

## ENTERPRISE SERVICES COMMITTEE

Minutes of meeting held in Committee Room 1, Council Offices, Almada Street, Hamilton on 19 March 2013

### Chair:

Councillor Chris Thompson

### Councillors Present:

John Anderson, Ralph Barker, Robert Brown, John Cairney, Peter Craig, Angela Crawley, Christine Deanie, Isobel Dorman, Lynsey Hamilton (*substitute for Councillor Greenshields*), Graeme Horne, Gerard Killen, Eileen Logan, Denis McKenna, Archie Manson (*substitute for Councillor Menzies*), Alice Marie Mitchell, Graham Simpson (Depute), Richard Tullett, Jim Wardhaugh

### Councillors' Apologies:

Lynn Adams, Walter Brogan, George Greenshields, Joe Lowe, Edward McAvoy (ex officio), Davie McLachlan, John McNamee, John Menzies

### Attending:

#### Community and Enterprise Resources

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

#### Finance and Corporate Resources

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

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### Chair's Opening Remarks

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The Chair welcomed Councillor Killen to his first meeting of the Committee.

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### 1 Declaration of Interests

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The following interest was declared:-

<b>Councillor(s)</b>	<b>Item(s)</b>	<b>Nature of Interest(s)</b>
Anderson	Voluntary Sector Funding 2013/2014	Member of East Kilbride Citizens' Advice Bureau

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### 2 Minutes of Previous Meeting

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The minutes of the meeting of the Enterprise Services Committee held on 22 January 2013 were submitted for approval as a correct record.

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

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### 3 Minutes of Special Meeting

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The minutes of the special meeting of the Enterprise Services Committee held on 6 February 2013 were submitted for approval as a correct record.

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

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#### **4 Enterprise Services - Revenue Budget Monitoring 2012/2013**

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A joint report dated 29 January 2013 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources) was submitted comparing actual expenditure at 18 January 2013 against budgeted expenditure for 2012/2013 for Enterprise Services.

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

**The Committee decided:**

- (1) that the overspend on the Enterprise Services' revenue budget of £0.006 million and the forecast to 31 March 2013 of an overspend of £0.006 million be noted; and
- (2) that the budget virements in respect of Enterprise Services, as detailed in Appendices B to E to the report, be approved.

*[Reference: Minutes of 22 January 2013 (Paragraph 3)]*

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#### **5 Enterprise Services - Capital Budget Monitoring 2012/2013**

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A joint report dated 29 January 2013 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources) was submitted advising of progress on the Enterprise Services' capital programme 2012/2013 and summarising the expenditure position at 18 January 2013.

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

*[Reference: Minutes of 22 January 2013 (Paragraph 4)]*

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#### **6 Enterprise Services - Workforce Monitoring - December 2012 and January 2013**

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A joint report dated 20 February 2013 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources) was submitted on the following employee information for Enterprise Services for December 2012 and January 2013:-

- ♦ attendance statistics
- ♦ occupational health statistics
- ♦ accident/incident statistics
- ♦ disciplinary hearings, grievances and Dignity at Work cases
- ♦ analysis of leavers
- ♦ Joint Staffing Watch as at 8 December 2012

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

*[Reference: Minutes of 22 January 2013 (Paragraph 5)]*

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#### **7 Voluntary Sector Funding 2013/2014**

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A report dated 18 February 2013 by the Executive Director (Community and Enterprise Resources) was submitted on the funding contributions for a number of voluntary sector initiatives in South Lanarkshire for 2013/2014.

An overall programme of financial support for voluntary sector initiatives for 2013/2014 was proposed as follows:-

<b>Project</b>	<b>Funding For</b>	<b>Community and Enterprise Resources' Contribution 2013/2014</b>
Voluntary Action South Lanarkshire (VASLan)	Development and implementation costs of service delivery across South Lanarkshire	£113,583
Citizens' Advice Bureaux (CABs)	Money Advice services in 4 CABs	£72,000
Community Health Initiatives	<ul style="list-style-type: none"> <li>◆ Healthy Valleys' Initiative</li> <li>◆ Healthy'n'Happy Community Development Trust</li> </ul>	<ul style="list-style-type: none"> <li>£25,000</li> <li>£25,000</li> </ul>
<b>Total</b>		<b>£235,583</b>

The proposed expenditure totalling £235,583 for voluntary sector initiatives would be met from existing Community and Enterprise Resources' budgets for 2013/2014.

**The Committee decided:** that the funding allocations to voluntary sector initiatives for 2013/2014 amounting to £235,583, as detailed above, be approved.

*[Reference: Minutes of Enterprise Resources Committee of 15 February 2012 (Paragraph 10)]*

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

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## **8 Routes to Inclusion - Delivering the Council's Jobs Access and Employability Services**

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A report dated 22 February 2013 by the Executive Director (Community and Enterprise Resources) was submitted on the:-

- ◆ key elements of the Routes to Inclusion Programme South Lanarkshire Works 4 U activity undertaken during 2012/2013 including detailed information relating to performance
- ◆ programme being developed in response to priorities identified in 2013/2014

Details of the range of programmed interventions and activities developed for the Routes to Inclusion Programme for 2013/2014 were provided in the appendix to the report. It was proposed that the existing contract with Routes to Work South, for the delivery of agreed services, be extended under the "Teckal" Agreement for a further 12 month period with total funding of up to but not exceeding £3.8 million in total.

The total funding required for the delivery of the 2013/2014 programme was £4,354,156, with Community and Enterprise Resources' contribution of £974,160 being met from existing budgets.

**The Committee decided:**

- (1) that the key Routes to Inclusion Programme activity detailed in the appendix to the report and the proposed expenditure of £4,354,156, including a contribution of £974,160 from Community and Enterprise Resources for the period 2013/2014, be approved; and

- (2) that the existing contract with Routes to Work South be extended under the “Teckal” Agreement for a further 12 month period.

*[Reference: Minutes of Enterprise Resources Committee of 15 February 2012 (Paragraph 11)]*

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## 9 New Lanark World Heritage Site Management Plan 2013 to 2018

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A report dated 20 February 2013 by the Executive Director (Community and Enterprise Resources) was submitted on the outcome of the consultation process on the New Lanark World Heritage Site (Consultative) Draft Management Plan.

The Enterprise Resources Committee at its meeting on 17 March 2010 had approved the New Lanark World Heritage Site (Consultative) Draft Management Plan for consultation.

The purpose of the Management Plan was to provide a basis for the overall management of the World Heritage Site (WHS) in a manner specific to its character and which would ensure the maintenance of its Outstanding Universal Value. The Plan would provide the broad framework for long-term detailed decision-making on the conservation and enhancement of the WHS.

Subject to formal endorsement of the Plan by Historic Scotland and the Council, the Plan would be formally launched in April 2013. It was, therefore, proposed that the New Lanark World Heritage Site Management Plan covering the period 2013 to 2018 be approved.

### **The Committee decided:**

- (1) that the process and outcome of the public consultation on the New Lanark World Heritage Site (Consultative) Draft Management Plan be noted; and
- (2) that the New Lanark World Heritage Site Management Plan 2013 to 2018 be approved.

*[Reference: Minutes of Enterprise Resources Committee of 17 March 2010 (Paragraph 8)]*

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## 10 Business Support Programmes Incorporating Business Gateway Contract Update

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A report dated 4 March 2013 by the Executive Director (Community and Enterprise Resources) was submitted on:-

- ◆ business support activity undertaken by the Council in 2012/2013
- ◆ a range of business and sector development programmes and initiatives offered by the Council for 2013/2014
- ◆ the final outturn of the Business Gateway 2007 to 2012 contract and the content of the new Business Gateway contract which would become effective from 1 October 2012

To secure continuity of delivery, an overall programme of business support for 2013/2014 was proposed as follows:-

<b>Programme 2013/2014</b>	<b>Budget</b>
Business Support Fund	£230,000
Tourism Sector Support	£ 59,000
Business Support Initiatives	£ 40,000
Supplier Development Programme	£ 10,000
<b>Sub Total (Business Development)</b>	<b>£339,000</b>
Rural Capital Grants Scheme (funded through LEADER Programme)	£ 89,000
<b>Overall Total</b>	<b>£428,000</b>

Following decisions made on the delivery of local economic regeneration by the Scottish Government in September 2007, it had been agreed that the management of the Business Gateway contracts would be transferred to local authorities with effect from 1 April 2008. As lead authority, North Lanarkshire Council managed the Lanarkshire contract with Lanarkshire Enterprise Services Limited. Following a tender process, a new 3 year contract had been awarded to Lanarkshire Enterprise Services Limited in the sum of £6.9 million commencing on 1 October 2012 with an option to extend for a further 2 years.

The key activities delivered through the contract were:-

- ◆ assisting businesses to set up and grow
- ◆ identifying and working on a one to one basis with start-up and existing businesses which had growth potential
- ◆ delivery of workshops and events to assist start-up and existing businesses

**The Committee decided:**

- (1) that the business development programmes and initiatives for 2013/2014 amounting to £428,000, as detailed above, be approved;
- (2) that the outcomes of the Council's programmes to support local companies during 2012/2013 be noted; and
- (3) that the final outturn of the Business Gateway 2007 to 2012 contract and the content of the new Business Gateway contract, which would become effective from 1 October 2012, be noted.

*[Reference: Minutes of 21 August 2012 (Paragraph 11) and 19 June 2012 (Paragraph 7)]*

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## **11 Approach to Flood Risk Management**

A joint report dated 4 March 2013 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources) was submitted on the establishment of a post of Engineering Officer within the Flood Risk Management Section.

In view of the requirement to meet the increased demand for specialist modelling work and increased workload associated with accessing, clearing, surveying and assessing watercourses within the Flood Risk Management Section, it was proposed that 1 post of Engineering Officer on Grade 3, Level 2, SCP 75-80 (£33,943 to £36,553) be established to assist with the delivery of the approaches detailed in the report.

The costs associated with the establishment of the post would be met from within existing budgets.

**The Committee decided:** that 1 post of Engineering Officer on Grade 3, Level 2, SCP 75-80 (£33,943 to £36,553) be established within the Flood Risk Management Section.

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## **12 Local Transport Strategy**

A report dated 22 February 2013 by the Executive Director (Community and Enterprise Resources) was submitted on the Local Transport Strategy Consultative Draft and arrangements for a final consultation exercise.

The last Local Transport Strategy had been formally adopted during the summer of 2006. Since its publication, significant progress had been made in relation to the delivery of its policy and actions and in the achievement of its objectives. The aim of the new Strategy was to build upon those achievements and to set out a longer term integrated Transport Strategy for South Lanarkshire.

The Strategy had been developed to meet the main objectives set out by the Scottish Government in relation to transport and complement other key national, regional and local/Council Strategy Plans. In addition, the Strategy would inform the Council's transport investment for the next 10 years.

It was proposed that the Local Transport Strategy Consultative Draft be approved and that a final consultation exercise be undertaken.

**The Committee decided:**

- (1) that the Local Transport Strategy Consultative Draft be approved as the basis for a final consultation exercise; and
- (2) that, following the consultation exercise, the Executive Director (Community and Enterprise Resources) be authorised to evaluate any responses and to make amendments to the Strategy as considered appropriate.

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### **13 Community Benefit Funds - Annual Report**

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A report dated 20 February 2013 by the Executive Director (Community and Enterprise Resources) was submitted on the grants awarded to date in 2012/2013 from the Community Benefit Funds administered by the Council's Regeneration Services.

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.

**The Committee decided:** that the grants awarded from the Community Benefit Funds to date in 2012/2013, as detailed in the appendices to the report, be noted.

*[Reference: Minutes of Enterprise Resources Committee of 15 February 2012 (Paragraph 19)]*

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### **14 Urgent Business**

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There were no items of urgent business.