

## COMMUNITY AND ENTERPRISE RESOURCES COMMITTEE

Minutes of meeting held in Committee Room 1, Council Offices, Almada Street, Hamilton on 3 October 2017

### Chair:

Councillor John Anderson

### Councillors Present:

Maureen Chalmers, Gerry Convery, Margaret Cooper, Peter Craig, Mary Donnelly (*substitute for Councillor Horne*), Isobel Dorman (Depute), Fiona Dryburgh (*substitute for Councillor McAdams*), Joe Fagan, George Greenshields, Mark Horsham (*substitute for Councillor Watson*), Ann Le Blond, Joe Lowe, Ian McAllan, Hugh Macdonald, Mark McGeever, Jim McGuigan, Davie McLachlan, Lynne Nailon, Richard Nelson (*substitute for Councillor McCreary*), Mo Razzaq, Collette Stevenson, Margaret B Walker, Jared Wark, Josh Wilson

### Councillors' Apologies:

Graeme Horne, Monique McAdams, Kenny McCreary, John Ross, David Watson

### Attending:

#### Community and Enterprise Resources

M McGlynn, Executive Director; S Clelland, Head of Fleet and Environmental Services; P Elliott, Head of Planning and Economic Development; G Mackay, Head of Roads and Transportation Services; A McKinnon, Head of Facilities, Waste and Ground Services

#### Finance and Corporate Resources

L Allison, Finance Manager (Resources); J Davitt, Media Officer; N Docherty, Administration Assistant; P MacRae, Administration Officer; E McPake, Human Resources Business Partner; L O'Hagan, Finance Manager (Strategy)

---

### 1 Declaration of Interests

No interests were declared.

---

### 2 Minutes of Previous Meeting

The minutes of the meeting of the Community and Enterprise Resources Committee held on 8 August 2017 were submitted for approval as a correct record.

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

---

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

A joint report dated 5 September 2017 by the Executive Directors (Finance and Corporate Resources) and (Community and Enterprise Resources) was submitted comparing actual expenditure at 18 August 2017 against budgeted expenditure for 2017/2018 for Community and Enterprise Resources.

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

**The Committee decided:**

- (1) that the breakeven position on the Community and Enterprise Resources' revenue budget and the forecast to 31 March 2018 of a breakeven position be noted; and
- (2) that the budget virements, as detailed in Appendices B to F of the report, be approved.

*[Reference: Minutes of 8 August 2017 (Paragraph 2)]*

---

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

---

A joint report dated 30 August 2017 by the Executive Directors (Finance and Corporate Resources) and (Community and Enterprise Resources) was submitted advising of progress on the Community and Enterprise Resources' capital programme 2017/2018 and summarising the expenditure position at 18 August 2017.

Officers responded to members' questions on the following projects included in the Glasgow City Region City Deal Programme:-

- ◆ Cathkin Relief Road
- ◆ Greenhills Road, East Kilbride

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

*[Reference: Minutes of 8 August 2017 (Paragraph 3)]*

*Councillor Lowe entered the meeting during this item of business*

---

#### **5 Community and Enterprise Resources - Workforce Monitoring - July and August 2017**

---

A joint report dated 11 September 2017 by the Executive Directors (Finance and Corporate Resources) and (Community and Enterprise Resources) was submitted on the following employee information for Community and Enterprise Resources for the period July and August 2017:-

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

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

*[Reference: Minutes of 8 August 2017 (Paragraph 4)]*

---

#### **6 Community and Enterprise Resources' Resource Plan - Quarter 4 Progress Report 2016/2017 - 1 April 2016 to 31 March 2017**

---

A report dated 28 August 2017 by the Executive Director (Community and Enterprise Resources) was submitted on Community and Enterprise Resources' Resource Plan 2016/2017.

Details were provided on progress made at the end of quarter 4, covering the period April 2016 to March 2017, in implementing the priority projects identified in the Resource Plan.

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

*[Reference: Minutes of Community Services Committee of 17 January 2017 (Paragraph 6) and Minutes of Enterprise Services Committee of 17 January 2017 (Paragraph 6)]*

---

## **7 Community and Enterprise Resources' Workforce Plan 2017 to 2020 - Right People, Right Place, Right Time**

---

A report dated 14 September 2017 by the Executive Director (Community and Enterprise Resources) was submitted on Community and Enterprise Resources' Workforce Plan 2017 to 2020.

On 8 March 2017, the Executive Committee had agreed the Council Workforce Plan 2017 to 2020, with Resources being required to provide updates on their Workforce Plan to their respective committees.

Community and Enterprise Resources' Workforce Plan 2017 to 2020, attached as Appendix 1 to the report, was developed around the vision, values, ambitions and objectives of the draft Council Plan, 'Connect' 2017 to 2022.

Officers responded to members' questions on various aspects of the report including efficiency savings and service reviews. Where further information was required, the Executive Director undertook to provide this to the relevant members.

**The Committee decided:**

- (1) that the Community and Enterprise Resources' Workforce Plan 2017 to 2020 be approved; and
- (2) that progress achieved on developing the Resource Workforce Action Plans be noted.

*[Reference: Minutes of the Executive Committee of 8 March 2017 (Paragraph 9)]*

---

## **8 Renewable Energy Fund - Community Benefit Funds - Grant Applications**

---

A report dated 1 September 2017 by the Executive Director (Community and Enterprise Resources) was submitted on 3 applications to the various Community Benefit Funds. The Community Benefit Funds had been established to provide funding to suitable projects providing community benefits in eligible areas.

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

- ◆ £70,000 towards eligible costs associated with the St Mary's Church Roofing Project to St Mary's Church, Lanark from the Blacklaw Renewable Energy Fund
- ◆ £50,750 towards eligible costs associated with the replacement heating system project to fit an environmentally friendly and efficient heating system to Claremont Parish Church, East Kilbride from the Whitelee Renewable Energy Fund
- ◆ £46,816.40 towards eligible costs associated with the Hamilton Gymnastics Club Big Plans Project to renovate and fit out a new training facility to Hamilton Gymnastics Club from the Whitelee Renewable Energy Fund

**The Committee decided:**

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

- ◆ £70,000 towards eligible costs associated with the St Mary's Church Roofing Project to St Mary's Church, Lanark from the Blacklaw Renewable Energy Fund
- ◆ £50,750 towards eligible costs associated with the replacement heating system project to fit an environmentally friendly and efficient heating system to Claremont Parish Church, East Kilbride from the Whitelee Renewable Energy Fund
- ◆ £46,816.40 towards eligible costs associated with the Hamilton Gymnastics Club Big Plans Project to renovate and fit out a new training facility to Hamilton Gymnastics Club from the Whitelee Renewable Energy Fund

---

## **9 Parking Issues**

---

A report dated 20 September 2017 by the Executive Director (Community and Enterprise Resources) was submitted on a range of existing parking issues.

At its meeting on 8 August 2017, the Committee had approved the Council's response to Transport Scotland's consultation entitled "Improving Parking in Scotland". During consideration of this matter, discussion had taken place in relation to parking issues on streets and at schools and it had been agreed that a report be submitted to a future meeting of this Committee on proposals to address the parking issues highlighted.

It was considered that, given the wide range of parking issues discussed, it would be appropriate to refer this matter to the Roads Safety Forum (RSF) which had been established as a Partnership Forum and included representation from elected members and Police Scotland.

It was proposed that the RSF consider the following issues relating to parking and report back to this Committee:-

- ◆ parking in and around schools including:-
  - ◆ statutory enforcement options and practicalities
  - ◆ enforcement capacity
  - ◆ experience in banning vehicles from school frontages
  - ◆ encouraging active travel
- ◆ the role of the Council and Police Scotland with regard to obstructive or dangerous parking

**The Committee decided:**

- (1) that the issues detailed above be referred to the Roads Safety Forum for further consideration; and
- (2) that a report on the recommendations of the Roads Safety Forum be submitted to a future meeting of this Committee.

*[Reference: Minutes of 8 August 2017 (Paragraph 7)]*

---

## **10 Roads Asset Management Plan - 2017 Update**

---

A report dated 20 September 2017 by the Executive Director (Community and Enterprise Resources) was submitted on the Roads Asset Management Plan (RAMP) 2017.

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

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

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

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

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

*[Reference: Minutes of Enterprise Services Committee of 17 May 2016 (Paragraph 11)]*

---

## **11 Urgent Business**

---

In terms of Standing Order No 4(c) of the Council's Standing Orders on Procedures, there were no items of urgent business.