

Report

Report to:	Community Resources Committee
Date of Meeting:	15 September 2009
Report by:	Executive Director (Community Resources) Executive Director (Corporate Resources)

Subject:	South Lanarkshire Lifestyle, Carluke Facility
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ obtain approval for the establishment of one additional permanent Venue Manager and three additional permanent Clerical Assistants for the new South Lanarkshire Lifestyle, Carluke facility.

2. Recommendation(s)

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

- (1) that the following posts be established for the new South Lanarkshire Lifestyle, Carluke:-
- ◆ 1 full-time permanent Venue Manager (Grade 3)
 - ◆ 3 full-time equivalent Clerical Assistants (Grade 1)

3. Background

- 3.1. The new South Lanarkshire Lifestyle, Carluke facility will benefit residents of Carluke and the wider community by providing a central facility for local people to meet that is a vibrant community facility and performance venue, a modern public library and a specifically designed building offering unique provision for the physically disabled.
- 3.2. The new facility offers a diverse range of services that will benefit the community, including a main hall with fixed stage, public library, function rooms, a café and lunch service, meeting rooms and an external courtyard play area.
- 3.3. The building has been designed to be a multi tenanted facility accommodating Community Resources, Education Resources and Social Work Resources. The community areas are attached to St Athanasius' Primary School, providing a unique approach to the utilisation of shared space.

4. Current Position

- 4.1. The new community facility has a targeted opening date in October 2009 (excluding external areas) with all areas scheduled for completion by the end of February 2010.
- 4.2. Agreement has been reached between all the service providers and associated Resources (i.e. Community, Education, Social Work) that Community Resources (Facilities and Cultural Services) will be responsible for managing the building and providing reception services.

4.3. Accommodation within the facility includes:

- ◆ Large main hall with fixed stage and associated bar area
- ◆ Library with Active IT suite
- ◆ Multi purpose youth area
- ◆ Coffee bar
- ◆ External courtyard
- ◆ Restaurant facilities
- ◆ Full kitchen facilities
- ◆ Social Work day care facilities
- ◆ Meeting and conference facilities

4.4. This request for approval for additional posts reflects the increased integration of management arrangements required by internal partners and is considered crucial to the overall service delivery of the new facility.

5. Service Description

5.1. The service provided by these additional posts will operate seven days a week.

5.2. Venue management responsibilities will include the management of the new South Lanarkshire Lifestyle, Carlisle facility, project managing then operating the forthcoming Lanark Memorial Hall and Fountain refurbishment and the management of all other community halls and school community wings in the Clydesdale area. This management model is already in place in Hamilton, East Kilbride and Rutherglen/Cambuslang.

5.3. Clerical responsibilities will include covering the reception area, providing a clerical/administrative service with specific responsibility for processing of bookings for the services and associated accommodation.

6. Employee Implications

6.1. The proposed increase equates to four permanent, full time equivalent posts.

6.2. Jobs are graded in line with the Council's Job Evaluation and Competence Initiative Scheme and the proposed structure is outlined below:

Post	Number	Grade	SCP Range	Hourly Rate	Annual Salary (per employee)	Total Cost
Venue Manager	1	Grade 3	SCP 46 – 88	£11.99 - £19.90	£21,881 - £36,316	£21,881 - £36,316
Clerical Assistant	3	1	SCP 1-25	£6.13 - £8.77	£11,187 - £16,004	£33,561 - £48,012

6.3. It is anticipated that, following the recent proposals in respect of Management/Supervisory structures, the Venue Manager post will be filled internally through the redeployment process outlined in the Collective Agreement and Matching Process.

7. Financial Implications

- 7.1. A revenue budget for the new facility has been prepared using existing budgets from the old Community halls and library. This has been supplemented by an allocation provided through the annual budget setting process for 'Consequences of the Capital Programme'. The estimated annual revenue budget for the facility, excluding St Athanasius' costs and Social Work employees is approximately £600,000.

8. Other Implications

- 8.1. None.

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.

- 9.2. The Trade Unions have been consulted on the proposals.

Norrie Anderson

Executive Director (Community Resources)

Robert McIlwain

Executive Director (Community Resources)

30 July 2009

Link(s) to Council Objectives and Values

- ◆ Improve the quality of the physical environment
- ◆ Improve health and increase physical activity
- ◆ Increase involvement in lifelong learning
- ◆ Improve lives of vulnerable children, young people and adults
- ◆ Increase participation in arts and culture

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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