Council Offices, Almada Street
Hamilton, ML3 0AA

Monday, 20 August 2018

Dear Councillor

Community and Enterprise Resources Committee

The Members listed below are requested to attend a meeting of the above Committee to be held as follows:-

Date: **Tuesday, 21 August 2018**
Time: **14:00**
Venue: **Committee Room 1, Council Offices, Almada Street, Hamilton, ML3 0AA**

The business to be considered at the meeting is listed overleaf.

Members are reminded to bring their fully charged tablets to the meeting

Yours sincerely

Lindsay Freeland
Chief Executive

Members
John Anderson (Chair), Isobel Dorman (Depute Chair), John Ross (ex officio), Maureen Chalmers, Gerry Convery, Margaret Cooper, Peter Craig, Joe Fagan, George Greenshields, Graeme Horne, Ann Le Blond, Martin Lennon, Hugh Macdonald, Monique McAdams, Ian McAllan, Kenny McCreary, Mark McGeever, Jim McGuigan, Davie McLachlan, Lynne Nailon, Mo Razzaq, Collette Stevenson, Margaret B Walker, Jared Wark, David Watson, Josh Wilson

Substitutes
Alex Allison, Jackie Burns, Stephanie Callaghan, Margaret Cowie, Mary Donnelly, Fiona Dryburgh, Allan Falconer, Geri Gray, Eric Holford, Mark Horsham, Colin McGavigan, Richard Nelson, Graham Scott, Jim Wardhaugh,

BUSINESS

1 Declaration of Interests

2 Minutes of Previous Meeting 5 - 12
Minutes of the meeting of the Community and Enterprise Resources Committee held on 22 May 2018 submitted for approval as a correct record. (Copy attached)

Monitoring Item(s)

3 Community and Enterprise Resources - Revenue Budget Monitoring 2018/2019 13 - 20
Joint report dated 19 July 2018 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources). (Copy attached)

4 Community and Enterprise Resources - Capital Budget Monitoring 2018/2019 21 - 24
Joint report dated 18 July 2018 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources). (Copy attached)

5 Community and Enterprise Resources - Workforce Monitoring - April to June 2018 25 - 30
Joint report dated 25 July 2018 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources). (Copy attached)

6 Community and Enterprise Resource Plan - Quarter 4 Progress Report 2017/2018 and Resource Plan 2018/2019 31 - 154
Report dated 5 July 2018 by the Executive Director (Community and Enterprise Resources). (Copy attached)

Item(s) for Decision

7 Community Benefit Funds – New Contributions 155 - 168
Report dated 29 June 2018 by the Executive Director (Community and Enterprise Resources). (Copy attached)

8 Whitelee Renewable Energy Fund – Grant Application - Community Links (South Lanarkshire) 169 - 172
Report dated 12 July 2018 by the Executive Director (Community and Enterprise Resources). (Copy attached)

9 Fairtrade Status for Biggar 173 - 176
Report dated 12 July 2018 by the Executive Director (Community and Enterprise Resources). (Copy attached)

10 Hamilton Towers Phase 6 177 - 182
Report dated 12 July 2018 by the Executive Director (Community and Enterprise Resources). (Copy attached)

11 Parking/Road Safety at Schools 183 - 192
Report dated 13 July 2018 by the Executive Director (Community and Enterprise Resources). (Copy attached)

12	**Pass Plus** Report dated 11 July 2018 by the Executive Director (Community and Enterprise Resources). (Copy attached)	193 - 196
13	**Review of Residents' Parking Permit Zones (RPPZs)** Report dated 13 July 2018 by the Executive Director (Community and Enterprise Resources). (Copy attached)	197 - 206
14	**Transport (Scotland) Bill 2018 - Proposed Consultation Responses** Report dated 1 August 2018 by the Executive Director (Community and Enterprise Resources). (Copy attached)	207 - 220
15	**Proposed Adjustment to Structure of Roads and Transportation Services** Joint report dated 1 August 2018 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources). (Copy attached)	221 - 240
16	**Child Burial and Cremation Charges** Report dated 10 July 2018 by the Executive Director (Community and Enterprise Resources). (Copy attached)	241 - 244
17	**Consultation on the Review of Nutrient Requirements for Food and Drink in Schools (Scotland) Regulations 2008** Report dated 13 July 2018 by the Executive Director (Community and Enterprise Resources). (Copy attached)	245 - 250
18	**Contamination in Kerbside Recycling** Report dated 11 July 2018 by the Executive Director (Community and Enterprise Resources). (Copy attached)	251 - 258
19	**Consultation on Part 9, Community Empowerment (Scotland) Act 2015 - Allotment and Food Growth Opportunities** Report dated 13 July 2018 by the Executive Director (Community and Enterprise Resources). (Copy attached)	259 - 302
20	**Proposed Renaming of Forth Sports and Community Centre and Erection of Willie Waddell Memorial Plinth** Report dated 10 July 2018 by the Executive Director (Community and Enterprise Resources). (Copy attached)	303 - 306

Item(s) for Noting

21	**Fleet Asset Management Plan 2018** Report dated 9 July 2018 by the Executive Director (Community and Enterprise Resources). (Copy attached)	307 - 310
22	**Roads Asset Management Plan - 2018 Update** Report dated 12 July 2018 by the Executive Director (Community and Enterprise Resources). (Copy attached)	311 - 320

Urgent Business

23 Urgent Business
Any other items of business which the Chair decides are urgent.

For further information, please contact:-

Clerk Name: Joyce McDonald

Clerk Telephone: 01698 454521
Clerk Email: joyce.mcdonald@southlanarkshire.gov.uk

COMMUNITY AND ENTERPRISE RESOURCES COMMITTEE 2

Minutes of meeting held in Committee Room 1, Council Offices, Almada Street, Hamilton on 22 May 2018

Chair:
Councillor Isobel Dorman (Depute)

Councillors Present:
Alex Allison *(substitute for Councillor McGeever)*, Maureen Chalmers, Gerry Convery, Margaret Cooper, Peter Craig, Isobel Dorman, Joe Fagan, George Greenshields, Eric Holford *(substitute for Councillor Le Blond)*, Graeme Horne, Mark Horsham *(substitute for Councillor Anderson)*, Martin Lennon, Ian McAllan, Hugh Macdonald, Jim McGuigan, Lynne Nailon, Richard Nelson *(substitute for Councillor McCreary)*, Mo Razzaq, Collette Stevenson, Margaret B Walker, Jared Wark, David Watson, Josh Wilson

Councillors' Apologies:
John Anderson (Chair), Ann Le Blond, Monique McAdams, Kenny McCreary, Mark McGeever, Davie McLachlan, John Ross *(ex officio)*

Attending:
Community and Enterprise Resources
M McGlynn, Executive Director; S Clelland, Head of Fleet and Environmental Services; P Elliott, Head of Planning and Economic Development; S Keating, Property Development Manager; G Mackay, Head of Roads and Transportation Services; A McKinnon, Head of Facilities, Waste and Ground Services; K Meek, Project Manager
Finance and Corporate Resources
N Docherty, Administration Assistant; L Harvey, Finance Manager; G McCann, Head of Administration and Legal Services; J McDonald, Administration Adviser; E McPake, Human Resources Business Partner; L O'Hagan, Finance Manager (Strategy)

1 Declaration of Interests

The following interest was declared:-

Councillor(s)	*Item(s)*	*Nature of Interest(s)*
Greenshields	Community Benefit Funds – Renewable Energy Fund – Grant Applications	Project Manager for Coalburn Miners' Welfare Charitable Society

2 Minutes of Previous Meeting

The minutes of the meeting of the Community and Enterprise Resources Committee held on 6 March 2018 were submitted for approval as a correct record.

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

3 Community and Enterprise Resources - Revenue Budget Monitoring 2017/2018

A joint report dated 18 April 2018 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources) was submitted comparing actual expenditure at 2 March 2018 against budgeted expenditure for 2017/2018 for Community and Enterprise Resources.

Details were provided on proposed budget virements in respect of Community and Enterprise Resources to realign budgets.

The Committee decided:

(1) that the overspend on the Community and Enterprise Resources' revenue budget of £0.588 million and the forecast to 31 March 2018 of an overspend of £0.684 million be noted; and

(2) that the budget virements, as detailed in Appendices B to F of the report, be approved.

[Reference: Minutes of 6 March 2018 (Paragraph 3)]

4 Community and Enterprise Resources - Capital Budget Monitoring 2017/2018

A joint report dated 11 May 2018 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources) was submitted advising of progress on the Community and Enterprise Resources' capital programme 2017/2018 and summarising the expenditure position at 2 March 2018.

The Committee decided: that the report be noted.

[Reference: Minutes of 6 March 2018 (Paragraph 4)]

5 Community and Enterprise Resources - Workforce Monitoring - January to March 2018

A joint report dated 12 April 2018 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 January to March 2018:-

- attendance statistics
- occupational health statistics
- accident/incident statistics
- disciplinary hearings, grievances and Dignity at Work cases
- analysis of leavers

The Committee decided: that the report be noted.

[Reference: Minutes of 6 March 2018 (Paragraph 5)]

6 South Lanarkshire Biodiversity Strategy and Biodiversity Implementation Plan

A report dated 30 April 2018 by the Executive Director (Community and Enterprise Resources) was submitted on the development of a new South Lanarkshire Biodiversity Strategy and Biodiversity Implementation Plan for 2018 to 2022.

The South Lanarkshire Biodiversity Strategy was produced on behalf of the South Lanarkshire Biodiversity Partnership and set an agreed framework for furthering the conservation of biodiversity across South Lanarkshire. The delivery of the Biodiversity Strategy was managed and monitored through the Council's Biodiversity Implementation Plan.

The current Biodiversity Strategy and Implementation Plan were due to be refreshed and a new Strategy and Implementation Plan for 2018 to 2022 had been produced. The documents had been circulated for consultation and copies made available in the members' libraries.

The Committee decided: that the South Lanarkshire Biodiversity Strategy and Biodiversity Implementation Plan 2018 to 2022 be endorsed.

The Committee recommended to the Executive Committee: that the South Lanarkshire Biodiversity Strategy and Biodiversity Implementation Plan 2018 to 2022 be approved and published on the Council's website.

[Reference: Minutes of the Executive Committee 7 March 2012 (Paragraph 15)]

7 Scottish Government Vacant and Derelict Land Fund Programme 2018/2019

A report dated 30 April 2018 by the Executive Director (Community and Enterprise Resources) was submitted on:-

- the progress made during 2017/2018 in implementing the agreed strategy to address the issues of contaminated and derelict land in South Lanarkshire
- the proposed Vacant and Derelict Land Delivery Plan for 2018/2019

A Local Delivery Plan had been established in February 2017 to deliver key objectives of the Vacant and Derelict Land Fund which were to:-

- tackle long-term vacant and derelict land
- stimulate economic growth and wealth creation
- develop a diverse sustainable environment with a focus on temporary and permanent greening
- support communities to flourish and tackle inequalities

Details were provided on the programme of works undertaken in 2017/2018.

The Vacant and Derelict Land Fund Delivery Plan for 2018/2019 had received grant funding of £901,000 from the Scottish Government and details of the Delivery Plan for 2018/2019 were provided in the report.

The Committee decided:

(1) that the progress achieved during 2017/2018 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 2018/2019, as detailed in the report, be approved.

[Reference: Minutes of 12 December 2017 (Paragraph 11)]

8 Community Benefit Funds - Renewable Energy Fund - Grant Applications

A report dated 30 April 2018 by the Executive Director (Community and Enterprise Resources) was submitted on 5 applications to the various Community Benefit Funds. The Community Benefit Funds had been established to provide funding to suitable projects providing community benefits in eligible areas.

It was proposed that, subject to the applicants providing written confirmation that all other additional funding for the projects had been secured, a grant be awarded of up to a maximum of:-

- £80,000 towards eligible costs associated with the upgrade of a current sand dressed pitch with a 3G surface to South Lanarkshire Leisure and Culture Limited from the Blacklaw Renewable Energy Fund
- £40,253 towards eligible costs associated with the management and maintenance of the network routes throughout the windfarm area to East Renfrewshire Council from the Whitelee Renewable Energy Fund
- £35,023.40 towards eligible costs associated with the redevelopment and enhancement of the existing play area in Carstairs Junction to Carstairs Community Council from the Muirhall Renewable Energy Fund
- £39,901.73 towards eligible costs associated with the creation of a new building to provide changing rooms, showers and toilet facilities to Strathaven Dynamo AFC from the High Dyke (£33,333), Dykehead (£2,293), Tanhill (£367) and Couplaw (£3,908.73) Renewable Energy Funds
- £35,304 towards eligible costs associated with the installation of a biomass boiler to Coalburn Miners' Welfare Charitable Society from Nutberry Renewable Energy Fund

The Committee decided: that, subject to the applicants providing written confirmation that all other additional funding for the projects had been secured, a grant be awarded of up to a maximum of:-

- £80,000 towards eligible costs associated with the upgrade of a current sand dressed pitch with a 3G surface to South Lanarkshire Leisure and Culture Limited from the Blacklaw Renewable Energy Fund
- £40,253 towards eligible costs associated with the management and maintenance of the network routes throughout the windfarm area to East Renfrewshire Council from the Whitelee Renewable Energy Fund
- £35,023.40 towards eligible costs associated with the redevelopment and enhancement of the existing play area in Carstairs Junction to Carstairs Community Council from the Muirhall Renewable Energy Fund
- £39,901.73 towards eligible costs associated with the creation of a new building to provide changing rooms, showers and toilet facilities to Strathaven Dynamo AFC from the High Dyke (£33,333), Dykehead (£2,293), Tanhill (£367) and Couplaw (£3,908.73) Renewable Energy Funds
- £35,304 towards eligible costs associated with the installation of a biomass boiler to Coalburn Miners' Welfare Charitable Society from Nutberry Renewable Energy Fund

[Reference: Minutes of 12 December 2017 (Paragraph 9)]

Councillor Greenshields, having declared an interest in the above item, withdrew from the meeting during its consideration

9 Clyde Gateway Urban Regeneration Company - Approval of a Members' Agreement Reserved Matter to Allow Access to Loan Finance

A report dated 25 April 2018 by the Executive Director (Community and Enterprise Resources) was submitted on the Clyde Gateway Urban Regeneration Company (URC) Members' Agreement.

The Members' Agreement governed the operation and activities of the Clyde Gateway URC and, in certain circumstances, the URC required to obtain the written consent of the 3 members, namely South Lanarkshire Council, Glasgow City Council and Scottish Enterprise, before it could enter into certain contracts, engage in specific activities, borrow or grant a security over its assets or make amendments to the URC Articles of Association.

The Clyde Gateway URC had secured funding of £2 million from the Scottish Government associated with the development of office pavilions at Rutherglen Links Business Park, Farmecross. In order to obtain a secured loan of up to £3.5 million to fund development activity, approval from the 3 members was required.

It was proposed that 'in principle' approval be granted to the Clyde Gateway URC to seek loan finance up to £3.5 million to assist in the delivery of regeneration projects within the URC operating area.

The Committee decided:

(1) that 'in principle' approval be granted to the Clyde Gateway Urban Regeneration Company to seek loan finance up to the value of £3.5 million to assist in the delivery of regeneration projects within the URC operating area; and

(2) that the Executive Director (Community and Enterprise Resources), in consultation with the Executive Director (Finance and Corporate Resources), be authorised to conclude all other relevant matters pertaining to the loan finance proposals in the best interests of the Council.

10 New Initiatives - Staffing Implications

A joint report dated 2 May 2018 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources) was submitted on the proposed increase to the staffing establishment within Community and Enterprise Resources to meet the cleaning and catering requirements for the Council's 'New Initiatives' as follows:-

- holiday lunch clubs
- free lets for Parent Council/PTA fundraising
- introduction of auto enrolment for those families entitled to free school meals

It was proposed that the following posts be established within Community and Enterprise Resources:-

Post	Number of posts	Grade/SCP	Annual Salary
Facilities Assistant (Catering)	9.24	Grade 1, Level 1 SCP20	£16,861
Facilities Assistant (Cook in Charge) Catering	0.42	Grade 1, Level 1-4 SCP 20-31	£16,861 to £19,831
Facilities Assistant (Cleaning)	0.58	Grade 1, Level 1 SCP20	£16,861
Facilities Assistant	1.05	Grade 1, Level 1-4	£16,861 to £19,831

(Janitor) SCP 20-31

The costs associated with the establishment of the above posts would be met from the funding provided as part of the 2018/2019 budget setting process.

The Committee decided: that the establishment of the posts detailed above within Community and Enterprise Resources, to meet the cleaning and catering requirements for the Council's 'New Initiatives', be approved.

[Reference: Minutes of the Executive Committee of 28 February 2018 (Paragraph 7) and Minutes of Education Resources Committee of 24 April 2018 (Paragraphs 6 and 7)]

11 Food Development - Policy Officer

A joint report dated 9 May 2018 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources) was submitted on the establishment of a post of Food Development Policy Officer within Community and Enterprise Resources.

In order to develop and co-ordinate a range of food related projects for the Council, it was proposed that a post of Food Development Policy Officer on Grade 3, Level 2-4, SCP 61-74 (£29,161 to £35,311) be established for a fixed term of 18 months within Community and Enterprise Resources.

The costs associated with the establishment of the post would be met through reserves which was subject to approval by the Executive Committee in June 2018.

The Committee decided: that a post of Food Development Policy Officer on Grade 3, Level 2-4, SCP 61-74 (£29,161 to £35,311) be established for a fixed term of 18 months within Community and Enterprise Resources, subject to approval of the funding by the Executive Committee.

12 Business Support Services Annual Report

A report dated 30 April 2018 by the Executive Director (Community and Enterprise Resources) was submitted on:-

- business support activity undertaken by the Council in 2017/2018
- a range of business and sector development programmes and initiatives offered by the Council for 2018/2019
- an update on the Lanarkshire Business Gateway contract

To secure continuity of delivery, an overall programme of business support for 2018/2019 was proposed as follows:-

Programme 2018/2019		**Budget**
Business Support Grants		£230,000
ERDF 2015 to 2020 Programme		£ 59,250
Less base budget income amount		(£42,900)
	Sub Total (Business Development)	**£246,350**
Tourism Sector Support		£ 41,000
Business Support Initiatives		£ 58,000
Supplier Development Programme		£ 10,000
	Overall Total	**£355,350**

The Committee decided:

(1) that the business development programmes and initiatives for 2018/2019 amounting to £355,350, as detailed above, be noted;

(2) that the outcomes of the Council's programmes to support local companies during 2017/2018 be noted; and

(3) that the progress made to date on the new Lanarkshire Business Gateway contract, as detailed in the report, be noted.

[Reference: Minutes of 8 August 2018 (Paragraph 5)]

13 Community Benefit Funds - Annual Report

A report dated 25 April 2018 by the Executive Director (Community and Enterprise Resources) was submitted on:-

- grants awarded in 2017/2018 from the Community Benefit Funds administered by the Council's Planning and Economic Development Services
- the introduction of an online application process and associated improvements to the administration and management of the Community Benefit Funds following the independent review and an internal audit of the Renewable Energy Fund (REF)

The Community Benefit Funds had been established to provide funding to suitable projects providing community benefits in eligible areas. Details of the grants awarded since the inception of the Funds were provided in the appendices to the report.

Following the independent review and an internal audit of the REF, an online application process and associated improvements had been introduced, the details of which were contained in the report.

Councillor Cooper requested that the grant funding from all of the Community Benefit Funds administered by the Council's Planning and Economic Development Services be increased from £5,000 to £10,000. The Executive Director (Community and Enterprise Resources) advised that the grant funding criteria for all of the Community Benefit Funds would be reviewed.

The Committee decided:

(1) that the grants awarded from the Community Benefit Funds in 2017/2018, as detailed in the appendices to the report, be noted; and

(2) that the introduction of an online application process and associated improvements, as a result of the independent review and an internal audit of the REF, be noted.

[Reference: Minutes of 8 August 2017 (Paragraph 10)]

Councillor McGuigan left the meeting during this item of business

14 Appointment of Public Analysts, Agricultural Analysts and Food Examiners

A report dated 8 May 2018 by the Executive Director (Community and Enterprise Resources) was submitted on the legislative requirement to appoint Public Analysts, Agricultural Analysts and Food Examiners for the Council.

The Local Government etc (Scotland) Act 1994 placed a duty on local authorities to appoint one or more Public Analyst and Agricultural Analyst to undertake duties associated with the Food Safety Act. Whilst there was no statutory requirement to appoint Food Examiners, it was of benefit to do so.

Since 2007, Edinburgh City Council had been contracted to undertake analytical services and had appointed Andrew C Mackie and Robert C Beattie as Public Analysts, Agricultural Analysts and Food Examiners.

As a result of the retirement of Andrew C Mackie, Christopher Hunt had been appointed as Public Analyst, Agricultural Analyst and Food Examiner by Edinburgh City Council.

The Committee decided:

(1) that the continued appointment of Robert C Beattie as Public Analyst, Agricultural Analyst and Food Examiner be noted; and

(2) that the appointment of Christopher Hunt as Public Analyst, Agricultural Analyst and Food Examiner be noted.

[Reference: Minutes of Community Resources Committee of 21 August 2007 (Paragraph 7)]

15 Community and Enterprise Resources - Notification of Contracts Awarded - 1 October 2017 to 31 March 2018

A report dated 1 May 2018 by the Executive Director (Community and Enterprise Resources) was submitted on contracts awarded by Community and Enterprise Resources in the period 1 October 2017 to 31 March 2018.

In terms of Standing Order Nos 9.4, 21.8 and 22.5 of the Standing Orders on Contracts, Resources were required to notify the relevant Committee of contracts awarded. Details of the contracts awarded by Community and Enterprise Resources were provided in the appendices to the report.

The Committee decided: that the report be noted.

16 Urgent Business

There were no items of urgent business.

Agenda Item

Report

3

Report to:	**Community and Enterprise Services Committee**
Date of Meeting:	**21 August 2018**
Report by:	**Executive Director (Finance and Corporate Resources) and Executive Director (Community and Enterprise Resources)**

Subject:	**Revenue Budget Monitoring 2018/2019 - Community and Enterprise Resources**

1. Purpose of Report

1.1. The purpose of the report is to:-

- provide information on the actual expenditure measured against the revenue budget for the period 1 April to 22 June 2018 for Community and Enterprise Resources
- provide a forecast for the year to 31 March 2019.

2. Recommendation(s)

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

(1) that the breakeven position on the Community and Enterprise Resources' revenue budget, as detailed in Appendix A of the report and the forecast to 31 March 2019 of a breakeven position, be noted; and

(2) that the proposed budget virements be approved.

3. Background

3.1. This is the first revenue budget monitoring report presented to the Community and Enterprise Resources Committee for the financial year 2018/2019.

3.2. The report details the financial position for Community and Enterprise Resources in Appendix A and the individual services' reports in appendices B to F, including variance explanation.

4. Employee Implications

4.1. None

5. Financial Implications

5.1. As at 22 June 2018, there is a breakeven position against the phased budget. The forecast for the revenue budget to 31 March 2019 is a break even position.

5.2. Virements are proposed to realign budgets across budget categories and with other Resources. These movements are detailed in the appendices B to F of this report.

6. Other Implications

6.1. The main risk associated with the Council's Revenue Budget is that there is an overspend. The risk has been assessed as low given the detailed budget management applied across the Resources. The risk is managed through four weekly Budget Monitoring Meetings at which any variance is analysed. In addition, the probable outturn exercise ensures early warning for corrective action to be taken where appropriate.

6.2 There are no implications for sustainability in terms of the information contained in this report.

7. Equality Impact Assessment and Consultation Arrangements

7.1. 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.

7.2. There is also no requirement to undertake any consultation in terms of the information contained in this report.

Paul Manning
Executive Director (Finance and Corporate Resources)

Michael McGlynn
Executive Director (Community and Enterprise Resources)

19 July 2018

Link(s) to Council Values/Ambitions/Objectives

- Accountable, Effective, Efficient and Transparent

Previous References

- None

List of Background Papers

- Financial ledger and budget monitoring results to 22 June 2018.

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:-

Louise Harvey, Finance Manager
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E-mail: louise.harvey@southlanarkshire.gov.uk

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Community and Enterprise Resources: Period 4 Ended 22 June 2018 (No.4)

Community and Enterprise Resources Summary

	Annual Budget	Forecast for Year	Annual Forecast Variance	Budget Proportion 22/06/18	Actual 22/06/18	Variance 22/06/18		% Variance 22/06/18	Note
	£000	£000	£000	£000	£000	£000			
Budget Category									
Employee Costs	64,914	64,914	0	13,008	12,966	42	under	0.3%	
Property Costs	3,334	3,334	0	499	499	0	-	0.0%	
Supplies & Services	8,216	8,216	0	1,660	1,624	36	under	2.2%	
Transport & Plant	7,457	7,457	0	1,381	1,386	(5)	over	(0.4%)	
Administration Costs	677	677	0	94	110	(16)	over	(17.0%)	
Payments to Other Bodies	6,919	6,919	0	1,610	1,608	2	under	0.1%	
Payments to Contractors	51,701	51,701	0	11,674	11,669	5	under	0.0%	
Transfer Payments	563	563	0	141	141	0	-	0.0%	
Financing Charges	179	179	0	5	4	1	under	20.0%	
Total Controllable Exp.	143,960	143,960	0	30,072	30,007	65	under	0.2%	
Total Controllable Inc.	(29,003)	(29,003)	0	(9,827)	(9,762)	(65)	under recovered	(0.7%)	
Net Controllable Exp.	114,957	114,957	0	20,245	20,245	0	-	0.0%	

Variance Explanations

Detailed within Appendices B to F.

Budget Virements

Budget virements are shown in Appendices B to F.

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Community and Enterprise Resources: Period Ended 22 June 2018 (No.4)

Facilities, Streets and Waste (including Support)

	Annual Budget	Forecast for Year	Annual Forecast Variance	Budget Proportion 22/06/18	Actual 22/06/18	Variance 22/06/18		% Variance 22/06/18	Note
	£000	£000	£000	£000	£000	£000			
Budget Category									
Employee Costs	50,834	50,834	0	10,162	10,128	34	under	0.3%	**1,a,c,d, e,f,h**
Property Costs	2,427	2,247	0	359	359	0	-	0.0%	**i**
Supplies & Services	6,437	6,437	0	1,407	1,367	40	under	2.8%	**2,g,h**
Transport & Plant	7,053	7,053	0	1,324	1,328	(4)	over	(0.3%)	**b,g,h**
Administration Costs	254	254	0	45	60	(15)	over	(33.3%)	**3,h**
Payments to Other Bodies	30	30	0	22	20	2	under	9.1%	
Payments to Contractors	13,532	13,532	0	3,094	3,085	9	under	0.3%	**h**
Transfer Payments	0	0	0	0	0	0	-	n/a	
Financing Charges	81	81	0	2	1	1	under	50.0%	
Total Controllable Exp.	80,648	80,648	0	16,415	16,348	67	under	0.4%	
Total Controllable Inc.	(17,987)	(17,987)	0	(5,677)	(5,610)	(67)	under recovered	(1.2%)	**4,c,h**
Net Controllable Exp.	62,661	62,661	0	10,738	10,738	0	-	0.0%	

Variance Explanations

1. The variance is mainly due to vacancies within the service due to turnover and timing of recruitment, partially offset by overtime costs.
2. The favourable variance is due to lower than anticipated food cost within Facilities Management (Catering). The under spend is partially offset by an under recovery of income.
3. The overspend is due to expenditure on waste publications (stickers) to manage contamination issues being ahead of profile.
4. The under recovery of income relates to lower than budgeted cash income from school meals.

Budget Virements

a. Transfer of budget in respect of corporate overtime saving. Net effect: (£0.100m): Employees (£0.100m)
b. Reallocation of CER16 Fleet Asset Movement saving. Net effect (£0.007m): Transport and Plant (£0.007m)
c. Transfer of budget from Housing and Technical Resources in relation to Care of Garden post. Net effect £0.018m: Employees £0.026, Income (£0.008m)
d. Transfer of budget to Finance and Corporate Resources in respect of Scottish Vocational Qualification Assessor post. Net effect (£0.031m): Employees (£0.031m)
e. Transfer of budget from Education Resources for the new initiatives for Free Schools Meals. Net effect £0.480m: Employees £0.225m, Supplies and Services £0.255m
f. Reallocation of Free School Lets From Leisure. Net effect £0.036m: Employees £0.036m
g. Reallocation of 2018/19 Alternative Service Delivery Model (ASDM) saving from Environmental. Net effect (£0.500m): Transport (£0.500m)
h. Realignment of budget to reflect service delivery. Net effect £0.050m: Employees £0.544m, Property £0.025m, Supplies & Services (£0.092m), Transport and Plant (£0.130m), Administration (£0.023m), Payment to Contactors £0.085m, Income (£0.359m)

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Community and Enterprise Resources: Period Ended 22 June 2018 (No.4)

Environmental (Incl Projects)

	Annual Budget	Forecast for Year	Annual Forecast Variance	Budget Proportion 22/06/18	Actual 22/06/18	Variance 22/06/18		% Variance 22/06/18	Note
	£000	£000	£000	£000	£000	£000			
Budget Category									
Employee Costs	3,944	3,944	0	748	747	1	under	0.1%	**a**
Property Costs	12	12	0	1	1	0	-	0.0%	
Supplies & Services	168	168	0	94	94	0	-	0.0%	**a**
Transport & Plant	99	99	0	16	16	0	-	0.0%	**b**
Administration Costs	70	70	0	7	8	(1)	over	(14.3%)	**a**
Payments to Other Bodies	133	133	0	21	21	0	-	0.0%	**a**
Payments to Contractors	868	868	0	121	121	0	-	0.0%	**a,c,d**
Transfer Payments	0	0	0	0	0	0	-	n/a	
Financing Charges	25	25	0	0	0	0	-	n/a	
Total Controllable Exp.	5,319	5,319	0	1,008	1,008	0	-	0.0%	
Total Controllable Inc.	(1,136)	(1,136)	0	(218)	(218)	0	-	0.0%	**a,d**
Net Controllable Exp.	4,183	4,183	0	790	790	0	-	0.0%	

Variance Explanations

No significant variances to report

Budget Virements

a. Establish budget to reflect external income for Air Quality Projects. Net effect £0.000m: Employees £0.009m, Supplies and Services £0.077m, Administration £0.041m, Payment to Other Bodies £0.007m, Payment to Contractors £0.264m, Income (£0.398m)
b. Reallocation of 2018/19 Alternative Service Delivery Model (ASDM) saving. Net effect £0.500m, Transfer to Waste : Transport £0.500m
c. Transfer of Revenue Consequences Budget to Facilities, Streets and Waste. Net effect (£0.050m): Payment to Contractors (£0.050m)
d. Establish budget for Clinical Waste Removal to reflect current demand. Net effect £0.000m: Payment to Contractors £0.335m, Income (£0.335m).

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Community and Enterprise Resources: Period Ended 22 June 2018 (No.4)

Leisure and Culture

	Annual Budget	Forecast for Year	Annual Forecast Variance	Budget Proportion 22/06/18	Actual 22/06/18	Variance 22/06/18		% Variance 22/06/18	Note
	£000	£000	£000	£000	£000	£000			
Budget Category									
Employee Costs	4	4	0	1	1	0	-	0.0%	**a**
Property Costs	238	238	0	121	121	0	-	0.0%	
Supplies & Services	0	0	0	0	0	0	-	n/a	
Transport & Plant	0	0	0	0	0	0	-	n/a	
Administration Costs	8	8	0	0	0	0	-	n/a	
Payments to Other Bodies	80	80	0	0	0	0	-	n/a	**c**
Payments to Contractors	18,575	18,575	0	4,461	4,461	0	-	0.0%	**a,b**
Transfer Payments	0	0	0	0	0	0	-	n/a	
Financing Charges	0	0	0	0	0	0	-	n/a	
Total Controllable Exp.	18,905	18,905	0	4,583	4,583	0	-	0.0%	
Total Controllable Inc.	0	0	0	0	0	0	-	n/a	
Net Controllable Exp.	18,905	18,905	0	4,583	4,583	0	-	0.0%	

Variance Explanations

No variances to report.

Budget Virements

a. Realignment of budget to reflect service delivery. Net effect (£0.000m): Employee Costs (£0.066m), Payment to Contractors £0.066m
b. Reallocation of Free School Lets To Facilities, Streets and Waste. Net effect (£0.036m): Payment to Contractor (£0.036m)
c. Transfer of budget from Finance & Corporate Resources in respect of Third Sector funding. Net effect £0.009m: Payment to Other Bodies £0.009m

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Community and Enterprise Resources: Period Ended 22 June 2018 (No.4)

Planning and Economic Development

	Annual Budget	Forecast for Year	Annual Forecast Variance	Budget Proportion 22/06/18	Actual 22/06/18	Variance 22/06/18		% Variance 22/06/18	Note
	£000	£000	£000	£000	£000	£000			
Budget Category									
Employee Costs	4,281	4,281	0	960	969	(9)	over	(0.9%)	**a**
Property Costs	26	26	0	1	1	0	-	0.0%	
Supplies & Services	56	56	0	42	46	(4)	over	(9.5%)	
Transport & Plant	29	29	0	6	9	(3)	over	(50.0%)	**2**
Administration Costs	66	66	0	16	16	0	-	0.0%	
Payments to Other Bodies	1,317	1,317	0	228	228	0	-	0.0%	**a,b,c**
Payments to Contractors	2,808	2,808	0	2,506	2,510	(4)	over	(0.2%)	**d**
Transfer Payments	0	0	0	0	0	0	-	n/a	
Financing Charges	33	33	0	0	0	0	-	n/a	
Total Controllable Exp.	8,616	8,616	0	3,759	3,779	(20)	over	(0.5%)	
Total Controllable Inc.	(5,721)	(5,721)	0	(3,239)	(3,259)	20	over recovered	0.6%	**1,d**
Net Controllable Exp.	2,895	2,895	0	520	520	0	-	0.0%	

Variance Explanations

1. The over recovery reflects increased planning and building warrant fees.
2. The overspend is due to the cost of transport for business purposes.

Budget Virements

a. Transfer of budget to Finance & Corporate and Education Resources in respect of Employability Programme budgets. Net effect (£1.983m): Employee Costs (£0.409m) and Payments to Other Bodies (£1.574m).
b. Transfer of budget to Education Resources in respect of Tackling Poverty Programme. Net effect (£0.202m): Payments to Other Bodies (£0.202m).
c. Transfer of budget from Finance & Corporate Resources in respect of Third Sector funding. Net effect £0.020m: Payments to Other Bodies £0.020m.
d. Transfer of restoration bond income to establish budget for works at Broken Cross South and Mainshill sites. Net effect £0.000m: Payments to Contractors £2.506m and Income (£2.506m).

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Community and Enterprise Resources: Period Ended 22 June 2018 (No.4)

Roads Total

	Annual Budget	Forecast for Year	Annual Forecast Variance	Budget Proportion 22/06/18	Actual 22/06/18	Variance 22/06/18		% Variance 22/06/18	Note
	£000	£000	£000	£000	£000	£000			
Budget Category									
Employee Costs	5,851	5,851	0	1,137	1,121	16	under	1.4%	**1,a**
Property Costs	631	631	0	17	17	0	-	0.0%	**b**
Supplies & Services	1,555	1,555	0	117	117	0	-	0.0%	
Transport & Plant	276	276	0	35	33	2	under	5.7%	
Administration Costs	279	279	0	26	26	0	-	0.0%	**b**
Payments to Other Bodies	5,359	5,359	0	1,339	1,339	0	-	0.0%	**c**
Payments to Contractors	15,918	15,918	0	1,492	1,492	0	-	0.0%	**c,d,e**
Transfer Payments	563	563	0	141	141	0	-	0.0%	
Financing Charges	40	40	0	3	3	0	-	0.0%	
Total Controllable Exp.	30,472	30,472	0	4,307	4,289	18	under	0.4%	
Total Controllable Inc.	(4,159)	(4,159)	0	(693)	(675)	(18)	under recovered	(2.6%)	**2,c,f**
Net Controllable Exp.	26,313	26,313	0	3,614	3,614	0	-	0.0%	

Variance Explanations

1. The under spend mainly relates to employee turnover being higher than budgeted within the service.
2. The under recovery is due to lower income than budgeted from car parks. This is a demand led service.

Budget Virements

a. Transfer of Roads Trading posts to Roads Client. Net effect £0.076m: Employee Costs £0.076m.
b. Transfer of budget for Carbon Reduction Commitment costs. Net effect £0.222m: Property Costs £0.222m
c. Establish budget for Transport Scotland Act Income. Net effect £0.000m: Payments to Other Bodies £0.022m, Payments to Contractors £0.043m and Income (£0.065m).
d. Transfer of budget to Loan Charges for Street Lighting Programme SALIX. Net effect (£0.071m): Payments to Contractors (£0.071m).
e. Transfer of CFCR for Street Lighting Programme. Net effect (£0.522m): Payments to Contractors (£0.522m).
f. Removal of Roads Trading Central Administration income budget. Net effect £0.198m: Income £0.198m.

SOUTH LANARKSHIRE COUNCIL

Report

Agenda Item

4

Report to:	**Community and Enterprise Resources Committee**
Date of Meeting:	**21 August 2018**
Report by:	**Executive Director (Finance and Corporate Resources) Executive Director (Community and Enterprise Resources)**

Subject:	**Community and Enterprise Resources - Capital Budget Monitoring 2018/2019**

1. Purpose of Report

1.1. The purpose of the report is to:-

- provide information on the progress of the capital programme for Community and Enterprise Resources for the period 1 April to 22 June 2018.

2. Recommendation(s)

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

(1) that the Community and Enterprise Resources' capital programme of £38.134 million and expenditure to date of £3.553 million be noted.

3. Background

3.1. This is the first capital monitoring report presented to the Community and Enterprise Resources Committee for the financial year 2018/19. Further reports will follow throughout the year.

3.2. The budget reflects the approved programme for the year which was approved by the Executive Committee at its meeting on 28 February 2018, exceptions approved during 2017/2018 and monies carried forward for projects from 2017/2018. It also includes budget adjustments approved by the Executive Committee during 2018/2019 up to and including its meeting on 15 August 2018.

3.3. The report details the financial position for Community and Enterprise Resources in total in Appendix A.

4. Employee Implications

4.1. None

5. Financial Implications

5.1. The total capital programme for Community and Enterprise Resources for 2018/2019 is £38.134 million. Anticipated spend to date was £3.505 million and £3.553 million has been spent (9.32% of full budget). This represents spend of £0.048 million ahead of profile. This overspend relates to project programming and the timing of the actual spend on various projects.

6. Other Implications

6.1. The main risk associated with the Council's Capital Programme is that there is an overspend. The risk has been assessed as low given the detailed project management plans prepared and monitored for each project. The risk of an overspend is managed through four weekly Investment Management Meetings.

6.2. There are no implications for sustainability in terms of the information contained in this report.

7. Equality Impact Assessment and Consultation Arrangements

7.1. 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.

7.2. There is also no requirement to undertake any consultation in terms of the information contained in the report.

Paul Manning
Executive Director (Finance and Corporate Resources)

Michael McGlynn
Executive Director (Community and Enterprise Resources)

18 July 2018

Link(s) to Council Values/Ambitions/Objectives

- Accountable, Effective, Efficient and Transparent

Previous References

- Executive Committee, 28 February 2018
- Executive Committee, 15 August 2018

List of Background Papers

- Financial ledger to 22 June 2018

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:-

Lorraine O'Hagan, Finance Manager (Strategy)
Ext: 2601 (Tel: 01698 452601)
E-mail: lorraine.o'hagan@southlanarkshire.gov.uk

Appendix A

South Lanarkshire Council
Capital Expenditure 2018-2019
Community and Enterprise Resources Programme
For Period 1 April 2018 – 22 June 2018

Community and Enterprise Resources	Base Budget £000	Budget Adjustments £000	Slippage £000	Total Budget £000	Budget to Date £000	Actual Expenditure £000
Fleet and Environmental	133	0	0	133	0	33
Facilities, Waste and Grounds	1,749	185	0	1,934	192	170
SLL and Cultural	1,194	450	(750)	894	0	3
Support Services	428	0	0	428	5	5
Regeneration	8,866	239	(750)	8,355	1,678	1,707
Roads	24,937	1,453	0	26,390	1,630	1,635
RESOURCE TOTAL	**37,307**	**2,327**	**(1,500)**	**38,134**	**3,505**	**3,553**

SOUTH LANARKSHIRE COUNCIL

Report

Agenda Item

5

Report to:	**Community and Enterprise Resources Committee**
Date of Meeting:	**21 August 2018**
Report by:	**Executive Director (Finance and Corporate Resources) Executive Director (Community and Enterprise Resources)**

Subject:	**Community and Enterprise Resources – Workforce Monitoring – April to June 2018**

1. Purpose of Report

1.1. The purpose of the report is to:-

- provide employment information for April to June 2018 relating to Community and Enterprise Resources

2. Recommendation(s)

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

(1) that the following employment information for April to June 2018 relating to Community and Enterprise Resources be noted:-

- attendance statistics
- occupational health
- accident/incident statistics
- discipline, grievance and Dignity at Work cases
- analysis of leavers and exit interviews
- staffing watch as at 9 June 2018

3. Background

3.1. As part of the Council's performance management arrangements, regular workforce monitoring reports are submitted to Committee. This report for Community and Enterprise Resources provides information on the position for April to June 2018.

4. Monitoring Statistics

4.1. **Attendance Statistics (Appendix 1)**

Information on absence statistics is analysed for the month of June 2018 for Community and Enterprise Resources.

The Resource absence figure for June 2018 was 5.5%. This figure remains unchanged when compared to the previous month and is 1.2% higher than the Council-wide figure. Compared to June 2017, the Resource absence figure has increased by 0.6%.

Based on the absence figures at June 2018 and annual trends, the annual average absence for the Resource for 2018/2019 is 5.3%, compared to a Council-wide average figure of 4.3%.

For the financial year 2018/2019, the average days lost per employee within the Resource equates to 13.5 days, compared with the overall figure for the Council of 10.0 days per employee.

4.2. **Occupational Health (Appendix 2)**
In terms of referrals to occupational health, which include medical examinations and physiotherapy, overall 405 referrals were made this period. This represents an increase of 52 when compared with the same period last year.

4.3. **Accident/Incident Statistics**
There were 31 accidents/incidents recorded within the Resource this period, a decrease of 2 when compared to the same period last year.

4.4. **Discipline, Grievance and Dignity at Work (Appendix 2)**
During the period, 24 disciplinary hearings were held within the Resource, a decrease of 9 when compared to last year. Three appeals were heard by the Appeals Panel. No grievance hearings were held within the Resource. This figure remains unchanged when compared to the same period last year. No Dignity at Work hearings were held within the Resource. This figure remains unchanged when compared to the same period last year.

4.5. **Analysis of Leavers (Appendix 2)**
There were 26 leavers in the Resource this period, a decrease of 19 when compared with the same period last year. Seven exit interviews were conducted.

5 Staffing Watch (Appendix3)

5.1. There was an increase of 26 employees in post from 10 March 2018 to 9 June 2018.

6 Employee Implications

6.1. There are no implications for employees arising from the information presented in this report.

7. Financial Implications

7.1. All financial implications are accommodated within existing budgets.

8. Other Implications

8.1. There are no implications for sustainability or risk in terms of the information contained within this report.

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. There was no requirement to undertake any consultation in terms of the information contained in this report.

Paul Manning
Executive Director (Finance and Corporate Resources)

Michael McGlynn
Executive Director (Community and Enterprise Resources)

25 July 2018

Link(s) to Council Values/Ambitions/Objectives
- Accountable, effective, efficient and transparent
- Fair, open and sustainable
- Ambitious, self aware and improving
- Excellent employer
- Focused on people and their needs
- Working with and respecting others

Previous References
- Community and Enterprise Resources – 22 May 2018

List of Background Papers
- Monitoring information provided by Finance and Corporate Resources

Contact for Further Information
If you would like to inspect the background papers or want further information, please contact:-
Janet McLuckie, Personnel Officer
Ext: 4239 (Tel: 01698 454239)
E-mail: Janet.McLuckie@southlanarkshire.gcsx.gov.uk

APPENDIX 1

ABSENCE TRENDS - 2016/2017, 2017/2018 & 2018/2019
Community and Enterprise Resources

APT&C				Manual Workers				Resource Total				Council Wide			
	2016 / 2017	2017 / 2018	2018 / 2019		2016 / 2017	2017 / 2018	2018 / 2019		2016 / 2017	2017 / 2018	2018 / 2019		2016 / 2017	2017 / 2018	2018 / 2019
April	4.0	3.9	3.2	**April**	5.8	5.2	5.4	**April**	5.3	4.8	5.0	**April**	4.3	3.9	4.1
May	4.2	4.4	2.8	**May**	5.6	5.7	6.0	**May**	5.2	5.4	5.5	**May**	4.4	4.2	4.2
June	3.4	4.2	3.8	**June**	5.5	5.1	5.8	**June**	4.9	4.9	5.5	**June**	4.1	3.9	4.3
July	2.5	3.4		**July**	4.4	4.2		**July**	3.9	4.0		**July**	3.3	3.0	
August	2.9	3.6		**August**	5.0	4.5		**August**	4.4	4.3		**August**	3.6	3.2	
September	4.4	3.4		**September**	5.6	5.0		**September**	5.3	4.8		**September**	4.1	4.0	
October	4.8	3.8		**October**	5.8	5.6		**October**	5.5	5.3		**October**	4.4	4.1	
November	5.5	4.5		**November**	6.7	6.2		**November**	6.4	5.9		**November**	4.9	4.8	
December	5.3	3.6		**December**	6.2	6.4		**December**	6.0	5.9		**December**	4.9	5.1	
January	4.4	3.0		**January**	5.7	6.3		**January**	5.4	5.7		**January**	4.5	5.0	
February	4.5	3.0		**February**	6.4	6.8		**February**	5.9	6.1		**February**	5.0	5.0	
March	4.2	3.4		**March**	5.9	6.1		**March**	5.4	5.6		**March**	4.7	4.7	
Annual Average	**4.2**	**3.7**	**3.5**	**Annual Average**	**5.7**	**5.6**	**5.7**	**Annual Average**	**5.3**	**5.2**	**5.3**	**Annual Average**	**4.4**	**4.2**	**4.3**
Average June	**3.9**	**4.2**	**3.3**	**Average June**	**5.6**	**5.3**	**5.7**	**Average June**	**5.1**	**5.0**	**5.3**	**Average June**	**4.3**	**4.0**	**4.2**

No of Employees at 30 June 2018	**548**	**No of Employees at 30 June 2018**	**2783**	**No of Employees at 30 June 2018**	**3331**	**No of Employees at 30 June 2018**	**14955**

For the financial year 2018/19, the projected average days lost per employee equates to 13.5 days.

COMMUNITY AND ENTERPRISE RESOURCES

	Apr-Jun 2017	Apr-Jun 2018
MEDICAL EXAMINATIONS Number of Employees Attending	129	121
EMPLOYEE COUNSELLING SERVICE Total Number of Referrals	26	38
PHYSIOTHERAPY SERVICE Total Number of Referrals	137	152
REFERRALS TO EMPLOYEE SUPPORT OFFICER	47	82
REFERRALS TO COGNITIVE BEHAVIOUR THERAPY	14	12
TOTAL	353	405

CAUSE OF ACCIDENTS/INCIDENTS	Apr-Jun 2017	Apr-Jun 2018
Specified Injuries*	1	2
Over 7 day absences	3	5
Over 3 day absences**	1	3
Minor	21	10
Near Miss	1	4
Violent Incident: Physical****	4	2
Violent Incident: Verbal*****	2	5
Total Accidents/Incidents	33	31

*A Specified Injury is any fracture (other than to the fingers, thumbs or toes), amputation, loss of sight, serious burns, crushing injury, scalping, loss of consciousness caused by asphyxiation/ head injury, a chemical or hot metal burn to the eye or penetrating injury as defined by the HSE.

**Over 3 day / over 7day absence is an injury sustained outwith specified injury category that results in a period of absence of absence as defined by the HSE.

***Near Miss - Any unexpected, unplanned occurrence (except Dangerous Occurrences) that does not lead to injury of persons, damage to property, plant or equipment but may have done so in different circumstance.

****Physical violent incidents are included in the "Specified" figures, where applicable, to provide the "Total Specified" figures.

****Physical violent incidents and ***** Verbal Violent Incidents are included in the "Over 3-day or Over 7-day" figures, where applicable, to provide the "Total Over 3-day or Over 7-day" figures.

****Physical Violent Incidents and ***** Verbal Violent Incidents are included in the "Minor" figures, where applicable, to provide the "Total Minor" figures.

RECORD OF DISCIPLINARY HEARINGS	Apr-Jun 2017	Apr-Jun 2018
Total Number of Hearings	33	24
Total Number of Appeals	2	3

Time Taken to Convene Hearing Apr-Jun 2018

0-3 Weeks	4-6 Weeks	Over 6 Weeks
11	8	5

RECORD OF GRIEVANCE HEARINGS	Apr-Jun 2017	Apr-Jun 2018
Number of Grievances	0	0

RECORD OF DIGNITY AT WORK	Apr-Jun 2017	Apr-Jun 2018
Number of Incidents	0	0

ANALYSIS OF REASONS FOR LEAVING	Apr-Jun 2017	Apr-Jun 2018
Career Advancement	1	0
Poor Relationship with Manager/Colleagues	1	0
Personal Reasons	0	2
Other	1	5
Number of Exit Interviews conducted	**3**	**7**

Total Number of Leavers Eligible for Exit Interview	**45**	**26**

Percentage of interviews conducted	**7%**	**27%**

JOINT STAFFING WATCH RETURN
COMMUNITY AND ENTERPRISE RESOURCES

1. As at 9 June 2018

Total Number of Employees				
MALE		FEMALE		TOTAL
F/T	P/T	F/T	P/T	
1366	207	209	1337	3119

*Full - Time Equivalent No of Employees
Salary Bands

Director	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Fixed SCP	Teacher	TOTAL
1	1556.9	408.34	246.57	47.44	16.8	4	8	0	2289.05

1. As at 10 March 2018

Total Number of Employees				
MALE		FEMALE		TOTAL
F/T	P/T	F/T	P/T	
1335	211	214	1333	3093

*Full - Time Equivalent No of Employees
Salary Bands

Director	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Fixed SCP	Teacher	TOTAL
1	1518.89	417.67	245.89	49.44	18.8	4	8	0	2263.69

Agenda Item

6

Report

Report to:	**Community and Enterprise Resources Committee**
Date of Meeting:	**21 August 2018**
Report by:	**Executive Director (Community and Enterprise Resources)**

Subject:	**Community and Enterprise Resource Plan - Quarter 4 Progress Report 2017/2018 and Resource Plan 2018/2019**

1. Purpose of Report

1.1. The purpose of the report is to:-

- provide the Community and Enterprise Resource Plan Quarter 4 Progress Report 2017/2018 for the period 1 April 2017 to 31 March 2018; and
- present the Community and Enterprise Resource Plan 2018/2019 for consideration and endorsement.

2. Recommendation(s)

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

(1) that the Quarter 4 Progress Report 2017/2018, attached as Appendix 1, be noted;

(2) that the achievements made by the Resource during 2017/2018, as detailed in paragraph 4.3. of this report, be noted;

(3) that the Resource Plan 2018/2019, attached as Appendix 2, be endorsed and referred to the Executive Committee for approval;

(4) that the Resource Plan 2018/2019 be uploaded onto the Council's website once approved by the Executive Committee; and

(5) that a Quarter 2 Progress Report on the Resource Plan 2018/2019 be provided to a future meeting of the Committee.

3. Background

3.1. A new Council Plan Connect covering the period 2017 to 2022 was endorsed by the Executive Committee on 8 November 2017 and approved by the full Council on 6 December 2017. The Plan sets out the Council's vision, values, ambitions and objectives for the five year period. The Council Plan is the starting point for the Resource Planning process and the 2018/2019 Resource Plan has been prepared to show, in detail, how Community and Enterprise Resources will contribute to the Council's objectives in the coming year.

3.2. The Resource Plan follows the agreed corporate structure and style. The Plan is a key element of the Council's performance management arrangements. It provides details of the context within which the Resource operates and establishes actions

and measures for the year ahead based on the objectives set out in the Council Plan.

3.3. Performance management is a keystone of Best Value, and ensures that the Council can demonstrate sound governance arrangements. The Resource Plan is one part of the Council's framework for planning and budgeting, and demonstrates how this leads to effective front line service delivery.

3.4. As part of this framework, the Resource Plan reflects the aspirations of the Council Plan, the Community Plan and the Neighbourhood Plans, as well as being complemented by the details of individual Service, Business and other Plans. Ultimately, these details are included in the key work objectives of individual officers. This demonstrates the 'Golden Thread' of performance management which ensures a clear understanding of the Council's vision, values, ambitions and objectives at all levels.

3.5. The current format for performance reporting has been established for several years and is used for Executive Directors' reports to the Chief Executive, Resource Committees and Resource Management Teams. The focus has been on reporting progress on council objectives, statutory performance indicators, other key performance measures and high level Resource priorities.

3.6. In preparing the Plan, account has also been taken of the need to ensure a robust response to Risk Management and Control. Risks associated with delivery of the actions in this Resource Plan have been identified and evaluated and are listed in the Resource Risk Register. Where necessary, controls or further actions to mitigate these risks have been agreed. Such actions are tracked through the Resource Risk Control Plan which is kept under review by the Risk Sponsor for the Resource.

4. Current Position

Quarter 4 Progress Report 2017/2018

4.1. Progress against all 2017/2018 Resource Plan measures is contained in the Quarter 4 Progress Report 2017/2018, attached as Appendix 1. This report has been produced from the Council's performance management reporting system IMPROVe, and uses a traffic light format with the following definitions to give a status report on each measure:-

Status	Definition
Green	The timescale or target has been met as per expectations
Amber	There has been minor slippage against timescale or minor shortfall against target
Red	There has been major slippage against timescale or major shortfall against target
Report later	The information is not yet available to allow us to say whether the target has been reached or not. These will be reported when available
Contextual	These are included for 'information only', to set performance information in context

4.2. Measures with a 'red' status are considered in detail at paragraph 4.4. To ensure adequate scrutiny of performance across all Resources, the council's Performance

and Review Scrutiny Forum may consider 'red' and 'amber' measures at a future meeting.

The overall summary of progress to date is as follows:

Status	**Measures**	
	Number	**%**
Green	109	70.8%
Amber	18	11.7%
Red	1	0.6%
Report later/Contextual	26	16.9%
Totals	**154**	**100%**

4.3. Key achievements for 2017/2018 are noted below:

4.3.1.

Connect Objective: Improve road network, influence improvements in public transport and encourage active travel	
Resource Objective	**Achievement**
Implement the Roads Investment Programme	Continued to implement the Roads Investment Programme, with 178 carriageway schemes and 12 footway schemes undertaken in 2017/2018, resulting in 4.65% of the road network being resurfaced.
	Continued our programme of street lighting improvements, with 291 lighting columns and 6,588 LEDs installed. Over the three year programme to September 2018, 59,000 LEDs will have been installed.
Provide road and transportation infrastructure improvements to support new developments and to encourage greater use of public transport	Completed the £1 million extension to Newton Rail Station Park and Ride (including the construction of 155 car park spaces).
Connect Objective: Work with communities and partners to promote high quality, thriving and sustainable communities	
Resource Objective	**Achievement**
Provide Planning and Building Standards services which guide and control physical development and land use in the area	98.6% of planning applications were granted approval in 2017/2018, indicating that planning officers are ensuring proposed developments comply with Council policy.

Connect Objective: Work with communities and partners to promote high quality, thriving and sustainable communities	
Resource Objective	**Achievement**
Safeguard health through an effective environmental services regulation and enforcement service	Our Environmental Health team helped ensure 85.8% of local food businesses were broadly compliant with food safety standards in 2017/2018 (against the annual target of 85%)
Improve the quality of streets, parks and other public areas	In 2017/2018, we achieved high independently assessed scores for our grounds maintenance service (73, against the annual target score of 70) and for our street cleanliness service (96% of our streets were judged to be of an 'acceptable' standard, compared to our annual target of 90%).
Connect Objective: Support the local economy by providing the right conditions for inclusive growth	
Resource Objective	**Achievement**
Support unemployed people into jobs, training or further education and prioritise efforts to support young people into the job market	In 2017/2018, 2,383 people were supported through employability programmes. Of this number, 1,266 people went on to access employment or training/education; and in terms of employment specifically, 794 people were assisted into work.
Support local businesses through the development and delivery of business support programmes	In 2017/2018, as a direct result of local authority intervention to 1,637 businesses via grants, loans or advice, 1,361 jobs were created or sustained and £23.03 million in sales was generated.
Connect Objective: Support our communities by tackling disadvantage and deprivation, and supporting aspiration	
Resource Objective	**Achievement**
Lead partnership approaches to tackling the causes and effects of poverty and inequality	We contributed to preparation of the Local Outcome Improvement Plan and associated community consultation for the three pilot neighbourhood planning areas.

Connect Objective: Encourage participation in physical and cultural activities	
Resource Objective	**Achievement**
Maintain attendances at SLLC facilities by actively promoting the facilities to the local community and visitors to the area	3.419 million attendances were recorded at facilities managed by the Cultural Services and the Libraries and Museums Service (exceeding the target of 3.400 million).
	We recorded 881,965 reduced rate attendances by under 16s at South Lanarkshire Leisure and Cultural facilities (exceeding the annual target of 870,000) and 465,870 attendances by residents over 60 using South Lanarkshire leisure facilities (exceeding the annual target of 430,000).
Provide quality leisure facilities and develop integrated community facilities within new primary schools	Newton Farm Primary School and community wing / synthetic pitch construction was completed in summer 2017.

4.3.2. Resources have established their own Resource objectives to support the delivery of Connect objectives. In addition to working towards these objectives, we recognise that the council will continually aim to improve and ensure effective and efficient use of resources, and that business will be conducted with integrity and transparency and will operate to the highest standards. In order to monitor and report progress against these values, Resource objectives have also been identified, under the heading Delivering the Plan and achieving Best Value.

Council objective: Delivering the Plan and achieving Best Value	
Resource Objective	**Achievement**
Provide sound financial stewardship for the council	Our Funding and Development Team has assisted internal and external partners to apply for £4.192 million in external funding. Projects supported have included Blairbeth Urban Park, Kirkfieldbank play park, Lanarkshire Rape Crisis Centre, and South Lanarkshire's mobile Men's Shed project.

4.3.3. Full details of progress against all Connect objectives, actions and measures for 2017/2018 are included in the report from the performance management system, attached as Appendix 1. Further additional performance information is also summarised in the Resource Plan 2018/2019, attached as Appendix 2: in sections 2.1., section 4 and Annex 2.

4.4. **Areas for improvement**

Measures that have 'red' status (major slippage against timescale or shortfall against target) are noted below, together with the reason why, and the management action now being taken, where applicable.

Connect Objective: Work with communities and partners to promote high quality, thriving and sustainable communities		
Resource Objective: Provide Planning and Building Standards services which guide and control physical development and land use in the area		
Measure	**Comments/Progress**	**Action by Manager (where applicable)**
Major planning applications determined within an average timescale of 45 weeks	In 2017/2018, major planning applications were determined within an average timescale of 151.1 weeks against a target of 45 weeks. This figure was significantly impacted by three longstanding applications which were determined in quarter four and which involved lengthy histories and timescales relating to the conclusion of legal agreements.	Management team will continue to monitor progress on applications for major developments and any associated legal agreements. Head of Planning and Economic Development

4.5. **Report Later**

Measures and actions with a 'report later' status relate to annual/ongoing indicators for which the timing of the publication of the information is just beyond the financial year being reported. Where appropriate, progress will be updated in the next available performance report.

5. Resource Plan 2018/2019

5.1. The Resource Plan 2018/2019 is attached as Appendix 2 and is structured around the following headings:-

1. Introduction
2. Context
3. The Council Plan - Connect
4. Performance and results
5. Resourcing the Plan
6. Action Plan

The Resource Plan is also supported by two annexes:

- Community and Enterprise Resources Organisational Structure
- Additional performance information

5.2. **Resource Objectives for 2018/2019**

The Resource has established a number of objectives to support the delivery of the Connect objectives in 2018/2019. These are detailed in Appendix 3.

5.3. To support these objectives, the Resource has developed 58 actions which will be monitored through 148 specific measures. Of these measures, 68 (46%) will be included in the Council Plan Connect Quarter 2 and Quarter 4 Progress Reports 2018/2019, with the rest being monitored and reported at Resource level.

5.4. Monitoring and reporting:
As part of the performance management arrangements, the Committee will also receive a mid-year update of progress on the measures identified in the Resource Plan – Quarter 2 Progress Report 2018/2019.

6. Employee Implications

6.1. The objectives noted within the Resource Plan will inform the Service Action Plans, where applicable, and in turn the Performance Appraisal process for individual employees in 2018/2019.

7. Financial Implications

7.1. The objectives within the Resource Plan are reflected in the respective annual Resource Revenue and Capital budgets and, longer term, within the framework of the council's approved Financial Strategy.

8. Other Implications

8.1. The Community Plan 2017 to 2027 was agreed at the Community Planning Partnership Board on 11 October 2017. A significant element of the delivery of the outcomes in the Community Plan will come through the achievement of the actions contained within Connect.

8.2 Resource Plan actions are assessed as part of the Resource's risk management arrangements and relevant issues have been added to the Resource Risk Register.

8.3. The Resource Plan takes into account Resource responsibilities in relation to sustainable development.

9. Equality Impact Assessment and Consultation Arrangements

9.1. Many of the actions detailed within the Resource Plan reflect ongoing strategies and policies which will be or have been the subject of equality impact assessment and consultation.

Michael McGlynn
Executive Director (Community and Enterprise Resources)

5 July 2018

Link(s) to Council Values/Ambitions/Objectives

- The Resource Plan has been structured upon the vision, values, ambitions and objectives of the Council Plan Connect 2017 to 2022.

Previous References

- Community and Enterprise Resources Committee (3 October 2017): CER Resource Plan Quarter 4 Progress Report 2016/2017
- Community and Enterprise Resources Committee (12 December 2017): CER Resource Plan 2017/2018

List of Background Papers

- The Council Plan Connect 2017 to 2022
- Community and Enterprise Resource Plan 2017/2018

Contact for Further Information
If you would like to inspect the background papers or want further information, please contact:-

Michelle Wilkie (Development Officer)
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E-mail: michelle.wilkie@southlanarkshire.gov.uk

6

Community and Enterprise Resources

Resource Plan

Performance Report 2017-18
Quarter 4 : April 2017 - March 2018

(This represents the cumulative position to March 2018)

How to use this performance report

This performance report is intended to be both informative and easy to use. The guide below is designed to help you get the most out of the report and to answer the most common questions you might have.

Council Plan objective

Resource Plan objective

Resource Plan action & associated measures.

Progress update against measure.

Measure Status – are we on course to achieve? The "traffic light" codes are:

Green	Achieved, or due to achieve with no issues
Amber	There may be problems or minor slippage
Red	Not on course, major slippage anticipated

Measures which are to be reported later or which are "for information only" are not colour coded

Develop a sustainable Council and communities

Provide services and infrastructure which help local communities to become more sustainable

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	Status	This Year Target	This Year To Date	Last 3 Years 2009/10	Last 3 Years 2010/11	Last 3 Years 2011/12
	Council target achieved for waste tonnage per household (target is lower than 1.3 tonnes)	This figure is for quarter one (quarter two figure is not yet available, so will be reported in quarter three).	Green	1.3	0.3	1.3	1.2	1.2
	Council target achieved for municipal waste collected during 2012/13 that was recycled or composted (40% or above)	This figure is for quarter one (quarter two figure not yet available, so will be reported in quarter three).	Green	40.0%	44.1%	40.1%	38.2%	40.5%
Introduce new waste management services to reduce waste and increase recycling	Project for treatment facilities progressed by March 2013	A report is to be presented to the Executive Committee in December 2012 identifying options for a long term solution.	Amber	---	---	---	---	---
Manage flooding priorities and deliver prioritised flood protection schemes	Prioritised flood protection projects delivered by March 2013 in line with available capital / revenue funding	Larch Grove, Hamilton - brief issued to consultant for ground investigation to inform design of works. Site investigation - boreholes complete, further investigation of existing culvert underway to locate buried manhole. Detailed design to be prepared when site investigations complete. Bellfield Road, Coalburn - culvert lining works completed 30 August 2012	Green	---	---	---	---	---
	Preparation of prioritised 5 year programme of flood protection / management projects by March 2013	Currently analysing previous flood events, completed improvement works and known problem areas to allow a 5 year programme to be prepared.	Green	---	---	---	---	---
	Options for aligning the management of flooding priorities reviewed across Community and Enterprise Resources by December 2012	Meeting held between Community and Enterprise Resources staff to discuss integrating response to flooding procedures and other opportunities. Follow up meeting to be scheduled for November.	Green	---	---	---	---	---

Statistics for the current year. The **Target** shows what we want to achieve by the end of the year. The **To Date** column shows how much we have achieved so far.

Statistics for last 3 years, showing how we are doing over time.

Summary - number of measures green, amber and red under each Council Plan objective/theme

Council Objective / Theme	Green	Amber	Red	To be reported later / Contextual	Total
Improve services for older people					
Protect vulnerable children, young people and adults					
Deliver better health and social care outcomes for all		3			3
Improve the availability, quality, and access of housing	1				1
Improve the road network, influence improvements in public transport and encourage active travel	14	2		5	21
Work with communities and partners to promote high quality, thriving and sustainable communities	47	6	1	11	65
Support the local economy by providing the right conditions for inclusive growth	21	1		2	24
Support our communities by tackling disadvantage and deprivation and supporting aspiration	3				3
Improve achievement, raise educational attainment and support lifelong learning					
Ensure schools and other places of learning are inspirational					
Encourage participation in physical and cultural activities	7	5		6	18
Delivering the plan and achieving best value	16	1		2	19
Total	109	18	1	26	154

Deliver better health and social care outcomes for all

Provide opportunities for all school children to access nutritious school meals

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year: Status	This Year: Target	This Year: To Date	Last 3 Years: 2014/15	Last 3 Years: 2015/16	Last 3 Years: 2016/17
Continue to provide nutritious school meals to South Lanarkshire Council pupils	Level of paid primary school meals in 2017-18 sustained at 2016-17 level	The target level of paid meals has not been met for the year. However this has been compensated for by the increase in the number of free meals being consumed. Loss of days due to adverse weather has also impacted during this period.	Amber	68.79%	58.56%	50.80%	68.59%	68.79%
	Level of paid secondary school meals in 2017-18 sustained at 2016-17 level	As with previous quarters, in quarter four, the paid secondary school target was not met. The loss of days due to adverse weather has also had an impact. Initiatives to increase school meal uptake have been implemented, with positive outcomes expected by quarter one, 2018-19.	Amber	52.25%	46.57%	54.81%	56.54%	52.25%
	Sustain uptake of 75% in P1 - P3 school lunches	Target not met due to lower than anticipated school lunch uptake in quarter four - this resulted in part from the adverse weather which impacted on the number of trading days.	Amber	75.0%	74.0%	0.0%	0.0%	76.0%

Improve the availability, quality, and access of housing

Ensure an adequate supply of housing, industry and business land and green space is maintained

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year: Status	This Year: Target	This Year: To Date	Last 3 Years: 2014/15	Last 3 Years: 2015/16	Last 3 Years: 2016/17
Monitor Local Development Plan policies for supply of housing, industry and business land and green space	Local Development Plan policies monitored during 2017-18 to ensure: at least a five year supply of housing land is maintained; an adequate supply of land is available for work and business activity; and an adequate supply of land is available for green space in the main urban communities of South Lanarkshire	Monitoring of the Local Development Plan policies has been completed for the period 2012-2017 in advance of the production of the proposed Local Development Plan 2. Monitoring shows that an adequate supply of land for housing and work and business activity is available, and an appropriate provision of green space is available in the main urban communities.	Green	---	---	---	---	---

Improve the road network, influence improvements in public transport and encourage active travel

Implement the Roads Investment Programme

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year: Status	This Year: Target	This Year: To Date	Last 3 Years: 2014/15	Last 3 Years: 2015/16	Last 3 Years: 2016/17
Continue to undertake road and footway improvements	4.3% of the road network resurfaced by March 2018	During quarter four (January - March 2018), good progress has continued given the challenging winter weather conditions experienced throughout the area. A further 0.59% of our network was resurfaced. This has taken our year to date figure to 4.65%, allowing us to exceed our annual target.	Green	4.30%	4.65%	7.01%	6.16%	4.84%
	165 carriageway schemes completed during 2017-18	During quarter four (January - March 2018), good progress has continued given the challenging winter weather conditions experienced throughout the area. A further 14 carriageway schemes have been completed, allowing us to exceed our annual target.	Green	165	178	214	243	215
	10 footway schemes completed during 2017-18	During quarter four (January - March 2018), good progress has continued given the challenging winter weather conditions experienced throughout the area. A further 4 footway schemes have been completed, allowing us to exceed our annual target.	Green	10	12	54	46	56

Improve the road network, influence improvements in public transport and encourage active travel

Implement the Roads Investment Programme

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year - Status	This Year - Target	This Year - To Date	Last 3 Years - 2014/15	Last 3 Years - 2015/16	Last 3 Years - 2016/17
	Percentage of A class roads that should be considered for maintenance treatment	This is a Local Government Benchmarking Framework Indicator (LGBF). 2017-18 figure will be available in January 2019. The Improvement Service have, however, published the 2016-17 LGBF figures (see 2016-17 column to right). While the overall condition of A class routes has marginally regressed in 2016-17 compared to the previous year, their condition is still 6.6% better than the Scottish average (29.54%). The marginal regression is primarily due to more investment being directed towards unclassified roads, which are often now in the poorest condition, with much of the A class network having been treated in the earlier years of the Investment Plan.	Report Later	------	------	21.0%	22.2%	23.0%

Improve the road network, influence improvements in public transport and encourage active travel

Implement the Roads Investment Programme

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year - Status	This Year - Target	This Year - To Date	Last 3 Years - 2014/15	Last 3 Years - 2015/16	Last 3 Years - 2016/17
	Percentage of B class roads that should be considered for maintenance treatment	This is a Local Government Benchmarking Framework Indicator (LGBF). 2017-18 figure will be available in January 2019. The Improvement Service have, however, published the 2016-17 figures (see 2016-17 column to right). There has been marginal regression in the road condition of B class roads in 2016-17 compared to the previous year, but the condition remains a substantial 10.6% better than the Scottish average (34.76%). The modest regression noted is due to many B class roads having been improved in recent years, and investment increasingly shifting towards more minor roads, which are in the worst condition and hence have priority for treatment.	Report Later	------	------	22.7%	23.7%	24.1%

Improve the road network, influence improvements in public transport and encourage active travel

Implement the Roads Investment Programme

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year - Status	This Year - Target	This Year - To Date	Last 3 Years - 2014/15	Last 3 Years - 2015/16	Last 3 Years - 2016/17
	Percentage of C class roads that should be considered for maintenance treatment	This is a Local Government Benchmarking Framework Indicator (LGBF). 2017-18 figure will be available in January 2019. The Improvement Service have, however, published the 2016-17 figures (see 2016-17 column to right). Although the council's investment has shifted towards more minor roads in recent years, this has yet to be reflected in the Road Condition Index for C class routes.	Report Later	------	------	38.9%	36.8%	37.9%
	Percentage of U class roads that should be considered for maintenance treatment	This is a Local Government Benchmarking Framework Indicator (LGBF). 2017-18 figure will be available in January 2019. The Improvement Service have, however, published the 2016-17 figures (see 2016-17 column to right). With unclassified roads making up a sizeable proportion of our road network in South Lanarkshire, it is reassuring to note a 1.3% improvement in their condition in 2016-17 compared to the previous year, as well as being 4% better than the Scottish average (39.50%). This improvement reflects investment increasingly being directed towards more minor roads.	Report Later	------	------	37.0%	36.8%	35.5%

Improve the road network, influence improvements in public transport and encourage active travel

Implement the Roads Investment Programme

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year - Status	This Year - Target	This Year - To Date	Last 3 Years - 2014/15	Last 3 Years - 2015/16	Last 3 Years - 2016/17
	Maintain or reduce the percentage of our road network that requires maintenance treatment (e.g. red category)	This is the Road Condition Index due to be published by SCOTS (Society of Chief Officers of Transportation in Scotland) for survey period 2016 to 2018. This figure shows a reduction in the percentage of the road network within South Lanarkshire that requires to be considered for treatment compared to the previous year's figure.	Green	33.1%	31.8%	33.8%	33.5%	33.1%
	Cost of maintenance (expenditure) per kilometre of roads	This is a Local Government Benchmarking Framework Indicator (LGBF). 2017-18 figure will be available in January 2019. The Improvement Service have, however, published the 2016-17 LGBF figures (see 2016-17 column to right). The spend per kilometre of road has increased markedly compared to the previous year and is higher than the Scottish average. The sharp increase in 2016-17 resulted from the City Deal investment, specifically, the cost of the Cathkin Relief Road, which accounted for 30.5% of the cost included in the return. Excluding the City Deal expenditure from this indicator would reduce the cost of maintenance per kilometre of road to £12,473, a reduction on our costs compared to the previous two years.	Report Later	------	------	£13,168	£13,771	£17,943

Improve the road network, influence improvements in public transport and encourage active travel

Implement the Roads Investment Programme

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year: Status	This Year: Target	This Year: To Date	Last 3 Years: 2014/15	Last 3 Years: 2015/16	Last 3 Years: 2016/17
Continue to undertake safety checks on bridges and implement a prioritised maintenance programme	Bridge improvement and maintainance projects implemented in line with agreed capital programme by March 2018	Capital works are procured through Framework Contract for Structural Maintenance. Strengthening and vehicle containment upgrade of Forth Bog Bridge complete. Repair and upgrade of B7018 Woodyett Culvert complete. Parapet replacement at A70 Powdowrin Bridge substantially complete.	Green	---	---	---	---	---
Deliver prioritised traffic signal and pedestrian crossing maintenance improvements and new installations	Traffic signal and pedestrian crossing maintenance improvements projects / schemes delivered in line with the agreed 2017-18 capital and revenue programme	Traffic signal upgrade works at Muir Street / Lower Auchengramont Road in Hamilton, Bothwell Road / Golf Course signal in Bothwell, Hamilton Road at Westburn Road and Glasgow Road at Dukes Road in Cambuslang are complete. The pedestrian crossing upgrade works on Hillhouse Road at Clarkwell Road have been completed.	Green	---	---	---	---	---
Continue programme of street lighting improvements	220 lighting columns improved / renewed by the end of March 2018	During 2017-18, we installed 291 columns as part of the lighting column replacement programme, exceeding the target for the year.	Green	220	291	470	2,588	4,175
	Roll out of LED lighting technology completed in line with agreed investment programme	Year to date, 6,588 LEDs have been installed. The total number of LEDs to be installed within the three year programme, which will be completed by September 2018, is approximately 59,000.	Green	---	---	---	---	---
Deliver a winter maintenance service	Winter policy procedures and documents, including gritting routes, implemented and reviewed as necessary	Winter policy was updated and issued prior to the commencement of the winter low season on 6th October 2017.	Green	---	---	---	---	---

Improve the road network, influence improvements in public transport and encourage active travel

Provide road and transportation infrastructure improvements to support new developments and to encourage greater use of public transport

			---------- This Year ----------			-------- Last 3 Years --------		
Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	Status	Target	To Date	2014/15	2015/16	2016/17
Deliver road and transportation infrastructure improvements to support new development, including those undertaken as part of the City Deal	Prioritised infrastructure designed and / or constructed by March 2018 in line with available external and internal capital funding	In order to reduce congestion, three projects have been completed. -Traffic signals were installed in December 2017 at the A73 / A72 Steels Cross junction in Lanark. -A traffic signal control system called SCOOT, which involves the upgrade / replacement of traffic signal equipment, has been implemented for the Glasgow Road corridor in Rutherglen at the junctions of Dukes Road, Bogleshole Road and Main Street. -A SCOOT design is complete for the Uddingston Main Street corridor. This will allow an installation programme to be considered should funding become available in a future year.	Green	---	---	---	---	---

Improve the road network, influence improvements in public transport and encourage active travel

Provide road and transportation infrastructure improvements to support new developments and to encourage greater use of public transport

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year - Status	This Year - Target	This Year - To Date	Last 3 Years - 2014/15	Last 3 Years - 2015/16	Last 3 Years - 2016/17
	Subject to the completion of the relevant assurance processes, progress and deliver two major transport infrastructure projects (i.e. Greenhills Road and Stewartfield Way) in line with agreed programme / profiling	Cathkin Relief Road - Presently managing the situation following Land Engineering going into administration. Immediate outstanding defect works have been completed and discussions ongoing in relation to longer term maintenance. Positive discussions held with Administrator and way forward been agreed. Greenhills Road/Strathaven Road – The procurement process is complete, with the exception of the notifications and award. Six bidders returned Instruction to Tenderers submissions. Land negotiations are complete for the voluntary purchased land. Planning application has been granted and Scottish Ministers have confirmed the Compulsory Purchase Order (CPO). CPO land is expected to be confirmed in our ownership by the end of May 2018. Works are expected to start on site July 2018, subject to a successful approval of the full business case. Stewartfield Way - The East Kilbride traffic modelling exercise has been largely completed and a report is being finalised to confirm the way forward. A revised programme has been developed which will see the main infrastructure works commence in summer 2023 (previously summer 2022) continuing through to the end of spring 2025 (previously 2024).	Green	---	---	---	---	---

Improve the road network, influence improvements in public transport and encourage active travel

Provide road and transportation infrastructure improvements to support new developments and to encourage greater use of public transport

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year Status	This Year Target	This Year To Date	Last 3 Years 2014/15	Last 3 Years 2015/16	Last 3 Years 2016/17
Encourage greater use of public transport by working with partners to improve public transport infrastructure	Prioritised improvements to bus and rail infrastructure (e.g. park and ride) delivered by March 2018 in line with available external funding	Land acquisition discussions were concluded and land purchased at Carstairs Junction Park and Ride to allow a future expansion. Phase 1 of a study to establish the extent of existing on-street parking etc surrounding Cambuslang Station has been concluded. The construction of 155 space extension is complete at Newton Station and is open for rail customers to use. In order to enhance the pedestrian links to Hamilton Interchange, bollards have been replaced between Quarry Street at the interchange as well as on Orchard Street. Initial works to replace approximately 15 advertising bus shelters have been completed. The remaining works will be completed in a future financial year.	Green	---	---	---	---	---
	Development of Park and Ride Strategy	The consultative draft of the Park and Ride Strategy was approved by the Community and Enterprise Committee on 8th March 2018. A consultation exercise will be undertaken in the coming months.	Green	---	---	---	---	---

Improve the road network, influence improvements in public transport and encourage active travel

Encourage active travel and recreational access to the outdoors

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year Status	This Year Target	This Year To Date	Last 3 Years 2014/15	Last 3 Years 2015/16	Last 3 Years 2016/17
Encourage active travel and recreational access to the outdoors by extending network of cycle routes, upgrading, maintaining and promoting path networks and extending Clyde Gateway	Walking and cycling projects / schemes delivered in line with agreed 2017-18 capital programme	Completed cycle route works to upgrade NCN74 at Tieglum Road in Lesmahagow. Continuing cycle route works in the Calderwood Road area of East Kilbride. Cycle monitoring equipment as well as cycle shelters at various locations were installed over the year. A consultant was appointed to identify a possible cycle network for Hamilton and this will inform the design of a future network for the town. A final report has been submitted and this will be used to assist with future funding bids to external bodies.	Green	---	---	---	---	---
	Outdoor Access Strategy developed and approved by Committee by December 2017, with implementation thereafter	There has been slippage with the Outdoor Access Strategy, due to other priorities for the Outdoor Access Officers. Preliminary work and Strategic Environmental Assessment Screening completed. Completion of the Strategy rescheduled for December 2018.	Amber	---	---	---	---	---
	Continued investigation into partnerships and external funding opportunities for extension of Clyde Walkway to link with neighbouring long distance routes - proposal paper for Community Services Committee submitted by March 2018	Proposal paper completed and awaiting confirmation of Committee date.	Amber	---	---	---	---	---

Work with communities and partners to promote high quality, thriving and sustainable communities

Provide Planning and Building Standards services which guide and control physical development and land use in the area

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year - Status	This Year - Target	This Year - To Date	Last 3 Years - 2014/15	Last 3 Years - 2015/16	Last 3 Years - 2016/17
Ensure council has development plans which promote sustainable economic growth and regeneration and guide decisions on location of new developments and regeneration initiatives	Strategic Development Plan prepared for adoption by Clydeplan Group by December 2017	The Strategic Development Plan (Clydeplan) was approved by Scottish Ministers on 24th July 2017 and published on 15th September 2017. The Plan sets out a vision for the long term development of the Glasgow and Clyde Valley area. It focuses on the key land use and development issues that cross the planning authority boundaries within the Glasgow City Region.	Green	---	---	---	---	---
	Main Issues Report published by April 2017	The Main Issues Report (MIR) was published in April 2017. Development of the MIR is the first stage in the publication of the Local Development Plan (see below). Its purpose is to consider any changes that the Council is proposing to make to the current local development plan and to address any issues that were highlighted during the consultation and engagement stage.	Green	---	---	---	---	---

Work with communities and partners to promote high quality, thriving and sustainable communities

Provide Planning and Building Standards services which guide and control physical development and land use in the area

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	---------- This Year ---------- Status	Target	To Date	-------- Last 3 Years -------- 2014/15	2015/16	2016/17
	Proposed Local Development Plan published by January 2018	Comments on the Main Issues Report and the Supplementary Call for Sites consultation have been considered. The Proposed Local Development Plan 2 Volume 1 and Volume 2 are being prepared. The Plan will be presented to councillors at a seminar in mid May 2018 and then to the Planning Committee on 28th May 2018. Consultation will take place between June - September 2018. The timescale for publication was moved back to allow time to assess the due volume of representation received to the Supplementary Consultation exercise and also as a result of the challenge to the Strategic Development Plan (SDP). The legal challenge to the SDP has now been dismissed.	Amber	---	---	---	---	---
Provide effective and efficient Planning and Building Standards service	Major planning applications determined within an average timescale of 45 weeks	Three major applications were determined between January - March 2018, with an average timescale of 253.7 weeks. All three were longstanding applications with lengthy histories and timescales relating to the conclusion of legal agreements. Overall for the year, the average figure for major applications has significantly increased due to the determination of these applications.	Red	45.0	151.1	0.0	0.0	0.0

Work with communities and partners to promote high quality, thriving and sustainable communities

Provide Planning and Building Standards services which guide and control physical development and land use in the area

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year - Status	This Year - Target	This Year - To Date	Last 3 Years - 2014/15	Last 3 Years - 2015/16	Last 3 Years - 2016/17
	Householder planning applications determined within an average timescale of 5 weeks	From January - March 2018, householder planning applications were determined with an average timescale of 8.6 weeks. This is an increase on the average time taken in previous quarters, which ranged from 6.0 to 6.7 weeks. This increase in time taken is a direct result of the installation in February 2018 of new software to manage the administration of planning and building warrant applications. This required existing systems to be 'down' during most of February, with only business critical applications (these not being householder applications) being manually progressed during that period.	Amber	5.0	6.7	0.0	0.0	0.0
	Local (non-householder) planning applications determined within an average timescale of 11 weeks	The average timescale for determining local (non-householder) applications from January to March 2018 was 15.0 weeks. This is a notable increase in previous quarter figures which ranged from 11.1 to 11.8 weeks. As with householder applications, the increase in time taken is a direct result of the installation in February 2018 of new software to manage the administration of planning and building warrant applications. This required existing systems to be 'down' during most of February. Following completion of the project, there has naturally been a backlog of work to be progressed, resulting in additional delays in application processing.	Amber	11.0	12.1	0.0	0.0	0.0

Work with communities and partners to promote high quality, thriving and sustainable communities

Provide Planning and Building Standards services which guide and control physical development and land use in the area

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year - Status	This Year - Target	This Year - To Date	Last 3 Years - 2014/15	Last 3 Years - 2015/16	Last 3 Years - 2016/17
	Average number of weeks to deliver a commercial planning application decision	The average timescale for determination of a commercial application between January and March 2018 was 21.3 weeks. Again, determination of these applications was significantly affected by the installation of the new software systems in February 2018. Nonetheless, a reasonable average figure for the year of 12.4 weeks was achieved.	Green	20.0	12.4	11.5	10.3	9.9
	95% of all applications granted (approval rates)	Five applications were refused between January to March 2018 out of a total of 232 applications determined (approval rate of 97.8%). For the year, the overall approval rate has been 98.6%, exceeding the 95% target.	Green	95.0%	98.6%	0.0%	0.0%	0.0%
	Cost per planning application	This is a Local Government Benchmarking Framework Indicator (LGBF). 2017-18 figure will be available in January 2019. The Improvement Service have, however, published the 2016-17 figures (see 2016-17 column to right). The cost per planning application in South Lanarkshire has reduced in 2016-17 as service savings take effect and is below the Scottish average (£4,564.87).	Report Later	------	------	£4,120	£4,888	£3,930
	Actions to successfully retain Customer Service Excellence award undertaken in preparation for reassessment of Planning service in September 2017	Customer Service Excellence award was retained by the Planning service in November 2017. Work and actions for reassessment in late 2018 currently being undertaken.	Green	---	---	---	---	---

Work with communities and partners to promote high quality, thriving and sustainable communities

Provide Planning and Building Standards services which guide and control physical development and land use in the area

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year - Status	This Year - Target	This Year - To Date	Last 3 Years - 2014/15	Last 3 Years - 2015/16	Last 3 Years - 2016/17
	Actions to successfully retain Customer Service Excellence award undertaken in preparation for reassessment of Building Standards service in November 2017	Assessment of Building Standards service completed on 5th December 2017 - Customer Service Excellence accreditation retained, with ten areas of compliance plus and no partial areas. Evidence collection ongoing for 2018 assessment.	Green	---	---	---	---	---
	Planning service satisfaction target for applicants and agents (85%)	Year end survey results are normally prepared during April and reported during May. With the service priority currently on the implementation of the IDOX project, it is anticipated that the 2017-18 survey results will not be available until the end of June 2018.	Report Later	85.0%	------	100.0%	93.0%	90.0%
	Satisfaction levels with Building Standards service sustained or improved against baseline (87%)	Year end survey results are normally prepared during April and reported during May. With the service priority currently on the implementation of the IDOX project, it is anticipated that the 2017-18 survey results will not be available until the end of June 2018.	Report Later	87.0%	------	95.0%	85.0%	92.0%

Work with communities and partners to promote high quality, thriving and sustainable communities

Sustain the quality of our town and neighbourhood centres

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year: Status	This Year: Target	This Year: To Date	Last 3 Years: 2014/15	Last 3 Years: 2015/16	Last 3 Years: 2016/17
Deliver and encourage investment in our town and neighbourhood centres to maximise opportunities for growth and regeneration	Promote town centre development opportunities, provide support to Business Improvement Districts (BIDS), and work with the business community and partners to maximise opportunities for growth, investment and regeneration	Support for existing Business Improvement Districts (BIDs) and emerging BIDS and similar business and community led groups has continued. Hamilton Your Town Audit has been completed and reported to Resource committee, subsequent public consultation taking place summer 2018. Additional audits have been identified and will progress through 2018. Private sector investment proposals continue to be supported by Planning and Economic Development and partner services.	Green	---	---	---	---	---

Work with communities and partners to promote high quality, thriving and sustainable communities

Work with developers and public and private sector partners to deliver the Community Growth Areas City Deal project

			---------- This Year ----------			-------- Last 3 Years --------		
Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	Status	Target	To Date	2014/15	2015/16	2016/17
Deliver Community Growth Areas City Deal project	Community Growth Area sites progressed in accordance with criteria and programme specified in South Lanarkshire Local Development Plan and City Deal	The planning permission in principle application for the Hamilton Community Growth Area (CGA) was issued on 11th May 2017. Larkhall CGA Phase 1 now has consent and Persimmon have begun on site. Good progress is being made at Newton and Ferniegair, with limited progress at Carluke. Since 2015, 700 houses have been built across these Community Growth area sites (8% of the projected 9,000 units anticipated by around 2030). These figures represent the position as at March 2017. Up to date position as at March 2018 will be available once the Housing Land Audit is complete. The Planning Service has been instrumental in this process in terms of master planning and project implementation.	Green	---	---	---	---	---

Work with communities and partners to promote high quality, thriving and sustainable communities

Reduce the number of road casualties through road safety improvements and initiatives

			---------- This Year ----------			-------- Last 3 Years --------		
Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	Status	Target	To Date	2014/15	2015/16	2016/17
Assist in the provision of safe routes to and from school through the operation of a school crossing patrol service	School crossing patrol cover provided at 125 sites in 2017-18	School crossing patrol cover provided at 125 sites.	Green	125	125	188	160	148

Work with communities and partners to promote high quality, thriving and sustainable communities

Reduce the number of road casualties through road safety improvements and initiatives

			---------- This Year ----------			-------- Last 3 Years --------		
Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	Status	Target	To Date	2014/15	2015/16	2016/17
Deliver prioritised road safety infrastructure improvements and promote road safety	Road safety projects / schemes delivered in line with the agreed 2017-18 capital programme	The following projects were completed / progressed. B7071 Bothwell Road, traffic signals design completed, construction early next financial year. A71 between Drumclog and Cornsilloch – reduction of speed limit. Promotion of Traffic Regulation Order complete and signs will be erected in new financial year. Newhousemill Road between Hamilton and East Kilbride – designs complete. Phase 1 surfacing works complete and Phase 2 signing and road markings to be considered in new financial year. A726 at Flatmoss Farm near Chapelton – anti-skid surfacing works complete. B7071 Bothwell Road at Caird Street junction – design works complete. Main Street at Greenlees Road, Cambuslang – design works complete. Strathaven Road / Carscallan Road, Hamilton – widening footways for cyclists. Design works complete. Other projects include engineering measures at schools,speed limit initiatives, and small signing and road marking schemes.	Green	---	---	---	---	---

Work with communities and partners to promote high quality, thriving and sustainable communities

Reduce the number of road casualties through road safety improvements and initiatives

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year: Status	This Year: Target	This Year: To Date	Last 3 Years: 2014/15	Last 3 Years: 2015/16	Last 3 Years: 2016/17
	Contribute to the national casualty reduction targets, from a base of the average for 2004 to 2008, of a 40% reduction in fatal casualties and a 55% reduction in serious casualties amongst all age groups by 2020. For children the national target is a 50% reduction in fatalities and 65% reduction in serious casualties	Interim casualty figures for 2017 indicate there were 517 casualties, a decrease from 601 in 2016. Of these, there were 7 fatal casualties, compared to 18 in 2016, 86 serious casualties, an increase of five over 2016, and 424 slight casualties, a decrease from 502 in 2016. There was one child fatal casualty, the same as in 2016, 26 children seriously injured, an increase of 10 over 2016, and 71 children slightly injured compared to 66 in 2016.	Green	------	93	96	75	98

Provide consumer protection through the work of our Consumer Advice and Trading Standards Service

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year: Status	This Year: Target	This Year: To Date	Last 3 Years: 2014/15	Last 3 Years: 2015/16	Last 3 Years: 2016/17
Provide an effective and efficient Consumer Advice and Trading Standards Service	Support maintained for vulnerable groups and neighbourhood watch areas by responding to 100% of door step crime reports on the same or next working day	Responded to all 18 doorstep crime reports on the same or next working day by working in partnership with Police Scotland.	Green	100%	100%	100%	100%	100%
	65% of consumer complaints completed within 14 days	3,658 complaints were received in 2017-18, with 1,800 complainants receiving active assistance and £637,000 being returned to consumers and the local economy.	Green	65.0%	80.0%	75.0%	87.0%	82.0%
	85% customer satisfaction with consumer complaints and business advice requests responded to by Trading Standards	Returns show 50% of respondents rated the Trading Standards service 'good' and 50% rated it 'excellent'.	Green	85.0%	100.0%	86.0%	86.0%	100.0%

Work with communities and partners to promote high quality, thriving and sustainable communities

Provide consumer protection through the work of our Consumer Advice and Trading Standards Service

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year - Status	This Year - Target	This Year - To Date	Last 3 Years - 2014/15	Last 3 Years - 2015/16	Last 3 Years - 2016/17
	Cost of Trading Standards per 1,000 population	This is a Local Government Benchmarking Framework Indicator (LGBF). 2017-18 figure will be available in January 2019. The Improvement Service have, however, published the 2016-17 figures (see 2016-17 column to right). The reduction in the cost of trading standards in South Lanarkshire Council in 2016-17 has resulted from efficiency savings linked to establishment reductions.	Report Later	------	------	£3,517	£3,624	£3,513

Work with communities and partners to promote high quality, thriving and sustainable communities

Improve the quality of streets, parks and other public areas

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year - Status	This Year - Target	This Year - To Date	Last 3 Years - 2014/15	Last 3 Years - 2015/16	Last 3 Years - 2016/17
Provide an effective and efficient street cleaning service	Local Environmental Audit and Management System (LEAMS) street cleanliness score (90% acceptable)	The LEAMS score for July to October 2017 was 92%, the score for December 2017 to March 2018 was 98%, the validation score from Keep Scotland Beautiful was 92%. Taking the scores for the previous quarters into consideration, the average LEAMS score for the year is 96%, exceeding the annual target.	Green	90%	96%	98%	98%	96%

Work with communities and partners to promote high quality, thriving and sustainable communities

Improve the quality of streets, parks and other public areas

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year: Status	This Year: Target	This Year: To Date	Last 3 Years: 2014/15	Last 3 Years: 2015/16	Last 3 Years: 2016/17
	Net cost of street cleaning per 1,000 population	This is a Local Government Benchmarking Framework Indicator (LGBF). 2017-18 figure will be available in January 2019. The Improvement Service have, however, published the 2016-17 figures (see 2016-17 column to right). SLC's net cost of street cleaning has reduced year on year since 2014-15. Our 2016-17 cost is higher than the Scottish average (£14,430.77). However, this cost indicator does not take account of the level of service provision provided in South Lanarkshire e.g. the level of commitment to mechanical sweeping and the tight timescale for removing offensive graffiti (24 hour). It should also be noted that South Lanarkshire Council's street cleansing service was awarded the Most Improved Performer in Street Cleansing at APSE's 2016 Performance Networking Awards. Any future savings via service reduction will contribute to closing the gap on the Scottish average, although this comes at a time when the majority of local authorities are considering similar action.	Report Later	------	------	£16,943	£16,529	£15,929

Work with communities and partners to promote high quality, thriving and sustainable communities

Improve the quality of streets, parks and other public areas

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year - Status	This Year - Target	This Year - To Date	Last 3 Years - 2014/15	Last 3 Years - 2015/16	Last 3 Years - 2016/17
	Percentage of adults satisfied with street cleaning (results from Scottish Household Survey)	This is a Local Government Benchmarking Framework Indicator (LGBF). 2017-18 figure will be available in January 2019. The Improvement Service have, however, published the 2016-17 figures (see 2016-17 column to right). The percentage of adults satisfied with street cleansing in 2016-17 is the same as the Scottish average, but has reduced in recent years. This can be linked to the reduction in service costs. It should be noted that South Lanarkshire Council's street cleansing service was awarded the Most Improved Performer in Street Cleansing at APSE's 2016 Performance Networking Awards.	Report Later	------	------	76.0%	74.7%	72.3%

Work with communities and partners to promote high quality, thriving and sustainable communities

Improve the quality of streets, parks and other public areas

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year: Status	This Year: Target	This Year: To Date	Last 3 Years: 2014/15	Last 3 Years: 2015/16	Last 3 Years: 2016/17
Provide an effective and efficient grounds maintenance service	Land Audit Managements System (LAMS) score of 70 achieved	The LAMS scores for this year are 69 for April 2017, 76 for June 2017, 76 for August 2017, 72 for October 2017, 72 for December 2017, and 72 for March 2018. This gives an average score of 73 which is above the annual target for 2017-18.	Green	70	73	71	72	74

Work with communities and partners to promote high quality, thriving and sustainable communities

Improve the quality of streets, parks and other public areas

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year - Status	This Year - Target	This Year - To Date	Last 3 Years - 2014/15	Last 3 Years - 2015/16	Last 3 Years - 2016/17
	Cost of parks and open spaces per 1,000 population	This is a Local Government Benchmarking Framework Indicator (LGBF). 2017-18 figure will be available in January 2019. The Improvement Service have, however, published the 2016-17 figures (see 2016-17 column to right). South Lanarkshire Council's cost of parks and open spaces in 2016-17 is considerably lower than the previous year. Despite this, our costs are higher than the Scottish average (£20,432) – the reason for this is the range of services provided in South Lanarkshire across a broad spectrum of geographical landscapes, and including a number of services which are provided more frequently than by other local authorities. Any future savings via service reduction will contribute to closing the gap on the Scottish average, although this comes at a time when the majority of local authorities are considering similar action.	Report Later	------	------	£32,458	£32,834	£28,480

Work with communities and partners to promote high quality, thriving and sustainable communities

Improve the quality of streets, parks and other public areas

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year: Status	This Year: Target	This Year: To Date	Last 3 Years: 2014/15	Last 3 Years: 2015/16	Last 3 Years: 2016/17
	Percentage of adults satisfied with parks and open space (results from Scottish Household Survey)	This is a Local Government Benchmarking Framework Indicator (LGBF). 2017-18 figure will be available in January 2019. The Improvement Service have, however, published the 2016-17 figures (see 2016-17 column to right). The percentage of adults satisfied with parks and open spaces has shown a year on year improvement since 2014-15, with a healthy 3.3% increase from 2015-16 to 2016-17 – this is the case despite the significant reduction in service costs. Our 2016-17 satisfaction level brings us closer to the Scottish average (86%).	Report Later	------	------	74.7%	75.7%	79.0%

Create high quality cemeteries and provide sustainable options for burial

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year: Status	This Year: Target	This Year: To Date	Last 3 Years: 2014/15	Last 3 Years: 2015/16	Last 3 Years: 2016/17
Provide an effective and efficient bereavement service	Increase burial ground capacity in and around existing South Lanarkshire cemeteries	Work is ongoing to identify suitable land and to cost up various proposals.	Green	---	---	---	---	---
	Actions to successfully retain Customer Service Excellence award undertaken in preparation for reassessment of Bereavement Services	The Customer Service Excellence award was retained by Bereavement Services on 4th May 2017. Work is now underway prior to the 2018 assessment scheduled for May 2018.	Green	---	---	---	---	---
	95% customer satisfaction within Bereavement Services achieved	Current Bereavement Services customer satisfaction rate is 95%.	Green	95.0%	95.0%	------	85.0%	95.0%

Work with communities and partners to promote high quality, thriving and sustainable communities

Provide services which help local communities to become more sustainable

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year - Status	This Year - Target	This Year - To Date	Last 3 Years - 2014/15	Last 3 Years - 2015/16	Last 3 Years - 2016/17
Ensure Council has strategy and action plan that promotes sustainable development within service delivery and compliance with public sector climate change duties	Implement actions within the Climate Change Duties Compliance Improvement Action Plan within agreed timescales (council wide)	Actions within the Climate Change Duties Compliance Improvement Plan are either complete or progressing well. Any ongoing actions will be incorporated into the new Sustainable Development and Climate Change Strategy Action Plan, resulting in one action plan for climate change actions from 2018-19 onwards.	Green	---	---	---	---	---
	Implement actions within the Climate Change Duties Compliance Improvement Action Plan within agreed timescales (CER Resource only)	Actions within the Climate Change Duties Compliance Improvement Plan are either complete or progressing well. Any ongoing actions will be incorporated into the new Sustainable Development and Climate Change Strategy Action Plan, resulting in one action plan for climate change actions from 2018-19 onwards.	Green	---	---	---	---	---
	Council's performance in complying with public sector climate change duties evaluated and annual statutory Climate Change Duties Report published by 30th November 2017	The annual evaluation of the Council's performance in complying with public sector climate change duties was carried out in October 2017. Identified improvements will be included in the Sustainable Development and Climate Change Action Plan. The annual statutory Climate Change Duties Report was approved by the Executive Committee on 8 November 2017 and subsequently submitted to the Scottish Government by 30 November 2017 deadline. A copy of the annual report can be found on the council's website.	Green	---	---	---	---	---

Work with communities and partners to promote high quality, thriving and sustainable communities

Provide services which help local communities to become more sustainable

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year Status	This Year Target	This Year To Date	Last 3 Years 2014/15	Last 3 Years 2015/16	Last 3 Years 2016/17
	Participate in 'Climate Ready Clyde' partnership during 2017-18	The Corporate Management Team have agreed to continue participation in the Climate Ready Clyde partnership for the following two years.	Green	---	---	---	---	---
	Sustainable Development and Climate Change Strategy 2017-2022 (and accompanying communications plan) approved by Executive Committee by December 2017	The Sustainable Development and Climate Change Strategy was approved by the Executive Committee in December 2017. The Strategy is now available on the council's website and discussions are underway to agree the action plan for 2018-19.	Green	---	---	---	---	---
Provide an effective and efficient household waste and recycling collection service	Net cost of waste collection per premise	Waste collection costs increased in 2017-18 as a result of a number of new recycling services introduced over the previous two financial years. These recycling services increase the cost of waste collection since they involve the uplift of more bins (food and garden waste; paper and card; and glass, cans and plastic).	Amber	£71.53	£76.30	£67.37	£66.26	£73.62
	Net cost of waste disposal per premise	2017-18 annual target achieved.	Green	£100.93	£98.13	£88.38	£94.12	£92.62

Work with communities and partners to promote high quality, thriving and sustainable communities

Provide services which help local communities to become more sustainable

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year Status	This Year Target	This Year To Date	Last 3 Years 2014/15	Last 3 Years 2015/16	Last 3 Years 2016/17
	Percentage of adults satisfied with refuse collection (results from Scottish Household Survey)	This is a Local Government Benchmarking Framework Indicator (LGBF). 2017-18 figure will be available in January 2019. The Improvement Service have, however, published the 2016-17 figures (see 2016-17 column to right). This indicator is derived from the Scottish Household Survey. The percentage of adults satisfied with refuse collection has decreased by 0.7% to 83% in 2016-17, compared with 2015-16, but is slightly higher than the Scottish average of 82%. The service also issues its own customer satisfaction survey throughout the year based on a random sample of service users. In 2016-17, this survey showed that 96% of users rated the overall service provided by Refuse Collection Services as good or excellent.	Report Later	------	------	85.7%	83.7%	83.0%
Introduce new waste management initiatives to reduce waste and increase recycling	Ongoing education and awareness undertaken and waste service procedures reviewed to promote waste minimisation, reuse and recycling within local communities	Continuing to liaise with local primary schools to promote visits and activities with children. The council's Waste Education Team is currently working with two secondary schools to assist with project work associated with Science Technology Engineering and Maths (STEM).	Green	---	---	---	---	---
	Performance of waste and recycling contracts monitored and internal monthly updates developed on performance within each contract	Regular monthly/bimonthly meetings take place with contractors, and issues relating to performance are monitored. Corrective action is taken on matters raised within monthly reports where necessary.	Green	---	---	---	---	---

Work with communities and partners to promote high quality, thriving and sustainable communities

Provide services which help local communities to become more sustainable

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year - Status	This Year - Target	This Year - To Date	Last 3 Years - 2014/15	Last 3 Years - 2015/16	Last 3 Years - 2016/17
	The percentage of total household waste arising that is recycled (council target is 50% in line with government target)	The recycling rate for 2017-18 is 8.8% lower than that in 2016-17. This drop resulted from a change in recycling methods which took place from 1st April 2017, and which reduces the recycling rate, but ensures the material recovered is of better quality and higher value. In the longer term, this means much less waste going to landfill.	Amber	50.0%	44.3%	45.0%	49.0%	53.0%

Work with communities and partners to promote high quality, thriving and sustainable communities

Provide services which help local communities to become more sustainable

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year - Status	This Year - Target	This Year - To Date	Last 3 Years - 2014/15	Last 3 Years - 2015/16	Last 3 Years - 2016/17
Manage flooding priorities and deliver prioritised flood protection schemes	Prioritised flood protection projects / studies delivered by March 2018 in line with available capital / revenue funding	Borgie Glen, Cambuslang - Inlet trash screen replacement and access improvement works are now complete. Station Gate, Netherburn - Flood relief channel through the adjacent forest has been completed. Two flood embankments have been constructed, however topsoiling works have been delayed due to poor weather. Purchase of temporary flood barriers to be used as required during storm events. Products have been purchased and delivered to Canderside Roads Depot. The Coulter Project has been deferred to allow a better understanding of the issues. The project at Jerviswood Drive, Cleghorn has also been deferred as the contractor failed to provide quotation and we are reviewing the potential solution. Finally, the Hallside Burn, Halfway project has been postponed due to landownership issues.	Green	---	---	---	---	---

Work with communities and partners to promote high quality, thriving and sustainable communities

Provide services which help local communities to become more sustainable

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year: Status	This Year: Target	This Year: To Date	Last 3 Years: 2014/15	Last 3 Years: 2015/16	Last 3 Years: 2016/17
Ensure Strategic Environmental Assessment of all appropriate policies, plans, programmes and strategies is undertaken	Strategic Environmental Assessments undertaken on all appropriate Council led policies plans and strategies, as statutorily required	Fifteen policies, plans, programmes and strategies have been subject to Strategic Environmental Assessment (SEA) since April 2017. All SEAs are regularly monitored by the Corporate SEA Working Group which has met four times since April 2017.	Green	---	---	---	---	---
Monitor local environmental conditions through preparation and monitoring of the biennial update of the State of the Environment report	Updated biennial State of the Environment report finalised by December 2017	The 2017 edition of the State of the Environment Report was finalised for approval by December 2017 and is now reporting to the Executive Committee on 16th May 2018.	Green	---	---	---	---	---

Improve the council's environmental performance and reduce its greenhouse gas emissions

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year: Status	This Year: Target	This Year: To Date	Last 3 Years: 2014/15	Last 3 Years: 2015/16	Last 3 Years: 2016/17
Further implement the Carbon Management Plan to reduce greenhouse gas emissions from Council services (buildings, waste, transport etc)	10% reduction in the Council's greenhouse gas emissions achieved by March 2021, compared to 2015-16 (equivalent to 2% each year)	Carbon emissions in 2016-17 reduced by 7.8% compared with 2015-16. The 2017-18 position will be reported around June/July 2018, but it is anticipated that the target of 10% over 5 years will be met early and exceeded by the target date of 2020-21.	Report Later	10.0%	------	------	------	7.8%

Work with communities and partners to promote high quality, thriving and sustainable communities

Improve the council's environmental performance and reduce its greenhouse gas emissions

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year - Status	This Year - Target	This Year - To Date	Last 3 Years - 2014/15	Last 3 Years - 2015/16	Last 3 Years - 2016/17
	Compliance with Carbon Reduction Commitment (CRC) scheme achieved within deadlines	Our commitments for the 2016-17 Carbon Reduction Commitment compliance year have been fully met. Allowances for the 2017-18 compliance year have been purchased in the 2017 presale and preparations for the submission of the annual report by the deadline of 31 July are underway and on schedule.	Green	---	---	---	---	---
Deliver 10% reduction in vehicle emissions by March 2021 in accordance with the corporate carbon reduction target	Implement fuel efficiency measures to achieve a 4% reduction in vehicle emissions by March 2018 (relative to baseline year of 2014-15) (council wide figure)	In 2017-18, the Council achieved a 10.5% reduction in vehicle emissions relative to the baseline year 2014-15.	Green	4.00%	10.50%	0.00%	0.00%	6.03%
	Implement fuel efficiency measures to achieve a 4% reduction in vehicle emissions by March 2018 (relative to baseline year of 2014-15) (Resource figure)	In 2017-18, the Resource achieved a 10.9% reduction in vehicle emissions relative to the baseline year 2014-15.	Green	4.00%	10.90%	0.00%	0.00%	6.30%
Provide efficient and effective fleet management and maintenance service	Target achieved for percentage of council vehicles presented externally for an MOT passing without additional work being required (target 90%)	Annual target exceeded for percentage of Council vehicles passing MOT without additional work being required.	Green	90.0%	98.0%	91.0%	93.0%	95.0%

Work with communities and partners to promote high quality, thriving and sustainable communities

Safeguard health through an effective environmental services regulation and enforcement service

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year Status	This Year Target	This Year To Date	Last 3 Years 2014/15	Last 3 Years 2015/16	Last 3 Years 2016/17
Provide an effective and efficient Environmental Health service	Implementation of the Air Quality Action Plan by March 2018	20 primary schools have been visited as part of the 2017-18 engine idling campaign, with 78 drivers found to be idling their vehicles. All drivers switched off their vehicles. A new engine idling cinema advert featuring South Lanarkshire pupils undertaking the voiceover is in development and will be released shortly. 90 primary school workshops on air quality and sustainable travel have been delivered. A high school teacher resource pack has also been developed, with two pilot workshops due to be delivered in April 2018. 'I walk / I cycle because I'm part of the solution, not the pollution' promotional campaign has commenced.	Green	---	---	---	---	---
	Broad compliance with food safety statutory requirements secured in 85% of premises	85.8% of food businesses operating in South Lanarkshire were found to be broadly compliant with food safety requirements during 2017-18, which equates to 2,215 food businesses. This figure exceeds the annual target set for this measure.	Green	85.0%	85.8%	86.0%	87.0%	86.9%
	Incidence of notified food borne infection reduced from 2006-07 baseline figures by 8.5% by March 2018	Overall, 117 cases of infectious disease were reported in 2017-18, which is a 37% decrease on the figure reported in 2006-07.	Green	170	117	105	160	141

Work with communities and partners to promote high quality, thriving and sustainable communities

Safeguard health through an effective environmental services regulation and enforcement service

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year - Status	This Year - Target	This Year - To Date	Last 3 Years - 2014/15	Last 3 Years - 2015/16	Last 3 Years - 2016/17
	90% of public health service requests responded to within two working days	The total number of public health service requests i.e. enquiries relating to defective foul drains, air pollution, fumes etc received during the year 1 April 2017 to 31 March 2018 was 1,832, of which 1,790 were responded to within the target response time of two working days. The annual target of 90% of enquiries responded to within two working days was therefore exceeded, with 97.71% of service requests responded to within two working days.	Green	90.00%	97.71%	97.17%	97.18%	97.46%
	90% fly tipping requests responded to within two working days	Whilst work has been prioritised and procedural changes have been put in place to help meet the target response time for fly tipping requests, the shortfall against the target for the year is reflective of the continuing high demand for this service. Performance has improved quarter on quarter throughout the year, reflecting the effectiveness of the interventions put in place.	Amber	90.0%	80.8%	97.9%	99.6%	99.3%
	90% of dog fouling complaints responded to within two days	The target for responding to dog fouling complaints was exceeded for the year.	Green	90.00%	97.50%	99.00%	97.90%	96.90%

Work with communities and partners to promote high quality, thriving and sustainable communities

Safeguard health through an effective environmental services regulation and enforcement service

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year - Status	This Year - Target	This Year - To Date	Last 3 Years - 2014/15	Last 3 Years - 2015/16	Last 3 Years - 2016/17
	For all those noise complaints requiring attendance on site, the average time (hours) between the time of complaint and attendance on site (including both those dealt with and not dealt with under Part V of the Antisocial Behaviour Act 2004)	During the financial year 2017-18, the average response time for noise complaints requiring attendance on site was 0.55 hours.	Green	2.0	0.6	0.5	0.5	0.5
	Cost of Environmental Health per 1,000 population	This is a Local Government Benchmarking Framework Indicator (LGBF). 2017-18 figure will be available in January 2019. The Improvement Service have, however, published the 2016-17 figures (see 2016-17 column to right). The reduction in the cost of environmental health in South Lanarkshire in 2016-17 has resulted from efficiency savings linked to establishment reductions.	Report Later	------	------	£13,971	£14,002	£12,851
	85% customer satisfaction achieved for Environmental Health	100% customer satisfaction with Environmental Health received in quarter four. Over the year, only one response indicated lack of satisfaction with the service received.	Green	85.0%	92.3%	81.0%	89.3%	85.0%

Work with communities and partners to promote high quality, thriving and sustainable communities

Regenerate and bring back into use vacant and derelict and contaminated land

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year - Status	This Year - Target	This Year - To Date	Last 3 Years - 2014/15	Last 3 Years - 2015/16	Last 3 Years - 2016/17
Implement Contaminated Land Strategy and vacant derelict / contaminated land programme	Implement the Contaminated Land Strategy for South Lanarkshire	Implementation of the Contaminated Land Strategy is ongoing. We are awaiting responses from SEPA regarding the waste management licence surrender applications that have been submitted for two historical landfill sites at Newlandsmuir and Markethill (both in East Kilbride). Environmental Services continues to work in partnership with Housing and Regeneration colleagues to undertake site investigation works at a historical unlicensed landfill site at Glen Esk in East Kilbride. This work is being funded by 2017-18 Vacant and Derelict Land Fund monies.	Green	---	---	---	---	---
	Deliver Vacant and Derelict Land Fund Programme, including Shawfield Remediation Plan	SLC submitted the 2017-18 Vacant and Derelict Land Fund Delivery Plan to the Scottish Government in February 2017 and an award letter was issued in September 2017. The delivery plan had indicated that funds were to be directed to the Shawfield Phase 2 Remediation Plan. However, Clyde Gateway have indicated they are unable to expend the grant award due to technical difficulties affecting progress. Revised delivery plan covering Glen Esk, East Kilbride has been prepared, submitted to Scottish Government, and approved by Scottish Ministers. The Community and Enterprise Resources Committee approved remediation plans for Glen Esk on 12th December 2017. Site investigations carried out in January 2018 and monitoring of the results are ongoing. Further works are being organised.	Green	---	---	---	---	---

Work with communities and partners to promote high quality, thriving and sustainable communities

Protect biodiversity and enhance green space in South Lanarkshire

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year - Status	This Year - Target	This Year - To Date	Last 3 Years - 2014/15	Last 3 Years - 2015/16	Last 3 Years - 2016/17
In partnership with local communities, continue programme of restructuring council owned woodland and improving recreational access	Phase 1 of Management Plan at Millheugh/ Greenhall Estate implemented by March 2018 (includes woodland restructuring and recreational access improvements)	Project completed, including: restoration of footpath network on south bank of Rotten Calder; woodland restructuring and removal of plantation conifers; secured boundaries against vehicle access and fly-tipping; and treatment of invasive species.	Green	---	---	---	---	---
	Phase 2 of Chatelherault landscape and access regeneration project implemented (includes restructuring of footpath network, replacing and repairing of footbridges, woodland restructuring, and invasive species treatments)	All work completed (except restoration of White Bridge which is scheduled for May/June 2018), includes: 20 hectares of plantation conifers removed; reconstruction of whole footpath network; invasive species treated; and repairs to Duke's Bridge.	Green	---	---	---	---	---
	Phase 1 of Management Plan for Mauldslie and West Brownlie Woods implemented by March 2018 (includes woodland restructuring and recreational access improvements)	Felling work competed at West Brownlie and Mauldslie Woods. Improvements made to road access points to facilitate future management.	Green	---	---	---	---	---
Deliver South Lanarkshire Council Biodiversity Duty Implementation Plan	Deliver South Lanarkshire Council Biodiversity Duty Implementation Plan and prepare and submit three yearly monitoring report to Scottish Government by January 2018	Biodiversity Implementation Plan completed. Biodiversity Duty report submitted to Scottish Government on schedule.	Green	---	---	---	---	---

Support the local economy by providing the right conditions for inclusive growth

Implement the South Lanarkshire Economic Strategy and support the development and implementation of the Glasgow City Region Economic Strategy and City Deal

			---------- This Year ----------			-------- Last 3 Years --------		
Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	Status	Target	To Date	2014/15	2015/16	2016/17
Implement South Lanarkshire Economic Strategy in conjunction with Community Planning Partnership and other partners	Promote South Lanarkshire Economic Strategy, implement associated actions in the Sustainable Economic Growth Partnership Improvement Plan, and report to the Sustainable Economic Growth Board	South Lanarkshire Economic Strategy economic improvement actions are now incorporated into the Community Plan and are being implemented. Progress reports have continued to be presented to the Sustainable Economic Growth Board.	Green	---	---	---	---	---

Support the local economy by providing the right conditions for inclusive growth

Implement the South Lanarkshire Economic Strategy and support the development and implementation of the Glasgow City Region Economic Strategy and City Deal

			---------- This Year ----------			-------- Last 3 Years --------		
Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	Status	Target	To Date	2014/15	2015/16	2016/17
Support the Glasgow City Region City Deal development programmes	Provide corporate oversight of City Deal infrastructure, business innovation, and skills and employment programmes, with specific responsibility for progressing business case approvals for Roads and Community Growth Area projects and measurement of economic impact and outcomes	Attendance at the City Deal Lead Officer Group is ongoing, with support provided to the Chief Executives Group and Cabinet as necessary. Business case development ongoing: full business case for Westburn Roundabout and Woodhead Primary School extension being prepared for submission. Augmentation of previously approved Outline Business Cases in progress.	Green	---	---	---	---	---

Support the local economy by providing the right conditions for inclusive growth

Implement the South Lanarkshire Economic Strategy and support the development and implementation of the Glasgow City Region Economic Strategy and City Deal

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year - Status	This Year - Target	This Year - To Date	Last 3 Years - 2014/15	Last 3 Years - 2015/16	Last 3 Years - 2016/17
Develop single door approach to economic development and inward investment activity which links employment, skills, business support and planning in such a way that ensures South Lanarkshire maximises its potential as key business and employment location	Undertake activity aimed at increasing the number of companies engaged with partners which lead to improved performance and turnover, increased employment, innovation, investment and internationalisation	Ongoing liaison with partners (eg Scottish Enterprise, Scottish Development International, North Lanarkshire Council, Business Gateway, sector agencies) is aimed at improving connectivity of services and greater market reach. The Council is also: engaging in direct company liaison; producing new advisory leaflets for businesses (a Directory of Business Support has been completed and now developing complementary leaflets on key sectors and business resilience); and evaluating Lanarkshire Business Week with a view to further developing, with partners, an annual calendar of business engagement events. Regional Economic Strategy actions being developed in partnership with City Region Programme Management Office and Intelligence Hub, with new appointments in place to drive forward portfolio activity.	Green	---	---	---	---	---
	Chooselanarkshire.com website maintained, marketing strategy implemented, and informal property network developed	2017-18 marketing plan implemented. Future 'Choose Lanarkshire' actions and partnership approach to inward investment under review, in discussion with partner North Lanarkshire Council.	Green	---	---	---	---	---

Support the local economy by providing the right conditions for inclusive growth

Support unemployed people into jobs, training or further education and prioritise efforts to support young people into the job market

			---------- This Year ----------			-------- Last 3 Years --------		
Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	Status	Target	To Date	2014/15	2015/16	2016/17
Develop and progress employability services focused on priority client groups	Continue delivery of employability services underpinned by European Structural Funds	European funding is continuing to be used to underpin the employability services. However, following the Council review of Employability, the associated services are moving to Finance and Corporate Resources and Education Resources.	Green	---	---	---	---	---
	A minimum of 1,200 of the people supported via employability programmes go on to access employment or training / education	Annual target has been exceeded for the number of people supported via employability programmes who go on to access employment or training / education.	Green	1,200	1,266	2,532	2,542	2,144
	% unemployed people assisted into work from Council funded / operated employability programmes	The percentage of unemployed people assisted into work from Council operated / funded employability programmes is 33% in 2017-18. This exceeds the previous year's figure and represents 794 people assisted into work.	Green	------	33.0%	20.6%	16.1%	26.8%
	Gap in the working age employment rate reduced or maintained at 0.6% above the Scottish average by March 2018	Despite the fact that the gap in the working age employment rate for January - December 2017 is at the lowest it has been for three years (South Lanarkshire employment rate is 0.4% above the Scottish average), the actual number of 16-64 year olds in employment in South Lanarkshire is up on last year (from 148,800 in 2016 to 149,700 in 2017). The gap has closed due to an increase in the level of employment in Scotland rather than a large drop in employment in South Lanarkshire. South Lanarkshire still has a higher rate of employment than the Scottish average, and has had for 12 out of the last 14 years.	Amber	0.6%	0.4%	1.3%	3.1%	2.3%

Support the local economy by providing the right conditions for inclusive growth

Support unemployed people into jobs, training or further education and prioritise efforts to support young people into the job market

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	Status (This Year)	Target (This Year)	To Date (This Year)	2014/15 (Last 3 Years)	2015/16 (Last 3 Years)	2016/17 (Last 3 Years)
	Initiatives and projects developed and delivered to support the most vulnerable young people leaving school and beyond, as per the council's Youth Action Plan	The council has agreed a new process for employability programmes, to be delivered by Education and Finance and Corporate Resources. Education Resources is leading on the Youth Employment Initiative within the Youth Action Plan.	Green	---	---	---	---	---
	% of 16-19 year olds within South Lanarkshire Council participating in education, training or employment	In 2017, Skills Development Scotland's Participation Measure results show 91.2% of 16 to 19 year olds in South Lanarkshire are in employment, education or training, an increase on the previous year and above the Scottish average rate.	Green	90.4%	91.2%	0.0%	0.0%	90.4%

Support local businesses through the development and delivery of business support programmes

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	Status (This Year)	Target (This Year)	To Date (This Year)	2014/15 (Last 3 Years)	2015/16 (Last 3 Years)	2016/17 (Last 3 Years)
Support local businesses through effective company development activity and general business advice	Over 1,500 businesses assisted per annum with grants, loans or advice	The number of businesses assisted over 2017-18 has exceeded the annual target.	Green	1,500	1,637	1,514	1,560	1,879
	Between 500 - 1,000 jobs created or sustained per annum as a direct result of local authority intervention	Exceeded the upper target figure for number of jobs created or sustained as a direct result of local authority intervention.	Green	500	1,361	1,288	718	997

Support the local economy by providing the right conditions for inclusive growth

Support local businesses through the development and delivery of business support programmes

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year Status	This Year Target	This Year To Date	Last 3 Years 2014/15	Last 3 Years 2015/16	Last 3 Years 2016/17
services and continue to invest in key business initiatives such as Clyde Gateway and the East Kilbride Task Force	Value of sales generated by businesses assisted by Economic Development between £10m - £20m of sales	Exceeded higher level annual target for sales generated by businesses assisted by Economic Development.	Green	£10.00m	£23.03m	£9.73m	£10.10m	£15.69m
	Percentage of procurement spend on local small/medium enterprises	This is a Local Government Benchmarking Framework Indicator (LGBF). 2017-18 figure will be available in January 2019. The Improvement Service have, however, published the 2016-17 figures,11.9%. The opportunities for Small to Medium-sized Enterprises (SMEs) to tender for South Lanarkshire Council contracts continue to be promoted via Public Contract Scotland and the free awareness and training offered by the Supplier Development Programme. There are fewer contracts tendered than in previous years due to reduced budgets. In addition, capital spend has focused on the schools modernisation programme which comprises large scale contracts and therefore there are fewer direct opportunities for SMEs. While main contractors are required to seek to use local suppliers and subcontractors, they are not obliged to nor to report actual.	Report Later	------	------	10.8%	11.6%	11.5%
	East Kilbride Task Force Action Plan implemented	Continued to support private sector led East Kilbride Task Force.	Green	---	---	---	---	---

Support the local economy by providing the right conditions for inclusive growth

Support local businesses through the development and delivery of business support programmes

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year Status	This Year Target	This Year To Date	Last 3 Years 2014/15	Last 3 Years 2015/16	Last 3 Years 2016/17
	Number of business gateway start-ups per 10,000 population	This is a Local Government Benchmarking Framework Indicator (LGBF). 2017-18 figure will be available in January 2019. The Improvement Service have, however, published the 2016-17 figures. Improvements to the Business Gateway contract and additional local marketing have contributed to a higher number of Business Gateway start ups.	Report Later	------	------	15.9	14.9	16.9
	Oversee management of Supplier Development Programme, including strategic development and delivery of events, training and e-commerce	Supplier Development Programme (SDP) continues to deliver programme nationally, including training programme, webinars, national and local/regional 'meet the buyer' events, and support for City and Growth Deals. Discussions with Scottish Government have secured further funding. South Lanarkshire Council has agreed to host the SDP for a further two years. Councillor Colette Stevenson will join the SDP Board on 13th April 2018.	Green	---	---	---	---	---

Support the local economy by providing the right conditions for inclusive growth

Support local businesses through the development and delivery of business support programmes

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year Status	This Year Target	This Year To Date	Last 3 Years 2014/15	Last 3 Years 2015/16	Last 3 Years 2016/17
	Provision of specialist support to food and drink companies through liaison with Scotland Food and Drink and other partners	Scotland Food and Drink (SF&D) hosted a regional showcase in Glasgow in March 2018 and South Lanarkshire local producers were in attendance. Commissioned a revised version of the 'Lanarkshire Larder' in print and online which will be used to promote local independent producers. Engaged the services of Scottish Agricultural Organisation Society (SAOS) to complete a feasibility study on the concept of a modular food and drink hub to accelerate the growth of start up businesses in this sector. This is likely to conclude end of May 2018.	Green	---	---	---	---	---
	Relocation of University of West of Scotland to new Hamilton International Park campus	Development and fitting out of University of West of Scotland progressing according to timetable, and supported by South Lanarkshire Council services where appropriate. New campus due to open August/September 2018.	Green	---	---	---	---	---

Support the local economy by providing the right conditions for inclusive growth

Develop the area's tourism potential

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year - Status	This Year - Target	This Year - To Date	Last 3 Years - 2014/15	Last 3 Years - 2015/16	Last 3 Years - 2016/17
Continue to implement Tourism Strategy and work with sector to develop profile of area as visitor destination	Tourism Strategy delivered via Lanarkshire Area Tourism Partnership	Spring and autumn marketing campaigns have been focused on reaching visitors within a drive time of 2-3 hours. Activity has included: the distribution of publications such as the 'Great Days Out in Lanarkshire' booklets throughout the central belt and beyond, and promotion of Lanarkshire as a destination by the BIG Partnership through digital media. Activity has also centered on developing and funding access statements for all tourism businesses. To date, over 300 access statements have been created, covering 90% of Lanarkshire's tourism assets (accommodation, attractions and transport hubs) - over 190 of these are in South Lanarkshire. The aim of these statements is to maximise independence and choice for disabled people in accessing their local area and the places to visit, as well as encouraging additional business from this market. South Lanarkshire Council Tourism Officer departed the Council in September 2017, and to achieve required budget savings, this post has not been filled. City Deal tourism thematic group last met 20th March 2018 and is contributing to the draft regional tourism strategy and action plan, both of which are nearing completion.	Green	---	---	---	---	---

Support the local economy by providing the right conditions for inclusive growth

Implement the Lanarkshire Leader Rural Development Strategy

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year Status	This Year Target	This Year To Date	Last 3 Years 2014/15	Last 3 Years 2015/16	Last 3 Years 2016/17
Delivery Clyde and Avon Valley Landscape Partnership (CAVLP) programme	Complete final year of CAVLP project activity and ensure efficient programme closure	Final year of the programme on track (due to complete December 2018). Legacy of the CAVLP programme being assessed.	Green	---	---	---	---	---

Support key voluntary organisations and help to develop the social economy

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year Status	This Year Target	This Year To Date	Last 3 Years 2014/15	Last 3 Years 2015/16	Last 3 Years 2016/17
Improve volunteering opportunities for individuals and organisations	Work with VASLAN to support key voluntary organisations and improve volunteering opportunities and raise voluntary sector capacity	VASLAN has supported 300 organisations over the year. Two Third Sector Forum events have been held for each of the four localities in South Lanarkshire. These were supported by South Lanarkshire Council.	Green	---	---	---	---	---
Implement South Lanarkshire Social Economy Partnership strategy and action plan	Social Economy support through Business Gateway implemented for ten social economy organisations by March 2018	Social Enterprise support funded by South Lanarkshire Council now built into main Business Gateway contract and 15 organisations being supported.	Green	---	---	---	---	---

Support the local economy by providing the right conditions for inclusive growth

Support key voluntary organisations and help to develop the social economy

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year: Status	This Year: Target	This Year: To Date	Last 3 Years: 2014/15	Last 3 Years: 2015/16	Last 3 Years: 2016/17
	Voluntary organisations interested in Community Asset Transfer process engaged with and supported	Planning and Economic Development Services are actively working with ten organisations that are considering Community Asset Transfer. Two of the organisations that have been engaged with over the last year have submitted outline business plans for their proposals and these are being considered by the Community Asset Transfer Working Group. The draft community benefit assessment framework has also been considered by the above working group and should be finalised by June 2018. This will be used to assess the community benefits of an organisation's Community Asset Transfer application. Proposals are being developed to put the Community Asset Transfer process online – anticipated that this will go live by June 2018.	Green	---	---	---	---	---

Support our communities by tackling disadvantage and deprivation and supporting aspiration

Lead partnership approaches to tackling the causes and effects of poverty and inequality

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year - Status	This Year - Target	This Year - To Date	Last 3 Years - 2014/15	Last 3 Years - 2015/16	Last 3 Years - 2016/17
Oversee implementation of Tackling Poverty Programme	Tackling Poverty Programme 2017-18 presented to Sustainable Economic Growth Board for approval by September 2017, and implemented thereafter	£3.15m Tackling Poverty Programme 2017-18 has been implemented over the year. Progress report was presented to Sustainable Economic Growth Board in September 2017.	Green	---	---	---	---	---
	Report on impact of Tackling Poverty Programme 2016-17 presented to Sustainable Economic Growth Board by September 2017	A full annual report on the impact of the Tackling Poverty Programme 2016-17 was produced and presented to the Board in September 2017. This included a number of case studies providing valuable insight into the impacts of the programme on individuals, families and communities. 87% of targets were achieved or exceeded, 9% were within 70% of being achieved, and only 4% were less than 70% of being achieved.	Green	---	---	---	---	---
	Financial inclusion network linked to preparation for welfare reform developed and supported	The Financial Inclusion Network and associated sub groups continue to engage a wide range of partners across key issues, such as: fuel poverty; digital inclusion; and tackling stigma, as well as providing forums and other forms of information exchange and problem solving linked to the roll out of Universal Credit.	Green	---	---	---	---	---

Encourage participation in physical and cultural activities

Provide quality leisure facilities and develop integrated community facilities within new primary schools

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year Status	This Year Target	This Year To Date	Last 3 Years 2014/15	Last 3 Years 2015/16	Last 3 Years 2016/17
Provide new or refurbished community facilities	Progress development of community facilities, including: completion of new build primary school community wing and synthetic pitch at Newton by summer 2017, site start on new community facilities within new build Primary School at Elsrickle by spring 2018; replacement of Ballgreen Hall and Library with new integrated facility within St Patrick's Primary School completed by spring 2018; and upgrade of three synthetic pitches progressed by March 2018	Project to develop joint school and community facility to replace St Patrick's Primary School, Ballgreen Hall and Library commenced on site in November 2016. Progressing in line with project timescales for completion spring 2018. Design for the new school and community facilities in Elsrickle is underway. Newton Farm Primary School and community wing/synthetic pitch construction was completed in summer 2017. The community facility and 3G pitch is now open. Funding applications have been submitted to REF and sportscotland to upgrade Lanark Racecourse from sand based to 3G, work will commence on site in summer 2018 when all external funding confirmed. Design work has also commenced to replace Ballerup 3G, work to be carried out during summer 2018. Grass pitches currently being assessed to identify upgrade programme during the summer months. Hamilton Palace Grounds 3G pitch replacement will be programmed for next financial year.	Green	---	---	---	---	---

Encourage participation in physical and cultural activities

Maintain attendances at SLLC facilities by actively promoting the facilities to the local community and visitors to the area

			---------- This Year ----------			-------- Last 3 Years --------		
Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	Status	Target	To Date	2014/15	2015/16	2016/17
Maximise the number of attendances at leisure facilities	Achieve 3 million attendances at those facilities managed by the Sport and Physical Activity section of South Lanarkshire Leisure and Culture	The number of attendances managed by the Sport and Physical Activity section for 2017-18 was 1.8% (35,083) below the annual target of 3 million. This can be attributed to facility closures during severe weather, as well as a reduction in hall hire bookings, and fitness and casual bookings.	Amber	3.000m	2.965m	3.336m	3.156m	2.992m
	Achieve target number of attendances for swimming pools (1.6 million)	The annual target for swimming pool attendances of 1.6 million was not met, with the 2017-18 figure indicating a 2.4% decrease of 38,006 to 1,563,304, compared to 2016-17. This reduction was principally due to adverse weather during quarter four as well as a reduction in schools attending school swimming lessons and a number of pools experiencing a decrease in casual swimming, family swimming and group swimming lessons over the year.	Amber	1.600m	1.563m	0.000m	0.000m	0.000m
	Achieve target number of attendances for other indoor sports and leisure facilities (excluding pools) (1.4 million)	The annual target for attendances at other indoor sport and leisure facilities has been exceeded, with total attendances for the year at 1,401,613.	Green	1.400m	1.402m	0.000m	0.000m	0.000m
	Achieve target number of attendances at outdoor recreation and country parks (2.2 million)	In 2017-18, the annual target for Outdoor Recreation and Country Parks was not met, and the figure was 5.1% lower than last year. This is due to a combination of decreased attendances caused by adverse weather across all services, with golf attendances experiencing the greatest decrease.	Amber	2.200m	2.120m	2.110m	2.104m	2.226m

Encourage participation in physical and cultural activities

Maintain attendances at SLLC facilities by actively promoting the facilities to the local community and visitors to the area

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year - Status	This Year - Target	This Year - To Date	Last 3 Years - 2014/15	Last 3 Years - 2015/16	Last 3 Years - 2016/17
	% of adults satisfied with leisure facilities	This is a Local Government Benchmarking Framework Indicator (LGBF). 2017-18 figure will be available in January 2019. The Improvement Service have, however, published the 2016-17 figures (see 2016-17 column to right). Compared to the previous year, the level of satisfaction has declined for leisure facilities and is below the Scottish average (74%).	Report Later	------	------	77.3%	74.0%	72.3%
	Cost per attendance at sports facilities	This is a Local Government Benchmarking Framework Indicator (LGBF). 2017-18 figure will be available in January 2019. The Improvement Service have, however, published the 2016-17 figures (see 2016-17 column to right). In 2016-17, the cost per attendance at sports facilities in South Lanarkshire is lower than the 2015-16 figure and lower than the Scottish average figure (£2.81). Tight budgetary control is assisting in the control of these service costs.	Report Later	------	------	£2.20	£2.23	£2.21
Maximise the number of attendances at cultural activities	Achieve 3.4 million attendances at facilities managed by Cultural Services and the Libraries and Museum Services	Attendances at facilities managed by Cultural Services and Libraries and Museum services exceeded the target by 19,108 leading to an annual attendance figure of 3,419,055.	Green	3.400m	3.419m	0.000m	0.000m	0.000m
	Achieve target number of attendances at Cultural Services facilities (2.2 million)	The annual target for Cultural services was not met despite a marginal increase of 999 attendances compared to last year. This marginal increase can be attributed to an increase in Hall visitor numbers due to the transfer of community lets as part of SLC's Facility Services Policy which removed 58 primary schools from the community letting programme.	Amber	2.200m	2.185m	0.000m	0.000m	0.000m

Encourage participation in physical and cultural activities

Maintain attendances at SLLC facilities by actively promoting the facilities to the local community and visitors to the area

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year - Status	This Year - Target	This Year - To Date	Last 3 Years - 2014/15	Last 3 Years - 2015/16	Last 3 Years - 2016/17
	Achieve target number of library visits (1.2 million)	The Libraries Service annual target of 1.2 million visits was marginally exceeded, with the end of year visits totalling 1,204,211.	Green	1.200m	1.204m	0.000m	0.000m	0.000m
	Achieve target number of visits to/usages of council funded or part-funded museums (190,000)	Attendances at museums have increased by 0.4% (687) to 188,470, compared to the same period last year. Despite this increase, the annual target for museum visits of 190,000 was not met, falling short by 1,530 attendances. This was due in part to the continued closure of the David Livingstone Museum.	Amber	190,000	188,470	0	0	0
	% of adults satisfied with libraries	This is a Local Government Benchmarking Framework Indicator (LGBF). 2017-18 figure will be available in January 2019. The Improvement Service have, however, published the 2016-17 figures (see 2016-17 column to right). Compared to the previous year, the level of satisfaction has declined for libraries and is below the Scottish average (74.7%).	Report Later	------	------	77.7%	72.7%	69.3%

Encourage participation in physical and cultural activities

Maintain attendances at SLLC facilities by actively promoting the facilities to the local community and visitors to the area

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year - Status	This Year - Target	This Year - To Date	Last 3 Years - 2014/15	Last 3 Years - 2015/16	Last 3 Years - 2016/17
	% of adults satisfied with museums and galleries	This is a Local Government Benchmarking Framework Indicator (LGBF). 2017-18 figure will be available in January 2019. The Improvement Service have, however, published the 2016-17 figures (see 2016-17 column to right). Compared to the previous year, the level of satisfaction has increased for museums and galleries, but is below the Scottish average (72%).	Report Later	------	------	70.0%	67.3%	70.0%
	Cost per library visit	This is a Local Government Benchmarking Framework Indicator (LGBF). 2017-18 figure will be available in January 2019. The Improvement Service have, however, published the 2016-17 figures (see 2016-17 column to right). Whilst the cost per library visit in South Lanarkshire in 2016-17 is higher than the Scottish average (£1.97), it is lower than the cost in 2015-16. This decrease in costs was achieved as a result of a reduction in staff numbers and staff hours, and reduced library opening hours.	Report Later	------	------	£3.54	£3.72	£3.67

Encourage participation in physical and cultural activities

Maintain attendances at SLLC facilities by actively promoting the facilities to the local community and visitors to the area

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year Status	This Year Target	This Year To Date	Last 3 Years 2014/15	Last 3 Years 2015/16	Last 3 Years 2016/17
	Cost of museums per visit	This is a Local Government Benchmarking Framework Indicator (LGBF). 2017-18 figure will be available in January 2019. The Improvement Service have, however, published the 2016-17 figures (see 2016-17 column to right). In 2016-17, the cost per museum visit in South Lanarkshire increased compared to 2015-16. This is largely due to a reduction in visits resulting from the closure of the David Livingstone Museum for refurbishment and reduced attendances at Chatelherault Visitor Centre. Despite this, our cost per visit is still lower than the Scottish average (£3.15).	Report Later	------	------	£2.90	£2.71	£3.14
Deliver activity programmes which will support equitable access for all, including older people and under 16s groups	Achieve 870,000 under 16 reduced rates attendances at South Lanarkshire Leisure and Culture facilities by March 2018 (includes halls, school lets, outdoor and indoor leisure)	The number of Under 16 reduced rate attendances show an overall annual increase of 1% (11,965), fractionally exceeding the annual target of 870,000.	Green	870,000	881,965	980,379	919,569	876,690
	Achieve 430,000 over 60's attendances by residents using South Lanarkshire leisure facilities	The number of over 60's attendances in 2017-18 exceeded the annual target of 430,000 by 8.3% (35,870) to 465,870.	Green	430,000	465,870	397,000	418,734	433,099
	Achieve 7,600 registered members of 'Activage' scheme	The number of registered Activage members in 2017-18 has shown an overall increase to 8,449 compared to last year, and is 11% (849) above the annual target of 7,600.	Green	7,600	8,449	6,045	7,187	7,622

Delivering the plan and achieving Best Value

Provide sound financial stewardship for the council

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year Status	This Year Target	This Year To Date	Last 3 Years 2014/15	Last 3 Years 2015/16	Last 3 Years 2016/17
Attract external funding support of £3m from European Union, lottery and related sources to support corporate objectives	Annual target achieved resulting in £3m external funding invested in South Lanarkshire	The 2017-18 target has been exceeded. 20 applications have received funding from sources such as the Scottish Government Regeneration funding, Scottish Government EU funding, The Big Lottery, Scottish Natural Heritage, the Forestry Commission, and Scottish Landfill Communities Fund. Projects supported have included Blairbeth Urban Park, Kirkfieldbank play park, Lanarkshire Rape Crisis Centre, and South Lanarkshire's mobile Men's Shed project.	Green	£3.000m	£4.192m	£5.254m	£13.200m	£8.134m

Delivering the plan and achieving Best Value

Deliver and communicate the Council Plan and ensure high standards of governance

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year: Status	This Year: Target	This Year: To Date	Last 3 Years: 2014/15	Last 3 Years: 2015/16	Last 3 Years: 2016/17
Promote resilience / emergency preparedness for the council	Increase awareness of resilience / emergency preparedness initiatives / practices within and external to the council by March 2018	Progress is being made as a result of Council Emergency Management Team meetings, wider engagement with SLC employees, and SLC representation at (and facilitation of) multi agency resilience meetings and events at local, regional and national level. Notable events include: meetings of Lanarkshire Local Resilience Partnership, West of Scotland Regional Resilience Partnership (Strategic and Tactical), Regional Additional Deaths (Management) Workshop, National Mass Fatalities (Management) Exercise, responses to severe weather (snow) events involving internal and multi agency engagement at Local and Regional Resilience Partnership, internal and multi agency Counter Terrorism Strategy (CONTEST) Group meetings, paper to CMT regarding Safety Advisory Group and Ministry of Defence workshop.	Green	---	---	---	---	---

Delivering the plan and achieving Best Value

Deliver and communicate the Council Plan and ensure high standards of governance

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year: Status	This Year: Target	This Year: To Date	Last 3 Years: 2014/15	Last 3 Years: 2015/16	Last 3 Years: 2016/17
Deliver the objectives of the Council Plan Connect	Deliver annual Resource Plan and review suite of measures for coverage and relevance	The Resource Plan 2017-18 was peer reviewed on 19 April 2017 for coverage and relevance of measures and was approved by the Community and Enterprise Resources Committee on 12 December 2017. The plan was implemented over 2017-18. The end of year progress report will be presented to the Community and Enterprise Resource Committee on 21 August 2018. The development of the Resource Plan 2018-19 is now well underway.	Green	---	---	---	---	---
Promote high standards of information governance	Information governance self assessment audit checklist to be completed annually and all relevant actions to be implemented	The Information Governance Self Assessment Audit Checklist for 2017 was completed and submitted to the Information Governance Board within the required timescale. Of the 13 actions identified in the Resource Information Governance Action Plan, 7 were completed, and the remainder are ongoing and have been carried forward to the action plan for 2018. In addition various exercises and actions were undertaken by Services in preparation for changes in data protection legislation (the General Data Protection Regulation Action Plan). These were completed within the required timescales.	Green	---	---	---	---	---
Ensure that high standards of governance are being exercised	80% of risk control actions completed by due date	There was one action on the Resource risk action log due for completion in 2017-18 which was completed on time.	Green	80%	100%	100%	82%	100%
	90% of audit actions completed by due date	There were 51 audit actions due in 2017-18 and all have been completed on time.	Green	90%	100%	------	88%	------

Delivering the plan and achieving Best Value

Deliver and communicate the Council Plan and ensure high standards of governance

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year: Status	This Year: Target	This Year: To Date	Last 3 Years: 2014/15	Last 3 Years: 2015/16	Last 3 Years: 2016/17
	Complete Resource Governance self assessment by due date and develop actions to address non-compliant areas	Resource Governance self assessment for 2017-18 complete. Progress against resulting governance actions being monitored on a six monthly basis, with Quarter 4 progress report completed in April 2018.	Green	---	---	---	---	---
Compliance with statutory response timescales for information in terms of the EI(S)Rs and FOISA and for subject access requests under the DPA	90% of Freedom of Information (FOISA) requests to be processed within the 20 working day period	Quarterly data is reported one period behind. In quarter three (October - December 2017), timescales were met for 97.8% of the 89 FOISA requests received in that quarter.	Green	90.0%	------	95.5%	97.5%	97.3%
	90% of Environmental Information (Scotland) Regulations EI(S)R requests to be processed within the 20 working day period unless extended to 40 working days in exceptional circumstances	Quarterly data is reported one period behind. In quarter three (October - December 2017), timescales were met for 95% of the 40 EISR requests received in that quarter.	Green	90.0%	------	0.0%	95.1%	97.2%
	90% of Data Protection Act (DPA) requests to be processed within 40 calendar days	Quarterly data is reported one period behind. In quarter three (October - December 2017), timescales were met for 80% of the 5 DPA requests received in that quarter. The above figure relates to a single quarter. The year to date position (April - December 2017) is 90%, which is on target and would mean a year to date green measure status.	Green	90.0%	------	0.0%	100.0%	94.1%

Delivering the plan and achieving Best Value

Develop improvement activity and promote scrutiny

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year - Status	This Year - Target	This Year - To Date	Last 3 Years - 2014/15	Last 3 Years - 2015/16	Last 3 Years - 2016/17
Implement effective best value management arrangements to ensure continuous improvement and efficient and effective service delivery	Engage in self evaluation activity and take forward any improvement actions	In 2017-18, Community and Enterprise Resources completed self assessments of the Waste Management Service, the Fleet Service, and the Renewable Energy Fund Scheme. Meetings were held with Heads of Service on the employee survey results, with Heads taking forward actions for their own Services. We continue to meet with service managers on a quarterly basis to identify improvements to the service as a result of complaints. The SMT have received complaints reports covering Quarters 1, 2, and 3.	Green	---	---	---	---	---
	Use the results of benchmarking activity (including the Local Government Benchmarking Framework) to inform and improve service delivery	2016-17 figures have now been published by the Improvement Service, and the council's LGBF web report, which provides analysis of the results, is now available to view on the Council website. Meanwhile, the Resource continues to send delegates to the LGBF Benchmarking Group meetings to discuss and share best practice.	Green	---	---	---	---	---

Delivering the plan and achieving Best Value

Promote equality and the wellbeing of staff

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year: Status	This Year: Target	This Year: To Date	Last 3 Years: 2014/15	Last 3 Years: 2015/16	Last 3 Years: 2016/17
Develop and implement council wide equality performance measures and publish results in accordance with Public Sector Equalities Duties (PSED)	Number of policies recommended, not recommended or piloted as a result of Equality Impact Assessments undertaken for all relevant policies, strategies and procedures	During 2017-18 there were a total of 25 savings related Equality Impact Assessments submitted within the EqIA system. Three of the 25 were approved with actions. Noted that the total numbers submitted may be subject to change by Finance and Corporate as some of the savings proposals did not require separate EqIAs.	Contextual	------	25	17	31	14
	Provide annual report to Equal Opportunities Forum on uptake of service, based on the agreed equality outcomes	During the year, the Resource prepared the annual Resource mainstreaming equalities report. This was presented to the Equal Opportunities Forum on 29th November 2017.	Green	---	---	---	---	---

Improve the skills, flexibility and capacity of the workforce

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year: Status	This Year: Target	This Year: To Date	Last 3 Years: 2014/15	Last 3 Years: 2015/16	Last 3 Years: 2016/17
Ensure our commitment to employees through the development and implementation of personnel policies and employee learning and development opportunities	100% coverage of Performance Appraisals (PAs) of employees in scope	Managers and employees in Resource are currently closing off 2017-18 Performance Appraisals at the moment. This information will not be available until later this year.	Report Later	100.00%	------	------	------	93.50%
	Resource labour turnover rate to be less than 5%	The annual labour turnover figure for the Resource is 0.8% higher than the annual target, due to an increased number of leavers across the Resource within the period.	Amber	5.0%	5.8%	3.4%	3.4%	4.0%
Implement the council workforce strategy toolkit and continue the cyclical reporting framework	Complete review of workforce plan and develop actions to respond to workforce changes and meet future needs	The workforce plan is being reviewed by Services to provide an update for the 2018-19 position. On completion of the review, an update report will be presented to CMT - date to be scheduled.	Green	---	---	---	---	---

Delivering the plan and achieving Best Value

Other actions in support of delivering the Plan and achieving Best Value

Action	Measures *(non statistical measures shaded grey)*	Comments/ Progress	This Year: Status	This Year: Target	This Year: To Date	Last 3 Years: 2014/15	Last 3 Years: 2015/16	Last 3 Years: 2016/17
Coordinate the delivery of the Resource's IT CMT projects	Monitor, deliver and participate in main IT themes, including mobile working and customer contact	Customer contact – Two further integrated waste forms implemented in February 2018: 'order a new recycling bin' and 'report a damaged recycling bin'. Review of Land Services Customer Service Centre emails has identified high level of internal transactions via Housing and Technical Resources. Workshop is scheduled for April 2018 to document the 'as is' process with a view to remove duplication. Review of forms and data input – 110 forms identified for the Resource, with potential to integrate 24 of these, 65 to be further analysed to determine if any action can be taken to streamline the process. This work will be carried forward by the customer contact online transactions group during 2018-19. Mobile working solutions – Projects carried forward to 2018-19. Roads work instructions scheduled for pilot during August to October 2018, Facilities due for pilot in April 2018.	Green	---	---	---	---	---
Prepare Resource for implementation of replacement corporate EDRMS and workflow software	System familiarisation, document and data mapping and migration, fileplan set up, correspondence workflow specification developed and tested, procedures revised, and training delivered (all by December 2017)	EDRMS – High level design specifications for core system and data migration signed off. Workflow and scanning specifications clarifications ongoing with sign off anticipated April 2018. Hardware in place and test PCs provided in key locations for initial familiarisation by the project team. Training Plan being developed in conjunction with Corporate Training and Development Team. Next stage analysis and design phase due to be completed by May 2018. Project on schedule for delivery end of August 2018.	Green	---	---	---	---	---

Appendix 2

Community and Enterprise Resources

Community and Enterprise Resource Plan 2018/2019

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Section One – Introduction

I am pleased to introduce our Resource Plan for 2018-19 which sets out our objectives and priorities for the coming year. This is the main annual business planning document for the Resource and all of its employees. It reflects the council's key priorities as set out in the Council Plan 'Connect', provides an overview of the Resource's main areas of activity, summarises our service achievements in 2017-18, and sets out our plans for maintaining and improving services in 2018-19.

South Lanarkshire is home to more than 316,000 people and covers 180,000 hectares of land, stretching from close to the centre of Glasgow to near to the Scottish borders. Providing services in this large and diverse geographical area is a considerable challenge for Community and Enterprise Resources, and in 2018-19, the Resource will spend £116.130 million on delivering key services, plus a further £43.165 million on capital projects.

Our Resource comprises four service areas – Facilities, Waste and Grounds Services; Roads and Transportation Services; Fleet and Environmental Services; and Planning and Economic Development Services; and is supported by a Performance and Development Team and Support Team. The Resource employs 3,286 people who together provide a wide range of services for local communities, including:

- maintaining our road network to support safe and effective transport, and promoting active travel;
- collecting and disposing of waste and encouraging recycling;
- keeping our streets clean and maintaining and developing play parks, gardens and open spaces;
- promoting economic development and delivering support for local businesses;
- managing programmes to tackle disadvantage and deprivation;
- providing Planning and Building Standard services which guide and control physical development and land use in the area;
- protecting public health through the delivery of environmental health services;
- supporting consumer support through trading standards services;
- delivering key services within schools and council offices, including cleaning, catering, receptionist, janitorial and crossing patrol services;
- providing bereavement services;
- managing the council's vehicle fleet, including: refuse collection, roads maintenance, street sweeping and passenger transport; and
- leading the council in developing and promoting sustainability.

The Resource also has a significant role to play in managing the relationship between the council and South Lanarkshire Leisure and Culture (SLLC). SLLC, on behalf of the council, promotes the health and wellbeing of South Lanarkshire residents through the council's museum, libraries, arts centres, indoor and outdoor sports and leisure centres, community halls and country parks.

This Resource Plan details some of our major achievements in the above areas in the last year, listed in sections 2.1 and 4.2 and Annex two of this plan. In particular, I would like to highlight the following:

- We resurfaced 4.65% of our road network and installed 6,588 LEDS as part of our LED street lighting programme; and we received the Local Transport Authority of the Year Award and were shortlisted for the Achievements in Cycling Award (both Scottish Transport Awards).
- We completed the £1 million extension to Newton Rail Station Park and Ride, including the construction of 155 car park spaces.

- We completed construction of a community wing and synthetic pitch at Newton Farm Primary School.
- Through employability programmes, we assisted 1,266 people to secure employment, education or training; and our assistance to businesses via grants, loans and property advice led to 1,361 jobs being created/sustained and an additional £23.03 million in sales.
- We completed work at Millheugh/Greenhall Estate, Chatelherault, and Maulsdslie and West Brownlie Woods (which included the restoration of footpaths, woodland restructuring and other environmental work).
- We achieved Green Flag Awards for three of our district parks: Cambuslang Park, Strathaven Park, and Castlebank Park; and Strathavan Park received a People's Choice Award. Beautiful Scotland, RHS Britain in Bloom, and the Royal British Legion also issued a number of awards to towns and villages across South Lanarkshire. Our Grounds Services teams offer advice and practical help to the towns and villages taking part in these horticulture awards.
- Our Grounds Services team received a Royal Society for the Prevention of Accidents Gold Achievement Award for their commitment to health and safety in the workplace and an APSE Striving for Excellence Silver Award in the Parks, Grounds and Streets category.
- Our Resource was a finalist in a number of 2017 APSE Performance Networks Awards categories, including Building Cleaning; Cemetery and Crematorium; Highways, Roads and Winter Maintenance; Parks, Open Spaces and Horticultural Services; and Refuse Collection.
- We retained the Customer Service Excellence Award in our Planning Service, Building Standards Service, and Bereavement Service.

None of these achievements or awards would be possible without the commitment and efforts of our staff, and I would like to thank them for their contribution. As always, there are new challenges to face, and this Resource Plan outlines how we will develop and improve our services over the next year. Some of our priorities for the year include:

- continuing to implement the Roads Investment Programme;
- progressing the Glasgow City Region City Deal projects, including four Community Growth Area sites (at Newton, East Kilbride, Hamilton and Larkhall) and two major transport infrastructure projects in East Kilbride;
- replacing Ballgreen Hall and Library with a new integrated facility within St Patrick's Primary School and progressing development of community facilities within the new build primary school at Elsrickle;
- continuing activity aimed at increasing waste recycling and reducing the council's greenhouse gas emissions; and
- continuing to work with communities and partners to tackle poverty and local inequalities.

Further detail on our 2018-19 priorities is included within the action plan at section 6 of this plan and within the service plans which complement this Resource Plan.

As we look forward to the challenges in the year ahead, the continued commitment and effort of all our employees remains vital in delivering the council's vision: to 'improve the quality of life of everyone in South Lanarkshire'.

Michael McGlynn
Executive Director
Community and Enterprise Resources

Section Two – Context

2.0. Introduction

The challenges facing local government in Scotland continue. However, even with the ongoing financial constraints, the council continues to do everything in its power to protect and maintain vital services.

The following overview gives a brief outline of the extent of the services that we deliver. These services will be significantly impacted in the coming year by social change, legislation and policies, the council's key plans and other statutory commitments.

2.1. Resource overview

Here is just some of the activity which was undertaken by Community and Enterprise Resources in 2017-18:

Facilities, Waste and Grounds Services

- provided 4.718 million nutritious school meals and over 104,000 community meals to Social Work clients
- managed 150,844 tonnes of waste from 150,655 households and other council areas, and recycled and composted 66,900 tonnes of different materials
- maintained almost 2,700 hectares of diverse land types and over 3,250 gardens as part of the council's care of garden scheme
- carried out 1,260 burials and 1,650 cremations
- cleaned up over 260 items of graffiti
- attended to over 1,450 arboricultural enquiries
- provided landscape design and horticultural advice service to 15 local community groups

Roads and Transportation Services

- carried out 178 carriageway improvement and 12 footway improvement schemes and resurfaced 4.65% of the council's roads network
- completed parapet and bridge strengthening works at five locations
- completed Cathkin Relief Road and progressed the design and contract preparation for Greenhills / Strathaven Road corridor improvements
- continued programme of street lighting improvement/renewals by installing 6,588 LEDS within street lights and replacing 291 lighting columns
- completed Route Action Plan and single site works at two locations across South Lanarkshire, undertook designs at six other locations for future implementation and completed various other minor road safety infrastructure improvements
- delivered traffic signal and pedestrian crossing maintenance / capacity improvements and new installations at six locations
- delivered projects aimed at increasing cycling, including: the completion of NCN 74 cycle route works at Tieglum Road in Lesmahagow and continuation of the route works in the Calderwood Road area of East Kilbride.

Fleet and Environmental Services

- managed and maintained the council's fleet of 1,930 vehicles and items of plant machinery
- transported 1,066 children and adults to council facilities each day
- procured 232 replacement vehicles and items of plant

- carried out just over 2,270 inspections and alternative enforcement interventions at food premises and 257 health and safety inspections and investigation visits
- acted on 4,936 enquiries relating to environmental pollution, just over 3,150 pest control requests, 297 reports of stray dogs and 2,672 noise complaints, and conducted 1,465 litter and dog fouling patrols
- provided advice and assistance in relation to 3,658 trading standards related complaints and obtained £637,000 of redress for local consumers in terms of faulty goods and services

Planning and Economic Development

- processed 3,985 planning and building warrant applications, representing several hundred million pounds of investment
- dealt with nine planning appeals
- 205 planning enforcement cases were investigated
- through employability programmes, 1,266 people successfully secured employment or commenced education or training
- 1,637 businesses were assisted via grants, loans or property advice, generating £23.03 million in additional sales and creating or sustaining 1,361 jobs
- £4.192 million external funding support was secured from Scottish Government and Lottery sources

The Resource also completed the construction of a community wing and synthetic pitch at Newton Farm Primary School.

Additional performance information in relation to all of the above services is provided at 4.2 and in Annex two of this Resource Plan.

2.2. Social change, legislation and policies

2.2.1. Glasgow City Region City Deal

A City Deal worth £1.13 billion for the Glasgow City Region was agreed in July 2014. The City Deal is being used to fund major infrastructure projects, drive innovation and growth, and address challenges in the local labour market. Community and Enterprise Resources' Roads and Transportation Service has been leading the delivery of three major transportation projects within the City Deal which are being undertaken to boost South Lanarkshire's access to the rest of Scotland. Cathkin Relief Road in Rutherglen/Cambuslang is now complete and open, with the bulk of the other projects in East Kilbride (Greenhills Road/A726 and Stewartfield Way) taking place between 2018 and 2024.

A further City Deal project, the Community Growth Areas, is being led by our Planning and Economic Development Service and seeks to promote private sector house building in four key locations within South Lanarkshire: Newton, East Kilbride, Hamilton and Larkhall. The Service will also seek to ensure the maximum economic and community benefits are secured and will lead discussion on a number of labour market and business innovation measures being progressed under the banner of City Deal.

2.2.2. Economic development and tackling poverty

Through the Sustainable and Inclusive Economic Growth Board, the council, together with its community planning partners, is reaffirming its commitment to generating improvements in South Lanarkshire's economy for the benefit of its businesses, communities and residents alike. To this end, Community and Enterprise Resources, through the work of Planning and Economic Development Services, will continue to provide support to businesses in 2018-19.

Activity will be focused on increasing business engagement, innovation, investment, internationalisation and inclusive growth, ensuring business support activities are targeted to achieve the best outcomes and contribute to tackling inequalities.

In addition to supporting the above Sustainable Economic Growth Board, the Service also contributes to partnership work to tackle poverty and inequality, including supporting a range of local networks, and raising awareness, understanding of, and commitment to, poverty and inequalities. A growing area of work is ensuring that communities are able to fully participate in the new Neighbourhood Planning process, with the objective of reducing inequalities between our most and least deprived areas. This includes working with council and partner services to develop new approaches to improving local outcomes.

2.2.3. Statutory requirements

New and revised legislation will impact on the work of the Resource in 2018-19. This includes:

Statutory requirements – Community and Enterprise Resources	
Legislative area	**Impact**
Building Standards System	In response to the Grenfell Tower fire and the Edinburgh Schools Report, the Scottish Government set up two Ministerial Working Groups covering 'Building and Fire Safety' and 'Compliance and Enforcement'. The work of these groups is nearing completion and it is anticipated that amongst a number of recommendations will be an increased role for Local Authority Building Standards services with regards to enforcing compliance. It is expected that this will result in fundamental changes to primary legislation and the need for the council to adapt existing processes and introduce new processes to accord with any changes to primary legislation.
Children and Young People (Scotland) Act 2014	The Scottish Government requires local authorities to provide free school meals to children in P1, P2 and P3 and children attending nursery over the middle of the day.
Climate Change (Scotland) Act 2009	This legislation places duties on the Scottish public sector to contribute to the delivery of national greenhouse gas emission reduction targets and Scotland's climate change adaptation programme. For South Lanarkshire Council, this means taking action to reduce greenhouse gas emissions from the delivery of our own services, but also using council powers and influence to reduce emissions in the South Lanarkshire area in general. The duties also require the council to take action to prepare for the impact of changes in climate (e.g. delivering flood risk management measures); and more widely, to work in partnership with communities and community planning partners to make the South Lanarkshire area ready for changes in future climate conditions and extreme weather events. Community and Enterprise Resources will take a lead role in all of this activity, engaging community planning partners and reporting on what is being done to comply with climate change duties.

Statutory requirements – Community and Enterprise Resources	
Legislative area	**Impact**
Community Empowerment (Scotland) Act 2015	This Act contains diverse proposals with potential implications for Community and Enterprise Resources. As well as permitting the Scottish Government to set national outcomes relating to functions carried out by local authorities, the Act includes new ways for communities to take on public sector assets and be involved in community planning. This legislation could potentially impact on assets owned / managed by South Lanarkshire Leisure and Culture and Facilities, Waste and Grounds Services. For example, part 9 of the Act which governs the provision of allotments requires the council to publish a Food Growing Strategy within two years that will identify how allotment and food growing opportunities will be increased to meet demand.
Flood Risk Management (Scotland) Act 2009	Flood Risk Management Strategies published by SEPA for all 14 Local Plan Districts within Scotland set the national direction of future flood risk management, helping to target investment and coordinate actions across public bodies. Local Flood Risk Management Plans (LFRMPs), which were developed in parallel with the Strategies, were published by local authorities in June 2016. These LFRMPs provide local detail on the funding and delivery timetable for actions in 2016-21, and will be updated every six years. As the council is a Responsible Authority under the Flood Risk Management Act, Community and Enterprise Resources' Roads and Transportation Services continue to be heavily involved in undertaking relevant actions set out within two of these LFRMPs and in the development of the next phase of Strategies and LFRMPs.
General Data Protection Regulation	Work will be required in implementing the General Data Protection Regulation.
National Public Health Priorities	National public health priorities for local government will be set in spring 2018, which will inform local, regional and national action. The priorities will be set in broad outcome terms to allow public sector partners to develop appropriate strategic action at the local, national or regional level. In addition to improving health, the role of Environmental Services in protecting health has been recognised as a key component to delivering on the national public health priorities.
Planning Review	New legislation will be introduced in 2018-19 aimed at improving and modernising the Scottish planning system. It will include proposals for reconfiguring the development plan system, setting out proposals for using the planning system to assist in the delivery of infrastructure, changes to the development management system aimed at improving its efficiency and transparency, and new methods of community engagement. This will require the council's existing processes and procedures to be reviewed and updated when the legislation is introduced, to ensure they accord with its provisions.
Zero Waste Strategy and the	The Scottish Government's Zero Waste Plan aims to promote the recovery and reuse of resources in waste. The strategy sets

Statutory requirements – Community and Enterprise Resources	
Legislative area	**Impact**
Waste (Scotland) Regulations 2012	challenging targets for the recycling and composting of domestic waste by local authorities (60% by 2020 and 70% by 2025). These targets should be achieved alongside the Scottish Government's forthcoming ban on the land-filling of municipal biodegradable waste. Community and Enterprise Resources' Waste Service will continue to promote waste minimisation, reuse and recycling within South Lanarkshire, and in 2018-19, will implement policies designed to maximise recycling and minimise waste sent to landfill.

Specific actions to address these legislative impacts are detailed in Section 6 (Action Plan) of the Resource Plan. Legal Services will assist all Resources to meet the demands of new and changing legislation.

2.3. The Council Plan, Community Planning and the Community Plan

2.3.1. **Community Planning** is the process through which public services come together to positively change local situations. The Community Planning Partnership (CPP) is committed to improving the quality of life of everyone in South Lanarkshire by working together and with communities to design and deliver better services.

Through the 2015 Community Empowerment Act, the Scottish Parliament gave a statutory purpose, for the first time, to community planning: to focus on improving outcomes and tackling inequalities in outcomes. This includes those communities (covering areas and/or groups of individuals) experiencing the poorest outcomes.

2.3.2. In the new Community Plan, the Community Planning Partnership has agreed a new overarching objective to tackle poverty, deprivation and inequality with a focus on people, jobs, skills and wellbeing.

The strategic themes of the CPP and the Community Plan are clearly aligned to the Ambitions in the Council Plan Connect 2017-22, as shown below.

Partnership strategic theme	Connect Ambition
Community safety and crime	Make communities safer, stronger and sustainable
Health and social care	Improve health, care and wellbeing
Sustainable economic growth	Promote economic growth and tackle disadvantage
Children and young people	Get it right for children and young people

The Council Plan is considered in more detail in Section 3.

2.4. Other commitments

2.4.1. Partnership working

Community and Enterprise Resources has significant responsibilities when working in partnership with others, and the role played by partnerships in shaping and delivering services is increasingly important. These partnerships are identified and reviewed within the Resource's Partnership Risk Register on an annual basis. Here are some of them:

- Sustainable Economic Growth Board
- Glasgow & Clyde Valley City Region City Deal
- Glasgow & Clyde Valley Strategic Development Plan Joint Committee
- New Lanark Partnership
- East Kilbride Task Force
- Supplier Development Programme
- Clyde Gateway Partnership
- Lanarkshire Area Tourism
- Business Gateway
- University of West of Scotland
- West of Scotland Loan Fund
- Rural Partnership
- Scottish Chief Officers of Transportation
- Road Safety West of Scotland
- Flood Risk Management Plan Districts
- Sustainability Partnership
- Waste Partnership
- South Lanarkshire Greenspace Partnership
- South Lanarkshire Outdoor Access Forum
- Biodiversity Partnership
- Friends' organisations for local nature sites
- Public Health Partnership
- Police Scotland Trading Standards Attachment
- Glasgow & Clyde Valley Green network Partnership
- Strathclyde Partnership for Transport

2.4.2. Service reviews

During 2017-18, efficiency reviews of the following services were undertaken (many are still underway):

- Employability
- Planning and Economic Development
- Grounds Maintenance
- Overtime (all Resources)
- Working patterns (all Resources)
- Advice and voluntary sector (all Resources)
- Facilities Management
- South Lanarkshire Leisure and Culture
- Fleet
- Roads and Transportation
- Policy and Strategy (all Resources)
- Business Administration
- Waste Management

The recommendations, action plans and changes to service delivery will be introduced during 2018-19 or thereafter. Service efficiency reviews will continue in the coming year.

2.4.3. Equality and diversity

Equality is an integral part of achieving best value and is an underpinning value of the council's vision to improve the quality of life of everyone in South Lanarkshire. The council is committed to: eliminating unlawful discrimination, harassment and victimisation; advancing equality of opportunity between different groups; and fostering good relations in all that it does. In doing so, it will reduce disadvantage and deprivation within the council and will work with others to do so in the South Lanarkshire area.

Community and Enterprise Resources has a key role to play delivering the council's equality outcomes as outlined in the South Lanarkshire working for you - mainstreaming equalities report, and will take forward the following key actions:

- Ensure there is adequate provision for the community to travel within South Lanarkshire
- Monitor the parking requirements for disabled users on an ongoing basis
- Ensure the transport provision reflects the needs of the community
- Help businesses within the community grow and develop
- Ensure inclusive design is adhered to when designing buildings in South Lanarkshire
- Ensure vulnerable groups are consulted regarding changes to buildings in their community

2.4.4. Sustainable development

Sustainable development is an integral part of best value and is also a priority for the council. The council has a statutory requirement under the Public Sector Climate Change Duties to: reduce carbon emissions arising from its own activities and to work with others to reduce those of the South Lanarkshire area in general; adapt to current and future changes in climate to ensure continued service delivery; and promote the sustainable development of the council and our local communities. The council also has a statutory requirement under the Biodiversity Duty to further the conservation of biodiversity.

Community and Enterprise Resources has a key role to play in delivering aspects of the council's Sustainable Development and Climate Change Strategy and the Biodiversity Duty Implementation Plan, both in co-ordinating activity around these areas for the council as a whole, and in delivering particular aspects of the aforementioned strategy and plan, including: carbon management, biodiversity and countryside services, environmental protection, waste management, development planning, transportation, and supporting community regeneration.

2.4.5. Information governance

Community and Enterprise Resources recognise that good information governance is necessary for the Resource and the council to carry out its functions efficiently and effectively.

The Information Governance Board, which has representation from all Resources, oversees the council's information management activities driving forward improvements and developing policies, procedures and guidance. The framework for information governance is provided by the Information Strategy which is being refreshed, and a new version will be available in 2018. This strategy outlines a number of key actions which will ensure that all Resources will progress improvement in the management of information throughout the council.

The council's first Records Management Plan was approved by the Keeper of the Records at the National Records of Scotland in June 2017. This was a statutory requirement of the Public Records (Scotland) Act 2011.

Improvement actions from the National Records of Scotland assessment of the Records Management Plan will form part of the revised Information Strategy available in 2018.

2.4.6. Top risks

To successfully manage risk, council and resource plan objectives must inform the council's risk management arrangements. The council reviews its top risks each year and common themes are identified.

The top risks identified for the council are:

- Reduction in council funding, resulting in difficulties maintaining front line services
- Potential liability arising from claims of historic abuse
- Failure to maintain the required pupil/teacher ratio
- Information management not subject to adequate control
- Fraud, theft, organised crime and cyber attacks
- Failure to achieve results and demonstrate continuous improvement, through leadership, good governance and organisational effectiveness
- Failure to work with key partners to achieve the outcomes of the Community Plan
- The council is not sufficiently prepared to deliver the Integration Joint Board Strategic directions set out in the Strategic Commissioning Plan 2016-19
- Increasing levels of adverse weather

In addition to these risks, Community and Enterprise Resources have also identified and added a number of risks to the Community and Enterprise Resources risk register:

- Relocation of University of West of Scotland to Eco Campus
- Increased costs in providing winter maintenance services
- Failure of unrestricted substandard bridges / bridges showing deterioration
- Failure to implement IT action plan
- Procurement practice and contracts management

In the coming year, Community and Enterprise Resources will take forward all reasonable necessary actions, where appropriate, to mitigate or reduce the Resource's exposure to these key risks.

2.4.7. Best Value

Best value, a concept first introduced into the public sector through the Local Government (Scotland) Act 2003, seeks to drive continuous improvement in public service delivery. Best value has entered a new era which is intended to bring about more proportionate and risk-based external scrutiny of councils by national inspection bodies; placing greater emphasis on the use of self-assessment, benchmarking and public performance reporting to promote continuous improvement. The council will undergo a Best Value Audit (leading to the publication by Audit Scotland of a Best Value Assurance Report in 2019-20) and preparatory work will be undertaken over the course of 2018-19. Finance and Corporate Resources will lead on these preparations, focusing on the council's arrangements to secure and demonstrate Best Value.

2.4.8. Benchmarking

With the support of the Accounts Commission, the Society of Local Authority Chief Executives (SOLACE) has been working with the Improvement Service and the Convention of Scottish Local Authorities (CoSLA) and has established a Local Government Benchmarking Framework (LGBF) and indicators for council services in Scotland.

The move away from league tables to benchmarking is to enable comparisons to be made on spending and performance between similar council groups, these are called family groups; to share areas of good practice and innovative ideas, with a long term aim to improve performance.

The LGBF indicators are included in this Resource Plan and, along with many other indicators and measures will be monitored throughout the year. Performance against these indicators can be found in our Public Performance Reports.

The results for all Scottish councils and the family groups can be found on the online tool mylocalcouncil.

2.4.9. External regulations and inspection

Community and Enterprise Resources will be subject to further requirements stemming from legislation and government policy that influence service delivery. The Best Value framework and the Shared Risk Assessment continue to focus on overall council efficiency, self-assessment, performance and improvement.

2.4.10. Digital and ICT Strategy

The council's Digital and ICT strategy sets out how South Lanarkshire Council will use new technologies to help deliver its vision 'to improve the quality of life of everyone in South Lanarkshire'. It describes how services will be delivered as 'Digital First' and how we will work with partners, service users and suppliers to create the data infrastructure to support digital services. The strategy also sets out the technical foundations necessary to realise the council's digital vision. This includes ensuring that appropriate and sustainable computer

systems, networks, ICT skills, software and data services are in place to support the transformation to a Citizen Centric and Digital Council both in the short term and in the years beyond.

2.4.11. Good Governance

The function of good governance in the public sector is to ensure that organisations achieve their intended outcomes while acting in the public interest at all times. This means doing the right things, in the right way, for the right people, at the right time, in an inclusive, open, honest and accountable manner.

The council is responsible for putting in place proper arrangements for the governance of its activities and facilitating the effective exercise of its functions including clear arrangements for the management of risk. This includes an internal audit function whose objective it is to evaluate and improve the effectiveness of risk management, control and governance processes.

Community and Enterprise Resources undertakes an annual review of governance arrangements and contributes to the production of the Annual Governance Statement and Improvement Plan which forms part of the Annual Accounts. The governance arrangements for the Resource are underpinned by the council's Local Code of Corporate Governance. The Code comprises a framework of policies, procedures, behaviours and values by which the council is controlled and governed. It shows how the council will continue to review the governance arrangements that are currently in place and implement improvements where necessary.

Section Three - The Council Plan - Connect

3.0. The Council Plan – Connect

The council's vision to **'improve the quality of life of everyone in South Lanarkshire'** remains at the heart of the Council Plan and along with our values, influences everything that we do.

Our five Ambitions circle our Vision and Values, linking our 11 objectives in the outer ring to the wider work in our communities and with our other public partners.

The wheel diagram below is designed to show how our six core values, five Ambitions and 11 Objectives interact with one another. For example, success in giving our children a better start in life links to early learning, their wellbeing, improvement in achievement and attainment and developing their skills for learning, life and work. This will lead to better prospects and improve life chances for young people and the economy as a whole.

3.1. Resource Objectives

Community and Enterprise Resources has established the following Resource objectives to support the delivery of Connect objectives in 2018-19.

3.1.1. Connect objective – Deliver better health and social care outcomes for all

By working towards this objective, the council aims to assist individuals and communities to achieve good health and wellbeing.

To support the delivery of this Connect objective, Community and Enterprise Resources has developed the following Resource objective:

- provide opportunities for all school children to access nutritious school meals

The main action in this area is to provide 4.718 million nutritious school meals to South Lanarkshire Council pupils, including the provision of free school meals for primary 1-3 pupils.

3.1.2. Connect objective – Improve the availability, quality, and access of housing

By working towards this objective, the council aims to ensure that housing needs will be met, with good quality, affordable and energy efficient homes.

To support the delivery of this Connect objective, Community and Enterprise Resources has developed the following Resource objective:

- ensure an adequate supply of housing, industry and business land and green space is maintained

The main action in this area is to monitor the Local Development Plan policies to ensure at least a five year supply of housing land is maintained, as well as an adequate supply of land for business and green space.

3.1.3. Connect objective – Improve the road network, influence improvements in public transport and encourage active travel

By working towards this objective, the council aims to ensure that South Lanarkshire's road and public transport network enables the flow of people, goods and services.

To support the delivery of this Connect objective, Community and Enterprise Resources has developed the following Resource objectives:

- implement the Roads Investment Programme
- provide road and transportation infrastructure improvements to support new developments and to encourage greater use of public transport
- encourage active travel and recreational access to the outdoors

The main actions in this area include: implementing the Roads Investment Programme, delivering two transport infrastructure projects in East Kilbride as part of the City Deal, extending the network of cycle routes, upgrading, maintaining and promoting path networks, and extending the Clyde Walkway.

3.1.4. Connect objective – Work with communities and partners to promote high quality, thriving and sustainable communities

By working towards this objective, the council aims for South Lanarkshire to be an environmentally responsible, clean, attractive and well-designed place to live, work and play.

To support the delivery of this Connect objective, Community and Enterprise Resources has developed the following Resource objectives:

- provide Planning and Building Standards services which guide and control physical development and land use in the area
- sustain the quality of our town and neighbourhood centres
- work with developers and public and private sector partners to deliver the Community Growth Areas City Deal project
- reduce the number of road casualties through road safety improvements and initiatives
- provide consumer protection through the work of our Consumer Advice and Trading Standards Service
- improve the quality of streets, parks and other public areas
- create high quality cemeteries and provide sustainable options for burial
- provide services which help local communities to become more sustainable
- improve the council's environmental performance and reduce its greenhouse gas emissions
- safeguard health through an effective environmental services regulation and enforcement service
- regenerate and bring back into use vacant and derelict and contaminated land
- protect biodiversity and enhance green space in South Lanarkshire

The main actions in this area include: progressing the Community Growth Area sites within the City Deal project, maintaining street cleanliness and grounds, reducing waste and increasing recycling, improving urban green spaces, undertaking regulatory activity designed to protect consumers, delivering road safety improvements aimed at reducing road accidents, and engaging community planning partners in joint action on climate change.

3.1.5. Connect objective – Support the local economy by providing the right conditions for inclusive growth

By working towards this objective, the council aims to create the right environment for business growth to help people find employment and communities to thrive.

To support the delivery of this Connect objective, Community and Enterprise Resources has developed the following Resource objectives:

- implement the South Lanarkshire Economic Strategy and support the development and implementation of the Glasgow City Region Economic Strategy and City Deal
- support local businesses through the delivery of business support programmes
- implement the Lanarkshire Rural Development Strategy
- support key voluntary organisations and help to develop the social economy

The main actions in this area will include: implementing the South Lanarkshire Economic Strategy, delivering services to businesses, implementing the Tourism Strategy, and improving volunteering opportunities.

3.1.6. Connect objective – Support our communities by tackling disadvantage and deprivation and supporting aspiration

By working towards this objective, the council aims to improve the quality of life in the most deprived neighbourhoods and communities in South Lanarkshire.

To support the delivery of this Connect objective, Community and Enterprise Resources has developed the following Resource objective:

- lead partnership approaches to tackling the causes and effects of poverty and inequality

The main actions in this area include contributing to the preparation of the Community Plan (see 2.3.2.) and ensuring a range of local networks and partnerships are in place to enable effective joined up working linked to tackling poverty and inequalities.

3.1.7. Connect objective – Encourage participation in physical and cultural activities

By working towards this objective, the council aims to promote participation in cultural activities and support healthier lifestyles.

To support the delivery of this Connect objective, Community and Enterprise Resources has developed the following Resource objectives:

- provide quality leisure facilities and develop integrated community facilities within new primary schools
- maintain attendances at SLLC facilities by actively promoting the facilities to the local community and visitors to the area

The main actions in this area include upgrading our community facilities and maximising the number of individuals engaging in cultural activities and participating in physical activity at our leisure facilities.

3.1.8. Delivering the Plan and achieving Best Value

In working towards achieving the Council Objectives, Community and Enterprise Resources contribute to the delivery of the Plan and achieving Best Value, governing how we carry out our business and deliver all our services.

To support the delivery of the Plan and achieving Best Value, Community and Enterprise Resources has developed the following Resource objectives:

- Provide sound financial stewardship for the council
- Deliver and communicate the Council Plan and ensure high standards of governance
- Develop improvement activity and promote scrutiny
- Promote equality and the wellbeing of staff
- Improve the skills, flexibility and capacity of the workforce
- Other actions in support of delivering the Plan and achieving Best Value

The main actions in this area include: carrying out self-assessment and benchmarking activity, dealing with information requests, monitoring key personnel policies, and co-ordinating the Resource's IT projects.

Section Four – Performance and results

4.0. Introduction

In this section we report our key performance and results based on Connect 2017-22 for the financial year just ended 2017-18.

4.1. Performance against Resource Plan objectives 2017-18

The Community and Enterprise Resources' Resource Plan for 2017-18 had 154 measures set against eight of the Connect Objectives. Performance against these measures was as follows:

Council objective	Green	Amber	Red	Report later	Total
Deliver better health and social care outcomes for all		3			3
Improve the availability, quality, and access of housing	1				1
Improve the road network, influence improvements in public transport and encourage active travel	14	2		5	21
Work with communities and partners to promote high quality, thriving and sustainable communities	47	6	1	11	65
Support the local economy by providing the right conditions for inclusive growth	21	1		2	24
Support our communities by tackling disadvantage and deprivation and supporting aspiration	3				3
Encourage participation in physical and cultural activities	7	5		6	18
Delivering the plan and achieving best value	16	1		2	19
Total	**109**	**18**	**1**	**26**	**154**
%	70.8	11.7	0.6	16.9	100

Key to performance monitoring system:

Green	The timescale or target has been met as per expectations
Amber	There has been minor slippage against timescale or minor shortfall against target
Red	There has been major slippage against timescale or major shortfall against target
Report later	For some measures, the statistics are not yet available to allow us to say whether the target has been reached or not. These will be reported when available

4.2. Key achievements

The following table highlights achievements during the financial year 2017-18.

Council objective: Improve road network, influence improvements in public transport and encourage active travel	
Resource objective	**Achievement**
Implement the Roads Investment Programme	Continued to implement the Roads Investment Programme, with 178 carriageway schemes and 12 footway schemes undertaken in 2017-18, resulting in 4.65% of the road network being resurfaced.
	Continued our programme of street lighting improvements, with 291 lighting columns and 6,588 LEDs installed. Over the three year programme to September 2018, 59,000 LEDs will have been installed.
Provide road and transportation infrastructure improvements to support new developments and to encourage greater use of public transport	Completed the £1 million extension to Newton Rail Station Park and Ride (including the construction of 155 car park spaces).
Council objective: Work with communities and partners to promote high quality, thriving and sustainable communities	
Resource objective	**Achievement**
Provide Planning and Building Standards services which guide and control physical development and land use in the area	98.6% of planning applications were granted approval in 2017-18, indicating that planning officers are ensuring proposed developments comply with council policy.
Safeguard health through an effective environmental services regulation and enforcement service	Our Environmental Health team helped ensure 85.8% of local food businesses were broadly compliant with food safety standards in 2017-18 (against the annual target of 85%)
Improve the quality of streets, parks and other public areas	In 2017-18, we achieved high independently assessed scores for our grounds maintenance service (73, against the annual target score of 70) and for our street cleanliness service (96% of our streets were judged to be of an 'acceptable' standard, compared to our annual target of 90%).
Council objective: Support the local economy by providing the right conditions for inclusive growth	
Resource objective	**Achievement**
Support unemployed people into jobs, training or further education and prioritise efforts to support young people into the job market	In 2017-18, 2,383 people were supported through employability programmes. Of this number, 1,266 people went on to access employment or training/education; and in terms of employment specifically, 794 people were assisted into work.
Support local businesses through the development and delivery of business support programmes	In 2017-18, as a direct result of local authority intervention to businesses via grants, loans or advice, 1,361 jobs were created or sustained and £23.03 million in sales was generated.

Council objective: Support our communities by tackling disadvantage and deprivation, and supporting aspiration	
Resource objective	**Achievement**
Lead partnership approaches to tackling the causes and effects of poverty and inequality	We contributed to preparation of the Local Outcome Improvement Plan and associated community consultation for the three pilot neighbourhood planning areas.
Council objective: Encourage participation in physical and cultural activities	
Resource objective	**Achievement**
Maintain attendances at SLLC facilities by actively promoting the facilities to the local community and visitors to the area	3.419 million attendances were recorded at facilities managed by the Cultural Services and the Libraries and Museums Service (exceeding the target of 3.400 million).
	We recorded 881,965 reduced rate attendances by under 16s at South Lanarkshire Leisure and Cultural facilities (exceeding the annual target of 870,000) and 465,870 attendances by residents over 60 using South Lanarkshire leisure facilities (exceeding the annual target of 430,000).
Provide quality leisure facilities and develop integrated community facilities within new primary schools	Newton Farm Primary School and community wing / synthetic pitch construction was completed in summer 2017.
Council objective: Delivering the Plan and achieving Best Value	
Resource objective	**Achievement**
Provide sound financial stewardship for the council	Our Funding and Development Team has assisted internal and external partners to apply for £4.192 million in external funding. Projects supported have included Blairbeth Urban Park, Kirkfieldbank play park, Lanarkshire Rape Crisis Centre, and South Lanarkshire's mobile Men's Shed project.

Additional achievements and performance information are listed in Annex two of this plan.

4.3. Key measures not achieved

One measure has been classified as ‘red’ (there has been major slippage against timescale or shortfall against target) against the 2017-18 Resource Plan. Details are as follows:

Council objective: Work with communities and partners to promote high quality, thriving and sustainable communities			
Resource objective: Provide Planning and Building Standards services which guide and control physical development and land use in the area			
Action	**Measure**	**Progress**	**Management action, responsibility, deadline**
Provide effective and efficient Planning and Building Standards service	Major planning applications determined within an average timescale of 45 weeks	In 2017-18, major planning applications were determined within an average timescale of 151.1 weeks against a target of 45 weeks. This figure was significantly impacted by three longstanding applications which were determined in quarter four and which involved lengthy histories and timescales relating to the conclusion of legal agreements.	Management team will continue to monitor progress on applications for major developments and any associated legal agreements. Head of Planning and Economic Development

4.4. Benchmarking

Community and Enterprise Resources benchmarks its performance over 27 Local Government Benchmarking Framework (LGBF) indicators. The Improvement Service published the 2016-17 LGBF results in March 2018 (with the draft 2017-18 results due at the end of 2018).

In 2016-17, the Resource's performance was higher than the Scottish average for 15 of the 27 indicators. The following tables show two areas where our performance was above the Scottish average and two areas where our performance was below the Scottish average.

How many local B class roads are in need of repair?			
Year	**2013-15**	**2014-16**	**2015-17**
SLC	22.7%	23.7%	24.1%
Scotland	36.1%	34.8%	34.8%
In 2015-17, the condition of our B class roads marginally regressed compared to the previous year – this was due to investment increasingly shifting towards more minor roads, which are in the worst condition and hence have priority for treatment. Nevertheless, the overall condition of these roads was a substantial 10.7% better than the Scottish average, placing us first in comparison to the seven other local authorities in our family group.			

How clean are the streets?			
Year	**2014-15**	**2015-16**	**2016-17**
SLC	98.3%	97.9%	96.3%
Scotland	93.9%	93.4%	93.9%

South Lanarkshire Council continues to score higher for its street cleansing service than the Scottish average, with 96.3% of streets surveyed found to be of an acceptable standard. This cleanliness score places us second in comparison to the seven other local authorities in our family group. The reduction in the cleanliness score from 2015-16 to 2016-17 can be linked to the overall reduction in the cost of street cleansing.

How much does the council spend on libraries (net) (£ per visit)?			
Year	**2014-15**	**2015-16**	**2016-17**
SLC	£3.54	£3.72	£3.67
Scotland	£2.45	£2.45	£1.97
Whilst the cost per library visit in South Lanarkshire in 2016-17 is higher than the Scottish average and places us last in comparison to the seven other local authorities in our family group, it is lower than the cost in 2015-16. This decrease in costs was achieved as a result of changes in staff numbers and library opening hours.			

How much does the council spend on parks and open spaces (net) (£ per 1,000 people)?			
Year	**2014-15**	**2015-16**	**2016-17**
SLC	£32,458	£32,834	£28,480
Scotland	£23,406	£21,794	£20,432
South Lanarkshire Council's cost of parks and open spaces is lower than the previous year, in spite of continued pay awards. However, our costs are higher than the Scottish average – the reason for this is the range of services provided in South Lanarkshire across a broad spectrum of geographical landscapes, and the number of services which are provided more frequently compared with other local authorities. In terms of this indicator, we are second last in comparison to the seven other local authorities in our family group. Any future savings via service reduction will contribute to closing the gap on the Scottish average, although this comes at a time when the majority of local authorities are considering similar action.			

A comprehensive list of the council's benchmarking indicators and our performance in relation to these is available to view in the Local Government Benchmarking Framework Report. You will also find further performance information on the performance pages of the council website, including: South Lanarkshire Council's Annual Performance Report; Public Performance Reports; and six monthly reports on progress in meeting our Connect objectives.

4.5. Customer views

The council conducted its latest Household Survey in spring 2014. Feedback from residents was generally positive. 84% of those who responded were satisfied with the overall service provided by the council. Residents were asked to assess the 'general service' provided by the council, key 'council services', and recommend areas for improvement.

The Resource also has in place a wide ranging continuous and periodic survey programme covering its services, which provides further insight into particular service processes and is used to identify areas of satisfaction and areas for improvement.

Survey activity	2015-16 Overall satisfaction with service	2016-17 Overall satisfaction with service	2017-18 Overall satisfaction with service
South Lanarkshire Leisure and Culture facilities	96%	96%	97%
Bereavement	85%	95%	95%
Cleaning and catering	96.8%	98%	97.7%
Consumer Advice and Trading Standards	86%	100%	100%
Environmental Health	89.3%	85%	92.3%

Community and Enterprise Resources will take forward all reasonable actions, where appropriate, to improve resident satisfaction with the services that we deliver.

4.6. Areas for improvement

Community and Enterprise Resources is committed to continuous improvement. As part of this process, we monitor our performance, participate in benchmarking activities, and acknowledge the results of consultations and feedback from complaints. In 2018-19, we will use this information to develop and improve the services we provide. Specific areas for improvement are mentioned in this section under 'Key measures not achieved' and 'Benchmarking', with the remainder addressed within the action plan in section 6.

Section Five – Resourcing the plan

5.0. Introduction

In this section we consider the resources needed to implement our plan, including funding and staffing.

5.1. Revenue and capital resources 2018-19

The council's medium-term Financial Strategy, approved by elected members in June 2015, provides details on the funding assumptions for the years up to 2018-19. The medium-term strategy details the council's proposals for managing its finances and also the principles and assumptions used in preparing the Revenue budgets.

Following on from this, the final budget position for the year 2017-18 was reported to members on 16 February 2017. An updated strategy for 2018-19 was approved by the Executive Committee on 28 June 2017 and provided updated assumptions for that year. Subsequent updates have been provided in December 2017, and January 2018, following receipt of the grant allocation for 2018-19. The 2018-19 budget was formally approved by the council on 28 February 2018.

The council will present a budget strategy covering 2019-20 to 2021-22 and the longer term, including issues likely to impact on the budget moving into this period, in the early part of 2018.

An update to the Capital Programme for 2018-19 to 2019-20 was approved by the council on 28 February 2018. This confirms the capital spending plans and funding for the two year period. An annual refresh of each programme will be considered by the council.

Based on the approved programme, a long term capital strategy will be prepared by September 2018, which will detail how the capital investment will assist in achieving the priority outcomes of the council. It will detail the funding in place and how the council's borrowing will provide value for money and be prudent, sustainable and affordable.

5.2. Revenue budget 2018-19

The Resource has a Net Revenue Budget of £116.130 million for 2018-19. The table below allocates this budget across the services:

NET Budget by Service	**2018-19**	
Detail	**£ million**	**%**
Facilities, Waste, and Grounds	62.297	54
Roads and Transportation	26.320	23
Planning and Economic Development	4.579	4
Fleet and Environmental	4.151	3
South Lanarkshire Leisure and Culture Ltd	18.783	16
Total	**116.130***	**100.0**

*This figure excludes non controllable income and expenditure (depreciation and Corporate and Democratic Core).

5.3. Capital budget 2018-19

The following Capital Budget is allocated to the Resource for 2018-19:

Capital Programme 2018-19	
Project	**£ million**
Roads and Transportation	33.124
Planning and Economic Development	7.985
Facilities, Waste, and Ground	1.325
South Lanarkshire Leisure and Culture Ltd	0.731
Total	**43.165***

*These figures do not include 2017-18 carry forward. The figures are reflective of the Approved Programme for 2018-19 for Community and Enterprise Resources, which is part of the overall programme approved for the full council of £73.194 million.

5.4. Resource employees

Community and Enterprise Resources has 3,286 employees, as at the end of March 2018: 3,222 employees within four services and 64 employees within two teams which support the Resource (Performance and Development Team and Support Team). We support these employees to deliver their duties through a range of policies, including personal appraisal and a robust training framework.

The Employee Assistance Programme provides a range of preventative and early intervention strategies to maximise attendance and support employee health and wellbeing. The council recognises the responsibilities to ensure the health, safety and welfare of all employees who may be affected by the acts, work activities and services provided by the council. We have a Corporate Health and Safety Policy which is supplemented by individual Resource/Service working practices and manuals.

The number of employees by service is as follows:

Service	Number of employees (total head count)
Facilities, Waste, and Grounds	2,541
Roads and Transportation	325
Fleet and Environmental	249
Planning and Economic Development	107
Total	**3,222**

As a Resource we have recognised a number of specific actions in relation to our workforce. These actions are being addressed through our Workforce Plan 2017-2020. Some of the actions relate to the following issues:

- An aging workforce could lead to gaps of skills and knowledge in specialist areas, particularly in Fleet, Roads and Planning.
- Managing employee reductions through turnover, fixed term employment and SWITCH2 is increasingly challenging.

- Reviews from other Resources could impact on employees within our Resource.
- To enable effective workforce planning, the establishment information held on HRMS must be maintained; personnel and service areas should work together to ensure this.

Section Six – Action Plan

6.0. Resource actions for 2018-19

This Action Plan identifies the Resource objectives and associated actions for 2018-19. The lead officer responsible for each action and the related measures is identified. Connect objectives are listed in the order in which they appear in the Council Plan. The reference numbers link directly to the Connect next steps which are reported against the Council Plan at Quarter 2 and Quarter 4 each year, and the links show where the actions and measures tie into other strategies, plans and frameworks.

Key to Links:	
Connect – The Council Plan – Connect 2017-22	ADM – All Directors Measure
SDCCS – Sustainable Development and Climate Change Strategy	LGBF– Local Government Benchmarking Framework
Gov – Good Governance	

Connect objective: Deliver better health and social care outcomes for all			
Resource objective: Provide opportunities for all school children to access nutritious school meals			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
1. Continue to provide nutritious school meals to South Lanarkshire Council pupils	Achieve target level of paid primary school meals (60%)	Connect 3.6	Head of Facilities, Waste and Grounds Services
	Achieve target level of paid secondary school meals (52%)	Connect 3.6	
	Achieve uptake of 75% in P1- P3 school lunches		

Connect objective: Improve the availability, quality and access of housing			
Resource objective: Ensure an adequate supply of housing, industry and business land and green space is maintained			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
2. Monitor Local Development Plan policies for supply of housing, industry and business land and green space	Local Development Plan policies monitored during 2018-19 to ensure: at least five year supply of housing land is maintained; an adequate supply of land is available for work and business activity; and an adequate supply of land is available for green space in the main urban communities of South Lanarkshire	Connect 4.11	Head of Planning and Economic Development

Connect objective: Improve the road network, influence improvements in public transport and encourage active travel			
Resource objective: Implement the Roads Investment Programme			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
3. Continue to undertake road and footway improvements	3.5% of the road network resurfaced by March 2019	Connect 5.1	Head of Roads and Transportation Services
	150 carriageway schemes and 25 footway schemes completed during 2018-19	Connect 5.1	
	Percentage of A class roads that should be considered for maintenance treatment	LGBF	
	Percentage of B class roads that should be considered for maintenance treatment	LGBF	
	Percentage of C class roads that should be considered for maintenance treatment	LGBF	
	Percentage of U class roads that should be considered for maintenance treatment	LGBF	
	Maintain or reduce the percentage of our road network that requires maintenance treatment (e.g. red category)	Connect 5.1	
	Cost of maintenance (expenditure) per kilometre of road	LGBF	
4. Continue to undertake safety checks on bridges and implement a prioritised maintenance programme	Bridge improvement and maintenance projects progressed / delivered in line with agreed capital programme by March 2019	Connect 5.2	Head of Roads and Transportation Services
5. Deliver prioritised traffic signal and pedestrian crossing maintenance improvements and new installations	Traffic signal and pedestrian crossing related improvements projects / schemes progressed / delivered in line with agreed 2018-19 capital and revenue programme		Head of Roads and Transportation Services
6. Continue programme of street lighting improvements	Lighting columns improved / renewed by the end of March 2019 in line with agreed programme	Connect 5.3	Head of Roads and Transportation Services
	Continued roll out of LED lighting technology in line with agreed investment programme	Connect 5.3	
7. Deliver a winter maintenance service	Winter policy procedures and documents, including gritting routes, implemented and reviewed as necessary	Connect 5.4	Head of Roads and Transportation Services

Connect objective: Improve the road network, influence improvements in public transport and encourage active travel			
Resource objective: Provide road and transportation infrastructure improvements to support new developments and to encourage greater use of public transport			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
8. Deliver road and transportation infrastructure improvements to support new development, including those undertaken as part of the City Deal	Prioritised road infrastructure progressed / delivered by March 2019 in line with available external and internal capital funding	Connect 5.5	Head of Roads and Transportation Services
	Subject to completion of the relevant governance processes, progress / deliver Greenhills Road major transport infrastructure project in line with agreed programme / profiling	Connect 5.5	
	Subject to completion of the relevant governance processes, progress Stewartfield Way major transport infrastructure project) in line with agreed programme / profiling	Connect 5.5	
9. Encourage greater use of public transport by working with partners to improve public transport infrastructure	Prioritised improvements to bus and rail infrastructure (e.g. park and ride) progressed / delivered by March 2019 in line with agreed Park and Ride Strategy and available external funding	Connect 5.6 SDCCS	Head of Roads and Transportation Services

Connect objective: Improve the road network, influence improvements in public transport and encourage active travel			
Resource objective: Encourage active travel and recreational access to the outdoors			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
10. Encourage active travel and recreational access to the outdoors by extending network of cycle routes, upgrading, maintaining and promoting path networks, and extending Clyde Walkway	Walking and cycling projects / schemes progressed / delivered in line with agreed 2018-19 capital programme	Connect 5.7 SDCCS	Head of Roads and Transportation Services
	Continue to deliver repairs programme to footbridges across the core path network by March 2019 in line with available external and internal capital funding	Connect 5.7 SDCCS	Head of Facilities, Waste and Grounds Services
	Continued investigation into partnership and external funding opportunities for extension of Clyde Walkway to link with neighbouring long distance routes	Connect 5.7 SDCCS	

Connect objective: Work with communities and partners to promote high quality, thriving and sustainable communities			
Resource objective: Provide Planning and Building Standards services which guide and control physical development and land use in the area			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
11. Ensure council has development plans which promote sustainable economic growth and regeneration and guide decisions on location of new developments and regeneration initiatives	Proposed Local Development Plan published by August 2018	Connect 6.1 Gov	Head of Planning and Economic Development
12. Provide effective and efficient Planning and Building Standards service	Major planning applications determined within an average annual timescale of 60 weeks		Head of Planning and Economic Development
	Householder planning applications determined within an average timescale of 8 weeks		
	Local (non-householder) planning applications determined within an average timescale of 14 weeks		
	Average time (weeks) per commercial planning application (16 weeks)	LGBF	
	95% of all applications granted (approval rates)		
	Cost per planning application	LGBF	
	Actions to successfully retain Customer Service Excellence award undertaken in preparation for reassessment of Planning service in September 2018		
	Actions to successfully retain Customer Service Excellence award undertaken in preparation for reassessment of Building Standards service in December 2018		
	Planning service satisfaction target for applicants and agents (90%)		
	Satisfaction levels with Building Standards service sustained or improved against baseline (90%)		

Connect objective: Work with communities and partners to promote high quality, thriving and sustainable communities			
Resource objective: Sustain the quality of our town and neighbourhood centres			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
13. Deliver and encourage investment in our town and neighbourhood centres to maximise opportunities for growth and regeneration	Promote town centre development opportunities, provide support to Business Improvement Districts (BIDS), and work with the business community and partners to maximise opportunities for growth, investment and regeneration	Connect 6.2	Head of Planning and Economic Development

Connect objective: Work with communities and partners to promote high quality, thriving and sustainable communities			
Resource objective: Work with developers and public and private sector partners to deliver the Community Growth Areas City Deal project			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
14. Deliver Community Growth Areas City Deal project	Community Growth Area sites progressed in accordance with criteria and programme specified in South Lanarkshire Local Development Plan and City Deal	Connect 6.3	Head of Planning and Economic Development

Connect objective: Work with communities and partners to promote high quality, thriving and sustainable communities			
Resource objective: Reduce the number of road casualties through road safety improvements and initiatives			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
15. Deliver prioritised road safety infrastructure improvements and promote road safety	Road safety projects / schemes progressed / delivered in line with agreed 2018-19 capital programme	Connect 6.7	Head of Roads and Transportation Services
	Contribute to national casualty reduction targets, from a base of the average for 2004 to 2008, of a 40% reduction in fatal casualties and a 55% reduction in serious casualties amongst all age groups by 2020. For children the national target is a 50% reduction in fatalities and 65% reduction in serious casualties	Connect 6.7	

Connect objective: Work with communities and partners to promote high quality, thriving and sustainable communities			
Resource objective: Provide consumer protection through the work of our Consumer Advice and Trading Standards Service			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
16. Provide an effective and efficient Consumer Advice and Trading Standards Service	Support maintained for vulnerable groups and neighbourhood watch areas by responding to 100% of door step crime reports on the same or next working day	Connect 6.7	Head of Fleet and Environmental Services
	80% of consumer complaints completed within 14 days		
	90% customer satisfaction with consumer complaints and business advice requests responded to by Trading Standards		
	Cost of Trading Standards per 1,000 population	LGBF	

Connect objective: Work with communities and partners to promote high quality, thriving and sustainable communities			
Resource objective: Improve the quality of streets, parks and other public areas			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
17. Provide an effective and efficient street cleaning service	Local Environment Audit and Management System (LEAMS) street cleanliness score (95% acceptable)	Connect 6.8 LGBF	Head of Facilities, Waste and Grounds Services
	Net cost of street cleaning per 1,000 population	LGBF	
	Percentage of adults satisfied with street cleaning (results from Scottish Household Survey)	LGBF	
18. Provide an effective and efficient grounds maintenance service	Land Audit Management System (LAMS) score of 70 achieved	Connect 6.8	Head of Facilities, Waste and Grounds Services
	Cost of parks and open spaces per 1,000 of the population	LGBF	
	Percentage of adults satisfied with parks and open spaces (results from Scottish Household Survey)	LGBF	

Connect objective: Work with communities and partners to promote high quality, thriving and sustainable communities			
Resource objective: Create high quality cemeteries and provide sustainable options for burial			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
19. Provide an effective and efficient bereavement	Increase burial ground capacity in and around existing South Lanarkshire cemeteries in line with available capital funding	Connect 6.8	Head of Facilities, Waste and Grounds Services

Connect objective: Work with communities and partners to promote high quality, thriving and sustainable communities			
Resource objective: Create high quality cemeteries and provide sustainable options for burial			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
service	Actions to successfully retain Customer Service Excellence award undertaken in preparation for reassessment of Bereavement Services		
	95% customer satisfaction within Bereavement Services achieved		

Connect objective: Work with communities and partners to promote high quality, thriving and sustainable communities			
Resource objective: Provide services which help local communities to become more sustainable			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
20. Ensure effective contribution to meeting the council's Sustainable Development and Climate Change objectives outlined in the Sustainable Development and Climate Change Strategy 2017-2022	Ensure sustainable development principles and climate change duties are incorporated in new or revised policies, plans, strategies and projects and initiatives, where appropriate (CER Resource only)	ADM	Operations Manager
	Ensure sustainable development principles and climate change duties are incorporated in new or revised policies, plans, strategies and projects and initiatives, where appropriate (council wide)	Connect 6.12 SDCCS Gov	
21. Ensure council's compliance with public sector climate change duties	Council's performance in complying with public sector climate change duties evaluated and annual statutory Climate Change Duties Report published by 30th November 2018	Connect 6.12 SDCCS Gov	Operations Manager
	Participate in 'Climate Ready Clyde' partnership during 2018-19	Connect 6.12 SDCCS	
22. Provide an effective and efficient household waste and recycling collection service	Net cost of waste collection per premise	LGBF	Head of Facilities, Waste and Grounds Services
	Net cost of waste disposal per premise	LGBF	
	Percentage of adults satisfied with refuse collection (results from Scottish Household Survey)	LGBF	

Connect objective: Work with communities and partners to promote high quality, thriving and sustainable communities			
Resource objective: Provide services which help local communities to become more sustainable			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
23. Introduce new waste management initiatives to reduce waste and increase recycling	Develop Waste Services policies to promote waste minimisation, reuse and recycling within local communities	Connect 6.8 SDCCS Gov	Head of Facilities, Waste and Grounds Services
	Performance of waste and recycling contracts monitored and end of year procedures delivered for all relevant contracts	SDCCS Gov	
	The percentage of total household waste that is recycled in line with the Government's 50% target	Connect 6.8 SDCCS LGBF	
	A reduction in the amount of municipal waste that is sent to landfill in 2018-19 compared with 2017-18	Connect 6.8 SDCCS	
24. Manage flooding priorities and deliver prioritised flood protection schemes	Prioritised flood protection projects / studies progressed / delivered by March 2019 in line with available capital / revenue funding	Connect 6.8 SDCCS	Head of Roads and Transportation Services
25. Ensure Strategic Environmental Assessment of all appropriate policies, plans, programmes and strategies is undertaken	Strategic Environmental Assessments undertaken on all appropriate council led policies plans and strategies, as statutorily required	SDCCS	Head of Planning and Economic Development
26. Monitor local environmental conditions through preparation and monitoring of the biennial update of the State of the Environment report	Production of updated biennial State of the Environment Report commenced by March 2019	Connect 6.8 SDCCS	Head of Planning and Economic Development

Connect objective: Work with communities and partners to promote high quality, thriving and sustainable communities			
Resource objective: Improve the council's environmental performance and reduce its greenhouse gas emissions			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
27. Further implement the Carbon Management Plan to reduce greenhouse gas emissions from council services (buildings, waste, transport etc)	10% reduction in the council's greenhouse gas emissions achieved by March 2021, compared to 2015-16 (equivalent to 2% each year)	Connect 6.8 SDCCS	Operations Manager
	Compliance with Carbon Reduction Commitment (CRC) scheme achieved within deadlines	SDCCS	
28. Lead on reducing the council's reliance on avoidable single-use plastic items	Report progress on the list of applicable single-use plastic items and appropriate action to the Sustainable Development Member Officer Working Group at the first meeting in June 2018	Connect 6.8 SDCCS	Operations Manager
29. Contribute to reducing the council's reliance on avoidable single-use plastic items	Contribute to the development and implementation of the council's single-use plastic action plan by prioritising items in use across the Resource. Progress will be reported to the Sustainable Development Member Officer Working Group in June and October 2018	ADM	Operations Manager
30. Deliver at least a 10% reduction in vehicle emissions by March 2021 in accordance with the corporate carbon reduction target	Continue to reduce vehicle emissions in 2018-19 against the baseline of 2014-15 (council wide figure)	Connect 6.8 SDCCS	Head of Fleet and Environmental Services
	Continue to reduce vehicle emissions in 2018-19 against the baseline of 2014-15 (Resource wide figure)	ADM	
	Engage with Community and Enterprise Resource's Fleet Services to agree service specific vehicle emissions reduction strategies for the period 2019-2021 in line with service delivery requirements (council wide)	Connect 6.8 SDCCS	
	Engage with Community and Enterprise Resource's Fleet Services to agree service specific vehicle emissions reduction strategies for the period 2019-2021 in line with service delivery requirements (Resource wide)	ADM	
31. Provide effective and efficient fleet management and maintenance service	Target achieved for percentage of council vehicles presented externally for an MOT passing without additional work being required (target 95%)		Head of Fleet and Environmental Services

Connect objective: Work with communities and partners to promote high quality, thriving and sustainable communities			
Resource objective: Safeguard health through an effective environmental services regulation and enforcement service			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
32. Provide an effective and efficient Environmental Health service	Implementation of Air Quality Action Plan by March 2019	Connect 6.8 SDCCS	Head of Fleet and Environmental Services
	Broad compliance with food safety statutory requirements secured in 85% of premises	Connect 6.7	
	Incidence of notified food borne infection reduced from 2006-07 baseline figures by 8.5% by March 2019	Connect 6.7	
	90% of public health service requests responded to within five working days		
	90% of fly tipping complaints responded to within two days	Connect 6.7	
	90% of dog fouling complaints responded to within two days	Connect 6.7	
	For all those noise complaints requiring attendance on site, the average time (hours) between the time of complaint and attendance on site (including both those dealt with and not dealt with under Part V of the Antisocial Behaviour Act 2004)	Connect 6.7	
	Cost of Environmental Health per 1,000 population	LGBF	
	85% customer satisfaction achieved for Environmental Health		

Connect objective: Work with communities and partners to promote high quality, thriving and sustainable communities			
Resource objective: Regenerate and bring back into use vacant and derelict and contaminated land			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
33. Implement Contaminated Land Strategy and vacant derelict / contaminated land programme	Implement Contaminated Land Strategy for South Lanarkshire	Connect 6.8 SDCCS	Head of Fleet and Environmental Services
	Agree Vacant and Derelict Land Fund Programme with Scottish Government and implement projects within approved framework	Connect 6.8 SDCCS	Head of Planning and Economic Development

Connect objective: Work with communities and partners to promote high quality, thriving and sustainable communities			
Resource objective: Protect biodiversity and enhance green space in South Lanarkshire			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
34. In partnership with local communities, continue programme of restructuring council owned woodland and improving recreational access	Identify funding sources and specifications for phase 2 regeneration work at Greenhall and Millheugh, Blantyre including costed proposals for replacement river crossing	Connect 6.8 SDCCS	Head of Facilities, Waste and Grounds Services
	Funding applications completed for Management Plans for Bothwell and Blantyre Woods by March 2019, through liaison with community interests, David Livingstone Centre and other stakeholders	Connect 6.8 SDCCS	

Connect objective: Support the local economy by providing the right conditions for inclusive growth			
Resource objective: Implement the South Lanarkshire Economic Strategy and support the development and implementation of the Glasgow City Region Economic Strategy and City Deal			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
35. Implement South Lanarkshire Economic Strategy in conjunction with Community Planning Partnership and other partners	Promote the South Lanarkshire Economic Strategy, implement associated actions in the Community Plan, and report activity and progress to the Sustainable Economic Growth Board	Connect 7.1 Gov	Head of Planning and Economic Development
36. Support the Glasgow City Region City Deal development programmes	Provide strategic oversight of City Deal Place, Business and People themed programmes, with specific responsibility for progressing business case approvals for Roads and Community Growth Area projects and measurement of economic impact and outcomes	Connect 7.1 Gov	Head of Planning and Economic Development
37. Develop single door approach to economic development and inward investment activity to ensure South Lanarkshire maximises its potential as key business and employment location	Undertake activity aimed at increasing the number of companies engaged with partners which lead to improved performance and turnover, increased employment, innovation, investment and internationalisation	Connect 7.7	Head of Planning and Economic Development
	Chooselanarkshire.com website maintained and marketing strategy implemented		

Connect objective: Support the local economy by providing the right conditions for inclusive growth			
Resource objective: Support local businesses through the delivery of business support programmes			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
38. Support local businesses through effective company development activity and general business advice services and continue to invest in key business initiatives such as Clyde Gateway and the East Kilbride Task Force	Over 1,500 businesses assisted per annum with grants, loans or advice	Connect 7.4	Head of Planning and Economic Development
	500 jobs created or sustained per annum as a direct result of Economic Development intervention	Connect 7.4	
	Increase value of sales generated by businesses assisted by Economic Development by £10 million	Connect 7.4	
	Percentage of procurement spend on local small/medium enterprises	LGBF	
	East Kilbride Task Force supported in the delivery of their Action Plan priorities	SDCCS	
	Undertake performance monitoring role of Business Gateway contract and review contract/approach		
	Number of business gateway start-ups per 10,000 population	LGBF	
	Oversee management of Supplier Development Programme including strategic development and delivery of events, training and e-commerce	Connect 7.5	
	Tourism Strategy delivered via Lanarkshire Area Tourism Partnership	Connect 7.4 SDCCS	
	Provision of specialist support to food and drink companies through liaison with Scotland Food and Drink and other partners		
	Relocation of University of West of Scotland to new Hamilton International Park campus		

Connect objective: Support the local economy by providing the right conditions for inclusive growth			
Resource objective: Implement the Lanarkshire Rural Development Strategy			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
39. Manage delivery of EU LEADER and Community Benefit Funds programme	Implementation of LEADER programme activity with appropriate funding allocated and deployed	Gov	Head of Planning and Economic Development
	Community Benefit funds generated by windfarms promoted and disbursed	SDCCS Gov	

Connect objective: Support the local economy by providing the right conditions for inclusive growth			
Resource objective: Support key voluntary organisations and help to develop the social economy			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
40. Improve volunteering opportunities for individuals and organisations	Work with VASLAN to support key voluntary organisations and improve volunteering opportunities and raise voluntary sector capacity	Connect 7.6	Head of Planning and Economic Development
41. Implement South Lanarkshire Social Economy Partnership strategy and action plan	Social Economy support through Business Gateway implemented for ten social economy organisations by March 2019	Connect 7.6 Gov	Head of Planning and Economic Development
	Voluntary organisations interested in Community Asset Transfer process engaged with and supported	Connect 7.6 Gov	

Connect objective: Support our communities by tackling disadvantage and deprivation and supporting aspiration			
Resource objective: Lead partnership approaches to tackling the causes and effects of poverty and inequality			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
42. Work with communities and partners to maximise awareness of, and commitment to, tackling poverty and local inequalities	Community Plan and Neighbourhood Plans are developed and reflect community needs and aspirations	Connect 8.1 Gov	Head of Planning and Economic Development
	A range of local networks and partnerships are in place to enable effective joined up working on key priorities/improvement areas linked to tackling poverty and inequalities	Connect 8.1 Gov	

Connect objective: Encourage participation in physical and cultural activities			
Resource objective: Provide quality leisure facilities and develop integrated community facilities within new primary schools			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
43. Provide new or refurbished community facilities	Progress/complete development of community facilities by March 2019, including: replacement of Ballgreen Hall and Library with new integrated facility within St Patrick's Primary School; progressing community facilities within new build Primary School at Elsrickle; and upgrade of at least one synthetic pitch	Connect 11.1	Operations Manager

Connect objective: Encourage participation in physical and cultural activities			
Resource objective: Maintain attendances at SLLC facilities by actively promoting the facilities to the local community and visitors to the area			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
44. Maximise the number of attendances at leisure facilities	Achieve 2.9 million attendances at those facilities managed by the Sport and Physical Activity section of South Lanarkshire Leisure and Culture	Connect 11.2	General Manager South Lanarkshire Leisure and Culture
	Achieve target number of attendances for swimming pools (1.5 million)		
	Achieve target number of attendances for other indoor sports and leisure facilities (excluding pools) (1.4 million)		
	Achieve target number of attendances at outdoor recreation and country parks (2.2 million)		
	% of adults satisfied with leisure facilities	LGBF	
	Cost per attendance at sports facilities	LGBF	
45. Maximise the number of attendances at cultural activities	Achieve 3.5 million attendances at facilities managed by Cultural Services and the Libraries and Museum Services	Connect 11.2	General Manager South Lanarkshire Leisure and Culture
	Achieve target number of attendances at Cultural Services facilities (2.2 million)		
	Achieve target number of library physical and virtual visits (1.2 million)		
	Achieve target number of physical and virtual visits to council funded or part-funded museums (188,000)		
	% of adults satisfied with libraries	LGBF	
	% of adults satisfied with museums and galleries	LGBF	
	Cost per library visit	LGBF	
	Cost of museums per visit	LGBF	
46. Deliver activity programmes which will support equitable access for all, including older people and under 16s groups	Achieve 870,000 under 16 reduced rates attendances at South Lanarkshire Leisure and Culture facilities by March 2018 (includes halls, school lets, outdoor and indoor leisure)	Connect 11.3	General Manager South Lanarkshire Leisure and Culture
	Achieve 470,000 over 60's attendances by residents using South Lanarkshire leisure facilities	Connect 11.3	
	Achieve 8,600 registered members of 'Activage' scheme		
47. Deliver health specific intervention programmes which will support equitable access for all	Achieve 67,000 attendances by residents accessing SLLC health specific intervention programmes		General Manager South Lanarkshire Leisure and Culture

Delivering the plan and achieving Best Value			
Resource objective: Provide sound financial stewardship for the council			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
48. Attract external funding support of £3m from European Union, lottery and related sources to support corporate objectives	Annual target achieved resulting in £3m external funding invested in South Lanarkshire		Head of Planning and Economic Development

Delivering the plan and achieving Best Value			
Resource objective: Deliver and communicate the Council Plan and ensure high standards of governance			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
49. Promote resilience / emergency preparedness for the council	Increase awareness of resilience/ emergency preparedness initiatives/ practices within and external to the council by March 2019	Gov	Head of Roads and Transportation Services
50. Promote high standards of information governance	Information governance self assessment audit checklist to be completed annually and all relevant actions to be implemented	ADM Gov	Executive Director of Community and Enterprise Resources
51. Ensure that high standards of governance are being exercised	85% of risk control actions completed by due date	ADM Gov	Executive Director of Community and Enterprise Resources
	90% of audit actions completed by due date	ADM Gov	
	Complete Resource Good Governance self assessment by due date and develop actions to address non-compliant areas	ADM	
52. Compliance with statutory response timescales for information in terms of the EI(S)Rs and FOISA and for subject access requests under the DPA	96% of Freedom of Information (FOISA) requests to be processed within the 20 working day period	ADM	Executive Director of Community and Enterprise Resources
	96% of Environmental Information (Scotland) Regulations EI(S)R requests to be processed within the 20 working day period unless extended to 40 working days in exceptional circumstances	ADM	
	90% of Data Protection Act (DPA) requests to be processed within 20 calendar days	ADM	

Delivering the plan and achieving Best Value			
Resource objective: Develop improvement activity and promote scrutiny			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
53. Implement effective best value management arrangements to ensure continuous improvement and efficient and effective service delivery	Engage in self evaluation activity and take forward any improvement actions	ADM Gov	Executive Director of Community and Enterprise Resources
	Use the results of benchmarking activity (including the Local Government Benchmarking Framework) to inform and improve service delivery		

Delivering the plan and achieving Best Value			
Resource objective: Promote equality and the wellbeing of staff			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
54. Develop and implement council wide equality performance measures and publish results in accordance with Public Sector Equalities Duties (PSED)	Number of equality impact assessments undertaken for all relevant new for all relevant, new and reviewed policies and procedures	ADM	Executive Director of Community and Enterprise Resources
	Provide annual report to the Equal Opportunities Forum on uptake of service, based on the agreed equality outcomes	ADM	

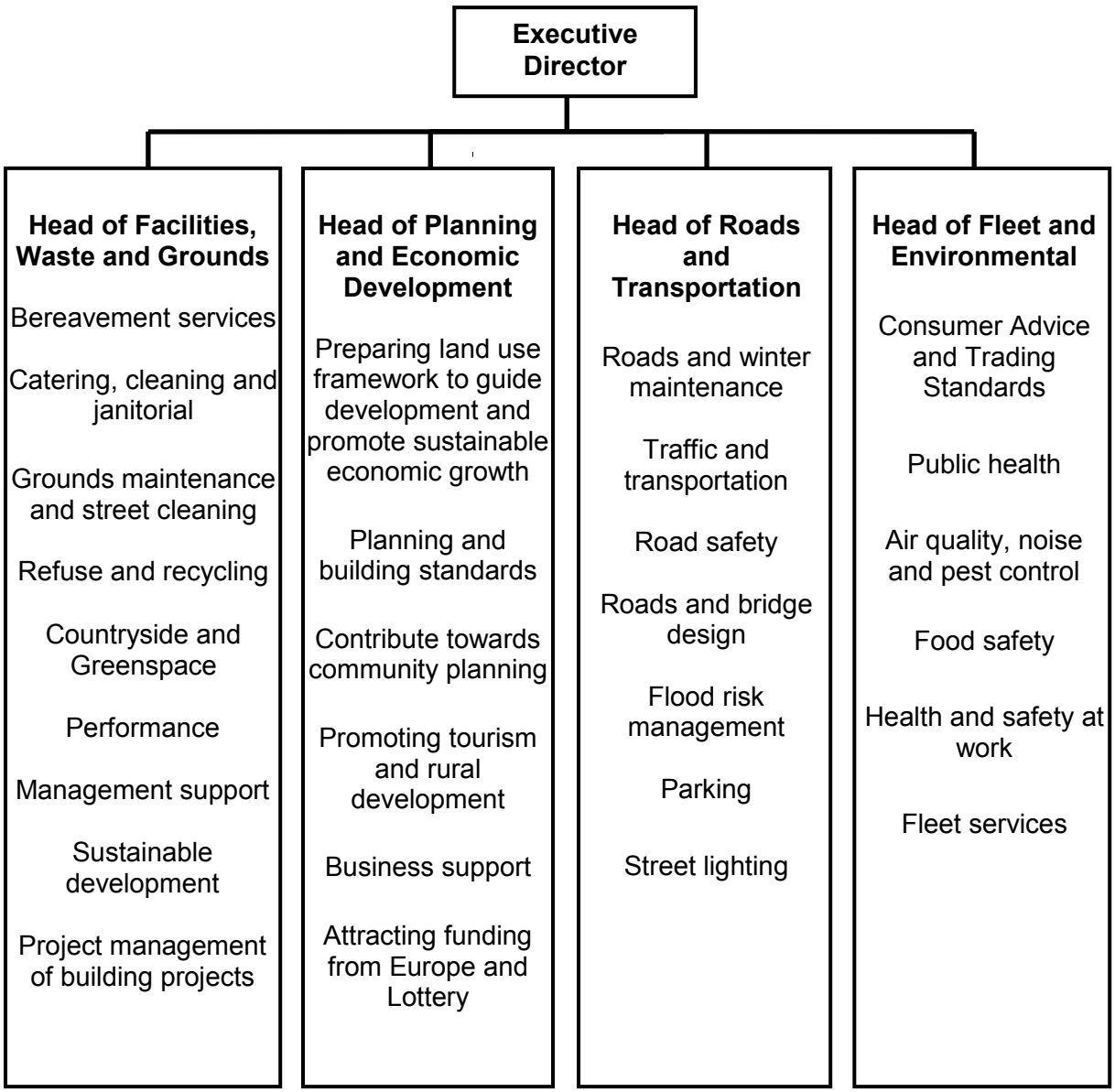
Delivering the plan and achieving Best Value			
Resource objective: Improve the skills, flexibility and capacity of the workforce			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
55. Ensure our commitment to employees through the development and implementation of personnel policies and employee learning and development opportunities	100% coverage of Performance Appraisals (PAs) of employees in scope	ADM	Executive Director of Community and Enterprise Resources
	Resource labour turnover rate to be less than 5%	ADM	

Delivering the plan and achieving Best Value			
Resource objective: Improve the skills, flexibility and capacity of the workforce			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
56. Utilise the council workforce strategy toolkit to review and monitor Resource workforce plans and continue the cyclical reporting framework	Continue to review Resource workforce plans and monitor actions to respond to workforce changes and meet future needs	ADM Gov	Executive Director of Community and Enterprise Resources

Delivering the plan and achieving Best Value			
Resource objective: Other actions in support of delivering the Plan and achieving Best Value			
Action	**Measures and timescales**	**Connect reference / links**	**Responsibility**
57. Progress the council's Digital Strategy within the Resource	Provide updates on digital transformation activities within the Resource	ADM Gov	Executive Director of Community and Enterprise Resources
58. Prepare Resource for implementation of replacement corporate EDRMS and workflow software	System familiarisation, document and data mapping and migration, fileplan set up, correspondence workflow specification developed and tested, procedures revised, and training delivered (all by August 2018)	Gov	Support Manager

Annex 1

Community and Enterprise Resources
Resource organisational structure



Annex 2

Additional performance information

Progress against key actions and measures 2017-18

Improve road network, influence improvements in public transport and encourage active travel	
Resource objective	**Achievement**
Provide road and transportation infrastructure improvements to support new developments and to encourage greater use of public transport	The consultative draft of the Park and Ride Strategy was approved by the Community and Enterprise Committee on 8th March 2018.
Encourage active travel and recreational access to the outdoors	Completed cycle route works to upgrade the National Cycle Network at Tieglum Road in Lesmahagow; continued cycle route works in the Calderwood Road area of East Kilbride; and appointed a consultant to identify a possible cycle network for Hamilton.
Council objective: Work with communities and partners to promote high quality, thriving and sustainable communities	
Resource objective	**Achievement**
Provide Planning and Building Standards services which guide and control physical development and land use in the area	The average timescale for determining a commercial planning application in 2017-18 was 12.4 weeks, against a service target of 20 weeks.
Safeguard health through an effective environmental services regulation and enforcement service	Our Environmental Health team: – responded to 97.71% of public health service requests within two working days, exceeding the annual target of 90%; – attended to domestic noise complaints within 36 minutes, exceeding the service target of two hours; – responded to 97.5% of dog fouling complaints within two working days, exceeding the annual target of 90%; and – completed a Vehicle Emissions Testing Programme, visited primary schools as part of an engine idling campaign; held primary school workshops on air quality and sustainable travel; and commenced a promotional campaign on the benefits of walking and cycling for the environment.
Protect biodiversity and enhance greenspace in South Lanarkshire	Completed work at Millheugh/Greenhall Estate, Chatelherault, and Maulsdslie and West Brownlie Woods (involved restoration of footpaths; woodland restructuring and removal of conifers; securing boundaries against vehicle access and fly-tipping; repairs to bridges; and treatment of invasive species).
Provide services which help local communities to become more sustainable	We developed the new Sustainable Development and Climate Change Strategy, which was approved by the Executive Committee in December 2017.

Council objective: Work with communities and partners to promote high quality, thriving and sustainable communities	
Resource objective	**Achievement**
Improve the council's environmental performance and reduces its greenhouse gas emissions	Council wide vehicle emissions reduced by 10.5% in 2017-18, compared to the same period in 2014-15, and Resource wide emissions reduced by 10.9%.
Council objective: Support the local economy by providing the right conditions for inclusive growth	
Resource objective	**Achievement**
Support local businesses through the development and delivery of business support programmes	South Lanarkshire Council has continued to oversee the management of the Supplier Development Programme (SDP) in 2017-18 and has agreed to host the SDP for a further two years.

Additional performance information is also available in the introduction, at section 2.1 and section 4.2 of this Resource Plan.

If you need this information in another language or format, please contact us to discuss how we can best meet your needs.
Phone: 0303 123 1015
Email: equalities@southlanarkshire.gov.uk

Appendix 3

Community and Enterprise Resource Objectives 2018-19

Connect Objective: Deliver better health and social care outcomes for all
Resource Objective:

- Provide opportunities for all school children to access nutritious school meals

Connect Objective: Improve the availability, quality, and access of housing
Resource Objective:

- Ensure an adequate supply of housing, industry and business land and green space is maintained

Connect Objective: Improve the road network, influence improvements in public transport and encourage active travel
Resource Objectives:

- Implement the Roads Investment Programme
- Provide road and transportation infrastructure improvements to support new developments and to encourage greater use of public transport
- Encourage active travel and recreational access to the outdoors

Connect Objective: Work with communities and partners to promote high quality, thriving and sustainable communities
Resource Objectives:

- Provide Planning and Building Standards services which guide and control physical development and land use in the area
- Sustain the quality of our town and neighbourhood centres
- Work with developers and public and private sector partners to deliver the Community Growth Areas City Deal project
- Reduce the number of road casualties through road safety improvements and initiatives
- Provide consumer protection through the work of our Consumer Advice and Trading Standards Service
- Improve the quality of streets, parks and other public areas
- Create high quality cemeteries and provide sustainable options for burial
- Provide services which help local communities to become more sustainable
- Improve the council's environmental performance and reduce its greenhouse gas emissions
- Safeguard health through an effective environmental services regulation and enforcement service
- Regenerate and bring back into use vacant and derelict and contaminated land
- Protect biodiversity and enhance green space in South Lanarkshire

Connect Objective: Support the local economy by providing the right conditions for inclusive growth
Resource Objectives:

- Implement the South Lanarkshire Economic Strategy and support the development and implementation of the Glasgow City Region Economic Strategy and City Deal
- Support local businesses through the delivery of business support programmes
- Implement the Lanarkshire Rural Development Strategy
- Support key voluntary organisations and help to develop the social economy

Connect Objective: Support our communities by tackling disadvantage and deprivation and supporting aspiration
Resource Objective:

- Lead partnership approaches to tackling the causes and effects of poverty and inequality

Connect Objective: Encourage participation in physical and cultural activities
Resource Objectives:

- Provide quality leisure facilities and develop integrated community facilities within new primary schools
- Maintain attendances at SLLC facilities by actively promoting the facilities to the local community and visitors to the area

Delivering the Plan and achieving Best Value
Resource Objectives:

- Provide sound financial stewardship for the council
- Deliver and communicate the Council Plan and ensure high standards of governance
- Develop improvement activity and promote scrutiny
- Promote equality and the wellbeing of staff
- Improve the skills, flexibility and capacity of the workforce
- Other actions in support of delivering the Plan and achieving Best Value

Agenda Item

7

Report

Report to:	**Community and Enterprise Resources Committee**
Date of Meeting:	**21 August 2018**
Report by:	**Executive Director (Community and Enterprise Resources)**

Subject:	**Community Benefit Funds – New Contributions**

1. Purpose of Report

1.1. The purpose of the report is to:-

- seek approval for community benefit payments generated from the Greenwall, Yards, Rench, JJ's Farm, Greenhall, High Blackwoodyards, Nether Kypeside, Letham, Netherfauldhouse and Galawhistle wind turbine and wind farm sites to be managed through the Renewable Energy Fund (REF)

2. Recommendation(s)

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

(1) that the Council's REF incorporate provision for the receipt and disbursement of community benefit payments in respect of Greenwall, Yards, Rench, JJ's Farm, Greenhall, High Blackwoodyards, Nether Kypeside, Letham, Netherfauldhouse and Galawhistle wind turbine and wind farm sites; and

(2) that the Executive Director (Community and Enterprise Resources) be authorised to conclude administrative matters in relation to the incorporation of the community benefit using the established REF mechanism.

3. Background

3.1. Through its Renewable Energy Community Benefits Policy, the Council has sought annual community benefit payments ranging from £1,000 per MW, when the policy began in 2004, to £5,000 per MW with regard to the most recent applications. This is aligned with the Scottish Government's Good Practice Principles for Onshore Energy Development recommendations published in 2015 that identifies the opportunity for communities to share in the rewards from their local energy resource. These contribution rates are for guidance only as neither the Scottish Government nor the Council can oblige developers to provide community benefit contributions.

3.2 To encourage development and to maximise contributions, a flexible approach is taken, particularly in the case of small developments where the use of capitalised one off payments may be sought in lieu of recurring, annual contributions.

Details of the developments and the agreed contributions to the REF are provided in Appendix 1 of this report.

3.2. These agreements with developers places an obligation on the Council to administer community benefit funding received through the established REF processes. The REF currently manages community benefits from some 30 windfarms including Blacklaw, Whitelee, Pates Hill, Stallashaw Moss, Millburn, Dykehead, Haspielaw, Upper Haywood, Tanhill, North Brackenridge, Blantyre Muir, Browncastle, Burnbrae, Calder Water, Lampits and Andershaw wind turbine sites.

4. Eligible Area for Distribution of REF Grants from the turbine sites

4.1. The eligible area for the funds generated from each of the developments is identified in Appendix 1, Maps 1 to 10 and are generally within 10km of the application site boundary. Each map identifies the geographical area covered by each of the windfarm community benefit funds.

5. Employee Implications

5.1. These additional REF contributions will be managed using existing Planning and Economic Development Services' staff resources.

6. Financial Implications

6.1. There are no additional financial implications for the Council in managing the proposed new funds. Funding can only be dispersed to projects located within the eligible areas once funds have been received from the developer.

7. Other Implications

7.1. There is no risk to the Council in supporting this proposal. By not proceeding the Council would not be acting consistently in support of its community benefit policy and there would be a risk that the funds would not be distributed timeously and equitably to eligible community organisations operating in the area.

7.2. There are no implications for sustainability in terms of the information contained within this report. The underlying basis of Community Benefit Funds is to support local community groups and organisations become more sustainable.

8. Equality Impact Arrangements and Consultation Arrangements

8.1. Community benefit will provide support to a wide range of voluntary, charitable and community groups/bodies across an extensive area of rural South Lanarkshire. Consultation has taken place with Planning Services and the Developers.

8.2. 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.

Michael McGlynn
Executive Director (Community and Enterprise Resources)

29 June 2018

Link(s) to Council Objectives/Values/Ambitions

- Work with communities and partners to promote high quality, thriving and sustainable communities
- Focussed on people and their needs.

Previous References

- Executive Committee 3 March 2004, “Community Benefit: Establishment of a Renewable Energy Fund”
- Executive Committee 1 December 2010, Renewable Energy Developments and Community Benefit.
- Enterprise Services Committee 1 April 2014, Scottish Government Consultation on Good Practice Principles for Community Benefits from Onshore Renewable Energy Developments

List of Background Papers

- Planning Consent for Greenwall,Yards, Rench, JJ’s Farm, Greenhall, High Blackwoodyards, Nether Kypeside, Letham, Netherfauldhouse and Galawhistle wind turbine and wind farm sites.

Contact for Further Information

If you would like further information, please contact:-

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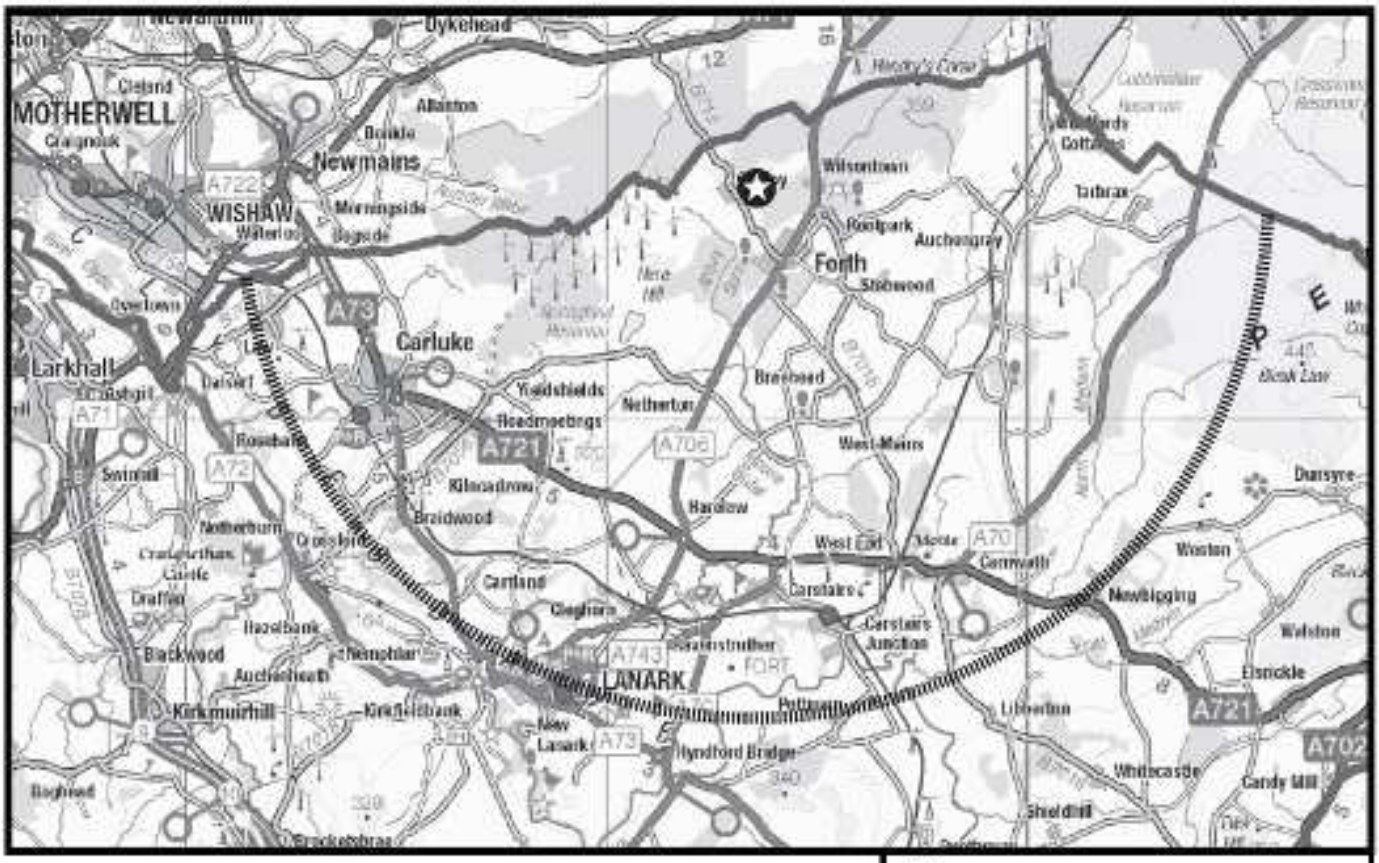
E-mail: john.archibald@southlanarkshire.gov.uk

Appendix 1

Application Number	Site	Location	Operator	Consent Granted	Development	Contribution to REF	Contribution calculation	Area of benefit
CL/12/0052	Greenwall Wind Turbine	Greenwall Farm, Climpy, Forth	Heathland Wind Farm Ltd	December 2013	500kw turbine	£35,000	One off capitalised payment	Map 1
CL/14/0127	Nether Kypeside wind turbine	Nether Kypeside Farm, Lesmahagow, ML11 0JL	NKS Renewable Energy Ltd	September 2015	1 x 500kw turbine	£2,500 per mw per annum	£2,500 x 0.5mw = £1250 per annum	Map 2
EK/13/0155	Rench Farm Wind Turbine	Rench Farm, Drumclog, Strathaven, ML10 6QJ	QTS Group	November 2013	1 x 100kw turbine	£5,600	One off capitalised payment	Map 3
HM/12/0489	Yards Farm Wind Turbine	Yards Farm, Boag Road, Stonehouse	ILI (Yards farm) Ltd	August 2013	1 x 500kw turbine	£45,000	One off capitalised payment	Map 4
CL/14/0477	High Blackwoodyards Wind Turbine	High Blackwoodyards Farm, Blackwood, Lesmahagow	High Blackwoodyards	August 2015	1 x 500kw turbine	£2,500 per mw per annum	£2,500 x 0.5mw = £1250 per annum	Map 5
CL/10/0143	Galawhistle Wind Farm	Galawhistle Wind Farm, Glenbuck near Douglas	Galawhistle Wind Farm Ltd	August 2012	66mw wind farm of which 60 mw is in south Lanarkshire	£2775 per mw for output based in South Lanarkshire	£2775 x 60mw = £166,500 per annum	Map 6
HM/13/0012	Greenhall View Wind Turbine	Greenhall View, Old East Kilbride Road, Blantyre	Wind Investments Greenhall View	December 2013	1 x 225kw turbine	£6,000	One off capitalised payment	Map 7
CL/13/0287	JJ's Farm Wind Turbine	565 Carlisle Road, Lesmahagow	JJ Wind Turbine Ltd	December 2013	1 x 500kw turbine	£22,500	One off capitalised payment	Map 8
CL/12/0474	Netherfauldhouse	Nether Fauldhouse Farm Douglas ML11 9PB	Urban Wind Assets Limited	December 2013	1 x 500kw turbine	£19,500	One off capitalised payment	Map 9
CL/11/0338	Letham Wind Turbine	Letham Farm, Lesmahagow	ILI (Letham) Limited	March 2012	1 x 225kw turbine	£20,250	One off capitalised payment	Map10

Map 1
Greenwall Wind Turbine



KEY

SLC boundary
10km boundary
Location of wind turbine

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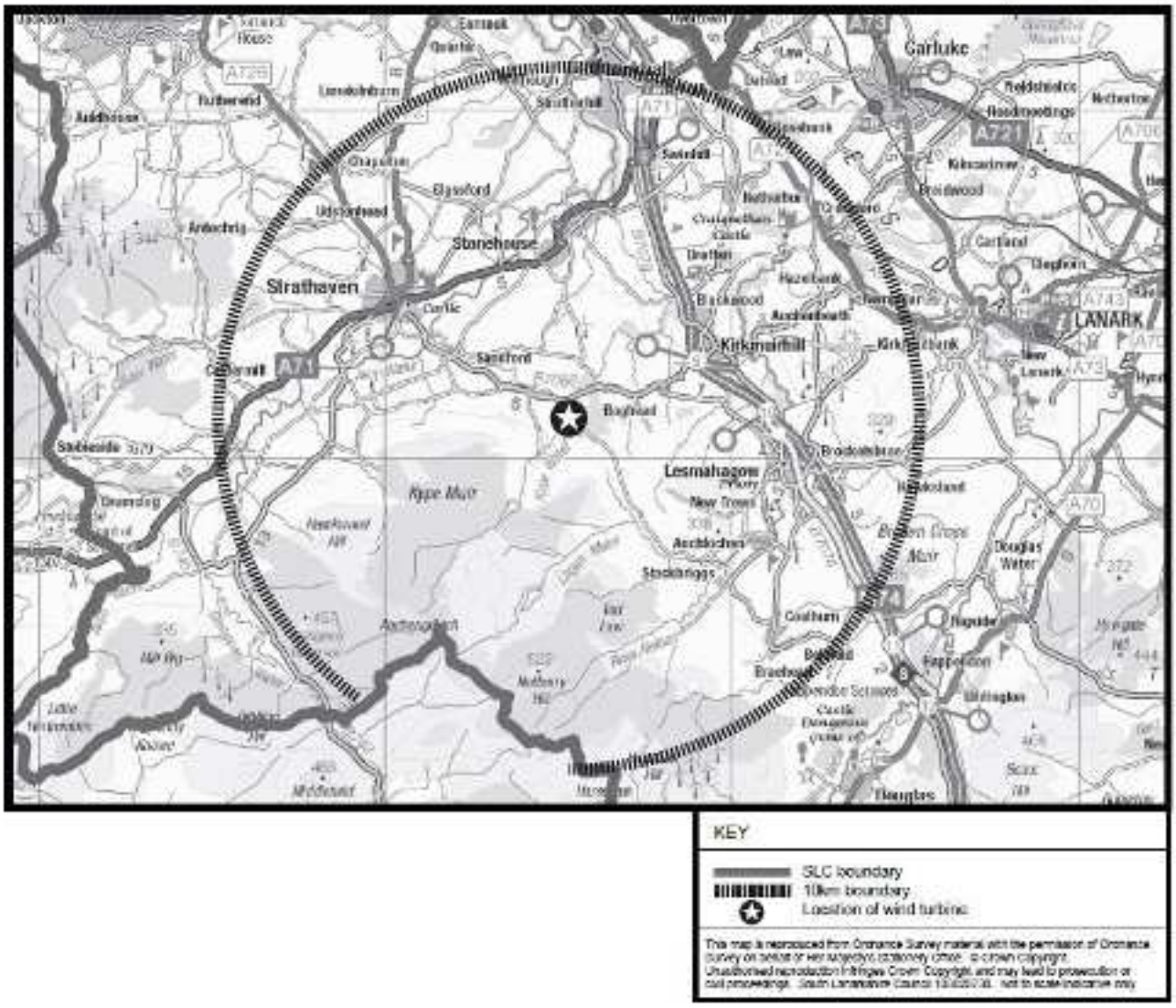
Map 2
Nether Kypeside Wind Turbine



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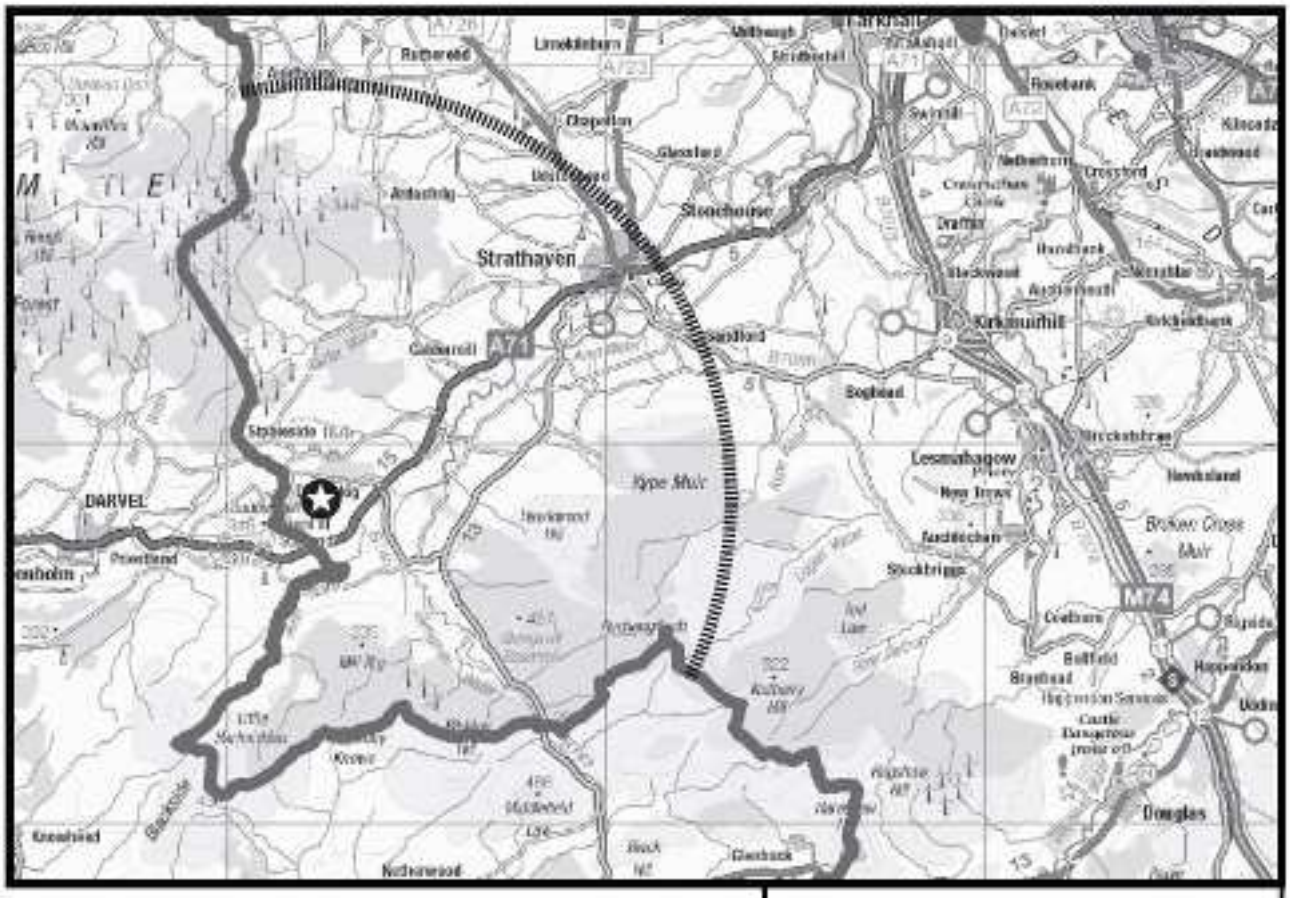
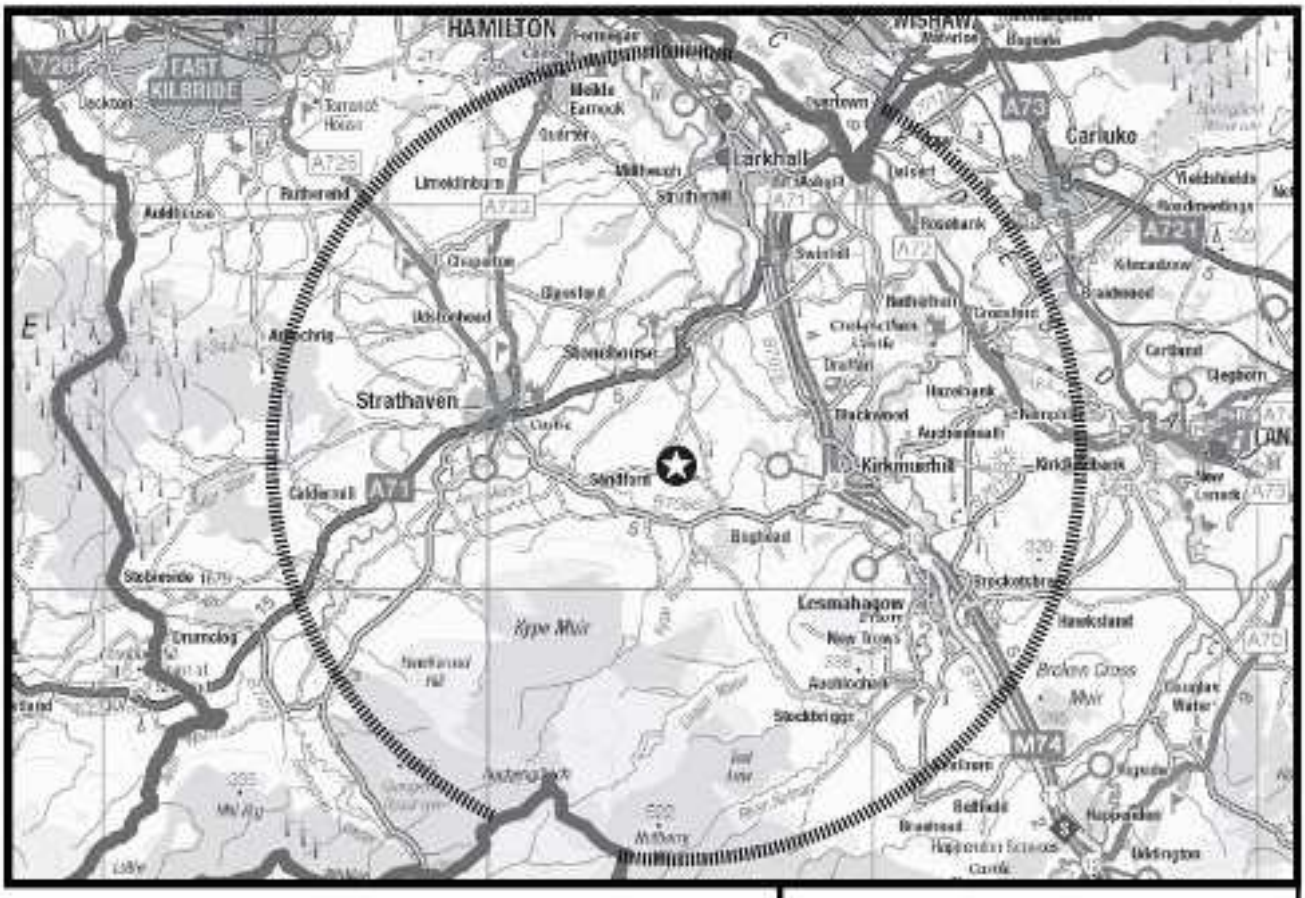
Map 3
Rench Farm Wind Turbine



Map 4
Yards Farm Wind Turbine



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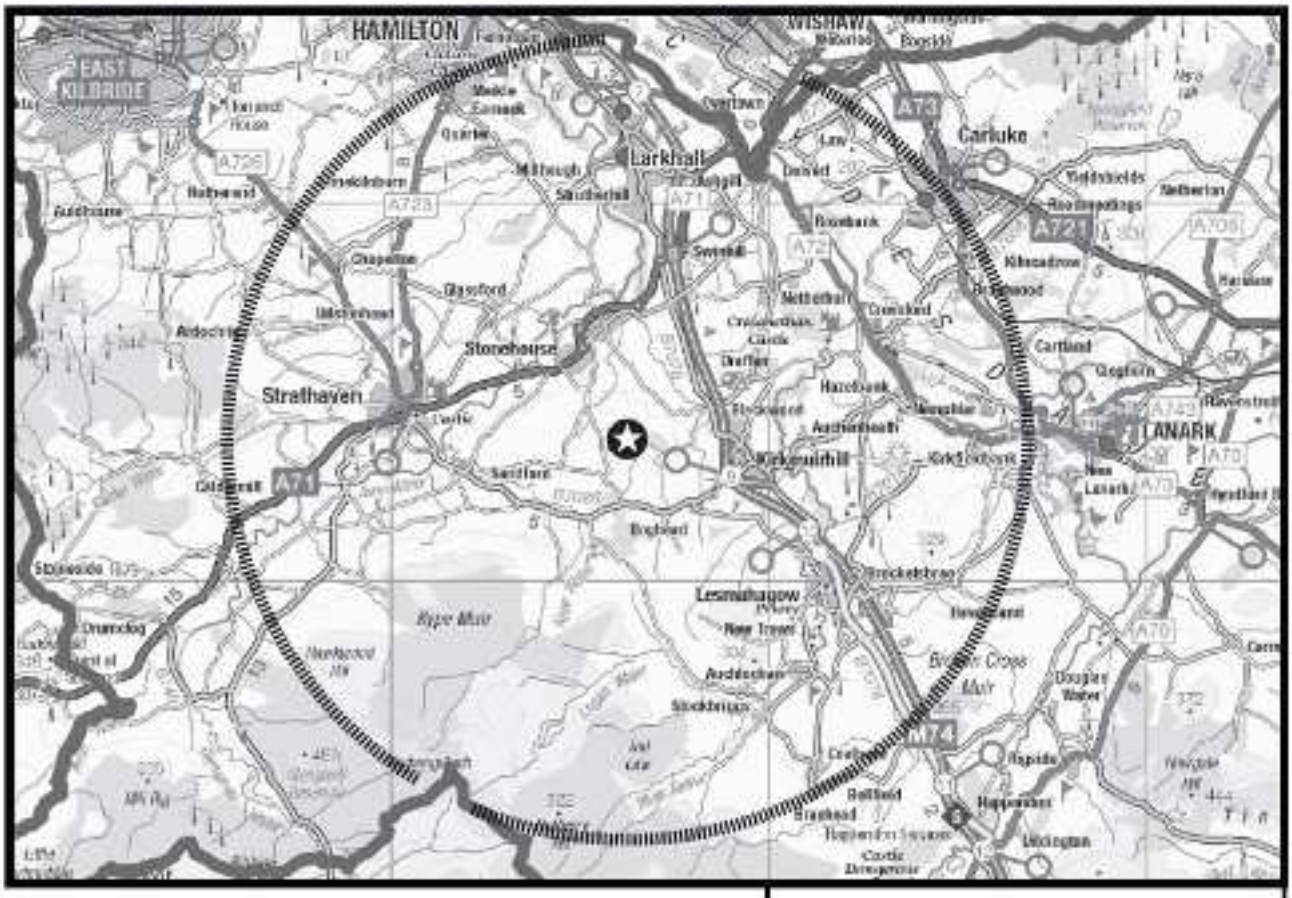
Map 5
High Blackwoods Yard Wind Turbine



KEY

SLC boundary
10km boundary
Location of wind turbine

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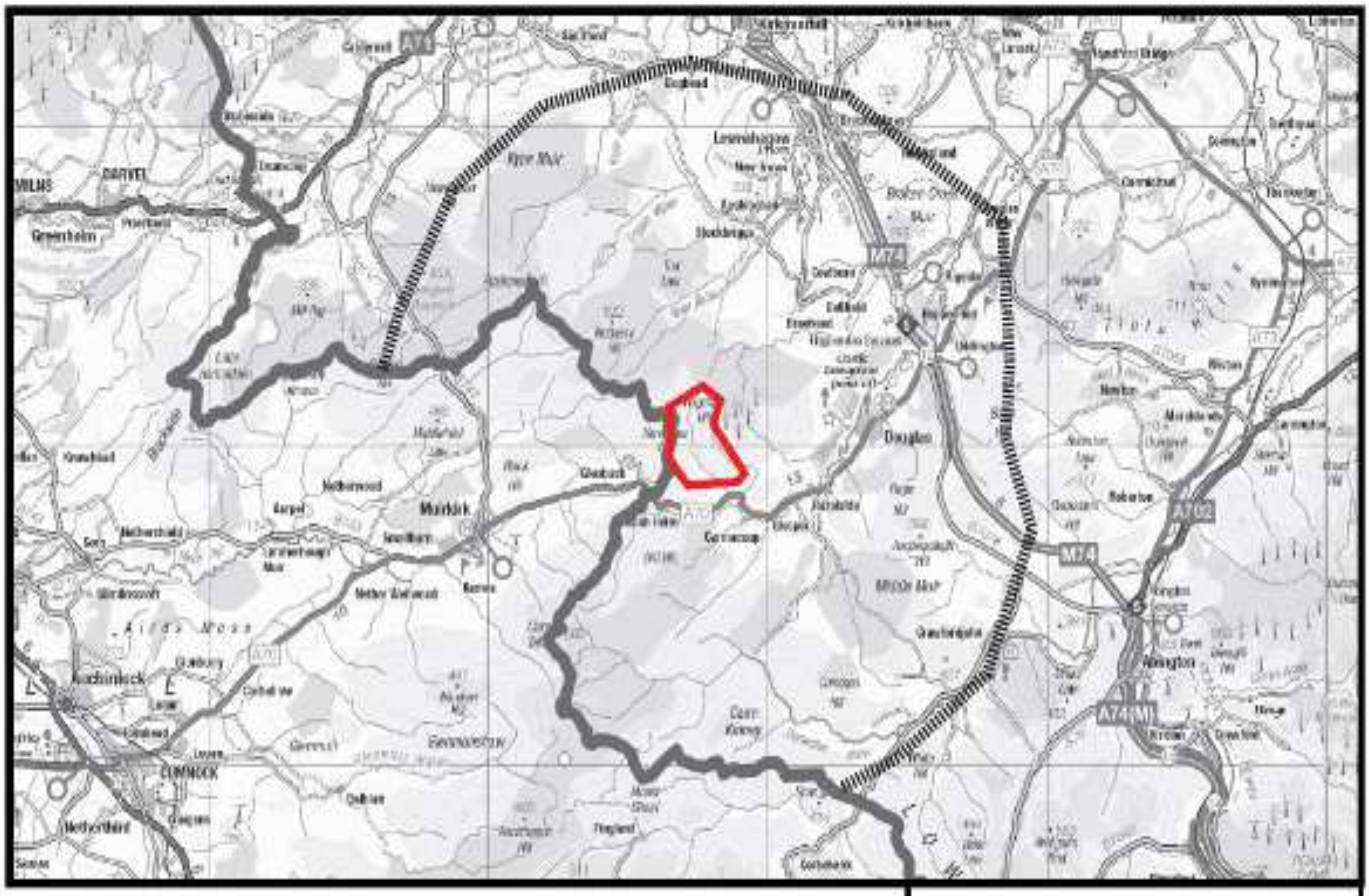
Map 6
Galawhistle Windfarm



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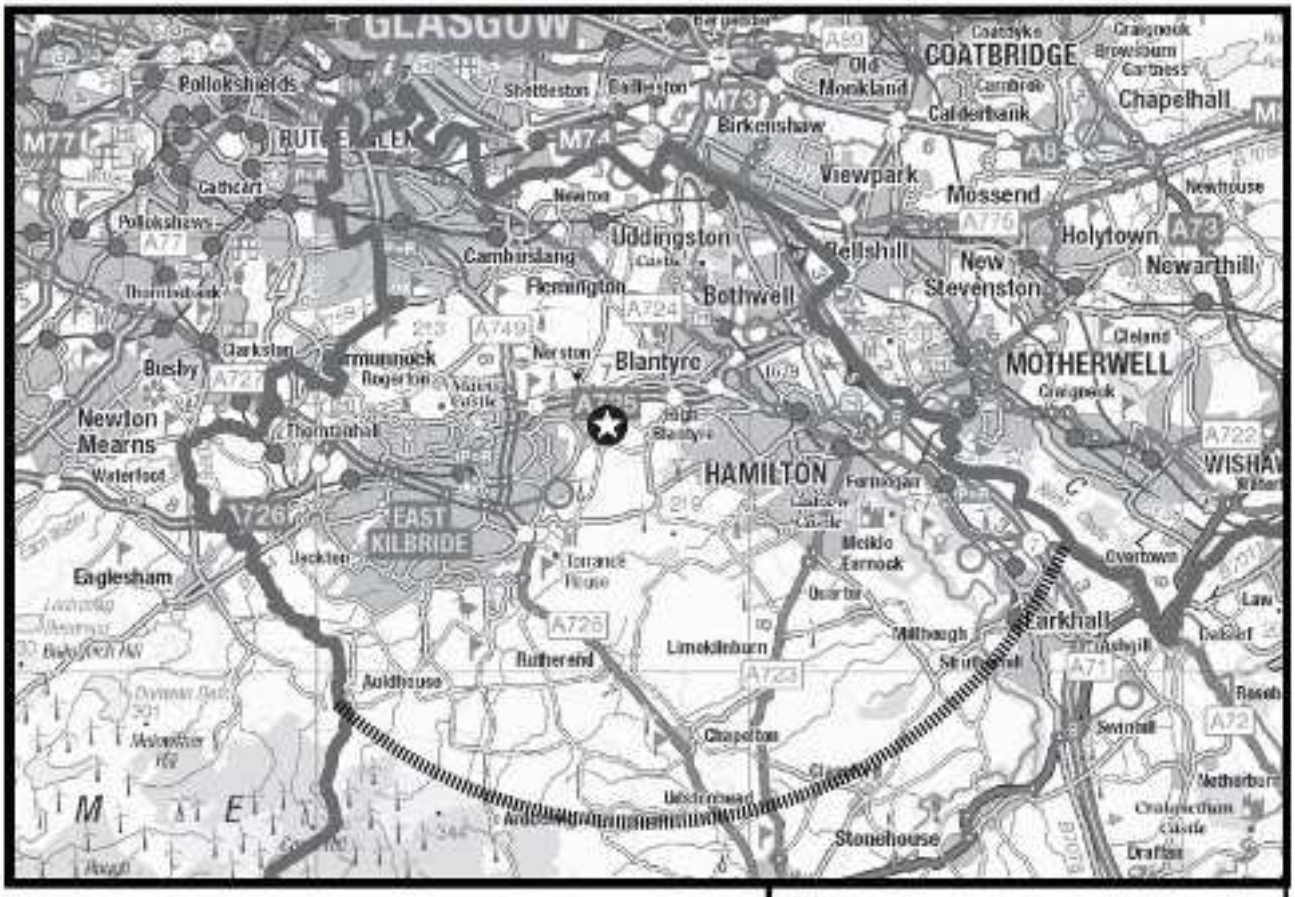
Map 7
Greenhall View Wind Turbine



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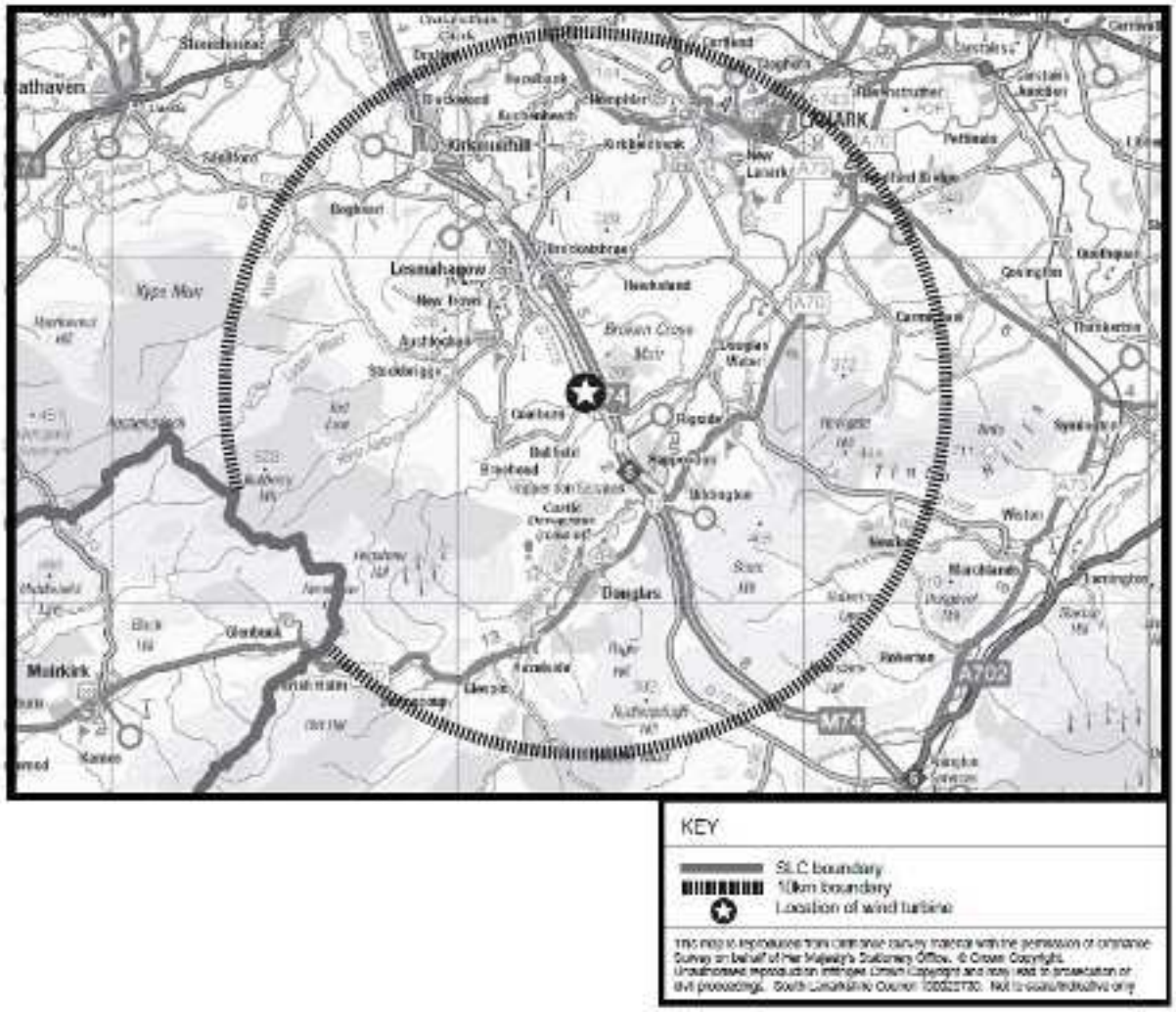
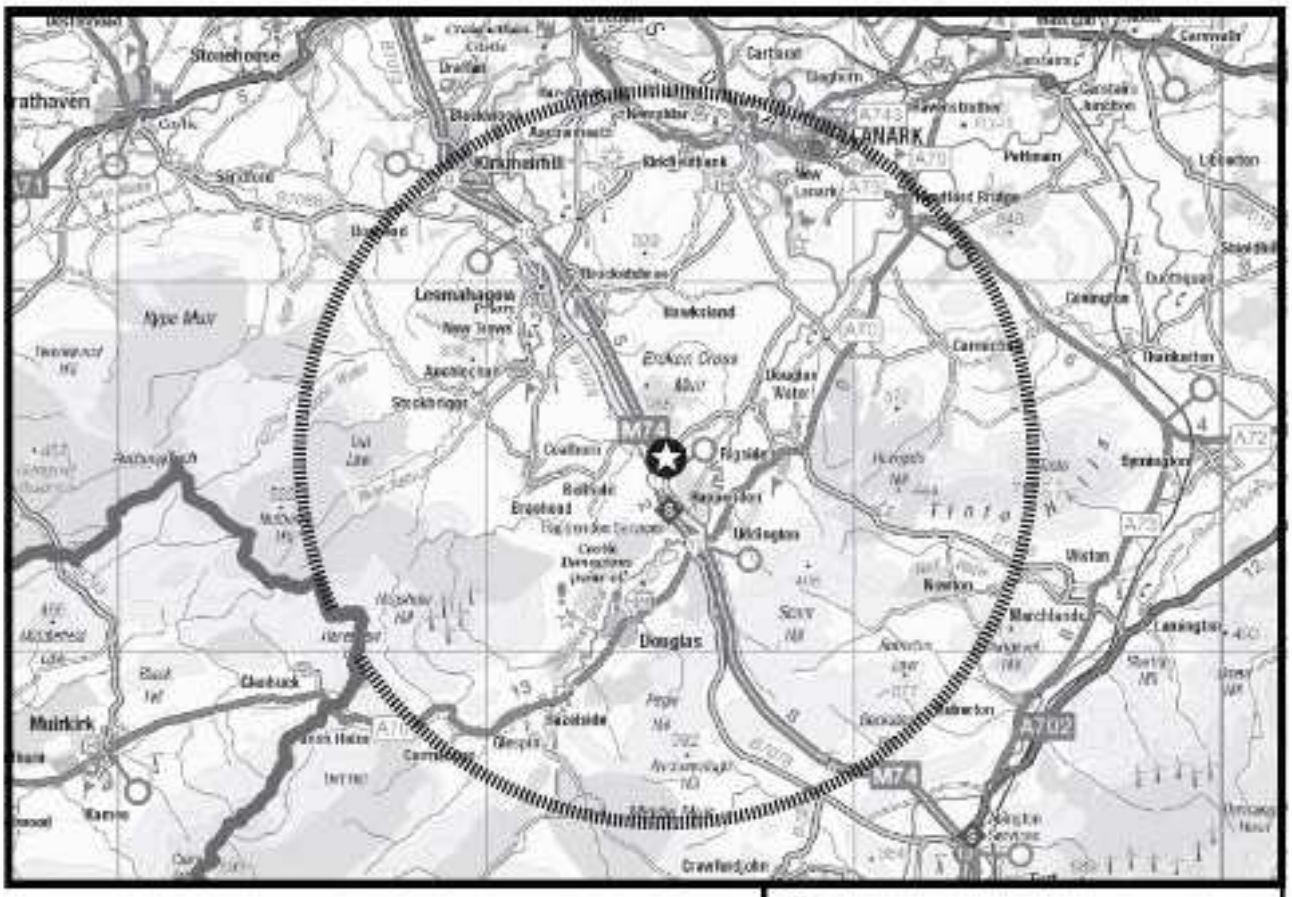
Map 8
JJs Farm Wind Turbine



Map 9
Netherfauld House Wind Turbine



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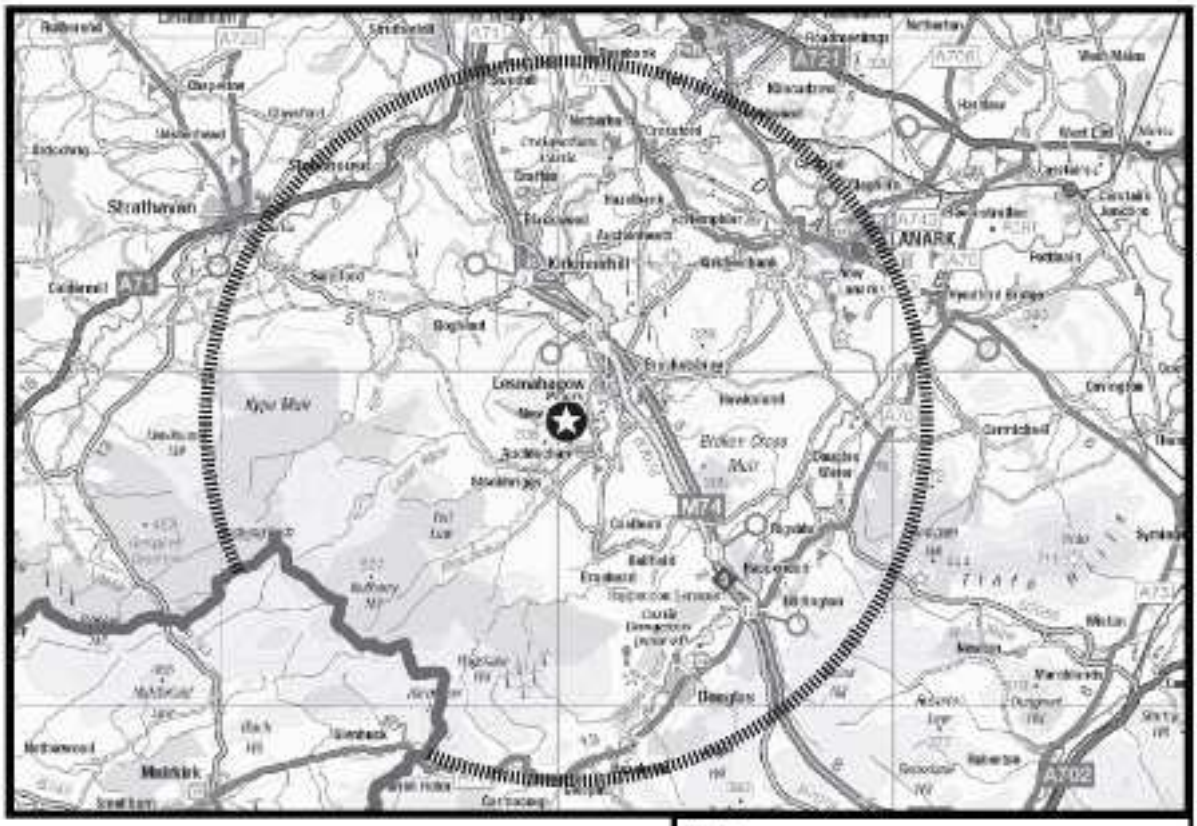
Map 10
Letham Wind Turbine



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Agenda Item

8

Report

Report to:	**Community and Enterprise Resources Committee**
Date of Meeting:	**21 August 2018**
Report by:	**Executive Director (Community and Enterprise Resources)**

Subject:	**Whitelee Renewable Energy Fund - Grant Application – Community Links (South Lanarkshire)**

1. Purpose of Report

1.1. The purpose of the report is to:-

- consider a grant application to Whitelee Renewable Energy Fund from Community Links (South Lanarkshire)

2. Recommendation(s)

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

(1) that a grant be awarded to Community Links (South Lanarkshire) of up to £27,389.90 from Whitelee Renewable Energy Fund towards the Blairbeth Urban Greenspace Allotments project, which will be match funded as detailed at paragraph 4.5.

3. Background

3.1. Since 2004, the Council has collected and administered Community Benefit funding through Planning and Economic Development Services. The service is responsible for securing the contributions from developers, advising potential applicants, assessing applications and monitoring projects to ensure that the community benefits associated with each project are delivered. Processes are continuously reviewed and refined to make it as straightforward as possible to ensure the necessary support is delivered to eligible communities.

3.2. Details of all grant awards, including those grants up to £20,000 which had been approved by the Head of Planning and Economic Development Services under delegated authority, are reported annually to the Committee.

4. Proposal

Whitelee Renewable Energy Fund
Project – Blairbeth Urban Greenspace Allotments
Applicant - Community Links (South Lanarkshire)
Project value – £95,649.84
Proposed Grant Award – £27,389.90 – Intervention rate - 28.64%

4.1. The purpose of Community Links (South Lanarkshire) is to develop and support communities within South Lanarkshire, working to inspire local champions and build community capacity, to support inclusive initiatives and projects within South Lanarkshire.

4.2. The Blairbeth Urban Greenspace Allotments, will create 50 allotments and enhance the surrounding area to create a recreational and socially welcoming environment for the community,

4.3. The development will reduce current waiting list for allotments, whilst creating an environment that promotes healthy eating and living activities. The site is within a 15% SIMD community. A condition will be applied to allow 40% of applicants from the local area to be allocated an allotment.

4.4. The application scored 37.5/50 during the assessment process which permits an intervention rate of up to 45% of eligible costs.

4.5. The total cost of the project is £95,649.84 with £30,000.00 of funding from South Lanarkshire Council and £38,259.94 funding from Scottish Natural Heritage SLC Community Benefit Fund will contribute the remaining balance, an award of up to £27,389.90, representing an intervention rate of 28.6%.

4.6. Works on the park have commenced with works on the allotments due to commence on 2 September 2018.

5. Employee Implications

5.1. There are no employee implications arising from this report.

6. Financial Implications

6.1. All Renewable Energy Funds have sufficient resources to meet the proposed grant award commitment detailed in this report.

7. Other Implications

7.1. The risks associated with the project are focused on the potential for cost overruns or delays to the programme. The applicant has agreed that any cost increases will be managed within their present budget subject to agreement on any changes to the proposed project. This is highly unlikely to have an impact on the Council.

7.2. There are no implications for sustainability in terms of the information contained within this report.

8. Equality Impact Assessment and Consultation Arrangements

8.1. This report does not introduce a new policy, function or strategy and, therefore, no impact assessment is required.

8.2. All necessary consultation arrangements, including liaison with Housing and Technical Resources, and any community consultations, have taken place.

Michael McGlynn
Executive Director (Community and Enterprise Resources)

12 July 2018

Link(s) to Council Values/Ambitions/Objectives

- Focused on people and their needs.
- Fair open and sustainable
- Work with communities and partners to promote high quality, thriving and sustainable communities

- ♦ Support our communities by tackling disadvantage and deprivation and supporting aspiration
- ♦ Encourage participation in physical and cultural activities

Previous References

- ♦ Enterprise Resources Committee 27 June 2007

List of Background Papers

- Blairbeth Allotments REF Grant Application Form
- Blairbeth Allotments Appraisal Forms

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:-

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Agenda Item

Report

9

Report to:	**Community and Enterprise Resources Committee**
Date of Meeting:	**21 August 2018**
Report by:	**Executive Director (Community and Enterprise Resources)**

Subject:	**Fairtrade Status for Biggar**

1. Purpose of Report

1.1 The purpose of the report is to:-

- seek approval to support the Biggar Fairtrade Town Steering Group (BFTSG) in establishing Biggar as a Fairtrade town

2. Recommendation(s)

2.1 The Committee is asked to approve the following recommendations:-

(1) that the Council supports the Biggar Fairtrade Town Steering Group (BFTSG) in establishing Biggar as a Fairtrade town.

3. Background

3.1 South Lanarkshire has previously supported Fairtrade by becoming one of a number of councils achieving Fairtrade status. This status has lapsed but we have supported a number of our communities achieve Fairtrade Town status. In this regard, it is not a requirement that the local authority has Fairtrade status in order to support a Fairtrade town accreditation. In this respect, it is noted that the following towns are Fairtrade towns: Rutherglen, Cambuslang, East Kilbride, Strathaven, Hamilton and Uddingston whose accreditations support Scotland as a Fairtrade Nation. Whilst not currently a Fairtrade Council, we continue to use Fairtrade products within a number of the Council's staff catering outlets, including meeting room hospitality and in school catering facilities. The objectives of Fairtrade are set out in Section 4 of this report.

3.2 The BFTSG contacted the Council in June 2017 seeking its support for the establishment of Biggar Fairtrade Town, as formal recognition by the local authority is one of the conditions which must be met to achieve accreditation. This Group is led by the community and has their general support through representation from a selection of the town's organisations and businesses on its committee and also the various events through which it promotes the Fairtrade ethos in the town. There may be potential economic benefits of Fairtrade status to the town in terms of increased marketing and promotional opportunities.

4. Fairtrade Town Objectives

4.1 The objective of a Fairtrade town is to contribute to the Fairtrade Foundation's aim. This seeks to tackle poverty by enabling disadvantaged food producers from developing countries to receive a better deal, through encouraging support for the "Fairtrade Mark". Fairtrade is not about charity, but giving a fair deal to marginalised third world producers. In order to become a Fairtrade town, the following five conditions must be realised:-

- The local Council must support the Fairtrade town and supply Fairtrade coffee and tea at its meetings and in its offices and canteens
- A range of Fairtrade products must be readily available in the town's shops and served in local cafes/catering establishments
- Fairtrade products should be used by local businesses and community organisations
- Media coverage must be attracted and there must be popular support for the campaign
- A local Fairtrade Steering Group must be convened to ensure continued commitment to its Fairtrade status

4.2 The relevant condition for the Council is set out in the first bullet point. In this respect, this report seeks to gain that approval from the Committee to Support Biggar in its aim to be a Fairtrade Town. Secondly, the Council is already using Fairtrade products in many of the staff catering outlets, through meeting room hospitality and in school catering facilities. On this basis, it is considered that support can be given to Biggar.

4.3 Once the above five points are met, BFTSG can make an application to the Fairtrade Foundation to become a Fairtrade Town. On Fairtrade status being confirmed, Biggar will be able to call itself a Fairtrade Town and it will be for the BFTSG to continue local promotion and record evidence of its work to satisfy the Foundation's requirements to maintain its status as Fairtrade town.

5. Employee Implications

5.1 There are no employee implications in relation to this proposal.

6. Financial Implications

6.1 There are no other financial implications for the Council.

7. Other Implications

7.1 There are no risks to the Council associated with proceeding with this proposal.

7.2. There are no implications for sustainability in terms of the information contained within this report.

8 Equality Impact Assessment and Consultation Arrangements

8.1 The BFTSG has consulted with the local business community. Within the Council, consultation has previously taken place on the principles of Fairtrade with Education, Finance and Corporate Resources and South Lanarkshire Leisure and Culture.

8.2. This report does not introduce a new policy, function or strategy and, therefore, no impact assessment is required.

Michael McGlynn
Executive Director (Community and Enterprise Resources)

7 August 2018

Link(s) to Council Values/Ambitions/Objectives

- The proposal links to the Council's policies on Learning in the Community and "Supporting our Communities"

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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E-mail: john.archibald@southlanarkshire.gov.uk

SOUTH LANARKSHIRE COUNCIL

Report

Agenda Item

10

Report to:	**Community and Enterprise Resources Committee**
Date of Meeting:	**21 August 2018**
Report by:	**Executive Director (Community and Enterprise Resources)**

Subject:	**Hamilton Towers Phase 6**

1. Purpose of Report

1.1. The purpose of the report is to:-

- seek approval to proceed with the procurement of a suitable development proposal for the site at Hamilton Towers Phase 6, as illustrated on the plan at appendix 1.

2. Recommendation(s)

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

(1) that the unsuccessful negotiation process, undertaken following the previous committee approval in March 2014, to secure a development partner for the Hamilton Towers Phase 6 site, be noted; and

(2) that the Executive Director (Community and Enterprise Resources) be authorised to progress a procurement exercise to identify development opportunities for the site, with a report on the detail of any such proposal being submitted to a future Committee meeting.

3. Background

Previous proposals

3.1. The site at Phase 6, Hamilton Towers is one of the key development opportunities for Hamilton town centre and has been highlighted as such in the recent Hamilton Town Centre Strategy and Action Plan consultative draft.

3.2. The plan at appendix 1 shows the extent of the site which is bounded by Keith Street, Bourne Street and Blackswell Lane but which excludes the former Salvation Army building which is in third party ownership. The site offers excellent access and visibility having 3 prominent frontages, 2 of which will allow direct vehicle and pedestrian access.

3.3. A procurement exercise was previously undertaken to identify a development partner to develop this site in a manner that would be commercially viable to a commercial partner while creating additional town centre footfall and linkages between the more established sections of the town. No firm proposals were forthcoming at that time, largely due to the challenging commercial and economic conditions.

3.4. The Executive Committee on 26 March 2014 then gave approval to progress negotiations with the adjoining landowner, with a view to securing a mutually beneficial development proposal for both the Council owned site and the former Town Hotel.

3.5. It has not been possible to reach an agreement which addressed each of the parties' requirements. The introduction of the Public Contracts (Scotland) Regulations 2015 and ongoing concerns in respect of demonstrating Best Value and compliance with State Aid brought discussions to an end. The Town Hotel is now the subject of independent redevelopment proposals for which planning consent was granted on 26 June 2018.

3.6. Council officers in Economic Development, Property and Legal Services, supported by independent advice from the District Valuer, have reviewed the options for the Council's site and are of the view that in order to deliver a suitable development proposal and demonstrate that the Council is achieving Best Value, the Council should place the site on the market and invite offers.

4. Current position

4.1. The site at Hamilton Towers Phase 6 is one of the key development opportunities for the town centre and was highlighted as such in the recent Hamilton Town Centre Strategy and Action Plan consultative draft. Early analysis of the responses shows that there is public support for development and resultant improvement to this section of the town centre. There has also been some interest from agents working for property developers.

4.2. The site is currently laid out as town centre car parking with 196 spaces, a portion of which will be lost as a result of the development proposals. Any new development will however be required to meet the appropriate parking standards as part of the planning approval process.

4.3. An assessment of the current parking usage has been carried out and it is considered that there is regular demand for around 100 of the 196 spaces in this location. The section of the existing car park between Bourne Street and Townhead Street will be retained by the Council for parking.

4.4. By extending this parking area at the southern end of Townhead Street onto an underutilised area of the town which was stopped up to traffic several years ago, it is possible both to achieve the development proposals and to sustain parking provision. The area to be retained in the Council's ownership and extended for car parking is shown hatched on appendix 1 and initial designs indicate that the combined area will provide over 100 spaces.

4.5. The site has considerable potential for a range of town centre uses which will add to the overall offer in the town centre and help drive footfall between the busier areas, such as the Palace Grounds, and the traditional town centre areas which have not performed well in recent years. It is likely the development market will present mixed use offers for the site which may include residential, retail and other commercial uses.

4.6. While there remain many challenges within the Hamilton commercial property market, the recently approved planning permissions from both Wetherspoons at the former Bairds' property and Premier Inn at the former Town Hotel site illustrate an increased level of interest and confidence in the Hamilton market.

4.7. In order to maximise the site's potential and to retain influence and control over the development, legal advice is that the development must be procured which will involve:-

- a public procurement advertisement of the development opportunity comprising a development brief outlining a range of proposals which the Council consider might be suitable and inviting developers to submit their own alternative proposals, predetermined evaluation criteria with evaluation weightings designed to ensure the best combination of outcomes to support the town centre and to provide a financial return to the Council and a set closing date, submission of proposals and financial bids by interested developers;
- assessment and evaluation of the proposals against the predetermined evaluation criteria;
- report to Committee on the recommended developer, development proposal and the commercial legal agreements required to ensure delivery of that proposal.

4.8. The proposals will be assessed and evaluated against predetermined evaluation criteria. Officers are currently developing the criteria and evaluation process which will include the developer taking responsibility for the reconfiguration of the town centre parking which will remain in the Council's ownership. It is anticipated that the procurement process will commence this calendar year.

4.9. It is considered that the combination of the development proposal of the Hamilton Towers Phase 6 site combined with the Premier Inn proposals on the Town Hotel site and the reconfigured car parking will provide a step change to this section of the town centre, which is strongly supported through the town consultation process.

5. Employee Implications

5.1. There are no employee implications arising from this report.

6. Financial Implications

6.1. There are no direct financial implications for the Council from this report. There will be financial implications from the agreement the parties reach, however, these will be reported to a future committee meeting.

6.2. There are currently no budgets allocated to the cost of reconfiguring the car parking to remain in Council ownership. It is proposed that the reconfiguration of the car park will be funded through the development proposal.

7. Other Implications

7.1. The risk associated with not supporting the proposal is that this strategic site within the town centre will remain undeveloped for the foreseeable future.

7.2. There are no significant issues in terms of sustainability arising from the recommendations made in this report.

8. Equality Impact Assessment and Consultation Arrangements

8.1. 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.

8.2. Extensive public consultation on the wider town centre initiatives has been coordinated by Economic Development Services with a range of Council Services who have an ongoing role in delivering services and initiatives in our town centres.

Michael McGlynn
Executive Director (Community and Enterprise Resources)

12 July 2018

Link(s) to Council Values/Ambitions/Objectives
- Improve the quality of physical environment
- Support the local economy by promoting the right conditions for growth, improving skills and employability
- Partnership working, community leadership and engagement

Previous References
- Executive Committee on 26 March 2014 - Hamilton Towers Phase 6
- Executive Committee – 5 November 2008 – Proposed development of Keith Street/Townhead Street, Hamilton with Lynnham ltd

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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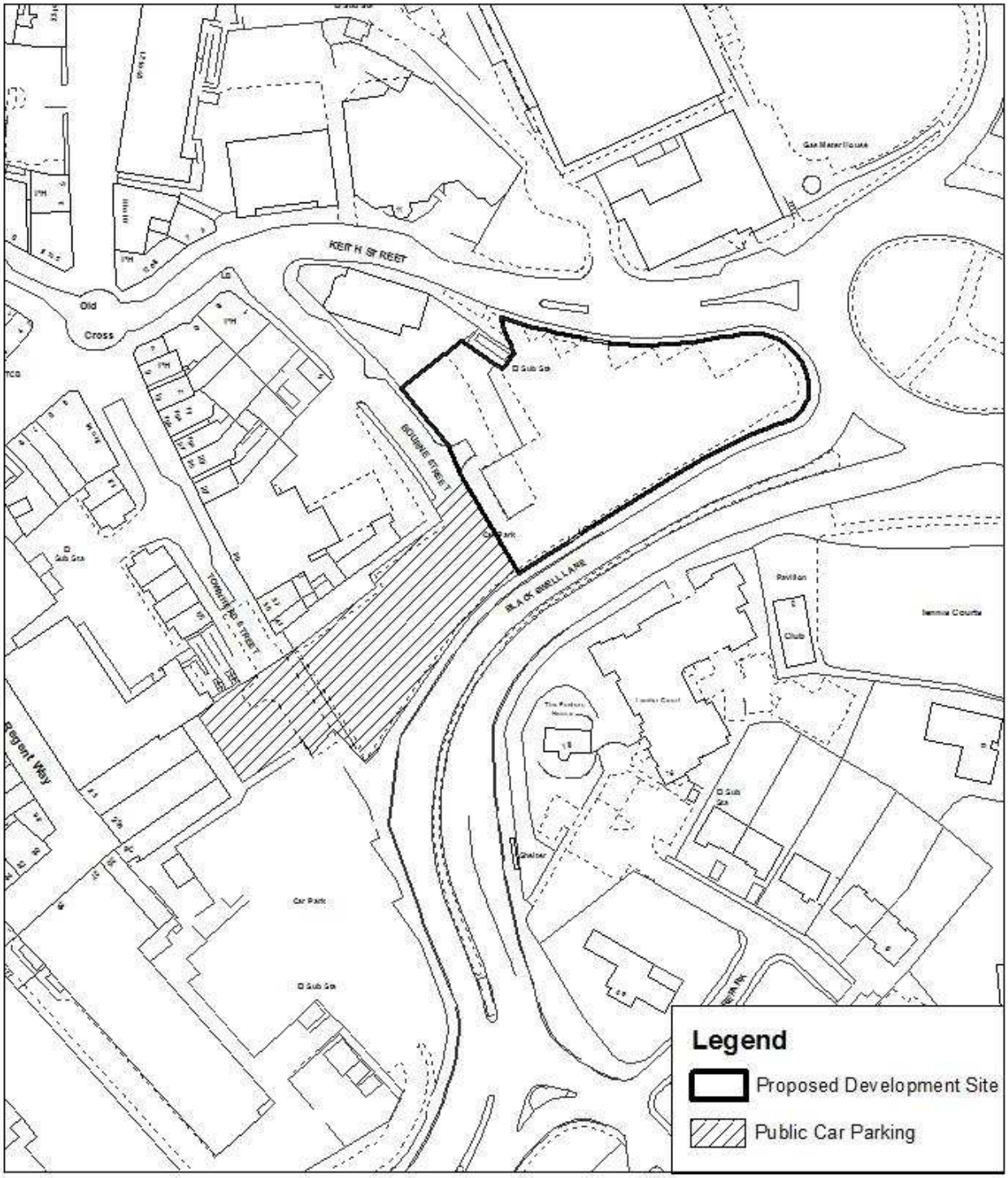
Ext: 4227 (Tel: 01698 454227)
E-mail: iain.ross@southlanarkshire.gov.uk

LOCATION PLAN - For Committee Purposes Only

Appendix 1

PROPERTY SERVICES



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DATE: 11/07/2018

SOUTH LANARKSHIRE COUNCIL

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Agenda Item

11

Report to:	**Community and Enterprise Resources Committee**
Date of Meeting:	**21 August 2018**
Report by:	**Executive Director (Community and Enterprise Resources)**

Subject:	**Parking/Road Safety at Schools – Update**

1. Purpose of Report

1.1. The purpose of the report is to:-

- advise the Committee of the key issues in connection with parking at schools as well as potential actions to assist in reducing the number of pupils travelling to and from school by car.

2. Recommendation(s)

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

(1) that the tools, techniques and initiatives reviewed by the Roads Safety Forum and outlined in this paper continue to be deployed as solutions throughout the Council area in response to identified issues; and

(2) that efforts are made to provide a greater uptake in the development of School Travel Plans by primary and secondary schools.

3. Background

3.1. It was agreed that the key issues, listed below in relation to parking and road safety around schools, previously identified by the Community and Enterprise Resources Committee of 3 October 2017 would form the basis of consideration and discussions at the Council's Roads Safety Forum:-

- Statutory enforcement practicalities and capacity
- Banning vehicles from school frontages (e.g. East Lothian trial)
- Encouraging active travel
- Obstructive/dangerous parking

3.2. Indiscriminate parking can lead to a variety of issues such as blocking footways, limiting children's crossing opportunities, masking visibility of approaching drivers and congestion. Each school has a different level and mix of such issues which can be dependent on their geographical location such as rural/urban or in a residential/town centre location.

3.3. At the Roads Safety Forum on 5 December 2017, members initially discussed these issues and a variety of safety related parking issues including the relative roles of stakeholders, such as the Council and Police Scotland, the issues related to congestion and the resultant associated risk of conflicts occurring between road users which could lead to accidents.

3.4. The discussion at the Forum included other topics and these are listed below:-

- Effectiveness of School Travel Plans and the sharing of the survey information
- Scope for Council employees or volunteers to assume the roles of Parking Attendants to take enforcement action/issue Penalty Charge Notices (PCNs)
- Opportunities to use camera technology to assist in any enforcement action
- Road safety projects and initiatives available
- School Keep Clear markings

3.5. The Roads Safety Forum met on 15 May 2018 where a paper regarding these issues was presented. The subject areas referred to below were discussed and it was agreed that a range of tools, techniques and initiatives continue to be deployed in response to road safety issues at schools. This report provides an update on these measures and how they are delivered.

4. Accident Analysis

4.1. Within South Lanarkshire, there are 17 Secondary Schools, 124 Primary Schools, 2 Private Schools and 7 Additional Support Needs Schools. Together there are approximately 50,000 pupils who attend school on a daily basis and this equates to 9,500,000 pupil journeys to and from school every academic year.

4.2. Transport Scotland's latest publication on Reported Road Casualties Scotland 2016 states that for the years from the end of 2012 to 2016 the annual average number of children killed in South Lanarkshire was 0 while the number of children seriously injured was 8. Therefore, accidents involving children remain at relatively low levels in South Lanarkshire and, of these, less than half will likely involve an accident occurring on the journey to school.

4.3. While these statistics are encouraging, we cannot become complacent and we must continue to refine and assess the effectiveness of what we presently do and consider whether there are alternative ideas to be developed. The remaining sections of this paper discuss each of the subject areas raised above.

5. Statutory Enforcement Practicalities and Capacity

5.1. In 2005, parking was decriminalised in South Lanarkshire. Therefore, the Council is responsible for the enforcement of waiting and loading restrictions where these exist.

5.2. The decriminalisation of parking does not preclude Police Scotland from enforcing legislation in relation to parking that is considered to be either causing an obstruction or danger. This applies whether or not parking restrictions exist. Enforcement actions from Police Scotland will, however, be commensurate with their other duties.

5.3. The definition of "obstruction" Police Scotland use can be found in Regulation 103 of The Road Vehicles (Construction and Use) Regulations 1986. It states:
'No person in charge of a motor vehicle or trailer shall cause or permit the vehicle to stand on a road so as to cause any unnecessary obstruction of the road.'

5.4. In circumstances where a vehicle is obstructing the roadway (which includes carriageway and footway), Police judge each incident on its own merit.

5.5. Where the driver or keeper of the vehicle is present, a police officer may request the vehicle to be moved and depending on the circumstances, appropriate enforcement may be undertaken. This could result in penalty points and a fine and these are very much dependent on the circumstances. Where the driver or keeper disputes the action being taken, then a Standard Prosecution Report will be submitted where the Procurator Fiscal will view the case and consider options such as court action.

5.6. Where a vehicle is parked in a dangerous position then Section 22 Road Traffic Act 1988 can be considered by Police Scotland. This section states:-
'If a person in charge of a vehicle causes or permits the vehicle or a trailer drawn by it to remain at rest on a road in such a position or in such condition or in such circumstances as to involve a danger of injury to other persons using the road, he is guilty of an offence'.

5.7. Police Scotland will again consider the circumstances where a vehicle is parked dangerously on each incident's merit. In the absence of the driver or keeper of the vehicle, Police Scotland can consider removing the vehicle if deemed necessary.

5.8. Where a complaint in relation to obstruction or dangerous parking is received in relation to a vehicle parked at a school crossing or within a controlled area, it is likely that Police Scotland will attend, and consideration will be given to removing the vehicle. In most cases, Police Scotland will resolve matters by liaising with the driver or keeper of the vehicle. It is very rare that they will remove vehicles using their removal contractor.

5.9. Turning back to the Council's remit, the Road Traffic Regulation Action 1984 provides legislation in relation to the employment of Parking Attendants (PAs). It states that a parking attendant shall be an individual employed by the authority or where the authority has made arrangements with any person for the purposes of parking enforcement, an individual employed by that person to act as a parking attendant.

5.10. South Lanarkshire Council employ individuals as Parking Attendants (14 no.) which fulfils the first part of the Act. It should be noted that any Parking Attendants needs to be employed by the Council, directly or indirectly, therefore volunteers cannot perform the function of a Parking Attendant.

5.11. It should be noted that most schools are located on roads where parking restrictions are not in place and are generally located in residential areas and outwith main town centres. In cases where enforcement of restrictions is an issue (e.g. on mandatory zig zag markings) our existing Parking Attendants can be deployed as necessary. However, there are practical issues with enforcement as the offending vehicles are usually occupied and hence will simply drive away.

5.12. Finally, in terms of enforcement, while we understand that the Protection of Freedoms Act 2012 permits the use of Automatic Number Plate Recognition cameras in privately-run car parks, this legislation does not presently give Local Authorities the ability to use the same technology either in the Council's own car parks or on-street restrictions.

5.13. At this time, Parking Attendants require to undertake this duty by being on site to witness and observe any infringement of parking restrictions. We propose to investigate future opportunities for camera enforcement in discussion with the Scottish Government and Legal colleagues.

6. Banning Vehicles From School Frontages

6.3. In 2014 East Lothian Council undertook an 18 month trial banning vehicles from three Haddington streets during the peak school travel periods. The trial was introduced following a period of public consultation which resulted from proposals made by the school Parent Councils, teachers and officers from East Lothian Council. The trial was concluded, and permanent traffic regulation orders are now in place. The schools in question have high numbers of children who walk or cycle to school.

6.4. The banning of motor vehicles from Neilson Park Road, Victoria Road and Wemyss Place, Haddington, which serve three schools, are effective from 0830 to 0930 and 1500 to 1600 (Monday to Thursday) and 0830 to 0930 and 1145 to 1245 (Friday) during term time. These restrictions do not apply to residents of the streets or blue badge holders. Provision has also been made in the order for emergency services and delivery vehicles to access the streets during these times.

6.5. The schools are located in two relatively short culs-de-sac with narrow carriageways and footways. The third street, Wemyss Place runs at 90 degrees to Victoria Road. There are less than 20 residential properties accessed via the two culs-de-sac. The culs-de-sac are accessed from main roads and are close to the town centre of Haddington and away from residential areas.

6.6. These schools suffered the same general problems experienced around the vast majority of schools where, at opening and closing times, significant numbers of parents/carers park and manoeuvre their vehicles to the detriment of other road users. The usual methods to discourage indiscriminate parking and manoeuvring, such as letters to parent/carers, had been used and have failed to resolve the issues.

6.7. Over and above that, the schools experienced problems that could be described as antisocial behaviour by a select minority of parents/carers. Actions included turning vehicles with little or no regard to pedestrians which, given the narrow nature of the streets, require multiple manoeuvres.

6.8. Residents have been issued with passes that show that they are entitled to drive during the periods of prohibition. Head teachers have been issued with a small number of passes to distribute as they see fit but, in general, teachers and staff are expected to lead by example and not drive to school or be using the roads during the periods of prohibition.

6.9. The consultation process for the Order included liaison with Police Scotland who, at that time, were the legacy force of Lothian and Borders. Police Scotland were generally supportive of the Order but commented that the proposed signing was cumbersome while advising that enforcement would be a low priority and commensurate with other duties during times of operation.

6.10. Depending on the individual circumstances at each school there is a risk that the problem the prohibition has designed to address would simply transfer to adjacent streets.

6.11. East Lothian Council believes that the prohibition works best when the number of residential properties accessed via the cul-de-sac is 20 or less. A higher number will make the management and distribution of resident permits more awkward to administer. The prohibition would also only be appropriate in culs-de-sac where entry and exit is controlled - a through road would be virtually impossible to operate and manage.

6.12. A prohibition such as this is classed as a moving traffic violation and it can only be enforced by Police Scotland. Preliminary discussions between South Lanarkshire Council and Police Scotland have indicated that the general principle of the prohibition of driving at schools using similar criteria to that used by East Lothian Council would be supported. Support for such proposals would, however, be considered on each location's own merit.

6.13. A preliminary review of schools in South Lanarkshire indicates that 33 Primary and 8 secondary schools are accessed via a cul-de-sac. The adoption of such an initiative at these locations would require to be considered as part of a suite of measures emerging from School Travel Plan development.

7. Encouraging Active Travel/School Travel Plans

7.1. The aim of School Travel Plans is to encourage more sustainable modes of travel, such as walking and cycling, hence reducing congestion outside schools and increasing safety, improving health and environmental awareness, ultimately setting active travel patterns for life. The local context, including pupil travel patterns, is researched and presented in the Plan. This then allows appropriate solutions to be identified and targets for implementation to be set. The process puts the onus on pupils, parents and teachers to monitor the travel situation and to develop appropriate aims and identify targets and timescales for action. The Plan is an active document with a monitoring regime included, so the progress of any measures can be followed, and new ones added as it continues to develop.

7.2. At present, there are 68 schools (65 primary and 3 secondary) that have completed a travel plan and a further 60 schools (49 primary, 10 secondary, 1 private) are currently working towards completing their travel plan. The remaining schools are being encouraged to take part.

7.3. To understand the views of the school community, pupils, parents/carers as well as staff are asked to complete a questionnaire as part of the travel plan development. This gives an opportunity to provide suitable travel information and also identify specific problems to be resolved through identification of objectives and targets. A programme of activities or initiatives is identified.

7.4. Feedback from schools who have completed their plan has been positive and the document is used not only to identify initiatives but also provide an evidence based model which justifies the allocation of funding.

7.5. To encourage schools to complete and continue to update their plans consideration is being given to introducing a “recognition” award. Where schools meet criteria relating to increasing proportions of sustainable travel, participation in certain initiatives such as Junior Road Safety Officer/Calendar Competition and other campaigns then it would perhaps be appropriate to recognise this.

7.6. It should be noted that a school will be invited to a future Road Safety Forum to present their plan and provide feedback on the process as well as the effectiveness of the plan.

8. Road Safety Projects and Initiatives

8.1. The Council take a “whole life” approach to road safety education with initiatives aimed at all ages and types of road users. It is believed that good habits are best developed when people are young. Therefore, emphasis is given to educating and training children and young people.

8.2. Through the Curriculum for Excellence education programmes, School Travel Plan projects and Cycling Initiatives, there are number of options available that are tailored to specific needs and instances where road safety issues have been raised.

8.3. Appendix 1 lists these as well as the target users and the paper presented at the Road Safety Forum of 27 February 2018 discussed the initiatives in greater detail.

8.4. The Council also delivers engineering solutions to problems surrounding schools. These problems are identified through the development of the School Travel Plans and solutions such as new guardrail, signing, lining or speed management initiatives are introduced such as part-time mandatory 20mph speed limits. To some degree, progress on implementing physical works is funding dependent.

9. School Keep Clear Markings

9.1. At its meeting in June 2010, the Road Safety Forum noted the contents of a report proposing a pilot scheme for the introduction of mandatory zig zag markings outside 20 schools. Up to this time, all school keep clear markings in South Lanarkshire had been advisory. In May 2014, the Forum noted a further report that provided results from a monitoring exercise carried out before and after the zig zag markings were changed from advisory to mandatory.

9.2. It was noted that 10 schools showed a reduction in the number of vehicles stopping on the zig zag markings, 3 schools showed no change and 7 schools showed an increase. Overall 113 vehicles stopped on the school keep clear markings in the before survey and 81 stopped in the after study, a reduction of 32 vehicles.

9.3. Before and after vehicle speeds were measured in each direction outside 6 of the schools. On average, the speeds increased from 22mph to 24.9mph, an increase of 2.9mph.

9.4. A short questionnaire/survey was also sent to the 20 schools to gauge the success or otherwise of the pilot scheme. The results of the pilot indicated that while parking generally reduced, the perception from the schools was that the scheme had limited effect on parking practices. It was noted that the introduction of mandatory school keep clear markings should be considered as one of several measures and targeted at specific schools with known parking problems.

10. Conclusion

10.1. This paper has sought to consider and discuss some of the key issues related to parking and road safety around schools.

10.2. Issues can be complex and there is no single solution to the problems being experienced. A variety of solutions, discussed in this paper, require to be developed in discussion with the school communities and must take cognisance of the location of the school and travel characteristics of those attending the school. Emerging from this exercise will be individual actions for schools that complete their School Travel Plans.

10.3. Schools should therefore be encouraged, and in some cases required, to complete a School Travel Plan. Its contents should identify specific problems to be resolved through identification of objectives and targets. Liaison between the Head Teacher, Parent Council, Education Resources, Roads and Transportation Services and Police Scotland is required to ensure the solutions taken forward are appropriate.

10.4. Even then the success of these solutions is dictated by the commitment of the school community (e.g. schools, parents, children) to champion and embrace the solutions being introduced.

10.5. Funding requirements to implement physical works will also require to be considered further.

11. Employee Implications

11.1. There are no current employee implications associated with this report, however, any increased roll out of the initiatives discussed above should be considered in the context of available road safety employee resources which have decreased significantly in recent years as a result of establishment downsizing to achieve revenue savings.

12. Financial Implications

12.1. There are no financial implications associated with this report, however, it should be noted that capital resources for these initiatives presently require to be prioritised from external funding streams. A modest level of revenue funding is currently available for education, training and publicity initiatives. If a greater level of physical improvements is required relative to the typical current practice, then greater levels of funding will be required.

13. Other Implications

13.1. There are no significant risks associated with this report, nor any environmental implications.

13.2 There are no implications for sustainability in terms of the information contained within this report.

14. Equality Impact Arrangements and Consultation Arrangements

14.1. 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.

14.2 All necessary consultation arrangements will take place.

Michael McGlynn
Executive Director (Community and Enterprise Resources)

13 July 2018

Link(s) to Council Values/Ambitions/Objectives

- Improve the quality of life of everyone in South Lanarkshire
- Support our communities by talking disadvantage and deprivation and support aspiration
- Improve the road network, influence improvements in public transport and encourage active travel
- Make communities safer, stronger and sustainable
- Improve health care and wellbeing

Previous References

- Community and Enterprise Resources Committee of 3 October 2017
- Road Safety Forum of 5 December 2017
- Road Safety Forum of 27 February 2018
- Road Safety Forum of 15 May 2018

List of Background Papers
None

Contact for Further Information
If you would like to inspect any of the background papers or want further information, please contact: - Stuart Laird, Roads and Transportation Services
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Appendix 1

Curriculum for Excellence	**Target Users**
Ziggy's Road Safety Mission	Nursery and P 1
Streetsense/Streetsense 2	P1 – P7
Junior Road Safety Officer Scheme	P6/7
A2BSafely (Additional Support Needs Resource)	P5 – S6
Theatre in Education – The Journey	P6/7
Crash Magnets	S4/ S5
Your Call	S1-3
Reaction Timers Theatre in Education Play School Daze Friends Disunited Calendar Competition	S3- S6 S1 S5/6 S5/6 all school – all stages
School Travel Plan Projects School Travel Plans Walk to School Campaigns Safe Start Kerbcraft Driving School of Sports News Time Travellers Resource Park Smart Campaign Park and Stride Walking Bus Bus Safety HGV Safety	**Target Users** all schools all schools P1 New Intake - all schools P1/2 Pupils - Delivered at 13 schools in Hamilton/ Blantyre area) P4-P7 P5 all schools all schools Primary Schools P4-P6 all schools
Cycling Initiatives Bikeability Cycle Friendly School Awards	**Target Users** all schools all schools

SOUTH LANARKSHIRE COUNCIL

Report

Agenda Item

12

Report to:	**Community and Enterprise Resources Committee**
Date of Meeting:	**21 August 2018**
Report by:	**Executive Director (Community and Enterprise Resources)**

Subject:	**Pass Plus**

1. Purpose of Report

1.1. The purpose of the report is to:-

- provide the Committee with background into the subsidised Pass Plus Scheme within South Lanarkshire.
- seek approval to increase the subsidy given to applicants

2. Recommendation(s)

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

(1) that an increase to the Pass Plus subsidy from £75 to £100 be approved.

3. Background

3.1. In order to provide newly qualified drivers with the necessary skills and knowledge to cope with varying road conditions, South Lanarkshire Council launched the Pass Plus subsidised scheme on 26 July 2007.

3.2. The Pass Plus road safety initiative aims to assist newly qualified drivers to gain valuable driving experience, which builds on the existing skills and knowledge gained during training for their Learner Driver Test. The topics covered in this project are driving in town, all weather driving, driving out of town, night driving, driving on dual carriageways and driving on motorways.

3.3. The current subsidy of £75 towards the total cost of Pass Plus training aims to encourage more newly qualified drivers to participate in this initiative.

3.4. The subsidy of £75 has remained the same since the subsidised Pass Plus Scheme was launched in South Lanarkshire in 2007. The initial cost of the scheme, as at 2007, was approximately £120. Following the Roads Safety Forum Meeting on 27 February 2018, it was agreed that officers would review the level of subsidy on offer against the cost of the initiative. Contact was subsequently made with the Driver and Vehicle Standards Agency who confirmed the current cost of the Pass Plus scheme is £150.

3.5. The uptake of Pass Plus has reduced in recent years as illustrated below:-

Participants in Pass Plus Scheme											
Year	2007/ 08	2008/ 09	2009/ 10	2010/ 11	2011/ 12	2012/ 13	2013/ 14	2014/ 15	2015/ 16	2016 /17	2017 /18
	175	271	182	265	196	156	146	150	105	74	59

3.6. At the Council's Roads Safety Forum of 15 May 2018, discussions considered possible reasons for the decline in participants of the scheme.

3.7. A comparison of other participating Councils' Pass Plus subsidies within Scotland are as follows:-

- Argyll and Bute - £75. Cost of scheme fluctuates between £150 to £250 due to increased cost of travel to reach motorways
- Inverclyde currently offer 50% of the cost of the course up to a maximum of £80.
- Fife - £90. Pass Plus costs approximately £130 in this Council area.

3.8. The following nearby local authorities do not offer any subsidy towards the cost of Pass Plus: - Glasgow City, North Lanarkshire, West Lothian and Renfrewshire.

3.9. While cost alone is not the sole reason for the reduced uptake, in order to stimulate the scheme and encourage more newly qualified drivers to participate in Pass Plus, it is proposed to increase the subsidy from £75 to £100 towards the total cost of £150.

3.10. This proposal was supported by the Road Safety Forum at its meeting on 15 May 2018.

4. Employee Implications

4.1. There are no employee implications associated with this report.

5 Financial Implications

5.1. Funding for this financial year 2018/19 Pass Plus Scheme will be met by the South Lanarkshire Community Safety Partnership who have allocated £7,000. Should demand exceed the available funding, consideration will be given to utilising the Road Safety Revenue Budget.

6. Other Implications

6.1. There are no significant risks associated with this report, nor any environmental implications.

6.2. There are no implications for sustainability in terms of the information contained within this report.

7. Equality Impact Assessment and Consultation Arrangements

7.1. 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.

7.2. Consultation on the effectiveness of the initiative was completed by participants and results are available from the Traffic and Transportation Section.

Michael McGlynn
Executive Director (Community and Enterprise Resources)

11 July 2018

Link(s) to Council Values/Ambitions/Objectives
- Improve the quality of life of everyone in South Lanarkshire
- Support our communities by talking disadvantage and deprivation and support aspiration
- Make communities safer, stronger and sustainable

Previous References
- Road Safety Forum 15 May 2018

List of Background Papers
- None

Contact for Further Information
If you would like inspect any of the background papers or want any further information, please contact: - Stuart Laird, Roads and Transportation Services
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SOUTH LANARKSHIRE COUNCIL

Report

Agenda Item

13

Report to:	**Community and Enterprise Resources Committee**
Date of Meeting:	**21 August 2018**
Report by:	**Executive Director (Community and Enterprise Resources)**

Subject:	**Review of Residents' Parking Permit Zones (RPPZs)**

1. Purpose of Report

1.1. The purpose of the report is to:-

- seek approval to undertake a review of the current policy in relation to Residents' Parking Permit Zones (RPPZs)
- seek approval to progress new or expanded RPPZs at :-
  - Montrose Crescent, Hamilton
  - Adjacent to Hairmyres Station, East Kilbride
  - Adjacent to Cambuslang Station

2. Recommendation(s)

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

(1) that a review of the current Residents' Parking Permit Zones (RPPZs) policy be progressed via the Roads Safety Forum utilising the Terms of Reference at Appendix 2;

(2) that the expansion of the current RPPZ be approved to include Montrose Crescent, Hamilton (expanded zone); and

(3) seek authority to undertake consultation in relation to the introduction of RPPZ at Hairmyres Station, East Kilbride and Cambuslang Station (new zones).

3. Background

3.1. The requirement for residents' parking permits in areas throughout South Lanarkshire followed the introduction of the Car Parking Charter in 1997. Issue of such permits is governed by a number of Road Traffic Regulation Orders which were originally promoted in the late 1990's.

3.2. There are significant residents' parking zones in East Kilbride, The Village (East Kilbride), Hamilton and Rutherglen. To park in these zones, residents or their visitors need to display a permit, however it does not mean there will always be a space available.

3.3. The Council Parking Unit administers and enforces these resident parking permit zones.

3.4. At the Executive Committee of 23 February 2011, it was agreed that a Member/Officer Task and Finish Group be convened to consider the Council's RPPZs. This reflected the increasing financial burden of administering such schemes.

3.5. A paper outlining the Group's review and recommendations was submitted to the Executive Committee on 5 October 2011. Amongst the recommendations were:-

(1) that the Zones in East Kilbride be significantly reduced in size;
(2) that the Zones elsewhere remain unchanged.

3.6. These recommendations were accepted and subsequently implemented. Consequently, Council policy since 2011 has been not to consider any further RPPZs.

3.7. Each parking zone has different terms, conditions and different times that permits need to be displayed (refer Appendix 1). Parking permits are only issued to vehicles registered to an address and they can apply for multiple permits depending on the zone concerned.

4. Current Situation

4.1. The demand for parking across a number of areas in South Lanarkshire continues as car ownership and pressure from various uses (e.g. commuters, businesses etc) continues to rise. This is particularly evident in residential areas close to town centres or where there are facilities such as railway stations, educational establishments, hospitals or other medical premises nearby.

4.2. The parking needs of commuters, residents and visitors often result in a high demand for both short-term and long-term parking within the area and the Council receives a high volume of correspondence on this subject from both residents and commuters, either directly or via elected representatives.

4.3. The residents' concerns are generally that there is obstructive or dangerous parking, by commuters or visitors to the facilities described above, and that they cannot park close to their homes. They regularly ask for waiting restrictions to be introduced, (which are not generally appropriate in residential areas as they inconvenience the residents), or for the introduction of residents' permits.

4.4. There are three areas which are experiencing significant pressure at this time:-

- The residential part of Montrose Crescent in Hamilton, currently not within a residents' parking zone;
- Residential areas in East Kilbride near to Hairmyres Hospital Rail station;
- Residential areas in Cambuslang close to the town centre and near to the rail station

4.5. In Hamilton, the section of Montrose Crescent that currently is not within a Resident Parking Zone is under pressure from parking as a consequence of large employers in the area such as the Council, the Fiscal's office, and the Water Palace.

4.6. In East Kilbride, close to Hairmyres Station, the issues are mainly caused by rail commuters, however, some visitors to the hospital contribute to the problem. Residents have been complaining for several years that they cannot access or egress their driveways, or park on street close to their homes and that the situation is getting worse year on year. Following the recent consultation on the Council's draft Park and Ride Strategy, this area generated the second highest volume response.

4.7. It is the area around Cambuslang town centre, however, that generated the largest volume of correspondence during the recent consultation on the Park and Ride Strategy. The main issue here is again commuters using the rail station, but there is also an element of town centre parking included. The problem is compounded by the historic nature of the narrow residential streets, with residents expressing concerns about access and egress to their driveways.

4.8. There are also some areas which have been redeveloped since 2011 (e.g. changed from a school use to housing) that logically should be incorporated into existing RRPZs.

4.9 These are complex issues for which there are unlikely to be easy solutions. Any vehicle, provided it is properly taxed and insured, can park on a public road and, for example, commuters seeking to access railway stations will consider they have as much right to park on a public road as local residents. Also, the introduction of a RPPZ may simply displace an existing problem to another location, usually on the boundary of a new zone.

5. Proposal

5.1. Given some 7 years have elapsed since the current policy in relation to RPPZs was approved, and given that in many areas parking pressures continue to increase, it is considered appropriate to review the current policy. It is proposed that this is undertaken over a 9 month period via the Road Safety Forum. This review will establish a medium term policy position within the Terms of Reference set out in Appendix 2.

5.2. Nonetheless, in the short term, there are pressures at specific existing locations which it is proposed are addressed as follows:-

5.2.1 Montrose Crescent – A section of Montrose Crescent is currently unrestricted and suffers significant parking pressures as a consequence of the presence of major local employers and leisure facilities. An adjacent part of Montrose Crescent has a RPPZ and does not experience these issues. A recent proposal to introduce daytime waiting restrictions to manage these difficulties met with significant local resistance, however, there was a clear appetite for an RPPZ as an alternative management tool. Given there appears to be a clear local appetite for this measure, it is proposed to move towards implementation via the promotion of a Traffic Regulation Order (TRO), which will also offer a further public consultation opportunity. It is estimated a period of 15 months will be required to prepare, promote and implement the TRO assuming no significant local objection is experienced.

5.2.2. Adjacent to Cambuslang and Hairmyres Stations – It is proposed that, as a first step, consultation is undertaken to gauge the views of local residents. The geographical extent of any RPPZ will be crucial both in terms of the administrative burden in managing permits and the potential displacement of indiscriminate parking issues to the boundary of the new zone. Consultation is likely to take some 6 months and assuming the proposal is supported and taken forward, a further period of some 15 months will be required to prepare, promote and implement TROs. Again, this timescale assumes no significant objection is encountered.

6. Employee Implications

6.1. There are no significant employee implications associated with undertaking a review or introducing or amending zones, as this work would be undertaken by existing employees.

7. Financial Implications

7.1. There are no financial implications associated with undertaking a review. There would, however, be potential capital and additional administrative cost associated with introducing new or amending zones, as additional permit applications would require to be processed and issued, however, this will be considered and evaluated as part of the proposed review.

8. Other Implications

8.1. There are no significant risks associated with this report, nor any environmental implications. There are no implications for sustainability in terms of the information contained within this report.

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. There is no requirement to undertake any consultation at this time in terms of the information contained in this report.

Michael McGlynn
Executive Director (Community and Enterprise Resources)

13 July 2018

Link(s) to Council Values/Ambitions/Objectives

- Improve the quality of life of everyone in South Lanarkshire
- Improve the road network, influence improvements in public transport and encourage active travel
- Work with communities and partners to promote high quality, thriving and sustainable communities

Previous References

- Executive Committee 23 February 2011
- Executive Committee 5 October 2011

List of Background Papers

- Executive Committee 23 February 2011 Agenda Item 9 “Member/Officer Task and Finish Group - Parking Management Strategy”
- Executive Committee 5 October 2011 Agenda Item 9 “Parking Management Strategy – Review by Members/Officers Task and Finish Group”

Contact for Further Information

If you would like inspect any of the background papers or want any further information, please contact: -

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Appendix 1

Restricted Parking Zones

	Zone	Times restrictions apply	Permit Types: No Registration Number Required (RESIDENT)	Permit Types: Registration number (vehicle must be registered to property)	Business Properties	Additional Permits
East Kilbride	The Village	Charges apply from 8.00 am to 6.00 pm Monday to Friday and 8.00 am to 1.00 pm on a Saturday	1	unlimited	0	additional permits for vehicles registered to property £35 each
	Westmains	Monday to Saturday 8am to 6pm	0	up to 4 free of charge	0	additional permits £35 each
	The Murray	Monday to Saturday 8am to 6pm	0	up to 4 free of charge	0	additional permits £35 each
	Westwood	Monday to Saturday 8am to 6pm	0	up to 4 free of charge	0	additional permits £35 each
	Avondale	Monday to Saturday 8am to 6pm	0	up to 4 free of charge	0	additional permits £35 each
	Parkhall	Monday to Saturday 8am to 6pm	0	up to 4 free of charge	0	additional permits £35 each
	Permit B	Monday to Saturday 8am to 6pm	0	up to 4 free of charge	0	additional permits £35 each
	Whitemoss	Monday to Saturday 8am to 6pm	0	up to 4 free of charge	0	additional permits £35 each
Hamilton	ZONE 1 Back o Barns (part) Cadzow Street (part) Campbell Street (part) Castle Street Church Street Grammar School Square Portwell Postgate (part)	Monday to Saturday 8am-6pm and Sun 1pm-6pm	0	unlimited	0	N/A
	ZONE 2 Auchingramont Road (part) Back Row Cadzow Lane (part) Cadzow Street (part) Fore Row Muir Street	Monday to Saturday 8am-6pm and Sun 1pm-6pm	0	unlimited	0	N/A
	ZONE 3 Abercorn Drive (part) Avon Street Burnside Lane Gateside Street (part) Graham Street Haddow Street (part) High Patrick Street John Street (part) Kemp Street (part) Quarry Street (part) Woodside Walk (part)	Monday to Saturday 8am-6pm and Sun 1pm-6pm	0	unlimited	0	N/A
	ZONE 4 Hope Street Orchard Place Orchard Street Park Road (part) South Park Road Union Street (part)	Monday to Saturday 8am-6pm and Sun 1pm-6pm	0	unlimited	0	N/A
	ZONE 5 Campbell Lane Campbell Street (part) Chapel Street Miller Street Quarry Street (part) Strathmore Road Townhead Street (part)	Monday to Saturday 8am-6pm and Sun 1pm-6pm	0	unlimited	0	N/A
	ZONE 6 Bourne Street Keith Street Townhead Street (part)	Monday to Saturday 8am-6pm and Sun 1pm-6pm	0	unlimited	0	N/A
	Montrose Crescent	Monday to Friday 8am to 6pm	1	unlimited	0	N/A
Rutherglen	Kirkwood	Monday to Sunday 8.30am to 6.30pm	1	1	1	additional permits for vehicles registered to property £35 each
	Greenhill	Monday to Sunday 8.30am to 6.30pm	1	1	1	additional permits for vehicles registered to property £35 each
	Princes	Monday to Sunday 8.30am to 6.30pm	1	1	1	additional permits for vehicles registered to property £35 each
	Victoria	Monday to Sunday 8.30am to 6.30pm	1	1	1	additional permits for vehicles registered to property £35 each
	Mill Street	Monday to Sunday 8.30am to 6.30pm	1	1	1	additional permits for vehicles registered to property £35 each
Carluke	Cassels Zone	at any time	1	1	1	additional permits for vehicles registered to property £35
	Rankin Zone	at any time	1	1	1	additional permits for vehicles registered to property £35
Cambuslang	Rosebank Tower/Standford Hall	Monday to Saturday 8.00am to 6.00pm	1	1	0	additional permits for vehicles registered to property £35 each
Uddingston	Permit A	Monday to Friday 8am to 6pm	1	1	1	additional permits for vehicles registered to property £35 each and businesses

Appendix 2

Terms of Reference

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Review of Residents Parking Permit Zones (RPPZ's)

1. Objective

   The objective of the review is to examine current arrangements for the management of RPPZ's and review current policy with regard to the potential wider use of RPPZ's as a parking management tool and consider associated issues.

2. Scope of Review

   - Review current management arrangements and the potential for efficiencies including e-enablement.
   - Consider areas of current demand which may benefit from the wider use of RPPZ's.
   - Identify the resourcing demands (staff and financial) associated with current and potentially wider use of RPPZ's.
   - Provide options including costs with regard to future parking policy in relation to RPPZ's.

3. Timescales

   The review will report within 9 months of commencing.

4. Resourcing

   The review will be undertaken utilising existing staff resources.

SOUTH LANARKSHIRE COUNCIL

Report

Agenda Item

14

Report to:	**Community and Enterprise Resources Committee**
Date of Meeting:	**21 August 2018**
Report by:	**Executive Director (Community and Enterprise Resources)**

Subject:	**Transport (Scotland) Bill 2018 - Proposed Consultation Responses**

1. Purpose of Report

1.1. The purpose of the paper is to:-

- seek approval of the proposed consultation responses in respect of:-

  (1) the Scottish Parliament's Rural Economy and Connectivity Committee's call for views on the content of the Transport Bill; and
  (2) the Scottish Parliament's Finance and Constitution Committee's call for views and questionnaire on the Bill's Financial Memorandum.

2. Recommendation(s)

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

(1) that the proposed responses to the call for views in respect of the proposed Transport Bill and associated Financial Memorandum as detailed in appendices 1 and 2, be approved.

3. Background

3.1. The Transport (Scotland) Bill was laid before Parliament on 8 June 2018. It is intended to help make Scotland's transport network cleaner, smarter and more accessible than ever before. It aims to empower local authorities and establish consistent standards in order to tackle current and future challenges, while delivering a more responsive and sustainable transport system for everyone in Scotland.

3.2. The Bill takes forward a number of Scottish Government commitments from its 2017/2018 Programme for Government.

3.3. The Bill is currently at Stage 1 of the parliamentary process where it is allocated to a Scottish Parliament committee to undertake an inquiry and report on the Bill and its contents. The Scottish Parliament will then debate the Bill, and should its general principles be agreed to, it will then enter Stage 2. At this stage, the Committee will undertake detailed consideration of the Bill and amend it as necessary.

3.4. The Bill then moves to the Scottish Parliament for Stage 3 where it is given further detailed consideration and amended as necessary. The Bill will then be subject to a Scottish Parliament debate on passing it. If successful, it will be given Royal Assent and become an Act of the Scottish Parliament. It is difficult to gauge exactly how long the full Bill process takes, but provided it is not subject to substantial challenge and change, the process can be completed in one year.

3.5. As part of the debating process, the Rural Economy and Connectivity Committee has launched a call for views to gather the opinions of both individuals and organisations on the proposals contained within the Bill. A copy of the proposed response on behalf of the Council can be found in Appendix 1.

3.6. The Finance and Constitution Committee has also launched a call for views on the associated Financial Memorandum. A copy of the proposed response on behalf of the Council to the questionnaire can be found in Appendix 2.

3.7. Both Committees are seeking comments by 28 September 2018.

4. Consultation Context

4.1. There are seven key topics in the Bill. These are:-

(i) Low Emission Zones
(ii) Bus Services
(iii) Smart ticketing
(iv) Parking
(iv) Road works
(VI) Regional Transport Partnerships
(VII) Scottish Canal Boards

4.2. Prior to seeking Committee's approval of the proposed responses, it is considered necessary to provide context on the matters under discussion. The following sections of this report, therefore, set the context and provide the Council's proposed position.

4.3. It should be noted, however, that, at this time, not all of the wider answers to the Financial Memorandum questions are known and partner organisations (Regional Transport Partnerships/COSLA/other Councils/professional bodies) continue to consider the wider implications of this Bill. As noted at paragraphs 3.3 and 3.4, as the Bill moves through Parliament it may evolve and further detail may become available. Further reports may, therefore, be brought back to this Committee as appropriate should significant further financial implications become apparent.

4.4. With respect to bus services, smart ticketing and Regional Transport Partnerships, the Council would generally defer to Strathclyde Partnership for Transport's (SPT) position, as they effectively coordinate and manage these matters on behalf of this Council and other councils. SPT are unique amongst the Scottish Regional Transport Partnerships in so far as they are the designated local transport authority for the local authorities in the West of Scotland which were constituted following the disaggregation of Strathclyde Regional Council.

5. Discussion Response

Low emission zones (LEZs)

5.1. The Scottish Government is committed to introducing LEZs into Scotland's four biggest cities (Glasgow, Edinburgh, Aberdeen and Dundee) between 2018 and 2020, and the Bill will further empower local authorities to transform other cities and towns into cleaner, healthier places to travel and enjoy. The Bill enables the creation and civil enforcement of LEZs by local authorities.

5.2. The most polluting vehicles would be banned from entering an LEZ during its hours of operation. Any banned vehicles entering an LEZ would be subject to a penalty charge, with enforcement carried out using Automatic Number Plate Recognition (ANPR) cameras, technology currently used for bus lane, red light and speed limit enforcement.

5.3. The Bill would grant Scottish Ministers the power to approve all LEZs and to set national rules for their operation, a position which is supported. Furthermore, it would grant councils the power to set the rules governing the operation of individual LEZs, which is also supported.

5.4. The promotion of LEZs, however, should not focus solely on the prohibition or banning of certain vehicles but must take a holistic view of the provision of viable alternative forms of the transportation of both people and goods. Particularly, but not exclusively, in the west of Scotland, LEZs must not simply focus on the "soft" target of buses, as there has been a huge decline in bus patronage over recent years, which shows no signs of slowing down.

5.5. It is noted that the Government is committed to the introduction of LEZs into Scotland's four biggest cities between 2018 and 2020 and into all other Air Quality Management Areas by 2023, where the National Low Emissions Framework appraisals advocate such mitigation. At this time, South Lanarkshire has no proposals to introduce any LEZs and would look to learn from lessons emerging from the larger city schemes before considering whether such measures are the best solution for some of our urban areas.

Bus services

5.6. The Bill seeks to provide local authorities with a viable and flexible set of options to help ensure that bus services in their area meet local users' needs, ensuring that there are sustainable bus networks across Scotland.

5.7. The Bill would provide councils with the powers aimed at improving local bus services. These include powers to provide bus services where no commercial service is provided and to work in a formal partnership with commercial operators to improve services, both of which the Council generally support. It should be noted, however, that similar powers already exist in the west of Scotland where, on behalf of councils, SPT provide a degree of support, as far as funding permits, for socially necessary bus services.

5.8. It also includes the power to specify all aspects of local bus services, which will be provided by commercial operators following a tendering exercise, effectively a franchise model. While we are generally supportive of the proposals, it is important that the financial implications and business cases are robustly evaluated.

5.9. The Bill would require bus operators to share information on routes, timetables and actual running times with third parties in order to make it easier for passengers to know when their bus will arrive and how much it will cost.

5.10. Councils have been asked how best they or bus operators could improve the ways information on timetables and routes is provided. Five options are suggested which are bus operator apps, paper timetables on bus stops, bus operator web sites, portable paper timetables and real-time displays at bus stops. The call for views asked that they be ranked in order of favourite first and least favourite last, however, we consider them all to be relevant, but with different ones more appropriate in

different circumstances, for example in an urban environment as opposed to a rural one.

5.11. Finally the call for views asks whether the proposed changes to bus regulation in the Bill could be improved. While we welcome, in principle, the Bill in many respects, it could be regarded as a missed opportunity to provide stimulus to the Scottish public transport market, particularly for bus services. As it stands, the Bill is unlikely to create the right conditions for the step-change required in the west of Scotland bus market to arrest substantial decline and deliver growth, as without strong complementary support and significant capital and revenue funding from Scottish Government, key provisions of the Bill are likely to prove ineffective or unworkable.

Smart ticketing

5.12. The Scottish Government want to make it easier to get around Scotland by public transport, and make it simpler to travel across connecting networks. The Bill seeks to strengthen compatible smart ticketing technology across operators and modes, and set in place an advisory body to best support Scotland-wide smart ticketing between operators and transport type.

5.13. Smart ticketing is the name given to a system where an entitlement to travel (or ticket) is stored electronically rather than being printed on a paper ticket. Most smart ticketing schemes store payment and ticket data on a smartcard, such as London's Oyster card.

5.14. SPT, who can be considered the leading promoters of smart ticketing in Scotland, supports, in principle, the provisions of the Bill in relation to smart ticketing, however, it considers elements are unnecessary or over-prescriptive, a view which we would share.

5.15. For example, a national technological standard for smart ticketing already exists and the proposed National Smart Ticketing Advisory Board or the requirement for local authorities to produce annual reports on the use of ticketing powers, may be of questionable benefit.

5.16. Finally, the Bill gives Scottish Ministers the power to direct local authorities to implement ticketing schemes. It should be acknowledged that local authorities already have this power and if they are not implementing a scheme, it may be there is no demand, or they do not have the resources to implement a scheme.

Parking

5.17. The Bill will introduce a national ban on pavement and double parking to make it easier for local authorities to ensure pavements and roads are safer and more accessible to all, both of which we support in principle.

5.18. By taking no action to address the issue of obstructive parking on pavements and at pedestrian dropped crossings, it can be considered as an impediment to the safe and efficient passage of pedestrians. Those pedestrians considered most vulnerable, and, therefore, at greatest risk, are the young and elderly, and those with mobility impairments. Parents and carers with children in pushchairs are also likely to experience adverse impacts from pavement parking.

5.19. While supporting the principles of the Bill, we have significant concerns at the, as yet, un-quantified burden which will be placed on local authorities to implement and enforce this legislation and the potential negative effects on other road users, for example refuse collection vehicles and buses. It is often the case that larger vehicles can only gain access to residential streets, the majority of which are less than 7.3

metres wide, due to road space created by cars being parked either partially or fully on pavements.

5.20. The Bill proposes a number of exemptions to the prohibition on pavement parking and double parking, such as emergency service vehicles, vehicles undertaking road works, and refuse and postal delivery vehicles.

5.21. The Bill, however, requires that vehicles that benefit from an exemption only use it where it is unavoidable and for the shortest time possible to complete the task being undertaken (with a limit of 20 minutes on vehicles being used for deliveries). We are supportive of the proposed exemptions and the principle of this approach.

5.22. The Bill would allow local authorities to exempt any footway from the prohibition on pavement parking, as long as it has had regard to any guidance issued by Scottish Ministers. As outlined above, there are many narrow and / or circuitous streets where parking fully on the carriageway would severely restrict or prevent access. Quite often, at these locations the issues are compounded by a high demand for parking and a lack of appropriate alternatives, for example, in high density residential areas. While we are supportive of the principle of exemptions, we have significant concerns with regard to resources required to assess what we would expect to be large numbers of potential streets for potential exemptions and, in turn, enforcement of non exempt areas. There is also uncertainty with regard to the arrangements for formalising exemptions which, again, have the potential to be onerous. It is suggested that "Orders" will be required which, if akin to Traffic Regulation Orders, may become extremely cumbersome and potentially unworkable.

Road works

5.23. The Bill aims to raise the standard, and improve the quality, of road works in Scotland, and provide the Scottish Road Works Commissioner with better options to deal with poor performance. The Bill seeks to create a regulatory environment which encourages the approach of getting road work reinstatements right first time, to provide better information about road works, and to ensure a consistent approach to safety at road works sites regardless of who is undertaking them.

5.24. The Scottish Road Works Commissioner is an independent public official who aims to improve the planning, co-ordination and quality of road works throughout Scotland. The Commissioner monitors performance and promotes and encourages good practice across both utility companies and roads authorities. The Commissioner has powers to impose financial penalties on roads authorities who systematically fail in their duty to co-ordinate road works and on utility companies who systematically fail to co-operate when undertaking road works.

5.25. The Commissioner is not responsible for works being undertaken on roads in Scotland. Such responsibilities rest with local authorities, utility companies and their contractors.

5.26. The Bill would give the Scottish Road Works Commissioner, and Commissioner staff appointed as inspectors, the power to inspect roads works, documents and the like, to establish the facts in possible cases of non-compliance with road works related legislation that falls within the Commissioner's remit.

5.27. The Bill would grant the Commissioner, and Commissioner staff, new powers to investigate and take enforcement action against organisations that failed to comply with statutory road works requirements.

5.28. We consider that any powers and measures that will strengthen the existing powers of the Commissioner, in order to help drive compliance across the sector and improve health and safety, are to be supported.

Regional Transport Partnerships

5.29. The Scottish Government want to make it easier for the Regional Transport Partnerships (RTPs) to manage their year-end finances by enabling them to hold a balance of funds. They also want to make sure that there is no additional financial burden on the local authorities that contribute towards the RTP running costs. This will assist the RTPs with larger capital investment projects which cover more than one financial year.

5.30. The Bill would allow an RTP to establish a capital fund, a renewal and repair fund, and an insurance fund. We support these proposals as, if RTPs have the ability for funding to span financial years, it will make the delivery of RTP funded local authority schemes much easier. Currently, if a scheme is not going to be completed within a fiscal year, it either has to be curtailed or abandoned and the funding returned. This is particularly relevant as the lead-in to the end of the financial year is through winter and inclement weather can lead to the delay or cancellation of works.

Scottish Canals Board

5.31. The Bill would expand the size of the Scottish Canals Board, increasing the number of members appointed by Scottish Ministers from between one and four to at least 4 but no more than 9. The aim of this proposal is to allow the appointment of members who possess a wider range of skills and experience than at present.

5.32. South Lanarkshire does not have any canals, therefore, we do not have an opinion on this proposal.

Financial Memorandum

5.33. Neither of the consultations provided any financial assumptions. While, at that time, the details of the proposals were embryonic, we made it clear, both in the consultation response and at the workshops, that there would undoubtedly be a financial burden upon the Council for implementation and enforcement of the parking ban. It is considered that this has not been accurately reflected in the Financial Memorandum, which assumes that for those local authorities already undertaking decriminalised parking enforcement, costs will be minimal. No mention of financial matters was sought or made in the LEZ consultation.

5.34. A question is posed as to whether there was sufficient time to contribute to the consultation exercise. While reasonable time was available, the greater issue is around the lack of detail in relation to some aspects of the Bill, hence the difficulty in assessing potential financial consequences.

5.35. There are clearly a number of assumptions and uncertainty within the Financial Memorandum so it is difficult, if not impossible, at this time, to gauge its accuracy. Without having a better understanding of the potential implications of aspects of the Bill, it is not, at this time, possible to say whether, or how, the Council will meet additional financial costs.

5.36. It is noted, however, that in the case of LEZs, the Financial Memorandum acknowledges that the financial management required to deliver LEZs will require a joint/partnership effort between the Scottish Government and local authorities. Therefore, no single body will be responsible for the entire financial outlay and management necessary to deliver LEZs.

5.37. Notwithstanding this, there will be an, as yet, unquantifiable, financial outlay required for implementation and enforcement should the Council promote any LEZs, however, this would also generate income from the issue of penalty charge notices. As previously explained, however, the Council has no proposals for LEZs at this time.

5.38. Similarly, there will be a financial outlay required to install the necessary signing and lining if any streets are exempted from the pavement parking ban. Once again, however, there will be some income generated from the issue of penalty charge notices for contravention of the ban. The Financial Memorandum states that the City of Edinburgh Council anticipates nine exemptions to the ban and Aberdeenshire Council ten, but we consider these figures to be surprisingly low and would expect there to be considerably more across South Lanarkshire. The suggested average cost per local authority of £25,000 to undertake the necessary assessments also appears extremely understated. As outlined above, with additional resources required to enforce the ban, there will be further financial implications associated with this.

5.39. The Financial Memorandum seems to indicate that councils will be funded in relation to any additional financial burden a new Act imposes on them, but the details of how this works in practice has yet to be established and the low estimates referenced above are a concern.

5.40. Some of the costs associated with Bus Service Improvement Services and franchising currently arise and may not be a burden, however, as outlined in the Financial Memorandum, for the Council to provide and run bus services, would have significant implications. As explained previously, however, this function is currently undertaken by SPT on behalf of the Council and other councils. However, SPT can only support socially necessary services to the extent their funding allows.

6. Employee Implications

6.1. At this time, the specific employee implications are unknown, however, given the anticipated increased demands for service outlined above and public expectations that the ban on pavement parking will be enforced, employee workloads will increase and additional resources will be required. Currently, the demands for parking enforcement, particularly out-with the normal working day, cannot be met by the Council's Parking Attendants.

7. Financial Implications

7.1. It is expected that the Bill will potentially generate significant financial impacts for councils. However, at this stage, given the absence of detail, these impacts cannot be accurately quantified. Nonetheless, it is expected that the financial consequences of any new legislation of this type should be funded in full.

8. Other Implications

8.1. It can be anticipated that the Council will receive increased demands for service in relation to providing bus services to meet social needs. As outlined previously, however, SPT currently undertake this function on behalf of the Council. It can also be anticipated that the Council will receive increased demands for the enforcement of the ban on pavement parking. It is anticipated that the other topics will not have significant effects upon the Council.

8.2. Risk details are highlighted in the attached appendix.

8.3. There are no implications at this stage for sustainability in terms of the information contained within this report

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 At this stage, no further consultation is necessary.

Michael McGlynn
Executive Director (Community and Enterprise Resources)

1 August 2018

Link(s) to Council Values/Ambitions/Objectives

- Improve the quality of life of everyone in South Lanarkshire
- Improve the road network, influence improvements in public transport and encourage active travel
- Work with communities and partners to promote high quality, thriving and sustainable communities

Previous References

- Community and Enterprise Resources Committee 8 August 2017 – "Improving Parking in Scotland – A Consultation"

Contact for Further Information

If you would like inspect any of the background papers or want any further information, please contact: - Colin Park, Roads and Transportation Services

Ext: 3653 (Tel: 01698 453653)
E-mail: colin.park@southlanarkshire.gov.uk

Appendix 1

Rural Economy and Connectivity Committee call for views

Proposed Response by South Lanarkshire Council

Low emission zones (LEZs)

The Bill would grant Scottish Ministers the power to approve all LEZs and to set national rules for their operation. South Lanarkshire Council supports this proposal.

It would also grant councils the power to set the rules governing the operation of individual LEZs. South Lanarkshire supports this proposal.

While supportive of this aspect of the Bill, in principle, we note that a 25% decline in bus patronage has been experienced in the West of Scotland over the past 10 years. It is, therefore, crucial that bus operators are treated fairly in the transition to greener fleet so as to avoid further contraction of services.

Bus services

The Bill provides local transport authorities with powers to improve local bus service provision though statutory partnership working with bus operators, the creation of local bus service franchises and the ability to operate services themselves, where these are not in competition with commercially operated services.

While South Lanarkshire generally supports these proposals, it considers that similar powers already exist in the west of Scotland. It is our view that, in many respects, the Bill could be regarded as a missed opportunity to provide a stimulus to bus services in the west of Scotland.

Without strong complementary support and significant capital and revenue funding from Scottish Government, which appears to have been underestimated, key provisions of the Bill are likely to prove ineffective or unworkable. For example, the ability for local authorities to operate services themselves, but only where these are not in competition with commercially operated services**,** places a high financial risk upon them. Such a service could, theoretically, become commercially attractive. A private operator may then decide to provide a rival service, requiring the authority to cease direct operations despite the financial and material investment in vehicles, depot infrastructure, staff and the like.

The Bill would require bus operators to share information on routes, timetables and actual running times with third parties in order to make it easier for passengers to know when their bus will arrive and how much it will cost.

Councils have been asked how best they or bus operators could improve the ways information on timetables and routes is provided. Five options are suggested which are bus operator apps, paper timetables on bus stops, bus operator web sites, portable paper timetables and real-time displays at bus stops. South Lanarkshire consider them all to be relevant, but with different ones more appropriate in different circumstances, for example in an urban environment as opposed to a rural one.

Smart ticketing

South Lanarkshire supports, in principle, the provisions of the Bill in relation to smart ticketing, however, it feels elements are unnecessary or over-prescriptive. It is considered that a national technological standard for smart ticketing already exists in the form of ITSO, a UK national standard which is widely used in Scotland for most bus operators as well as ScotRail and the Glasgow Subway.

South Lanarkshire cannot see any significant benefits from a National Smart Ticketing Advisory Board or the requirement for local authorities to produce annual reports on the use of ticketing powers.

The Bill seeks to give Scottish Ministers the power to direct local authorities to implement ticketing schemes. South Lanarkshire does not support this proposal as local authorities already have this power and if they are not implementing a scheme, it is perhaps because there is no demand, or because they have no budget or resource to do so.

Parking

While supporting the principles of the Bill, South Lanarkshire has concerns at the, as yet, un-quantified, burden which will be placed on local authorities to enforce this legislation and the potential negative effects on other road users, for example, refuse collection vehicles, buses and emergency services.

The Bill proposes a number of exemptions to the prohibition on pavement parking and double parking, including the likes of emergency service vehicles, vehicles undertaking road works, and refuse and postal delivery vehicles. South Lanarkshire is supportive of the proposed exemptions.

The Bill, however, requires that vehicles that benefit from an exemption only use it where it is unavoidable and for the shortest time possible. South Lanarkshire is supportive of this position.

The Bill would allow local authorities to exempt any footway from the prohibition on pavement parking, as long as it has had regard to any guidance issued by Scottish Ministers. South Lanarkshire supports this in principle albeit we await with interest the detailed guidance.

We believe the potential resources and costs associated with assessing large parts of residential areas for potential exemptions is not fully appreciated. We believe the “Order” process for defining exemptions is bureaucratic, expensive and potentially unworkable. We also note additional resources will be required to enforce the legislation. In summary, we believe the required resources have been substantially underestimated and elements of the proposal are potentially unworkable.

Road works

South Lanarkshire considers that any powers and measures that will strengthen the existing powers of the Commissioner, in order to help drive compliance across the sector and improve health and safety, are to be supported.

Regional Transport Partnerships

South Lanarkshire supports the proposals in relation to Regional Transport Partnerships.

Scottish Canals Board

There are no canals in South Lanarkshire, therefore, we do not have an opinion on this proposal.

Proposed Response by South Lanarkshire Council

Appendix 2

Finance and Constitution Committee Questionnaire

This questionnaire is being sent to those organisations that have an interest in, or which may be affected by the Transport (Scotland) Bill FM.

In addition to the questions below, please add any other comments you may have which would assist the Committee's scrutiny of the FM.

Consultation

1. *Did you take part in any consultation exercise preceding the Bill and, if so, did you comment on the financial assumptions made?*

South Lanarkshire responded to the Transport Scotland's March 2017 consultation "Improving Parking in Scotland" and attended the two subsequent stakeholder group workshops.

South Lanarkshire also responded to their September 2017 consultation on LEZs.

Neither of the consultations provided any financial assumptions.

2. *If applicable, do you believe your comments on the financial assumptions have been accurately reflected in the FM?*

In response to the consultation on parking, and at the workshops, South Lanarkshire made it clear that there would undoubtedly be a significant financial burden upon the Council for implementation and enforcement of the parking ban. It is considered that this has not been accurately reflected in the Financial Memorandum, which assumes that for those local authorities already undertaking decriminalised parking enforcement, cost will be at a minimum. We believe the costs involved in assessing potential exemptions, implementing exemptions and enforcing will be substantial.

3. *Did you have sufficient time to contribute to the consultation exercise?*

While reasonable time was available, the greater issue is around the lack of detail in relation to some aspects of the Bill, hence the difficulty in assessing potential financial consequences.

Costs

4. *If the Bill has any financial implications for your organisation, do you believe that they have been accurately reflected in the FM? If not, please provide details.*

5. *Do you consider that the estimated costs and savings set out in the FM are reasonable and accurate?*

6. *If applicable, are you content that your organisation can meet any financial costs that it might incur as a result of the Bill? If not, how do you think these costs should be met?*

7. *Does the FM accurately reflect the margins of uncertainty associated with the Bill's estimated costs and with the timescales over which they would be expected to arise?*

In response to questions 4. to 7, inclusive South Lanarkshire believes that there are clearly a number of assumptions and uncertainty within the Financial Memorandum so it is difficult, if not impossible, at this time, to gauge its accuracy. Without having a better understanding of the potential implications of aspects of the Bill, it is not, at this time, possible to say whether, or how, the Council will meet additional financial costs.

It is noted, however, that, in the case of LEZs, the Financial Memorandum acknowledges that the financial management required to deliver LEZs will require a joint/partnership effort between the Scottish Government and local authorities. Therefore, no single body will be responsible for the entire financial outlay and management necessary to deliver LEZs.

Notwithstanding this, there will be an, as yet, unquantifiable financial outlay required for implementation and enforcement should the Council promote any LEZs, however, this would also generate income from the issue of penalty charge notices.

Similarly, there will be a financial outlay required to install the necessary signing and lining for streets which are exempted from the pavement parking ban. Once again, however, there will be some income generated from the issue of penalty charge notices for contravention of the ban. The Financial Memorandum states that the City of Edinburgh Council anticipates nine exemptions to the ban and Aberdeenshire Council ten but we consider these figures to be surprisingly low and would expect there to be considerably more across South Lanarkshire. The suggested average cost per local authority of £25,000 to undertake the necessary assessments also appears extremely understated. As outlined above, if additional resources are required to enforce the ban, there will be financial implications associated with this. In addition, the resources required to promote and administer exemption “Orders” do not appear to have been quantified.

The Financial Memorandum seems to indicate that councils will be funded in relation to any additional financial burden a new Act imposes on them, but the details of how this works in practice has yet to be established.

Some of the costs associated with Bus Service Improvement Services and franchising currently arise and may not be a burden, however, as outlined in the Financial Memorandum, for the Council to provide and run bus services, would have significant implications. This function is currently undertaken by SPT on behalf of the Council. However, the level of SPT activity in these areas is limited by available funding.

Wider Issues

8. *Do you believe that the FM reasonably captures any costs associated with the Bill? If not, which other costs might be incurred and by whom?*

9. *Do you believe that there may be future costs associated with the Bill, for example through subordinate legislation? If so, is it possible to quantify these costs?*

In response to questions 8 and 9, it is not apparent, at this time, that there are any apparent costs associated with the Bill that have not been considered in the Financial Memorandum, or any future cost not yet identified. The exception to this is with regard to pavement parking where the cost of promoting and administering exemption orders will be substantial. It appears to be suggested this process will be akin to Traffic Regulation Orders which involve extensive consultation, are open to objection and require appropriate procedures to be in place to consider objection and decide upon the way forward. Given the number of exemptions we anticipate, we expect this workload, and the associated costs, to be substantial.

In addition, while in some areas costs have been identified, we believe some of the resourcing estimates, particularly in relation to pavement parking, are significantly understated.

Agenda Item

15

Report

Report to:	**Community and Enterprise Resources Committee**
Date of Meeting:	**21 August 2018**
Report by:	**Executive Director (Community and Enterprise Resources)**
	Executive Director (Finance and Corporate Resources)

Subject:	**Proposed Adjustment to Structure of Roads and Transportation Services**

1. Purpose of Report

1.1. The purpose of the report is to:-

- seek approval for the proposed adjustment to the Roads and Transportation structure.

2. Recommendation(s)

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

(1) that a single Construction Unit be formed as proposed at Section 4 and illustrated at Appendix B;
(2) that the proposed changes to the management structure be approved (Section 4);
(3) that the addition of 2 FTE Engineering Officers within the Development Management Unit to be funded by Road Construction Consent income (Section 5) be approved;
(4) that the 1 FTE Assistant Engineering Officer - Bridges to be funded via savings in the commissioning of external consultants (Section 5) be approved; and
(5) that the additional 2 FTE Engineering Officer within the Traffic and Transportation Team to be funded via Roads Construction Consent income (Section 5) be approved.

3. Background

3.1. During 2016/17 it was considered that further improvements to the delivery of the Roads Improvement Programme (RIP) across the three Area Offices could be made in terms of: (1) consistent approach to the identification of resurfacing priorities and interventions required; (2) supervision of works on the ground and (3) procurement of the works. In turn it was considered appropriate to undertake a review of the Service which was led by the Chief Executive along with Executive Directors of Community and Enterprise and Finance and Corporate Resources, and supported through APSE. The review covered both strategic and operational issues and while being generally positive also recognised scope for improvement in specific areas.

3.2 In terms of context, the review recognised the significant efficiencies already delivered by the Service and positive performance in terms of improving road condition over successive years, reducing the number of third party claims and reducing the number of reported defects.

3.3 The review also noted the consequences of ongoing efficiency improvements in terms of reducing management and professional capacity more generally across many functions of local government. Against this background the review emphasises the importance of driving further improvements in productivity to maximise the value for money being achieved via available budgets. Consequently this report advocates the strengthening of capacity in critical service areas.

3.4 The review recommended that action be taken in a number of specific areas:-

1. Importance of a consistent approach to identification of resurfacing priorities and scheme preparation.
2. Strengthening of quality management for site works and supervisory arrangements.
3. Consistency of squad sizes and safe working practices.
4. Procurement of coated roadstone
5. Options in relation to specification and procurement arrangements for specialist plant (planers, paviors, excavators and gully vehicles).
6. Strengthen control of developers building new roads.

3.5 The review also noted that with the Roads Investment Programme ending in the current year attention was required to future funding in order to safeguard road condition and protect investment already made.

3.6 Against this background, as well as strengthening capacity in key areas, it is recognised that the Service's contracting function, which currently operates as three separate business units, would benefit from a greater level of integration. In particular, by operating as a single business unit there is greater opportunity to plan and procure on a combined basis achieving economies of scale and building pools of professional expertise, while ensuring that working practices are implemented in a consistent manner. This would also potentially allow more work to be done in house, expanding apprenticeship opportunities and reducing reliance on external contractors, whether to address peaks in workload or areas of specialism.

3.7 The experience of the recent winter, with a number of significant, extended weather events, has also thrown focus on the extent to which Council resources become excessively stretched during such events in relation to compliance with the European Working Time Directive and Drivers Hours Regulations. This requires us to review resourcing levels across the depots and highlights the need for maximum flexibility to deploy resources to areas of greatest need.

3.8 Following on from the above, this report sets out how the issues identified in the review will be taken forward.

4. Proposed Construction Unit / Management Structure

4.1. It is proposed to consolidate the existing three Operational Teams into a single management structure to be based at the existing depot at Canderside, Larkhall. This is intended to:-

- Strengthen performance management arrangements to support operational practices ;
- Develop a common quality management system for key activities;
- Strengthen commercial expertise;
- Strengthen procurement expertise and governance, building on existing knowledge and skills;

- Provide a consistent management approach;
- Maximise fleet utilisation, particularly specialist and more expensive plant items.
- Encourage further development of best practice and innovation.

4.2 It should be emphasised that while it is proposed that the Construction Unit be managed from Canderside Depot the current local depot structure is considered to remain appropriate and well suited to operational needs having an appropriate geographical distribution. It is therefore proposed that local depots are retained at their existing locations, Hawbank Road, East Kilbride; Carlisle Road, Lesmahagow and Carnwath as well as Canderside Depot, Larkhall.

4.3 Currently the Council rely significantly on utilising private contractors particularly to address peaks in workload and to deliver works which are of a relatively specialist nature. Such expenditure is typically in excess of £1m annually. While it is inevitable that utilising private contractors in this way will be part of a continuing service delivery model the intention is to focus on internally delivery where this is appropriate. In turn, there is an opportunity to expand the internal workforce to allow a proportion of this work to be undertaken in house and reduce the extent of the Council's reliance on external contractor's arrangements. This will also increase the Council's capacity to address the demands of a severe winter.

4.4 Such an approach, combined with the management of the workforce as a single unit, also offers the opportunity to develop in-house skills to deliver works which might currently be regarded as specialist in nature. Examples of this might be specialist surface treatments such as anti-skid surfacing or slurry sealing treatments.

4.5 These proposals also look to address existing variations in the strength of supervisory arrangements by adopting broadly consistent ratios of supervisors to chargehands and chargehands to operatives across the Service as illustrated below -

	Canderside		**Hawbank**		**Lesmahagow**		**Carnwath**		**Totals**	
	Curr	Prop	Curr	Prop	Curr	Prop	Curr	Prop	Curr	Prop
Supervisors	3	5	3	5	2	3	2	3	10	16
Chargehands	18	17	13	14	5	8	5	7	41	46
Supervisor/ Chargehand Ratio	1:6	1:3.4	1:4.3	1:2.8	1:2.5	1:2.7	1:2.5	1:2.3		
Operatives	48	49	44	43	27	24	21	19	140	135
Chargehand/ Operatives Ratio	1:2.7	1:2.9	1:3.4	1:3.1	1:5.4	1:3	1:4.2	1:2.7		

4.6 The above broadly seeks to deliver a supervisory ratio of 1:3.

4.7 It is also proposed to strengthen the pool of Team Leaders, increasing from three to five. This is designed to strengthen professional capacity in key areas including performance management, productivity and fleet utilisation and innovation.

4.8 The existing operational structure is provided at Appendix C and the proposed Construction Unit structure is provided at Appendix D.

4.9 These proposals are intended to address items 1 to 5 at paragraph 3.4.

4.10 On the basis that the establishment of a single Construction Unit is supported this has consequences for roles and responsibilities within the existing management structure. This arises because the existing responsibilities of existing Area Managers are effectively split between client and service provider functions. This also follows changes in recent times whereby the Development Management function has been centralised rather than delivered via three separate Area teams.

4.11 There is consequently an opportunity to rationalise the existing management structure

4.12 The proposed changes in relation to the overall Roads Management Team are identified at Appendices A and B. In addition more specific changes to the Area teams are identified at Appendices E and F.

4.13 These changes have a net effect of removing one manager post (grade 5)

5. Transportation Engineering Function

5.1 Within the Transportation Engineering function there are also particular pressures and opportunities which require to be addressed. These again, in part, offer the opportunity to retain more professional services in-house and address areas of workload where demand is increasing and where opportunities for external funding, particularly in relation to active travel, are also increasing. These are set out below.

Development Management Unit

5.2 With the development sector now showing signs of growth, particularly among major housebuilders it is essential that South Lanarkshire is seen as an attractive location in which to do business supported by a Council capable of effectively and efficiently processing development proposals.

5.3 With recent increase in such activity it is evident that the resources available within the Service to consider and respond to development activity have become severely stretched. This acceleration in activity is evident in the large housing growth represented by the Community Growth Areas in Hamilton, Larkhall and East Kilbride in particular. To address this it is proposed to supplement the resources of the existing Development Control team via the addition of two Engineering Officer posts. It is proposed that these posts be funded via income available from developers through the Roads Construction Consent (RCC) process.

5.4 This proposal also delivers additional capacity to strengthen management and supervision of house builders and other developers to ensure that new roads are built to the appropriate quality standards and will achieve the expected lifespan. This addresses item 6 at paragraph 3.4.

Bridge Inspection

5.5 National standards (Design Manual for Roads and Bridges) require the Council to undertake “general” (visual) inspections of all its bridges on a two year cycle and a “principal” (hands on) inspection of all bridges on a six year cycle.

5.6 Currently these inspections are undertaken utilising a mix of in-house staff and external resources. The cost of external resources is now in excess of £100k per annum.

5.7 It is considered that the addition of a post of Assistant Engineering Officer - Bridges to the existing structure would expand the Service’s capacity, effectively bringing work

"in-house", with the costs of the post being funded via savings in current expenditure on external consultants.

Traffic/Transportation Team

5.8 An assessment of the workload and the capacity of the team has identified that an 84% increase in enquiries was experienced during 2017/18 relative to the previous year. Given that such enquiries account for some 35% of the team's workload this represents a significant increase in the overall workload. Workload pressures have been compounded by other priority work also with initiatives such as the development of a Park and Ride Strategy and City Deal projects adding to the workload. Significant workload pressures have consequently been evident within the Traffic and Transportation Team. This has been apparent in elements of work taking longer than desirable to be completed and response timescales becoming extended.

5.9 While some elements of the current workload are short term in nature the substantial increase in routine enquiries has been consistent and sustained. Given the prevailing workload pressures it is therefore proposed to add a post of Engineering Officer to the establishment to assist with this increased workload.

5.10 It is proposed that this post is also funded via Road Construction Consent income. This is considered to be an appropriate use of this income given that many of the day to day traffic pressures on the road network arise as a consequence of the impact of new developments.

5.11 In addition it is also considered there is scope to develop a more ambitious approach to Active Travel. Nationally the Active Travel Budget has doubled from £40m to £80m in the current year. At present while the Council will typically invest some £0.320m per annum in active travel projects, particularly in relation to cycling, the level of activity is constrained by internal capacity both to prepare bids and to deliver projects. Consequently it is proposed that an additional post of Engineering Officer is created with the primary purpose of accelerating progress on active travel. Again it is proposed this post is funded via RCC income.

6. Employee Implications

6.1

Post title	Number of posts			Grade / SCP	Hourly Rate	Annual salary	Net costs (including on-costs 30.3%)
	Existing	New	Difference				
Roads Area/Maintenance Manager	4	2	-2	Grade 5 Level 1 – 8 / 96 - 108	£26.84 - £32.11	£48,980 - £58,597	(£127,642 - £152,704)
Roads Manager (Construction)	0	1	1	Grade 5 Level 1 – 8 / 96 - 108	£26.84 - £32.1148,	£48,980 - £58,597	£63,821 - £76,352
Roads Team Leader (35hrs)	3	5	2	Grade 4 Level 2 -5 / 80 - 88	£21.16 - £23.23	£38,614 - £43,523	£100,630 - £113, 422
Roads Chargehand (37hrs)	41	46	5	Grade 2 Level 2/ 37 - 40	£11.23 - £11.72	£21,664 - £22,609	£141,141 - £147,298
Roads Supervisor (43hrs)	10	16	6	Grade 2 Level 3 / 44 - 48	£12.43 - £13.19	£27,868 - £29,572	£217,872 - £231,194
Roads Operative (37hrs)	140	135	-5	Grade 1 Level 1 – Grade 2 Level 1 / 20 - 35	£8.74 - £10.91	£16,861 - £21,047	(£109,849 - £137,121)
Engineering Officer	12	16	4	Grade 3 Level 2 – 4 / 61 - 74	£15.98 - £19.35	£29,161 - £35,311	£151,987 - £184,041
Assistant Engineering Officer	0	1	1	Grade 2 Level 3 – 4 / 44 - 57	£12.43 - £15.04	£22,684 - £27,446	£29,557 - £35, 763

(Bridges)							

These posts have been evaluated using the Council's grading scheme.

7. Financial Implications

7.1 The additional staffing costs of the proposed Construction Unit have an estimated annual cost of £0.314m and are detailed as follows:

Post title	Number of posts	Net costs (including on-costs 30.3%)
Roads Area/Maintenance Manager	(2)	(£116,871)
Roads Manager (Construction)	1	£76,352
Roads Team Leader (35hrs)	2	£113, 422
Roads Chargehand (37hrs)	5	£147,298
Roads Supervisor (43hrs)	6	£231,194
Roads Operative (37hrs)	(5)	(£137,121) mid point
Total	**7**	**£314,274**

These additional costs will be funded from existing budgets within Roads Contracting Services as a result of less works being carried out by external contractors.

7.2 The proposed additional engineering officer posts (4) within the Development Management Unit and the Traffic & Transportation Team have estimated annual costs of £0.184m and will be funded from Roads Construction Consent income from developers.

7.3 Estimated annual costs of £0.036m for an additional bridges assistant engineering officer will be funded from the existing revenue budget for the Bridges Unit as a result of reduced costs for external contractors.

8. Other Implications

8.1 There are no significant risks associated with this report, nor any environmental implications. There are no implications for sustainability in terms of the information contained within this report.

9. Equality Impact Arrangements and Consultation Arrangements

9.1. The trade unions have been consulted in the development of this report.

9.2. This report does not introduce a new policy, function or strategy and, therefore, no impact assessment is required.

Michael McGlynn
Executive Director
(Community and Enterprise Resources)

Paul Manning
Executive Director
(Finance and Corporate Resources)

6 August 2018

Link(s) to Council Values/ Ambition/Objectives

- Improve the road network, influence improvements in public transport and encourage active travel.

- Achieve results through leadership, good governance and organisational effectiveness.
- Make communities safer, stronger and sustainable.
- Support the local economy by providing the right conditions for inclusive growth.

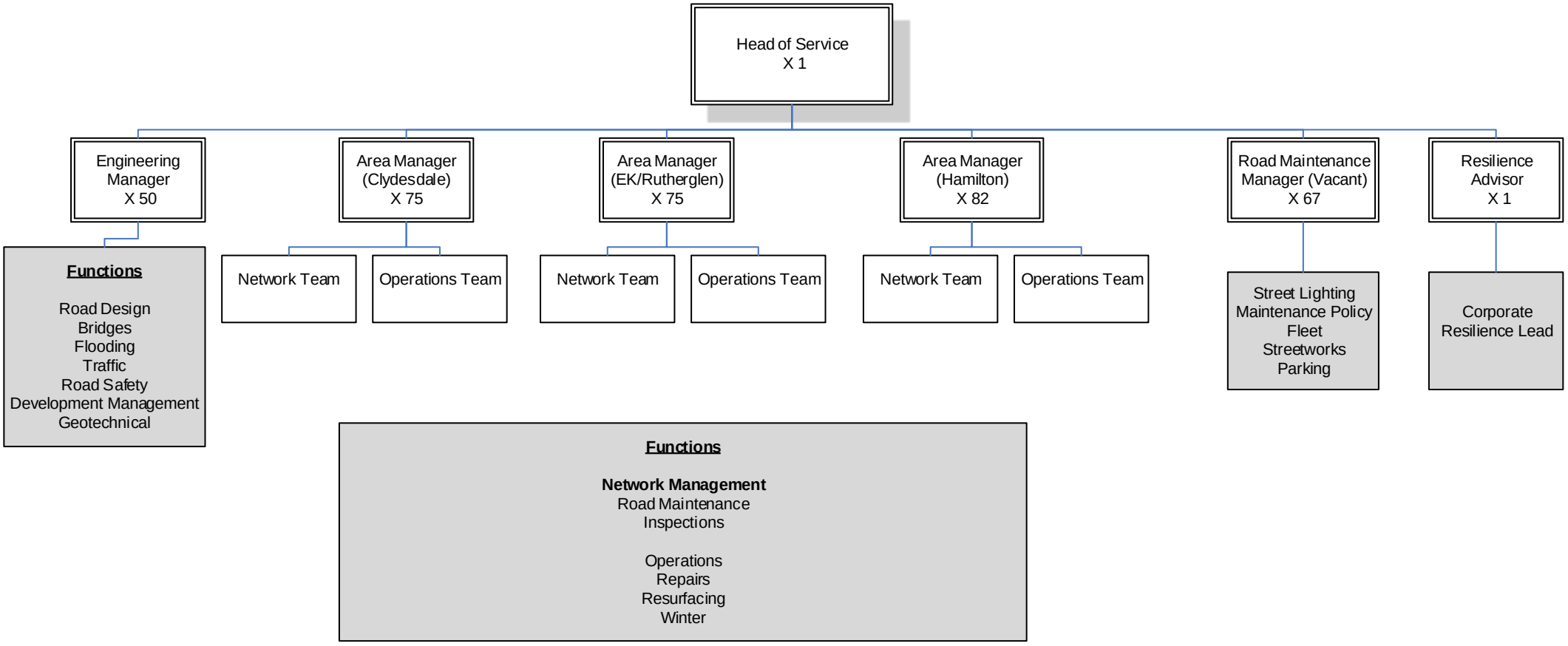
Previous References
None

List of Background Papers
None

Contact for Further Information
If you would like to inspect the background papers or want further information, please contact: -

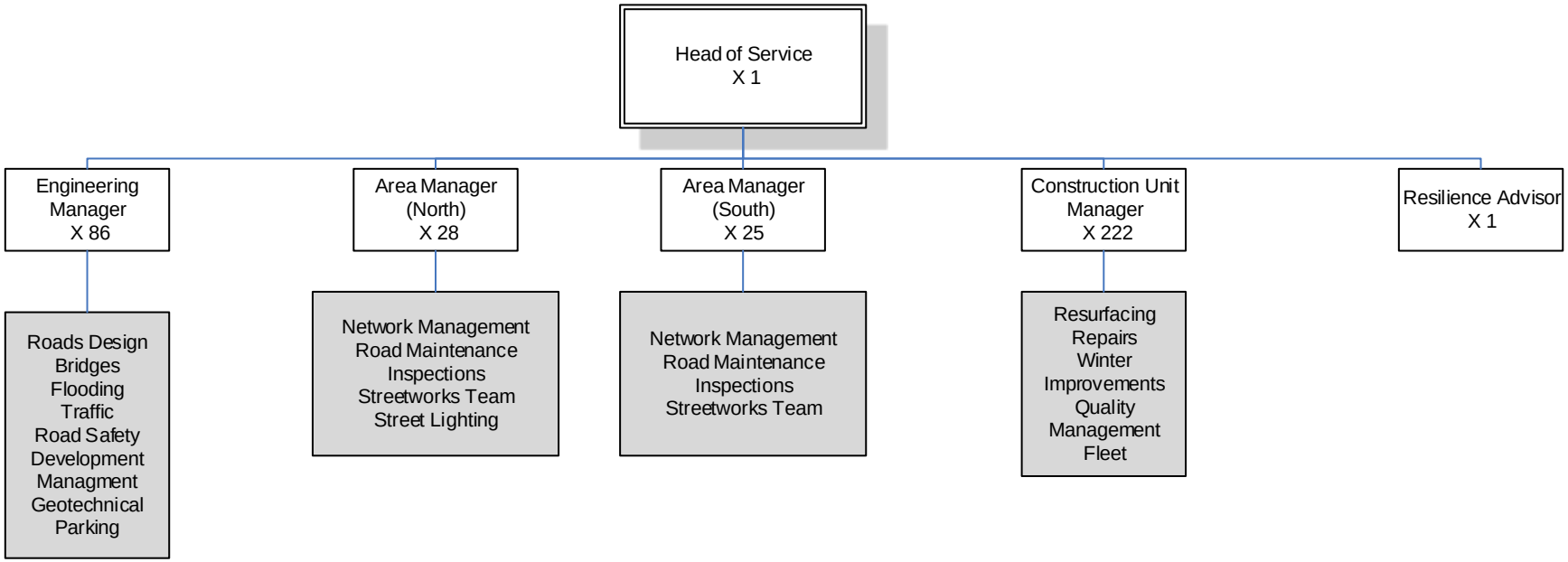
Gordon Mackay, Head of Roads and Transportation Services
Ext: 4484 (Tel: 01698 454484)
E-mail: gordon.mackay@southlanarkshire.gov.uk

Appendix A
Current Management Structure



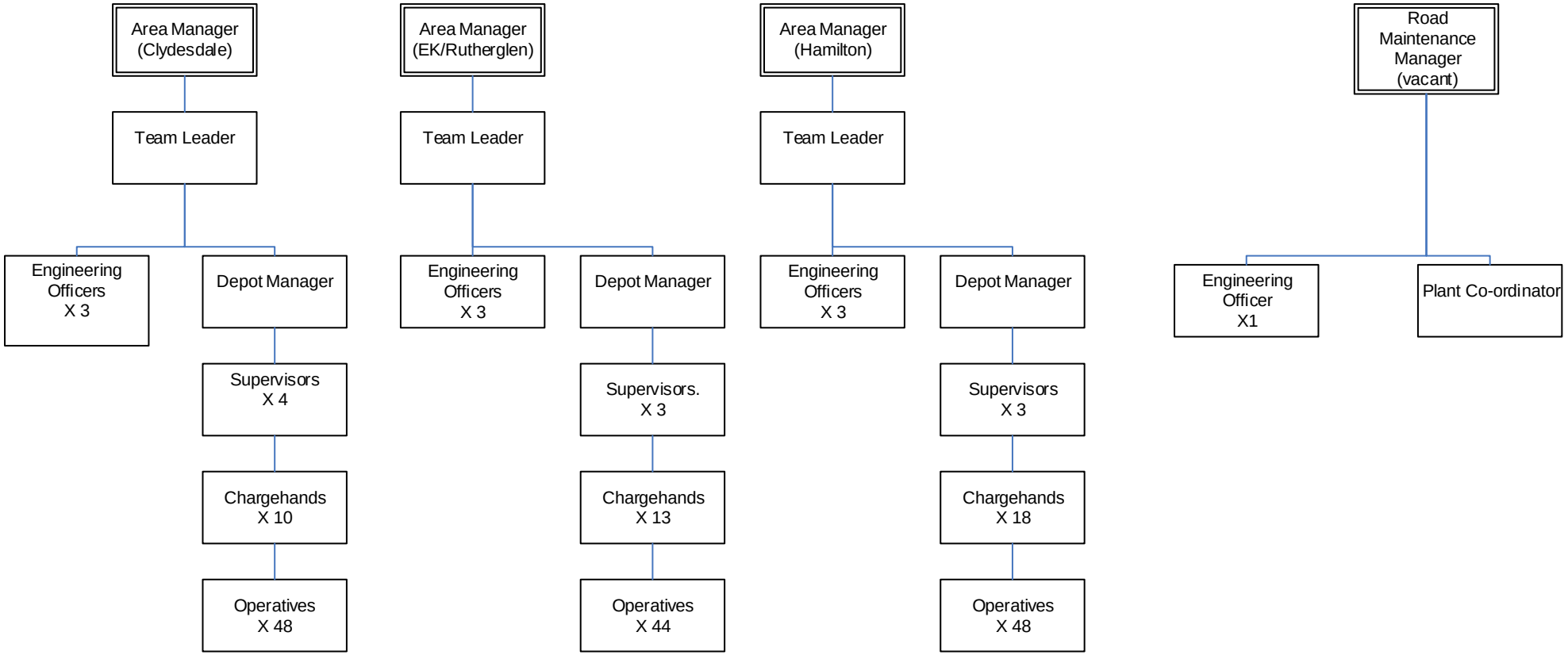
351 posts total

Appendix B
Proposed Management Structure



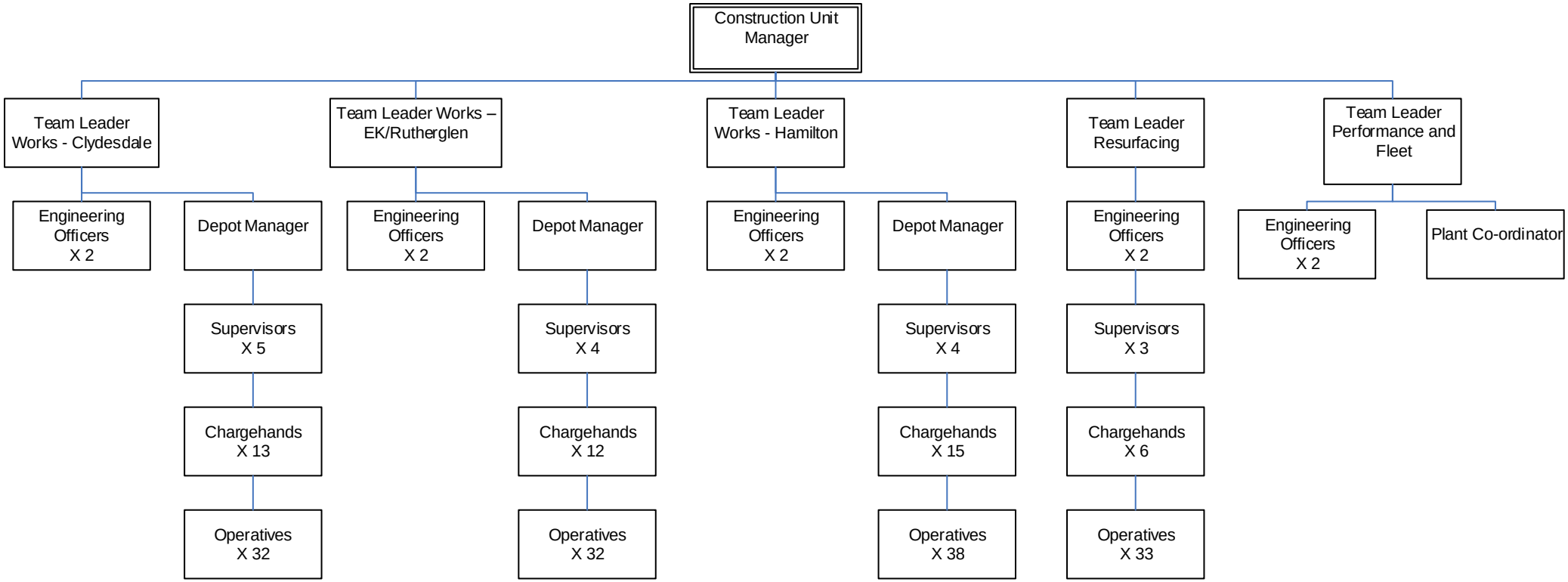
363 posts total

Appendix C
Existing Operational Structure (equivalent of proposed Construction Unit)



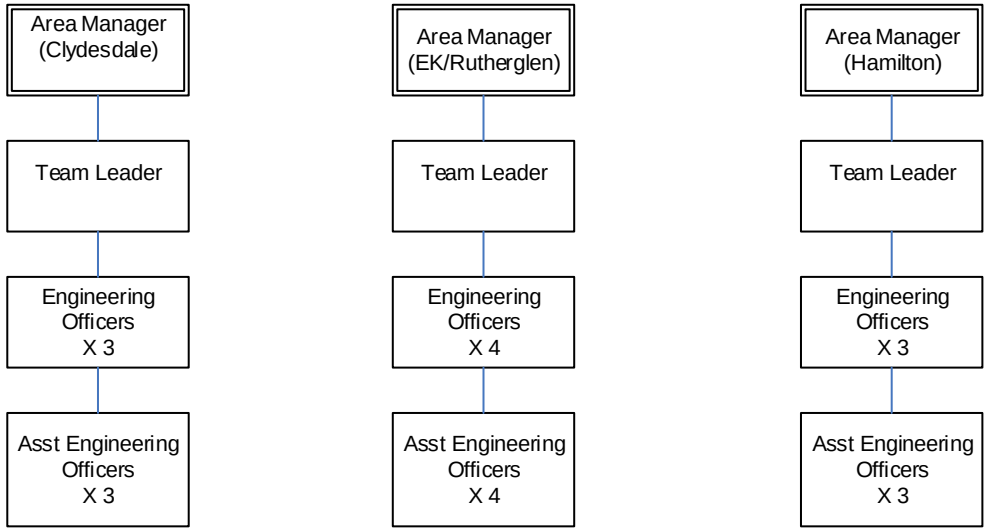
208 posts (excluding managers)

Appendix D
Proposed Construction Unit



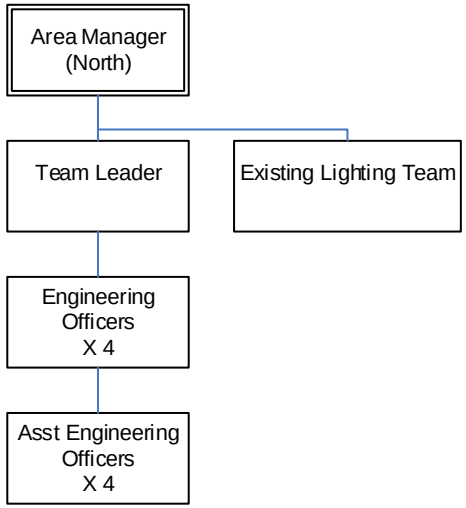
216 posts (excluding managers)

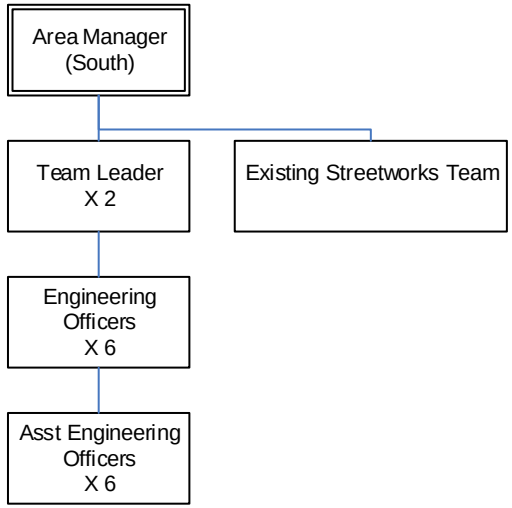
Appendix E
Existing Network Structure



23 post (excluding managers)

Appendix F
Proposed Network (Area) Structure





51 posts (excluding managers)

SOUTH LANARKSHIRE COUNCIL

Report

Agenda Item

16

Report to:	**Community and Enterprise Resources Committee**
Date of Meeting:	**21 August 2018**
Report by:	**Executive Director (Community and Enterprise Resources)**

Subject:	**Child Burial and Cremation Charges**

1. Purpose of Report

1.1. The purpose of the report is to:-

- propose that the current age restrictions on charges for child burial internments and cremation are extended from children aged 15 and under to 18 and under from 1 September 2018

2. Recommendation(s)

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

(1) that the extension of the current age restrictions on charges for child burial interments and cremation from children aged 15 and under to 18 and under from 1 September 2018 be approved; and

(2) that a further report be submitted to a future meeting of the Committee outlining any further changes proposed once the final guidance has been agreed and issued.

3. Background

3.1. On 25 May 2018, COSLA leaders agreed in principle that all child burial and cremation charges should be removed and that local authorities and the Scottish Government should work in partnership to achieve this. This was jointly announced with the Scottish Government on 30 May 2018.

3.2. The purpose of this was to ensure parents experiencing extremely difficult circumstances after the loss of a child did not face the additional financial burden of cremation or burial costs.

3.3. The Settlement and Distribution Group have set out proposals on behalf of the Scottish Government for the distribution of funding to implement the removal of charges.

3.4. The Council's Bereavement Services currently do not charge for child burial or cremations for under 16s (0 to 15 years) and have not charged since 2008. The Service does, however, charge for the purchase of a new lair when this is required as this would normally be used for a further two burials and a number of internment of cremated remains (ashes) and it is not proposed to amend this arrangement at this time. There are also already arrangements in place for pregnancy loss with Lanarkshire Health Board, where cremations are already provided to parents at no charge.

3.5 Currently across Scotland there is a variety of charging policies in place with some councils, like South Lanarkshire, not applying charges for under 16s (e.g. North Lanarkshire), others with no charge for residents under 16 but non residents charged (e.g. West Dumbarton), some charging reduced rates for a variety of age bands e.g. under 12s (e.g. Dundee City Council), under 18s (e.g. West Lothian). A number of other councils are planning, like South Lanarkshire, to propose a move towards free burials and cremations for under 18s.

4. Proposed Child burial and cremation charges

4.1. Based on the COLSA announcement, it is considered appropriate to propose that South Lanarkshire Council adjust the current age restrictions on charges for child burial internments and cremation and extend them to cover children aged 18 and under from 1 September 2018. Whilst the details arising for the Settlement and Distribution Group are still to be provided, it is considered that, given the issue, this should be progressed at the earliest opportunity with the details of financial issues being subsequently implemented.

4.2. It is proposed that Bereavement Services continue to offer to take part in any future discussions with the Scottish Government and COSLA in considering how best to evaluate the funding provision and agree the finer detail of the proposals.

4.3 A further report may require to be submitted to a future Committee meeting if the finalised national guidelines require any further changes.

5. Employee Implications

5.1. There are no employee implications associated with this proposal.

6. Financial Implications

6.1. The Scottish Government has indicated an intention to provide financial support to local authorities. It is likely this funding will be based on actual and forecast numbers of child deaths and the costs of burials and cremations. South Lanarkshire's allocation has still to be confirmed but given the number of deaths within the extended age group, there are no significant financial implications associated with this proposal.

7. Other Implications

7.1. There are no risk or sustainability implications in terms of the proposals contained within this report. However, as detailed in paragraph 4.3, a further report may be required to be presented to Committee once national guidelines are finalised.

8. Equality Impact Assessment and Consultation Arrangements

8.1. 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.

8.2. There is also no requirement to undertake any consultation at this time in terms of the information contained in the report.

Michael McGlynn
Executive Director (Community and Enterprise Resources)

10 July 2018

Link(s) to Council Values/Ambitions/Improvement Themes

- Fair, open and Sustainable

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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E-mail: ian.guild@southlanarkshire.gov.uk

SOUTH LANARKSHIRE COUNCIL

Report

Agenda Item

17

Report to:	**Community and Enterprise Resources Committee**
Date of Meeting:	**21 August 2018**
Report by:	**Executive Director (Community and Enterprise Resources)**

Subject:	**Consultation on the Review of Nutrient Requirements for Food and Drink in Schools (Scotland) Regulations 2008**

1. Purpose of Report

1.1. The purpose of the report is to:-

- provide information around the Scottish Government's consultation on the review of nutrient requirements for Food and Drink in Schools (Scotland) Regulations 2008

2. Recommendation(s)

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

(1) that the Scottish Government's consultation on the review of nutrient requirements for Food and Drink in schools (Scotland) Regulations 2008 be noted; and

(2) that the proposed response, attached as Appendix 1, be approved as the formal Council submission and submitted to the Scottish Government by the deadline date of 29 August 2018.

3. Background

3.1. The Food and Drink in Schools, (Scotland) Regulations 2008 were introduced to ensure that all food and drink served at lunchtimes in schools must meet the strict nutritional requirements, resulting in a balanced and nutritious menu being served to pupils in primary, secondary and assisted special needs schools.

3.2. The main parts of the Regulations placed the following statutory obligations onto local authorities:

- Local authorities must promote uptake of school meals, in particular free school meals, and a duty to ensure that those receiving free school meals can do so anonymously, as far as is practicable;
- Within defined nutrient standards, give local authorities the power to provide children, either free of charge or with a charge, with drinks, fruit, vegetables, bread or cereal based snacks, at any time of the day;
- Place a duty on Scottish Ministers and local authorities to endeavour to ensure that all local authority schools are health promoting environments.

3.3. When the Regulations were drafted in 2008, they were based on up to date scientific evidence and nutritional advice. Since then, some of that evidence has changed and some of the advice has been updated, for example recommendations in relation to how much sugar should be consumed in a week. As a result, in November 2016, the then Deputy First Minister and Cabinet Secretary for Education and Skills, John Swinney MSP, set up a Technical Working Group (TWG) to review the Regulations in light of the manifesto commitment to increase fruit consumption in schools and recent changes to the Scottish Dietary Goals on the advice of Food Standards Scotland.

3.4. The remit of the TWG was to undertake a review of the current school food regulations and provide evidence based recommendations on what changes should be made to them in order to drive further improvement to school catering service provision. This review is now complete and the Deputy First Minister is keen to ensure all those who feel they have something to contribute to this issue are provided with the opportunity to do so before work begins to make legislative changes to the current school food regulations.

3.5. The proposed nutritional standards are based on the consensus view of the current science and evidence base in relation to diet and health.

3.6. South Lanarkshire Council's Facilities Services have worked in collaboration with colleagues in Education Resources, NHS Lanarkshire and inspectors from Education Scotland to meet the statutory duties as required by the Food and Drink in Schools, (Scotland) Regulations 2008.

3.7. All lunch menus served to pupils in primary, secondary and assisted special needs schools comply with the nutrient standards set out in the Food and Drink in Schools, (Scotland) Regulations 2008.

3.8. At a recent scoping meeting with nutritionists from Education Scotland, the Service was asked to produce evidence that supported all actions taken by the Service and collaborations with our partners in Education and NHS Lanarkshire to meet the aims of current legislation. The Service designed a template and provided evidence that confirmed compliance and this template will now be taken forward by Education Scotland to assist future inspections.

4. Consultation on the review of nutrient requirements for Food and Drink in Schools (Scotland) Regulations 2008– consultation ends 29 August 2018.

4.1. The Council has been asked to respond to a consultation request by the Scottish Government by 29 August 2018. The consultation asks for comments covering 5 sections including:

- Offer increased access to fruit and vegetables
- Reduce the sugar content of school food and drink provided in schools
- Provision of red and red processed meat
- A change to the application of nutrient standards in secondary schools
- Any other comments

4.2. The proposed submission by the Council to the Scottish Government is contained in Appendix 1.

5. Employee Implications

5.1. There are no employee implications associated with this report at this time.

6. Financial Implications

6.1. There are no financial implications associated with this report at this time.

7. Other Implications

7.1. There are no risk or sustainability implications in terms of the proposals contained within this report.

8. Equality Impact Assessment and Consultation Arrangements

8.1. 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.

8.2. All necessary consultation arrangements have taken place.

Michael McGlynn
Executive Director (Community and Enterprise Resources)

13 July 2018

Link(s) to Council Values/Ambitions/Objectives

- Improve and maintain health and increase physical activity

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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Ext: 2010 (Tel: 01698 452010)
E-mail: gerry.donachie@southlanarkshire.gov.uk

Appendix 1

Consultation Responses

Increase access to fruit and vegetables

1. What are your views on our intention to amend the current school food and drink Regulations to ensure children and young people are able to access more fruit and vegetables as part of their school day?

In Primary Schools in South Lanarkshire fruit and two vegetables are included as part of the menu, therefore the main impact of the proposed changes would be to increase the portion sizes of vegetables from the current 60 grams to 80 grams. In Secondary Schools, fruit is offered as part of a two course lunch, however evidence indicates that this is not an option regularly chosen by students. In order not to restrict choice the authority will evaluate the cost of adding a piece of fruit to all two course lunch menus. Vegetables are already included in all main meals and once again will not cause an issue.

Reduce the sugar content of school food and drink provided in schools

2. What are your views on our intention to amend the current school food and drink Regulations to ensure the amount of sugar children and young people can access over the course of the school day is reduced?

The authority strongly agrees with this amendment, as we have seen an increase in interest by South Lanarkshire parents and we also recognise that the issue also appears to be gathering momentum nationally. It is encouraging that food and drinks purchased out with the school campus is also being looked at as schools alone cannot meet the Scottish Dietary Goals. *(The recent announcement that the Advertising Standards Authority to "strengthen" regulations around the promotion of unhealthy food within an 800m radius of schools and other locations where large numbers of young people are to be found at because schools alone cannot)* It would be most helpful if a national policy was created to cease 'burger vans' operating within an 800m radius of Secondary Schools. Local authorities working in isolation find this difficult to introduce. It is noted that carbonated sugar free drinks are once again allowed which will assist in encouraging students to stay within a school campus as we can now offer a 'full package of food and drinks that are considered healthy'.

Provision of red and red processed meat

3. What are your views on our intention to amend the school food and drink Regulations to set a maximum for red and red processed meat in primary school lunches and for overall provision in secondary schools?

Clarification is required with regards to this proposal as the Council is of the view that menus should offer variety and compliance is through pupils choices being restricted

to certain menu items per meal, by way of example:

What would be the view of compliance where a menu has 200g of red/ red processed meat over a week but the pupil could not pick all the red/ red processed meat options available on the menu and compliance to the 175g guidelines would be achieved through limiting options to one or other of the choices.

e.g. Mondays menu consists of Spaghetti Bolognaise that has 50g of red meat and another choice of a ham baguette containing 50g of red processed meat followed by two days later that week where menu options contain another two 50g options which accumulates to the menu having 200g of red and red processed meat over a week however the pupil can only possibly choose 2 x 50g menu selections thus meeting the standard.

Based on the scientific evidence this would appear to be a sensible strategy, however it should be noted this change is likely to have the most impact on local authority catering in both Primary Schools and Secondary Schools for the following reasons:

Primary Schools

- Ham baguettes have historically been the most popular choice of pupils who opted for a cold menu selection and S.L.C. caterers fielded significant adverse reaction when we omitted this as a choice from a recent menu review.
- There is every likelihood that menu planners will switch from using fresh locally sourced meat to quorn.

Secondary Schools

- At mid morning break, the sale of 'rolls and sausage' along with home baking are very popular choices for students and to limit both at the same time will require menu planners to be very creative in managing the negative feedback from students (the roll and sausage option would need to be stopped to comply with change in guidelines). It is noted that the new standards will be introduced over a period of time which should assist.
- As per the Primary School menus, there is every likelihood that menu planners will switch from using fresh locally sourced meat to quorn.

A change to the application of nutrient standards in secondary schools

4. What are your views on our intention to amend the school food and drink Regulations to enable caterers to provide a service which better supports secondary age pupils to make balanced and nutritious food and drink choices as part of their school day?

Nutritional standards already exist in Secondary Schools; the challenge is in continually making healthy food attractive and how to compete with external food outlets in close proximity to schools.

The introduction of sugary free drinks is welcomed as it offers Secondary aged pupils an element of enhanced drink choice and this in turn will help us to compete with the attractiveness of external food outlets.

In terms of lunch during the school day, children moving onto Secondary School gain

the opportunity in making their own food choices both inside and outside of school. The setting of national guidance to seek to encourage schools and parents to work together e.g. by asking they support keeping younger aged pupils in school during lunch (if physically possible for the school to facilitate this) would help to ensure school pupils have access to a healthy diet. Any move towards this could have staffing and capacity implications for the Council and could increase costs.

When children are allowed outside at lunch times their choices are not always healthy, and even when they appear reasonably healthy, are in fact not, more needs to be done to tackle this issue nationally. Limited advertising is not enough to deter pupils from easy access to unhealthy catering competitors in the nearest row of shops using money given to them by their parents.

Any other comments

5. Do you have anything else you wish to comment on in relation to the nutritional content of food and drink provided in local authority, and grant maintained, schools in Scotland via the School food and drink Regulations?

Numerous fund raising activities, charity, special events and celebratory occasions take place over the school year, some during the school day and others at night or at weekends. At these times there can be food available which would not be compliant under the new guidelines e.g. cakes made by pupils in Home Economics or biscuits or confectionery purchased by Parent Councils. These events serve to bring the community together, help celebrate or mark an occasion and can also generate school funds which enhance resources or support educational trips etc.

While the Council recognises the need to have nutritional standards that best serve the health of our pupils, we seek clarification on what exactly constitutes 'the school day' and guidance on special events. The Council would be happy to try to ensure such events are better controlled but would not want to completely prohibitive these types of food options e.g. only diet drinks, not sugary drinks, with fruit or healthy snacks also available as well as sweet treats.

We do however concur, that although breakfast clubs are not within the actual 'school day', they should only offer healthy food.

Agenda Item

18

Report

Report to:	**Community and Enterprise Resources Committee**
Date of Meeting:	**21 August 2018**
Report by:	**Executive Director (Community and Enterprise Resources)**

Subject:	**Contamination in Kerbside Recycling**

1. Purpose of Report

1.1. The purpose of the report is to:-

- seek approval to adopt and implement a formal service standard designed to improve the quality of the recyclable material collected at the kerbside

2. Recommendation(s)

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

(1) that a formal service standard for contaminated recycling bins is adopted and implemented from 1 October 2018 as set out in Appendix 1.

3. Background

3.1. The Scottish Government is committed to moving Scotland towards a more circular economy, where products and materials are kept in high value use for as long as possible. The circular economy model is reliant on manufacturers having access to large quantities of high quality recyclable material; consequently, the Scottish Government introduced a Framework designed to increase the amount of high quality recyclable material collected in Scotland.

3.2 The Framework, which in addition to the recycling targets set out in the Zero Waste Plan, includes the Waste (Scotland) Regulations 2012 which required local authorities to collect certain key material separately to minimise contamination. The Framework also includes the Household Recycling Charter, to which the Council signed up to in principle in May 2016, and the Materials Recovery Facilities (MRF) Code of Practice.

3.3 The MRF Code of Practice was introduced as it is recognised that contamination is a significant barrier to high quality recycling. The Code of Practice places a statutory requirement on MRF operators to sample input and output materials at their facilities and report the findings to SEPA. The statutory sampling obligation means local authorities and processors are required to give more consideration to contamination levels in kerbside collected recyclable waste streams.

3.4 The Council reviewed its kerbside waste and recycling service during 2014 and approval was given by the Executive Committee on 11 February 2015 to implement a '4 bin system' in order to comply with the statutory requirements of the Waste (Scotland) Regulations 2012. The new 4 bin system was rolled out to approximately 111,000 households, on a phased basis, between May 2015 and December 2016. A light grey bin was introduced to allow residents to collect glass bottles, cans and plastic food and drink containers (the 'container mix') while the existing blue bin was

re-designated to collect paper and card only (the 'fibre mix'). The burgundy bin, which was previously used to collect glass separately, was re-designated to collect food and garden waste. Residents in flatted properties where there are limitations on available space continue to collect 'co-mingled' material (i.e. paper, card, plastic food and drink containers and cans). Residents in flatted properties who wish to recycle glass can request a light grey bin for this purpose.

3.5 The Council awarded new contracts for the processing of its kerbside collected recyclable waste (i.e. waste collected in blue or light grey bins) in November 2017. The new contracts make use of a variable pricing mechanism based on the composition of the material delivered as well as the average monthly prices for the relevant recyclable commodities. The variable pricing mechanism was introduced because market testing revealed that contractors were unwilling to accept risks associated with receiving poor quality material in uncertain market conditions.

3.6 It should be noted that contractors can reject loads if they are deemed to contain more than 20% contamination. Rejected loads are inspected and verified by members of the Council's Waste Education Team and then disposed of to landfill by the contractor. The Council is liable for the costs associated with the landfilling of contaminated loads. The new contracts commenced on 1 April 2018.

4. Current Position

4.1. During the first month of the new contracts, approximately 978 tonnes of 'container mix' and 801 tonnes of 'fibre mix' was collected and delivered to the new processors under the terms of the contract. All of the loads of container mix were deemed to be of acceptable quality; however, this was not the case for the loads of fibre mix. Of the fibre mix delivered, just over 362 tonnes was accepted with the remainder rejected due to excessive contamination. This equated to a rejection rate of 54.8%.

4.2. Members of the Council's Waste Education Team reported that the most common types of contamination found in the fibre mix loads were black bag residual waste, nappies, food waste, glass and textiles. It was acknowledged that the presence of excessive contamination in the material posed significant environmental, reputational and financial risks to the Council, therefore, a number of operational changes, supported by a campaign to raise awareness of the issues amongst staff and members of the public, needed to be made to mitigate these risks in the short term.

4.3. The Waste Service introduced operational changes from May onwards, with refuse collection crews starting to check the contents of the paper and card recycling bins and initially rejecting those that contained obvious contamination; instead contaminated bins were collected on a second pass (after the crew had delivered the material collected from uncontaminated bins to the processor). The material from the contaminated bins collected on the second pass was sent directly to landfill. This change, along with the implementation of a communication plan prepared in conjunction with the Council's Communications and Strategy Service, resulted in the rejection rate falling to 31% in May and to approximately 17% in June 2018, although it should be noted that this resulted in a higher volume of waste being sent directly to landfill.

4.4 Although these operational changes resulted in a significant improvement in rejection rates, it was acknowledged that it was neither environmentally or financially sustainable for vehicles and crews to run the same route twice in one day. Therefore, following on from awareness raising measures that included applying information stickers to blue paper and card bins, social media releases, web site updates and an article in 'The View', the 'yellow tag' procedure was adopted.

4.5 The 'yellow tag' procedure involved crews checking the contents of the bin and, again, leaving contaminated bins unemptied. However, contaminated bins were not collected by crews on the same day; instead, residents were asked to re-present their bin on the next scheduled non-recyclable (i.e. residual) waste collection day. As non-recyclable bins are collected the week after a recycling collection, a resident only ever had to wait a week before the contaminated bin was emptied. Again, the contaminated recycling was sent to landfill.

4.6 The 'yellow tag' procedure commenced on 16 July in East Kilbride, Rutherglen and Cambuslang areas. Tagging commenced in the Clydesdale and Hamilton areas on 6 August 2018.

5. Proposed Service Standards

5.1. Waste Services considers that it has taken a proportionate and phased response to deal with the problem of contamination and the publicity, awareness raising and action to date is designed to improve the position going forward. However the Council is not in a position to sustain the level of costs incurred and, therefore, a robust procedure is required.

5.2 The Service acknowledges that, while the yellow tag procedure does improve the quality of the material delivered to the contractor for processing, there are still costs associated with collecting and disposing of the contaminated waste. The procedure could also potentially encourage residents to use recycling bins for additional non-recyclable waste capacity. As the Council empties contaminated recycling bins at the same time as black/green non-recyclable waste bins, there is little incentive for the resident to recycle properly. If the yellow tag procedure remains in place indefinitely, there is likely to be a significant impact on Council budgets and household recycling rates.

5.3 Waste Services has consulted with Zero Waste Scotland and other local authorities to develop an alternative to the current yellow tag procedure. Of the local authorities who either responded to our consultation request or had information about how they dealt with contaminated bins on their website, eleven said they tagged contaminated bins but did not empty the bins until the contamination had been removed and the bin was re-presented (at the next scheduled collection for that colour of bin). Local Authorities who do not collect contaminated recycling bins until the contamination has been removed include North Lanarkshire Council, East Renfrewshire Council, East Ayrshire Council, North Ayrshire Council and Edinburgh City Council.

5.4 It is proposed that the Council adopts a service standard for dealing with contaminated bins that does not involve the continued emptying of contaminated bins. Any recycling bins (including light grey 'container mix' bins, blue 'co-mingled' bins and burgundy food and garden waste bins) identified by collection crews as containing contamination would be tagged with a red tag which would advise the resident to remove the contaminants and re-present on the next scheduled collection date (4 weeks later). Alternatively, the resident can dispose of the contents at the nearest Household Waste and Recycling Centre (HWRC). Appendix 1 of this report sets out

the proposed service standard. An example of a red tag can be found in Appendix 2 of this report.

5.5 It is proposed that the service standard is implemented from 1 October 2018.

6. Employee Implications

6.1 There are no employee implications from this report.

7. Financial Implications

7.1 The service has incurred contamination charges totalling £90,952 for the first 3 months of the new recyclable waste contracts. All costs referred to above relate to contamination within the blue paper and card recycling bins. The charges for April, May and June were £52,860, £24,684 and £13,408 respectively. Whilst it is anticipated that these charges may reduce as residents become more aware of the 'yellow tag' procedure, it is recognised that further action is necessary to ensure the material in the bins is correct so as to avoid the costs associated with landfilling the contents of contaminated recycling bins.

8. Other Implications

8.1. The negative impact on the Council's household recycling rate will be mitigated as a consequence of the introduction of this service standard.

8.2 There may be implications for the Customer Services Centre as residents may contact the Council by telephone regarding tagged bins. The red tag does refer householders to a dedicated webpage for information but discussions have been held with the Customer Services Centre regarding the potential increase in calls.

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 and are in agreement with the proposals.

9.3 Zero Waste Scotland has been consulted and is in support of the proposals.

Michael McGlynn
Executive Director (Community and Enterprise Resources)

11 July 2018

Link(s) to Council Values/Ambition/Objective

- Fair, Open and Sustainable
- Accountable, Effective and Efficient and Transparent

Previous References

- Introduction of a New Waste Collection Service, Executive Committee, 11 February 2015

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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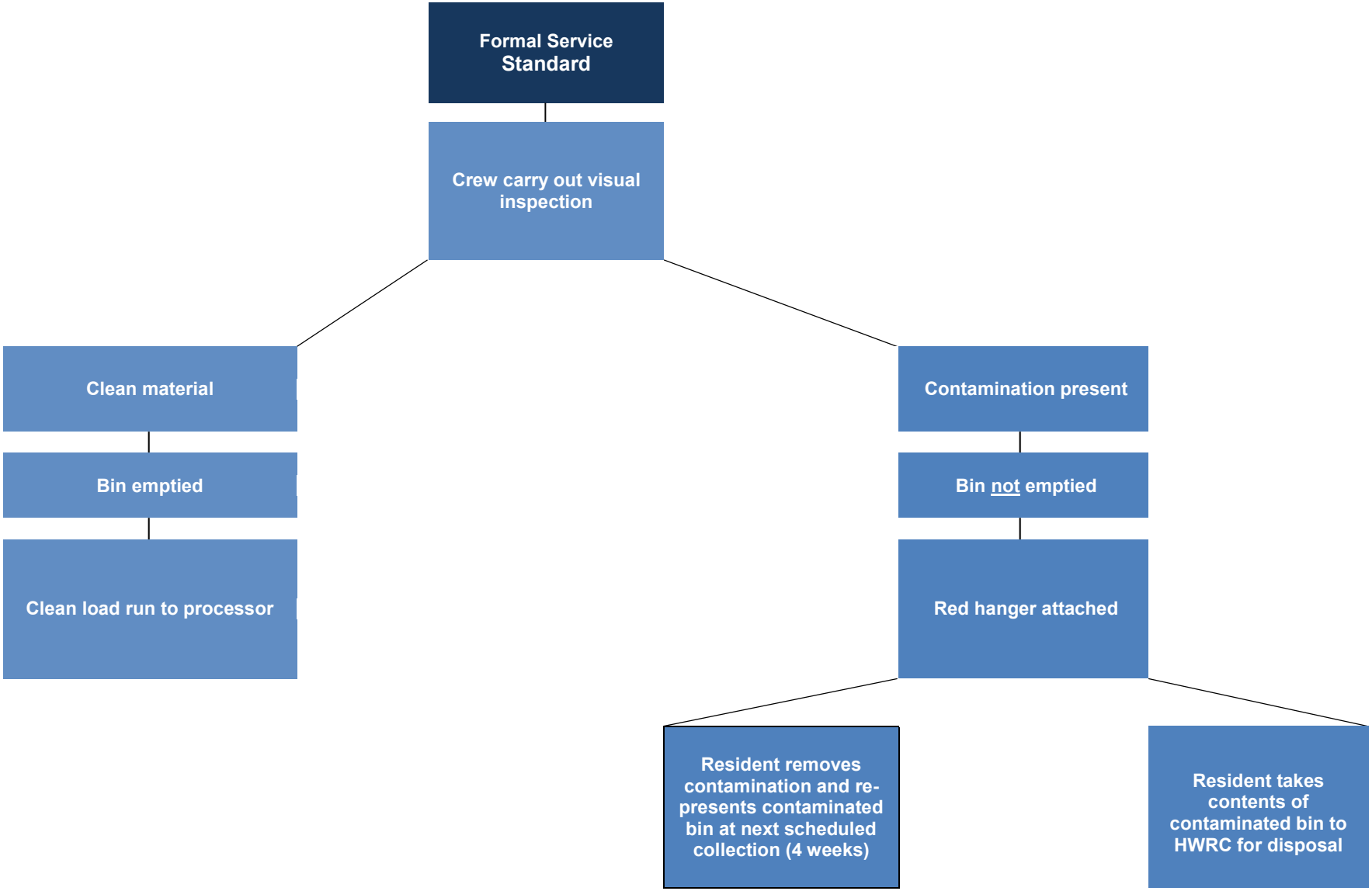
Appendix 1
Process Diagram: Proposed Service Standard



Appendix 2
Example of a Red Tag

SOUTH LANARKSHIRE COUNCIL

Report

Agenda Item

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Report to:	**Community and Enterprise Resources Committee**
Date of Meeting:	**21 August 2018**
Report by:	**Executive Director (Community and Enterprise Resources)**

Subject:	**Consultation on Part 9, Community Empowerment (Scotland) Act 2015 - Allotment and Food Growing Opportunities**

1. Purpose of Report

1.1. The purpose of the report is to:-

- inform the Committee of the Scottish Government's consultation on Part 9 Community Empowerment (Scotland) Act 2015

2. Recommendation(s)

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

(1) that the Scottish Government's Consultation on Part 9, Community Empowerment (Scotland) Act 2015 – Allotment and Food Growing Opportunities be noted; and

(2) that the response to the Consultation, as detailed in Appendix 1 to the report, submitted to the Scottish Government by the deadline of 20 August 2018 be approved as the formal Council submission.

3. Background

3.1. The Community Empowerment (Scotland) Act 2015 has been introduced and brings new rights, duties and responsibilities regarding the provision of allotments and food growing opportunities. Part 9 of the Act covering the statutory requirement to provide allotments and food growing opportunities was enabled on 1 April 2018, however, final guidance has yet to be issued.

3.2 Part 9 of the Act places the following statutory obligations on local authorities:

- Offer to lease allotment plots of 250sqm, or lower on request
- Duty to maintain waiting list for allotments
- Duty to provide allotments
  - Maximum waiting must not exceed 50% of number of plots available
  - Person on list does not wait more than 5 years for an allotment
  - Allotments to be within 3 mile radius or within 20 minute journey from where people on the waiting list reside
    - Access to allotments and allotment sites (disability compliant)
    - Allotment site regulations which must be developed in consultation
    - Duty to prepare Food growing strategy which includes consultation and requirement for annual report on food growing activity on Council land.

- Legislative obligation to publish a food growing strategy within two years of Part 9 being enabled.
- Duty to review Food growing strategy
- Delegation of management of allotment sites
- Promotion and use of allotments

3.3 It was anticipated that detailed government guidance covering Part 9 would be published in 2016 however; this is now expected following the completion of the latest consultation exercise.

3.4 The Council responded to a previous consultation on Part 9, Community Empowerment (Scotland) Act 2015 in December 2017 and this was approved at the Community and Enterprise Resources Committee on 12 December 2017.

4. Consultation on Part 9, Community Empowerment (Scotland) Act 2015 – consultation ends 20 August 2018.

4.1 The Council has been asked to respond to a further consultation request by the Scottish Government by 20 August 2018. The new guidance has been updated, taking account of the feedback from the December responses and has clarified a number of the areas that were highlighted. This consultation is a request to consider the updated guidance and identify any areas that require further development.

4.2 The consultation asks for comments covering 9 sections including:

- Offer to lease allotment
- Duty to maintain list
- Duty to provide allotments
- Access to allotment and allotment site
- Allotment site regulations and further provision
- Duty to review food growing strategy
- Delegation of management of allotment sites
- Promotion of use of allotments: expenditure
- Food growing strategy guidance –
  - Context
  - Shaping the food growing strategy
  - Food growing strategy template

4.3. Due to the deadline for submission being in advance of the Committee, the response was submitted by officers, however, noting that it was still to be approved by Committee and that other comments may be forthcoming, reflecting the Committee's views. The proposed submission by the Council to the Scottish Government is contained in Appendix 1. The proposed submission has been prepared by Amenity Services in conjunction with Legal Services, Estates and Planning.

5. Employee Implications

5.1 There are no employee implications at this time.

6. Financial Implications

6.1 There are no financial implications at this time.

7. Other Implications

7.1 There are no risk or sustainability implications in terms of the proposals contained in this report.

8. Equality Impact Assessment and Consultation Arrangements

8.1 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 required.

8.2 There was no requirement to undertake any consultation in terms of the information contained in this report.

Michael McGlynn
Executive Director (Community and Enterprise Resources)

7 August 2018

Link(s) to Council Values/Ambitions/Objectives

- Improve the quality of the physical environment
- Develop a sustainable Council and Communities
- Improve and maintain health and increase physical activity

Previous References

- Community and Enterprise Resources Committee 12 December 2017 - Consultation on Part 9, Community Empowerment (Scotland) Act 2015

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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Allotment Consultation 2018
Proposed Response

1. Section 110 – Offer to lease allotment

Legislative background

1.1 Section 107 of the Act sets out the definition of an allotment for the purposes of the Act as land that is owned or leased by a local authority and used wholly or mainly for the cultivation of vegetables, fruit, herbs or flowers, and not for profit.

1.2 Section 109 makes provision relating to requests to a local authority for an allotment. If a person wants an allotment that is smaller than 250 square metres, that person must specify the desired size in the request under section 109.

1.3 In section 110 a “specified area” is an allotment size of less than 250 square metres requested by a person. If the local authority offers to grant a lease of an allotment of the specified area (e.g. half plot) to the person, the request is treated as having been agreed to and the person will be removed from the waiting list.

1.4 If the local authority offers to grant a lease of an allotment but not of the specified area (e.g. lease offered is quarter plot or standard plot, specified area is half plot), the request is treated as not having been agreed to and the person will remain on the waiting list, unless the person accepts the offer to grant the lease (e.g. quarter plot or standard plot), in which case the request will be treated as having been agreed to and the person will be removed from the waiting list. If the offer to grant a lease is declined, the person will remain on the waiting list in the same position on the list as if the offer had not been made by the local authority.

Section guidance

1.5 Section 110 provides an entitlement for a person to wait for an allotment of approximately 250 square metres, or a smaller size if this is specifically requested. The standard allotment size is approximately 250 square meters (plus or minus 5% is considered to be approximately 250 square metres).

1.6 There is no requirement within section 110 for a local authority to assist tenants to move to larger or smaller allotments, should the tenant determine that they are not located on an allotment of optimum size for their needs.

1.7 Should the tenant wish to move to a smaller allotment, they may wish to discuss their requirements with their local authority allotments officer who will provide advice as appropriate in the circumstances.

1.8 Should the tenant at a later date wish to have a larger sized or full size allotment, they may be required to submit a new application to the local authority and join the waiting list. Local authorities may therefore wish to separately categorise such applications for a larger allotment (using section 111(2)).

1.9 When a lease is offered for an allotment, the potential tenant should be made aware whether the land is leased rather than owned by the local authority, as different

procedural requirements apply in relation to termination (see sections 128 and 129 of the Act).

1.10 It would also be good practice for a local authority to make the potential tenant aware of whether the site management has been delegated on the site for which they are to be offered a lease of an allotment. (section 123 of the Act).

Question 1 Is section 110 of the statutory guidance clear and understandable, to allow the local authority to deliver its statutory obligations under Part 9?

Yes

If no, i.e. you consider that the guidance is not clear and understandable, please tell us why you think this, and how it needs to be improved. Please include the relevant paragraph numbers in your response.

Question 1 comments:

Question 2 Are there any gaps or omissions in section 110 of the statutory guidance?

Yes

If yes, i.e. you consider that there are gaps or omissions, please tell us what you think is missing. If appropriate, please include the relevant paragraph numbers in your response.

Question 2 comments:
Clarification is required when an applicant refuses a valid offer due to current personal circumstances and whether they should be moved to the end of the list or if this can be reported separately if it puts them beyond the acceptable time limit?

2. Section 111 – Duty to maintain list

2.1 Section 111 places a duty on local authorities to produce and manage a waiting list in relation to the requests it receives to lease an allotment that the authority owns or leases.

2.2 Where a request is submitted jointly, this should be regarded as a single request for the purpose of the waiting list and the first named person on the request should be considered the lead person (and will count as one person for the purposes of the duty to provide allotments in section 112) .

Section guidance

2.3 If two or more persons have submitted a joint application and that application has been added to the waiting list in the name of the lead person, should the lead person withdraw from that application, the application should remain on the waiting list and the name of the lead person should be changed to the name of the second applicant. A further second applicant cannot be added to the application and the application will no longer be a joint application.

2.4 The form of the list is to be determined by the local authorities and they can manage the list as they see fit. They may, for example, wish to split the list into applicants' preferred geographical areas. The list should, however, include the following:

- Name of lead person;
- Address and other contact details of lead person;
- Name of second applicant, if relevant;

- Special requirements;
- Size of allotment requested, if specified;
- Information about distance from nearby allotment sites;
- Date added to the list.

2.5 Local authorities are permitted, should they agree to such a request, to delegate their duty to maintain the waiting list as set out in section 123. Even when delegated to another body, the duty to maintain the waiting list remains with the local authority. The local authority must therefore, in agreeing to the delegation request, be completely satisfied that the person or body to whom management of the waiting list is to be delegated is fully able to fulfil the local authority's duties as set out in section 111.

2.6 A person's name and the details of their request must be removed from the list when their request to lease an allotment is agreed to, or if the person withdraws their request.

2.7 Section 111 of the Act applies only to requests for an allotment within the meaning of section 107, made to a local authority. Section 111, and therefore this guidance, do not apply to requests for a plot outwith the meaning of section 107, made to other organisations, such as independent allotment associations. This guidance therefore only applies to requests made to a local authority to lease an allotment owned or leased by the local authority from that authority, or to sub-lease an allotment from a tenant of the authority.

2.8 Local authorities may liaise with other stakeholders such as allotment associations to gather data surrounding requests for a plot outwith the definition of an allotment under section 107 (ie. not local authority land) made to such associations. Such activity is, however, outwith the scope of this guidance.

2.9 Where practicable, local authorities should give consideration to using an online application process to receive and manage applications for allotments.

2.10 There are no reasons or circumstances in which local authorities should consider closing their waiting lists to new applicants.

2.11 Local authorities, as data controllers in their own right, will have regard to data protection laws when managing their waiting lists.

Question 3 Is section 111 of the statutory guidance clear and understandable, to allow the local authority to deliver its statutory obligations under Part 9?

No

If no, i.e. you consider that the guidance is not clear and understandable, please tell us why you think this, and how it needs to be improved. Please include the relevant paragraph numbers in your response.

Question 3 comments:
2.2 – Clarification required in respect of both joint applicants being estranged – who, if anyone takes priority on the waiting list if both wish to remain?
2.7 – Clarification required in respect of those on the waiting list who have requested a raised bed as there is no lower limit on a 'specified area' and therefore any land identified for food growing could be covered by this legislation?

Question 4 Are there any gaps or omissions in section 111 of the statutory guidance?

Yes

If yes, i.e. you consider that there are gaps or omissions, please tell us what you think is missing. If appropriate, please include the relevant paragraph numbers in your response.

Question 4 comments:
2.2 Clarification is required in terms of joint applicants having equal liability in respect of arrears / disciplinary matters. If a joint lease is terminated, then the policy to review whether to allow future applications, would apply to all.
2.2 In terms of concessions, is it appropriate for joint applicants to receive a concession if only one of the applicants is eligible? This loophole could be used to avoid paying full rent.

3. Section 112 – Duty to provide allotments

Legislative background

3.1 Section 112 places a duty on local authorities to take reasonable steps to ensure: (1) that the number of people on their waiting list does not exceed half the total number of allotments owned and leased by the authority; and (2) that a person on the list does not wait more than five years for an allotment.

3.2 For local authorities which do not, when section 112 comes into force, own or lease any allotments, this duty applies when there are 15 people or more on the waiting list maintained under section 111. For local authorities which already own or lease allotments when the section comes into force, the duty applies when only one person is on the waiting list. In respect of (2), as agreed during the passage of the Community Empowerment Bill, that part of the duty will take effect later than the rest of Part 9 (See regulation 15 of The Community Empowerment (Scotland) Act 2015 (Commencement No. 10, Saving, Transitional and Transitory Provisions) Order 2017[3]).

3.3 Subsection (4) provides that local authorities must have regard to the desirability of making available allotments that are reasonably close to where people on the relevant authority's waiting list reside.

Section guidance

3.4 Subsection (4) does not provide a definition of "reasonably close" but as a guide, allotments within a 3 mile radius, or within a 20 minute journey on public transport from where people on the waiting list reside is considered reasonably close. Local authorities may however opt to apply more appropriate time or distance criteria where necessary based upon local geography.

3.5 The reasonable steps that the local authorities should take to meet their obligations under section 112 include, but are not limited to:

(1). **Analysing demand:**

3.6 Officers responsible for allotments should consult with a wide range of stakeholders when carrying out their analysis of demand for the local authority area. Such stakeholder engagement should include, as appropriate: planners, community development and health improvers, senior elected members, senior managers from relevant public services, members of the business community and the third sector.

Local authorities should also consider using on-line consultation to obtain the views of local residents.

3.7 Local authorities can use information gathered from this consultation process to identify what participants consider to be the major drivers of change and the related impact. Allotments and community growing are integral to this, so demand is recognised.

(2). **Disseminating information:**

3.8 Every local authority should develop adequate procedures for wide dissemination of information about allotment provision. This should include a clear, easily accessed webpage on the local authority website listing all sites within the local authority area. It should also include local authority managed and devolved sites and privately managed sites, and give contact details for these sites, where relevant.

3.9 Local authorities should, where possible, include information on the website relating to the length of waiting lists or the time since the most recent allotment allocation on the site. Such information should be updated as appropriate, at least on an annual basis.

3.10 Where an allotment site has its own website or social media page, local authorities should include links to these sites from the local authority website. The local authority should also, as good practice, include links to any allotment strategy that the authority may have, and to their food growing strategy and annual allotments report from the local authority website.

3.11 As set out in paragraph 2.8, where practicable local authorities should give consideration to using an online application process to receive and manage applications for allotments.

3.12 If applicable, local authorities may wish to consider liaising with their relevant local growers' forum(s) to determine the feasibility of sending out communications such as newsletters and information for aspiring plot-holders on their behalf.

(3). **Developing partnership working:**

3.13 Local authorities should work in partnership with a wide range of stakeholders, including independent allotment associations, those on the waiting lists, community participation bodies such as community councils, housing associations, and community growers. These stakeholders should be engaged in the decision-making process around allotments policy, and in the design and delivery of new allotment sites. The local authority may, if they consider it beneficial, work with the allotment associations to facilitate independent groups wishing to develop self-funded allotment sites.

3.14 Local authorities may wish, through their various local authority officers (such as regeneration, community development, land and environment services), to consider the provision of relevant training for members of such stakeholder groups in technical aspects (e.g. in the design and procurement of allotment sites) and in managerial matters.

3.15 Community planning should be used to bring together the collective talents and resources of local public services and communities, and working with third sector and outside organisations.

(4). **Identifying all land in the area that is suitable for growing:**

3.16 As part of the food growing strategy, the Planning Department of the local authority may wish to use an appropriate dataset, such as the OS MasterMap (OSMM) Greenspace[4], to improve planning, analysis and decision making.

3.17 Appropriate datasets could help local authorities to show all the land available for cultivation together with ownership, distinguishing between local authority owned or leased land and that in private ownership.

3.18 Where there is an unmet demand for allotments, local authorities may wish to approach private landowners to discuss options for making additional land available for allotments provision. The authority should consider including in the Allotment Report (section 121) additional information relating to such approaches, the result of the approach, any arrangement offered etc.

(5). **Ensuring there is sufficient suitable land to satisfy future demand:**

3.19 Local authorities should incorporate growing spaces in all planning briefs for regeneration and new developments, preserving sufficient good quality land to satisfy current and future demand. Further detail relating to planning considerations is provided in the *Food Growing Strategy Guidance for Local Authorities*

3.20 Reasonable steps should **not include** reducing waiting lists by either restricting the size of allotments available, or by an excessive procedure of landlord inspections to address issues of poor allotment condition or allotment deterioration.

Local authorities are, however, required in section 115(3)(c), (d) and (h) to make regulations pertaining to the cultivation and maintenance of allotments and to carry out inspections. A reasonable and balanced approach by local authorities is required when authorities are evaluating plot condition or plot deterioration during their inspections.

(6). **Understanding individual needs of those on the waiting list:**

3.21 Based on individual needs, the authority should offer the most appropriate allotment relevant to the specified area requested. E.g. if the specified area requested is 100 square metres, an allotment of 100m^2 ± 5% should be offered. If a 100m^2 ± 5% allotment is unavailable, the authority should offer the next available size within a 3 mile radius of the individual's residence (or within a 20 minute journey on public transport). Local authorities may opt to apply more appropriate time or distance criteria based upon local geography.

3.22 If the next available size of allotment is offered and rejected, the person should remain on the list until an allotment of 100m^2 is available or a different sized allotment is offered and accepted. To ensure those on the list have the best chance of obtaining the size of allotment requested, local authorities should signpost individuals to private sites in its area.

Question 5 Is section 112 of the statutory guidance clear and understandable, to allow the local authority to deliver its statutory obligations under Part 9?

No

If no, i.e. you consider that the guidance is not clear and understandable, please tell us why you think this, and how it needs to be improved. Please include the relevant paragraph numbers in your response.

Question 5 comments:

3.1 What are considered reasonable steps when authorities are starting from a position where demand clearly outstrips supply or have waiting lists far in excess of the 5 year target? Clarification sought in terms of is there a timescale for authorities to become compliant with these targets.

3.19 Clarification sought in respect of all planning briefs being required to identify growing space needs. Most development proposals come to the Council without a brief having been prepared by either the Council or the developer. It is unreasonable to expect smaller scale developments to incorporate growing spaces and suggest that thresholds be set to determine the minimum scale of the development where this would be considered appropriate. It is considered that this issue is best addressed via policy rather than at the level of individual sites. Additionally, not all developments will present a suitable environment for growing, for example industrial use, pylons or underlying ground conditions / contamination.

There are also implications in terms of land value and the viability of developments. Setting aside land for growing reduced the land available for development, the profit from the development and in some cases the viability of marginal sites. Planning has issues in respect of agreeing community contributions for schools, roads etc and this would be an additional burden on developers and should be a matter covered by the Food Growing Strategy rather than prescribed in the legislation.

3.21 If the applicant has already confirmed they are prepared to travel beyond 3 miles (for example this could be the case in rural areas), specific provision should be made to allow local authorities to offer plots within an acceptable distance to the applicant in the same way that they can choose to request a smaller plot.

3.22 Clarification required in respect of an applicant being offered a private plot and the Council's ability to remove them from the waiting list. The Council would need this in writing from the applicant.

3.22 Issue in terms of signposting private sites as would need to list all due to potential claims of favouritisim, particularly if a commercial entity. Councils may not be aware of new initiatives and therefore could inadvertently fall foul of this. Risk to council if the site is not run appropriately and it appears the Council are recommending it without a disclaimer.

Question 6 Are there any gaps or omissions in section 112 of the statutory guidance?

No

If yes, i.e. you consider that there are gaps or omissions, please tell us what you think is missing. If appropriate, please include the relevant paragraph numbers in your response.

Question 6 comments:

4. Section 114 – Access to allotment and allotment site

Legislative background

4.1 Section 114 places a duty on local authorities to provide reasonable access to allotments and allotment sites that it leases to tenants.

Section guidance

4.2 Reasonable adjustments should be made in order that all tenants, including those with a disability, have physical access to their allotment. When considering what reasonable adjustments to make or reasonable access to provide, the authority should have regard to its obligations under the Equality Act 2010.

4.3 It may not always be possible to provide full access to an allotment site, for example due to the terrain on or near to a particular site, the limited size of an allotment or site, or parking or access difficulties to a particular site. However local authorities must make all reasonable attempts to make allotment sites and allotments as accessible as possible.

4.4 Local authorities should consider what might be considered reasonable in the circumstances, what reasonable adjustments they may be expected to make, or reasonable access they may be expected to provide.

4.5 For example it might be considered reasonable for local authorities to:

- Ensure that access tracks or paths to allotment sites are likely to be accessible during adverse weather, e.g. tracks or paths are not overly muddy during periods of heavy rain;
- Ensure that paths, roads and tracks in and around the allotment site and allotment are well maintained and compliant with the authority's obligations under the Equality Act 2010;
- Provide accessible allotments and raised beds near hard standings at the entrance to allotment sites or at other suitable locations on the site;
- Provide secure handrails on slopes, steps and other appropriate places in and around the allotment site and allotment ;
- Consider installing a seating bench / rest area in or close to accessible allotments;
- Ensure that paths or tracks to the allotment site and paths within the allotment are sufficiently wide to enable easy access and movement around the accessible allotment;
- Where practicable, provide car parking close to the site entrance

Question 7 Is section 114 of the statutory guidance clear and understandable, to allow the local authority to deliver its statutory obligations under Part 9?

Yes

If no, i.e. you consider that the guidance is not clear and understandable, please tell us why you think this, and how it needs to be improved. Please include the relevant paragraph numbers in your response.

Question 7 comments:

Question 8 Are there any gaps or omissions in section 114 of the statutory guidance?

No

If yes, i.e. you consider that there are gaps or omissions, please tell us what you think is missing. If appropriate, please include the relevant paragraph numbers in your response.

Question 8 comments:

5. Section 115 – Allotment site regulations
Section 116 – Allotment site regulations: further provision

Legislative background

5.1 Section 115 places a duty on local authorities to make allotment site regulations before 1st April 2020, that is within two years of section 115 coming into force.

5.2 Section 116 makes further provision about the procedure local authorities are to follow in making such regulations.

Section guidance

5.3 In preparing their regulations, local authorities should take into consideration any existing allotment site regulations already in place at existing sites.

5.4 Local authorities should consult widely with a range of stakeholders in their area. This may include, for example, allotment associations, allotment holders, persons on the waiting list and other interested persons. This list is not exhaustive and local authorities should be satisfied that they have engaged all relevant stakeholders and stakeholder groups in their local area.

5.5 Section 115(3) sets out the matters for which a local authority *must* include provision in its regulations, whereas section 115(4) sets out optional matters for which a local authority *may* wish to include provision in its regulations.

5.6 Section 115(3)(b) sets out that local authorities must make regulations relating to rent, and a method of determining a fair rent. When determining fair rent levels, authorities should take account of the size and location of the individual allotment for which rent is payable and the condition of any shed/storage available to the tenant on the allotment, the onsite facilities provided, such as toilet facilities, mains water, waste and recycling collection, access to polytunnels, meeting spaces, expenses incurred by the authority in maintaining and managing the allotment site, and any other relevant factors. Authorities should also take account of any improvements and upgrades to the allotment or site when setting future rent levels.

5.7 Local authorities should also make provision for concessions on the level of rent payable. When making provision for concessions, authorities should have regard to their local concessionary procedures to maintain consistency across local services.

5.8 Section 115(5) allows local authorities to make different provisions for different areas or allotment sites since a ‘one size fits all’ approach to the local authority’s regulations might not be appropriate for the range of allotment sites within the local area. Local consultation with a wide range of stakeholders will help to inform local site requirements.

5.9 Section 116 sets out the process that local authorities must undertake to make allotment site regulations, or to vary or revoke them. Any variation or revocation of regulations should be subject to full consultation with interested stakeholders.

5.10 Section 116(2)(b)(ii) requires the local authority to make copies of the proposed regulations available for inspection by the public at least one month before they are made, (i) at its offices and (ii) if it considers it practicable, at the allotment site to which the proposed regulations will apply once made.

5.11 When determining whether the requirement to make the proposed regulations available for inspection at the site is practicable for the allotment site in question, the local authority may wish to have regard to matters such as:

- Whether there is a shared space such as a communal shed on the allotment site in which to place the draft regulations;
- Whether there is a site noticeboard on which to place the draft regulations;
- Whether it is appropriate to erect an appropriate board on which to place the draft regulations;
- Other reasonable steps that could be taken in order to fulfill this requirement.

Once regulations have been made, section 116(9) requires that a copy of the regulations be displayed at the entrance to allotment sites to which they apply.

Question 9 Are sections 115 and 116 of the statutory guidance clear and understandable, to allow the local authority to deliver its statutory obligations under Part 9?

Yes

If no, i.e. you consider that the guidance is not clear and understandable, please tell us why you think this, and how it needs to be improved. Please include the relevant paragraph numbers in your response.

Question 9 comments:

Question 10 Are there any gaps or omissions in sections 115 or 116 of the statutory guidance?

Yes

If yes, i.e. you consider that there are gaps or omissions, please tell us what you think is missing. If appropriate, please include the relevant paragraph numbers in your response.

Question 10 comments:

5.3 There are in existence, leases of land to community organisations who have developed their own food growing projects sometimes as part of wider community initiatives and sometimes simply as growing areas. It would not seem appropriate to retrospectively impose conditions on these sites which could impact on the future viability / sustainability of the community organisation. Clarification also required where existing leased sites already have regulations in place and if the retention of rules for a particular site can be delegated to a group who currently has full control?

5.6 and 5.7 Clarification required in respect of leased sites that are privately run - are they excluded from the Council's fair rent/concession scheme as groups must continue to be able to set charges to cover their own costs thus ensuring future sustainability?

6. Section 120 – Duty to review food growing strategy

Legislative background

6.1 Section 120 requires every local authority to review its food growing strategy. This review must be carried out within 5 years of the date of the publication of the initial food growing strategy, and every five years thereafter. When the local authority changes its food growing strategy following review, the local authority is required to electronically publish an amended strategy.

Section guidance

6.2 A local authority may review their food growing strategy more frequently than every 5 years.

6.3 Authorities should take account of relevant factors such as ongoing planning activity, refreshed local plans, or changes to interdependent strategies e.g. to local health and wellbeing or social strategies when revising, or identifying the need to revise, their strategy.

6.4 As part of the review of the strategy, if the duty under section 112 applies, the local authority should consider whether changes to their strategy are required to address this and should look at increasing allotment provision and grow-your-own opportunities within their area.

6.5 When reviewing their strategies, local authorities should consider steps they have identified or taken to increase provision of allotments or other food growing spaces, if this has proven necessary.

Question 11 Is section 120 of the statutory guidance clear and understandable, to allow the local authority to deliver its statutory obligations under Part 9?

Yes

If no, i.e. you consider that the guidance is not clear and understandable, please tell us why you think this, and how it needs to be improved. Please include the relevant paragraph numbers in your response.

Question 11 comments:

Question 12 Are there any gaps or omissions in section 120 of the statutory guidance?

No

If yes, i.e. you consider that there are gaps or omissions, please tell us what you think is missing. If appropriate, please include the relevant paragraph numbers in your response.

Question 12 comments:

7. Section 123 – Delegation of management of allotment sites

Legislative background

7.1 Section 123 allows a local authority to agree to a request to delegate certain functions under Part 9 of the 2015 Act to a person (usually an allotment association) who represents the interests of all or the majority of the tenants of the allotments on a particular site. The functions that may be delegated are clearly described in section 123(3).

Section guidance

7.2 Delegation is not a substitute for local authority responsibilities regarding the management of allotment sites and waiting lists. Local authorities will retain overall responsibility for the allotment site and waiting list even if certain functions are delegated.

7.3 Local authorities are expected to consider each application on its merits, and consider how each person or body requesting delegation intends to fulfil their obligations under the relevant section of the Act. It is for the local authority to be satisfied that the person or body requesting delegation is able to fulfil the role in order to agree to the delegation request.

7.4 The local authority must be satisfied that the person or body requesting delegation does indeed represent the interests of all or the majority of tenants on the allotment site, and that the tenants of the site for which delegation is requested are aware of that delegation request and of the outcome.

7.5 It would be prudent for local authorities to ensure the person or body requesting delegation fully understands their responsibilities, liabilities, risks and the legal implications that might come with delegation of the requested function(s).

7.6 The local authority will be required to prepare a revised lease setting out the responsibilities of both sides should a request for delegation of certain functions be granted.

7.7 If an authority agrees to delegate functions to a person, consideration should be given to whether a reduction in rent might be warranted. This is a matter for the individual local authority.

7.8 If, after investigations and discussions with the person or body requesting delegation of management of any of the functions listed in section 123(3), the local authority is not satisfied that the person or body requesting delegation will fulfill the requirements of the delegation effectively, the local authority can refuse the request.

7.9 Local authorities should monitor the operation of delegated functions. If delegation of functions is granted, the local authority can, at a later date, recall that delegation if the local authority considers that the delegated functions are not being satisfactorily carried out, or there is a material disagreement between the local authority and the delegated person or body about the carrying out of the functions. The local authority should ensure that the delegated person or body is aware of the authority's existing complaints procedure if necessary, should there be a material disagreement between the local authority and the delegated person or body about the carrying out of the functions.

7.10 The local authority may wish to consider whether there is value in providing training to those who have requested delegation, or to those who are to be granted delegation, of certain site management functions. Should the local authority determine that this would be of value, the local authority could consider whether training could be funded

under powers set out in the Local Government (Scotland) Act 1973 or the Local Government in Scotland Act 2003.

Question 13 Is section 123 of the statutory guidance clear and understandable, to allow the local authority to deliver its statutory obligations under Part 9?

No

If no, i.e. you consider that the guidance is not clear and understandable, please tell us why you think this, and how it needs to be improved. Please include the relevant paragraph numbers in your response.

Question 13 comments:

Increasing local control through delegation could be achieved in various ways other than by the creation of a site lease, for example a service or management agreement and Councils should have the flexibility to apply the model that best suits the site and the community.

7.5 – a party contracting with another should obtain independent legal advice. The Council cannot advise on this as it exposes it to risk.
7.6 – clarification sought as the nature of a lease means the transfer of responsibility for an area to another party. Is a standard lease planned as the Council will only grant a lease when an area of ground is being let and not for other delegated functions?
7.10 – training exposes the council to risk as there is no way of Council's assessing individual capabilities or what to train on / risk of omission etc.

Question 14 Are there any gaps or omissions in section 123 of the statutory guidance?

Yes

If yes, i.e. you consider that there are gaps or omissions, please tell us what you think is missing. If appropriate, please include the relevant paragraph numbers in your response.

Question 14 comments:

The aim of the Act is to empower residents, however it is not clear whether established sites run privately on land leased from the Council can retain full control (with the Council merely having an overview of the waiting list) unless as part of a community asset transfer.

Greater clarification is requires in respect of the various types of relationship between Council's and allotment holders and management groups and there should be flexibility to create solutions appropriate to the location and organisation.

8. Section 124 – Promotion and use of allotments: expenditure

Legislative background

8.1 Section 124 permits local authorities to incur expenditure for the purpose of promoting allotments in their area and providing training to allotment tenants and potential tenants about the use of allotments.

Section guidance

8.2 In the 2017 survey Greenspace Use and Attitudes Survey by Greenspace Scotland[5], 32% of people said that they lacked the knowledge or skills to grow their own vegetables or fruit.

8.3 In exercising the power in section 124, local authorities should consider how best to promote allotments in their area. This can include linking with organisations such as health boards and housing associations to encourage non-growers to visit allotment sites in their areas in recognition of the wider benefits growing food has in our communities. Special consideration should be given to how best to engage with communities in areas of multiple socio-economic disadvantage.

8.4 When considering action to promote allotments, local authorities may wish to take into consideration the possible increase in demand for allotments, particularly if allotments in that area are already oversubscribed. There is a balance to be struck between raising and meeting expectations about availability of allotments.

8.5 Local authorities should use waiting lists to understand the demand for allotments in their areas and may choose to offer funded training to those on the list who are going to be offered a lease. This will ensure that new allotment-holders have the confidence and skills to begin growing their own food successfully. Such training would be optional for new allotment holders.

8.6 There may be merit in local authorities considering the value in offering training to existing tenants should there be issues identified surrounding allotment cultivation or allotment maintenance when landlord inspections are performed in accordance with section 115.

8.7 When considering what training provision to provide to tenants or prospective tenants, local authorities may wish to consider a range of options such as electronically signposting to a website or range of sites containing online guidance.

Local authorities may also consider facilitating a “buddy” scheme to match new tenants with willing, voluntary existing tenants if there is insufficient assistance from the immediate allotment community in that area to support a new tenant. Local authorities may wish to consult with local stakeholders prior to developing and offering training.

8.8 Local authorities may wish to concentrate much of the training that they may offer to new tenants on new allotment sites where there are few, if any, experienced allotment tenants to offer support or guidance to new tenants.

8.9 When adding information to their food growing strategies relating to activity to identify land that the local authority considers may be used as new allotment sites, local authorities may also consider whether it is appropriate to include training budgetary information in their strategies relating to that land. Such information would provide details of the planned provision of training for new or potential allotment tenants who

may be granted leases on the newly identified land, should it be used to accommodate a new allotment site.

8.10 When local authorities are determining, as set out in section 124(2), whether to exercise the power to incur expenditure for the purpose of promoting allotments or providing training, they will wish to have regard to the costs versus benefits of providing such services. Local authorities will wish to consider what activities would present them with best value for money, and note that such activities are not mandatory.

Question 15 Is section 1 24 of the statutory guidance clear and understandable, to allow the local authority to deliver its statutory obligations under Part 9?

Yes

If no, i.e. you consider that the guidance is not clear and understandable, please tell us why you think this, and how it needs to be improved. Please include the relevant paragraph numbers in your response.

Question 15 comments:

Question 16 Are there any gaps or omissions in section 124 of the statutory guidance?

No

If yes, i.e. you consider that there are gaps or omissions, please tell us what you think is missing. If appropriate, please include the relevant paragraph numbers in your response.

Question 16 comments:

Section 119
Food Growing Strategy Guidance
For Local Authorities

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1. Executive Summary

1.1 The Scottish Government's aspiration is for the country to become a Good Food Nation; a land of food and drink, not only in what we produce but also in what we buy, serve and eat.

1.2 Food is one of the most important components of life and it is a key part of what makes the people of Scotland proud of their country – food which is both tasty to eat and nutritious, fresh and environmentally sustainable.

1.3 We embrace community food growing in all its forms, one of which is growing on allotments. Grow-Your-Own food ("GYO"), be it on an allotment, community garden or any other form, can increase our access to affordable, healthy and environmentally sound food; the very essence of being a Good Food Nation.

1.4 The Community Empowerment (Scotland) Act 2015 ("the Act") aims to help empower communities across Scotland and for those wanting to GYO, it will improve access to land for food growing purposes.

1.5 By embracing all forms of community food growing, improving access to land for food growing purposes and giving more people the opportunity to grow their own food, we will help to improve food security.

2. Acknowledgements

2.1 Thank you to the Tripartite Group, Greenspace Scotland and local authority colleagues who have helped to shape this strategy through their comments and feedback.

3. Legislative background for a food growing strategy

3.1 Section 119 of the Act places a duty on every local authority to prepare a food growing strategy which must be published by 1st April 2020, that is within two years of section 119 coming into force.

3.2 Section 119 requires local authorities to include the following in their food growing strategies:

- Land identified in the area that could be used for allotment sites;
- Other land identified in the local authority area which could be used by a community to grow vegetables, fruit, herbs or flowers;
- Description of how the authority intends to increase the provision of allotments or other land for community growing, should the authority be required to take reasonable steps under section 112(1);
- When detailing how the authority intends to increase the provision of allotment sites and community growing areas of land in its area as it is required to take reasonable steps under section 112(1), a description of whether and how this will apply to communities which experience socio-economic disadvantage.

3.3 Section 120 of the Act requires every local authority to review its food growing strategy. This review must be carried out within 5 years of the date of the publication of the initial food growing strategy, and every five years thereafter. When the local authority decides to change its strategy following a review, the local authority is required to electronically publish an amended strategy.

4. Purpose of the Food growing Strategy

4.1 In order to assist with this new duty under the Act, we have produced this food growing strategy guidance to aid and inspire local authorities and to help them to create their own strategies.

4.2 The increasing demand for food growing space in our communities is evident and to improve the delivery of services, this guidance is intended to help local authorities to facilitate and enable those wanting to grow their own to do so.

4.3 As per the Environmental Assessment (Scotland) Act 2005 local authorities are required to undertake and consult on a Strategic Environmental Assessment, when a qualifying plan, programme or strategy is likely to have significant environmental effects[6].

4.4 The legislative requirements of section 119 are set out in the section above. Local authorities should have regard to the following, wider-ranging guidance when developing their food growing strategies.

5. Introduction

5.1 A shared purpose of the Scottish Government and its partners is to encourage Scotland to become a Good Food Nation[7], with opportunities for everyone to grow their own food through increased access to land for grow-your-own activities.

5.2 This guidance sets out how we expect local authorities to deliver on our vision for grow-your-own in Scotland. It brings increased focus to the new functions of local authorities under Part 9 of the Community Empowerment (Scotland) Act 2015, specifically the identification of land for food growing within our communities, and sets out how we expect local authorities to achieve this.

5.3 Many people in Scotland would like to grow their own food. Two of the biggest factors stopping people from growing their own food are access to land and lacking the skills and knowledge to begin growing their own food. In the 2017 Greenspace Use and Attitudes Survey by Greenspace Scotland[8], 44% of people surveyed said that they had no garden in which to grow their own and a further 14% said they were unable to get an allotment or that the waiting list was too long, and 32% of people said that they lacked the knowledge or skills to grow their own vegetables or fruit.

5.4 Central to the theme of this food growing strategy guidance is ensuring that more opportunities are developed for those who would like to grow their own food. Local authorities and other delivery partners are essential in both delivering access to land for food growing, and in signposting people to sources of guidance to help them begin to grow their own. We want to avoid people being given access to food growing space but not having the knowledge to properly use the land to begin to grow their own food.

6. Document Structure

This strategy is set out as follows:

Section 1
Provides background and an overview of the legislative background to this food growing strategy guidance.

Section 2
Sets out what is in scope for local authority food growing strategies, how we see the strategies being developed and matters local authorities should consider when preparing their strategies. Section 2 also sets out the goals we expect food growing strategies to achieve and how the strategies will help to meet a number of the Scottish Government's National Outcomes, and the many benefits that food growing can offer to the people of Scotland.

Section 3
Sets out a proposed food growing strategy template for local authorities to adopt when developing their local food growing strategy.

Section 1 – Context

7. The Community Empowerment (Scotland) Act 2015
Updating Allotments Legislation

7.1 The Community Empowerment (Scotland) Bill ("the Bill") was introduced to Parliament on June 11, 2014. Part 9 of the Bill consisted of proposals to update and modify allotments legislation. Part 9 of the Bill was developed through discussions with stakeholders in the wider public, private, third and community sectors and consultations.

7.2 The Bill, including the Part 9 proposals to update and modify allotments legislation, was passed by Parliament in June 2015, becoming the Community Empowerment (Scotland) Act 2015 ("the Act")[9].

Background

7.3 The Scottish Government is committed to communities being supported to do things for themselves (i.e. community empowerment), and to people having their voices heard in the planning and delivery of services (i.e. community engagement and participation).

7.4 Part 9 of the Act outlines communities' rights, and the corresponding duties and responsibilities of local authorities, in relation to allotments.

7.5 The Act repeals allotments legislation dating from 1892, simplifies provisions and acknowledges and endorses the rising interest in community growing – both on allotments and through other Grow-Your-Own (GYO) models, recognising the multiple benefits it can offer.

7.6 For allotment growing specifically, allotments are described in the Act as 'land owned or leased by a local authority for use by people to grow vegetables, fruit, herbs or flowers on a non-profit basis'.[10]

7.7 The Act offers added protection for allotments. Allotment sites owned or leased by the local authority cannot be sold, their use changed or, in the case of leased sites, lease renounced without the consent of Scottish Ministers. Privately leased or owned allotment sites are outwith the scope of the Act, and therefore this food growing strategy (FGS) guidance.

Section 2 – Shaping the food growing strategy

8. Local authority responsibilities under Part 9 of the Act

8.1 Part 9 of the Act lays a number of duties on local authorities, including:

- A requirement to have regard to any guidance issued by Scottish Ministers about the carrying out of functions set out in Part 9. In addition to this FGS guidance, Scottish Ministers have issued statutory guidance to local authorities relating to certain sections of Part 9[11];
- A duty to maintain an allotments waiting list;
- When certain trigger points of demand are reached, a duty to take reasonable steps to ensure: (1) that the number of people on their waiting list for an allotment does not exceed half the total number of allotments owned and leased by the authority; and (2) that a person on the list does not wait more than five years for an allotment[12];
- A requirement to make allotment site regulations;
- A duty to develop a local food growing strategy. This includes the identification of land for allotments and other community growing and describing how the authority will meet demand for such land;
- A duty to produce an allotments report for its area each year. This includes such matters as the location and size of each allotment site and the number of allotments on each site.

Planning background

8.2 Planning is key to meeting the requirements of section 119. The National Planning Framework 3[13] sets out that land for food production within towns and cities will become increasingly important. Scottish Planning Policy [14] sets out that planningshould protect, enhance and promote green infrastructure, including open space and green networks, as an integral component of successful placemaking.

Partnership approach to preparing local food growing strategies

8.3 Local authority officers responsible for allotments provision or drafting the authority's food growing strategy should work with their planning colleagues and other relevant stakeholders including local authority equality and diversity team, and economic development team, and relevant parts of the NHS such as health improvement and facilities management teams, to prepare their food growing strategy.

8.4 Local authorities are required to consider other relevant local strategies around, for example, social care, health and wellbeing, education, environment, economy, local outcome improvement plans, food poverty plan, and planning strategies when they are developing their local food growing strategies. This list is not exhaustive, and authorities should consider all appropriate local strategies.

Open space audits

8.5 Scottish Planning Policy expects relevant, up-to-date audits, strategies and action plans covering green infrastructure's multiple functions including open space to inform local development plans (and any sub-plans), and for plans to reflect their spatial implications.

8.6 Local authorities are required to carry out an Open Space Audit. Local authorities should make use of the typology in Planning Advice Note 65[15] (PAN 65) (which includes 'allotments and community growing spaces') as a starting point for auditing open space but may also consider whether some categories require further classification.

8.7 The PAN recognises the role of community involvement and users of open space/ interest groups in inputting to the open space audit and strategy process (PAN 65 para 36). This can help identify demand for allotments and other growing spaces and local authorities should ensure that consultation is carried out with appropriate stakeholders.

8.8 The outcome of the Open Space Audit, detailing existing growing space and existing demand and anticipated demand, should be mapped or otherwise recorded.

8.9 Demand for growing space, and the multi-function growing space identified, should be evidenced to prevent such spaces from becoming stalled spaces. Such evidence may be obtained, for example, by analysing waiting lists and considering what future demand might come from new housing developments etc.

8.10 This guidance will be reviewed and amended as appropriate to take account of any forthcoming changes introduced via the Planning (Scotland) Bill, once introduced, and the outcome of the review of Permitted Development Rights.

Flowchart

8.11 Local authorities may find the planning / food growing strategy flowchart, which sets out the links between the open space audit, open space strategy, local development plan and the food growing strategy, helpful. The flowchart can be found at Annex B.

Question 17 Are paragraphs 1.1 to 8.11 of the FGS statutory guidance clear and understandable, to allow the local authority to deliver its statutory obligations under Part 9?

Yes

If no, i.e. you consider that the guidance is not clear and understandable, please tell us why you think this, and how it needs to be improved. Please include the relevant paragraph numbers in your response.

Question 17 comments:

Question 18 Are there any gaps or omissions in paragraphs 1.1 to 8.11 of the FGS statutory guidance?

No

If yes, i.e. you consider that there are gaps or omissions, please tell us what you think is missing. If appropriate, please include the relevant paragraph numbers in your response.

Question 18 comments:

9. Goals of the food growing strategy

9.1 In order to achieve this strategy, we need everyone to be on board. We need a joined up approach, connecting those wishing to grow their own with those in a position to provide opportunities to do so.

9.2 The Scottish Government's Vision for National Wellbeing, set out in the National Performance Framework,[16] sets out 11 National Outcomes together with a suite of

National Indicators and UN Sustainable Development Goals which set out how the National Outcomes will be achieved.

9.3 The framework seeks to build a more successful and inclusive Scotland and sets out the way in which progress towards it can be measured. It sets out a vision for national wellbeing in Scotland across a range of economic, social and environmental factors.

9.4 The goals of each local authority's food growing strategy (set out in bold below) will work towards aiding the achievement of some of the Scottish Government's National Outcomes, and National Indicators and UN Sustainable Development Goals, as set out in the National Performance Framework, such as:

We are healthy and active;

- *We value, enjoy, protect and enhance our environment;*
- *We live in communities that are inclusive, empowered, resilient and safe.*

9.5 Over the next 5 years we expect local authorities, through their food growing strategies, to achieve the following key goals which will meet a number of National Outcomes and National Indicators and UN Sustainable Development Goals:

1. Local authorities will underpin the National Outcome *We are healthy and active* by:
    - **Taking steps to make food growing opportunities available to all residents of Scotland to improve their health and wellbeing;**
    - **Helping to alleviate food poverty and raising awareness about the benefits of food growing to mental and physical well-being through public engagement and encouraging uptake of food growing opportunities.**

This underpins a number of the *We are healthy and active* National Indicators, including *mental wellbeing, healthy weight, and physical activity*.

2. Local authorities will underpin the National *Outcome We value, enjoy and protect our environment* by:
    - **Providing opportunities for local production of food through community growing which will reduce carbon mileage of food;**
    - **Encouraging biodiversity, and improving soil condition and carbon retention in the soil through appropriate allotment site design and management**

Authorities should be careful to avoid negative impacts, for example by the excessive removal of existing pollinator species or hedgerows, loss of ponds or wetland areas, creation of hard-standing parking areas etc. Local authorities should take appropriate site-specific steps to limit such negative environmental impacts.

This underpins a number of the *We value, enjoy, protect and enhance our environment* National Indicators, including *visits to the outdoors, waste generated, biodiversity, climate action,* and *life on land.*

3. Local authorities will underpin the National Outcome *We live in communities that are inclusive, empowered, resilient and safe* by;
    - **Making all of Scotland's local authority allotment sites well managed, accessible and community empowered with quality facilities, as far as is practicable;**
    - **Making the supply of allotment and other food growing sites transparent to all and compliant with the provisions of the Act;**

- **Encouraging community-led enterprise and/or social enterprise through making available and encouraging uptake of food growing opportunities.**

This underpins a number of the *We live in communities that are inclusive, **empowered, resilient and safe*** **National Indicators, including *perceptions*** *of local area, loneliness, access to green space,* and *social capital.*

Question 19 Are paragraphs 9.1 to 9.5 of the FGS statutory guidance clear and understandable, to allow the local authority to deliver its statutory obligations under Part 9?

Yes

If no, i.e. you consider that the guidance is not clear and understandable, please tell us why you think this, and how it needs to be improved. Please include the relevant paragraph numbers in your response.

Question 19 comments:

Question 20 Are there any gaps or omissions in paragraphs 9.1 to 9.5 of the FGS statutory guidance?

No

If yes, i.e. you consider that there are gaps or omissions, please tell us what you think is missing. If appropriate, please include the relevant paragraph numbers in your response.

Question 20 comments:

10. Impacts and Benefits of Community Growing

10.1 Community growing in all its forms can provide wide ranging, and long lasting, benefits to communities and to individuals involved in community growing. The goals for local authority food growing strategies set out above and the National Outcomes and National Indicators and UN Sustainable Development Goals will assist authorities to achieve a number of cross-cutting impacts and benefits in five key areas :

1. **Health** benefits, as *We are healthy and active* as a nation;
2. **Environmental** benefits, as *We value, enjoy, protect and enhance our environment*;
3. **Economic**; 4. **Social**; and 5. **Education** benefits, as these collectively assist us all to *Live in communities that are inclusive, empowered, resilient and safe*.

10.2 **Health**

- Fruit and vegetable consumption increases when people are involved in community growing, as evidenced by a 2008 survey where participants reported that household members involved in community gardening consumed 40% more fruit and vegetables per day than those who did not, and they were 3.5 times more likely to consume the recommended 5 portions of fruit and vegetables per day;[17]
- Diets are seen to improve and people acknowledge that they eat more healthily when they are involved in growing their own food[18];

- Gardening activities can provide low-impact exercise and improve physical health and can be a more sustainable form of exercise than when the exercise itself is the primary driver[19];
- Community growing can lower stress levels, offer mental health benefits and a supportive social environment, where growers view the growing space as a "safe" space where they can relax and unwind from the stresses of other parts of their lives[20];
- Creating green space in built up areas improves air quality and provides recreational opportunities that encourage socialising, decrease isolation and lead to improved confidence and self-esteem;[21] GPs and healthcare professionals can consider social prescribing to connect people to non-medical sources of support and resources in the community, for example a GP or healthcare professional might consider it appropriate to prescribe gardening related activity to improve the health and wellbeing of the individual;[22]
- Community growing spaces in hospital spaces, for example, can prove useful spaces for Occupational Therapists and other medical specialists when working with their patients;[23]
- Horticultural therapy through community growing can provide wide-ranging health-related benefits to ease suffering and promote recovery from illness. Such therapy can, for example, help to reduce physical pain, assist with rehabilitation and recovery, and alleviate the symptoms of dementia[24];
- In January 2018 the Scottish Government concluded a public consultation on a draft diet and healthy weight strategy, which also helps to underpin the National Outcome *We are healthy and active;*[25]

10.3 **Environmental**

- Community growing can provide a good source of environmentally sound, healthy, locally sourced food and make this more readily available to local people[26];
- Community growing spaces can improve biodiversity[27], and when linked with other greenspaces, create important green corridors for wildlife. ;
- The Pollinator Strategy for Scotland 2017-2027 sets out how Scotland can continue to be a place where pollinators thrive, along with actions that are needed to help achieve that objective;[28]
- Community growing sites provide opportunities to protect and improve the soil, with research indicating higher quality soil on a GYO site compared to its surrounding agricultural land[29];
- An organic approach to community growing can help to reverse soil degradation. Reversing this trend will help to address the loss of organic matter from the soil, reduce soil compaction and erosion, and help to reverse the trend in mineral decline in vegetables;[30]
- Community growing sites can help to alleviate climate change through good soil management and appropriate ground cover management via healthy and appropriate plant cover;[31]
- Many community growing projects have an ethos of upcycling and can be exemplars of inventive uses of what otherwise may be waste products, e.g. pallets, scaffolding planks, food waste, etc;[32]
- Community food growing spaces and food growing can contribute to, and benefit, the environment and improve the quality of life for local residents, for example by addressing areas prone to anti-social behaviour, cleaning up blight sites and fly-tipping sites, revitalising unused spaces or bringing vacant or derelict land back into use;[33]
- Community food growing spaces contribute to mitigating and adapting to the effects of climate change through carbon reduction and sustainable design.

Other sustainability benefits can be considerable, such as reduction in air miles, reduction in carbon emissions and improvements to air quality through locally grown food[34];

- Community food growing spaces can also make positive contributions to sustainable drainage through the permeable surfaces of food growing spaces and the harvesting of rainwater;[35]
- Carbon emissions (including reducing energy use, more sustainable transport and less waste) can be reduced by between 2kg and 5kg of carbon equivalent for every kilogram of vegetable produced[36];
- Some soil management methods, such as regenerative agriculture, enhance and sustain the health of the soil by restoring and increasing its carbon content;[37]
- Community growing can mean enhanced space and habitat for wildlife, such as through planting to attract pollinators or companion planting on the allotment[38]; there are many examples of positive steps taken on community growing sites to encourage biodiversity;[39]
- Community growing can lead to a reduction in food waste through composting and reduced food packaging, contributing to the national and local zero waste agenda.[40]

10.4 **Economic**

- Community farms and gardens tend to spend grant money locally by employing local people, and on occasions secure funding to employ staff or to pay volunteers;[41] and therefore bring in jobs to a local area;[42]
- The option for people to grow their own food to supplement the buying of produce from retail outlets should offer them monetary savings. For example an experienced allotment holder succeeded in producing 298kg of fruit and vegetables from his 200 square metre plot in one year, which is calculated to be sufficient to provide the recommended amount of fruit and vegetables for a family of 4 for over 6 months[43];
- Taking part in community growing activities can develop skills that increase employability which will support the local economy indirectly by preparing more people for employment;[44]
- A 2011 social return on investment (SROI) study of community gardens has shown that for every £1 invested by funders, £3.56 of social value was returned[45]. This study sought to measure benefits such as significant positive changes to stakeholders, including volunteers and local people, involved in or visiting community gardens;
- A similar SROI study from 2012 of the social return from investing in a horticultural training and community growing facility shows that for every £1 invested around £9 of community benefits was returned through benefits such as new skills;[46]
- Selling excess produce and generating local business from produce grown on grow-your-own sites (excluding produce grown on an allotment site which is grown not-for-profit) will have a positive impact on the local community through job creation;[47]
- From selling fruit and vegetables to value added products like jams and chutneys, on a not-for-profit basis, and providing training and continuing personal development opportunities, community growing can help to contribute to the local economy and encourage enterprising activity;[48]
- Community growing spaces can provide a wealth of educational opportunities, both informal and formal, whether it be through hosting horticultural training courses, to more informal learning about biodiversity or communication skills;[49]

10.5 **Social**

- A sense of community is encouraged when people participate in food growing activities[50].
- Access to community growing spaces can help to encourage more vulnerable people to get involved in local food growing, and many growing spaces can evidence a reduction in isolation and loneliness for those taking part, for example through organised social activities such as dances and barbeques that occur periodically[51] ;
- Community growing can offer "social horticulture", where the outcome is to be socially inclusive and involve client groups (such as those with dependency problems, or immigrants or migrants) who may otherwise feel socially excluded;[52]
- Community growing spaces can offer volunteering opportunities, events and festivals throughout the year.[53]

10.6 **Education**

One of the eight Curriculum for Excellence[54] areas allows children to learn about health and wellbeing matters to ensure that they acquire skills to live healthy, happy lives;[55]

- Community growing can contribute to learning. People working in a community growing environment learn techniques, such as organic techniques, which they can then apply;[56]
- People involved in community growing can benefit from a therapeutic learning environment through which they gain insights into themselves as well as transferable life skills;[57]
- Food growing programmes in schools can have positive impacts on pupil nutrition and attitudes towards healthy eating, specifically related to the willingness to try new foods;[58]
- Food growing programmes in schools might offer useful opportunities for school holiday clubs, and would allow children to become involved in more gardening activities, such as harvesting their fruit and vegetables during their summer holidays;
- Food growing spaces provide a learning environment, where young and old can learn about a wide range of topics, including:
    - Biodiversity;
    - Food origins;
    - Develop the skills to grow-your-own;
    - Botany;
    - Climatology;
    - Cookery;
    - Geography
    - Recycling/upcycling.

Question 21 Are paragraphs 10.1 to 10.6 of the FGS statutory guidance clear and understandable, to allow the local authority to deliver its statutory obligations under Part 9?

Yes

If no, i.e. you consider that the guidance is not clear and understandable, please tell us why you think this, and how it needs to be improved. Please include the relevant paragraph numbers in your response.

Question 21 comments:

Question 22 Are there any gaps or omissions in paragraphs 10.1 to 10.6 of the FGS statutory guidance?

No

If yes, i.e. you consider that there are gaps or omissions, please tell us what you think is missing. If appropriate, please include the relevant paragraph numbers in your response.

Question 22 comments:

11. Scope – What type of land should be included?

11.1 Local authorities must ensure that they take a balanced and considered approach when considering what greenspace, both existing and planned, could be used as growing space.

11.2 There are many different forms of food growing spaces that local authorities should include in their strategies, from the traditional to the innovative. Local authorities should incorporate as many appropriate forms of growing sites, and types of growing, as their local areas allow. Examples of these are shown in the table below:

Types of growing	Growing sites
Allotments; • Orchards; • Community growing spaces; • Edible hedgerows; • Hydroponics/ aquaponics; • Green walls and roofs	Planters or containers in hard-landscaped areas; • Suitable 'street corner' space; • Landshare or gardenshare schemes; • Appropriate spaces for green roofs / green walls; • Growing spaces in schools, hospitals and other public areas; • Community establishments with open areas; • Unused or underused areas of land; • Vacant, derelict or brownfield land, considering alternative growing methods where decontamination is not feasible; • Non public sector land suitable for leasing (or purchase) from a private landowner; • Land which is due to undergo future development and may be suitable for "meanwhile use"; • Places for beehives; • Indoor growing

11.3 Further forms of growing space and types of growing are set out in Greenspace Scotland's Community Growing Matrix[59].

11.4 Local authorities may, if they consider it appropriate to their local area, consider other food growing locations such as in local residents' homes or care homes with large

private gardens. For example an agreement brokered whereby a person grows produce in a neighbour's private garden, in exchange for a share of the produce grown, may satisfy that person's growing space needs, resulting in them voluntarily removing their name from the authority's allotments waiting list. Organisations such as Edinburgh Garden Partners[60] facilitate such arrangements in their local area.

Identification of land audit

11.5 Local authorities should carry out an audit of land, both to identify all existing growing areas, and to identify new land which will be suitable for growing. Such an audit to identify growing land must however be balanced with other greenspace land requirements.

11.6 New land identified which will be suitable for growing can be any appropriate land – local authority owned land, other publicly owned land, or privately owned land that the authority could lease (or purchase).

11.7 Excluding private gardens, there are a total of 119,299 hectares[61] of greenspace in urban Scotland. Nationally, there are approximately 33,000 hectares of land in local authority ownership, a further 856,000 hectares[62] of land in public ownership, and 2,478 hectares[63] of vacant and urban derelict land in public ownership. Local authorities should consider assessing the suitability of appropriate areas of such land for community growing, in addition to identifying suitable areas of privately owned land which could be leased (or purchased) for growing.

11.8 The Open Space Audit will identify land currently used for growing. When looking for other land which will satisfy future demand for growing space for allotments and other community growing space, a variety of methods should be used, such as:

- Analysis of datasets such as the OS MasterMap Greenspace[64];
- Vacant/derelict/brownfield land mapping, and whether identified sites could be used as growing spaces;
- Other local open spaces, e.g. schools, hospitals, and other community establishments with open spaces;
- Public workshops/consultation to identify current and potential future growing sites;
- Temporary or "meanwhile use" of land due to undergo future development, such as the temporary use of land as an allotment site at the Grove,Edinburgh;[65]
- Options for leasing (or purchasing) land from local private landowners;
- The local development plan which will identify new residential land releases and developments which may be suitable to incorporate growing space.

11.9 When identifying new areas of land suitable for growing, local authorities must also be satisfied that there is a current demand, or that there will be a future demand, for food growing land in that area for it to be deemed suitable land.

11.10 Local authorities should consider all options for land and other type of growing space when considering what land may be suitable, from the traditional types of growing land to the more innovative approaches such as green walls or hydroponics; from large spaces to suitable 'street corner' growing space.

11.11 The outcome of the Open Space Audit, detailing existing growing space should be mapped or otherwise recorded. Authorities should also map planned future growing space, such as within future housing developments.

11.12 In addition to mapping existing and future growing *space*, local authorities should also assess and map current *demand* for growing space – both allotment site demand and other growing space demand. Engaging with community gardens and their volunteers will help to identify current demand, in addition to demand identified via waiting lists. When considering demand, authorities should also map where future demand for food growing space is likely to be, such as where new housing development sites are being planned, particularly those developments which will provide little or no garden space to residents.

11.13 Local authorities should also consider any existing 'unofficial' sites there may be in their local area. The history of Granton Community Gardeners[66], Edinburgh, is an example of how an initially 'unofficial' site flourished and continues to grow and benefit the local community. Authorities may identify and consider appropriate action, for example if the unofficial site is on local authority land, adopt and include such sites within their list of local authority allotment sites. This may also assist the authority to increase their allotment or growing space land. If the community group who have been managing the 'unofficial' site wish to request delegation of certain functions of site management, this should be considered in the usual way, in accordance with section 123 of the Act.

11.14 If it is appropriate, a local authority may wish to consult a neighbouring authority and work across boundaries if there is suitable land available in a different region which would help to satisfy current or future identified demand for allotments and other community growing spaces.

11.15 Local authorities may also wish to consider how to engage with schools to not only raise the profile and highlight the benefits of growing in schools, but to identify possible growing areas within school grounds.

Question 23 Are paragraphs 11.1 to 11.15 of the FGS statutory guidance clear and understandable, to allow the local authority to deliver its statutory obligations under Part 9?

No

If no, i.e. you consider that the guidance is not clear and understandable, please tell us why you think this, and how it needs to be improved. Please include the relevant paragraph numbers in your response.

Question 23 comments:

11.13 Reference to the temporary use of land for allotments, but this seems to contradict earlier references to the permanency of allotment space. If a temporary site is allocated with Scottish Ministers consent be needed beforehand and if not, what is to stop the use becoming permanent under the Act?

Question 24 Are there any gaps or omissions in paragraphs 11.1 to 11.15 of the FGS statutory guidance?

No

If yes, i.e. you consider that there are gaps or omissions, please tell us what you think is missing. If appropriate, please include the relevant paragraph numbers in your response.

Question 24 comments:

12. Not for profit/more than profit

12.1 During stage one of the Community Empowerment Bill process, there was a recommendation that the community-based allotment and food growing sector be encouraged to become part of a viable empowering food economy[67].

12.2 This, however, could have the unintended consequence of bringing the community-based allotment and food growing sector within the scope of the Agricultural Holdings (Scotland) Act 1991 since such production would fall within the definition of agricultural land which includes land being used for the purposes of a trade or business.

12.3 This food growing strategy guidance, therefore, recommends the inclusion of those grow-your-own initiatives which are run on a completely not-for-profit basis. This approach is inclusive of social enterprises where profits generated are either put back into communities or back into the business.

12.4 This approach will still allow growers, on a not-for-profit basis, to sell excess produce to local people and enable them to access food that is grown locally when they are unable to, or do not wish to, grow it themselves.

12.5 Section 107(c)(ii) of the Act specifically sets out that, for the purposes of Part 9 of the Act, allotments must be run on a not-for-profit basis. This provision does not apply to other aspects of community food growing.

13. Stakeholder Engagement

13.1 When developing their food growing strategies, local authorities should consult with a wide range of external stakeholders in their area in addition to relevant internal stakeholders. Wider public consultation might be valuable and should be considered. Stakeholder consultation should involve the following, as appropriate, but this list is not exhaustive:

- Allotment associations and people on allotment waiting lists, including people on non-local authority lists;
- Community councils;
- Current allotment holders, including site visits;
- Delivery partners (see paragraph 16.1 onwards below);
- Grow-your-own groups, including community gardens and orchards, school growing groups etc;
- Local private landowners;
- Other public sector local landowners;
- Other relevant local authority colleagues such as those responsible for health, economic planning/strategy, planning areas etc;
- People otherwise interested in grow-your-own who are not on an allotment site waiting list or other form of grow-your-own site waiting list;
- Scottish Land and Estates;
- Third sector organisations with an interest in allotments and grow-your-own opportunities
- Wider public consultation, if appropriate.

13.2 If it is considered appropriate at a local level, local authorities may establish working groups involving the local authority and local stakeholder groups to assist with the development of their local food growing strategy. Such groups may also provide longer-term benefits in relation to information sharing and the promotion and development of good practice.

13.3 As discussed in paragraph 5.3 above, the Greenspace Use and Attitudes Survey 2017[68] identifies that 32% of people surveyed said they lacked the gardening skills and knowledge which prevented them from participating in grow-your-own opportunities. Local authorities should consider the sources of food growing skills currently available in their local area and consider ways to facilitate a sharing of skills, knowledge and experience to address this gap. This might be by signposting people who may benefit from such skills development to appropriate third sector organisations or sources of information such as websites.

13.4 A reasonable and balanced approach by local authorities is required when carrying out landlord inspections of allotments as required under section 115 of the Act. When carrying out their allotments inspections, local authorities should be mindful of the level of skills and experience and personal circumstances of the tenant.

14. Assistance to local community groups

14.1 Local authorities should work in partnership with community groups and other stakeholders to identify land, including vacant land, in local authority ownership which could be used for food growing. Authorities should also consider what other assistance can be provided to community groups, such as by signposting the groups to various sources of funding, or to providing assistance with Land Registry searches to determine ownership of land, or assist with community group investigations into contaminated land.

14.2 Local authorities may find that community groups wish to approach the authority to make a Participation Request (Part 3 of the Act), or make an Asset Transfer Request (Part 5 of the Act)[69].

14.3 Such Participation Requests, and Asset Transfer Requests if granted, may assist local authorities to meet their requirements to provide additional suitable land for growing, in addition to empowering communities.

Question 25 Are paragraphs 12.1 to 14.3 of the FGS statutory guidance clear and understandable, to allow the local authority to deliver its statutory obligations under Part 9?

Yes

If no, i.e. you consider that the guidance is not clear and understandable, please tell us why you think this, and how it needs to be improved. Please include the relevant paragraph numbers in your response.

Question 25 comments:

Question 26 Are there any gaps or omissions in paragraphs 12.1 to 14.3 of the FGS statutory guidance?

No

If yes, i.e. you consider that there are gaps or omissions, please tell us what you think is

missing. If appropriate, please include the relevant paragraph numbers in your response.

Question 26 comments:

15. Delivery partners and advisory bodies

15.1 The success of any food growing strategy will depend on inclusive partnership working with key stakeholders and advisory bodies providing advice and guidance to local authorities. We include the following examples of delivery partners and umbrella organisations who should be considered, but this list is byno means exhaustive:

Advisory bodies

Tripartite Group[70]

15.2 In 2016, a Tripartite Group was established by Scottish Ministers to develop constructive dialogue with key allotment stakeholders and to monitor the implementation of Part 9.

15.3 The group consists of:

1. Local authority representatives (primarily allotment officers);
2. Scottish Allotments and Gardens Society (SAGS) members;
3. Scottish Government officials.

15.4 The Group meets quarterly and is accountable to the Cabinet Secretary for Environment, Climate Change and Land Reform.

Grow Your Own Working Group[71]

15.5 The Scottish Government established and continues to support the Grow Your Own Working Group. The terms of reference for the group were to take forward the aspects of the National Food and Drink Policy 'Recipe for Success' relating to growing your own food. This included:

- Ensuring that allotments and GYO projects are strategically supported, and their objectives are, too;
- Providing practical advice and best practice guidance that would appeal to public bodies, communities and individuals to help them develop local GYO initiatives.

15.6 The group was set up in December 2009 and produced a Recommendations Report [72] in February 2011. The report detailed 27 recommendations under 6 themes – planning, legal, skills, community land, guidance and funding.

15.7 In September 2016, the Grow Your Own Working Group delivered a national food growing strategy event[73] aimed at local authorities and the third sector to explore the details of Section 119 of the Act. Elements of that event, for example discussions around identifying land, increasing provision and working in areas of socio-economic disadvantage have helped to shape this statutory guidance to local authorities.

15.8 Members of the Grow Your Own Working Group include Social Farms and Gardens, Scottish Allotments and Gardens Society, Greenspace Scotland, Central Scotland Green Network Trust, Nourish Scotland, and more.

Delivery partners

Social Farms and Gardens[74]

15.9 Social Farms and Gardens, created through the merger of the Federation of City Farms and Community Gardens and Care Farming UK, is a registered charity working across the UK to support, represent and promote community-managed farms, gardens, allotments and other green spaces, creating opportunities for local communities to grow.

15.10 In Scotland, Social Farms and Gardens has over 150 members. Membership is free to community managed organisations, and works to help empower local people of all ages, backgrounds and abilities to build better communities, often in deprived areas, and to make a positive impact on their surrounding environment.

15.11 Social Farms and Gardens provides core services including the provision of training, advice and publications. Specialist services include the Community Land Advisory Service, Growing Together, and Care Farming. Their members cover a total of 130 acres of land, employ over 200 people, give opportunities to approximately 4,000 volunteers, and host approximately 100,000 visitors a year.

Greenspace Scotland[75]

15.12 Greenspace Scotland is a social enterprise and an independent charitable company. They work with a wide range of national and local partners to improve the quality of life of people living and working in urban Scotland through the planning, development and sustainable management of greenspaces as a key part of the green infrastructure of our towns and cities. Their goal is that everyone living and working in urban Scotland has easy access to quality greenspaces that meet local needs and improve their quality of life.

15.13 Greenspace Scotland developed the Our Growing Community toolkit to help Scottish communities explore new places and more ways to grow their own food and has since supported Twechar Community Action (East Dunbartonshire) to develop a growing map and action plan for Twechar – Edible Twechar. More information is available at: http://greenspacescotland.org.uk/community-growing.aspx

15.14 Greenspace Scotland has worked with Aberdeen City, Clackmannanshire, Dundee, Falkirk, Glasgow and East Dunbartonshire Council to support the development of their Local Food Growing Strategies. A suite of learning notes based on this work are available from the Greenspace Scotland website.

Scottish Allotments and Gardens Society[76]

15.15 The Scottish Allotments and Gardens Society works for allotment sites and allotment holders throughout Scotland to protect sites by:

- Networking among allotment associations;
- Campaigning nationally and locally;
- Raising awareness of the planning process and new legislation.

Preserve skills in gardening and design through:

- Recording the ongoing history of allotments;
- Coordinating the conservation of seeds and plants.

Promote the value of allotments for:

- Healthy activity and good food;
- Celebrating our open air communities;

- Saving the ecosystem and enhancing biodiversity.

The Scottish Allotments and Gardens Society also produced Scotland's Allotment Site Design Guide in 2013.[77]

Trellis[78]

15.16 Trellis is a national organisation for therapeutic gardening and supports over 376 projects that help people to transform their lives through growing activities and green spaces.

15.17 Their garden projects work to tackle health inequalities, poor diet and many health conditions including depression and stroke. Over 90% of these projects dedicate part, or all, of their growing space to food.

15.18 Trellis provides information services, training, advice, good practice exchange, a collective voice and hands-on support in the field to help garden projects succeed, maximising health benefits for more than 9,000 people every week.

16. Waiting Lists Management

16.1 It is recognised that local authorities may face difficulties in providing additional land for allotment sites and in resourcing such a policy. The ongoing requirement for additional allotment sites will remain visible through local authority waiting lists, however local authorities may wish to consider parallel activity to identify other food growing options. The provision of other food growing options must not be used by local authorities as a reason to provide fewer allotments, unless waiting lists show this is necessary as people opt to remove themselves from the list.

16.2 Care should be taken to distinguish between strategic requirements with regard to Grow-Your-Own opportunities and allotments. One is not a substitute for the other.

16.3 To assist those wanting access to food growing land, local authorities may wish to identify and signpost prospective tenants to other food growing options whilst activity is ongoing to identify additional land for allotment sites, and while local authorities consider how they intend to meet the requirements set out in section 112 (Duty to provide allotments). Prospective allotment tenants on the waiting list who are signposted to other food growing options may or may not decide to take up such alternative food growing options, however they will remain on the allotments waiting list unless they decide to remove their name voluntarily.

16.4 Local authorities should also consider what relevant training or mentoring opportunities or informative websites that they can direct prospective tenants to when signposting them to other food growing options. This will help to address the lack of growing skills and knowledge as discussed in paragraph 13.3 above in preparation for prospective tenants undertaking food growing activities.

Question 27 Are paragraphs 15.1 to 16.4 of the FGS statutory guidance clear and understandable, to allow the local authority to deliver its statutory obligationsunder Part 9?

No

If no, i.e. you consider that the guidance is not clear and understandable, please tell us why you think this, and how it needs to be improved. Please include the relevant paragraph numbers in your response.

Question 27 comments:

16.2 – as per Q3, clarification sought as to whether requests for raised beds / community growing areas should be retained on a separate waiting list and does this fall under the legislation given there is no lower limit on a 'specified area' for an allotment.

Question 28 Are there any gaps or omissions in paragraphs 15.1 to 16.4 of the FGS statutory guidance?

No

If yes, i.e. you consider that there are gaps or omissions, please tell us what you think is missing. If appropriate, please include the relevant paragraph numbers in your response.

Question 28 comments:

17. Food growing strategy template

17.1 The local authority's food growing strategy (FGS) should be delivered and reviewed through the local FGS template for the authority's area. Local authorities are required to review their strategy at least every five years.

17.2 The local authority's FGS template may include, but is not limited to, the points listed in the template provided at Annex A.

17.3 Where appropriate, the FGS template should reflect upon identified and timelined actions; any delivery partners; what resources are required; funding requirements; and expected outputs and outcomes.

17.4 Local authorities can use the proposed template as they see fit. Authorities can use the template in its form as set out in Annex A, or the headings can be extracted from the template for use in another format, should this be preferable to the individual authority.

Annex A

<Local authority name> Local Food growing Strategy <date range>	
Topic	**Local Authority comments**
Vision – of the authority's strategy. The authority's food growing strategy will set out the overall vision of what the particular strategy is to achieve over the next 5 years in that authority's area. The vision may be that the authority plans to make more growing space available in its local area to meet the requirements of section 112 of the Act, or to provide additional support and training to those undertaking or wishing to undertake grow your own activities who lack the necessary skills to do so, or to target specific health / social improvements in its area through promoting grow your own. The vision of the strategy will be tailored towards the needs of that particular authority, and will identify and set out how needs or gaps identified by the authority will be addressed.	
Any relevant background – to the authority's particular strategy approach which is not captured in other areas of the template, such as background to particular local issues it addresses, approaches to stakeholder engagement, or how the food growing strategy links to other local authority health / biodiversity / social / economic policies etc.	
(10.1-10.6) **Impacts and benefits to be realised** – Consider social / economic / health / education / environmental benefits to be gained from current / future plans set out in the strategy.	
(9.1-9.4) **Goals** – consider how the goals are being met by the strategy.	
(8.1-8.10) **Planning** – interactions / outcomes with local authority planning partners e.g. inclusion of allotments or other growing spaces on Local Development Plans / master-plans for areas of development / housing expansion etc.	
(11.1-11.5) **Identification of land** – consider whether all forms of land and growing spaces are being considered. Include explanation of why certain types of land are excluded or why it is not	

appropriate to consider them	
(11.6-11.16) **Outcome of the land audit** – audit and map sites of growing space and locations of demand. Authorities should audit and map all existing allotment sites and other growing spaces so that the authority can set out its current position. The authority should also map newly identified / future proposals for growing land/growing spaces. Authorities should map demand, both current and anticipated future demand to take account of planned housing developments etc. Details of the audit and mapping activities should include processes used / not used / outcomes.	
(13.1-13.3) **Stakeholder engagement** – details of the stakeholder engagement or consultation carried out to implement the steps set out in the strategy.	
(8.1-8.10, 11.1-11.16) **Reasonable steps** – if required to take reasonable steps under section 112(1), the steps the local authority has taken or intends to take to increase its provision of (i) allotments and (ii) other grow-your-own sites where there is an identified need. (iii) Particularly whether, and how, the authority will increase suitable growing space in communities which experience socio-economic disadvantage.	
(13.3, 14.1-14.3) **Assistance to community growing groups** – detail any assistance (financial and non-financial) provided to local community groups and details of information and training opportunities for people who want to get involved in allotments or grow-your-own.	
Other information – the authority should include any further information relevant to their local area which should be included in their food growing strategy. This may, for example, include any training programmes, sources of help or other assistance available.	
Review date – the date the authority's strategy as a whole is to be reviewed. If there are any actions or steps to be reviewed before the next strategy review date, how and when they will be monitored and reviewed.	

Question 29 Are paragraphs 17.1 to 17.4 and Annex A of the FGS statutory guidance clear and understandable, to allow the local authority to deliver its statutory obligations under Part 9?

Yes

If no, i.e. you consider that the guidance is not clear and understandable, please tell us why you think this, and how it needs to be improved. Please include the relevant paragraph numbers in your response.

Question 29 comments:

Question 30 Are there any gaps or omissions in paragraphs 17.1 to 17.4 or Annex A of the FGS statutory guidance?

No

If yes, i.e. you consider that there are gaps or omissions, please tell us what you think is missing. If appropriate, please include the relevant paragraph numbers in your response.

Question 30 comments:

Annex B

Planning / food growing strategy flowchart (see separate attachment)

Question 31 Is Annex B of the FGS statutory guidance clear and understandable, to allow the local authority to deliver its statutory obligations under Part 9?

Yes

If no, i.e. you consider that the chart is not clear and understandable, please tell us why you think this, and how it needs to be improved.

Question 31 comments:

Question 32 Are there any gaps or omissions in Annex B of the FGS statutory guidance?

No

If yes, i.e. you consider that there are gaps or omissions, please tell us what you think is missing.

Question 32 comments:

Question 33 Do you have any other comments about this statutory guidance?

Yes

If yes, please provide full details.

Question 33 comments:

The guidance recognises the provisions of the new Planning Bill and may require changes to be made to it. Reference is made in particular to a review of permitted development rights which could result in some elements of allotment/growing space development not requiring planning permission. In terms of provision of growing spaces within developments, clarification is sought on whether financial contributions in lieu of on site provision would be acceptable.

SOUTH LANARKSHIRE COUNCIL

Report

Agenda Item

20

Report to:	**Community and Enterprises Resource Committee**
Date of Meeting:	**21 August 2018**
Report by:	**Executive Director (Community and Enterprise Resources)**

Subject:	**Proposed Renaming of Forth Sports and Community Centre and Erection of Willie Waddell Memorial Plinth**

1. Purpose of Report

1.1. The purpose of the report is to:-

- seek approval to rename Forth Sports and Community Centre and for the erection of a commemorative plinth within its grounds.

2. Recommendation(s)

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

(1) that Forth Sports and Community Centre be renamed 'The Willie Waddell Sports and Community Centre'; and

(2) that a commemorative plinth to Willie Waddell be erected and placed in the grounds of the Centre.

3. Background

3.1. In September 2017, the Willie Waddell Memorial Committee contacted the Council to request permission to change the name of the Forth Sports and Community Centre to the "Willie Waddell Sports and Community Centre" and to have a memorial erected within the Centre's grounds in recognition of his football achievements.

3.2. Willie Waddell was born in Forth in 1921 and began his football career by playing with Forth Wanderers. He went on to have a long and successful career playing for Glasgow Rangers and Scotland before becoming the manager of Kilmarnock, then Rangers with whom he won the European Cup Winners Cup in 1972. Thereafter, he became General Manager and a Director of Rangers.

3.3. He died in 1992 and the Willie Waddell Memorial Committee was formed on the 25th anniversary of his death with the purpose of erecting a fitting tribute to his achievements.

3.4. The Council advised the Willie Waddell Memorial Committee that it would consider renaming the Sports Centre provided it could be assured that what was being proposed had the broad agreement of the residents of Forth and its surrounding area.

3.5. The proposals will be in line with existing naming conventions for sports centres as South Lanarkshire has already recognised the achievements of locally born footballers through the Alistair McCoist Sports Centre in East Kilbride, the John Cummings Stadium in Carluke and the Jock Stein Centre in Hamilton.

4. Proposal

4.1. The Willie Waddell Memorial Committee has now conducted this wider consultation and is able to demonstrate broad local support for their proposals including from Willie Waddell's surviving family, namely his daughter and two sons, and the three elected members of Ward 2 (Clydesdale North). South Lanarkshire Leisure and Culture Ltd (SLLC) are also aware of the proposals and have advised that they have no objections.

4.2. The Willie Waddell Memorial Committee has committed to fully funding all works required to rename the sports centre and erect the memorial plinth. The associated costs have yet to be fully determined, however, costs of between £4,000 to £8,000 are considered a reasonable estimate at this stage, depending on design.

5. Employee Implications

5.1. There are no employee implications associated with this proposal.

6. Financial Implications

6.1. There are no financial implications for the Council as the Memorial Committee has committed to fully fund the initiative.

7. Other Implications

7.1. There are no risk or sustainability implications associated with this proposal.

8. Equality Impact Assessment and Consultation Arrangements

8.1. 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.

8.2. Appropriate consultation has been undertaken.

Michael McGlynn
Executive Director (Community and Enterprise Resources)

10 July 2018

Link(s) to Council Values/Ambitions/Objectives

- Fair, Open and Sustainable

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:-

David Booth, Operations Manager
Ext: 5302 (Tel: 01698 455302)
E-mail: david.booth@southlanarkshire.gov.uk

SOUTH LANARKSHIRE COUNCIL

Report

Agenda Item

21

Report to:	**Community and Enterprise Resources Committee**
Date of Meeting:	**21 August 2018**
Report by:	**Executive Director (Community and Enterprise Resources)**

Subject:	**Fleet Asset Management Plan 2018**

1. Purpose of Report

1.1. The purpose of the report is to:-

- advise Committee on the outcomes of the 2018 Fleet Asset Management Plan.

2. Recommendation(s)

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

(1) that the 2018 Fleet Asset Management Plan Key Facts be noted.

3. Background

3.1. The Executive Committee, at its meeting held on 22 September 2010, approved the implementation of an extended model for Corporate Asset Management from 2011. This included developing Asset Plans across a number of service areas, in line with CiPFA guidance, and summarised, under an overarching Corporate Asset Management Plan, which demonstrates how each area supports corporate objectives. The Service Areas are Property, Housing, ICT, Roads Infrastructure and Fleet.

3.2 The Fleet Asset Management Plan provides a key source of information and direction on vehicles and is key in determining strategic decisions and defining how the fleet assets are efficiently and effectively utilised. This will ensure that vehicles provide resilient services to meet the changing needs of the Council.

4. Outcomes of the 2018 Fleet Management Plan

4.1. The Asset Management Plan contains information and data relating to the Council's fleet of vehicles. As at January 2018, Fleet Services manage and maintain 1,411 vehicles with 48% of the Council's vehicles 3 years old or less.

4.2. Of these, 182 vehicles weigh over 3.5 tonnes and are, therefore, subject to specific statutory obligations under the Council's Operating Licence. Fleet Services also provide passenger transport services to Education and Social Work Resources.

4.3. Fleet Services seeks to assess cross-Resource Fleet needs and identify a preferred service delivery model which will reduce costs via efficiencies while continuing to provide a reliable fleet to meet operational needs. The Plan also highlights a further year of reduced spend on casual hire vehicles and a reduction in the fleet carbon produced. The reduction in casual hire spend is mainly due to either reducing the number of vehicles required on a short term basis and converting long term hires to operating lease arrangements. The latter increases the number of fleet vehicles and is financially beneficial. Key Facts are detailed in Appendix 1.

5. Employee Implications

5.1. There are no Employee Implications contained within this report.

6. Financial Implications

6.1. The details of the Plan will influence future investment decisions and capital bids, but there are no direct Financial Implications from the production of the Fleet Asset Management Plan.

7. Other Implications

7.1. There are no significant issues in terms of sustainability or risk.

8. Equality Impact Assessment and Consultation Arrangements

8.1. 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.

8.2. The statutory Consultation Authorities have confirmed that the Asset Management Plan is exempt from Strategic Environmental Assessment as its implementation will have minimal effect in relation to the environment.

Michael McGlynn
Executive Director (Community and Enterprise Resources)
9 July 2018

Link(s) to Council Values/Ambitions/Objectives

- Improve the road network, influence improvements in public transport and encourage active travel
- Work with communities and partners to promote high quality, thriving and sustainable communities
- Accountable, effective, efficient and transparent

Previous References

- Executive Committee report September 2016
- Community and Enterprise Committee Report, Roads Asset Management Plan – 2017 Update, October 2017
- Community and Enterprise Resources Committee Report, Fleet Asset Management Plan 2017, 12 December 2017

List of Background Papers
None

Contact for Further Information
If you would like to inspect the background papers or want further information, please contact:-
Shirley Clelland, Head of Fleet and Environmental Services
Ext: 4708 (Tel: 01698 454708)
E-mail: shirley.clelland@southlanarkshire.gov.uk

Appendix 1 – Fleet AMP Key Facts

Number of Vehicles Operated by Resources

As at January 2018, fleet assets comprised 1411 vehicles operated across all Council Resources. A summary of the assets is as follow:

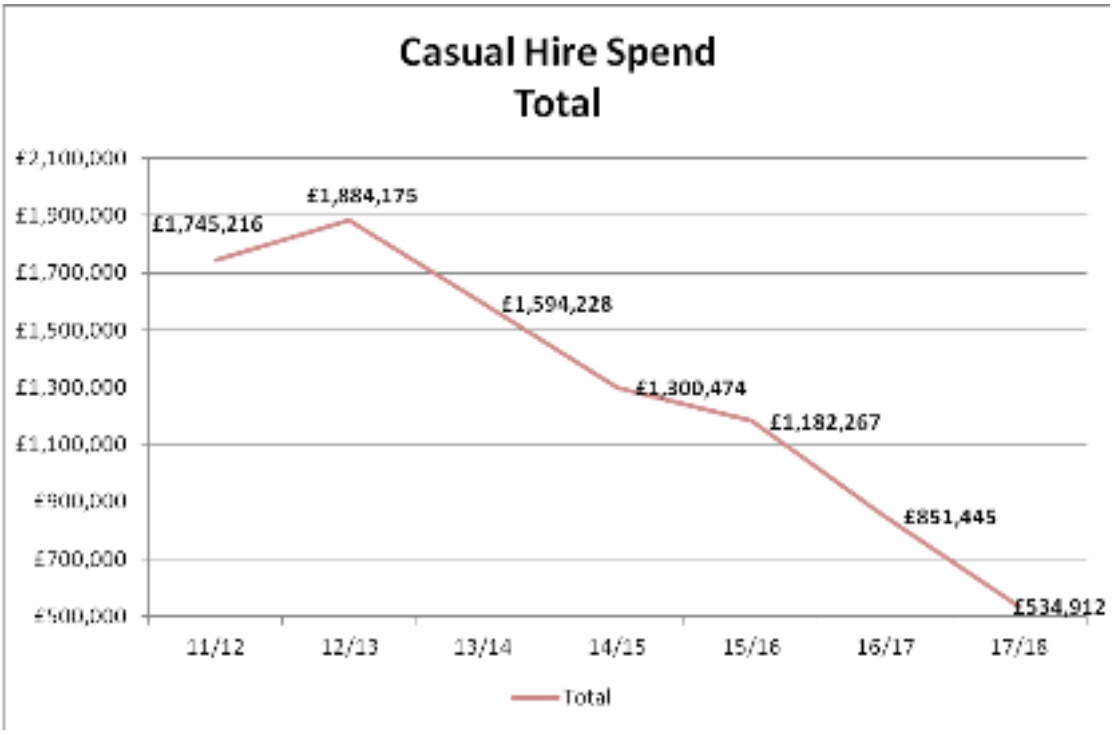
	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18
Community	350	453	544	567	575	569	517	517
Corporate	1	3	3	3	3	3	3	2
Education	18	24	35	36	34	32	37	35
Enterprise	132	137	147	167	149	146	142	148
Housing and Tech	368	404	434	460	507	544	536	541
Social Work	76	100	87	97	97	114	143	143
Leisure Trust	24	20	22	23	28	27	25	25
Total	**969**	**1141**	**1272**	**1353**	**1393**	**1435**	**1403**	**1411**

Fleet: Age Profile

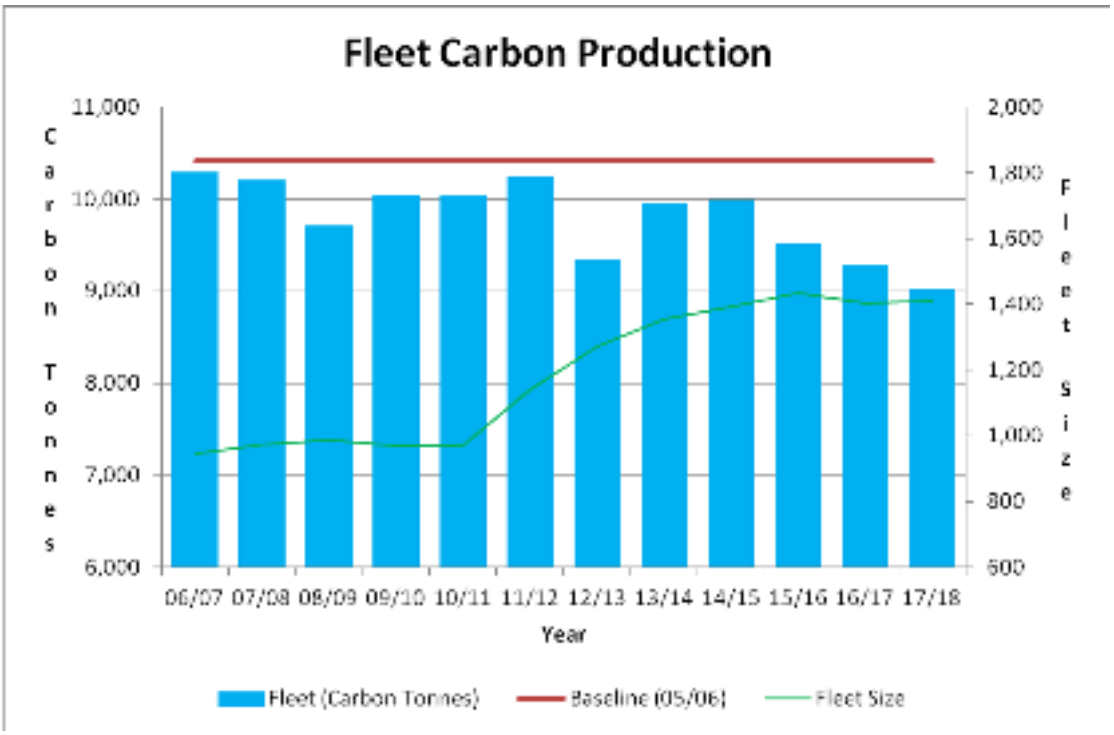
As at January 2018, 48**%** of the Council's vehicles were 3 years old or less:

	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18
Under a year	193	225	401	167	194	158	74	267
1 year old	150	371	260	307	166	195	134	29
2 years old	295	111	362	273	425	177	189	167
3 years old	151	315	83	314	291	434	161	207
Older than 3 years	180	119	166	292	317	471	845	741
Total	**969**	**1141**	**1272**	**1353**	**1393**	**1435**	**1403**	**1411**

Casual Hire Spend – Trend



Carbon Management



Agenda Item

22

Report

Report to:	**Community and Enterprise Resources Committee**
Date of Meeting:	**21 August 2018**
Report by:	**Executive Director (Community and Enterprise Resources)**

Subject:	**Roads Asset Management Plan – 2018 Update**

1. Purpose of Report

1.1. The purpose of the report is to:-

- Provide an update on the Roads Asset Management Plan (RAMP)

2. Recommendation(s)

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

(1) that the contents of the report be noted.

3. Background

3.1. The Executive Committee, at its meeting held on 22 September 2010, approved the implementation of an extended model for Corporate Asset Management from 2011. This included developing Asset Plans across a number of service areas, in line with CiPFA guidance, and summarised, under an overarching Corporate Asset Management Plan, which demonstrates how each area supports corporate objectives. The Service Areas are Property, Housing, ICT, Roads Infrastructure and Fleet.

3.2. Within the Council, the Corporate Asset Management Plan (AMP) is reviewed annually and, being the Council's single largest asset group, the RAMP is a key component of the corporate document.

3.3. The development of RAMPs across Scotland provides an excellent example of collaborative working across all thirty two councils. A four year project, in which all Councils participated, was completed in 2016. The good progress achieved is now being developed further via a successor project in which all Scottish councils are again participating.

3.4. The main purpose of developing the RAMP is to:-

- ensure we have a sound knowledge of the extent and condition of our main asset groups
- understand where any knowledge gaps exist and consider how these might be addressed
- understand the level of current investment on each asset group and the associated condition trend

3.5. The road "asset" consists of the following main asset groups.

Asset Type	Asset Description and Components
Carriageway	The part of the road used by vehicles. This asset group includes drainage systems, lay-bys, bus lanes, traffic calming and verges.
Footway, Footpaths and Cycleways	Footway – used by pedestrians adjacent to the carriageway Footpaths – used by pedestrians remote from the carriageway Cycleways – used by both pedestrians and cyclists Pedestrianised Areas
Structures	Primarily bridges and culverts with a span greater than 0.9 metres and retaining walls with minimum retained height of 1.35 metres.
Street Lighting	Includes lamps, columns, ducts, cabling, control pillars, illuminated road signs and bollards and festive lighting
Traffic Management Systems	Signalised junctions and pedestrian crossings, detection equipment, ducts and cabling
Street Furniture	Vehicle restraint systems (safety fence)

4. Carriageway Asset

4.1. The Council is responsible for a total of 2295 kilometres (1426 miles) of carriageway. The Council's carriageway network is divided into four classifications A, B, C and Unclassified.

4.2. Inventory records are accurate for the lengths of road; however, the widths of the road are estimated based on classification of the road. Over time, these widths will be collected and added into our network management system and will aid with quantification and refinement of the valuation of the carriageway asset.

4.3. The carriageway asset Gross Replacement Cost of the recorded asset as derived utilising the Asset Valuation tool developed by Society of Chief Officers of Transportation in Scotland (SCOTS) is £2.3 billion.

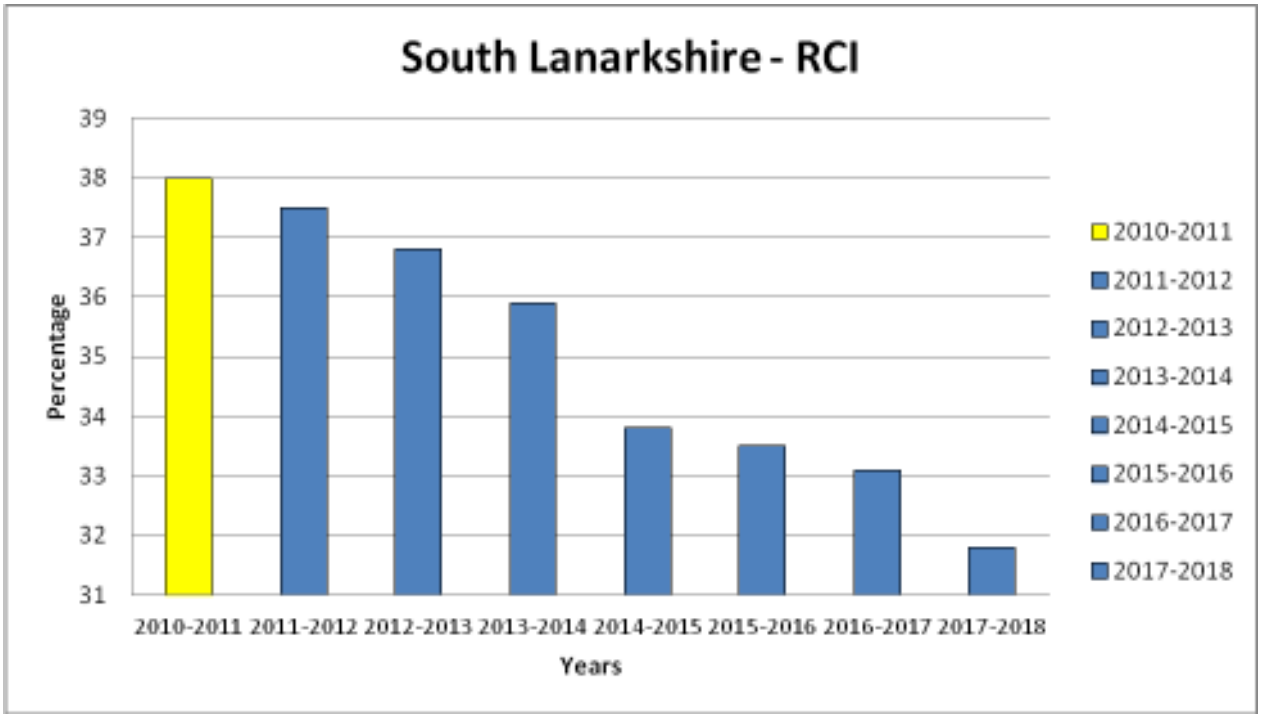
4.4. Safety inspections are carried out in accordance with the Guidance Document for Road Safety Inspections and Defect Categorisations. This manual takes cognisance of the guidance contained within Well-Maintained Highways Infrastructure Code of Practice. These safety inspections are carried out on a monthly, three monthly or annual basis depending on the carriageways hierarchy. Repair needs identified during these inspections are then completed within appropriate timescales.

4.5. In addition to these inspections, regulatory inspections to deliver our obligations under the New Roads and Street Works Act 1991 (NRSWA) and the Transport Scotland Act 2005 are also carried out.

4.6. Annually the Scottish Roads Maintenance Condition Survey (SRMCS) is undertaken on our road network by independant contractor WDM Ltd. This survey assesses 100% of our A class carriageways in one direction, with the other direction being surveyed the following year. 50% of our B and C class roads are surveyed with the whole of the B and C class network being surveyed over a four year period. Only 10% of our unclassified road network is completed each year. This survey produces our Road Condition Index (RCI) based on the percentages above and applied to the whole of the network. The survey identifies for each 10 metre section of road, whether it falls into the red category (requires maintenance) amber (should be considered for maintenance) or green (serviceable). The RCI is published each year as a national performance indicator.

4.7. In 2017 SCOTS requested that the backlog was recalculated by WDM Ltd, based on the latest SRMCS survey data at the time. The backlog calculation for carriageway maintenance was £83.3 million in 2017. This is the sum of money required to be invested in a single year to bring the road network back to a serviceable standard.

4.8. The condition of our carriageways has improved from an RCI of 38.0 in 2010/2011 to 31.81 in 2017/2018 as shown in the table below.



4.9. Our position in Scotland RCI ranking has improved from 19th in 2013/2014 to 10th in 2017/2018, albeit almost a third of our roads still require to be considered for maintenance.

4.10 An independent assessment was undertaken by WDM Ltd to calculate the Steady State cost for our network in 2009 and again in 2017. The steady state is the amount of planned resurfacing required to maintain carriageways in their current condition. In 2017, the steady state figure was £11.048m.

4.11 With the current Roads Investment Plan (which provides funding of £12m per annum) ending in March 2019, there is a requirement to review investment in road resurfacing. In doing so, it is important to bear in mind that the need to improve the condition of the network is assessed on an individual basis to support, justify and prioritise expenditure.

5. Footway Asset

5.1. Inventory records indicate that the Council is responsible for a total of 2425 kilometres (1506 miles) of footway. The majority of the Council's footway network is contained within the urban area.

5.2. Inventory records for footways are limited and the length of footway network is an estimated length based on there being two footways on each length of carriageway within the urban area. All of the footways have been estimated as having a two metre width.

5.3. The footway asset Gross Replacement Cost of the recorded asset is estimated at £499.60 million.

5.4. Inspection arrangements and maintenance categories are similar to those for carriageways.

5.5. There is not a national condition survey for footways similar to that which is undertaken for carriageways. Instead, priorities for resurfacing are established via the local knowledge of our inspectors taking into account, in particular, the condition of a footway and its level of use.

5.6. We do not currently have a full assessment of the extent of the maintenance backlog on footways so the first steps have been taken to enhance backlog information. A total sample survey of 59.2% of our estimated footway length was undertaken in calendar years 2014, 2015, 2016 and 2017 which indicated that 16.2% of our footways should be considered for maintenance purposes. The estimated steady state figure for footway maintenance is £0.8million.

5.7 While capital investment of £1m was made available for footways in the current year, there is a need to consider future funding needs and these are being reviewed.

6. Lighting Asset

6.1. The Council has 58,564 lighting columns, 64,540 luminaires, 2,160 control pillars and an estimated 1,873 kilometres (1164 miles) of cabling.

6.2. Inventory records for lighting columns, luminaires and control pillars are accurate. Inventory of the cabling network, and knowledge of its condition, is limited, most of it being hidden underground.

6.3. Although no backlog model has been developed as yet, the percentage of lighting columns exceeding their design life (30 years) is 36.8%, giving the Council the sixth oldest lighting column stock in Scotland. The cost to replace all of these columns at current rates would be £43.963 million. The cost to maintain the lighting asset in its current condition (steady state) is £1.18million.

6.4. The trend in columns beyond their design life has improved from 48% in 2015 to 36.5% at present.

6.5. On 11 March 2015, the Executive Committee approved investment of £19.56m for the conversion of our existing street lighting to LED and further investment to replace 7,029 of our oldest lighting columns over a 5 year period. To date, 57,294 lanterns have been converted to LED and 7,054 columns have been installed, representing a position close to completion of the programme.

6.6 While progress has been made in improving the age profile of our lighting columns, we still have among the most aged lighting column stock in Scotland, albeit we have improved from having the second oldest stock to the sixth oldest. Consideration consequently requires to be given to further investment to prevent further regression in the overall condition of our lighting stock.

7. Structures Asset

7.1. The Council is responsible for a total of 744 structures which includes road bridges, footbridges, culverts and subways together with a currently unquantified number of road related retaining walls.

7.2. Good records are held for the majority of these assets, however, there are currently limited records held by the Council in respect of road related retaining walls.

7.3. The current Gross Replacement Cost of the Structures asset is estimated at £253.4m. This figure does not include the replacement cost of any road related retaining walls.

7.4. Bridge inspections are carried out in accordance with the guidance and recommendations of the "Well Managed Highway Infrastructure: A Code of Practice" published by the UK Roads Liaison Group. This recently published Code encourages the use of a risk based approach toward identifying bridge inspection intervals. At present, General Inspections are carried out every two years and Principal Inspections every six years on all structures with a span in excess of 0.9m. More frequent Special Inspections are carried out on structures where more specific monitoring of condition is appropriate (e.g. where assessments have indicated potential capacity issues).

7.5. Routine repairs that are identified during the bridge inspection process are prioritized, taking into account the severity and extent of the defect which has been observed.

7.6. There are 102 steel bridges within the structures asset. Properly specified and applied protective paint systems are expensive but serve to prolong the life span of steel structures and can substantially extend intervals between maintenance and repair operations. The introduction of a formalised maintenance painting regime for our steel bridges would be of significant benefit. Currently this work is tackled on an ad-hoc basis as funding permits.

7.7. Current investment for 2017/2018 is £0.77m per annum. This is broadly similar to previous years. The cost to maintain the structures asset in its current condition (steady state) is £2.79 million.

7.8. In addition to the inspection process discussed above, a national assessment programme, carried out to determine the suitability (i.e. strength) of the bridge stock for the introduction of 40/44 tonne vehicles onto the road network, revealed 123 bridges to be below desirable load bearing standards. A comprehensive bridge strengthening programme has, in recent years, seen excellent progress in addressing the Council's weak bridges. Of the 123 bridges which failed the assessment, only 14 remain to be addressed.

7.9 There are specific issues at Ponfeigh Bailey Bridge, Douglas Water, which is currently closed, and Clyde Bridge, Thankerton which is in poor condition and weight restricted. In each case, remedial costs are estimated at £3m.

7.10 The bridge assessment process included a risk analysis of vehicle containment characteristics at each bridge location. The results of the analysis revealed that, in terms of risk and containment, parapets on 8% of the Council's bridge stock require to be upgraded. A programme to improve vehicle containment capability at these structures has been initiated, but progress has been limited as a consequence of funding availability. As it stands, 59 structures have been identified as high priority for improvement measures. However, if current funding levels continue to be provided, and depending on the nature and priority afforded to other commitments arising, the completion of several containment improvement schemes per year is anticipated. In terms of risk and containment, the need for upgrading works at the remaining 92% of bridges is currently considered low.

7.11 The condition of all highway structures is determined following a General or Principal Inspection and rated in accordance with the ADEPT Bridge Condition Index (BCI) Guidance. BCI values are generated from ratings apportioned to the severity and extent of defects recorded during a bridge inspection and can be interpreted broadly as the percentage condition score of a bridge or a group of bridges. Separate BCI figures are derived to account for the condition of all structural elements of a bridge (BCI_{av}) and for the condition of those elements defined as being of very high importance (BCI_{crit}). The condition indicators for the entire bridge stock as a single group over the past six years are as follows:

Year	BCI_{av}	BCI_{crit}
2012-13	85.67	74.62
2013-14	85.68	74.60
2014-15	84.91	75.72
2015-16	84.49	75.14
2016-17	84.09	73.02
2017-18	83.83	72.20

7.12 As noted from the above table, the second and third columns show that BCI_{av} and BCI_{crit} values for the entire asset fluctuate slightly over time but have remained within the range of "good condition" (BCI value 80-90) and "fair condition" (BCI value 65-80) respectively throughout the last six years. It should be noted, however, that there was a decrease in the value of both indicators in 2017-18 and that the overall trend has been one of condition regressing.

7.13 The assembly of a register of road related retaining walls within South Lanarkshire was commenced in 2014/2015. The retaining wall asset will be of significant magnitude and the formation of the database, which will contain several thousand items, is a long term commitment for the Council. The code of practice suggests that all road related retaining walls should be subject to the same type of inspection regime as is currently carried out on bridges and culverts (see paragraph 7.4).

7.14 Again, there is a need for the Council to consider future funding requirements for work of the type described above relative to other priorities.

8. Traffic Signals

8.1. The Council is responsible for 218 sets of traffic signals and controlled pedestrian crossings. The numbers and different types of installations are listed below: -

- 101 Traffic Signals
- 74 Puffins
- 15 Pelicans
- 28 Toucans

8.2. Many of the traffic signals in South Lanarkshire are old, utilise older computer technology and are energy inefficient. In recent years the Council has initiated a programme to replace older traffic signals and pedestrian crossings with modern ones. The replacement of an average traffic signal junction costs in the region of £180k and a pedestrian crossing around £60k. Based upon the existing level of Council funding, we are able to renew one traffic signal junction per year or 2 pedestrian crossings. External funding does allow other infrastructure to be renewed but this is variable. These new installations both maximise the safety benefits to all road users and improve the flow of traffic using modern computer control systems such as Microprocessor Optimised Vehicle Actuation (MOVA) and Split Cycle Offset Optimisation Technique (SCOOT).

8.3. We typically receive and respond to over 1000 traffic signal faults annually.

8.4. The gross replacement value of all traffic signal apparatus is currently estimated at a value of £28.3 million. The cost to maintain the traffic signal asset in its current condition (steady state) is £0.75million.

8.5. In 2017/2018, funding of around £960k will be directed towards investment in traffic signal infrastructure but this is not guaranteed to any extent in future years and relies significantly on external funding.

8.6. At present, the Council is seeking to work to a 15 year lifecycle plan, albeit each installation is assessed in terms of its individual condition to determine the need to replace. Any plan longer than this would result in reliability issues arising and over recent years some installations have simply failed resulting in emergency replacement works being necessary. The Council currently has 29 sets of traffic signals and 28 pedestrian crossings that are 15 years old or older. This is an increase of 17 pedestrian crossings compared to the previous year. The age of the equipment is increasing quicker than replacement equipment is being installed, therefore, the trend for the overall condition of the asset continues to decrease annually.

9. Street Furniture - Vehicle Restraint Systems

9.1 Within South Lanarkshire Council, there are currently approximately 380 vehicle restraint systems, totalling approximately 34.6 Km. At present, 320 vehicle restraint systems have been surveyed in detail. Approximately 20% of our systems have

reached the end of their serviceable life (life expired) due to having timber posts suffering from rot. Some systems have also suffered from extensive corrosion. Approximately 10% of existing systems are damaged, and an estimated 95% of the systems surveyed would not comply with current design standards.

9.2 The estimated gross replacement cost of the vehicle restraint systems which would bring the systems up to current standards is £8.89 million

9.3 The estimated cost to replace currently life expired and damaged systems is £2.12 million.

9.4 The estimated annual cost to maintain the asset in its current condition (steady state) is £0.4million.

9.5 Again, consideration requires to be given to funding the necessary upgrading.

10. Summary of Roads Assets

10.1. Carriageway asset is in an improving condition as a result of significant additional investment. However, additional investment will be required beyond March 2019 if this progress is to be maintained and recent improvements protected.

10.2. Footway asset inventory is limited both in terms of the asset itself and its condition. From the information we have, 16.2% of our network requires to be considered for maintenance. The most recent Household Survey of 2014 makes it clear that the condition of our footway network is a matter of public concern.

10.3. The lighting asset was aged in terms of columns with an inefficient energy configuration. However, the lighting investment programme which is now nearing completion, will reduce energy use by half and replace 7,253 of the oldest lighting columns representing significant progress. Given, however, we still have the sixth oldest street lighting stock in Scotland, medium term investment requires to be identified.

10.4. Bridge condition is generally reasonable albeit condition assessment indicates slow regression. Good progress has been made in dealing with bridges assessed as being inadequate for current loading standards; however, greater investment is required in repainting major steel bridges and attention is also required to the many bridges with potentially weak parapets. Significant issues also exist at a number of specific locations.

10.5. The condition of traffic signal equipment is deteriorating as the current replacement programme is not sufficient to upgrade the number of installations that are greater than 15 years in age.

10.6 The condition of the vehicle restraint systems is such that a significant number are beyond their design life.

11. Employee Implications

11.1. There are no employee implications associated with this report.

12. Financial Implications

12.1. There are no financial implications associated with this report. However, capital funding bids will be made as opportunities arise to seek to maintain or improve the condition of key assets.

13. Other Implications

13.1. There are no implications in terms of sustainability or risk in relation to the information contained within this report.

14. Equality Impact Arrangements and Consultation Arrangements

14.1. 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.

14.2. At this stage no further consultation is necessary

Michael McGlynn
Executive Director (Community and Enterprise Resources)

12 July 2018

Link(s) to Council Values/Ambitions/Objectives

- Improve the road network, influence improvements in public transport and encourage active travel

Previous References

- Community and Enterprise Resources Committee – 3 October 2017

List of Background Papers

- Roads Asset Management Plan – 2018 Update

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact: - Gordon Mackay, Head of Roads and Transportation Services
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