



Council Offices, Almada Street  
Hamilton, ML3 0AA

Tuesday, 23 May 2023

Dear Councillor

## **Housing and Technical Resources Committee**

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

**Date: Wednesday, 31 May 2023**

**Time: 10:00**

**Venue: Hybrid - Committee Room 1, Council Offices, Almada Street, Hamilton, ML3 0AA**

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

Yours sincerely

**Cleland Sneddon**  
**Chief Executive**

### **Members**

Davie McLachlan (Chair), Martin Lennon (Depute Chair), Joe Fagan (ex officio), John Bradley, Walter Brogan, Archie Buchanan, Mathew Buchanan, Janine Calikes, Gerry Convery, Margaret Cooper, Andrea Cowan, Maureen Devlin, Colin Dewar, Allan Falconer, Grant Ferguson, Alistair Fulton, Ross Gowland, Geri Gray, Ross Lambie, Richard Lockhart, Julia Marrs, Ian McAllan, Kenny McCreary, Norman Rae, David Shearer, Margaret B Walker

### **Substitutes**

Robert Brown, Poppy Corbett, Gladys Ferguson-Miller, Martin Hose, Cal Johnston-Dempsey, Gavin Keatt, Susan Kerr, Eileen Logan, Monique McAdams, Richard Nelson, Helen Toner, David Watson

## BUSINESS

### 1 Declaration of Interests

- 2 **Minutes of Previous Meeting** 5 - 12  
Minutes of the meeting of the Housing and Technical Resources Committee held on 15 March 2023 submitted for approval as a correct record. (Copy attached)

---

### Monitoring Item(s)

---

- 3 **Housing and Technical Resources - Workforce Monitoring - January to March 2023** 13 - 18  
Joint report dated 14 April 2023 by the Executive Director (Finance and Corporate Resources) and Executive Director (Housing and Technical Resources). (Copy attached)

---

### Item(s) for Decision

---

- 4 **Housing and Technical Resource Plan 2023/2024** 19 - 44  
Report dated 10 May 2023 by the Executive Director (Housing and Technical Resources). (Copy attached)
- 5 **Pavilion at Alexander Hamilton Memorial Park, Stonehouse – Asset Transfer to Friends of Stonehouse Park** 45 - 50  
Report dated 24 April 2023 by the Executive Director (Housing and Technical Resources). (Copy attached)
- 6 **The Fountain 9-11 Abbeygreen, Lesmahagow – Lease to Lesmahagow Development Trust** 51 - 56  
Report dated 26 April 2023 by the Executive Director (Housing and Technical Resources). (Copy attached)

---

### Item(s) for Noting

---

- 7 **Annual Update on the Property Asset Management Plan 2021 to 2025** 57 - 78  
Report dated 11 May 2023 by the Executive Director (Housing and Technical Resources). (Copy attached)
- 8 **Revision of Costs Associated with the Acquisition of Houses at Brackenhill Farm, Hamilton** 79 - 82  
Report dated 21 April 2023 by the Executive Director (Housing and Technical Resources). (Copy attached)
- 9 **Delegated Authority Report – Update** 83 - 86  
Report dated 6 April 2023 by the Executive Director (Housing and Technical Resources). (Copy attached)
- 10 **Notification of Contracts Awarded - 28 October 2022 to 31 March 2023** 87 - 92  
Report dated 11 April 2023 by the Executive Director (Housing and Technical 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:	Helen Calley
Clerk Telephone:	07385370069
Clerk Email:	<a href="mailto:helen.calley@southlanarkshire.gov.uk">helen.calley@southlanarkshire.gov.uk</a>



# HOUSING AND TECHNICAL RESOURCES COMMITTEE

# 2

Minutes of meeting held via Confero and in the Council Chamber, Council Offices, Almada Street, Hamilton on 15 March 2023

## Chair:

Councillor Davie McLachlan

## Councillors Present:

Councillor Walter Brogan, Councillor Archie Buchanan, Councillor Mathew Buchanan, Councillor Gerry Convery, Councillor Margaret Cooper, Councillor Andrea Cowan, Councillor Maureen Devlin, Councillor Colin Dewar, Councillor Allan Falconer, Councillor Grant Ferguson, Councillor Alistair Fulton, Councillor Ross Gowland, Councillor Geri Gray, Councillor Ross Lambie, Councillor Martin Lennon (Depute), Councillor Richard Lockhart, Councillor Julia Marrs, Councillor Ian McAllan, Councillor Kenny McCreary, Councillor Norman Rae, Councillor Ali Salamati (*substitute for Councillor John Bradley*), Councillor David Shearer, Councillor Margaret B Walker

## Councillors' Apologies:

Councillor John Bradley, Councillor Janine Calikes, Councillor Joe Fagan (ex officio)

## Attending:

### Finance and Corporate Resources

G Booth, Finance Adviser; H Calley, Administration Officer; J Davitt, Public Relations Officer; H Goodwin, Finance Manager (Resources); E McPake, HR Business Manager; L O'Hagan, Finance Manager (Strategy); M M Wilson, Legal Services Manager; L Wyllie, Administration Assistant

### Housing and Technical Resources

S Gibson, Executive Director; A Finnan, Head of Housing Services; J Forbes, Head of Property Services; C Mitchell, Strategy and Support Manager

---

## 1 Declaration of Interests

---

The following interest was declared:-

<b>Councillor(s)</b>	<b>Item(s)</b>	<b>Nature of Interest(s)</b>
Cowan	Acquisition of Property in Netherburn	Involved in sale of property

---

## 2 Minutes of Previous Meeting

---

The minutes of the meeting of the Housing and Technical Resources Committee held on 14 December 2022 were submitted for approval as a correct record.

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

---

## 3 Minutes of Special Meeting

---

The minutes of the special meeting of the Housing and Technical Resources Committee held on 23 January 2023 were submitted for approval as a correct record.

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

---

#### **4 Revenue Budget Monitoring 2022/2023 - Housing and Technical Resources (excl Housing Revenue Account (HRA))**

---

A joint report dated 15 February 2023 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources) was submitted advising of the actual expenditure measured against the revenue budget for the period 1 April 2022 to 27 January 2023 for Housing and Technical Resources (excl HRA).

Following the probable outturn exercise, the forecast to 31 March 2023 was an overspend of £0.342 million. This overspend was mainly due to overspends in the Estates and Homelessness services and was offset by underspends in Supporting People and other Housing budgets.

As at 27 January 2023, there was an overspend of £0.245 million against the phased budget.

Virements were proposed to realign budgets, as detailed in appendices B and C to the report.

##### **The Committee decided:**

- (1) that the overspend position of £0.245 million, as at 27 January 2023, on Housing and Technical Resources' (excl HRA) Revenue Budget and the forecast to 31 March 2023 of an overspend of £0.342 million, as detailed in Appendix A of the report, be noted; and
- (2) that the proposed budget virements be approved.

*[Reference: Minutes of the Executive Committee of 1 March 2023 (Paragraph 3)]*

---

#### **5 Revenue Budget Monitoring 2022/2023 - Housing and Technical Resources - Housing Revenue Account (HRA)**

---

A joint report dated 15 February 2023 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources) was submitted advising of the actual expenditure measured against the revenue budget for the period 1 April 2022 to 27 January 2023 for Housing and Technical Resources (HRA).

As at 27 January 2023, there was a breakeven position against the phased budget and, following the Council's formal Probable Outturn exercise, the forecast to 31 March 2023 was also a breakeven position.

Virements were proposed, as detailed in Appendix A to the report.

##### **The Committee decided:**

- (1) that the breakeven position on Housing and Technical Resources' (HRA) revenue budget, as detailed in Appendix A of the report, and the forecast to 31 March 2023 of a breakeven position be noted; and
- (2) that the proposed budget virements be approved.

*[Reference: Minutes of the Executive Committee of 1 March 2023 (Paragraph 3)]*

---

## **6 Capital Budget Monitoring 2022/2023 - Housing and Technical Resources (excl Housing Revenue Account (HRA))**

---

A joint report dated 22 February 2023 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources) was submitted advising of progress on the capital programme for Housing and Technical Resources (excl HRA) for the period 1 April 2022 to 27 January 2023.

At its meeting on 14 December 2022, this Committee noted that the budget for Housing and Technical Resources for the financial year 2022/2023 totalled £8.486 million. At its meeting on 1 February 2023, the Executive Committee agreed changes to the Housing and Technical Resources' Capital Programme totalling a net decrease of £0.050 million, as detailed in Appendix A of the report. The revised Housing and Technical Resources' programme for 2022/2023 totalled £8.436 million.

Work had been ongoing to monitor the predicted spend position for this financial year and current estimates from Housing and Technical Resources suggested an outturn of £5.1 million. This represented an underspend of £3.336 million and was mainly due to timing of spend on a number of multi-year projects, which resulted in budget required in 2023/2024 rather than 2022/2023.

Anticipated spend to date was £1.709 million and spend to 27 January 2023 amounted to £1.691 million, an underspend of £0.018 million. This mainly reflected the timing of spend on the multi-year and multi-project Principal Offices Programme.

### **The Committee decided:**

- (1) that the Housing and Technical Resources' (excl HRA) capital programme of £8.436 million and expenditure to date of £1.691 million be noted; and
- (2) that the projected outturn of £5.1 million be noted.

*[Reference: Minutes of 14 December 2022 (Paragraph 5) and Minutes of the Executive Committee of 1 February 2023 (Paragraph 4)]*

---

## **7 Capital Budget Monitoring 2022/2023 - Housing and Technical Resources (Housing Revenue Account (HRA))**

---

A joint report dated 15 February 2023 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources) was submitted advising of progress on the capital programme for Housing and Technical Resources (HRA) for the period 1 April 2022 to 27 January 2023.

The revised Housing Capital Programme for 2022/2023 totalled £66.361 million and was detailed, along with the funding sources, in Appendix A to the report. Actual expenditure to 27 January 2023 was £43.015 million.

It was estimated that there would be an underspend of £4.1 million within the Housing Capital Programme at the end of the financial year. It was noted that this was mainly due to Property Services' operatives being diverted from capital works to respond to the impact of the severe weather in December 2022.

Work would continue to monitor achievable spend and funding for projects that remained unspent at the end of the financial year would be carried forward into 2023/2024 to allow projects to be completed.

**The Committee decided:** that the revised Housing and Technical Resources' (HRA) capital programme of £66.361 million and expenditure of £43.015 million be noted.

*[Reference: Minutes of 14 December 2022 (Paragraph 6)]*

---

## **8 Housing and Technical Resources – Workforce Monitoring – October to December 2022**

---

A joint report dated 2 February 2023 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources) was submitted on the following employee information for Housing and Technical Resources for October to December 2022:-

- ◆ attendance statistics
- ◆ occupational health statistics
- ◆ accident/incident statistics
- ◆ discipline, grievance and Dignity at Work cases
- ◆ analysis of leavers and exit interviews
- ◆ Staffing Watch as at 10 December 2022

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

*[Reference: Minutes of 14 December 2022 (Paragraph 7)]*

---

## **9 Housing Allocation Policy – Local Letting Plans 2023/2024**

---

A report dated 23 February 2023 by the Executive Director (Housing and Technical Resources) was submitted advising on progress against the 2022/2023 letting targets and requesting approval for:-

- ◆ the 2023/2024 letting targets
- ◆ the 2023/2024 Local Letting Initiatives (LLIs)

Local Letting Plans (LLPs) were a key feature of the Housing Allocation Policy and continued to ensure that a strategic and flexible approach was taken in the allocation of Council housing. Annually, LLPs were prepared for each housing management area and provided an overview of local supply and demand setting out:-

- ◆ annual letting targets for each of the 4 housing lists (in relation to mainstream and sheltered properties)
- ◆ details of LLIs in operation within a local area

LLPs and associated targets were subject to this Committee's approval and this was the third annual report since the revised Housing Allocation Policy had been introduced.

Details of the projected outcomes in relation to the letting targets set for both mainstream and sheltered properties in 2022/2023 were set out in appendices 1 and 2 of the report and factors, which had been taken into account when setting the mainstream letting targets, were summarised in the report.



The Housing Allocation Policy allowed for the establishment of LLIs in areas where there were particular needs, issues or circumstances which required to be addressed. It was proposed that the 5 LLIs set out in Appendix 3 of the report be retained during 2023/2024. It was also proposed that a new LLI be introduced in the Whitlawburn area of Cambuslang to promote sustainability and cohesion.

The South Lanarkshire-wide letting initiative had been introduced in 2013 to mitigate the impact of the under-occupancy provisions of the Welfare Reform Act 2012. An evaluation of the initiative confirmed that its impact had been very limited, with only 4 tenants rehoused since 2018/2019 and none during the last year. This could be attributed to the availability of the Discretionary Housing Payment which mitigated the impact of the under-occupancy provisions of the Act that enabled tenants to continue living in their own home without additional liability. In addition, there were now very few applicants on the housing register who met the criteria for priority to be awarded under the initiative. Consequently, it was proposed that the initiative be discontinued from 3 April 2023. It was recognised, however, that there were benefits to providing means for supporting and facilitating tenants living in larger homes to move to smaller properties and those were detailed in the report.

Within the current Housing Allocation Policy, under-occupancy was a recognised housing need category and points were awarded to tenants living in properties which were larger than the household required. It was proposed that, during 2023/2024, a proactive approach be taken to support tenants under-occupying larger sized Council properties to downsize to a smaller property, where they wished to do so. A review of tenants in that situation would be progressed and a housing options based discussion would take place to identify tenants' needs and, where appropriate, ensure they were placed on the housing register and that preferences were reasonable.

The 2023/2024 LLPs would be published on the Council's website.

The Head of Housing Services responded to members' questions on various aspects of the report.

**The Committee decided:**

- (1) that progress against the 2022/2023 letting targets be noted;
- (2) that the 2023/2024 mainstream housing letting targets, attached as Appendix 1 to the report, be approved;
- (3) that the 2023/2024 sheltered housing letting targets, attached as Appendix 2 to the report, be approved; and
- (4) that the Local Letting Initiatives, attached as Appendix 3 to the report, be approved.

*[Reference: Minutes of 8 December 2021 (Paragraph 8)]*

---

## **10 Housing and Technical Resource Plan - Quarter 2 Progress Report 2022/2023**

A report dated 10 February 2023 by the Executive Director (Housing and Technical Resources) was submitted on the Housing and Technical Resource Plan Quarter 2 Progress Report 2022/2023, for the period 1 April to 14 October 2022.

The Resource Plan measures were rated using a traffic light system of red, amber or green as well as blue (BRAG), which indicated that an action had been completed.

Details were provided on:-

- ◆ the outcomes established to support the delivery of the Connect Plan priorities in 2022/2023, as detailed in Appendix 1 to the report
- ◆ progress against all Resource Plan measures contained in the Quarter 2 Progress Report 2022/2023, as detailed in Appendix 2 to the report
- ◆ key achievements made by the Resource to date, as detailed in paragraph 5.3 of the report
- ◆ areas for improvement and associated management actions, as detailed in paragraph 5.4 of the report

The Strategy and Support Manager responded to a member's question on the report.

**The Committee decided:**

- (1) that the Housing and Technical Resource Plan Quarter 2 Progress Report 2022/2023, as summarised in paragraph 5.2 and attached as Appendix 2 of the report, be noted;
- (2) that the key achievements made by the Resource to date, as detailed in paragraph 5.3 of the report, be noted; and
- (3) that the areas for improvement and associated management actions, as detailed in paragraph 5.4 of the report, be noted.

*[Reference: Minutes of 5 October 2022 (Paragraph 8) and Minutes of the Executive Committee of 30 November 2022 (Paragraph 6)]*

---

## **11 Revision of Costs Associated with the Acquisition of Houses at Former Phillips Factory Site, Wellhall Road, Hamilton - Section 75**

---

A report dated 13 February 2023 by the Executive Director (Housing and Technical Resources) was submitted advising on the action taken, in terms of Standing Order No 37(c) because of the timescales involved, by the Executive Director (Housing and Technical Resources), in consultation with the Chair and an ex officio member, to conclude the contract with Lovell Homes.

The site at the former Philips factory, Wellhall Road in Hamilton, had been identified within the Council's Strategic Housing Investment Plan as a priority site in delivering the Council's target of 1,300 additional homes by 2027.

The application for the development of the site had been approved by the Planning Committee on 15 February 2022 for the erection of 163 dwellings by Lovell Homes and included an obligation for an on-site provision of up to 40 affordable homes.

The Council entered into discussions with Lovell Homes to provide its planning obligation for new affordable homes via a turnkey arrangement, with the Council only paying the full amount due on completion of each house. The proposal provided by Lovell Homes had been assessed by the Council's Technical and Commercial Team as presenting value for money.

The Executive Director (Housing and Technical Resources) had been authorised by this Committee, at its meeting on 14 December 2022, to acquire 40 completed affordable homes from Lovell Homes for a total price not in excess of £7 million, which included the cost of land, to fulfil the planning obligations associated with the residential development of the site. Through further contractual discussions, on 1 December 2022 Lovell Homes intimated their intention to charge VAT on the land transaction aspect of the purchase, resulting in a revision in the total costs required to acquire the properties.

The Council had been advised that Lovell Homes' decision to charge VAT on the land transaction stemmed from a requirement to pay VAT on their own land purchase as a consequence of the former landowner opting to pay tax. Therefore, an additional £188,139.51 was required to complete the transaction and authority had been requested by the Executive Director (Housing and Technical Resources) to acquire 40 completed affordable homes at the revised cost which would not exceed £7,188,139.51.

The increased cost had no impact on the financial implications associated with the acquisition as the Council would be able to re-claim the VAT paid under the special rules for recovery for local authorities.

The Head of Property Services responded to a member's question on the VAT aspect of the report.

**The Committee decided:** that the action taken, in terms of Standing Order No 37(c), by the Executive Director (Housing and Technical Resources), in consultation with the Chair and an ex officio member, to authorise the Executive Director (Housing and Technical Resources), in consultation with the Head of Administration and Legal Services, to conclude matters and to enter into the necessary legal agreements on terms which were of the best interests of the Council, be noted.

*[Reference: Minutes of the Planning Committee of 15 February 2022 (Paragraph 9), Minutes of the Executive Committee of 30 November 2022 (Paragraph 7) and Minutes of 14 December 2022 (Paragraph 8)]*

---

## **12 Delegated Authority Report – Update**

---

A report dated 3 February 2023 by the Executive Director (Housing and Technical Resources) was submitted on transactions processed by Property Services during Quarter 3 of 2022/2023.

The Executive Director (Housing and Technical Resources), under delegated powers, had authority to deal with various transactions including:-

- ◆ leases up to the value of £50,000 per annum and a maximum period of 20 years
- ◆ rent reviews up to an increase of £20,000 per annum
- ◆ disposals up to a value of £200,000
- ◆ acquisitions up to a value of £200,000

Details of the transactions undertaken during Quarter 3, as contained in Appendix 1 of the report, were as follows:-

### **Quarter 3 2022/2023:**

Number of transactions	55
Total value of lease transactions	£126,864 per annum
Total value of capital transactions	£1,967,710
Total value of miscellaneous transactions	£0

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

*[Reference: Minutes of 14 December 2022 (Paragraph 18)]*

---

### **13 Urgent Business**

---

There were no items of urgent business.

---

### **14 Chair's Remarks**

---

The Chair advised that this was the last Committee meeting that Hazel Goodwin, Finance Manager (Resources) and Annette Finnan, Head of Housing Services, would be attending as they were retiring. The Chair, on behalf of the Committee, thanked Hazel and Annette for their many years of public service and wished them well for their future.

Councillors Cowan and Shearer echoed the Chair's sentiments.

*Councillor Convery left the meeting after this item of business*

---

### **15 Exclusion of Press and Public**

---

**The Committee decided:** that, in terms of Section 50A(4) of the Local Government (Scotland) Act 1973, the press and public be excluded from the meeting for the following items of business on the grounds that it was likely that there would be disclosure of exempt information in terms of Paragraph 2 of Part I of Schedule 7A of the Act.

---

### **16 Acquisition of Property in Netherburn**

---

A report dated 28 February 2023 by the Executive Director (Housing and Technical Resources) was submitted advising on the action taken, in terms of Standing Order No 37(c) because of the timescales involved, by the Executive Director (Housing and Technical Resources), in consultation with the Chair and an ex officio member, to acquire a property in Netherburn.

**The Committee decided:** that the following action taken, in terms of Standing Order No 37(c), by the Executive Director (Housing and Technical Resources), in consultation with the Chair and an ex officio member, be noted:-

- ◆ to acquire a property in Netherburn
- ◆ to authorise the Executive Director (Housing and Technical Resources), in consultation with the Head of Administration and Legal Services, to conclude all matters pertaining to the acquisition and to enter into the necessary legal agreements on terms which were in the best interests of the Council

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

# Report

3

Report to:	<b>Housing and Technical Resources Committee</b>
Date of Meeting:	<b>31 May 2023</b>
Report by:	<b>Executive Director (Finance and Corporate Resources) Executive Director (Housing and Technical Resources)</b>

Subject:	<b>Housing and Technical Resources – Workforce Monitoring – January to March 2023</b>
----------	---

## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ provide employment information for January to March 2023 relating to Housing and Technical Resources

## 2. Recommendation(s)

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

(1) that the following employment information for January to March 2023 relating to Housing and Technical Resources, be noted:-

- ◆ attendance statistics
- ◆ occupational health
- ◆ accident/incident statistics
- ◆ discipline, grievance and Dignity at Work cases
- ◆ analysis of leavers and exit interviews

## 3. Background

3.1. As part of the Council's performance management arrangements, regular workforce monitoring reports are submitted to Committee. This report, for Housing and Technical Resources, provides information on the position for January to March 2023.

## 4. Monitoring Statistics

### 4.1. Attendance Statistics (Appendix 1)

Information on absence statistics is analysed for the month of March 2023 for Housing and Technical Resources.

The Resource absence figure for March 2023 was 5.9%, this figure has increased by 0.8% when compared to last month and is 0.5% lower than the Council-wide figure. Compared to March 2022, the Resource absence figure has decreased by 3.1%.

Based on the absence figures at March 2023 and annual trends, the annual average absence for the Resource for 2022/2023 is 5.9% compared to a Council-wide average figure of 5.7%.

Managers follow the procedures outlined in the Maximising Attendance Policy to support employees to remain at work or to return to work after a sickness absence.

There are comprehensive employee supports in place and additionally, Personnel Services works in close partnership with line managers and Resource Management Teams on a case management basis to ensure that appropriate actions are taken.

#### 4.2. **Occupational Health (Appendix 2)**

In terms of referrals to occupational health, which include medical examinations and physiotherapy, overall 149 referrals were made this period. This represents a decrease of 33 when compared with the same period last year.

#### 4.3. **Accident/Incident Statistics (Appendix 2)**

There were 13 accidents/incidents recorded within the Resource this period, a decrease of 1 when compared to the same period last year.

#### 4.4. **Discipline, Grievance and Dignity at Work (Appendix 2)**

During the period, 1 disciplinary hearing was held within the Resource, this figure remains unchanged when compared to the same period last year. During this period 1 appeal was heard by the Appeals Panel. No grievances were raised within the Resource, this figure remains unchanged when compared to the same period last year. No Dignity at Work complaints were raised within the Resource, this figure remains unchanged when compared to the same period last year.

#### 4.5. **Analysis of Leavers (Appendix 2)**

There was a total of 13 leavers in the Resource this period eligible for an exit interview. This figure remains unchanged when compared with the same period last year. Six exit interviews were conducted in this period, an increase of 2 when compared with the same period last year.

4.6. When processing an employee termination, managers were asked to identify whether they intended to replace the employee who had left the Council. If they indicated that they did not intend to replace the employee, they were asked to select from the following options:-

- ◆ plan to hold for savings
- ◆ fill on a fixed term basis pending savings
- ◆ transfer budget to another post
- ◆ end of fixed term contract

4.7. Appendix 2a provides a breakdown of vacant posts and whether these are being replaced or held for savings. In the period January to March 2023, 29 (23.90 FTE) employees in total left employment. Managers indicated that all employees will be replaced.

### 5. **Employee Implications**

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

### 6. **Financial Implications**

6.1. All financial implications are accommodated within existing budgets.

### 7. **Climate Change, Sustainability and Environmental Implications**

7.1. There are no climate change, sustainability and environmental implications in terms of the information contained within this report.

## **8. Other Implications**

- 8.1. There are no implications for sustainability or risk in terms of the information contained within this report.

## **9. Equality Impact Assessment and Consultation Arrangements**

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

**Paul Manning**

**Executive Director (Finance and Corporate Resources)**

**Stephen Gibson**

**Executive Director (Housing and Technical Resources)**

14 April 2023

## **Link(s) to Council Values/Priorities/Outcomes**

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

## **Previous References**

- ◆ Housing and Technical Resources Committee – 15 March 2023

## **List of Background Papers**

- ◆ Monitoring information provided by Finance and Corporate Resources

## **Contact for Further Information**

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

Elaine Maxwell, HR Business Manager

Ext: (Tel: 01698 454647)

E-mail: [Elaine.Maxwell@southlanarkshire.gov.uk](mailto:Elaine.Maxwell@southlanarkshire.gov.uk)

## Absence Trends - 2020/2021, 2021/2022 &amp; 2022/2023

## Housing &amp; Technical Resources

APT&C			Manual Workers			Resource Total			Council Wide						
2020 / 2021	2021 / 2022	2022 / 2023	2020 / 2021	2021 / 2022	2022 / 2023	2020 / 2021	2021 / 2022	2022 / 2023	2020 / 2021	2021 / 2022	2022 / 2023				
%	%	%	%	%	%	%	%	%	%	%	%				
April	4.1	3.2	5.5	April	3.5	3.6	10.6	April	3.8	3.3	7.6	April	4.4	4.3	5.6
May	2.8	2.9	4.5	May	2.0	4.2	8.1	May	2.5	3.4	6.0	May	3.1	4.9	5.4
June	3.2	3.5	4.9	June	2.0	6.2	8.5	June	2.7	4.6	6.4	June	2.7	4.7	5.3
July	2.7	4.0	5.5	July	2.7	5.7	8.9	July	2.7	4.7	6.9	July	2.3	4.0	4.6
August	2.5	4.9	4.7	August	3.4	7.9	7.1	August	2.8	6.2	5.7	August	3.1	4.7	4.4
September	2.1	5.8	4.5	September	3.3	8.1	6.3	September	2.6	6.8	5.2	September	4.2	6.4	5.4
October	2.9	5.2	4.3	October	3.9	9.0	7.8	October	3.3	6.8	5.8	October	4.8	6.3	5.8
November	3.7	5.7	4.6	November	5.6	9.2	7.8	November	4.5	7.2	5.9	November	5.8	6.9	6.5
December	3.3	4.6	4.4	December	4.8	9.5	7.2	December	3.9	6.7	5.6	December	5.6	6.9	7.0
January	3.5	5.2	4.5	January	4.4	8.8	5.5	January	3.9	6.7	4.9	January	4.8	7.0	5.8
February	3.2	6.4	4.4	February	4.7	8.5	6.2	February	3.8	7.3	5.1	February	4.8	6.6	5.9
March	3.1	7.8	5.3	March	4.5	10.7	6.8	March	3.6	9.0	5.9	March	4.9	7.9	6.4
Annual Average	3.1	4.9	4.8	Annual Average	3.7	7.6	7.6	Annual Average	3.3	6.1	5.9	Annual Average	4.2	5.9	5.7
No of Employees at 31 March 2023			873	No of Employees at 31 March 2023			570	No of Employees at 31 March 2023			1443	No of Employees at 31 March 2023			16090



<b>HOUSING AND TECHNICAL RESOURCES</b>		
	<b>Jan - Mar 2022</b>	<b>Jan - Mar 2023</b>
<b>MEDICAL EXAMINATIONS</b>		
Number of Employees Attending	75	49
<b>EMPLOYEE COUNSELLING SERVICE</b>		
Total Number of Referrals	13	18
<b>PHYSIOTHERAPY SERVICE</b>		
Total Number of Referrals	41	54
<b>REFERRALS TO EMPLOYEE SUPPORT OFFICER</b>	53	28
<b>REFERRALS TO COGNITIVE BEHAVIOUR THERAPY</b>	0	0
<b>TOTAL</b>	<b>182</b>	<b>149</b>
<b>CAUSE OF ACCIDENTS/INCIDENTS</b>	<b>Jan - Mar 2022</b>	<b>Jan - Mar 2023</b>
Specified Injuries*	1	0
Over 7 day absences	4	2
Over 3 day absences**	1	0
Minor	6	10
Violent Incident: Verbal****	2	1
<b>Total Accidents/Incidents</b>	<b>14</b>	<b>13</b>
*A Specified Injury is any fracture (other than to the fingers, thumbs or toes), amputation, loss of sight, serious burns, crushing injury, scalping, loss of consciousness caused by asphyxiation/ head injury, a chemical or hot metal burn to the eye or penetrating injury as defined by the HSE.		
**Over 3 day / over 7day absence is an injury sustained outwith specified injury category that results in a period of absence of absence as defined by the HSE.		
***Near Miss - Any unexpected, unplanned occurrence (except Dangerous Occurrences) that does not lead to injury of persons, damage to property, plant or equipment but may have done so in different circumstance.		
****Physical violent incidents are included in the "Specified" figures, where applicable, to provide the "Total Specified" figures.		
****Physical violent incidents and ***** Verbal Violent Incidents are included in the "Over 3-day or Over 7-day" figures, where applicable, to provide the "Total Over 3-day or Over 7-day" figures.		
****Physical Violent Incidents and ***** Verbal Violent Incidents are included in the "Minor" figures, where applicable, to provide the "Total Minor" figures.		
<b>RECORD OF DISCIPLINARY HEARINGS</b>	<b>Jan - Mar 2022</b>	<b>Jan - Mar 2023</b>
Total Number of Hearings	1	1
Total Number of Appeals	2	1
<b>Time Taken to Convene Hearing January - March 2023</b>		
<b>0-3 Weeks</b>	<b>4-6 Weeks</b>	<b>Over 6 Weeks</b>
<b>0</b>	<b>1</b>	<b>0</b>
<b>RECORD OF GRIEVANCE HEARINGS</b>	<b>Jan - Mar 2022</b>	<b>Jan - Mar 2023</b>
Number of Grievances	0	0
<b>RECORD OF DIGNITY AT WORK</b>	<b>Jan - Mar 2022</b>	<b>Jan - Mar 2023</b>
Number of Incidents	0	0
<b>ANALYSIS OF REASONS FOR LEAVING</b>	<b>Jan - Mar 2022</b>	<b>Jan - Mar 2023</b>
Career Advancement	1	3
Personal Reasons	1	1
Travelling Difficulties	0	1
Further Education	1	0
Dissatisfaction With Terms and Conditions	0	1
Other	1	0
<b>Number of Exit Interviews conducted</b>	<b>4</b>	<b>6</b>
<b>Total Number of Leavers Eligible for Exit Interview</b>	<b>13</b>	<b>13</b>
<b>Percentage of interviews conducted</b>	<b>31%</b>	<b>46%</b>

Reason	Jan - Mar 2023		Cumulative total	
	FTE	H/C	FTE	H/C
Terminations/Leavers	23.90	29	99.49	122
Being replaced	23.90	29	98.49	121
Filling on a temporary basis	0.00	0	0.00	0
Plan to transfer this budget to another post	0.00	0	0.00	0
End of fixed term contract	0.00	0	0.00	0
Held pending service Review	0.00	0	1.00	1
Plan to remove for savings	0.00	0	0.00	0

# Report

4

Report to:	<b>Housing and Technical Resources Committee</b>
Date of Meeting:	<b>31 May 2023</b>
Report by:	<b>Executive Director (Housing and Technical Resources)</b>

Subject:	<b>Housing and Technical Resource Plan 2023/2024</b>
----------	--

## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ present the Housing and Technical Resource Plan 2023/2024 for approval and note the monitoring arrangements

## 2. Recommendations

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

- (1) that the Resource Plan 2023/2024, attached as Appendix 1, be approved;
- (2) that the Resource Plan 2023/2024 be uploaded onto the Council's website following consideration by this Committee;
- (3) following Committee approval, all Resource Plans will be presented to Executive Committee on 21 June 2023, for noting; and
- (4) that Progress Reports on the Resource Plan 2023/2024 be provided at Quarter 2 and Quarter 4 to future meetings of this Committee.

## 3. Background

- 3.1. The Resource Plans for 2023/2024 were prepared in line with the corporate Resource Planning guidance.
- 3.2. The Resource Plan is a key element of the Council's performance management arrangements. It provides details of the context within which the Resource operates and establishes actions and measures for the year ahead based on the priorities and outcomes set out in the Council Plan Connect 2022 - 2027.
- 3.3. Performance management is a keystone of Best Value and ensures that the Council can demonstrate sound governance arrangements. The Resource Plan is 1 part of the Council's framework for planning and budgeting and demonstrates how this leads to effective front line service delivery.
- 3.4. As part of this framework, the Resource Plan reflects the aspirations of the Council Plan and the Community Plan as well as being complemented by the details of individual Service, Business and other Plans. Ultimately, these details are included in the key work objectives of individual officers. This demonstrates the 'Golden Thread' of performance management which ensures a clear understanding of the Council's vision, values, priorities and outcomes at all levels.
- 3.5. The current format for performance reporting has been established since 2007 and is used for Executive Directors' reports to the Chief Executive, Resource Management Teams, Resource Committees and the Performance and Review Scrutiny Forum.

The focus has been on reporting progress on Council outcomes, statutory performance indicators, other key performance measures and high level Resource outcomes. Progress reports are provided at Quarter 2 and Quarter 4 to this Committee.

- 3.6. In preparing the Plan, account has also been taken of the need to ensure a robust response to Risk Management and Control. Risks associated with delivery of the actions in this Resource Plan have been identified and evaluated and are listed in the Resource Risk Register. Where necessary, controls or further actions to mitigate these risks have been agreed. Such actions are tracked through the Resource Risk Control Plan which is kept under review by the Risk Sponsor for the Resource.
- 3.7. Following approval at individual Resource Committees, all Resource Plans will be presented, as a pack, to Executive Committee on 21 June 2023, for noting.

#### **4. Resource Plan 2023/2024**

- 4.1. The Resource Plan 2023/2024 is attached as Appendix 1 and is structured around the following headings:-

- i. Introduction
- ii. Key areas for the year ahead
- iii. Resource outcomes
- iv. Measures and actions
- v. Resourcing the Plan

#### **4.2. Resource Outcomes 2023/2024**

The Resource has established a number of outcomes to support the delivery of the Connect Outcomes in 2023/2024. To support these outcomes, the Resource has developed performance measures which are set out within the action plan, detailed at section 4 of the Resource Plan. Key or strategic measures will be included in the Council Pan Connect Progress Reports 2023/2024, with the rest being monitored and reported at Resource level.

#### **4.3. Monitoring and Reporting**

As part of the performance management arrangements, the Committee will receive a mid-year update of progress on the measures in the Resource Plan covering the period April 2023 to September 2023 (Quarter 2) as well as an end of year progress report covering the full year April 2023 to March 2024 (Quarter 4).

#### **5. Employee Implications**

- 5.1. The outcomes noted within the Resource Plan will inform the Service Action Plans, where applicable and in turn, the Performance Appraisal process for individual employees.

#### **6. Financial Implications**

- 6.1. The outcomes within the Resource Plan are reflected in the respective Resource Revenue and Capital budgets and longer term, within the framework of the Council's approved Financial Strategy.

#### **7. Climate Change, Sustainability and Environmental Implications**

- 7.1. There are no climate change or environmental implications as a result of this report.

The Council acknowledges the serious and immediate threat of climate change and is committed to accelerating the pace of action in response to the climate emergency and in Scotland's transition to a net-zero and climate resilient society and economy.

All Resource Plans have recognised sustainable development and climate change as a key area of focus for 2023/2024 to the full extent that funding permits.

## **8. Other Implications**

8.1. Resource Plan actions are assessed as part of the Resource's risk management arrangements and relevant issues have been added to the Resource Risk Register.

## **9. Equality Impact Assessment and Consultation Arrangements**

9.1. Many of the actions detailed within the Resource Plan reflect ongoing strategies and policies which will be or have been the subject of consultation and equality impact assessment.

**Stephen Gibson**  
**Executive Director (Housing and Technical Resources)**

10 May 2023

### **Link(s) to Council Values/Priorities/Outcomes**

- ◆ The Resource Plan has been structured upon the Vision, Values, Priorities and Outcomes in the Council Plan Connect 2022 - 2027

### **Previous References**

- ◆ None

### **List of Background Papers**

- ◆ [Council Plan 2022-2027](#)

### **Contact for Further Information**

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

Sharon Egan (Head of Housing Services)

Ext: 4595 (Tel: 01698 454595)

E-mail: [sharon.egan@southlanarkshire.gov.uk](mailto:sharon.egan@southlanarkshire.gov.uk)





**Housing and Technical Resources**

# **Housing and Technical Resource Plan 2023-2024**

<b>Section</b>	<b>Contents</b>	<b>Page</b>
<b>1.0</b>	<b>Introduction</b>	<b>1</b>
<b>2.0</b>	<b>Key areas of focus for the year ahead</b>	<b>2</b>
<b>3.0</b>	<b>Resource outcomes</b>	<b>5</b>
<b>4.0</b>	<b>Measures and actions</b>	<b>7</b>
<b>5.0</b>	<b>Resourcing the Plan</b>	<b>19</b>



## Section One – Introduction

I am pleased to introduce our Resource Plan for 2023-24 which sets out our intended outcomes and priorities for the coming year. This is the main annual business planning document for the Resource. It reflects the council's key priorities as set out in the Council Plan 'Connect' and provides an overview of the Resource's main areas of activity.

This plan demonstrates our clear commitment to deliver on the priorities set out in 'Connect' and the vision, "To Improve the Lives and Prospects of Everyone in South Lanarkshire".

There are two Services within Housing and Technical Resources which help to ensure that the council operates successfully in an increasingly complex and challenging environment, and although diverse, each service is essential to the running of the council and the delivery of its vision, values and priorities.

**Housing Services** is the fourth largest social landlord in Scotland and is responsible for providing a comprehensive housing management service, managing 25,328 homes, including 34 Sheltered Housing complexes and two sites and services for the Gypsy /Traveller community. Housing Services is divided into the three distinct, yet interrelated service areas of Homelessness and housing support; Housing Management Services and Housing Strategy and Support. We provide a homelessness and housing support services, working to prevent and alleviate homelessness; support independent living; improve levels of tenancy sustainment and support vulnerable households in our communities, including refugees. At a strategic level, we have responsibility for the development and implementation of the Strategic Housing Investment Plan (SHIP) and the Local Housing Strategy. The Service also provides both strategic and support functions across the Resource, contributing to the Council and national agenda, including community safety, tackling poverty, affordable warmth and the development and delivery of additional affordable homes.

**Property Services** is responsible for managing the council's portfolio of properties and land and is split between three services, Building Services, Assets and Estates and Consultancy Services. These services have a wide range of responsibilities including working with all other Resources to develop, design, procure and, in many cases deliver property construction/improvement projects. The Service undertakes maintenance works across the property portfolio, including the out of hours repairs service and carries out legislative compliance works including electrical testing and gas safety checks. The Service also manages properties for sale and lease and provides strategic support to the Resource and the council for energy efficiency and the sustainability agenda.

**Stephen Gibson**  
**Executive Director**  
**(Housing and Technical Resources)**

## Section Two – Key areas of focus for the year ahead

### 2.0. Overview

The Resource has identified the main challenges, risks and new developments which will have significant impact on the delivery of services in the coming year. These are outlined briefly below.

### 2.1. Cost of living Crisis

The UK is experiencing the worst cost-of-living crisis in 40 years. With inflation soaring into double figures both the UK and the Scottish Government have formally recognised the severity of the crisis and have deployed emergency measures to help mitigate the effects of rising costs. While all sectors of society are seeing prices rise the impacts are greatest for those on the lowest incomes. The council recognises the immense pressures being faced by households across South Lanarkshire and acknowledges the potential for additional pressures on council services. The council has identified a range of new and existing support which can help households manage scarce resources and services will continue to explore all avenues to support the most vulnerable in the year ahead.

While doing all we can to support our communities in these difficult times, the council recognises that inflationary pressures will also present significant challenges for council services as budgets are increasingly squeezed by rising costs.

### 2.2. Housing to 2040

Published in early 2021, the Scottish Government's Housing to 2040 publication identified significant policy changes planned for the housing sector over the next 20 years. This includes a target of delivering 110,000 additional affordable homes across Scotland, the introduction of a Rented Sector Strategy, including proposals to introduce new legislation aimed at aligning standards within both the private and social rented sectors, new housing quality standards, an emphasis on place-based strategy and accelerated energy efficiency targets. The Resource will continue to monitor progress in relation to all aspects of this document, working with housing, health and homelessness partners across South Lanarkshire to meet any new requirements.

### 2.3. Financial Considerations

In order to continue to maintain, invest and meet legislative requirements for council housing and services, maximising rental income and minimising arrears will continue to be a priority for the Resource. However, we recognise that the ongoing situation will be having a significant impact to the financial capacity or security of many. It is therefore our intention to continue to set affordable rents and provide a person centred approach to supporting our tenants and customers who face financial difficulties, while contributing to the wider tackling poverty agenda. The scale and nature of investment in the council's property assets is changing as a result of restricted budgets and new technology. The Resource will review operational models to ensure that property services continue to be delivered effectively and staff are upskilled.

### 2.4. Preventing and Alleviating Homelessness

The Resource continues to work closely with our partners to address emerging issues and the priorities identified in the South Lanarkshire Rapid Re-housing Transition Plan 2019-24, including review our supply of temporary and supported accommodation to ensure it is suitable and is meeting identified needs as well as delivering our Housing Options service with a focus on homeless prevention to support and assist people who are homeless or at risk of becoming so.

We will continue to work in partnership and seek to further develop person centred housing and support packages for vulnerable households, including continued joint working with corporate parenting partners, strengthen our pathway planning approach, and Women's Aid South Lanarkshire and East Renfrewshire to further develop responses to domestic abuse.

We will continue to deliver the aims and objectives of the SHORE (Sustainable Housing on Release for Everyone) standards, working with partners to prevent homelessness and stop the cycle of reoffending, contributing to community safety.

## **2.5. Continuing to improve the supply and availability of housing**

The Resource will continue to deliver on its Home+ programme to increase the supply of council homes through the building of new homes and purchasing existing ones from the market. To support this, we aim to deliver an additional 1,300 council homes by 2027. In addition, by working with RSL partners, the Resource will also continue to meet housing needs by letting houses efficiently, effectively and fairly.

## **2.6. Provision of Services to Gypsy/Travellers**

The Resource currently operates two Gypsy/Traveller sites comprising a total of 24 pitches. The Resource will continue to work closely with residents to deliver an accommodation need and demand assessment, and continue to implement a co-produced investment masterplan for both sites which includes a range of investment activities including; pitch expansions, upgrades to amenity buildings and continuing to implement measures to support fire safety on sites.

In addition, the Resource will continue to work with the Scottish Government and COSLA to deliver appropriate outcomes from the national 'Improving the Lives for Gypsy/Travellers Action Plan.'

## **2.7. Health and Social Care**

With the approval of the third Strategic Commissioning Plan, the Resource will continue to contribute to the planning and delivery of services provided through the Health and Social Care partnership and ensure effective alignment in relation to strategic planning for housing and homelessness, through two specific Directions to prioritise access to health service and ensure appropriate referrals by health practitioners for households who are homeless

## **2.8. Development of Integrated Housing and Property Management System**

The development and implementation of the new integrated housing and property management system will remain a key priority for the Resource during 2023/24. This will progress in tandem with ensuring effective operation of existing systems to meet statutory and regulatory requirements and further digitisation of services that will enhance our interactions with customers and tackle digital inclusion.

## **2.9. Health and Safety**

Health and Safety legislation and regulations will remain a key area for the Resource to maximise efforts to reduce accidents and comply with all current and emerging health and safety legislation for council buildings and housing, developing and promoting a safe environment for employees, tenants and customers.

## **2.10. Sustainable Development and Climate Change**

The council acknowledges the serious and immediate threat of climate change and is committed to accelerating the pace of action in response to the climate emergency and in Scotland's transition to a net-zero and climate resilient society and economy.

To the full extent that funding permits, the Resource will continue to manage the property and land assets as well as the commercial portfolio of the council, ensuring it continues to meet requirements in terms of scale, location, condition, suitability and corporate image.

The 2023/24 Housing Capital Programme reflects the level of investment required to continue to maintain the Scottish Housing Quality Standard and to increase the proportion of homes that meet the Energy Efficiency Standard for Social Housing by December 2032 (EESH2).

The Scottish Government will require all new domestic buildings to be installed with a decarbonised heating source and will not be able to be connected to the existing gas network, through a New Build Heat Standard which is proposed to be introduced in 2024. Significant planning will be required to meet this new requirement, including changes to suppliers and procurement routes as well as training and restructuring existing services.

### **2.11. Refugee Re-settlement Programme and Asylum Dispersal**

The Resource will continue to manage and support the refugee resettlement programmes for families who arrive in South Lanarkshire through the following visa schemes: the UK Resettlement Scheme, the Afghanistan Relocation and Assistance Policy, the Afghan Resettlement Programme and the Homes for Ukraine scheme. We will work in partnership with relevant agencies to support new arrivals and ensure that families move to settled accommodation as quickly as possible.

The Resource will also coordinate the council and partners involvement in the asylum seeker dispersal programme.

## Section Three – Resource outcomes

### 3.1. Resource Outcomes

The Resource has established the following outcomes to support the delivery of Connect Outcomes in 2023-2024.

Connect Outcomes	Resource Outcomes
<b>Communities and Environment</b>	<ul style="list-style-type: none"> <li>• Work with communities to create safe, strong sustainable places</li> <li>• Increased ownership of local assets</li> </ul>
<b>Education and Learning</b>	<ul style="list-style-type: none"> <li>• No Resource outcomes for this Connect outcome.</li> </ul>
<b>Health and Wellbeing</b>	<ul style="list-style-type: none"> <li>• Support people to live active and independent lives</li> <li>• Help people to continue to live within their homes and communities through integrated community health and social care services</li> </ul>
<b>Children and Young People</b>	<ul style="list-style-type: none"> <li>• Improve the health and wellbeing of children, young people and families</li> </ul>
<b>Housing and Land</b>	<ul style="list-style-type: none"> <li>• Support people to access and sustain housing which meets their needs through our Integrated Housing Options service</li> <li>• Provide a comprehensive range of services to help prevent and alleviate homelessness including the provision of suitable temporary and supported accommodation</li> <li>• Continue to deliver an affordable housing programme to meet needs</li> <li>• Manage the council's portfolio of properties and land</li> <li>• Ensure our repairs service continues to meet the needs of customers</li> <li>• More energy efficient council homes</li> <li>• Continue to engage and work with tenants and other customers to design our services</li> <li>• Provide high quality services to our service to our tenants, including those who live in sheltered housing and residents at our Gypsy / Travellers sites</li> <li>• Improved outcomes for households experiencing homelessness, including access to settled accommodation</li> <li>• Work to bring empty homes back into use to help meet needs within South Lanarkshire</li> <li>• Continue to develop a range of properties to meet the council needs</li> <li>• Deliver a first-class repairs and maintenance service</li> <li>• Work with property owners and landlords to make sure our private housing is suitable for the needs of our residents</li> </ul>
<b>Our Economy</b>	<ul style="list-style-type: none"> <li>• Help create town centres that offer a social, cultural and economic heart to a community and contain shared built environment,</li> </ul>

	heritage and spaces that, with the right conditions, provides inclusive and sustainable centres
--	---

**3.2. Delivering the Plan and achieving Best Value**

In working towards the six Outcomes, the council aims to continually improve and ensure effective and efficient use of resources, and our business will be conducted with integrity, transparency and will operate to the highest standards.

Housing and Technical Resources has established the following Resource outcomes which specifically aim to support delivery of the plan and achieving best value.

<b>Delivering the Plan and achieving Best Value</b>	<p><b>Resource Outcomes</b></p> <ul style="list-style-type: none"> <li>• Digital and ICT services meet the needs of its customer</li> <li>• Customers experience high quality and improving council services</li> <li>• The council demonstrates high standards of governance and sound financial stewardship</li> <li>• The workforce has the skills, flexibility and capacity to deliver the council's outcomes</li> </ul>
---	--

## Section Four – Measures and actions

### 4.0. Performance measures and action plan

This section of the Resource Plan is divided into two parts: part (a) sets out our main performance measures against our outcomes; and part (b) describes the key actions we will take in the coming year to respond to the challenges ahead and improve services and outcomes.

#### 4.a. How we will measure our performance

The ongoing effects of COVID-19 continue to have a significant impact on performance for some services. The table below shows our performance measures, with data for the last two years and the target for 2023-24 and additional context for the targets is detailed within the notes column where applicable.

<b>Resource Outcome: Support people to access and sustain housing which meets their needs through our Integrated Housing Option Service</b>						
<b>Measure</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24 Target</b>	<b>Links</b>	<b>Service</b>	<b>Notes</b>
1. % of lets to Urgent housing (UH) need households (locally set target)	56.59%	58.14%	55% to 65%	C05.01	Housing	The target is set between 55% - 65% to ensure progress is made towards the priorities and targets set within RRTP. Target approved by HTR Committee on 15/3/23 as part of Local Letting Plan Report.
2. % of new tenancies sustained for more than a year for all lets (locally set target)	93.4%	92%	88%	SSHC C05.01	Housing	Tenancy sustainment has remained strong in year, significantly above target.
3. % of tenancy offers refused during the year (N/A)	16.6%	23.38%	N/A	SSHC 05.01	Housing	This is a contextual indicator as refusals are driven by the applicant and can vary significantly depending on size/availability/location of housing. This indicator is required for the Scottish Housing Regulator charter return and is used to benchmark against all other Scottish LA's.
4. Average time taken to re-let empty properties (locally set target)	21.51 days	27.76 days	30 days	05.16 SSHC	Housing	This continues to be a key focus for the Resource with a Voids Working Group established to closely monitor and identify improvement actions.  Performance against this Charter measure is consistently good and SLC remains one of the top

						performing councils in void management.
<b>Resource Outcome: Provide a comprehensive range of services to help prevent and alleviate homelessness including the provision of suitable and temporary and supported accommodation</b>						
<b>Measure</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24 Target</b>	<b>Links</b>	<b>Service</b>	<b>Notes</b>
5. Average length of time in temporary accommodation (locally set target)	105 days	95.7 days	120 days	SG 05.02	Housing	The target has been set, taking account of the continued uncertainty in relation to turnover/ availability of permanent housing solutions and the demand for homelessness services.
6. % of households provided with temporary accommodation (nationally set target)	100%	100%	100%	SG 05.02	Housing	Consistently excellent performance against indicator which is reported to the Scottish Government.
7. % of temporary accommodation offers refused (locally set target)	7.42%	6%	6%	SG 05.02	Housing	Performance has improved in the year and will continue to be monitored closely.
8. Number of times we did not meet our obligation to provide suitable accommodation (nationally set target)	0	0	0	SG 05.02	Housing	Good performance against national requirement
<b>Resource Outcome: Improved outcomes for households experiencing homelessness, including access to settled accommodation</b>						
<b>Measure</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24 Target</b>	<b>Links</b>	<b>Service</b>	<b>Notes</b>
9. % of homeless households advised of outcome of assessment within 28 days (locally set target)	99.6%	95.2%	95%	SG 05.15	Housing	Slight drop in performance due to new service arrangements implemented in first half of year. Performance returned to previously high levels second half of year. This is a locally set target and is a key focus for the Resource and continues to be closely monitored by management.



	73.48%	65.92%	70%	C05.15	Housing	This is a locally set target and is a key focus for the Resource.  The operating context in relation to the prevention of homelessness has proven to be extremely challenging in the year. The prevailing socio-economic conditions adversely impacted upon the ability to prevent homelessness during 2022/23. This trend has been mirrored nationally
10. % of Housing Options interventions where Homelessness prevented (locally set target)						
<b>Resource Outcome: Ensure our repairs service continues to meet the needs of customers</b>						
<b>Measure</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24 Target</b>	<b>Links</b>	<b>Service</b>	<b>Notes</b>
11. % of response repairs completed on time (nationally set target)	99.1%	95.3%	90%	C05.16	Property	This measure is a statutory requirement and is also used for benchmarking returns.  Slight drop in performance due to the ongoing onset of Covid 19 and the impact of severe weather.
12. Average length of time to complete emergency repair (contracted target)	4 hours 24 minutes	5 hours 36 mins	24 hours (contracted target)	SSHC 05.16	Property	This target is a contractual arrangement and is a Charter requirement of the Scottish Housing Regulator.
13. Average length of time to complete non-emergency repair (contracted target)	11.76 days	11.63 days	28 days (contracted target)	SSHC LGBF 05.16	Property	This target is a contractual arrangement and is a Charter requirement of the Scottish Housing Regulator.
14. % of reactive repairs completed first time right (nationally set target)	99.76%	99.6%	90%	SSHC 05.16	Property	This target is nationally set and is a statutory requirement for the Scottish Housing Regulator.
15. % of repairs appointment kept (nationally set target)	94%	100%	90%	SHN 05.16	Property	This indicator is a statutory requirement and is also used for benchmarking returns.
16. Number of times we did	439	20	0	SSHC	Property	As result of the residual impact of COVID-19 and

not, meet our obligation to complete the annual gas safety check by annual anniversary date (nationally set target)				05.16		tenants refusing access due to self-isolation as well as occasions where it was not considered appropriate to carry out a service, has resulted in target not being achieved.
---	--	--	--	-------	--	---

**Resource Outcome: Deliver a first-class repairs and maintenance service**

Measure	2021-22	2022-23	2023-24 Target	Links	Service	Notes
17. % of tenant satisfaction with repairs or maintenance in year (locally set target)	91%	89%	90%	SSHC 05.08	Property	This target is to maintain performance at 90% and is a charter requirement for the Scottish Housing Regulator.

**Resource Outcome: More energy efficient homes**

Measure	2021-22	2022-23	2023-24 Target	Links	Service	Notes
18. % of council stock meeting the SHQS (locally set target)	72.25%	80.00%	90%	SSHC 05.17	Property	The changes to the Fire Tolerable standard has continued to impact on the SHQS pass rate due to the lack of supplies of the alarms. We have also experienced difficulties with gaining access to properties to carry out Fixed Electrical Testing.
19. % of council dwellings that are Energy Efficiency Standard for Social Housing 2 (EESH2) (N/A)	6.48%	7.39%	No target as currently subject to review	C05.17	Property	Reporting to the Scottish Government against this indicator has ceased. New indicators are currently being devised as part of a national review.  In advance of the new national indicators, a review of housing stock is underway to determine the additional energy measures required to achieve energy efficiency and carbon reduction requirements within the council's housing stock.

**Resource Outcome: Work with communities to create safe, strong and sustainable places**

Measure	2021-22	2022-23	2023-24 Target	Links	Service	Notes
20. % of Anti-Social Behaviour	94.3%	96.8%	90%	SSHC 01.01	Housing	Performance continues to be strong against this indicator

cases resolved in the year (locally set target)						
---	--	--	--	--	--	--

<b>Resource Outcome: Support people to live active and independent lives</b>						
<b>Measure</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24 Target</b>	<b>Links</b>	<b>Service</b>	<b>Notes</b>
21. Number of adaptations completed in Council homes (locally set target)	933	1,266	100% of requests received	03.01	Property	Performance in this area is demand led - numbers are contextual and can vary significantly from year to year. We have updated the target to 100% of adaptations received.
22. Number of households currently waiting for adaptations to their home (locally set target)	0	0	0	C03.01	Property	This is a locally set target and has been consistently achieved over a number of years.
23. % of approved applications for adaptations completed in year (locally set target)	100%	100%	100%	SSHC C03.01	Property	This target is a local target and indicator is a statutory requirement for the Scottish Housing Regulator. This target has been consistently achieved over the past years.
24. Average time (working days) to complete applications (nationally set target)	23.49 days	21.72 days	28 days	SSHC 03.01	Property	This target is a contractual arrangement and indicator is a statutory requirement for the Scottish Housing Regulator.
25. % of standard adaptations to council houses within agreed appointment times (nationally set target)	98.3%	90.1%	90%	C03.01	Property	This target is a contractual arrangement and indicator is a requirement for benchmarking returns.
26. % of new build that are wheelchair accessible (locally set target)	N/A	N/A	10%	C03.01	Housing/ Property	Target is determined through demand analysis achieved through the regional Housing Need and Demand Assessment and local

						discussions with social housing providers.
--	--	--	--	--	--	--

**Resource Outcome: Customers experience high quality and improving council services**

Measure	2021-22	2022-23	2023-24 Target	Links	Service	Notes
27. % of Stage 1 complaints responded to in full (nationally set target)	91%	95%	100%	SSHC 07.01	Housing/ Property	This is a nationally set target and indicator is a statutory requirement for the Scottish Housing Regulator.
28. Average time in working days for a full response at Stage 1 (nationally set target)	5 days	5.2 days	5 days	SSHC 07.01	Housing/ Property	This is a nationally set target and indicator is a statutory requirement for the Scottish Housing Regulator.
29. % of Stage 2 complaints responded to in full nationally set target)	100%	88%	100%	SSHC 07.01	Housing/ Property	This is a nationally set target and indicator is a statutory requirement for the Scottish Housing Regulator.  Complaints continue to be a focus for management and are routinely monitored. As a result, the numbers remain consistently low, which in turn can have a detrimental impact on the overall percentage.
30. Average time in working days for a full response at Stage 2 (nationally set target)	15 days	15 days	20 days	SSHC 07.01	Housing/ Property	This is a nationally set target and indicator is a statutory requirement for the Scottish Housing Regulator.

**Resource Outcome: The council demonstrates high standards of governance and sound financial stewardship**

31. Rent collected as a % of rent due in the year (locally set target)	98.3%	99.10%	99.31%	SSHC 07.02	Housing	Performance in this area has been strong in the year against extremely challenging socio-economic environment. It will continue to be an area of focus in the 2023-24 and monitored and reported at a senior management level.
32. Gross rent arrears (current and former tenants) as a	8.91%	8.66%	9.01%	LGBF SSHC 07.02	Housing	Performance against this indicator has improved despite the challenging socio-economic environment. It will continue to be an area of

% of rent due for the year (locally set target)						focus in the forthcoming year and monitored and reported at a senior management level.
33. % of rent due in the year that was lost due to voids (Operational void rent loss) (locally set target)	0.6%	0.62%	0.62%	SSHC 07.02	Housing	Performance impacted by void repair performance and associated challenges. It will continue to be an area of focus in the forthcoming year and monitored and reported at a senior management level.
34. % of total void rent loss (locally set target)	1.53%	1.41%	1.42%	SSHC 07.02	Housing	Performance will continue to be an area of focus in the forthcoming year and monitored and reported at a senior management level as well as a statutory requirement for the Scottish Housing Regulator.
35. Factoring collection rate (locally set target)	73%	72.2%	75%	C07.02	Property	Target set by Finance and Corporate Resources.

#### 4.b. What actions we will take in 2023-2024

Resource Outcome: Continue to deliver an affordable housing programme to meet needs			
Action	Milestones/Steps we will take to deliver our actions	Links	Service
1. Increase the number of new affordable homes (NH)	Total new/additional affordable homes delivered per SHIP and reported to HTR Committee.	C05.10	Housing/ Property
Resource Outcome: Work to bring empty homes back into use to help meet needs within South Lanarkshire			
2. Physical regeneration work in priority areas	Work with partners to bring 15 Long Term empty homes into use by March 2024.	C05.07	Housing/ Property
Resource Outcome: Continue to develop a range of properties to meet the council needs			
3. Increase supply of housing suitable for older people (NH)	Continue to adapt -suitable homes, as identified at the void stage, to Amenity standard.  Total new amenity homes delivered through AHSP and reported to HTR Committee through the SHIP	C05.09	Housing/ Property
Resource Outcome: Support people to access and sustain housing which meets their needs through our Integrated Housing Option Service			
Action	Milestones/Steps we will take to deliver our actions	Links	Service

4. Understand the financial security of our customers	Provide a programme of support to our customers including – <ul style="list-style-type: none"> <li>• The offer of tailored support to 100% of tenants who go on to receive Universal Credit</li> <li>• Tenancy Sustainment Fund to support tenant experiencing financial difficulties sustain their tenancy</li> </ul> As part of rent setting process - <ul style="list-style-type: none"> <li>• Complete analysis of the affordability of our rents by December 2023.</li> </ul> Consult with tenants regarding proposed rent levels by December 2023.	05.01	Housing
5. Development and implement Local Housing Strategy for 2022-27	Annual Review completed and approved by Executive Committee in November 2023.	C05.01	Housing

**Resource Outcome: Improved outcomes for households experiencing homelessness, including access to settled accommodation**

Action	Milestones/Steps we will take to deliver our actions	Links	Service
6. Improve access to settled accommodation for homeless households	Continue to implement Rapid Rehousing Transition Plan delivered including –  Implement Housing First approach, provide suitable accommodation and support for up to 40 individuals with complex needs by 2023/24.  Increase settled accommodation by converting 10 to 15 temporary accommodation units to Scottish Secure Tenancies during 2023/24.  We will continue to make progress towards our target of converting up to 100 temporary accommodation units to Scottish Secure tenancies by 2024.  Reduce and maintain repeat instances of homelessness to below 4.5% of all cases during 2023/24 (RRTP aim is <3% over life of plan)  Review of Commissioned Services exploring opportunities of partnership working for efficiencies and to lever in funding that will add value to existing homelessness services.	C05.15	Housing

**Resource Outcome: Work with communities to create safe, strong sustainable places**

Action	Milestones/Steps we will take to deliver our actions	Links	Service
7. Community Safety priorities are achieved (NH)	Implement the recommended next steps of the review of the Safer South Lanarkshire Board and associated structure, ensuring that reporting requirements around police and fire scrutiny, anti-social behaviour and community justice are appropriate  A project to upgrade the public space cameras and install new cameras at identified hotspots not currently covered by	C01.01	Housing / Property

	CCTV is due to complete during 2023/24. These measures will allow the council to provide a significantly more effective support function to the police and increase public safety.  Contribute to the Environmental Task Force to address graffiti, vandalism and fly tipping.  Review the Anti-Social Behaviour Strategy.	01.01	
8. Review of rural action plans to improve sustainability	Rural action plans will be reviewed with rural communities every two years	1.01	Housing
<b>Resource Outcome: Continue to engage and work with tenants and other customers to design our services</b>			
<b>Action</b>	<b>Milestones/Steps we will take to deliver our actions</b>	<b>Links</b>	<b>Service</b>
9. Develop and implement Customer Involvement Strategy	The new Customer Involvement Strategy will be developed, consulted, and approved by Housing and Technical Resources Committee by September 2023.	05.12	Housing
10. Ensure effective involvement with tenants and other customer groups	Annual Scrutiny Programme 2023/24 developed August 2023 and implemented by March 2024.  Customer Engagement Programme agreed with tenant representatives by August 2023.	C05.12	Housing
11. Service development is informed by understanding our customer satisfaction levels of key service areas	Customer Satisfaction Programme developed and approved by July 2023.  Results are reviewed quarterly, and any improvement activities are identified and incorporated into service and resource planning cycles.	SSHC 05.12	Housing/ Property
<b>Resource Outcome: Provide high quality services to our service to our tenants, including those who live in sheltered housing and residents at our Gypsy / Travellers sites</b>			
<b>Action</b>	<b>Milestones/Steps we will take to deliver our actions</b>	<b>Links</b>	<b>Service</b>
12. Work with Gypsy/Traveller residents to develop and implement a programme of site improvement	Continue to deliver co-produced Site Masterplans at both sites, reflecting council and resident priorities.  Work in 2023/24 will continue with key projects including new pitches, play parks and upgrade of amenity units.	C05.03	Housing
13. Ensure that Sheltered housing services are compliant with Care Inspectorate inspection standards	Complete Quality assurance checks to monitor and ensure compliance with care inspectorate standards. Each of the 34 sheltered housing complexes will be checked during 2023/24 with findings of completed checks reported on a quarterly basis.	C05.03	Housing
<b>Resource Outcome: More energy efficient council homes</b>			
<b>Action</b>	<b>Milestones/Steps we will take to deliver our actions</b>	<b>Links</b>	<b>Service</b>
14. Improve energy efficiency stock to help address fuel poverty (NH)	Deliver Housing Investment Programmes to ensure as many socially rented properties as practically possible achieve the Energy Efficiency Standard for Social Housing (EESH2) by 2032.	C05.17  05.17	Property

	<p>Maximise the energy efficiency of homes to help with household bills and build towards net zero.</p> <p>Develop and implement South Lanarkshire Local Heat and Energy Efficiency Strategy (LHEES) and associated Delivery Plan.</p> <p>To contribute to national fuel poverty targets, the council will undertake a review to identify the proportion of households within its housing stock that are in, or are susceptible to being in, fuel poverty.</p> <p>Develop feasibility studies for proposed district heating systems at the multi storey blocks in East Kilbride and Hamilton.</p> <p>Improve homes and the housing environment for residents by continuing to invest in fabric upgrade.</p>	05.17	
		05.17	

**Resource Outcome: Improve the health and wellbeing of children, young people and families**

<b>Action</b>	<b>Milestones/Steps we will take to deliver our actions</b>	<b>Links</b>	<b>Service</b>
15. Contribute to effective joint working to protect and promote the wellbeing of children, young people and adults	100% of households identified as at risk are referred to appropriate statutory agencies.	04.04	Housing/Property
	Deliver key actions detailed in the Local Child Poverty Action Report during 2023/24 within the following areas: <ul style="list-style-type: none"> <li>Reducing the costs of housing for families including energy costs;</li> <li>Investment to increase new affordable housing supply;</li> <li>Preventing and reducing homelessness for households, including families with children and young people</li> </ul>	04.04	Housing
	Continue to deliver the SHORE Standards (Sustainable Housing on Release for Everyone) standards, by providing appropriate support to 80% of individuals leaving prison with identified housing need	04.04	Housing
	100% of young people moving on from care offered housing options appointment, and of those requiring Housing Service assistance, 100% supported to move onto suitable and sustainable housing via a personal housing pathway plan.	04.04	Housing

**Resource Outcome: Work with property owners and landlords to make sure our private housing is suitable for the needs of our residents**

<b>Action</b>	<b>Milestones/Steps we will take to deliver our actions</b>	<b>Links</b>	<b>Service</b>
16. Provide support and assistance to owner occupiers and landlords helping them to meet their responsibilities of maintain and repair to their homes.	Conduct review of Scheme of Assistance Policy during 2023/24.	05.06	Housing / Property

**Resource Outcome: Help people to continue to live within their homes and communities through integrated community health and social care services**

<b>Action</b>	<b>Milestones/Steps we will take to deliver our actions</b>	<b>Links</b>	<b>Service</b>
---------------	---	--------------	----------------



17.Ensure effective contribution to health and social care outcomes contained within the Strategic Commissioning Plan	In line with Homelessness related Directions within the Strategic Commissioning Plan 2022-25 pilot routine enquiry within identified front line homelessness services and develop plan to support full roll out across health and care services.	C03.08	Housing
<b>Resource Outcome: Increased ownership of local assets</b>			
<b>Action</b>	<b>Milestones/Steps we will take to deliver our actions</b>	<b>Links</b>	<b>Service</b>
18. Support sustainable Community asset transfer (NH)	Further promote the community asset transfer process and support communities to develop sustained applications target 3.	01.16	Property
<b>Resource Outcome: Manage the Council's portfolio of properties and land</b>			
<b>Action</b>	<b>Milestones/Steps we will take to deliver our actions</b>	<b>Links</b>	<b>Service</b>
19.Project Management of General Services Projects	The General Services Programme spend will be achieved for the financial year.	C05.11	Property
	Clyde Terrace, Bothwell commencing with completion in 2023.	05.11	Property
	New Jackton Primary School is due for completion in 2023.	05.11	Property
20.Review of operational assets and reduction in the number of properties	Continue to engage with all Council Resources and public sector partners during 2023/24 to ensure continued progress towards establishing a core estate through property rationalisation and investment.  A review of operational assets in each area will identify opportunities to rationalise, reuse and redevelop to create sustainable property portfolio.	05.11	Property
21.Review of office accommodation in light of changing working patterns	Develop and implement a new 5 year office strategy and action plan.  Condition is assessed as the percentage of floor space of operational buildings which are in a satisfactory condition.  Suitability is assessed as the percentage of operational buildings which are considered to be suitable for service delivery.	05.11	Property
22.Progress towards decarbonisation on the non housing estate	The council will develop a programme for reducing emissions within its non-domestic building stock, aiming for heat to be delivered by zero carbon technology by the 2038 backstop.  Complete feasibility studies to identify and cost the energy efficiency measures and heating system replacement works that will be required to decarbonise heat by 2038 across the council's wet leisure and primary school estate.  Achieve energy efficiency and carbon emissions reductions through delivery of the CEEF programme.	05.11	Property

<b>Resource Outcome: Help create town centres that offer a social, cultural and economic heart to a community and contain shared built environment, heritage and spaces that, with the right conditions, provides inclusive and sustainable centres</b>			
<b>Action</b>	<b>Steps we have taken to deliver our actions</b>	<b>Links</b>	<b>Service</b>
23.Ensure effective development of opportunities	Support the development of opportunities to re-envision and redevelop town centres	06.04	Property
<b>Resource Outcome: The Council demonstrates high standards of governance and sound financial stewardship</b>			
<b>Action</b>	<b>Steps we have taken to deliver our actions</b>	<b>Links</b>	<b>Service</b>
24.Ensure effective management of all Resource budgets and Business Plans	Overall budgetary target achieved by March 2024.	07.02	Housing/ Property
<b>Resource Outcome: Digital and ICT Services meet the needs of the council and its customer</b>			
25.Progress the council's Digital Strategy within the Resource	Progress the implementation of a new Integrated Housing and Property management System, including sourcing a new supplier and contract negotiations.	07.04	Housing/ Property

## Section Five – Resourcing the Plan

### 5.0. Introduction

In this section we consider the resources needed to implement our plan, including funding and staffing.

### 5.1. Revenue Budget 2023-24

The Resource has a Net Revenue Budget of £13.630 million for 2023-24. The table below allocates this budget across the services:

<b>NET Budget by Service</b>	<b>2023-24</b>	
<b>Detail</b>	<b>£ million</b>	<b>%</b>
Housing Services	8.373	61%
Property Services	5.257	39%
<b>Total</b>	<b>13.630</b>	<b>100%</b>

### 5.2. Capital Budget 2023-24

The following capital budget of £63.916 million is allocated to the Resource for 2023/24:

<b>Capital Programme 2023-24</b>	
<b>Project</b>	<b>£ million</b>
Housing Revenue Account (HRA) Capital (new projects)	63.916
<b>Total</b>	<b>63.916</b>

### 5.3. Resource Employees

The Resource has 1,434 employees as at February 2023. We support these employees to deliver their duties through a range of policies including personal appraisal and a robust training framework.

The number of employees (per headcount) by service is as follows:

<b>Service</b>	<b>Number of employees</b>
Housing Services	484
Property Services	950
<b>Total</b>	<b>1,434</b>



# Report

5

Report to:	<b>Housing and Technical Resources Committee</b>
Date of Meeting:	<b>31 May 2023</b>
Report by:	<b>Executive Director (Housing and Technical Resources)</b>

Subject:	<b>Pavilion at Alexander Hamilton Memorial Park, Stonehouse – Asset Transfer to Friends of Stonehouse Park</b>
----------	--

## 1. Purpose of Report

The purpose of the report is to:-

- ◆ advise the Committee of the request for asset transfer, by lease, of the pavilion within Alexander Hamilton Memorial Park, Stonehouse to Friends of Stonehouse Park and request approval to the principal terms and conditions of asset transfer as set out in Section 5 of the report

## 2. Recommendation(s)

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

- (1) that the pavilion at Alexander Hamilton Memorial Park, Stonehouse be leased to Friends of Stonehouse Park, subject to the terms and conditions outlined in Section 5 of the report; and
- (2) that the Executive Director (Housing and Technical Resources), in conjunction with the Head of Administration and Legal Services, be authorised to conclude all matters in respect of the lease and enter into the necessary legal agreements on terms which are in the best interests of the Council.

## 3. Background

- 3.1. The Council owns a pavilion within the Alexander Hamilton Memorial Park, Stonehouse. The property houses electrical equipment that serves the wider park, however, has not been used as a pavilion for many years and is in poor condition.
- 3.2. Friends of Stonehouse Park is a local community organisation that has been working in partnership with the Council to deliver projects and run local events in the park.
- 3.3. Friends of Stonehouse Park submitted a request for Community Asset Transfer of the pavilion, by lease, the validation date for which was 11 January 2023.
- 3.4. In addition to placing the application and supporting documentation on the Council's Planning Portal, notices were placed on the property advising that the Council was considering an asset transfer. The closing date for responses was 6 March 2023 at which time 31 representations were received, all supportive of the proposal.
- 3.5. The request was placed before the Community Asset Transfer Assessment Panel when the following matters were taken into consideration.

### 3.6. Property

- 3.6.1. The property, as shown on the attached plan, consists of a former pavilion set within Alexander Hamilton Memorial Park, Stonehouse. A single storey brick building with a pitched roof, this property has been vacant for some considerable time and is in a very poor condition.
- 3.6.2. The property does not have an independent vehicular access and therefore, in any lease agreement, the group will have exclusive occupation of the building but can only be given non-exclusive access rights through the park. There are private residencies within the park which share the existing access arrangements.
- 3.6.3. The pavilion houses electrical equipment that services the wider park and alterations will be required to ensure that the Council can continue to access this equipment.
- 3.6.4. The Council has a clear and marketable title, however, the existing lease with South Lanarkshire Leisure and Culture will require to be terminated.
- 3.6.5. The Planning Service has indicated that planning Consent will be required for change of use.
- 3.6.6. The in-house Valuer has placed a rental value of £1 per annum on the property which reflects the level of investment required to bring the property back into use and its location within the public park.

### 3.7. Organisation

- 3.7.1. Friends of Stonehouse Park is a Scottish Charitable Incorporated Organisation (SCIO), Scottish Charity No. SC052194. The organisation has been running for over 7 years and became a SCIO in 2023. The constitution contains an “asset lock” requiring that if the organisation ceased to exist, the ownership of the land would transfer to another charitable organisation with similar objectives.
- 3.7.2. The organisation has 20 members, a Board who has private business experience and has held positions in other community organisations, secured funding from various sources and delivered community projects as well as have a wider pool of volunteers.
- 3.7.3. The objectives of the organisation are:-
  - ◆ the provision of recreational facilities and the organisation of recreational activities within the Alexander Hamilton Memorial Park
  - ◆ the advance of citizenship or community development by hosting and encouraging community participation at events within the park
- 3.7.4. The Friends of the Stonehouse Park have been arranging and delivering events within the park since 2014 and have worked in partnership with the Council to secure the £225,000 funding for the refurbishment of the park’s band stand and a range of other projects.

### 3.8. Project

- 3.8.1. The proposal is for a 15-year lease followed with phased investment in the property. Initially the electrical equipment access will be created and the wind and watertight repairs will be undertaken to allow the organisation to store all of its equipment and supplies.

- 3.8.2. The property will ultimately be refurbished, by Friends of Stonehouse Park, to provide a Community Hub with kitchen/café, toilets and meeting space, and be available to other community organisations such as the Rugby Club, Scouts, etc.
- 3.8.3. There is no detailed “business plan” accompanying the application, however, the initial running of the facility as a store will incur low revenue costs and the Friends of Stonehouse Park accounts show adequate accessible funds and an ability to regularly raise funds through applications to funders and local events/activities.
- 3.8.4. A funding application is being made to the Council’s SLC Community Asset Transfer fund for the costs of redesigning the electrical supply area to enable external and secure access. This work will be carried out by the Council.
- 3.8.5. At the time of writing the report, no funding applications have been submitted in respect of the wind and watertight repairs although the group has used an architect to assess the property and obtained an initial quote for the work.

#### **4. Assessment**

- 4.1. Friends of Stonehouse Park has an established and experienced Board, stable membership and a track record of delivering successful events within the park and working well with Council’s Land Services.
- 4.2. The scale of the project is such that risks are considered to be minimal and the proposal is likely to be viable and sustainable. However, planning consent will be required for change of use and the exact sources of funding are still to be identified.
- 4.3. The community benefits derived from the proposal relate to health and wellbeing, and promotion of high quality, thriving and sustainable communities.
- 4.4. Within its asset transfer request, Friends of Stonehouse Park requested transfer by lease at a nominal rental of £1 pa. The Community Asset Transfer Working Group assessed the potential community benefits and recommend that a discount of 100% be applied. As this is a request for a lease and the rental value is nominal the requested rent of £1 pa is recommended.

#### **5. Proposal**

- 5.1. It is proposed to grant a lease of the pavilion at Alexander Hamilton Memorial Park, Stonehouse, as shown on the attached plan, to Friends of Stonehouse Park, on the following principal terms and conditions:-
  - i. the lease will be for 15 years
  - ii. the rental is £1 per annum if asked
  - iii. the use will be for a community hub and store
  - iv. the tenants would be responsible for all repairs and maintenance
  - v. the tenants would be responsible for all necessary insurances required in connection with their occupation and use of the site including public liability insurance
  - vi. full details of any proposed alterations to be provided to the Council for landlord’s consent
  - vii. date of entry to be agreed
  - viii. each party to bear their own legal fees, tenants to pay registration fees and Land and Buildings Transaction Tax (LBTT) if required
  - ix. tenants to obtain all necessary statutory consents including planning and building standards required for their use of the premises

- x. assignation will not be permitted; subletting permitted subject to landlord's consent
- xi. tenants will be responsible for any rates or other property charges resulting from their occupation and use of the subjects

5.2. The offer of lease will be conditional upon:-

- ◆ The tenant securing any necessary planning consent for change of use
- ◆ Suitable funding being secured for:-
  - the initial set up of access to electrical equipment
  - the phase 1 wind and watertight repairs
- ◆ A long stop date of 18 months for the lease to be entered into, failing which the Council can withdraw from the transaction

## **6. Employee Implications**

6.1. There are no employee implications for South Lanarkshire Council.

## **7. Financial Implications**

7.1. The proposed asset transfer removes the future liability for the maintenance of the pavilion and secures investment in the building.

## **8. Climate Change, Sustainability and Environmental Implications**

8.1. There are no issues in relation to climate change, sustainability and the environment contained within this report.

## **9. Other Implications**

9.1. In terms of the Community Empowerment (Scotland) Act 2015 the Council has until 11 July 2023 to provide a notice of its decision whether to agree to or refuse the asset transfer request.

9.2. The organisation has a right to appeal to Scottish Ministers should a decision not be made in that timescale or the asset transfer request be refused.

## **10. Equality Impact Assessment and Consultation Arrangements**

10.1. Consultation has taken place with the Community, Land Services, Planning, Legal, and Finance Services as well as having been published for public consultation.

10.2. 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.

**Stephen Gibson**

**Executive Director (Housing and Technical Resources)**

24 April 2023

## **Link(s) to Council Values/Priorities/Outcomes**

- ◆ Accountable, effective, efficient and transparent
- ◆ Caring, connected, sustainable communities

## **Previous References**

- ◆ None



## **List of Background Papers**

- ◆ Asset Transfer Application Ref CAT/23/0002

## **Contact for Further Information**

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

Joanne Forbes, Head of Property Services

Ext: 4073 (Tel: 01698 454073)

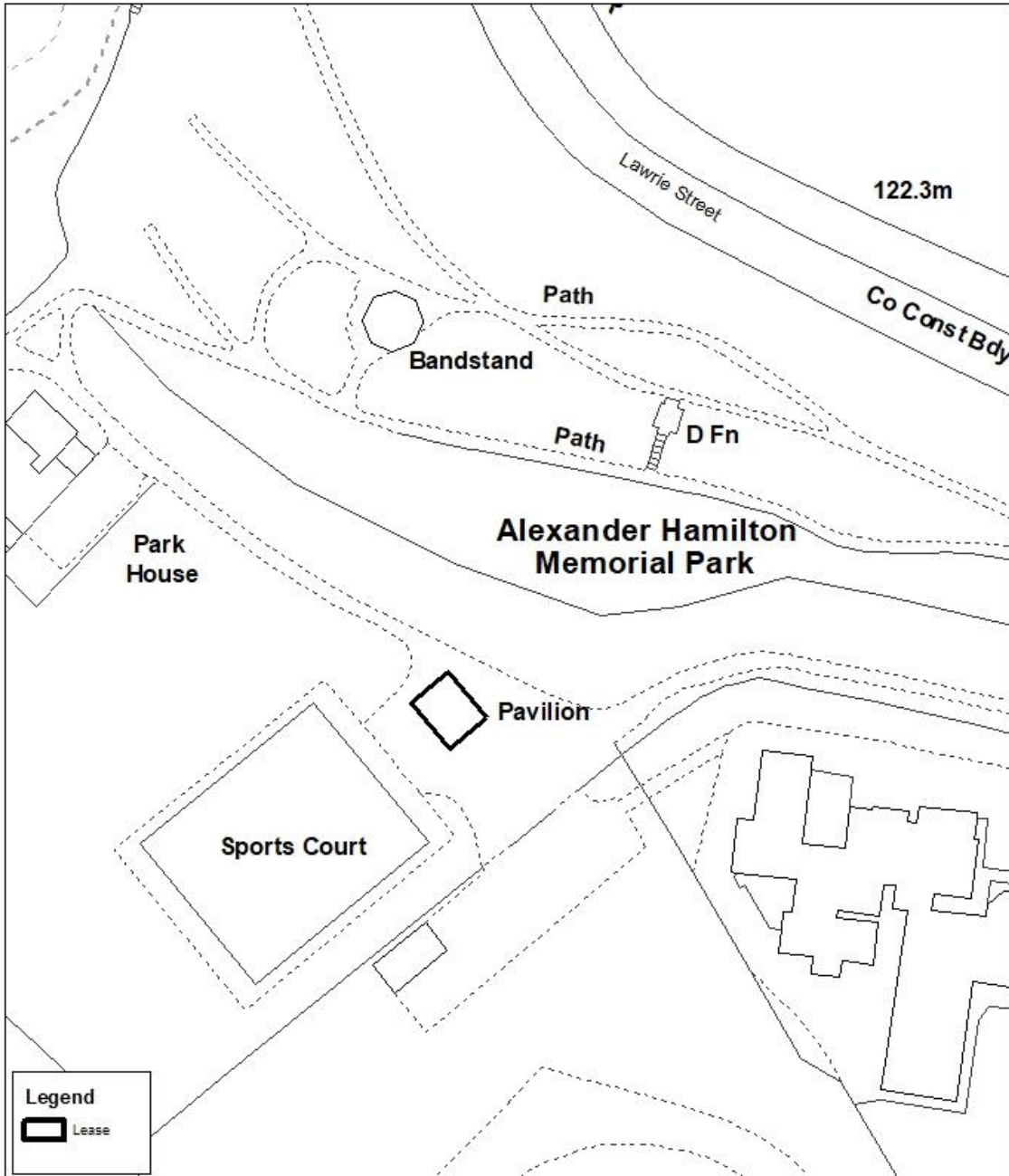
E-mail: [joanne.forbes@southlanarkshire.gov.uk](mailto:joanne.forbes@southlanarkshire.gov.uk)

**LOCATION PLAN - For Committee Purposes Only**

Stonehouse Park Pavilion  
Lawrie Street  
Stonehouse



**HOUSING AND TECHNICAL**



Ordnance Survey



© Crown copyright and database rights 2023.  
Ordnance Survey 100020730.

DATE: 20/04/2023

# Report

6

Report to:	<b>Housing and Technical Resources Committee</b>
Date of Meeting:	<b>31 May 2023</b>
Report by:	<b>Executive Director (Housing and Technical Resources)</b>

Subject:	<b>The Fountain, 9-11 Abbeygreen, Lesmahagow – Lease to Lesmahagow Development Trust</b>
----------	--

## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ advise the Committee of the request for a lease of The Fountain, 9-11 Abbeygreen, Lesmahagow to Lesmahagow Development Trust and seek approval to the principal terms and conditions as set out in Section 5 of the report

## 2. Recommendation(s)

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

- (1) that the subjects at The Fountain, 9-11 Abbeygreen, Lesmahagow be leased to Lesmahagow Development Trust subject to the terms and conditions outlined in Section 5 of the report; and
- (2) that the Executive Director (Housing and Technical Resources), in conjunction with the Head of Administration and Legal Services, be authorised to conclude all matters in respect of the lease and enter into the necessary legal agreements on terms which are in the best interests of the Council.

## 3. Background

3.1. The subjects at The Fountain 9-11 Abbeygreen, Lesmahagow were, until recently, managed by South Lanarkshire Leisure and Culture (SLLC).

3.2. Following a review of its business plan, the SLLC Board announced that it could not sustain service delivery from this facility and control was returned to the Council.

3.3. Lesmahagow Development Trust approached the Council with a request for an annual lease of the subjects to enable the facility to re-open for community use as quickly as possible. The lease will enable them to operate the facility whilst testing the viability of a future Community Asset Transfer (CAT).

3.4. This is not a formal CAT request in terms of the Community Empowerment (Scotland) Act 2015, however, similar matters have been considered.

### 3.5. Property

3.5.1. The extent of the property is shown on the attached plan and as there is no change of use or development, proposed planning consent will not be required.

- 3.5.2. Part of the subjects at 9 Abbeygreen are currently leased to Bank of Scotland and this area will be excluded from the lease to Lesmahagow Development Trust and remain with the Council.
- 3.5.3. The upper floor of the property is a former flat which is in poor condition. Lesmahagow Development Trust is happy for the flat to be included in the lease subject to the outcome of their building condition survey.
- 3.6. Organisation
- 3.6.1. Lesmahagow Development Trust is a charitable company limited by guarantee Company Registration No SC364744. The Trust has been operating since 2009, owns a number of properties and has considerable funds and income streams.
- 3.6.2. The purpose of the organisation is to provide facilities, activities and resources to the residents of Lesmahagow.
- 3.7. Project
- 3.7.1. The proposal is for Lesmahagow Development Trust to initially re-open the facility as a community hall and office then, through their management, develop additional activity which will evidence a sustainable operating model and support a future CAT application. The grant of an annual lease will allow the organisation to assess the viability of the proposal and develop proposals for a future, longer term agreement or purchase.
- 3.7.2. The organisation has a number of ideas for the expansion of the use of the facility, however, is keen to limit the impact of the hall's closure on local community groups such as the local church, whilst it develops its proposals. It is also keen for the lease to be in place for mid-June to support the local Highland Games which will take place on 17 June 2023.
- 4. Assessment**
- 4.1. The property is suitable for the proposed use and the organisation has the capacity and funds to manage the facility.
- 4.2. The grant of the annual lease will enable the facility to re-open and relieve the Council of the costs of empty property rates, utility charges, insurance costs and repairs.
- 4.3. The risks associated with the proposed lease are considered low, given both the status of the organisation and that the request is for a year-to-year lease.
- 4.4. The Council has no alternative operational requirement for the subjects. Should the lease prove unsustainable for the Trust, the Council will have the ability to resume full ownership and consider the future of the property, however, it is anticipated that a formal application for CAT will be forthcoming.
- 5. Proposal**
- 5.1. It is proposed to lease the subjects at The Fountain, 9-11 Abbeygreen, Lesmahagow to Lesmahagow Development Trust on the following principal terms and conditions:-
- i. the lease will be to Lesmahagow Development Trust
  - ii. the lease will be for a period of 1 year
  - iii. the date of entry to be agreed
  - iv. the rental shall be £1 per annum, if asked
  - v. the lease to be fully repairing and insuring subject to the Tenant obtaining a satisfactory condition survey

- vi. the tenants will be required to obtain and exhibit as required, public liability insurance to the value of £5 million for any one claim
- vii. the Council will insure the property and recover the costs from the tenants
- viii. the property will be used as a community hall, soft play area and offices
- ix. the tenants to be responsible for any rates or property charges resulting from their occupation and use of the subjects
- x. assignation and subletting (excluding hourly lets ) will not be allowed without the Council's express consent
- xi. each party to be responsible for their own legal costs however, the tenants will require to pay any registration fees and Land and Buildings Transaction Tax (LBTT) if required

5.2. At the expiry of the lease, the Council and Lesmahagow Development Trust will consider renewal of the lease subject to being satisfied as to the operation of the subjects by the Trust.

## **6. Employee Implications**

6.1. There are no employee implications associated with this report.

## **7. Financial Implications**

7.1. The lease will result in a saving in void property costs including empty rates, insurance and utility standing charges and repairs and maintenance.

## **8 Climate Change, Sustainability and Environmental Implications**

8.1. There are no issues in relation to climate change, sustainability and the environment contained within this report.

## **9. Other Implications**

9.1. The income from the lease to Bank of Scotland at 9 Abbeygreen will be retained by the Council. The Council will manage the retained common repairs liabilities for areas shared with the Bank.

## **10. Equality Impact Assessment and Consultation Arrangements**

10.1. Consultation has taken place with the Community Participation Team, Legal Services and Community and Enterprise Resources.

10.2. 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.

**Stephen Gibson**

**Executive Director (Housing and Technical Resources)**

26 April 2023

## **Link(s) to Council Values/Priorities/Outcomes**

- ◆ Accountable, effective, efficient and transparent
- ◆ Caring, connected, sustainable communities

## **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:-

Joanne Forbes, Head of Property Services

Ext: 4073 (Tel: 01698 454073)

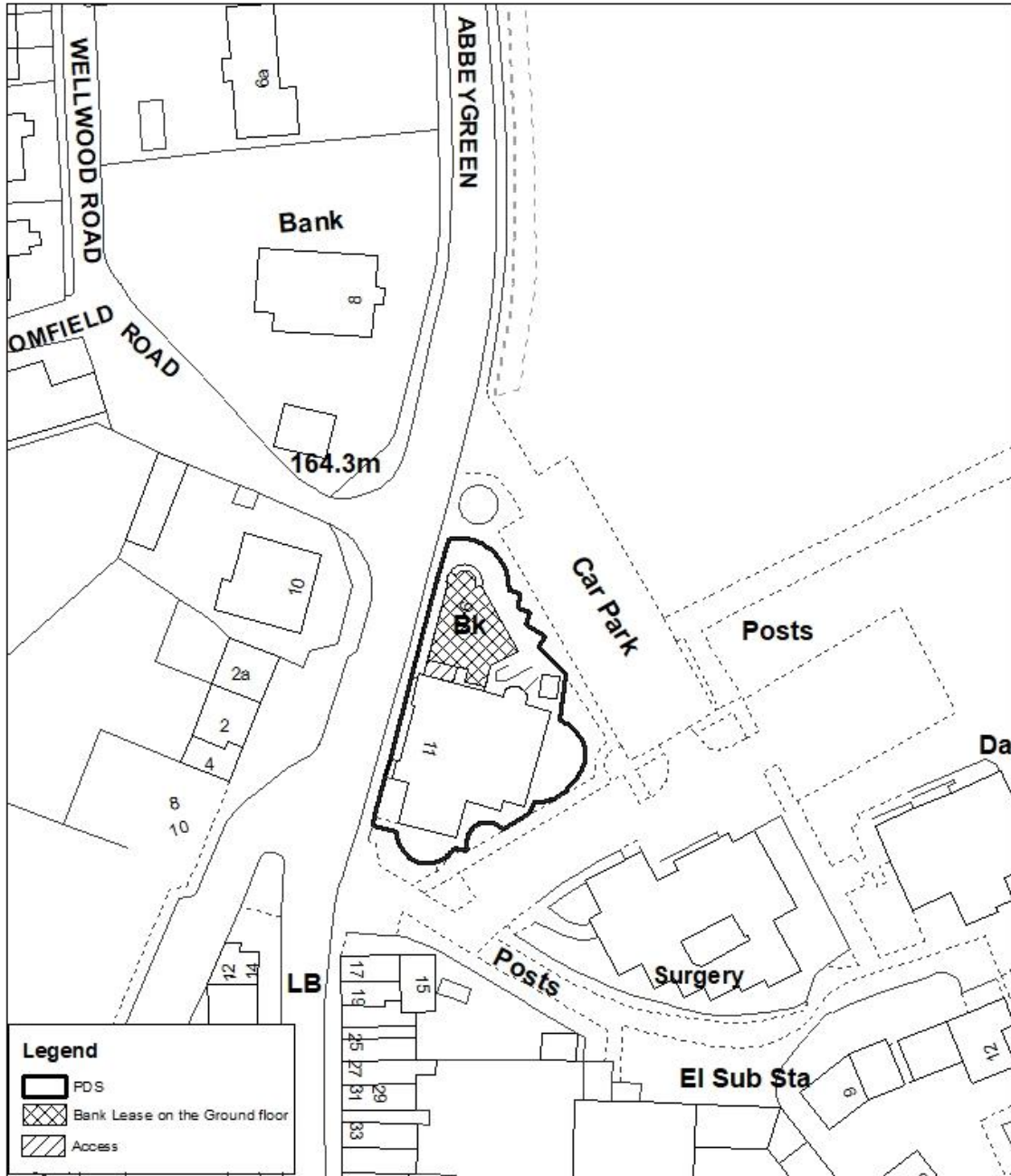
email: [joanne.forbes@southlanarkshire.gov.uk](mailto:joanne.forbes@southlanarkshire.gov.uk)

# LOCATION PLAN - For Committee Purposes Only

The Fountain/Bank  
Abbeygreen  
Lesmahagow



## HOUSING AND TECHNICAL



Ordnance Survey



© Crown copyright and database rights 2023.  
Ordnance Survey 100020730.

DATE: 20/04/2023





# Report

7

Report to:	<b>Housing and Technical Resources Committee</b>
Date of Meeting:	<b>31 May 2023</b>
Report by:	<b>Executive Director (Housing and Technical Resources)</b>

Subject:	<b>Annual Update on the Property Asset Management Plan 2021 to 2025</b>
----------	---

## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ update Committee on the outcomes of the Property Asset Management Plan 2021 to 2025 annual update, including the Local Government Benchmarking Framework (LGBF) Indicator outcomes for Property Condition and Suitability
- ◆ update Committee on the outcomes of the review into the extended model for Corporate Asset Management Plans
- ◆ advise Committee of the development of a new Energy Demand Reduction Plan to be incorporated into the Property Asset Management Plan 2021 to 2025

## 2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendations:-

- (1) that the 2022 update to the Property Asset Management Plan 2021 to 2025, including the updated Local Government Benchmarking Framework Indicators for Property Condition and Suitability, be noted;
- (2) that the outcomes of the review into the extended model for Corporate Asset Management Plans, be noted; and
- (3) that proposals to develop a new Energy Demand Reduction Plan within the Property Asset Management Plan 2021 to 2025, be noted.

## 3. Background

- 3.1. On 22 September 2010, the Executive Committee approved the implementation of an extended model for Corporate Asset Management to be implemented from 2011. This included developing Asset Management Plans (AMPs) across a number of service areas, in line with the Chartered Institute of Public Finance and Accountancy (CiPFA) guidance at that time.
- 3.2. The service areas from across the Council included within this approach were Property, Housing, Roads Infrastructure, Fleet and ICT with each being approved by and progress reported to the relevant Resource Committee. A Corporate AMP was also developed and reported through the Council's Corporate Management Team before publication. This summarises the content of the service AMPs, ensuring alignment with the Council's corporate objectives, in relation to appropriate asset management.
- 3.3. The current Property AMP 2021 to 2025 was approved at the Housing and Technical Resources Committee on 8 December 2021 and in line with CiPFA guidance, is subject to an annual update.

This is the twelfth version of the current format, aiming to support the Council's recognition of the importance of the good management of its assets to enable the delivery of high quality services. This includes managing a property portfolio which meets the Council's needs in terms of scale, condition, location and suitability. In addition, the portfolio should adhere to Corporate Standards, being in good condition, well maintained, well used and energy and cost efficient.

#### **4. 2022 Update to the Property AMP 2021 to 2025**

4.1. The current Property AMP is divided into 2 sections: direct operational property and the lease portfolio, for which a separate business plan has been prepared.

#### **4.2. Operational Property**

4.2.1. The operational property portfolio comprises 355 establishments from which a Council service is delivered.

4.2.2. Within the Property AMP, operational properties are assessed on Core Facts for Condition and Suitability, the outcome of which is detailed in Appendix 1.

4.2.3. The 2022 update has been prepared in accordance with the latest guidance from the Scottish Government which aims to:-

- ◆ strengthen the risk-based approach to condition surveys through a raised awareness of the importance of effective risk management as an integral part of the facilities management regime
- ◆ ensure greater uniformity in the scope and methodology applied to each property to minimise variations in assessment methods and criteria
- ◆ further improve the consistency and robustness of the reporting of the Suitability Core Fact and therefore increase confidence in the comparability of the ratings within and among local authorities across Scotland

4.2.4. The outcome of the assessment demonstrates continued progress towards establishing a core estate through property rationalisation and investment. Despite the current financial climate and reduced funding to Scottish Local Authorities, the figures show that, through programmes of Prioritised Capital Investment and Planned Preventative Maintenance, performance to date remains positive.

The centralisation of property budgets and services enables the prioritisation of investment and ensures that it is directed in line with corporate priorities. It is recognised, however, that the restrictions in budgets, building and energy costs and climate change to targets mean that sustaining the current property estate is becoming more challenging. Property Services continues to engage with all Council Resources and public sector partners during 2022/2023 and 2023/2024, regarding service requirements.

#### **4.3. Estates Portfolio**

4.3.1. On behalf of the Council, Property Services also manages a tenanted, non-residential, lease portfolio, known as the 'Estates Portfolio', which consists of 711 properties, with a gross rental income of £4,972,222 as at 31 March 2022. The role of this portfolio, which comprises a wide range of property interests from ground rents for major retail developments through to business centres, is to support the economic and social objectives of the Council as well as meeting corporate financial targets. Key Facts for the Estates Portfolio are included in Appendix 1.

4.3.2. During 2023/2024 the Estates Portfolio objectives will continue to be reviewed, in conjunction with services from across Housing and Technical Resources and Community and Enterprise Resources, to ensure they are aligned and contribute to the Council's objectives. Opportunities to further invest in this portfolio will also be explored. Financial performance and risks will continue to be monitored through the Estates Business Plan.

#### 4.4. Community Asset Transfer

Under the terms of the Community Empowerment (Scotland) Act 2015, Community Asset Transfer requests can be made in respect of any type of property asset. Additional support in terms of grants and advice has seen a steady increase in the levels of enquiry regarding asset transfer and in the number of successful applications that have been processed by the Council. During 2021/2022, 1 transfer was approved and during 2022/2023, 7 were approved.

### 5. **Performance Indicators**

5.1. The Local Government Benchmarking Framework (LGBF) Indicators for Asset Management relate to the property Core Facts for Condition and Suitability for direct operational property, excluding Housing.

5.2. Benchmarking for 2022 has given the following return for the LGBF Indicators:-

- ◆ condition is assessed as the percentage of floor space of operational buildings which are in a satisfactory condition (categories A & B in Core Facts). This indicates 88.1% of properties are in a satisfactory condition, sustaining the performance of 87.8% from the previous year
- ◆ suitability is assessed as the percentage of operational buildings which are considered to be suitable for service delivery (matching categories A & B in Core Facts). This indicates 94.7% of properties are suitable for service delivery. This represents a decrease in suitability performance, reflecting the changing nature of the Council's service requirements

5.3. The performance figures for Condition noted above differ from the Council's internal performance assessment, as set out in Appendix 1, as the LGBF measures are calculated on a floor area basis.

### 6. **Review of Extended Corporate Asset Management Model**

6.1. With the overarching aim of reducing duplication across new and emerging reporting requirements for the Council, Housing and Technical Resources has reviewed the updated CiPFA guidance relating to asset management.

6.2. The review identified that existing reporting arrangements for Property, Roads Infrastructure, Fleet and ICT remain appropriate, with relevant services continuing to report to their own Committees on an annual basis.

6.3. In relation to the Housing AMP, the review highlighted that significant duplication was occurring for the detail contained within the Housing AMP and other statutory or non-statutory reporting mechanisms. The review also included analysis of asset management processes completed within other local authorities and identified South Lanarkshire as an outlier in terms of the publishing of a Housing AMP.

6.4. As such a specific Housing AMP will no longer be prepared and submitted to Housing and Technical Resources Committee for noting, with the detail it contained available through a range of other reporting mechanisms. This includes:-

- ◆ information on compliance with the Scottish Housing Quality Standard (SHQS) and both phases of the Energy Efficiency Standard for Social Housing (ESSH) is reported through the annual update of the statutory Local Housing Strategy 2022 to 2027, reported to Executive Committee and the Scottish Government, the annual update to the Resource Plan, reported to Housing and Technical Resources Committee and through the Scottish Housing Charter annual return, compiled by the Scottish Housing Regulator
- ◆ information on the Council's domestic stock profile reported to the Scottish Housing Regulator and published online
- ◆ information on repairs and adaptations and the associated service performance reported through the Resource Plan, reported to both Housing and Technical Resources Committee and through the annual Scottish Housing Charter return
- ◆ information relating to progress and projects supporting local or national energy efficiency or decarbonisation ambitions and targets reported through the annual update of the Local Housing Strategy, reported to Executive Committee
- ◆ information relating to the acquisition or disposal of housing stock reported to Housing and Technical Resources Committee, including through annual update to the Strategic Housing Investment Programme and standalone reports

6.5. Housing and Technical Resources will continue to monitor CiPFA and other appropriate guidance in relation to asset management with any significant changes to the extended model established in 2011 submitted to Executive Committee for approval and relevant Resource Committee's for noting.

## **7. Development of an Energy Demand Reduction Plan**

7.1. At the full Council meeting on 7 December 2022, a motion was passed titled 'Cut Fuel Bills, Cut Carbon Emissions, Kick Start the Green Economy'. This included a range of actions for the Council to progress including a requirement to consider how it could further reduce energy usage across its property portfolio.

7.2. In response to this, Housing and Technical Resources is currently working with relevant services from across the Council to prepare an Energy Demand Reduction Plan. Initial actions within this could include recommencement of 'energy champions' across the workforce and a phased building assessment to identify further saving opportunities.

7.3. A full report detailing the Council's response to the motion will be submitted to the Sustainable Development and Climate Change Committee on 14 June 2023, including the proposed approach of developing an Energy Demand Reduction Plan to align with the Property AMP and annual update.

## **8. Next Steps**

8.1. A 2022/2023 update to the Property AMP will be presented to Housing and Technical Resources Committee in August 2023 for noting.

8.2. Housing and Technical Resources will continue to monitor CiPFA and other appropriate guidance in relation to asset management.

8.3. As detailed at 7.3, reference to the Property AMP will be included within a response to the full Council motion of 7 December 2023, highlighting development of an Energy Demand Reduction Plan.

## **9. Employee Implications**

9.1. There are no employee implications associated with this report.

## **10. Financial Implications**

10.1. The details of the AMPs will influence future investment decisions and capital bids, however there are no current direct financial implications from the production of the Property AMP.

## **11. Climate Change, Sustainability and Environmental Implications**

11.1. The AMPs will influence future proposals/options to utilise the Council's portfolio of assets in a way which improves energy efficiency whilst reducing carbon outputs.

11.2. The national Heat in Buildings Strategy sets out ambitions for transforming Scotland's buildings so they are warmer, greener and more efficient. The Strategy, covering both energy efficiency and decarbonisation, seeks to ensure a just transition to zero emissions by 2045, whilst maximising economic opportunities. The focus of any future investment or improvement works must therefore aim to reduce carbon emissions.

11.3. The scale of investment required to retrofit all Council assets to meet the environmental targets cannot be met from existing budgets. Consideration therefore needs to be given to opportunities to secure external funding and prioritisation of investment projects to achieve climate change or sustainability ambitions.

## **12. Other Implications**

12.1. The AMPs assist the Council in managing its assets, efficiently and effectively to deliver best value whilst also helping to manage risk across the asset base.

## **13. Equality Impact Assessment and Consultation Arrangements**

13.1. 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.

13.2. The statutory Consultation Authorities have confirmed that the AMPs are exempt from Strategic Environmental Assessment as their implementation will have minimal effect in relation to the environment.

**Stephen Gibson**

**Executive Director (Housing and Technical Resources)**

11 May 2023

### **Link(s) to Council Values/Priorities/Outcomes**

- ◆ Accountable, effective, efficient and transparent
- ◆ Ambitious, self-aware and improving
- ◆ Fair, open and sustainable
- ◆ Caring, connected, sustainable communities
- ◆ We will work towards a sustainable future in sustainable places
- ◆ We will work to recover, progress and improve

### **Previous References**

- ◆ Housing and Technical Resources Committee 8 December 2021

### **List of Background Papers**

- ◆ 2022 Lease Portfolio Asset Management Plan

**Contact for Further Information**

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

Joanne Forbes, Head of Property Services

Ext: 4073 (Tel: 01698 454073)

E-mail: [joanne.forbes@southlanarkshire.gov.uk](mailto:joanne.forbes@southlanarkshire.gov.uk)

## Appendix 1 - Property AMP Key Facts

**Table 1: Condition Core Fact**

	2022		2021	
Condition Category	Number of properties by category	Percentage by category	Number of properties by category	Percentage by category
<b>A Good</b> - Performing well and operating effectively.	160	45.0%	165	46.1%
<b>B Satisfactory</b> - Performing adequately but showing minor deterioration.	122	34.4%	115	32.1%
<b>C Poor</b> - Showing major defects and/or not operating adequately	68	19.2%	72	20.1%
<b>D Bad</b> - Economic life expired and/or risk of failure	5	1.4%	6	1.7%
<b>Totals</b>	<b>355</b>	<b>100%</b>	<b>358</b>	<b>100%</b>

**Table 2: Suitability Core Fact**

	2022		2021	
Suitability Category	Number of properties by category	Percentage by category	Number of properties by category	Percentage by category
<b>A Good</b> - Performing well and operating effectively.	300	54.5%	308	55.3%
<b>B Satisfactory</b> - Performing well but with minor problems.	143	26.0%	136	24.4%
<b>C Poor</b> - Showing major problems and/or not operating optimally	78	14.2%	93	16.7%
<b>D Bad</b> - Does not support the delivery of services	29	5.3%	20	3.6%
<b>Totals</b>	<b>550</b>	<b>100%</b>	<b>557</b>	<b>100%</b>

**Notes to Tables:**

1. 355 is the number of operational establishments which may comprise more than one building or accommodate multiple Resources and uses. Condition is assessed on an establishment basis.
2. 550 is the number of service interests within the operational establishments.
3. **Condition** is assessed as an overall rating for the property based on an elemental assessment carried out by qualified surveyors.
4. **Suitability** is an assessment by Resources of how well the property supports current service delivery in terms of design and location.

**Table 3: Estates Portfolio Headline Financial Figures**

	<b>2021/22</b>	<b>2020/21</b>
<b>Number of Properties</b>	711	708
<b>Gross Income Received</b>	£5,782,312	£4,778,321
<b>Gross Rental Income</b>	£4,972,222	£4,284,071



**Property Asset Management Plan 2021-2025**

**2022 Update**

## PART 1: PERFORMANCE UPDATE

Table 1: Condition Core Fact

Condition Category	2022		2021		Direction of Travel	Comment
	Number of properties by category	Percentage by category	Number of properties by category	Percentage by category		
<b>A Good</b> - Performing well and operating effectively.	160	45.0%	165	46.1%	↓	The table demonstrates that 79.4% of properties are in satisfactory condition, an increase from 78.2% in 2021. Despite the current financial climate and reduced funding to Scottish Local Authorities, the figures show that, through programmes of Prioritised Capital Investment and Planned Preventative Maintenance, performance remains positive for the majority of categories of property.
<b>B Satisfactory</b> - Performing adequately but showing minor deterioration.	122	34.4%	115	32.1%	↑	
<b>C Poor</b> - Showing major defects and/or not operating adequately	68	19.2%	72	20.1%	↓	
<b>D Bad</b> - Economic life expired and/or risk of failure	5	1.4%	6	1.7%	↓	
<b>Totals</b>	<b>355</b>	<b>100%</b>	<b>358</b>	<b>100%</b>	↓	

**Table 2: Suitability Core Fact**

	2022		2021			
Suitability Category	Number of properties by category	Percentage by category	Number of properties by category	Percentage by category	Direction of Travel	Comment
<b>A Good</b> - Performing well and operating effectively.	300	54.5%	308	55.3%	↓	<p>The table demonstrates that 94.7% of properties support delivery of services in terms of suitability, a slight decrease from 96.4% in 2021. Continued implementation of the Council's asset management strategy and plans has resulted in a clear focus in optimising Council buildings to ensure they are suitable.</p> <p>The reduction in numbers attributable to assets now disposed of demonstrates continued progress towards the Council's strategic objective of establishing a core estate through property rationalisation.</p>
<b>B Satisfactory</b> - Performing well but with minor problems.	143	26.0%	136	24.4%	↑	
<b>C Poor</b> - Showing major problems and/or not operating optimally	78	14.2%	93	16.7%	↓	
<b>D Bad</b> - Does not support the delivery of services	29	5.3%	20	3.6%	↑	
<b>Totals</b>	<b>550</b>	<b>100%</b>	<b>557</b>	<b>100%</b>	↓	

**Table 3: Local Government Benchmarking Framework Indicators: Condition**

Measure	2022	2021	Direction of Travel	Comment
Gross Internal Floor Area of Operational Buildings (m2)	691,733	694,219	↓	The table indicates 88.1% of properties are in a satisfactory condition, sustaining the performance of 87.8% from the previous year. The restrictions placed on capital investment during the current capital programme will provide challenges to sustained performance. However, measures are in place through our Asset Management Strategy to mitigate any risks and sustain service delivery.
Proportion of GIA that is in Satisfactory Condition (m2)	609,537	609,391	↑	
Percentage of Internal Floor Area of Operational Buildings in Satisfactory Condition	88.1%	87.8%	↑	

**Table 4: Local Government Benchmarking Framework Indicators: Suitability**

Measure	2022	2021	Direction of Travel	Comment
Total Number of Operational Buildings	550	557	↓	The table indicates 94.7% of properties support delivery of services in terms of suitability, a slight reduction from 96.4% in 2021 and reflects the changing nature of the Council's service requirements.
Number of Operational Buildings that are Suitable for Their Current Use	521	537	↓	
Percentage of Operational Buildings that are Suitable for Their Current Use	94.7%	96.4%	↓	

**Table 5: Property Costs**

Measure	2022	2021	Direction of Travel	Comment
Gross Property Costs of the Operational Estate as a percentage of the Council's Gross Revenue Budget.	6.52%	6.48%	↑	Renewable technologies and staff behavioural programmes lower the council's dependency on grid electricity and gas and reduce both carbon emissions and energy costs. The reduction in costs demonstrates the effectiveness of these measures.
Total cost of Repairs and Maintenance	£7.089m	£7.432m	↓	
Energy/Carbon Costs	£12.052m	£12.585m	↓	

**Table 6: Estates Management**

Measure	2022	2021	Direction of Travel	Comment
Percentage of lease portfolio properties that are void	10.9%	8.6%	↑	Voids were an issue in business centres and the Hamilton/Larkhall industrial units, however these have staged a recovery since the 2021/22 year-end. The increased debt is primarily due to the post covid collapse in shopping centre ground rents and the increasing company failures especially related to retail sector and the end of covid support. Continued focus on void and debt reduction remains the priority.
Percentage debt of invoiced income	10.9%	7.7%	↑	
Total Value of Capital Receipts	£2.082m	£126.9k	↑	

**Table 7: Energy Management**

	<b>2022</b>	<b>2021</b>
<b>EPC Rating</b>	<b>Number</b>	<b>Number</b>
A+	7	7
A	29	28
B+	24	24
B	42	42
C+	25	25
C	12	12
D+	1	1
D	13	13
E+	7	7
E	10	11
F+	2	2
F	20	20
G	67	67
No Rating	96	99
<b>Total</b>	<b>355</b>	<b>358</b>

**Table 8: Community Asset Transfer**

Measure	2022	2021	Direction of Travel	Comment
Total number of applications received	8	3	↑	Community Asset Transfer is reported annually to the Scottish Government at the end of June.  There has been a steady increase in enquiries and successful asset transfer requests.
Number of successful applications	7	1	↑	
Number of applications refused	1	1	↔	
Withdrawn prior to Decision Notice	0	1	↓	
Number of Appeals to Council/Scottish Government	1	0	↑	

## PART 2: ACTION PLAN

### A, Action Plan – Strategic

Action No.	Action Description	Key Asset Management Strategy Objective	Outcome	Progress
A1	Development of a 5 year Office Strategy.	Plan and manage property as a corporate resource to deliver the Council's outcomes.	Develop proposals to further reduce the office portfolio.	Ongoing.
A2	Complete a review on impact of agile working on office requirements.	Plan and manage property as a corporate resource to deliver the Council's outcomes.	Develop proposals to support a "blended" approach to agile working.	Discussions underway with Services regarding future office requirements.
A3	Implement the Council's sustainable development and carbon management plans and strategies, ensuring the Council's properties are fully accessible and contribute to short, medium and long term carbon reduction targets.	Ensure our current property and future estate is as sustainable as possible in design, construction, operation and final disposal.	Two actions which will be undertaken this year and which contribute to the Council's sustainability goals are the accessibility review and strategic energy review.	Ongoing.
A4	Continue to implement the Council's 10 year Capital Investment Strategy.	Plan and manage property as a corporate resource to deliver the Council's outcomes.	Investment in our leisure centres, community halls, roads – including park and ride facilities, cemeteries, pitches, play parks, country parks and allotments and libraries.	New priorities identified and Capital Programme updated.
A5	Asset Review and Challenge – Rationalisation of the	Provide the right property, fit for purpose, in the right place, to	Identification of sites for new build social housing,	



	Council's asset portfolio.	meet current service needs and to plan for the future.	co-location and disposal.	
A6	Review of homeless accommodation.	Provide the right property, fit for purpose, in the right place, to meet current service needs and to plan for the future.	Identification of sites to support the newly emerging homelessness accommodation model.	Feasibility studies being progressed.
A7	Partnership working	Promote joint working where it will provide benefit for service delivery and in securing efficiencies.	Explore options for co-location across South Lanarkshire with Police Scotland	Ongoing.
A8	Produce an energy demand reduction plan for council buildings.	Ensure our current property and future estate is as sustainable as possible in design, construction, operation and final disposal.	Consider actions such as consulting on a set point of 18 degrees or a 'one degree less' approach where it is safe to do so, reducing heating times or boiler temperatures and engaging and supporting Members and staff in other immediate, no/low cost ways to reduce bills.	New initiative.

## B. Action Plan – Operational/Service Improvement

Action No.	Action Description	Key Asset Management Strategy Objective	Outcome	Progress
B1	Identify a future programme of disposals in line with the Capital Receipts targets.	Manage and maintain property effectively and efficiently, together with optimising financial return and commercial opportunities from the rationalisation and disposal of property.	Agreed Capital Receipt programme with Finance.	A review of future disposal sites ongoing with proposed future programme to be agreed.
B2	Develop an Integrated Housing and Property Management System.	Plan and manage property as a corporate resource to deliver the Council's outcomes.	Move towards a single system and removal of outdated separate systems.	Property Services (Estates) progressing interim Property Management system to replace Yardi (at similar cost) pending development of single system in future years .
B3	Lifecycle Replacement – Schools.	Manage and maintain property effectively and efficiently, together with optimising financial return and commercial opportunities from the rationalisation and disposal of property.	Develop a programme of replacement for major elements of infrastructure.	Draft 5 year programme developed. Year 1 implemented.
B4	Complete relocation from Caird Centre and complete disposal transaction.	Manage and maintain property effectively and efficiently, together with optimising financial return and commercial	Settlement of disposal by January 2022.	Complete.

		opportunities from the rationalisation and disposal of property.		
B5	Develop a demolition programme and identify funding options.	Manage and maintain property effectively and efficiently, together with optimising financial return and commercial opportunities from the rationalisation and disposal of property.	Removal of outstanding liabilities.	Demolitions to date include Crawford and Leadhills Public Toilets.
B6	Completion of the 1140 Hours Early Learning and Childcare Programme	Provide the right property, fit for purpose, in the right place, to meet current service needs and to plan for the future.	Completion by December 2022	All projects completed by August 2021 with the exception of the new nursery in Bothwell/Uddingston which is targeted for completion late 2022.
B7	Review the approach to reporting on Common Good assets.	Plan and manage property as a corporate resource to deliver the Council's outcomes.	Implement agreed reporting model	Ongoing.
B8	Consult and engage with community groups who have indicated an active interest in community asset transfer.	Manage and maintain property effectively and efficiently, together with optimising financial return and commercial opportunities from the rationalisation and disposal of property.	Support a minimum of 2 community organisations to achieve successful Community Asset Transfer.	Achieved. Community Asset Transfer Fund used to support community organisations develop proposals. Council processes updated.
B9	Review of Community and Enterprise Depots, civic	Provide the right property, fit for purpose, in the right	Service requirement brief and identification	Ongoing.

	amenity sites and salt barn facilities to identify best investment options.	place, to meet current service needs and to plan for the future.	of funding options. Potential Capital Bid	
B10	Review of day care centres.	Provide the right property, fit for purpose, in the right place, to meet current service needs and to plan for the future.	Implement actions identified through review being undertaken by Social Work.	Will reach a conclusion by end of the calendar year.
B11	Review of proposed care home replacement programme including investment in those being retained.	Provide the right property, fit for purpose, in the right place, to meet current service needs and to plan for the future.	Implement actions identified through review being undertaken by Social Work.	Phase 1 – Decommissioning of 3No care homes and opening of new facility will conclude this year. Phase 2 – Remodelling of Clydesdale/Larkhall area still to be determined. Phase 3 – Reconfiguration of David Walker Gardens, Meldrum Gardens and McKillop Gardens is a future development.
B12	Review impact of new IPC measures on the care home environment and plan for necessary upgrades on a cyclical basis.	Manage and maintain property effectively and efficiently, together with optimising financial return and commercial opportunities from the rationalisation and disposal of property.	Implement actions identified through review.	Social Work have identified all investment that fall under IPC.
B13	Review investment required in Universal Connections facilities to maximise their potential in delivering the Councils Community	Provide the right property, fit for purpose, in the right place, to meet current service needs and to plan for the future.	Service requirement brief and identification of funding options.	Ongoing.

	Learning and Development Initiatives.			
B14	Plan and Manage Early years, Primary School and Secondary School expansions to meet the education needs of the new SLC Community Growth Areas and other large scale housing developments.	Provide the right property, fit for purpose, in the right place, to meet current service needs and to plan for the future.	Completion by March 2026	Planned projects include new primary school and nursery at EK CGA (Jackton), new nursery at Larkhall, expansions and extensions at a number of Early Learning and Child Care Centre, Primary and Secondary Schools.
B15	Undertake adaptations and extensions to Educational Property to meet planned growth and changing requirements of pupils.	Provide the right property, fit for purpose, in the right place, to meet current service needs and to plan for the future.	Programme of capital works to be developed.	Ongoing - funding being sought through LEIP.



# Report

8

Report to:	<b>Housing and Technical Resources Committee</b>
Date of Report:	<b>31 May 2023</b>
Report by:	<b>Executive Director (Housing and Technical Resources)</b>

Subject:	<b>Revision of Costs Associated with the Acquisition of Houses at Brackenhill Farm, Hamilton - Section 75 Planning Reference PL/21/2093</b>
----------	---

## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ advise on action taken, in terms of Standing Order No 37(c) because of the timescales involved, by the Executive Director (Housing and Technical Resources), in consultation with the Chair and an ex officio member, to conclude the contract with Taylor Wimpey

## 2. Recommendation(s)

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

- (1) that the following action taken, in terms of Standing Order No 37(c), by the Executive Director (Housing and Technical Resources), in consultation with the Chair and an ex officio member, be noted; and
- (2) that the authority granted to the Executive Director (Housing and Technical Resources), in conjunction with the Head of Administration and Legal Services, to conclude matters and to enter into the necessary legal agreements on terms which are in the best interests of the Council, be noted.

## 3. Background

- 3.1. The site at Brackenhill Farm in Hamilton is identified within the Council's Strategic Housing Investment Plan as a priority site in delivering the Council's target of 1,300 additional homes by 2027. This site forms 1 part of the Hamilton Community Growth Area (CGA), which is located on the southwest edge of Hamilton and is designated for residential development to meet Glasgow and Clyde Valley Structure Plan requirements for the release of 2,000 houses.
- 3.2. The application for the development at Brackenhill Farm, Hamilton was approved by the Planning Committee on 11 October 2022. The approval was granted for the erection of 53 dwellings to Taylor Wimpey, this has now been consented and includes an obligation for an on-site provision of up to 50 affordable homes.
- 3.3. The Council entered into discussions with Taylor Wimpey to provide its planning obligation for new affordable homes via a turnkey arrangement with the Council only paying the full amount due on completion of each property. The proposal provided by Taylor Wimpey has been assessed by the Council's Technical and Commercial Team as representing value for money.

#### **4. Proposal**

- 4.1. In the report approved at Housing and Technical Resources Committee on 14 December 2022 (agenda item 9), the Executive Director (Housing and Technical Resources) was authorised to acquire 50 completed affordable homes from Taylor Wimpey for a total price not in excess of £8.545 million (which includes the cost of land), to fulfil the planning obligations associated with the residential development of the site.
- 4.2. Following approval at Committee on 14 December 2022, Taylor Wimpey advised the Council that it had not included costs for full Electrical Vehicle Charging Points (EVCPs) to be installed for each dwelling being purchased by the Council on the site, instead opting to provide costs relating only to the ducting and infrastructure, allowing the EVCPs to be installed at a later date. Installation of full EVCPs for each unit on the site is, however, required, as set through Supplementary Planning Guidance to the South Lanarkshire Local Development Plan 2.
- 4.3. As such, an additional £166,000 will now be required to complete the transaction and authority is requested by the Executive Director (Housing and Technical Resources) to acquire 50 completed affordable homes at the revised cost of £8,711,000.

#### **5. Employee Implications**

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

#### **6. Financial Implications**

- 6.1. In line with the Home+ Programme, including the new target established at Executive Committee on 30 November 2022, acquisition of the plots will be funded through a combination of Scottish Government grant funding, Housing Revenue Account capital investment and Council borrowing.
- 6.2. Should expected levels of Scottish Government grant be received and average costs for borrowing and capital contributions continue, it is expected the new build aspect of the Home+ programme and in particular the acquisitions of these plots, would have a neutral impact to the Housing Revenue Account Business Plan over a 40-year period. This means that over the 40-year period, the net cost of the additional borrowing and all other costs can be met from the additional rental income received.
- 6.3. Whilst there is a neutral impact on the Housing Revenue Account Business Plan over a 40-year period, there are initial construction and purchase costs at the start of the programme which impact on the cashflow in the early years of the programme. The estimated costs have been included in the Business Plan in respect of the rent uplift projections for 2023/2024.
- 6.4. Despite the increase in costs detailed at 4.3, as a result of the requirements of installing full EVCPs, there will be no further financial implications associated with the acquisition. The revised costs remain within the financial assumptions made and as such will continue have a neutral impact on the Housing Revenue Account Business Plan.

#### **7. Climate Change, Sustainability and Environmental Implications**

- 7.1. There are no climate change, sustainability or environmental implications arising from this proposal.

#### **8. Other Implications**

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



- 8.2. There are no significant risks or sustainability issues associated with this report.
- 8.3. Normal Council protocols to ensure that there are no conflicts of interest apply to this scheme.
- 9. Equality Impact Assessment and Consultation Arrangements**
- 9.1. This report does not introduce a new policy, function or strategy and therefore, no separate impact assessment is required.
- 9.2. No formal consultation process was required in terms of the recommendation contained in this report.

**Stephen Gibson**  
**Executive Director (Housing and Technical Resources)**

21 April 2023

**Link(s) to Council Values/Priorities/Outcomes**

- ◆ Good quality, suitable and sustainable places to live
- ◆ Caring, connected, sustainable communities
- ◆ Focused on people and their needs

**Previous References**

- ◆ Housing and Technical Resources Committee, 14 December 2022

**List of Background Papers**

None

**Contact for Further Information**

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

Joanne Forbes, Head of Property Services  
Housing and Technical Resources  
[joanne.forbes@southlanakshire.gov.uk](mailto:joanne.forbes@southlanakshire.gov.uk)



# Report

9

Report to:	<b>Housing and Technical Resources Committee</b>
Date of Meeting:	<b>31 May 2023</b>
Report by:	<b>Executive Director (Housing and Technical Resources)</b>

Subject:	<b>Delegated Authority Report – Update</b>
----------	--

## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ advise on transactions processed by delegated authority by Property Services during Quarter 4 of 2022/2023 and to provide a year-end summary

## 2. Recommendation(s)

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

- (1) that the transactions processed by delegated authority by Property Services during Quarter 4 of 2022/2023, together with the year-end summary of all such transactions, be noted.

## 3. Background

3.1. The Executive Director (Housing and Technical Resources) has delegated authority to deal with various transactions, including:-

- ◆ leases of a value up to £50,000 per annum and a maximum period of 20 years
- ◆ rent reviews up to an increase of £20,000 per annum
- ◆ disposals up to a value of £200,000
- ◆ acquisitions up to a value of £200,000

3.2. Delegated authority reports are prepared by case officers and submitted to the Head of Property Services for approval, once provisional agreement has been reached with the third party. A weekly list of approved reports is published on the Council's intranet under "Estates Property Transactions".

3.3. The delegated reports provide authority for officers to progress transactions and where appropriate, to instruct Legal Services. The receipt of any monies arising from the transactions occurs at a date in the future, once missives have been concluded and any suspensive conditions met. It should be noted that some transactions may never settle.

## 4. Summary Quarter 4, 2022/2023

4.1. The summary of transactions progressed under delegated authority during Quarter 4 of 2022/2023 is shown in Appendix 1, column 2, however, can be summarised as follows:-

Total number of transactions	38
Total value of lease transactions	£68,669 per annum
Total value of capital transactions	£1,584,075
Total number of miscellaneous transactions	Nil

## **5. Annual Summary 2022/2023**

5.1. The summary of all transactions progressed under delegated authority during the financial year 2022/2023 is shown on Appendix 1, column 3 and can be summarised as follows:-

Total number of transactions	216
Total value of lease transactions	£597,477 per annum
Total value of capital transactions	£6,229,202
Total value of miscellaneous transactions	£55,502

5.2. The overall profile of the volume and value of transactions during 2022/2023 generally compares with previous years.

## **6. Employee Implications**

6.1. There are no employee implications.

## **7. Financial Implications**

7.1. The rental income to the Council is increased as a result of the new lettings and lease renewals.

7.2. Disposals generate additional capital monies for the Council's Capital Programme.

7.3. Acquisitions are carried out in accordance with project plans and approved capital budgets, to enable investment programmes to proceed.

## **8. Climate Change, Sustainability and Environmental Implications**

8.1. There are no issues in relation to climate change, sustainability and environment contained within this report.

## **9. Other Implications**

9.1. There is a low risk that the rental and capital receipts identified within these delegated authority reports are not achieved if, for reasons outwith the Council's control, the tenant/purchaser chooses not to proceed with the transactions. However, Property Services has in place procedures and consultations intended to minimise this risk.

## **10. Equality Impact Assessment and Consultation Arrangements**

10.1. Consultation takes place with the occupying Resource, Planning, Roads and Legal Services, on a transaction by transaction basis as and when required.

10.2. 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.

**Stephen Gibson**  
**Executive Director (Housing and Technical Resources)**

6 April 2023

### **Link(s) to Council Values/Priorities/Outcomes**

- ◆ Accountable, effective, efficient and transparent

### **Previous References**

- ◆ Housing and Technical Resources Committee, 15 March 2023
- ◆ Housing and Technical Resources Committee, 14 December 2022

### **List of Background Papers**

- ◆ Plans and drawings of the property involved in these transactions can be obtained from the Assets and Estates Team, Property Services
- ◆ Weekly List of Delegated Authority Transactions can be obtained on the Council's intranet

### **Contact for Further Information**

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

Joanne Forbes, Head of Property Services

Ext: 4073 (Tel: 01698 454073)

E-mail: [joanne.forbes@southlanarkshire.gov.uk](mailto:joanne.forbes@southlanarkshire.gov.uk)

## Delegated Authority Transactions

Transaction Type	Quarter 4 2022/2023		Annual Summary	
	No	Value	No	Value
Lease Renewal	0	£0	19	£141,950
New Lease	5	£38,932	39	£339,639
Landlords Consent	7	£1	19	£1
Assignment	3	£0	8	£0
Rent Review	1	£29,736	8	£115,887
<b>Total Revenue</b>	16	£68,669	93	£597,477
Disposal	0	£0	15	£172,180
Compensation	2	£10,275	16	£61,655
Wayleave/Servitude	2	£800	10	£3,527
Acquisition	17	£1,573,000	71	£5,991,840
Title Waiver	0	£0	0	£0
<b>Total Capital</b>	21	£1,584,075	112	£6,229,202
Miscellaneous	1	£0	11	£55,502

# Report

10

Report to:	<b>Housing and Technical Resources Committee</b>
Date of Meeting:	<b>31 May 2023</b>
Report by:	<b>Executive Director (Housing and Technical Resources)</b>

Subject:	<b>Notification of Contracts Awarded - 28 October 2022 to 31 March 2023</b>
----------	---

## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ provide notification to Committee of contracts awarded by Housing and Technical Resources for the supply of Goods, Services and Works, following formal tendering in excess of £50,000 during the period 28 October 2022 to 31 March 2023

## 2. Recommendation(s)

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

- (1) that the details of the contracts awarded by Consultancy Services in Appendix A, be noted; and
- (2) that the details of the contracts awarded by Procurement Team in Appendix B, be noted.

## 3. Background

3.1. It is a requirement of Clause 21.8 of the Standing Orders on contracts that details of the acceptance of all tenders above £50,000, be reported retrospectively to the relevant Committee for noting other than those under Clause 21.3 where the award is not the lowest in a price only tender or costs exceed the approved financial provision. In these instances a report is submitted to the appropriate Committee and subsequent authority to award is granted by that Committee.

## 4. Contracts Awarded

4.1. A full list of the contracts is provided in the appendices to this report.

## 5. Employee Implications

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

## 6. Financial Implications

6.1. Appropriate budgetary provision is available for each of the contracts awarded.

## 7. Climate Change, Sustainability and Environmental Implications

7.1. There are no climate change, sustainability or environmental implications in terms of the information contained within this report.

## 8. Other Implications

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

## **9. Equality Impact Assessment and Consultation Arrangements**

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

**Stephen Gibson**  
**Executive Director (Housing and Technical Resources)**

11 April 2023

### **Link(s) to Council Values/Priorities/Outcomes**

- ◆ Accountable, effective, efficient and transparent

### **Previous References**

- ◆ Housing and Technical Resources Committee, 14 December 2022

### **List of Background Papers**

- ◆ None

### **Contact for Further Information**

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

Derek Craig, Property Manager (Consultancy Services)

Ext: 845 3517 (Tel: 01698 453517)

E-mail: [Derek.Craig@southlanarkshire.gov.uk](mailto:Derek.Craig@southlanarkshire.gov.uk)



## Contracts Awarded (Consultancy Services) 28 October 2022 – 31 March 2023

Client	Project Ref	Title	Winning Contractor	Brief Description of Work	Contract Sum	Letter of Acceptance Issued
Housing	HOD011923 & HOD011924	Patrickholme Avenue, Stonehouse & Rorison Place, Ashgill	Landscapes and Contracts Ltd	Parking Provision	£88,974.83	12/12/2022
Housing	HOD011875	Headhouse Court Sheltered Housing Complex	SLC Building Services	Internal Area Upgrade	£182,135.52	28/12/2022
Education	EDD011890	Forth PS Alterations	SLC Building Services	Alterations	£134,443.25	18/01/2023
Housing	HOD011366	Dunlop, Lister & Fraser River Towers, East Kilbride	Magnus Electrical Services Ltd	Emergency Lighting	£344,280.87	24/01/2023
Education	EDD012048.002, EDD012048.003, EDD012048.005, EDD012048.007, EDD012048.010	Universal School Meals Kitchen Expansions	James Scott & Sons (Kitchen Equipment) Ltd	Kitchen Equipment at Chapelton, St John the Baptist, Woodside, Kirkfieldbank and Mossneuk Primary Schools	£279,595.00	31/01/2023
Education	EDD011853	Crawforddyke PS	SLC Building Services	Adaptations to Nursery, Classroom & GP Area	£148,872.80	06/02/2023
Education	EDD011944	Carluk Primary School	SLC Building Services	ASN Adaptations	£157,683.74	17/02/2023
Housing	HOD011877	McLean Gardens Sheltered Housing Complex	SLC Building Services	Internal Area Upgrade	£174,708.96	22/02/2023

Client	Project Ref	Title	Winning Contractor	Brief Description of Work	Contract Sum	Letter of Acceptance Issued
Enterprise	ERD011063.001	Lanark Park & Ride	Burnfield demolition Ltd	Demolition Ladyacre Road, Lanark	£63,351.75	27/02/2023
Education	EDD012048.003	Kirkfieldbank PS	SLC Building Services	Kitchen Expansion	£117,533.44	09/03/2023
Housing	HOD011852.002	Kirkton House	George Beattie & Sons Ltd	Demolition	£86,604.00	10/03/2023
Housing	HOD011852.001	McWhirter House	MacWilliams Demolition Ltd	Demolition	£96,967.50	10/03/2023
Housing	HOD011879	Davaar Sheltered Housing Complex	SLC Building Services	Internal Area Upgrade	£167,111.25	21/03/2023
Education	EDD011841	First Steps Nursery Extension	SLC Building Services	Advanced Works Package	£223,200.68	23/03/2023

## Contracts Awarded (Procurement Team) 28 October 2022 – 31 March 2023

Project Ref	Title	Winning Contractor	Brief Description of Work	Contract Sum	Letter of Acceptance Issued
SLC/PS/HTR/22/267	Supply and Delivery of Wallboards	FIBO UK LTD	Supply and Delivery of Wallboards	£310,000	14/11/2022
SLC/PS/HTR/22/034	Servicing & Maintenance of Fire Alarms and Intruder Alarms	King Communications & Security Ltd	Servicing & Maintenance of Fire Alarms and Intruder Alarms	£87,594	09/12/2022
SLC/PS/HTR/22/270	Interim Ukrainian Displaced Persons Accommodation Service	The Salvation Army Trustee Company	Interim Ukrainian Displaced Persons Accommodation Service	£262,541	19/12/2022
SLC/PS/HTR/21/440	Maintenance of Biomass Boilers & Supply & Delivery of Biomass Pellets	Alternative Heat Ltd	Maintenance of Biomass Boilers & Supply & Delivery of Biomass Pellets	£3,562,500	22/12/2022
SLC/PS/HTR/22/125	Maintenance of Commercial and Domestic Fire Suppression Systems	FES Ltd	Maintenance of Commercial and Domestic Fire Suppression Systems	£1,932,287.50	05/01/2023
SLC/PS/HTR/22/248	Headhouse Court Warden Call System - QQ for Works	Chubb Security Ltd	Headhouse Court Warden Call System - QQ for Works	£74,003.53	09/01/2023
SLC/PS/HTR/22/023	Supply, Delivery and Hire of Secure Site Containers and Welfare Units	SIBCAS Ltd	Supply, Delivery and Hire of Secure Site Containers and Welfare Units	£250,000	16/01/2023
SLC/PS/HTR/22/263	Removal of Asbestos and Remedial Works	Aspect Contracts Ltd	Removal of Asbestos and Remedial Works	£1,700,000	19/01/2023
SLC/PS/HTR/22/149	South Lanarkshire Council Almada Street HQ HV/LV Switch-board Upgrade	SPIE Scotshield Ltd	South Lanarkshire Council Almada Street HQ HV/LV Switch-board Upgrade	£259,737	25/02/2023

Project Ref	Title	Winning Contractor	Brief Description of Work	Contract Sum	Letter of Acceptance Issued
SLC/PS/HTR/22/172	Maintenance of Air Conditioning and Air Handling Units	Diamond Air Conditioning Ltd	Maintenance of Air Conditioning and Air Handling Units	£536,379.30	07/02/2023
SLC/PS/HTR/22/040	Supply and Delivery of Paint, Paint Sundries and Paint Packs	Crown Paints Ltd	Supply and Delivery of Paint, Paint Sundries and Paint Packs	£239,579.96	20/02/2023
SLC/PS/HTR/21/425	Supply, Installation and Maintenance of a Secure Door Entry System in Council Offices	SPIE Scotshield Ltd	Supply, Installation and Maintenance of a Secure Door Entry System in Council Offices	£133,531.31	21/03/2023
SLC/PS/HTR/22/376	Eddlewood Deck Access Hamilton, Blocks Phase 1 - External Fabric & Walkway Repairs	Procast Contractors Ltd	Eddlewood Deck Access Hamilton, Blocks Phase 1 - External Fabric & Walkway Repairs	£974,629.51	22/03/2023
SLC/PS/HTR/21/362	Coalburn Leisure Centre	CMM Pools Ltd	Installations & Remedials	£60,449.13	27/03/2023
SLC/PS/HTR22/335	Supply, Delivery and Hire of Temporary Appliances for Commercial Properties	Flogas Britain Ltd	Supply, Delivery and Hire of Temporary Appliances for Commercial Properties	£95,471.75	30/03/2023