

## ENTERPRISE SERVICES COMMITTEE

Minutes of meeting held in Committee Room 1, Council Offices, Almada Street, Hamilton on 21 August 2012

**Chair:**

Councillor Graham Simpson (Depute)

**Councillors Present:**

John Anderson, Ralph Barker, Walter Brogan, Robert Brown, John Cairney, Peter Craig, Angela Crawley, Christine Deanie, Isobel Dorman, Hugh Dunsmuir (*substitute for Councillor McAvoy*), George Greenshields, Monica Lennon (*substitute for Councillor Thompson*), Joe Lowe, Jim McGuigan (*substitute for Councillor Horne*), Denis McKenna, Davie McLachlan, John McNamee, Anne Maggs (*substitute for Councillor Higgins*), Archie Manson (*substitute for Councillor Adams*), John Menzies, Alice Marie Mitchell, Richard Tullett, Jim Wardhaugh

**Councillors' Apologies:**

Lynn Adams, Anne Higgins, Graeme Horne, Edward McAvoy, Chris Thompson (Chair)

**Attending:**

**Community and Enterprise Resources**

C McDowall, Executive Director; G Mackay, Head of Roads and Transportation Services; J McCaffer, Head of Regeneration; A McKinnon, Head of Support Services

**Finance and Corporate Resources**

G Booth, Accountant; N Docherty, Administration Assistant; J McDonald, Administration Adviser

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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 Enterprise Services Committee held on 19 June 2012 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 and Enterprise Resources - Revenue Budget Monitoring 2012/2013

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A joint report dated 20 July 2012 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources) was submitted comparing actual expenditure at 8 June 2012 against budgeted expenditure for 2012/2013 for Community and Enterprise Resources.

Details were provided on proposed budget virements in respect of Enterprise Services to realign budgets.

**The Committee decided:**

- (1) that the overspend on Community and Enterprise Resources' revenue budget of £0.027 million and the forecast to 31 March 2013 of a breakeven position be noted;

- (2) that the budget virements in respect of Enterprise Services, as detailed in the Appendices F to I to the report, be approved; and
- (3) that the budget virements in relation to Support Services, as detailed in Appendix J to the report, previously endorsed by the Community Services Committee, be approved.

*[Reference: Minutes of 19 June 2012 (Paragraph 2) and Community Services Committee of 21 August 2012 (Paragraph 3)]*

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#### **4 Community and Enterprise Resources - Capital Budget Monitoring 2012/2013**

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A joint report dated 20 July 2012 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources) was submitted advising of progress on Community and Enterprise Resources' capital programme 2012/2013 and summarising the expenditure position at 8 June 2012.

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

*[Reference: Minutes of 19 June 2012 (Paragraph 3)]*

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#### **5 Community and Enterprise Resources - Workforce Monitoring - May and June 2012**

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A joint report dated 1 August 2012 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources) was submitted on the following employee information for Community and Enterprise Resources for the period May and June 2012:-

- ◆ attendance statistics
- ◆ occupational health statistics
- ◆ accident/incident statistics
- ◆ disciplinary hearings, grievances and Dignity at Work cases
- ◆ analysis of leavers
- ◆ Joint Staffing Watch as at 9 June 2012

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

*[Reference: Minutes of 19 June 2012 (Paragraph 4)]*

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#### **6 Community and Enterprise Resources' Resource Plan 2012/2013**

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A report dated 27 July 2012 by the Executive Director (Community and Enterprise Resources) was submitted on Community and Enterprise Resources' Resource Plan for 2012/2013. Details were provided on:-

- ◆ Resource achievements and performance during 2011/2012
- ◆ Resource objectives and actions for 2012/2013
- ◆ capital and revenue resources for 2012/2013
- ◆ the organisational structure of the Resource

The Resource Plan had been considered and endorsed by the Community Services Committee at its meeting earlier in the day.

In line with the Council's revised performance management arrangements, a mid year progress report on actions identified in the 2012/2013 Resource Plan would be submitted to future meetings of both this Committee and the Community Services Committee.

**The Committee recommended to the Executive Committee:** that the Community and Enterprise Resources' Resource Plan for 2012/2013 be approved.

*[Reference: Minutes of Community Services Committee of 21 August 2012 (Paragraph 6)]*

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## **7 Quarry Fund - Newbigging Quarry Extension**

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A report dated 19 July 2012 by the Executive Director (Community and Enterprise Resources) was submitted on:-

- ◆ the development of Newbigging Quarry extension
- ◆ proposals for the associated community benefit payments to be managed through the Quarry Fund (QF)

Newbigging Quarry was located within the Clydesdale area of South Lanarkshire. As part of the development, the Council would receive "Developer Contribution" payments for distribution to projects associated with the Quarry Fund. It was proposed that the arrangements in place for the distribution of funds through the Quarry Fund be used for the administration of "Developer Contribution" payments made in terms of the development of Newbigging Quarry.

The eligible areas were shown in the appendices to the report and the criteria to regulate the distribution of the Newbigging Quarry grants were detailed.

**The Committee decided:**

- (1) that the Council's Quarry Fund incorporate provision for the receipt and disposal of "Developer Contribution" payments in respect of the Newbigging Quarry development; and
- (2) that the Executive Director (Community and Enterprise Resources) be authorised to conclude the necessary administrative arrangements in relation to the "Developer Contribution" payments using the Quarry Fund mechanism.

*[Reference: Minutes of Planning Committee 1 October 2008 (Paragraph 8)]*

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## **8 Routes to Work South (RTWS) - Contract Variations**

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A report dated 20 July 2012 by the Executive Director (Community and Enterprise Resources) was submitted on the proposal to award additional resources to Routes to Work South (RTWS) to provide additional services to unemployed and disadvantaged client groups in South Lanarkshire.

Since its inception, RTWS had provided support services to unemployed and disadvantaged client groups within South Lanarkshire. The Council was the sole member of the RTWS and had agreed to award a contract to RTWS for service delivery on the basis of a 'Teckal' exemption.

To reflect the availability of additional resources for job subsidy payments and to further extend the delivery of the Rebuilding Programme from 1 October 2012 to 31 March 2013, it was proposed that the RTWS job brokerage contract be increased from £1.606 million to £3.900 million in the current year.

The costs associated with the proposals would be met from existing resources held within Community and Enterprise Resources' budgets.

**The Committee decided:** that the job brokerage contract with Routes to Work South (RTWS) be increased from £1.606 million to £3.900 million to reflect the availability of additional resources for job subsidy payments and to further extend the delivery of the Rebuilding Programme from 1 October 2012 to 31 March 2013.

*[Reference: Minutes of 19 June 2012 (Paragraph 6)]*

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## **9 Temporary Directional Signs to New Housing Developments**

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A report dated 27 July 2012 by the Executive Director (Community and Enterprise Resources) was submitted on the introduction of a more robust system for the control of directional signs to new housing developments. This would involve the introduction of a fee, payable by house builders, to cover the additional administrative and inspection arrangements.

House builders were requested to obtain permission from the local authority to erect temporary directional signs to new housing developments. This signage should be removed not later than 6 months following completion of the development. However, not all house builders were obtaining permission and signs were not being removed within the stipulated period. As a result, this was having a detrimental impact on some parts of the Council's road network.

In order to address this issue, it was proposed that the Executive Director progress a more robust system for the control of signage and that a fee of £200 per housing development sign be introduced to cover the additional inspection and administrative arrangements.

**The Committee decided:**

- (1) that a fee of £200 per housing development sign per 12 month period be introduced; and
- (2) that the Executive Director (Community and Enterprise Resources) be authorised to agree the details of a more robust system for the control of directional signs to new housing developments.

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## **10 Scottish Government Vacant and Derelict Land Fund Programme 2012 to 2014**

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A report dated 19 July 2012 by the Executive Director (Community and Enterprise Resources) was submitted on:-

- ♦ progress made during 2011/2012 in implementing the agreed strategy to address the issues of contaminated and derelict land in South Lanarkshire
- ♦ the proposed Local Vacant and Derelict Land Delivery Plan for 2012 to 2014

A South Lanarkshire Local Vacant and Derelict Land Delivery Plan had been developed to make use of an allocation of £2.434 million from the Scottish Government's Vacant and Derelict Land Fund covering 2012 to 2014.

The Local Delivery Plan was required to deliver key objectives of the Vacant and Derelict Land Fund which were to:-

- ♦ tackle long term vacant and derelict land
- ♦ stimulate growth and wealth creation

- ◆ promote environmental justice and improved quality of life

The Scottish Government had allocated funding to a 2 year Vacant and Derelict Land Fund Programme to be shared amongst 5 local authority areas. South Lanarkshire Council's share was £2,433,845 with the condition that the entire funding available was allocated to projects within the Clyde Gateway Urban Regeneration Company area.

To comply with the conditions of the funding, it was proposed that the South Lanarkshire Local Delivery Plan for 2012 to 2014 include the following projects:-

<b>Programme 2012 to 2014</b>	<b>Budget</b>
National Business District, Shawfield, Rutherglen	£1,792,845
Rutherglen Low Carbon Zone, Farmloan Road, Rutherglen	£ 224,000
Downiebrae Road and Cunningar Loop, Rutherglen	£ 417,000
<b>Total</b>	<b>£2,433,845</b>

The proposed expenditure of £2.434 million for the Vacant and Derelict Land Fund Programme would be funded from the Scottish Government Vacant and Derelict Land Fund 2012 to 2014 programme allocation.

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

- (1) that the progress achieved during 2011/2012 in delivering the agreed Vacant and Derelict Land Fund Programme be noted; and
- (2) that the South Lanarkshire Local Vacant and Derelict Land Delivery Plan for 2012 to 2014, as detailed in the report, be approved.

*[Reference: Minutes of 15 February 2012 (Paragraph 12)]*

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## **11 Business Gateway Services Contract Tender Update**

A report dated 19 July 2012 by the Executive Director (Community and Enterprise Resources) was submitted on the award of the contract for the new Business Gateway services contract in Lanarkshire commencing on 1 October 2012.

Business Gateway was a national brand under which the Scottish local authorities, enterprise agencies, Scottish Government and Business Gateway contractors worked together to provide practical information and support to individuals starting up a new business or growing an existing business.

Following decisions made on the delivery of local economic regeneration by the Scottish Government in September 2007, it had been agreed that the management of the Business Gateway contracts would be transferred to local authorities with effect from 1 April 2008. As lead authority, North Lanarkshire Council managed the Lanarkshire contract with Lanarkshire Enterprise Services Limited. The current contract was due to expire on 30 September 2012.

As a result of discussions with North Lanarkshire Council, it had been agreed that they would tender the Lanarkshire Business Gateway Services contract for a period of 3 years with the option to extend for a further two 1 year periods.

Following the tendering process, the contract had been awarded to Lanarkshire Enterprise Services Limited for the initial 3 year period commencing 1 October 2012 in the sum of £6.9 million which also covered the 2 year extension option.

**The Committee decided:**

that the award of the Business Gateway Services contract for a 3 year period from October 2012 (extendable for a further 2 years) by North Lanarkshire Council to Lanarkshire Enterprise Services Limited at a total value of £6.9 million over the 5 year period be noted.

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## **12 Clyde Gateway Urban Regeneration Initiative**

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A report dated 19 July 2012 by the Executive Director (Community and Enterprise Resources) was submitted on the progress being made by the Clyde Gateway Urban Regeneration Company (URC) in South Lanarkshire.

Details were also provided on the Clyde Gateway Urban Regeneration Company's extensive range of South Lanarkshire projects being planned as part of their 2012 to 2015 operating plan.

**The Committee decided:**

that the contents of the report be noted.

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## **13 Urgent Business**

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There were no items of urgent business.