

## ENTERPRISE RESOURCES COMMITTEE

Minutes of meeting held in Committee Room 1, Council Offices, Almada Street, Hamilton on 28 October 2009

### Chair:

Councillor Chris Thompson

### Councillors Present:

John Anderson, Eileen Baxendale, John Cairney, Peter Craig, Jim Docherty, Barry Douglas, Lynn Filshie, Ian Gray, Graeme Horne, Eileen Logan, Joe Lowe, Davie McLachlan, John McNamee, Mary McNeill, Henry Mitchell, John Murray (Depute), Graham Scott, Mary Smith, George Sutherland, Jim Wardhaugh, Pat Watters

### Councillors' Apologies:

Beith Forrest, Edward McAvoy

### Attending:

#### Corporate Resources

N Docherty, Administration Assistant; J McDonald, Administration Adviser

#### Enterprise Resources

C McDowall, Executive Director; J Cannon, Head of Roads and Transportation Services; A Colthart, Head of Support Services; J McCaffer, Head of Regeneration

#### Finance and Information Technology Resources

A Barrow, Trainee Accountant; K Main, Accountant

---

### Chair's Remarks

The Chair, on behalf of the members of the Committee, welcomed Colin McDowall to his first meeting of the Committee in his capacity as Executive Director (Enterprise Resources).

---

### 1 Declaration of Interests

The following interests were declared:-

<b>Councillor(s)</b>	<b>Item(s)</b>	<b>Nature of Interest(s)</b>
Gray and Logan	Blacklaw Renewable Energy Fund – Grant Application – Carluke Development Trust, Town Gateway Project	Directors of Carluke Development Trust

---

### 2 Minutes of Previous Meeting

The minutes of the meeting of the Enterprise Resources Committee held on 7 July 2009 were submitted for approval as a correct record.

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

---

### **3 Enterprise Resources - Revenue Budget Monitoring 2009/2010**

---

A joint report dated 15 September 2009 by the Executive Directors (Enterprise Resources) and (Finance and Information Technology Resources) was submitted comparing actual expenditure at 4 September 2009 against budgeted expenditure for 2009/2010 for Enterprise Resources.

**The Committee decided:**

- (1) that the overspend on Enterprise Resources' revenue budget of £0.085 million and the forecast to 31 March 2010 of a breakeven position be noted; and
- (2) that the budget virements, as detailed in the appendices to the report, be approved.

---

### **4 Enterprise Resources - Capital Budget Monitoring 2009/2010**

---

A joint report dated 15 September 2009 by the Executive Directors (Enterprise Resources) and (Finance and Information Technology Resources) was submitted advising of progress on the Enterprise Resources' capital programme 2009/2010 and summarising the expenditure position at 4 September 2009.

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

---

### **5 Enterprise Resources - Workforce Monitoring – June to August 2009**

---

A joint report dated 7 October 2009 by the Executive Directors (Enterprise Resources) and (Corporate Resources) was submitted on the following employee information for Enterprise Resources for the period June to August 2009:-

- ♦ attendance statistics
- ♦ occupational health statistics
- ♦ accident/incident statistics
- ♦ disciplinary hearings, grievances and Dignity at Work cases
- ♦ analysis of leavers
- ♦ Joint Staffing Watch as at 13 June 2009

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

*[Reference: Minutes of 7 July 2009 (Paragraph 3)]*

---

### **6 Enterprise Resources - Statutory Performance Indicators - 5 Year Comparison 2004/2005 to 2008/2009**

---

A joint report dated 24 September 2009 by the Executive Directors (Enterprise Resources) and (Finance and Information Technology Resources) was submitted on Enterprise Resources' Statutory Performance Indicators for the financial year 2008/2009. Comparisons and explanations, where appropriate, were provided for the 5 year period covering 2004/2005 to 2008/2009.

**The Committee decided:** that Enterprise Resources' Statutory Performance Indicators for 2008/2009 be noted.

*[Reference: Minutes of 10 December 2008 (Paragraph 6) and Executive Committee of 7 October 2009 (Paragraph 7)]*

---

## **7 Sustrans Memorandum of Understanding**

A report dated 27 August 2009 by the Executive Director (Enterprise Resources) was submitted on a proposal to enter into a Memorandum of Understanding with Sustrans to promote road safety and sustainable travel on the journey to and from school.

This partnership with Sustrans would provide the Council with additional funding of £6,000 which would be used for the purchase of 4 interactive promotional floor games, "Tackling the School Run", which would be used in primary schools.

**The Committee decided:** that the Executive Director (Enterprise Resources) be authorised to enter into the Sustrans Memorandum of Understanding, in consultation with the Head of Legal Services as appropriate, on terms which were in the best interests of the Council.

*[Reference: Minutes of 10 December 2008 (Paragraph 8)]*

---

## **8 Review of Concessionary Leases**

A report dated 2 October 2009 by the Executive Director (Enterprise Resources) was submitted on the concessionary leases held within the Enterprise Resources' portfolio.

The full rental value of the concessionary leases was £53,250 and the rent payable was £8,356 which meant that the level of the overall subsidy was £44,894. Details of the concessionary leases were provided in an appendix to the report.

All properties fell within the Council's Concessionary Lease Policy with the exception of those within Whistleberry Park and Langlands Industrial Estates which had a market value. Discussions had taken place with the tenants regarding their continued occupation and potential relocation.

The tenants at 8/10 Thomson Street, Strathaven were in the process of relocating and that property would be disposed of in due course.

**The Committee decided:**

- (1) that the current concessionary leases, as detailed in the appendix to the report, be noted; and
- (2) that the Executive Director (Enterprise Resources) continue to manage the Lease Agreements for a further 3 years, subject to any lease renewals or variations being referred to the Estates Committee for approval.

*[Reference: Minutes of 8 February 2006 (Paragraph 7)]*

---

## **9 Whitelees Renewable Energy Fund - Grant Application - East Renfrewshire Council - Whitelees Ranger Service**

A report dated 25 September 2009 by the Executive Director (Enterprise Resources) was submitted on an application to the Whitelees Renewable Energy Fund.

The Whitelees Renewable Energy Fund had been established in 2007 to provide funding to suitable projects providing community benefits in eligible areas. It was proposed that a grant of up to a maximum of £35,529 towards eligible costs associated with the employment of a ranger service to assist in the management and maintenance of the access works at Whitelees Windfarm be awarded to East Renfrewshire Council.

**The Committee decided:**

- (1) that East Renfrewshire Council be awarded a grant of up to a maximum of £35,529 towards the costs associated with the employment of a ranger service to assist in the management and maintenance of the access works at Whitelees Windfarm; and
- (2) that a report detailing those projects which had been funded from the Whitelees Renewable Energy Fund be submitted to a future meeting of the Committee.

---

### **10 Blacklaw Renewable Energy Fund - Grant Application - Carluke Development Trust, Town Gateway Project**

---

A report dated 2 October 2009 by the Executive Director (Enterprise Resources) was submitted on an application to the Blacklaw Renewable Energy Fund.

The Renewable Energy Fund had been established in 2004 to provide funding to suitable projects providing community benefits in eligible areas. It was proposed that a grant of up to the maximum of £25,175 towards eligible costs associated with the creation of a gateway feature and sensory garden at Market Square, Carluke be awarded to Carluke Development Trust, subject to the Trust confirming that all other additional funding for the project had been secured.

**The Committee decided:** that the Carluke Development Trust be awarded a grant of up to a maximum of £25,175 towards eligible costs associated with the creation of a gateway feature and sensory garden at Market Square, Carluke, subject to written confirmation from the Trust that match funding for the project had been secured.

*Councillors Gray and Logan, having declared an interest in this item, withdrew from the meeting during its consideration*

---

### **11 Flood Risk Management (Scotland) Act 2009**

---

A report dated 13 October 2009 by the Executive Director (Enterprise Resources) was submitted on the implications of the new Flood Risk Management (Scotland) Act 2009 which aimed to reduce the adverse consequences of flooding on human health, the environment, cultural heritage and economic activity. The Act addressed the requirements of the EC Floods Directive which came into force on 26 November 2007 and required the production of:-

- ◆ preliminary flood risk assessments by December 2011
- ◆ flood hazard maps and flood risk maps by December 2013
- ◆ flood risk management plans by December 2015

Details were provided on the policy objectives of the Act and the principal changes affecting local authorities were summarised.

The Scottish Government intended to phase implementation of the legislation with the first phase commencing on 26 November 2009. It was anticipated that local authority obligations would be within the scope of this phase.

It was proposed that a report be submitted to a future meeting detailing the employee and financial implications as a result of the introduction of this legislation.

**The Committee decided:**

- (1) that the content of the report be noted; and
- (2) that a further report detailing the employee and financial implications, as a result of the implementation of the Flood Risk Management (Scotland) Act 2009, be submitted to a future meeting of the Committee.

---

**12 Enterprise Resources - Notification of Contracts Awarded - 1 April to 30 September 2009**

---

A report dated 2 October 2009 by the Executive Director (Enterprise Resources) was submitted on contracts awarded by Enterprise Resources in the period 1 April to 30 September 2009.

In terms of Standing Order No 19.6 of the Standing Orders on Contracts, Resources were required to notify the relevant Committee of contracts awarded. Details of the contracts awarded by Enterprise Resources were provided in the appendix to the report.

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

---

**13 Urgent Business**

---

There were no items of urgent business.