

COMMUNITY SERVICES COMMITTEE

Minutes of meeting held in Committee Room 1, Council Offices, Almada Street, Hamilton on 4 February 2014

Chair:

Councillor Hamish Stewart

Councillors Present:

John Anderson, Ed Archer, John Cairney, Andy Carmichael, Pam Clearie, Russell Clearie, Gerry Convery, Peter Craig, Angela Crawley, Isobel Dorman, Hugh Dunsmuir, Allan Falconer, George Greenshields (Depute), Jim Handibode, Bill Holman, Gerard Killen, Joe Lowe, Alex McInnes, John McNamee, Anne Maggs (*substitute for Councillor Lee*), John Menzies, Bert Thomson, David Watson

Councillors' Apologies:

Lynn Adams, Pat Lee, Edward McAvoy (ex officio)

Attending:

Community and Enterprise Resources

S Clelland, Head of Fleet and Environmental Services; S Kelly, Head of Facilities, Waste and Ground Services; A McKinnon, Head of Support Services

Finance and Corporate Resources

G Booth, Accountant; N Docherty, Administration Assistant; J McDonald, Administration Adviser

1 Declaration of Interests

No interests were declared.

2 Minutes of Previous Meeting

The minutes of the meeting of the Community Services Committee held on 12 November 2013 were submitted for approval as a correct record.

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

3 Community Services - Revenue Budget Monitoring 2013/2014

A joint report dated 6 January 2014 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources) was submitted comparing actual expenditure at 13 December 2013 against budgeted expenditure for 2013/2014 for Community Services.

Details were provided on proposed budget virements in respect of Community Services to realign budgets.

The Committee decided:

- (1) that the underspend on the Community Services' revenue budget of £0.567million and the forecast to 31 March 2014 of an underspend be noted; and

- (2) that the budget virements in respect of Community Services, as detailed in Appendices B to F to the report, be approved.

[Reference: Minutes of 12 November 2013 (Paragraph 3)]

4 Community Services - Capital Budget Monitoring 2013/2014

A joint report dated 6 January 2014 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources) was submitted advising of progress on the Community Services' capital programme 2013/2014 and summarising the expenditure position at 13 December 2013.

The Committee decided: that the report be noted.

[Reference: Minutes of 12 November 2013 (Paragraph 4)]

5 Community Services - Workforce Monitoring - October and November 2013

A joint report dated 15 January 2014 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources) was submitted on the following employee information for Community Services for the period October and November 2013:-

- ◆ attendance statistics
- ◆ occupational health statistics
- ◆ accident/incident statistics
- ◆ disciplinary hearings, grievances and Dignity at Work cases
- ◆ analysis of leavers
- ◆ Joint Staffing Watch as at 14 September 2013

The Committee decided: that the report be noted.

[Reference: Minutes of 12 November 2013 (Paragraph 5)]

6 Statutory Performance Indicators 2012/2013

A joint report dated 31 December 2013 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources) was submitted on a range of Statutory Performance Indicators (SPIs) for the financial year 2012/2013 which related to Community Services and improvement actions identified by Community and Enterprise Resources.

Measures within the Local Government Benchmarking Framework (LGBF) would replace the use of SPIs from 2013/2014. However, many of the existing measures would continue to be monitored and reported on, either locally or in an updated format, under the new benchmarking framework.

The Committee decided:

- (1) that the Statutory Performance Indicators for 2012/2013 in relation to Community Services be noted; and

- (2) that the move from Statutory Performance Indicators to measures included within the Local Government Benchmarking Framework be noted.

[Reference: Minutes of 22 January 2013 (Paragraph 7)]

7 Land Reform (Scotland) Act 2003 - Privacy and Public Access Rights at Milton Lockhart Estate, Clyde Valley

A report dated 14 January 2014 by the Executive Director (Community and Enterprise Resources) was submitted on the public access rights on ground which formed part of the Clyde Walkway at Milton Lockhart Estate in the Clyde Valley.

Discussions had been held with the owners of the Estate in relation to the management of public recreational access over the estate land which recognised both the interests of those wishing to use the estate grounds for access purposes but, at the same time, safeguarded the landowners' rights for privacy and security.

It was proposed that an advisory 'privacy' zone, as detailed in the appendix to the report, be supported at Milton Lockhart Estate.

The Committee decided:

- (1) that, in terms of sections 13 and 14 of the Land Reform (Scotland) Act, access rights at Milton Lockhart Estate, Clyde Valley be upheld; and
- (2) that the provision of an advisory 'privacy' zone around Milton Lockhart House, Clyde Valley, as detailed in the appendix to the report, be endorsed.

8 Community Services - Mainstreaming Equalities and Diversity

A report dated 3 December 2013 by the Executive Director (Community and Enterprise Resources) was submitted on the work being undertaken by Community and Enterprise Resources to meet the objectives detailed in the Council's Equality and Diversity Strategy.

Details were provided on the strategic and operational work being undertaken or planned by the Resource under the following headings:-

- | | |
|------------------------------------|--------------------------|
| ◆ equality impact assessments | ◆ delivering services |
| ◆ recruitment | ◆ service monitoring |
| ◆ training and development | ◆ performance management |
| ◆ supporting front line employees | ◆ access to information |
| ◆ Environmental and Fleet Services | ◆ areas for improvement |
| ◆ Support Services | |

The Committee decided: that the report be noted.

[Reference: Minutes of Equal Opportunities Forum of 3 December 2013 (Paragraph 3)]

9 Food Standards Agency - Consultation on a Proposed Regulation of the European Parliament on Official Controls and Other Official Activities

A report dated 10 January 2014 by the Executive Director (Community and Enterprise Resources) was submitted on:-

- ♦ a response provided by Environmental Services to a consultation by the Food Standards Agency on the proposals to introduce a Regulation of the European Parliament on Official Controls and other Official Activities
- ♦ official food and feed law controls delivered during 2012/2013

A draft proposal had been issued by the EU Commission to replace Regulation (EC) 882/2004 in relation to official controls undertaken by Member States and their designated enforcement authorities to ensure the verification of compliance with feed and food law, animal health and welfare rules.

The proposal aimed to simplify and create a more consistent approach for control systems along the agri-food chain and would extend the scope of the Regulation to plant health, plant reproductive material, plant protection products and animal by-products. It would also introduce changes to current financing rules for official controls. The main changes were detailed in the report.

Full details of the Council's response to the consultation were detailed in an appendix to the report.

The Food Standards Agency Framework Agreement on Official Feed and Food Controls required all local authorities to produce an annual Service Plan for food and feed services and conduct a performance review of the previous year's activity.

The Committee decided:

- (1) that the Council's response to the consultation, as detailed in an appendix to the report, be noted; and
- (2) that the submission of a report on food and feed law controls to this Committee on an annual basis be noted.

10 Extension of Trade Waste Contract

A report dated 3 December 2013 by the Executive Director (Community and Enterprise Resources) was submitted on the extension of the Trade Waste Contract to 31 December 2014.

In view of the requirement to progress this matter as soon as possible and in terms of Standing Order No 36(c), the Executive Director (Community and Enterprise Resources), in consultation with the Chair and an ex officio member, had approved the extension of the Trade Waste contract with Viridor Waste Management Limited for a period of 1 year with effect from 1 January 2014.

The Committee decided:

that the action taken, in terms of Standing Order No 36(c), by the Executive Director (Community and Enterprise Resources), in consultation with the Chair and an ex officio member, to extend the Trade Waste contract with Viridor Waste Management Limited for a period of 1 year with effect from 1 January 2014, be noted.

11 Waste Management Service Structure

A joint report dated 2 December 2013 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resource) was submitted on the establishment of a temporary post of Waste Operations Manager within Community and Enterprise Resources' Waste Management Services for a period of 2 years to 31 March 2016.

In view of the requirement to progress this matter as soon as possible and in terms of Standing Order No 36(c), the Executive Director (Community and Enterprise Resources), in consultation with the Chair and an ex officio member, had approved the establishment of a temporary post of Waste Operations Manager on Grade 5, Level 1-5 for a period of 2 years to 31 March 2016.

The Committee decided: that the action taken, in terms of Standing Order No 36(c), by the Executive Director (Community and Enterprise Resources), in consultation with the Chair and an ex officio member, to approve the establishment of a temporary post of Waste Operations Manager on Grade 5, Level 1-5 for a period of 2 years to 31 March 2016, be noted.

12 Urgent Business

There were no items of urgent business.