



Council Offices, Almada Street
Hamilton, ML3 0AA

Monday, 16 November 2020

Dear Councillor

Community and Enterprise Resources Committee

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

Date: Tuesday, 24 November 2020
Time: 14:00
Venue: By Microsoft Teams,

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

Yours sincerely

Cleland Sneddon
Chief Executive

Members

John Anderson (Chair), Isobel Dorman (Depute Chair), John Ross (ex officio), John Bradley, Maureen Chalmers, Gerry Convery, Margaret Cooper, Peter Craig, Joe Fagan, Graeme Horne, Martin Grant Hose, Ann Le Blond, Hugh Macdonald, Monique McAdams, Ian McAllan, Catherine McClymont, Kenny McCreary, Mark McGeever, Davie McLachlan, Lynne Nailon, Richard Nelson, Graham Scott, Collette Stevenson, Margaret B Walker, David Watson, Josh Wilson

Substitutes

Alex Allison, Robert Brown, Stephanie Callaghan, Andy Carmichael, Poppy Corbett, Margaret Cowie, Maureen Devlin, Mary Donnelly, Allan Falconer, George Greenshields, Eric Holford, Mark Horsham, Colin McGavigan, Jim McGuigan, Jim Wardhaugh

BUSINESS

1 Declaration of Interests

- 2 **Minutes of Previous Meeting** 5 - 14
Minutes of the meeting of the Community and Enterprise Resources Committee held on 15 September 2020 submitted for approval as a correct record. (Copy attached)

Monitoring Item(s)

- 3 **Community and Enterprise Resources - Revenue Budget Monitoring 2020/2021** 15 - 24
Joint report dated 9 November 2020 by the Executive Directors (Finance and Corporate Resources) and (Community and Enterprise Resources). (Copy attached)
- 4 **Community and Enterprise Resources - Capital Budget Monitoring 2020/2021** 25 - 28
Joint report dated 4 November 2020 by the Executive Directors (Finance and Corporate Resources) and (Community and Enterprise Resources). (Copy attached)
- 5 **Community and Enterprise Resources - Workforce Monitoring - August and September 2020** 29 - 36
Joint report dated 13 October 2020 by the Executive Directors (Finance and Corporate Resources) and (Community and Enterprise Resources). (Copy attached)

Item(s) for Decision

- 6 **Environmental Services - Recruitment of Technical Officers** 37 - 40
Joint report dated 7 October 2020 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources). (Copy attached)
- 7 **City Deal - Contract Extension for 2 Economic Development Officers** 41 - 44
Joint report dated 5 November 2020 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources). (Copy attached)
- 8 **Larkhall Town Centre Strategy and Action Plan** 45 - 74
A report dated 16 November 2020 by the Executive Director (Community and Enterprise Resources). (Copy attached)
- 9 **Scottish Government Town Centre Funding – Phase 1 Update and Phase 2 Proposed Funding Allocation** 75 - 82
Report dated 16 November 2020 by the Executive Director (Community and Enterprise Resources). (Copy attached)
- 10 **Town Centre Capital Programme - Outcome of Bidding Process** 83 - 94
Report dated 16 November 2020 by the Executive Director (Community and Enterprise Resources). (Copy attached)
- 11 **Strathaven Conservation Area Regeneration Scheme - Grant Application** 95 - 98
Report dated 30 October 2020 by the Executive Director (Community and Enterprise Resources). (Copy attached)

- 12 Replacement of Clyde Bridge by Pettinain - Authorisation to Proceed with Promotion of Compulsory Purchase Order for Revised Land Requirement** 99 - 106
Report dated 2 November 2020 by the Executive Director (Community and Enterprise Resources). (Copy attached)

Item(s) for Noting

- 13 Lanarkshire Business Gateway Update - Contract for the Provision of Business Gateway Service from 1 March 2021** 107 - 112
Report dated 3 November 2020 by the Executive Director (Community and Enterprise Resources). (Copy attached)
- 14 Mission Clyde Funding** 113 - 116
Report dated 2 November 2020 by the Executive Director (Community and Enterprise Resources). (Copy attached)
- 15 Update of the Community and Enterprise Resources Risk Register and Risk Control Plan** 117 - 132
Report dated 3 November 2020 by the Executive Director (Community and Enterprise Resources). (Copy attached)
- 16 Community and Enterprise Resources - Notification of Contracts Awarded - 1 April to 30 September 2020** 133 - 138
Report dated 23 October 2020 by the Executive Director (Community and Enterprise Resources). (Copy attached)

Urgent Business

- 17 Urgent Business**
Any other items of business which the Chair decides are urgent.

For further information, please contact:-

Clerk Name: Susan Somerville

Clerk Telephone: 01698 454197

Clerk Email: susan.somerville@southlanarkshire.gov.uk

COMMUNITY AND ENTERPRISE RESOURCES COMMITTEE

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Minutes of meeting held via Microsoft Teams and in Committee Room 1, Council Offices, Almada Street, Hamilton on 15 September 2020

Chair:

Councillor John Anderson

Councillors Present:

Councillor John Bradley, Councillor Stephanie Callaghan (*substitute for Councillor Hugh Macdonald*), Councillor Maureen Chalmers, Councillor Margaret Cooper, Councillor Margaret Cowie (*substitute for Councillor Gerry Convery*), Councillor Peter Craig, Councillor Isobel Dorman (Depute), Councillor Joe Fagan, Councillor Graeme Horne, Councillor Martin Grant Hose, Councillor Ann Le Blond, Councillor Monique McAdams, Councillor Ian McAllan, Councillor Catherine McClymont, Councillor Kenny McCreary, Councillor Mark McGeever, Councillor Davie McLachlan, Councillor Lynne Nailon, Councillor Richard Nelson, Councillor John Ross (*ex officio*), Councillor Graham Scott, Councillor Margaret B Walker, Councillor David Watson, Councillor Josh Wilson

Councillors' Apologies:

Councillor Gerry Convery, Councillor Hugh Macdonald, Councillor Collette Stevenson

Attending:

Community and Enterprise Resources

M McGlynn, Executive Director; D Gibson, Fleet Manager; S Keating, Property Development Manager; K Lean, Funding and Development Team Leader; G Mackay, Head of Roads and Transportation Services; A McKinnon, Head of Facilities, Waste and Ground Services, I Ross, Project Manager

Finance and Corporate Resources

N Docherty, Administration Assistant; L Harvey, Finance Manager; P MacRae, Administration Adviser; E Maxwell, Human Resources Business Partner; G McCann, Head of Administration and Legal Services, L O'Hagan, Finance Manager (Strategy)

1 Declaration of Interests

No interests were declared.

2 Previous Meeting

The Committee decided:

that the delegated decisions taken by the Chief Executive, in consultation with Group Leaders, on items of business relating to the previous Community and Enterprise Resources Committee agenda of 16 June 2020, be noted as a correct record.

3 Community and Enterprise Resources - Revenue Budget Monitoring 2019/2020

A joint report dated 11 August 2020 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources) was submitted comparing actual expenditure at 31 March 2020 against budgeted expenditure for 2019/2020 for Community and Enterprise Resources.

The year end outturn position was an overspend of £0.525 million before approved transfers to reserves. This was a higher overspend than the probable outturn reported during the year mainly due to additional costs associated with Covid-19. Details of the additional costs incurred by the Resource in relation to Covid-19 were provided in Appendix G to the report.

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

The Committee decided:

- (1) that the overspend on the Community and Enterprise Resources' revenue budget of £0.525 million before transfers to reserves, as detailed in Appendix A to the report, and the overspend of £0.783 million, after transfers to reserves, be noted; and
- (2) that the budget virements, as detailed in Appendices B to F of the report, be approved.

[Reference: Minutes of 16 June 2020 (Paragraph 3)]

4 Community and Enterprise Resources - Revenue Budget Monitoring 2020/2021

A joint report dated 11 August 2020 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources) was submitted comparing actual expenditure at 19 June 2020 against budgeted expenditure for 2020/2021 for Community and Enterprise Resources.

At 19 June 2020, there was a reported overspend of £2.746 million against the phased budget, including the position in relation to South Lanarkshire Leisure and Culture (SLLC) of £1.269 million. The reported overspend related primarily to costs as a result of Covid-19.

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

The Committee decided:

- (1) that the overspend on the Community and Enterprise Resources' revenue budget of £2.746 million, as detailed in Appendix A of the report, be noted; and
- (2) that the budget virements, as detailed in Appendices B to G of the report, be approved.

5 Community and Enterprise Resources - Capital Budget Monitoring 2019/2020

A joint report dated 31 August 2020 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 2019/2020 and summarising the expenditure position at 31 March 2020.

The capital programme for 2019/2020 amounted to £40.538 million and total expenditure to 31 March 2020 was £35.783 million.

The Committee decided: that the report be noted.

[Reference: Minutes of 16 June 2020 (Paragraph 4)]

6 Community and Enterprise Resources - Capital Budget Monitoring 2020/2021

A joint report dated 26 August 2020 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 2020/2021 and summarising the expenditure position at 19 June 2020.

The capital programme for 2020/2021 amounted to £47.894 million and, at 19 June 2020, expenditure was £1.130 million. Progress in the delivery of the 2020/2021 capital programme had been affected by the lockdown due to Covid-19.

The Committee decided: that the report be noted.

7 Community and Enterprise Resources - Workforce Monitoring – May to July 2020

A joint report dated 17 August 2020 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 May to July 2020:-

- ◆ attendance statistics
- ◆ occupational health statistics
- ◆ accident/incident statistics
- ◆ disciplinary hearings, grievances and Dignity at Work cases
- ◆ analysis of leavers and exit interviews
- ◆ Staffing Watch as at 13 June 2020

The Committee decided: that the report be noted.

[Reference: Minutes of 16 June 2020 (Paragraph 5)]

8 Community and Enterprise Resource Plan 2020/2021

A report dated 24 August 2020 by the Executive Director (Community and Enterprise Resources) was submitted on the Community and Enterprise Resource Plan 2020/2021.

Details were provided on:-

- ◆ objectives and actions for 2020/2021
- ◆ capital and revenue resources for 2020/2021
- ◆ organisational structure of the Resource

In line with the Council's performance management arrangements, a progress report on actions identified in the 2020/2021 Resource Plan would be submitted to a future meeting of the Committee.

Officers responded to members' questions on various aspects of the report.

The Committee recommended to the Executive Committee: that the Community and Enterprise Resource Plan for 2020/2021 be approved and uploaded to the Council's website.

[Reference: Minutes of 3 September 2019 (Paragraph 7)]

9 Economic Development Service – Business Support Proposals

A joint report dated 1 September 2020 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources) was submitted on:-

- ◆ an overview of the Council's Economic Development Service
- ◆ proposals to increase the resources within the Service to support economic recovery

The work of Economic Development Services broadly fell into the following categories:-

- ◆ Support for Businesses in terms of business advice, loans and grants
- ◆ Project Development such as City Deal, Town Centres, Vacant and Derelict Land Fund
- ◆ Supplier Development Programme
- ◆ Rural Team:- LEADER and REF

In 2019, the West of Scotland Loan Fund was dissolved and an agreement reached to enable legacy funding to be transferred back to local authorities. The transfer of the money was conditional on it being used specifically for economic development and business support. The proposals detailed in the report met the criteria for this funding.

To support economic recovery, it was proposed that:-

- ◆ 4 posts of Business Adviser, on Grade 3, Level 2-8, SCP 63-80 (£32,994 to £42,410), be established within the Economic Development Service for a fixed term of 23 months
- ◆ the core revenue grant be increased from £180,000 to £300,000 for 2020/2021 and 2021/2022 and that match funding with the European Regional Development Fund (ERDF) be sought
- ◆ a budget of £100,000 be allocated from funds to facilitate detailed master planning and market testing with the aim of facilitating development at the Langlands site, with an emphasis on the Low Carbon Sector
- ◆ £360,000 be allocated towards enhancing Business Support Grants
- ◆ match funding of £160,059 be set aside to assist in gaining access to external funding streams

The costs associated with the above would be met from the legacy funding from West of Scotland Loan Fund.

Officers responded to members' questions on various aspects of the report.

The Committee decided:

- (1) that the proposals, set out in Section 4.0 of the report in relation to Business Support Grants, the core revenue grant, a low carbon economy initiative at the site at Langlands, East Kilbride and match funding, be approved; and
- (2) that the establishment of 4 posts of Business Adviser on Grade 3, Level 2-8, SCP 63-80 (£32,994 to £42,410), within the Economic Development Service for a fixed term of 23 months, be approved.

[Reference: Minutes of 4 June 2019 (Paragraph 14)]

10 Town Centre Capital Programme 2020/2021

A report dated 26 August 2020 by the Executive Director (Community and Enterprise Resources) was submitted on proposals for the allocation of the Capital Programme funds for town centres.

The Scottish Government had awarded the Council £2.506 million from its Town Centre Capital Grants Fund to address some of the challenges faced by town centres.

Following the interest in the Scottish Government scheme, a decision was taken on 25 March 2020 by the Chief Executive, in consultation with the Group Leaders, to approve an allocation of £500,000 from the Council's own Capital Programme to augment the Scottish Government funded programme of town centre projects.

In line with the allocation method for the projects funded by the Scottish Government, it was proposed to:-

- ◆ maintain a minimum sum of £50,000 for any individual project
- ◆ allocate funding for up to 8 schemes
- ◆ award a maximum of £150,000 per project, but encourage applicants not to exceed the sum of £100,000
- ◆ invite bids from the same 22 towns invited to bid for the Scottish Government Funding, as detailed in Appendix 1 to the report
- ◆ give additional weighting to towns which did not benefit from the Scottish Government Scheme

Details were given on the timescale for the bidding and assessment process.

The Committee decided:

- (1) that the proposals for allocating additional funds, as detailed in paragraph 5.2 of the Executive Director's report, be approved; and
- (2) that it be noted that the outcome of the application process would be reported to Committee at its meeting to be held on 24 November 2020.

[Reference: Note of delegated decisions - Council agenda of 25 March 2020 (Paragraph 2)]

11 Community Benefit Funds – Renewable Energy Fund - Grant Applications

A report dated 25 August 2020 by the Executive Director (Community and Enterprise Resources) was submitted on 2 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 up to a maximum of:

- ◆ £259,868 towards eligible costs associated with the works to construct and develop a community hub as a community asset to Carnwath Community Council from the Blacklaw, Muirhall Stallashaw and Muirhall 2 Renewable Energy Funds
- ◆ £149,250 towards eligible costs associated with the works to construct and develop a community hub as a community asset to Abington Community Development Group from Middlemuir Renewable Energy Fund

The Committee decided:

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

- ◆ £259,868 towards eligible costs associated with the works to construct and develop a community hub as a community asset to Carnwath Community Council from the Blacklaw, Muirhall Stallashaw and Muirhall 2 Renewable Energy Funds
- ◆ £149,250 towards eligible costs associated with the works to construct and develop a community hub as a community asset to Abington Community Development Group from Middlemuir Renewable Energy Fund

12 Parking Demand Management Review and Charging Arrangements

A report dated 28 August 2020 by the Executive Director (Community and Enterprise Resources) was submitted on:-

- ◆ the findings of the Parking Demand Management Review (PDMR), Phase 1 for South Lanarkshire which considered Hamilton Town Centre and the surrounding area
- ◆ the outcome of the impact assessment of town centre parking in East Kilbride and Hamilton
- ◆ proposals on the arrangements for the reinstatement of car parking charges.

There followed a full discussion and exchange of views on the various options available to the Council during which officers responded to members' questions on various aspects of the report.

Following discussion, it was proposed that, to allow for further information on the issues raised and options available to be obtained and to allow for an informed decision to be taken on the matter, consideration of the report be deferred meantime and that a report on the matter be submitted to a future meeting of the Executive Committee.

The Committee decided:

that the report be referred to the Executive Committee for consideration.

[Reference: Minutes of 22 January 2019 (Paragraph 12)]

Councillor Ross left the meeting following consideration of this item of business

13 Community and Enterprise Resource Plan – Quarter 4 Progress Report 2019/2020

A report dated 24 August 2020 by the Executive Director (Community and Enterprise Resources) was submitted on the Community and Enterprise Resource Plan 2019/2020 in relation to the actions and measures within the Resource.

Details were provided on:-

- ◆ progress made in implementing the priority projects identified in the Resource Plan 2019/2020, as detailed in the Quarter 4 progress report, attached as Appendix 1 to the report
- ◆ those measures which had changed in red/amber/green (RAG) status, during the period from Quarter 2 to Quarter 4, as detailed in Appendix 2 to the report

The Committee decided:

- (1) that the Quarter 4 Progress Report for 2019/2020, attached as Appendix 1 to the report, together with the achievements made by the Resource during 2019/2020 and the areas identified for improvement and associated management actions, be noted; and
- (2) that details of those measures which had changed in red/amber/green status, during the period from Quarter 2 to Quarter 4, as detailed in Appendix 2 to the report, be noted.

[Reference: Minutes of 12 November 2019 (Paragraph 6)]

14 Active Travel Projects 2020/2021

A report dated 21 August 2020 by the Executive Director (Community and Enterprise Resources) was submitted on Active Travel Projects undertaken during the financial year 2020/2021.

The Local Transport Strategy 2013 to 2023 contained several active travel policies and actions relating to cycling and walking.

The policies related to the increase in the number of journeys made by foot and aimed to contribute to the objective of the Cycle Action Plan (CAPS) which was to increase cycling, whereby 10% of everyday journeys were made by bike and to encourage children to travel actively on school journeys.

The Council's Cycling Strategy identified numerous cycling infrastructure projects. Through discussions with funding partners, Sustrans and Strathclyde Partnership for Transport, it had been identified that one of the first steps for such projects would be a study to support and encourage the active travel needs of communities.

Studies had already been completed in East Kilbride and Rutherglen/Cambuslang. In 2020/2021, the following study areas would be completed or progressed:-

- ♦ Carlisle and Law
- ♦ Lanark
- ♦ Hamilton
- ♦ Bothwell, Uddingston and Blantyre
- ♦ Strathaven, Stonehouse and surrounding villages
- ♦ Larkhall

Details of various projects being undertaken were contained in the report and a summary of the individual projects and multiple sources of funding were provided in Appendix 1 to the report.

The Committee decided: that the report be noted.

15 Fleet Asset Management Plan 2020

A report dated 24 August 2020 by the Executive Director (Community and Enterprise Resources) was submitted on the Fleet Asset Management Plan 2020.

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 the way in which the fleet assets were efficiently and effectively used. This ensured that vehicles provided resilient services to meet the changing needs of the Council.

As at January 2020, 1,415 vehicles were managed and maintained by the Council's Fleet Services, details of which were contained in the appendix to the report.

The Committee decided: that the report be noted.

[Reference: Minutes of 3 September 2019 (Paragraph 18)]

16 Scottish Government Town Centre Capital Grant Fund Update

A report dated 26 August 2020 by the Executive Director (Community and Enterprise Resources) was submitted on the progress of the Scottish Government's Town Centre Capital Grants fund.

All projects were progressing well despite the challenging circumstances. The current position on the 10 projects approved by the Committee on 3 September 2019 were detailed in the report.

The removal of 2 projects from the programme provided a surplus of £376,000 which was available for reallocation. At its meeting on 4 February 2020, the Committee noted that £95,000 of those funds had been allocated to the Royal Oak (Project 1) to ensure delivery. As detailed in the report, a sum of £5,000 had been earmarked for the Forth Café and Cinema (Project 8) and £75,000 to the Carnwath site assembly (Project 9), leaving a sum of £201,000. It was possible that some of the other projects would require additional funding as designs were completed and tender returns received and the remaining underspend would be redistributed to enable all of the projects to proceed as planned.

The Committee decided:

- (1) that the update on the Town Centre Capital Grant Fund programme delivery, following a relaxation in timescales by the Scottish Government, be noted; and
- (2) that the proposals for allocating underspends, as detailed in Section 4.2 of the report, be noted.

[Reference: Minutes of 31 March 2020 (Paragraph 14)]

17 Town Centre Funding Update

A report dated 26 August 2020 by the Executive Director (Community and Enterprise Resources) was submitted on the range of funding secured by the Council and its partners in relation to town centres and Covid-19 recovery.

The response from all levels of Government to the Covid-19 crisis and its impact on business had been immediate and extensive. This had included financial support for businesses and individuals which had largely been administered by local authorities.

Most of the funding had come from a number of Scottish Government backed initiatives together with a contribution from the Council's Capital Programme. While specific objectives were required for each funding source, they all supported the role and function of the Council's town centres. This ensured that the Council was in a position to assist towns, businesses and communities through the current challenging times. Details of the funds and initiatives were provided in the appendix to the report.

The Committee decided: that the report be noted.

[Reference: Minutes of 3 September 2019 (Paragraph 13)]

18 Scottish Government's Economic Recovery Implementation Plan and Addressing Labour Market Emergency

A report dated 24 August 2020 by the Executive Director (Community and Enterprise Resources) was submitted:-

- ◆ providing a summary of the Scottish Government's Economic Recovery Implementation Plan and Addressing Labour Market Emergency
- ◆ setting out next steps in consideration of those documents

In April 2020, the Scottish Government established an Advisory Group on Economic Recovery. It was asked to provide expert advice on Scotland's economic recovery once the immediate coronavirus emergency had subsided. It was tasked with providing advice to the Scottish Government on actions that would make a difference to businesses across sectors and regions throughout Scotland. The Advisory Group's report entitled "Towards a Robust, Resilient Wellbeing Economy for Scotland" had been published on 22 June 2020.

On 5 August 2020, the Scottish Government published its Economic Recovery Implementation Plan in response to the work of the Advisory Group on Economic Recovery. In addition, the Scottish Government also published its response to the Enterprise and Skills Strategic Board's report, 'Addressing the Labour Market Emergency'.

Details of the themes contained in both documents were provided in Appendices 1 and 2 to the report respectively.

The documents were broadly consistent with existing national and local development strategies and could be framed around the themes set out in the Council's existing economic development strategy. They highlighted the important role for local authorities in supporting economic recovery.

The Committee decided: that the report be noted.

19 Urgent Business

There were no items of urgent business.

Report

3

Report to:	Community and Enterprise Resources Committee
Date of Meeting:	24 November 2020
Report by:	Executive Director (Finance and Corporate Resources) Executive Director (Community and Enterprise Resources)

Subject:	Community and Enterprise Resources - Revenue Budget Monitoring 2020/2021
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ provide information on the actual expenditure measured against the revenue budget for the period 1 April to 11 September 2020 for Community and Enterprise Resources.

2. Recommendation(s)

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

- (1) that an overspend of £4.401m as at 11 September 2020 on the Community and Enterprise Resources revenue budget, as detailed in appendix A of the report, be noted; and
- (2) that the proposed budget virements be approved.

3. Background

3.1. This is the second revenue budget monitoring report presented to the Community and Enterprise Resources Committee for the financial year 2020/2021.

3.2. The report details the financial position for Community and Enterprise Resources in appendix A and the individual services' reports in appendices B to F, including variance explanation, and outlines the specific costs incurred in relation to the Resources' COVID response in Appendix G

4. Employee Implications

4.1. None

5. Financial Implications

5.1. As at 11 September 2020, there is a reported overspend of £4.401m against the phased budget including the approved additional contribution to South Lanarkshire Leisure and Culture (SLLC) of £1.269m.

5.2. Variance explanations for each service area are detailed in appendices B to G where appropriate. This overspend, in the main, is COVID related and reflects an overspend relating to increased staff costs in support of the COVID response; additional costs resulting from increased domestic waste tonnages and the costs of additional PPE and enhanced cleaning regimes. In addition, the Resource has seen a significant

impact as a result of loss of income due to the pandemic of £2.486m including parking charges, Planning Building Standards applications, Care of Gardens and school meals, which itself is offset by reduced spend on food. Also within the Resource position, is the contribution to offset loss of income in relation to SLLC of £1.269m, as reported to and approved at Executive Committee.

- 5.2. Virements are proposed to realign budgets across budget categories and with other Resources. These movements are detailed in appendices B to G of this report.

6. Other Implications

- 6.1. The main risk associated with the Council's Revenue Budget is that there is an over spend. The risk is managed through four weekly Budget Monitoring Meetings at which any variance is analysed. In addition, the probable outturn exercise ensures early warning for corrective action to be taken where appropriate.

7. Climate Change, Sustainability and Environmental Implications

- 7.1. There are no climate change, sustainability or environmental implications arising from the information in this report.

8 Equality Impact Assessment and Consultation Arrangements

- 8.1. 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.
- 8.2. There is also no requirement to undertake any consultation in terms of the information contained in this report.

Paul Manning

Executive Director (Finance and Corporate Resources)

Michael McGlynn

Executive Director (Community and Enterprise Resources)

9 November 2020

Link(s) to Council Values/Ambitions/Objectives

- ◆ Accountable, Effective, Efficient and Transparent

Previous References

- ◆ None

List of Background Papers

- ◆ Financial ledger and budget monitoring results to 11 September 2020.

Contact for Further Information

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

Louise Harvey, Finance Manager

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E-mail: louise.harvey@southlanarkshire.gov.uk

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Community and Enterprise Resources: Period 6 Ended 11 September 2020 (No.6)

Community and Enterprise Resources Summary

Budget Category	Annual Budget	Forecast for Year	Annual Forecast Variance	Budget Proportion 11/09/20	Actual 11/09/20	Variance 11/09/20		% Variance 11/09/20	Note
	£000	£000	£000	£000	£000	£000			
Employee Costs	83,880	83,880	0	35,995	34,965	1,030	under	2.9%	
Property Costs	3,991	3,991	0	1,008	1,477	(469)	over	(46.5%)	
Supplies & Services	14,987	14,987	0	5,698	3,568	2,130	under	37.4%	
Transport & Plant	20,813	20,813	0	7,417	7,665	(248)	over	(3.3%)	
Administration Costs	891	891	0	268	329	(61)	over	(22.8%)	
Payments to Other Bodies	9,239	9,239	0	4,148	4,067	81	under	2.0%	
Payments to Contractors	39,876	39,876	0	17,486	19,549	(2,063)	over	(11.8%)	
Transfer Payments	595	595	0	298	298	0	-	0.0%	
Financing Charges	184	184	0	109	117	(8)	over	(7.3%)	
Total Controllable Exp.	174,456	174,456	0	72,427	72,035	392	under	0.5%	
Total Controllable Inc.	(66,266)	(66,266)	0	(30,075)	(25,282)	(4,793)	under recovered	(15.9%)	
Net Controllable Exp.	108,190	108,190	0	42,352	46,753	(4,401)	over	(10.4%)	

Variance Explanations

Detailed within Appendices B to G.

Budget Virements

Budget virements are shown in Appendices B to G.

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Community and Enterprise Resources: Period Ended 11 September 2020 (No.6)

Facilities, Streets, Waste and Grounds (including Support)

Budget Category	Annual Budget	Forecast for Year	Annual Forecast Variance	Budget Proportion 11/09/20	Actual 11/0/920	Variance 11/09/20		% Variance 11/09/20	Note
	£000	£000	£000	£000	£000	£000			
Employee Costs	54,469	54,469	0	23,420	22,979	441	under	1.9%	1,a,b
Property Costs	2,197	2,197	0	568	585	(17)	over	(3.0%)	
Supplies & Services	6,557	6,557	0	2,259	1,258	1,001	under	44.3%	2,b,c,e
Transport & Plant	7,460	7,460	0	3,128	3,185	(57)	over	(1.8%)	3,c,e
Administration Costs	295	295	0	94	96	(2)	over	(2.1%)	
Payments to Other Bodies	28	28	0	22	26	(4)	over	(18.2%)	
Payments to Contractors	14,005	14,005	0	5,784	5,882	(98)	-	(1.7%)	4,c,d
Transfer Payments	0	0	0	0	0	0	-	n/a	
Financing Charges	77	77	0	41	41	0	-	0.0%	
Total Controllable Exp.	85,088	85,088	0	35,316	34,052	1,264	under	3.6%	
Total Controllable Inc.	(19,001)	(19,001)	0	(10,756)	(9,549)	(1,162)	under recovered	(10.8%)	5,b,c,e
Net Controllable Exp.	66,087	66,087	0	24,560	24,458	102	under	0.4%	

Variance Explanations

1. The variance relates to vacant posts within Facilities that are actively being recruited.
2. The variance is mainly due to an under spend on food purchases within the Catering service due to school closures as a result of the COVID-19 pandemic. This is offset by a loss of school meals income during school closures.
3. The variance is mainly due to the timing of the implementation of work pattern changes as a result of COVID 19 within Grounds.
4. The variance is due to cost of the fibre contract being higher than budget within Waste.
5. The loss of income relates to Grounds, Waste and Facilities for services covering the care of gardens, bulky uplifts, school meals and coffee shops as a result of the COVID-19 pandemic.

Budget Virements

- a. Transfer of budgets from Education Resources to Facilities Management in relation to the provision of additional services.: Net effect £0.035m: Employees £0.035m
- b. Removal of holiday clubs budgets within Facilities Management. Net effect £0.000m: Employees (£0.077m), Supplies & Services (£0.010m), Income £0.087m
- c. Realign budget to reflect service delivery within Streets and Grounds and Roads and Support Services. Net effect £0.090m: Supplies and Services £0.083m, Transport and Plant (£0.005m), Payment to Contractors (£0.011m), Income £0.023m.
- d. Transfer from reserves for waste contract refund. Net effect £0.488m: Payment to Contractors £0.488m.
- e. Reduction in income and expenditure to reflect reduction in service provision within Facilities Management, Streets and Grounds services due to COVID-19. Net effect £0.000m: Supplies & Services (£0.183m), Transport & Plant (£0.041m), Income £0.224m.

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Community and Enterprise Resources: Period Ended 11 September 2020 (No.6)

Fleet and Environmental Services (Incl Projects)

Budget Category	Annual Budget	Forecast for Year	Annual Forecast Variance	Budget Proportion 11/09/20	Actual 11/09/20	Variance 11/09/20		% Variance 11/09/20	Note
	£000	£000	£000	£000	£000	£000			
Employee Costs	8,929	8,929	0	3,826	3,662	164	under	4.3	1,a
Property Costs	191	191	0	12	19	(7)	over	(58.3%)	
Supplies & Services	275	275	0	156	156	0	-	0.0%	a
Transport & Plant	9,120	9,120	0	2,685	3,062	(377)	over	(14.0%)	2,b
Administration Costs	79	79	0	35	36	(1)	over	(2.9%)	a,b
Payments to Other Bodies	178	178	0	84	64	20	under	23.8%	a
Payments to Contractors	1,055	1,055	0	525	524	1	under	0.2%	a
Transfer Payments	0	0	0	0	0	0	-	n/a	
Financing Charges	24	24	0	14	15	(1)	over	(7.1%)	
Total Controllable Exp.	19,851	19,851	0	7,337	7,538	(201)	over	(2.7%)	
Total Controllable Inc.	(18,926)	(18,926)	0	(8,616)	(8,534)	(82)	under recovered	(1.0%)	3,a,b
Net Controllable Exp.	925	925	0	(1,279)	(966)	(283)	over	(22.1%)	

Variance Explanations

1. The variance is mainly due to vacant posts within the services which are actively being filled.
2. The overspend relates to the timing in the achievement of efficiencies and greater than budgeted expenditure within the Fleet workshop.
3. The under recovery relates to less income from asset modifications and taxi inspections through Fleet Services as a result of the COVID-19 pandemic.

Budget Virements

- a. Establish budget to reflect external income for Air Quality Projects. Net effect £0.000m: Employee Costs £0.014m, Supplies and Services £0.004m, Administration £0.035m, Payment to Other Bodies £0.032m, Payment to Contractors £0.438m, Income (£0.523m).
- b. Realign budget to reflect service delivery within Fleet and Environmental Services. Net effect (£0.000m): Transport and Plant £0.031m, Administration £0.011m, Income (£0.042m).

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Community and Enterprise Resources: Period Ended 11 September 2020 (No.6)

Leisure and Culture

Budget Category	Annual Budget	Forecast for Year	Annual Forecast Variance	Budget Proportion 11/09/20	Actual 11/09/20	Variance 11/09/20		% Variance 11/09/20	Note
	£000	£000	£000	£000	£000	£000			
Employee Costs	4	4	0	2	2	0	-	0.0%	
Property Costs	239	239	0	137	137	0	-	0.0%	
Supplies & Services	0	0	0	0	0	0	-	n/a	
Transport & Plant	0	0	0	0	0	0	-	n/a	
Administration Costs	8	8	0	0	0	0	-	n/a	
Payments to Other Bodies	80	80	0	20	0	20	under	100.0%	1
Payments to Contractors	18,990	18,990	0	9,494	9,494	0	-	0.0%	
Transfer Payments	0	0	0	0	0	0	-	n/a	
Financing Charges	0	0	0	0	0	0	-	n/a	
Total Controllable Exp.	19,321	19,321	0	9,653	9,653	20	under	0.2%	
Total Controllable Inc.	0	0	0	0	0	0	-	n/a	
Net Controllable Exp.	19,321	19,321	0	9,653	9,653	20	under	0.2%	

Variance Explanations

1. The underspend relates to the cancellation of the Fireworks events as a result of the COVID-19 pandemic.

Budget Virements

There are no budget virements.

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Community and Enterprise Resources: Period Ended 11 September 2020 (No.6)

Planning and Economic Development

Budget Category	Annual Budget	Forecast for Year	Annual Forecast Variance	Budget Proportion 11/09/20	Actual 11/09/20	Variance 11/09/20		% Variance 11/09/20	Note
	£000	£000	£000	£000	£000	£000			
Employee Costs	4,833	4,833	0	2,082	2,062	20	under	1.0%	1a
Property Costs	607	607	0	148	148	0	-	0.0%	a
Supplies & Services	101	101	0	31	33	(2)	over	(6.5%)	a
Transport & Plant	33	33	0	5	9	(4)	over	(80.0%)	
Administration Costs	104	104	0	35	35	0	-	0.0%	
Payments to Other Bodies	3,731	3,731	0	1,420	1,375	45	under	3.2%	2,a,b
Payments to Contractors	794	794	0	546	573	(27)	over	(4.9%)	3,a
Transfer Payments	0	0	0	0	0	0	-	n/a	
Financing Charges	34	34	0	25	25	0	-	0.0%	
Total Controllable Exp.	10,237	10,237	0	4,292	4,260	32	under	0.7%	
Total Controllable Inc.	(8,097)	(8,097)	0	(2,772)	(2,382)	(390)	under recovered	(14.1%)	43,a
Net Controllable Exp.	2,140	2,140	0	1,520	1,878	(358)	over	(23.6%)	

Variance Explanations

1. The under spend is due to flexible retirement arrangements within the service.
2. The variance relates to the cancellation of the Christmas events as a result of the COVID-19 pandemic.
3. The overspend relates to additional costs associated with the Local Plan.
4. The under recovery relates to reduced income from planning and building standards applications as a result of the COVID-19 pandemic.

Budget Virements

- a. Realign budget to reflect service delivery within Planning and Building Standards in relation to Leader Projects, Hamilton Towers, Palace Grounds and the Supplier Development Programme. Net Effect £0.000m: Employees £0.016m, Property £0.414m, Supplies and Services £0.002m, Payment to Other Bodies £1.580m, Payment to Contractors £0.435m, Income (£2.447m).
- b. Transfer from reserves for Smart Sustainable EK. Net Effect £0.020m: Payment to Other Bodies £0.020m.

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Community and Enterprise Resources: Period Ended 11 September 2020 (No.6)

Roads Total (Inc Roads Constructing Services)

Budget Category	Annual Budget	Forecast for Year	Annual Forecast Variance	Budget Proportion 11/09/20	Actual 11/09/20	Variance 11/09/20		% Variance 11/09/20	Note
	£000	£000	£000	£000	£000	£000			
Employee Costs	15,645	15,645	0	6,665	6,088	577	under	8.7%	1,a
Property Costs	757	757	0	143	165	(22)	over	(15.4%)	
Supplies & Services	8,054	8,054	0	3,252	1,837	1,415	under	43.5%	2,a
Transport & Plant	4,200	4,200	0	1,599	1,308	291	under	18.2%	3
Administration Costs	405	405	0	104	115	(11)	over	(10.6%)	
Payments to Other Bodies	5,222	5,222	0	2,602	2,602	0	-	0.0%	
Payments to Contractors	5,032	5,032	0	1,137	987	150	under	13.2%	4,b
Transfer Payments	595	595	0	298	298	0	-	0.0%	
Financing Charges	49	49	0	29	36	(7)	over	(24.1%)	
Total Controllable Exp.	39,959	39,959	0	15,829	13,436	2,393	under	15.1%	
Total Controllable Inc.	(20,242)	(20,242)	0	(7,931)	(4,772)	(3,159)	under recovered	(39.8%)	5,a
Net Controllable Exp.	19,717	19,717	0	7,898	8,664	(766)	over	(9.7%)	

Variance Explanations

1. The variance is mainly due to vacant posts and less overtime being worked during lockdown.
2. The variance is due to reduced material costs as a result of reduced road maintenance works carried out during the pandemic.
3. The variance is mainly due to the level of hired vehicles and fuel usage being less as a result of lockdown.
4. The variance is due to reduced demand for sub-contractors within the Construction Unit and project spend within the Flooding Section during the COVID19 pandemic.
5. The under recovery is partly due to reduced works being carried out within the Construction Unit during lockdown and reduced fee income for parking.

Budget Virements

- a. Realign budget to reflect service delivery and staffing structure within Transport Engineering and Roads. Net effect (£0.090m): Employees £0.283m, Supplies & Services (£0.090m), Income (£0.283m).
- b. Transfer of budget for Capital Funded from Revenue. Net effect (£1.531m): Payment to Contractor (£1.531m)

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Community and Enterprise Resources: Period Ended 11 September 2020 (No.6)

COVID - 19

	Annual Budget	Forecast for Year	Annual Forecast Variance	Budget Proportion 11/09/20	Actual 11/09/20	Variance 11/09/20		% Variance 11/09/20	Note
	£000	£000	£000	£000	£000	£000			
<u>Budget Category</u>									
Employee Costs	0	0	0	0	172	(172)	over	n/a	1
Property Costs	0	0	0	0	423	(423)	over	n/a	2
Supplies & Services	0	0	0	0	284	(284)	over	n/a	3
Transport & Plant	0	0	0	0	101	(101)	over	n/a	4
Administration Costs	0	0	0	0	47	(47)	over	n/a	
Payments to Other Bodies	0	0	0	0	0	0	-	n/a	
Payments to Contractors	0	0	0	0	2,089	(2,089)	over	n/a	5
Transfer Payments	0	0	0	0	0	0	-	n/a	
Financing Charges	0	0	0	0	0	0	-	n/a	
Total Controllable Exp.	0	0	0	0	3,116	(3,116)	over	n/a	
Total Controllable Inc.	0	0	0	0	0	0	-	n/a	
Net Controllable Exp.	0	0	0	0	3,116	(3,116)	over	n/a	

Variance Explanations

1. The variance is directly related to employee costs associated with the Resources' response to the pandemic.
2. The variance relates to additional cleaning costs and materials as a result of enhanced cleaning regimes.
3. The variance relates to additional costs for equipment, PPE and health and hygiene during the COVID-19 pandemic.
4. The variance relates to the purchase of equipment, fuel and vehicles costs directly related to the COVID-19 pandemic.
5. The variance is due to payments made to South Lanarkshire Leisure to reflect loss of income and additional domestic waste tonnage and fly tipping costs as a result of the pandemic.

Report

4

Report to: **Community and Enterprise Resources Committee**
 Date of Meeting: **24 November 2020**
 Report by: **Executive Director (Finance and Corporate Resources)**
Executive Director (Community and Enterprise Resources)

Subject: **Community and Enterprise Resources - Capital Budget Monitoring 2020/2021**

1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ provide information on the progress of the capital programme for Community and Enterprise Resources for the period 1 April to 11 September 2020.

2. Recommendation(s)

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

- (1) that the Community and Enterprise Resources' capital programme of £37.857 million, and expenditure to date of £6.304 million, be noted.

3. Background

- 3.1. This is the second capital monitoring report presented to the Community and Enterprise Resources Committee for the financial year 2020/2021. Further reports will follow throughout the year.
- 3.2. As noted in the last report to this Committee (15 September 2020), the budget for Community and Enterprise Resources for financial year 2020/2021, including carry forward, was £47.894 million. It was also noted that the progress in delivery of this new programme had been affected by the lockdown due to COVID-19 along with the ongoing requirements of social distancing.
- 3.3. As a result, a revised 2020/2021 General Services Capital Programme was presented to the Executive Committee on 23 September 2020 and approved. The focus of the paper was the level of project deliverability which could be achieved in the current year. The revised base programme for Community and Enterprise Resources is therefore £35.401 million.
- 3.4. The Executive Committee also agreed additions, totalling £2.456 million, to the Community and Enterprise Resources Capital programme on 23 September 2020 (£0.554m) and 4 November 2020 (£1.902m). The details are shown in Appendix A. This takes the Community and Enterprise Resources programme for 2020/2021 to £37.857 million.

- 3.5. The report details the financial position for Community and Enterprise Resources in Appendix A.
- 4. Employee Implications**
- 4.1. There are no employee implications as a result of this report.
- 5. Financial Implications**
- 5.1. As detailed in Section 3.4, the total revised capital programme for Community and Enterprise Resources for 2020/2021 is £37.857 million. Spend to 11 September 2020 amounts to £6.304 million.
- 6. Climate Change, Sustainability and Environmental Implications**
- 6.1. There are no implications for climate change, sustainability or the environment in terms of the information contained in this report.
- 7. Other Implications**
- 7.1. The main risk associated with the Council's Capital Programme is that there is an overspend. The risk has been assessed as low given the detailed project management plans prepared and monitored for each project. The risk of overspend is managed through four weekly Investment Management Meetings.
- 8. Equality Impact Assessment and Consultation Arrangements**
- 8.1. 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.
- 8.2. There was also no requirement to undertake any consultation in terms of the information contained in this report.

Paul Manning

Executive Director (Finance and Corporate Resources)

Michael McGlynn

Executive Director (Community and Enterprise Resources)

4 November 2020

Link(s) to Council Values/Ambitions/Objectives

- ◆ Accountable, Effective, Efficient and Transparent

Previous References

- ◆ Community and Enterprise Resources Committee, 15 September 2020
- ◆ Executive Committee, 23 September 2020
- ◆ Executive Committee, 4 November 2020

List of Background Papers

- ◆ Financial ledger to 11 September 2020

Contact for Further Information

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

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South Lanarkshire Council
Capital Expenditure 2020-2021
Community and Enterprise Resources
For Period 1 April 2020 – 11 September 2020

<u>Community and Enterprise Resources</u>	Base Budget £000	Budget Adjustments £000	Slippage £000	Total Budget £000	Actual Expenditure £000
Fleet and Environmental	36	90	0	126	23
Facilities, Waste and Grounds	1,603	464	0	2,067	98
Planning and Economic Development	4,943	1,902	0	6,845	932
Roads	28,819	0	0	28,819	5,251
TOTAL	35,401	2,456	0	37,857	6,304

For Information Only

Budget Adjustments presented to Executive Committee 23 September 2020:

Budget Adjustments

Abington Play Area	£0.136m
Carstairs Village Play Area	£0.096m
Wooddean Park, Bothwell - Play Area	£0.222m
Switched on Fleet	£0.090m
Cambuslang Park and Ride	£0.400m
Horsley Brae	(£0.400m)
Willie Waddell Sport and Community Centre, Forth – Monoliths	£0.010m
Total Budget Adjustments	£0.554m

Budget Adjustments presented to Executive Committee on 4 November 2020:

Budget Adjustments

Town Centre Fund	£0.902m
Hamilton Hub	£0.720m
Abington Campus for Enterprise	£0.280m
Total Budget Adjustments	£1.902m

Report

5

Report to:	Community and Enterprise Resources Committee
Date of Meeting:	24 November 2020
Report by:	Executive Director (Finance and Corporate Resources) Executive Director (Community and Enterprise Resources)

Subject:	Community and Enterprise Resources – Workforce Monitoring – August and September 2020
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ provide employment information for August and September 2020 relating to Community and Enterprise Resources

2. Recommendation(s)

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

(1) that the following employment information for August and September 2020 relating to Community and Enterprise 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 Community and Enterprise Resources provides information on the position for August and September 2020.

4. Monitoring Statistics

4.1. Attendance Statistics (Appendix 1)

Information on absence statistics is analysed for the month of September 2020 for Community and Enterprise Resources.

The Resource absence figure for September 2020 was 5.1%, this figure has increased by 0.7% when compared to the previous month and is 0.9% higher than the Council-wide figure. Compared to September 2019, the Resource absence figure has decreased by 0.3%.

Based on the absence figures at September 2020 and annual trends, the projected annual average absence for the Resource for 2020/2021 is 5.3%, compared to a Council-wide average figure of 4.4%.

For the financial year 2020/2021, the projected average days lost per employee equates to 10.8 days, compared with the overall figure for the Council of 7.5 days per employee.

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 work in close partnership with line managers and Resource Management Teams on a case management basis to ensure that appropriate actions are taken.

The attendance information contained in this report includes absences as a result of Covid-19, and employees are being supported through this difficult time to maintain attendance levels where they can.

4.2. Occupational Health (Appendix 2)

In terms of referrals to occupational health, which include medical examinations and physiotherapy, overall, 177 referrals were made this period. This represents a decrease of 62 when compared with the same period last year.

4.3. Accident/Incident Statistics

There were 15 accidents/incidents recorded within the Resource this period, a decrease of 19 when compared to the same period last year.

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

During the period, 3 disciplinary hearings were held within the Resource, a decrease of 19 when compared to last year. No appeals were heard by the Appeals Panel. No grievance hearings were raised within the Resource, this figure has decreased by 1 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 were a total of 25 leavers in the Resource this period eligible for an exit interview. This figure has increased by 6 when compared with the same period last year. Four exit interviews were conducted.

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 post

4.7. Appendix 2a provides a breakdown of vacant posts and whether these are being replaced or held for savings. In the period August – September 2020, 72 employees in total left employment (39.89 FTE), 65 (32.89 FTE) are being replaced and the remaining 7 posts (7.0 FTE) were fixed term posts which have come to an end.

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 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)

Michael McGlynn

Executive Director (Community and Enterprise Resources)

13 October 2020

Link(s) to Council Values/Ambitions/Objectives

- ◆ 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

- ◆ Community and Enterprise Resources – 15 September 2020

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:-

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ABSENCE TRENDS - 2018/2019, 2019/2020 & 2020/2021
Community and Enterprise Resources

APT&C				Manual Workers				Resource Total				Council Wide				
	2018 / 2019	2019 / 2020	2020 / 2021		2018 / 2019	2019 / 2020	2020 / 2021		2018 / 2019	2019 / 2020	2020 / 2021		2018 / 2019	2019 / 2020	2020 / 2021	
April	3.2	4.0	3.1	April	5.4	4.4	5.3	April	5.0	4.3	5.0	April	4.1	4.0	4.4	
May	2.8	3.6	2.4	May	6.0	5.1	4.3	May	5.5	4.9	4.0	May	4.2	4.4	3.1	
June	3.8	3.9	1.6	June	5.8	5.5	4.0	June	5.5	5.3	3.6	June	4.3	4.4	2.7	
July	4.3	3.9	1.8	July	4.5	4.3	3.6	July	4.4	4.3	3.4	July	3.4	3.4	2.3	
August	4.8	4.0	1.7	August	5.3	5.1	4.9	August	5.2	4.9	4.4	August	3.6	3.7	3.1	
September	6.0	2.9	1.6	September	6.2	5.9	5.8	September	6.2	5.4	5.1	September	4.4	4.5	4.2	
October	3.8	3.4		October	5.8	5.9		October	5.5	5.5		October	4.4	4.6		
November	4.8	4.8		November	6.2	6.6		November	6.0	6.4		November	5.1	5.5		
December	4.1	5.4		December	6.0	7.0		December	5.7	6.8		December	4.8	5.7		
January	3.4	4.1		January	6.1	6.6		January	5.6	6.2		January	4.9	5.3		
February	4.1	3.8		February	6.3	7.1		February	5.9	6.6		February	5.2	5.6		
March	4.8	4.5		March	5.6	7.1		March	5.5	6.7		March	4.9	6.2		
Annual Average	4.2	4.0	3.2	Annual Average	5.8	5.9	5.7	Annual Average	5.5	5.6	5.3	Annual Average	4.4	4.8	4.4	
Average Apr-Sep	4.2	3.7	2.0	Average Apr-Sep	5.5	5.1	4.7	Average Apr-Sep	5.3	4.9	4.3	Average Apr-Sep	4.0	4.1	3.3	
No of Employees at 30 September 2020			550	No of Employees at 30 September 2020			2899	No of Employees at 30 September 2020			3449	No of Employees at 30 September 2020			15829	

For the financial year 2020/21, the projected average days lost per employee equates to 10.8 days.

COMMUNITY AND ENTERPRISE RESOURCES

	Aug-Sep 2019	Aug-Sep 2020
MEDICAL EXAMINATIONS		
Number of Employees Attending	47	46
EMPLOYEE COUNSELLING SERVICE		
Total Number of Referrals	10	6
PHYSIOTHERAPY SERVICE		
Total Number of Referrals	117	59
REFERRALS TO EMPLOYEE SUPPORT OFFICER	63	62
REFERRALS TO COGNITIVE BEHAVIOUR THERAPY	2	4
TOTAL	239	177

CAUSE OF ACCIDENTS/INCIDENTS	Aug-Sep 2019	Aug-Sep 2020
Over 7 day absences	3	3
Over 3 day absences**	1	0
Minor	18	11
Near Miss	2	0
Violent Incident: Physical****	10	0
Violent Incident: Verbal*****	0	1
Total Accidents/Incidents	34	15

*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.

RECORD OF DISCIPLINARY HEARINGS	Aug-Sep 2019	Aug-Sep 2020
Total Number of Hearings	22	3
Total Number of Appeals	1	0

Time Taken to Convene Hearing Aug - Sep 2020

0-3 Weeks
2

4-6 Weeks
0

Over 6 Weeks
1

RECORD OF GRIEVANCE HEARINGS	Aug-Sep 2019	Aug-Sep 2020
Number of Grievances	1	0
Number Resolved at Stage 2	1	0

RECORD OF DIGNITY AT WORK	Aug-Sep 2019	Aug-Sep 2020
Number of Incidents	0	0

ANALYSIS OF REASONS FOR LEAVING	Aug-Sep 2019	Aug-Sep 2020
Career Advancement	0	1
Moving Outwith Area	0	1
Other	2	2
Number of Exit Interviews conducted	2	4

Total Number of Leavers Eligible for Exit Interview	19	25
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Percentage of interviews conducted	11%	16%
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Appendix 2a

	Aug 2020 - Sept 2020		Cumulative total (Apr 20 - Mar 21)	
	FTE*	H/C**	FTE	H/C
Terminations/Leavers	39.89	72	76.03	140
Being replaced	32.89	65	67.38	130
Held pending savings	0.00	0	0.00	0
Filled on fixed term basis	0.00	0	0.00	0
Budget transfer to other post	0.00	0	0.00	0
End of fixed term contract	7.00	7	8.65	10

* Full time equivalent

** Head count/number of employees

Report

6

Report to:	Community and Enterprise Resources Committee
Date of Meeting:	24 November 2020
Report by:	Executive Director (Community and Enterprise Resources) Executive Director (Finance and Corporate Resources)

Subject:	Environmental Services – Recruitment of Technical Officers
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ seek approval to add 2 Full Time Equivalent (FTE) Technical Officers to the establishment for a period of 12 months to enforce legislation in relation to public health including undertaking formal enforcement duties

2. Recommendation(s)

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

- (1) that the addition of 2 FTE Technical Officer posts on Grade 3, Level 2, SCP 63-65 (£32,994.19 to £33,943.14) to the Fleet and Environmental Services establishment, for a fixed term of 12 months, be approved.

3. Background

3.1 By way of background, Environmental Services, comprise of Environmental Health and Trading Standards. Environmental Health is a regulatory service whose main activities include:-

- ◆ Public Health Protection which includes checking private water supplies, the smoking ban and disease outbreak investigation
- ◆ Enforcement of Food Safety and Health and Safety at Work Legislation
- ◆ Private Sector Housing Improvement including tackling sub-standard housing
- ◆ Pollution Control which includes Noise Control, contaminated land and Air Quality
- ◆ Enforcement of licences issued by the Council
- ◆ Environmental crime including fly tipping, litter and dog fouling
- ◆ Pest Control

Trading Standards fulfils the Council's statutory duties under consumer protection and trading standards legislation. The main activities include:-

- ◆ Counterfeiting and other intellectual property breaches
- ◆ Door step crime/cold calling
- ◆ Product safety, pricing, credit, weights and measures
- ◆ Health and safety relating to supply and storage of petrol and fireworks
- ◆ Consumer advice in partnership with Citizens Advice
- ◆ Buy with confidence
- ◆ Animal Health and Welfare

- 3.2 The Coronavirus Act 2020 passed through the UK Parliament, gaining Royal Assent on 26 March 2020 following which The Health Protection (Coronavirus)(Restrictions)(Scotland) Regulations 2020 (the “Regulations”) came into force on 26 March 2020 and were laid in the Scottish Parliament on 27 March 2020.
- 3.3 Environmental Services have been given powers under these Regulations in relation to businesses. As such, the Service is enforcing these regulations which includes dealing with complaints, undertaking monitoring and observations of business to ensure compliance. The Service is also notified by NHS Lanarkshire contact tracing team on a regular basis following up at a business that are connected with a positive case.
- 3.4 The first 2 quarters of 2020/2021 have been extremely challenging in terms of undertaking the current workload within existing resources. For the period 1 April to 30 September 2020 the Service received 846 service requests from and about businesses in relation to Covid. In addition, there were 5,569 service requests in relation to noise, waste enforcement and smoke compared to 4,549 for the same period last year. The increase of 1,020 can be attributed to being as a consequence of Covid restrictions during the six month period.
- 3.5 Following on from the above, it is reasonable to conclude that it is not sustainable to continue to undertake the additional enforcement duties within existing resources and at the same time support activities in relation to the UK leaving the EU in December 2020.

4. Proposal

- 4.1 The Society of Chief Officers of Environmental Health in Scotland and the Society of Chief Officers of Trading Standards in Scotland recognised the need for a consistent approach to these new powers and adopted a proactive approach, following contact by COSLA. As a result, a national enforcement policy (Engage, Educate, Encourage and Enforce) and a Memorandum of Understanding with Police Scotland were implemented across all 32 local authorities.
- 4.2 Local authorities have met these new enforcement demands during the period 1 April to 30 September 2020. However, this work has only been possible through other statutory work being “paused due to lockdown”. Food Standards Scotland (FSS) took the approach that public health takes immediate priority and postponed the statutory food programmes. The majority of Food Safety Visits ceased in line with FSS’s authorisation to deviate from the Food Law Code of Practice, replaced by desktop assessments and visits to investigate food poisoning concerns.
- 4.3. Recognising these issues a business case was submitted, via COSLA, to the Scottish Government seeking additional resources and funding to support local authority COVID enforcement work.
- 4.4 Following on from the above, Scottish Government have advised that £2.9m has been allocated over 2020/2021 and 2021/2022 to provide for additional resources to assist in responding to the challenges of COVID and the visible and enhanced enforcement sought by the Scottish Government. It will also provide some additional capacity to cope with the additional pressures from the Test and Protect regime. To address this, it is proposed that two Technical Officer posts are created for a period of 12 months.

- 4.5 The successful candidates will be responsible for enforcing legislation in relation to public health and will include undertaking formal enforcement duties. The tasks will include giving advice on Covid-19 control measures, monitoring compliance of businesses and assessing the effectiveness of Covid-19 controls, all in relation to the Health Protection (Coronavirus)(Restrictions and Requirements) (Local Levels)(Scotland) Regulations 2020.

5. Employee Implications

- 5.1 The following posts should be added to the Community and Enterprise Resources establishment on a 12-month fixed term basis as detailed below:

Post	Number of Posts (FTE)	Grade	SCP Range	Hourly Rate	Annual Salary	Gross Cost (inc on costs)
Technical Officers	2.0	Grade 3	63 - 65	£18.08	£32,994.19	£42,992.15
		Level 2		- £18.60	- £33,943.14	- £44,227.91

These posts have been evaluated using the Council's grading scheme.

6. Financial Implications

- 6.1 South Lanarkshire Council has been allocated funding of £119,146 based on the distribution model used for the distribution of smoking prohibition funding.
- 6.2 In addition to the salary costs of the Technical Officers identified at 5.1; further employee costs to support shift patterns including evenings and weekend working will be funded from the total allocation.

7. Climate Change, Sustainability and Environmental Implications

- 7.1 There are no direct climate change implications as a result of this report. There are no implications for sustainability in terms of the information contained in this report.

8. Other Implications

- 8.1 There is a risk that without the creation of these posts the Council will fail to meet our legislative obligations within the new Health protection Regulations.

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 existing policy, function or strategy and therefore no impact assessment is required.
- 9.2 There was also no requirement to undertake any consultation in terms of the information contained in this report.

Michael McGlynn

Executive Director (Community and Enterprise Resources)

Paul Manning

Executive Director (Finance and Corporate Resources)

7 October 2020

Link(s) to Council Values/Ambitions/Objectives

- ◆ Develop a sustainable Council and 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:-

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Report

7

Report to:	Community and Enterprise Resources Committee
Date of Meeting:	24 November 2020
Report by:	Executive Director (Community and Enterprise Resources) Executive Director of Finance and Corporate Resources

Subject:	City Deal – Contract Extension for 2 Economic Development Officers
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ request approval for 2 full time equivalent (FTE) Economic Development Officer posts, approved by Committee in October 2018 for 2 years, be extended for a further fixed term period of 3 years

2. Recommendation(s)

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

- (1) that the contents of the report be noted; and
- (2) that 2.0 full time equivalent (FTE) Economic Development Officer posts as detailed in paragraph 5.1 of the report be added to the establishment for a further fixed term of 3 years commencing 1 April 2021.

3. Background

- 3.1. On 30 October 2018, the Community and Enterprise Resources Committee agreed to the recruitment of two additional Economic Development Officers for a period of two years to support the delivery of City Deal and City Region activity in South Lanarkshire.
- 3.2. Despite the impact of Covid-19 on the implementation timetable for the current project programme, the demand for resources to meet the delivery of City Deal and City Region based activity has not diminished. The Glasgow City Region City Deal remains committed to acting as a major driver in creating the infrastructure to stimulate economic growth and post Covid-19 regional economic recovery through:-
 - ♦ the continued implementation of the £1.13 billion Glasgow City Region Infrastructure Fund focused on improving transport connectivity and regeneration activity across the City Region
 - ♦ helping small and medium enterprises to grow and develop
 - ♦ delivering programmes to support unemployed people
 - ♦ developing new ways of boosting the incomes of people on low wages
 - ♦ providing opportunities for those living in economically deprived areas

- 3.3 South Lanarkshire's four infrastructure projects currently total £166.2 million of capital investment comprise:-

Cathkin Relief Road

This new £16 million single-carriageway road was officially opened on Friday 24 February 2017. It runs between Mill Street and Burnside Road. Several road junctions have also been upgraded and existing woodland areas have been upgraded by extensive areas of new tree and shrub planting. In addition, complementary works associated with the provision of play areas, improved street lighting and carriageway and footpath resurfacing have been completed this year.

Stewartfield Way

It is proposed that the Stewartfield Way transport corridor will undergo a series of upgrades and improvements aimed at increasing transport capacity in the wider network to bring forward economic development activity at a number of locations in the town. The project also provides an opportunity to address climate change and active travel needs as we progress economic recovery plans across South Lanarkshire and the City Region. The augmentation of the original Strategic Business Case to fully comply with HM Treasury Green Book standards is well underway and will be reported to Committee in 2021 for members consideration.

Greenhills Road

The widening of Greenhills Road/A726 is a £25.7 million project which will see two sections of road transformed into dual carriageways. Existing junctions will also be improved along with bus infrastructure and active travel options. The project commenced on site in Spring 2019 and will complete in Spring 2021.

Community Growth Areas

Four community growth areas have been identified in Newton, Hamilton, Larkhall and East Kilbride. This £62.3 million programme will deliver a number of education, transport and community infrastructure projects to support the new and existing residents living in each of the four locations. Projects at Newton CGA (Newton Farm Primary School, Newton Rail Station Park & Ride Extension, Westburn Roundabout) and Hamilton CGA (Woodhead Primary School Extension, Highstonehall Road Access Improvements, Strathaven Road – Woodfoot Rd Transport Corridor Improvements) have been completed.

Full Business Cases for a further 12 sub projects across the 4 CGA's are scheduled to be completed over the next 3 years. It is these projects that will be the focus for the 2 officers and is the main reason for the need to retain them for the next 3 years.

4. Economic Development Officer Posts

- 4.1 The City Deal has now developed into a number of areas of activity including:-

- ◆ Project Business Case Development
- ◆ Project Implementation
- ◆ Project Management
- ◆ Project Benefits Monitoring and Reporting
- ◆ Implementation of activity aimed at meeting the Regional Economic Strategy and the Covid-19 City Region Recovery Plan targets and outcomes.

- 4.2 In February 2020, The Glasgow City Region was advised it had successfully progressed through the 2019 Gateway Review 1 process and would receive the second tranche of City Deal funding worth £250 million over the next 5 years. Preparation work for the 2024 Gateway Review will now commence and the

experience gained during the recent 2019 review indicates that this will require significant resources going forward.

- 4.3 As City Deal enters a critical phase of Covid-19 recovery planning and project implementation the demands being placed on Member Authorities will continue to increase. For South Lanarkshire, the additional resources made available in 2018 have been critical in monitoring and reporting benefits and outcomes, ongoing project development and the preparation of up Full Business Cases for projects associated with the CGA's project. As well as continuing this activity an Outline Business Case and Full Business Case for the Stewartfield Way project and undertaking preparatory work which will be required to enter the next Gateway Review process.
- 4.4 The retention of 2.0 FTE Economic Development Officers for a further 3 years will ensure that these duties and responsibilities can be effectively delivered.

5. Employee Implications

- 5.1. The following posts should be extended for a further three-year period to the Planning and Economic Development Services establishment as detailed below.

Post title	No. of posts	Grade/SCP	Hourly Rate	Annual Salary (excl. on-costs)	Gross salary (incl. on-costs 30.3%)
Economic Development Officer	2	Grade 3, Level 8, SCP 79 - 80	£22.89 - £23.24	£41,772 – 42,411	£108,858 - £110,552

These posts have been evaluated using the Council's grading scheme.

6. Financial Implications

- 6.1 The additional financial implications for the Council will be an increase in the Planning and Economic Development staff cost budget of up to £331,656 in total for a period of three years.
- 6.2 The additional staff costs of the two posts will be offset by funding recovered from the City Deal budget allocation associated with the projects the Council has in the programme. The basis of recovering the cost of staff working on the City Deal programme is consistent with the approach being taken at other Member Authorities.

7. Climate Change, Sustainability and Environmental Implications

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

8. Other Implications

- 8.1 If these posts are not extended it will significantly affect the Council's ability and capacity to sustain its existing commitments to the Glasgow City Region City Deal. In turn, there will potentially be slippage in the implementation and spend profile for a number of projects. There may be subsequent failure to meet both project implementation and economic growth targets which are necessary to sustain the levels of both UK and Scottish Governments funding to the City Deal and also a negative effect on the Council's reputation among both Scottish and UK Governments and City Deal partners.

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 set out in this report.

Michael McGlynn

Executive Director (Community and Enterprise Resources)

Paul Manning

Executive Director (Finance and Corporate Resources)

5 November 2020

Link(s) to Council Values/Ambitions/Objectives

- ♦ Accountable, effective, efficient and transparent
- ♦ Improve the road network, influence improvements in public transport and encourage active travel

Previous References

- ♦ Community and Enterprise Resources Committee 30 October 2018

List of Background Papers

- ♦ None

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact: - Stephen Keating, Economic Development Manager

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Report

8

Report to:	Community and Enterprise Committee
Date of Meeting:	24 November 2020
Report by:	Executive Director (Community and Enterprise Resources)

Subject:	Larkhall Town Centre Strategy and Action Plan
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1. Purpose of Report

1.1. The purpose of the report is to:-

- inform the Committee of the work undertaken to prepare the consultative draft Larkhall Town Centre Strategy and Action Plan
- seek Committee approval to consult on the consultative draft Plan
- inform the Committee of the next steps in implementing the consultative draft Plan

2. Recommendation(s)

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

- (1) that the consultative draft Larkhall Town Centre Strategy and Action Plan be approved, and
- (2) that the arrangements for an 8 week period of consultation, as outlined in section 5 of the report, be approved

3. Background

- 3.1. The nature of town centres across the UK is in a transitional stage. The range of issues involved in the challenges town centres are facing are broad and complex. Factors such as the economic downturn, the COVID 19 crisis, internet shopping, the growth of out of town shopping malls, changes in retailer's business models and consumer expectations have resulted in a decline in town centre footfall.
- 3.2. This is the third in a series of Town centre strategies to be completed, after Hamilton and Cambuslang, and will be followed by Blantyre, which is underway and will be finalised in spring 2021.
- 3.3. Some of the issues are local and specific to individual towns, however, many are issues seen across the country influenced by wider economic patterns, consumer behaviour and corporate decisions.
- 3.4. Supporting our town centres remains a Council priority and we continue to work closely with the appropriate groups and organisations in each town through a partnership approach to achieve our common goals. In the case of Larkhall the key partners are Larkhall Community Council and Larkhall Community Growers with a focus on town centre regeneration.

- 3.5. Local communities remain supportive of their town centres and have a desire to see them thrive. The way in which they use their town centres is, however, very different to that of a generation ago. It is broadly accepted that the traditional function of a retail town centre needs to change to meet the needs and expectations of modern communities. There is, therefore, a collective need to establish a new role and function for our town centres to ensure that they can continue to thrive, and remain relevant in the years ahead.

4. Larkhall Town Centre Strategy and Action Plan

- 4.1. South Lanarkshire's town centres support a diverse range of economic, social and civic functions. In common with the rest of the UK, our town centres have been impacted by both the economic downturn and changes in shopping patterns.
- 4.2. Despite these challenges, Larkhall Town Centre retains numerous assets that provide a solid foundation to help develop the centre to adapt to societal changes and to provide a place that people will continue to visit and spend time.
- 4.3. The future of all town centres is dependent on reacting to changing behaviours by both consumers and retailers and recognising that town centres can no longer place such heavy reliance on their retail offer. Town centres need to diversify to give users the broadest range of reasons to visit and stay in the town centre. Retail remains a fundamental part of a healthy town centre, however residential development, leisure activity, café culture, evening economy and local services for local communities have an increasing role and importance within the town centre mix. In addition, the current COVID 19 crisis has accelerated the need for town centres to evolve.
- 4.4. The Consultative Draft Larkhall Town Centre Strategy and Action plan (appendix 1) sets out a range of initiatives which the Council seeks to pursue with partners to support this outcome. The private sector has a key role in providing a shopping, service and leisure offer that will attract and meet the needs of the local community. Private sector support coupled with strengthening links between local businesses and the community will provide a strong base from which to drive town centre activity forward.
- 4.5. The Strategy is informed by Scottish Towns Partnerships Your Town Audit which is a framework which has been developed to measure and monitor the performance of Scotland's towns and town centres using a series of Key Performance Indicators. The results allow more meaningful comparison of towns based on their similarities and challenges and helps practitioners develop more meaningful solutions.
- 4.6. Larkhall Community Council have also conducted a business survey and Larkhall Community Growers a wider community survey which have informed the Strategy.
- 4.7. The Strategy considers the national and local policy context for the improvement of our town centres and considers the key challenges and areas of opportunity for the town centre. Recognising these challenges while focusing on the areas of opportunity are key to the successful deliver of the Strategy.
- 4.8. The Strategy recognises a series of objectives for which Larkhall should aim, and are consistent with the with the activity being promoted by Scottish Towns Partnership (STP) and others, namely a collaborative approach across all sectors is the only way to bring meaningful and sustainable regeneration.

4.9. Finally, the Strategy presents a town centre action plan which captures the priorities for Larkhall and illustrates where resources and activities should be focused. The action plan will remain a live document with projects and priorities evolving over time.

4.10. The Action Plan considers the potential activity under six main headings these are:

- **Objective One:** To support safe sustainable town centre growth, mixed-use development and investment opportunities through planning and economic development initiatives in line with the “**Town Centre First**” policy initiative.
- **Objective Two:** To ensure that town centre accessibility and movement supports all modes of transport and meets the needs of users through measures to ensure **convenient and safe access** by foot, wheeled and public transport.
- **Objective Three:** To ensure that the town centre has a **welcoming, safe and attractive physical environment** that supports the needs of both business and town centre users and provides a focus for community life and events
- **Objective Four:** To improve the **commercial viability of the town centre** by supporting enterprise through business advice, training, events and marketing, finance and other support measures for existing and potential new businesses.
- **Objective Five:** To exploit the **opportunities of digitalisation** for business growth and usage of the town centre.
- **Objective Six:** To create the conditions for social regeneration and improve the health and wellbeing of the community, creating a town centre that is **welcoming to all and safe with a strong sense of community**

4.11. The locally focused objectives link to Council and wider national outcomes and are shown in the chart in section 8 of the Strategy, titled “Town Centre Action Plan”. Included in this are the timescales and responsible partners

4.12. The Strategy has been drafted by officers within the Planning & Economic Development Service, working with local community groups to capture the ongoing activity of the Council and Partners. In addition, officers have sought input from Scottish Town Partnership and EKOS Economic Consultants, all of whom have involvement in similar plans across the country, thereby ensuring that the development of the plan is informed by best practice.

5. Next Steps and Timescale

5.1. Following Committee approval it is intended that the Larkhall Town Centre Strategy and Action Plan would be published and made available for consultation during December 2020, January and February 2021. The consultation will have three main elements as follows:

1. Partner and Larkhall Future engagement - sharing the plan with partners for initial feedback on the content.

2. Stakeholder engagement by virtual communication. This will be a virtual engagement process organised through an electronic on-line consultation event in order to allow the community to consider the proposals and offer feedback on the strategy. Included in this will be a short film clip highlighting the background to the document and its uses, supported by pre-advertised webinar information and question and answer sessions for interested parties to book onto. This will all be supported by a wider e-mail drop to local organisations and businesses to raise interest.
 3. The Strategy and feedback questionnaire will be available online for the duration of the consultation process.
 4. Following consideration of the comments received, a finalised Strategy will be prepared and presented to the Community and Enterprise Committee following the closure of the consultation. The planned completion date is March 2021.
- 5.2. The current COVID 19 crisis has placed additional challenges on how best to consult with a wide audience and the consultation works will be dependent on how the COVID 19 crisis evolves. As such the timescales laid down for this project may require to be altered.
- 6. Employee Implications**
- 6.1. The development and implementation of the plan will be taken forward by officers within Planning and Economic Development Services.
- 7. Financial Implications**
- 7.1. Implementation of the Strategy will focus on the co-ordination of activity and events that will be funded through existing resources. The financial resources required to deliver the objectives of the Action Plan will be considered on a project by project basis. In addition, the strategy provides a basis to support funding bids from a range of sources however it is important to note that much of success of the plan will relate to support and investment from the private sector and the buy in from the community by increasingly using their town centre.
- 8. Climate Change, Sustainability and Environmental Implications**
- 8.1. There are no implications for climate change, sustainability or the environment in terms of the information contained in this report.
- 9. Other Implications**
- 9.1. The risks associated with not supporting the proposal is that Larkhall Town Centre will not have a coordinated approach to the challenges it faces. The support and partnership working within Larkhall Town Centre could be lost leading to a loss of activity in the town centre. The Council's reputation could also be damaged if it is not seen to actively support and encourage business initiatives and investments in Larkhall Town Centre.
- 9.2. There are no issues in terms of sustainability arising from the recommendations made in this report.
- 10. Equality impact assessment and consultation arrangements**
- 10.1. 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.

10.2. Consultations have been co-ordinated by Economic Development Services with a range of other Council Services who have an ongoing role in delivering services and initiatives in our Town Centres. This consultation and co-operation will continue throughout the duration of the initiative.

Michael McGlynn
Executive Director (Community and Enterprise Resources)

16 November 2020

Link(s) to Council Values/Ambitions/Objectives

- Improve the quality of the physical environment
- Support the local economy by providing the right conditions for growth, improving skills and employability
- Improve health and increase physical activity
- Partnership working, community leadership and engagement

Previous References

- None

List of Background Papers

- Larkhall Town Centre Strategy and Action Plan (Appendix One)
- Your Town Audit – Larkhall – EKOS / STP (Appendix Two)
- Larkhall Community Survey 2019 (Appendix Three)
- Larkhall Business Survey 2019 (Appendix Four)

Contact for Further Information

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

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DRAFT

Larkhall

A vibrant community focussed town centre

A strategy for Larkhall town centre

Contents

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A vibrant community focussed town centre

Introduction and objective

This strategy seeks to develop and coordinate actions aimed at supporting the evolution of Larkhall Town Centre, to maintain its vitality and links with the community. South Lanarkshire Council (SLC) working with Larkhall Community Council and other town centre partners seek to support change that brings additional vibrancy and vitality within the town centre and support safety, sustainability and employment in the future.

This is a five year strategy from 2020 supporting actions to assist in the evolution of Larkhall Town Centre to respond to current and future issues and support changes that bring added vibrancy and vitality, supporting its sustainability, and safeguarding and creating new jobs.

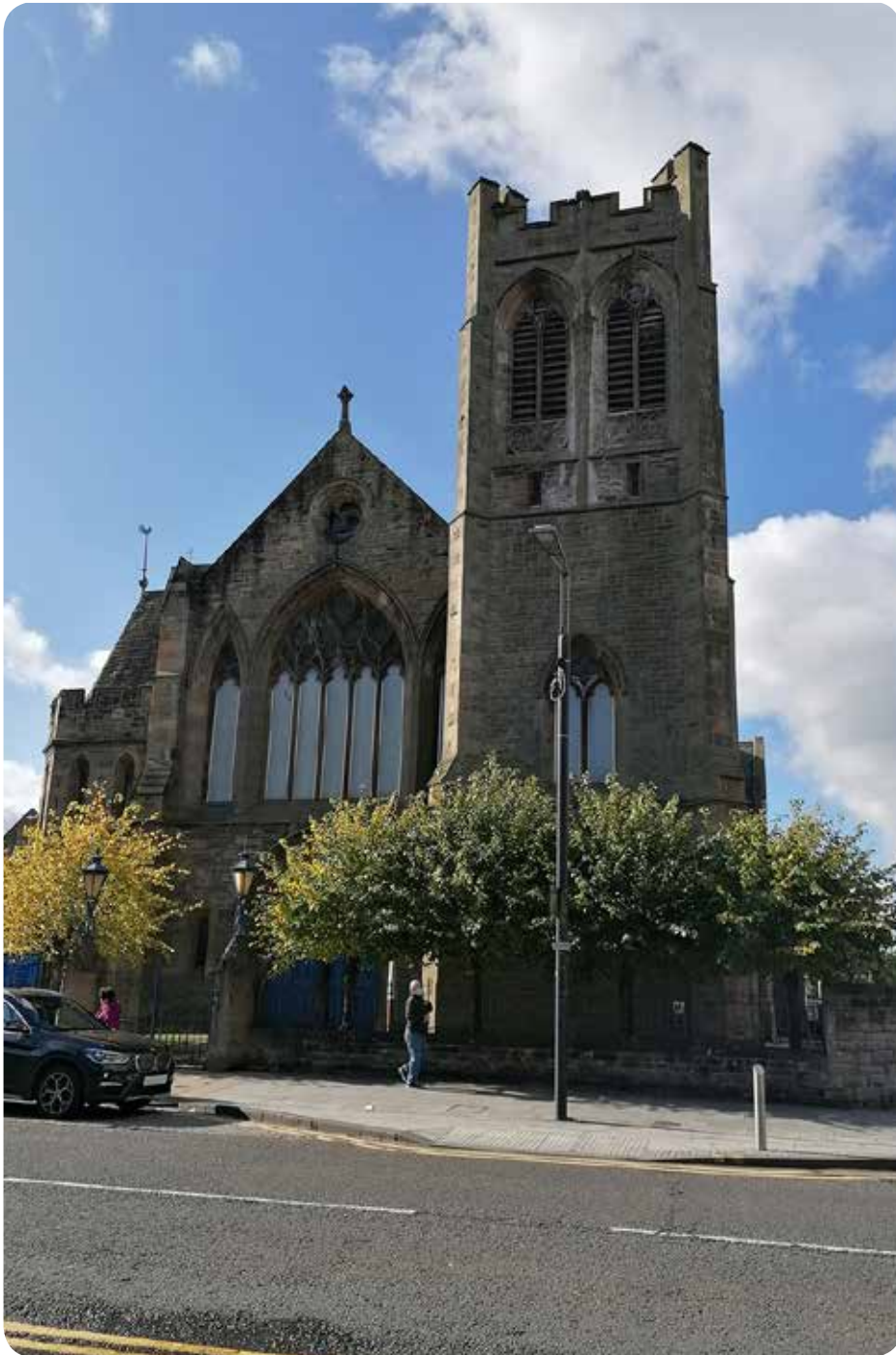
The fundamental nature and use of town centres across the UK is in a transitional stage. Factors such as the economic downturn, internet shopping, the growth of edge of, and out of town shopping malls, changes in retailer's business models and consumer expectations have resulted in a decline in town centre footfall. This has resulted in varying levels of impact but overall increased vacancy rates and a slowdown in development. The sudden shock of the COVID 19 pandemic has rapidly increased the need for this evolution.

If town centres are to survive and thrive in the current environment they need to adapt.

Town centres are a key part of successful places and now have an increasingly important role in communities to lead in building a safer stronger, more sustainable community. As mentioned and alongside other towns across the UK, Larkhall has been challenged by changing patterns of use and shopper behaviour. The current COVID 19 pandemic will potentially create a new 'normal' that will fundamentally change the way we use our town centres.

In order to maintain their vitality, town centres must react to social and economic changes and consider their offer, purpose and value to communities. These local





communities have a desire to see their town centre thrive, however the traditional function of the centre must change to remain relevant, to meet the expectations of contemporary communities. This strategy seeks to support and coordinate actions aimed at revitalising the town centre.

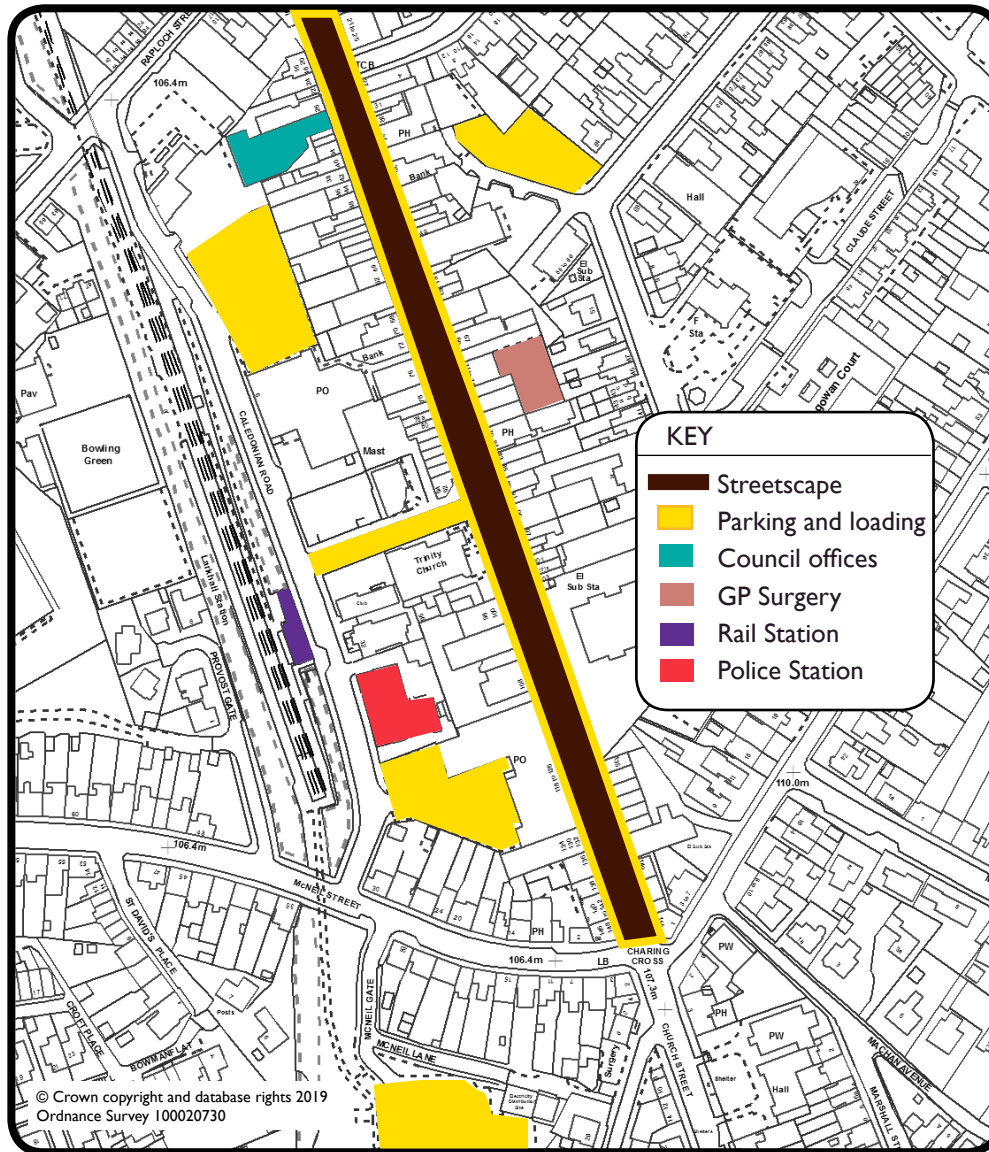
Local communities remain supportive of their town centres. However, the way in which they use their town centres is very different to that of a generation ago. It is now still broadly accepted that the traditional function of retail in a town centre is important, but town centres need to change and evolve to meet the needs and expectations of modern communities. There is therefore a collective need to establish a new role and function for our town centres to ensure that they can continue to thrive, and remain relevant in the years ahead.

South Lanarkshire Council, with support of our Larkhall town centre partners including local councillors, local business, Larkhall Community Council and Larkhall Community Growers, aim to help the town centre continue to develop and evolve to meet the needs of the modern consumer thereby safeguarding its future. The council

cannot do this in isolation. The private sector has an important role to play and the public need to participate in the discussion to ensure it meets their expectations and subsequently, spend time and use the town centre if it is to be a success.

This plan therefore sets out the vision, strategy, aims and objectives for the town centre, supported through a range of initiatives which the council and partners wish to pursue to support this outcome. At the same time the private sector will require to play their part in providing a shopping and retail offer that will attract the local community to the town centre. The plan also considers the national and local policy context for the safe improvement of our town centres. It then goes on to present a town centre action plan which captures the priorities for Larkhall and illustrates where resources and activities should be focused.

Larkhall Town Centre



1. A vision for Larkhall



The vision for Larkhall is of a vibrant, commercially successful, appealing local town centre celebrating its distinctiveness and diversity, supporting local needs for goods and services, whilst at the same time building a stronger, safer more community focussed centre that is attractive, appealing, animated by people and activity with a strong independent retail offer.

Larkhall has the opportunity to build on current initiatives and trends. These are associated with widening the appeal of place and the importance of connections to modern living.

A sense of place is the collection of qualities and characteristics that define a location. Larkhall is a town with a scale, facilities, connections, and local amenities that are considered to be increasingly in demand.

Larkhall needs to ensure it can promote these advantages and present itself as a great place to live, shop, work and enjoy.

This vision for the town centre therefore seeks to make much more of its:

- Role as a local hub within Lanarkshire and wider, focussed on providing a safe and welcoming experience for its residents and visitors
- Good transport/access links with wider South Lanarkshire and beyond
- Good mix of retailing, retail leisure, across both national multiple stores and independent retailers, all supporting local need
- Town centre attractive to business as reflected in its high occupancy rates
- Level of enterprise and creative capacity across businesses, retailers, students and stakeholders
- Established community spirit and strong local commitment

Capturing investment, building confidence in the business community, engaging local residents, and strengthening enterprise activity can all be better supported through collective action with the council, Larkhall Future, businesses and local community interests all committed to facilitating the delivery of the strategy through further engagement.

2. Background context

This section of the strategy reflects the detail and impact of the national review of town centres, commissioned by Scottish Government, which sets out the key recommendations for re-engineering Scotland's town centres. The report, prepared by an external advisory group chaired by the renowned architect Malcolm Fraser, includes a number of actions and recommendations to help breathe new life into town centres. These actions and recommendations fall into six key themes, each representing a complimentary area of activity. It is accompanied by some reflection on the impact by current COVID 19 issues on town centres nationally.

Town Centre Action Plan (TCAP) themes:

- Town centre living (TCL)
- Vibrant local economies (VLE)
- Enterprising communities (EC)
- Accessible public services (APS)
- Digital towns (DT)
- Pro-active planning (PP)

Information from the Scottish Government 'Town Centre Action Plan' support this document by providing a strategic context and overview of national support for the process. It highlights the national initiatives that support our town centres.

At the centre of these recommendations is the 'Town Centre First' policy which recognises that the health of Scotland's town centres must be put at the heart of the decision making process. With this in mind, the strategy and action plan

will focus on a range of short, medium and long term actions that will make the town centre more attractive to a local customer base by encouraging private sector involvement, enhancements to the physical environment and softer regeneration initiatives such as marketing an event.

The detailed analysis of Larkhall is based around the data collated to compile Scottish Governments Town Centre Toolkit online resource to compile a 'Your Town Audit' (YTA) from a range of sources including official government statistics (Census, SIMD, BRES, etc.), the USP data and bespoke data collected during an audit of Larkhall Town Centre. To support this activity, the Scottish Government have completed a wide range of work identifying good and best practice to support the quality of local and regional centres.

Key initiatives include:

Business Improvement Districts, the Scottish Governments Town Centre Action Plan and Toolkit, a policy framework based on Designing Places, Designing Streets and Town Centre Audits.

Scotland's Towns Partnership, who completed the Your Town Audit (YTA), also provide a useful resource at sharing best practice.

This current COVID 19 pandemic is currently casting a long shadow over town centre and as such all community focussed activity. This new strategy takes cognisance of this potential new environment and will look to additional ideas and strategies to encourage the development of our town centre in a way that most supports the needs of its community.

The impact of COVID 19 is still not known at this time and as such the strategy needs to encourage and support the development of new actions and flexible plans to respond the coming challenges. However, within each challenge there is also an opportunity, examples of these include, more people home working means less commuters leaving the town, less public mobility and public transport use means a greater dependence on local markets. The key is how the town centre responds to this.

This strategy will encourage safe working practices and new working methods to assist the town centre and support employment during this period and beyond. COVID will impact on the town centre but the evolution of the town centre to fit the changing needs of the town is a wider requirement than just the response to COVID and needs to be developed as such.

3. Aims and objectives

To build on Larkhall's success as a local hub, using its current transport links, shopping and service assets, and community commitment, to continue to evolve, developing support for a safe, internet linked town centre supporting residents, leisure activity, a café culture and a day and evening economy that enhances the current existing retail offer to provide a range of offers, events and local services for local communities.



This strategy seeks to set out a range of outcomes for Larkhall Town Centre and a vision for the future. It also identifies where resources and activities should be focused to deliver these desired outcomes. There is no one solution or intervention which will address all of the issues facing the town centre. The issues and solutions are wide ranging, interrelated and complex. The approaches and actions adopted will need to be given time and progressed as a coordinated suite of measures in order to deliver the most effective impact. Regeneration requires long term sustained activity and initiatives and these actions need to be delivered flexibly. To this end annual review periods will be built in to assess the progress.

South Lanarkshire Council, together with partners and stakeholders, believe that the strategy and related actions should be framed through the following objectives. These six Larkhall objectives reflect national, regional and local policy and the commitment of the council and town centre partners to supporting inclusive growth through the Local Outcome Improvement Plan as follows:

Objective one: To support safe sustainable town centre growth, mixed-use development and investment opportunities through planning and economic development initiatives in line with the 'Town Centre First' policy initiative.

Objective two: To ensure that town centre accessibility and movement supports all modes of transport and meets the needs of users through measures to ensure convenient and safe access by foot, cycle, car and public transport.

Objective three: To ensure that the town centre has a welcoming, safe and attractive physical environment that supports the needs of both business and town centre users and provides a focus for community life and events.

Objective four: To improve the commercial viability of the town centre by supporting enterprise through business advice, training, events, marketing, finance and other support measures for existing and potential new businesses.

Objective five: To exploit the opportunities of digitalisation for business growth and usage of the town centre.

Objective six: To create the conditions for social regeneration and improve the health and wellbeing of the community, creating a town centre that is welcoming to all and safe with a strong sense of community.

4. Consultation with stakeholders

Town centres are a key element of the economic, social and environmental fabric of Scotland's towns; often at the core of community and economic life, offering spaces in which to live, meet and interact, do business, and access facilities and services. We must take collective responsibility to help town centres thrive sustainably, reinvent their function, and meet the needs of residents, businesses, and visitors for the 21st century.

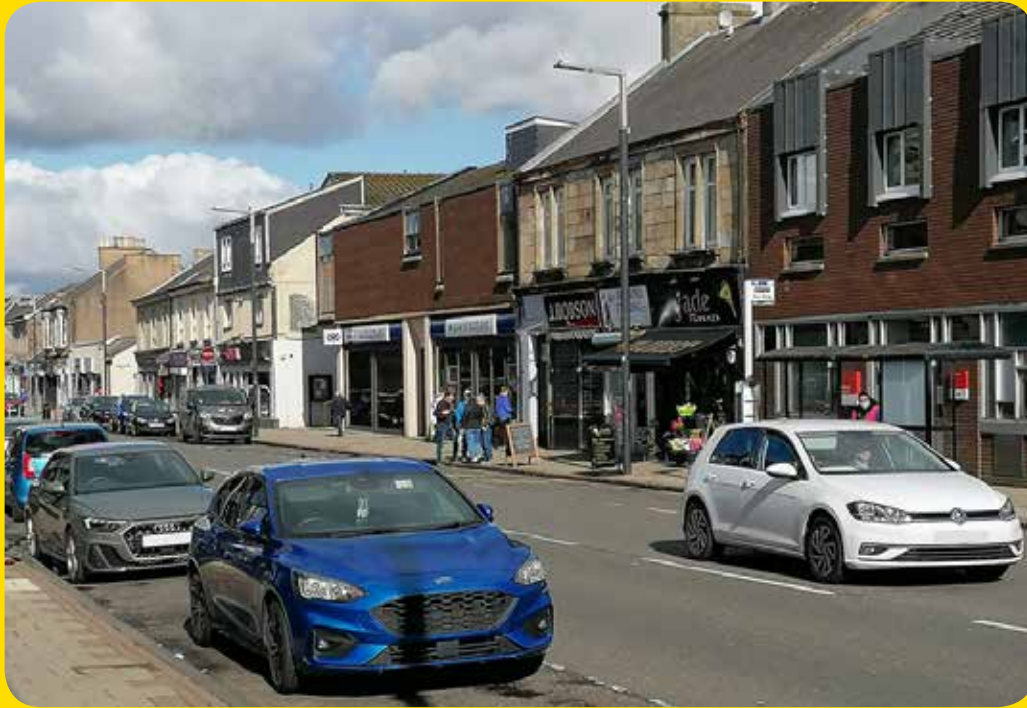
(Town Centres First Principle, Scottish Government and COSLA, 2014)

Importantly, there are other partners and stakeholders whose commitment is required to work towards a common goal of improving the physical, economic and social conditions of the town. These include:

- MP and MSPs (constituency and list)
- Locally elected members
- Scottish Government
- Scotland's Towns Partnership
- South Lanarkshire's Community Planning Partnership
- Business owners/managers
- Property owners
- Larkhall Community Council
- Community groups (e.g. Larkhall Growers, Machan Trust, LDVG, churches, residents' associations, sports clubs and other groups)
- Police Scotland (local community policing team)
- Local social media groups and networks

Successful delivery of the strategy will require commitment from all stakeholders.





Community Consultation

The community consultation exercise attracted in excess of 1,800 comments with the main themes of the comments (not already noted above) alongside feedback gathered at the presentation, are as follows:

Within the question **“How would you rate the overall quality of the town centre facilities in Larkhall?”** the under 35s response rated the quality of the town centre significantly higher than the over 35 age group. Overall the average was 4% felt it was excellent, 58% felt it was good, 34% poor and 5% very poor.

In the question **“What would make**

Larkhall an even better place to live?” 23% mentioned town centre improvements would make Larkhall an even better place to live. 23% specifically mentioned improvements to the town centre and its shops. This included a wider range of services including cafes and clothing, and a longer opening time for restaurant type services. Some regeneration works to improve the feeling and a reduction in business rates.

In response to **“What is the one most important issue you would like to see addresses in Larkhall?”** 12% saw the town centre and retail provision. 3% highlighted the need for streetscape improvements. In the question **“What are your**

hopes for Larkhall and the people who live here over the next 5 years” the town centre was not seen as a major issue when compared to the economy and employment opportunities however the link between a healthy town centre and employment cannot be ignored.

Business Consultation

The Larkhall Community Council Business Survey 2019 was targeted at town centre organisations and provided detailed feedback on their views. There were 97 surveys issued and 64 respondents. The key issues raised were as follows;

65% of businesses in the town centre have been operating there for more than 10 years. 10% between 6-10 years and 25% between 1-5 years.

46% of respondents believed that the Union Street and adjoining and shopping street have declined over the past 3 years. 34% felt it had remained the same and 20% felt it had improved.

The main reasons for improvement were given as fewer empty properties, better shop frontages and better shops.

The question **“What general improvements could help make Larkhall more appealing for both shoppers and business.”** 66% felt planters/hanging baskets to improve attractiveness, 61% feel initiatives from

SLC to improve shop frontages, 54% would like more litter bins, and 54% would like to see street/market fairs.

In response to the question **“What factors that may have impacted your current business trading performance.”** the main response was insufficient, unsuitable areas for local parking 69%, business competition 37%, untidy shopping area 27% and high rents 24%. Also commented was the growth of out of and edge of town supermarkets, littering and similar shops.

In considering both consultations there are consistent themes running through them that should have consideration in this strategy these are as follows;

Improvements to the makeup of the town centre to make it more attractive to visit. Including traffic management, improved visuals, Wi-Fi and events.

Encourage a wider range of shops and businesses to locate here, to increase the appeal of the town centre.

A cohesive structure of support through events and increased business involvement to encourage local businesses growth.

These have been broken down in more detail in the following section looking at the potential issues and opportunities.

5. Opportunities and challenges

Based on the information from the various sources, including the Town centre and wider community consultations Your Town audit, local and national records. The specific opportunities and challenges are as follows.

Opportunities

Physical/Environmental

- Good access to local services
- Good road and rail links to Glasgow
- Local greenspace (parks, River Avon, Chatelherault)
- Close proximity to M74
- Good public transport links

Social/cultural

- Distinctive local urban/industrial heritage
- Strong community involvement
- Civic pride
- Some established events
- More working from home

Challenges

Physical/Environmental

- Streetscape in varying conditions
- Some street furniture objects non-uniform
- Town centre and local parking used by commuters
- Parking times on main, and adjacent streets
- No loading bay areas for deliveries
- Some vacant units and some outdated shopfront
- Busy road junctions on the Main Street
- A safe environment
- COVID 19 issues

Social/cultural

- Reducing house availability in town centre
- Deprivation levels higher than Scottish average in areas of the wider town
- No coordination of marketing or year-round event program
- Ensuring that the town centre is accessible to all, especially the elderly
- Lack of a focused program of social and leisure events
- COVID 19 issues

Opportunities

Economic/Commercial

- Town centre sites are in demand as vacancy rate is 6% against a Scottish average of 9.6%
- Strengthening the evening economy
- Technological advances in digital communications
- High proportion of independent traders - opportunity for distinctive offerings
- Easy access to some of the public and private services
- Well established town centre
- Local banking provision

Policy

- Commitment of relevant partners
- SLC Business Support team
- SLC Community Planning Partnership
- Business Gateway Lanarkshire
- Opportunity to coordinate town centre activity through the strategy
- Identification of available funding e.g. Regeneration Capital Grant Fund, Sustrans, new Town Centre Fund, participatory budgeting of 1% of SLC expenditure
- Support for digital strategy

Challenges

Economic/Commercial

- Daytime economy and its interaction with the evening economy
- Reducing footfall due to large superstore, out with the Main Street (but within walking distance)
- Lack of investment by some retailers
- Competition from new edge-of-town supermarket with ample parking
- Lack of mix of use
- Online competition
- Traditional shopping hours (limited Sunday opening/no late night shopping/ 5-8pm gap in town centre activity)
- Attracting a more diverse range of offers to support both day and evening economies
- COVID 19 issues

Policy

- Limited or no local authority and central government funding available
- Ensuring that all public and private investment in Larkhall directly benefits the town and its community.
- No town-centre Wi-Fi

The above assessment indicates that the challenges for Larkhall are broad and varied, however there are a number of areas of opportunity which can be exploited to the benefit of the town centre.

6. Addressing the challenges

The challenges for Larkhall are broad and varied however there are a number of issues and areas of opportunity which are commonly raised as being the key areas that the town needs to address. These are illustrated in terms of issues impacting on town centre performance with highlighted areas that will need to be addressed, being specific challenges in Larkhall.

Based on the findings of the Community and Business consultation information and extracting from this potential opportunities and challenges requires a focus on a number of key areas to include:

- Ensuring the town centre has an organised voice to represent them in future, able to put forward their case for change in a cohesive and structured way
- Strengthening the appeal and the experience of the centre and making it a more physically appealing place to visit and mix leisure/ retail experiences in a safe, friendly environment
- Reviewing traffic management including parking and loading arrangements that could address any perceived barriers to accessing and using the centre
- A targeted program of events, marketing and softer regeneration initiatives. Focussed on supporting the current businesses and helping support community spirit. The events will however depend on the COVID 19 pandemic subsiding to allow public gatherings
- Developing business and providing space for business to develop and flourish, providing potential future growth
- Widening the appeal of the town centre to a more varied group via enhanced signage and improved digital connectivity

Key opportunity areas to assist in this include:

Organised Voice

SLC, LCC and partners will jointly co-operate wherever possible to help deliver a series of initiatives set out in this plan that aim to make Larkhall a thriving, vibrant and attractive town centre. We will seek to deliver projects which are additional and complementary to those provided by South Lanarkshire Council, they do not replace or substitute services.

Strengthening the appeal and the experience of the centre

With the continued growth of online shopping, the mobility of customers and the move towards 'click and collect' retailer's requirements have changed. This reduces the potential occupiers at the same time as existing leases are coming to an end and business closures and relocations are taking effect. Independent retailing and retail models suitable to local centres and with strong customer loyalty continue to thrive.

Key to this is in the short term ensuring the safety of users through clear and concise signage and footfall management. However, the opportunity is to recognise the wider long-term change in certain aspects of retail and focus on new ways of customer service. These new activities including click and collect and delivery,

mixed with an increase in leisure and culture, services including town centre living with a boost to residential development and housing within the centre. An example of this is the redevelopment of the former Union Street School into residential units.



Reviewing traffic management

Accessibility and good connectivity across the centre is important. Accessibility, including support for travel choice involves all modes (walking/cycling/public transport/cars) and needs to be easy, direct, safe and legible.

Larkhall is a well-connected hub with excellent access to Glasgow and the metropolitan area. The proximity of the park and ride and rail station to the town centre has benefits for the businesses. Although there is no bus station the focus of all bus travel is along the main street with numerous stopping points and this works well.

Parking is another area that is important to accessibility. There is a perception that parking is difficult in the town centre for drop off and collect. There is a feeling of insecurity with cars speed that reduces safety for cycling as an option for active travel. Also car park accessibility and legibility and their remoteness from the town centre. There may be opportunity to address some of these issues including options to improve active travel and making it more convenient for customers through use of technology/mobile phone applications and signage to encourage

additional visits. This has to be looked at in the wider context than just a COVID 19 response and more as the long term strategic requirement to support the town centre.

Developing business

South Lanarkshire Council has a business support team in place which can support businesses wishing to move into the town centre, find property, access grants and funding, develop business cases and support enterprise activity. The Council also support Business Gateway Lanarkshire who work with individuals and businesses across Lanarkshire to support them to establish and grow your business.

A targeted program of events, marketing and softer regeneration initiatives

Larkhall town centre should continue to identify ways to diversify the range of activity and uses within the centre and support stronger town centre activity and footfall. Planning policy can support these goals and, with this in mind, consideration needs to be given to what the definition of the town centre is (extent and town centre boundary and town centre uses) and how policy can support

investment and facilitate building re-use and building conversion.

Digitally connected

Larkhall town centre could also embrace the digital age and offer free Wi-Fi throughout the town centre. This could be complimented by a range of digital marketing communications provided by LCC through a range of social media platforms. There are many opportunities to continue to use digital media to promote the town

centre such as personal virtual shopping and local delivery networks for multiple users.



7. Delivering the strategy

Coordinated and sustained activity is key to supporting Larkhall Town Centre. The delivery of the range of projects and initiatives will require agreement across the range of public, community and private partners and stakeholders but also a coordinated approach to delivery. This needs to reflect the resources available across the partners, the alignment and deliverability of the various proposals and timescales. It is therefore proposed that the strategy provides a basis to consult with a range of partners and the local community.

The consultation will have four main elements:

- Partner and Community Council engagement - sharing the plan with partners for initial feedback on the content
- Stakeholder's engagement to be facilitated by SLC and partners
- Public engagement organized through a consultation event to allow the community to consider the proposals and feedback
- Project delivery

Through all involved parties there will be a monitoring and evaluating process to check that the projects are delivering as needed with changes as require to keep the strategy on track.

The four elements will run concurrently and be supported by feedback from local stakeholders

and learn from wider national/international initiatives best practice.

It is anticipated the initial process will take around 12-16 weeks, following which Economic Development Services will collate and review the feedback, take the additional information, prepare a finalized plan and establish an implementation strategy.

In advance of this consultation, the council has completed a Scotland's Town Partnership (STP) town centre audit for Larkhall which captures 250 key performance indicators across 7 themes. The full findings of the audit are benchmarked against comparator towns and can be found attached to the strategy document. This report, summarized within the format of the Town Toolkit – Active, Attractive and Accessible, along with the community

plan and business consultation will provide a strong baseline from which to benchmark the current performance of the town, measure the success of the plan going forward and give the ability to and knowledge to update/revisit when appropriate.

The strategy will be used to engage with key stakeholders and to support funding bids and submissions for specific projects. Funding may be available through a variety of sources including the Regeneration Capital Grant Fund, Town Centre Community Funds and funds associated with any developer contributions, grants and public and private sector programmes.

Due to the current COVID 19 strategy the community engagement will be via a number of virtual setting and include social media and SLC/ third sector organisations web sites.

Feedback will be electronic. The contact details relative to this are at the end of the document.

Engagement and sharing the town centre vision, objectives and strategy is important to building a broad base of support for action. The virtual events, online consultations and social media discussions, taken together, will provide all parties with a clear understanding of the vision of the town over the next five years and allow all to work in a collective approach to delivery.

The Larkhall Town Centre Strategy and Action Plan will be presented for approval to the Community and Enterprise Resources Committee in autumn 2020. Subject to agreement, the finalised strategy, will be published and promoted throughout Larkhall by end 2020. The council will look to



establish the appropriate structure to continue with the delivery of projects and advance the preparatory work for the delivery of the Action Plan.

In summary the strategy is a holistic range of measures aimed at revitalising a variety of aspects within the town centre. With this in mind, the success of the strategy is dependent on the actions of the council in partnership with the private sector, the community and the third sector.

Within the consultation you have told us of your issues and concerns. The council cannot necessarily address

all of these but is working to find solutions to local priorities with a range of partners that will support a shared vision for Larkhall and build on recent successes and build a stronger town centre.

The town centre belongs to the whole community and its success is dependent upon local support from the public to the businesses, supported by the council, making it appealing and attractive to use to encourage safe local shopping and use of the cafes, bars, and restaurant and town centre facilities. Please support the council, Larkhall Community

Council and local businesses by continuing to:

- Help us deliver our strategy
- Engage on local issues
- Shop local
- Make use of the facilities and attractions of the town

Stakeholder support and the participation of local community groups and interests is both necessary and welcome.

The Strategy and Action Plan prioritises a number of projects and these projects will be progressed with immediate effect as they represent significant opportunities to support Larkhall Town Centre objectives. The priorities are:

- Business support
- Parking review
- Streetscape review
- Town centre maintenance signage review
- An organised voice
- Safe events (where and when possible)

The council will work closely with the Larkhall Community Council, alongside residents and community interests and embrace partners and interests out with the immediate town centre (South Lanarkshire

Leisure and Culture at Chatelherault and the sports centre) to ensure that the strategy takes an inclusive approach.

The establishment of a Larkhall Town Centre Business Group, reflecting all areas of business in the town centre will be progressed by officers and an update brought back to committee annually as part of the wider South Lanarkshire Town Centre report to bring forward proposals for a partnership and local engagement structure.

8. Town Centre Action Plan

The table below details the range of products and initiatives along with the potential timeframe for delivery, although this will be dependent on a number of factors such as the current COVID 19 crisis, availability of funding and market research. Physical projects are identified on the plan. It has been arranged to show the strategic link from the local initiatives and actions to the six SLC Town Centre Objectives (TCO) (see section 3) and the six National Town Centre Action Plan (TCAP) objectives (see section 2) i.e. Town Centre Living (TCL), Vibrant Local Economies (VLE), Enterprising Communities (EC) and Digital Towns (DT).

Action Plan theme one: Physical Environment

Initiative	Project	Actions/progress - 2019	Lead partner	Town Centre Objective (TCO)	Town Centre Action Plan (TCAP)	Timescale
Streetscape	Review maintenance charter	Ensure public spaces are kept to an acceptable standard. SLC to cost replacements where needed and options identified.	SLC	3	VLE	24 months
	Review streetscape design	Look at the design of streetscape to ensure access for all including disabled is adequate and that COVID 19 specific distancing where needed is indicated.	SLC	3	VLE	12 months
		Review the design of streetscape to look at introducing a softer feel to the landscape.	SLC	3	VLE	36 months
	Greening	Through funding opportunities work with SLC to develop a greening plan for the town centre to soften the feel.	LCC/ SLC	3	VLE	24 months
	Street use management	Finalise strategy and implement stricter controls on the co-ordination of the use of space in line with the agreed strategy and requirements for COVID 19.	SLC	6	VLE	12 months
Town centre parking	Review the pilot traffic management project currently taking place in Hamilton Town Centre	The creation of additional short term parking and waiting only areas including collection and delivery points.	SLC	2	VLE	24 months
	In consultation with both users and business look at the potential to reconfigure the town centre parking to accommodate loading	To offset the current double parking for deliveries and to accommodate click and collect customer space.	SLC	2	VLE	12 months
	Town centre parking	Short term spaces for collection and delivery.	SLC	2	VLE	Ongoing

Action Plan theme two: Accessibility and Transportation

Initiative	Project	Actions/progress - 2019	Lead partner	Town Centre Objective (TCO)	Town Centre Action Plan (TCAP)	Timescale
Events and marketing	Community focussed events	Support local community to establish an events programme once feasible.	LCC and also other groups eg. Gala Committee	4	VLE	24 months
	Full day and evening program	Develop both day and evening themes to ensure the benefits of the support are equally distributed between differing opening hours.	LCC and business partners	4	VLE	24 months
	Town centre marketing	The development of a marketing strategy for the town centre.	LCC and business partners	4	VLE	6 months
	Widening appeal	Consider initiatives to make the town centre attractive to young families, young people and sections of the community who do not use it. Introduce a safer town centre policy/charter re COVID 19.	LCC and SLC	4	VLE	12-18 months
	Community space review	Discuss the options of a community space either temporary or permanent in the town centre to allow small events to take place.	SLC / LCC	4	VLE	6-12 months
Business Support	Business micro hub	Evaluate potential locations for the development of a micro hub.	SLC	1	EC	12 months
		Work with funding team to devise a funding plan to support the potential development of the business micro hub.	LCC/SLC	1	EC	24-36 months
	Commercial strategy	The development of a commercial strategy for the town centre to support the diversification of the town centre.	LCC and business partners	1	EC	24-36 months
	Business Support	Signposting from a central source of supports available such as Business Gateway, SLC Business Team, grants and funding for business cases.	SLC	1	EC	12-18 months

Action Plan theme three/four/five: Attractive Community and Business Environment

Initiative	Project	Actions/progress - 2019	Lead partner	Town Centre Objective (TCO)	Town Centre Action Plan (TCAP)	Timescale
Town centre voice	Creation and development of a town centre forum	Through the Community Council develop a forum for town centre organisations to have a voice.	LCC and business partners	I	VLE	12-36 months
	Providing an organised voice	Develop and organise a town centre business group, with representation from all types of business to support the ambitions of Larkhall Town Centre.	LCC and business partners	I	VLE	12-36 months
	Funding and support	The development of a funding package and options to support the town centre ambitions.	SLC and LCC	4	All	Ongoing
	Crime and antisocial behaviour	Regular meeting between community council and Police Scotland (local problem solving team) to identify any specific actions needed.	LCC/ Police Scotland	6	TLC	18 months
Accessibility and connectivity	Digital strategy	Look at feasibility of creating a town centre Wi-Fi zone providing a free town centre network.	SLC, LCC and business partners	5	DT	18 months
	Accessibility	Review access routes and signposting to support the use of the town centre.	SLC	6	VLE	12-24 months

9. Monitoring and reporting

The main indicators for monitoring the outputs of the Action Plan, recorded and reviewed annually are as follows:

Objective	Indicator	Source of information
Streetscape	Capital investment (public/private) in Larkhall town centre	SLC
	Planning decisions that benefit Larkhall town centre	SLC
	Funding applications submitted to improve the town centre	SLC and LCC
	Streetscape furniture upgraded/replaced	SLC and LCC
	Progress with improvement in appearance of shopfronts	LCC
	Engagement of business/residents in the Action Plan	LCC
Car parking	Progress with improving parking demand management	SLC
	Progress with implementation of signage review	SLC
	Progress with long-term planning for town centre design	SLC and LCC
Events	Progress with town centre marketing plan	SLC and LCC
	Progress with events strategy (e.g. events planned/held)	LCC
	Progress with residential unit construction	SLC
	Progress with developing a micro business hub	SLC and LCC
Business Support	Progress with developing commercial strategy	SLC and LCC
	Business support provided for existing and new businesses	SLC
Town centre voice	Progress with initiatives undertaken by Police Scotland	Police Scotland
	Engagement of businesses in business forum	LCC
Connectivity	Progress with developing Wi-Fi strategy and training	SLC



The key indicators for assessing the results of the Action Plan, over a five-year period are as follows:

Indicator	Data source	Baseline
Town centre profile - diversity/range of shops	Business survey	Larkhall Business Survey 2019
Business performance (change)	Business survey	Larkhall Business Survey 2019
Vacancy rate (trend relative to average)	SLC/SG data	Your Town Audit 2018
Employment in town centre	SLC/SG data	Your Town audit 2018
Community perceptions of town centre	Community survey	Larkhall Community Survey 2015
Residents living in town centre	SLC/SG data	Your Town Audit 2018

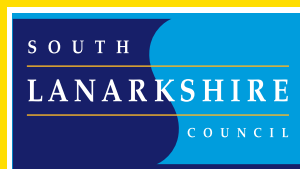


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A vibrant community focussed town centre



If you need this information in another language or format,
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Report

9

Report to:	Community and Enterprise Resources Committee
Date of Meeting:	24 November 2020
Report by:	Executive Director (Community and Enterprise Resources)

Subject:	Scottish Government Town Centre Funding – Phase 1 Update and Phase 2 Proposed Funding Allocation
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1. Purpose of Report

1.1. The purpose of the report is to: -

- ◆ update Committee on the progress of the projects funded from Phase 1 of the Scottish Government's Town Centre Capital Grants Fund, received in March 2019
- ◆ seek approval for funding allocation available from Phase 1 and allocation of funding from the Phase 2 of the Scottish Government's Town Centre Capital Grants Fund, received in September 2020

2. Recommendation(s)

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

- (1) The allocation of Scottish Government Phases 1 and 2 funding as detailed in the appendix be approved.

3. Background

- 3.1. Following South Lanarkshire Council's allocation in March 2019 of £2.506m from the Scotland-wide £50m Town Centre Capital Grants Fund, regular update reports on the progress of projects supported by this fund have been brought to the Community and Enterprise Committee for decision and noting, most recently on 15 September 2020.
- 3.2. Members may recall that all 22 eligible town centres under the Scottish Government's criteria, were invited to bid for this money. Bids were received and assessed, and 10 projects were subsequently presented to the Community and Enterprise Committee on 3 September 2019 and were approved by members.
- 3.3. On 15 September 2020, officers updated Members that, of the original 10 projects, only 8 continue to be progressed, the remaining two having fallen out due to one private sector partner withdrawing and another not willing to dispose of the site. Committee were also updated that that some of the funds from these two projects had been reallocated to a number of the remaining 8 projects to meet funding shortfalls and thereby ensure delivery. The Executive Director (Community and Enterprise Resources) was given delegated powers to do this within the £2,506m funding envelope.

- 3.4. Furthermore, a report was presented to this Committee on 31 March 2020 which provided an update on the extension by the Scottish Government to the original timetable for the Grant programme. Following that extension of time, projects must now be committed by March 2021 and spent by September 2021, an extension of exactly one year from the original timetable.

4. Phase 2 Funding – September 2020

- 4.1. On 18 September 2020, the Council was informed by Scottish Government that a further Phase 2 allocation of £18M was being made available to local authorities to augment the Phase 1 funding from 2019. South Lanarkshire's share of this second phase is £902,000. The timeframe to spend this Phase 2 funding is coterminous with the timetable for Phase 1 – i.e. the money must be committed by March 2021 and spent by September 2021.
- 4.2. Whilst undoubtedly positive news for local town centres, experience from the delivery of Phase 1 shows that this is a very tight and ambitious timetable. Indeed officers are sufficiently concerned that it may not be possible to spend the Phase 2 allocation on projects which have not commenced, or are not in an advanced state of preparation, with some or all of the necessary plans and permissions in place and with the ability for the Council to be able to control and drive the projects forward itself. This would be the case even if the Council was not faced with the additional challenges of delivery during a global pandemic. Some of the delays in the Phase 1 projects are related to the need to coordinate a range of partners and, although the partnership/collaboration approach has been positive in achieving shared outcomes, it has inevitably taken longer because of more than one organisation having to go through its decision-making processes.
- 4.3. Therefore, for the reasons stated above, it is proposed that c.50% of the Phase 2 allocation is allocated to ensuring that the Phase 1 projects, which were approved by members following a robust bidding and assessment process, can be completed successfully. The remaining c.50% of the Phase 2 funding is allocated to the Hamilton Hub Project (New Cross Centre) in Hamilton (£250,000) and the East Kilbride Zone project (£175,000). In addition, for East Kilbride, this also involved reallocating £201,000 from the previous East Kilbride Town Centre project originally supported in Phase 1 but which was not able to proceed. This will support the development of the Civic Centre project and, in essence, returning the funding to support East Kilbride Town Centre, however, for another project.
- 4.4. The appendix attached to the report sets out the proposed allocations. It should be noted that the potential underspends are indicative in some cases, and it will be necessary to again give the Executive Director delegation to act quickly and transfer funds where necessary amongst projects in both phases, whilst remaining within the total funding envelope of £3,408,00 (£2.506 m Phase 1 plus £902,000 Phase 2).
- 4.5. By way of background in asking members to support these Council-led proposals in Hamilton and East Kilbride, additional detail on their regeneration merits is provided as follows:-
- ◆ The New Cross (Hamilton Hub) project aims to re-purposing part of the 1970s shopping mall which has recently returned to Council control, as a community/business/enterprise hub which will include office space, private and shared facilities for businesses, a community café, youth activities and business start -up space. Positive discussions are progressing with a number of public, private and third sector organisations who, between them would run all aspects

of the facility. At this stage there is no formal commitment required, however, groups including VasLan, Hamilton CAB, SL Carers and Hamilton BID have expressed an interest. It is intended that this facility will support and provide sustainability for the remainder of the centre. The project has already benefited from a Regeneration Capital Grant Fund (RCGF) award of £720,000 and the proposed £250k additional funding from Scottish Government Phase 2 will add value and augment a funding package to enable the project to proceed. The funding will specifically be spent on design work, procurement, and reconfiguration of space in the Centre as well as wider improvements and upgrading to make it fit for its new enhanced purpose.

- ◆ The projects for East Kilbride Town Centre has 2 main strands to the proposals.

In the first instance the funding will support feasibility work regarding the potential to move out of the Civic Centre which is underutilised and no longer fit-for-purpose for modern service delivery, in turn, the site could be redeveloped. This approach was reported and approved at the Executive Committee on the 26 June 2019. In addition, officers will be able to investigate and commission design work aimed at relocating remaining Council services into the East Kilbride shopping mall.

The second element very closely mirrors the Hamilton Hub proposals set out above providing community / business / enterprise business space alongside other public and voluntary sector partners. As with the Hamilton Hub, officers have applied for RCGF money £790k to enhance the funding package for this project and whilst not yet secured, the application has been approved to proceed to stage 2 and submitted 5 November. The proposal has been titled the EK Zone for the purposes of the funding bid. If successful, this will add considerable value to the Scottish Government allocation.

The delivery of both these initiatives will increase and sustain footfall in the mall to support remaining businesses and offer local residents' improved access to a range of facilities and services in one location. If they progress the initiatives could also reduce revenue costs for the Council as the running / maintenance cost of the Civic Centre are onerous and to some extent not sustainable. These projects will be the subject of reports to appropriate future committees as they reach key milestones.

- 4.6. The Appendix attached to the report sets out the approved and proposed allocation of both phases of Scottish Government Funding and it is these allocations that report is seeking approval for. It also provides a status update on the projects using the BRAG system, with blue representing complete.
- 4.7. In inviting members to approve the allocation of the two phases of Scottish Government funding as detailed above, it should be noted that 6 town centres have received capital funding for projects (Lanark, Carnwath, Forth, Cambuslang, Hamilton and East Kilbride) with a number of others benefiting from the Heritage app project and others being able to join the app moving forward. In addition, as approved at the last meeting of this Committee on 15 September 2020, bids have been invited for funding from the Council's Capital Funding Programme for town centres. This is an allocation of £500k and, as agreed by members, additional weight assessing bids from the Capital Programme has been given to towns which have not been beneficiaries of Scottish Government funding. The assessment and recommendation following this bidding process is the subject of a separate report on this Committee agenda. If members agree the recommendations on both reports then a total of 10 town centres

will have received substantial regeneration funding for projects which will significantly enhance their vitality and viability as well as improving facilities for their users. Members are asked to note the tight timescale laid down by Scottish Government for the spend of their funding allocation, which has influenced the officers' recommendations, together with the recognition that the timescale around the Council's own Capital Programme remains within the control of the Council, thereby, allowing more flexibility and scope of delivery over a longer timescale.

5. Next Steps

- 5.1. The projects for which funding was awarded in earlier rounds are continuing in line with the BRAG position set out in the table in the appendix. Officers in Economic Development Services are continuing to liaise and progress these projects. The Hamilton project has secured external funding and preliminary works in terms of design are underway. It is anticipated this work will be completed early in the New Year which will then allow a tender to be issued. Discussions with the owners of East Kilbride Town Centre are progressing well and it is intended to bring a report to Committee in spring 2021 to provide an update on these discussions.
- 5.2. As before, members will be updated on the progress of these projects on a regular basis.

6. Financial Implications

- 6.1. The funds, where appropriate, will be brought into the Council's General Services Capital Programme and will be subject to the normal monitoring and financial processes.
- 6.2. To ensure transparency of payment, officers will monitor and manage the claim and payment process through the Grantvisor system.

7. Climate Change, Sustainability and Environmental Implications

- 7.1. The projects and initiatives identified in this report will be delivered using a range of sustainable techniques and models, having regard to best practice and current construction industry guidance. It is also noted that many of the projects will result in the redevelopment of vacant buildings and land.

8. Other Implications

- 8.1. Due to the diverse portfolio of projects, the timescales within which projects were developed and the capacity of groups involved, there is a risk that some projects may not proceed in the way envisaged and fail to meet the timescales required.
- 8.2. Ultimately, this could result in grant not being expended in the relevant time frame and opportunities to implement these specific projects will not be maximised. This may result in project funding being withdrawn. Best endeavours will continue to be made to deliver all remaining projects within the available timescale.

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. Consultations have been co-ordinated by Economic Development Services with a range of other Council Services which have an ongoing role in delivering services and initiatives in our Town Centres. This consultation and co-operation will continue throughout the duration of the initiatives.

Michael McGlynn
Executive Director (Community and Enterprise Resources)

16 November 2020

Link(s) to Council Values/Ambitions/Objectives

- ◆ Support the local economy by providing the right conditions for growth, improving skills and employability
- ◆ Improve health and increase physical activity
- ◆ Partnership working, community leadership and engagement

Previous References

- ◆ Community and Enterprise Resources Committee, 4 June 2019 – Town Centre Capital Grant Fund
- ◆ East Kilbride Town Centre/ Civic Centre – Masterplan - Executive Committee on the 26 June 2019
- ◆ Community and Enterprise Resources Committee, 3 September 2019 – Town Centre Capital Grant Fund Update
- ◆ Community and Enterprise Resources Committee, 4 February 2020 – Town Centre Capital Grant Fund Update
- ◆ Community and Enterprise Resources Committee, 25 March 2020 – Town Centre Capital Grant Fund Update
- ◆ Community and Enterprise Committee, 15 September 2020, Town centre capital Grant Fund Update

List of Background Papers

- ◆ None

Contact for Further Information

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

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Appendix 1

Project Number	Name	Phase 1 funding approved	Phase 1 funding additional grant approved	Phase 1 funding additional grant proposed	Phase 2 funding Proposed	Capital Programme Proposed (see separate agenda item)	RCGF Awarded	RCGF subject to approval	Proposed project funding total	BRAG
Fund Total		£2,506m			£902k	£500k	£720k	£790k		
1	Royal Oak, Lanark – Social rented housing development on the site of a derelict hotel	£225,000	£95,000		£25,000				£345,000	Green
2	Former Hamilton Advertiser Building, Hamilton - Social rented housing development on the site of a former print works	£300,000	-						£300,000	Green
3	East Kilbride Shared Workspace – Conversion of office space		£0						£0	Red
4	Vogue Site, Hamilton - Social rented housing development on the site of a former Bingo hall	£340,000	-		£100,000				£440,000	
5	Former Poundstretcher, Hamilton – redevelopment of retail unit		£0						£0	Red

Project Number	Name	Phase 1 funding approved	Phase 1 funding additional grant approved	Phase 1 funding additional grant proposed	Phase 2 funding Proposed	Capital Programme Proposed (see separate agenda item)	RCGF Awarded	RCGF subject to approval	Proposed project funding total	BRAG
6	Cambuslang Streetscape – up trade of streetscape in the main street	£620,000	-		£225,000				£845,000	Amber
7	South Lanarkshire Heritage App – development of a South Lanarkshire wider town centre app	£150,000	-		£50,000				£200,000	Green
8	Forth Café and Cinema – conversion of space in a church to provide a community cinema and associated facilities.	£55,000	£5,000						£60,000	Blue
9	Carnwath site assembly – acquisition of a derelict site to facilitate a community project	£260,000	£75,000						£335,000	Green
10	Hunters Close, Lanark – removal of a derelict building and creation of town centre car parking / market space.	£180,000	-		£77,000				£257,000	Green

Project Number	Name	Phase 1 funding approved	Phase 1 funding additional grant approved	Phase 1 funding additional grant proposed	Phase 2 funding Proposed	Capital Programme Proposed (see separate agenda item)	RCGF Awarded	RCGF subject to approval	Proposed project funding total	BRAG
	New Community Projects through application process – subject to separate report.					£500,000				Green
11 (New)	Newcross Centre Hub				£250,000		720,000		£970,000	Green
12 (New)	EK Civic Masterplan			£201,000					£201,000	Green
13 (New)	EK Zone				£175,000			£790,000	£965,000	Green
	Totals	£2,506,000			£902,000	£500,000	£720,000	£790,000	£5,418,000	

Report

10

Report to:	Community and Enterprise Resources Committee
Date of Meeting:	24 November 2020
Report by:	Executive Director (Community and Enterprise Resources)

Subject:	Town Centre Capital Programme – Outcome of Bidding Process
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1. Purpose of Report

1.1. The purpose of the report is to:

- update members on the application process for the distribution of the Town Centre Capital Fund
- seek approval to allocate the funds based on the recommendations set out in paragraph 7.1 and Appendix 1

2. Recommendation

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

- (1) note the outcome of the application and assessment process be noted;
- (2) that the recommendation to fund the projects identified in paragraph 7.1 and Appendix 1; be approved;
- (3) that the Executive Director (Community and Enterprise Resources) be authorised to offer grant funding to the projects identified in the table in Appendix 1, to the amounts identified, under the conditions of grant set out in the background papers of this report and on such other terms as are in the best interests of the Council; and
- (4) that the Executive Director (Community and Enterprise Resources) be authorised to amend the amount granted to projects and transfer money where necessary among projects within the current town centre funding streams whilst remaining within the total funding envelope.

3. Background

- 3.1. At the Community and Enterprise Resource Committee on 15 September 2020 an allocation process for the Council's £500,000 capital funding was agreed. This allocation aimed to augment the Scottish Government's funded programme of projects in town centres and ensure that as many towns as possible across South Lanarkshire could benefit from investment.
- 3.2. The Committee agreed that all the eligible towns under the Scottish Government criteria would be given the opportunity to bring forward projects which would be assessed under the criteria set out at 4.4 and then reported back to Committee on 24 November 2020 for Member's consideration.

4. Application process

- 4.1. Following Committee approval the application process opened on 21 September 2020 with a period of 4 week return of bids. This timescale was necessary in order to report back to this Committee. Assessment of the applications was undertaken between 19 and 28 October 2020.
- 4.2. Economic Development Services Officers undertook the following steps to advertise, inform, support, assess and recommend the distribution of the funds.
 - Information document circulated
 - Online application system
 - Officer support to applicants
 - Regular FAQ updates issued
 - Close of applications on 19 October 2020
 - Assessment of applications between 19 and 28 October 2020
- 4.3. Applications to the Town Centre fund was open to all eligible towns as mentioned above through the Grantvisor system. Detailed guidance was provided to applicants on how to use the Grantvisor system and the required outcomes expected from each project submission. Additional support was also provided to applicants as and when required.
- 4.4. The application guidance encourages collaboration with businesses and communities to deliver positive local outcomes in town centres. Part of this approach included developing a place-based project plan following consultation and engagement with the wider groups and communities as a whole.
- 4.5. Applications were subject to the following criteria:
 - A £50,000 minimum cost for any individual project
 - A maximum award per project of £150,000 (although applicants were encouraged not to exceed £100,000)
 - Bids were invited from the same 22 towns (listed in appendix 2) as had been eligible for the Scottish Government Town Centre Regeneration Fund.
 - Additional weighting would be given to towns who did not benefit from the Scottish Government's Town Centre Regeneration Fund to enable as many South Lanarkshire Towns as possible to receive investment.

5. Applications

- 5.1. The closing date for applications was 19 October 2020. A total of 11 applications were received.
- 5.2. In a similar vein to the Town Centre Regeneration Fund, the response from our communities, in the extremely challenging timescales set out, has been remarkable. The groups' commitment to their communities is a credit to all involved and gives the Council, and hopefully communities and groups representing them, an enhanced working relationship from which to develop future projects and initiatives
- 5.3. The proposals lodged seek a total grant of £1,309,520 with the potential to lever in match funding. While not all projects can be funded, it provides a valuable body of projects to build future town centre strategies and initiatives.

5.4. The projects are summarised below with further details set out in Appendix 1.

Town	Project	Summary
Bothwell	Bothwell Community Hub Project	Create a community meeting space and future digital workplace hub in the upper floor of Bothwell library.
Cambuslang	Restoring Civic Pride	Additional funding to further streetscape improvements to Main Street (granted funding through the Town Centre Regeneration Fund)
Carluke	Rankin Gait Community Space	Regeneration of the precinct area to create a community space including seating, events area, information displays and planting.
Carnwath	Project Carnwath Transformers (Carnwath Community and Business Enterprise Hub)	Purchase of retail space and upgrade and extension of the car park at John Mann Park.
Forth	Additional funding to support funding granted through the Town Centre Regeneration Fund.	Additional funding to offset increased project costs brought about by Covid 19.
Lanark	Tolbooth Square	To bring an underutilised space in the town centre back into year round use as a place to meet and hold community events.
Larkhall	Welcome to Larkhall	Feasibility study to investigate using King Street as an event space, provision of planters and a digital notice board, contribution to the replacement of the heating system in the Lighthouse.
Rutherglen	Rutherglen Town Centre Business Support	Creation of a business hub and improvements to the frontage of the shopping centre.
Stonehouse	Stonehouse Heritage Sculpture Trail	Sculpture heritage trail in and around the Stonehouse town centre area and complimentary software.
Strathaven	Mill Improvement, town centre app and tourist information point.	Development of the Thomson Suite in the Town Mill, provision of a tourist information point and further development of the Strathaven InsideOut app.
Uddingston	UCSC Car Parking Project	Upgrading 80 and create 40 new parking-spaces at UC&SC

The remaining eligible towns did not submit proposals to this round of funding. These are Ashgill, Biggar, Blantyre, Coalburn, Douglas, East Kilbride, Hamilton, Kirkfieldbank Kirkmuirhill and Blackwood, Law and Lesmahagow.

6. Assessment

- 6.1. The completed applications were assessed based on the criteria agreed by Committee on 15 September 2020 and summarised in 4.4 above. Each project was assessed by 4 officers within the Economic Development Service who were not involved in the application process i.e. providing advice to the groups. The marks were combined, and an average mark calculated and projects ranked accordingly. This process and the scoring is identical to that which was undertaken for applications to the Town Centre Regeneration Fund. This process has been subject to a peer review by officers in Scotland's Towns' Partnership who have confirmed they consider the process has been robustly carried out and the outcomes are in line with their expectations.
- 6.2. While one of the criteria set out at 4.4 above is that additional weighting would be given to towns which have not secured funding to date, it was not necessary to apply this weighting as the outcome of the scoring resulted in a good spread of projects.

- 6.3. It should be recognised that the applications which are not recommended for funding are in no way considered not to be strong applications but rather reflects the strength of the other projects and finite level of funding. Officers would encourage communities to continue to develop these projects and will be able to provide continued advice on how to enhance the projects and applications for any potential future rounds or alternative funding sources.
- 6.4. As noted earlier in the report, the response from communities has been exceptional and has led to a very high quality of application. Unfortunately, the funding is limited and not all projects were able to be funded. However, the quality of the ideas are such that Economic Development Services will offer support to groups, where possible, to assist in developing their projects and identify alternative sources of funding, where appropriate.

7. Recommendation and Next Steps

- 7.1. The table of the projects set out in Appendix 1 forms the basis of the recommendation to Committee in terms of which projects should be awarded funding. The table sets out a summary of the project, the amount of grant recommended to be allocated against each project with a summary of the outcome of the assessment process.
- 7.2. Officers' experience of the initial round of Scottish Government funding, in terms of the pace the projects are developed, designed and procured, along with the uncertainty created as a result of the impact of COVID-19 suggests that contingency funding should be allocated to a number of projects to ensure delivery in recognition of these risks. While these contingencies can be made available, they will only be provided where clear evidence of cost increase can be shown. It is not intended that this contingency will cover enhancement in specification or increase in project scope unless there is a revised application which will be subject to assessment in line with that carried out prior to award. It is important to note that it will be at the Council's sole discretion whether any of the contingency is required or released. Should the contingency not be required in full or part the balance will be reallocated across the programme of projects as described in 7.8 below.
- 7.3. The award of grant to all projects will be tied to a number of conditions finalised by officers in Economic Development Services working with Legal Services. These conditions include:
- Groups must deliver the project as described in their application
 - Groups must use all endeavours to complete the projects within the timescales required
 - Groups must agree to an officer of the Council being invited to all project meetings to monitor progress, timescales and spend.
 - Where appropriate, as determined by the Council, that officer may become a full member of the project team to assist in project delivery.
 - Groups must comply with all obligations placed on the Council, in relation to the management of the grant, by the Scottish Government, throughout the life of the grant period and subsequent monitoring period.

- Funding can only be drawn down based on actual spend following the presentation of a valid payment certificate or equivalent. No pre-payment of grant can be considered
- Project completion by 31 March 2022

- 7.4. All applicants both successful and unsuccessful will be notified of the Committee's decision and an offer of grant letter issued in early course.
- 7.5. Officers from Economic Development Services will work with each of the successful groups to complete the projects in line with their project plans and agreed timescale. This will include monitoring of the projects to ensure they stay in line with fund requirements.
- 7.6. Economic Development Officers will process claims as per the Grantvisor system, in consultation with colleagues in Finance and Corporate Resources.
- 7.7. Economic Development Officers will update Committee with progress reports, 6 monthly review and project end review.
- 7.8. Previous experience of administering these funds and assisting applicants to maximise them to their full potential has shown that on occasion funding may be increased or decreased or that timescales change. As noted above and in previous reports to this Committee on these funds, these projects carry an increased level of risk due to the pace they are developed and the relatively early stage they are at when applications are submitted. Therefore, flexibility is key to achieving good project outcomes. With this in mind, it is recommended that the Executive Director (Community and Enterprise Resources) be given delegated authority to act quickly and transfer and amend funding amounts where necessary between projects. This will include both the core funding elements and any contingency applicants seek to draw down. This would take into account projects both within this funding stream and those under the Town Centre Capital Grant Fund Phases 1 and 2, which is the subject to a separate report on this agenda, whilst remaining in the total funding envelope of £3,908,000 (£2.506m TCCGF Phase 1 £902k TCCGF Phase 2 and £500k Town Centre Fund). In certain circumstances it may be necessary or prudent to allocate funding to different funds to efficiently manage the overall programme.
- 7.9. As with other town centre funding initiatives regular updates will be provided to the Committee.

8. Employee Implications

- 8.1. The development and implementation of the projects will be supported by officers within Planning and Economic Development Services, in consultation and with support of other Council Departments as appropriate.

9. Financial Implications

- 9.1. The funds have been brought into the Councils General Services Capital Programme and will be subject to the normal monitoring and financial processes. This will feed into requirements of the Scottish Government to report on progress and identify spend.
- 9.2. In respect of the size of the applications many of the groups involved will not have the cash flow to finance their planned project and may request advance funding to allow

their project to progress. Officers have been clear that forward funding of projects is not available.

- 9.3. To ensure transparency of payment, Economic Development Officers will monitor and manage the claim and payment process through the Grantvisor system

10. Climate Change, Sustainability and Environmental Implications

- 10.1. The projects and initiatives identified in this report will be delivered using a range of sustainable techniques and models, having regard to best practice and current construction industry guidance. It is also noted that many of the projects will result in the redevelopment of vacant buildings and land.

11. Other Implication

- 11.1. Due to the diverse portfolio of projects the timescales within which projects have been developed and the capacity of groups involved, there is a risk that some projects may not proceed in the way envisaged.

12. Equality impact assessment and consultation arrangements

- 12.1. 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.
- 12.2. Consultations have been co-ordinated by Economic Development Services with a range of other Council Services who have an ongoing role in delivering services and initiatives in our Town Centres. This consultation and co-operation will continue throughout the duration of the initiative.

Michael McGlynn

Executive Director (Community and Enterprise Resources)

16 November 2020

Link(s) to Council Values/Ambitions/Objectives

Improve the quality of the physical environment

- Support the local economy by providing the right conditions for growth, improving skills and employability
- Improve health and increase physical activity
- Partnership working, community leadership and engagement

Previous References

- ◆ Community and Enterprise Resources Committee, 15 September 2020

List of Background Papers

- ◆ Application Guidance
- ◆ Weekly FAQ reports

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:
- Iain Ross Project Manager, Planning and Economic Development Services

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Appendix 1 - Town Centre Fund Project List

Group	Town	Project	Project Value	Funding recommendation	Rationale
Projects recommended for approval					
Carluke Development Trust (CDT)	Carluke	<u>Rankin Gait Community CDT</u> on behalf of the ONECarluke Town Team wish to utilise Town Centre Funding to regenerate the Rankin Gait Precinct creating the Rankin Gaitway Community Space. This regeneration of the precinct area will create a community space that includes: <ul style="list-style-type: none"> - café style seating area allowing the purchase of and consumption of food and drink from local café's and take-aways. - small events area. - environmental improvements including installation of mature trees and mobile planters within the precinct - installation of information displays, outlining important, historical/heritage, information 	£72, 051	<p>Recommended for funding for full costs and additional contingency costs.</p> <p>Grant recommended: £72,051</p> <p>Maximum Contingency allocation: £27,949</p> <p>Maximum funding including contingency: £100,000 (subject to 7.2 of this report)</p>	<ul style="list-style-type: none"> - Links to National Town Centre Action Plan - Diversification of Use - Multiple town centre organisations in support - Evidence of demand from community - Carluke has not previously been in receipt of town centre funding. - Sustainable
Carnwath Community Council	Carnwath	<u>Project Carnwath Transformers (Carnwath Community and Enterprise Hub)</u> Project aims to acquire two retail premises, one in poor condition ,purchase price circa £45K and been up for sale for many years and the other in good condition and ready for use purchase price £10K if sold to the community and held for the future benefit of the community. The proposal also wishes to upgrade and extend the car park at John Mann Park	£95,000	<p>Recommended for partial funding of £25k for purchase of shop unit at £10k and project start up/ contingency costs</p> <p>Grant Recommended £25,000</p>	<ul style="list-style-type: none"> - Links to National Town Centre Action Plan - Diversification of Use - Multiple town centre organisations in support - Evidence of demand from community - Achievable within timescales

Forth and District Development Trust	Forth	<u>Forth Business and Outdoor Development</u> Creation of an outdoor space to expand the Rainforest Cafe at Forth St Paul's church and provide a safe space for various activities. Additional works are also required to the existing hall. A separate project includes the relocation of the village hairdressers to the vacant RBS building providing a hair, beauty salon and cafe area.	£158,437	Recommended for partial funding of £75k for the creation of outdoor space. The fund cannot support helping an individual business therefore this aspect of the project cannot be supported. Grant Recommended £75,000	<ul style="list-style-type: none"> - Links to National Town Centre Action Plan - Diversification of Use - Multiple town centre organisations in support - Evidence of demand from community - Achievable within timescales
Larkhall Community Growers	Larkhall	<u>Welcome to Larkhall</u> The project aims to improve the appearance of the main shopping street, making it more attractive to shoppers and visitors. This will include: <ul style="list-style-type: none"> - planters and banners along the main street to make it more inviting - the installation of a digital information board on King Street, to better inform the community and be a new feature in the shopping area - undertake a Feasibility Study to look at using King Street as such a community space - contribute to the replacement of the old heating system in the Lighthouse. 	£67,301	Recommended for funding with additional contingency costs. Grant Recommended £67,301 Maximum Contingency allocation : £32,699 Maximum funding including contingency :£100,000 (subject to 7.2 of this report)	<ul style="list-style-type: none"> - Links to National Town Centre Action Plan - Diversification of Use - Multiple town centre organisations in support - Evidence of demand from community - Achievable within timescales
Moorgath Retail Ltd	Rutherglen	<u>Rutherglen Town Centre Business Support</u> Based on community and business consultation, Moorgath wish to complete a number of projects in the	£103,782 (£25,000 contribution by Moorgath)	Recommended for funding with additional contingency costs. Grant Recommended £78,782	<ul style="list-style-type: none"> - Links to National Town Centre Action Plan - Diversification of Use

		town centre to encourage and better support local business as follows; <ul style="list-style-type: none"> - creation of a business hub providing space for new starts and or existing business to locate to the town centre - a design improvement to extend the frontage of the shopping centre to include all shops 		Maximum Contingency allocation : £21,218 Maximum funding including contingency : £100,000 (subject to 7.2 of this report)	<ul style="list-style-type: none"> - Multiple town centre organisations in support - Evidence of demand from community - Achievable within timescales
Strathaven and Glassford Community Council	Strathaven	Development of the Thomson Suite in the Town Mill, provision of a tourist information point in the town centre and further development of the Strathaven InsideOut app.	£85,150	Recommended for funding with additional contingency costs. Grant Recommended £85,150 Maximum Contingency allocation : £14,850 Maximum funding including contingency: £100,000 (subject to 7.2 of this report)	<ul style="list-style-type: none"> - Links to National Town Centre Action Plan - Diversification of Use - Multiple town centre organisations in support - Evidence of demand from community - Achievable within timescales
Totals			£556,721	£403,284 (£500,000 including contingency)	

Projects not recommended for approval					
Group	Town	Project	Project Value	Funding recommendation	Rationale
Brighter Bothwell	Bothwell	<u>Bothwell Community Hub</u> Create community meeting space and provide for a future digital workplace hub in the upper floor of Bothwell Library. This will involve replacing the library roof, installing an access lift and disabled-access toilet, and refurbishing the upper rooms, entrance hall and staff facilities. It would build on the Council's	£97,800	Not suitable for Town Centre Capital Funding	The property in which the project is proposed to be located is not available within the required timescales. The group will therefore be unable to meet the required timescales as set out in the grant conditions.

		'insideOut' app project, which includes Bothwell's app-based Heritage Trails, and would offer scope for a Heritage Centre at a later stage. It would boost local activity and encompass the Government's recent aim to develop '20-minute neighbourhoods'			
Cambuslang Community Council	Cambuslang	<u>Transformation of Cambuslang Main Street – Covid Related works</u> Funding sought to supplement Town Centre Regeneration Fund funding for extending Main Street streetscape and additional costs due to Covid 19.	£200,000	Not suitable for Town Centre Capital Funding	Costs exceed the maximum which can be granted under this fund. Funding is recommended through the Town Centre Capital Fund phase 2 as reported separately on this agenda
Discover Lanark	Lanark	<u>Tolbooth Square</u> Application to reimagine the space by the Tolbooth to create an area which encourages local people to socialise in the town centre	£105,631 £15,632 provided by applicant)		Potentially strong project but at an early stage of its planning and with many aspects still to be explored and resolved. We anticipate work will continue and a stronger application lodged in future rounds.
Stonehouse Business Association	Stonehouse	<u>Stonehouse Sculpture Trail</u> Development of a sculpture heritage trail made up of a number of metal sculptures in and around the Stonehouse town centre area. These will be designed to represent an aspect of Stonehouse history, and will be sited in suitable locations. The funding will allow the group to consult with the community on most relevant sculpture designs and locations, design and produce and install sculptures, and produce an application or software to accompany the trail.	£77,000	Not suitable for Town Centre Capital Funding	Duplication with app already provided by the Town Centre Regeneration Fund. Officers will work with the Business Association to investigate ways in which work already undertaken with the InsideOut app trails can be further developed.
Uddingston Cricket and Sports Club	Uddingston	<u>UCSC Car Parking Project</u> Upgrading 80 and creating 40 new parking-spaces at UC&SC including two electric charging points for use during midweek business hours	£338,000 with £50,000 match funding	Not suitable for Town Centre Capital Funding	Costs exceed the maximum which can be granted under this fund.
Totals			£752,799		

Appendix 2 – Towns eligible for funding as defined by the Scottish Government

- Ashgill
- Biggar
- Blantyre
- Bothwell
- Cambuslang
- Carluke
- Carnwath
- Coalburn
- Douglas
- East Kilbride
- Forth
- Hamilton
- Kirkfieldbank
- Kirkmuirhill and Blackwood
- Lanark
- Larkhall
- Law
- Lesmahagow
- Rutherglen
- Stonehouse
- Strathaven
- Uddingston

Report

11

Report to:	Community and Enterprise Resources Committee
Date of Meeting:	24 November 2020
Report by:	Executive Director (Community and Enterprise)

Subject:	Strathaven Conservation Area Regeneration Scheme (CARS) – Grant Application
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ seek approval of the grant applications in relation to Strathaven CARS from Mr Adil Butt (t/a Craigs of Strathaven Limited 3/5 Common Green, Strathaven) and Mr Alan Watt (2 Green Street, Strathaven)

2. Recommendation(s)

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

- (1) that grants of up to £23,961.24 be awarded to Mr Adil Butt (t/a Craigs of Strathaven Limited, 3/5 Common Green Strathaven) and £42,200.12 be awarded to Mr Alan Watt of 2 Green Street, Strathaven from Strathaven CARS towards the external fabric improvements, including shop front and roofing works, at 3/5 Common Green and 2 Green Street, Strathaven;
- (2) that the above grants be subject to match funding being secured and written confirmation of this being received by the Council; and
- (3) that the Executive Director (Community and Enterprise Resources), in consultation with the Head of Administration and Legal Services) be authorised to complete such agreements and supporting documentation as necessary to administer the grant.

3. Background

- 3.1. Historic Environmental Scotland operate a Conservation Area Regeneration Scheme (CARS) which provides financial assistance, over a five year period, for regeneration and conservation based initiatives undertaken by Councils, National Parks, Community Groups and Third Sector organisations. The scheme was originally to end on the 31 March 2021 however, due to the current Coronavirus pandemic a one year extension has been granted and Strathaven CARS will cease on the 31 March 2022.
- 3.2. South Lanarkshire Council submitted a bid for funding to undertake such a regeneration scheme in the Strathaven Conservation Area in August 2014 which was approved in January 2015 with an award of £625,000 of support from Historic Environmental Scotland.
- 3.3. A key eligibility requirement is the need for the development of a partnership between South Lanarkshire Council and a range of local community groups. This partnership has been strengthened over the past four years with consultation events reflecting strongly the desire to support the CARS proposal.

- 3.4. The CARS project is delivered through a partnership between the Council and community representatives drawn from Avondale Civic Society, Strathaven Community Council, Strathaven Business Association and the Rotary Club of Strathaven. This links into established community/Council governance structures, such as the Strathaven Town Group, and the activities and priorities that they are pursuing.
- 3.5. The Enterprise Services Committee on 17 May 2016 approved the Strathaven CARS project and a mechanism for award of grant funding, similar to existing community benefit, renewable energy fund processes, with authority delegated to the Head of Planning and Economic Development for grants up to £20,000 and Community and Enterprise Resources Committee for grants above £20,000.
- 3.6. The CARS scheme is funded by Historic Scotland and is underpinned by a high intervention rate in recognition of the typically high costs which may be incurred and in order to incentivise all private property owners within the Conservation Area to participate in the scheme.

4. Proposals

- 4.1. The applicants own the property at 3/5 Common Green and 2 Green Street, Strathaven. The former currently trades as a newsagents and stationers while the latter accommodated, until recently, the business, J McGuire, Fruiterers. There is currently no identified new tenant for 2 Green Street, however, it is hoped that the works will assist securing an occupier. The applicants are seeking grants for a range of external fabric improvements. Both properties occupy prominent locations and the proposed works will help safeguard key buildings within the Strathaven Conservation area and the Renewal Scheme boundary.
- 4.2. The proposed works include roof repairs, new dormers, stone repairs, new rainwater goods, new leadwork and flashings, new shop frontages, signage and doorways.
- 4.3. The proposed works for both properties have been developed in conjunction with Graham and Sibbald Surveyors and McInnes Gardner Conservation Accredited Architects who are advising the Council and applicants as part of the CARS arrangements.

The applications are as follows

Mr Adil Butt (t/a Craigs of Strathaven Ltd), 3/5 Common Green Strathaven) proposed Grant Award for eligible works up to £23,961.24 - intervention rate maximum 80%.

Mr Alan Watt (2 Green Street Strathaven ML10 6LT) - proposed Grant Award for eligible works up to £42,200.12 - intervention rate maximum 80%.

- 4.4. On tendering the works the applicants received 3 quotations each from appropriate contractors. The resultant overall project costs ranged in each case from:-
 - ◆ £29,951.55 to £34,000.13 3/5 Common Green
 - ◆ £52,749.84 to £59,188.54 2 Green Street

Under the terms of the project, the application assessment process permits an intervention rate of up to 80% of eligible costs.

- 4.5 The total cost of the projects are:-
- ◆ up to £29,951.55 for 3/5 Common Green
 - ◆ up to £52,749.84 for 2 Green Street.

In each case the applicant will contribute a minimum of 20% of the project costs from their own funds. This equates to a minimum of:-

- ◆ £5,990.31 for 3/5 Common Green
- ◆ £10,549.72 for 2 Green Street

It is therefore proposed that Strathaven CARS will contribute a maximum award of:-

- ◆ £23,961.24 for 3/5 Common Green
- ◆ £42,200.12 for 2 Green Street

Representing an intervention rate of up to 80%.

- 4.6. The works are scheduled to commence at the start of 2020/2021.

5. Employee Implications

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

6. Financial Implications

- 6.1. Strathaven CARS has sufficient resources to meet the proposed grant award commitment detailed in this report.

7. Climate Change, Sustainability and Environmental Implications

- 7.1. The projects and initiatives identified in this report will be delivered using a range of sustainable techniques and models, having regard to best practice and current construction industry guidance. It is also noted that the projects will result in the regeneration and future sustainability of historic buildings.

8. Other Implications

- 8.1. The risks associated with the project are focused on the potential for cost overruns or delays to the programme. The applicant has agreed that any cost increases will be managed within their present budget subject to agreement on any changes to the proposed project. This is highly unlikely to have an impact on the Council.

9. Equality Impact Assessment and Consultation Arrangements

- 9.1. This report does not introduce a new policy, function or strategy and, therefore, no impact assessment is required.
- 9.2. All necessary consultation arrangements, including any community consultations, have taken place.

Michael McGlynn
Executive Director (Community and Enterprise Resources)

30 October 2020

Link(s) to Council Values/Ambitions/Objectives

- ◆ Work with communities and partners to promote high quality, thriving and sustainable communities
- ◆ Accountable, effective, efficient and transparent
- ◆ Focused on people and their needs

Previous References

- ◆ 6 March 2018 – Community and Enterprise Resources Committee
- ◆ 15 December 2015 – Planning Committee
- ◆ 17 February 2015 – Enterprise Services Committee
- ◆ 17 May 2016 – Enterprise Services Committee

List of Background Papers

- ◆ Strathaven CARS Application Form.
- ◆ Completed Grantvisor Strathaven CARS Grant Application Form, associated information, supporting documents received from Mr A Butt and Mr A Watt and is advisors.

Contact for Further Information

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

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Report

12

Report to:	Community and Enterprise Resources Committee
Date of Meeting:	24 November 2020
Report by:	Executive Director (Community and Enterprise Resources)

Subject:	Replacement of Clyde Bridge by Pettinain – Authorisation to Proceed with Promotion of Compulsory Purchase Order for Revised Land Requirement
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ update Committee on project development work and seek authorisation to proceed with the promotion of a Compulsory Purchase Order (CPO) under the Roads (Scotland) Act 1984, Section 104, for the revised extent of the land required to enable construction of the replacement of Clyde Bridge and associated carriageway realignment

2. Recommendation(s)

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

- (1) that the project update be noted; and
- (2) that the Executive Director (Community and Enterprise Resources), in consultation with the Head of Administration and Legal Services as appropriate, if required, be authorised to proceed with promotion of the Compulsory Purchase Order of all land necessary to construct the replacement Clyde Bridge and associated local carriageway re-alignment.

3. Background

- 3.1 The Council is proposing to demolish the existing Clyde Bridge, which is located on Pettinain Road to the south of the village of Carstairs Junction, and replace it with a new modular steel structure designed and constructed in accordance with current standards. The location of the bridge is shown at Appendix A.
- 3.2 The existing bridge structure was installed in the early 20th century as a road crossing over the River Clyde. A 2-ton vehicular weight restriction was imposed on the structure in 1956. The bridge was therefore identified as weak at a relatively early point in its existence.
- 3.3 The bridge was subject to a structural assessment in 1991 which confirmed its inability to accommodate heavy vehicles. The restriction was amended to 3 tonnes to align with metric measurements and a vehicular width restriction of 1.9m was introduced to assist in the enforcement of the weight restriction.

- 3.4 The Council has continued to monitor the condition of the structure over many years. A monitoring inspection undertaken in August 2018 recorded significant further deterioration in the condition of the structure. Fundamental and longstanding structural defects had now deteriorated to an extent where the bridge was no longer considered manageable or safe for public use. A full road closure has been imposed since August 2018.
- 3.5 The structure provided an important local transportation link between the villages of Carstairs Junction to the north and Pettinain to the south.
- 3.6 The Council has allocated funding of £3m for the replacement of the existing bridge and associated ancillary work. Project development work is now well advanced.
- 3.7 Authorisation to proceed with promotion of a Compulsory Purchase Order was approved by Committee on 3 September 2019. However, following further work in relation to complex land ownership searches, additional land has been identified for acquisition to align and correct title boundaries. Consequently, it is considered necessary to seek further authorisation to include those areas within the scope of the CPO.

4. Current Position

- 4.1 The replacement bridge will be a modular steel structure which will be constructed on a new alignment to the west of the existing bridge. In addition, some localised realignment of Pettinain Road on the immediate approaches to the new bridge will be carried out. The superstructure of the original structure will be demolished and removed.
- 4.2 Discrepancies and omissions in records held by Registers of Scotland led to a delay in confirming the owners of the various parcels of land required and officers' ability to enter effective negotiations with all landowners. Covid19 has also had a significant impact on all parties ability to make timely progress, however, despite this officers continued to move the project forward.
- 4.3 The Registers of Scotland anomalies have now been resolved and the Land Register has been updated accordingly. The design phase of the project is largely complete, and the tender preparation is well underway, however, the acquisition of land remains outstanding.
- 4.4 The focus is still on securing the acquisition of the land required for the project on a voluntary basis by negotiation. All affected landowners have been identified, extent of ownerships confirmed, and negotiations are ongoing at this time. However, while these negotiations have been delayed and become somewhat protracted, recent progress has been positive and officers remain hopeful that land can be secured on a voluntary basis. Nonetheless, it remains prudent to have available the use of CPO powers should voluntary negotiations ultimately fail.
- 4.5 The revised areas of land for which authority to acquire compulsorily is now sought are shown outlined in red and coloured pink on the attached plan in Appendix B.
- 4.6 As mentioned above, voluntary negotiations with the affected landowners are continuing. The areas shown shaded blue on the plan attached in Appendix C is land that is required to facilitate the works and will be utilised as a working area and a site compound area. Should voluntary negotiations be successful the land outlined in red and coloured pink on the attached plan at Appendix C will be acquired permanently

with the land shaded blue by way of a temporary lease/licence agreement with landowners.

- 4.7 However, should voluntary negotiations with one or more landowner not reach a satisfactory conclusion, the formal Compulsory Purchase Order process will be used to seek to acquire all land as shown in Appendix B.
- 4.8 Appendix D has been prepared to highlight the additional areas of land required since the 3 September 2019 Committee approval. The black cross hatched, and hatched areas formed the extent of the land that was originally required and approved on 3 September 2019. The additional areas, shaded pink only, in the immediate vicinity of watercourse, are now also required for the reasons set out above.
- 4.9 The following is an indicative programme for the delivery of the scheme following a CPO process allowing for objections and assuming a Public Local Inquiry is required:
- Negotiations for acquisition including CPO if required: To end January 2023
 - Design and Procurement: May 2019 – January 2023
 - Construction of replacement Clyde Bridge and associated local road realignment: April 2023 – March 2024
- 4.10 The commencement of construction will be brought forward if the CPO process progresses without objection or completes earlier than set out above. In this scenario it is currently anticipated that construction works would commence in summer 2022.
- 4.11 Notwithstanding the CPO timeline set out above, acquisition of land by voluntary means could see works commencing early summer of 2021 subject to tender returns being affordable. Recent developments would suggest that this timescale remains a realistic possibility.

5. Employee Implications

- 5.1 There are no employee implications.

6. Financial Implications

- 6.1 The estimate total compensation payment plus fees can be contained within the Council's agreed additional capital allocation for the project.

7. Climate Change, Sustainability and Environmental Implications

- 7.1 There are no implications for climate change, sustainability or the environment in terms of the information contained in 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 Legal Services and Housing and Technical Resources Property Services have been involved in the identification of affected landowners.

- 9.2 This report does not introduce new policy, function or strategy or recommend a change to existing policy, function, or strategy. Therefore, no impact assessment is required.

Michael McGlynn
Executive Director (Community and Enterprise Resources)

2 November 2020

Link(s) to Council Values/Ambitions/Objectives

- ◆ Improve the road network, influence improvements in public transport and encourage active travel

Previous References

- ◆ Community and Enterprise Resources Committee, 3 September 2019, Replacement of Clyde Bridge by Pettinain - Authorisation to Proceed with Promotion of Compulsory Purchase Order

List of Background Papers

- ◆ None

Contact for Further Information

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

Colin Park, Engineering Manager, Roads and Transportation Services

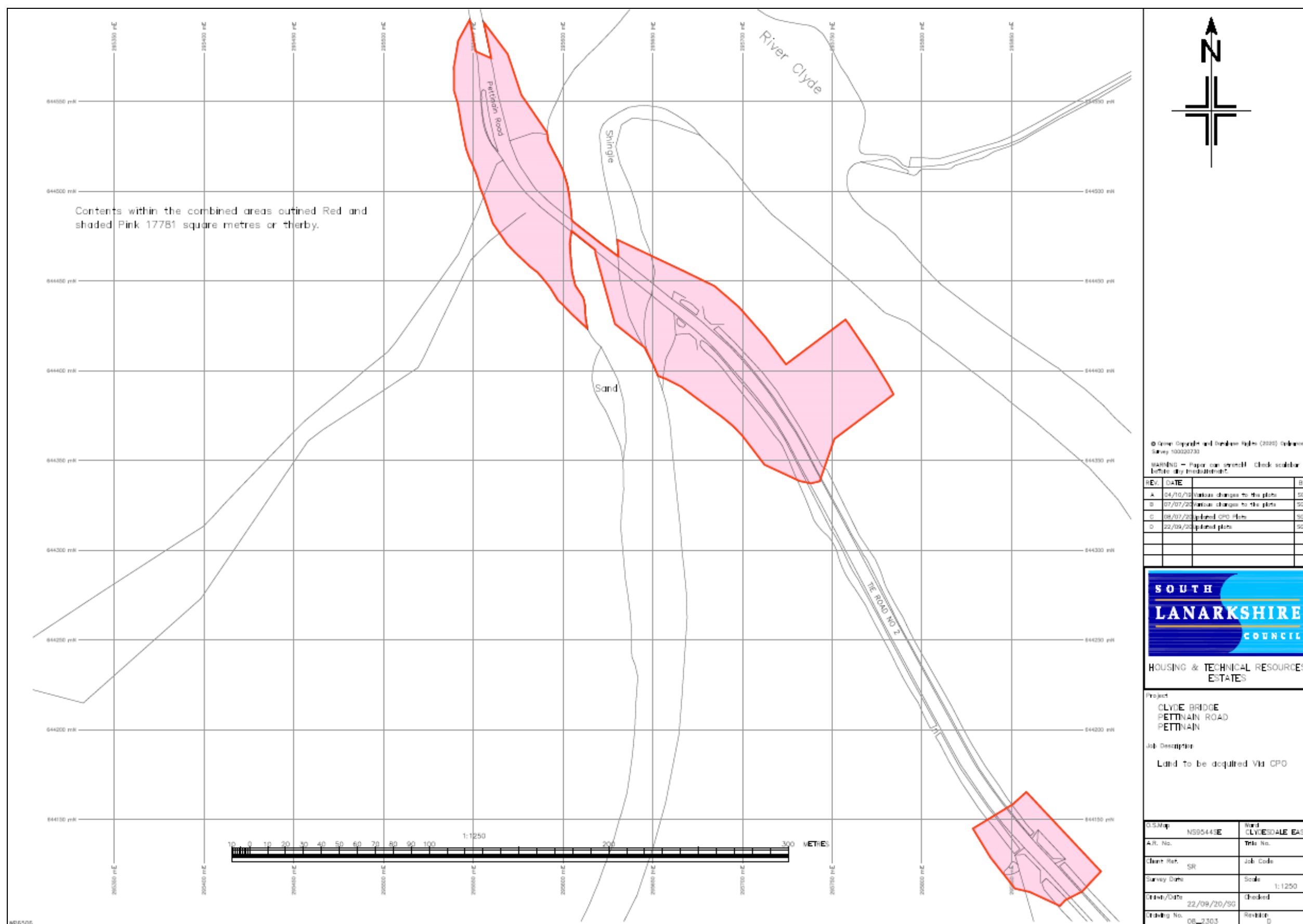
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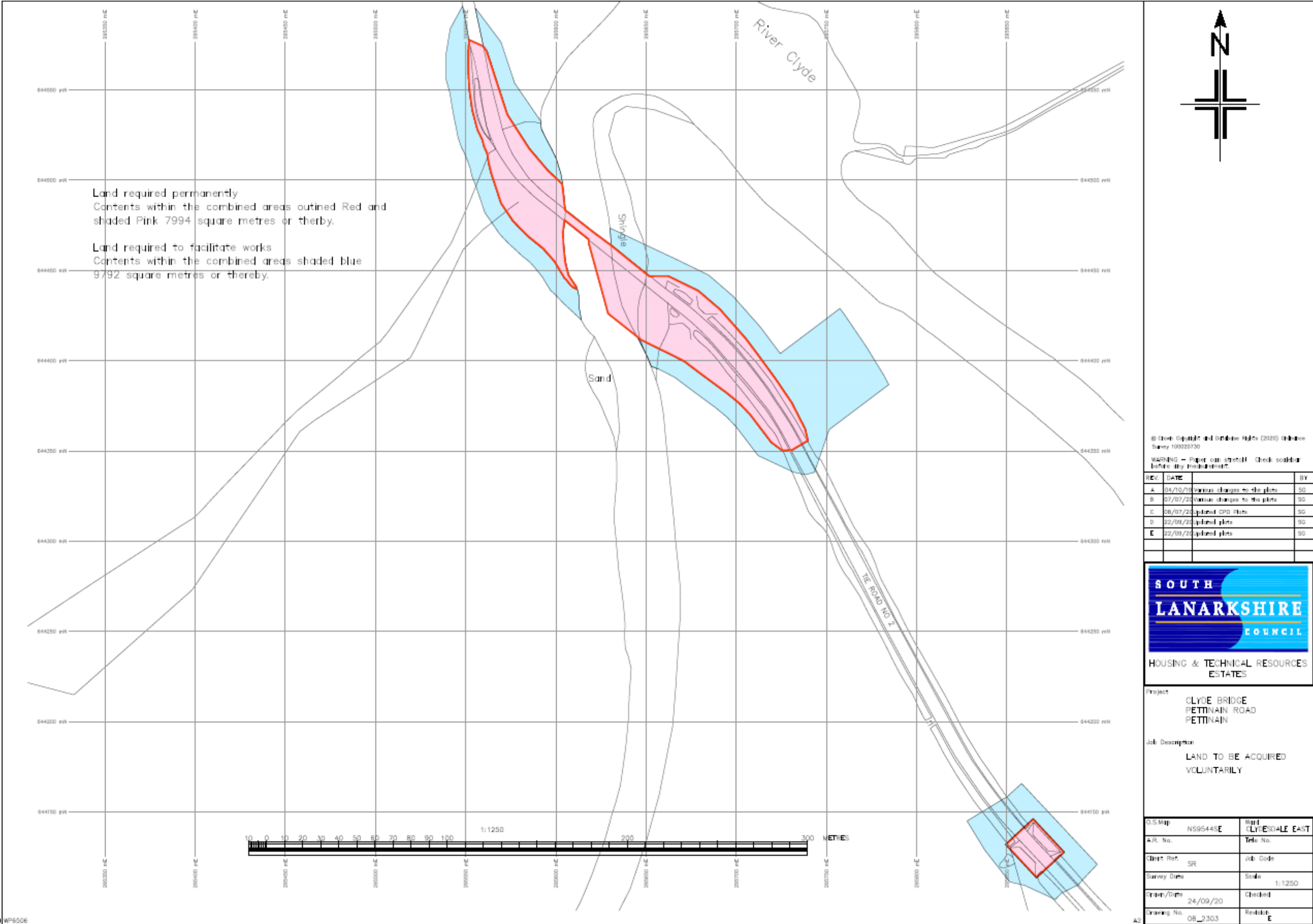
E-mail: colin.park@southlanarkshire.gov.uk



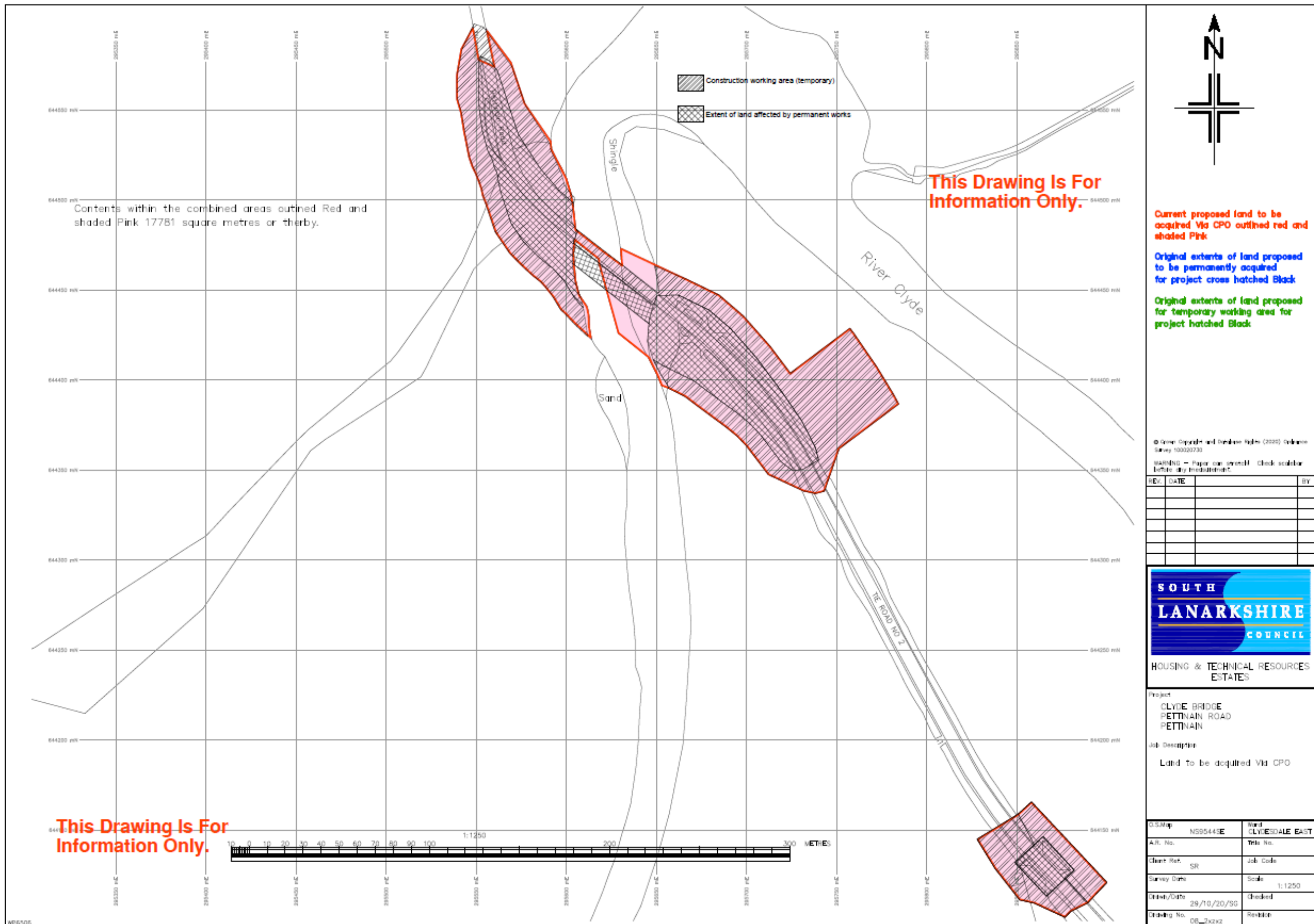
(c) Crown Copyright and database rights 2019. Ordnance Survey Licence number 100020730.

<p>Title: C29 Clyde Bridge</p>	<div data-bbox="858 1778 1066 1886"> </div> <div data-bbox="1082 1778 1353 1814"> <p>South Lanarkshire Council</p> </div>	
<p>Notes: Location Plan</p>	<p>Scale 1:10,000</p>	<p>05/07/2019 09:05:00</p>
<p>Original Drawing Size: 210 x 297 (A4) (c)</p>		





WP5506



Report

13

To:	Community and Enterprise Resources Committee
Date:	24 November 2020
Report by:	Executive Director (Community and Enterprise Resources)

Subject:	Lanarkshire Business Gateway Update - Contract for the Provision of Business Gateway Service from 1 March 2021
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ provide an update on the outcome of the procurement of the Lanarkshire Business Gateway contract from 1 March 2021 undertaken by lead authority, North Lanarkshire Council

2. Recommendation(s)

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

- (1) that the outcome of the procurement of the Lanarkshire Business Gateway contract from 1 March 2021, undertaken by lead authority, North Lanarkshire Council, on behalf of both Lanarkshire authorities, as set out in Section 4, be noted; and
- (2) that the award of the Contract to Enterprise North East Trust Limited trading as “Elevator” for a maximum value of £5,600,000, being the tender evaluated as providing the most economically advantageous tender in terms of both cost and quality, be noted.

3. Background

3.1 On 31 March 2020, the Community and Enterprise Committee noted the progress and performance of the current Business Gateway contract. The Committee also approved the proposed delivery model and recommendation to proceed with a tender for a new contract for the next phase of Business Gateway services from March 2021.

3.2 Business Gateway (BG) is a publicly funded service that provides free business support and advice for start-up and existing businesses. The service is nationally branded and delivered locally across Scotland. Following changes to the delivery of local economic regeneration agreed in 2007, the delivery of the Business Gateway service was transferred from Scottish Enterprise to Local Government on 1 April 2008 in order to align more closely with local priorities and local authority economic development services. North Lanarkshire Council is the lead authority and manages the contract for Lanarkshire Business Gateway on behalf of both North and South Lanarkshire Councils.

- 3.3 The Lanarkshire Business Gateway Service delivers business advisory services and workshops to both start-up and existing businesses across Lanarkshire on behalf of North and South Lanarkshire Councils. Services delivered via the Contract will provide support to pre-start, start-up, existing businesses and businesses with ambitious growth potential as well as providing a valuable mechanism of recovery for businesses impacted by the Covid-19 pandemic.
- 3.4 Both Councils are committed to increasing the entrepreneurial culture within Lanarkshire, supporting business competitiveness, employment opportunities and inclusive growth. The Business Gateway Service has a focus on Small to Medium Enterprises (SMEs).
- 3.5 South Lanarkshire Council chair the Business Gateway Steering Group which will oversee the strategic direction and performance of the service and that the arrangement will continue over the new contract period. The steering group consists of two elected members and senior officers from both Councils. They are supported by operational staff who have responsibility for contract management. The group is chaired by Councillor Collette Stevenson and meets on a quarterly basis or as business requires.
- 3.6 At a national level, the Business Gateway National Unit (BGNU) based within COSLA, provide the local services with marketing, branding, PR, and quality assurance support. A national Board is also in place to oversee BGNU strategy and operational delivery and ensure national targets are being met. Councillor Collette Stevenson is also on this national Board representing the Lanarkshire area.
- 3.7 As noted above, the Community and Enterprise Resources Committee, on 31 March 2020, approved the proposal to proceed with a tender for a new contract from 1 March 2021 under the procurement procedures and standing orders of North Lanarkshire Council as lead authority. It is noted that officers from South Lanarkshire Council are involved in the preparation of tender documents and assessment of submitted bids, which is in turn reported to the Steering Group. The Steering Group in turn make a recommendation to North Lanarkshire Council. However, it is highlighted that the authority to conclude a new contract rests with North Lanarkshire Council and approval the responsibility of their Enterprise and Growth Committee which considered and approved the contract award on the 5 November 2020. This is the same process that has been followed for the previous 2 BG contracts reported to Committee in 2012 and 2017. As such this report to Committee is for noting.

4. Contract Procurement and Award

- 4.1 In accordance with North Lanarkshire Council's procurement procedures, a user intelligence group (UIG) of technical representatives from both Councils and procurement representative from North Lanarkshire Council's Corporate Procurement Team was formed to lead the process. This group proceeded to review technical specifications, discuss trading processes, market conditions and trends, ways to maximise community benefits and sustainability and to agree the procurement strategy that would deliver maximum benefit for both Councils via the Contract.
- 4.2 The initial estimated value of the Contract dictated that the contract award procedure be undertaken in accordance with the Public Contracts (Scotland) Regulations 2015. The contract opportunity was published in the OJEU and on the Public Contracts Scotland website with the Open Procurement procedure adopted.

- 4.3 Based on the criteria and scoring methodology set out in the invitation to tender package, an evaluation of the tender responses was completed by members identified by the UIG. Selection stage responses were evaluated first and only tenderers that satisfied the selection stage criteria progressed to the award stage evaluation. One bidder was discounted at this stage as it did not satisfy the essential criteria, they failed to provide sufficient information to assess their financial standing and the examples provided to demonstrate their previous experience were not of the size, scale or nature for the requirements of this procurement. As part of the evaluation process Enterprise North East Trust Limited T/A Elevator and Lanarkshire Enterprise Services Limited were invited to attend presentations on 30 September 2020.
- 4.4 Following on from the above, and as noted in paragraph 3.7 North Lanarkshire Council, as the lead authority, have presented a recommendation to accept the tender submitted by Enterprise North East Trust Limited, (Elevator,) to their Enterprise and Growth Committee on 5 November 2020 which has been approved by the Committee members.
- 4.5 The tender has been evaluated as representing the most economically advantageous tender for this Contract. Appendix 1 sets out the scoring achieved by each tenderer.
- 4.6 North Lanarkshire Council officers, as lead authority, from their Planning and Regeneration service will be responsible for managing the Contract. This will be undertaken in accordance with North Lanarkshire Council's agreed approach to contract and supplier management. Regular progress and performance reports will be presented to the Steering Group on a quarterly basis.
- 4.7 The Contract is for an initial period of two years to commence on 1 March 2021. The Councils have reserved the right to extend the Contract for additional periods up to a maximum of a further two years in one-year increments.
- 4.8 The value of the Contract shall not exceed Five Million Six Hundred Thousand Pounds (£5,600,000) which includes a One Million Pounds (£1,000,000) 'contingency fund' which the Councils may use at their sole discretion to achieve additional ad hoc business support objectives as part of their flexible response to emerging economic challenges and opportunities. Proposals on such additional services will be presented to the Steering Group for approval.

5. Next Steps

- 5.1 North Lanarkshire Council, as lead authority, will proceed to complete the procurement process. The bidders have been notified of the intention to award the contract to Enterprise North East Trust Limited, trading as "Elevator" and there follows a 10-day standstill period within which any legal challenge should be made. The procurement process has been undertaken with regard to the appropriate regulations and under advice from both authorities' legal and procurement professional advisers. There follows a mobilisation period during which the contractor will require to implement all necessary arrangements to deliver services including implementing procedures under TUPE for the transfer of employees from LESL (if appropriate).
- 5.2 Following North Lanarkshire Council's Committee on 5 November 2020, the timescale and milestones are as follows:
- ◆ Issue of 'standstill' letters 6 November
 - ◆ End of standstill period, 16 November
 - ◆ Contract award letter issued 20 November
 - ◆ Contractor undertakes transfer of service, TUPE consultations (if appropriate) and mobilises operations

- ♦ The new service and delivery model in place and operational from 1 March 2021.

5.3 As noted above, the contract is for an initial term of two years with the option to extend for further two one year periods. This will provide the opportunity and flexibility to respond to strategically important ongoing areas of work progressing over the next two years, including the following, which may impact future service delivery:

- ♦ Response to the Covid-19 pandemic and the rapidly changing situation in terms of localised and regional restrictions on economic activity, provision of Scottish Government support to businesses faced with restrictions and the requirements for ongoing provision of business advisory support.
- ♦ The Glasgow City Region Economic Strategy review: this includes actions around the provision of a unified support offer to businesses.
- ♦ Changes in the Scottish Enterprise business support model: a new strategic operating plan outlines a different approach to place-based activity and focus on creating high value jobs.
- ♦ Single Entry Point (SEP): online directory of available business support. This is now available for all businesses as a pilot at <https://findbusinesssupport.gov.scot/> and is a key output of the Enterprise and Skills Review. It is the intention that this will cover all public sector business support in the future. At present the SEP covers 200 products from 6 national agencies and includes core BG services.
- ♦ The Target Operating Model; development of the SEP identified that a further piece of work is required to explore how the wider business support environment needed to transform to remove duplication and simplify the services available.

6. Employee Implications

6.1 There are no employee implications for the Council arising from this report.

7. Financial Implications

7.1 The Business Gateway contract is fully funded by the Scottish Government.

7.2 The total value of the new contract, i.e. the tender price, is £5,528,821 which includes a £1,000,000 'contingency fund' as explained in section 4.8 above. Funding for the provision of the contract is provided by the Scottish Government and paid directly to North Lanarkshire Council through their Revenue Support Grant (RSG).

8. Climate Change, Sustainability and Environmental Implications

8.1 There are no implications for climate change, sustainability or the environment in terms of the information contained in this report.

General/Other Implications for the Council

9.1 Work will be undertaken with Legal and Procurement teams to ensure adequate safeguards are in place for South Lanarkshire Council as part of the new contract.

9.2 The current minute of agreement with North Lanarkshire Council expires at the end of this current contract in February 2021. To protect Business Gateway services, the level of funds in place, and South Lanarkshire Council's interests, a new memorandum of understanding will be required to cover the period of a new contract.

9.3 The risk involved in not pursuing this course of action is that the necessary support to new and growing businesses will be reduced, which will impact adversely on the affected businesses and the local economy. It will equally have a detrimental effect on the Council's reputation as well as damaging existing successful partnership arrangements.

10. Equality Impact Assessment and Consultation Arrangements

- 10.1. This report does not introduce a new policy, function or strategy and therefore, no impact assessment is required.
- 10.2. Elevator have demonstrated commitment to Fair Work practices within the Contract which is highlighted by them being an accredited Living Wage employer.
- 10.3. Consultation will continue to take place with officers in North Lanarkshire Council and appropriate partners on the implementation of the new service contract.

Michael McGlynn

Executive Director (Community and Enterprise Resources)

3 November 2020

Link(s) to Council Values/Ambitions/Objectives

- ◆ Promote economic growth and tackle disadvantage
- ◆ Support the local economy by providing the right conditions for inclusive growth

Previous References

- ◆ Community and Enterprise Resource Committee, 31 March 2020; Lanarkshire Business Gateway Contract Update and Future Delivery

Contact for Further Information

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Designation	Economic Development Manager
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Appendix 1 – Summary of Tender Evaluation Process

Final Rank	Tenderer Name	Total Tender Score (%)	Recommended for Contract Award
1	Enterprise North East Trust Limited T/A Elevator	86.51%	Yes
2	Lanarkshire Enterprise Services Limited	78.70%	No

Report

14

Report to:	Community and Enterprise Resources Committee
Date of Meeting:	24 November 2020
Report by:	Executive Director (Community and Enterprise Resources)

Subject:	Mission Clyde Funding
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1. Purpose of Report

1.1. The purpose of the report is to: -

- ♦ inform members of outcome of Stage 1 of the bids from the Council and Clyde Gateway for the £10 million Clyde Catalyst Fund which is part of Mission Clyde

2. Recommendation(s)

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

- (1) that the bids from Clyde Gateway URC and South Lanarkshire Council for Mission Clyde funding and those which have been shortlisted be noted

3. Background

3.1 Mission Clyde is a Scottish Government initiative aimed at making the post-industrial area around the River Clyde “an engine of sustainable and inclusive growth” and kick-start its economic recovery. On 27 September 2020 the Government announced the launch of a new £10 million fund to support the Mission and invited bids from public, private and voluntary sector partners for capital projects aimed at job creation, especially green jobs and at enhancing community facilities along the Clyde. Bids were required to be submitted by 9 October 2020 and the timeframe requires commitment by March 2021 and delivery by September 2021. Thus, only “shovel ready” projects were likely to benefit from this funding. In addition, eligibility for funding set by the Scottish Government required projects submitted to be within 500m of the River Clyde.

3.2 South Lanarkshire Council (with Scottish Enterprise and Glasgow City Council) are one of the 3 members of the Clyde Gateway Urban Regeneration (URC) company. Two elected members represent the Council on the board alongside close officer engagement on a range of initiatives. The URC area covers both sides of the River Clyde - Rutherglen and Glasgow and therefore their entire area of operation is eligible for the Mission Clyde funding. Moreover, Clyde Gateway had several regeneration projects which were sufficiently advanced to be able to benefit from the funding and spend within the extremely tight delivery timeframe.

3.3 Discussions were held with Clyde Gateway regarding their submissions to this fund and Council support offered to projects which will add benefit to South Lanarkshire. These are listed as follows: -

- ♦ Cuningar Loop Woodland Park (Phase 2) - a 7.67 hectare (ha) extension of the existing award-winning Woodland Park located on the banks of the Clyde in Rutherglen. This includes an extension to the riverside walkway, further walking

routes and picnic areas, interpretation points, arts walk and river viewpoints. £1.5 million was requested from Mission Clyde.

- ◆ The Bothy and Tur in Cuningar Loop Woodland Park – this is for a building within the Park that will operate as a flexible hub offering business and community space as well as public toilets for park users. It would support a number of existing jobs and provide training opportunities. As with Phase 2 of the Park, the building already has planning permission and match funding in place. £600,000 was requested from Mission Clyde.
- ◆ Dalmarnock Community Energy project - This bid sought £600,000 from Mission Clyde to provide low carbon heating to support up to 77,000sqm of mixed use industrial, commercial, and residential development. At present, the scheme is on the Glasgow side of the boundary but the bid emphasised plans for a further phase to expand the scheme to South Lanarkshire
- ◆ Shawfield Regeneration Route- This road scheme will provide improved access to existing industrial businesses in Shawfield, open up additional land for development and investment and create local construction jobs. Funding for this section of the road covers the Glasgow side of the boundary but this work will open up the possibility for a further phase between Glasgow and South Lanarkshire. £1.2 million was sought from Clyde Mission for this project.
- ◆ Shawfield Chromium remediation – This is aimed at securing control of a 1.48 ha site at Shawfield, South Lanarkshire. Clyde Gateway along with the Council and SEPA has been tackling the remediation of the historic carcinogenic chromium contamination in the wider Shawfield area near Rutherglen for the last 12 years. This latest phase will support the delivery of the Shawfield Regeneration route (see above) and will enable environmental improvements of ground water and water quality in the River Clyde as well as opening up further sites for commercial and industrial development. The URC bid for £2m towards this project.

3.4 In addition to supporting the “shovel-ready” Clyde Gateway projects, the Council submitted 2 of its own Council-led projects for Mission Clyde funding as set out below:

- ◆ Photovoltaic panels in 3 high-profile community buildings – Glenburgh Nursery, Trinity High School and Eastfield Lifestyles. Led by Housing and Technical Resources, the project aimed at reducing energy costs, and carbon emissions, and providing clean energy to the facilities as well as increasing public awareness of energy -saving technologies. The Council bid for £195,000 from Clyde Mission
- ◆ Community Food Growing: This bid is for a Community Food Growing Site at Burnhill in Rutherglen with the aim to bring an unused, contaminated site back into use by dealing with the decontamination and repurposing it as a wildlife habitat and food growing space, developed in partnership with the local community. This bid was for £100,000.

3.5 During the bidding process officers were also informed that the Clyde Cycle Park had submitted a bid for facilities adjacent to the River in Cambuslang. The Cycle Park body is a consortium of local and community cycling bodies including South Lanarkshire Leisure and Culture. This project aims to:-

- ◆ Create a car park, reception, cycle training area, security fencing and cycle storage facilities on land accessed from Bogleshole Road which is owned by Scottish Enterprise.

- ◆ Encourage people to be more active by enabling them to park their cars in Cambuslang and then continue their commute into Glasgow along the Clyde Cycle Path
- ◆ Reduce the dependence on car usage with positive environmental benefits
- ◆ The Council has earmarked £15k of its Vacant and Derelict Land fund money as match funding for the project. Scottish Enterprise have also allocated £15k of funding towards the project and the Consortium bid for £144,600 from Mission Clyde.

3.6 Members will note that the bids detailed above totalled a considerable proportion of the £10 million available in the Clyde Mission fund. Moreover, it is understood that some 75 bids, for projects valued at £62.4 million, were made by other Councils as well as private and voluntary sector organisations along the Clyde. As such this round of funding was hugely over-subscribed and, therefore, it was reasonable to assume that the projects submitted from South Lanarkshire were unlikely to progress to Stage 2. Nonetheless, it was considered important to 'flag up' projects which may be successful in bids for further rounds or from other regeneration funding streams

3.7 Cross referencing and collaborating on bids with Clyde Gateway provided the joined-up thinking and cohesion which was being sought by Clyde Mission. Moreover, the Clyde Mission was intended to complete the funding packages for the projects and add value to a mix of economic, social, and physical regeneration initiatives in this important part of South Lanarkshire within the Clyde Mission and Glasgow City Region areas. The bids were submitted to Scottish Government by the 9 October 2020 deadline

3.8 On 21 October 2020 Clyde Gateway and the Council received confirmation that the following three projects had been chosen to progress to stage 2:-

- ◆ The Cuningar Loop Woodland Park – Phase 2
- ◆ The Shawfield Regeneration Route
- ◆ The Clyde Cycle Park

These projects join a further 27 projects, with a total value of £31.7 million, in Stage 2. The closing date for the shortlisted bids was set at 6th November, with the outcome anticipated by the end of the month. Members will be updated verbally at Community and Enterprise Committee on the outcome of the 3 remaining projects in South Lanarkshire, assuming the results are known by then. Meantime Council officers and Clyde Gateway will continue to promote and seek alternative routes of funding for the projects which were unsuccessful in this bidding round.

Meantime Council officers and Clyde Gateway will continue to promote and seek alternative routes of funding for the projects which were unsuccessful in this bidding round.

4. Employee Implications

4.1. There are no employee implications for the Council arising from this report.

5. Financial Implications

5.1. There are no financial implications arising from this report at this stage.

6. Climate Change, Sustainability and Environmental Implications

- 6.1. The projects identified in this report will be delivered using a range of sustainable techniques and models, having regard to best practice and current construction industry guidance. It is also noted that the projects will result in the redevelopment of vacant land.

7. Other Implications

None

8. Equality Impact Assessment and Consultation Arrangements

- 8.1 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.
- 8.2 Consultations have been co-ordinated by Economic Development Services with a range of other Council Services which have an ongoing role in delivering services and initiatives in the Clyde Mission Area. This consultation and co-operation will continue throughout the duration of the initiative.

Michael McGlynn

Executive Director (Community and Enterprise Resources)

2 November 2020

Link(s) to Council Values/Ambitions/Objectives

- ◆ Support the local economy by providing the right conditions for growth, improving skills and employability
- ◆ Improve health and increase physical activity
- ◆ Partnership working, community leadership and engagement

Previous References

◆

List of Background Papers

- ◆ None

Contact for Further Information

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

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Report

15

Report to: **Community and Enterprise Resources Committee**
 Date of Meeting: **24 November 2020**
 Report by: **Executive Director (Community and Enterprise Resources)**

Subject: **Update of the Community and Enterprise Resources Risk Register and Risk Control Plan**

1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ present an update on the Risk Register and Risk Control actions for Community and Enterprise Resources

2. Recommendation(s)

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

- (1) that the current position with regards to the Resource Risk Register is noted; and
- (2) that it be noted that any outstanding Risk Control Actions identified during the year will be progressed by relevant officers

3. Background

- 3.1. The Council's Risk Management Strategy, which was reviewed in April 2020, promotes consideration of risk in service delivery, planning and decision making processes. The strategy requires Resources to record and review risks and control actions regularly. Community and Enterprise Resources follow the guidance in developing, monitoring and updating the risk register on an ongoing basis.
- 3.2. The purpose of the register is to ensure that the Resource is fully aware of its top risks; that these risks are prioritised; and that controls are in place to eliminate or minimise the impact of the risks.
- 3.3. The Resource scores the risks in accordance with the Council scoring mechanism, based on likelihood and impact. This results in risks being scored between one and twenty five (low – very high).
- 3.4. Risks are scored on their inherent score (risk if we do nothing) and their residual risk (risk after applying controls).
- 3.5. The last update of the Community and Enterprise Resources Risk Register was reported to the Community and Enterprise Resources Committee on 12 November 2019.
- 3.6. The Resource's top risk register and risk control plan has been reviewed. This work was completed in June 2020.

- 3.7. The Central Risk Management team annually review Resource compliance with the Risk Management Strategy. The outcome of the 2019/20 review identified that Community and Enterprise Resources achieved 100 per cent compliance, scoring 42 out of a possible 42.

4. Resource Risk Management

- 4.1. Each Resource has a Resource Risk Management Group which has responsibility for the promotion and management of risk.
- 4.2. The Community and Enterprise Resources Risk Management Group continues to meet as required.
- 4.3. The work of the group over the last year has focused on the review and update of the Resource Risk Register, and ensuring that the register reflected the Council Plan and individual Service Plans.

5. Risk Register

- 5.1. Work has been completed by the Resource Risk Group to finalise the review of the Resource Risk Register. The update gave consideration to risks at a Service level, as well as strategic Council risks.
- 5.2. The Resource Risk Register will be monitored on an ongoing basis to allow new risks to be added and for the control measures and scores of the existing risks to be reviewed in light of new information.
- 5.3. Risks can result from internal or external influences, with examples being the impact of projected funding cuts or legislative changes or the impact of internal service changes.
- 5.4. The development process for the Resource Plan requires a risk assessment process to be undertaken as appropriate resulting in some actions within the Resource Plan having a corresponding risk identified within the risk register.
- 5.5. The main changes to the register are summarised below:-
- ◆ A new COVID19 pandemic risk was added.
 - ◆ A new Public Protection risk has been added which includes a PREVENT risk and encompasses three Environmental Services risks previously included as individual risks
 - ◆ All risks have been rescored in line with the revised 5x5 risk scoring matrix. The scoring matrix was changed from a 3x3 matrix, following a review of the Council's Risk Management Strategy at the start of the year. The revised 5x5 scoring matrix and definitions for likelihood and impact is shown at Appendix One.
- 5.6. Risks scored 15 to 25 are considered to be very high risks and risks scored eight to 12 are considered to be high risks. Very high and high risks are monitored closely. The top risks identified for the Resource, that is those that are residually scored as being very high and high, are attached at Appendix Two.
- 5.7. A clear link has now been made to the Council's top risks. Top risk rankings and Resource specific risk implications are noted within the appendix.
- 5.8. Risks evaluated residually as being medium or low risk will be monitored to ensure that they continue to be adequately managed.

- 5.9. The Committee is asked to note the current position with regards to the Resource Risk Register.

6. Insurance Hotspots

- 6.1. As part of the work that is currently being undertaken in connection with the ongoing Insurance Fund Review, the council's insurers were approached and asked to carry out an analysis of our claims experience for the last five years for Public Liability, Employers' Liability, motor and property claims, with a view to identifying areas where a number of similar types of claim or high value claims were originating, through claims leakage reports.
- 6.2. The first stage of the analysis has been completed, and insurers have now been asked to provide their opinion on mitigating measures that can be implemented by the council to prevent future reoccurrence of the identified insurance hotspot areas. The outcome of this hotspots review will be reported as part of the Insurance Fund Review recommendations.

7. Scope and appetite for risk

- 7.1. The Council aims to be risk embracing, that is it will accept a tolerable level of risk in seeking service efficiencies and in agreeing control measures.
- 7.2. The level of risk facing the Council is measured both before (inherent risk) and after (residual risk) consideration of controls. The Council should never carry a very high residual risk exposure as this would indicate instability but a low residual risk exposure should also be avoided as this indicates lack of innovation.
- 7.3. The Council's universal risk tolerance levels were recently updated as part of the review of the risk management strategy this year, with the ideal risk profile defined as:
- ◆ No more than 10 per cent of residual risks at a very high level
 - ◆ No more than 15 per cent of risks at a high level
 - ◆ Around 50 to 60 per cent of residual risks at a medium level
 - ◆ No more than 30 per cent of residual risks at a low level
- 7.4. Table One below shows the top risks heat map, i.e. it details the number of risks for each category. Table Two below notes the overall risk profile for the top risks.

Table One – Top Risks Heat Map

Likelihood	5 Almost Certain	0	0	1	0	0
	4 Likely	0	0	0	2	0
	3 Possible	0	3	7	5	0
	2 Unlikely	0	5	14	3	0
	1 Rare	0	2	6	5	0
		1 Negligible	2 Minor	3 Moderate	4 Major	5 Catastrophic
		Impact				

Table Two –Top Risks Risk Profile

Risk Category	Risk Rating	Number of risks	Percentage of risks
1	Very high	3	5%
2	High	15	29%
3	Medium	27	51%
4	Low	8	15%

- 7.5. Despite the fact that the profile noted in Table Two is out with the ideal universal risk exposure defined by the Risk Management Strategy, this risk exposure is reasonable as these are the highest level risks currently being faced by the Resource, and a number of the top risks scores have increased significantly this year as a result of the effects of Covid-19.
- 7.6. Community and Enterprise Resources has ensured that all inherent risks scored at a very high and high level have cost effective control measures in place. Where further control measures are required, these are included within the Resource risk control plan.
- 7.7. A direct comparison of risk scores for this year compared to last year is not possible, given the change in the scoring matrix, along with the addition of a new very high risk rating.

8. Risk Control Actions

- 8.1. One hundred per cent of risk control actions due for delivery between April and September 2020 have been completed on time (1/1).
- 8.2. Two actions due for completion during 2019/20 have been completed. One hundred per cent (2/2) of these risk control actions were completed on time against an overall Resource target of 90 per cent.
- 8.3. Details of the completion of risk control actions during 2019/20 and 2020/21 to date are contained in Table Three below.

Table Three – Completion of top risk control actions

	2019/20	2020/21 (as at 30 October 2020)
Total number of actions due	2	7
Completed on time	2	1
Completed late	0	0
Due to be completed at a later date	0	6

- 8.4. Progress with completion of Resource Risk Control Actions is monitored on a monthly basis by the Central Risk Management team. This is also reviewed by the Resource Risk Group.
- 8.5. There are currently six risk control actions due for completion during the remainder of 2020/2021. The Committee is asked to note that the outstanding actions to mitigate risks within the Risk Control Plan will be progressed by the relevant officers.

9. Major projects, partnerships or change

- 9.1. Within Community and Enterprise Resources 29 partnerships have been identified. Six of these are considered to be high risk, these are the Sustainable Economic Growth Board, Clyde Gateway, West of Scotland Loan Fund, SPT, City Deal and Lanarkshire Green Health Partnership. The remaining 23 partnerships have been assessed as being low risk.
- 9.2. Appropriate risk management arrangements are in place for the high level partnerships.

10. Next steps

- 10.1. The Resource Risk Management Group will continue to meet as required. The risk register will be reviewed on an ongoing basis by the group to ensure that risks remain valid for the appropriate Service areas and to identify new areas of risk that affect the Resource. An update report will be provided to Committee on an annual basis.

11. Employee Implications

- 11.1. Time will be required by the Resource Risk Management Group in the management of the Resource Risk Register and Risk Control Plan.

12. Financial Implications

- 12.1. During the year, if any new initiatives are identified which would help mitigate any particular risk faced by the Resource, some financial assistance may be available from the Risk Management Fund. This is managed through a bid being submitted and assessed against set criteria.
- 12.2. During the current financial year, the Resource submitted bids for the following initiatives and these are with Risk Management for consideration to improve security arrangements at:-
- ◆ Langlands Grounds Depot, East Kilbride
 - ◆ Castlehill Waste Site, Carluke

13. Climate Change, Sustainability and Environmental Implications

- 13.1. There are no implications for climate change, sustainability or the environment in terms of the information contained in this report.

14. Other Implications

- 14.1. Failure to demonstrate that risk is actively considered and managed cannot only lead to avoidable financial loss but could also affect delivery of services and could affect the Resources' reputation.

15. Equality Impact Assessment and Consultation Arrangements

- 15.1. This report does not introduce a new policy, function or strategy or recommend a change to existing policy, function or strategy and therefore, no impact assessment is required.
- 15.2. Consultation on the content of this report has been undertaken with members of the Community and Enterprise Resources Risk Management Group.

Michael McGlynn

Executive Director (Community and Enterprise Resources)

3 November 2020

Link(s) to Council Values/Ambitions/Objectives

- ◆ Accountable, effective and efficient

Previous References

- ◆ Community and Enterprise Resources Committee – 12 November 2019 - Annual update on Resource Risk Register and Risk Control Action Plan

List of Background Papers

- Figtree extracts (risk register and risk control action plan)

Contact for Further Information

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

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Appendix One – 2020 Risk scoring matrix and likelihood and impact definitions

Likelihood

Score	1	2	3	4	5
Description	Rare	Unlikely	Possible	Likely	Almost certain
Likelihood of occurrence	1 in 10 years	1 in 3 years	1 in 2 years	Annually	Monthly
Probability of occurrence	The event may occur in certain circumstances	The event could occur	The event may occur	The event will probably occur	The event is expected to occur or occurs regularly

Impact

	Reputation	Financial	Service delivery/ Time to recover	Compliance	Safety
1 Negligible	Public concern restricted to local complaints	<£50,000 per annum	No impact to service quality; limited disruption to operations.	No external interest	Minor injury – no lost time
2 Minor	Minor adverse local/public/media attention and complaints	£50,000-£250,000 per annum	Minor impact to service quality; minor service standards are not met; short term	Very minor attention from legislative/regulatory body	Minor injury – resulting in lost time
3 Moderate	Adverse national media Public attention	£250,000 to £500,000 per annum	Significant fall in service quality; major partnership relationships strained; serious disruption in service standards	Short-term attention from legislative/regulatory body	Major injury or ill health resulting in lost time
4 Major	Serious negative national or regional criticism	£500,000 to £1million per annum	Major impact to service delivery; multiple service standards are not met; long term disruption to operations; multiple partnerships affected	Medium-term attention from legislative/regulatory body	Fatality; Or injuries to several people
5 Catastrophic	Prolonged international, regional and national condemnation	>£1million per annum	Catastrophic fail in service quality and key service standards are not met; long term catastrophic interruption to operations; several major partnerships are affected	National impact with rapid intervention of legislative/regulatory body	Multiple fatalities; Or injuries to large number of people

The assessments for impact and likelihood combine to provide an overall inherent risk score on the scale of between 1 and 25, using the Council's recognised risk matrix.

Risk matrix

Likelihood	5 Almost Certain	5	10	15	20	25
	4 Likely	4	8	12	16	20
	3 Possible	3	6	9	12	15
	2 Unlikely	2	4	6	8	10
	1 Rare	1	2	3	4	5
		1 Negligible	2 Minor	3 Moderate	4 Major	5 Catastrophic
		Impact				

The risk score is calculated as follows:

Likelihood score x Impact score = Risk Score

Appendix Two
Community and Enterprise Resources Risk Register (as at June 2020)
Extract of risks with residual score category of Very High and High

Risk Category	Key risk	Inherent Risk Score	Sample of Controls	Residual Risk Score
1 Very High (15-25)	<p>The Council is significantly affected by the impact of the UK leaving the European Union (Brexit)</p> <ul style="list-style-type: none"> Limited procurement options and contract restrictions Loss of EU funding Implications of changes to free movement of trade and people Demand on business support services could be affected <p>Council Top Risk</p>	16	<ul style="list-style-type: none"> Council's Financial Strategy addresses potential changes in funding HM Treasury has provided assurances around the current EU funded programme for all projects with a signed agreement in place prior to the UK leaving the EU Resource contingency plans in place in the event of a no-deal will be reviewed against any refreshed Planning Assumptions/ Reasonable Worst Case scenarios presented by UK and Scottish Governments Economic Development provides support to businesses within the South Lanarkshire area and gathers information and intelligence through partners and business networks 	16
	<p>Failure to meet sustainable development and climate change objectives</p> <ul style="list-style-type: none"> Failure to mitigate carbon emissions and fully embed sustainable development into the culture of the Council <p>Council Top Risk</p>	20	<ul style="list-style-type: none"> Sustainable development principles and climate change duties incorporated in new/revised policies, plans, strategies and projects where appropriate. Compliance with public sector climate change duties evaluated Annual statutory climate change duties report published Participation in Climate Ready Clyde Partnership 	15

			<ul style="list-style-type: none"> • Development and implementation of single use plastic action plan 	
	Reduction in Council funding/income, as well as increased service demands, results in difficulties achieving savings and maintaining front line services. Council Top Risk	16	<ul style="list-style-type: none"> • Regular monitoring of Planning and Building Standards services income -v- budget projections. Ongoing review of resources and control of general spending. • Reports prepared to Council timetable & reported to Finance, CER Committee to provide assurances that income and expenditure is within budget and regular updates provided to Director of Finance • Implications of changes to service provision managed through consultation, impact assessments & TU negotiation. • Promotion of new/updated policies via Website, Press and Social media 	15
2 High (8-12)	Failure to fulfil emergency response commitments Council Top Risk	25	<ul style="list-style-type: none"> • Joint emergency planning with emergency services and MOD • Dedicated Resilience lead officer • Scope of contingency planning restated to cover emergency planning and business continuity • Revised contingency planning and business continuity methodology • Formation of Resource contingency planning liaison groups • Contingency planning training matrix 	12
	COVID 19: Failure to ensure contingency plans are in place to support continued service delivery. Council Top Risk	25	<ul style="list-style-type: none"> • Adapted funding to support community and third sector groups , eg government support provided via additional funding to support vulnerable groups, hardship funds etc. 	12

			<ul style="list-style-type: none"> • Planning and Building Standards requested alternative electronic evidence for applications to remove need for physical visits (photographs etc) • Fleet reallocation prioritised in line with the re-introduction of services, (eg from school transport to waste service) • Civic amenity sites remain open to provide alternative to bulk / garden uplift service • COVID Business Continuity Plan developed for Roads service to facilitate the continued delivery of safety critical Priority 1 Services - Winter maintenance service, Repair of critical safety defects, Flooding incidents so far as they present a risk to life. • Maximising operational burial and cremation capacity and Ground Services staff tasks and rotas adjusted to minimise sharing of machinery, tools and equipment to minimise threat of cross contamination • Monitoring of Facilities Services' supplies and stocks to ensure sufficient levels of cleaning materials to deal with any emergencies • Environmental Services monitoring and enforcement of new areas of legislation, eg social distancing in business premises , consumer and trading standards legislation 	
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	Failure to work effectively with the private sector	16	<ul style="list-style-type: none"> • Promotion of town centre development opportunities • Partnership approach across locations and sectors • Delivery of masterplan exercise in EK 	12
	Failure to support the rural economy	16	<ul style="list-style-type: none"> • Implementation of EU LEADER programme • Community Benefits Funds generated by windfarms promoted and disbursed 	12
	Failure to support local business	16	<ul style="list-style-type: none"> • Dedicated team employed and being increased • Increased grant support • Increased sectoral focus 	12
	Failure of unrestricted substandard bridges /bridges showing deterioration <ul style="list-style-type: none"> • Injury to people, damage to assets and network interruption/disruption 	16	<ul style="list-style-type: none"> • Implement and maintain enhanced structural monitoring • Maintain list of qualifying structures • Implement appropriate reactive mitigation measures when need for repair identified • Option to close if absolutely necessary 	9
	Failure to improve roads and related infrastructure	16	<ul style="list-style-type: none"> • Roads investment programme. • Major programme of carriageway upgrading to improve the road condition being undertaken - progress monitored closely through iMPROVE. • Regular monitoring by managers of progress and budgets. • Improvements to road related infrastructure using RIP and external funding. • Discussions ongoing regarding future investment 	9

	<p>Adverse weather</p> <ul style="list-style-type: none"> • Disruption to the transport network • Funding arrangements not sufficient to respond to adverse weather events • Failure to deliver prioritised flood protection schemes • Failure to comply with legislation • Increase in volume/value of insurance claims (including property claims) resulting in financial loss • Long term erosion impacts on roads related infrastructure • Adverse affect to health within communities affected by flooding <p>Council Top Risk</p>	16	<ul style="list-style-type: none"> • Duty Manager, standby rota and weather forecasting systems in place • Effective management of existing budget resources through regular reporting and dialogue with Exec Dir Finance and Corporate • Dedicated Flood Risk Management team • Council wide Emergency Planning arrangements • Investment in flooding infrastructure • Flood cameras/telemetry in high risk areas • Remote monitoring of high risk flood sites using telemetry solutions • Winter weather procedures, Winter Service Policy and Ops manual • Pothole inspection and pro-active rectification programme using sub contractors during extended severe weather 	9
	<p>IT development and functionality does not meet service requirements</p> <p>Council Top Risk</p>	16	<ul style="list-style-type: none"> • Service IT requirements restricted to reflect available resources • IT service plan closely monitored & progress reports issued to the IT Strategy Group/ICT Board on a regular basis. 	9
	<p>Public Protection: Failure to provide an effective Environmental Health Service and Consumer and Trading standards Service and prevent people supporting terrorism or extremism (Counter terrorism and Security)</p> <p>Council Top Risk</p>	16	<ul style="list-style-type: none"> • A Nominated Prevent Single Point of Contact (SPOC) and Depute. Internal (Council CONTEST / SOC Group) and External (West of Scotland Prevent SPOC Group / Lanarkshire Multi-Agency Strategic CONTEST / SOC Group) stakeholder groups . Contemporary guidance for PREVENT provided to staff 	9

			<ul style="list-style-type: none"> • Responsive public health service and inspection programme in place including food hygiene, health and safety enforcement and advisory service, contaminated land and air quality, private sector housing stock, COVID19 requirements, etc. • Ongoing review of contaminated land strategy and maintenance of register of contaminated land • Agreed programme of business compliance visits and follow up visits carried out throughout the year including compliance with any new legislation arising from the COVID pandemic and targets for inspections set & closely monitored • Partnership working with police Scotland and NHS • Raising awareness of current scams and frauds being perpetrated in the local community, especially during the recent period of lockdown • Targets for Health and Safety welfare inspections set and monitored. 	
	Failure to secure external funding and effectively manage funds / maximise investment	16	<ul style="list-style-type: none"> • CMT approval process for external funding • Manage expectations of Councils income at outset • Funding & compliance section investigate all methods of external funding 	9

	<p>Impact of Waste Management market changes</p> <ul style="list-style-type: none"> Changes to global economic policy changes resulting in market collapse and inability to dispose of recycled products 	12	<ul style="list-style-type: none"> Market changes monitored through waste industry network groups and via meetings with contractors Contracts include contingency arrangements including back up provision for alternative suppliers Operational monitoring process in place Waste Awareness Team – ongoing initiatives to promote and improve levels of domestic recycling 	9
	<p>Death or injury to employees, service users or members of the public affected by Council Operations</p> <p>Council Top Risk</p>	20	<ul style="list-style-type: none"> Occupational Health and Safety Management System embedded throughout Resource Risk Assessments and Safe Systems of Work developed and implemented Resource, Service and Trade Union communication and consultation arrangements in place H&S Training matrices (Specific training requirements for employees at different levels within the Council) Programme of H&S Audits and Inspections undertaken EL Claims lessons learned reports 	8
	<p>Failure to work with key partners to achieve the outcomes of the Community Plan</p> <ul style="list-style-type: none"> Failure to effectively manage the processes and practices to reduce the impact of welfare reform relative to the Scottish Index of Multiple Deprivation domains <p>Council Top Risk</p>	16	<ul style="list-style-type: none"> Local Outcome Improvement Plan Council and key partners to implement inclusive partnership economic strategy Economic Growth Board Regular progress reporting to SMT/CMT/Committee 	8

	<p>Increased costs in providing winter maintenance services</p> <ul style="list-style-type: none"> • Failure to provide essential services during periods of extreme winter weather 	12	<ul style="list-style-type: none"> • Effective management of existing budget resources through regular reporting and dialogue with Exec Dir Finance and Corporate. • Salt stocks and storage capacity • Winter weather procedures, winter service policy and ops manual • Daily winter task force meetings held during periods of extreme weather to ensure service delivered in most efficient and effective way. 	8
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Report

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Report to:	Community and Enterprise Resources Committee
Date of Meeting:	24 November 2020
Report by:	Executive Director (Community and Enterprise Resources)

Subject:	Community and Enterprise Resources - Notification of Contracts Awarded 1 April to 30 September 2020
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ provide notification in line with Standing Orders on Contracts to Committee of all contracts awarded by Community and Enterprise Resources during the period 1 April to 30 September 2020.

2. Recommendation(s)

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

- (1) that details of the contracts awarded be noted.

3. Background

3.1. It is a requirement of Clauses 21.8 and 22.5 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. Contract Awards

4.1. A list of contracts awarded during the period 1 April to 30 September 2020 on the basis of lowest offer and/or most economically advantageous offer submitted, is provided at Appendix 1.

5. Employee Implications

5.1. Contracts management including performance appraisal will be undertaken by both the main user Services and Procurement.

6. Financial Implications

6.1. There are no financial implications associated with this report which is for information purposes only. Appropriate budgetary provision is available for each of the contracts awarded.

7. Climate Change, Sustainability and Environmental Implications

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

8. Other Implications

- 8.1. There is a risk that failure to report awards may lead to contracts being awarded that do not represent best value, breach statutory procurement obligations and Standing Orders or do not follow internal processes which mitigate the risk.

9. Equality Impact Assessment and Consultation Arrangements

- 9.1. This report does not introduce a new policy, function or strategy nor recommend a change to an existing policy, function or strategy and therefore, no impact assessment is required.
- 9.2. There is also no requirement to undertake any consultation in terms of the information contained in this report.

Michael McGlynn

Executive Director (Community and Enterprise Resources)

23 October 2020

Link(s) to Council Values/Ambitions/Objectives

- ◆ Accountable, Effective, Efficient and Transparent

Previous References

- ◆ Community and Enterprise Resources Committee 16 June 2020

List of Background Papers

- ◆ Standing Orders on Contracts

Contact for Further Information

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

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Community and Enterprise Resources
Contracts Awarded over £50,000 in value

Period: 1 April to 30 September 2020

Contract	Awarded Contractors	Contract Value	Award Date	Period of Contract (denotes extension period)
Town Centre App Development – Mini Competition from Scottish Gov Framework)	Stand Ltd	£142,000	01/04/20	30/04/20 – 30/09/23 (2025)
Supply and Delivery of Grounds Maintenance Equipment - Mini Competition from the SXL Framework – Lot 9 Tractors	Hamilton Brothers Engineering Ltd., Bishopton	£90,500	14/04/20	14/04/20 – 15/07/20
Supply and Delivery of Grounds Maintenance Equipment –Direct Award from the SXL Framework - Lot 9 Tractors	Bryson Tractors Ltd, Lanark	£56,600	14/04/20	14/04/20 – 25/07/20
Planer and Paver Hire and Works – Direct Award from SXL Vehicle & Plant Hire Framework	John McGeady Ltd	£3,780,000	21/04/20	01/05/20 – 30/04/22 (2024)
Repair and Maintenance of Catering Machines	Fast Fixx Catering Engineers Ltd	£400,000	28/04/20	01/05/20 – 30/04/22 (2024)
Abington Play Area - Mini Competition from SLC Playpark Framework	Covanburn Contracts Ltd	£139,588.65	15/05/20	15/05/20 – 31/08/20
Abington Tennis Court - Mini Competition from SLC Playpark Framework	Caley Construction Ltd	£51,229.19	15/05/20	15/05/20 – 31/08/20

Contract	Awarded Contractors	Contract Value	Award Date	Period of Contract (denotes extension period)
Supply of Groceries and Provisions - Direct Award from Scotland Excel Framework 1219	Brakes, Kent	£7,200,000.00	28/05/20	01/05/20 – 30/04/24
Cashless Parking	PARKNOW Ltd	Nil – Self Funding	08/07/20	01/04/20 – 31/03/22 (2023)
Haughhead Bridge and Redlees Bridge - essential maintenance package– Mini Competition from SLC Structures Framework	W I & A Gilbert Ltd	£98,301.58	08/07/20	10/08/20 -30/09/20
EK North Footway Surfacing (Milton Road, Stuart Street & Old Coach Road) – Direct Award from SLC Structures Framework	J H Civil Engineering Ltd	£66,724.43	16/07/20	03/08/20 – 11/09/20
Wooddean Play Area - Landscape Development, Play, Recreation and Associated Infrastructure Framework (NEC3 ECSC for)	Covanburn Contracts Ltd	£222,040.08	16/07/20	16/07/20 - 31/10/20
Carstairs Village Green Play Area - Landscape Development, Play, Recreation and Associated Infrastructure Framework (NEC3 ECSC for)	Covanburn Contracts Ltd	£95,806.48	17/07/20	17/07/20 - 31/10/20
Installation of traffic signal equipment and civils associated with the upgrade at Glasgow Rd / Bertram St	SIEMENS PLC	£133,659.42	13/08/20	17/08/20 – 16/10/20
Repair, Maintenance and Programming of Vehicle Activated Signs (VAS) Signs	Coeval Ltd	£60,000.00	14/08/20	14/08/20 – 31/03/23
Repair, Maintenance and Programming of Vehicle Activated Signs (VAS) Signs	Swarco Ltd	£60,000.00	14/08/20	14/08/20 – 31/03/23

Contract	Awarded Contractors	Contract Value	Award Date	Period of Contract (denotes extension period)
Repair, Maintenance and Programming of Vehicle Activated Signs (VAS) Signs	TWM Traffic	£60,000	14/08/20	14/08/20 – 31/03/23
Milton Works, Carluke - Landscape Development, Play, Recreation and Associated Infrastructure Framework (NEC3 ECSC for Former Landfill Site)	Caley Construction Ltd	£207,344.38	25/08/20	25/08/20-31/10/20
Springhall Community Garden - Landscape Development, Play, Recreation and Associated Infrastructure Framework (NEC3 ECSC)	Caley Construction Ltd	£80,358.62	01/09/20	01/09/20-31/10/20
Supply and Delivery of Christmas Trees to various locations (Nov 2020)	Elveden Farms Ltd	£56,290	04/09/20	2/11/20-01/12/20
Abington School Conversion	Maxi Construction Limited, Livingston	£1,437,437	25/09/20	1/10/20 - 30/04/20
Extensions Progressed and Awarded: 1 April 2019 – 30 September 2019				
Supply and Delivery of Cold Permanent Pothole Repair – Viafix (24 month extension)	Viatec UK Ltd., Bath	£65,000 (value of extension)	09/04/20	01/05/18 – 30/05/22
Microsurfacing Contract 2017 (12 Month Extension)	Colas Ltd., Crawley	£575,000 (value of extension)	28/05/20	12/06/17 – 11/06/21
Retread Contract 2017 (12 Month Extension)	Roadteam Ltd., Co. Donegal	£400,000 (value of extension)	28/05/20	12/06/17 – 11/06/21

Contract	Awarded Contractors	Contract Value	Award Date	Period of Contract (denotes extension period)
Provision of Events Management Services (24 month extension)	Zap Entertainment Ltd	£100,000 (value of extension)	02/06/20	01/08/17- 31/07/22
NEC3 Framework for Provision of Professional Services within a Multi-Disciplinary Consultancy Framework Agreement (Non-Contractual 13 month extension)	Various Suppliers x 40	£1,200,000 (value of extension)	12/06/20	01/05/16 - 30/06/21