

## COMMUNITY RESOURCES COMMITTEE

Minutes of meeting held in Committee Room 1, Council Offices, Almada Street, Hamilton on 16 June 2009

**Chair:**

Councillor Gerry Convery

**Councillors Present:**

John Anderson, Eileen Baxendale, Walter Brogan, Archie Buchanan, Andy Carmichael, Gordon Clark, Russell Clearie, Peter Craig, Hugh Dunsmuir, Allan Falconer, Lynn Filshie, Anne Maggs, Brian McCaig, Michael McCann, Clare McColl, Alex McInnes, David Shearer, Graham Simpson, Hamish Stewart (Depute), David Watson

**Councillors' Apologies:**

Beith Forrest, Joe Lowe, Edward McAvoy

**Attending:**

**Community Resources**

N Anderson, Executive Director; R Howe, Head of Environmental and Strategic Services; S Kelly, Head of Facilities and Cultural Services; A McKinnon, Head of Support Services

**Corporate Resources**

S Somerville, Administration Adviser

**Finance and Information Technology Resources**

L O'Hagan, Finance Manager (Accounting and Budgeting)

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### 1 Declaration of Interests

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No interests were declared.

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### 2 Minutes of Previous Meeting

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The minutes of the meeting of the Community Resources Committee held on 31 March 2009 were submitted for approval as a correct record.

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

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### 3 Community Resources - Workforce Monitoring - March and April 2009

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A joint report dated 24 May 2009 by the Executive Directors (Corporate Resources) and (Community Resources) was submitted on the following employee information for Community Resources for the period March and April 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 8 March 2009

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

*[Reference: Minutes of 31 March 2009 (Paragraph 6)]*

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#### **4 Community Resources' Resource Plan 2009/2010**

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A report dated 13 May 2009 by the Executive Director (Community Resources) was submitted on the Community Resources' Resource Plan 2009/2010. Details were provided on:-

- ◆ Resource achievements and performance during 2008/2009
- ◆ Resource objectives and actions for 2009/2010
- ◆ capital and revenue resources for 2009/2010
- ◆ the organisational structure of the Resource

In line with the Council's performance management arrangements, a mid year progress report on actions identified in the 2009/2010 Resource Plan would be submitted to a future meeting of the Committee.

**The Committee recommended** that the Community Resources' Resource Plan for  
**to the Executive Committee:** 2009/2010 be approved.

*[Reference: Minutes of 3 June 2008 (Paragraph 4) and Executive Committee of 25 June 2008 (Paragraph 14)]*

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#### **5 Best Value Service Review Better Regulation - Environmental Health and Consumer and Trading Standards (CATS)**

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A report dated 26 May 2009 by the Executive Director (Community Resources) was submitted on the findings of the Best Value Review of Environmental Health and Consumer and Trading Standards (CATS).

The review had been driven by changes in UK government policies towards regulatory activities aimed at ensuring that regulation was evidence based, fair, consistent and proportionate. Both Environmental Health and CATS performed a wide range of statutory regulatory functions at a local level and it was, therefore, considered appropriate to measure how those services were meeting national standards.

The Scottish Government's 2 key policy documents, 'Equally Well' and 'Good Places, Better Health', highlighted the importance of the environment as a key factor in determining population health and had been an important factor when conducting the review.

Environmental Health and CATS were responsible for the regulation and enforcement of a wide range of legislation. Both Services worked in partnership with a range of local and national agencies including the NHS, Scottish Environment Protection Agency (SEPA), Health and Safety Executive (HSE) and the Food Standards Agency (FSA).

Details on performance comparisons in relation to regulatory functions were provided in the appendix to the report.

Following the review, a proposed Service Improvement Plan had been developed which aimed to:-

- ◆ integrate the 2 function areas of Environmental Health (Environmental Services and Environmental Protection)
- ◆ build on and implement the employee training programme to ensure successful integration
- ◆ relocate CATS' employees to Atholl House, East Kilbride
- ◆ introduce mobile and flexible working for Environmental Health and CATS personnel to coincide with the relocation of CATS' employees

- ◆ review enforcement policy to ensure conformity to better regulation principles
- ◆ provide a portal for business advice and support on regulatory and enforcement matters
- ◆ organise and facilitate a regulatory forum for local businesses
- ◆ detail which regulatory compliance schemes the Council undertook
- ◆ further review the employee structure following the relocation of CATS to Atholl House
- ◆ implement a student training programme for both Environmental Health Officers and Trading Services Officers

The Improvement Plan had identified further potential savings of £60,000 in 2010/2011 which would be offset by costs of £26,000 in 2010/2011 and £8,000 per year thereafter for the provision of laptop computers to facilitate mobile and flexible working.

**The Committee decided:**

- (1) that the findings of the Review be noted; and
- (2) that the Best Value Service Improvement Plan, as detailed in Appendix 2 to the report, be approved.

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## **6 South Lanarkshire Council's Allotment Strategy**

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A report dated 26 May 2009 by the Executive Director (Community Resources) was submitted on the development of the Council's Allotment Strategy.

The Council had a statutory duty under the Allotment (Scotland) Act 1892 to provide allotments where there was a requirement for them. In 2007, the Convention of Scottish Local Authorities (COSLA) had provided guidance to councils on the acquisition of land for allotments, improvement of land used for allotments and the creation of regulations for the management of allotments.

At present, the Council had an allotment site in Allers, East Kilbride providing 80 plots and one in Richmond, Rutherglen providing 17 plots. There were currently 269 people on a waiting list for an allotment plot.

The Allotment Strategy's future development would cover the development of allotment provision and its associated activities and provide professional community support and advice. The Strategy would also encourage cross partner working within areas such as horticulture, greenspace and environmental awareness.

The draft Allotment Strategy consisted of the following themes and objectives:-

### **Theme 1 - Economic Development**

"We will review, invest in and develop allotment provision, infrastructure and opportunities to support the growth of a prosperous social enterprise economy."

### **Theme 2 – Lifelong Learning**

"As part of our allotment provision, we will provide advice, guidance, participatory activities and learning opportunities to encourage access to lifelong learning in every community."

### **Theme 3 – Health and Wellbeing**

"We will encourage citizens to participate in the wide range of stimulating activities associated with allotment provision to improve their health and well-being and enrich their quality of life."

#### **Theme 4 – Community Safety**

“We will use our allotment expertise from allotment provision and its associated activities to identify and progress positive intervention opportunities which will improve and enhance the safety of our communities.”

#### **Theme 5 – Environment**

“In our allotment service provision and its associated activities we will support environmental awareness, sustainable developments and regeneration.”

It was proposed that an Allotment Forum be established to assist in the delivery of the Allotment Strategy’s themes and objectives. Details were provided on the functions of the Forum and its proposed membership which it was intended would involve representation from the local community and a wide range of other stakeholders.

Key local and national bodies would be given the opportunity to comment prior to the Strategy being finalised.

#### **The Committee decided:**

- (1) that the draft Allotment Strategy be approved and form the basis of a structured consultation programme as detailed in the report;
- (2) that an Allotment Forum be established; and
- (3) that, in the event of any material change to the Strategy arising from the consultation exercise, the matter be referred back to Committee for consideration otherwise the Strategy be referred to the Executive Committee for approval.

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## **7 The Energy Performance of Buildings (Scotland) Regulations 2008**

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A report dated 20 May 2009 by the Executive Director (Community Resources) was submitted on the provisions of the Energy Performance of Buildings (Scotland) Regulations 2008 which came into effect on 4 January 2009.

The Energy Performance of Buildings (Scotland) Regulations 2008 implemented the European Directive 2002/91/EC on Energy Performance of buildings and took into account the recommendations of the Sullivan Report “Low Carbon Building Standards Strategy”.

The 2008 Regulations built upon existing requirements in terms of building standards and consumer protection and created an obligation for the production of Energy Performance Certificates (EPCs) when buildings were to be sold or rented. The Regulations also required EPCs to be displayed within buildings occupied by a public authority or institutions providing public services where the floor area was more than 1000 square metres. In the event of failure to supply an appropriate certificate, the local authority might issue a Penalty Charge Notice.

Consumer and Trading Standards would undertake the enforcement role covering all estate agency practices including the letting, leasing and rental of domestic and commercial property. Environmental Health would be the enforcing authority in terms of Regulations 5 and 16. Regulation 5 required that, where a building was to be sold or let, the owner must make a copy of the most recent valid EPC for the building available free of charge to a prospective buyer or prospective tenant. Regulation 16 gave further powers in relation to the requirement for the production of EPCs.

**The Committee decided:**

- (1) that the respective responsibilities for officers within Consumer and Trading Standards and Environmental Health Services, as outlined in paragraph 4 of the report, in respect of the of Energy Performance of Buildings (Scotland) Regulations 2008 be approved; and
- (2) that powers be delegated to the Executive Director (Community Resources) to undertake the new enforcement functions in relation to the above Regulations.

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## **8 Provision of Kennelling Facilities for Stray Dogs**

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A report dated 21 May 2009 by the Executive Director (Community Resources) was submitted on:-

- ◆ developments in respect of dog kennelling for stray dogs
- ◆ revised contractual arrangements with the Scottish Society for the Prevention of Cruelty to Animals (SSPCA)

Since 1996, the SSPCA had provided kennelling facilities for stray dogs to the 8 councils within the Glasgow and Clyde Valley area at a charge of £45 per dog. The SSPCA had, however, intimated that they were proposing to withdraw the service to kennel stray dogs with effect from 1 May 2009. Following discussions with the 8 Glasgow and Clyde Valley area councils, the SSPCA had, however, agreed to accept stray dogs for kennelling at a revised cost of £275 per dog (inclusive of veterinary fees) which represented a recovery of costs incurred. The SSPCA had confirmed that those arrangements would be effective from 1 September 2009. Prices would be increased by the Retail Price Index (RPI) figure annually during the term of the agreement.

**The Committee decided:** that the arrangements to secure kennelling facilities for stray dogs with the SSPCA, as detailed in the report, be approved.

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## **9 South Lanarkshire Council Leisure Strategy 2007 to 2011**

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A report dated 21 May 2009 by the Executive Director (Community Resources) was submitted on progress made towards achievement of the objectives of the Council's Leisure Strategy for 2007 to 2011.

The Leisure Strategy had been launched in February 2008 following an extensive consultation programme with community groups, internal and external agencies and employees from the Council and South Lanarkshire Leisure. In March 2008, a Leisure Strategy Implementation Group had been established to deliver and monitor the Leisure Strategy.

Details were provided on progress made including:-

- ◆ the piloting of a new transport initiative in the Clydesdale area
- ◆ the establishment of the 'Active Communities' initiative which was designed to encourage sedentary adults into non traditional physical activity such as cycling, walking and gardening
- ◆ the opening of 3 new facilities at Uddingston Grammar, Lesmahagow High School and South Lanarkshire Lifestyle, Fairhill
- ◆ increased participation across the population in physical activities

It was proposed that work continue on developing the Action Plan for 2009/2010 in relation to issues arising from the revised 'Connect' priorities and the Council's Single Outcome Agreement.

To clarify the role of the Leisure Strategy and recognise that it encompassed the whole range of physical activity, it was proposed that a working title be adopted which would have more emphasis on physical activity rather than leisure.

**The Committee decided:**

- (1) that progress to date towards achievement of the objectives of the Leisure Strategy be noted; and
- (2) that the Leisure Strategy Implementation Group be authorised to agree a new working title for the South Lanarkshire Leisure Strategy.

*[Reference: Minutes of 30 October 2007 (Paragraph 7)]*

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## **10 Healthy Living Award**

A report dated 21 May 2009 by the Executive Director (Community Resources) was submitted on the success of the following Council venues in gaining the Health Living Award:-

- ♦ Chatelherault Country Park
- ♦ Calderglen Country Park
- ♦ Low Parks Museum
- ♦ Rutherglen Town Hall

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

*The Chair, on behalf of the members of the Committee, asked that congratulations be passed to those employees involved in achieving the Healthy Living Award*

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## **11 Notification of Contracts Awarded**

A report dated 22 May 2009 by the Executive Director (Community Resources) was submitted on contracts awarded by Community Resources during the period 15 January to 22 May 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 Community Resources were provided in the appendix to the report.

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

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## **12 Urgent Business**

There were no items of urgent business.