

Report

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Report to:	Community Resources Committee
Date of Meeting:	3 February 2009
Report by:	Executive Director (Community Resources) Executive Director (Corporate Resources)

Subject:	South Lanarkshire Lifestyle, Fairhill
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ obtain approval for the establishment of 2.5 additional permanent Full Time Equivalent Clerical Assistants for the new South Lanarkshire Lifestyle, Fairhill facility.

2. Recommendation(s)

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

- (1) that an additional 2.5 full time equivalent Clerical Assistant posts graded SCP 1-25, £5.98 - £8.56 per hour be established to provide on site support and reception duties for the new South Lanarkshire Lifestyle, Fairhill facility be approved.

3. Background

- 3.1. The objective behind the creation of the South Lanarkshire Lifestyle Fairhill was to benefit residents of Fairhill and the wider community by providing a central facility for local people to meet, creating links to health through physical sporting activity and providing unique provision for the physically disabled through a specifically designed building and specialist equipment.
- 3.2. The new facility offers a diverse range of services that will benefit the community including a fully equipped fitness suite, 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, Social Work Resources, South Lanarkshire Leisure and Fairhill Credit Union.

4. Current Position

- 4.1. The new facility achieved its targeted construction completion date in May 2008.
- 4.2. Agreement has been reached between all the service providers, associated Resources (ie Community, Education, Social Work) and South Lanarkshire Leisure Ltd, that Community Resources (Facilities and Cultural Services) will be responsible for providing reception services for the building.

4.3. Accommodation within the facility includes:

- ◆ Function hall/bar
- ◆ Library with Active IT suite
- ◆ Multi purpose youth area
- ◆ Credit Union accommodation
- ◆ Leisure/fitness accommodation
- ◆ 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 over six days, Monday to Saturday. 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, including community letting and leisure club bookings.

6. Employee Implications

6.1. The proposed increase equates to 2.5 permanent, full time equivalent clerical assistant posts.

6.2. Clerical Assistant posts are graded in line with the Council's Competence Initiative and grading scheme at SCP 1 – 25, £5.98 - £8.56 per hour.

Post	Number	Grade	SCP Range	Hourly Rate	Annual Salary (per employee)	Total Cost
Clerical Assistant	2.5	1	SCP 1-25	£5.98 to £8.56	£10,913 - £15,621	£27,283 - £39,053

7. Financial Implications

7.1. The annual costs will be met from existing revenue budgets.

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. All service providers as detailed in paragraph 4.2 and the Trade Unions have been consulted on the proposals.

Norrie Anderson
Executive Director (Community Resources)

Robert McIlwain
Executive Director (Corporate Resources)

9 January 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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