

COMMUNITY SERVICES COMMITTEE

Minutes of meeting held in Committee Room 1, Council Offices, Alameda Street, Hamilton on 8 December 2015

Chair:

Councillor Hamish Stewart

Councillors Present:

John Anderson, John Cairney, Andy Carmichael, Russell Clearie, Peter Craig, Isobel Dorman, Hugh Dunsmuir, Allan Falconer, George Greenshields (Depute), Bill Holman, Susan Kerr, Gerard Killen, Pat Lee, Joe Lowe, Alex McInnes, John McNamee, John Menzies, John Ross, Bert Thomson, David Watson

Councillors' Apologies:

Pam Clearie, Gerry Convery, Edward McAvoy (ex officio)

Attending:**Community and Enterprise Resources**

M McGlynn, Executive Director; S Clelland, Head of Fleet and Environmental Services; S Kelly, Head of Facilities, Waste and Ground Services; A McKinnon, Head of Support Services

Finance and Corporate Resources

N Docherty, Administration Assistant; J McDonald, Administration Adviser; M Ward, Accountant

1 Declaration of Interests

No interests were declared.

2 Minutes of Previous Meeting

The minutes of the meeting of the Community Services Committee held on 29 September 2015 were submitted for approval as a correct record.

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

3 Community Services - Revenue Budget Monitoring 2015/2016

A joint report dated 30 October 2015 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources) was submitted comparing actual expenditure at 16 October 2015 against budgeted expenditure for 2015/2016 for Community Services.

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

The Committee decided:

- (1) that the breakeven position on the Community Services' revenue budget and the forecast to 31 March 2016 of a breakeven position be noted; and

- (2) that the budget virements in respect of Community Services, as detailed in Appendices B, C and D to the report, be approved.

[Reference: Minutes of 29 September 2015 (Paragraph 3)]

4 Community Services - Capital Budget Monitoring 2015/2016

A joint report dated 30 October 2015 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources) was submitted advising of progress on the Community Services' capital programme 2015/2016 and summarising the expenditure position at 16 October 2015.

The Committee decided: that the report be noted.

[Reference: Minutes of 29 September 2015 (Paragraph 4)]

5 Community Services - Workforce Monitoring - August and September 2015

A joint report dated 10 November 2015 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources) was submitted on the following employee information for Community Services for the period August and September 2015:-

- ◆ attendance statistics
- ◆ occupational health statistics
- ◆ accident/incident statistics
- ◆ disciplinary hearings, grievances and Dignity at Work cases
- ◆ analysis of leavers
- ◆ Joint Staffing Watch as at 12 September 2015

The Committee decided: that the report be noted.

[Reference: Minutes of 29 September 2015 (Paragraph 5)]

6 Community and Enterprise Resources' Resource Plan 2015/2016 - Community Services' Quarter 2 Progress Report

A report dated 2 November 2015 by the Executive Director (Community and Enterprise Resources) was submitted on the Community and Enterprise Resources' Resource Plan 2015/2016 in relation to the actions and measures falling within the remit of the Community Services Committee.

Details were provided on progress made at the end of quarter 2, covering the period April to September 2015, in implementing the actions and measures identified in the Resource Plan.

The Committee decided: that the report be noted.

[Reference: Minutes of 30 June 2015 (Paragraph 6) and Minutes of the Executive Committee of 26 August 2015 (Paragraph 15)]

7 Air Quality Management Area - Rutherglen

A report dated 13 November 2015 by the Executive Director (Community and Enterprise Resources) was submitted proposing that the Rutherglen area be declared by official Order as an Air Quality Management Area (AQMA).

The procedures to be followed to declare an area as an AQMA had been reported to the Community Resources Committee on 3 June 2008. Those procedures had included the requirement for a period of public consultation. In the course of the public consultation, no objections had been received and it was, therefore, now proposed that the Rutherglen area be declared by Order as an AQMA with a commencement date of 1 January 2016.

The Committee decided:

- (1) that the following Order be made to declare the Rutherglen area, as detailed on the map contained in Appendix A to the report, as an Air Quality Management Area with a commencement date of 1 January 2016:-

“South Lanarkshire Council in exercise of the powers conferred upon it by Section 83 (1) of the Environment Act 1995, hereby makes the following Order.

This Order may be referred to as the South Lanarkshire Air Quality Management Area No 2 (Rutherglen) and shall come into effect on 1 January 2016.

The area shown on the plan marked in black is to be designated as an Air Quality Management Area (the designated area).

This area is designated in relation to a likely breach of Particular Matter less than 10 microns (PM10) objectives, as set out in the Air Quality (Scotland) Regulations 2000, as amended. The PM10 air quality objective is that, the concentration of PM10 when expressed as a 24 hour mean must be 50 micrograms per cubic metre or less and that the 50 micrograms per cubic metre concentration is not exceeded more than 7 times per year. In addition, the PM10 concentration when expressed as an annual mean must be 18 micrograms per cubic metre or less.

This Order shall remain in force until it is varied or revoked by a subsequent Order.

Given under the common seal of South Lanarkshire Council and signed for it and on its behalf by Lindsay Freeland, Chief Executive and Proper Officer at Hamilton on 8 December 2015”; and

- (2) that an action plan be prepared highlighting measures to be taken, where possible, to reduce levels of pollution to below the air quality objectives in terms of the Environment Act 1995.

[Reference: Minutes of the Community Resources Committee of 3 June 2008 (Paragraph 6)]

8 Air Quality Management Area - Lanark

A report dated 13 November 2015 by the Executive Director (Community and Enterprise Resources) was submitted proposing that the Lanark area be declared by official Order as an Air Quality Management Area (AQMA).

The procedures to be followed to declare an area as an AQMA had been reported to the Community Resources Committee on 3 June 2008. Those procedures had included the requirement for a period of public consultation. In the course of the public consultation, no objections had been received and it was, therefore, now proposed that the Lanark area be declared by Order as an AQMA with a commencement date of 1 January 2016.

The Committee decided:

- (1) that the following Order be made to declare the Lanark area, as detailed on the map contained in Appendix A to the report, as an Air Quality Management Area with a commencement date of 1 January 2016:-

“South Lanarkshire Council in exercise of the powers conferred upon it by Section 83 (1) of the Environment Act 1995, hereby makes the following Order.

This Order may be referred to as the South Lanarkshire Air Quality Management Area No 3 (Lanark) and shall come into effect on 1 January 2016.

The area shown on the plan marked in black is to be designated as an Air Quality Management Area (the designated area).

This area is designated in relation to a likely breach of nitrogen dioxide objectives, as set out in the Air Quality (Scotland) Regulations 2000, as amended. The nitrogen dioxide air quality objective is that, the concentration of nitrogen dioxide when expressed as a 1 hour mean must be 200 micrograms per cubic metre or less and that the 200 micrograms per cubic metre concentration is not exceeded more than 18 times per year. In addition, the nitrogen dioxide concentration when expressed as an annual mean must be 40 micrograms per cubic metre or less.

This Order shall remain in force until it is varied or revoked by a subsequent Order.

Given under the common seal of South Lanarkshire Council and signed for it and on its behalf by Lindsay Freeland, Chief Executive and Proper Officer at Hamilton on 8 December 2015”; and

- (2) that an action plan be prepared highlighting measures to be taken, where possible, to reduce levels of pollution to below the air quality objectives in terms of the Environment Act 1995.

[Reference: Minutes of the Community Resources Committee of 3 June 2008 (Paragraph 6)]

9 Update on the Community and Enterprise Resources' Risk Register and Risk Control Action Plan

A report dated 18 November 2015 by the Executive Director (Community and Enterprise Resources) was submitted on:-

- ◆ systems and controls in place within Community and Enterprise Resources to control and minimise risks
- ◆ details of Community and Enterprise Resources' current Risk Control Register

The Resource had followed Council guidance in developing, monitoring and updating its Risk Control Register on an ongoing basis. The Register had been developed to ensure that the Resource was fully aware of the main risks that it had, was able to prioritise those risks and had controls in place to eliminate or minimise the impact of the risk.

The risks were scored in accordance with the Council's scoring mechanism which scored risks based on likelihood and impact of risk. This resulted in risks being scored between 1 to 9 (low to high). Risks were scored on their inherent risk (risk if nothing was done) and their residual risk (risk after applying controls).

The Risk Register for the Resource had been developed and was monitored on a quarterly basis to add new risks and to review the scores of existing risks. The Register was maintained within the Corporate Risk Management Figtree computer system and updated by designated officers within Community and Enterprise Resources.

The Committee decided: that the systems and controls in place to monitor risks within Community and Enterprise Resources be noted.

[Reference: Minutes of 25 November 2014 (Paragraph 8)]

10 Community Services - Notification of Contracts Awarded - 1 April to 30 September 2015

A report dated 10 November 2015 by the Executive Director (Community and Enterprise Resources) was submitted on contracts awarded by Community Services in the period 1 April to 30 September 2015.

In terms of Standing Order No 22.8 of the Standing Orders on Contracts, Resources were required to notify the relevant Committee of contracts awarded. Details of the contracts awarded by Community Services were provided in the appendix to the report.

The Committee decided: that the report be noted.

[Reference: Minutes of 30 June 2015 (Paragraph 9)]

11 Urgent Business

There were no items of urgent business.