

## EXECUTIVE COMMITTEE

Minutes of meeting held in Committee Room 1, Council Offices, Almada Street, Hamilton on 29 January 2020

### Chair:

Councillor John Ross

### Councillors Present:

Councillor Alex Allison, Councillor John Bradley, Councillor Robert Brown, Councillor Jackie Burns, Councillor Maureen Chalmers (Depute), Councillor Gerry Convery, Councillor Margaret Cooper, Councillor Peter Craig, Councillor Maureen Devlin, Councillor Isobel Dorman, Councillor Joe Fagan, Councillor Allan Falconer, Councillor Lynsey Hamilton, Councillor Mark Horsham (*substitute for Councillor Stephanie Callaghan*), Councillor Eileen Logan, Councillor Katy Loudon, Councillor Joe Lowe, Councillor Kenny McCreary, Councillor Colin McGavigan, Councillor Gladys Miller, Councillor David Shearer, Councillor Collette Stevenson (*substitute for Councillor John Anderson*), Councillor Margaret B Walker (*substitute for Councillor Monique McAdams*)

### Councillors' Apologies:

Councillor John Anderson, Councillor Stephanie Callaghan, Councillor Ann Le Blond, Councillor Monique McAdams, Councillor Jim McGuigan, Councillor Richard Nelson, Councillor Josh Wilson

### Attending:

#### Chief Executive's Service

C Sneddon, 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; C Lyon, Administration Officer; G McCann, Head of Administration and Legal Services; K McVeigh, Head of Personnel Services

#### Housing and Technical Resources

D Lowe, Executive Director

#### Social Work Resources/Health and Social Care

V de Souza, Director; I Beattie, Head of Health and Social Care; L Purdie, Head of Children and Justice Services

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### Adjournment

The Chair, in terms of Standing Order No 13(a), adjourned the meeting to allow the arrival of members who had attended a members' awareness session immediately prior to the meeting. The meeting reconvened at 11.45am.

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### 1 Declaration of Interests

No interests were declared.

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### 2 Minutes of Previous Meeting

The minutes of the meeting of the Executive Committee held on 4 December 2019 were submitted for approval as a correct record.

In terms of an update in relation to item 7, the Executive Director (Finance and Corporate Resources) confirmed that the Council would receive its financial settlement from the Scottish Government on 6 February 2020.

**The Committee decided:**

- (1) that the minutes be approved as a correct record; and
- (2) that the update on from the Executive Director (Finance and Corporate Resources) be noted.

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### **3 Capital Budget Monitoring for Period 9 – 1 April to 6 December 2019**

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A report dated 8 January 2020 by the Executive Director (Finance and Corporate Resources) was submitted on the physical and financial progress at 6 December 2019 on the various capital programmes.

The General Fund Capital Programme totalled £76.804 million and the Housing Capital Programme £61.835 million.

At 6 December 2019, £36.680 million had been spent on the General Fund Capital Programme and £28.218 million on the Housing Capital Programme.

For financial year 2019/2020, the anticipated outturn for the General Fund Capital Programme was £67.900 million and the Housing Capital Programme £58.471 million. The reasons for those projections were detailed in the report.

**The Committee decided:** that the position of the various capital programmes for 2019/2020, as detailed in the report, be noted.

*[Reference: Minutes of 4 December 2019 (Paragraph 3)]*

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### **4 Revenue Budget Monitoring for Period 9 – 1 April to 6 December 2019 and Probable Outturn**

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A report dated 6 January 2020 by the Executive Director (Finance and Corporate Resources) was submitted comparing actual expenditure against budgeted expenditure for the period ending 6 December 2019.

The figures included an underspend of £12.949 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.

Following a probable outturn exercise, it was forecast that there would be an underspend of £13.406 million at the year end, before any transfer to Reserves. This position had improved by £1.100 million compared to the underspend reported previously. The movement from the previous position had mainly been due to additional underspends in the following areas:-

- ◆ Resource positions
- ◆ loan charges
- ◆ corporate items
- ◆ Council Tax, including the Council Tax Reduction Scheme

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

It was proposed to transfer £10.748 million of the outturn underspend to Reserves. Taking those adjustments into account, a revised underspend of £2.658 million for the General Fund Revenue Account in 2019/2020 was forecast.

**The Committee decided:**

- (1) that the Council's outturn position for the General Fund Revenue Account before transfers to Reserves of an underspend of £13.406 million, as detailed in Appendix 1a to the report, be noted;
- (2) that the proposed transfers to Reserves, as detailed in Appendix 3 to the report, be noted;
- (3) that the Council's outturn position for the General Fund Revenue Account after transfers to Reserves of an underspend of £2.658 million, as detailed in Appendix 2a to the report, be noted;
- (4) that the transfer of the £2.658 million underspend to Reserves for use in future budget strategies be approved;
- (5) that the underspend of £12.949 million on the General Fund Revenue Account before transfers to Reserves at 6 December 2019, as detailed in Appendix 1a of the report, be noted;
- (6) that the underspend of £2.302 million on the General Fund Revenue Account after transfers to Reserves at 6 December 2019, as detailed in Appendix 2a of the report, be noted; and
- (7) that the breakeven position on the Housing Revenue Account at 6 December 2019, as detailed in Appendix 4 of the report, and the forecast to 31 March 2020 of breakeven, be noted.

*[Reference: Minutes of 4 December 2019 (Paragraph 4)]*

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## **5 Additional Funding from the Scottish Government and Other External Sources**

A report dated 9 January 2020 by the Executive Director (Finance and Corporate Resources) was submitted on additional revenue funding totalling £2.252 million, for additional support for learning and the Foundation Apprenticeships Scheme 2020 to 2022, and additional capital funding of £0.215 million, for decarbonisation in Housing and Technical Resources, made available from the Scottish Government and Skills Development Scotland.

**The Committee decided:** that the report be noted.

*[Reference: Minutes of 4 December 2019 (Paragraph 5)]*

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## 6 Syrian Refugee Resettlement Programme

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A joint report dated 9 January 2020 by the Executive Directors (Housing and Technical Resources), (Education Resources) and (Finance and Corporate Resources) was submitted on:-

- ♦ progress achieved in relation to the current Syrian Refugee Resettlement Programme (SRRP)
- ♦ the introduction of the UK Global Refugee Programme within South Lanarkshire commencing in April 2020
- ♦ proposals to increase the staffing establishment in Housing and Technical Resources to assist in delivering the future programme

At December 2019, 47 families, including 173 individuals, had been settled across the South Lanarkshire area and the second Annual Report, detailing progress achieved in the time period May 2018 to May 2019, was attached as an appendix to the report.

The Home Office had confirmed that the current SRRP would come to an end in March 2020 and would be replaced by a new Global Refugee Resettlement Programme which would operate from April 2020 and would consolidate a number of current refugee schemes into one Global Programme.

In order to ensure the Council was in a position to deliver the new consolidated programme, it was proposed that the current Syrian Resettlement Support Team, who had temporary or seconded contracts, be made permanent within Housing and Technical Resources' staffing establishment. In addition, it was proposed to add further new posts of Refugee Support Officer and Administration Assistant (part-time) to the establishment giving an overall proposed staffing structure of:-

Post	Existing	Proposed	Grade	SCP Range	Annual Salary
Refugee Resettlement Programme Advisor	1	1	Grade 4 Level 5	86-88	£46,388 to £48,268
Refugee Support Officers	3	4	Grade 2 Level 3-4	42-57	£20,876 to £25,658
Administration Assistant	0	0.5	Grade 2 Level 1	34-35	£20,877 to £21,224
Youth, Family and Community Learning Officers (ESOL)	2	2	Grade 3 Level 2	63-65	£32,026 to £32,958

All costs associated with the staffing proposals and the operation of the new Global Refugee Resettlement Programme would be met by the Home Office.

### The Committee decided:

- (1) that the second Annual Report on the Syrian Refugee Resettlement Programme covering the period May 2018 to June 2019, and attached as an appendix to the report, be noted;
- (2) that the introduction of the new Global Refugee Resettlement Programme within South Lanarkshire, commencing in April 2020, be noted; and

- (3) that the proposed amendments and additions to the staffing establishment within Housing and Technical Resources to support the delivery of the new Programme, as detailed above, be approved.

*[Reference: Minutes of 16 May 2018 (Paragraph 12)]*

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## **7 Land and Property Transfers and Disposals**

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A report dated 29 January 2020 by the Executive Director (Housing and Technical Resources) was submitted on recommendations to declare certain areas of land surplus to operational requirements.

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

### **The Committee decided:**

- (1) that the area of land, detailed in Appendix A to the report, be transferred from the Planning Account to Education Resources; and
- (2) that the areas of land, detailed in Appendix B to the report, be declared surplus to the Council's requirements.

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## **8 Outcome of the Statutory Consultation on the Proposal to Change the Catchment Areas of Newfield and Stonehouse Primary Schools**

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A report dated 7 January 2020 by the Executive Director (Education Resources) was submitted on the outcome of the statutory consultation on the proposal to change the catchment areas of both Newfield and Stonehouse Primary Schools in order to align the new housing developments in the area to the primary school which was geographically closer.

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 9 December 2019.

### **The Committee decided:**

that, following the outcome of the statutory consultation and publication of the final consultation report on 9 December 2019, the catchment areas of both Newfield and Stonehouse Primary Schools be amended in order to align the new housing developments in the area to the school which was geographically closer, as detailed in the report.

*[Reference: Minutes of 28 August 2019 (Paragraph 8)]*

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## 9 Recommendations Referred from Education Resources Committee

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A report dated 9 January 2020 by the Executive Director (Finance and Corporate Resources) was submitted on recommendations referred to this Committee by the Education Resources Committee of 10 December 2019.

The recommendations of the Education Resources Committee were as follows:-

- ◆ that the revised priorities for admission to Early Years' establishments be approved
- ◆ that the admissions policy for the allocation of places to all Early Years' Establishments be implemented from March 2020

**The Committee decided:** that the recommendations referred by the Education Resources Committee in relation to the review of the Admissions Policy for Early Learning and Childcare Establishments be approved.

*[Reference: Minutes of Education Resources Committee of 10 December 2019 (Paragraph 7)]*

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## 10 Hamilton and Rutherglen Care at Home Services

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A report dated 10 January 2020 by the Director, Health and Social Care was submitted on the outcomes of 2 recent inspections of the Care at Home Services in Hamilton and Rutherglen.

Hamilton and Rutherglen Care at Home Services had received poor inspection outcomes and were graded at the bottom of the 6-point scale, namely Weak and Unsatisfactory, with specific requirements linked to the areas of weak performance. In the case of the Hamilton inspection, the Service had been served with an Improvement Notice by the Care Inspectorate.

A summary of the main concerns and actions required in relation to the Hamilton Care at Home inspection, which had been carried out in March 2019, was given in the report.

Following the inspections, a Steering Group had been established which had overseen a number of changes to the staffing and geographical structure of the Service and those were detailed in the report. This work had been guided by a critique of the Service carried out by a number of "critical friends" who had been brought in to do an evaluation of the Service.

The Improvement Notice in Hamilton had identified 4 key areas for immediate action and those were detailed in the report, together with a number of other actions taken to meet the terms of the Notice.

The Service had maintained a constructive relationship with the Care Inspectorate and positive dialogue/meetings continued to take place in relation to improvement activity. A meeting had been requested between the Chief Executives of the Council, NHS Lanarkshire and the Care Inspectorate to consider the prevailing position and the lessons to be learned.

As a result of this continued interaction with the Care Inspectorate, a number of short, medium and longer term goals had been identified and those were detailed in the report.

Following discussion, Councillors Brown and Fagan made a number of suggestions in relation to additional recommendations which were accepted by the Committee.

**The Committee decided:**

- (1) that members' great concern at both the content of the Care Commission's report on the Care at Home Services in Hamilton and Rutherglen and late notification by officers to members, despite the Council receiving concerning reports from at least 2013, be noted;

- (2) that the evaluation report from the critical friends be made available to elected members immediately;
- (3) that the Chief Executive make available external independent guidance to elected members whether by the Care Commission, external consultant or by other means;
- (4) that the matter be further considered at the Social Work Resources Committee, Executive Committee and Council;
- (5) that the undertaking to put in place an effective communication strategy to inform service users and carers of the situation be noted and welcomed;
- (6) that it be noted that political group Leaders, or their nominees, would continue to monitor the situation on a regular basis; and
- (7) that appropriate updates be submitted to Area Committees in relation to the current moratorium in place within the Hamilton and Rutherglen areas in terms of new referrals.

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## 11 Pension Scheme Membership

A report dated 10 December 2019 by the Executive Director (Finance and Corporate Resources) was submitted on pension scheme membership and the 2019 pension scheme automatic re-enrolment exercise.

Details were provided on:-

- ◆ the 2019 re-enrolment cycle
- ◆ membership of the 50/50 pension scheme which had been introduced in 2015
- ◆ current pension scheme membership including confirmation that 87% of the Council's workforce were pension scheme members
- ◆ initiatives implemented by the Council to encourage employees to join the pension scheme

The full year cost of auto-enrolment was £2.800 million, which was £1.500 million higher than the original estimate. The additional budget requirement had been included in the revised 2020/2021 Budget Strategy.

**The Committee decided:** that the report be noted.

*[Reference: Minutes of 4 December 2019 (Paragraph 4)]*

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## 12 Urgent Business

There were no items of urgent business.

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