

ENTERPRISE SERVICES COMMITTEE

Minutes of meeting held in Committee Room 1, Council Offices, Almada Street, Hamilton on 17 May 2016

Chair:

Councillor Chris Thompson

Councillors Present:

John Anderson, Walter Brogan, Robert Brown, John Cairney, Stephanie Callaghan, Peter Craig, Isobel Dorman, George Greenshields, Lynsey Hamilton (*substitute for Councillor Barker*), Graeme Horne, Gerard Killen, Eileen Logan, Lesley McDonald, Denis McKenna, Davie McLachlan, John McNamee, Anne Maggs, Alice Marie Mitchell, John Ross (*substitute for Councillor Menzies*), Hamish Stewart (*substitute for Councillor Simpson*), Bert Thomson, Richard Tullett

Councillors' Apologies:

Ralph Barker, Joe Lowe, Edward McAvoy (ex officio), John Menzies, Graham Simpson (Depute), Jim Wardhaugh

Attending:**Community and Enterprise Resources**

M McGlynn, Executive Director; P Elliott, Head of Planning and Economic Development Services; C Fergusson, Finance Manager; S Keating, Property Development Manager; G Mackay, Head of Roads and Transportation Services

Finance and Corporate Resources

N Docherty, Administration Assistant; J McDonald, Administration Adviser; A Murray, Assistant Finance Manager, Accounting and Budgeting

Chair's Opening Remarks

The Chair, on behalf of the members of the Committee, welcomed Pauline Elliott, Head of Planning and Economic Development Services to her first meeting of the Committee.

1 Declaration of Interests

No interests were declared.

2 Minutes of Previous Meeting

The minutes of the meeting of the Enterprise Services Committee held on 1 March 2016 were submitted for approval as a correct record.

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

3 Enterprise Services - Revenue Budget Monitoring 2015/2016

A joint report dated 22 March 2016 by the Executive Directors (Finance and Corporate Resources) and (Community and Enterprise Resources) was submitted comparing actual expenditure at 4 March 2016 against budgeted expenditure for 2015/2016 for Enterprise Services.

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

The Committee decided:

- (1) that the overspend on the Enterprise Services' revenue budget of £0.214 million and the forecast to 31 March 2016 of an overspend of £0.131 million be noted; and
- (2) that the budget virements in respect of Enterprise Services, as detailed in Appendices C, D and E to the report, be approved.

[Reference: Minutes of 1 March 2016 (Paragraph 3)]

4 Enterprise Services - Capital Budget Monitoring 2015/2016

A joint report dated 13 April 2016 by the Executive Directors (Finance and Corporate Resources) and (Community and Enterprise Resources) was submitted advising of progress on the Enterprise Services' capital programme 2015/2016 and summarising the expenditure position at 4 March 2016.

The Committee decided: that the report be noted.

[Reference: Minutes of 1 March 2016 (Paragraph 4)]

5 Enterprise Services - Workforce Monitoring - January to March 2016

A joint report dated 19 April 2016 by the Executive Directors (Finance and Corporate Resources) and (Community and Enterprise Resources) was submitted on the following employee information for Enterprise Services for the period January to March 2016:-

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

The Committee decided: that the report be noted.

[Reference: Minutes of 1 March 2016 (Paragraph 5)]

6 Community Benefit Funds - New Contribution - Dungavel Wind Farm

A report dated 4 May 2016 by the Executive Director (Community and Enterprise Resources) was submitted on the:-

- ◆ development of the Dungavel Wind Farm
- ◆ proposals for the associated community benefit payments from the Dungavel Wind Farm to be managed through the Renewable Energy Fund (REF)

As part of the development, the Council would receive community benefit payments for distribution to projects associated with the wind farm. It was proposed that the arrangements in place for the distribution of funds through existing Renewable Energy Funds be used as the basis for the administration of the Dungavel Wind Farm.

The eligible areas were shown in the appendix to the report and the criteria to regulate the distribution of Dungavel Renewable Energy Fund grants were detailed.

The Committee decided:

- (1) that the Council's Renewable Energy Fund incorporate provision for the receipt and disposal of community benefit payments in respect of the Dungavel Wind Farm development; and
- (2) that the Executive Director (Community and Enterprise Resources) be authorised to conclude the necessary administrative arrangements in relation to the community benefit payments using the existing Renewable Energy Fund mechanism.

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

7 Community Benefit Funds - Grant Applications - Muirhall Windfarm

A report dated 15 April 2016 by the Executive Director (Community and Enterprise Resources) was submitted on an application to the Muirhall Renewable Energy Fund which had been established to provide funding to suitable projects providing community benefits in eligible areas.

It was proposed that a grant of up to £30,909, towards eligible costs associated with Phase 2 of the Tarbrax Common Improvements, be awarded to Tarbrax Common Association, subject to the applicant providing written confirmation that all other additional funding for the project had been secured.

The Committee decided: that Tarbrax Common Association be awarded a grant of up to £30,909, towards eligible costs associated with Phase 2 of the Tarbrax Common Improvements, subject to the applicant providing written confirmation that all other additional funding for the project had been secured.

[Reference: Minutes of the Enterprise Resources Committee of 20 May 2009 (Paragraph 8)]

8 Strathaven Conservation Area Regeneration Scheme

A report dated 4 May 2016 by the Executive Director (Community and Enterprise Resources) was submitted on:-

- ◆ a proposal for the Council's Planning and Economic Development Services to lead in a Conservation Area Regeneration Scheme (CARS) for Strathaven
- ◆ the approval of a revised grant application from the Calder Water and West Browncastle Renewable Energy Funds (REFs)

A successful bid had been made to Historic Environmental Scotland's Conservation Area Regeneration Scheme (CARS) for financial assistance, over a 5 year period, for conservation based regeneration and conservation initiatives. Financial support totalling £625,000 had been received for the CARS project for Strathaven and it was proposed that the project be delivered through a partnership between the Council and community representatives, with the Council acting as lead body for its delivery.

It was further proposed that the grant of up to £75,000 awarded to Avondale Civic Society from the Calder Water and West Browncastle Renewable Energy Funds towards works at the Common Green and Allison Green in Strathaven be amended to £252,000 to allow education and training initiatives to be undertaken by the CARS project together with works at the Town Mill.

The Committee decided:

- (1) that the Council's Planning and Economic Development Services take the lead in the delivery of a Conservation Regeneration Scheme (CARS) for Strathaven based on the award of funding from Historic Environmental Scotland; and
- (2) that the grant of up to £75,000 awarded to Avondale Civic Society from the Calder Water and West Browncastle Renewable Energy Funds towards works at the Common Green and Allison Green in Strathaven be amended to £252,000 to allow further works in relation to the Strathaven CARS project.

[Reference: Minutes of 17 February 2015 (Paragraph 6)]

9 Business Support Services Annual Report

A report dated 4 May 2016 by the Executive Director (Community and Enterprise Resources) was submitted on:-

- ◆ business support activity undertaken by the Council in 2015/2016
- ◆ a range of business and sector development programmes and initiatives offered by the Council for 2016/2017

To secure continuity of delivery, an overall programme of business support for 2016/2017 was proposed as follows:-

Programme 2016/2017	Budget
Business Support Fund	£230,000
ERDF 2015 to 2020 Programme	£117,692
ESF 2010 to 2014 Programme	£102,285
Sub Total (Business Development)	£449,977
Tourism Sector Support	£ 84,000
Business Support Initiatives	£ 40,000
Supplier Development Programme	£ 10,000
Marketing	£ 22,000
Overall Total	£605,977

The Committee decided:

- (1) that the business development programmes and initiatives for 2016/2017 amounting to £605,977, as detailed above, be approved; and
- (2) that the outcomes of the Council's programmes to support local companies during 2015/2016 be noted.

[Reference: Minutes of 5 May 2016 (Paragraph 9)]

10 Community Benefit Funds - Annual Report

A report dated 15 April 2016 by the Executive Director (Community and Enterprise Resources) was submitted on the:-

- ◆ grants awarded to date in 2015/2016 from the Community Benefit Funds administered by the Council's Planning and Economic Development Services
- ◆ improvement actions which had been implemented following the independent review of the Renewable Energy Fund (REF) which had been undertaken by economic consultants, EKOS

The Community Benefit Funds had been established to provide funding to suitable projects providing community benefits in eligible areas. Details of the grants awarded since the inception of the Funds were provided in the appendices to the report.

The independent review of the REF undertaken by EKOS had concluded that the funds were well run which resulted in high levels of satisfaction. However, suggestions had been made to improve the performance of the fund which mainly related to improved administrative measures. Details of the improvement actions which had been implemented to address the suggested areas for improvement, including the introduction of an online application process, were provided in the report.

The Committee decided:

- (1) that the grants awarded from the Community Benefit Funds to date in 2015/2016, as detailed in the appendices to the report, be noted; and
- (2) that the improvement actions which had been implemented to address the suggested areas for improvement, following the independent review of the Renewable Energy Funds, be noted.

[Reference: Minutes of 5 May 2015 (Paragraph 11)]

11 Roads Asset Management Plan - 2016 Update

A report dated 21 April 2016 by the Executive Director (Community and Enterprise Resources) was submitted on the Roads Asset Management Plan (RAMP) 2016.

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

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

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

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

The Committee decided: that the report be noted.

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

12 Enterprise Services - Notification of Contracts Awarded - 1 October 2015 to 31 March 2016

A report dated 21 April 2016 by the Executive Director (Community and Enterprise Resources) was submitted on contracts awarded by Enterprise Services in the period 1 October 2015 to 31 March 2016.

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

The Committee decided: that the report be noted.

[Reference: Minutes of 8 December 2015 (Paragraph 9)]

13 Urgent Business

There were no items of urgent business.