

COMMUNITY AND ENTERPRISE RESOURCES COMMITTEE

Minutes of meeting held in Committee Room 1, Council Offices, Almada Street, Hamilton on 12 December 2017

Chair:

Councillor Isobel Dorman (Depute)

Councillors Present:

Maureen Chalmers, Margaret Cooper, Peter Craig, Isobel Dorman, Joe Fagan, Graeme Horne, Ann Le Blond, Martin Lennon, Joe Lowe, Monique McAdams, Kenny McCreary, Hugh Macdonald, Mark McGeever, Jim McGuigan, Lynne Nailon, Mo Razzaq, David Shearer (*substitute for Councillor Anderson*), Collette Stevenson, Margaret B Walker, Jared Wark, David Watson, Josh Wilson

Councillors' Apologies:

John Anderson (Chair), Gerry Convery, Ian McAllan, Davie McLachlan, John Ross (*ex officio*)

Attending:

Community and Enterprise Resources

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

Finance and Corporate Resources

N Docherty, Administration Assistant; J McDonald, Administration Adviser; E McPake, Human Resources Business Partner; L O'Hagan, Finance Manager (Strategy); M Zabir, Finance Adviser

1 Declaration of Interests

No interests were declared.

2 Minutes of Previous Meeting

The minutes of the meeting of the Community and Enterprise Resources Committee held on 3 October 2017 were submitted for approval as a correct record.

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

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

A joint report dated 7 November 2017 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources) was submitted comparing actual expenditure at 13 October 2017 against budgeted expenditure for 2017/2018 for Community and Enterprise Resources.

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

The Committee decided:

- (1) that the breakeven position on the Community and Enterprise Resources' revenue budget and the forecast to 31 March 2018 of a breakeven position be noted; and

(2) that the budget virements, as detailed in Appendices B to F of the report, be approved.

[Reference: Minutes of 3 October 2017 (Paragraph 3)]

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

A joint report dated 8 November 2017 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources) was submitted advising of progress on the Community and Enterprise Resources' capital programme 2017/2018 and summarising the expenditure position at 13 October 2017.

The Committee decided: that the report be noted.

[Reference: Minutes of 3 October 2017 (Paragraph 4)]

Councillor Le Blond entered the meeting during this item of business

5 Community and Enterprise Resources - Workforce Monitoring - September and October 2017

A joint report dated 13 November 2017 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources) was submitted on the following employee information for Community and Enterprise Resources for the period September and October 2017:-

- ◆ attendance statistics
- ◆ occupational health statistics
- ◆ accident/incident statistics
- ◆ disciplinary hearings, grievances and Dignity at Work cases
- ◆ analysis of leavers
- ◆ Staffing Watch as at 9 September 2017

The Committee decided: that the report be noted.

[Reference: Minutes of 3 October 2017 (Paragraph 5)]

6 Community and Enterprise Resources' Resource Plan - Quarter 2 Progress Report 2017/2018

A report dated 21 November 2017 by the Executive Director (Community and Enterprise Resources) was submitted on the Community and Enterprise Resources' Resource Plan 2017/2018 in relation to the actions and measures within the Resource.

Details were provided on progress made at the end of quarter 2, covering the period 1 April to 30 September 2017, in implementing the actions and measures identified in the Resource Plan.

The Committee decided: that the report be noted.

[Reference: Minutes of the Executive Committee of 8 March 2017 (Paragraph 28)]

Councillor Lowe left the meeting during this item of business

7 Community and Enterprise Resources' Resource Plan 2017/2018

A report dated 21 November 2017 by the Executive Director (Community and Enterprise Resources) was submitted on the Community and Enterprise Resources' Resource Plan 2017/2018.

The Resource Plan for 2017/2018 outlined the:-

- ◆ objectives and actions for 2017/2018
- ◆ capital and revenue resources for 2017/2018
- ◆ organisational structure of the Resource

In line with the Council's performance management arrangements, a progress report on actions identified in the 2017/2018 Resource Plan would be submitted to a future meeting of the Committee.

The Committee recommended to the Executive Committee: that the Community and Enterprise Resources' Resource Plan for 2017/2018 be approved.

[Reference: Minutes of the Executive Committee of 8 November 2017 (Paragraph 7) and South Lanarkshire Council of 6 December 2017 (Paragraph 3)]

8 Consultation on Part 9 - Community Empowerment (Scotland) Act 2015 - Allotment and Food Growing Opportunities

A report dated 21 November 2017 by the Executive Director (Community and Enterprise Resources) was submitted on the Scottish Government's consultation on Part 9 of the Community Empowerment (Scotland) Act 2015.

Part 9 of the Community Empowerment (Scotland) Act 2015 placed new duties and responsibilities on local authorities in relation to the provision of allotments and food growing opportunities.

In advance of the Act being enabled, the Scottish Government had issued a consultation document seeking views from local authorities in relation to specific points within the Act, as detailed in the report, by 17 November 2017.

The Council's response to the consultation, as detailed in the appendix to the report, had been submitted to the Scottish Government by the deadline, subject to Committee approval.

The Committee decided: that the Council's response to the Scottish Government's Consultation on Part 9 of the Community Empowerment (Scotland) Act 2015, as detailed in the appendix to the report, be approved.

9 Community Benefit Funds - Renewable Energy Fund - Grant Applications

A report dated 21 November 2017 by the Executive Director (Community and Enterprise Resources) was submitted on 3 applications to the various Community Benefit Funds. The Community Benefit Funds had been established to provide funding to suitable projects providing community benefits in eligible areas.

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

- ◆ £14,995 towards eligible costs associated with the acquisition of a community facility to Thornton Road Community Centre Association from the Nutberry Renewable Energy Fund
- ◆ £31,839 towards eligible costs associated with the management and maintenance of the network of routes throughout the windfarm area to East Renfrewshire Council from the Whitelee Renewable Energy Fund
- ◆ £76,986 towards eligible costs associated with the Castlebank Horticultural Training Facility project to Lanark Community Development Trust from the Blacklaw Renewable Energy Fund

The Committee decided:

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

- ◆ £14,995 towards eligible costs associated with the acquisition of a community facility to Thornton Road Community Centre Association from the Nutberry Renewable Energy Fund
- ◆ £31,839 towards eligible costs associated with the management and maintenance of the network of routes throughout the windfarm area to East Renfrewshire Council from the Whitelee Renewable Energy Fund
- ◆ £76,986 towards eligible costs associated with the Castlebank Horticultural Training Facility project to Lanark Community Development Trust from the Blacklaw Renewable Energy Fund

10 Strathaven Conservation Area Regeneration Scheme (CARS) - Grant Application

A report dated 21 November 2017 by the Executive Director (Community and Enterprise Resources) was submitted on an application to the Strathaven Conservation Area Regeneration Scheme (CARS).

It was proposed that a grant of up to £50,375 towards eligible costs associated with the external fabric improvements, including shopfront works, at 2 Townhead Street, Strathaven be awarded to Michelle and Kris Paterson (Trading as Say It Baby Gifts), subject to the applicants providing written confirmation that all other additional funding for the project had been secured.

The Committee decided:

that Michelle and Kris Paterson (Trading as Say It Baby Gifts) be awarded a grant of up to £50,375 towards eligible costs associated with the external fabric improvements, including shopfront works, at 2 Townhead Street, Strathaven, subject to the applicants providing written confirmation that all other additional funding for the project had been secured.

11 Scottish Government Vacant and Derelict Land Fund Programme

A report dated 21 November 2017 by the Executive Director (Community and Enterprise Resources) was submitted on:-

- ◆ the progress made during 2016/2017 in implementing the agreed strategy to address the issues of contaminated and derelict land in South Lanarkshire
- ◆ the proposed Vacant and Derelict Land Delivery Plan for 2017/2018

A Local Delivery Plan had been established in February 2017 to deliver key objectives of the Vacant and Derelict Land Fund which were to:-

- ◆ tackle long-term vacant and derelict land
- ◆ stimulate economic growth and wealth creation
- ◆ develop a diverse sustainable environment with a focus on temporary and permanent greening
- ◆ support communities to flourish and tackle inequalities

Details were provided on the programme of works undertaken in 2016/2017.

The Vacant and Derelict Land Fund Delivery Plan for 2017/2018 had received grant funding of £1,081,921 from the Scottish Government and details of the Delivery Plan for 2017/2018 were provided in the report

The Committee decided:

- (1) that the progress achieved during 2016/2017 in delivering the agreed Vacant and Derelict Land Fund Programme be noted; and
- (2) that the South Lanarkshire Local Vacant and Derelict Land Delivery Plan for 2017/2018, as detailed in the report, be approved.

[Reference: Minutes of the Enterprise Services Committee of 12 July 2016 (Paragraph 8)]

12 Cameronian Hall, Larkhall

A report dated 21 November 2017 by the Executive Director (Community and Enterprise Resources) was submitted on the closure of the Cameronian Hall, Larkhall.

The Cameronian Hall was managed by South Lanarkshire Leisure and Culture Limited (SLLC). As a result of issues relating to the deteriorating condition of the building, a condition survey had been undertaken.

The condition survey had indicated that, due to the chronic and extensive nature of the deterioration, the building was no longer fit for purpose and would need to be closed.

Work had been undertaken to find alternative suitable accommodation for the service users who would be affected by the closure of Cameronian Hall, Larkhall.

The Committee decided: that the report be noted.

13 Fleet Asset Management Plan 2017

A report dated 29 November 2017 by the Executive Director (Community and Enterprise Resources) was submitted on the Fleet Asset Management Plan 2017.

The Fleet Asset Management Plan provided information and direction on the Council's fleet of vehicles and was key in determining strategic decisions and defining how the fleet assets were efficiently and effectively utilised. This ensured that vehicles provided resilient services to meet the changing needs of the Council.

As at March 2017, 1,403 vehicles were managed and maintained by the Council's Fleet Services, the details of which were contained in the appendix to the report.

The Committee decided: that the report be noted.

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

A report dated 21 November 2017 by the Executive Director (Community and Enterprise Resources) was submitted on:-

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

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

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

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

Details of all risks which had scored 7 to 9 were provided in the appendix to the report.

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

[Reference: Minutes of 11 October 2016 (Paragraph 7)]

15 Community and Enterprise Resources - Notification of Contracts Awarded - 1 April to 30 September 2017

A report dated 23 November 2017 by the Executive Director (Community and Enterprise Resources) was submitted on contracts awarded by Community and Enterprise Resources in the period 1 April to 30 September 2017.

In terms of Standing Order Nos 9.4, 21.8 and 22.5 of the Standing Orders on Contracts, Resources were required to notify the relevant Committee of contracts awarded. Details of the contracts awarded by Community and Enterprise Resources were provided in the appendices to the report.

The Committee decided: that the report be noted.

16 Urgent Business

There were no items of urgent business.