memberships and Representation on Outside Bodies**

1. Purpose of Report

1.1. The purpose of the report is to allow members to consider:-

- Committee memberships and representation on joint boards/outside bodies which had been agreed by the Council at its meeting on 19 December 2018 and which had been delegated to the Chief Executive in consultation with political group leaders to finalise memberships
- a number of further changes to Committee memberships proposed by the Business Manager of the Conservative Group
- the position of Depute Chair on the Conference Allocation Committee
- Council representation on the Tarbrax Common and Village Hall Trust

2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

(1) that the updated Committee memberships and representation which had been approved by the Chief Executive in consultation with political group leaders, the Independent Group and the Independent Member, as detailed in appendix 1 to the report, be noted;

(2) that the proposed changes to committee memberships proposed by the Business Manager of the Conservative Group, as detailed in paragraph 4.1 of the report, be approved;

(3) that Councillor Chalmers takes up the position of Depute Chair of the Conference Allocation Committee as outlined in paragraph 4.2 of the report; and

(4) that Councillor Marrs be replaced by Councillor McClymont as a Council representative on the Tarbrax Common and Village Hall Trust.

3. Background

3.1. At its meeting held on 19 December 2018, the Council approved amendments to the elected member representation on committees, forums and joint boards/outside bodies following a change in the political composition of the Council.

3.2 The Council also delegated authority to the Chief Executive, in consultation with the Leaders of the political/independent groups and independent member, to finalise memberships.

3.3 Following this process, memberships of Committees, Forums and Joint Boards/Outside bodies have been updated and are detailed in appendices 1 and 2 to the report for noting. Appendices 1 and 2 have also been updated to reflect the other amendments to memberships of Committees and outside body proposed in this report. The updates provided are subject to approval by the Committee.

4. Further Proposed Changes to Committee Memberships

4.1. An approach has been made by the Group Business Manager of the Conservative Group proposing the following changes to Committee memberships:-

- that Councillor Wark be replaced by Councillor Nelson as a member of the Community and Enterprise Resources Committee and that Councillor Wark takes Councillor Nelson's place as a substitute member
- that Councillor Lockhart be replaced by Councillor Nelson as a member of the Licensing Committee and that Councillor Lockhart takes Councillor Nelson's place as a substitute member
- that Councillor Nelson be replaced by Councillor Wark as a member of the Housing and Technical Resources Committee and that Councillor Nelson takes Councillor Wark's place as a substitute member
- that Councillor Nelson be replaced by Councillor Nailon as a member of the Planning Committee and that Councillor Nelson takes Councillor Nailon's place as a substitute member
- that Councillor Corbett be replaced by Councillor by Councillor McGeever as a member of the Education Resources Committee and that Councillor McGeever's place as a substitute member be taken up by Councillor Lockhart
- that Councillor Corbett be replaced by Councillor McGeever as a member of the Education Appeals Committee (15 members serving on Education Resources Committee)
- that Councillor Campbell be replaced by Councillor Corbett as a member of the Education Appeals Committee (15 members not serving on the Education Resources Committee)
- that Councillor Campbell be replaced by Councillor McCreary as a member of the Executive Committee and that Councillor McCreary's place as a substitute member be taken up by Councillor Nailon
- that Councillor Nelson be replaced by Councillor Allison on the Planning Local Review Body and that Councillor Allison's place as a substitute member be taken up by Councillor Nailon
- that Councillor Nailon be replaced by Councillor Holford as a substitute member of the Risk and Audit Scrutiny Committee
- that Councillor Nailon be replaced by Councillor Campbell as a substitute member of the Financial Resources Scrutiny Forum

4.2 Following a change to the elected member representation on the Conference Allocation Committee, it is proposed that Councillor Chalmers takes the position of Depute Chair vacated by Councillor Callaghan.

4.3 Following the resignation of Councillor Marrs as a Trustee serving on the Tarbrax Common and Village Hall Trust, it is proposed that Councillor McClymont takes the vacant position of Trustee.

5. Employee Implications

5.1. There are no employee implications arising from this report.

6. Financial Implications

6.1. There are no financial implications arising from this report.

7. Other Implications

7.1. There are no significant issues in terms of risk or sustainability arising from this report.

8. Equality Impact Assessment and Consultation Arrangements

8.1. There was no requirement to carry out an Equality Impact Assessment or to undertake a consultation process in terms of this report.

Paul Manning
Executive Director (Finance and Corporate Resources Resources)

17 January 2019

Link(s) to Council Values/Objectives
Accountable Effective and Efficient

Previous References
South Lanarkshire Council of 19 December 2018 (Paragraph 5)

List of Background Papers
None

Contact for Further Information
If you would like to inspect the background papers or want further information, please contact:-
Gordon Bow
Administration Manager
Ext: 4719 (Tel: 01698 454719)
E-mail: gordon.bow@southlanarkshire.gov.uk

Community and Enterprise Resources Committee (26)
John Anderson (Chair), Maureen Chalmers, Gerry Convery, Margaret Cooper, Peter Craig, Isobel Dorman (Depute), Joe Fagan, George Greenshields, Graeme Horne, Ann Le Blond, Martin Lennon, Monique McAdams, Ian McAllan, Kenny McCreary, Hugh Macdonald, Mark McGeever, Davie McLachlan, Lynne Nailon, Richard Nelson, Mo Razzaq, John Ross (ex officio), Graham Scott, Collette Stevenson, Margaret B Walker, David Watson, Josh Wilson

Substitutes
Alex Allison, Jackie Burns, Stephanie Callaghan, Margaret Cowie, Maureen Devlin, Mary Donnelly, Fiona Dryburgh, Allan Falconer, Eric Holford, Mark Horsham, Colin McGavigan, Jim McGuigan, Jim Wardhaugh, Jared Wark

Roads Safety Forum (10)
Walter Brogan, Robert Brown, Janine Calikes, Margaret Cowie, Mark Horsham, Julia Marrs (Chair), Lynne Nailon, Collette Stevenson, Margaret B Walker, Jared Wark

Substitutes
Maureen Chalmers, Allan Falconer, Alistair Fulton, Ann Le Blond, Kenny McCreary, Bert Thomson

Education Resources Committee (26 + External representatives)
Alex Allison, John Anderson, Robert Brown, Stephanie Callaghan, Margaret Cooper, Margaret Cowie, Peter Craig (Depute), Fiona Dryburgh, Lynsey Hamilton, Ian Harrow, Mark Horsham, Katy Loudon (Chair), Monique McAdams, Ian McAllan, Mark McGeever, Julia Marrs, Gladys Miller, Lynne Nailon, Carol Nugent, Mo Razzaq, John Ross (ex officio), Graham Scott, Margaret B Walker, Sheena Wardhaugh, Jared Wark, David Watson

Substitutes
Jackie Burns, Maureen Devlin, Isobel Dorman, Ann Le Blond, Martin Lennon, Richard Lockhart, Eileen Logan, Colin McGavigan, Jim McGuigan, Richard Nelson, David Shearer, Collette Stevenson, Bert Thomson, Jim Wardhaugh

External Members

Religious:	Dr Nagy Iskander, Mr John Mulligan, Mrs Gillian Coulter
Teacher:	Mr Andy Harvey, Ms Ann Marie Hobson
Parent Council/Carer:	Mrs Hilary Kirby, Mrs Christine Hall

Education Appeals Committee

15 members <u>serving on</u> Education Resources Committee (excluding Chair and Depute Chair)
John Anderson, Stephanie Callaghan, Fiona Dryburgh, Lynsey Hamilton, Mark Horsham, Mark McGeever, Julia Marrs, Lynne Nailon, Carol Nugent, Mo Razzaq, Graham Scott, David Shearer, Sheena Wardhaugh, Jared Wark, David Watson

15 members <u>not serving on</u> Education Resources Committee
John Bradley, Walter Brogan, Janine Calikes, Andy Carmichael, Maureen Chalmers, Gerry Convery, Poppy Corbett, Mary Donnelly, Geri Gray, Eric Holford, Martin Grant Hose, Joe Lowe, Catherine McClymont, Hugh Macdonald, Josh Wilson

Finance and Corporate Resources Committee (26)
Alex Allison, John Anderson, Walter Brogan, Janine Calikes, Graeme Campbell, Margaret Cooper, Peter Craig, Maureen Devlin, Isobel Dorman, Joe Fagan, Geri Gray, Eric Holford, Graeme Horne (Depute), Eileen Logan, Joe Lowe, Monique McAdams, Catherine McClymont, Hugh Macdonald, Mark McGeever, Jim McGuigan, Gladys Miller (Chair), Mo Razzaq, John Ross (ex officio), Collette Stevenson (Depute), Jim Wardhaugh, Jared Wark

Substitutes
John Bradley, Andy Carmichael, Poppy Corbett, Margaret Cowie, Mary Donnelly, Ian Harrow, Martin Lennon, Richard Lockhart, Katy Loudon, Lynne Nailon, Margaret B Walker, Sheena Wardhaugh, David Watson, Josh Wilson

Employee Issues Forum (10)
Graeme Campbell, Gerry Convery, Isobel Dorman (Chair), Lynsey Hamilton, Graeme Horne, Joe Lowe, Monique McAdams, Jim McGuigan, Richard Nelson, Collette Stevenson

Substitutes
Alex Allison, Vacancy (Ind Group), Janine Calikes, Maureen Chalmers, Fiona Dryburgh, Poppy Corbett, Maureen Devlin

Equal Opportunities Forum (10)
Janine Calikes, Maureen Devlin, Mary Donnelly, Eric Holford, Ann Le Blond, Martin Lennon, Katy Loudon, Joe Lowe, Jim McGuigan, Bert Thomson (Chair)

Substitutes
Vacancy (Ind), Maureen Chalmers, Peter Craig, Lynne Nailon, Mo Razzaq, Margaret B Walker, Jared Wark

Joint Consultative Forum (10)
Stephanie Callaghan, Andy Carmichael, Peter Craig, Graeme Horne, Martin Lennon, Richard Lockhart, Joe Lowe (Chair), Kenny McCreary, Gladys Miller, Margaret B Walker

Substitutes
Alex Allison, John Bradley, Gerry Convery, Catherine McClymont, Collette Stevenson, Sheena Wardhaugh, Jared Wark

Appeals Panel and Grievance and Disputes Panel
3 members in total to serve on the Panel, comprising the Chair or one of the Depute Chairs of the Finance and Corporate Resources Committee, a member of the Administration, who is not the Chair or Depute Chair(s) of the relevant Resource/Service Committee, and a member of the Opposition Groups to be drawn from the Finance and Corporate Resources Committee and the following 15 members not serving on the Finance and Corporate Resources Committee

Archie Buchanan, Stephanie Callaghan, Maureen Chalmers, Gerry Convery, Fiona Dryburgh, Allan Falconer, Alistair Fulton, Ann Le Blond, Joe Lowe, Colin McGavigan, Davie McLachlan, Julia Marrs, Richard Nelson, Carol Nugent, David Watson

Housing and Technical Resources Committee (26)
Robert Brown, Archie Buchanan, Jackie Burns, Janine Calikes, Stephanie Callaghan (Depute), Graeme Campbell, Andy Carmichael, Maureen Chalmers, Gerry Convery, Poppy Corbett, Maureen Devlin, Allan Falconer, Alistair Fulton, Geri Gray, George Greenshields, Eric Holford, Martin Lennon, Eileen Logan, Colin McGavigan, Mo Razzaq, John Ross (ex officio), David Shearer, Collette Stevenson, Sheena Wardhaugh, Jared Wark, Josh Wilson (Chair)

Substitutes
Alex Allison, Walter Brogan, Margaret Cooper, Mary Donnelly, Isobel Dorman, Mark Horsham, Ann Le Blond, Catherine McClymont, Hugh Macdonald, Mark McGeever, Richard Nelson, Bert Thomson, Margaret B Walker, David Watson

Social Work Resources Committee (26)
John Bradley (Chair), Robert Brown, Archie Buchanan, Jackie Burns, Janine Calikes, Graeme Campbell, Andy Carmichael, Maureen Chalmers (Depute), Margaret Cowie, Mary Donnelly, Fiona Dryburgh, Allan Falconer, Mark Horsham, Katy Loudon, Joe Lowe, Catherine McClymont, Hugh Macdonald, Colin McGavigan, Jim McGuigan, Lynne Nailon, Richard Nelson, John Ross (ex officio), Bert Thomson, Margaret B Walker, Jared Wark, David Watson

Substitutes
Alex Allison, Gerry Convery, Margaret Cooper, Geri Gray, George Greenshields, Eric Holford, Graeme Horne, Ann Le Blond, Martin Lennon, Eileen Logan, Mark McGeever, Carol Nugent, Mo Razzaq, Josh Wilson

Area Committees

Cambuslang and Rutherglen Area Committee (12)
John Bradley (Depute), Walter Brogan, Robert Brown, Janine Calikes, Margaret Cowie, Alistair Fulton, Ann Le Blond, Martin Lennon, Katy Loudon, Carol Nugent (Chair), Margaret B Walker, Jared Wark

Clydesdale Area Committee (13)
Alex Allison, Poppy Corbett, George Greenshields, Lynsey Hamilton, Eric Holford, Mark Horsham (Depute), Richard Lockhart (Chair), Eileen Logan, Ian McAllan, Catherine McClymont, Colin McGavigan, Julia Marrs, David Shearer

East Kilbride Area Committee (18)
John Anderson, Archie Buchanan (Chair), Graeme Campbell, Gerry Convery, Margaret Cooper, Isobel Dorman (Depute), Fiona Dryburgh, Joe Fagan, Geri Gray, Ian Harrow, Monique McAdams, Hugh Macdonald, Gladys Miller, Graham Scott, Collette Stevenson, Jim Wardhaugh, Sheena Wardhaugh, David Watson

Hamilton Area Committee (21)
Jackie Burns, Stephanie Callaghan, Andy Carmichael, Maureen Chalmers, Peter Craig (Depute), Maureen Devlin, Mary Donnelly (Chair), Allan Falconer, Graeme Horne, Martin Grant Hose, Joe Lowe, Kenny McCreary, Mark McGeever, Jim McGuigan, Davie McLachlan, Lynne Nailon, Richard Nelson, Mo Razzaq, John Ross (ex officio), Bert Thomson, Josh Wilson

Other Committees and associated Forums

Conference Allocation Committee (6)
Walter Brogan, Maureen Chalmers, Peter Craig (Chair), Fiona Dryburgh, Mark McGeever, Sheena Wardhaugh

Note: Depute Chair to be submitted to Exec

Executive Committee (28)
Alex Allison, John Anderson, John Bradley, Walter Brogan, Robert Brown, Jackie Burns, Maureen Chalmers, (Depute), Gerry Convery, Margaret Cooper, Peter Craig, Fiona Dryburgh, Joe Fagan, Allan Falconer, Alistair Fulton, Lynsey Hamilton, Ann Le Blond, Eileen Logan, Katy Loudon, Joe Lowe, Kenny McCreary, Colin McGavigan, Mark McGeever, Jim McGuigan, Gladys Miller, Richard Nelson, John Ross (Chair) (ex officio), David Shearer, Josh Wilson

Substitutes
Stephanie Callaghan, Andy Carmichael, Poppy Corbett, George Greenshields, Graeme Horne, Martin Grant Hose, Richard Lockhart, Catherine McClymont, Hugh Macdonald, Lynne Nailon, Mo Razzaq, Graham Scott, Collette Stevenson, Sheena Wardhaugh

Financial Resources Scrutiny Forum (10)
Archie Buchanan, Janine Calikes, Isobel Dorman, Eric Holford, Mark Horsham, Martin Lennon, Monique McAdams, Margaret B Walker, Jim Wardhaugh, Jared Wark

Substitutes
Graham Campbell, Margaret Cowie, Maureen Devlin, Geri Gray, Ian Harrow, Carol Nugent

Performance and Review Scrutiny Forum (10)
Alex Allison, Walter Brogan, Robert Brown, Maureen Chalmers, Peter Craig, Fiona Dryburgh, Joe Fagan, Katy Loudon, Mark McGeever, John Ross (Chair) (ex officio)

Substitutes
John Anderson, Stephanie Callaghan, Ann Le Blond, Eileen Logan, Monique McAdams, Richard Nelson

Standards and Procedures Advisory Forum (10)
Robert Brown, Peter Craig, Fiona Dryburgh, Joe Fagan, Martin Grant Hose, Eileen Logan, Gladys Miller, Lynne Nailon, John Ross (Chair) (ex officio), Josh Wilson

Substitutes
Alistair Fulton, Lynsey Hamilton, Ian Harrow, Eric Holford, Katy Loudon, Margaret B Walker

Rural Task Force (10)
Alex Allison, Andy Carmichael, Margaret Cooper (Chair), Peter Craig, Isobel Dorman, Lynsey Hamilton, Mark Horsham, Ian McAllan, Catherine McClymont, Colin McGavigan

Substitutes
Poppy Corbett, George Greenshields, Vacancy (Lab), Richard Lockhart, Eileen Logan, Julia Marrs, David Shearer

Sustainable Development Member/Officer Working Group (3)
Members
Peter Craig (Chair), *substitute Maureen Chalmers,* Ann Le Blond, *substitute Eric Holford,* Catherine McClymont, *substitute Walter Brogan*

Officers
Executive Director (Community and Enterprise Resources), Executive Director (Housing and Technical Resources)

Licensing Committee (26)
Stephanie Callaghan, Andy Carmichael, Poppy Corbett, Mary Donnelly, Geri Gray, George Greenshields, Lynsey Hamilton, Mark Horsham, Martin Grant Hose, Martin Lennon, Eileen Logan, Katy Loudon, Joe Lowe, Catherine McClymont, Kenny McCreary, Mark McGeever, Jim McGuigan, Davie McLachlan, Julia Marrs (Depute), Gladys Miller, Richard Nelson, Mo Razzaq, John Ross (ex officio), David Shearer (Chair), Bert Thomson, Jim Wardhaugh

Substitutes
Alex Allison, Jackie Burns, Janine Calikes, Margaret Cowie, Maureen Devlin, Joe Fagan, Ann Le Blond, Richard Lockhart, Ian McAllan, Carol Nugent, Graham Scott, Collette Stevenson, Jared Wark

Public Processions Panel (3)
3 members of Licensing Committee with Chair and Depute Chair being given first option of participating

Petitions Committee (8)
Robert Brown, Jackie Burns, Stephanie Callaghan, Mary Donnelly, Mark Horsham, Eileen Logan, Mark McGeever, Graham Scott

Substitutes
John Anderson, Maureen Chalmers, Gerry Convery, Monique McAdams, Lynne Nailon

Planning Committee (26)
Alex Allison, John Bradley, Walter Brogan, Archie Buchanan, Jackie Burns, Stephanie Callaghan, Margaret Cowie, Maureen Devlin, Mary Donnelly, Isobel Dorman (Depute), Fiona Dryburgh, Alistair Fulton (Chair), Mark Horsham, Ann Le Blond, Martin Lennon, Richard Lockhart, Kenny McCreary, Lynne Nailon, Carol Nugent, John Ross (ex officio), Graham Scott, David Shearer, Collette Stevenson, Bert Thomson, Jim Wardhaugh, Sheena Wardhaugh

Substitutes
John Anderson, Janine Calikes, Gerry Convery, Margaret Cooper, Peter Craig, Allan Falconer, Lynsey Hamilton, Catherine McClymont, Colin McGavigan, Mark McGeever, Richard Nelson, Jared Wark, Josh Wilson

Planning Local Review Body (Panel of 10 members with named substitutes)
Alex Allison, Walter Brogan, Isobel Dorman (Depute), Fiona Dryburgh, Alistair Fulton (Chair), Mark Horsham, Ann Le Blond, Graham Scott, David Shearer, Jim Wardhaugh

Substitutes
John Bradley, Jackie Burns, Stephanie Callaghan, Margaret Cowie, Maureen Devlin, Martin Lennon, Katy Loudon, Kenny McCreary, Lynne Nailon, Collette Stevenson

Recruitment Committee (Panel of 6 members with named substitutes)
Alex Allison, Walter Brogan, Maureen Chalmers, Margaret Cooper, Joe Fagan, John Ross (Chair) (ex officio)

Substitutes
Stephanie Callaghan, Gerry Convery, Peter Craig, Fiona Dryburgh, Ann Le Blond, Sheena Wardhaugh

Risk and Audit Scrutiny Committee (10)
Graeme Campbell (Chair), Poppy Corbett, Maureen Devlin, Mary Donnelly, Mark Horsham, Martin Lennon, Julia Marrs, Carol Nugent, Margaret B Walker, Jim Wardhaugh

Substitutes
Janine Calikes, Margaret Cowie, Isobel Dorman, Eric Holford, Bert Thomson, Jared Wark

Licensing Divisions

Licensing Division 1 (Clydesdale) (10)
Alex Allison (Chair), Poppy Corbett, Lynsey Hamilton, Eric Holford, Mark Horsham, Richard Lockhart, Eileen Logan, Catherine McClymont (Depute), Julia Marrs, David Shearer

Licensing Division 2 (East Kilbride) (10)
John Anderson, Archie Buchanan (Chair), Isobel Dorman, Joe Fagan, Geri Gray (Depute), Ian Harrow, Monique McAdams, Gladys Miller, Graham Scott, Collette Stevenson

Licensing Division 3 (Hamilton) (10)
Jackie Burns, Peter Craig, Maureen Devlin, Mary Donnelly (Depute), Martin Grant Hose, Jim McGuigan (Chair), Davie McLachlan, Richard Nelson, Bert Thomson, Josh Wilson

Licensing Division 4 (Rutherglen and Cambuslang) (10)
John Bradley, Walter Brogan, Robert Brown (Depute), Janine Calikes, Margaret Cowie, Alistair Fulton, Ann Le Blond, Carol Nugent (Chair), Margaret B Walker, Jared Wark

13 February 2019

South Lanarkshire Council Outside Body Representation - Position 19 December 2018

Representation on Outside Organisations

Section 1 – COSLA

Organisation	No. of Reps	Labour	SNP	Conservative	Others
Convention of Scottish Local Authorities (COSLA)	6 plus (6 substitutes)	Walter Brogan Joe Fagan *Maureen Devlin(sub)* *Lynsey Hamilton (sub)*	Maureen Chalmers John Ross *Peter Craig (sub)* *Katy Loudon (sub)*	Alex Allison *Ann Le Blond (sub)*	Margaret Cooper *Jackie Burns (sub)*
COSLA's Policy Boards					
Health and Social Care Board	1		John Bradley		
Community and Wellbeing Board	1		Maureen Chalmers		
Children and Young People Board	1		Katy Loudon		
Environment and Economy Board	1		John Anderson		

South Lanarkshire Council Outside Body Representation - Position 19 December 2018

Representation on Outside Organisations

Section 2 – Joint Boards/Joint Committees

Board/Committee	No. of Reps	Labour	SNP	Conservative	Others
Clyde and Loch Lomond Joint Committee	1 plus 1 substitute		Peter Craig *John Anderson (sub)*		
Clyde Valley Learning and Development Joint Committee	1 plus 1 substitute		Katy Loudon *Gladys Miller (sub*		
Glasgow and Clyde Valley Strategic Development Planning Authority Joint Committee	2		John Anderson Alistair Fulton		
Lanarkshire Valuation Joint Board	8 plus 8 substitutes	Gerry Convery Lynsey Hamilton *Margaret Cowie (sub)* *Graham Scott (sub)*	Isobel Dorman Peter Craig Geri Gray *Mary Donnelly (sub)* *Jim McGuigan (sub)* *Josh Wilson (sub)*	Poppy Corbett Ann Le Blond *Lynne Nailon (sub)* *Richard Nelson (sub)*	Jim Wardhaugh *Joe Lowe (sub)*
Scotland Excel	2 plus 2 substitutes	Eileen Logan	Collette Stevenson *Geri Gray (sub)* *Carol Nugent (sub)*		
SEEMiS Group LLP	1 (Chair)		Graeme Horne		
South Lanarkshire Integration Joint Board	4 plus 4 substitutes	Allan Falconer *Fiona Dryburgh (sub)*	John Bradley Jim McGuigan *Maureen Chalmers (sub)* *Hugh Macdonald (sub)*	Richard Lockhart *Richard Nelson (sub)*	

South Lanarkshire Council Outside Body Representation - Position 19 December 2018

Body	No. of Reps	Labour	SNP	Conservative	Other
Strathclyde Concessionary Travel Scheme Joint Committee	1 plus 1 substitute		David Shearer *John Bradley (sub)*		
Strathclyde Partnership for Transport	3 plus 3 substitutes	Maureen Devlin *Mo Razzaq (sub)*	David Shearer *Collette Stevenson (sub)*	Richard Nelson *Alex Allison (sub)*	
Strathclyde Pension Fund – Pension Board	1		Collette Stevenson		

South Lanarkshire Council Outside Body Representation - Position 19 December 2018

Section 3 – Partnership Bodies and Others

Body	No. of Reps	Labour	SNP	Conservative	Other
Adult Protection Committee	2	Andy Carmichael	Maureen Chalmers		
Child Protection Committee	2	Margaret Cowie	Hugh Macdonald		
Clyde and Avon Valley Landscape Partnership Board	1		Peter Craig		
Clyde Gateway Urban Regeneration Company Limited	2		John Anderson Carol Nugent		
Community Learning and Development Partnership	1		Katy Loudon		
Corporate Connections Board	4	Andy Carmichael	Janine Calikes Julia Marrs	Jared Wark	
Council's Spokesperson for Older People	1		Jim McGuigan		
Council's Spokesperson for Veterans	1		Mark Horsham		
Council's Spokesperson for Youth (Regen:*fx*)	1		Julia Marrs		
Council's Spokesperson on Disabilities	1		Hugh Macdonald		
Economic Growth Board	5	Graham Scott	John Anderson Collette Stevenson	Kenny McCreary	Jackie Burns
Elizabeth B Mitchell Memorial Trust	1 (Provost)		Ian McAllan		

South Lanarkshire Council Outside Body Representation - Position 19 December 2018

Body	No. of Reps	Labour	SNP	Conservative	Other
Getting It Right for South Lanarkshire Children's Partnership (GIRFEC)	5	Monique McAdams	John Bradley Katy Loudon	Lynne Nailon	David Watson
Glasgow City Region Cabinet	1 (Leader) plus (1 substitute)		John Ross *Peter Craig (sub)*		
ITEC Trust	4	Margaret Cowie	Graeme Horne Gladys Miller	Martin Grant Hose	
Lanarkshire Area Tourism Partnership	1		Mark Horsham		
Lanarkshire NHS Board	1		Jim McGuigan		
Routes to Work (South) Limited	1		John Anderson		
Safer South Lanarkshire Board (Previously Community Safety Partnership)	5	Eileen Logan	Mark Horsham (Chair) Collette Stevenson	Mark McGeever	Joe Lowe
South Lanarkshire Adoption and Fostering Panel	3	Lynsey Hamilton	Hugh Macdonald	Colin McGavigan	
South Lanarkshire Area Support Team	1		Janine Calikes		
South Lanarkshire Community Planning Partnership	1		Maureen Chalmers		
South Lanarkshire Cycling Partnership	3 plus (3 substitutes)	Lynsey Hamilton *Gerry Convery (sub)*	Peter Craig *Collette Stevenson (sub)*	Kenny McCreary *Lynne Nailon*	
South Lanarkshire Leisure and Culture Limited Board	3	Gerry Convery	Peter Craig	Lynne Nailon	

South Lanarkshire Council Outside Body Representation - Position 19 December 2018

Body	No. of Reps	Labour	SNP	Conservative	Other
South Lanarkshire Rural Partnership	3	Catherine McClymont	Peter Craig	Alex Allison	
Sustainability Partnership	3 plus (3 substitutes)	Catherine McClymont *Walter Brogan (sub)*	Josh Wilson *Peter Craig (sub)*	Ann Le Blond *Colin McGavigan (sub)*	

Section 4 – Outside Bodies

Organisation	No. of Reps	Labour	SNP	Conservative	Other
Association for Public Service Excellence - Scottish Region:					
Building & Housing Services Group	1		Mary Donnelly		
Road & Lighting Services Group	1		Isobel Dorman		
Transport & Mechanical Services Group	1		John Anderson		
Waste & Recycling Services Group	1		Stephanie Callaghan		
Parks, Grounds & Street Services Group	1		David Watson		
Commercialisation Group	1		Peter Craig		
Soft FM Service Group	1		Peter Craig		
Renewables & Energy Efficiency Group	1		Collette Stevenson		
Business Gateway Steering Group	2		John Anderson Collette Stevenson (Chair)		
Cambuslang and Rutherglen Sports Council	4	Martin Lennon	John Bradley	Jared Wark	Robert Brown
Care and Repair in South Lanarkshire Advisory Committee	2		Jim McGuigan Josh Wilson		

South Lanarkshire Council Outside Body Representation - Position 19 December 2018

Organisation	No. of Reps	Labour	SNP	Conservative	Other
Carluke Business Improvement District (BID)	1		David Shearer		
Carluke Development Trust	2		David Shearer	Poppy Corbett	
Clydesdale Citizen's Advice Bureau	1		Julia Marrs		
Clydesdale Housing Association's Management Committee	1	Catherine McClymont			
Clydesdale International Twinning Association	2	Catherine McClymont	Julia Marrs		
Clydesdale Sports Council	4	Catherine McClymont	Mark Horsham Ian McAllan	Alex Allison	
East Kilbride Arts Council	3	Graham Scott	Geri Gray	Ian Harrow	
East Kilbride Citizens Advice Bureau	1		Hugh Macdonald		
East Kilbride Fairtrade Group	2		Gladys Miller Collette Stevenson		
East Kilbride Sports Council	4	Monique McAdams	Hugh Macdonald David Watson	Ian Harrow	
Glasgow Airport Consultative Committee	1 plus (1 substitute)		Peter Craig *John Anderson (sub)*		
Hagshawhill Windfarm Community Trust	3 (all Ward 4, Clydesdale South Members)	George Greenshields	Mark Horsham	Colin McGavigan	
Hamilton Sports Council	4	Allan Falconer	Graeme Horne Josh Wilson	Martin Grant Hose	

South Lanarkshire Council Outside Body Representation - Position 19 December 2018

Organisation	No. of Reps	Labour	SNP	Conservative	Other
Hamilton BID Limited (previously Hamilton Town Centre Business Improvement District (BID))	2	Davie McLachlan	Stephanie Callaghan		
Lanark Community Development Trust	1		Julia Marrs		
Lanark Heritage Centre Trust	2	Catherine McClymont	Julia Marrs		
Lanarkshire Educational Trust	3	Lynsey Hamilton Catherine McClymont		Poppy Corbett	
Lowland Reserve Forces and Cadets Association	1		Mark Horsham		
National Association of Councillors	2	Allan Falconer	Peter Craig		
New Lanark Trust	1	Catherine McClymont			
Rutherglen and Cambuslang Crime Prevention Panel	1		Carol Nugent		
Rural Development Trust	2	Eileen Logan	David Shearer		
Scottish Council's Committee on Radioactive Substances	1		Collette Stevenson		
Scottish Parliament Cross Party Group on the Armed Forces and Veterans	1		Mark Horsham		
South Lanarkshire Sports Association for People with a Disability	4	Margaret B Walker	Hugh Macdonald David Watson	Eric Holford	

South Lanarkshire Council Outside Body Representation - Position 19 December 2018

Organisation	**No. of Reps**	**Labour**	**SNP**	**Conservative**	**Other**
Supplier Development Programme (Board of Directors)	1		Collette Stevenson		
Tarbrax Common and Village Hall Trust	1 (set down in Trust Deed)		Julia Marrs		
The Levenseat Trust	1		Julia Marrs		
Town Centre Forums -					
Lanark	3 (all Ward 2, Clydesdale North Members)	Catherine McClymont	Julia Marrs	Richard Lockhart	
Strathaven Town Group	2 (local members)	Margaret Cooper	Isobel Dorman		
Victim Support South Lanarkshire	1		Janine Calikes		
West of Scotland Archaeology Service	1 plus 1 substitute		Alistair Fulton *Mary Donnelly (sub)*		
West of Scotland European Forum (WOSEF)	1 plus 1 substitute		Peter Craig *John Ross (sub)*		
West of Scotland Loan Fund Ltd	1		John Anderson		
West of Scotland Road Safety Forum	1		Julia Marrs		

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Agenda Item

Report

Report to:	**Executive Committee**
Date of Meeting:	**13 February 2019**
Report by:	**Executive Director (Community and Enterprise Resources)**

Subject:	**City Region-Regional Skills Investment Plan (2019 to 2024)**

1. Purpose of Report

1.1. The purpose of the report is to:-

- update the Committee on the development of a Regional Skills Investment Plan for the period 2019 to 2024

2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

(1) that the contents of the Regional Skills Investment Plan and its approach be noted.

3. Background

3.1. Glasgow City Region has one of the most highly skilled labour markets in the UK with more than 42% of the working age population having degree level qualifications, however, by contrast it also has 11% of working age adults with no qualifications.

3.2. Skills investment is devolved to the Scottish Government and delivered through a range of national programmes via Skills Development Scotland and further and higher Education bodies.

3.3. A Skills Investment Plan (SIP) for the City Region was initially drafted in August 2016 prior to publication of the Regional Economic Strategy and Action Plan (RES) in February 2017. Understandably, at that time the SIP focussed on delivery of the City Deal Programme and related employment opportunities.

3.4. The RES sets out a number of high level objectives that influence the skills agenda supported by a range of actions to be taken forward by the Skills and Employment Portfolio Group, which is led by South Lanarkshire Council. These include:-

- creating a skills and employment system that meets the current and future needs of GCR businesses and supports residents to access jobs and progression opportunities

- further integrating education and training services and aligning our skills and training investment

- aiming to achieve a 50% reduction in the number of adults with no qualifications

3.5. In addition to the RES, changes in economic conditions and the wider policy and delivery landscape for skills and employment since the SIP was drafted, have identified a need to prepare a new Skills Investment Plan for the City Region.

3.6. The draft Regional Skills Investment Plan was approved by the City Region Cabinet on 11 December 2018. In preparing the plan an extensive consultation exercise was undertaken with a wide range of a partners supported by an evidential base on future supply and demand for employment and demographic changes. Nonetheless, as part of the approval of the draft plan it is now subject to a further round of consultation to ensure that all partners are supportive of the plan and its future implementation.

3.7. Responsibility for the Regional Skills Investment Plan sits with the City Region Skills and Employment Portfolio Group, chaired by South Lanarkshire Council. The Portfolio Group is asking each of the City Region Local Authorities to note the approach set out in the Draft Regional Skills Investment Plan (SIP) at a local level. An overview of the draft Skills Investment Plan is provided in the section below and the full document has been placed in member's libraries prior to the Committee.

4. Regional Skills Investment Plan

4.1. The Regional Skills Investment Plan sets out Glasgow City Region performance in relation to employment and skills indicators within the broader economic and labour market context and provides an analysis of supply and demand trends for skills and labour now and in the near future.

4.2. The review of performance, allied with the consideration of broader economic trends, identifies a number of key messages relevant to the Skills Investment Plan. In particular:-

- Labour market inequalities-high proportions of economically inactive people due to long term sick and disability and generally lower employment rate for working age people compared to Scotland as a whole

- Rise of in-work poverty – scope to enhance earning capacity through upskilling and help employers to grow

- Demographic challenge – City Region's working age population is set to decline by around 25,000 over the next 10 years; potential exacerbation if there is a reduction in the number of EU workers

- Skills underutilisation–this is high across Scotland ranging from 28%-52% of graduates employed in job roles that do not take full advantage of their skillsets and raises issues about the appropriateness of educational provision; also creates the potential for better use of graduates

- Changing nature of skills–as digitalisation increases across all sectors, new and higher skillsets will be required as well as more generic meta skills to support resilience and adaptability

- Skills shortage vacancies and skills gaps - employers across Glasgow City Region report a higher percentage of skill shortage vacancies and skills gaps than for Scotland as a whole although these vary across the City Region

- BREXIT – whatever deal emerges from BREXIT, the City Region may experience both an increase in redundancies and skill shortages

4.3. Other issues identified through the research and consultation with key stakeholders, include:-

- Skills system insufficiently responsive to business needs – education and skills provision, curriculum, not affecting the needs of the labour market

- Insufficient investment in upskilling and reskilling existing employees both for future needs and to help reduce in-work poverty, assist in the retention and progression of unemployed people finding work and reduce inequalities in pay across gender and other characteristics

- Need for a more resilient workforce – greater emphasis on generic softer skills, meta skills associated with Industry 4,0 and a broad level of digital awareness

- The need for good City Region intelligence on skills and on the effectiveness of different types of skills interventions

- Skills system not sufficiently aligned and co-ordinated at a City Region level; also needs to embed greater agility and resilience to respond to changing skills needs

- Glasgow City Region has 34% of Scotland's population and Scotland's jobs, however, it also has 38% of Scotland's unemployed; 43% of Scotland's economically inactive working age population who are long term sick or disabled; and 44% of Scotland's working age population with no qualifications. The Regional Skills Investment Plan needs to address these issues for Glasgow City region and Scotland to succeed

4.4. The Regional Skills Investment Plan will deliver on 6 strategic outcomes and has identified 7 priority action areas to achieve these outcomes. These are set out below:-

Strategic Outcomes

1. alignment and co-ordinated working at the City Region level across education and skills bodies and geographies is the norm for skills planning, investment and provision.
2. Percentage of employers reporting skills shortage and skills gaps is below the Scottish average, and Glasgow City Region is in the top quartile of the UK core city regions.
3. Percentage of working age population with no qualifications or economically inactive due to health or disability is below the Scottish average, and their employment rates are above the Scottish average.
4. Productivity, job density, % of standard jobs and average earnings are above the Scottish average, and in the top quartile of the UK core city regions
5. Inequalities in pay and employment access by gender, disability, ethnicity, and care experienced and other protected characteristics are below the Scottish average.
6. Gaps in education, skills and employment outcomes between residents of the poorest 10% SIMD areas have halved relative to the City Region average.

Priority Action Areas

1. Ensure sufficient local and appropriately skilled people are available to deliver effectively the range of city deal projects – but also to maximise the local employment benefits from improved transport, and the new job creation flowing from the City Deal projects on their completion.
2. Design and fund interventions, and use more effectively procurement and other levers, to secure a major expansion in skills development for existing employees.
3. Develop a suite of new skills actions focussed on improving the inclusivity element of inclusive growth, leading to a reduction in the full range of labour market inequalities and in-work poverty, and improved results in terms of job access, quality and sustainability for unemployed people further from the labour market.
4. Develop and deliver skills interventions to address problems and grasp opportunities, if any, at a city region level arising from BREXIT.
5. Improved skills interventions to support businesses to move up the value chain, improve productivity and competitiveness, create more fair work and grasp opportunities for internalisation.
6. Build the evidence base and analytical capacity to underpin city region level skills planning and investment to exploit fully skills interventions that will address city regions needs and opportunities – including building intelligence and evidence-based interventions on critical emerging needs around digital and Meta skills.
7. Conduct a full review of funding and other mechanisms prior to bringing forward an action plan to promote greater education and skills alignment

and collaboration at a city region level, but also to increase the agility and adaptive resilience of the city region skills system.

4.5. In terms of implications for South Lanarkshire Council, and other partners, the Regional Skills Investment Plan is both a 'call to action' to a range of local, regional and national agencies for greater collaboration and alignment of skills and education planning and investment at the city region level, as well as a 'calling card' for new and additional resources for new, improved skills interventions. The outcome of which will be to deliver a skills system in the City Region which will seek to provide opportunities for all working age population to gain employment and in turn support the delivery of sustainable and inclusive economic growth. On that basis, it is recommended to Committee that the plan and its approach be noted.

4.6. As noted above, the draft Regional Skills Investment Plan was approved by the City Region Cabinet on 11 December 2018 and remitted to the Regional Partnership in February 2019 to devise an Implementation Plan. Final Plan will be recommended to Cabinet for approval on 9 April 2019.

5. Next Steps and Key Dates

5.1. The table below sets out next steps and key dates to finalise the Skills Investment Plan for launch in April 2019.

January/February 2019	♦ Final Draft Plan shared with all City Region Portfolio Groups, City Region Education Collaboratives and relevant member authorities' committees.
	♦ Key stakeholders engaged to 'sense check' detailed action plan and update as appropriate
	♦ SIP to be finalised ready for publication
28 February 2019	♦ Regional Economic Partnership to approve Implementation Plan and recommendation to the City Region Cabinet
	♦ Final SIP adopted by the Regional Economic Partnership
9 April 2019	♦ Final RSIP approved and adopted by City Region Cabinet.
April/May 2019	♦ Formal Launch and promotion.

6. Employee Implications

6.1. There are no direct employee implications other than officers working with City Region partners to prepare and in turn delivery on the Skills Investment Plan.

7. Financial Implications

7.1. There are no financial implications at this stage.

8. Other Implications

8.1. None

9. Equality Impact Assessment and Consultation Arrangements

9.1. As noted above, the Skills Investment Plan has been and is subject to consultation with a range of partners.

Michael McGlynn
Executive Director (Community and Enterprise Resources)

January 2019

Link(s) to Council Values/Ambitions/Objectives

- Support the local economy by providing the right condition for inclusive growth.
- Support our communities by tackling disadvantage and deprivation, and supporting aspiration
- Improve achievement, raise educational attainment and support lifelong learning.

Previous References

- None.

List of Background Papers

- Skills Investment Plan – December 2018

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:-

Michael McGlynn, Executive Director
Ext: 3838 (Tel: 01698 453838)
E-mail: Michael.mcglynn@southlanarkshire.gov.uk

Agenda Item 15

Report

Report to:	**Executive Committee**
Date of Meeting:	**13 February 2019**
Report by:	**Executive Director (Finance and Corporate Resources)**

Subject:	**Gaelic Language Plan submission to Bòrd na Gàidhlig**

1. Purpose of Report

1.1. The purpose of the report is to:-

- outline the proposed Gaelic Language Plan, which meets our statutory duty

2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

(1) that the contents of the report be noted.

3. Background

3.1. The Gaelic Language (Scotland) Act was passed in 2005 with the aim of reversing the declining use of the Gaelic language. As part of the Act, Bòrd na Gàidhlig was created to develop and oversee the National Plan for Gaelic which sets out a strategy to increase the occasions and circumstances in which Gaelic can be used with equality to English. It also aims to promote acquisition of the language and participation in its culture by all who wish to do so.

3.2. As part of Bòrd na Gàidhlig's statutory remit they have to identify public authorities which can assist in delivering the aims of the plan. The Bòrd has made its initial selection on the basis of the potential impact these bodies could deliver to the vitality of Gaelic in the community and home and education at all levels.

3.3. As part of this, South Lanarkshire Council, as well as all local authorities, has been identified to draw up a Gaelic Language Plan (GLP). This sets out how members of its community who speak Gaelic can access public services more often in their own tongue, as well as encouraging others to use the language.

3.4. The Council, therefore, now has a statutory duty to develop a GLP that acknowledges the National Plan and outlines its commitment to encouraging and developing opportunities to use Gaelic in its workforce and community.

4. Proposal

4.1. The plan being proposed, see appendix 1, is a proportionate continuing response to the statutory duty that the Council has, acknowledging both the size of our Gaelic speaking community and working within the financial climate that currently exists.

4.2. The plan reconfirms the work of Education Resources in delivering Gaelic Medium Education and commits the Council to better understanding the use of the language with its workforce and potential for delivering services in a bilingual way.

4.3. The plan also sets out an approach to reviewing current practice in relation to the corporate identity of the Council and the publications it produces, to identify opportunities to use and promote the Gaelic language.

4.4. As per the Council's Equality and Diversity Strategy, the document includes actions identified as the shared responsibility of all Resources. These actions will be monitored and reviewed on an annual basis to ensure that our work in this area progressed. Reports will be submitted to the Equal Opportunities Forum on an annual basis.

4.5. It is proposed that the plan and its associated actions are submitted to Bòrd na Gàidhlig for consideration and formal approval before the end of December 2018. Once the Bòrd has approved the plan, it will come into effect.

5. Employee Implications

5.1. A core brief will be developed to communicate the Plan and the document will be available on the intranet. Representatives from the Equality and Diversity Working Group will ensure that actions contained in the strategy are delivered. The Draft Resource Actions supporting the plan are shown at appendix 2.

6. Financial Implications

6.1. Costs will be met from existing resources and appropriate bids will be made to Bòrd na Gàidhlig Gaelic Language Act Implementation Fund (GLAIF).

7. Other Implications

7.1. None

8. Equality Impact Assessment and Consultation Arrangements

8.1. An equality impact assessment has been carried out on the recommendations contained in this report. The assessment concludes that the proposals do not have any adverse impact on any part of the community covered by equalities legislation, or on community relations. Consultation on the plan's commitments has taken place during November 2018 and all comments provided will be considered before final submission to Bòrd na Gàidhlig.

Paul Manning
Executive Director (Finance and Corporate Resources)

13 December 2018

Link(s) to Council Objectives
- Fair and open
- Accountable effective and efficient
- Committed to tackling disadvantage and deprivation
- Determined to act in a responsible and sustainable way

Previous References
- Standing order section 36 (c) report dated 25 June 2012

List of Background Papers
- Gaelic Language Plan 2013-18

Contact for Further Information
If you would like to inspect the background papers or want further information, please contact:-
Alyson Bell
Ext: 4143 (Tel: 01698 454143)
E-mail: alyson.bell@southlanarkshire.gov.uk

Comhairle Shiorrachd Lannraig a Deas
Plana Gàidhlig 2018-23

South Lanarkshire Council
Gaelic Language Plan 2018 - 23

This plan has been prepared under Section 3 of the Gaelic Language (Scotland) Act 2005 and was approved by Bòrd na Gàidhlig on xx/xx/xxxx.

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Foreword

South Lanarkshire Council has developed its second Gaelic Language Plan in line with the requirements of the Gaelic Language (Scotland) Act 2005. The plan outlines how we will take forward the work that was started in 2013 to raise awareness of the language amongst both our employees and community.

South Lanarkshire Council recognises that Gaelic is an integral part of Scotland's heritage and national identity. We acknowledge the challenge that exists to raise the profile and use of Gaelic in our communities and daily lives.

As a Council we will continue our commitment to working with Bòrd na Gàidhlig, our community planning partners and others to help safeguard the Gaelic language for future generations.

We welcome the opportunity to raise awareness and help secure, promote and develop the Gaelic language, heritage and culture for our current and future generations through our second Gaelic Language Plan covering the period 2018-2023. The plan sets out how we will take forward the progress made over the last five years to raise the profile and visibility of Gaelic in a way that is both proportionate and relevant to the South Lanarkshire community.

The Plan details how the Council will work to support the objectives of the National Plan for Gaelic over the next five years and meet our obligations in an outcome focussed way that ensures our communities, our community planning partners and other stakeholders can see how we are continuing to promote and use Gaelic.

The Council's Gaelic Language Plan will contribute to raise the profile and visibility of Gaelic by sharing good practice and creating opportunities for those who are interested in Gaelic to use the language in their daily lives, In doing so we show our support for the objectives of the National Gaelic Language Plan and aspirations of the Gaelic Language (Scotland) Act 2005 in ensuring that Gaelic remains a living language and distinctive aspect of our country's cultural heritage

We recognise the valuable contribution of the language already in the provision of Gaelic medium education and have seen the benefits to our area of encouraging and attracting arts and cultural activities. These are activities that we commit to maintaining and developing over the years ahead so that the part we play in helping to deliver the national plan will be one that will have a lasting effect.

Summary

South Lanarkshire Council recognises the important role of Gaelic as a part of Scotland's heritage, national identity and cultural life. Therefore the Council is committed to the objectives set out in the National Gaelic Language Plan and has put in place the necessary structures and initiatives to ensure that Gaelic has a sustainable future in Scotland.

The Council recognises the fragile position of Gaelic and that, for it to be revitalised as a living language in Scotland, then a concerted effort on the part of government, the public and private sectors, community organisations and individual speakers is required. Together we can:

- promote a positive image of Gaelic
- enhance the status of Gaelic;
- promote and encourage the acquisition and learning of Gaelic;
- encourage the increased use of Gaelic

South Lanarkshire Council's Gaelic Language Plan has been prepared within the framework of the Gaelic Language (Scotland) Act 2005. It sets out how we will use Gaelic in the delivery of our services, how we will enable the use of Gaelic when communicating with the public and partners, and how we will promote and develop Gaelic in our area.

The plan is in accordance with statutory criteria set out in the 2005 Act, and having regard to the National Gaelic Language Plan and the Guidance on the Development of Gaelic Language Plans.

Structure of the Gaelic Language Plan

The key components of our Gaelic Language Plan are:

Section 1 – Introduction
This section provides the background and context relating to the preparation of Gaelic Language Plans under the 2005 Act and the structure of South Lanarkshire Council's main areas of operation. It also provides a summary of the demography of the Gaelic language.

Section 2 – Core Commitments

This section sets out how the Council will use, and enable the use of Gaelic in relation to our main business functions. It covers key areas of operation such as corporate identity, signage, communication with the public and the use of Gaelic on our website. This chapter sets out the basic minimum level of Gaelic language provision to which we are committed to providing in the lifetime of the Plan.

Section 3 – Policy Implications for Gaelic: implementing the National Gaelic Language Plan

This section sets out how South Lanarkshire Council will help implement the National Gaelic Language Plan. It also shows how we intend promoting the use of Gaelic in service planning and delivery of our services as appropriate.

Section 4 – Implementation and Monitoring

This section sets out how the implementation of our Gaelic Language Plan will be taken forward, and how implementation and outcomes will be monitored.

Section 5 – Next Steps

Ensuring the Gaelic Language Plan is making a difference to the lives of the community in South Lanarkshire. Our long-term goals and what we will do by 2023.

Section 1 - Introduction

The Gaelic Language (Scotland) Act 2005 was passed by the Scottish Parliament with a view to securing the status of the Gaelic language as an official language of Scotland commanding equal respect to the English language.

The Act

- Established a statutory non-departmental public body, Bòrd na Gàidhlig
- Required Bòrd na Gàidhlig to produce a National Gaelic Language Plan
- Authorises Bòrd na Gàidhlig to issue statutory notices to Scottish public authorities requiring them to produce Gaelic Language Plans that "will enable the use of Gaelic within the operation of its relevant functions"

With the publication of the 2018-23 National Gaelic Language Plan, Bòrd na Gàidhlig set out its aim that "*Gaelic is used more often, by more people and in a wider range of situations.* They aim to achieve this "*by focusing on increasing the use of Gaelic, increasing the learning of Gaelic and promoting a positive image of Gaelic.*

In carrying out one of the key features of the Act to ask public authorities to prepare plans Bòrd na Gàidhlig is ensuring that the public sector in Scotland plays its part in creating a sustainable future for Gaelic. It is asking authorities to understand the place of Gaelic in their communities and then in a way that is proportionate to this, help raise its status and profile by creating practical opportunities for its use.
The 2005 Act requires public authorities to bring the preparation of its Gaelic Language Plan to the attention of all interested parties. As such this plan has been consulted upon publicly and has taken into account the views expressed during the process.

Approval of South Lanarkshire Council's first Gaelic Language Plan:
South Lanarkshire Council's first Gaelic Plan was approved in December 2015 by Bòrd na Gàidhlig; this second draft plan will be submitted for approval to Bòrd na Gàidhlig by the end of November 2018.

About Us

South Lanarkshire Council

South Lanarkshire is the fifth largest of Scotland's Councils with a population of 317,100 (National Records of Scotland 2016) living in an area of 700 square miles. It is a varied area, with heavily populated towns and extensive rural areas. South Lanarkshire has a good record of attracting high quality jobs; enjoys unspoilt areas of environmental beauty, and compares well with the rest of Scotland in a range of ways. The Council has a revenue budget of £673 million (2017-2018)**,** and is responsible for delivering a range of services including education, housing, social work, roads, planning, environmental health, consumer and trading standards, libraries and community learning, arts and museum services, and country parks.

All Council services are delivered through one of the five Resources listed below and further information is available on the Council's website at www.southlanarkshire.gov.uk.

Community and Enterprise Resources is responsible for a number of frontline services that play a key role in the health, social, economic and environmental wellbeing of the Council's citizens and its countryside, towns and villages, providing environmental health services dealing with food safety, infectious diseases, pollution, contamination, nuisance and waste management, and consumer and trading standards. The Resource has responsibility for land services, country parks, horticulture, cemeteries, cleansing, refuse collection, school crossing patrollers, janitors, catering, including conference and banqueting facilities, halls and public toilets. Another core purpose of the Resource is to improve South Lanarkshire through developing its economy, environment and infrastructure. Individual projects vary year on year but contribute towards: improving our roads and public transport network, improving the fabric of our town and village centres, improving business performance, promoting area renewal and regeneration and implementing improvement.

Finance and Corporate Resources is responsible for a range of services including the corporate personnel service setting the strategic direction for the Council's personnel and employee development functions, the provision of the core legal service, the district courts, licensing and registration services, corporate communications and design, information management, overseeing and co-ordinating arrangements for consultation and corporate complaints. The Resource also provides the support service for elected members, administers the Council committee processes and organises elections to the Scottish, Westminster and European Parliaments. As well as this the Resource is responsible for the management of all the Council's finances and looks after the Council's information communications technology systems, the Council's Q and A offices, benefits advice,

money matters advice. This remit includes the payment of employees, managing grants from central government and providing a risk and audit service. It also plays an important role in best value – making sure that services are delivered in the most cost effective way. It provides financial management information for all Resources and continues to develop the information and communications network.

Education Resources is responsible for all schools, early years' establishments and youth, family, and, community learning service. In South Lanarkshire over 53,000 children attend around 130 early years establishments including partner providers, 125 primary schools, 17 secondary schools, 7 Additional Support Needs schools and 26 supported provisions in mainstream primary and secondary schools, meeting additional support needs. Other services include the provision of Gaelic medium education from nursery to secondary age, specialist services for pupils with additional support needs, the psychological service, and services to support English as an additional language and bilingualism. Education Resources advisory service has a number of advisors and seconded teachers specialising in areas such as citizenship, equal opportunities, education for enterprise and personal, social and health development.

Housing and Technical Resources is responsible for managing the Council's housing stock together with a range of associated services. Through new housing partnerships it provides affordable homes to buy in the areas where they are most needed. It is responsible for the housing modernisation programme 'Home Happening', maintenance of civic buildings and the achievement of energy efficiency savings throughout the Council. Other responsibilities include the collection of Council tax and rents, and the mediation service. Housing and Technical Resources also support the community through its network of community wardens and the anti-social behaviour investigation team.

Social Work Resources is committed to providing a wide range of services which are accessible, appropriate and relevant to meet the needs of service users and their carers. Services, for example home care and day care, are either delivered directly by Social Work Resources or purchased through independent and voluntary organisations. There are key values and principles that underpin this work which aims to support and work with a number of client groups including children, young people and their families, older people, carers, and people with mental health issues.

Gaelic within South Lanarkshire

There is a history of Gaelic in the South Lanarkshire area that dates back to as early as the 12th century when there was a sizeable proportion of the population who were Gaelic speakers. This remains today in the history of some of our town names such as Blantyre and Lesmahagow. However, today the numbers speaking, writing and reading the language are much smaller. The 2011 census shows currently that

1,358 (0.45%) of the South Lanarkshire population have such skills whilst 2,106 (0.69%) have a knowledge of Gaelic.

Gaelic medium education

Currently South Lanarkshire Council provides Gaelic medium education in Mount Cameron primary school and Calderglen High school.

Total immersion in Gaelic is provided for nursery years and the first three years of primary school. Thereafter the curriculum is delivered bi-lingually in both English and Gaelic and at secondary stages is offered as part of the curriculum.

In the secondary school sector, Calderglen High School teaches Gaelic language as part of the curriculum

The policy is based on the Curriculum for Excellence guidelines for Gaelic. Gaelic-medium education is part of the Scottish education system and is available to both Gaelic speaking and non-Gaelic speaking families. Families interested in Gaelic-medium education will find more information on the South Lanarkshire Council website.

As part of our Community Learning Home School Partnership Service two Gaelic language classes, funded by SLC, are available; in addition there is one further class that is well established that is now constituted and self-funding. All classes are operating waiting lists.

As part of our plan we will continue to provide an opportunity for employees and community to advise us if they speak Gaelic, to what level they speak the language and to provide greater opportunity for its use and encourage active community participation.

South Lanarkshire borders Glasgow where there is a thriving Gaelic community and cultural scene that attracts many members of our community to share and enjoy the language's rich history. In South Lanarkshire there has been a community held mini-Mod for a number of years and at Mount Cameron Primary they have held a Gaelic cultural day to engage young people in poetry, music, dance and sports.

Progress since first plan

Some of the achievements since our previous plan was published include:

- Support to undertake appropriate and relevant continuous professional development activity is provided to all staff within education to ensure they can deliver their service to the highest standards. This includes development of their language skills.
- Staff are regularly involved in Gaelic education to enhance their language skills. For example, two members of Mount Cameron Primary School are currently learning Gaelic to ensure Gaelic is as much as possible used in the Gaelic nursery. Both have been attending weekly Gaelic classes.
- A member of staff within SLC has successfully completed the Gaelic Immersion course (GIfT) at Strathclyde University and is now working fulltime in Gaelic Medium Education within the council
- High quality resources to support the development of Gaelic Education have been developed, this has been achieved through partnership working at a local and national level
- Information about Gaelic Medium Education is available on the South Lanarkshire Council's website and relevant school website
- Through the support of the Scottish Government, a significant capital project was completed to develop a South Lanarkshire Gaelic 'Hub' within Mount Cameron Primary School. This linked two Gaelic playgroups (Clann Trang Croileagan and Gaelic Toddler Group) more seamlessly with the nursery and primary provision already present. Significant adaptations took place to provide suitable facilities within accommodation in Mount Cameron Primary School to provide a stimulating and appropriately accessible and inclusive environment for the two playgroups to thrive within the vibrant Gaelic provision already well-established in Mount Cameron. The numbers of children attending the Clann Trang 2-3 group and the weekly Parent and child session have continued to increase. Clann Trang (0-3 early years playgroup and parent and toddler group) re-located to a room in Mount Cameron Primary School. This is further extending effective transition and a wider continuum of Gaelic Medium Education. Clann Trang included in some whole school Gaelic initiatives for example Leugh le Linda (Read with Linda). Data collated from parents attending Clann Trang to ascertain their commitment to continuing with Gaelic Medium Education at the 3-5 years phase. Clann trang promoting Gaelic Medium Education starts at the initial stage of the Gaelic Medium Education journey.
- Comann nam Pàrant (local branch and national development officer) and Bòrd na Gàidhlig collaborated to promote Gaelic-medium education through Gaelic Bookbug sessions and Thig a Chluich (Come and Play). Mount Cameron Primary provided support for planning and delivery of the activities.

- Comann nam Pàrant (local branch and national development officer) and Bòrd na Gàidhlig have collaborated to promote Gaelic-medium education through Gaelic Bookbug sessions and Thig a Chluich (Come and Play). Mount Cameron Primary provided support for planning and delivery of the activities.
- Facilities within Mount Cameron have been enhanced by significantly upgrading the available IT facilities. This has allowed increased opportunities for Gaelic projects to be undertaken and to link with Gaelic providers and education institutions throughout the country to undertake joint learning projects.
- Staff in our schools continue to access appropriate continuing professional learning relating to GME both locally and nationally, including joint moderation activities with schools in other authorities.
- We have extended the use of the development of on-line facilities, including GLOW and Scholar, to support Continuous Professional Develpment and learning opportunities for staff and pupils.
- A partnership with Bòrd na Gàidhlig provides support for Gaelic classes for parents of children in Gaelic nursery and primary. The class runs on a weekly basis and is taught by the primary 1 Gaelic medium teacher. The class content covers language to support parents with homework and beginner Gaelic.
- Weekly Gaelic language classes are provided for parents/carers of children in Gaelic-medium nursery and primary education.
- Work is ongoing to improve the awareness of CLD Gaelic provision, including adult learning, music, culture and sport activities by posting information in council building and on council web-sites.
- Mount Cameron Primary school continues to work in partnership with An Communn Gaidhealach to promote Gaelic language and culture through the East Kilbride MOD. Schools from North Lanarkshire also participated in this South Lanarkshire event.
- BBC Alba was represented at the Careers Day event at Mount Cameron to promote careers in Gaelic media.

Policy implications for Gaelic: implementation of the National Gaelic Language Plan

South Lanarkshire Council recognises that the various priority areas identified in the National Gaelic Language Plan will be primarily implemented through our Gaelic Language Plan but that opportunities will arise to promote and develop the language through existing policy measures. South Lanarkshire Council will examine current policy commitments to identify areas where Gaelic can be pro-actively incorporated and the priorities of the National Gaelic Language Plan initiated through additional methods. This development corresponds with the normalisation principle which aims to include Gaelic as an everyday part of life in Scotland.

In the formation, renewal and monitoring of policies, South Lanarkshire Council will ensure that the impacts on Gaelic will be in line with the National Gaelic Language Plan.

The National Gaelic Language Plan
The National Gaelic Language Plan focuses on initiatives that will increase the number of speakers of Gaelic in Scotland and expand the range of situations in which Gaelic is used.

The outcomes set out by the national plan are summarised below.

Development Area	National Outcome
Home and Early Years	An increase in the acquisition and use of Gaelic by young people in the home and increased numbers of children entering Gaelic-medium early years education.
Education - Schools and Teachers	An increase in the number of children enrolling in Gaelic-medium education (GME), doubling the current annual intake to 800 by 2017
	A year on year increase in the number of pupils engaged in Gaelic-learner education (GLE) in both primary and secondary schools

	An expansion in the availability of Gaelic-medium subjects in secondary schools.
Education: Post-School Education	An increase in the number of adults acquiring Gaelic from the current total of around 2,000 to 3,000 by 2017 and enhanced language skills among fluent Gaelic speakers.
Communities	More opportunities for communities and networks of Gaelic speakers of all kinds to use Gaelic and increased use of the language in community activities and services
Workplace	Expansion of the use of Gaelic in places of work and an increase in employment opportunities where Gaelic skills are required in order to enable service delivery in the language.
Arts and Media	Development of Gaelic arts and media as a means of promoting the language, attracting people to it and enhancing their commitment through opportunities to learn, use and develop Gaelic.
Heritage and Tourism	An increased profile for Gaelic in the heritage and tourism sectors and increased use of Gaelic in the interpretation of Scotland's history and culture.
Corpus	Co-ordination of the initiatives of parties active in Gaelic language corpus development to achieve enhanced strength, relevance, consistency and visibility of the Gaelic language in Scotland.

Developing the Plan

We have focused our actions and initiatives within a local context to ensure that our plan supports the aims and outcomes of the National Gaelic Language Plan, outlined above, to increase the number of speakers of Gaelic in Scotland and expand the range of situations in which Gaelic is used.

South Lanarkshire Council is committed to ensuring that the aims of the National Plan are implemented, and in this section we set out how we will achieve that aim.

Next Steps

In line with the Gaelic Language (Scotland) Act 2005 and the Guidance on Developing Gaelic Language Plans we will undertake the following:

- All commitments from the first edition of South Lanarkshire Council's Gaelic Language Plan which remain within its remit are carried forward and included.
- All Gaelic services and resources demonstrate equal respect for Gaelic and English.
- All Gaelic services and facilities are actively offered and promoted.
- Uptake of Gaelic facilities and services is monitored and promotion is increased where this is low.

In addition to the above we will work with our Community Planning partners to deliver our Plan’s objectives and work proactively with partners to assist in the development of their own plans.

The implementation of the Plan will be the subject of regular reports to our respective Council Elected Members and Bord na Gàidhlig.

Actions

Our proposed actions and developments are shown on the following pages.

Across all our services:

By 2023, we will:

- increase in the amount of Gaelic communications that South Lanarkshire Council have with the public, including the Council website, social media, news releases and printed materials
- at the first rebranding opportunity, fully adopt a bilingual corporate logo which demonstrates equal respect for Gaelic and English
- support elected members to use Gaelic if they wish to do so

Home and Early Years

We share the long-term goal set out in the National Gaelic Language Plan, which is:

An increase in the acquisition and use of Gaelic by young people in the home and increased numbers of children entering Gaelic-medium early years education.

By 2023, we will:

- engage with parents in order to gauge present and future demand for childcare and early years' Gaelic provision
- explore the opportunities that may arise as a result of the increased Early Learning and Childcare hours, and how this will impact on Gaelic staffing and training
- tackle poverty by increasing employability through early development of 'soft skills' through bilingualism (with Gaelic as one of the languages)

Education – schools and teachers

We share the long-term goal set out in the National Gaelic Language Plan, which is:

- *An increase in the number of children enrolling in Gaelic-medium education (GME), doubling the current annual intake to 800 by 2017*
- *A year on year increase in the number of pupils engaged in Gaelic-learner education (GLE) in both primary and secondary schools*
- *An expansion in the availability of Gaelic-medium subjects in secondary schools.*

By 2024, we will:

- engage with parents in order to grow present and future demand for Gaelic medium educational provision at primary and secondary levels within the Council area
- working with parents to promote the benefits of bilingualism including promoting the benefits for GME at secondary level
- work with Bord na Gaidhlig and the Scottish Government to increase its provision of Gaelic medium education if demand exists; and to grow Gaelic learner provision at primary and secondary level in South Lanarshire.
- consider the implications of the Education Scotland Act (2016) and the subsequent Statutory Guidance on Gaelic Education, including the duty to promote and support Gaelic Medium Education and Learning
- raise awareness of our duties as a corporate parent in offering young people with Gaelic and under their care, services through the medium of Gaelic
- ensure that all parents are made aware of the availability of Gaelic Medium education at the registration stage
- continue to publicise the option of GME in all Early Years establishments and other public venues
- to support appropriate continuing professional development relating to GME both locally and nationally, including joint moderation activities with schools in other authorities
- continue, through our schools, to provide opportunities for both adults and families to use Gaelic in informal settings

Education: Post-School Education

We share the long-term goal for post school education set out in the National Gaelic Language Plan, which is:

An increase in the number of adults acquiring Gaelic from the current total of around 2,000 to 3,000 by 2017 and enhanced language skills among fluent Gaelic speakers.

By 2024, we will:

- where demand is identified through employee and community surveys opportunities to expand adult learners' provision will be developed
- improve awareness of adult learner Gaelic provision through improved internal and external advertising and use of online and traditional communication methods
- continue contact with local groups involved in Gaelic language development to maintain links and provide support where appropriate
- continue existing Gaelic class provision for adult learners and expand provision to new areas through employee and community surveys
- improve usage of Community Learning Development (CLD) Gaelic provision, including adult learning, music, culture and sport activities by posting information in our council buildings and web-sites

Communities

We share the long-term goal set out in the National Gaelic Language Plan for communities, which is:
More opportunities for communities and networks of Gaelic speakers of all kinds to use Gaelic and increased use of the language in community activities and services
By 2024, we will:

- signpost pupils and students to a wide range of information, advice and guidance in Gaelic about their career and learning choices and the transition process
- work with the community to support and develop opportunities to use, learn and promote the Gaelic language within the South Lanarkshire area
- produce our Gaelic Language Plan and all related materials such as relevant web pages and summary versions of the plan in a bilingual format demonstrating equal respect for Gaelic and English

Workplace

We share the long-term goal for the workplace set out in the National Gaelic Language Plan, which is:

Expansion of the use of Gaelic in places of work and an increase in employment opportunities where Gaelic skills are required in order to enable service delivery in the language

By 2024, we will:

- increase staff capacity to deliver its Gaelic language plan commitments through recruitment, training and workforce planning
- support employees to use Gaelic in the workplace
- offer Gaelic awareness training and language training to Council staff, Council members, and senior managers
- reply in Gaelic to members of the public where they contact us using Gaelic and do so in line with standard response times

Arts and Media

We share the long-term goal for Arts and Media set out in the National Gaelic Language Plan, which is:
Development of Gaelic arts and media as a means of promoting the language, attracting people to it and enhancing their commitment through opportunities to learn, use and develop Gaelic.

By 2023, we will:

- take the opportunities to work in partnership with the Gaelic Arts and Culture Officer from Bord na Gaidhlig/Creative Scotland to increase the profile of Gaelic in arts and culture events in the area
- raise awareness of Countryside Rangers to enable them to provide information on the Gaelic language and Gaelic heritage in the Council area, for example place names
- publish all Gaelic related information on our website
- continue to include Gaelic specific news articles to the Council website

Heritage and Tourism

We share the long-term goal for heritage and tourism set out in the National Gaelic Language Plan, which is:
An increased profile for Gaelic in the heritage and tourism sectors and increased use of Gaelic in the interpretation of Scotland's history and culture.

By 2023, we will:

- promote the economic benefits of Gaelic language and culture as part of its general economic development initiatives, including the economic benefits of Gaelic-related events held within the South Lanarkshire area
- explore opportunities to engage with Gaelic tourism through delivery of the present South Lanarkshire Council Tourism Action Plan and any future tourism strategies, for example encourage involvement with the VisitScotland Gaelic Tourism Strategy
- promote the breadth of careers options and opportunities that speaking Gaelic provides
- encourage and support Gaelic language users to consider a career in culture and the arts
- increase information in Gaelic about culture and the arts on relevant websites and at venues
- work in partnership with providers of cultural events and activities across Lanarkshire to increase availability of Gaelic performances
- explore the use of technology to enhance the experience of Gaelic language users when visiting exhibitions or accessing museum collections

Corpus (relates to developing the 'body' of the language)

We share the long-term goal set out in the National Gaelic Language Plan, which is:
Co-ordination of the initiatives of parties active in Gaelic language corpus development to achieve enhanced strength, relevance, consistency and visibility of the Gaelic language in Scotland.

By 2024, we will:

- conduct an audit of key Council documentation and introduce Gaelic on an incremental basis for example equality policy to consider the inclusion of Gaelic where appropriate
- continue to make available a high standard of translation services
- continue to work with our Citizens panel and other identified community groups and representatives to carry out relevant survey work in relation to the use and development of Gaelic in the South Lanarkshire area and to track the success of our plan
- carry out a staff survey to establish competence and interest in Gaelic and future learning opportunities

Contact Information

We welcome your comments and complaints at any time. By telling us what you think and letting us know when things go wrong, you can help us to improve our services to you.

You can do this:

- by writing to – the Employee Development and Diversity Manager, Corporate Resources, South Lanarkshire Council, 3rd Floor, Council Headquarters, Almada Street, Hamilton, ML3 0AA
- by phoning 0303 123 1015
- by emailing equalities@southlanarkshire.gov.uk
- by visiting any of our offices, addresses can be found on our website www.southlanarkshire.gov.uk

If you need this this information in a different format or language, please contact us to discuss how we can best meet your needs. Phone 0303 123 1015, email equalities@southlanarkshire.gov.uk or visit our website www.southlanarkshire.gov.uk

Gaelic Language Plan – Draft Resource Actions supporting the plan

Resources	Actions	Responsible Officer	Review date/ progress
All Resources	• reply in Gaelic to members of the public where they contact us using Gaelic and do so in line with standard response times • support employees to use Gaelic in the workplace	Executive Directors all Resources	
Finance & Corporate Resources	• increase in the amount of Gaelic communications that South Lanarkshire Council have with the public, including the Council website, social media, news releases and printed materials • increase information in Gaelic about culture and the arts on relevant websites and at venues • at the first rebranding opportunity, fully adopt a bilingual corporate logo which demonstrates equal respect for Gaelic and English • publish all Gaelic related information on our website • continue to include Gaelic specific news articles to the Council website	Head of Corporate Communications	
	• support elected members to use Gaelic if they wish to do so • provide beginners Gaelic language self-study on the Councils Learn on Line Platform • increase staff capacity to deliver the Gaelic language plan commitments through recruitment, training and workforce planning • offer Gaelic awareness training and language training to Council staff, Council members, and senior managers	Head of Personnel Services	

	• conduct an audit of key Council documentation and introduce Gaelic on an incremental basis for example equality policy to consider the inclusion of Gaelic where appropriate • continue to make available a high standard of translation services • continue to work with our Citizens panel and other identified community groups and representatives to carry out relevant survey work in relation to the use and development of Gaelic in the South Lanarkshire area and to track the success of our plan • carry out a staff survey to establish competence and interest in Gaelic and future learning opportunities • produce our Gaelic Language Plan and all related materials such as relevant web pages and summary versions of the plan in a bilingual format demonstrating equal respect for Gaelic and English		
Community & Enterprise	• promote the economic benefits of Gaelic language and culture as part of its general economic development initiatives, including the economic benefits of Gaelic-related events held within the South Lanarkshire area • explore opportunities to engage with Gaelic tourism through delivery of the present South Lanarkshire Council Tourism Action Plan and any future tourism strategies, for example encourage involvement with the VisitScotland Gaelic Tourism Strategy • raise awareness of Countryside Rangers to enable them to provide information on the Gaelic language and Gaelic heritage in the Council area, for example place names • promote the economic benefits of Gaelic language and	Head of Planning and Economic Development	

	culture as part of its general economic development initiatives, including the economic benefits of Gaelic-related events held within the South Lanarkshire area • explore opportunities to engage with Gaelic tourism through delivery of the present South Lanarkshire Council Tourism Action Plan and any future tourism strategies, for example encourage involvement with the VisitScotland Gaelic Tourism Strategy		
Education	• engage with parents in order to grow present and future demand for Gaelic medium educational provision at primary and secondary levels within the Council area • working with parents to promote the benefits of bilingualism including promoting the benefits for GME at secondary level • work with Bord na Gaidhlig and the Scottish Government to increase its provision of Gaelic medium education if demand exists; and to grow Gaelic learner provision at primary and secondary level in South Lanarkshire • consider the implications of the Education Scotland Act (2016) and the subsequent Statutory Guidance on Gaelic Education, including the duty to promote and support Gaelic Medium Education and Learning • raise awareness of our duties as a corporate parent in offering young people with Gaelic and under their care, services through the medium of Gaelic • ensure that all parents are made aware of the availability of Gaelic Medium education at the registration stage • continue to publicise the option of GME in all Early Years establishments and other public venues • to support appropriate continuing professional development relating to GME both locally and nationally,	Executive Director Education Resources	

	include joint moderation activities with schools in other authorities • continue, through our schools, to provide opportunities for both adults and families to use Gaelic in informal settings • where demand is identified through employee and community surveys provide opportunities to expand adult learners' provision will be developed • improve awareness of adult learner Gaelic provision through improved internal and external advertising and use of online and traditional communication methods • continue contact with local groups involved in Gaelic language development to maintain links and provide support where appropriate • continue existing Gaelic class provision for adult learners and expand provision to new areas through employee and community surveys • improve usage of Community Learning Development (CLD) Gaelic provision, including adult learning, music, culture and sport activities by posting information in our council buildings and web-sites • signpost pupils and students to a wide range of information, advice and guidance in Gaelic about their career and learning choices and the transition process • work with the community to support and develop opportunities to use, learn and promote the Gaelic language within the South Lanarkshire area • promote the breadth of careers options and opportunities that speaking Gaelic provides		

SLLC	• increase information in Gaelic about culture and the arts on relevant websites and at venues • work in partnership with providers of cultural events and activities across Lanarkshire to increase availability of Gaelic performances • explore the use of technology to enhance the experience of Gaelic language users when visiting exhibitions or accessing museum collections	General Manager SLLC	