

CORPORATE RESOURCES COMMITTEE

Minutes of meeting held in Committee Room 1, Council Offices, Almada Street, Hamilton on 4 March 2009

Chair:

Councillor Denis McKenna

Councillors Present:

Alex Allison, Pam Clearie, Jim Docherty, Bev Gauld, Bill Holman, James Malloy, Lesley McDonald, Jim McGuigan, Brian McKenna, Davie McLachlan, John Murray, Bert Thomson, Richard Tullett, Sheena Wardhaugh

Councillors' Apologies:

David Baillie, Graeme Campbell, Jim Handibode, Graeme Horne, Anne Maggs, Edward McAvoy, Danny Meikle, Jim Wardhaugh, Pat Watters (Depute)

Attending:

Corporate Resources

R McIlwain, Executive Director; G McCann, Head of Legal Services; S McLeod, Administration Officer; K McVeigh, Head of Personnel Services; D Wilson, Head of Administration Services

Finance and Information Technology Resources

C Adams, Finance Adviser (Accounting and Budgeting)

Chair's Opening Remarks

The Chair, on behalf of the members of the Committee, welcomed Councillor McGuigan to his first meeting of the Corporate Resources Committee.

1 Declaration of Interests

No interests were declared.

2 Minutes of Previous Meeting

The minutes of the meeting of the Corporate Resources Committee held on 10 December 2008 were submitted for approval as a correct record.

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

3 Minutes of Special Meeting

The minutes of the meeting of the Corporate Resources Committee (Special) held on 29 January 2009 were submitted for approval as a correct record.

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

4 Revenue Budget Monitoring 2008/2009 - Corporate Resources

A joint report dated 30 January 2009 by the Executive Directors (Finance and Information Technology Resources) and (Corporate Resources) was submitted comparing actual expenditure at 23 January 2009 against budgeted expenditure for 2008/2009 for Corporate Resources.

The Committee decided:

- (1) that the underspend on Corporate Resources' revenue budget of £0.058 million (0.4%), as detailed in Appendix A to the report, and the forecast to 31 March 2009 of a breakeven position be noted; and
- (2) that the budget virements, as detailed in the appendices to the report, be approved.

[Reference: Minutes of 10 December 2008 (Paragraph 3)]

Councillor McLachlan entered the meeting during this item of business

5 Capital Budget Monitoring 2008/2009 - Corporate Resources

A joint report dated 30 January 2009 by the Executive Directors (Finance and Information Technology Resources) and (Corporate Resources) was submitted advising of progress on Corporate Resources' capital programme for 2008/2009 and summarising the expenditure position at 23 January 2009.

The Committee decided: that the report be noted.

[Reference: Minutes of 10 December 2008 (Paragraph 4)]

6 Corporate Resources - Workforce Monitoring - November 2008 to January 2009

A report dated 8 February 2009 by the Executive Director (Corporate Resources) was submitted on the following employee information for Corporate Resources for the period November 2008 to January 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 December 2008

The Committee decided: that the report be noted.

[Reference: Minutes of 10 December 2008 (Paragraph 5)]

7 Council-wide Workforce Monitoring - November 2008 to January 2009

A report dated 12 February 2009 by the Executive Director (Corporate Resources) was submitted on the following Council-wide employee information for the period November 2008 to January 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 December 2008

The Committee decided: that the report be noted.

[Reference: Minutes of 10 December 2008 (Paragraph 6)]

8 Elected Members' Learning and Development Update

A report dated 16 February 2009 by the Executive Director (Corporate Resources) was submitted on:-

- ♦ progress to date with elected members' learning and development and details of training provided in the period from 1 April to 31 December 2008
- ♦ areas for inclusion in the 2009/2010 elected members' learning and development programme

In line with the decision of the Committee on 7 May 2008, all elected members had been issued with personal development profiles in August 2008 and had been offered the opportunity to discuss their individual training and development needs. Arrangements to progress development areas identified in the course of those discussions were now being progressed, as appropriate.

The elected members' learning and development programme for 2009/2010 was currently being developed and would include:-

- ♦ specific development areas, some of which had been identified in the course of the recent Audit of Best Value and Community Planning
- ♦ a number of service specific areas where updates had been requested or where legislative change was being introduced
- ♦ a repeat of specific training sessions which had been offered previously
- ♦ further targeted training on Education Appeals and recruitment and selection procedures for members of the Recruitment Committee

The Committee decided:

- (1) that progress made to date with elected members' learning and development be noted; and
- (2) that the areas for inclusion in the 2009/2010 elected members' learning and development programme, as detailed in the report, be approved.

[Reference: Minutes of 7 May 2008 (Paragraph 9)]

9 Byelaws Prohibiting the Consumption of Alcohol in Public Places - Consultation on Revocation of Lanimer Day Waiver

A report dated 28 January 2009 by the Executive Director (Corporate Resources) was submitted on the outcome of the consultation exercise on the revocation of the relaxation of the byelaws which allowed the consumption of alcohol in public places in the town of Lanark on Lanimer Day.

Details were provided on the consultation exercise which had been undertaken between 17 November and 1 December 2008 to gauge the views of the residents of Lanark and other interested parties about the possible change to the byelaws. The majority of those who had responded to the consultation were in favour of retaining the byelaws which allowed the relaxation on Lanimer Day. This course of action was supported by the findings of a privately organised consultation process. In addition, Strathclyde Police had indicated that they were no longer pursuing a change to the byelaws. It was proposed, therefore, that no further action be taken to revoke the relaxation of the byelaws for Lanimer Day.

A progress report on the work ongoing in respect of the proposed extension of the byelaws to cover other areas within South Lanarkshire and the introduction of a byelaw which prohibited the possession of an open container of alcohol in a public place would be submitted to a future meeting of the Committee.

The Committee decided: that no further action be taken to revoke the relaxation of the byelaws which allowed the consumption of alcohol in public places in the town of Lanark on Lanimer Day.

[Reference: Minutes of 1 October 2008 (Paragraph 10)]

Councillor Gauld entered the meeting during this item of business

10 Summary Justice Reform - Courts Unification

A report dated 11 February 2009 by the Executive Director (Corporate Resources) was submitted on a response to the Scottish Court Service consultation document entitled "Summary Justice Reform – Delivering a Unified Courts Administration in the Sheriffdom of South Strathclyde Dumfries and Galloway".

The consultation document detailed the Scottish Court Service's proposals for the future configuration of Sheriff and Justice of the Peace Courts and arrangements for the delivery of court related services within the Sheriffdom of South Strathclyde Dumfries and Galloway. Those proposals included the cessation of the operation of the current District Court in East Kilbride from June 2009 with the transfer of all of its business to a new Justice of the Peace Court in Hamilton.

In view of the requirement to submit a response by the specified deadline of 2 March 2009, the Executive Director (Corporate Resources), in consultation with the Chair, had submitted a response to the consultation, subject to approval by this Committee, supporting the retention of a Justice of the Peace Court in East Kilbride. The response was attached as an appendix to the report.

The Committee decided: that the response to the consultation document issued by the Scottish Court Service in respect of the Sheriffdom of South Strathclyde Dumfries and Galloway, as detailed in the appendix to the report, be approved.

[Reference: Minutes of 2 July 2008 (Paragraph 11)]

11 Appeals Panel

The minutes of the meetings of the Appeals Panels held on 12 December 2008; 15, 16, 19 and 23 January and 2, 5, 16, 18 and 24 February 2009 were submitted for approval as a correct record.

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

12 Equal Pay Update

A report dated 9 February 2009 by the Executive Director (Corporate Resources) was submitted:-

- ♦ highlighting that, since 2005, 1,610 equal pay claims had been lodged with the Employment Tribunal Service by Stefan Cross, Solicitors and that no claims had been submitted by the Trades Union
- ♦ providing an update on the various case management discussions which had taken place to date, the issues considered and action being undertaken
- ♦ advising on the outcome of the Stream 3 analysis of pay grades/significant pay gaps undertaken as part of the second equal pay review and timescales for actions and matters requiring further investigation

The Committee decided: that the report be noted.

[Reference: Minutes of 10 December 2008 (Paragraph 12)]

13 Urgent Business

There were no items of urgent business.