



Council Offices, Almada Street
Hamilton, ML3 0AA

Tuesday, 04 August 2020

Dear Councillor

Executive Committee

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

Date: Wednesday, 12 August 2020
Time: 10:00
Venue: By Microsoft Teams and Committee Room 1,

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

Yours sincerely

Cleland Sneddon
Chief Executive

Members

John Ross (Chair/ex officio), Maureen Chalmers (Depute Chair), Alex Allison, John Anderson, John Bradley, Robert Brown, Jackie Burns, Stephanie Callaghan, Gerry Convery, Margaret Cooper, Peter Craig, Maureen Devlin, Isobel Dorman, Joe Fagan, Allan Falconer, Eileen Logan, Katy Loudon, Joe Lowe, Monique McAdams, Kenny McCreary, Colin McGavigan, Jim McGuigan, Gladys Miller, Lynne Nailon, Richard Nelson, David Shearer, Margaret B Walker, Josh Wilson

Substitutes

Andy Carmichael, Poppy Corbett, George Greenshields, Graeme Horne, Mark Horsham, Martin Grant Hose, Ann Le Blond, Richard Lockhart, Hugh Macdonald, Catherine McClymont, Mark McGeever, Graham Scott, Collette Stevenson, Bert Thomson, David Watson

BUSINESS

1 Declaration of Interests

- 2 **Minutes of Previous Meeting** 5 - 20
Minutes of the meeting of the Executive Committee held on 24 June 2020 submitted for approval as a correct record. (Copy attached)

Monitoring Item(s)

- 3 **Revenue Budget Monitoring for Period 3 - 1 April to 19 June 2020** 21 - 34
Report dated 8 July 2020 by the Executive Director (Finance and Corporate Resources). (Copy attached)
- 4 **Capital Programme 2020/2021 Update and Monitoring for Period 3 – 1 April to 19 June 2020** 35 - 40
Report dated 10 July 2020 by the Executive Director (Finance and Corporate Resources). (Copy attached)
- 5 **Additional Funding from the Scottish Government and Other External Sources** 41 - 44
Report dated 9 July 2020 by the Executive Director (Finance and Corporate Resources). (Copy attached)

Item(s) for Decision

- 6 **Supplier Development Programme – Update** 45 - 50
Joint report dated 28 July 2020 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources). (Copy attached)

Item(s) for Noting

- 7 **Children in Need of Care and Protection - Inspection Outcome - Evaluation** 51 - 56
Report dated 21 July 2020 by the Director, Health and Social Care. (Copy attached)
- 8 **Recovery Board Activity** 57 - 66
Report dated 28 July 2020 by the Executive Director (Finance and Corporate Resources). (Copy attached)
- 9 **South Lanarkshire Council Response to the Covid-19 Pandemic** 67 - 78
Report dated 3 August 2020 by the Executive Director (Finance and Corporate Resources). (Copy attached)
- 10 **Elected Member Representation on Committees/Forums** 79 - 82
Report dated 21 July 2020 by the Executive Director (Finance and Corporate Resources). (Copy attached)

Urgent Business

- 11 **Urgent Business**
Any other items of business which the Chair decides are urgent.

For further information, please contact:-

Clerk Name: Susan Somerville

Clerk Telephone: 07557323097

Clerk Email: susan.somerville@southlanarkshire.gov.uk

EXECUTIVE COMMITTEE

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Minutes of meeting held via Microsoft Teams on 24 June 2020

Chair:

Councillor John Ross (ex officio)

Councillors Present:

Councillor Alex Allison, Councillor John Anderson, Councillor John Bradley, Councillor Robert Brown, Councillor Jackie Burns, Councillor Stephanie Callaghan, Councillor Maureen Chalmers (Depute), Councillor Gerry Convery, Councillor Margaret Cooper, Councillor Peter Craig, Councillor Maureen Devlin, Councillor Isobel Dorman, Councillor Joe Fagan, Councillor Allan Falconer, Councillor Lynsey Hamilton, Councillor Mark Horsham (*substitute for Councillor David Shearer*), Councillor Richard Lockhart (*substitute for Councillor Richard Nelson*), Councillor Eileen Logan, Councillor Katy Loudon, Councillor Joe Lowe, Councillor Monique McAdams, Councillor Kenny McCreary, Councillor Colin McGavigan, Councillor Jim McGuigan, Councillor Gladys Miller, Councillor Lynne Nailon, Councillor Josh Wilson

Councillors' Apologies:

Councillor Richard Nelson, Councillor David Shearer

Councillors Also Attending:

Councillor Margaret Cowie, Councillor Mary Donnelly, Councillor Fiona Dryburgh, Councillor Graeme Horne, Councillor Catherine McClymont, Councillor Mark McGeever, Councillor Davie McLachlan, Councillor Mo Razzaq, Councillor Margaret B Walker, Councillor David Watson

Attending:

Chief Executive's Service

C Sneddon, Chief Executive

Community and Enterprise Resources

M McGlynn, Executive Director

Education Resources

T McDaid, Executive Director

Finance and Corporate Resources

P Manning, Executive Director; J Burke, Administration Assistant; T Little, Head of Communications and Strategy; G McCann, Head of Administration and Legal Services; K McVeigh, Head of Personnel Services; S Somerville, Administration Manager

Housing and Technical Resources

D Lowe, Executive Director

Social Work Resources/Health and Social Care

V de Souza, Director

1 Declaration of Interests

The following interests were declared:-

| Councillor(s) | Item(s) | Nature of Interest(s) |
|----------------------|---|---------------------------------|
| McClymont | Land and Property Transfers and Disposals | Personal |
| Craig | Renewable Energy and Community Benefit Funds - COVID-19 Update and Review | Member of Raploch Bowling Club |
| Horsham | Renewable Energy and Community Benefit Funds - COVID-19 Update and Review | Member of Hollandbush Golf Club |

| | | |
|-----------|---|---|
| McGavigan | Renewable Energy and Community Benefit Funds - COVID-19 Update and Review | Member of Hollandbush Golf Club, Leadhills Reading Society, Leadhills Golf Club and Crawfordjohn Heritage Venture Trust |
| Hamilton | Family Leave for Elected Members - Councillor Hamilton | Personal |

2 Minutes of Previous Meeting

The Committee decided: that the delegated decisions taken by the Chief Executive, in consultation with Group Leaders, in relation to the previous agenda of 13 May 2020, be noted as a correct record.

3 Revenue Budget Monitoring Final Outturn and Annual Report and Accounts – 2019/2020

Prior to consideration of this item, the Executive Director (Finance and Corporate Resources) advised that there was a typographical error in Recommendation (5) of the report and the word 'Uncommitted' should be excluded.

A report dated 3 June 2020 by the Executive Director (Finance and Corporate Resources) was submitted on the:-

- ◆ 2019/2020 year-end position on the General Fund and Housing Revenue Accounts
- ◆ revenue budget performance of each Resource in 2019/2020
- ◆ outturn position of the Annual Accounts (Expenditure and Funding Analysis Statement), including a reconciliation with the revenue budget performance for 2019/2020
- ◆ Council's unaudited Annual and Charitable Accounts 2019/2020
- ◆ publication arrangements for the unaudited Annual Accounts

Details were provided on the following key areas:-

- ◆ an executive summary of the 2019/2020 outturn position
- ◆ a summary of the Council's position in relation to COVID-19 expenditure in 2019/2020
- ◆ the General Services' year-end probable outturn position for 2019/2020
- ◆ the General Services' year-end monitoring position for 2019/2020
- ◆ a summary of the year-end Reserves position
- ◆ the year-end position on the Housing Revenue Account
- ◆ an update on the Annual Accounts, including details of publication arrangements for the unaudited Accounts
- ◆ the reconciliation of the year-end monitoring position for 2019/2020
- ◆ details of those Charitable Accounts which the Council administered

The final outturn position in 2019/2020 for the General Services Revenue Account, after all transfers to Reserves, was an underspend of £3.021 million.

As part of the year end position, it was proposed that a further transfer to Reserves of £2.161 million be made. The transfer included transfers from Resources and other corporate items.

The Housing Revenue Account showed a surplus for the year of £0.240 million which had been transferred to the Housing Revenue Account Reserve. Following the transfer, the position on the Housing Revenue Account was breakeven. There remained an overall surplus of £9.713 million to be carried forward to 2020/2021 to meet commitments in future years' Business Plans.

In line with previous years, the full unaudited Accounts would be available for public inspection from 1 July 2020 on the Council's website, until the audited Accounts were published. Elected members would be provided with a copy of both the Council's unaudited Accounts and the unaudited Charitable Accounts for 2019/2020 prior to the meeting. Due to the guidance around COVID-19, the Accounts would not be available in Council offices for inspection.

The Committee decided:

- (1) that the underspend position of £3.021 million on the General Fund, after transfers to Reserves, be noted;
- (2) that the increase of £0.745 million on the transfers previously approved at probable outturn, to reflect the final outturn position on those items, be approved;
- (3) that the proposed additional transfers to reserves by Resources and Corporate Items, totalling £2.161 million, be approved;
- (4) that the additional allocation of £0.365 million of funding to South Lanarkshire Leisure and Culture Limited, to cover their in-year loss of income due to COVID-19, be approved;
- (5) that the final outturn position of an underspend of £3.021 million be noted and the transfer of this underspend to the General Fund be approved;
- (6) that the position of the Housing Revenue Account, including transfers to Reserves of £0.702 million, be noted;
- (7) that the publication details for the unaudited Annual Accounts for 2019/2020 be noted; and
- (8) that the provision of South Lanarkshire Council Accounts 2019/2020 and the Charitable Accounts 2019/2020 to members for their consideration be noted.

[Reference: Minutes of 13 May 2020 (Paragraph 3)]

Councillor Cooper joined the meeting during this item of business

4 Capital Budget Monitoring Final Outturn – 2019/2020

A report dated 3 June 2020 by the Executive Director (Finance and Corporate Resources) was submitted on the outturn of the General Services and Housing Capital Programmes for the year ended 31 March 2020.

Expenditure and funding for the General Fund Capital Programme for 2019/2020 were detailed. The difference between the revised programme, totalling £76.804 million, and the actual spend of £61.533 million, was £15.271 million. This reflected timing of spend in relation to the programme of works on a number of projects, which were detailed in the report.

At its meeting on 27 February 2019, the Council had agreed an additional £0.720 million for investment in Roads which was to be funded from a contribution from Reserves. As a result of COVID-19, the level of spend on Roads had reduced in year and this additional contribution had not been required in 2019/2020. It had been proposed that this funding remain in Reserves, however, following discussion, it was agreed that the £0.720 million would be utilised for investment in Roads in 2021/2022 and, as a consequence, the Executive Director (Finance and Corporate Resources) would require to make adjustments at Item 12, in respect of Reserves, to take account of this.

A number of accounting adjustments were required, however, those adjustments had no physical impact on the projects as it was an accounting entry only.

Following the 2019/2020 year-end, a carry forward exercise had been undertaken and £51.235 million had been spent on the Housing Capital Programme against a budget of £61.835 million, representing spend of £10.600 million lower than budget due to timing of spend on a number of projects. Housing and Technical Resources had also received additional funding of £3.231 million and new borrowing of £1.433 million, which would be available to contribute to future years' Housing Capital Programmes.

The Committee decided:

- (1) that the outturn position on the 2019/2020 General Services Programme of £61.533 million be noted;
- (2) that it be noted that the additional contribution of £0.720 million from Reserves for Roads Investment Fund had not been required in 2019/2020 due to COVID-19, however, would be utilised for Roads Investment in 2021/2022;
- (3) that the carry forward of 2019/2020 funding into the 2020/2021 General Services Capital Programme, totalling £14.821 million, be approved;
- (4) that the outturn on the 2019/2020 Housing Capital Programme of £51.235 million be noted;
- (5) that the carry forward of 2019/2020 projects, totalling £15.264 million, to future years' Housing Capital Programmes be approved; and
- (5) that it be noted that the level of overall spend anticipated in 2020/2021, for both General Services and Housing Programmes, would be subject to a separate report to a future meeting of this Committee.

[Reference: Note of 13 May 2020 (Paragraph 4)]

5 Revenue Budget Monitoring for Period 2 – 1 April to 22 May 2020

A report dated 1 June 2020 by the Executive Director (Finance and Corporate Resources) was submitted comparing actual expenditure against budgeted expenditure for the period ending 22 May 2020.

The figures included an underspend of £0.044 million on the General Fund Revenue Account, after COVID-19 spend and funding, and a breakeven position on the Housing Revenue Account. The forecast to 31 March 2021 on the Housing Revenue Account was a breakeven position.

Details of the COVID-19 pressures across Resources were included in appendices 1 and 3 to the report. This position did not take account of the pressures of lost income in relation to South Lanarkshire Leisure and Culture Trust. The COVID-19 spend included in the services devolved to the Integration Joint Board were being included in the Mobilisation Plan which the Scottish Government was using to allocate funds to the Health and Social Care Partnership. To date, all COVID-19 spend had been funded either from unspent budgets or the relevant Fund, as detailed in the report, with the balance being met from the Hardship Fund.

Details were also provided on the Council's predicted COVID-19 spend of £27.800 million to September 2020 and potential shortfall in funding of £21.300 million.

The Committee decided:

- (1) that the net underspend of £0.044 million on the General Fund Revenue Account at 22 May 2020, after COVID-19 spend and funding, be noted;
- (2) that the breakeven position on the Housing Revenue Account at 22 May 2020 and the forecast to 31 March 2021 of breakeven be noted;
- (3) that the total net expenditure and lost income of £3.456 million in relation to COVID-19, offset by Government Grant included in the Council's position as at 22 May 2020, be noted; and
- (4) that the Council's predicted COVID-19 spend of £27.800 million to September 2020 and potential shortfall in funding of £21.300 million be noted.

6 Capital Programme 2020/2021 Update

A report dated 5 June 2020 by the Executive Director (Finance and Corporate Resources) was submitted on the physical and financial progress at 22 May 2020 on the various capital programmes.

The General Fund Capital Programme totalled £91.192 million and the Housing Capital Programme £97.303 million.

The delivery of both the General Services and Housing Capital Programmes had been affected by lockdown due to COVID-19. The ongoing implications of this, including the closure of construction sites in advance of the financial year end, had an impact on the level of capital spend achieved in 2019/2020 and would continue to impact on the 2020/2021 Capital Programmes.

The 2019/2020 final outturn position in relation to the General Services Capital Programme, as detailed at Item 4, showed that a carry forward total of £14.821 million would be available in financial year 2020/2021. A review of the General Services Capital Programme was underway, with a view to providing a realistic estimate of anticipated spend levels for 2020/2021, and a report would be presented to a future meeting of this Committee.

In relation to the Housing Capital Programme, the 2019/2020 final outturn position, as detailed at Item 4, showed that a carry forward total of £15.264 million would be available and, due to the impacts of COVID-19, would be added to the 2021/2022 Programme. A review of the overall Programme would be undertaken and presented to a future meeting of this Committee.

The Committee decided:

- (1) that the position of the various capital programmes for 2020/2021, as detailed in the report, be noted; and

- (2) that it be noted that, following the review of both the General Services and Housing Capital Programmes, an update would be presented to a future meeting of this Committee.

7 Additional Funding from Scottish Government and Other External Sources

A report dated 29 May 2020 by the Executive Director (Finance and Corporate Resources) was submitted on additional revenue funding, totalling £1.174 million, for Newly Self-Employed Hardship Grants during COVID-19, and additional capital funding of £0.112 million, for the refurbishment of the Gaelic learning facilities at Calderglen High School, East Kilbride.

The Committee decided: that the report be noted.

8 Employee Workforce Monitoring Information April 2019 to March 2020 Yearly Summary

A report dated 25 May 2020 by the Executive Director (Finance and Corporate Resources) was submitted on workforce monitoring information relating to the Council for the period April 2019 to March 2020 as follows:-

- ♦ attendance statistics
- ♦ occupational health statistics
- ♦ accident/incident statistics
- ♦ disciplinary hearings, grievances, Dignity at Work and mediation cases
- ♦ employee development
- ♦ labour turnover/analysis of leavers and exit interviews
- ♦ recruitment monitoring
- ♦ staffing watch as at 14 March 2020

The Head of Personnel Services:-

- ♦ outlined the impact of COVID-19 and actions taken to assist employees
- ♦ advised that, while impacted by COVID-19, plans would be reworked to resume the exercise to address concerns in relation to the recruitment of applicants from a black/ethnic minority background and the outcome would be reported to committee at a later date

The Committee decided: that the report be noted.

[Reference: Minutes of 28 August 2019 (Paragraph 6)]

9 Outcome of Mid-Term Review of Connect

A report dated 21 February 2020 by the Executive Director (Finance and Corporate Resources) was submitted on proposed updates to the Council Plan, Connect, following a mid-term review.

Connect 2017 to 2022 had been approved in December 2017 and set out the Council's key actions to be delivered over its term. As the Plan approached the mid-point, a review had been undertaken to monitor progress and consider priorities in view of the changing internal and external pressures impacting on the Council.

It was noted that this work had been completed prior to the COVID-19 pandemic and the measures that had been taken to minimise its spread. The long term impact of those measures on the Council and its services would not be fully understood for some time.

Taking account of the Council's Best Value Assurance Report, published by Audit Scotland in March 2019, and an online survey, open to all residents, an updated Council Plan had been produced, which:-

- ◆ updated the horizon scanning element of Connect, "the South Lanarkshire Context"
- ◆ clarified what was important by highlighting the 4 priorities which were previously described as "ambitions"
- ◆ made Connect simpler and shorter by moving the 11 objectives into an appendix
- ◆ established stronger links between the Council Plan and the Community Plan
- ◆ incorporated refreshed next steps to help guide performance reporting in the next 2 years

The final draft update of Connect, following the mid-term review, was attached as an appendix to the report.

The Head of Communications and Strategy responded to members' questions on various aspects of the report.

The Committee decided: that the updated Council Plan, Connect, attached as an appendix to the report, be approved.

Councillor Ross briefly lost connection during this item of business and Councillor Chalmers took the chair in his absence

10 Land and Property Transfers and Disposals

Prior to consideration of this item, the Executive Director (Housing and Technical Resources) advised that there was a typographical error in the appendix to the report in that the address should have read as 23, and not 24, Couthally Terrace, Carnwath.

A report dated 4 June 2020 by the Executive Director (Housing and Technical Resources) was submitted on recommendations to declare certain areas of land surplus to operational requirements.

The recommendations had been made in terms of agreed procedures for dealing with surplus land and property.

The Committee decided: that the land, as detailed in Appendix A to the report, be declared surplus to Council requirements.

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

11 Recommendations Referred from Resource Committees

A report dated 7 April 2020 by the Chief Executive was submitted on recommendations referred to this Committee, following decisions taken under delegated authority by the Chief Executive, in consultation with the Group Leaders, in respect of business submitted to the:-

- ◆ Community and Enterprise Resources Committee of 31 March 2020

- ◆ Housing and Technical Resources Committee of 1 April 2020

The recommendations of the Community and Enterprise Resources Committee were as follows:-

- ◆ that the Fleet Strategy 2020 to 2025 be approved
- ◆ that, following approval by the Executive Committee, the Strategy be launched in 2020 and implemented in 2020/2021
- ◆ that the policy recommendations, in terms of the Residents' Parking Permit Zones Policy, be approved

The recommendations of the Housing and Technical Resources Committee were as follows:-

- ◆ that the South Lanarkshire Council Housing Rent Management Policy be approved
- ◆ that the Policy be implemented with effect from 1 September 2020

The Committee decided:

- (1) that the recommendations referred by the Community and Enterprise Resources Committee in relation to the Fleet Strategy 2020 to 2025 and the Review of Residents' Parking Permit Zones be approved; and
- (2) that the recommendations referred by the Housing and Technical Resources Committee in relation to the South Lanarkshire Council Housing Rent Management Policy be approved, subject to the date for the implementation of the Policy being amended from 1 September 2020 to the earliest point practicable within the current financial year due to the impact of the COVID-19 pandemic.

[Reference Note of Community and Enterprise Resources Committee of 31 March 2020 (Paragraphs 6 and 8) and Note of Housing and Technical Resources Committee of 1 April 2020 (Paragraph 9)]

12 2021/2022 Revenue Budget Strategy and Savings Requirement

A report dated 8 June 2020 by the Executive Director (Finance and Corporate Resources) was submitted on the Budget Strategy and savings requirement for 2021/2022.

The report included detailed estimates and information on the following:-

- ◆ government grant estimates
- ◆ other budget movements
- ◆ summary of budget gap
- ◆ corporate solutions
- ◆ use of reserves/loan fund review
- ◆ summary and next steps
- ◆ reinstatement

Based on various estimates and assumptions, an initial budget gap of £52.741 million had been identified. In order to address that gap, a number of corporate solutions had been identified for consideration, totalling £12.948 million. Those solutions would leave a core savings requirement of £39.793 million.

It was proposed that an allocation from Reserves and utilisation of the Loans Fund Review could further reduce the savings requirement. Following the final outturn position for 2019/2020, and taking into account agreement reached earlier in the meeting at Agenda Item 6 that £0.720 million would not be included in Reserves and remain earmarked for Roads investment in 2021/2022, the level of Reserves was at £15.880 million. A review had been undertaken on debt reprofiling which identified that an alternative approach to how the Council accounted for the Loans Funds repayments could be adopted. Under the current approach, the debt was repaid over an average of around 40 years. The review had identified that repayments could be made over a period reflecting the expected asset life of 50 years. In addition, rather than using different interest rates for every debt advance, a standard rate of interest of 5% for the calculation of loans fund repayments could be adopted. It was proposed that the Council adopt this new approach and limit the benefits to £68 million, thereby keeping additional interest costs lower.

Taking account of the Corporate Solutions and the use of Reserves and Loans Fund Reserves, the budget gap for 2021/2022 was estimated to be £20.000 million. It was proposed that officers commence work on a package of savings to this value for the coming year.

As well as the use of Reserves and Loans Fund Review Reserves, the 2021/2022 budget included a number of solutions which were temporary in nature and would require to be reinstated in future years and those were detailed in Table 5 of the report.

Councillor Ross, seconded by Councillor Chalmers, moved in terms of the recommendations in the report. Councillor Fagan, seconded by Councillor Convery, moved as an amendment that the report be deferred to the next meeting of the Executive Committee to allow further information to be gathered in terms of the developing economic situation relating to the COVID-19 pandemic.

On a vote being taken by roll call, members voted as follows:-

Motion

Alex Allison, John Anderson, John Bradley, Robert Brown, Stephanie Callaghan, Maureen Chalmers, Margaret Cooper, Peter Craig, Isobel Dorman, Mark Horsham, Richard Lockhart, Katy Loudon, Kenny McCreary, Colin McGavigan, Jim McGuigan, Gladys Miller, Lynne Nailon, John Ross, Josh Wilson

Amendment

Jackie Burns, Gerry Convery, Maureen Devlin, Joe Fagan, Allan Falconer, Lynsey Hamilton, Eileen Logan, Joe Lowe, Monique McAdams

9 members voted for the amendment and 19 for the motion which was declared carried.

The Committee decided:

- (1) that the Revenue Budget Strategy for 2021/2022, as detailed in Sections 4 and 5 of the report, with a Budget Gap of £52.741 million, be approved;
- (2) that the corporate solutions for 2021/2022, before any increase in Council Tax, totalling £12.948 million, be approved;
- (3) that the £15.880 million use of Reserves in 2021/2022 be approved;
- (4) that the findings of the Loans Fund Review, as detailed at paragraph 8.19 of the report, be implemented;

- (5) that the next steps, as detailed in Section 9 of the report, including the identification of £20.000 million of savings, be agreed; and
- (6) that the reinstatement, as detailed in Table 5 of the report, be noted.

In terms of Standing Order No 13, the Chair adjourned the meeting at 11.50am and reconvened at 11.55am

13 COVID-19 Recovery Planning

A report dated 11 June 2020 by the Executive Director (Housing and Technical Resources) was submitted on the Council's COVID-19 Recovery Plan.

On 23 March 2020, the UK and Scottish Governments had introduced strict measures to slow the spread of COVID-19. People had been asked to stay at home, only leaving for certain, limited reasons, and only to travel if their journey was “essential”.

In response, there had been a need to cease, reduce and amend certain services so that physical distancing measures could be adhered to and account taken of higher than usual levels of absence. Specific details of service changes had been notified to elected members in a comprehensive series of COVID-19 briefings and reflected on the Council's web page and social media to ensure that communities were kept informed.

In anticipation of the easing of lockdown restrictions, all Council Resources had been making plans for short and long-term recovery. To assist with this, a forward planning Recovery Working Group, consisting of senior managers from all Council Resources, South Lanarkshire Leisure and Culture and the Health and Social Care Partnership, had been established and was considering the following key work streams:-

- ◆ organisational recovery
- ◆ support for business recovery
- ◆ Health and Social Care Partnership – learning, influence on service wide redesign
- ◆ community and voluntary organisations – how to retain the contribution from those groups

This had led to the development of a Council Recovery Plan, which was attached as Appendix A to the report, based on what was known at the time of its development. It was noted that, as the situation was subject to change, the Plan would remain under constant review and be amended as a result of any changes in guidance, as well as other factors such as competing Council priorities.

Officers responded to members' questions on various aspects of the report.

The Executive Director (Education Resources) provided an update on activity and the risk assessment undertaken for pupils' return following the summer break, whether on a blended or full-time basis.

Following a full and frank discussion, Councillor Ross, seconded by Councillor Chalmers, moved in terms of the recommendations in the report. Councillor Fagan, seconded by Councillor Convery, moved as an amendment that recommendation 2 be altered as follows:-

“That the Council Recovery Plan, attached as Appendix A, is approved subject to the following conditions:

- (a) that decision-making and scrutiny processes by elected members be restored as soon as safely possible;
- (b) that the Equalities Impact Assessment be published as soon as possible;
- (c) that instances where full service recovery is not practical or no longer recommended be reported to the Recovery Board as soon as possible;
- (d) that the Council otherwise operate a presumption in favour of full service recovery; and
- (e) that the Recovery Plan be amended to refer to the five key principles of Community Wealth Building as defined by the Centre for Local Economic Strategies – *plural ownership of the economy, making financial power work for local places, fair employment and just labour markets, progressive procurement of goods and services and socially productive use of land and property.*”

Councillor Ross, with the agreement of Councillor Chalmers, indicated that he was willing to accept this and no further amendments were proposed.

The Committee decided:

- (1) that the current and planned activity in relation to the work streams above be noted;
- (2) that the Council Recovery Plan, attached as Appendix A, be approved subject to the following conditions:-
 - ◆ that decision-making and scrutiny processes by elected members be restored as soon as safely possible
 - ◆ that the Equalities Impact Assessment be published as soon as possible
 - ◆ that instances where full service recovery was not practical or no longer recommended to be reported to the Recovery Board as soon as possible
 - ◆ that the Council otherwise operate a presumption in favour of full service recovery
 - ◆ that the Recovery Plan be amended to refer to the 5 key principles of Community Wealth Building as defined by the Centre for Local Economic Strategies – plural ownership of the economy, making financial power work for local places, fair employment and just labour markets, progressive procurement of goods and services and socially productive use of land and property
- (3) that the establishment of the Recovery Board be approved; and
- (4) that it be noted that Group Leaders to confirm their representation on the Recovery Board to the Chief Executive.

In terms of Standing Order No 13, the Chair adjourned the meeting at 2.02pm and reconvened at 2.16pm

14 Participatory Budgeting

A report dated 29 May 2020 by the Executive Director (Finance and Corporate Resources) was submitted on participatory budgeting.

In May 2019, an awareness session had been held to provide elected members with proposals on where participatory budgeting could be rolled out across some Council services. A further session was held on 21 February 2020 and an elected members' briefing video made available on 27 May 2020 to provide further information.

A summary of the proposed areas for participatory budgeting, identified in those sessions, as well as details on the Council's plans for community engagement in relation to those proposals, was attached as Appendix 1 to the report.

If approved, practical consideration would be required from Council services in terms of:-

- ◆ arriving at options for consideration by the community
- ◆ awareness raising for communities on participatory budgeting
- ◆ planning and delivering consultation exercises
- ◆ consolidation of results
- ◆ practical planning for delivery of outcomes

A Participatory Budgeting Charter had been published by Participatory Budgeting Scotland, a Scottish Government funded network recognised as the lead body for community development in Scotland. The Charter laid out the features of what a participatory budgeting process should be.

Further guidance had been produced by the Improvement Service which covered the role of elected members in participatory budgeting and a revised briefing had been drafted and shared with the Council through COSLA's Community Wellbeing Board in January 2020. Final publication of that guidance was still awaited.

The briefing detailed the following roles and responsibilities of elected members in relation to participatory budgeting:-

- ◆ to ensure the aims of the process were clearly understood by all participants
- ◆ to make sure the relevant resources to run an effective participatory budgeting process were in place
- ◆ to ensure the process was inclusive and promoted the participation of communities in all stages of design
- ◆ to engage with local people to raise awareness of local participatory budgeting activity
- ◆ to encourage and support the local community to participate in the process
- ◆ to support decisions made by local people

Following a full and frank discussion, Councillor Ross, seconded by Councillor Chalmers moved in terms of the recommendations in the report. Councillor Fagan, seconded by Councillor Convery, moved that consideration of this item be deferred to a later date.

On a vote being taken by roll call, members voted as follows:-

Motion

John Anderson, John Bradley, Stephanie Callaghan, Maureen Chalmers, Peter Craig, Isobel Dorman, Mark Horsham, Katy Loudon, Jim McGuigan, Gladys Miller, John Ross, Josh Wilson

Amendment

Alex Allison, Robert Brown, Gerry Convery, Maureen Devlin, Joe Fagan, Allan Falconer, Lynsey Hamilton, Richard Lockhart, Eileen Logan, Monique McAdams, Kenny McCreary, Colin McGavigan, Lynne Nailon

13 members voted for the amendment and 12 for the motion. The amendment was declared carried.

The Committee decided: that consideration of this item be deferred to a later date.

15 Renewable Energy and Community Benefit Funds – COVID-19 Update and Review

A report dated 3 February 2020 by the Executive Director (Community and Enterprise Resources) was submitted on a proposal to increase the funding to groups, in response to COVID-19, through the Community Benefit Funds: Renewable Energy Fund (REF) and Clyde Windfarm Fund (CWF).

Changes approved to the REF and CWF had established the following 2 new funding priorities:-

- ◆ Priority 1 - Immediate Support Fund which would provide between £500 and £5,000 to groups and organisations, including Community Councils, to deliver immediate assistance and relief due to COVID-19
- ◆ Priority 2 - Third Sector Resilience Fund which would provide between £500 and £10,000 to constituted community groups, community based sports and cultural clubs and charitable organisations to relieve pressure from loss of income as a result of COVID-19

An initial £600,000 had been set aside for those funds, with £200,000 from the Clyde Development Fund. It had been intended to review the fund at 31 July 2020, however, the level of interest in the fund had been such that it was considered appropriate to bring forward the review.

In terms of interest, 96 applications for funding had been received as follows:-

- ◆ 42 for the Immediate Support Fund
- ◆ 54 for the Third Sector Resilience Fund

The total grant value, if all were approved, would be £592,254, which would be close to the spending cap of £600,000. 35 of the applications were allocated to the Clyde Development Fund and those had a total grant value of £218,000 against an initial cap of £200,000.

Given this initial level of demand, and in view of the fact that interest had eased since the initial volume of applications, it was proposed that an additional funding allocation of £200,000 be made, with £100,000 from the Clyde Development Fund, which would be sufficient to meet demand for the following 2 months. It was further proposed that priority measures should close to new applications once the total of £800,000 grant funding applications had been reached, divided between the £500,000 limit for the REF and the £300,000 limit from the Clyde Development Fund.

The Committee decided: that the additional funding allocation of £200,000 to support community organisations during the COVID-19 pandemic and discontinuation of those priority measures to new application from the Renewable Energy Fund and Clyde Windfarm Fund be approved.

[Reference: Minutes of 13 May 2020 (Paragraph 11)]

Councillors Craig, Horsham and McGavigan, having declared an interest in the above item, withdrew from the meeting during its consideration

16 Family Leave for Elected Members – Councillor Hamilton

A report dated 11 June 2020 by the Executive Director (Finance and Corporate Resources) was submitted on arrangements in terms of family leave for Councillor Hamilton.

The Council had approved the Elected Members' Family Leave Guidance from COSLA at its meeting on 26 February 2020.

Subsequently, Councillor Hamilton had advised the Council that she intended to take maternity leave from 13 August 2020 until 11 February 2021. Arrangements would be made to temporarily fill the place she held on various Council Committees, Forums, Joint Boards and Working Groups.

The Committee decided:

- (1) that it be noted that Councillor Hamilton would commence maternity leave on 13 August 2020;
- (2) that, on a temporary basis until her return on 11 February 2021, Councillor Hamilton's place on the various committees, outside bodies etc, as detailed in the report, be filled by a member of the Labour Group; and
- (3) that authority be delegated to the Chief Executive, in consultation with the Business Manager of the Labour Group, to finalise those temporary memberships.

[Reference: Minutes of South Lanarkshire Council of 26 February 2020 (Paragraph 7)]

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

17 Council Plan Connect 2017 to 2022 – Quarter 4 Progress Report 2019/2020

A report dated 29 May 2020 by the Executive Director (Finance and Corporate Resources) was submitted on the progress of 'Connect', the Council Plan 2017 to 2022, at the Quarter 4 stage of 2019/2020.

'Connect' detailed the Council's vision, values, ambitions and objectives to be delivered in the 5 year period of the Plan. Progress made on key objectives was summarised in the report. Of the 140 key measures:-

- ◆ 106 had met their timescale or target as per expectations
- ◆ 7 had minor slippage against timescale or minor shortfall against target
- ◆ 5 had major slippage against timescale or major shortfall against target
- ◆ 22 were contextual or would be reported on at a later stage

The 'Connect' Performance Report for Quarter 4 2019/2020, covering the period to the end of March 2020, was attached as Appendix 1 to the report.

To aid scrutiny, a further analysis had been introduced, with any measures that had changed status between Quarters 2 and 4 being highlighted and an explanation provided for the change of status. Of the 140 measures, 24 (17%) had changed status between Quarters 2 and 4. A summary of those measures was attached as Appendix 2 to the report.

The Committee decided: that the report be noted.

18 Item of Urgent Business – Merging of Foreign and Commonwealth Office with Department of International Development

The Chair decided, in view of a recent announcement by the UK Government and in terms of Standing Order No 4(c), to present the following statement, a copy of which had previously been circulated:-

“That South Lanarkshire Council:

- ♦ is concerned that the UK Government’s decision to merge the Department for International Development (DfID) with the Foreign and Commonwealth Office threatens to compromise the development and humanitarian work currently carried out by DfID in an independent manner
- ♦ recognises that Scotland contributes proportionately to the global development and humanitarian work carried out by DfID and that Abercrombie House in East Kilbride is a principal location for the Department with 600 employees
- ♦ notes the considerable job losses in East Kilbride and wider South Lanarkshire experienced over the last decade, including the recent decisions to relocate the HMRC Centre One Tax Office from East Kilbride and the Rolls Royce job losses at the Inchinnan site
- ♦ would expect that the expertise in international development, built up over many years, is maintained and calls on the UK Government to give a firm commitment that the 600 jobs in Abercrombie House, East Kilbride will remain”

Councillor Ross, seconded by Councillor Fagan, moved that the contents of the statement be sent to the appropriate Government office.

Councillor Allison, seconded by Councillor McGavigan, moved as an amendment that, prior to any further action, clarification be sought in respect of the retention of the 600 jobs in East Kilbride.

On a vote being taken by roll call, members voted as follows:-

Motion

John Anderson, John Bradley, Robert Brown, Stephanie Callaghan, Maureen Chalmers, Gerry Convery, Maureen Devlin, Isobel Dorman, Joe Fagan, Allan Falconer, Lynsey Hamilton, Mark Horsham, Eileen Logan, Katy Loudon, Monique McAdams, Jim McGuigan, Gladys Miller, John Ross, Josh Wilson

Amendment

Alex Allison, Richard Lockhart, Kenny McCreary, Colin McGavigan, Lynne Nailon

5 members voted for the amendment and 19 for the motion which was declared carried.

The Committee decided:

that the contents of the statement in relation to the merger of the Foreign and Commonwealth Office with the Department for International Development, as detailed above, be sent to the appropriate Government office.

Report

3

| | |
|------------------|---|
| Report to: | Executive Committee |
| Date of Meeting: | 12 August 2020 |
| Report by: | Executive Director (Finance and Corporate Resources) |

| | |
|----------|--|
| Subject: | Revenue Budget Monitoring for Period 3 - 1 April 2020 to 19 June 2020 |
|----------|--|

1. Purpose of Report

1.1. The purpose of the report is to:

- ♦ advise the Committee on the overall financial position of the Council's General Fund Revenue Account and Housing Revenue Account for the period 1 April 2020 to 19 June 2020, and
- ♦ advise the Committee of an update on the 2020/2021 Revenue Budget for the Council's General Fund, taking into account the financial implications of the coronavirus pandemic.

2. Recommendation(s)

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

- (1) that the net underspend of £0.120 million on the General Fund Revenue Account at 19 June 2020, after COVID-19 spend and funding (Section 4 and Appendix 1), be noted;
- (2) that the breakeven position on the Housing Revenue Account at 19 June 2020 (section 5 and Appendix 4 of the report), and the forecast to 31 March 2021 of breakeven, be noted;
- (3) that the total net expenditure and lost income of £6.216 million in relation to COVID-19, offset by Government Grant included in the Council's position as at 19 June 2020 (section 4.3) be noted;
- (4) that an additional payment of £1.269 million in relation to COVID-19 lost income to SLLC at period 3 (section 4.5), be approved;
- (5) that the pressures being experienced in Children and Families (section 4.12), be noted; and
- (6) that the Council's predicted COVID-19 spend of £29.062 million for 2020/2021 (Table 2), be noted.

3. Background

3.1. General Services Position

The report will summarise the actual expenditure and income to 19 June 2020 compared with the budget for the same period. This includes spend to date due to the COVID-19 outbreak. This is summarised in Section 4.

3.2. Housing Revenue Account Position

The report also shows the expenditure and income position for the Housing Revenue Account (HRA) to 19 June 2020. This is summarised in Section 5.

3.3. **COVID-19 Update**

The Council is incurring additional costs in respect of COVID-19. The detail of this is summarised in section 6.

4. **General Fund Revenue Account Position**

- 4.1. As at 19 June 2020, the overspend before COVID-19 funding is £6.096 million. If we exclude the costs of COVID-19, the position is an underspend of £0.120 million as detailed in Appendix 1. This takes account of the fact that all COVID-19 spend has been funded either from unspent budgets or the relevant Fund (Scottish Welfare Fund, Food Fund, Business Grants, Self-Employed Grants), with the balance of COVID-19 expenditure being funded from the Hardship Fund and Consequentials funding.
- 4.2. The Social Care Mobilisation monies received via the NHS have also been included to offset the Social Work spend incurred.
- 4.3. The total Food Fund, Hardship Fund and Consequentials funding utilised to 19 June 2020 is £6.216 million, which equates to 43.8% of the total funding confirmed to date (including the £0.751 million of funding used in 2019/2020). The COVID-19 pressures across Resources are included in the position in Appendix 1, and are detailed in Appendix 3. In addition, all of the Social Care Mobilisation monies received to date have been spent.
- 4.4. The position across all Resources is an overspend of £4.382 million as shown in Appendix 1, and is the result of COVID-19. This is net of the Social Care Mobilisation monies which sit in the Resource. Spend in relation to the food fund (£1.714m) is recorded under Corporate Items in Appendix 1. This takes the overspend position to £6.096m (as reported at 4.1).
- 4.5. The pressure of lost income in South Lanarkshire Leisure and Culture Trust (SLLCT) of £1.269 million to period 3 has also been included in the COVID-19 spend in Community and Enterprise Resources. Approval is being sought to make an additional payment to SLLC of £1.269m at this point to manage this pressure. The position will continue to be monitored. The loss of income experienced by SLLC is significant, and consideration on the sustainability of services delivered by the Trust will be required. Updates on this position will be provided in future reports.
- 4.6. **COVID-19 expenditure to Period 3:** The total COVID net expenditure as at 19 June is **£6.216 million** which has been funded from the Food Fund, Hardship Fund and Consequentials funding.
- 4.7. Government funding notified to the Council and the corresponding expenditure budgets in relation to the Self Employed Hardship Fund are included in the Community and Enterprise Resources' budget, while the expenditure and income for the Scottish Welfare Fund payments and Small Business Support Grants are included in the Finance and Corporate Resources' budget.
- 4.8. Table 1 provides a summary of this position across the various elements.

Table 1 – Summary of the Cost of COVID-19 (to 19 June 2020)

| | Annual Budget £m | Actual to 19 June 2020 £m |
|--|------------------------|---------------------------------|
| Expenditure / Lost Income: (Excluding Social Care Mobilisation) | | |
| Additional Resource Spend | 0.000 | 3.356 |
| Council Tax Income / CTRS | 0.000 | 0.000 |
| Food Fund Spend | 0.000 | 1.714 |
| Lost Income | 0.000 | 2.018 |
| Total Expenditure / Lost Income | 0.000 | 7.088 |
| | | |
| Less: Unspent Budget | 0.000 | (0.872) |
| Total Net Expenditure / Lost Income | 0.000 | 6.216 |
| | | |
| Funded by: | | |
| Government Funding – Hardship Fund | (2.227) | (2.227) |
| Government Funding – Food Fund (<i>first tranche only</i>) | (1.937) | (1.714) |
| Government Funding – Consequentials | (9.233) | (2.275) |
| Government Funding – Food Fund (<i>second tranche</i>) | (1.776) | - |
| Total Funding | (15.173) | (6.216) |
| | | |
| Expenditure / Lost Income: Social Care Mobilisation | | |
| Additional Resource Spend | 0.000 | 2.714 |
| Unachieved Savings | 0.000 | 0.188 |
| Lost Income | 0.000 | 0.125 |
| Total Expenditure / Lost Income | 0.000 | 3.027 |
| | | |
| Funded by: | | |
| Government Funding - Social Care Mobilisation (actual received to date £2.976m - balance accrued) | 0.000 | (3.027) |
| Total Funding | 0.000 | 0.000 |

- 4.9. Table 1 shows that, by 19 June 2020, excluding Social Care Mobilisation, already £6.216 million of the confirmed funding provided for COVID-19 has been utilised in 2020/21. In total, 43.8% of funding provided has been used to date. Section 6 of this report provides details of the expected shortfall in funding for 2020/2021 in relation to spend made on COVID-19. It should also be noted that the position in Table 1 now includes the significant pressures on the South Lanarkshire Leisure and Culture budget through lost income (section 4.5).
- 4.10. **Social Work:** Table 1 also shows that the Social Care Mobilisation monies received to date have been fully spent. The COVID-19 spend included in the services devolved to the Integrated Joint Board are being included in the Mobilisation Plan which the Scottish Government are using to allocate funds to the Health and Social Care Partnership. Councils have been told that all reasonable costs will be reimbursed. The Social Work Resources' position includes the current expenditure and offsetting income of £3.027 million in relation to the cost of additional beds to facilitate discharge from hospital, PPE equipment, support for carers and staff overtime (Appendix 3). Monies received to date total £2.976 million.

- 4.11. Whilst there is a continued assumption that the additional costs for this year faced by services devolved to the IJB in relation to COVID-19 will be funded through the Mobilisation plan, there is the real possibility that through actions taken now, there are legacy costs into future years (such as increased care home placements or use of external Home Care providers). Alongside the Health and Social Care Partnership the Council will require to consider impact of any legacy overspends within the parameters of the current budget
- 4.12. **Social Care - Children and Families:** Despite investment in the service to cover pressures, we are starting to see financial pressures relating to Children and Families. The main reason is additional external residential placements made in the early part of the year. Work is ongoing with the Service on actions to reduce this overspend.
- 4.13. **Loan Charges:** There is currently no variance on the loan charges budget. However, it is worth noting that since the 2020/2021 Revenue Budget was set, there is now a lower requirement to borrow as a result of reduced spend levels within the capital programme, there has been no borrowing taken so far this year and interest rate forecasts are lower. As a result, an underspend is anticipated this year. Work is ongoing to quantify this and it will be brought to the Committee at a later date.
- 4.14. **Corporate Items - COVID-19:** The Corporate Items expenditure budget line in Appendix 1 shows the full year budget allocation, including COVID-19 funding, and at the 19 June is showing an underspend of £4.502 million which offsets the spend and lost income shown across Resources.
- 4.15. **Council Tax:** As a result of COVID-19, it is likely that Council Tax cash income will not be collected to the same level as before. Currently, for April and May, we have seen cancellations of direct debits, lower arrears collections and higher demand for Council Tax Reduction Scheme (CTRS) payments. However, as we will still look to recover any unpaid council tax, comparing the actual impact on this year's budget will mean a minimal impact compared to the budget set therefore no costs have been included in the COVID-19 data or the period 3 position shown in the appendices.
- 4.16. This is still very much an estimate dependent on the level of Council Tax paid in year, and progress on collection of Council Tax debts. The position assumed includes the impact so far on the Council Tax Reduction Scheme.
- 4.17. It should be noted that the Scottish Government has set aside £50 million of funding to assist with the impact of COVID-19 on Council Tax and social security benefits, which will contribute to the costs of CTRS. The report does not currently include the grant income, as no allocation has been confirmed to date. This position will be monitored and reported as more information becomes available. Any allocation to the Council would reduce the Council's liability.
- 4.18. **Former Trading Services Income:** Budgets for former trading services (Roads, Community and Property Services) include income from the HRA and from Capital. In the current COVID-19 financial climate it remains the position that these Revenue Services still need to recover costs as planned.
- 4.19. Arrangements have been made to ensure that budgeted income from the HRA and Capital continues to flow to these services. The position in this paper assumes that this continues to happen.

- 4.20. For property services, the level of recharge to HRA, capital and general services would be an estimated £21.244 million assuming a 6 month period of downtime. Charges to HRA for Ground / Facilities and waste total £2.241 million assuming the same period of downtime. To the 19 June the figure recharged to HRA for property services for capital and revenue was £6.8 million.
- 4.21. **Strathclyde Partnership for Transport (SPT):** The Council continues to assume that payments to SPT will continue in line with original requisitions. SPT are monitoring their financial position, and any update impacting on the Council's finances will be reported back to members.
- 4.22. **Other Funding:** Finance and Corporate Resources have received additional funding of £0.384 million from the Department for Works and Pensions to assist with the impact of COVID-19 on the Housing Benefit Subsidy. Finance and Corporate Resources have also been notified of £0.265 million of funding from the Scottish Government for the Parental Employment Support Fund. Finally, Education Resources (£0.231 million) and Finance and Corporate Resources (£0.184 million) have been notified of funding from the Scottish Government for the No-one Left Behind Project. These amounts have been added to the figures included in Appendix 1.

5. **Housing Revenue Account Position**

- 5.1. As at 19 June 2020, Appendix 4 of the report shows a breakeven position against the phased budget on the Housing Revenue Account.
- 5.2. The Housing Revenue Account is incurring additional costs in respect of COVID-19. This includes a reduction in rental income collected, an increase in rent loss due to properties remaining void for longer periods, and the purchase of additional PPE. The COVID 19 lockdown has also caused an underspend on Repairs and Maintenance due to the inability to carry out work within homes.
- 5.3. As noted at 4.18, we have assumed that the HRA will continue to make payments to the former Trading Accounts at budgeted levels. These payments will continue until works recommence.
- 5.4. Within the break-even position, we have an anticipated year end transfer to reserves relating to the net underspend on repairs and maintenance due to COVID-19 lockdown. This funding will be required in future years to complete the repairs and maintenance work which we have currently been unable to carry out.
- 5.5. The forecast to 31 March 2021 on the Housing Revenue Account is a breakeven position.

6. **Updated Revenue Budget Position 2020/2021 - COVID-19 Expenditure and Income Impacts**

- 6.1. The Council's recovery plan was approved by the Executive Committee on 24 June 2020.
- 6.2. Table 2 shows a projected shortfall of **£29.062 million** for 2020/2021. This excludes the costs of services delegated to the IJB and the anticipated income from the Government via the NHS.

Table 2 – Projected Budget Position 2020/2021

| | £m |
|---|---------------|
| Projected Costs for 2020/2021 including Recovery Plans | 39.422 |
| Lost Income | 9.132 |
| Less Spend Not Made (<i>removed education flexibility</i>) | (4.648) |
| Savings Not Achievable | 1.020 |
| SLLC Shortfall | 6.400 |
| Less Costs Associated with Capital (<i>inc in Projected Costs above</i>) | (7.091) |
| Gross Cost to the Council in 2020/2021 | 44.235 |
| | |
| Government Grant Confirmed to Date (mid June 2020) - Hardship Fund balance (£2.227m), Food Fund (£1.937m and £1.776m) and Consequentials (£9.233m). | (15.173) |
| Net Cost to the Council for 2020/2021 (after Government Grant) | 29.062 |

- 6.3. The net cost reported in Table 2 includes a number of assumptions including the assumption that a level of charge is made to HRA and capital programmes (£23.485m – see section 4.20). If this level of recharge was not made, the level of costs would increase to £52.5m (see appendix 5)
- 6.4. As noted in Table 2, the £29.062 million is made up of a number of elements. The figure includes Education Transport of £13 million (see update at section 6.6) but excludes the potential flexibility regarding PEF and SAC until a decision is made (£3.259 million). The ability to charge Capital for an estimate of Contractual Claims (£7.091 million) has been assumed, as has the fact that the Council can recover budgeted costs from the HRA and from the capital programme to assist in managing the former Trading Services Income lines.
- 6.5. We are currently awaiting information in relation to the UK Government announcement of a package of £500 million for Local Authorities. Scotland should see £50 million of consequentials funding from this, however, to date, we have not been advised on any specific funding for SLC. The UK Government also announced a scheme for councils to receive reimbursement for lost income. Again, we await details on whether this will also apply for Scotland.
- 6.6. **Education Update** – The estimated net cost of £29.062m includes an estimate of £13 million of costs for Education transport based on the blended model of schooling. Advice now issued indicates that this level of cost will not be required. The expected cost associated with schools returning is being reviewed in light of recent advice, and an update will be reported back to members.
- 6.7. **Council Tax / CTRS** - The figure does not include any impact of COVID-19 on Council Tax or CTRS, on the basis that a recent projection of the net income position, compared to budget for the year, shows a minimal variance.
- 6.8. **Funding Update** - Since the last report, the Council has been allocated £0.035 million of the £0.600 million funding being made available to assist in managing the costs of operating the Licensing and Registration service for 7 days instead of 5. This has been added to Finance and Corporate Resources' budget to fund this spend direct.

- 6.9. The Council has also been allocated a further £0.189 million for the additional DHP burden due to COVID-19. This has been allocated directly to the Finance and Corporate Resources' budget. Finally, the Council's allocation of the national £27.6m to assist with continuing Free School Meals until August and assisting with food provision to vulnerable households has now been confirmed as £1.776 million. This has been included in the Appendices. The previous figures included an estimate of £1.8 million in relation to this allocation.
- 6.10. In addition, there is £30 million to provide laptops for disadvantaged children and young people including £25 million to enable a roll out of digital devices to school pupils to enable them to study online. The Council's share of the allocation has been confirmed as £1.469 million, of which £0.216 million is revenue funding. This has been added to Education's budget to spend direct.
- 6.11. The Government has also pledged to provide £100 million over the next 2 years to help support the return to school and help children recover lost ground as a result of COVID-19. The Council has not been notified of their share of this funding and therefore, it is not included in the funding table above or in the Appendices.

7. Employee Implications

- 7.1. None.

8. Financial Implications

- 8.1. As detailed within this report.

9. Climate Change, Sustainability and Environmental Implications

- 9.1. There are no implications for climate change, sustainability or the environment in terms of the information contained in this report.

10. Other Implications

- 10.1. 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.

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

11. Equality Impact Assessment and Consultation Arrangements

- 11.1. 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.

- 11.2. 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)

8 July 2020

Link(s) to Council Values/Ambitions/Objectives

- ◆ Accountable, Effective, Efficient and Transparent

Previous References

- ◆ None

List of Background Papers

- ◆ Financial ledger and budget monitoring results to 19 June 2020

Contact for Further Information

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

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SOUTH LANARKSHIRE COUNCIL
Revenue Budget Monitoring Report
Period Ended 19 June 2020 (No.3)

| <u>Committee</u> | Annual Budget | Annual Forecast | Annual Forecast Variance | Budget Proportion to 19/06/20 | Actual to Period 3 19/06/20 | Variance to 19/06/20 | |
|---|----------------|-----------------|--------------------------|-------------------------------|-----------------------------|----------------------|-------------|
| | £m | £m | £m | £m | £m | £m | |
| Departments: | | | | | | | |
| Community and Enterprise Resources | 109.178 | 109.178 | 0.000 | 21.238 | 23.984 | (2.746) | over |
| Facilities Streets Waste and Grounds | 65.474 | 65.474 | 0.000 | 11.234 | 11.039 | 0.195 | under |
| Environmental Services (Inc. Projects) | 0.925 | 0.925 | 0.000 | 1.277 | 1.411 | (0.134) | over |
| Leisure and Culture Services | 19.321 | 19.321 | 0.000 | 4.871 | 4.871 | 0.000 | - |
| Planning and Economic Development | 2.120 | 2.120 | 0.000 | 0.251 | 0.489 | (0.238) | over |
| Roads | 21.338 | 21.338 | 0.000 | 3.605 | 4.125 | (0.520) | over |
| COVID19 | 0.000 | 0.000 | 0.000 | 0.000 | 2.049 | (2.049) | over |
| Education Resources | 349.580 | 349.580 | 0.000 | 67.204 | 68.043 | (0.839) | over |
| Education | 349.580 | 349.580 | 0.000 | 67.204 | 67.394 | (0.190) | over |
| COVID19 | 0.000 | 0.000 | 0.000 | 0.000 | 0.649 | (0.649) | over |
| Finance and Corporate Resources | 36.008 | 36.008 | 0.000 | 11.716 | 12.147 | (0.431) | over |
| Finance Services - Strategy | 1.982 | 1.982 | 0.000 | 0.798 | 0.817 | (0.019) | over |
| Finance Services - Transactions | 13.685 | 13.685 | 0.000 | 4.064 | 4.076 | (0.012) | over |
| Audit and Compliance Services | 0.330 | 0.330 | 0.000 | 0.127 | 0.131 | (0.004) | over |
| Information Technology Services | 4.707 | 4.707 | 0.000 | 2.981 | 2.956 | 0.025 | under |
| Communications and Strategy Services | 0.957 | 0.957 | 0.000 | 0.347 | 0.377 | (0.030) | over |
| Administration and Licensing Services | 4.204 | 4.204 | 0.000 | 1.526 | 1.606 | (0.080) | over |
| Personnel Services | 10.143 | 10.143 | 0.000 | 1.873 | 1.892 | (0.019) | over |
| COVID19 | 0.000 | 0.000 | 0.000 | 0.000 | 0.292 | (0.292) | over |
| Housing and Technical Resources | 13.994 | 13.994 | 0.000 | 2.469 | 2.713 | (0.244) | over |
| Housing Services | 8.543 | 8.543 | 0.000 | 1.168 | 1.168 | 0.000 | - |
| Property Services | 5.451 | 5.451 | 0.000 | 1.301 | 1.301 | 0.000 | - |
| COVID19 | 0.000 | 0.000 | 0.000 | 0.000 | 0.244 | (0.244) | over |
| Social Work Resources | 172.411 | 172.411 | 0.000 | 34.401 | 34.523 | (0.122) | over |
| Performance and Support Services | 8.044 | 8.044 | 0.000 | 1.649 | 1.648 | 0.001 | under |
| Children and Families | 35.610 | 35.610 | 0.000 | 7.319 | 7.351 | (0.032) | over |
| Adults and Older People | 127.251 | 127.251 | 0.000 | 25.240 | 25.239 | 0.001 | under |
| Justice and Substance Misuse | 1.506 | 1.506 | 0.000 | 0.193 | 0.163 | 0.030 | under |
| COVID19 | 0.000 | 0.000 | 0.000 | 0.000 | 0.122 | (0.122) | over |
| Joint Boards | 2.245 | 2.245 | 0.000 | 0.549 | 0.549 | 0.000 | - |
| | 683.416 | 683.416 | 0.000 | 137.577 | 141.959 | (4.382) | over |

| <u>Committee</u> | Annual Budget | Annual Forecast | Annual Forecast Variance | Budget Proportion to 19/06/20 | Actual to Period 3 19/06/20 | Variance to 19/06/20 | |
|------------------------------------|----------------|-----------------|--------------------------|-------------------------------|-----------------------------|----------------------|--------------|
| | £m | £m | £m | £m | £m | £m | |
| Service Departments Total | 683.416 | 683.416 | 0.000 | 137.577 | 141.959 | (4.382) | over |
| CFCR | 5.389 | 5.389 | 0.000 | 0.000 | 0.000 | 0.000 | - |
| Loan Charges | 49.743 | 49.743 | 0.000 | 10.659 | 10.659 | 0.000 | - |
| Corporate Items | 5.706 | 5.706 | 0.000 | 0.032 | 0.032 | 0.000 | - |
| Corporate Items - COVID19 | 15.173 | 15.173 | 0.000 | 6.216 | 1.714 | 4.502 | under |
| Total Expenditure | 759.427 | 759.427 | 0.000 | 154.484 | 154.364 | 0.120 | under |
| Council Tax | 159.471 | 159.471 | 0.000 | 34.172 | 34.172 | 0.000 | - |
| Less: Council Tax Reduction Scheme | (21.304) | (21.304) | 0.000 | (4.565) | (4.565) | 0.000 | - |
| Net Council Tax | 138.167 | 138.167 | 0.000 | 29.607 | 29.607 | 0.000 | - |
| General Revenue Grant | 344.036 | 344.225 | 0.000 | 77.895 | 77.895 | 0.000 | - |
| General Revenue Grant- COVID19 | 17.002 | 17.002 | 0.000 | 7.924 | 7.924 | 0.000 | - |
| Non Domestic Rates | 226.179 | 226.179 | 0.000 | 51.210 | 51.210 | 0.000 | - |
| Transfer from Reserves | 34.043 | 34.043 | 0.000 | 34.043 | 34.043 | 0.000 | - |
| Total Income | 759.427 | 759.427 | 0.000 | 200.679 | 200.679 | 0.000 | - |
| Net Expenditure / (Income) | 0.000 | 0.000 | 0.000 | (46.195) | (46.315) | 0.120 | under |

SOUTH LANARKSHIRE COUNCIL
Revenue Budget Monitoring Report
Period Ended 19 June 2020 (No.3)

Budget Category**Service Departments:****Expenditure**

| | Annual Budget | Annual Forecast | Annual Forecast Variance | Budget Proportion to 19/06/20 | Actual to Period 3 19/06/20 | Variance to 19/06/20 | |
|---|------------------|--------------------|--------------------------------|-------------------------------------|--------------------------------------|----------------------------|------------------|
| | £m | £m | £m | £m | £m | £m | |
| Employee Cost | 523.413 | 523.413 | 0.000 | 104.522 | 105.383 | (0.861) | over |
| Property Costs | 52.164 | 52.164 | 0.000 | 6.874 | 7.617 | (0.743) | over |
| Supplies and Services | 59.241 | 59.241 | 0.000 | 9.970 | 7.393 | 2.577 | under |
| Transport Costs | 39.466 | 39.466 | 0.000 | 6.681 | 6.317 | 0.364 | under |
| Administration Costs | 14.858 | 14.858 | 0.000 | 2.744 | 2.742 | 0.002 | under |
| Payments to Other Bodies | 115.354 | 115.354 | 0.000 | 51.868 | 52.053 | (0.185) | over |
| Payments to Contractors | 200.233 | 200.233 | 0.000 | 28.756 | 27.510 | 1.246 | under |
| Transfer Payments | 5.621 | 5.621 | 0.000 | 1.100 | 1.038 | 0.062 | under |
| Housing Benefits | 70.687 | 70.687 | 0.000 | 11.812 | 11.641 | 0.171 | under |
| Financing Charges (controllable) | 2.009 | 2.009 | 0.000 | 0.394 | 0.366 | 0.028 | under |
| Total | 1,083.046 | 1,083.046 | 0.000 | 224.721 | 222.060 | 2.661 | under |
| Service Departments Total | 1,083.046 | 1,083.046 | 0.000 | 224.721 | 222.060 | 2.661 | under |
| CFCR | 5.389 | 5.389 | 0.000 | 0.000 | 0.000 | 0.000 | - |
| Loan Charges | 49.743 | 49.743 | 0.000 | 10.659 | 10.659 | 0.000 | - |
| Corporate Items | 5.706 | 5.706 | 0.000 | 0.032 | 0.032 | 0.000 | - |
| Corporate Items - COVID-19 | 15.173 | 15.173 | 0.000 | 6.216 | 1.714 | 4.502 | under |
| Total Expenditure | 1,159.057 | 1,159.057 | 0.000 | 241.628 | 234.465 | 7.163 | under |
| Income | | | | | | | |
| Housing Benefit Subsidy | 65.542 | 65.542 | 0.000 | 10.018 | 9.936 | (0.082) | under rec |
| Other Income | 334.088 | 334.088 | 0.000 | 77.126 | 70.165 | (6.961) | under rec |
| Council Tax (Net of Council Tax Reduction Scheme) | 138.167 | 138.167 | 0.000 | 29.607 | 29.607 | 0.000 | - |
| General Revenue Grant | 344.036 | 344.036 | 0.000 | 77.895 | 77.895 | 0.000 | - |
| General Revenue Grant - COVID-19 | 17.002 | 17.002 | 0.000 | 7.924 | 7.924 | 0.000 | - |
| Non Domestic Rates | 226.179 | 226.179 | 0.000 | 51.210 | 51.210 | 0.000 | - |
| Transfer from Reserves | 34.043 | 34.043 | 0.000 | 34.043 | 34.043 | 0.000 | - |
| Total Income | 1,159.057 | 1,159.057 | 0.000 | 287.823 | 280.780 | (7.043) | under rec |
| Net Expenditure / (Income) | 0.000 | 0.000 | 0.000 | (46.195) | (46.315) | 0.120 | under |

COVID-19 Expenditure to 19 June 2020

Additional Costs

| Service | Description of Cost | Value £m |
|---|--|--------------|
| Community and Enterprise Resources | | |
| Fleet Services | Staffing costs supporting COVID response | 0.068 |
| Facilities, Streets, Waste and Grounds | Staffing costs supporting COVID response | 0.057 |
| Facilities, Streets, Waste and Grounds | PPE, Equipment and cleaning materials for staff. | 0.386 |
| Facilities, Streets, Waste and Grounds | Fuel costs to support COVID response | 0.011 |
| Facilities, Streets, Waste and Grounds | Increase in domestic waste tonnage | 0.258 |
| Leisure | Impact of lost income on SLLCT establishments | 1.269 |
| Education Resources | | |
| Schools | Continuity of Supply Teachers | 0.378 |
| Support Services | Staffing costs supporting COVID response | 0.058 |
| Schools (Hubs) | Resources and cleaning materials | 0.057 |
| Support Services (Other) | YFCL Additional hours | 0.021 |
| Schools / Early Years | PPE equipment | 0.108 |
| Schools (Hubs) | Signage / Posters / Stickers | 0.005 |
| Early Years | ELC Provision to key workers | 0.022 |
| Finance and Corporate Resources | | |
| IT Services | IT related spend to allow home working and PPP cleaning | 0.100 |
| Finance (Transactions), Personnel and Communications and Strategy | Additional staff costs to process Business Grants, Scottish Welfare Fund applications, work on Wellbeing line and provision of additional information on social media. | 0.151 |
| Finance (Transactions) | Paypoint charges in respect of Free School Meal Vouchers | 0.035 |
| All | PPE, telephones and mail to support COVID response. | 0.006 |
| Housing and Technical Resources | | |
| Housing and Property Services | Temporary accommodation costs for homeless people, set up costs for temporary mortuary facility and the cost of PPE for housing and property services staff | 0.244 |
| Social Work Resources | | |
| Children & Family, Justice | Staffing costs to maintain service in children's home, support to vulnerable families and young people and costs related to the early release from prison | 0.122 |
| Total Additional Costs as at Period 3 | | 3.356 |

Council Tax and Council Tax Reduction Scheme (CTRS)

| Service | Description of Lost Income | Value £m |
|---|--|--------------|
| Council Tax | Loss of 2020/21 Council Tax Income including cancelled Direct Debits at end May 2020 | 0.000 |
| Council Tax | Loss of Council Tax arrears collection income at end May 2020 | 0.000 |
| CTRS | Cost of additional payments as at end May 2020 | 0.000 |
| Additional Cost/Lost Income as at Period 3 | | 0.000 |

Expenditure on Food Fund

| Service | Description of Lost Income | Value £m |
|--|---|--------------|
| Corporate Items | Expenditure on Food Fund related items including Free School Meals provision and food to vulnerable households. | 1.714 |
| Additional Costs as at Period 3 | | 1.714 |

Lost Income

| Service | Description of Lost Income | Value £m |
|---|--|--------------|
| Community and Enterprise Resources | | |
| Planning and Economic Development | Reduced income from Planning applications | 0.240 |
| Roads | Reduced Parking income and income from Roads Act legislation | 0.544 |
| Facilities, Streets, Waste and Grounds | Reduced school meals, care of gardens and special uplifts income | 0.817 |
| Fleet, Environmental and Projects | Reduced income from taxi inspections. | 0.035 |
| Education Resources | | |
| Early Years | Reduced income from Early Years Fees, playgroups and nursery milk claims | 0.181 |
| Support Services | Reduced income from Music Tuition fees | 0.059 |
| Support Services | Reduced income from Privilege transport | 0.005 |
| Finance and Corporate Resources | | |
| Administration, Legal and Licensing | Reduced income for Licensing and Registration | 0.066 |
| Communications and Strategy | Reduced print room income. | 0.058 |
| Personnel | Reduced income from laundry services and café. | 0.013 |
| Total Lost Income as at Period 3 | | 2.018 |

Unspent Budget

| Service | Description of Lost Income | Value £m |
|---|---------------------------------------|----------------|
| Community and Enterprise Resources | | |
| Facilities, Streets, Waste and Grounds | Reduced expenditure on food purchases | (0.860) |
| Education Resources | | |
| Support Services | West Partnership Income | (0.012) |
| Unspent Budget as at Period 3 | | (0.872) |

| | |
|--|--------------|
| Net Cost of COVID-19 as at Period 3 | 6.216 |
|--|--------------|

Social Care

| Service | Description | Value £m |
|---|--|--------------|
| Adults and Older People | | |
| Mobilisation Costs | Costs incurred related to discharges from hospital, PPE, additional staffing costs to maintain service delivery, support to carers and the provision of meals. | 2.714 |
| Unachieved Savings | Savings due as result of Day Care and Care and Support Reviews. | 0.188 |
| Lost Income | Lost income through suspension of day care services and social support in the community. | 0.125 |
| Total Social Care Costs of COVID-19 as at Period 3 | | 3.027 |

SOUTH LANARKSHIRE COUNCIL
Revenue Budget Monitoring Report
Period Ended 19 June 2020 (No.3)
Housing Revenue Account

| | Annual Budget | Forecast for Year | Annual Forecast Variance | Budget Proportion to 19/06/20 | Actual to Period 3 19/06/20 | Variance to 19/06/20 | | % | Note |
|----------------------------------|------------------|----------------------|--------------------------------|-------------------------------------|-----------------------------------|----------------------------|-----------|-----------|------|
| | £m | £m | £m | £m | £m | £m | | | |
| Employee Costs | 13.721 | 13.721 | 0.000 | 2.734 | 2.668 | 0.066 | under | 2.4% | 1 |
| Property Costs | 46.661 | 46.661 | 0.000 | 8.114 | 7.033 | 1.081 | under | 13.3% | 2 |
| Supplies & Services | 0.996 | 0.996 | 0.000 | 0.094 | 0.089 | 0.005 | under | 5.3% | |
| Transport & Plant | 0.195 | 0.195 | 0.000 | 0.019 | 0.018 | 0.001 | under | 5.3% | |
| Administration Costs | 5.644 | 5.644 | 0.000 | 0.804 | 0.776 | 0.028 | under | 3.5% | |
| Payments to Other Bodies | 3.176 | 3.176 | 0.000 | 0.682 | 0.682 | 0.000 | - | 0.0% | |
| Payments to Contractors | 0.100 | 0.100 | 0.000 | 0.005 | 0.000 | 0.005 | under | 100.0% | |
| Transfer Payments | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | - | n/a | |
| Financing Charges | 19.448 | 19.448 | 0.000 | 3.357 | 3.357 | 0.000 | - | 0.0% | |
| Total Controllable Expenditure | 89.941 | 89.941 | 0.000 | 15.809 | 14.623 | 1.186 | under | 7.5% | |
| Total Controllable Income | (107.634) | (107.634) | 0.000 | (18.052) | (17.730) | (0.322) | under rec | (1.8%) | 3 |
| Transfer to/(from) Balance Sheet | (0.315) | (0.315) | 0.000 | (0.069) | 0.795 | (0.864) | over | (1252.2%) | 4 |
| Net Controllable Expenditure | (18.008) | (18.008) | 0.000 | (2.312) | (2.312) | 0.000 | - | 0.0% | |
| Add: Non Controllable Budgets | | | | | | | | | |
| Financing Charges | 18.008 | 18.008 | 0.000 | 3.947 | 3.947 | 0.000 | - | 0.0% | |
| Total Budget | 0.000 | 0.000 | 0.000 | 1.635 | 1.635 | 0.000 | - | 0.0% | |

Variance Explanations

1. Employee Costs

This underspend reflects the level of turnover within the Service.

2. Property Costs

This underspend reflects the reduction in the level of repairs and maintenance that can be undertaken due to COVID19 lockdown.

3. Income

The under recovery of income reflects the delay in the level of additional new build properties due to COVID19 lockdown.

4. Transfer to/(from) Balance Sheet

This reflects the anticipated year end transfer to reserves in relation to the underspend on repairs and maintenance due to COVID19 lockdown. The position will be closely monitored as lockdown arrangements change over the coming months.

Presentation of costs including recharging to HRA and Capital

| | £m | £m |
|---|-------------------|-----------------|
| Overall Costs and loss of income <i>(including lost income from Property services, and Ground / facilities and waste services)</i> | | 67.391 |
| SLLC and Savings not Achievable | | <u>7.420</u> |
| | | 74.811 |
| Less : Recharging to HRA , General Fund and Capital | **(23.485) | |
| Less : Capital costs being met from capital | <u>(7.091)</u> | <u>(30.576)</u> |
| | | |
| Revised costs | | 44.235 |
| | | |
| Less : Government Grant confirmed | | <u>(15.173)</u> |
| | | |
| Net costs to the council (excluding capital) | | 29.062 |

** As shown at Section 6.3– if costs are not recharged to HRA and Capital the overall costs increase to £52.547m
(£23.485m + £29.062m)

Report

4

| | |
|------------------|---|
| Report to: | Executive Committee |
| Date of Meeting: | 12 August 2020 |
| Report by: | Executive Director (Finance and Corporate Resources) |

| | |
|----------|--|
| Subject: | Capital Programme 2020/2021 Update and Monitoring for Period 3 – 1 April 2020 to 19 June 2020 |
|----------|--|

1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ Provide an update on the Council's 2020/2021 Capital Programmes, and the spend position to 19 June 2020. This includes information on two programmes: the General Fund Programme and the Housing Investment Programme.

2. Recommendation(s)

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

- (1) that the Period 3 position (ended 19 June 2020) of the General Fund Capital Programme itemised at Appendix 1 and the Housing Capital Programme at Appendix 2, be noted and
- (2) that the revised programmes be monitored by the Financial Resources Scrutiny Forum.

3. Background

- 3.1. As noted in the last report to this Committee, the 2020/21 General Fund Capital Programme was presented to the Council on 25 March 2020. This totalled £91.192 million and included agreed movements from 2019/20. In addition, the 2019/2020 Final Outturn report, noted that a carry forward total of £15.541 million is available into financial year 2020/2021.
- 3.2. The Council also approved a total Housing Capital Programme budget for 2020/21 of £97.303 million on 26 February 2020.
- 3.3. The progress in delivery of these new year programmes has been affected by the lockdown due to COVID-19. The ongoing implications of this, including the closure of construction sites in advance of the financial year end, has had an impact on the level of capital spend achieved in 2019/2020 and will continue to impact on the 2020/2021 Capital Programmes.
- 3.4. This report provides an update position on both the General Services (Section 5.1) and Housing Capital Programmes (Section 5.2) following the delays associated with COVID-19, and also gives a spend to date position as at period 3 (19 June 2020).

4. Employee Implications

None

5. Financial Implications

5.1. General Fund - 2020/2021 Capital Programme Update

5.1.1. As noted in section 3.1, the Council approved a new programme of £91.192 million for 2020/2021 and a carry forward of £15.541 million is available in financial year 2020/2021. This original programme and its funding sources are detailed in Appendix 1.

5.1.2. Section 3.3 notes that the delivery of the 2020/2021 Capital Programme has been affected by the lockdown due to COVID-19. Since the lockdown occurred, little progress has been made in terms of construction work, with sites being temporarily closed down.

5.1.3. As lockdown eases, the review of the General Services Capital Programme continues, with a view to providing a realistic estimate of anticipated spend levels for 2020/2021. The estimates will reflect the initial lockdown delay, along with the ongoing implications of the requirements of social distancing, as sites get back up and running. A separate report detailing the overall level of spend achievable for 2020/2021 will be presented to a future meeting of this Committee for approval.

5.1.4. Period 3 Position

Spend to 19 June 2020 amounts to £3.947 million.

5.1.5. As at 19 June 2020, £21.685 million of funding had been received.

5.2. Housing Programme - 2020/21 Capital Programme Update

5.2.1 Section 3.2 notes that the Council approved a total Housing Capital Programme budget of £97.303 million for 2020/2021. This programme and its funding sources are detailed at Appendix 2.

5.2.2. As with the General Services Programme, the overall Housing Capital Programme for 2020/2021 is being considered. As lockdown eases, timescales and the impact of revised systems of working can be more accurately established. Thereafter, a revised position will be presented to a future meeting of this Committee for approval.

5.2.3. Period 3 Position

Spend as at 19 June 2020 amounts to £3.357 million.

5.2.4. As at 19 June 2020, £3.357 million of funding had been received.

5.2.5. Regular monitoring of both the General Fund Programme and the Housing Programme will be carried out in detail by the Financial Resources Scrutiny forum and reported on a regular basis to the Executive Committee.

6. Other Implications

6.1. The main risk associated with the Council's Capital Programme 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 overspend is managed through four weekly Investment management meetings.

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 existing policy, function or strategy and therefore no impact assessment is required.
- 7.2. There was also no requirement to undertake any consultation in terms of the information contained in this report.

Paul Manning

Executive Director (Finance and Corporate Resources)

10 July 2020

Link(s) to Council Values/Ambitions/Objectives

- Accountable, Effective, Efficient and Transparent

Previous References

- South Lanarkshire Council, 26 February 2020
- South Lanarkshire Council, 25 March 2020

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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SOUTH LANARKSHIRE COUNCIL
CAPITAL EXPENDITURE 2020/21
GENERAL SERVICES PROGRAMME
FOR PERIOD 1 APRIL 2020 TO 19 JUNE 2020

| | 2020/21 Annual Budget | 2020/21 Actual to 19 June 2020 |
|--------------------------------|--------------------------------------|---|
| | £m | £m |
| EXPENDITURE | | |
| 2020/21 Original Budget | 106.733 | 3.947 |

| | 2020/21 Annual Budget | 2020/21 Actual to 19 June 2020 |
|---|--------------------------------------|---|
| | £m | £m |
| FUNDING | | |
| Prudential Borrowing | 42.056 | 0.000 |
| Heritage Lottery / Sportscotland Grant | 0.174 | 0.000 |
| Developers Contributions | 8.170 | 0.000 |
| Partners (Including SPT, Sustrans, Blantyre Construction Ltd, Transport Scotland and Renewable Energy Fund) | 1.995 | 0.193 |
| Scottish Government: | | |
| - Capital Grant | 21.373 | 5.343 |
| - Cycling, Walking and Safer Streets | 1.497 | 0.000 |
| - Vacant and Derelict Land | 1.182 | 0.485 |
| - Early Years 1,140 Hours | 15.109 | 10.409 |
| - Regeneration Capital Grant | 1.283 | 0.807 |
| -Town Centre Regeneration Fund | 2.454 | 2.454 |
| Glasgow City Region City Deal | 4.057 | 0.000 |
| Specific Reserves | 1.994 | 1.994 |
| Capital Financed from Current Revenue | 5.389 | 0.000 |
| Total Funding | 106.733 | 21.685 |

SOUTH LANARKSHIRE COUNCIL
CAPITAL EXPENDITURE 2020/21
HOUSING PROGRAMME
FOR PERIOD 1 APRIL 2020 TO 19 JUNE 2020

| | 2020/21 Annual Budget | 2020/21 Actual to 19 June 2020 |
|--------------------------------|--------------------------------------|---|
| | £m | £m |
| EXPENDITURE | | |
| 2020/21 Original Budget | 97.303 | 3.357 |

| | 2020/21 Annual Budget | 2020/21 Actual to 19 June 2020 |
|---|--------------------------------------|---|
| | £m | £m |
| FUNDING | | |
| Capital Funded from Current Revenue | 19.448 | 3.357 |
| Prudential Borrowing | 53.089 | 0.000 |
| Specific Grant | | 0.000 |
| - Scottish Government – New Council House | 24.646 | 0.000 |
| - Scottish Government – Mortgage to Rent | 0.120 | 0.000 |
| Total Funding | 97.303 | 3.357 |

Report

5

| | |
|------------------|---|
| Report to: | Executive Committee |
| Date of Meeting: | 12 August 2020 |
| Report by: | Executive Director (Finance and Corporate Resources) |

| | |
|----------|---|
| Subject: | Additional Funding from Scottish Government and Other External Sources |
|----------|---|

1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ advise Members of additional funding that has been made available to the Council by the Scottish Government and other external sources since the last report to this Committee (24 June 2020).

2. Recommendation(s)

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

- (1) that the additional revenue funding of £1.253m, as detailed at Appendix 1 of the report, be noted.

3. Background

- 3.1. The Council is periodically advised of additional funding which is made available from the Scottish Government and other sources to enable various initiatives to be undertaken.
- 3.2. Additional funding may either be paid through the General Revenue Grant mechanism or by the completion of appropriate grant claims.
- 3.3. Details of the additional funding are attached at Appendix 1 to the report. The report details additional funding that has been reported by Resources as part of the additional resources notification process, as well as any additional funding that has increased the Council's budget by more than £0.100 million.
- 3.4. As a result of COVID19, the Scottish Government has identified a number of funding streams to assist councils in managing the additional costs related to the crisis. Since the last report to the Committee, further funding in relation to COVID19 has been identified and is reflected in Appendix 1.

4. Employee Implications

4.1. None.

5. Financial Implications

- 5.1. Additional revenue funding of £3.245 million has been identified for 2020/2021.
- 5.2. Additional capital funding of £1.253 million has been identified for 2020/2021.

- 5.3. Resource budgets will be updated to reflect this additional funding as required, and where appropriate, details of spending plans will be presented to Resource Committees for approval.
- 6. Climate Change, Sustainability and Environmental Implications**
- 6.1. There are no implications for climate change, sustainability or the environment in terms of the information contained in this report.
- 7. Other Implications**
- 7.1. There are no other implications in terms of the information contained in this report.
- 8. Equality Impact Assessment and Consultation Arrangements**
- 8.1. This report does not introduce a new policy, function or strategy or recommend a change to existing policy, function or strategy and therefore no impact assessment is required.
- 7.2. There was also no requirement to undertake any consultation in terms of the information contained in this report.

Paul Manning
Executive Director (Finance and Corporate Resources)

9 July 2020

Link(s) to Council Objectives/Values

- ◆ Accountable, Effective and Efficient

Previous References

- ◆ Executive Committee, 24 June 2020

List of Background Papers

- ◆ Additional Funding Reports:
24 June 2020 to 1 July 2020

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)

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E-mail: lorraine.o'hagan@southlanarkshire.gov.uk

Additional Revenue Funding

| Resource | Description | 2020 / 2021 £m | Total £m | Method |
|--|--|----------------------|--------------|---------------------------|
| Finance and Corporate Resources | COVID-19 - Additional Funding for Discretionary Housing Payments | 0.189 | 0.189 | Scottish Government Grant |
| Finance and Corporate Resources | COVID-19 - Uplift of Housing Benefit Subsidy | 0.384 | 0.384 | DWP Grant |
| Finance and Corporate Resources | Parental Employment Support Fund | 0.265 | 0.265 | Scottish Government Grant |
| Finance and Corporate Resources | No-One Left Behind | 0.184 | 0.184 | Scottish Government Grant |
| Education Resources | No-One Left Behind | 0.231 | 0.231 | Scottish Government Grant |
| Community and Enterprise Resources and Finance and Corporate Resources | COVID-19 - Food Fund (second tranche) | 1.776 | 1.776 | Scottish Government Grant |
| Education Resources | COVID-19 - Digital Inclusion | 0.216 | 0.216 | Scottish Government Grant |
| | TOTAL REVENUE FUNDING | 3.245 | 3.245 | |

Additional Capital Funding

| Resource | Description | 2020 / 2021 £m | Total £m | Method |
|---------------------|------------------------------|-------------------------------|---------------------|---------------------------|
| Education Resources | COVID19 - Digital Inclusion | 1.253 | 1.253 | Scottish Government Grant |
| | TOTAL CAPITAL FUNDING | 1.253 | 1.253 | |

Report

6

Report to: **Executive Committee**
 Date of Meeting: **12 August 2020**
 Report by: **Executive Director (Community and Enterprise Resources)**
Executive Director (Finance and Corporate Resources)

Subject: **Supplier Development Programme – Update**

1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ Update the Executive Committee on the Supplier Development Programme (SDP) and recommend the Council continue to host the Programme until further notice.
- ◆ In view of continuing support for the SDP, propose that the SDP officers employed by the Council on temporary contracts, and seconded to SDP, are made permanent.

2. Recommendation(s)

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

- (1) that it be noted that the Supplier Development Programme continues to perform well since the arrangements to host the team within South Lanarkshire Council were implemented in 2014.
- (2) that the Council agrees continues to host the Supplier Development Programme (SDP) within the Planning and Economic Development Service until further notice.
- (3) that the posts of 1 SDP Manager and 2 SDP Officers be made permanent and added to the establishment of Community and Enterprise Resources.

3. Background

- 3.1. The Supplier Development Programme (SDP) is a business support initiative which aims to help Small Medium Enterprises (SMEs) improve their performance in winning contracts with public sector organisations through offering information, support and training events to help them compete in the tendering processes.
- 3.2. The Programme was founded initially by three local authorities (Glasgow, East Renfrewshire and South Lanarkshire) in 2005 and is set up as a not for profit company limited by guarantee. However, the Programme activities and running costs are now funded by the 32 local authority members' subscriptions, contributions from new member subscribers (other public bodies-see paragraph 4.1,) income generated through events and Scottish Government contributions.

- 3.3. The Programme is managed through a board of directors comprising elected members and senior officers from 12 member authorities. The current Board membership is noted in Appendix 1. Councillor Collette Stevenson is currently a member of this board of directors. The company and its operations are managed below board level by a hierarchy of regional management, stakeholder and executive groups, with the board membership representing a geographic balance.
- 3.4. Following an initial two year arrangement in which South Lanarkshire Council succeeded Glasgow City Council in 'hosting' SDP, the Executive Committee, on 14 April 2016 and in 28 March 2018, approved recommendations to extend this arrangement for a further 2 years, until June 2020.
- 3.5. SDP is accommodated within Planning and Economic Development Services, staffed by SLC employees who are seconded to the company, with costs recovered from SDP. The Council provides support services, governed by a Service Level Agreement.
- 3.6. The team comprising, 1 FTE SDP Manager and 3 FTE Officers, are employed by South Lanarkshire Council and seconded to the SDP, with fixed term contracts having been extended in 2016 and 2018. One officer transferred from Glasgow City Council in 2014 under TUPE and is therefore a permanent SLC employee. Due to the length of service, the other three officers have effectively acquired permanent employment status. The grading and employees costs are outlined in section 6 below.

4. Programme Update- Key Achievements

- 4.1. Since the Council took responsibility for hosting this initiative local authority membership increased from 26 to all 32 of the Scottish Councils. In addition, working with Scottish Government, there has been a concerted effort to encourage uptake of membership by the wider public sector. This has seen the following public sector bodies join the Programme:

- | | |
|----------------------------------|-------------------------------------|
| • Forestry and Land Scotland | • Scottish Fire and Rescue |
| • Highlands & Islands Enterprise | • Scottish Enterprise |
| • Historic Environment Scotland | • SEPA |
| • Registers of Scotland | • Strathclyde Partnership Transport |
| • CalMac | • Wheatley Housing Group |
| • National Records of Scotland | • Select |
| • Scottish Parliament | • Scottish Procurement Alliance |

Working across the public sector enables the Programme to support local authority procurement and economic development services to raise awareness of new contract opportunities across the wider public sector with SMEs and also to promote economic development support to businesses.

- 4.2. The Procurement Reform (Scotland) Act 2014 requires a contracting authority to consider how its procurement processes can facilitate the involvement of SMEs, third sector bodies and supported business, and how public procurement can be used to promote innovation. This requirement is a key component to the emerging Community Wealth Building Agenda which seeks to put the wellbeing of communities at the heart of local decision making and service delivery. Furthermore, following the effects of the global Coronavirus pandemic, it is clear that stronger, more resilient local economies can be supported by developing local supply chains, spending locally and retaining value and therefore employment within local areas. The SDP have a key role to support these ambitions.

5 SDP Key Achievements

- 5.1. From 1 April 2019 to 31 March 2020, 2,917 Scottish SMEs registered with SDP Scotland, bringing the overall total to 16,219 SME suppliers, with 1,177 companies in South Lanarkshire now registered, a 44% increase from 2019.
- 5.2. Examples of where the Programme has delivered webinars and supported business to tender throughout the year are set out below:
- Using Public Contracts Scotland Tender (PCS-T) and Tender Procedures - South Lanarkshire Education Resources – Education Services to Procured Service Agreement (PSA)
 - SLC Passenger Transport Services Framework - PCS-T training
 - Tender Procedures and Dynamic Purchasing System (DPS- a flexible electronic procurement framework which enables buyers to add additional suppliers more simply) - South Lanarkshire Education Employability Training
 - SLC -Bidder information session for Passenger Transport Services
 - Introduction to Tendering - South Lanarkshire – face to face event at Low Parks Museum
 - Tender Procedures and the European Single Procurement Document (ESPD) – South Lanarkshire Social Work Carers
 - Provision of Adult Carers and Young Carers Support Services - South Lanarkshire
 - In conjunction with North and South Lanarkshire Councils, SDP had scheduled a second Pan-Lanarkshire Meet the Real Buyer event in March 2020, which had attracted 551 bookings. However, this had to be postponed due to the Covid 19 restrictions.
- 5.3. SDP has agreed strategic, measurable outcomes which continue to be positive and are reported on a quarterly and annual basis to the Scottish Government as part of its grant conditions. To this end, SDP contributes to the Scottish Government's "Wealthier and Fairer" policy, which aims to ensure that, "We live in a Scotland that is the most attractive place for doing business in Europe."
- 5.4. In summary, the delivery of the work of the SDP, since it has been based in South Lanarkshire, continues to be a success, continuing to deliver on the various objectives set including increasing membership of public bodies, and increased company registrations. Therefore, given the continued success of the SDP in 2018-2020, it is proposed that the Committee agrees that the Council continues to host this programme until further notice.

6. Employee Implications

- 6.1. The current arrangement will continue with the programme management team staffed by four South Lanarkshire Council officers on a secondment basis and costs recovered from SDP Limited. One of these officers is a permanent employee of the Council having transferred in 2014 under TUPE. The remaining three officers are on fixed term contracts.
- 6.2. It is proposed therefore that three posts be added on a permanent basis to the establishment of Planning and Economic Development Services and the contracts of officers be made permanent.

6.3.

| Post title | Number of posts | Grade / SCP | Hourly Rate | Annual salary (excluding on-costs) | Gross salary (including on-costs 30.3%) |
|--|-----------------|-----------------|-------------|------------------------------------|---|
| Supplier Development Programme (SDP) Manager | 1 | Grade 4 level 5 | £26.18 | £47,776 | £62,252 |
| SDP Officer | 2 | Grade 3 Level 4 | £21.25 | £38,779 | £50,529 |
| | | | | Total £77,558 | Total £101,058 |

6.4. If, at any time, an alternative host authority is established, then it is likely the posts would be subject to transfer under TUPE. If these posts were not considered to transfer under TUPE, or the Programme was discontinued, the Council will be responsible for either redeploying these officers or meeting the costs of redundancy payments.

7. Financial Implications

7.1. All employee costs relating to the four posts and the costs associated with hosting and operationally managing the posts will continue to be met from SDP budgets. The Council has a Service Level Agreement in place with SDP.

7.2. The Council's subscription of £10,000 for SDP membership will continue to be met from the Community and Enterprise budget at the current level.

8. Climate Change, Sustainability and Environmental Implications

8.1. By continuing to support the procurement of goods and services from local supply chains this helps support the local economy and employment, reduces the transport carbon outputs of longer supply chains and therefore contributes to reducing

9. Other Implications

9.1. The SDP board continues to be satisfied with the performance of the team and the progress made in expanding the programme since 2014 and has confirmed it wishes to continue with the existing arrangements.

9.2. There is the possibility of the Programme failing to meet its objectives on behalf of 32 member authorities and a reputational risk to the Council if the Programme does not continue to be delivered in a consistent manner. This risk can be minimised by South Lanarkshire Council continuing to host the SDP and maintaining oversight via the Council's robust performance monitoring and management procedures.

9.3. Should South Lanarkshire Council cease to host the SDP, depending on whether it is transferred to another authority or public body or cease to operate altogether, officers may be subject to TUPE transfer or potential redundancy. The Council would require to meet the costs of redundancy should this path be followed. However, it is the Council's policy to redeploy employees whose post has been made redundant and would therefore seek to retain the employees in some capacity within the Council.

10. Equality Impact Assessment and Consultation Arrangements

10.1. This matter does not require an equality impact assessment to be undertaken.

10.2. Consultation has been undertaken with SDP Board as noted in paragraph 9.1 above.

Michael McGlynn
Executive Director (Community and Enterprise Resources)

Paul Manning
Executive Director (Finance and Corporate Resources)

28 July 2020

Link(s) to Council Values/Objectives

- Support the local economy by providing the right conditions for growth, improving skills and employability.

Previous References

Executive Committee Reports : 14 May 2014, 14 April 2016, 28 March 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:-

Steve Keating, Economic Development Manager
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E-mail: stephen.keating@southlanarkshire.gov.uk

Appendix 1

Supplier Development Programme, Board of Directors July 2020

| Local Authority Area | Name |
|-------------------------------|--|
| Dumfries and Galloway Council | Cllr Andrew S Wood |
| Dundee City Council | Karen Lawson |
| East Ayrshire Council | Cllr Gordon Jenkins |
| East Renfrewshire Council | Cllr Anthony Buchanan |
| Edinburgh City Council | Paula Deegan |
| Falkirk Council | Peter Reid |
| Fife Council | Pamela Stevenson |
| Glasgow City Council | Jackie Hill |
| Inverclyde Council | Stuart Jamieson |
| Moray Council | Diane Beattie |
| North Lanarkshire Council | Cllr Heather Brannan-McVey – Chair |
| South Ayrshire Council | Councillor Peter Henderson- Acting Chair |
| South Lanarkshire Council | Cllr Collette Stevenson |
| Scottish Government | Scott Bell – Resigned July 2020 |

Report

7

| | |
|------------------|---|
| Report to: | Executive Committee |
| Date of Meeting: | 12 August 2020 |
| Report by: | Director, Health and Social Care |

| | |
|----------|--|
| Subject: | Children in Need of Care and Protection - Inspection Outcome - Evaluation |
|----------|--|

1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ provide the Committee with an update on the Joint Inspection of Services for Children in Need of Care and Protection in South Lanarkshire

2. Recommendation(s)

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

- (1) that the content of the report be noted.

3. Background

- 3.1. With the introduction of the Children and Young People (Scotland) Act 2014, the Scottish Government has furthered its ambition for “Scotland to be the best place to grow up in by putting children and young people at the heart of the planning and services and ensuring their rights are respected across the public sector”.
- 3.2. It is within this context of significant legislative changes and the subsequent Child Protection Improvement Programme and National Care Review that the Care Inspectorate reviewed and updated its methodology to enable self-evaluation and inspection actively to focus on Children in Need of Care and Protection.
- 3.3. In the revised model for the Joint Inspection of Services for Children and Young People in Need of Care and Protection, the Care Inspectorate pose five inspection specific questions:
 - 1. how good is the Partnership at recognising and responding when children and young people need protection?
 - 2. how good is the Partnership at helping children and young people who have experienced abuse and neglect stay safe, healthy and well and recover from their experiences?
 - 3. how good is the Partnership at maximising the wellbeing of children and young people who are looked after?
 - 4. how good is the Partnership at enabling care experienced young people to succeed in their transition to adulthood?
 - 5. how good is collaborative leadership?
- 3.4. At the point of Inspection, Partnership areas are requested to provide position statements against each of the inspection questions noted above and how self-

evaluation is carried out and key performance indicators evaluated however, these are not formally evaluated by the Inspection Team.

- 3.5. Quality Indicators, 1.1 (key performance indicators), 2.1 (impact on children and young people), 2.2 (impact on families) and all the 9's (leadership) in the Quality Improvement Framework for Children in Need of Care and Protection (2019) are evaluated as part of the Inspection process only.
- 3.6. Inspection - South Lanarkshire Partnership
 - 3.6.1. The Partnership was formally notified by the Care Inspectorate of their plans for inspection on 06 August 2019, this included 10 days on site (over two periods) the weeks beginning 28 October and 02 December 2019.
- 3.7. An inspection preparation/steering group was established with representation from across the Children's Services Partnership. Reports outlining the inspection were presented to the Corporate Management Team (CMT) (Council and Health Board), Council Executive Committee, Community Planning Partnership Board, Getting it Right for South Lanarkshire's Children's Board and the Integrated Joint Board (IJB).
- 3.8. A series of staff briefings were delivered to appraise the Children's Services workforce of the inspection. Sessions were held in all four localities, with over 500 staff attending.
- 3.9. As part of the focus on engagement there were a series of surveys put in place by the Care Inspectorate to scope stakeholder's experiences. These included:
 - ◆ a staff survey which was distributed to staff working with Children and Young People in Need of Care and Protection
 - ◆ a children and young people's survey
 - ◆ a parents survey
- 3.10. The Care Inspectorate requested a Joint Self Evaluation (JSE) to be prepared based on the five inspection specific questions (as noted in 3.3 above) which was submitted on 27 September 2019 along with the associated evidence.
- 3.11. In total, 91% of our staff in Children Services responded to the staff survey, of which 89% fully completed the survey, evidencing not only a very positive response rate but also an engaged workforce.
- 3.12. Based on the survey findings, the Inspectors wanted to explore a few areas further during their week one and week two on-site activity.
- 3.13. The first on-site week commenced on 27 October, with Inspectors undertaking case file reading of 109 cases from Monday - Wednesday. The core records of Police Scotland, Health, Education and Social Work were read in respect of 45 Child Protection cases, with the Lead Professional - Social Work records read for the remainder 64 Corporate Parenting cases.
- 3.14. On Wednesday evening, Thursday and Friday the Inspection Team undertook Participation and Engagement Activity. As a Children Services Partnership, we offered the Inspection Team 52 different opportunities to engage with children, young people and parents/carers. This allowed the Inspection Team to directly engage with children, young people and parents/carers to understand the impact of our services/intervention on their lives.

- 3.15. Based on the Inspection Team's initial reflections of week one, when they met with Senior Officers from across the Partnership on 13 November 2019, they were able to identify specific focus group activity and requested additional opportunities to engage with children and young people for their week two on-site activity.
- 3.16. In total, 46 individual sessions were arranged for the Inspection Team in week two which commenced on 02 December 2019. This consisted of 31 focus group sessions with front line workers, front line Managers and Senior Officers across the Children's Services Partnership (including Elected Members) - entailing over 350 staff engaging directly with the Inspection Team. The remaining 15 sessions were a combination of attending staff engagement events and meeting with children, young people and families. Where additional sources of evidence were discussed within focus groups, these were subsequently provided to the Inspection Team.

4. Inspection Evaluation

- 4.1. Whilst it was anticipated the Inspection Report would be published on 28 April 2020, on 23 March 2020 the Care Inspectorate took the decision to suspend all publications of inspection reports in light of the demands on public services due to the Covid-19 pandemic. The Inspection Report was subsequently published on 16 June 2020. The report can be accessed [here](#).

Summary of Evaluations:

| | |
|--|----------|
| How good is our Leadership | Good |
| How well do we meet the needs of our stakeholders | Good |
| Impact on children and young people | Adequate |
| Improvements in the safety, wellbeing and life chances of vulnerable children and young people | Adequate |

- 4.2. The Care Inspectorate recognised a lot of good work that is being done in South Lanarkshire. The adequate evaluations predominately relate to our Corporate Parenting agenda. This includes actively engaging with care experienced children and young people via the establishment of a Champions Board and the testimony of care leavers of services and supports available to them when they leave care.
- 4.3. Whilst the Care Inspectorate could see that there were active steps being undertaken to address these areas, for example the development of a dedicated Throughcare and Aftercare Team for care leavers, it was too early to see the impact of this. In addition, they were also aware that the launch of the Champions Board had taken place on 10 December 2019 but again felt it was too early to evidence the impact of engagement with care experienced young people.
- 4.4. The Care Inspectorate in its conclusion reported that: The Care Inspectorate and its scrutiny partners are confident that South Lanarkshire Community Planning Partnership has the capacity to continue to improve and to address the points for action highlighted in this report. This is based on:
- ◆ a strong commitment to collaborative working and improvement
 - ◆ improvements already demonstrated in the wellbeing of many children, young people and their families supported by a wide range of effective services
 - ◆ the potential for continuing improvements through developments which had already begun
 - ◆ the support and confidence demonstrated in senior leaders by staff across all sectors
 - ◆ the partnership's own joint self-evaluation which identified many of the strengths and areas for development highlighted in this report

- ♦ positive discussions in partnership meetings held during the course of this inspection which demonstrated a clear commitment to improvement and learning

5. Good Practice Examples

- 5.1. In the Inspection Report, Aspire and Structured Deferred Sentencing were identified as two good practice examples in South Lanarkshire.
- 5.2. Aspire is the Youth Employability Service coordinated by Education Resources. Youth Employability and partners promote and share a consistent vision that all our young people have a positive initial and sustained destination as they enter further and higher education, training and employment.
- 5.3. Closing the attainment gap and improving employability outcomes for children and young people who live in our rural areas, who are care experienced, have additional support needs, are involved with the youth justice system and/or subject to other adverse childhood experiences remain key priorities.
- 5.4. Effective leadership and synergy across council and partner priorities has enabled strong connections between strategic groups of CPP, Opportunities for All and Children's Services to develop our young workforce.
- 5.5. Analysis of the Skills Development Scotland co-ordinated Data Hub supports the tracking of young people age 16 - 19 to ensure positive destinations are achieved and sustained. Despite having one of the largest numbers of young people aged 16-19 in Scotland; we now have one of the highest positive initial destination results comparable with other Councils.
- 5.6. The Inspection Team recognised that the Structured Deferred Sentencing (SDS) Court in Hamilton has led to significant improvement in wellbeing for young people.
- 5.7. SDS is a community based intervention given after conviction, but prior to sentencing.
- 5.8. SDS aims to divert people from the criminal justice system and reduce short term prison sentences. A person convicted of an offence is provided with a period of time between conviction and sentencing in which they receive structured support to address criminogenic needs and stop offending prior to being sentenced. If during the deferral they do not commit any further offences, any subsequent sentence will be lower or they may be admonished.
- 5.9. Young people who engaged had better outcomes in terms of mental health and housing, with positive destinations in terms of employability and inclusion within their community.
- 5.10. The evaluation of outcomes was supported by the University of the West of Scotland evaluation report which Inspectors recognised this was a successful project due to a "welfare-led" approach underpinning the project.
- 5.11. To evidence the success of the project, 90% of those who engaged did not re-offend.

6. Next Steps

- 6.1. The Partnership will be actively engaging with our Care Inspectorate Link Inspector on the improvement plan which will be overseen by the Children's Services Strategy Group and reported to the Getting it Right for South Lanarkshire's Children's Partnership Board.
- 6.2. The Children's Services Strategy Group will develop a communication strategy to ensure partners, stakeholder and wider workforce are informed of the outcome from the inspection and improvement plan going forward.

7. Employee Implications

- 7.1. There are no employee implications associated with this report.

8. Financial Implications

- 8.1. There are no financial implications associated with this report.

9. Climate Change, Sustainability and Environmental Implications

- 9.1. There are no implications for climate change, sustainability or the environment in terms of the information contained in this report.

10. Other Implications

- 10.1. Whilst there are risks associated with any external scrutiny process, particularly one of this scale across Council Resources and including other partner agencies of NHS Lanarkshire, Police Scotland and Scottish Children's Reporters Administration (SCRA); it is important that we maintain our good working relationship with the Care Inspectorate based on transparency and improvement.
- 10.2. There are no other issues associated with this report.

11. Equality Impact Assessment and Consultation Arrangements

- 11.1. There is no requirement to undertake an equality impact assessment regarding the content of this report.
- 11.2. As identified above, there has been extensive engagement with staff, children and young people their families and carers as part of this inspection process.

Val de Souza

Director, Health and Social Care

Date: 21 July 2020

Link(s) to Council Values/Objectives

- ◆ Protect vulnerable children, young people and adults
- ◆ Deliver better health and social care outcomes for all
- ◆ Get it right for children and young people

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:-

Arun Singh, Children and Justice Service Manager (Partnership Inspection Coordinator)

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Report

8

Report to: **Executive Committee**
 Date of Meeting: **12 August 2020**
 Report by: **Executive Director (Finance and Corporate Resources)**

Subject: **Recovery Board Activity**

1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ provide, for information, a summary of business items considered by the Recovery Board.

2. Recommendation(s)

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

- (1) that the information regarding the items of business considered by the Recovery Board at its meetings held on 8 and 22 July 2020 be noted; and
- (2) to note that further updates will be provided to the Committee.

3. Background

3.1. In response to the COVID-19 pandemic and the strict measures to slow down the spread of COVID-19 introduced by the Scottish Government, there had been a need to cease, reduce and amend certain services so that physical distancing measures could be adhered to and account taken of higher than usual levels of absence. Specific changes of service changes had been notified to elected members in a comprehensive series of COVID-19 briefings and reflected on the Council's web page and social media to ensure that communities were kept informed.

3.2. In anticipation of the easing of lockdown restrictions, all Council Resources had been making plans for short and long-term recovery. A forward planning Recovery Working Group had been established, consisting of senior managers from all Council Resources, South Lanarkshire Leisure and Culture and the Health and Social Care Partnership to consider the following key work streams:-

- ◆ organisational recovery
- ◆ support for business recovery
- ◆ Health and Social Care Partnership – learning, influence on service wide redesign
- ◆ community and voluntary organisations – how to retain the contribution from those groups

3.3. This had led to the development of a Council Recovery Plan which was considered by the Executive Committee on 24 June 2020. The Council Recovery Plan was based on what was known at the time of its development. It was noted that, as the situation was fluid, the Plan would remain under constant review and be amended as

a result of any changes in guidance, as well as other factors such as competing Council priorities.

4 Recovery Board

- 4.1 The Executive Committee agreed that a Recovery Board be established that would be responsible for the ongoing monitoring and scrutiny of the Recovery Plan as it continued to develop and be delivered, and to ensure that the Plan continued to meet the Council's objectives and deliver the right services in the right way, to the benefit of South Lanarkshire residents, communities and businesses, while working within the finances available. A copy of the Board's Terms of Reference is attached as Appendix 1 to the report
- 4.2. At the time of writing this report, the Recovery Board has met on 2 occasions, on 8 and 22 July 2020. A summary of the business considered at those meetings is provided in Appendix 2 to the report. The Recovery Board will meet on 5 August 2020 and details of the business to be considered are detailed in Appendix 3. An update on the outcomes arising from that meeting will be provided at the Executive Committee meeting on 12 August 2020.

5. Employee Implications

- 5.1. There are no employee implications in terms of the content of this report.

6. Financial Implications

- 6.1. There are no financial implications in terms of the content of this report.

7. Climate Change, Sustainability and Environmental Implications

- 7.1 There are no specific climate change, sustainability or environmental implications arising from this the information contained in this report.

8 Other Implications

- 8.1. There are no significant issues in terms of sustainability or risk in terms of the information contained in this report.

9. Equality Impact Assessment and Consultation Arrangements

- 9.1. This report does not introduce a new policy, function or strategy, or recommend a change to an existing policy, function or strategy and, therefore, no impact assessment is required.
- 9.2. There was no requirement to undertake any consultation in terms of the information contained in the report.

Paul Manning

Executive Director (Finance and Corporate Resources)

28 July 2020

Link(s) to Council Values/Ambitions/Objectives

- ◆ Accountable, effective, efficient and transparent
- ◆ Focused on people and their needs

Previous References

Executive Committee – 24 June 2020

List of Background Papers

None

Contact for Further Information

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

Lynn Paterson, Administration Officer

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E-mail: lynn.paterson@southlanarkshire.gov.uk

Terms of Reference

1 Powers and Responsibilities

- 1.1 To monitor the Recovery Plan which has been developed to enable the Council to make plans for both short-term and long-term recovery, focusing on the following workstreams: -
- ◆ Organisational recovery
 - ◆ Support for business recovery
 - ◆ Health and Social Care Partnership - learning, influence on service wide redesign (to be considered by the IJB)
 - ◆ Community and voluntary sectors - how to engage and develop sustainably the capacity of these sectors to support individuals and communities.
- 1.2 To provide a scrutiny role on the strategic direction to ensure the Council continues to meet its objectives and delivers the right services in the right way in conjunction with communities and in compliance with the Council's Values, Ambitions and Objectives.
- 1.3 To receive updates on the Council's financial position with regards to the impact of Covid, grants and reliefs received from governments and guidance from the Executive Director, Finance and Corporate Resources on actions required to secure the Council's financial position.
- 1.4 To consider the options for service re-introduction and to make recommendations to Committee on any changes to service proposed as the council goes through the recovery phases.
- 1.5 To develop the Council's communications and public messaging around the Recovery Plan.
- 1.6 To contribute to strategies and actions developed by the Pan Lanarkshire Economic forum to stimulate and support business recovery in the area and wide City Region.
- 1.7 To plan for the re-introduction of the Council's formal decision making and scrutiny process.
- 1.8 To review the Terms of Reference and agree any amendments needed for them to remain fit for purpose
- 1.9 To provide regular updates on progress to the Executive Committee.

2 Membership

- 2.1 11 members with provision for 1 named substitute from each Group (Political balance: 4 SNP; 3 Labour; 2 Conservative; 1 Independent Group and 1 Liberal Democrat)

Members: Councillor John Ross (Chair), Councillor Maureen Chalmers, Councillor John Anderson, Councillor Josh Wilson, Councillor Joe Fagan, Councillor Gerry Convery, Councillor Maureen Devlin, Councillor Alex Allison, Councillor Richard Lockhart, Councillor Margaret Cooper, Councillor Robert Brown.

Substitutes: Councillor Katy Loudon, Councillor Margaret Walker, Councillor Graeme Campbell, Councillor Jackie Burns, Councillor Mark McGeever

- 2.2 To be chaired by the Leader of the Council, Vice Chair in his absence would be the Council Depute Leader.

3 Meeting Arrangements and Practice

- 3.1 To meet every 2 weeks (or, more often, if deemed necessary).
- 3.2. Meetings not held in public - Internal Working Group.

4 Reporting Arrangements

- 4.1 The Recovery Board will make recommendations to the Council's Executive Committee for decision and will also report on any developments/changes requiring to be made to the Recovery Plan. During recess or where matters require more urgent decision making, these may be through delegated powers held by the Chief Executive in consultation with the Recovery Board.

5 Termination of Recovery Board

- 5.1 The Recovery Board may determine to terminate its operation by making such recommendation to the Executive Committee.

6 Underlying Principles

- 6.1 The Recovery Board will have regard to the Council's Priorities and Our Values in the context of the COVID-19 Recovery.

The pandemic is a health crisis, a social crisis and an economic crisis that is causing harm on an unprecedented scale.

Difficult decisions are required to balance these various, inter-related harms so as to minimise overall harm through the restoration of council services, and sustaining economic recovery within the framework of our commitment to the climate change agenda and protecting the wellbeing of people and our communities. .

The harms caused do not impact everyone equally and we will act to protect those most at risk and protect human rights.

Our Connect Priorities

- Promote sustainable and inclusive economic growth and tackle disadvantage
- Get it right for children and young people
- Improve health, care and wellbeing
- Ensure communities are safe, strong and sustainable.

Our Values

- Focused on people and their needs
- Working with and respecting others
- Accountable, effective, efficient and transparent
- Ambitious, self-aware and improving
- Fair, open and sustainable
- Excellent employer

How We will Do Our Work

- Safe** We will act to ensure that transmission of the virus remains suppressed and that our health and care services are not overwhelmed.
- Lawful** We will respect the rule of law which will include ensuring that any restrictions are justified, necessary and proportionate.
- Evidence-based** We will use the best available evidence and analysis.
- Fair & Ethical** We will uphold the principles of human dignity, autonomy, respect and equality.
- Clear** We will provide clarity to the public to enable compliance, engagement and accountability.
- Realistic** We will consider the viability and effectiveness of options.
- Collective** We will work closely with our communities and in collaboration with our statutory, third sector, business partners and stakeholders.

Recovery Board Meeting – 8 July 2020

| Items of Business | Summary |
|--|---|
| Board Terms of Reference | Terms of Reference agreed subject to amendments |
| Cost of COVID-19 and Identification of Budget Shortfall | Details of the costs of recovery plans and the anticipated costs that will be incurred in 2020/2021 noted. Details on the estimated outturn on the Council's budget for 2020/2021 noted. |
| Roads and Transportation Services – Parking Management Services Restart/Recovery | 3 options considered for the timing and staging of the reintroduction of the parking management measures. Option 1 agreed with Stages 1 to 3 to be taken forward. Stage 4, 'reintroduction of tariffs' to be confirmed following an impact assessment on East Kilbride and Hamilton town centres. |
| Lanarkshire Economic Forum and Review of Economic Development Services | Establishment of the Lanarkshire Economic Forum (LEF) agreed. Proposals for the future delivery of Economic Development Services to support economic recovery to be submitted to the Recovery Board in August 2020. |
| Health and Social Care Partnership Position on Recovery | Update on the Health and Social Care Partnership's proposals to tackle recovery in response to the COVID-19 pandemic noted. |
| Community and Voluntary Sector Contribution | Significant contribution that community and voluntary organisations had made in response to the COVID-19 pandemic noted. Local Resilience Partnership would consider 'lessons learned' and report back to a future Recovery Board Meeting. |
| Public Messaging | Social media briefings to be prepared on the decisions taken by the Board in relation to Parking Management arrangements and establishment of the Lanarkshire Economic Forum noted. Briefings issued in relation to grass cutting services to be shared with Community Councils. |

Recovery Board Meeting –22 July 2020

| Item of Business | Summary details/decision |
|--|---|
| Terms of Reference | Amended Terms of Reference noted. |
| Financial Position – Cost of COVID-19 | Updated details of the costs of recovery plans and the anticipated costs that will be incurred in 2020/2021 noted. Updated details on the estimated outturn on the Council's budget for 2020/2021 noted. |
| Recovery Plan – Equality Impact Assessment | Updated Equality Impact Assessment (EQIA), based on what is known and understood at this point, noted. Agreed that the needs of groups with protected characteristics and low-income households to be considered when prioritising services outlined in the Recovery Plan. |
| Recovery Queries Process | Process agreed that allows questions on recovery and |

| | |
|--|--|
| | service impact to be considered by appropriate officers. Copy of enquiry and response to be circulated to all members. |
| Formal meeting arrangements post Recess | Arrangements for the full calendar of Council meetings to commence, on a blended approach, from 9 August 2020 agreed. |
| Recovery Plan - Workforce | Workforce information associated with COVID-19 Recovery Plan noted. Head of Personnel Services to provide list of those services being delivered, in full, on a remote basis to Board members. |
| Service Resumption | Report on service resumption to be submitted to Recovery Board meeting on 5 August 2020. |
| Roads and Transportation Services – Parking Management Services Restart/Recovery | Decision to reintroduce car parking charges deferred to give the Community and Enterprise Resources Committee an opportunity to consider SYSTRA Limited's conclusions from their Independent Parking Demand Management Review. |
| South Lanarkshire Leisure and Culture – Framework for the Recovery of Services | Update on the recovery plan for South Lanarkshire Leisure and Culture (SLLC) facilities noted. Framework for initial stages of SLLC's business recovery noted. |

Business to be considered by Recovery Board on 5 August 2020

- ◆ Financial Position – Cost of COVID-19
 - ◆ Economic Update – Joint report by Executive Directors (Community and Enterprise Resources and (Housing and Technical Resources
 - ◆ Recovery Plan
 - ◆ SLLC Organised Outdoor Contact Sports for Children and selected Athletics Activity
 - ◆ SLLC Outdoor Adventure Activities
 - ◆ Libraries and Information Services Recovery
 - ◆ Museum Service Recovery
 - ◆ After-School Care Lets in schools
- Reports by the Executive Director (Community and Enterprise Resources)
- ◆ Service recovery infographics
 - ◆ Service status
- Reports by all Executive Directors
- ◆ IT/agile working roll out – Status and Next Steps
- Report by Executive Director (Finance and Corporate Resources)

Report

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| Report to: | Executive Committee |
| Date of Meeting: | 12 August 2020 |
| Report by: | Chief Executive |

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| Subject: | South Lanarkshire Council Response to the Covid-19 Pandemic |
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ provide the Executive Committee with an overview of the actions taken by South Lanarkshire Council to support residents, communities and businesses in response to the Covid-19 pandemic.

2. Recommendation(s)

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

- (1) that the contents of the report be noted.

3. Background

- 3.1. The novel coronavirus Covid-19 first emerged in the Wuhan district in China in late 2019 and spread across the world. On 1 March 2020 the first positive case was confirmed in Scotland, followed two days later by the first death of a patient confirmed to have contracted Covid-19. On 11 March, the World Health Organisation declared the virus to be a pandemic.
- 3.2. Schools across Scotland closed on 20 March, and on 23 March 2020 the UK Prime Minister announced measures to minimise the spread of the virus. These indicated that people should only leave home to buy food, exercise once a day or to go to work, if they were unable to work from home.
- 3.3. First Minister Nicola Sturgeon confirmed the restrictions in Scotland, and said they amounted to a “lockdown”. They included advice from the Chief Medical Officer that non-essential business premises, sites and attractions should close. Thereafter, 750,000 Scottish workers were placed on furlough or supported through schemes for the self-employed.
- 3.4. In addition to the restrictions for the general population, approximately 170,000 people in Scotland were ‘Shielded’ and advised to stay at home completely, usually due to underlying health conditions. This was a key element in an overall approach designed to keep the numbers of infections as low as possible to help the NHS cope with the crisis.

- 3.5 On 21 May 2020 the First Minister published a route map for lifting lockdown restrictions in Scotland. The first phase began on 28 May and at this time Scotland is in the third of four phases of recovery.
- 3.6 The pandemic has had a significant impact on the council. Some services had to be withdrawn or reduced, to allow physical distancing measures to be followed by service users and staff; to take account of higher than usual staff absence levels; and to allow services to concentrate resource on key frontline services.
- 3.7 In addition, the council had to redirect resources in order to take on an extensive range of new services in response to the pandemic. These included the council's Community Wellbeing Helpline and support for those on the Shielding list. The council also administered a range of business support schemes, created a network of emergency childcare hubs for the children of key frontline workers, developed a completely new system for Free School Meals vouchers, and delivered a range of other supports for individuals, communities and businesses.
- 3.8 The purpose of this report is to give Elected Members more details of these efforts, and these are given in sections 4 and 5. This acts as an overview of the council response to Covid-19 over the last five months. It also includes reference to work undertaken by South Lanarkshire Leisure and Culture (SLLC) staff, and our work with partners, including community organisations and volunteers, who responded magnificently to the challenge.
- 3.9 This report is not exhaustive, but rather provides some examples from across the council's Resources and SLLC to illustrate those efforts. This report has been produced with input from our trade union partners, with whom the council has worked closely in the response to the pandemic.

4. Additional services delivered in response to Covid-19

4.1 In support of vulnerable residents

- 4.1.1 Since the outset of the pandemic the council has worked with the Scottish Government, the NHS and other partners, including community groups and volunteers, to ensure that vulnerable people get the extra help they need.
- 4.1.2 The council moved quickly to put in place, on 23 March, the South Lanarkshire Community Wellbeing Helpline. The council publicised the helpline widely to reach residents who might need assistance, in particular those who were self-isolating or otherwise vulnerable but who had no support network, or who might find their usual support network was affected by Covid-19. This service was established a week prior to a national response being mobilised.
- 4.1.3 The Wellbeing helpline was co-ordinated by the Community Participation and Engagement Team but included officers from across the council, notably staff who were transferred from Q&As, which had been closed due to the government's restrictions, and SLLC, with assistance from services such as Fleet, Housing and Facilities Management, which sourced food items for packages delivered to those who needed them.
- 4.1.4 However, the Wellbeing response was not just a cross-council effort – in fact, it provided a focus for the many community groups and volunteers who were keen to

be part of the response to the pandemic. These groups and volunteers worked tirelessly to ensure vulnerable local residents got the help they needed.

Effective as at 27 July 2020, the following assistance had been provided through the Community Wellbeing Helpline:

- 3,696 responses to requests for food parcels
- 205 responses to requests for help with shopping
- 1,380 prescription uplifts
- 126 support with utilities
- 39 hearing aid batteries
- 1,716 sanitary provision
- 1,064 other requests (for example, befriending, pet food)

More details/Case studies:

https://www.southlanarkshirereview.scot/news/article/566/communities_pull_together_to_help_deliver_vital_supplies

https://www.southlanarkshirereview.scot/news/article/599/working_together_to_deliver_food_and_supplies_across_south_lanarkshire

4.1.5 The national Shielding initiative went live on 31 March, by which time a team had been established by Finance and Corporate Resources which included officers from across the council and SLLC. Facilities and IT provided essential assistance as a call centre was established in council HQ, and calls were made outwards to everyone on the initial list supplied by the Scottish Government, using NHS data. This was supported by the development of a Shielding and Wellbeing call handling database produced by IT, literally over the first weekend. Further calls were then made to those on later lists received by the council. In many cases follow-up calls were made to provide continued reassurance, and in a small number of cases where residents could not be contacted by phone, letters were issued urging individuals to contact the Shielding line. Personnel also contacted and provided support to all council employees who were on the Shielding list.

Effective as of 27 July 2020, the following assistance had been provided:

- 17,141 calls to or from vulnerable residents
- 4,076 food packages arranged for delivery
- 2,738 prescription medicines arranged for delivery

More details/Case studies:

https://www.southlanarkshirereview.scot/news/article/607/vital_support_for_thousands_through_helplines

- 4.1.6 Volunteers from across the council and SLLC were involved in both the Shielding and Wellbeing efforts, with several acting as delivery drivers, but in addition food deliveries were being made by other teams to other vulnerable groups. Throughout the lockdown Community Wardens were deployed to deliver meals prepared by Facilities Management to homeless households. By 27 July 2020 they had delivered 10,744 hot meals to homeless projects and 719 food parcels to Sheltered Housing tenants.
- 4.1.7 In addition, Social Work Resources identified the most vulnerable children and families and worked with Community and Enterprise to have meals prepared and delivered to them. Between 13 April and 19 June 2020 20,807 hot meals and desserts made and delivered to 112 families throughout South Lanarkshire.
- 4.1.8 The Care at Home service established dedicated teams to support individuals with a Covid-19 diagnosis or symptoms, and an additional 2,000 Care at Home hours were commissioned from external providers. Following the closure of building-based Adult day services, an outreach contact and support service was developed for service users and their families. Initially 243 sessions were delivered per week, and by the end of June this number had grown to 779.
- 4.1.9 Other help for vulnerable individuals included Housing and Technical Resources prioritisation of services to homeless households. This saw an increase in the amount of temporary accommodation stock in each area of South Lanarkshire, including the securing of a lease with the University of the West of Scotland, and continued delivery of Void repairs, which saw 489 properties prepared for occupancy in this period. As a result, the Resource assisted 557 households who were either homeless or at risk of becoming so, and it provided 779 temporary accommodation places to homeless households.
- 4.1.10 Among other supports for individuals affected by Covid-19 was the provision of financial advice for those personally affected by a loss in income, and during the pandemic the Money Matters advice service handled up to 150 enquiries a day.
- 4.1.11 Among the more sensitive additional tasks, the Bereavement Services team had to work under government restrictions, including a limit on the number of mourners able to attend burials and cremations. The team put in place an option to have services streamed on the internet. An emergency body storage facility was also put in place by Community and Enterprise. Also, despite physical distancing restrictions, death registrations were able to be carried out remotely by telephone, due to the delivery of a central hub in council HQ by the council's Registration Service.

More details/Case studies:

https://www.southlanarkshirereview.scot/news/article/563/all_family_and_friends_able_to_watch_crematorium_service_online

4.2 In support of communities

4.2.1 Nationally, one of the most high-profile responses to the pandemic was the creation of emergency childcare hubs following the closure of schools, to provide places for the children of key frontline workers.

4.2.2 Working with other council Resources, Education created 20 such hubs in primary schools across South Lanarkshire, plus a further six Early Years hubs. These were open from 26 March 2020 and were staffed exclusively by staff volunteers. They provided care for an average of 400 children each day. The hubs proved very popular, with testimonials from parents/carers and children themselves who appreciated the learning and fun activities which were provided, and which were shared widely on social media.

More details/Case studies:

https://www.southlanarkshirereview.scot/news/article/583/childcare_hubs_are_the_frontline_of_education_efforts

https://www.southlanarkshirereview.scot/news/article/559/schools_supporting_children_families_and_communities

https://www.southlanarkshirereview.scot/news/article/595/care_home_heroes_share_stories_with_school_hub

4.2.3 A smaller number of emergency childcare hubs ran throughout the Summer holiday period so that key workers could continue to play their part in the response to Covid-19.

4.2.4 The closure of most schools had other significant impacts, one of which was on the provision of free school meals. Initially this was overcome by making “grab and go” meals available for collection for eligible children from childcare hubs, and indeed Community and Enterprise has continued to make such meals available throughout the period, for children still attending the hubs.

4.2.5 However, to better comply with physical distancing restrictions, a completely new system was created by Finance Transactions, with support from officers from other Resources. This was done using PayPoint, making vouchers available to parents/carers via a combination of texts to mobile phones, emails or by post. In the four months from the launch of the new system on 3 April 2020 the council paid out £2.6m in free school meal vouchers to feed 9,800 eligible children.

More details/Case studies:

https://www.southlanarkshirereview.scot/news/article/548/vouchers_to_be_sent_in_place_of_free_school_meals

4.2.6 Using the Scottish Government Food Fund and working with local and national partners such as Fareshare and Food Banks, the Community Engagement and Participation Team established a distribution network in schools to top up third

sector resources throughout South Lanarkshire. Food and other essential resources were packaged and to those in need within communities, including callers to the Wellbeing Helpline.

More details/Case studies:

https://www.southlanarkshirereview.scot/news/article/562/community_meals_service_delivers_lifeline_to_vulnerable

https://www.southlanarkshirereview.scot/news/article/587/jim_s_deliveries_bring_more_than_just_meals

4.3 In support of businesses

- 4.3.1 A number of different supports for businesses affected by Covid-19 were created following an initial announcement by the UK Government on 17 March 2020. In Scotland, this business support was directed by the Scottish Government, which passed on responsibility for several schemes to local government, notably the Small Business Support Scheme, the Retail, Hospitality and Leisure Grant Scheme, the Tenant Occupier Support Fund, the Newly Self-Employment Hardship Fund and the Bed and Breakfast Hardship Fund.
- 4.3.2 Putting these schemes into place in South Lanarkshire in a matter of days required a massive effort across the council, in particular by Economic Development, Finance Transactions and IT. For each scheme, an application form was created and placed on the council website, applications were then processed by the various teams and decisions taken on eligibility of applicants. All schemes involved a high level of support/advice to applicants from officers, including handling of appeals.
- 4.3.3 A 10-day target was set for eligible applicants to be paid, and there was an additional requirement for regular and detailed reporting of processes back to the Scottish Government. Over time there were several changes to eligibility criteria and guidance, but these were accommodated by the teams that had been established to administer the grants. The council has processed all of the 4,610 applications it received for business grants, with an award rate of 83%. The total value of grants awarded by 27 July 2020, to support local businesses in the most difficult circumstances brought about by Covid-19, was £41.734m.

More details/Case studies:

https://www.southlanarkshirereview.scot/news/article/582/council_issues_26million_to_support_local_businesses

4.4 Other support

- 4.4.1 A great deal of less high-profile, but essential, work was undertaken by council and SLLC staff to support the many vital efforts outlined above. Again, every council Resource and all services had a role to play in this collective effort.
- 4.4.2 To give just one example to illustrate this - the procurement and delivery of suitable Personal Protective Equipment (PPE) to help protect frontline workers and residents. Procurement (FCR) sourced PPE under very demanding conditions from as far away as China; Design Services staff (HTR), SLLC staff and others were redeployed to deliver PPE; Fleet (C&ER) made vehicles available for the dispatch of PPE; a PPE hub was established at the Newberry Rooney Centre, involving Social

Work/HSCP and others, including IT to put in place telephones and computer infrastructure; and even insurance of PPE in storage had to be arranged, by Risk Management (FCR).

- 4.4.3 The provision of PPE was challenging, especially in the initial stages of the pandemic, and the council, with the involvement of the trade unions, worked to ensure that all staff had appropriate PPE that met public health guidelines.

More details/Case studies:

https://www.southlanarkshirereview.scot/news/article/572/unsung_heroes_help_to_keep_us_all_safe

- 4.4.4 Another group that worked extremely hard behind the scenes to keep service users and staff safe were the cleaning staff employed within Facilities Services. The council had previously become the first in Scotland to purchase a large number of antistatic spray devices which offer a high level of protection from viruses and bacteria. The team used these and other cleaning methods to deliver unparalleled levels of protection from Covid-19 across the childcare hubs, care homes, council offices and other public-facing spaces.
- 4.4.5 Council officers have sought to provide extensive, detailed and regular information to Elected Members to ensure they are informed regarding the issues faced by their officers and communities, and to support them in exercising their community leadership role. At the time of writing 73 separate briefing notes have been provided to members, along with a weekly detailed script outlining key issues produced by the Chief Executive for his weekly meetings with political group leaders and subsequently used to brief political groups. The briefing notes were also shared with South Lanarkshire parliamentarians.

5. Continued delivery of 'usual' council services, despite Covid-19

- 5.1 Although some services normally provided by the council had to be stood down at some points in the pandemic, due to staff absences, the redirection of resources, or to comply with physical distancing, most did continue in some form throughout. This section of the report gives some examples of how these services were able to continue and adapt to the circumstances.

5.2 Community and Enterprise Resources

- 5.2.1 A particularly challenging aspect of responding to Covid-19 was maintaining a kerbside waste collection service, particularly given physical distancing guidance. Following constructive consultation with trade unions and staff, new arrangements were brought in which involved Fleet supplying minibuses to transport waste operatives so they could follow waste vehicles. The logistics involved meant some particular services had to be suspended, including special uplifts, but these arrangements meant South Lanarkshire Council was able to provide an almost entirely uninterrupted full kerbside waste collection throughout, preventing what would otherwise have been severe disruption for residents.
- 5.2.2 Other parts of the Resource continued their services, often using remote working, including Environmental Services, Planning and Building Standards and Economic Development. Fleet continued to manage its 1,415 vehicles, redeploying many in response to Covid-19, while Roads and Transportation focused on safety inspection

and emergency-related priorities, as well as supporting other services as they responded to changing situations, eg parking for NHS testing facilities, pharmacy deliveries and traffic management when Household Waste Recycling Centres reopened.

- 5.2.3 The Resource has now recommenced some Grounds Maintenance Services, with a focus on priority areas including cemeteries, social work properties and schools, care of garden scheme. A programme of work on open space areas is underway with the aim of getting all areas cut at least once during the growing season. However, the team – most of whom had been temporarily redeployed on a number of Covid-19-related duties - are now facing a backlog of more than four months' work. Continuing physical distancing restrictions mean significantly reduced capacity which, together with overgrown conditions, is resulting in cuts taking six times longer to complete than usual.

5.3 Education Resources

- 5.3.1 When schools closed on 20 March 2020, in addition to the creation of the emergency childcare hubs, Education had two other main priorities. One of those was meeting the needs of vulnerable children, and arrangements were put in place to ensure that contact was maintained with them all.
- 5.3.2 The other priority was supporting continuity of learning for pupils generally. Teachers, pupils and families responded positively to the home learning challenge, evidenced by social media posts showing a range of interactions and responses, with schools were finding innovative ways to keep in contact with their pupils and communities. Pupils without access to IT were able to borrow equipment from schools, and an assessment was carried out of children from backgrounds of deprivation which will see further equipment purchased for their use.
- 5.3.3 Staff responded to the cancellation of SQA examinations by pulling together the evidence required to support estimated grades for pupils, and these were subject to moderation and scrutiny before being submitted prior to the 29 May deadline. Pupils received their results on 4 August and teachers and other staff will, as usual, be involved in helping pupils plan their next steps, and assisting with exam result appeals.
- 5.3.4 Schools also continued their preparations for pupil transitions, and during May and June put in place special conditions so they could welcome new P1 and S1 pupils to give them some experience of their new learning environments. Staff also undertook a large logistical exercise to prepare for a potential return of all pupils on a blended education model, as a contingency if full return to school was not possible.

5.4 Finance and Corporate Resources

- 5.4.1 As Elected Members know, substantial numbers of council employees have been enabled to work remotely during the pandemic, in line with Scottish Government advice that those who can work from home should do so. Those thousands of remote workers have kept the vast majority of the council's services running throughout this period, and not just the higher-profile areas already mentioned in this report, but also in often-unsung areas such as Council Tax collection, Design Services, Corporate Improvement and Payroll.
- 5.4.2 Making this happen involved a huge effort by IT services, which resulted in more than 5,000 council staff working remotely using a variety of methods, including council equipment and their own devices.

More details/Case studies:

https://www.southlanarkshirereview.scot/news/article/617/the_it_crowd_are_keeping_us_all_working

5.4.3 Microsoft Teams was also rolled out at pace to allow meetings to take place involving officers and Elected Members, and Teams committee meetings were piloted as the council works towards the best solution in that area.

5.4.4 The rest of the Resource's services worked with little or no disruption, with high levels of flexible working. For example, Finance Services, working with services across the council, ensured that the Annual Accounts were delivered on time. Internal Audit continued work on its programme, while in Communication and Strategy usual work was added to by the effort to make Covid-19 information available in a timely and understandable manner.

5.5 Housing and Technical Resources

5.5.1 Although some core services have been significantly scaled back or stopped, the focus of Housing and Technical Resources has been to establish and maintain revised service arrangements to support the effective delivery of critical services. These include services for people who are homeless, sheltered housing tenants, services for Gypsy/Travellers, emergency repairs, gas safety, and management of void properties.

5.5.2 In the period since lockdown the Resource has:

- undertaken 1256 sheltered housing visits
- continued to deliver emergency repairs, with 3895 completed
- allocated 293 homes to people who are homeless or have other urgent housing needs; and
- maintained our gas servicing programme, completing 4096 services

More details/Case studies:

https://www.southlanarkshirereview.scot/news/article/609/essential_services_delivered_to_most_at_risk_communities

5.6 Social Work Resources/HSCP

5.6.1 Care homes have been a focus for media and public attention across Scotland during the pandemic, but South Lanarkshire Council facilities were able to continue to provide an excellent service, and indeed, with assistance from other Resources, local capacity was temporarily increased by 90 beds.

5.6.2 Thorough cleaning and PPE protocols contributed to there being just one Covid-19 positive tests of staff and residents since 15 June 2020, during which period 2,089 care home staff and 139 residents were tested.

5.6.3 Adult Protection continued to remain a priority, and 457 ASP investigations were started during the period 6 March 2020 to 16 July 2020, while there were 991 Adults with Incapacity visits in the period 6 March 2020 to 16 July 2020.

5.6.4 Children and Justice Services were also maintained. At the beginning of the pandemic Children and Family teams identified the most vulnerable children known

to them and mapped out how best to deliver services to them and their families. There was also close liaison with partner agencies and third sector to ensure that those most in need were identified.

- 5.6.5 Residential childcare continued to be provided to 41 children, with the assistance of 23 SLLC staff recruited to supplement the service across the six Children's Houses. Lockdown brought new challenges to keep everyone engaged and safe, but this was accomplished with no cases of Covid-19 reported in children or staff.

More details/Case studies:

https://www.southlanarkshirereview.scot/news/article/584/career_change_during_lockdown_childrens_play_for_richard

https://www.southlanarkshirereview.scot/news/article/565/daily_dancing_brings_joy_to_rutherglen_care_home

5.7 South Lanarkshire Leisure and Culture

- 5.7.1 All SLLC's customer-facing operations closed on 18 March 2020 in line with Scottish Government advice. Apart from key staff retained to undertake building checks, plan for recovery and deal with customer enquiries, 982 members of staff were registered on the Job Retention Scheme. However, as noted in sections above, up to 500 SLLC staff volunteered for a variety of other roles, including support for the elderly and vulnerable. 200 continue to do so.

More details/Case studies:

https://www.southlanarkshirereview.scot/news/article/568/sllc_staff_play_vital_role_in_combined_effort

- 5.7.2 However, SLLC continued to engage with customers and communities by developing online offerings including a range of live fitness and arts classes, tutorials, children's activities and increased library provision for e-books and magazines.

- 5.7.3 Since facilities were closed this has resulted in increased engagement online, as follows:

Facebook

- Children's activities in South Lanarkshire +35% followers +33% likes
- Cultural activities in South Lanarkshire +36% followers +34% likes
- Leisure in South Lanarkshire +287% followers +210% likes
- Low Parks Museum +11% followers +30% likes

Twitter

- @SLLLeisCulture +21% followers
- @SportnHelathSL +40%

- @blantyrelisure +4%
- @ActiveSchoolsSL +16%

6. Summary/Current position

- 6.1 A corporate Recovery Plan was presented to the first meeting of the council's Recovery Board on 8 July 2020. This outlined the position regarding council services as at 16 June, together with what was planned in the short term (to end September 2020) and longer-term prospects. However, the report itself noted that the position was fluid and depended on a number of factors, including future Scottish Government advice relating to the pandemic, and the finances available to the council.
- 6.2 The Executive Committee agenda includes the report Revenue Budget Monitoring for Period 3, 1 April to 19 June 2020, which shows a possible projected net Covid-19 cost to the council of £29.062 million for 2020/2021. Within this difficult financial context, the council continues to respond to the emergency while simultaneously moving to recovery activity, and services continue to come back on stream and be improved.
- 6.3 On 30 July the First Minister told the Scottish Parliament that schools would return in August 2020, with a directive that all school pupils should be back fully by 18 August. Phased return will however commence from 12 August. In the same statement she stressed that Covid-19 remained a threat to Scotland's people and its economy, and she indicated it may be some time before further restrictions were removed, to take the nation into the fourth and final stage of the Scottish Government's routemap to recovery.
- 6.4 Council and SLLC officers will continue to monitor financial and other pressures on services and reports will continue to be presented to Elected Members through the Recovery Board, the Executive Committee and other appropriate forums. The purpose of this report was to provide, some five months into the unprecedented Covid-19 crisis, some recognition of the exceptional efforts that have been made by council and SLLC staff, as well as partners and community volunteers.

7 Employee Implications

- 7.1. There are no additional implications for employees as a result of this report.

8 Financial Implications

- 8.1. There are no additional financial implications as a result of this report.

9 Climate Change, Sustainability and Environmental Implications

- 9.1 There are no implications for climate change, sustainability or the environment in terms of the information contained in this report.

10 Other Implications

- 10.1 There are no other implications as a result of this report.

11 Equality Impact Assessment and Consultation Arrangements

- 11.1 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 or consultation arrangements are required.

Cleland Sneddon
Chief Executive

3 August 2020

Link(s) to Council Priorities

- Ensure communities are safe, strong and sustainable
- Promote sustainable and inclusive economic growth and tackle disadvantage
- Get it right for children and young people
- Improve health, care and wellbeing

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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Report

10

Report to: **Executive Committee**
 Date of Meeting: **12 August 2020**
 Report by: **Executive Director (Finance and Corporate Resources)**

Subject: **Elected Member Representation on Committees/Forums**

1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ advise of temporary amendments to Committee/Forum memberships during the period of family leave for Councillor Hamilton
- ◆ advise of the membership of the Recovery Board
- ◆ advise of a change in membership of the Climate Change and Sustainability Committee

2. Recommendation(s)

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

- (1) that the following changes to Committee/Forum memberships, on a temporary basis during the period of Councillor Hamilton's maternity leave which commenced on 3 August 2020, be noted:-
 - ◆ Councillor Hamilton be replaced by Councillor Walker as a member on the Executive Committee with Councillor Thomson taking Councillor Walker's place as a substitute member;
 - ◆ Councillor Hamilton be replaced by Councillor Walker as a member on the Climate Change and Sustainability Committee with Councillor Thomson taking Councillor Walker's place as a substitute member;
 - ◆ Councillor Hamilton be replaced by Councillor Thomson as a member on the Appeals Panel;
 - ◆ Councillor Hamilton be replaced by Councillor Logan as a member on the Tackling Poverty Working Group with Councillor Convery taking Councillor Logan's place as a substitute member; and
 - ◆ Councillor Hamilton be replaced by Councillor Walker as a member on the South Lanarkshire Adoption and Fostering Panel;
- (2) that the nomination of the Councillors, detailed at paragraph 4 of the report, as member and substitute member of the Recovery Board be noted; and
- (3) that the change to the Conservative Group's membership and substitute membership of the Climate Change and Sustainability Committee, as detailed at paragraph 4, be approved.

3. Background

3.1. The Council, at its meeting on 26 February 2020, approved, for implementation, the new Elected Members' Family Leave Guidance produced by COSLA.

- 3.2. Councillor Hamilton has advised the Council that she intends to take maternity leave and arrangements require to be put in place, on a temporary basis until her return, to fill the places she currently holds on various committees etc.
- 3.3. The Executive Committee at its meeting on 24 June 2020 agreed that authority be delegated to the Chief Executive, in consultation with the Business Manager of the Labour Group, to finalise those temporary memberships.
- 3.4. In addition, the Executive Committee at its meeting on 24 June 2020 agreed that a Recovery Board be established and that nominations for members of the Board be sought from the Group Leaders.

4. Proposal

- 4.1. Following consultation by the Chief Executive with the Business Manager of the Labour Group, it is proposed that the following changes be implemented on a temporary basis during the period of Councillor Hamilton's maternity leave which commenced on 3 August 2020:-

- ◆ that Councillor Walker replace Councillor Hamilton as a member on the Executive Committee with Councillor Thomson taking Councillor Walker's place as a substitute member on the Executive Committee
- ◆ that Councillor Walker replace Councillor Hamilton as a member on the Climate Change and Sustainability Committee with Councillor Thomson taking Councillor Walker's place as a substitute member on the Climate Change and Sustainability Committee
- ◆ that Councillor Thomson replace Councillor Hamilton as a member on the Appeals Panel
- ◆ that Councillor Logan replace Councillor Hamilton as a member on the Tackling Poverty Working Group with Councillor Convery taking Councillor Logan's place as a substitute member on the Working Group
- ◆ that Councillor Walker replace Councillor Hamilton as a member on the South Lanarkshire Adoption and Fostering Panel

- 4.2. Following consultation with the Group Leaders, the following Councillors have been nominated as member and substitute member of the Recovery Board:-

Members

Councillor John Ross (Chair), Councillor Maureen Chalmers, Councillor John Anderson, Councillor Josh Wilson, Councillor Joe Fagan, Councillor Gerry Convery, Councillor Maureen Devlin, Councillor Alex Allison, Councillor Richard Lockhart, Councillor Robert Brown, Councillor Margaret Cooper

Substitute Members

Councillor Katy Loudon, Councillor Margaret B Walker, Councillor Graeme Campbell, Councillor Mark McGeever, Councillor Jackie Burns

- 4.3. Following a request by the Conservative Group Business Manager, it is proposed that the Conservative Group's membership and substitute membership of the Climate Change and Sustainability Committee be as follows:-

Members

Councillor Alex Allison, Councillor Ian Harrow, Councillor Richard Lockhart, Councillor Lynne Nailon, Councillor Jared Wark

Substitute Members

Councillor Poppy Corbett, Councillor Martin Hose, Councillor Ann le Blond, Councillor Richard Nelson

5. Employee Implications

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

6. Financial Implications

- 6.1. There are no financial implications associated with the proposals contained in this report.

7. Climate Change, Sustainability and Environmental Implications

- 7.1. There are no implications for climate change, sustainability or the environment in terms of the information contained in this report.

8. Other Implications

- 8.1. There are no other implications in terms of the information contained in 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 existing policy, function or strategy and therefore no impact assessment is required.
- 9.2. There was also no requirement to undertake any consultation in terms of the information contained in this report.

Paul Manning

Executive Director (Finance and Corporate Resources)

21 July 2020

Link(s) to Council Objectives/Values/Ambitions

- ◆ Fair, Open and Sustainable
- ◆ Accountable, Effective, Efficient and Transparent

Previous References

Executive Committee of 24 June 2020

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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