Council Offices, Almada Street
Hamilton, ML3 0AA

Monday, 22 October 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, 30 October 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

Monitoring Item(s)

Item(s) for Decision

Urgent Business

12 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 21 August 2018

Chair:
Councillor John Anderson

Councillors Present:
Maureen Chalmers, Gerry Convery, Margaret Cooper, Peter Craig, Isobel Dorman (Depute), Fiona Dryburgh *(substitute for Councillor Razzaq)*, Joe Fagan, George Greenshields, Graeme Horne, Martin Lennon, Ian McAllan, Kenny McCreary, Hugh Macdonald, Mark McGeever, Jim McGuigan, Lynne Nailon, Graham Scott *(substitute for Councillor McLachlan)*, Collette Stevenson, Margaret B Walker, Jared Wark, David Watson

Councillors' Apologies:
Ann Le Blond, Monique McAdams, Davie McLachlan, Mo Razzaq, John Ross (*ex officio)*, Josh Wilson

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; G Mackay, Head of Roads and Transportation Services; A McKinnon, Head of Facilities, Waste and Ground Services
Finance and Corporate Resources
L Harvey, Finance Manager; H Lawson, Legal Services Manager; J McDonald, Administration Adviser; E McPake, Human Resources Business Partner; L O'Hagan, Finance Manager (Strategy)

1 Declaration of Interests

No interests were declared.

2 Minutes of Previous Meeting

The minutes of the meeting of the Community and Enterprise Resources Committee held on 22 May 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 2018/2019

A joint report dated 19 July 2018 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources) was submitted comparing actual expenditure at 22 June 2018 against budgeted expenditure for 2018/2019 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 breakeven position on the Community and Enterprise Resources' revenue budget and the forecast to 31 March 2019 of a breakeven position be noted; and

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

4 Community and Enterprise Resources - Capital Budget Monitoring 2018/2019

A joint report dated 18 July 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 2018/2019 and summarising the expenditure position at 22 June 2018.

The Committee decided: that the report be noted.

5 Community and Enterprise Resources - Workforce Monitoring - April to June 2018

A joint report dated 25 July 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 April to June 2018:-

- attendance statistics
- occupational health statistics
- accident/incident statistics
- disciplinary hearings, grievances and Dignity at Work cases
- analysis of leavers
- Staffing Watch as at 9 June 2018

The Committee decided: that the report be noted.

[Reference: Minutes of 22 May 2018 (Paragraph 5)]

6 Community and Enterprise Resource Plan - Quarter 4 Progress Report 2017/2018 and Resource Plan 2018/2019

A report dated 5 July 2018 by the Executive Director (Community and Enterprise Resources) was submitted on the Community and Enterprise Resource Plans 2017/2018 and 2018/2019.

Details were provided on:-

- progress made in implementing the priority projects identified in the Resource Plan 2017/2018, as detailed in the Quarter 4 Progress Report attached as Appendix 1 to the report
- the Resource Plan for 2018/2019, attached as Appendix 2 to the report, which outlined the:-
    - objectives and actions for 2018/2019
    - capital and revenue resources for 2018/2019
    - organisational structure of the Resource

In line with the Council's performance management arrangements, a mid-year progress report on actions identified in the 2018/2019 Resource Plan would be submitted to a future meeting of the Committee.

The Committee decided: that the Quarter 4 Progress Report for 2017/2018, attached as Appendix 1 to the report, together with the achievements made by the Service during 2017/2018, be noted.

The Committee recommended to the Executive Committee:	that the Community and Enterprise Resource Plan for 2018/2019 be approved.

[Reference: Minutes of 12 December 2017 (Paragraph 6)]

7 Community Benefit Funds - New Contributions

A report dated 29 June 2018 by the Executive Director (Community and Enterprise Resources) was submitted on the:-

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

As part of the developments, the Council would receive community benefit payments for distribution to projects associated with the wind turbine and wind farm sites. It was proposed that the arrangements in place for the distribution of funds through existing Renewable Energy Funds be used as the basis for the administration of the Greenwall, Yards, Rench, JJ's Farm, Greenhall, High Blackwoodyards, Nether Kypeside, Letham, Netherfauldhouse and Galawhistle wind turbine and wind farm sites.

The eligible areas were shown in the appendices to the report and the criteria to regulate the distribution of funds through the Renewable Energy Fund for the wind turbine and wind farm sites grants were detailed.

The Committee decided:

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

(2) that the Executive Director (Community and Enterprise Resources) be authorised to conclude the necessary administrative arrangements in relation to the community benefit payments using the existing Renewable Energy Fund mechanism.

[Reference: Minutes of the Executive Committee of 1 December 2010 (Paragraph 9)]

8 Whitelee Renewable Energy Fund - Grant Application - Community Links (South Lanarkshire)

A report dated 12 July 2018 by the Executive Director (Community and Enterprise Resources) was submitted on an application to the Whitelee Renewable Energy Fund which had been established to provide funding to suitable projects providing community benefits in eligible areas.

It was proposed that a grant of up to £27,389.90, towards eligible costs associated with Blairbeth Urban Greenspace Allotments project, be awarded to Community Links (South Lanarkshire), with match funding being provided by South Lanarkshire Council and Scottish Natural Heritage.

The Committee decided: that Community Links (South Lanarkshire) be awarded a grant of up to £27,389.90, towards eligible costs associated with Blairbeth Urban Greenspace Allotments project, with match funding being provided by South Lanarkshire Council and Scottish Natural Heritage.

[Reference: Minutes of 27 June 2007 (Paragraph 5)]

9 Fairtrade Status for Biggar

A report dated 7 August 2018 by the Executive Director (Community and Enterprise Resources) was submitted on the establishment of Biggar as a Fairtrade Town.

In order to become a Fairtrade Town, a number of criteria had to be met and those were detailed in the report.

The Council had shown its commitment to Fairtrade by using Fairtrade products in many of its catering outlets and school catering facilities and supporting other towns achieve Fairtrade status. Although the Council's Fairtrade status had lapsed, it did not prevent the Council from supporting communities to achieve Fairtrade Town status.

To achieve Fairtrade status, formal recognition from the local authority had to be sought and Biggar Fairtrade Town Steering Group had approached the Council seeking support to establish Biggar as a Fairtrade Town.

The Committee decided: that the Council support the Biggar Fairtrade Town Steering Group in establishing Biggar as a Fairtrade Town.

10 Hamilton Towers Phase 6

A report dated 12 July 2018 by the Executive Director (Community and Enterprise Resources) was submitted on the procurement of a suitable development proposal for the site at Hamilton Towers Phase 6.

The site at Hamilton Towers Phase 6 was one of the key development opportunities for Hamilton Town Centre and had been identified as such in the Hamilton Town Centre Strategy and Action Plan consultative draft. The site was bounded by Keith Street, Bourne Street and Blackswell Lane and was outlined in the appendix to the report.

The site at Hamilton Towers Phase 6 had been the subject of a procurement exercise undertaken to identify a suitable partner to develop the site in a manner that would be commercially viable while creating additional town centre footfall and linkages between the more established sections of the town. While the procurement exercise did receive some interest from the market, it did not result in any firm proposals coming forward.

Following this exercise, negotiations were undertaken 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. However, it had not been possible to reach agreement.

In order to deliver a suitable development proposal and demonstrate that the Council was achieving Best Value, it was proposed that the site at Hamilton Towers Phase 6 be placed on the open market and offers invited.

The Committee decided:

(1) that the unsuccessful outcome of the negotiation process undertaken 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 Hamilton Towers Phase 6 site, the details of which would be reported to a future committee meeting.

[Reference: Minutes of the Executive Committee of 26 March 2014 (Paragraph 17)]

11 Parking/Road Safety at Schools

A report dated 13 July 2018 by the Executive Director (Community and Enterprise Resources) was submitted on the key issues associated with parking at schools.

At its meeting on 3 October 2017, the Committee agreed that the following key issues, in relation to parking and road safety around schools, be considered by the Roads Safety Forum:-

- statutory enforcement practicalities and capacity
- banning vehicles from school frontages
- encouraging active travel
- obstructive/dangerous parking

At its meeting on 5 December 2017, the Roads Safety Forum held initial discussions on those issues, the role of the Council and Police Scotland in addressing the issues and also agreed to include consideration of:-

- the 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

Information was then provided to the Roads Safety Forum at its meeting on 15 May 2018 on the measures and initiatives available to the Council in controlling parking and ensuring road safety at schools. As each school's situation was unique, there could not be one single solution to the problems being experienced. It was proposed, therefore, that:-

- Roads and Transportation Services liaise with Education Resources, Headteachers, Parent Councils and Police Scotland to encourage schools to complete a School Travel Plan which would include an action plan identifying objectives and targets for that school
- the initiatives and measures currently available to schools be re-launched and promoted

Discussion then took place in relation to schools being identified to take part in a pilot to introduce the various initiatives that could be implemented to assist in addressing the parking and road safety issues experienced at schools.

The Committee decided:

(1) that the tools, techniques and initiatives to address parking and road safety at schools, as detailed in the report, continue to be used;

(2) that the Executive Director (Community and Enterprise Resources) be authorised to liaise with Education Resources, Headteachers, Parent Councils and Police Scotland to encourage schools to develop a School Travel Plan; and

(3) that schools be identified to participate in a pilot exercise, as detailed above, and the outcome reported to a future meeting of the Committee.

[Reference: Minutes of 3 October 2017 (Paragraph 9) and Minutes of the Roads Safety Forum of 15 May 2018 (Paragraph 4)]

12 Pass Plus

A report dated 11 July 2018 by the Executive Director (Community and Enterprise Resources) was submitted on the subsidised Pass Plus Scheme within South Lanarkshire.

The 'Pass Plus' road safety initiative, which had been launched by the Council in July 2007, aimed to assist newly qualified drivers gain driving experience. Details were provided on the number of newly qualified drivers who had participated in the Scheme to date and it was noted that the uptake had declined in recent years.

The current subsidy of £75 towards the total cost of Pass Plus training aimed to encourage more newly qualified drivers to participate in this initiative. However, the subsidy had remained the same since the Scheme was launched and it had been found that the initial cost of the Scheme had risen from £120 to £150.

In order to encourage more newly qualified drivers to participate in Pass Plus, it was proposed that the subsidy be increased from £75 to £100, with the costs being met from within the South Lanarkshire Community Safety Partnership budget.

The Committee decided: that an increase to the Pass Plus Scheme subsidy from £75 to £100 be approved.

[Reference: Minutes of the Roads Safety Forum of 15 May 2018 (Paragraph 6)]

13 Review of Residents' Parking Permit Zones (RPPZ)

A report dated 13 July 2018 by the Executive Director (Community and Enterprise Resources) was submitted on proposals to carry out a review of the current policy in relation to Residents' Parking Permit Zones (RPPZ).

The Executive Committee at its meeting on 5 October 2011 had approved the recommendations of the Member/Officer Task and Finish Group which had been established to review the policy in relation to RPPZ and, as a result, the introduction of further RPPZ had not been considered. However, demand for parking throughout the South Lanarkshire Council area continued to increase and it was considered appropriate to review the current policy.

It was proposed that the Roads Safety Forum be asked to review the current policy and report its findings to a future meeting of this Committee, as detailed in the Terms of Reference attached as an appendix to the report.

In addition, it was proposed that, in order to alleviate the significant parking issues at certain locations, the following action be taken:-

- ♦ that a Traffic Regulation Order (TRO) be promoted to extend the current RPPZ at Montrose Crescent, Hamilton

♦ that consultation be undertaken with local residents in relation to the extension of the current RPPZ at Cambuslang and Hairmyres Railway Stations

In terms of Standing Order No 38, the Chair decided that Councillor McLachlan could make a statement in relation to this item.

Councillor McLachlan then spoke in support of the proposals to address the parking issues at Montrose Crescent, Hamilton and thanked officers for their hard work and support.

The Committee decided:

(1) that the Roads Safety Forum be authorised to review the current policy in relation to Residents' Parking Permit Zones, as detailed in the Terms of Reference attached as an appendix to the report;

(2) that a report on the findings from the review of the current parking arrangements throughout the Council area be submitted to a future meeting of the Committee; and

(3) that the proposed action to address the parking issues in Hamilton, Cambuslang and East Kilbride, as detailed above, be approved.

[Reference: Minutes of the Executive Committee of 5 October 2011 (Paragraph 9)]

Councillor McLachlan left the meeting following consideration of this item of business

14 Transport (Scotland) Bill 2018 - Proposed Consultation Responses

A report dated 1 August 2018 by the Executive Director (Community and Enterprise Resources) was submitted on the Scottish Government's consultation on the Transport (Scotland) Bill 2018.

The Transport (Scotland) Bill 2018 had been introduced to help make Scotland's transport network cleaner, smarter and more accessible. It aimed 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.

The Scottish Parliament's Rural Economy and Connectivity Committee and Finance and Constitution Committee had issued consultation documents seeking views from local authorities on the Transport (Scotland) Bill 2018 and its associated Financial Memorandum.

Responses were required to be submitted by 28 September 2018 and the Council's proposed response to the consultations was detailed in the appendices to the report.

The Committee decided: that the Council's response to the Scottish Government's consultation on the Transport (Scotland) Bill 2018, as detailed in the appendices to the report, be approved and submitted to the Scottish Government by 28 September 2018.

15 Proposed Adjustment to Structure of Roads and Transportation Services

A joint report dated 6 August 2018 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources) was submitted on the proposed adjustment to the Roads and Transportation Services' structure within Community and Enterprise Resources.

A review of Roads and Transportation Services had been undertaken with a view to the introduction of a consistent approach to the delivery of services across the 3 Area Offices. The review considered strategic and operational issues and recognised the scope for improvement in specific areas.

As a result of the review, it was proposed that:-

- a single Construction Unit be formed as detailed in Appendix B to the report
- the changes to the management structure, as detailed in Appendices E and F to the report, be approved
- 2 Full Time Equivalent posts of Engineering Officer on Grade 3, Level 2, SCP 61-74 (£29,161 to £35,311) be established within the Development Management Unit to be funded by Road Construction Consent income
- a Full Time Equivalent post of Assistant Engineering Officer – Bridges on Grade 2, Level 3, SCP 44-57 (£22,684 to £27,446) be established to be funded from the Bridges' Unit revenue budget
- 2 Full Time Equivalent posts of Engineering Officer on Grade 3, Level 2, SCP 61-74 (£29,161 to £35,311) be established within the Traffic and Transportation Team to be funded from Roads Construction Consent income

Councillor Anderson, seconded by Councillor Dorman, moved that the recommendations in the report be approved. Councillor Fagan, seconded by Councillor Convery, moved as an amendment that recommendations (1), (3), (4) and (5) be approved and that recommendation (2) in relation to proposed changes to the management structure be continued.

On a vote being taken by a show of hands, 6 members voted for the amendment and 16 for the motion which was declared carried.

The Committee decided: that the amendments to the Roads and Transportation Services' staffing establishment, as detailed in the report and above, be approved.

16 Child Burial and Cremation Charges

A report dated 10 July 2018 by the Executive Director (Community and Enterprise Resources) was submitted on a proposal to extend the current age restrictions on charges for child burial internments and cremation from children aged 15 and under to 18 and under from 1 September 2018.

The Scottish Government and COSLA Leaders had agreed in principle that all child burial and cremation charges be removed. To achieve this, the Scottish Government would make funding available towards the additional costs associated with the implementation of the removal of charges.

Currently, South Lanarkshire Bereavement Services did not charge for child burial or cremation for children under the age of 15. It was now proposed that this arrangement be extended to children aged 18 and under with effect from 1 September 2018.

The Committee decided:

(1) that the extension of the current age restrictions on charges for child burial internments and cremation from children aged 15 and under to 18 and under, with effect from 1 September 2018, be approved; and

(2) that a report be submitted to a future meeting of the Committee outlining any further changes required following the issue of final guidance.

17 Consultation on the Review of Nutrient Requirements for Food and Drink in Schools (Scotland) Regulations 2008

A report dated 13 July 2018 by the Executive Director (Community and Enterprise Resources) was submitted on the Scottish Government's consultation on the review of nutrient requirements for Food and Drink in Schools (Scotland) Regulations 2008.

The Food and Drink in Schools (Scotland) Regulations 2008 were introduced to ensure that all food and drink served at lunchtimes in schools met strict nutritional requirements and were based on the scientific and nutritional advice at that time. A review of the Regulations had been undertaken to ensure the current science and evidence in relation to diet and health were being met within schools.

The Scottish Government had issued a consultation document seeking views from local authorities on the review of nutrient requirements for Food and Drink in Schools (Scotland) Regulations 2008 by 29 August 2018.

The Council's proposed response to the consultation was detailed in the appendix to the report.

The Committee decided: that the Council's response to the Scottish Government's consultation on the review of the Food and Drink in Schools (Scotland) Regulations 2008, as detailed in the appendix to the report, be approved and submitted to the Scottish Government by 29 August 2018.

18 Contamination in Kerbside Recycling

A report dated 11 July 2018 by the Executive Director (Community and Enterprise Resources) was submitted on the implementation of a formal service standard designed to improve the quality of recyclable material collected at the kerbside.

The Scottish Government had introduced a Framework designed to increase the amount of high quality recyclable material collected in Scotland. As part of the Framework, the Waste (Scotland) Regulations 2012 required local authorities to collect certain key material separately to minimise contamination.

Following a review of the material being collected, issues in relation to contamination had been identified which resulted in contaminated loads of recyclable material being sent to landfill. To address this, it was proposed that a formal service standard, as detailed in the appendix to the report, be introduced with effect from 1 October 2018 to address the issues of contamination and improve the quality of recyclable material being collected at the kerbside.

The Committee decided: that a formal service standard, as detailed in the appendix to the report, to improve the quality of recyclable material being collected at the kerbside be introduced with effect from 1 October 2018.

19 Consultation on Part 9, Community Empowerment (Scotland) Act 2015 - Allotment and Food Growing Opportunities

A report dated 7 August 2018 by the Executive Director (Community and Enterprise Resources) was submitted on the Scottish Government's consultation on Part 9 of the Community Empowerment (Scotland) Act 2015.

Part 9 of the Community Empowerment (Scotland) Act 2015 placed new duties and responsibilities on local authorities in relation to the provision of allotments and food growing opportunities.

In December 2017, the Scottish Government had issued a consultation document seeking views from local authorities in relation to the Act. Following feedback from that consultation, a subsequent consultation document had been issued by the Scottish Government seeking views from local authorities in relation to the updated points within the Act.

Responses to the consultation were to be submitted to the Scottish Government by 20 August 2018 and the Council's response to the consultation, as detailed in the appendix to the report, had been submitted to the Scottish Government by the deadline, subject to Committee approval.

The Committee decided: that the Council's response to the Scottish Government's Consultation on Part 9 of the Community Empowerment (Scotland) Act 2015, as detailed in the appendix to the report, be approved.

[Reference: Minutes of 12 December 2017 (Paragraph 8)]

20 Proposed Renaming of Forth Sports and Community Centre and Erection of Willie Waddell Memorial Plinth

A report dated 10 July 2018 by the Executive Director (Community and Enterprise Resources) was submitted on the renaming of the Forth Sports and Community Centre and the erection of a memorial plinth in the grounds of the Centre.

In recognition of the football achievements of Willie Waddell, who was born in Forth, the Willie Waddell Memorial Committee had requested permission from the Council to change the name of the Forth Sports and Community Centre to the Willie Waddell Sports and Community Centre. In addition, permission had also been requested to erect a memorial plinth to Willie Waddell in the grounds of the Centre.

The Memorial Committee had undertaken an extensive consultation exercise and it was proposed that the Forth Sports and Community Centre be renamed the Willie Waddell Sports and Community Centre and a memorial plinth be erected in the grounds of the Centre.

The works associated with the proposals would be met by the Willie Waddell Memorial Committee.

The Committee decided:

(1) that the Forth Sports and Community Centre be renamed the Willie Waddell Sports and Community Centre; and

(2) that a memorial plinth to Willie Waddell be erected in the grounds of the Community Centre.

21 Roads Asset Management Plan - 2018 Update

A report dated 12 July 2018 by the Executive Director (Community and Enterprise Resources) was submitted on the Roads Asset Management Plan (RAMP) 2018.

The principles of asset management had been developed, at both a national and local level, to provide a basis for associated investment decisions and to ensure that a sound understanding of investment needs was available.

The main purpose of developing the RAMP was to ensure:-

- a knowledge of the extent and condition of main asset groups
- an understanding of where gaps existed to allow consideration of how those might be addressed
- an understanding on the level of current investment on each asset group and the associated condition trend

Details of the Council's main asset groups were provided in the report.

The Committee decided: that the report be noted.

[Reference: Minutes of 3 October 2017 (Paragraph 10)]

22 Fleet Asset Management Plan 2018

A report dated 9 July 2018 by the Executive Director (Community and Enterprise Resources) was submitted on the Fleet Asset Management Plan 2018.

The Fleet Asset Management Plan provided information and direction on the Council's fleet of vehicles and was key in determining strategic decisions and defining how the fleet assets were efficiently and effectively utilised. This ensured that vehicles provided resilient services to meet the changing needs of the Council.

As at January 2018, 1,411 vehicles were managed and maintained by the Council's Fleet Services, the details of which were contained in the appendix to the report.

The Committee decided: that the report be noted.

23 Urgent Business

There were no items of urgent business.

Agenda Item

Report

3

Report to:	**Community and Enterprise Resources Committee**
Date of Meeting:	**30 October 2018**
Report by:	**Executive Director (Finance and Corporate Resources)** **Executive Director (Community and Enterprise Resources)**

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

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 17 August 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 second 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 17 August 2018, there is a breakeven position against the phased budget. The forecast for the revenue budget to 31 March 2019 is a breakeven 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)

26 September 2018

Link(s) to Council Values/Ambitions/Objectives

- Accountable, Effective, Efficient and Transparent

Previous References

- Community and Enterprise Resources Committee – 21 August 2018

List of Background Papers

- Financial ledger and budget monitoring results to 17 August 2018.

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:-
Louise Harvey, Finance Manager
Ext: 2658 (Tel: 01698 452658)
E-mail: louise.harvey@southlanarkshire.gov.uk

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Community and Enterprise Resources: Period 6 Ended 17 August 2018 (No.6)

Community and Enterprise Resources Summary

	Annual Budget £000	Forecast for Year £000	Annual Forecast Variance £000	Budget Proportion 17/08/18 £000	Actual 17/08/18 £000	Variance 17/08/18 £000		% Variance 17/08/18	Note
Budget Category									
Employee Costs	65,091	65,091	0	22,856	22,670	186	under	0.8%	
Property Costs	3,354	3,354	0	760	760	0	-	0.0%	
Supplies & Services	8,306	8,306	0	2,451	2,427	24	under	1.0%	
Transport & Plant	7,489	7,489	0	2,523	2,570	(47)	over	(1.9%)	
Administration Costs	688	688	0	199	217	(18)	over	(9.0%)	
Payments to Other Bodies	7,138	7,138	0	3,355	3,353	2	under	0.1%	
Payments to Contractors	52,113	52,113	0	21,844	21,845	(1)	over	0.0%	
Transfer Payments	563	563	0	281	281	0	-	0.0%	
Financing Charges	180	180	0	7	8	(1)	over	(14.3%)	
Total Controllable Exp.	144,922	144,922	0	54,276	54,131	145	under	0.3%	
Total Controllable Inc.	(29,939)	(29,939)	0	(16,210)	(16,065)	(145)	under recovered	(0.9%)	
Net Controllable Exp.	114,983	114,983	0	38,066	38,066	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 17 August 2018 (No.6)

Facilities, Streets and Waste (including Support)

	Annual Budget	Forecast for Year	Annual Forecast Variance	Budget Proportion 17/08/18	Actual 17/08/18	Variance 17/08/18		% Variance 17/08/18	Note
	£000	£000	£000	£000	£000	£000			
Budget Category									
Employee Costs	51,151	51,151	0	17,943	17,861	82	under	0.5%	**1,a,b**
Property Costs	2,427	2,427	0	536	534	2	under	0.4%	
Supplies & Services	6,513	6,513	0	2,039	2,001	38	under	1.9%	**2,a,b**
Transport & Plant	7,052	7,053	0	2,405	2,457	(52)	over	(2.2%)	**3**
Administration Costs	266	266	0	101	108	(7)	over	(6.9%)	**a**
Payments to Other Bodies	30	30	0	24	22	2	under	8.3%	
Payments to Contractors	13,532	13,532	0	6,170	6,170	0	-	0.0%	
Transfer Payments	0	0	0	0	0	0	-	n/a	
Financing Charges	83	83	0	4	5	(1)	over	(25.0%)	**a**
Total Controllable Exp.	81,054	81,054	0	29,222	29,158	64	under	0.2%	
Total Controllable Inc.	(18,171)	(18,171)	0	(10,133)	(10,039)	(94)	under recovered	(0.9%)	**4,a,b**
Net Controllable Exp.	62,883	62,883	0	19,089	19,119	(30)	over	(0.2%)	

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 over spend reflects the timing of the reduction in the number of operational vehicles required.
4. The under recovery of income relates to lower than budgeted cash income from school meals.

Budget Virements

a. Transfer of budget to Support from Fleet and Environmental in respect of the Business Support review. Net effect: £0.224m: Employees £0.502m, Supplies & Services (£0.019m), Admin (£0.012m), Financing £0.002m, Income (£0.249m).
b. Reallocation of budget within Facilities for nursery meals. Net effect: £0.000m: Employees (£0,186m), Supplies & Services £0.121m, Income £0.065m.

c.

Appendix C

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Community and Enterprise Resources: Period Ended 17 August 2018 (No.6)

Environmental (Incl Projects)

	Annual Budget £000	Forecast for Year £000	Annual Forecast Variance £000	Budget Proportion 17/08/18 £000	Actual 17/08/18 £000	Variance 17/08/18 £000		% Variance 17/08/18	Note
Budget Category									
Employee Costs	3,728	3,728	0	1,273	1,237	36	under	2.8%	**1,a**
Property Costs	12	12	0	2	1	1	under	50.0%	
Supplies & Services	183	183	0	116	117	(1)	over	(0.9%)	**a,c**
Transport & Plant	132	132	0	64	61	3	under	4.7%	**b**
Administration Costs	69	69	0	23	30	(7)	over	(30.4%)	**a**
Payments to Other Bodies	133	133	0	35	35	0	-	0.0%	
Payments to Contractors	868	868	0	267	268	(1)	over	(0.4%)	
Transfer Payments	0	0	0	0	0	0	-	n/a	
Financing Charges	24	24	0	0	0	0	-	n/a	**a**
Total Controllable Exp.	5,149	5,149	0	1,780	1,749	31	under	1.7%	
Total Controllable Inc.	(1,186)	(1,186)	0	(492)	(491)	(1)	Under recovered	(0.2%)	**b,c**
Net Controllable Exp.	3,963	3,963	0	1,288	1,258	30	under	2.3%	

Variance Explanations

1. The variance is mainly due to vacancies within the service and timing of recruitment.

Budget Virements

a. Transfer of budget to Facilities, Streets and Waste in respect of the Business Support review. Net effect: (£0.220m): Employees (£0.215m), Supplies & Services (£0.002m), Admin (£0.001m), Financing (£0.002m).
b. Establish a temporary budget in respect of external income for Electric Cars. Net effect: £0.000m: Transport & Plant £0.033m, Income (£0.033m).
c. Establish a temporary budget to reflect current service delivery in respect of Housing notices. Net effect: £0.000m: Supplies & Services £0.017m, Income (£0.017m).

Appendix D

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Community and Enterprise Resources: Period Ended 17 August 2018 (No.6)

Leisure and Culture

	Annual Budget £000	Forecast for Year £000	Annual Forecast Variance £000	Budget Proportion 17/08/18 £000	Actual 17/08/18 £000	Variance 17/08/18 £000		% Variance 17/08/18	Note
Budget Category									
Employee Costs	4	4	0	2	2	0	-	0.0%	
Property Costs	238	238	0	133	133	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	
Payments to Contractors	18,575	18,575	0	8,869	8,869	0	-	0.0%	
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	9,004	9,004	0	-	0.0%	
Total Controllable Inc.	0	0	0	0	0	0	-	n/a	
Net Controllable Exp.	18,905	18,905	0	9,004	9,004	0	-	0.0%	

Variance Explanations

No variances to report.

Budget Virements

No virements to report.

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Community and Enterprise Resources: Period Ended 17 August 2018 (No.6)

Planning and Economic Development

	Annual Budget £000	Forecast for Year £000	Annual Forecast Variance £000	Budget Proportion 17/08/18 £000	Actual 17/08/18 £000	Variance 17/08/18 £000		% Variance 17/08/18	Note
Budget Category									
Employee Costs	4,306	4,306	0	1,669	1,678	(9)	over	(0.5%)	a
Property Costs	26	26	0	3	3	0	-	0.0%	
Supplies & Services	56	56	0	44	54	(10)	over	(22.7%)	1
Transport & Plant	29	29	0	10	11	(1)	over	(10.0%)	
Administration Costs	66	66	0	34	34	0	-	0.0%	
Payments to Other Bodies	1,537	1,537	0	628	628	0	-	0.0%	b,c
Payments to Contractors	3,290	3,290	0	3,085	3,085	0	-	0.0%	d
Transfer Payments	0	0	0	0	0	0	-	n/a	
Financing Charges	33	33	0	0	0	0	-	n/a	
Total Controllable Exp.	9,343	9,343	0	5,473	5,493	(20)	over	(0.4%)	
Total Controllable Inc.	(6,423)	(6,423)	0	(4,443)	(4,463)	20	over recovered	0.5%	2,b,c ,d
Net Controllable Exp.	2,920	2,920	0	1,030	1,030	0	-	0.0%	

Variance Explanations

1. Overspend due to IT costs incurred for licenses and support costs for systems used by the service.
2. The over recovery reflects increased planning and building warrant fees.

Budget Virements

a. Transfer from Reserves for secondment saving. Net Effect £0.025m: Employee Costs £0.025m.
b. Establish budget for Hamilton Palace Grounds income. Net Effect £0.000m: Payments to Other Bodies £0.042m and income (£0.042m).
c. Establish temporary budget for Smarter Choices Smarter Places funding. Net Effect £0.000m: Payment to Other Bodies £0.178m and Income (£0.178m).
d. Transfer of restoration bond income to establish budget for works at Broken Cross and Mainshill sites. Net effect £0.000m: Payments to Contractors £0.482m and Income (£0.482m).

Appendix F

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Community and Enterprise Resources: Period Ended 17 August 2018 (No.6)

Roads Total

	Annual Budget £000	Forecast for Year £000	Annual Forecast Variance £000	Budget Proportion 17/08/18 £000	Actual 17/08/18 £000	Variance 17/08/18 £000		% Variance 17/08/18	Note
Budget Category									
Employee Costs	5,902	5,902	0	1,969	1,892	77	under	3.9%	**1**
Property Costs	651	651	0	86	89	(3)	over	(3.5%)	
Supplies & Services	1,554	1,554	0	252	255	(3)	over	(1.2%)	
Transport & Plant	276	276	0	44	41	3	under	6.8%	
Administration Costs	279	279	0	41	45	(4)	over	(9.8%)	
Payments to Other Bodies	5,358	5,358	0	2,668	2,668	0	-	0.0%	
Payments to Contractors	15,848	15,848	0	3,453	3,453	0	-	0.0%	
Transfer Payments	563	563	0	281	281	0	-	0.0%	
Financing Charges	40	40	0	3	3	0	-	0.0%	
Total Controllable Exp.	30,471	30,471	0	8,797	8,727	70	under	0.8%	
Total Controllable Inc.	(4,159)	(4,159)	0	(1.142)	(1,072)	(70)	under recovered	(6.1%)	**2**
Net Controllable Exp.	26,312	26,312	0	7,655	7,655	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

No virements to report.

Agenda Item

Report

4

Report to:	**Community and Enterprise Resource Committee**
Date of Meeting:	**30 October 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 17 August 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 £38.144 million and expenditure to date of £6.349 million be noted.

3. Background

3.1. This is the second capital monitoring report presented to the Community and Enterprise Resources Committee for the financial year 2018/2019. 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 26 September 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 £38.144 million. Anticipated spend to date was £6.558 million and £6.349 million has been spent (16.64% of full budget). This represents spend of £0.209 million behind profile. This underspend 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)

26 September 2018

Link(s) to Council Values/Ambitions/Objectives

- Accountable, Effective, Efficient and Transparent

Previous References

- Executive Committee 28 February 2018
- Executive Committee 26 September 2018

List of Background Papers

- Financial ledger to 17 August 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 – 17 August 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	52	33
Facilities, Waste and Grounds	1,649	185	0	1,834	368	401
SLL and Cultural	1,194	450	(750)	894	23	4
Support Services	528	0	0	528	60	19
Regeneration	8,866	239	(750)	8,355	1,866	1,786
Roads	24,937	1,463	0	26,400	4,189	4,106
RESOURCE TOTAL	**37,307**	**2,337**	**(1,500)**	**38,144**	**6,558**	**6,349**

For Information Only
Budget Adjustments approved at Executive Committee 26 September 2018

- Sustrans – School Cycle and Scooter Parking £0.010m

SOUTH LANARKSHIRE COUNCIL

Report

Agenda Item

5

Report to:	**Community and Enterprise Resources Committee**
Date of Meeting:	**30 October 2018**
Report by:	**Executive Director (Finance and Corporate Resources)** **Executive Director (Community and Enterprise Resources)**

Subject:	**Community and Enterprise Resources – Workforce Monitoring – July and August 2018**

1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ provide employment information for July and August 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 July and August 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

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 July and August 2018.

4. Monitoring Statistics

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

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

The Resource absence figure for August 2018 was 5.2%. This figure has increased by 0.8 when compared to the previous month and is 1.6% higher than the Council-wide figure. Compared to August 2017, the Resource absence figure has increased by 0.9%.

Based on the absence figures at August 2018 and annual trends, the projected annual average absence for the Resource for 2018/2019 is 5.4%, compared to a Council-wide average figure of 4.4%.

For the financial year 2018/2019, the projected average days lost per employee equates to 13.2 days, compared with the overall figure for the Council of 9.4 days per employee.

4.2. **Occupational Health (Appendix 2)**
In terms of referrals to occupational health, which include medical examinations and physiotherapy, overall 246 referrals were made this period. This represents an increase of 44 when compared with the same period last year.

4.3. **Accident/Incident Statistics**
There were 12 accidents/incidents recorded within the Resource this period, a decrease of 5 when compared to the same period last year.

4.4. **Discipline, Grievance and Dignity at Work (Appendix 2)**
During the period, 18 disciplinary hearings were held within the Resource, an increase of 3 when compared to last year. Two appeals were heard by the Appeals Panel. One grievance hearing was held within the Resource. This figure has increased by 1 when compared to the same period last year. One Dignity at Work complaint was raised within the Resource. This figure has increased by 1 when compared to the same period last year.

4.5. **Analysis of Leavers (Appendix 2)**
There were 27 leavers in the Resource this period, a decrease of 16 when compared with the same period last year. Six exit interviews were conducted.

5 Employee Implications

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

6. Financial Implications

6.1. All financial implications are accommodated within existing budgets.

7. Other Implications

7.1. There are no implications for sustainability or risk 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 or recommend a change to an existing policy, function or strategy and therefore no impact assessment is required.

8.2. 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)

17 September 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 – 21 August 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.gov.uk

APPENDIX 1

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

APT&C	2016 / 2017	2017 / 2018	2018 / 2019
April	4.0	3.9	3.2
May	4.2	4.4	2.8
June	3.4	4.2	3.8
July	2.5	3.4	4.3
August	2.9	3.6	4.8
September	4.4	3.4	
October	4.8	3.8	
November	5.5	4.5	
December	5.3	3.6	
January	4.4	3.0	
February	4.5	3.0	
March	4.2	3.4	
Annual Average	**4.2**	**3.7**	**3.6**
Average Apr-Aug	**3.4**	**3.9**	**3.8**

Manual Workers	2016 / 2017	2017 / 2018	2018 / 2019
April	5.8	5.2	5.4
May	5.6	5.7	6.0
June	5.5	5.1	5.8
July	4.4	4.2	4.5
August	5.0	4.5	5.3
September	5.6	5.0	
October	5.8	5.6	
November	6.7	6.2	
December	6.2	6.4	
January	5.7	6.3	
February	6.4	6.8	
March	5.9	6.1	
Annual Average	**5.7**	**5.6**	**5.8**
Average Apr-Aug	**5.3**	**4.9**	**5.4**

Resource Total	2016 / 2017	2017 / 2018	2018 / 2019
April	5.3	4.8	5.0
May	5.2	5.4	5.5
June	4.9	4.9	5.5
July	3.9	4.0	4.4
August	4.4	4.3	5.2
September	5.3	4.8	
October	5.5	5.3	
November	6.4	5.9	
December	6.0	5.9	
January	5.4	5.7	
February	5.9	6.1	
March	5.4	5.6	
Annual Average	**5.3**	**5.2**	**5.4**
Average Apr-Aug	**4.7**	**4.7**	**5.1**

Council Wide	2016 / 2017	2017 / 2018	2018 / 2019
April	4.3	3.9	4.1
May	4.4	4.2	4.2
June	4.1	3.9	4.3
July	3.3	3.0	3.4
August	3.6	3.2	3.6
September	4.1	4.0	
October	4.4	4.1	
November	4.9	4.8	
December	4.9	5.1	
January	4.5	5.0	
February	5.0	5.0	
March	4.7	4.7	
Annual Average	**4.4**	**4.2**	**4.4**
Average Apr-Aug	**3.9**	**3.6**	**3.9**

No of Employees at 31 August 2018	**547**	**No of Employees at 31 August 2018**	**2775**	**No of Employees at 31 August 2018**	**3322**	**No of Employees at 31 August 2018**	**15418**

For the financial year 2018/19, the projected average days lost per employee equates to 13.2 days.

COMMUNITY AND ENTERPRISE RESOURCES

	Jul-Aug 2017	Jul-Aug 2018
MEDICAL EXAMINATIONS Number of Employees Attending	61	61
EMPLOYEE COUNSELLING SERVICE Total Number of Referrals	21	40
PHYSIOTHERAPY SERVICE Total Number of Referrals	82	88
REFERRALS TO EMPLOYEE SUPPORT OFFICER	34	51
REFERRALS TO COGNITIVE BEHAVIOUR THERAPY	4	6
TOTAL	202	246

CAUSE OF ACCIDENTS/INCIDENTS	**Jul-Aug 2017**	**Jul-Aug 2018**
Specified Injuries*	3	0
Over 7 day absences	1	0
Over 3 day absences**	1	0
Minor	7	9
Near Miss	1	2
Violent Incident: Physical****	2	1
Violent Incident: Verbal*****	2	0
Total Accidents/Incidents	17	12

*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	**Jul-Aug 2017**	**Jul-Aug 2018**
Total Number of Hearings	15	18
Total Number of Appeals	0	2

Time Taken to Convene Hearing Jul-Aug 2018

0-3 Weeks	4-6 Weeks	Over 6 Weeks
8	**10**	**0**

RECORD OF GRIEVANCE HEARINGS	**Jul-Aug 2017**	**Jul-Aug 2018**
Number of Grievances	0	1
Still in Progress	0	1

RECORD OF DIGNITY AT WORK	**Jul-Aug 2017**	**Jul-Aug 2018**
Number of Incidents	0	1
Still in Process	0	1

ANALYSIS OF REASONS FOR LEAVING	**Jul-Aug 2017**	**Jul-Aug 2018**
Career Advancement	0	4
Personal Reasons	1	0
Childcare/caring responsibilities	0	1
Other	2	1
Number of Exit Interviews conducted	**3**	**6**

Total Number of Leavers Eligible for Exit Interview	**43**	**27**

Percentage of interviews conducted	**7%**	**22%**

Agenda Item
6

Report

To:	**Community and Enterprise Resources**
Date:	**30 October 2018**
Prepared by:	**Executive Director (Community and Enterprise Resources)**

Subject:	**Renewable Energy Fund Community Benefit Fund Proposed Update and Amendments**

1. Purpose of the Report

1.1. The purpose of the report is to:-

- ♦ seek approval to amend the Renewable Energy Fund (REF) Community Benefit Fund and establish a Funding Framework

2. Recommendation(s)

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

(1) that the 3 amendments to the REF fund listed at paragraphs; 4.8, 4.9 and 4.10, be endorsed;
(2) that the Funding Framework, outlined in paragraphs 4.4 and 4.5 and detailed in Appendix 1, be endorsed;
(3) that the changes to the funds publicity, listed at paragraph 5.0 and shown in Appendix 2, be noted;
(4) that the changes to the REF be effective from 1 April 2019; and
(5) that the matter be referred to the Executive Committee for approval.

3. Background

3.1. The Council has a well established mechanism for the collection and distribution of community benefit related to wind farm developments. This was initially set up on the approval of a Report to the Executive Committee entitled Community Benefit (Establishment of a Renewable Energy Fund) on 3 March 2004.

3.2 The Council administers the community benefit element of the Renewable Energy Fund (REF) for 31 wind farms within South Lanarkshire. Community groups, social enterprises, trusts, public organisations and not for profit organisations within 10km of contributing wind farm provider are eligible to apply. Since 2004, the Council has made grant awards of over £4.7m from the REF. Looking forward, the annual income and funds available to distribute for community benefit from REF are projected to be over £1.2m per annum until at least 2044 and this does not factor-in inflation or potential new wind farm developments.

3.3 In March 2017, the Executive Committee approved a number of amendments to the Clyde Wind Farm Fund and the amendments set out in section 4 to REF seek to align the two funds providing a consistency of funding across South Lanarkshire community benefit funds.

3.4 On 28 June 2017, the Executive Committee agreed that the Rural Task Force be requested to consider an approach to neighbourhood planning by addressing inequality in the rural areas. The Task Force considered this on 11th December 2017 and agreed that detailed consideration required to be given to a number of interrelated issues that would have a bearing on the outcome of developing an approach to neighbourhood planning in the rural area. This included a review of the REF to establish a Funding Framework which would help support the delivery of the neighbourhood planning priorities.

4. REF Funding Framework Review

4.1 In early 2018 a review and analysis of the REF funds was undertaken and information on the REF was presented as a discussion paper to the Rural Task Force on 22 June 2018. This input from and comment from the Rural Task Force, along with the changes to the Clyde Wind Farm Fund made in 2017 referred to above, have informed the recommended amendments set out in this report.

4.2 The REF fund adopted the criteria from the LEADER + programme operating in 2004 with the following purposes to:-

- secure investment, create employment, implement training, promote or secure sustainable development
- relieve poverty, advance education and other social purposes beneficial to a community
- preserve, protect or enhance the environment or heritage of Scotland including any building
- promote and encourage environmental improvement or enhancement including the provision or upgrading of infrastructure
- provide or assist in the provision of facilities for recreation or other leisure time activities

4.3 The REF purposes above are still considered broadly relevant. However, it is appropriate for these to be refreshed and set within a new REF Funding Framework which will seek to support community led neighbourhood planning by setting out clear themes and priorities which will then provide a basis to assess project funding.

4.4 Following on from above, it is noted that a number of community led neighbourhood plans in different forms have been undertaken recently within the rural area such as in Forth, Rigside, Coalburn Douglas and Glespin. Since the summer of 2018, further support for the development of community led neighbourhood plans is being developed through the LEADER funded Building Community Capacity in Lanarkshire's Rural Area project. Within this context, it reinforces that it is important at this time to update the REF with a Funding Framework which is able to respond to these initiatives, support the development of community led neighbourhood plans and projects and activity identified within such plans.

4.5 The Funding Framework themes have been informed by the developing neighbourhood plans, referred to above findings from research and consultations in particular the National Neighbourhood Survey 2016 and Lanarkshire Rural Survey in 2014 (which is still largely relevant). The four themes would be:-

- Stronger Communities
- Prosperous Communities
- Healthy Communities
- Sustainable Environmental Communities

These reflect the people and place themes which form part of Community Planning approach. The rational and detail within each theme and priorities that could be supported are set out within the Funding Framework within Appendix 1.

4.6 Introducing the Funding Framework will seek to deliver:-

- improved targeting of funds to areas of need such as deprivation and isolation
- support the development of community led neighbourhood planning and local strategies
- improved leverage from other funders and additional investment
- ability to measure the outcomes and outputs of the investments made against the fund priorities

This will be done by fully publicising the REF Funding Framework and updating the assessment guidance which will allow projects developed through community led neighbourhood plans and/or meeting multiple Funding Framework priorities to score more highly and potentially attract higher grant intervention.

4.7 In addition to the Funding Framework 3 amendments are proposed that deal with issues that will widen the accessibility of the funds and deliver increased support to communities and neighbourhood planning. These are included within the Funding Framework.

4.8 **Amendment 1 - To provide up to £10,000 100% support:-**
The maximum 100% grant level of £5,000 was set some time ago and can be restrictive in the scale of projects supported creating an unnecessary barrier to small local projects. This should be increased to £10,000 to align with the Clyde Wind farm. This increase will enable communities to deliver larger, more complex projects and activity, quicker, without the need for match funding to be secured. The increased level will also support the preparation and development of neighbourhood plans more easily.

4.9 **Amendment 2 - Provide revenue support for capital projects:-**
At present the fund does not provide any ongoing revenue support for projects, which can act as barrier for projects commencing. Therefore it is proposed that the fund can provide revenue funding for up to 2 years to support a capital project that has benefited from a grant award. This can assist a project in becoming sustainable and help to support short term non-recurring revenue costs that are put forward. However, it should always remain a fundamental objective that supported projects should achieve self sustainability by the commencement of the third year of operations.

4.10 **Amendment 3 - The introduction of micro grants:-**
At present no small grants less than £1,000 have been awarded by the REF which is partly due to the significant effort required by groups in gathering evidence and justification and completing the application process for small amounts. However, it is recognised that small grants can be useful to groups and communities in strengthening groups and communities and delivering activity. The establishment of a micro grant scheme similar to the Clyde Wind Farm Fund as part of REF would give communities the ability to fund small scale activity that is locally important with minimum administration. The administration of the micro grants would be undertaken at a local level by Community Councils. Where no Community Councils exist, the Council will investigate devolving decision making on micro grants to other Council approved organisations as well as holding a central pot ring-fenced for those areas.

Community Councils within eligible 10km areas could apply to REF for a maximum £5,000 micro grant fund on an annual basis with awards dependent on funds being available covering their area. The individual award limit for Community Councils distributing micro grants would be £500 and administration is undertaken by Community Councils through a simplified application form. Annual returns will be required from participating Community Councils on funds awarded and any governance issues or corrective actions addressed through this process. It is proposed to contact Community Councils which have area covered by REF seeking applications to run a micro grant scheme and offer training workshops in early 2019 on the administration and eligibility for micro grants.

There are currently 34 active Community Councils and a maximum potential of 58 in South Lanarkshire, 6 of the active Community Councils are within the Clyde wind farm area and already have access to SLC administered funds for micro grants. As the budget of each of the 31 wind farm providers is managed separately, the award to individual Community Councils will be dependent on the availability of funds covering their area.

4.11 Grant applications to the REF are currently appraised and scored by Council officers, with grants above £20,000 approved by Community and Enterprise Resources Committee and below £20,000 by the Head of Planning and Economic Development Services through delegated authority. The REF review and Rural Task Force considered options for revising this decision making process including wider participation on project appraisal and creation of a new approval group similar to the LEADER Local Action Group. However the current process is considered robust and the changes set out above will increase community access and participation with the fund. In addition, it is considered that the focus of resources should be given to ensuring the community has full access to the funds. As such, it is recommended that no changes are made to the decision making process at this time, with this being monitored and reviewed as part of the ongoing process.

5. Awareness raising and publicity

5.1 As the size of the REF fund has grown, it is recognised that the profile of the fund has not grown commensurate with its scale or with other national funds available to communities. To support the recommended changes, it is proposed that an awareness raising activity is undertaken through the Council's normal channels to make sure that communities understand where, and for what funds are being awarded. Along with this, a range of branding and leaflets have been created which are attached as Appendix 2. In addition, a new funding website has been established which will direct communities to all funding programmes local and national and promote success within the REF and Clyde Wind Farm Fund. The web site can be found at: - http://southlanarkshire.fundingscotland.com/

6. Conclusion and Next steps

6.1 It is considered the REF is working successfully and to the benefit of the affected communities. Nonetheless, there has been a need to review the fund to reflect a focus on neighbourhood planning priorities, increase local accountability, address socio economic disadvantages and publicise the benefits of the fund. It is proposed that these changes to the REF take effect from April 2019 to tie in with the start of next financial year, however, the publicity and awareness of these funds can commence immediately to allow communities to commence work to access the funds in April 2019.

7. Employee Implications

7.1 The operation of the Fund will be serviced from within the existing staff establishment of Planning and Economic Development Services.

8 Financial Implications

8.1 The recommended changes have no direct effect on the Council's budgets. The changes are intended to help communities and organisations secure additional funds from other funders increasing investment within South Lanarkshire's Communities. The changes and any alteration to grants awarded versus income will be monitored and reported annually.

9 Other Implications

9.1 There are no significant risks to the Council associated with this report.

9.2 The recommendations contained within the report will support sustainability and sustainable development.

10. Equality Impact Assessment and Consultation Arrangements

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

10.2 All necessary consultation arrangements, including with the Rural Task Force, have taken place.

Michael McGlynn
Executive Director (Community and Enterprise Resources)

27 September 2018

Links to Council Values/Ambitions/Objectives

- Promote economic growth and tackle disadvantage
- Making communities safer stronger and sustainable
- 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

- Executive Committee 8 March 2017
- Enterprise Services Committee 1 April 2014
- Enterprise Services Committee 4 June 2013
- Executive Committee 3 March 2004

List of Background Papers

- Clyde Wind Farm Community Benefit Fund – Proposed Amendments to Fund Management and Administration
- Scottish Government Consultation on Good Practice Principles for Community Benefits from Onshore Renewable Energy Developments
- REF Evaluation and Action Plan
- Community Benefit and the establishment of an Renewable Energy Fund

Contact for Further Information

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

Pauline Elliott, Head of Planning and Economic Development Services
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Appendix 1

REF Funding Framework

6

1. **Background**

The purpose of the Funding Framework is to establish clear objectives for the Community Benefit Funds in South Lanarkshire and to support neighbourhood and community planning objectives and help deliver sustainable communities with improved social and economic outcomes.

The REF Community Benefit Funds are a benefit to communities supporting a wide range of community led projects. Since 2004 £4.7m worth of grants have been awarded helping to lever in £20m additional funding to the area. The funds require to continue to support communities and should support ongoing neighbourhood planning. To do this the funds can be better aligned to the identified needs and issues of the rural area such as access to services, pockets of deprivation and an ageing population and align to national and local strategies.
Developing the Funding Framework will deliver four improvements:

- Improve targeting of funds to areas of need (such as deprivation and isolation)
- Better alignment to neighbourhood planning priorities and local strategies
- Improved leverage from other funders and additional investment
- Ability to measure the outcomes and outputs of the investments made against the fund priorities

The Funding Framework aims to dovetail with local needs, local and national policies and strategies and other funds that can help communities particularly rural communities to continue to remain sustainable and thrive. The Funding Framework draws upon statistical evidence such as Scottish Index of Multiple Deprivation (SIMD) and South Lanarkshires State of the Environment report, community consultations and national surveys and local and national policy. The Funding Framework recognises the aim set by Community Planning which brings together local agencies and organisations from the public, private and voluntary sector to deliver better services for communities. The agreed vision for Community Planning in South Lanarkshire is:

"To improve the quality of life for all in South Lanarkshire by ensuring equal access to opportunities and to services that meet people's needs".

Key areas of focus include:

- Improving Health and Tackling Inequalities
- Reducing Crime and Improving Community Safety
- Promoting Sustainable and Inclusive Communities and Opportunities for all through Life
- Ensuring Sustainable Economic Recovery and Development
- Tackling Poverty

2. Investment Themes

The investment themes are informed by the findings from the various pieces of research and consultations in particular the National Neighbourhood Survey 2016 and Lanarkshire Rural Survey in 2014 and the priorities of relevant local and national strategies including:

Promote an Economic Strategy for South Lanarkshire 2013 – 2023
Lanarkshire LEADER Local Development Strategy 2014 – 2020
South Lanarkshire Sustainable Development and Climate Change strategy 2017 - 2022
Developing the Young Workforce Scotland's Youth Employment Strategy 2014
Scotlands Regeneration Strategy: Achieving a Sustainable Future 2011

It is recognised that some research and consultations were undertaken some time ago and will need to be refreshed. It is considered that an appropriate time to do this will be at the end of the current EU funding period in 2020 and after the direction of replacement funding streams is understood.

Four priority themes have been identified to help strengthen the strategic focus and enhance the internal cohesiveness of the approach. These are aligned with the Community Planning focus areas.

Theme One : Stronger Communities

Investment rationale

Throughout South Lanarkshire there are communities which demonstrate high levels of inequality either in terms of income or access to services and there are significant variations in the well-being of individual communities. Between a third and a quarter of the total population of some rural communities (25-30%) were classed as Income Deprived (SIMD 2012), almost twice the area average and there are pockets of disadvantage in most of the towns. The remoter areas of rural South Lanarkshire are also characterised by weak socio-economic performance. The Funding Framework seeks to prioritise tackling inequality of different kinds by supporting projects that will help break the generational levels of inequality. The theme supports projects that address poverty and disadvantage at both a community and area level. Communities can be enabled and empowered to act in tackling disadvantage and contributing to their own development. This will include helping communities identify their own priorities.

Investment Priorities

- Support for communities to consider their own priorities at a community level and deliver projects that address these priorities.
- Support for projects that seek to address fuel poverty, financial poverty or access to services.
- Support to improve mobility for rural residents.
- Support for projects aimed at older and younger residents of remoter rural communities.
- Support to assist communities take on local community owned and/or managed assets.

Theme Two : Prosperous Communities

Investment rationale

Supporting SME growth, training opportunities, employment and entrepreneurship are recognised as fundamental to the economic wellbeing and sustainability of all communities. Within the rural area and some urban areas there is a higher level of individuals with low or no qualifications and this presents a barrier to individual financial wellbeing and overall Gross Domestic Product growth within the area. This is often exacerbated by the distances to access services and both training and job opportunities.
Town Centres are recognised as key to thriving communities and support is fundamental to create sustainable local economies. Communities are still very committed to their towns and the town centre remains firmly at the heart of the communities. It is recognised that there is a need to develop the rural towns in a way that will sustain and retain them as rural service centres playing a key role in rural quality of life.
Growing the SME environment through improved business infrastructure and services can assist the development of micro enterprises and SME's. Support for business hubs and community broadband fibre can help generate prosperous communities.
Direct support to locally focused social enterprises and not for profit organisations aimed at increasing trading figures and numbers employed can have a positive impact both on the business and the rural economy by creating alternative employment opportunities and robust local delivery organisations.

Investment Priorities

- Support for targeted engagement in training, education and employment initiatives.
- Support for projects that aim to improve the vitality and viability of rural town and village centres.
- Support for growing the SME infrastructure and environment through improved business infrastructure and services but not direct to individual businesses.
- Support to locally focused social enterprises and not for profit organisations which aims to increase profitability and numbers employed.
- Support for tourism infrastructure, attracting visitors and or employment.

Theme Three : Healthy active Communities

Investment rationale
The rural area demographics show an increasing proportion of older people within the rural area. In addition the distance to access recreational opportunities and the difficulty in accessing some support services has an effect well being within the area. This can be addressed through improved physical sports and recreational infrastructure, time limited health projects linked to specific needs, volunteering or projects that support older people in the community.

Investment Priorities

- Support for projects that help healthy and active life styles including sports, recreation and leisure.
- Support for projects that aim to maintain independence for older people and disadvantaged groups.
- Support for the relief by reason of age, ill health disability financial hardship or other disadvantage.

Theme Four : Sustainable Environmental Communities
The areas heritage and environment can also establish a sense of place and build local identity and esteem. There are underutilised assets that present opportunities to improve the attractiveness of the area for both residents and visitors.

Investment Priorities

- Support to protect and enhance the area's natural and cultural heritage assets including increasing awareness of the asset.
- To promote and encourage environmental enhancements including the provision or upgrade of infrastructure.
- Support for projects which aim to improve energy efficiency, reduce carbon emissions, develop sustainable transport, climate change mitigation and increase community growing.

While each theme has a list of priorities projects which do not fit a priority but still deliver well on a theme or across themes can be considered on an individual case and assessed against meeting the themes objective.

3. REF Amendments

To support the Funding Framework and increase the empowerment of communities and support neighbourhood planning 3 additional amendments have been made to the REF.

Amendment 1 : To provide up to £10,000 100% support :
This increase will support Theme 1 enabling communities to deliver larger, more complex projects and activity, quicker, without the need for match funding to be secured. This will support all eligible communities but is of particular support in communities with limited resources or community capacity.

Amendment 2 : Provide revenue support for capital projects :
This will support Themes 1, 2, and 4 and allow new capital projects able to apply for revenue funding (e.g. staff and overhead costs) for a time limited period of up to 3 years to help move the project to sustainability. This will help community group and social enterprises during development and expansion.

Amendment 3 : The introduction of micro grants :
This will support Theme1 and establish a micro grant scheme which will give communities the ability to fund small scale activity which are locally important with the minimum of administration. The administration of the micro grants would be undertaken at a local level, Community Councils within eligible 10km areas can apply to REF for a maximum £5,000 micro grant fund on an annual basis with awards dependent on funds being available covering their area. The individual award maximum limit for Community Councils distributing micro grants would be £500 and administration is undertaken by Community Councils through a simplified application form. Annual returns will be required from participating Community Councils on funds awarded and any governance issues or corrective actions addressed through this process. The micro grant scheme supports strong sustainable communities

1.5 Monitoring success

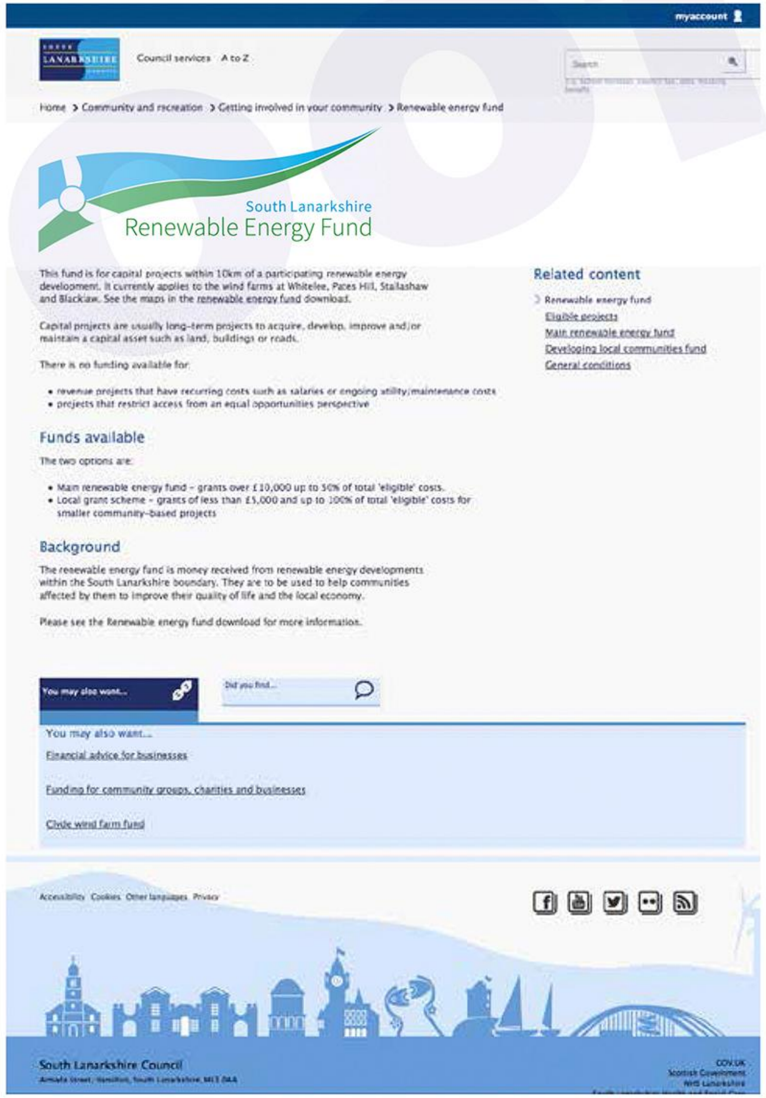
The Funding Framework will be delivered by promoting the themes, priorities and amendments and by updating and publicising the application scoring matrix. Measuring of grant awards, outcomes and results against the four themes will provide measurements of the success of the REF in meeting the Community planning and neighbourhood priorities.

South Lanarkshire Renewable Energy Fund
Managed by South Lanarkshire Council

South Lanarkshire Renewable Energy Fund
Managed by South Lanarkshire Council

Facebook timeline

Poster



SLC website

Sample plaque

SOUTH LANARKSHIRE COUNCIL

Report

Agenda Item

7

Report to:	**Community and Enterprise Resources Committee**
Date of Meeting:	**30 October 2018**
Report by:	**Executive Director (Community and Enterprise Resources)** **Executive Director (Finance and Corporate Resources)**

Subject:	**Adjustment to the Planning and Building Standards Service**

1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ seek approval for the changes to the Community and Enterprise Resources' establishment including the addition of 2.0 FTE Building Standards Inspectors (permanent) and 1.0 FTE Building Standards Inspector (temporary for maximum of 2 years)

2. Recommendation(s)

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

(1) that the changes to the Resource establishment, as outlined in section 6.0, be approved.

3. Background

3.1. The Council's statutory role as Building Standards Authority for its area is undertaken by the Building Standards service. This function sits within the Planning and Economic Development Service within Community and Enterprise Resources. The Building Standards Service is responsible for ensuring development is carried out in accordance with the Building Regulations and associated Technical Standards so that the health and safety users of buildings and the general public is protected. It also has a statutory enforcement role involving the inspection of dangerous buildings and structures and seeking remedy for unauthorised or defective work. As well as its statutory functions, the Building Standards Service carries out a range of important non-core business including emergency call out cover, licensing activity, liaison with disability groups, participation in the Operation Doric scheme (a dedicated response to doorstep crime in order to achieve Police Scotland's priority of reducing doorstep crime and the harm it causes) and property searches.

3.2. In March 2017, South Lanarkshire Council was re-appointed by Scottish Ministers as verifier for the Council area for the maximum period available of 6 years. The verification role involves the timeous and efficient processing of building warrant applications together with the inspection of works on site to ensure development is being carried out in compliance with the building warrant and technical standards. This appointment recognised the strong level of performance by the service. The terms of appointment are conditional on meeting certain performance requirements outlined in the Performance Framework for Verifiers (2017). This framework sets out

7 Key Performance Outcomes (KPO’s) which seek to embed a culture of continuous improvement and cover items such as:

- minimise the time taken for customers to obtain a building warrant, or amendment to building warrant, whilst maintaining the appropriate levels of competent plan assessment
- promote quality and consistency of compliance assessment by undertaking timed and proportionate reasonable inquiries (site inspection) using a risk-based approach to inspection and other forms of assessment
- maintain financial governance - Building standards verification is intended to be financed by the building warrant and associated fees. Underpinning this KPO is the need to ensure that resources including funds, employees, IT and other infrastructure are fully harnessed to ensure efficiencies are maximised
- commitment to eBuilding Standards through the digitisation of verification services to improve customer interaction and maximise efficiencies.

The Scottish Government may, at any time, review the terms of verification appointment and have powers to either vary or terminate the appointment.

4 Workload and Emerging Issues

4.1. There has been a reduction in the number of operational surveyors within the Service from 17 in 2015 to 14. During this period, building warrant application numbers have remained constant, with 2776 applications received in 2014/15 and 2616 in 2017/18. More recently, there has been an increase in the number of multi-plot housing sites commencing work. This reflects the trend of an upturn in the economy which has seen increasing activity by developers, including housebuilders in South Lanarkshire. This in turn supports the objectives of the Council Plan Connect of making South Lanarkshire a place for business by encouraging the conditions for economic growth.

4.2. Benchmarking with other authorities shows South Lanarkshire had the highest number of building warrants granted per officer in 2017/18 and this correlates to 50% more than the number of applications per officer for that period when compared to the national average. This is in a period when the complexity of the Technical Standards against which applications are assessed has increased, for example through greater emphasis on energy issues and the increasing need to consider bespoke fire engineering solutions.

4.3. The management of sites (once a building warrant has been issued and work started on site) requires significant officer time in terms of site inspections and the associated processing of completion certificates. The Performance Framework referred to above now places additional requirements on verifiers in relation to the monitoring of works on site, including minimum inspection levels for all projects. The current demand for inspections will continue for at least the next 3-5 years based on programmed work by housebuilders. However, this position does not take account of housing and other key developments currently progressing through the planning and building warrant systems.

4.4. Following the Grenfell fire and the Edinburgh school failure, the Scottish Government set up two expert panels to review aspects of the Scottish building standards regulatory framework. The remit was to review compliance and enforcement aspects of the building standards system and review building standards and Technical Handbook guidance primarily relating to fire safety in high rise domestic buildings. Consultation has recently taken place on proposed changes to the building and fire safety regulatory frameworks in order to help ensure the safety of people in and around Scotland's buildings.

The proposed changes outlined in the consultation aim to:

- improve compliance with building standards during the design and construction of all buildings, with a particular focus on complex and high value public buildings, making them safer for occupants;

- address fire safety related issues in relation to high rise domestic buildings and certain other residential buildings.

4.5. The main recommendations would place a greater emphasis and resources on ensuring the completed building is constructed in accordance with the approved design and being compliant with the regulations. There would be a greater emphasis on the inspection and testing role during construction and at completion, with a strong focus on safety critical aspects such as structure and fire safety.

4.6. The recommendations would, if implemented in full, have significant implications for the day to day activities of the Building Standards Service and would expand the current role of Building Standards in relation to enforcement and compliance. The Council in its role as verifier will be expected to be pro-active in ensuring applicants, owners and developers comply with legislative requirements related to the submission and granting of completion acceptances or temporary occupation certificates. The ability of the service to accommodate these requirements would be limited based on existing resources. Taking the workload and emerging issues together, it is appropriate at this time to review staffing levels to ensure the Council is in a position to fulfil its statutory duties as Building Standards Authority.

5 Proposed Introduction of Building Inspector Posts

5.1. Consideration has been given to ways in which capacity within the Building Standards service can be increased to address the issues set out in section 4.0. In general terms the introduction of a new Building Inspector role is considered appropriate given the officer resources required to be committed to inspection of existing developments under construction and programmed to start in the next 3-5 years and the likely emphasis on pro-active intervention to ensure new buildings are being constructed in accordance with approved drawings as anticipated in the recommendations of the working groups. In turn, this would allow officers to dedicate increased time to carry out plan assessment and for team leaders to concentrate on the day to day management of their teams. Based on known developer output and the likely implications of the legislative change, it is considered 3 FTE at Building Inspector level should be added to the establishment.

5.2. In terms of funding these posts, there is currently 1 FTE Advanced Planning Officer post and 0.4 FTE Planning Enforcement Officer vacant within the Planning and Building Standards service. It is proposed that the employee costs are used to create 2 FTE permanent inspector posts.

5.3. In addition, fee income from the submission of building warrant applications currently exceeds the costs of operating the Building Standards service. This comes as a result of increases to fees that were introduced in July 2017. At the time, the Scottish Government stated that they expected the additional income to be re-invested in the service in order to ensure performance levels were at least maintained and improved over time. It is anticipated developer activity in the next 2-3 years will remain at the current level in the economic climate. As a result, fee income from building warrant applications is expected to remain stable for this period. It is, therefore, proposed that 1 additional FTE post be funded from this income. This post would be for a temporary period for a maximum of 2 years to allow the position to be reviewed at the end of that period.

6. Employee Implications

6.1.

Post	Current Number of Posts (FTE)	Proposed Number of Posts (FTE)	Grade	SCP Range	Hourly Rate	Annual Salary	Gross Cost (inc on costs 30.3%)
Advanced Planning Officer	1	0	Grade 3 Level 8	77-80	£20.21 - £21.16	£36,881 - £38,614	(£48,056 - £50,315)
Planning Enforcement Officer	1	0.6	Grade 3 Level 2	61-65	£15.98 - £16.94	£29,161 - £30,913	(£15,199 - £16,112)
Building Inspector (permanent)	0	2	Grade 2 Level 3	44-48	£12.43- £13.19	£22,683- £24,070	£59,112 - £62,726
Building Inspector (temporary)	0	1	Grade 2 Level 3	44-48	£12.43- £13.19	£22,683- £24,070	£29,556 – £31,363

These posts have been evaluated using the Council's grading scheme.

7. Financial Implications

7.1. The proposed additional 3 FTE Building Inspector posts have an annual estimated cost of £0.094m. The additional costs would reduce to £0.063m after two years when the number of posts reduces to 2.0 permanent FTE Building Inspectors.

7.2. The 2.0 FTE permanent additional Building Inspector posts (£0.063m) will be funded from a reduction of 1.0 FTE Planning Officer and a reduction of 0.4 FTE Planning Enforcement Officer (£0.066m). The temporary Building Inspector 1.0 FTE post will be funded from additional fee income for Building Warrants (£0.031m). The overall net cost of the three additional posts combined would be £0.028m per annum.

8. Other Implications

8.1. The failure to fully resource the Building Standards service could result in a fall in performance levels and a reputational risk to the Council. In the longer term, this could lead to the Council losing its verification role. It is also imperative that the service is fully resourced to address the recommendations of the working group on building and fire safety which are intended to ensure catastrophic events are prevented. 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. Trade unions have been consulted in terms of the content of this report.

Michael McGlynn
Executive Director (Community and Enterprise Resources)

Paul Manning
Executive Director (Finance and Corporate Resources)

15 October 2018

Link(s) to Council Objectives/Values/Ambitions
- Improving the availability, quality and access to housing
- Working with communities and partners to promote high quality, thriving and sustainable communities
- Supporting the local economy by providing the right conditions for inclusive growth

Previous References
- None

List of Background Papers
- None

Contact for Further Information
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Agenda Item

8

Report

Report to:	**Community and Enterprise Resources Committee**
Date of Meeting:	**30 October 2018**
Report by:	**Executive Director (Community and Enterprise Resources)** **Executive Director (Finance and Corporate Resources)**

Subject:	**City Deal – Additional Economic Development Officers**

1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ request approval for 2 full time equivalent (FTE) Economic Development Officer posts to be added to the establishment of Planning and Economic Development Services for a fixed term of 2 years

2. Recommendation(s)

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

(1) that the establishment of 2 full time equivalent (FTE) Economic Development Officer posts for a fixed term of 2 years, to be funded from the City Deal Programme, be approved.

3. Background

3.1. The Glasgow City Deal is an agreement between the UK Government, the Scottish Government and the 8 local authorities across the Glasgow and Clyde Valley. It sets out how the region will create economic growth through:-

- ♦ setting up a £1.13 billion Glasgow City Region Infrastructure Fund to improve transport connectivity and regeneration activity across the City Region
- ♦ helping small and medium enterprises to grow and develop
- ♦ delivering programmes to support unemployed people
- ♦ developing new ways of boosting the incomes of people on low wages
- ♦ providing opportunities for those living in economically deprived areas

3.2. South Lanarkshire's four infrastructure projects currently total £166.2 million of capital investment and comprise:-

Cathkin Relief Road

This new £16 million single-carriageway road was officially opened on 24 February 2017. It runs between Mill Street and Burnside Road. Several road junctions have also been upgraded and existing woodland areas have been upgraded by extensive areas of new tree and shrub planting. In addition, complementary works associated with the provision of play areas, improved street lighting and carriageway and footpath resurfacing are being implemented.

Greenhills Road
The widening of Greenhills Road/A726 is a £25.7 million project which will see two sections of road transformed into dual carriageways. Existing junctions will also be improved along with bus infrastructure and active travel options. The Full Business Case was approved by the City Deal's Chief Executives' group on 3 September, the City Deal Cabinet on 9 October 2018 and will commence on site later this year.

Stewartfield Way
Stewartfield Way will undergo a £62.2 million upgrade, becoming a dual carriageway in both directions. As well as improving traffic flow, the project will also enhance pedestrian crossings and increase the capacity of public transport infrastructure. The Strategic Business Case for the project received approval in August 2015 and in 2018/2019 work will continue in the preparation of the Outline Business Case which will then be submitted to the Council and City Deal Cabinet for approval.

Community Growth Areas
Four Community Growth Areas (CGAs) have been identified in Newton, Hamilton, Larkhall and East Kilbride. This £62.3 million scheme will deliver education, transport and community infrastructure projects to support the development and associated population increase. All the Outline Business Cases have been approved and work will now progress to prepare Final Business Case for projects to receive Council and Cabinet approval as appropriate.

4. Economic Development Officer Posts

4.1. The City Deal has now developed into a number of areas of activity including:-

- project business case development
- project implementation
- project benefits monitoring and reporting
- engagement with 2019 gateway review process, (i.e. post project review and evaluation of outputs and outcomes)
- implementation of activity aimed at meeting regional economic strategy targets and outcomes

4.2. Bearing in mind the background set out in paragraph 3.2, the City Deal project is now entering a phase of increased activity with corresponding demands being placed on officers to progress projects through the preparation and submission of Final Business Cases for up to 15 projects associated with the CGA's project, an Outline Business Case and Final Business Case for the Stewartfield Way project. This will also include financial management of project activity, community benefit management, and community benefit monitoring. This is in addition to the work which may be generated from the outcome of the 2019 Gateway Review process and supporting the implementation of the Regional Economic Strategy. The focus of the proposed officers' activities is to support this workload and would work alongside existing officers with Economic Development Services.

4.3. It is important to highlight that existing officers have successfully delivered all of the City Deal projects to date. The additional capacity of two temporary posts will ensure that the Council maximises the economic benefit to be realised from the City Deal at the time when the associated workload is at its most onerous. At the same time, it will create capacity for officers to progress other economic development activity including business support and advice, support to key sectors, town centres, East Kilbride Task Force, Clyde Gateway and UWS legacy site.

4.4. Taking the City Deal increased workload together with other Economic Development activities, it is considered, the additional 2 FTE Economic Development Officers are required to ensure that these duties and responsibilities can be effectively delivered and the Council can continue to maximise City Deal opportunities.

5. Employee Implications

5.1. The following posts should be added to the Planning and Economic Development establishment for a fixed term 2 year period as detailed below:

Post title	Number of posts	Grade/SCP	Hourly Rate	Annual salary (excluding on-costs)	Gross salary (including on-costs 30.3%)
Economic Development Officer	2	Grade 3 Level 8, 77 - 80	£20.21 - £21.16	£36,881 - £38,614	£96,112 - £100,630

These posts have been evaluated using the Council's grading scheme.

6. Financial Implications

6.1. The additional financial implications for the Council will be an increase in the Planning and Economic Development revenue budget of up to £201,260 in total for a period of two years.

6.2. The costs of the two additional posts will be recovered from the City Deal budget allocation associated with the projects the Council has in the programme. The basis of recovering the cost of staff working on the City Deal programme is consistent with the approach being taken at other Member Authorities.

7. Other Implications

7.1 If these posts are not filled, the Council will find it extremely challenging to be able to sustain its existing commitments to the Glasgow City Deal and there will potentially be slippage in the implementation and spend profile for a number of projects. There may be subsequent failure to meet both project implementation and economic growth targets which are necessary to sustain the levels of both UK and Scottish Government funding to the City Deal and also a negative effect on the Council's reputation among both Scottish and UK Governments and City Deal partners.

7.2. There are no issues in term of sustainability in relation to 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. Trade unions have been consulted in relation to the information contained in this report.

Michael McGlynn
Executive Director (Community and Enterprise Resources)

Paul Manning
Executive Director (Finance and Corporate Resources)

4 October 2018

Link(s) to Council Values/Ambitions/Objectives

- Accountable, effective, efficient and transparent
- Improve the road network, influence improvements in public transport and encourage active travel

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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Agenda Item

Report

9

Report to:	**Community and Enterprise Resources Committee**
Date of Meeting:	**30 October 2018**
Report by:	**Executive Director (Community and Enterprise Resources)**

Subject:	**Hamilton Town Centre Strategy and Action Plan**

1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ update the Committee of the outcomes of the Hamilton Town Centre Strategy Consultation
- ♦ request that the Strategy is now approved

2. Recommendation(s)

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

(1) that the outcome of the consultation process approved at the Community and Enterprise Resources Committee of 6 March 2018, as detailed in section 4, be noted;

(2) that the Hamilton Town Centre Strategy, as amended, detailed in section 5 and Appendix 2, be approved; and

(3) that the Executive Director (Community and Enterprise Resources) report back to a future meeting of the Committee on proposals for the establishment of an appropriate forum to bring together business, community and residents' interests to oversee the implementation of the Strategy.

3. Background

3.1. In line with town centres across the country, Hamilton Town Centre has been materially affected by changes in economic conditions, demographics, the progressive rise of the internet and the rise of convenience culture. In response to these national changes, the Scottish Government commissioned the National Review of Town Centres in 2013 which set out key recommendations for re-energising Scotland's town centres. The actions and recommendations from this review fell into the following 6 key themes:-

- ♦ Town Centre Living
- ♦ Vibrant Local Economies
- ♦ Enterprising Communities
- ♦ Accessible Public Services
- ♦ Digital Towns
- ♦ Pro-active Planning

At the centre of these recommendations, is the "Town Centre First" policy which recognises that the health of Scotland's town centres must be put at the heart of the decision making process.

3.2. In response to the National Review of Town Centres, Planning and Economic Development Services prepared a draft Hamilton Town Centre Strategy and Action Plan setting out a range of initiatives which the Council wish to pursue in order to meet the challenges facing Hamilton town centre. The action plan considers potential activity shaped at revitalising the town centre in three distinct themes:-

- Potential Development Opportunities
- Car Parking, Transportation and Access
- Events, Promotions and Initiatives

3.3. The draft action plan went out to public consultation from 30 April to 26 August 2018 as agreed at the Community and Enterprise Resources Committee of 6 March 2018. Officers from Planning and Economic Development Services completed face to face consultations in the Regent Shopping Centre in May 2018 and gave a presentation to a meeting of the South Lanarkshire Access Panel held in June. The consultation was live for completion online during this time. South Lanarkshire's Corporate Communications team provided support to advertise the consultation and efforts were made to attract a wide cross section of the public to complete the questionnaire. It was identified early on that young people were underrepresented and additional efforts were made to bring the survey to their attention through additional social media activities and liaising with Education Resources to target groups e.g. Universal Connections who meet over the summer period. The consultation generated 1245 responses when it closed on 26 August 2018.

3.4. The results of the consultation were presented at a public event held in Hamilton Town House on 11 September 2018. The event was open to all and approximately 60 members of the public and business community were in attendance.

3.5. Feedback given at the presentation was closely aligned to the feedback received through the wider consultation exercise as set out below.

4. Consultation Feedback

4.1. The consultation exercise attracted in excess of 5,000 comments. The main themes of the comments, alongside feedback gathered at the presentation, are as follows:

- Prominent buildings which are in a state of disrepair make Hamilton an uninviting place to visit.
- The retail offer in the core town centre does not meet the needs of shoppers.
- Parking payments are not popular.
- Town Centre Shopping Patterns do not meet the needs of today's consumers (no late night opening in the traditional town centre and Sunday opening is sporadic).
- It is difficult for many to access and make their way around the town centre. A shuttle bus (Quarry Street - Palace Grounds loop) would be beneficial.
- A town centre residents' association would be beneficial.
- "Keith's Building" (Cadzow Street) should be added to the strategy.
- The town has a wealth of history which should be celebrated.
- More family friendly entertainment, events, restaurants and things to do would be welcomed.
- There are no alcohol free places for young people to go after 7pm.
- Non-commercial social areas, clubs and events that engage the community are desired.
- More marketing and information is required about the large amount of things that are happening in Hamilton such as sporting and social clubs.

- SLC need to communicate about developments and the progress of the strategy more regularly.
- Under “Potential Development Opportunities”, finding a use for the former Bairds retail unit was ranked as the highest priority with developing the Hamilton Town Hotel and the redevelopment of the Vogue Cinema site in second and third place respectively.
- Opinion was split as to whether there was support for bringing more residential property into the town centre. On reviewing the comments, however, it appears there is confusion with some respondents thinking that residential property would be at the expense of retail provision. This is not the case.
- Under “Car Parking/Transportation and Access”, a review of parking arrangements was ranked highest with reintroduction of traffic to Quarry Street and a review of town centre accessibility by car ranked second and third respectively.
- Opinion was split over the reintroduction of traffic to Quarry Street (55% support/45% do not support). Those who are not in support cite pollution and public safety as the main reason behind their response.
- Under “Events/Promotions/Initiatives” 63% state that events would make them more likely to visit the town centre. 88% feel that there is not enough for young people to do.

4.3. At the public meeting, it was noted that, given the current shift in consumer habits, the future of town centres will benefit from a holistic approach being taken with a viable town centre having multi-faceted uses which support the surrounding community. The audience was taken through the main feedback from the consultation (the full results were provided on handouts at Appendix 1) and information was then provided on current and proposed developments within the town centre. It was noted that while Hamilton Town Centre faces challenges, the recently approved planning permissions from both Wetherspoons at the former Bairds’ property and Premier Inn at the former Town Hotel Site, alongside developments at the Raith Interchange, Hamilton Racecourse, Community Growth Areas and the University of the West of Scotland all illustrate an increased level of interest and confidence in the Hamilton market. This provides a solid basis to take forward the strategy.

5. Finalising the Strategy

5.1. Following the completion of the consultation, consultants Ironside Farrar, alongside officers from Economic Development Services, amended the Strategy and Action Plan in order to reflect the outcomes of the consultation. The priorities identified in the consultative draft strategy are, on the whole, in line with consultation feedback, however, amendments to the strategy have been made as follows in order to reflect public feedback:-

- Projects to develop the former Bairds Unit on Quarry Street, the former Town Hotel on Townhead Street and the former Vogue Cinema Site have been prioritised in line with consultation feedback.
- Developments at Hamilton Racecourse and the University of the West of Scotland will be added to the Action Plan.
- The Council has recently completed a period of prioritised maintenance and will continue to monitor key areas within the town centre.
- Keith’s Building will be added to the Action Plan as a site which should be given consideration.
- Developing town centre living will be prioritised.
- Reopening Quarry Street to traffic will be subject to an Experimental Traffic Regulation Order.

- The possibility of the introduction of a shuttle bus by Hamilton Business Improvement District to connect the top and bottom areas of the town centre will be explored.
- The Council will continue to explore a range of parking options including undertaking an exercise to bring forward a cashless parking App to increase flexibility in payment for users.
- The Council will continue to work with town centre representatives to explore parking initiatives which support business, increase flexibility and ensure effective management of car parking.
- Signage throughout the town centre will be reviewed.

5.2. In summary, the Strategy is a holistic range of measures aimed at revitalising a variety of aspects within the town centre. With this in mind, the success of the strategy is dependent on the actions of the Council in partnership with the private sector, the community and the third sector. In this respect, an issue of how the governance in implementing the Strategy would be established was raised. In this regard, it was noted that the Council works closely with the Hamilton BID. However, it is recognised that the BID does not cover the whole town centre area nor directly represents residents/ community interests. In turn, to ensure that the strategy takes an inclusive approach any forum structure put in place should reflect the town centre as a whole. At this point in time, it is not clear which groups would be representative of residents/ community and other business interests in addition to the BID which the Council will continue to actively engage with. As such, it is proposed that this matter be progressed by officers and a further report be brought back to Committee to bring forward proposals. This should not cause any undue delay in implementing the Strategy, however, it is important to ensure that any forum structure is appropriate.

6. Next Steps

6.1. On agreement of the finalised strategy, it is proposed to undertake a period of publishing and promoting the Strategy throughout Hamilton, establish the forum structure set out in paragraph 5.2 and continue with the delivery of projects currently underway while carrying out the preparatory work for the delivery of the Action Plan.

7. Employee Implications

7.1. The implementation of the Action Plan will be taken forward by officers within Planning and Economic Development Services.

8. Financial Implications

8.1. Implementation of the Action Plan will focus on the coordination of activity and events that will be funded through existing resources. There are aspects of the action plan, however, which do not have funding in place both within the Council and across partners. The strategy provides a basis to support funding bids which support change and development in the town centre. Much of the success of the Action Plan will be dependent on the support of the private sector, the community and third sector.

9. Other Implications

9.1. There is a risk that if the Council does not maintain its support for town centre regeneration activities, the physical environment will deteriorate, businesses will find trading conditions become harder, with the potential closure of some businesses and subsequent job losses.

9.2. Failure to maintain this kind of activity will result in a failure to meet a range of Council objectives and policies including those detailed below and the Council’s reputation and credibility may also suffer.

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

10. Quality Impact Assessment and Consultation Arrangements

10.1. 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.

10.2. Consultations have been co-ordinated by Economic Development Services with a range of other Council Services who have an ongoing role in delivering services and initiatives in our Town Centres. This consultation and co-operation will continue throughout the duration of the initiative.

Michael McGlynn
Executive Director (Community and Enterprise Resources)

27 September 2018

Links to Council Values/Ambitions/Objectives
- Improve the quality of life of everyone in South Lanarkshire
- Support the local economy by providing the right conditions for inclusive growth
- Improve health care and wellbeing

Previous References
- Hamilton Town Centre Strategy and Action Plan Committee Report (6 March 2018)

List of background papers –
- Hamilton Town Centre Strategy and Action Plan (Appendix 1)

Contact for Further Information
If you would like to inspect the background papers or want further information, please contact:-
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A Strategy for Hamilton Town Centre - Public Consultation Survey responses. Base: 1245 respondents 9

Summary of consultation responses to the Hamilton Town Centre Draft Strategy. Consultation was invited online to a draft document. 1245 Responses were received. This document presents an abbreviated summary of the consultation.

About you:

The information you provide here is very helpful and lets us undertake a more meaningful analysis of the responses to this questionnaire.

Are you:

413 (33%)	Male
813 (66%)	Female
3 (0%)	No specific gender
12 (1%)	Prefer not to say

What age group are you in?

6 (0%)	Up to 15 years
19 (2%)	16 - 18 years
50 (4%)	19 - 24 years
233 (19%)	25 - 34 years
375 (30%)	35 - 44 years
290 (23%)	45 - 54 years
151 (12%)	55 - 64 years
100 (8%)	65 - 74 years
18 (1%)	75 years or older

In which area do you live?

246 (20%)	Hamilton Town Centre
648 (52%)	Wider Hamilton area
51 (4%)	Blantyre
84 (7%)	Larkhall or Stonehouse
38 (3%)	Bothwell or Uddingston
19 (2%)	Motherwell
26 (2%)	East Kilbride
13 (1%)	Carluke
14 (1%)	Lanark
71 (6%)	Other South Lanarkshire Area
15 (1%)	Other North Lanarkshire Area
16 (1%)	Other area

Which other area are you from?

- Bearsden
- Eddlewood
- Glasgow
- Glasgow South Side
- Live in London but from Hamilton and frequent visitor
- Morecambe
- now in isle of Skye but born in Hamilton and stayed there until 19years ago, when we moved
- Paisley
- Stirlingshire
- West Lothian

The Equality Act 2010 defines a person as disabled if they have a physical or mental impairment, which is substantial and long term (i.e. has lasted or is expected to last at least 12 months) and has an adverse effect on the person's ability to carry out normal day-to-day activities.

Do you consider yourself to have a disability according to the terms given in the Equality Act 2010?

90 (7%)	Yes
1120 (90%)	No
33 (3%)	Prefer not to answer

If yes, please indicate the type of impairment which applies to you? (Select all that apply)

35 (40%)	Physical impairment
8 (9%)	Sensory impairment
18 (21%)	Mental health condition
7 (8%)	Learning disability or cognitive impairment
48 (55%)	Longstanding illness or health condition
3 (3%)	Other (please specify below)
0 (0%)	Prefer not to answer

Other impairment

Hearing
Mobility difficulties
Mobility issues

How often do you visit Hamilton town centre?

216 (17%)	Daily
419 (34%)	At least once a week
173 (14%)	At least once a fortnight
239 (19%)	At least once a month
142 (11%)	At least once every 6 months
33 (3%)	At least once a year
20 (2%)	Less often than once a year
0 (0%)	This is my first visit

How do you normally access Hamilton town centre? (please select all that apply)

441 (36%)	Walk
960 (77%)	Car
5 (0%)	Motorcycle/Scooter
157 (13%)	Bus
56 (5%)	Train
13 (1%)	Cycle
44 (4%)	Taxi

General:

A number of challenges have been identified for the Hamilton town centre area. To what extent do you agree or disagree that the following are key challenges faced by Hamilton town centre?

	Strongly agree	Agree	Disagree	Strongly disagree	Don't know
Accessibility	325 (27%)	457 (38%)	309 (25%)	45 (4%)	82 (7%)
Vehicle Parking	730 (59%)	297 (24%)	148 (12%)	40 (3%)	18 (1%)
Competition from other town centres	**809 (66%)**	**278 (23%)**	89 (7%)	30 (2%)	23 (2%)
Quality and type of retail mix	**860 (70%)**	**279 (23%)**	51 (4%)	35 (3%)	4 (0%)
Limited evening economy	597 (49%)	393 (32%)	122 (10%)	23 (2%)	86 (7%)
Limited marketing and events	486 (40%)	442 (36%)	162 (13%)	26 (2%)	101 (8%)
Vacant premises	**966 (78%)**	**197 (16%)**	31 (3%)	17 (1%)	25 (2%)
Changing shopping patterns	547 (45%)	443 (36%)	117 (10%)	16 (1%)	99 (8%)
Customer age profile	372 (31%)	406 (34%)	196 (16%)	24 (2%)	213 (18%)
Undeveloped gap sites (empty space)	822 (67%)	309 (25%)	62 (5%)	10 (1%)	30 (2%)
Economic conditions	469 (38%)	437 (36%)	208 (17%)	44 (4%)	67 (5%)

How would you rate the following in relation to Hamilton town centre?

	Excellent	Good	Poor	Very poor	No opinion
Car parking	21 (2%)	336 (27%)	**425 (34%)**	**427 (34%)**	29 (2%)
Hamilton's image as a place to visit	3 (0%)	106 (9%)	**610 (49%)**	**507 (41%)**	10 (1%)
Litter	22 (2%)	450 (37%)	457 (37%)	185 (15%)	117 (10%)
Graffiti	18 (1%)	472 (38%)	427 (35%)	149 (12%)	166 (13%)
Street furniture	20 (2%)	540 (44%)	431 (35%)	117 (10%)	117 (10%)
Vacant units	11 (1%)	28 (2%)	371 (30%)	781 (63%)	40 (3%)
Streetscape / public realm	7 (1%)	257 (21%)	**546 (45%)**	**290 (24%)**	125 (10%)
Street / Directional signage	28 (2%)	553 (45%)	335 (27%)	105 (9%)	208 (17%)
Accessibility	26 (2%)	503 (41%)	411 (33%)	160 (13%)	134 (11%)

Potential Development Opportunities

Looking at the following projects under this section of the Action Plan please select up to 3 projects that you feel we should give highest priority to:

717 (58%) Redevelopment at Hamilton Town Hotel and no 37-41 Townhead Street
318 (26%) Filling empty shop units on Castle Street
1027 (83%) Finding an alternative use for the former Bairds retail unit
408 (33%) Regeneration of gap site / empty space at 18-22 Quarry Street
135 (11%) Streetscape review and enhancements
95 (8%) Environmental Improvements to Townhead Street
109 (9%) External enhancements to Campbell Street to support the evening economy.
122 (10%) Development of the Gateway site next to Palace Grounds Retail Park.
73 (6%) Development of the former Salvation Army site.
543 (44%) Development of the Vogue Cinema site
35 (3%) Development of the Former Hamilton Advertiser Building
52 (4%) Development of Hamilton Towers Phase 6 - Between Blackswell Lane and Keith Street

Summary of Consultation Comments.

1245 consultees made a wide range of comment on the proposals. Most important in these were the identification of priorities and feedback on local issues and concerns. Consultees made comment on a series invited questions. The sheer number of comments make it impossible to reproduce in a short handout. Detailed below are the first ten comments against each of the questions to illustrate comments received. South Lanarkshire Council have reviewed all the comments and thanks all participants for their contribution and input to this important study.

Can you say why you feel the development opportunities you have selected should be a top priority?

- 1 town hotel site is an eyesore and is the first thing people see when arriving from M74 or Motherwell direction. 2) Salvation army site for the same reasons .3 Advertiser site is visible from Cadzow Street, which is the best looking street in Hamilton and would not benefit from the eyesore that the Advertiser building would become.
- 37-41 townhead street
- A focal point for the town is sadly lacking.
- A large restaurant and club or attempt to bring in a recognised shop with large brands and place them in the Bairds or a John Lewis time the council stepped up and took responsibility to make the town the hub it was in the 90s and early 2000s
- All the shopping unit are either phone shops, vape stores or £1.00 shops. Need more big-name shops in Hamilton this is why I don't really go into Hamilton now.
- Absolute eye sore. Lying in a state for years. I am from Hamilton originally but not poorest town in area. Disgrace.
- Absolute key anchor sites for footfall.
- Absolutely all are complete eyesores in the town, buildings falling apart is hardly a welcoming sign to Hamilton. Especially Bairds middle of the town centre and is one of the first things people see.
- Actually, I think you need to dovetail all of the suggestions, I also think the parking charges are excessive and from experience was the start of the decline in Hamilton town centre. the empty shops do not encourage visits, and the eyesores of derelict buildings definitely do not help, in fact they make me feel vulnerable when walking in Hamilton at night.
- Aesthetics will attract more people area looks run down

To what extent do you agree or disagree with bringing more residential property into Hamilton town centre?

156 (13%)	Strongly agree
527 (42%)	Agree
474 (38%)	Disagree
86 (7%)	Strongly disagree

Can you say why you agree or disagree with bringing more residential property into Hamilton town centre?

Strongly agree:

- Adds a customer base for shops
- Affordable housing- people living in the town centre would shop there.
- Apart from needing more affordable homes - it is good to have a mix in town centres.
- As detailed in my previous comments. It would be financially redundant to start ploughing money into a Town Centre which is beyond help.
- as long as it's not cheap rented property for these n benefits then this could regenerate the centre with people working etc. not a particular pc answer but the town centre seems full of drug and alcohol addicts and litter is awful

- As shopping habits change you need to bring life back into Hamilton and create a community. Better quality residential property, more disposable income, shop locally of right shipped on doorstep. If there's more income in the town centre you'll increase better quality cafes, restaurants in turn creating footfall that will in turn lead to better quality shops. Town is competing with Glasgow & East Kilbride & Bothwell just along the road. Where would you rather go for a coffee or lunch Hamilton or Bothwell? How easy is it to park in Bothwell v Hamilton? What are the choices in each?
- Because a lot of people like living near the town centres and I think all the over building of offices could be turned into affordable rental accommodation by yous to help lower earners as not everyone can afford a mortgage
- Being a small area, it's suited to young couples who don't want to live far away from night life
- Bring life back into deserted streets in the evenings, and make town centre a safer place to visit.
- Bring the town centre back to life after 5pm

Agree
- A mix of business and residential will help to ensure the area is constantly in use and that there is life. A residential mix will hopefully help to create the right balance for the area in terms of look and feel. This would make me feel like the area is occupied and safer at all times of the day and evening. It will also help generate more service demand which must be positive for our local economy.
- Additional housing may help bring business and develop the economy
- Affordable housing would increase footfall in the centre and therefore a greater customer base for the retail outlets
- Always in need of more homes but need to provide amenities for the people and to attract them to a great town to live it with lots to do and see, Hamilton isn't particularly attractive currently
- Any affordable housing would be a bonus to Hamilton
- Any attractive development would be an improvement and people living in the town centre would surely use the local shops instead of driving out of town, as long as the right types of shops were available- bakeries, deli, cafes as well as the usual good retail names
- Any vacant site being developed is a Good Idea
- Anything is better than derelict buildings.
- Anything that can fill space and bring life is good
- Anything to develop the area is beneficial

Disagree
- A town centre is for retail. A limited number of residential properties is ok if they are built on derelict properties.
- A town centre should be a meeting place, a gathering of people from surrounding areas, this will promote revenue. More residential properties won't do that
- A town centre should be bustling with people with various shops i.e. Fashion, cafes, etc offering choice and affordability
- Already enough and not enough schools
- Already plenty
- Already said we need more shops not houses.
- Area has had numerous residential additions but what is the point of that when the town is so run down and there are no adequate shopping venues or nice family run pubs
- As they will be looking for facilities as local residents and I don’t think the town centre can provide. Parking is already short on availability and should be free.
- At present there is nothing for residents to do, money needs to be invested in the town centre first, to make it more appealing
- Because it has a lot of residential property already

Strongly disagree

- A town centre is the heart of the community where its residents should visit to shop, eat, drink and socialise. There is no need for further residential development within this area with numerous domestic estates currently under construction within the extended town
- Bring back Hamilton town centre for quality shopping and services hairdressers and bistros and easy parking to use
- Bringing more people into the town won't be good if there is nowhere for them to shop
- Don’t need more
- Empty shopping unit filled first
- Hamilton does not need any more residential properties, the schools at the moment are struggling with capacity
- Hamilton is a lovely old town bring back life to these old building rather than new builds
- Hamilton town centre is a shopping and business area not a residential area. There are far too many new builds being built in any space that becomes unoccupied and these buildings date quickly. There is no need for further residential properties.
- Hamilton town centre need more shops for consumers, plenty of residential property being built throughout the town
- Hamilton town centre should be for shopping. More houses may mean more people, but parking and retail units would suffer. A town centre should be for shopping, socialising and eating/enjoying a drink. How many houses are on Buchanan st in city?

With the exception of retail are there any other facilities or amenities you would like to see within the Hamilton town centre boundary?

- 24-hour accessible toilets, in a central position, easy to find and safe to use by all. In an area such as the unused land in Quarry street, where lane goes towards the Police station.
- A better council gym, best one is in Blantyre
- A boutique hotel (like the one you're knocking down). Small business units for start-ups and a Society M-style shared workspace. Artist studios. Nice cafes, bars and restaurants, though I accept that may be out with the council's purview. Finding alternative and creative uses for empty units should be the council's top priority. Why not run a competition where you provide a retail unit free (and rates-free) for one year, to the start-up capable of submitting the strongest long-term business plan?
- A changing places toilet - i.e. one with a changing bench, a hoist and enough turning space for my wheelchair. Without these facilities I rarely come into Hamilton town centre. I would visit more often if these were available and I am sure I am not the only one who would visit more.
- A children's bike park with ramps and bumps - something similar to the one at Cunningar Loop.
- A children's indoor play area?
- A cleaner brighter town centre doesn't take much just some effort
- a communal meeting area that encourages wildlife butterfly bees ladybugs and wild flowers
- A community centre? Could be for a whole mix e.g. pensioners, youth club, mothers/toddlers, gym classes etc. Most is out of town centre
- A conversation cafe...drop in place where you can get access to health & well-being services (I’m a counsellor, I’m looking into setting up one of these. I’ve limited funding but the biggest expense is premises). the need is there for counselling services that are accessible to people on low to no income.

Car parking / Transportation / Access

Please consider the projects in this section of the action plan and rank them in order of priority (1 being the highest priority and 5 being the lowest):

	1	2	3	4	5
Review of parking arrangements	**724 (59%)**	177 (14%)	157 (13%)	84 (7%)	89 (7%)
Review of town centre accessibility by car	300 (24%)	**381 (31%)**	285 (23%)	156 (13%)	103 (8%)
Development of a town centre signage strategy	107 (9%)	145 (12%)	**355 (29%)**	327 (27%)	273 (23%)
Re-introduction of traffic to Quarry Street	203 (17%)	143 (12%)	245 (20%)	221 (18%)	**411 (34%)**
Introduction of a shuttle bus (town centre to palace grounds loop)	210 (17%)	202 (16%)	278 (23%)	232 (19%)	**303 (25%)**

To what extent to you support the re-opening of Quarry Street to traffic?

285 (23%) Strongly support
403 (32%) Somewhat support
555 (45%) Do not support

Comments on the re-opening of Quarry Street to traffic?

Strongly support:

- Absolutely. For one thing, at the moment it's impossible to drop off items at the various charity shops if you have more than a single bagful of them—as there is no public access at the rear of these shops either. There are issues with dropping people off at eye appointments (several opticians on that street.) At the moment, special cars still go up and down the pedestrian centre anyway. I don't know what it would do to traffic flow, getting in and out, but if there is no reason to drive up that way except to access shops and businesses, hopefully it won't become too busy.
- Access and visibility of the shopping area,
- Access brings more people. Meaning customers. Said many a time. Move all the shops and bars from quarry st and use as housing. Put another level on precinct. Easily done
- Accessibility for the shops on Quarry Street would mean that people could access their goods easier. At present, it is difficult for anyone to access the shops on Quarry Street.
- Again, looking at other areas such as Larkhall and Wishaw main street where traffic can go through the areas, this gives people the convenience of popping down to the shops allowing 15mins free parking takes the hassle out of parking charges and parking spaces. Without this everyone just flocks to retail parks where the parking is free.
- Again, to generate interest in the heart of the town if some street parking was available
- All these one-way systems build up traffic so would be an extra road to the bottom area
- Allows access to shops for disabled people
- Any town that traffic goes throw is a busy town
- Argyle Street works.

Somewhat support

- A good idea to support cafe trade etc, but a dangerous idea if not done correctly. Bollards etc would need to be installed the length of the street to prevent accidents from occurring.
- Accessibility and parking
- accessibility for those who have mobility issues
- Accessibility to full length of high street
- Again, encourage people to shop locally

- Allow people to bring their car in for quick shopping trips without over-keen parking people waiting to give you a ticket
- allow taxis/ busses and disabled through to pick up and drop off.
- Although it would make the shops more accessible, it would likely increase illegal parking problems and make the street less safe for pedestrians.
- Anything that gets people into the centre and it would help get rid of the pigeons. I won't use quarry street because of them.
- As long as people can access Quarry Street and are not charged for parking in the street if possible.

Do not support
- 2 weekends ago a car drove up Quarry Street at a speed of somewhere between 50 and 60 mph and that is no exaggeration. How nobody was killed is an absolute miracle. There is no need for cars to be driving up here and if this is to continue then as a minimum speed bumps should be added. The car was so fast that I was unable to capture its registration plate to report to police.
- A danger
- a pedestrianised area is nice
- A pedestrianised shopping centre is safer for young children and also makes for a more enjoyable shopping experience
- A retrograde step re safety etc.
- A shopping centre should always be pedestrianised to prevent accidents
- Accident waiting to happen! Pedestrians are used to little traffic in street. Congestion at top cross could be a problem
- Adequate safe pedestrian areas for families I would see as more important
- Air pollution is a huge health issue - perhaps Hamilton should consider a Low Emmision Zone for the town centre? Don't turn the clock back! Shuttle bus a good idea provided it is electric. Edinburgh now has a couple of electric bus routes. Please include both railway stations.
- A lot safer for families with multiple kids if the traffic isn't allowed

How well do you feel Hamilton town centre is served by public transport?

179 (14%)	Excellent public transport provision
689 (55%)	Good public transport provision
110 (9%)	Poor public transport provision
24 (2%)	Very poor public transport provision
241 (19%)	No opinion on public transport provision

Opinion on Public Transport serving Hamilton town centre?

Excellent
- 2 train stations plus bus station
- A lot of money has been invested into our rail and bus depot. But our centre is not a desirable destination
- Almost every bus goes to the town centre
- Ample bus services and the both Hamilton west and central are well run
- As the bus station is based not far from the centre there is a variety of buses from a variety of localities going to and from the area.
- Big station bus and train, it's just that people use the excellent transport to leave the area and not to access it
- Both bus and rail services in town centre Excellent when working
- Bus and train provision
- Bus and train station right in the town. Good taxi ranks available. Plenty bus stops.

- Bus are regular and quick, although not cheap when you have a family. Trains are frequent and have good links to the cities.

Good
- 2 train stations, bus station and several bus stops
- 226 is good.
- A good range of transport options available been thought out well
- A number of buses
- Accessible by train and bus easily
- Adequate Bus routes and train stations
- Again, the bus station and bus stops are within easy walking distance.
- All bus stops in the town can get you to the main bus station and the train station is very accessible
- All options are located within short walking distance of town centre
- All transport goes to the "centre" it's the transport away that's more the issue

Poor
- Apart from X1 bus there is no bus route at top of mill road.
- Being of limited mobility, the bus station is too far away from the main shopping area which makes it preferable to me to travel by car
- Bus station should be relocated
- Bus up where I live only comes once an hour (Henderson bus and 227).
- Buses always late lol
- Buses are dirty and expensive
- Buses cut routes so need to get two buses to get to Hamilton instead of just one
- Buses go around the edges and not stopping in the bus station any more
- Buses now go nowhere near town centre now unlike they used to
- Busses only visit the bus station or the bus stop at the vogue. Not great for less abled people.

Very poor
- After 6pm it's hard to get a bus anywhere in town to the outlying housing areas
- All but one bus stop are too far away from shops
- Bus service in Eddlewood is a disgrace a bus once an hour when everywhere else has a bus every ten minutes pensioners cannot get out to get their shopping due to our bus service.
- Busses don't drop of to heart of town
- Every time I go for a bus (which is almost every day) the buses are either late or cancelled - every day||| And don't get me started on the trains I have stopped using the trains because they are late, cancelled, expensive and dirty
- Everything is centred round the top part with the bus station. Most journeys in to Hamilton miss the town centre altogether.
- Far too expensive. Causing isolation and depression
- From Blackwood and Kirkmuirhill to Hamilton, Whitelaw's coaches are the ONLY bus operator, so no other choice on bus operator, buses are not regular enough to and from Hamilton 7 days a week, there is no X service which could link villages for a faster route onto the M74 to Hamilton
- I finish my work at 6.and if the train shows up I don't get into my house till after7 at night stay in larkhall.10 mins away. Buses are worse
- I live in Earnock. There is one bus, but it goes a very indirect route to the centre and doesn't serve Hamilton west train station. If I start to walk, there is no opportunity to meet the bus as it goes so far out the way.

How easy or difficult do you feel it is accessing and egressing Hamilton town centre by vehicle?

92 (7%)	Very easy
548 (44%)	Easy
427 (35%)	Difficult
96 (8%)	Very difficult
74 (6%)	No opinion

How easy or difficult do you feel it is travelling around Hamilton town centre by vehicle?

73 (6%)	Very easy
433 (35%)	Easy
513 (42%)	Difficult
132 (11%)	Very difficult
73 (6%)	No opinion

How likely would you be to stay longer in Hamilton town centre if there was a change in the way parking charges are operated, for example by changing to a pay on exit method, or paying via a mobile app?

356 (29%)	Very likely
298 (24%)	Quite likely
481 (39%)	Would make no difference
16 (1%)	Less likely
86 (7%)	Not at all likely

Do you have any other comments about parking, access, and transportation in Hamilton town centre?

- 226 to stop at bus stop in front of the regent centre on way from hillhouse/earnock
- A cap on the rents of units is necessary to encourage businesses to come to Hamilton
- a drop-off pick up point for the bus and rail stations
- A loop bus would be a good idea.
- A lot of amenities are very spread out. If there were a travel option to take you from one end of the centre to the outside edges of it (at the palace grounds), it would make it all much easier.
- A parking payment app would be good and free/reduced rate at weekends
- A positive step towards acceptance of regeneration would be the abolishment of parking fees to encourage people into Hamilton and once there they would stay longer and I think this would be seen as the first step in Hamilton moving forward.
- Access is limited by the one-way system, fine if you know the area and know where you are going but not easy if you are a visitor or stranger to the town.
- Access to the town centre is more difficult due to one-way systems etc. Easier to get to the retail park. Parking restricts your shopping time.
- Addressing of the parking charges by introducing a 15 minute / 30-minute rate. I always think twice about going to the town centre if it’s something that would take 15-20 minutes and I have to pay for an hour to park.

Thinking overall about Hamilton town centre, how easy would you say it is to use and navigate through the town centre?

199 (16%)	Very easy
721 (58%)	Quite easy
280 (23%)	Quite difficult
36 (3%)	Very difficult

Events / Promotions / Initiatives

What impact do town centre events and promotions have on your decision to visit Hamilton town centre?

272 (22%) Much more likely to visit
508 (41%) Somewhat more likely to visit
408 (33%) Would make no difference
23 (2%) Somewhat less likely to visit
28 (2%) Much less likely to visit

Which of these events, if any, would make you more likely to visit Hamilton town centre? (please select all that apply)

917 (74%) Markets
667 (54%) Festivals
574 (47%) Concerts
367 (30%) Sporting activities
629 (51%) Seasonal events, for example Christmas lights switch on, Easter parades
196 (16%) None - Events do not influence my decision to visit the town centre

To what extent do you agree or disagree that Hamilton town centre has enough for young people to do?

24 (2%) Strongly agree
120 (10%) Agree
678 (56%) Disagree
393 (32%) Strongly disagree

How do you feel Hamilton town centre could appeal more to future generations?

- "Young People" is a wide-ranging term for a lot of people. Anyone under the age of 15 would struggle to find anything to do in the centre of Hamilton. The ice skating is across a busy main road on the outskirts of the town centre and the swimming next to the Council buildings. There is a park and football pitches, but again this is next to the ice-skating rink. Many teenagers and those under 25 could attend music events, but there are none held in Hamilton. Some kids made use of the terrible looking and designed stairs next to ASDA as a skate park but were swiftly moved along because they were a "statutory nuisance" - which is ridiculous because few people use this ridiculously designed area. There is nowhere else for them to go. For 18 - 25's, there is one night club. It may be split into several inside, but it only offers business for a particular clientele. Giving no options for others, meaning people have to move along to Glasgow. Which is ridiculous considering there is a university campus in the town. There are a handful of bars, but again they are spread widely, the parking is terrible and many only cater to a certain type of clientele. There are no music venues for smaller, up and coming, local bands. Meaning talent is, again, pushed into Glasgow or not recognised. There are no festivals which I would say I am proud of, there are no markets and speciality events.
- A better range of retail outlets (as a mother of teenagers we have to go to Glasgow for clothes, shoes etc) More social space where they are free to hang out without being moved on
- A better selection of shops and bars.
- A cafe culture would appeal to young people.
- A more attractive town centre with youth centres for all activities and not just sports Prices of entrance to events subsidised for school children
- A music venue at the Vogue cinema site. Ice cream/cake shop. Settlers already does a good job.
- A proper Santa's grotto at Christmas, a soft play inside shopping centre,
- A soft play area or similar, designer shops with clothes more up to date.
- A space for young people and teenagers to congregate and/or engage in some activities
- A totally new planning strategy what shops we require what residential accommodation we anticipate what leisure activities we need what technology will be required

To what extent do you agree or disagree that Hamilton town centre is suitable for older people?

112 (9%)	Strongly agree
640 (54%)	Agree
364 (31%)	Disagree
76 (6%)	Strongly disagree

How do you feel Hamilton town centre could appeal more to older generations?

- Make people feel safe, comfortable, important.
- Older people day time activities and classes, board games, cookery, talks on specialist subjects, book groups etc. Reduced parking charges. Some unique shops e.g. see Bothwell and Uddingston. Older retired people may have nothing to do during the day or early evening, but some are not poor so reasonably priced mixed with free activities would appeal
- A better provision of bathroom facilities and quality retailers.
- A better range of shops as well as more cafes
- A bit
- A bus station office and waiting area where they can keep warm, the bus station is the cold, drafts, and when it rains you get wet sitting on seats because of its design.
- A Debenhams
- A much more robust safety environment re theft.
- A regular shuttle going from the bus station to the junction at Hemingway's then up the hill to Newcross to Shopping Centre to make the shops on quarry street more accessible to elderly people with mobility problems.
- A relaxing area to wine and dine

Are you aware of online activity regarding Hamilton town centre (e.g. Hamilton Our Town events and promotions)?

431 (35%)	Yes
808 (65%)	No

Can you say how this online activity influences your decision to visit Hamilton town centre?

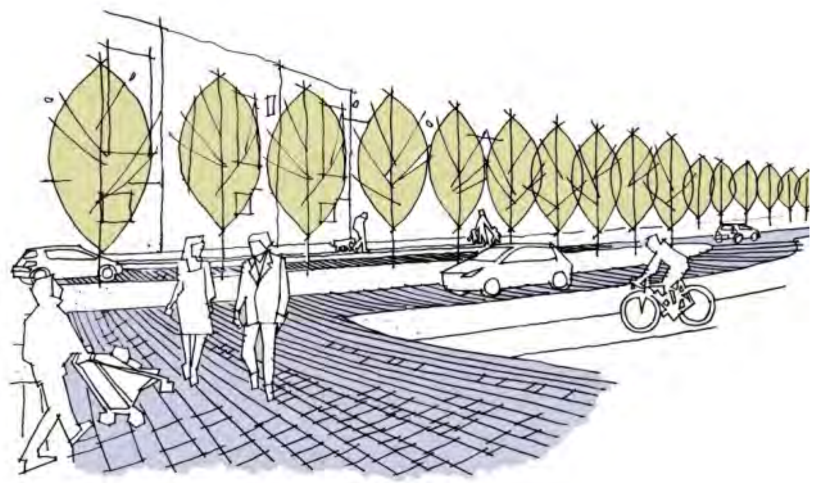
- A bit. Wish they were more proactive though
- A lot
- Afraid it doesn’t influence my decision as it is getting better, but it is to sporadic at the moment
- Am aware of it but don't use it, so not likely to influence me
- As the owner of Scotland’s largest social media agency, I pay attention to and read social media posts and ads. This is key for event and benefit awareness raising and needs more investment.
- At moment would not make me choose to go
- Attending Christmas light switch on, market events and The Great Stampede.
- Barely
- Both the trails involving the horses and animals, fantastic ideas to encourage locals and visitors
- Can do

Are you aware there is free Wi-Fi available in Hamilton town centre?

379 (31%)	Yes
853 (69%)	No

Do you feel the free Wi-Fi makes Hamilton town centre a more attractive place to visit?

612 (51%)	Yes
596 (49%)	No



A Strategy for Hamilton Town Centre

A Vibrant Community Focussed Town Centre

Final Report

September 2018

Contents


South Lanarkshire are seeking to facilitate
and enable new opportunities for
regeneration and growth
Townhead Street
Cadzow Street
Quarry Street
A723
Leechlee Road

Introduction & Purpose

Town Centres are a key part of successful places and have an increasingly important role in building stronger, more sustainable places and communities. The central core of Hamilton has been challenged by changing patterns of use and shopper behaviour. This Strategy is seeking to support and coordinate action to revitalise the town centre.

Town Centres are under challenge from changing patterns of use and changes in retailing. To maintain their vitality town centres need to react to these changes and consider their offer, purpose and value to communities. Local communities are very supportive of their town centres and have a desire to see them thrive. The traditional function of a town centre needs to change to remain relevant to today's needs and to address expectations of contemporary communities. Key activities and areas of growth supporting centres are employment, town centre living and the growth in leisure activity. Retail will remain a key use and a core element of the appeal of the Town Centre. Extending choice and enhancing the retail experience is important to maintain our town centres.

South Lanarkshire Council, working with the Hamilton Business Improvement District and town centre partners are seeking, through this Strategy, to support change that can promote additional vibrancy and vitality within the town centre and support its sustainable future working with business, community and residents interests to implement the Strategy.

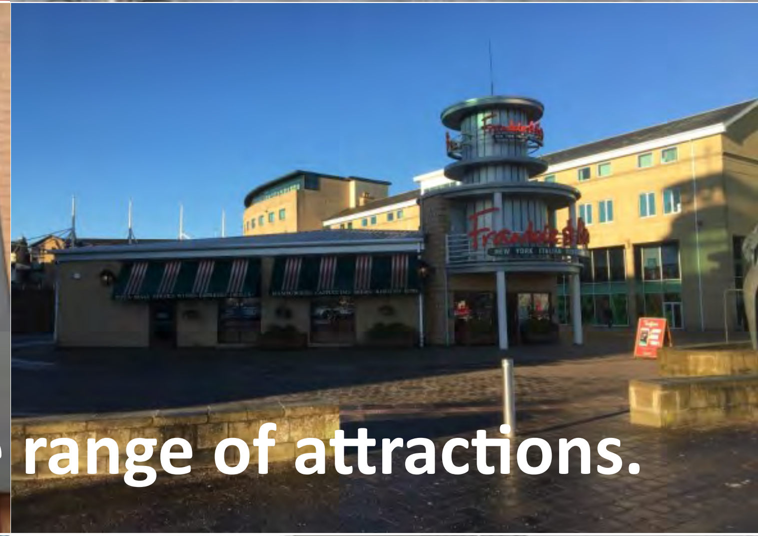
The Strategy document sets out a range of initiatives which the Council believe will contribute both in the short and long term to town centre activity, that supports footfall and generates additional spend. Critical to the success of the Strategy will be partnership working. This will help to secure the project goals and co-ordinate combined effort across public, private and third sectors and the local community to its successful delivery.

Scottish Town Partnership & EKOS
Town Centre Audit, October 2017

The Town House

Leisure

University Town



Hamilton has a diverse range of attractions.

Attractive Town Centre

Hamilton Race Course

Quality Retailing

Hamilton Vision

Hamilton is one of Lanarkshire's largest towns. Well-connected and with excellent road and rail infrastructure into South Lanarkshire and the wider metropolitan area, Hamilton has the potential to further develop the quality of its offer and the appeal of place. Hamilton needs to build on its strengths, celebrates its heritage, town centre connectivity, the diversity of its offer and the facilities associated with its historic town centre core

The Vision for Hamilton is of a more vibrant, more appealing Town Centre celebrating its distinctiveness and diversity around a historic core that looks to build a stronger more community focussed centre that is attractive, appealing, animated by people and activity with a strong independent retail offer.

The town has the opportunity to build on a range of current initiatives and trends. These are associated with the increasing appeal of place and the importance of connections to modern living. A sense of place is the collection of qualities and characteristics that define a location. Sense of place is what makes Hamilton distinctive and creates its appeal. Hamilton is a town with a scale, facilities, connections, and local amenities that are considered to be increasingly in demand. Hamilton needs to ensure it can promote these advantages and present itself as a great place to live, shop, work and enjoy.

This Vision for the town centre therefore seeks to make much more of its:

- role as a key hub within Lanarkshire and administrative capital
- status as a University Town developing the links between town centre and UWS
- appeal in terms of a historic core with good rail/bus and access connections
- mix of retailing, retail leisure, across both national multiple stores and independent retailers
- regional attractions including (palace Grounds, Chalterhault, Hamilton racecourse, University of West of Scotland, etc)
- level of enterprise and creative capacity across businesses, retailers, students and stakeholders
- established community spirit and strong local commitment

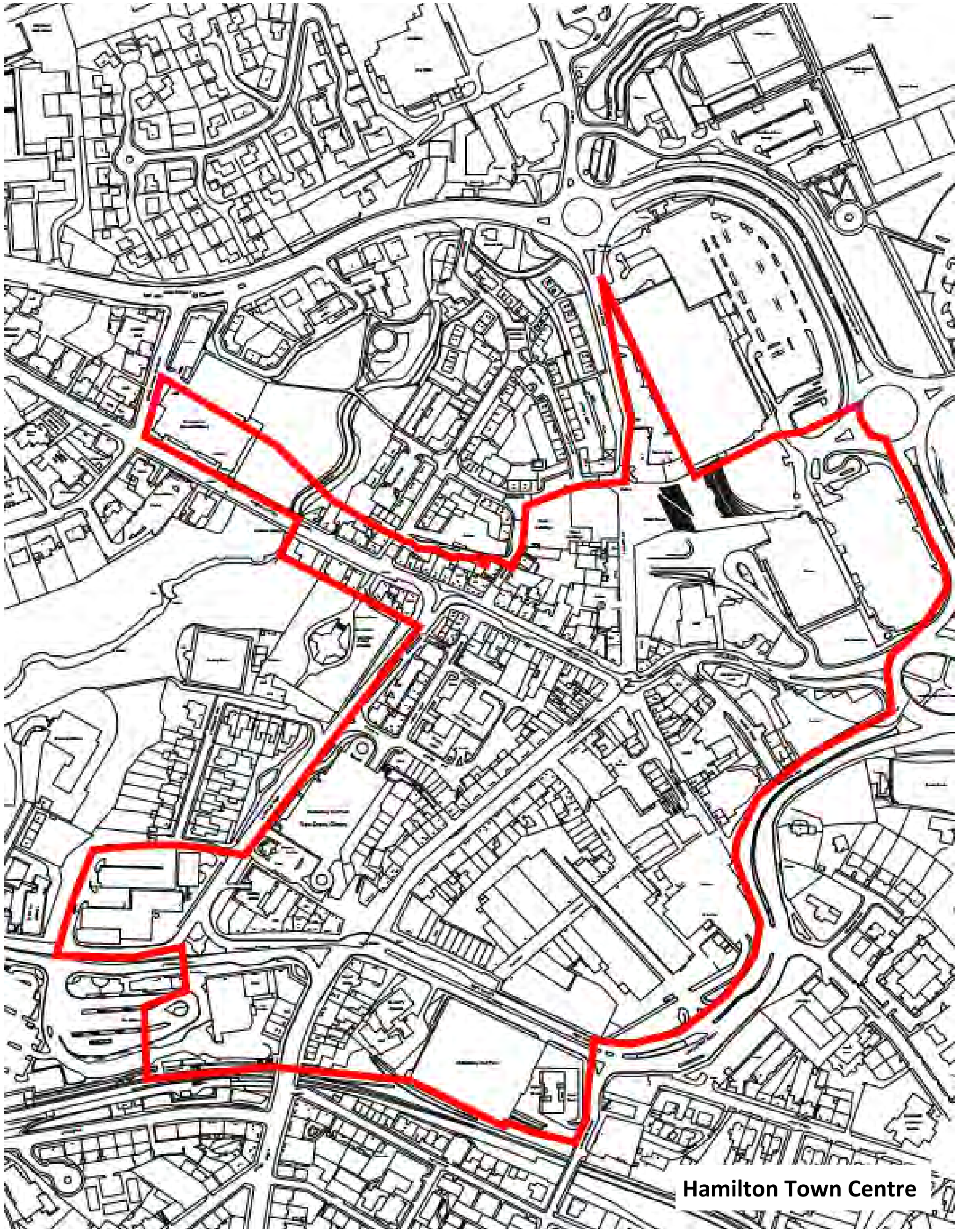
Building on the appeal and reasons to visit the town centre needs to look at securing new investment that can build on and strengthen the town centre community. The strategy looks to build more reasons to visit the centre—such as:

- stronger retail offers
- increased leisure activity
- support for café culture
- events
- promoting town centre living

Whilst exploring means of addressing potential barriers to participation and visits - such as:

- restricted access
- town centre connections & legibility
- parking arrangements
- sense of welcome
- event programmes

Capturing investment, building confidence in the business community, engaging local residents, strengthening enterprise activity can all be better supported through collective action and the Council, Hamilton BID and local community interests are all committed to facilitating the delivery of the strategy through further engagement.


Hamilton Town Centre


HAMILTON
BUSINESS IMPROVEMENT DISTRICT

Background Context

Hamilton has positive potential to be a more thriving and successful centre. By extending its appeal and building stronger connections - physical and social - the town can create new opportunities for growth. Well connected and with further investment through strategic development opportunities and the UWS Eco-Campus the town can promote an offer around its core strengths - of a connected appealing place - to drive new investment, build business confidence, extend footfall and increase town centre activity and spend.

The future of town centres is dependent on reacting to changing behaviours by both consumers and retailers and recognising that town centres can no longer place such heavy reliance on their retail offer. Town centres need to diversify to give users the broadest range of reasons to visit and spend time there and this is particularly important in traditional High Streets and town centre retail areas. Retail remains a fundamental part of a healthy town centre however leisure activity, café culture, evening economy and local services for local communities have an increasing role and importance within the town centre mix.

The private sector has a key role in providing a shopping, service and leisure offer that will attract and meet the needs of the local community. In addition, the strengthening of links with the University, local businesses and communities and building the town centre local residential base can support vitality, place making and create additional demand for goods and services.

The Hamilton BID is a key organisation in advancing local initiatives and supporting local businesses. The Hamilton BID has a proven record of success and is an important body along with the Council to assist in facilitating investment and activity that supports the town centre.

Hamilton Town Centre

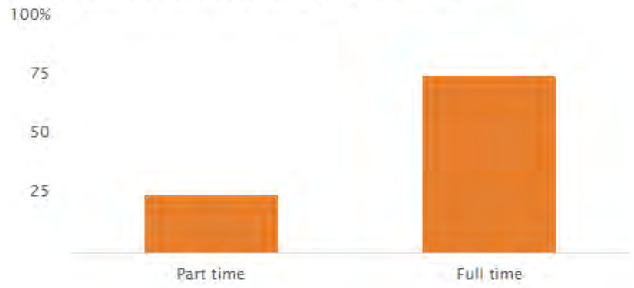
Hamilton is a town with strong assets and a definable place quality. This is evident through the strong civic presence, business base, historical architecture and the extensive investment in streetscape and transport facilities which provide the foundation for Hamilton to re-assert its role as a strong, vibrant town centre.

South Lanarkshire Council has contributed heavily in Hamilton over the past 20 years through the Hamilton Ahead Project, the BID and other initiatives including Healthy High Streets and Business Connect. Hamilton serves as the main administrative centre of the South Lanarkshire Council area. It is the fourth-biggest town in Scotland and provides one of the most significant urban centres in Lanarkshire with a population of over 50,000 and workforce of almost 30,000. It is a sub-regional shopping centre and has important civic functions. The town has a variety of bars and restaurants, a mix of national retailers and niche shops and excellent sporting and leisure facilities.

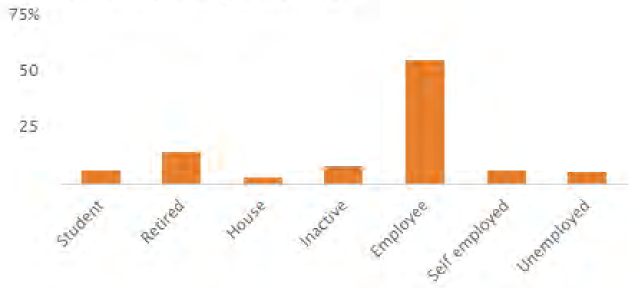
The strategy and action plan project schedules includes a combination of short-term and long-term strategies that combine elements of vision with practicality. Important to the Strategy is the resource and skills of the Hamilton BID and their ability to facilitate collaborative action between public, private and third sector. The Hamilton BID is delivering a range of initiatives that are critical to the town's future and is a lead partner in advancing the Action Plan.

Employment

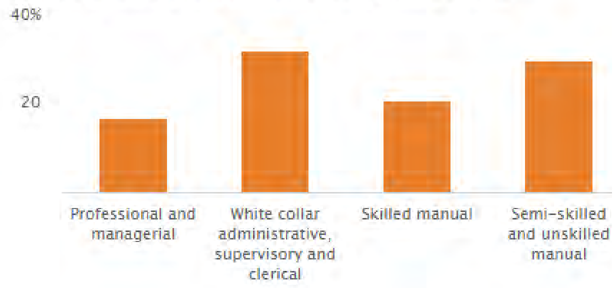
Employment (% working age 16-74)



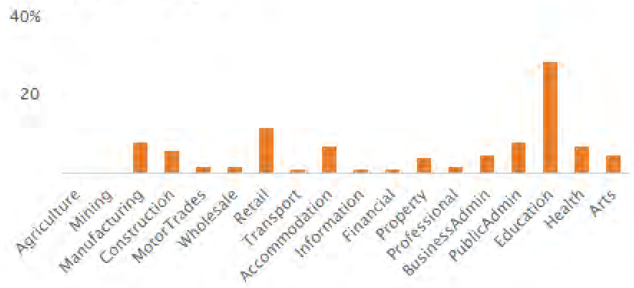
Occupation (% aged 16-74)



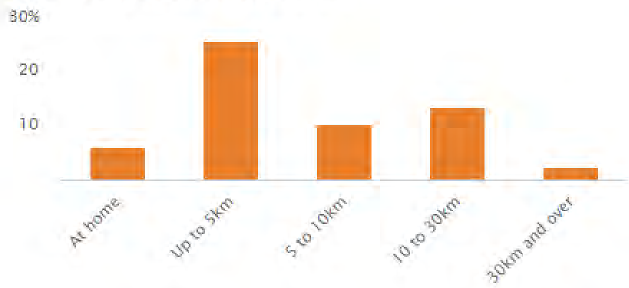
Social Grade (% households aged 16-64)



Sector Diversity



Distance travelled to work



Jobs

26k

▲ More

than similar towns per head of population

Jobs change 2009 to 2014

0%

▼ Less

than similar towns per head of population

Comparative Analysis

Scottish Towns Partnership and Town Centre Audits provide a comparative analysis of Hamilton's Town Centre baseline and relative performance. This allows a wide range of comparable towns to be assessed and compared. This helps to identify any underlying imbalances or features of the town that needs to be addressed. The STP data has been used in reviewing Hamilton along with the recently completed Town Centre Audit 2017.

Population

Population

53k

▲ More
than similar towns

Households

24k

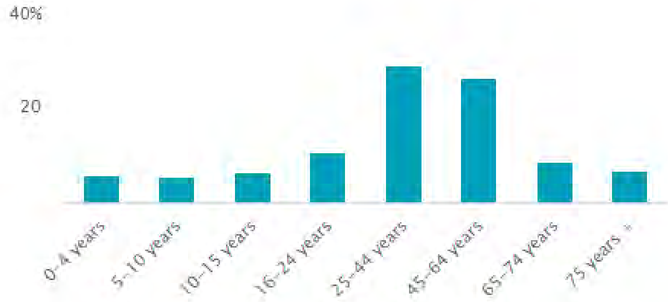
▲ More
than similar towns

Population change 2001 to 2011

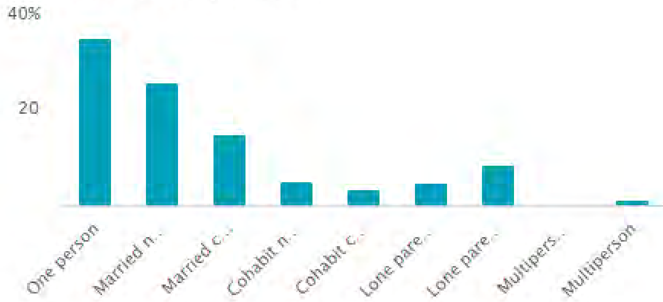
10%

▲ More
than similar towns per head of population

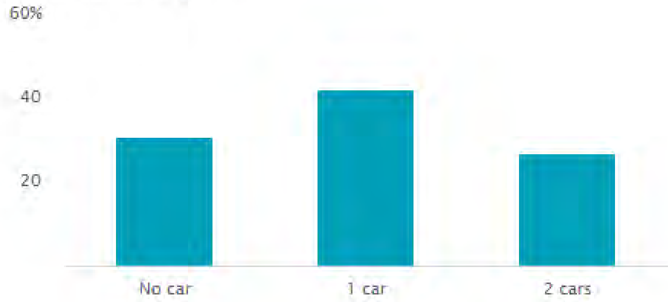
Age



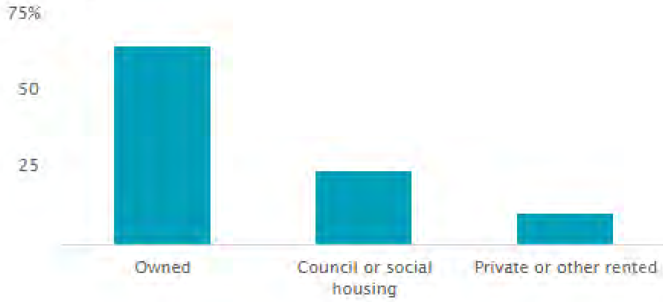
Household composition



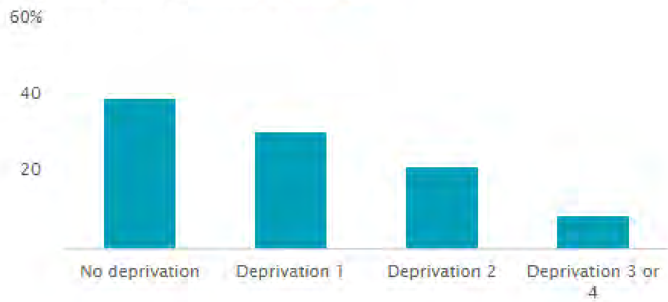
Car ownership



Tenure



Deprivation dimensions



Scottish Town partnership have undertaken an audit of Hamilton Town Centre including a review by economic regeneration consultants to advise on the current status of the town. The town audit provides a common framework to measure and monitor of Scotlands towns and town centres. The audit is provided in Appendix 1 and was undertaken in October 2017.The audit reviews data across 7 key themes. The key opportunities and challenges are summarised below.

Key Opportunities

- Extending retail choice
- Leisure Offer
    - Diverse restaurants and licensed premises,
    - Hamilton Town House,
    - Race Course and race-events,
    - Palace Grounds Retail Park & sporting facilities.
- Close proximity to the M74
- Excellent provision of public transport.
- Civic pride
- Major investment
- Unique local heritage and Historic Architecture
- Administrative centre for the area.
- High Quality, Award Winning Public Realm.
- Business Improvement District
- Free WiFi
- Renewed partnership with BID to promote the town centre.
- UWS Redevelopment
- Retained Student population
- Diversification of use
- Partners commitment to success
- Hotel at the race course
- New town centre leisure / food & beverage operator
- Potential growth at Hamilton Race Course
- Technological Advances (such as the use of the internet to disseminate information).
- Signage improvements.
- Potential to improve movement around the town centre.
- Growing programme of events
- SLC Business Support Team
- Visit Lanarkshire

Key Challenges

- Easy accessibility
- Lack of connectivity between the old and the new
- There are a high number of vacant retail units in the centre currently c15%.
- Small retail footprints in the centre do not meet modern requirements.
- Traditional shopping hours (not in line with modern day life styles) eg. Limited Sunday opening/ no late night shopping.
- Commercial areas disconnected through topography and gap sites
- Lack of non-retail footfall drivers in the town centre = limited reason to visit if you don’t want to shop
- There’s not necessarily a good fit between the TC offer and the catchment customer profile = need better understanding of what people want from Hamilton
- Size and topography of town centre = creates blocks between different parts
- Ease of direction into Town Centre for visitors = signage could be enhanced provide stronger links within and across the centre.
- Competing retail developments
- 5pm-8pm gap in town centre activity.
- Changing face of retail – areas of the town centre may need to diversify.
- Perceived issues with parking and charging arrangements
- Lack of an Events Strategy or programme to support local events and Town Centre animation

Addressing the Challenges

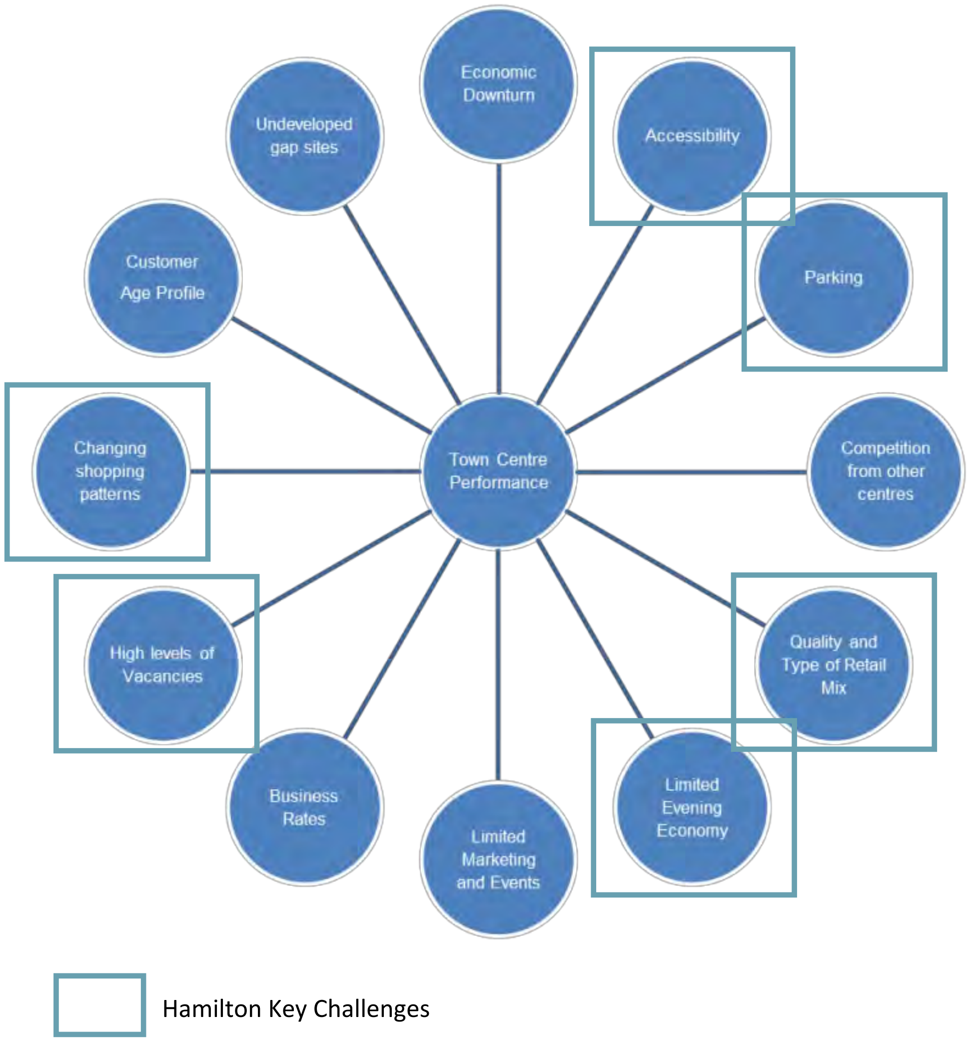
The challenges for Hamilton are broad and varied however there are a number of issues and areas of opportunity which are commonly raised as being the key areas that the town needs to address.

These are illustrated in terms of issues impacting on town centre performance with highlighted issues (boxed) being of specific challenges in Hamilton.

Targeting Intervention at the Opportunities & Challenges
Hamilton has a unique mix of opportunities and constraints that impact on the appeal and functionality of the centre and its appeal as an investment location. Many of the opportunities and challenges result from a legacy of historic conditions (shop closures/ gap sites/ street patterns) and business practices (retail mix / shop opening hours / markets). Addressing the opportunities & challenges requires a focus on a number of key areas to include:

- Accessibility and the arrangements for vehicular access that can improve clarity and ensure the centre feels welcoming and accessible
- Connectivity and ensuring the historic core feels connected and is promoted within edge of centre retail parks
- Strengthening the appeal and the experience of the centre and making it a more appealing place to visit and mix leisure/ retail experiences
- Reviewing parking and arrangements that could address any perceived barriers to accessing and using the centre

When reviewing the challenges it is clear that significant work has already been advanced to support town centre vitality by both the Council and BID. While we should not underestimate the task ahead, the collaborative approach to addressing the town's future needs provides a strong and deliverable roadmap to building a more successful future as a strong and sustainable town .

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RONZIO
Duke Street

Key Areas of Opportunity

Hamilton has the potential to be a thriving and successful centre. It is an important regional centre and has a strong catchment for its edge of centre retail parks. The historic core needs to extend its appeal and build stronger connections and promote its distinctive offer, civic strengths and strong public transport accessibility. Key opportunity areas include:

Hamilton Business Improvement District (BID)

Hamilton BID represent the businesses in a defined area of the town centre and deliver a series of initiatives set out in their business plan. The BID has recently been renewed for a second five year term to 31st October 2022. The BID is funded by a levy from the businesses they represent which is collected on their behalf by the Council. As an occupier of large premises within the BID area, SLC make a large contribution to the BID's revenue income, as well as provide ongoing support for operations and activity.

Hamilton BID share the Council's aim to make Hamilton a thriving, vibrant and attractive town centre. Hamilton BID delivers projects which are additional and complementary to those provided by South Lanarkshire Council, they do not replace or substitute services. The aim of the BID is to deliver a range of projects and services on behalf of the business community that will be beneficial to all town centre users. The establishment of the BID has provided SLC with a direct link to the collective voice of the businesses in Hamilton Town Centre. It allows us to pool resources to deliver projects which benefit the town centre. The BID business plan 2017-2022 contains a range of projects which the BID will deliver in partnership with the Council to the benefit of the town centre.

Distinctive and Diverse Offer

Retailers have previously had representation in a considerably greater number of towns than their business models now allow. With the continued growth of online shopping, the mobility of customers and the move towards 'click and collect' their requirements have changed. This reduces the potential occupiers at the same time as several existing leases are coming to an end and business closures and relocations are taking effect. Independent retailing and retail models suitable to local centres and with strong customer loyalty continue to thrive.

The opportunity is to recognise the wider long-term change in certain aspects of retail and focus on new activity including leisure, culture, services including town centre living with a boost to residential development and housing within the centre. An example of this includes New College Lanarkshire student accommodation and this could be complemented with similar residential facilities for the University of West of Scotland (UWS). Town centres can meet a wide range of residential needs are well suited to providing affordable housing, housing for young people and first-time buyers, housing for older age groups and those seeking housing locations with good public transport connections. Town centre living adds additional activity, supports town centre footfall and increases local spend in town centre businesses. Planning policy and the Council as planning authority can support positive change that supports the appeal and activity within the centre.

Hamilton town centre should continue to seek identify ways to diversify the range of activity and uses within the centre and support stronger town centre activity and footfall. Planning policy can support these goals and, with this in mind, consideration needs to be given to what the definition of the town centre is (extent and Town Centre boundary and Town Centre uses) and how policy can support investment and facilitate building re-use and building conversion.


the
Town
House
Cadzow Street

Access and Enhanced Connectivity

Accessibility and good connectivity across the centre is important. Accessibility, including support for travel choice involves all modes (walking/ cycling/public transport/cars) and needs to be easy, direct, safe and legible.

Public transport to the town is generally considered to be good. Hamilton Bus Station has recently undergone a £5million refurbishment and similar work has recently been completed at Hamilton train station. Hamilton offers a well connected hub with excellent access to Glasgow and the metropolitan area. Local access and public transport routes along Quarry Street may need further consideration.

Hamilton has operated a centre area Traffic Management System to limit vehicular use and create safer, quieter streets within the core. The current system emerged following the redevelopment of Palace Grounds in the late nineties.

Consideration is being given to the re-opening Quarry Street to traffic and short term parking as a mechanism to improve the awareness, access and function of the centre. Restricted access and pedestrianised areas in towns may not meet current requirements or provide the optimum trading conditions for changing business needs. It is therefore proposed, subject to the outcome of this consultation process, to consider the re-introduction of traffic and short-stay parking to Quarry Street to improve access and convenience to customers as an early action within the plan. In the first instance this may be progressed via an experimental traffic regulation order.

Parking is another area that is important to accessibility. There is a perception that parking in the town centre is a barrier to trade due to the charging structure, the lack of flexibility in payment methods, car park accessibility and legibility and their remoteness from the town centre. There may be opportunity to address some of these issues including options to:

- increase the flexibility in payment methods making it more convenient for customers through use of technology/mobile phone applications.
- signage to encourage additional visits.

Business Support

South Lanarkshire Council has a business support team in place which can support businesses wishing to move into the town centre, find property, access grants and funding, develop business cases and support enterprise activity. The Council also support Business Gateway Lanarkshire who work with individuals and businesses across Lanarkshire to support them to establish and grow your business. These services compliment diversification of the town centre and can make a real difference to businesses considering Hamilton as a location for business.

Events, Marketing and Initiatives

Hamilton is home to a variety of excellent venues such as Hamilton Race Course, The Town House and Chatelherault, all of which have the potential to bring visitors to the town centre. Over recent years a full programme of events has been built up by Hamilton Business Improvement District with support from the Council.

SLC and Hamilton BID are continually looking for ways to enhance these events through a range of measures such as sponsorship and partnership working. Town Centre diversification may offer opportunities to use vacant retail premises to deliver new events and trial initiatives e.g. craft maker emporium, teenage market, heritage centre pop-up, artists co-op

Hamilton town centre has also embraced the digital age and offers free WiFi throughout the town centre. This is complimented by the excellent digital marketing communications provided by Hamilton BID through a range of social media platforms. There are many opportunities to continue to use digital media to promote the town centre. It can also aid communications between SLC and town centre businesses – helping make them aware of the work being undertaken to help the town centre.

Cadzow Street and Castle Street junction

Strategic Investments

There are a range of projects underway by town centre stakeholders which could present significant opportunities for the town centre. These include:

- the delivery of works associated with City Deal which will facilitate the development of the Hamilton Community Growth Area thereby increasing the housing stock and population catchment for the town centre;
- the completion of the Raith Interchange improving connectivity;
- the development of the University of the West of Scotland site at Almada Street and Eco Campus growing the student population and profile of the town;
- investment at Hamilton Park Race Course into a more diverse destination;
- other developments: retail park phase 6 site / townhouse site.

These investments around the town will provide additional catchment population and infrastructure to support and grow the town centre. The opportunities and actions proposed will ensure that Hamilton is best placed to capture the benefits arising from these strategic investments. The Strategy needs to promote opportunity within the central Town Centre core promoting mixed use activity (retail, employment, residential, leisure) and supporting Town Centre First policy.

Town Centre Stakeholders

The range of partners and stakeholders in the town is extensive. While there can be different drivers behind their involvement in the town centre the one aspect which is not it doubt is the common goal to improve the physical and functional aspects of the town centre for the benefit of all. As mentioned earlier, it is essential that partners and stakeholder work together to deliver the vision for the town. We already have a strong commitment from local stakeholders including

- South Lanarkshire Council
- MP & MSP
- Scottish Government (Business in the Community / Business Connectors)
- Owners / occupiers
- Hamilton Business Improvement District (BID)
- Scotland's Towns Partnership (STP)
- Healthy High Streets (M&S, Boots, Santander, EE, Greggs, Wilko's)

South Lanarkshire Council will continue to work closely with all these stakeholders to ensure that our common goals are met.

Safe, Welcoming & Well Maintained

The town centre is an area where successful maintenance of public and private sector assets is at a premium to maintain public confidence and wider perceptions of the town centre as a pleasant environment to work, shop and relax. The Council seeks to maintain a high standard of maintenance across the assets for which we are responsible for and in general have positive feedback from partners that we are achieving these goals. These maintenance obligations take on a number of elements including

Streetscape – an extensive programme of refurbishment of the streetscape is approaching completion and has significantly improved the appearance and lifespan of the public areas. This has animated town centre spaces, generated interest and thereby improved visual connectivity for town centre businesses.
Street furniture – some minor changes have taken place with the street furniture such as removing telephone kiosks and installing bins and cycle racks. This aspect of the town centre will be kept under review and improvements carried out as budget becomes available.
Litter – managing waste disposal and litter collection are important to town centre amenity. The majority of stakeholders accept this is a well managed issue which the council does a good job of maintaining.
Lighting – lighting levels and town centre lighting quality can support the sense of welcome and local improvements may offer opportunity to enhance the town centre.
Graffiti - the Council's Ground Services provide a graffiti removal service to council owned property with response times of 2 days and 5 days for removal of offensive and non offensive graffiti respectively. Our service standards identify a 90% target which is currently being achieved.

The Council intends to maintain these high standards across the town centre while continuing to encourage private sector partners to support enhanced streetscape and street maintenance.

Listening to Local Views

Consulting to Understand Local issues and concerns.

1245 Respondents

90% Feel Hamilton has a poor image as a place to visit

68% Feel Car Parking is poor In the Town Centre

94% Feel Vacant Premises are a problem

81% Feel Limited Evening Economy options is a challenge

69% Feel that Streetscape / Public Realm is poor

92% Feel Gap Sites (Empty Spaces) are a problem

93% Feel Quality and type of retail mix are a problem

89% Feel Competition from other town centres is a challenge

Amendments Following Consultation

The priorities identified in the consultative draft strategy are, on the whole, in line with consultation feedback however amendments to the strategy have been made as follows in order to reflect public feedback:

- Projects to develop the former Bairds Unit on Quarry Street, the former Town Hotel on Townhead Street and the former Vogue Cinema Site have been prioritised in line with consultation feedback.
- Developments at Hamilton Racecourse and the University of the West of Scotland will be added to the Action Plan.
- The Council has recently completed a period of prioritised maintenance and will continue to monitor key areas within the town centre.
- Keith's Building will be added to the Action Plan as a site which should be given consideration.
- Developing town centre living will be prioritised.
- Reopening Quarry Street to traffic will be subject to an Experimental Traffic Regulation Order.
- The possibility of the introduction of a shuttle bus by Hamilton Business Improvement District to connect the top and bottom areas of the town centre will be explored.
- The Council will continue to explore a range of parking options including undertaking an exercise to bring forward a cashless parking App to increase flexibility in payment for users.
- The Council will continue to work with town centre representatives to explore parking initiatives which support business, increase flexibility and ensure effective management of car parking. Signage throughout the town centre will be reviewed.

Consultation with Stakeholders

Consultation Feedback

The consultation exercise attracted in excess of 5,000 comments with the main themes of the comments (not already noted above) alongside feedback gathered at the presentation, are as follows:

- Prominent buildings which are in a state of disrepair make Hamilton an uninviting place to visit.
- The retail offer in the core town centre does not meet the needs of shoppers.
- Parking payments are not popular.
- Town Centre Shopping Patterns do not meet the needs of today's consumers (late night opening in the town centre and Sunday opening).
- It is difficult for many to access make their way around the town centre. A shuttle bus (Quarry Street- Palace Grounds loop) would be beneficial.
- A town centre residents association would be beneficial.
- "Keiths Building" (Cadzow Street) should be added to the strategy.
- The town has a wealth of history which should be celebrated.
- More family friendly entertainment, events, restaurants and things to do would be welcomed.
- There are no alcohol free places for young people to go after 7pm.
- Non-commercial social areas, clubs and events that engage the community are desired.
- More marketing and information is required about the large amount of things that are happening in Hamilton such as sporting and social clubs.
- SLC need to communicate about developments and the progress of the strategy more regularly.
- Under "Potential Development Opportunities", finding a use for the former Bairds retail unit was ranked as the highest priority with developing the Hamilton Town Hotel and the redevelopment of the Vogue Cinema site in second and third place respectively.
- Opinion was split as to whether there was support for bringing more residential property into the town centre. On reviewing the comments however it appears there is confusion with some respondents thinking that residential property would be at the expense of retail provision. This is not the case.
- Under "Car Parking/Transportation and Access", a review of parking arrangements was ranked highest with reintroduction of traffic to Quarry Street and a review of town centre accessibility by car ranked second and third respectively.
- Opinion was split over the reintroduction of traffic to Quarry Street (55% support / 45% do not support). Those who are not in support cite pollution and public safety as the main reason behind their response.
- Under "Events/Promotions/Initiatives" 63% state that events would make them more likely to visit the town centre. 88% feel that there is not enough for young people to do.

At the public meeting it was noted that, given the current shift in consumer habits, the future of town centres will benefit from a holistic approach being taken with a viable town centre having multi-faceted uses which support the surrounding community. The audience was taken through the main feedback from the consultation (the full results were provided on handouts at Appendix 1) and information was then provided on current and proposed developments within the town centre. It was noted that while Hamilton Town Centre faces challenges, the recently approved planning permissions from both Wetherspoons at the former Bairds' property and Premier Inn at the former Town Hotel Site alongside developments at the Raith Interchange, Hamilton Racecourse, Community Growth Areas and the University of the West of Scotland all illustrate an increased level of interest and confidence in the Hamilton market. This provides a solid basis to take forward the strategy.

"Town centres are a key element of the economic, social and environmental fabric of Scotland's towns; often at the core of community and economic life, offering spaces in which to live, meet and interact, do business, and access facilities and services. We must take collective responsibility to help town centres thrive sustainably, reinvent their function, and meet the needs of residents, businesses, and visitors for the 21st century."

[Town Centres First Principle, Scottish Government and COSLA, 2014]

Town Centre Strategy

The Strategy seeks to set out a range of objectives for Hamilton Town Centre and outlines in the Action Plan where resources and activities should be focused to deliver the desired outcomes.
There is no one solution or intervention which will address all of the issues facing the town centre. The issues and solutions are wide ranging, interrelated and complex. The approaches and actions adopted will need to be given time, and progressed as a coordinated suite of measures in order to deliver the most effective impact. Regeneration requires long-term sustained activity and initiatives and these actions need to delivered with flexibility.

Aims and Objectives
The aim of this Strategy is to provide the environment and place quality that supports Hamilton Town Centre and which can enable all town centre stakeholders to add value to their offer and the customer experience, supporting Hamilton’s appeal as an centre for retail, leisure and services.

South Lanarkshire Council, with partners and stakeholders, believe the Strategy and related actions should be framed through the following objectives. These objectives reflect national, regional and local policy and the commitment of the Council to supporting inclusive growth through the Local Outcome Improvement Plan.

Objective 1:
To support sustainable town centre growth, mixed-use development (retail, leisure, employment, residential) and investment opportunities through planning and economic development initiatives that embrace the town centre first policy initiative.

Objective 2:
To ensure town centre accessibility and movement supports all modes of transport and meets the needs of users ensuring the town offers convenient and safe access by foot, cycle, cars and public transport.

Objective 3:
To continue to create an attractive environment that supports the needs of businesses and retailers, both those already in the town centre and those wishing to locate to the town through our business support team and other bodies including measures related to skills and training.

Objective 4:
To continue to work with organisations such as Hamilton BID and VisitLanarkshire to raise the profile of Hamilton and ensure the town grows as a venue for a wide variety of leisure events and attractions supporting town centre living, positive planning, enterprising communities alongside accessible public services.

Objective 5:
To ensure that Hamilton town centre remains relevant, inclusive and accessible through digital media that supports business growth opportunities and meets the expectations across all town centre users including residents, visitors, employees and businesses.


STIRLING DUNLOP
28 5295
85 295
36
RESIDENCE
Cadzow Street

Action Plan Proposals

Advancing a coordinated set of actions across the town centre will help business confidence and support investment and should be progressed with the widest range of partner participation. Projects need to look to exploiting current programmes, grant funding and regeneration funds wherever programmes and funds allow.

The projects and initiatives which the Council are highlighting to the partners across the town centre can be broadly categorised as follows:

- **Potential Development Opportunities – diversifying the offer and supporting economic activity**
- **Supporting business growth and business investment**
- **Car Parking, Transportation and Access – enhancing physical access and supporting digital access for customers**
- **Events and Promotion – building footfall and loyalty**
- **Maintenance – creating an attractive environment, quality user experience and confidence for the future**

Taking these categories together provides an action plan which sets out a strategic direction to bring forward detailed proposals to address the challenges and to exploit the opportunities in the town centre.

The tables below show the range of projects and initiatives along with the potential timeframe of delivery, although this will be dependent on a number of factors such as availability of funding and market reaction. Physical projects are identified on the following plan with the numbering reflected in the table below There is also a link to the Governments Town Centre Action Plan (TCAP) objectives set out above and the category under which the initiative would fall i.e.

- Town Centre Living (TCL)
- Vibrant Local Economies (VLE)
- Enterprising Communities (EC)
- Accessible Public Services (APS)
- Digital Towns (DT)
- Pro-active Planning (PaP)

At the centre of these recommendations is the "Town Centre First" policy which recognises that the health of Scotland's town centres must be put at the heart of the decision making process.

Promoting Investment & Supporting Town Centre Activity

Hamilton Green – Almada Street

Baird's (JD Wetherspoon)

Hamilton Racecourse

Town Hotel

Vogue Site

Quarry Street – Town Centre Access

Delivering the Strategy

The Hamilton Town Centre Strategy & Action Plan will be presented for approval to the Community & Enterprise Resources Committee in October 2018. Subject to agreement, the finalised strategy, will be published and promoted throughout Hamilton. The Council will look to establish the appropriate governance structure to continue with the delivery of projects and advance the preparatory work for the delivery of the Action Plan.

In summary the Strategy is a holistic range of measures aimed at revitalising a variety of aspects within the town centre. With this in mind, the success of the strategy is dependent on the actions of the Council in partnership with the private sector, the community and the third sector.

Within the consultation you have told us of your issues and concerns. The Council cannot necessarily address all of these but is working to find solutions to local priorities with a range of partners that will support a shared vision for Hamilton and build on recent successes and build a stronger town centre.

The Town Centre belongs to the whole community and its success is dependent upon local making it appealing and attractive to use and encouraging local shopping and local use of the cafes, bars, restaurant and town centre facilities. Please support the Council, BID team and local businesses by continuing to:

- Help us deliver our strategy
- Engage on local issues
- Shop Local – Shop in Hamilton in 2018
- Make use of the facilities and attractions of the Town

Stakeholder support and the participation of local community groups and interests is both necessary and welcome.

The Strategy & Action Plan prioritises a number of projects and these projects will be progressed with immediate effect as they represent significant opportunities to support Hamilton Town Centres objectives. The priorities are::

- Bairds Building
- Town Hotel
- Vogue Cinema Site
- Town Centre Maintenance
- Signage

The Council will work closely with the Hamilton BID alongside residents and community interests and embrace partners and interests outwith the immediate Town Centre (Hamilton racecourse, UWS, others) to ensure that the strategy takes an inclusive approach.

The establishment wit Hamilton BID of a Town Centre Forum will be progressed by officers and a further report be brought back to Committee to bring forward proposals for a governance structure.


next

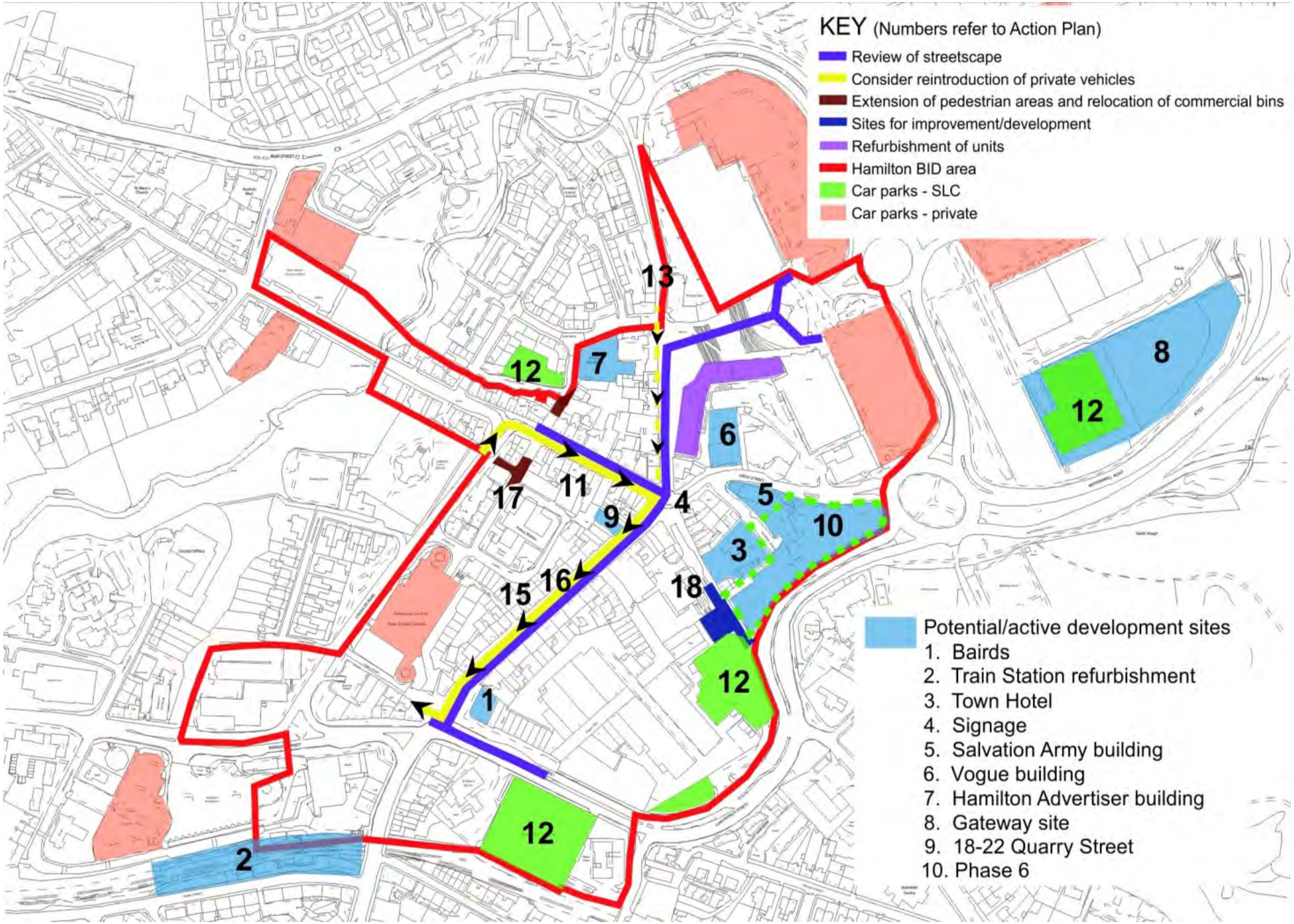

Palace Grounds Sports Complex (7 mins)
Mausoleum (12 mins)
Town Centre (Old Cross) (2 mins)
Town House, Library P (8 mins)
Bus/Railway Station (9 mins)


TIME
TO LET


vue


wigs
costumes
shoes
make-up
accessories
masks
dazzle


HAMILTON
BUSINESS IMPROVEMENT DISTRICT
EAT
SHOP
PLAY
IN OUR
TOWN!
ON
hamiltonourtown
@hamiltonourtown
www hamiltonourtown.co.uk


KEY (Numbers refer to Action Plan)
Review of streetscape
Consider reintroduction of private vehicles
Extension of pedestrian areas and relocation of commercial bins
Sites for improvement/development
Refurbishment of units
Hamilton BID area
Car parks - SLC
Car parks - private
Potential/active development sites
1. Bairds
2. Train Station refurbishment
3. Town Hotel
4. Signage
5. Salvation Army building
6. Vogue building
7. Hamilton Advertiser building
8. Gateway site
9. 18-22 Quarry Street
10. Phase 6

Action Plan: Potential Development Opportunities

Location	Project / Issue	Actions	Outcome/ objectives	Lead partner	Town Centre Objective (TCO)	TCAP	Timescales
Town Centre	Consult on the Delivery of the Strategy and Action Plan	- establishment of an appropriate governance forum to bring together business, community and residents interests to oversee the implementation of the Strategy.	- To extend engagement around the future needs of Hamilton Town Centre. - To develop a plan to enable and facilitate Town Centre investment and regeneration	SLC	TCO 1	All Priorities	3 months
Townhead Street – Town Hotel & 37 – 41 **3**	**Derelict properties which require investment and redevelopment**	- **Progress discussions with adjoining owner** - **Explore development potential for the site.** - **Adopt proactive planning agreed framework**	- **Development of the site** - **Improve area of the town centre**	**Private / SLC**	**TCO 1**	**TCL/ VLE / PaP**	**Priority Action**
Castle Street Units 13	Fitting out shop units and providing dedicated business support to create innovative business incubation spaces.	- Continue to identify and support suitable businesses - Adopt proactive planning approach - Identify potential needs for service delivery space	- Develop businesses into sustainable town centre occupiers - Diversify town centre uses	SLC	TCO 1 & 3	VLE PaP EC	12 months
Former Bairds unit **1**	**Alternative use be explored**	- **Progress discussions with potential occupier** - **Adopt proactive planning approach**	- **Redevelopment and long term occupation of a prominent gateway site to the town centre** - **Increase footfall in town centre** - **Contribute to evening economy**	**Private / SLC**	**TCO 3**	**TCL/ VLE PaP**	**Priority Action**
18 - 22 Quarry Street 9	Regenerate a derelict area of land which is unsightly and detracting from the surrounding area	- Identification of new owner - Establish their proposals for the site - Support owner bring forward proposals or reconsider previous "stalled spaces" project through PaP.	- Development of the site - Improve area of the town centre.	Private / SLC / BID	TCO 1	VLE PaP	12-18 months
Streetscape Review 16	Carry out an audit to identify any local improvements in key spaces to enhance town centre function and appeal. .	- Review the streetscape in light of evolving town centre activity and use - Action findings in line with access strategy	- Maintaining the public realm in a suitable condition to reflect the modern requirements of the town centre. - Ensure small negative and temporary issues are addressed.	SLC	TCO 3	VLE	1-2 years

Location	Project / Issue	Actions	Outcome/ objectives	Lead partner	Town Centre Objective (TCO)	TCAP	Timescales
Wi Fi	Delivery of free WiFi network	- Completion of installation by BID's appointed contractor	- Provision of free network for all town centre users -	BID	TCO 5	DT	3 months
Townhead Street 18	Derelict area which requires investment and redevelopment	- Consider options to improve environment and footfall - Adopt proactive planning approach	- Bring disused area back into active use	SLC	TCO 1	TCL/ VLE PaP	1-2 years
Campbell Street 17	Extend streetscape to provide an external seating area for local bars and restaurants to add to the cafe culture	- Carry out design and feasibility.	- Support the evening economy though improved environment and facilities - Extend opening hours	SLC	TCO 3	VLE	1-2 years
Gateway Site 8	Potential development use	- Consider options and timings to bring to the market	- Bring large scale investment to key edge of centre site	SLC	TCO 1	VLE	3-5 years
Salvation Army 5	Coordinate development of privately owned building with consent for evening economy venue	- Work with Manor View to bring forward proposals to develop a new venue. - Adopt proactive planning approach	- Bring a disused building in an underperforming area back into use - Diversify Town Centre	Private	TCO 1 / 3	VLE PaP	2-3 years
Vogue **6**	**Potential development site**	- **Consider options for development including residences** - **Adopt proactive planning approach**	- **Bring a disused property in an underperforming area back into use** - **Increase footfall**	**SLC**	**TCO 1/3**	**TCL** **PaP**	**Priority Action**
Former Hamilton Advertiser Building 7	Potential development site	- Consider options for development - Adopt proactive planning approach	- Bring a disused property in an underperforming area back into use	Private	TCO 1/3	TCL PaP	2-3 years
Hamilton Towers Phase 6 10	Development site for high density, high quality mixed uses.	- Progress discussions with adjoining owner - Explore development potential for the site. -	- Development of site - improve area of the town centre - create and reinforce links between the traditional town centre and palace grounds developments various sections of the town centre - Create an iconic gateway building.	Private / SLC	TCO 1	TCL/ VLE	3 – 5 years

Action Plan: Car Parking / Transportation / Access

Location	Project / Issue	Actions	Outcome/ objectives	Lead partner	Town Centre Objective (TCO)	TCAP	Timescales
Parking 12	The introduction of alternative payment methods, opening of Quarry Street to allow access and short term parking and improved signage / information.	- Consult on the parking strategy - Review parking payment arrangements - Complete feasibility, procurement and statutory consents	- Understand how parking might be improved (mobile phone apps) - Increased flexibility for town centre users on how they pay for parking and how long they stay - Seek to attract footfall & extend length of stay	SLC	TCO 2/3/5	VLE DT PaP	12–18months
Review town centre accessibility by car and public transport 11	Consider whether the current road layout and traffic management is suitable for the needs of the town centre and users.	- Review of traffic management in key locations to establish whether improvements can be achieved - Review opportunity for SMART / digital information on parking	- Improved accessibility to the town centre - Improving perceptions and accessibility of the Town Centre	SLC	TCO 2/3/5	VLE DT	12–18months
Signage **4**	**Improving the information, directional and statutory signage in the town to make it as user friendly as possible.**	- **Review of signage for town centre users in key locations to establish whether improvements can be achieved** - **Develop a town centre signage strategy**	- **Provide additional information on the town centre offer at key locations (retail parks / transport hubs)** - **Improved visitor experience in the town centre**	**SLC**	**TCO 2**	**VLE**	**Priority Action**
Reintroduction of traffic to Quarry Street 15	Reintroduce traffic in a controlled manner to Quarry Street to support businesses through improved accessibility	- Complete feasibility, consultation and statutory consent process to allow implementation - Ensure safe access & mobility for pedestrians	- Trial Quarry Street access - Improved accessibility and footfall within Quarry Street. - Increased turnover for business - Advance a Experimental Traffic Regulation order	SLC	TCO 2	VLE	6-9 months
Public Transport	Review public transport to and around the town to ensure it continues to meet the needs of all	- Liaise with SPT to maximise the opportunity for public transport provision. - Consider introduction of shuttle bus	- Improved accessibility and footfall within town centre	SLC / SPT	TCO 2	VLE	ongoing

Action Plan: Events / Promotion / Initiatives

Initiative	Project / Issue	Actions	Outcome/ objectives	Lead partner	Town Centre Objective (TCO)	TCAP	Timescales
Healthy High Streets	Support the Healthy High Street programme for Hamilton and encourage active travel, positive TC environment and business trading	- assist our town centre businesses to access expertise through Healthy High Street partners - Assist high street businesses to realise their full potential.	- Collaborative delivery of town centre activity	Private	TCO 4	VLE	ongoing
Town Centre Cleansing	**Maintenance and monitoring of key Town Centre sites ensuring quality maintenance and street cleansing**	- **Prioritised action for SLC** - **Monitoring of key areas**	- **Cleaner, more welcoming town Centre**	**SLC**	**TCO4**	**TCL** **VLE**	**Priority Action**
Festive Sponsorship	Explore alternative funding models and the potential for a sponsorship arrangement to deliver Festive events.	- Approval of initiative - procurement of sponsor partner	- Delivery of sustainable Festive event	SLC BID	TCO 3/4	EC	1-2 years
Shape Future Vision through Young People Engagement	Engage with the young people of Hamilton to establish what vision they have for the future of Hamilton.	- Consider the findings of the study and implement - Work with partners to be at the heart activity for Scotland's year of young people 2018	- Develop the vision of the town for future generations.	SLC	TCO 4	EC VLE	12 months
Manage 3rd party use of public spaces	Work with all 3rd party / Charites to agree the protocol for activity and levels of personnel associated with promotions and charity initiatives	- Monitor the number and frequency of collectors is in line with agreement	- Prevent an over use of the town centre by inappropriate activity	SLC	TCO 3	VLE	ongoing
Hamilton Racecourse	Encouraging co-ordination and promotion of Hamilton with Hamilton racecourse	- Partner promotion	- More vibrant Town Centre	SLC/BID	TCO3	VLE	ongoing
University West of Scotland	Encouraging co-ordination and promotion of Hamilton TC with UWS and the student body	- Partner promotion	- More vibrant Town Centre	SLC/BID	TCO3	VLE	ongoing
Promote Town Centre	Promote TC at other key attractions (race course / Chalterhault / other)	- Co-ordinated promotion	- More footfall	BID	TCO 3	VLE	ongoing

Appendix 1

Your Town Audit: Hamilton

Prepared for Scottish Towns Partnership

Your Town Audit: Hamilton

23 October 2017

All photos by EKOS. Map Data © Google 2016

Contents

Report produced by:

ekos Economic and Social Development

STP Scotland's Towns Partnership

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1. Understanding Scottish Places Summary

This report presents a summary of the Your Town Audit (YTA) for Hamilton, conducted by Scotland's Towns Partnership and EKOS. The detailed YTA Framework and Data Workbook are provided under separate cover.

The YTA was developed to provide a framework to measure and monitor the performance of Scotland's towns and town centres using a series of Key Performance Indicators. It provides a comprehensive audit of Hamilton with data on up to 180 KPIs across seven themes – Locality, Accessibility, Local Services, Activities + Events, Development Capacity, Tourism, and Place + Quality Impressions.

The Understanding Scottish Places (USP) data platform provides a summary analysis for Hamilton and describes Hamilton in the following general terms:

Hamilton's Inter-relationships: Hamilton is an interdependent town. Interdependent towns have a medium number of assets in relation to their population; average diversity of jobs; and residents travel a mix of short and long distances to travel to work and study. These towns are attractors of people from neighbouring towns who come to access some assets and jobs but they are also reliant on neighbouring towns for other assets and jobs.

Hamilton's Typology: This type of city-sized town is extremely mixed in terms of demographics. There are particularly wide ranges of people, housing and activities. The number of older couples with no children is higher than average in this group. There is a mix of professional and non-professional jobs, and part-time and self-employment are both important for a significant proportion of residents. Socioeconomic status is higher than in other kinds of city-sized town and there is a mix of professionals and non-professionals, those with higher and lower educational attainment.

Combining inter-relationships and typology, the USP platform – www.usp.scot – groups Hamilton with only one other town with similar characteristics, Cumbernauld. These towns have similarities in terms of the number of charities, hospitals, children in primary/ secondary schools, jobs, shops, GP/ dentists, diversity of retail offer, and distance travelled to study.

STP SCOTLAND'S TOWNS PARTNERSHIP
ekos Economic and Social Development

Hamilton and Cumbernauld differ in terms of the diversity of jobs and the distance travelled to work. They differ most in terms of the number of public sector jobs in Hamilton, at least in part due to the presence of the Council's HQ in Hamilton.

Inter-relationships

Building on the USP, this report presents the results of our detailed analysis of Hamilton based around the Scottish Government's Town Centre Toolkit – an online resource available via the USP website which provides advice, guidance and case studies across three thematic areas: accessible, active and attractive.

2. Accessible Town Centre

Hamilton is a historic town located 15 miles south east of Glasgow with a large and somewhat dispersed town centre stretching almost one mile north to south. By population, it is one of the largest town in South Lanarkshire, and forms the administrative centre for the local authority area. Within a five mile radius the catchment (and competitor) towns include Larkhall, Wishaw, Motherwell, Bellshill, Uddingston and Bothwell.

The town is very well connected by bus and train to central Scotland and the wider South Lanarkshire area, and is around 20 miles from Glasgow International Airport. Hamilton Central train station and the bus station are both located within the town centre, just a short walk from the main retail areas. Trains to Glasgow city centre take around 30 minutes and run half hourly.

As well as Glasgow, bus and train services also connect the town with other settlements across South Lanarkshire including Uddingston (18 minutes by bus and 50 minutes by train) and Cambuslang (30 minutes by bus and 15 minutes by train), and towns in North Lanarkshire including Wishaw (30 minutes by bus and 20 minutes by train) and Motherwell (10 minutes by bus and 10 minutes by train).

These transport connections position Hamilton, especially the town centre, as an attractive commuter settlement – with a range of services and easy access to employment and education across a considerable part of west-central Scotland.

The core of the town centre along Quarry Street is pedestrianised which, in theory, should create a safe and attractive setting for users. In reality, however, there is vehicle access for business owners and delivery drivers and, with no obvious policing of access, there was a steady flow of vehicles within the pedestrianised zone during the day of the audit.

There is a good level of parking throughout the town centre area of Hamilton, with a number of on-street parking spaces in the town centre (on Quarry Street, Cadzow Street and Campbell Street), as well as off-street car parks including: the Palace Ground Retail Park and the Hamilton Palace Towers Retail Park Centre (100 and 300 spaces respectively), those at the ASDA supermarket (300 spaces) and a large multi-storey car park on Duke Street (700 spaces).

Although parking in some areas is free of charge (such as those located that the Palace Grounds Retail Park and Hamilton Palace Towers Retail Park), most make a relatively small charge, with costs ranging from 80p per hour to £5.80 per day for off-street car parks, and from 80p per hour to £2 for 3 hours for on-street parking where there is a maximum stay of 3 hours.

Accessing the town centre may be confusing for visitors that are not familiar with the area, as busy roads and dual carriageways encircle the central retail areas, thereby reducing visibility. For vehicular traffic travelling from the M74, the first road sign that provides directions to the town centre is less than 50 yards from a large and busy roundabout.

There is, however, good signage within the town centre for those travelling by foot or bike, and the pavements and roads in the centre appeared to be in relatively good condition with only minor damage found and a few cracks and pot-holes. There are also ample pedestrian crossings and traffic lights spread throughout the town centre.

The town centre provides access to local services which, alongside a mix of retailers and business services, includes a town hall, police station, New College Lanarkshire, bus and train stations. These are, however, almost exclusively located around the edges of the town centre, which is large and spread out.

There is 3G and 4G coverage throughout the town and town-wide free WiFi, as well as superfast broadband.

3. Active Town Centre

3.1 Population and Housing

According to the 2011 Census, Hamilton has a population of around 53,000 people, of which around 3,400 are within, or within walkable distance of, the town centre. Using the best fit area for the town centre zoned boundary identifies a total of 775 people, just 1% of Hamilton's total population, living within the immediate town centre area[1]. Over the past decade, the wider town centre population has increased by 20%, significantly higher than the 6% average from 31 other YTA audited towns.

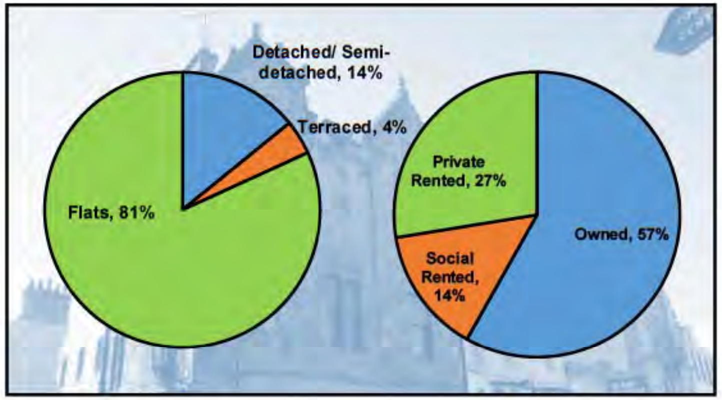
The majority of housing within the town centre[2] is in flatted accommodation (81%), with tenure split between private ownership (57%), private rented (27%) and social rented (14%). At 4%, the town centre has a higher housing vacancy rate than the 2% average across Hamilton as a whole, creating opportunities to further increase the population base. The 4% vacancy rate is slightly higher than the average found across 35 other YTA audited towns of 3.5%, and is similar to vacancy rates in Irvine and Dumbarton (both 4%) both of which are commuter settlements with good public transport connections.

Nearly half of the houses (27%) in Hamilton town centre are in council tax bands A, B and C. The streets surrounding the town centre shopping streets are almost solely residential – primarily flats – these provide a large catchment population for the retail and service businesses.

The average purchase price of a town centre dwelling in Hamilton (£127,835) is higher than that of the town as a whole (£90,500)[3]. Prices in the town centre have increased by 49% in the decade to 2013, and by 31% in the wider town. In comparison with other YTA audited towns, Hamilton has both a higher average purchase price (YTA average of £104k from 33 YTAs) and higher average ten year increase (YTA average of 44% from 30 YTAs).

1 2011 Scottish Output Zones: S00131945, S00132773, S00132318, S00131943, S00131897, S00132328, S00131941, S00131859 and S00131896.
2 Scottish Statistics, 2013.
3 Scottish Statistics, 2013.

There is, however, significant variation across the audited towns (from £55k to £200k average price for town centre properties), but prices in Hamilton are closer to towns in East Renfrewshire, Fife and Lothian than the other large towns in the Glasgow City region including Barrhead, Clydebank and Dumbarton. This will be partly due to the type of housing within the town centre, but also suggests that Hamilton is regarded by purchasers as an attractive place to live.



3.2 Town Centre Employment and Business

The town centre plays an important role in the economy of Hamilton, with 26% of the town's jobs located within it. This is due to a combination of:

- the large physical area that the town centre covers – measuring almost one mile in distance from Gateside Street to the furthest unit at Hamilton Palace Retail Park;
- the presence of a number of large format retailers including Marks & Spencer and Currys/ PC World; and
- the presence of a number of large office and other service providers including Police Scotland, Council, Skills Development Scotland and NHS Health/ Dental practices.

Across 35 YTAs the average is 232 town population per retail unit – at 330 Hamilton scores much higher than this. The higher the rate, the more the town's retailers rely on spend from local residents – other YTAs with similar rates include Clydebank (330), and Dumbarton (307) – rather than drawing custom from elsewhere.

3.3 Town Centre Retail

The traditional town centre retail area is focused on Quarry Street, Cadzow Street and Gateside Street. Quarry Street runs through the town centre and gives access to the two shopping centres (the Regent Shopping Centre and New Cross Shopping Centre), both also connecting to adjacent streets.

However, Hamilton has a large number of shop units that most of the YTA audited towns, (average of 144 across 35 YTAs), and retailers are spread across a large town centre area. Areas to the south of the traditional town centre around Quarry Street are included within the zoned town centre boundary, taking in the Palace Grounds Retail Park and Hamilton Palace Towers Retail Park, both with large format chain retailers including Halfords, Next and Homebase.

Hamilton's retail performance has been in decline over recent years. The 2015 YTA audit found that 13% of retail units in the town centre were vacant, now at 16% with this 2017 update. The average retail vacancy rate across 33 YTA towns is 9.3% – those with similar average rates to Hamilton include Ayr (16%), Kilmarnock (15%) and Dumbarton (16%).

The update audit also identified that two-thirds of all the retail units that were vacant in 2015 are still vacant (albeit that some *may* have been occupied in the intervening period), and that 89% of all vacant units in Hamilton town centre are retail properties (54 of 61 units).

Quarry Street has by far the highest number of vacant retail units but other areas within the town centre recorded very high vacancy rates:

- Quarry Street / Place – where 21 of 113 retail units are vacant, 19%;
- Townhead Street – where 7 of the 14 retail units are vacant, 50%;
- Gateside Street – where 6 of 20 retail units are vacant, 30%;
- Regent Shopping Centre – where 5 of 29 retail units are vacant, 17%; and
- Duke Street – where 3 of 11 retail units are vacant, 27%.

These five streets account for 42 of the 54 vacant retail units in Hamilton, 78% of the total; 29 of these 42 units (69%) were vacant in the 2015 audit.

The data suggests deep-rooted issues with retail vacancy in Hamilton that will require further analysis and consideration to identify and develop actions to address the underlying causes, which might include a combination of:

- there are simply too many retail units in Hamilton for the level of occupier demand – there might be a need to reduce/ rezone the town centre boundary and encourage redevelopment for alternative uses;

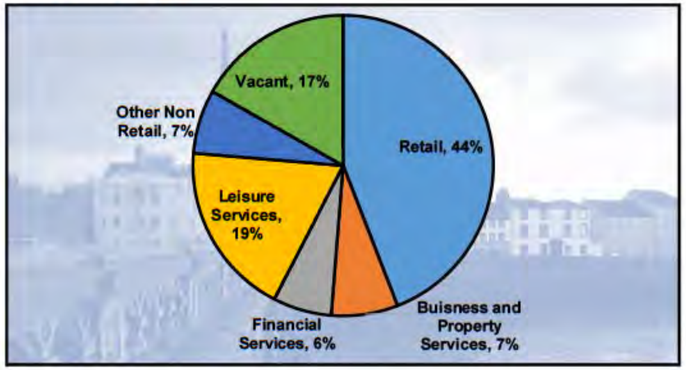
- some parts of the town centre might be particularly unattractive to occupiers and would benefit from improvements – lighting, streetscape, directional signage, etc may make these areas more attractive; and
- some properties may be particularly unattractive to occupiers and do not meet the needs of modern retails – these might benefit from being upgraded or possibly demolished and redeveloped.

It is also important to note that while Hamilton has a high vacancy rate there has been some level of churn in the town centre – with 11% of all retail units changing occupier or changing from vacant to occupied status between the 2015 and 2017 audits. This shows that demand for retail units in Hamilton is active.

Shops located at the Palace Grounds Retail Park and Hamilton Palace Tower Retail Park, to the south of town centre area are typically open until 8pm Monday to Saturday and 6pm on Sundays. Of the ten units in this area only one is vacant – the former Chiquito restaurant.

Within the town centre, larger traders generally open 7 days a week until 5pm or 6pm, with some operating with slightly later closing on Thursdays or shorter hours on Sundays. This is comparable with trends in other large traditional town centres, but with a relatively large catchment from residents, workers and visitors there may be greater opportunity to extend town centre opening hours in Hamilton's traditional town centre area if footfall can be increased.

Town Centre Unit Mix

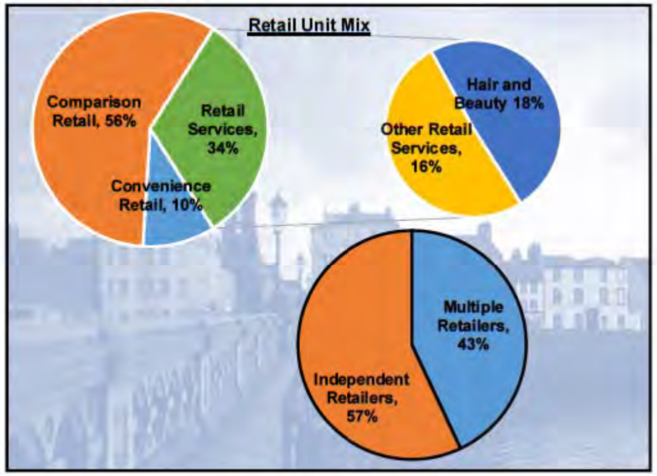


The largest single use in Hamilton town centre is retail, which accounts for 44% of all activities (average 46%, 35 YTAs). This equates to a slight drop of three percentage points since 2015 when retail accounted for 47% of the mix of uses, but is in line with the findings from other YTA audited towns. The town has a variety of independent retailers, alongside a number of national chains. Key anchors include Marks and Spencer, Primark, New Look and Next.

The YTA analysis is based on the following retail definitions:

- **Convenience Retail:** primarily low cost goods that are typically bought out of habit or on impulse i.e. food, drink (alcohol and non-alcohol), news, tobacco, etc. – *16 convenience retailers were identified in Hamilton town centre;*

- **Comparison Retail:** all other retail purchases comprising goods bought at infrequent intervals where consumers will compare and contrast products and prices – *90 comparison retailers were identified in Hamilton town centre;* and
- **Retail Services:** services that consumers would expect to find in a town centre including hairdresser, beauty salon, repair of goods, hire of specialist clothing, health clinics, post office, travel agent, etc. – *55 retail service operators were identified in Hamilton town centre, of which half are hair and beauty businesses.*



Just over half of retailers (57%) in Hamilton town centre are independently operated, with 43% part of a larger chain. Independent traders are spread throughout the town, although with particularly high concentrations on Cadzow Street and Quarry Street where 80% and 76% respectively of all occupied retail properties are independent. Multiples are, for the most part, clustered in the retail parks, and within the Regent/ New Cross Shopping Centres.

While the proportion of independent retailers is considerably lower in Hamilton than the average for YTA audited towns (71%, 35 YTAs), their dominance in some streets creates an opportunity to brand and market zones with a high proportion of independent traders, building on their unique characteristics and potential to adapt quickly to market changes. A number of town centres have introduced shared spaces for independent retailers – indoor markets or emporiums where small and new businesses can test market conditions and interest for their products and services.

Hamilton also has a higher than average proportion of comparison retailers at 56% of all retail traders (42%, 35 YTAs), also creating potential to attract shoppers that are interested in browsing for goods. Other towns with high proportions of comparison retail outlets tend to include smaller and destination towns (e.g. Moffat and West Kilbride) or larger towns with indoor shopping centres (e.g. Ayr and Kirkcaldy).

3.4 Hamilton Business Improvement District (BID)

The initial Hamilton BID was established in 2012 and has just had a successful renewal ballot for a second five-year term, which will come to an end in October 2022.[4] Website is currently down but need to add something about the activity of BID – purpose and project profile.

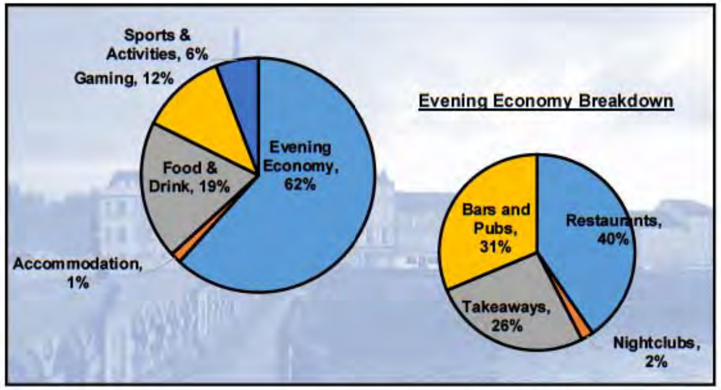
One of the most recent BID projects was the Big Stampede, which took place from June to August 2017, and saw over 30 large safari sculpture animals placed throughout the town centre. The sculptures were decorated by local and national artists, small local companies and national corporations, community groups and individuals. After being on display for ten weeks, all sculptures were auctioned, with £90,000 raised at for the Glasgow Children's Hospital Charity.

The Big Stampede created a public arts trail through the town centre. With many of the sculptures placed outside businesses it created footfall and spend opportunities from people following the trail on the day (using either the publically available map or downloadable app), particularly in retail, food and drink outlets. The trail also builds awareness of the range of retailers and other services in the town centre, helping to attract customers in the future.

[4] http://www.hamiltonourtown.co.uk/

4. Attractive Town Centre

4.1 Leisure Mix



The leisure offering in Hamilton town centre is dominated by evening economy uses (62%). There is one cinema within the town centre, the Vue Cinema at Hamilton Palace Towers Retail Park and two gyms (at the Palace Grounds Retail Park and within the New Cross Shopping Centre), but only one hotel and no museum/ gallery.

The Town House is a Category A listed building on the edge of the town centre which combines three linked structures individually constructed and separately opened in 1907 (Carnegie Library), 1914 (Town House) and 1928 (Town Hall). The Town House completed a £9m refurbishment in 2004 with support from the Heritage Lottery Fund, Scottish Arts Council, and Historic Scotland.

It was re-opened as a multi-purpose Arts venue with facilities for hosting performances, weddings and other social events, classes and courses, conferences and meetings as well as its varied arts and cultural events programme. The venue has hosted a range of performances, from West End productions, national companies through to local amateur groups.

Hamilton town centre has a strong night time economy offering – consistent with its profile as a town with a large catchment population across both the settlement and Lanarkshire. The evening economy comprises 42 operators made up of restaurants (40%), bars and pubs (31%) and hot food takeaways (26%). There is only one nightclub in Hamilton – the Palace on Keith Street.

The number of bars is relatively consistent with other YTA audited towns – Hamilton has a population of 4,100 residents per town centre outlet, compared with a 33 town YTA average of 3,900. It does, however, have more restaurants at 3,100 residents per unit compared to 4,700 from 29 town YTA average; and significantly less hot food takeaways at 4,800 residents per unit compared to 2,900 from 33 town YTA average. While Hamilton has only one nightclub for over 50,000 residents, the 10 town YTA average is 22,000 residents per outlet, dropping to 18,600 when Hamilton is excluded.

4.2 Events and Attractions

Hamilton Racecourse is a key attraction within the town, with 10 race days a year. The Racecourse is located to the north of the town centre and is largely surrounded by residential areas, so there are limited spin-off benefits for town centre businesses. The Racecourse largely provides for visitors through its own catering facilities located on-site. It opened in 1926, and since the early 1970's has been owned by Hamilton Park Trust.

Photo via Flickr user Andrew Rendall, under terms of license.

Low Parks Museum is another tourist attraction in the settlement, located just outside the town centre. The museum traces the local history of South Lanarkshire, with exhibitions about early settlement; working life, including agriculture, weaving, and coalmining; and also the history of the local regiment, the Cameronians (Scottish Rifles). The museum received a 5-star rating from the Visit Scotland grading scheme, and is located in the former Low Parks of the Duke of Hamilton's estates.

Strathclyde Country Park is located near to Hamilton, a 15 minute drive from the centre. The Park sits within 400 hectares of countryside and is one of the most popular family attractions in the central belt of Scotland, with visitors coming each year to enjoy the wide range of activities and events taking place.

Some of the events that take place within the Park include 5k and 10k races, rowing regattas, music events, triathlons and fireworks events.

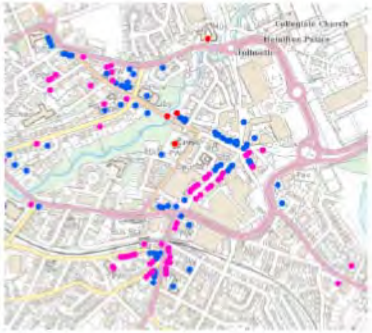
Some of the facilities within the park include: outdoor playgrounds, bicycle hire, fitness gym, watersports centre with cafe, conference facilities, watersports activities, and family funboats. The Park is open year-round and daily from 9am-7:45pm from April to September, and from 9am-5pm between October and March.

Bordering Strathclyde Country Park is M&D's Theme Park, which has a number of rollercoasters, water rides, fairground rides, an arcade, theatre, ten-pin bowling and indoor reptile centre. The theme park is not open daily, and information about open days is via the website[5]. Prices for entry range from £10 to £16 depending on ticket type and purchase method. Other facilities within the theme park include: parking, bars, restaurants, picnic areas, toilets and cash machines.

The other key attractions within and around the town, including the Hamilton Mausoleum and Chatelherault Country Park, which are located on the outskirts of the town.

[5] M&D's Theme Park Website

4.3 Historic Town Centre



There are two conservation areas within Hamilton, with most of the town centre being covered by one of these. The town centre conservation area includes 88 listed buildings, four of which are Category A listed buildings.

One of the Category A listed buildings has been place on the Buildings At Risk Register. Keith's Building, which was built in 1903, is vacant and is noted as being in a poor condition, needing substantial restoration and refurbishment works. Although the building was auctioned again in 2010, it remains vacant and undeveloped.

Another entry on the Buildings at Risk Register is the property which was once the Hamilton Town Hotel on Townhead Street, dating back to the mid-19th Century. This building has been on the register since 2010, and has continued to deteriorate. There are no known plans for restoration and redevelopment of this property, which is one of the largest on the street. Its' obvious derelict condition is in clear contrast to other business premises in the area.

4.4 Place and Quality Impressions

With a recent programme of streetscape improvements coming to an end, it is not surprising that Hamilton town centre scored well against Place + Quality Impression KPIs, with clean streets, good pedestrian access, a good range of retailers alongside leisure uses, and ample seating spread throughout. Pedestrian signage in the town centre is also clear, with fingerpost signs.

There are a number of modern artworks and statues placed across the town centre area, which helps to bring character and a unique sense of place. These are mainly located on Castle Street and Quarry Street, both of which have very high proportions of independent retail operators.

Business confidence interviews found that more than half of the businesses (56%) reported that they were not confident about the future of their business. The overall confidence score for Hamilton is 4.3 / 10 which is much lower than the average of 5.8 / 10 from 28 YTAs.

56% of businesses are not confident about their future performance

6.4/10 Quality of building fronts

6.6/10 Quality of shop window displays

During the in-street audit, the appearance of shop fronts and window displays in Hamilton was rated. This is a very subjective analysis – buildings were rated at 6.4 / 10 and window displays at 6.6 / 10 – but is consistent with the approach adopted for other YTA audited towns where the average from 31 YTAs is 7.0 / 10 for building fronts and 7.1 / 10 for window displays.

Scores were somewhat brought down by the relatively high vacancy rate – while these properties were well-maintained on some streets, it is not consistent and the condition of some detract from the overall appearance of the town. Areas where shopfronts were rated low include:

- 3.4 / 10 average for Townhead Street with individual scores ranging from 0 to 9, and where eight of the 14 retail units are vacant;
- 5.0 / 10 for Gateside St with individual scores ranging from 3 to 7, and where six of the 20 retail units are vacant; and
- Kemp St and Keith Street – scoring 5.0 and 5.4 respectively but with only a small number of units on each.

Of the 364 units in Hamilton, 88 or 24% scored between zero and five out of ten for the condition of shop fronts, raising concerns for the condition of the town's retail and other business premises.

5. YTA Summary and Key Points

The following are offered as final comments on the Your Town Audit of Hamilton within the framework of the Scottish Government's Town Centre Toolkit.

5.1 Accessible Town Centre

- Hamilton is well connected with excellent public transport links and services – while car ownership in the area is high, regular bus and train services connect across Lanarkshire, Glasgow and further afield creating good accessibility for people visiting Hamilton town centre and also for residents travelling to work/ study elsewhere;
- there is potential to exploit the excellent transport connections in the town centre and attract new residential development to strengthen Hamilton's position as an attractive settlement for commuters travelling to work/ study across the central belt;
- there is growing recognition that pedestrianisation has not always been entirely successful in town centres – this, combined with the regular flow of traffic using Quarry Street, suggests a need to review traffic arrangements in Hamilton town centre, albeit with continued dominance for those on foot;
- there is a good level of car parking in Hamilton town centre – although on-street parking is limited, there are 11 off-street car parks providing almost 2,000 spaces;
- while there is a good level of car parking provision in and around Hamilton town centre, there appears to be a perception of distance and disconnect that could be addressed by enhancing visual connections and walking routes and also by improving parking signage for drivers;
- there is good access to financial and other personal/ business services with a number of registered banks and ATMs spread throughout the town, and a range of financial, legal and property services;
- there are a number of leisure and cultural facilities within Hamilton but these are located on the edge of the town centre or further afield and therefore do not support linked trips – while it would not be practicable to relocate these uses into the town centre, there is an opportunity to promote the town centre at these locations to raise its profile and give residents/ visitors a better understanding of the range of retail and other services that it offers; and

- Hamilton has good 3G/4G mobile phone coverage, superfast broadband and free WiFi connectivity for town centre visitors.

5.2 Active Town Centre

- Hamilton has a population of over 50,000 and a workforce of almost 30,000 people – of these almost 3,500 and 8,000 respectively are within, or within walking distance of, the town centre giving businesses a large potential catchment to draw custom from;
- of the 2,300 residential properties within the town centre catchment area just under 100 are recorded as vacant, equating to 4% which is in line with the overall YTA average of 3.5% from 35 towns – combined with the slightly higher than average house price in Hamilton and increasing trends toward town centre living there may be an opportunity to secure redevelopment of these empty homes and also attract new residential development in other parts of the town centre, possibly through zoning a residential quarter;
- in comparison with other YTA audited towns there is a high level of vacant units in Hamilton town centre equating to 17% of all properties and 16% of all retail units – this has increased since the 2015 audit (13% for both indicators) equating to an additional 13 vacant retail units (from 41 to 54) and two non-retail properties (from 5 to 7);
- as well an increase in the volume, the audit also found that two-thirds of all retail units that were vacant in 2015 remain vacant in 2017 – there is therefore a need to undertake further analysis to understand the underlying factors that are causing high retail vacancy overall in the town centre, and very high rates in particular streets, to identify appropriate mitigating actions;
- Hamilton has a very large town centre area stretching almost one mile from north to south and is effectively split into three core areas:
  - the central core around the pedestrianised Quarry Street is the traditional retail area with two indoor shopping malls and paid car parking around its outer edge
  - the northern core has a greater share of independent and service businesses with some paid on-street car parking
  - the southern core made up of Hamilton Palace Retail Park with large format stores, cinema, supermarket and substantial free car parking

- together with the topography of the town centre, this split makes it somewhat difficult to navigate Hamilton as a single entity. With pockets of high retail vacancy in parts of the centre, there may be benefit in reviewing the boundary to ensure a continued focus on a smaller core retail/ service area and also potential to introduce a zoning or quarters based approach to future development;
- there is a relatively high proportion of national retail chains (43% compared with the YTA average of 29% from 35 towns) confirming Hamilton's position as a major shopping centre, but with a number of high profile retail failures in recent years – and likely more to follow with ongoing economic pressures, increases in online shopping and competition from large dominant retail centres – there is a risk that the retail vacancy rate in Hamilton may increase in the future;
- there are, however, parts of the town centre where independent retailers dominate – this creates an opportunity to brand and market a zone that promotes a niche cluster of unique businesses;
- there is a need for SLC (and other stakeholders) to continue their active support for Hamilton town centre BID over the next five years – this should include efforts to deliver additional events and activities in the town centre that will attract new footfall and create activity across the calendar year; and
- there is a need to gain a better understanding of the customer base for Hamilton town centre, both those that are currently using the town centre but, more importantly, local people that do not use it, with a view to targeting future resources on activity that meets the needs of residents and visitors – this might include for example a teenage market, local craft emporium, history/ heritage outlet, family friendly food & drink premises, live performance venue, etc.

5.3 Attractive Town Centre

- Hamilton has an attractive streetscape setting and an extensive improvement programme is nearing completion for the public realm, giving the town centre good quality street furniture, lighting and public art – this provides a strong base from which any future activity can build;

- there are, however, a large number of vacant units (61 within the town centre), including heritage properties on the Buildings at Risk Register, which reduce the town's attractiveness and create a sense of disrepair – the average YTA rating for quality of building fronts and window displays is fairly average but the audit found significant variation and clusters of properties in Townhead St and Gateside St that were rated with very low scores;
- as with the 2015 audit results, business confidence in Hamilton town centre is low with an average rating of only 4.3/10, compared with the YTA average of 5.8/10 – it is good that businesses have supported the Hamilton BID for a second term but there is a need for action that will increase business turnover to ensure they are sustainable in the future – a programme of focused town centre business support may be beneficial;
- there may be benefits in adopting a zoning or quarters based approach to any future development in Hamilton town centre – this should respond to the apparent over-supply of retail units and help to re-shape the centre to meet the needs of modern business practices, shopper demands and leisure attractions;
- there are a number of development opportunity sites within the town centre – where possible, there is a need to ensure that any new activity contributes to and complements the existing town centre offer rather than introduce additional competition for existing businesses; and
- while funding is constrained at present there is potential to work up some bespoke shovel-ready projects for the future that could respond to any new funding opportunities that would further enhance the attractiveness of Hamilton town centre and help to grow/ diversify the business base.

Appendix 2

Consultation Summary

Listening to Local Views

Consulting to Understand Local issues and concerns.

1245

Respondents

90%

Feel Hamilton has a poor image as a place to visit

68%

Feel Car Parking is poor In the Town Centre

94%

Feel Vacant Premises are a problem

81%

Feel Limited Evening Economy options is a challenge

69%

Feel that Streetscape / Public Realm is poor

92%

Feel Gap Sites (Empty Spaces) are a problem

93%

Feel Quality and type of retail mix are a problem

89%

Feel Competition from other town centres is a challenge

Addressing Local Issues

Accelerating investment & supporting business and retail activity

"Quarry Street should be the main attraction of our 'market' town. When visitors arrive by train, bus or car, at Brandon Street or Duke Street, they should be directed to Quarry Street which should be full of interesting shops, colour, history and pride in OUR town."

"Until you have free parking you will always lose out. The Fort, Braehead & Silverburn are a short journey away."

"Hamilton Town Hotel is an eyesore which, unfortunately, is one of the first things people see when approaching Hamilton from the roundabout at the Retail Park. The frontage in Townhead Street is in a dilapidated condition and a danger to pedestrians. The former Bairds unit is an unattractive concrete box which occupies a prime corner in the Town Centre.

Its present appearance gives a most unwelcoming impression to both Duke Street and Quarry Street. Redevelopment of this building including improvements to make the facade more attractive and welcoming would be most beneficial to the area."

"I feel that redevelopment of the Vogue Cinema is important as Hamilton has already lost numerous historic buildings and the work has already been carried out to preserve the facade. "

"Baird sits on a prominent corner of the town centre boarded up and along with other empty shops, Quarry Street is a disaster. Hamilton used to be a draw for people from further afield, not now.

"Derelict buildings and closed stores do not encourage visiting."

"Empty buildings need to be used."

Tackling Local Concerns

Accelerating investment & supporting business and retail activity

" By reintroducing roads in Hamilton away from the bus/ taxi only access. Especially cadzow st and quarry st along with better parking facilities would make a better thorough fair through the town which would also make for better advertising for the shops. Just now its a bit like a black hole you drive around and getting into it is not worth the hassle.

"I want to see Hamilton thrive and grow. Town centre regeneration is vital to its growing population who no longer use the town centre. It's outdated and empty."

"I think the layout of Hamilton is not a 'together' one - it therefore could be zoned with the town centre being hub. How you do that I'm not sure but I think sorting the traffic and the empty plots and shops should help."

"Hamilton should be more than just a derelict shopping centre. It should offer a great day out with an excellent variety of boutique shops/trendy markets/cafes and attractions. Not just poundstores and cheap card shops that last 3mths at a time!"

" Attract business to the town and fill all of those empty units. Why would you shop in Hamilton with poor shopping opportunities when you can reach Glasgow Fort or Breahead in under 15 minutes and park for as long as you like for free. It makes no sense to go shopping in Hamilton as half of the town is effectively shut."

"Young people and young families are key to driving Hamilton forward."

Advancing Local Priorities
What you told us.

83%

Finding an alternative use for the former Bairds retail unit

58%

Redevelopment at Hamilton Town Hotel and no 37-41 Townhead Street

44%

Development of the Vogue Cinema site

33%

Regeneration of gap site / empty space at 18-22 Quarry Street

26%

Filling empty shop units on Castle Street

11%

Streetscape review and enhancements

6%

Development of the former Salvation Army site.

4%

Development of Hamilton Towers Phase 6 - Between Blackwell Lane and Keith Street

3%

Development of the Former Hamilton Advertiser Building

Agenda Item

Report

10

Report to:	**Community and Enterprises Resource Committee**
Date of Meeting:	**30 October 2018**
Report by:	**Executive Director (Community and Enterprise Resources)**

Subject:	**Child Burial and Cremation Charges and Development of a Respectful Funeral Package**

1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ propose that the Council implement the recommendations of COSLA and the Scottish Government with regard to the removal of fees for burial and cremation for children from 12 October 2018
- ♦ propose that the Council develop a respectful funeral package for approval at a future meeting of the Committee

2. Recommendation(s)

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

(1) that the content of the report be noted;

(2) that the current age restrictions on charges for child burial internments and cremations are maintained and not aligned to the recommended age group of aged 17 and under;

(3) that the current practice to charge for the purchase of lairs and headstone permits (including installation of the foundation) is removed for children aged 18 and under and that the Committee note the requirement to reimburse private contractors who undertake this function within the Council area; and

(4) that a respectful funeral package be developed and submitted to a future meeting of the Committee for approval.

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. Based on the COLSA announcement, it was considered appropriate to propose that the Council adjust the age restrictions on charges for child burial and cremation to cover children aged 18 and under from 1 September 2018. This was agreed at the Community and Enterprise Resources Committee on 21 August 2018, which also highlighted that a further Committee report may be required if the finalised national guidelines require any further changes.

4. COSLA Guidance

4.1. Further guidance has now been received from COSLA which sets out the areas that councils should include when implementing the agreement to remove charges for child burials and cremations. It was also recommended that the agreement be implemented by 12 October 2018. The agreement is intended to provide consistency across Scotland.

4.2. To align South Lanarkshire Council's practices to the agreement would require a number of changes and these are outlined in table 1 below.

Table 1

Agreement	SLC Position	Change Required
Remove fees for children **aged 17 and under**.	Fees removed for children **aged 18 and under**.	No change
Remove fees for **both residents and non-residents**	Currently no separate charges in place	No change
For burials: Internment fee	Provided Free	No change
For burials: Lair purchase (exclusive right of burial)	Currently Charged (£1,153.60)	Require to provide free of charge, but where lair can accommodate further burials subsequent internment fees will be applicable for adults
For burials: Headstone permit including installation of foundation	Currently Charged (£148.32)	Require to provide free of charge
For cremations: Cremation fee	Provided Free	No change

4.3. The agreement is based on the principle that all bereaved parents should no longer have to pay burial and cremation fees therefore where private third parties provide this service they will be able to access funding to remove their charges. For that reason, the funding allocation to councils is based on all child deaths in Scotland, of which a proportion of cremations and burials will be carried out by private providers. Council Leaders have agreed that private providers should be given funding to support the removal of their charges with each local authority taking responsibility for distributing a part of their funding to private providers who remove their charges in their area, through local agreement between the local authority and private providers.

4.4. COSLA also requested that councils formally ratify these changes by 12 October 2018. Given the sensitivity on this issue, the short time period between 12 October and Committee sitting and to ensure the Council complies with the guidance in advance of gaining approval the service has taken a proportionate approach to this matter and implemented the proposal of removing charges for lair and headstone permit purchase in advance of Committee approval.

5. Respectful Funeral package

5.1. Recent activity in the Bereavement Services' industry has seen a number of local authorities, including East Ayrshire Council, either become directly involved in a form of partnership working with local funeral directors in setting up a Respectful Funeral Package scheme, or starting the process to implement a similar scheme.

5.2. A Respectful Funeral Package scheme would take the form of local funeral directors providing an affordable basic package that covers the minimum requirements at an agreed price whilst maintaining the key component that the bereavement process is carried out in a dignified and respectful manner. This includes:-

- collection of the deceased
- storage, care and preparation of the deceased
- provision of coffin including all fittings
- dressing of the deceased
- provision of place of rest and viewing facilities
- provision of Hearse and driver
- provision of family car and driver
- funeral arrangements on day of funeral
- any additional items requested by the family will be charged on discussion between the family of the bereaved and the funeral director

5.3. A Respectful Funeral Package scheme should not be considered as a substitute for a Public Health funeral which will continue to be the sole responsibility, in terms of costs, of the local authority.

5.4. It is proposed that an exercise is commenced that will gauge the levels of interest in South Lanarkshire from our local Funeral Directors. Given the diversity of South Lanarkshire in geographical terms, it would be our intention to engage with a number of Funeral Directors providing a broad range of services across both the urban and rural areas.

5.5. It is our intention to work in partnership with the successful Funeral Directors by promoting the scheme Council wide through website, social media and in print via local newspapers and leaflets in Council Offices as well as requiring the Funeral Director to advertise at their own facilities. The only criteria to accessing the package would be that the deceased was resident in South Lanarkshire at the time of death.

5.6. A variety of reviews have been carried out, including a review on the impact of funeral poverty in Scotland which was completed in February 2016 by John Birrell, Chair of Scottish Working Group on Funeral Poverty and Fraser Sutherland, Citizens' Advice Scotland (CAS). The Funeral Poverty in Scotland Report has led to the compilation of a Funeral Costs Plan report which sets out the Scottish Government's 10 actions to help tackle funeral poverty in Scotland as outlined below:-

1. we will launch the new Funeral Expense Assistance benefit by summer 2019
2. we will publish guidance on funeral costs by December 2018
3. we will support provision of more consistent advice on planning for a funeral, support at the point of bereavement and support after a funeral
4. we will publish and promote Planning Your Own Funeral to help people think about and record plans for their funeral

5. we will seek to strengthen consumer protection in relation to pre-paid funeral plans
6. we will support greater public and personal discussion of bereavement, death, dying and care at the end of life
7. we will make more people aware of the products credit unions offer, including those specifically for funerals
8. we will deliver a Social Innovation Fund to help social enterprises tackle poverty and disadvantage, including funeral poverty
9. we will provide more options to help people save for their funeral by piloting a Scottish funeral bond
10. we will improve the evidence base relating to funeral poverty to help us assess the effectiveness of our actions

5.7. Whilst this does not directly relate to the provision of a Respectful Burial Package, there is clearly a responsibility on local authorities to provide support in terms of affordable options which a South Lanarkshire Respectful Funeral Package would provide.

6. Employee Implications

6.1. There are no employee implications associated with this proposal

7. Financial Implications

7.1. COSLA Leaders have agreed to provide financial support of £310,000 per annum to Scottish local authorities. The distribution will be determined by the population of 0-18-year olds in each local authority area with pro-rata funding to implement the agreement within the current financial year being included as an adjustment to the 2018/2019 Local Government Finance Order in early 2019.

7.2 The Council is also required to reimburse third party providers who provide this function within the Council area to ensure all bereaved families receive this service free of charge no matter who provides this function.

7.3 There would be no financial implications for the Council in developing and implementing a Respectful Funeral Package but South Lanarkshire Council residents would be provided with access to a more affordable option.

8. Other Implications

8.1. There are no risk or sustainability implications in terms of the proposals contained within this report if the Council aligns its charging policy to the agreement outlined by COSLA.

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)

8 October 2018

Link(s) to Council Values/Ambitions/Objectives
- Fair, Open and Sustainable

Previous References
- Child Burial and Cremation Charges - Community and Enterprise Resources Committee 21 August 2018

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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Agenda Item

Report

11

Report to:	**Community and Enterprise Resources Committee**
Date of Meeting:	**30 October 2018**
Report by:	**Executive Director (Community and Enterprise Resources)**

Subject:	**South Lanarkshire Park and Ride Strategy**

1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ inform Committee of the conclusion of the consultation exercise and subsequent finalised Park and Ride Strategy (PRS) for South Lanarkshire

2. Recommendation(s)

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

(1) that the Park and Ride Strategy be approved and published;
(2) that the Head of Roads and Transportation Services be authorised to make drafting and technical changes to the PRS, prior to its final publication; and
(3) that the Head of Roads and Transportation Services and Head of Finance (Strategy) be authorised to explore funding opportunities to progress the strategy.

3. Background

3.1. Within South Lanarkshire, there are 19 railway stations and these are owned and managed by Network Rail. As part of the current train operator franchise agreement in Scotland, Abellio ScotRail provide local services in South Lanarkshire and they are also responsible for the management of all the stations, ticket operation and ticket collection. Associated car parking will either be within the control of Network Rail or be owned and managed by the Council.

3.2. Rail patronage across South Lanarkshire has continued to grow at an average rate of 4.4% per annum from 2006/2007 to 2015/2016 and it is anticipated that this growth will continue. Appendix 1 provides details of passenger usage and the recent growth at all stations. Conversely, bus patronage has seen a significant downward trend with the West of Scotland reducing by 49m passengers (some 22%) between 2004/2005 and 2014/2015.

3.3. All stations in South Lanarkshire have park and ride facilities, with the exception of Croftfoot and Burnside stations. The number of spaces has increased from 607 in 1994 to 2,425 in 2017.

3.4. The current South Lanarkshire Council Local Transport Strategy 2013 to 2023 (LTS), which was approved by the Enterprise Services Committee on 19 March 2013, has a number of policies and actions in relation to park and ride.

3.5 It has also been developed within the wider national and regional policy context and it identifies specific policies and actions relating to Park and Ride, as set out below. In addition, the rail industry's (i.e. Network Rail, ScotRail Abellio) plans for the network over the next 7 years was reviewed.

3.6. Scottish Government's National Transport Strategy has high level objectives and these relate to promoting economic growth; promoting social inclusion; promoting the environment; improving health; improving the safety of journeys and improving integration. Key strategic outcomes are also set out for improving journey times and connections, reducing emissions and improving quality, accessibility and affordability.

3.7. Strathclyde Partnership for Transport's Regional Transport Strategy Delivery Plan has Strategic Outcomes. These are identified as attractive / seamless / reliable travel; improved connectivity; access for all; reduced emissions and ensuring best value for the public. In addition, workstreams are listed and those that relate to this type of project are the support of facilities to enhance rail; equal access improvements; Park and Ride and travel behaviour.

3.8. South Lanarkshire Council's Local Transport Strategy also has a number of objectives and for Park and Ride initiatives, these are to ensure that transport supports and facilitates economic recovery etc; alleviate the impacts of traffic congestion and traffic growth; promoting accessibility and influencing public transport improvements; mitigate, adapt and manage the effects of climate change.

3.9. This is the first dedicated strategy for Park and Ride and considers the existing progress to date with respect to Park and Ride projects and identifies future trends and growth. It then continues to explore the future demands for travel in the area based on potential rail enhancements and projected development growth, in particular housing. In turn, it identifies options to address any imbalance between existing supply and current and future demand.

3.10. Existing policies and actions contained in the LTS have been identified and these have informed seven Park and Ride Strategy Objectives (P&RSO) as set out below:-

- P&RSO 1 - Ensure that transport supports and facilitates economic recovery, regeneration and sustainable development
- P&RSO 2 - Alleviate the impacts of traffic congestion and traffic growth throughout South Lanarkshire
- P&RSO 3 - Promote accessibility to key services, job opportunities and community facilities through the development and influencing of public transport improvements
- P&RSO 4 - Actively support and encourage the development of public transport with the aim of increasing the proportion of journeys that are made by bus and rail
- P&RSO 5 - Increase the proportion of trips undertaken by walking, cycling and public transport
- P&RSO 6 - Improve safety and personal security on the transport system
- P&RSO 7 - Support and encourage multi-modal journeys that allow the convenient interchange between rail, bus, car and bicycle

3.11. The above objectives provide a basis to assess the proposed options for enhancing park and ride provision at each of the stations and, in turn, prioritise them. The PRS has been made available in Members' areas prior to Committee and the Executive Summary is set out in Appendix 2.

4. Developing the Strategy and delivery of Action Plan

4.1. The first stage in developing the Park and Ride Strategy Consultative Draft, and considering its delivery, was to consider the existing provision/supply. The existing supply has been reviewed in terms of the following factors:-

- trends and statistics relating to population and movement
- footfall at stations
- recently completed works at stations
- the identification of issues and pressures on existing facilities
- the number of existing park and ride spaces
- existing on street pressures in the proximity of the stations
- ownership of the existing car parks
- the frequency and destination of the rail services at each station

4.2. The second stage assessment considered future cumulative demand and took into account:-

- The long term planning undertaken by Network Rail, which identifies a number of improvements to the rail network in South Lanarkshire, along with the projected level of passenger growth. Improvements include enhancing the capacity of the East Kilbride Line along with upgrades to Carstairs, Law and Uddingston junctions.

- The Local Development Plan has also been reviewed to identify development opportunities (e.g. housing, commercial and industrial) and areas of possible future demand. A specific focus has been on developments which are proposed to support economic growth.

- For a number of locations, local knowledge of parking pressures has been considered.

4.3. Stage three assessed the cumulative future demand against the current provision, and thereby identifying where demand will not be met by current supply.

4.4. Stage four then assessed the suitability, feasibility and acceptability of the options. Matters considered included land availability, indicative cost, planning constraints and access.

4.5. Stage five then assimilated the assessment and sought to prioritise where the action plan should focus on. The main prioritisation factor considered has been to address the shortfall in spaces/unmet demand where this is suitable, feasible and acceptable. This assessment and resulting draft Action Plan is summarised in Appendix 3 with an overview of key actions/issues and options required to progress matters.

4.6. Stations were subsequently ranked into priorities of high, medium, low and no priority, largely based upon the overall number of shortfall in spaces. No priority, being where there is presently no reasonable solution to take forward and/or any current significant issues to resolve. The high priority locations represent the stations where we know there are significant issues being experienced on the ground and where there may be opportunity to increase supply.

4.7. In the short to medium term, the focus will be on the high priority locations, however, opportunities will be taken at other stations if the situation presents itself.

4.8. The PRS has assessed the potential future demands and options to be developed. Options that have been considered are generally the expansion of existing Park and Ride facilities where space permits, decked options where this would be permitted and new facilities on nearby available land. As the Action Plan progresses, more detailed assessment / design work will be required.

4.9. In developing the proposed action plan, consideration has been given to how the proposed actions support new residential and business developments, the economic and environmental benefits of reducing commuter traffic and congestion, as well as the issues arising from indiscriminate parking.

4.10. It has been identified that partnership working with Strathclyde Partnership for Transport, Network Rail and ScotRail Abellio will be necessary to deliver the strategy actions. These partners were consulted during the development of the strategy to establish their programmed works within South Lanarkshire and whether consideration should be given to aligning projects. The PRS will provide the basis for considering funding opportunities with partners.

4.11. Running in parallel to the Action Plan, it is proposed to engage with Corporate Communications to develop a promotional campaign to encourage more courteous/considerate parking around stations and to promote those locations where there is present capacity for commuters to park.

5. Recent Consultation

5.1. The Consultative Draft Park and Ride Strategy was presented to the Community and Enterprise Resources Committee on 6 March 2018. It was subsequently approved and agreed by the Committee that consultation on the strategy should commence.

5.2. The consultation was launched on the Council's website on Friday 4 May 2018 and the closing date of 29 June 2018 allowed an 8 week period for comments to be made.

5.3. A press release was also issued on 4 May 2018 with associated Facebook and Twitter feeds as well as notices posted on the Council's website. As a consequence of the press release, features appeared in several local newspapers on 9 and 10 May 2018.

5.4. A second wave of publicity was launched week beginning 14 May 2018 which saw advertisements on 75 trains and week beginning 21 May 2018 saw posters on station platforms (i.e. Cambuslang, Hamilton Central, Hamilton West, East Kilbride, Hairmyres and Rutherglen). Posters ranged from A3 sized panels on trains, to 6 sheet and 48 sheet posters at the rail stations as well as window panels on station platform shelters.

5.5. All Community Councils and stakeholders such as ScotRail, Network Rail and Strathclyde Partnership for Transport were notified of the consultation and invited to provide a response.

5.6. The consultation period concluded on Friday 29 June 2018 with a total of 294 responses to the on-line survey received via the website as well as several email responses and enquiries received directly.

5.7 A summary of the consultation responses has been made available in Members' areas prior to Committee and some of the key findings are discussed in the following paragraphs grouped under geographical areas.

Clydesdale Area Issues

5.8. Concerns raised in the Clydesdale area generally related to wider public transport provision, the opportunity for new stations and interchange with rail services, the need for further facilities for interchange and park and ride in Lanark, an increase to the number of spaces in Carstairs and whether there is a need for further expansion to the provision in Carluke.

5.9. These responses and comments closely align with the recent study for Lanark Interchange, the Clydesdale Scottish Transport Appraisal Guidance (STAG) Pre-appraisal Report and the ongoing detailed designs being taken forward for the expansion of Carstairs Park and Ride.

5.10. In order to address the matters raised in Lanark, an additional option has been included in the final strategy which shows an additional adjacent vacant site (i.e. Alstons Yard) as an option. This could provide potentially an additional 53 park and ride spaces. However, it should be noted that land ownership is a constraint in this option.

5.11. The Clydesdale STAG appraisal process is expected to progress to the next stage over the coming months and this will consider a number of potential rail options, improved interchange between bus and car users and improvements to existing and potentially new rail stations. The next stage will provide detailed analysis on the viability of such interventions and consider in further detail the issues captured as part of the PRS consultation.

East Kilbride Area Issues

5.12. Comments received related to the current provision at Hairmyres and East Kilbride Stations, charges for parking, integration of new bus services, suggestions for new rail stations, improved services and capacity levels on the East Kilbride route to Glasgow Central Station.

5.13. The matters raised have previously been considered as part of studies for both East Kilbride and Hairmyres Stations. In addition, Roads and Transportation Services have been in discussions with Network Rail who have advised that they are currently considering options for electrification of the East Kilbride railway line. These will be presented to Transport Scotland in due course and should alterations be required to the current options in the PRS then these will be considered at that time.

5.14. Concerns were raised by residents through the consultation in relation to the demand methodology used to calculate future passenger demand. The numbers provided in the strategy have, however, been discussed with Network Rail and ScotRail Abellio and are considered robust.

5.15. In light of the responses, it is considered that no alterations or additional options to the strategy are considered necessary for the park and ride options in the East Kilbride Area. Other matters raised will be considered as and when projects are developed further or as part of routine business.

Hamilton Area Issues

5.16 The responses for the Hamilton Area related to the proposed designs such as electric vehicle charging and disabled parking provision, potential traffic movements around Larkhall Station and the timing of ScotRail Abellio's works at Uddingston Park and Ride. Whilst noting these issues, it is considered that these matters are best considered at a detailed design stage as projects are developed further.

5.17. The timescales quoted in the PRS for the construction of additional park and ride provision at Uddingston has been altered to reflect the current anticipated construction programme, of spring 2019, as advised by ScotRail/Abellio.

Rutherglen and Cambuslang Area Issues

5.18. Many of the comments received were in relation to Cambuslang Station and these were in a similar form due to Cambuslang Community Council's active participation in the consultation process. A small number of comments also related to Newton Station.

5.19 The concerns related to the timing of an initial survey undertaken on a Friday afternoon, the future demands from ongoing and future developments and the overall priority given to potential options at Cambuslang Station.

5.20 Since the draft PRS was published, a detailed study has been undertaken to provide understanding of current issues. This study replicates the approach taken at Hairmyres, Lanark and East Kilbride Stations.

5.21. Passenger surveys were undertaken on the platforms at the station and parking surveys on street surrounding the station as well as the current park and ride provision were also part of the study.

5.22 Concerns were raised by residents through the consultation in relation to the demand methodology used to calculate future passenger demand. The numbers provided in the strategy have, however, been discussed with Network Rail and ScotRail Abellio and are considered robust.

5.23 In view of the more robust and up to date data collected, the finalised PRS has been updated to reflect the outcomes of the detailed study. As a consequence, the priority for Cambuslang Park and Ride has been moved from medium to high priority.

General

5.24. Notwithstanding the comments outlined above and noting the subsequent amendments to the PRS, those responding generally considered that overall the:-

- existing and future park and ride details were clear
- vision and objectives were clear
- actions and priorities were generally agreeable
- objectives, indicators and methods of assessment are robust and effective.

6 Summary and Next Steps

6.1. Within the policy context discussed above, and in order to inform and prioritise future park and ride provision in South Lanarkshire, the finalised PRS has now been prepared. This follows the conclusion of the consultation exercise, outlined in Section 5, with communities and other partners and consideration of their comments.

6.2 The PRS sets out the Council's strategic, rail based Park and Ride objectives for the South Lanarkshire area and provides a basis to develop and formulate investments plans for the future.

6.3. It remains apparent that the projected level of demand cannot be accommodated at the majority of stations and there is a clear need to consider options to expand provision to accord with the aims of the LTS, and the finalised PRS.

6.4. While there is scope at some stations to expand into neighbouring land, it is clear that there is limited land availability within the ownership of the Council at other stations. This brings added costs of either acquiring land and/or constructing elevated decked car parks on existing sites which brings its own issues.

6.5. The table below shows the priorities afforded to stations within the finalised PRS. In the short to medium term, the focus will be on the high priority locations, however, opportunities will be taken at other stations if the situation presents itself.

High Priority (1 to 5)	Hairmyres, Uddingston, Newton, Hamilton West, Rutherglen, Cambuslang
Medium Priority (6 to 10)	Blantyre, Lanark, Merryton, East Kilbride
Low Priority (11 to 14)	Larkhall Central, Carluke, Carstairs, Chatelherault
No Priority (15 to 19)	Thortonhall, Burnside, Croftfoot, Hamilton Central, Kirkhill

6.6 On the approval of this paper the final Park and Ride Strategy will be printed and published. It is anticipated that this will be available in December and at that time it will be placed on the Council's website and social media links as well as a press release issued.

7. Employee Implications

7.1. There are no employee implications arising directly from the strategy. The actions will be delivered utilising existing staff resources.

8. Financial Implications

8.1. Indicative concept layouts have been developed for most of the stations, specifically where land is potentially available. These layouts form part of the PRS and provide a high level indication of construction costs and the potential numbers of spaces.

8.2. It is anticipated that, in the first instance, necessary funding for detailed design, development or delivery of projects will be sought through bids to, and grants from, external partners such as Strathclyde Partnership for Transport or by working with Rail partners such as Abellio who we understand have available funding for such priorities.

8.3 At this stage there is no commitment to undertake any particular project in any fixed timescales. The level of costs of any proposed works can only be confirmed when the project costs are finalised and the result of any bids made received. If Committee are minded to approve the PRS, work can then commence to explore funding opportunities, with options around programme delivery and cost brought back to a future committee. Any requirement for Council funds will require to be considered as part of future capital programme.

9. Other Implications

9.1. The Council has a statutory duty to undertake a Strategic Environmental Assessment (SEA) on any proposals set out within a new strategy. However, a Pre-screening Exemption request to the Scottish Government was accepted as Park and Ride Strategy, aligns closely with the Local Transport Strategy which has been subject to SEA.

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

9.3. The provision of further Park and Ride facilities will support and encourage multi modal journeys that will allow convenient interchange between rail and car.

10. Equality Impact Assessment and Consultation Arrangements

10.1. 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. The finalised PRS will be made available on the Council's website and publicised in the local press as well as the Council's social media platforms.

10.2. All necessary consultation arrangements have taken place.

Michael McGlynn
Executive Director (Community and Enterprise Resources)

9 October 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
- Support the local economy by providing the right conditions for inclusive growth
- Make communities safer, stronger and sustainable

Previous References

- Community and Enterprise Resource Committee - 6 March 2018 - South Lanarkshire Park and Ride Strategy – Consultative Draft

List of Background Papers

- Climate Change (Scotland) Act 2009
- National Planning Framework 2014
- National Transport Strategy 2006
- Regional Transport Strategy for the West of Scotland “A Catalyst for Change”
- Glasgow and Clyde Valley Strategic Development Plan
- South Lanarkshire Local Transport Strategy 2013 to 2023
- South Lanarkshire Local Development Plan
- Carbon Management Plan 2016
- Connect South Lanarkshire Council Plan 2012 to 2017
- Network Rail Scotland Route Study 2016
- Network Rail Control Period 5 2015 to 2019
- Network Rail Control Period 6 2019 to 2024

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact: - Colin Park, Engineering Manager
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Station	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	Compound Annual Growth Rate (CAGR)
Blantyre	382,883	410,401	460,462	459,820	490,204	527,100	560,532	602,544	623,058	610,730	***5.3%***
Burnside	281,779	289,795	309,398	312,644	328,082	337,056	318,628	270,748	275,500	270,746	***-0.4%***
Cambuslang	579,420	604,899	660,234	655,394	689,836	757,572	777,400	716,608	750,022	774,352	***3.3%***
Carluke	267,376	274,525	291,128	282,582	313,882	328,268	345,766	369,582	392,812	396,046	***4.5%***
Carstairs	13,766	13,261	13,860	11,098	10,680	13,546	20,610	33,398	43,388	84,796	***22.4%***
Chatelherault	17,268	23,480	40,958	49,830	57,116	59,532	62,526	66,948	74,934	85,898	***19.5%***
Croftfoot	155,627	161,982	161,094	169,136	172,158	189,188	196,202	194,964	207,322	219,538	***3.9%***
East Kilbride	762,508	794,173	879,678	855,950	909,914	985,454	988,832	1,079,531	1,153,648	1,136,980	***4.5%***
Hairmyres	373,428	411,756	478,732	464,910	492,028	543,420	569,386	692,092	727,414	719,260	***7.6%***
Hamilton Central	705,089	746,393	815,296	803,932	845,704	873,182	892,228	815,322	847,790	825,176	***1.8%***
Hamilton West	575,226	617,736	739,282	756,516	798,816	846,130	885,286	904,785	946,210	935,000	***5.5%***
Kirkhill	98,180	94,049	92,426	98,280	93,878	91,830	88,316	76,282	74,922	76,068	***-2.8%***
Lanark	289,541	301,167	342,050	328,594	347,128	350,014	337,896	304,640	328,890	306,236	***0.6%***
Larkhall Central	268,707	307,910	334,308	323,080	317,462	327,064	342,704	406,074	420,130	420,366	***5.1%***
Merryton	81,114	97,588	99,506	103,972	102,650	106,312	113,088	111,384	116,234	113,546	***3.8%***
Newton	367,045	384,594	425,634	440,916	481,146	515,754	523,554	505,286	569,006	584,522	***5.3%***
Rutherglen	579,169	613,983	711,480	734,704	796,568	894,432	977,418	1,030,290	1,073,932	1,110,088	***7.5%***
Thorntonhall	18,166	17,766	19,654	20,492	18,290	19,360	21,624	18,394	18,314	19,094	***0.6%***
Uddingston	615,598	647,248	723,332	702,484	731,600	769,524	784,600	769,654	819,576	826,694	***3.3%***

Executive Summary

Appendix 2

The South Lanarkshire Council Park and Ride Strategy (2018 – 2027) sets out the Council's strategic, rail based Park and Ride objectives for the area. The strategy is a focused policy document which sets clear processes, outcomes and actions for the implementation of a defined Action Plan to increase and enhance Park and Ride provision at South Lanarkshire's rail stations where it is acceptable, suitable, and feasible to do so.

This is the first dedicated strategy for Park and Ride in South Lanarkshire. It is intended to be a supporting document to the Local Transport Strategy alongside wider national and regional policy documents. **Chapter 2** outlines the policy context and identifies the specific policies and actions relating to Park and Ride.

The strategy builds upon the National, Regional, and Local policies with the ultimate aim of increasing the proportion of multi-modal journeys and reducing private car mileage

The first stage in developing the strategy was to consider the existing provision and **supply** for Park and Ride in South Lanarkshire. **Chapter 3** assesses the existing issues, which have been reviewed in terms of the following factors:

- Trends and statistics relating to population and movement;
- Footfall at stations;
- Recently completed works at stations;
- The identification of existing pressures on current facilities;
- The number of existing park and ride spaces;
- Existing on-street pressures in the proximity of the stations ;
- Ownership of the existing car parks, and,
- The frequency and destination of the rail services at each station.

The next stage, detailed in **Chapter 4**, considers the likely future **demand** scenario. This process takes into account three main factors:

- Rail Industry Improvements: The long term planning undertaken by Network Rail, which identifies a number of improvements to the rail network in South Lanarkshire;
- Housing Land Availability: The Local Development Plan has been reviewed to identify development opportunities (e.g. Community Growth Areas, commercial and industrial) which may impact possible future demand; and
- Rail Patronage: Rail patronage figures for each station were obtained from the Office of Rail and Road. Trends in patronage growth were analysed and extrapolated upon to obtain an understanding of the potential future demand at each station in the area.

These three factors have been assessed against local knowledge of parking pressures, existing constraints and the possible effects of supressed demand to develop a more complete understanding of the existing and future demand for improved Park and Ride services throughout South Lanarkshire.

With due cognisance to the existing and future situation, as well as to the wider policy context, the overall **vision and objectives** of this strategy are outlined in **Chapter 5.** The vision statement is as follows:

"We will enable multi-modal travel to become the more attractive transport option over car-only journeys by providing more options and greater accessibility to our rail network."

The objectives of this Park and Ride Strategy aim to assist the Local and Regional Transport Strategies in meeting their objectives, whilst helping to achieve the wider objectives defined in the National Transport Strategy. The key "themes" inherent to these objectives have been defined to inform the development of seven Park and Ride Strategy Objectives (PandRSO), which are as follows:

- **PandRSO 1** - Ensure that transport supports and facilitates economic recovery, regeneration and sustainable development;
- **PandRSO 2** - Alleviate the impacts of traffic congestion and traffic growth throughout South Lanarkshire;
- **PandRSO 3** - Promote accessibility to key services, job opportunities and community facilities through the development and influencing of public transport improvements;
- **PandRSO 4** - Actively support and encourage the development of public transport with the aim of increasing the proportion of journeys that are made by bus and rail;
- **PandRSO 5** - Increase the proportion of trips undertaken by walking, cycling and public transport;
- **PandRSO 6** - Improve safety and personal security on the transport system;
- **PandRSO 7** - Support and encourage multi-modal journeys that allow the convenient interchange between rail, bus, car and bicycle.

The above objectives of the strategy provide a basis to assess the proposed options for enhancing Park and Ride provision at each of the stations, and in turn prioritise them.

Funding and delivery is discussed in detail within **Chapter 6** of the strategy where the need for partnership working to deliver the objectives is recognised. It has been identified that specific partnership with Strathclyde Partnership for Transport, Network Rail and Abellio ScotRail will be necessary to deliver the strategy actions. These partners were consulted during the development of the strategy to establish their programmed works within South Lanarkshire and whether consideration should be given to aligning projects.

From the understanding of the existing and future situation presented in Chapters 3 and 4, it is apparent that the projected demand cannot be accommodated at several stations and there is a need to consider the options to expand provision to accord with the aims of this strategy and the wider policy documents that it sits alongside. In the form of an Action Plan, the latter part of **Chapter 6** outlines the range of interventions the Council considers suitable to promote Park and Ride through additional infrastructure and other supporting measures.

For each station in the South Lanarkshire area, a specific action, or series of actions, have been prepared and included in the Action Plan. These actions are deemed to be proportionate to the future needs of the station and the wider area.

In developing the Action Plan consideration has been given to how the proposed actions support new residential and business developments, the economic and environmental benefits of reducing commuter traffic and congestion, as well as the issues arising from indiscriminate parking. The Action Plan will provide the basis for considering funding opportunities with partners. The main prioritisation considered has been to address the shortfall in spaces/unmet demand where this is suitable, feasible and acceptable.

The final chapter of the strategy, **Chapter 7**, sets out the monitoring and evaluation process including performance indicators and targets. The development of a robust monitoring regime is critical to measure what effect the implemented actions, as set out in this strategy, will have on delivering our objectives and outputs. As car parks throughout the South Lanarkshire area fall under the responsibility of ScotRail and/or South Lanarkshire Council, an integrated monitoring and evaluation approach between all partners is recommended for the purpose of consistency on data gathering and help delivering the objectives and outputs defined within this Park and Ride Strategy.

There are three appendices to this document.

Appendix A contains a description of the zone system applied in Chapter 4.

Appendix B contains station profiles which have a more detailed breakdown of the position at each station including the specific information regarding option locations and costs.

How the proposed actions in the Action Plan tie in with the PandRSO's as well as the wider strategy and policy context is provided in **Appendix C**.

South Lanarkshire Council Park & Ride Strategy Action Plan

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Station(s)	Priority	Action Description	Indicative Spaces	Estimated Costs	Time Frame
All	High	Ensure that information on sustainable travel options is kept up-to-date and easily accessible to the public and that infrastructure is sufficient to allow sustainable travel interchange.	n/a	n/a	Short Term
All	High	Provide more information to the public on how to participate in and engage with car-share schemes and continue to provide support to such schemes.	n/a	n/a	Short Term
All	High	Provide a dedicated and up-to-date resource which gives information on facilities at stations in the South Lanarkshire Area.	n/a	n/a	Short Term
Hairmyres	High	Reconfiguration and extension of existing car park.	+11	£40,000 - £50,000	Short Term
		Construction of a new surface car park with access road.	+109	£340,000 - £420,000	Medium Term
		Develop decked car park at NHS site, in partnership with NHS/Prospect Health Care	+127	£1,080,000 - £1,350,000	Long Term
		Decked extension of existing ScotRail car park.	+48	£540,000 – £670,000	Long Term
Newton	High	Extension of existing car park.	+134	£430,000 - £540,000	Short Term
		Construction of a new surface car park part of CGA.	+120	£360,000 - £450,000	Long Term
Hamilton West	High	Reconfiguration and extension of existing station car park.	+17	£20,000 - £30,000	Short Tem
		Decked extension at Peacock Way car park.	+50	£500,000 - £642,000	Long Term
Rutherglen	High	Reconfiguration of existing car park.	+4	£20,000 - £30,000	Short Term
		Construction of a new surface car park with new access bridge.	+200	£5,900,000 - £6,500,000	Long Term
		Promote alternative facilities, such as Newton.	n/a	n/a	Medium Term
Hamilton Central	High	Further marketing / promotion to be considered to encourage use of Duke Street and Brandon Street facilities e.g. more flexible charging regime.	n/a	n/a	Short Term
Cambuslang	High	Construction of new surface car park at Bridge St.	+152	£460,000 – £500,000	Short Term
		Improve the signage for existing Park and Ride to increase use.	N/A	£10,000	Short Term
Uddingston	High	Reconfiguration of existing ScotRail Car Park.	+91	£630,000 - £770,000	Short Term
		Extension of existing car park towards Sheepburn Road.	+44	£250,000 - £300,000	Long Term
Blantyre	Medium	Reconfiguration and extension of existing car park.	+12	£70,000 - £80,000	Short Term

Station(s)	Priority	Action Description	Indicative Spaces	Estimated Costs	Time Frame
Lanark	Medium	Construction of a new surface car park.	+46	£140,000 - £170,000	Short Term
		Construction of a new surface car park.	+53	£150,000 - £180,000	Short Term
Merryton	Medium	Reconfiguration and extension of existing car park.	+12	£70,000 - £80,000	Short Term
		Construction of a new surface car park (subject to CGA).	+179	£530,000 - £660,000	Long Term
		Promote alternative facilities, such as Larkhall or Chatelherault Stations.	n/a	n/a	Short Term
East Kilbride	Medium	Reconfiguration and extension of existing car park.	+23	£60,000 - £80,000	Short Term
		Decked extension of existing car park.	+154	£1,270,000 – £1,590,000	Medium Term
Larkhall	Low	At grade extension of existing car park.	+86	£470,000 - £590,000	Short Term
		Decked extension of existing car park.	+95	£740,000 - £920,000	Medium Term
Carluke	Low	At grade extension of existing car park.	+202	£570,000 - £710,000	Long Term
		Decked extension of existing car park (south of station).	+125	£1,270,000 - £1,590,000	Long Term
Carstairs	Low	At grade extension of existing car park (Phase 2).	+23	£80,000 - £100,000	Short Term
		At grade extension of existing car park (Phase 3).	+30	£100,000 - £130,000	Short Term
		Construction of new surface car park.	+27	£70,000 - £90,000	Short Term
Chatelherault	Low	Reconfiguration and extension of existing car park.	+34	£260,000 - £320,000	Medium Term
		Construction of new surface car park.	+69	£320,000 - £400,000	Long Term
Thortonhall	No	Promote alternative facilities, if supply allows.	n/a	n/a	Short Term
Burnside	No	Promote alternative facilities, if supply allows.	n/a	n/a	Medium Term
Croftfoot	No	Promote alternative facilities, if supply allows.	n/a	n/a	Medium Term

Station(s)	Priority	Action Description	Indicative Spaces	Estimated Costs	Time Frame
Kirkhill	No	Promote alternative facilities, if supply allows.	n/a	n/a	Medium Term