

HOUSING AND TECHNICAL RESOURCES COMMITTEE

Minutes of meeting held via Microsoft Teams on 8 December 2021

Chair:

Councillor Josh Wilson

Councillors Present:

Councillor Robert Brown, Councillor Archie Buchanan, Councillor Janine Calikes (Depute), Councillor Andy Carmichael, Councillor Maureen Chalmers, Councillor Gerry Convery, Councillor Margaret Cooper, Councillor Poppy Corbett, Councillor Maureen Devlin, Councillor Allan Falconer, Councillor Grant Ferguson, Councillor Alistair Fulton, Councillor Geri Gray, Councillor George Greenshields, Councillor Eric Holford, Councillor Mark Horsham, Councillor Martin Lennon, Councillor Eileen Logan, Councillor Colin McGavigan, Councillor Mo Razzaq, Councillor David Shearer, Councillor Jared Wark

Councillors' Apologies:

Councillor Mary Donnelly, Councillor Richard Nelson, Councillor John Ross (ex officio)

Attending:

Finance and Corporate Resources

H Calley, Administration Officer; L Carstairs, Public Relations Officer; H Goodwin, Finance Manager (Resources); P MacRae, Administration Adviser; A Norris, Administration Assistant; L O'Hagan, Finance Manager (Strategy); M M Wilson, Legal Services Manager

Housing and Technical Resources

D Lowe, Executive Director; A Finnan, Head of Housing Services; J Forbes, Property Manager (Assets and Estates Services); F McCafferty, Head of Property Services; C Mitchell, Strategy and Support Manager

1 Declaration of Interests

No interests were declared.

2 Minutes of Previous Meeting

The minutes of the meeting of the Housing and Technical Resources Committee held on 29 September 2021 were submitted for approval as a correct record.

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

3 Revenue Budget Monitoring 2021/2022 - Housing and Technical Resources (Excl Housing Revenue Account (HRA))

A joint report dated 1 November 2021 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources) was submitted advising of the actual expenditure measured against the revenue budget for the period 1 April 2021 to 8 October 2021 for Housing and Technical Resources (excl HRA).

An overspend position of £0.252 million was reported at 8 October 2021 which was mainly due to additional expenditure in relation to the COVID-19 response, including temporary accommodation costs for homeless people.

The COVID-19 lockdown also had an impact on Property Services which provided the property investment, repairs and maintenance service to the HRA and other Resources' Capital and Revenue budgets. The Service continued to incur non-variable costs which required to be offset by income recovery, therefore, a recharge of £4.797 million had been estimated to date to be recharged to those budgets to cover fixed costs.

Virements were proposed to realign budgets and those movements were detailed in appendices B and C of the report.

The Committee decided:

- (1) that the overspend of £0.252 million as at 8 October 2021 on the Housing and Technical Resources' Revenue Budget (excl HRA), as detailed in Appendix A of the report, be noted; and
- (2) that the proposed budget virements be approved.

[Reference: Minutes of 29 September 2021 (Paragraph 3) and Minutes of the Executive Committee of 1 December 2021 (Paragraph 3)]

4 Revenue Budget Monitoring 2021/2022 - Housing and Technical Resources - Housing Revenue Account (HRA)

A joint report dated 1 November 2021 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources) was submitted advising of the actual expenditure measured against the revenue budget for the period 1 April 2021 to 8 October 2021 for Housing and Technical Resources (HRA) and providing a forecast for the year to 31 March 2022.

As at 8 October 2021, there was a breakeven position against budget and the forecast for the budget to 31 March 2022 was also a breakeven position. The COVID-19 lockdown had an impact on the Property Services' section which provided the property repairs and maintenance service to the HRA. The section continued to incur non-variable costs which required to be offset by income recovery, therefore, a recharge would be required at year-end to HRA revenue budget to cover a share of those fixed costs.

The Committee decided: that the breakeven position on Housing and Technical Resources' (HRA) revenue budget, as detailed in Appendix A of the report, and the forecast to 31 March 2022 of a breakeven position, be noted.

[Reference: Minutes of 29 September 2021 (Paragraph 4) and Minutes of the Executive Committee of 1 December 2021 (Paragraph 3)]

5 Capital Budget Monitoring 2021/2022 - Housing and Technical Resources (excl Housing Revenue Account (HRA))

A joint report dated 17 November 2021 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources) was submitted advising of progress on the capital programme for Housing and Technical Resources (excl HRA) for the period 1 April 2021 to 8 October 2021.

At its meeting on 29 September 2021, the Committee noted that the Housing and Technical Resources' capital budget for the financial year 2021/2022 was £8.546 million which included carry forward. On 3 November 2021, the Executive Committee agreed changes to the Programme totalling a net decrease of £0.400 million, as detailed in Appendix A of the report. The total capital programme budget for 2021/2022, therefore, amounted to £8.146 million.

Anticipated spend for the period was £1.188 million and spend to 8 October 2021 amounted to £0.919 million. This represented a position of £0.269 million behind profile and reflected the expected timing of spend on projects within the multi-year Prioritised Urgent Investment Programme of works.

The Committee decided: that the Housing and Technical Resources' (excl HRA) capital programme of £8.146 million and expenditure to 8 October 2021 of £0.919 million be noted.

[Reference: Minutes of 29 September 2021 (Paragraph 5) and Minutes of the Executive Committee of 3 November 2021 (Paragraph 4)]

Councillor Carmichael joined the meeting during consideration of this item of business

6 Capital Budget Monitoring 2021/2022 - Housing and Technical Resources - Housing Revenue Account (HRA)

A joint report dated 1 November 2021 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources) was submitted advising of progress on the capital programme for Housing and Technical Resources (HRA) for the period 1 April 2021 to 8 October 2021.

The revised budget for the Housing Capital Programme for 2021/2022 was £79.640 million and was detailed, together with the funding sources, at Appendix A to the report.

The actual spend to 8 October 2021 was £37.431 million. In addition to the planned works, there would be higher costs incurred reflecting the overheads from Property Services which required to be recovered. For HRA capital, this was estimated at £4.164 million to the current period and had been included in the actual spend of £37.431 million.

Officers responded to a member's questions in relation to measures to mitigate against increasing energy and construction costs.

The Committee decided: that the revised Housing and Technical Resources' (HRA) capital programme of £79.640 million and expenditure of £37.431 million be noted.

[Reference: Minutes of 29 September 2021 (Paragraph 5) and Minutes of the Executive Committee of 1 December 2021 (Paragraph 4)]

7 Housing and Technical Resources – Workforce Monitoring – August and September 2021

A joint report dated 7 November 2021 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources) was submitted on the following employee information for Housing and Technical Resources for August and September 2021:-

- ◆ attendance statistics
- ◆ occupational health statistics
- ◆ accident/incident statistics
- ◆ discipline, grievance and Dignity at Work cases
- ◆ analysis of leavers and exit interviews
- ◆ staffing watch as at 11 September 2021

The Committee decided: that the report be noted.

[Reference: Minutes of 29 September 2021 (Paragraph 7)]

8 Housing Allocation Policy – Local Letting Plans 2022/2023

A report dated 4 November 2021 by the Executive Director (Housing and Technical Resources) was submitted advising on progress against the 2021/2022 letting targets and requesting approval for:-

- ◆ the 2022/2023 letting targets
- ◆ the Local Letting Initiatives and the South Lanarkshire Letting Initiative in respect of welfare reform
- ◆ an amendment to be made to the Housing Allocation Policy in respect of the assessment of medical circumstances

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

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

LLPs and associated targets were subject to this Committee's approval and this was the second annual report since the revised Housing Allocation Policy had been introduced. Since the pandemic, the Resource had adapted to ensure that the wide range of housing services customers previously received would continue to be delivered.

During the pandemic, demand for social rented housing had been high and the number of properties available for let was expected to return to normal levels. Therefore, along with the progress made to deliver the Council's new build housing programme, this would ensure customers in most housing need were allocated a home.

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

The Housing Allocation Policy allowed for the establishment of Local Letting Initiatives (LLIs) in areas where there were particular needs, issues or circumstances which required to be addressed. It was proposed that the 5 LLIs set out in Appendix 3 be retained during 2022/2023 and the Council-wide initiative set out in Appendix 4 be continued.

It was proposed that, during 2022/2023, a full evaluation of the impact of the Council-wide initiative would be undertaken to identify whether it should be revised or removed with findings and recommendations reported within a future report to this Committee.

The recent review of the Policy had resulted in a minor amendment related to the assessment of the medical need aspect of a housing application, which was currently carried out by an independent medical adviser contracted by the Council. Whilst this service model had worked well, so that other options could be considered and introduced, it was proposed that the Policy be amended to remove reference to who was involved in the medical assessment process.

There followed a discussion on various aspects of the report during which officers responded to members' questions and confirmed that, while the current medical assessment service worked well, the current provider was withdrawing provision and, as a result, other options needed to be considered and which would, in turn, be further discussed with members.

The Committee decided:

- (1) that progress against the 2021/2022 letting targets be noted;
- (2) that the 2022/2023 mainstream letting targets, attached as Appendix 1, be approved;
- (3) that the 2022/2023 sheltered letting targets, attached as Appendix 2, be approved;
- (4) that the Local Letting Initiatives, attached as Appendix 3, be approved;
- (5) that the South Lanarkshire Letting Initiative, attached as Appendix 4, be approved; and
- (6) that the minor amendment to the Housing Allocation Policy, detailed in section 10 of the report, be approved.

[Reference: Minutes of 17 February 2021 (Paragraph 10)]

9 Policy and Strategy Review Schedule

A report dated 27 October 2021 by the Executive Director (Housing and Technical Resources) was submitted requesting approval of the Policy and Strategy Review Schedule for Housing and Technical Resources.

The Policy and Strategy Review Schedule was established in October 2011 with regular updates provided, most recently on 17 February 2021. It assisted annual service planning by providing a timeframe for the formal review of all key housing policies and strategies. It informed the development of the annual work plan for customer involvement and provided a basis for the Council to ensure that its statutory obligations were delivered.

The proposed Schedule reflected changes in the local and national policy context and was attached as Appendix 1 to the report. It set out:-

- ◆ details of housing policies and strategies
- ◆ the frequency of reviews
- ◆ when the reviews were next scheduled to take place

As part of the policy and strategy review process, associated procedures and protocols which supported the delivery of services were also considered and reviewed as appropriate. This ensured that scope for service improvements was also considered as part of the review process.

The scope of the policy/strategy areas covered by the schedule was consistent with the key service areas identified by the Scottish Housing Regulator's regulatory framework as detailed in the report.

The schedule would inform the next round of Resource and Service Plans for 2022/2023 and would be used to establish a joint programme for customer engagement.

The proposed frequency of review was considered appropriate to the individual policy or strategy area. An updated schedule would be presented to this Committee on an annual basis which would advise of progress and any amendments to the schedule.

The Committee would continue to be updated fully and separately in relation to the development of the specific policies and strategies contained within the schedule.

In response to a member's question regarding timescales for roof upgrades and external fabric works, the Executive Director advised that there was a programme of 5 year rolling surveys in place aimed at ensuring that resources were spent in the areas of need. He explained that the current performance and remaining lifecycle of these elements were important considerations in identifying those works which required to be undertaken.

The Committee decided:

- (1) that the Policy and Strategy Review Schedule, attached as Appendix 1 to the report, be approved; and
- (2) that the outcome of the Policy and Strategy Reviews be reported to future meetings of the Committee in line with the schedule.

[Reference: Minutes of 17 February 2021 (Paragraph 11)]

10 South Lanarkshire Council Anti-social Behaviour Policy Review 2021/2022

A report dated 25 November 2021 by the Executive Director (Housing and Technical Resources) was submitted on the proposed introduction of the revised Anti-social Behaviour Policy with effect from 1 March 2022.

The current Anti-social Behaviour Policy was introduced in September 2013 and had been developed in accordance with relevant legislation and regulatory requirements at that time. The 2021/2022 Policy Review Schedule, approved by this Committee at its meeting on 17 February 2021, included provision for a full review of the Council's Anti-social Behaviour Policy during 2021/2022.

The review aimed to ensure the policy was fully compliant with updated and new legislative and regulatory requirements. The review also considered the Council's overall approach to tackling anti-social behaviour and how it was managed across different services.

It was proposed that the revised policy would continue to focus on the prevention and management of anti-social behaviour, with the key changes noted in Section 5.1 of the report. The policy set out key aims and objectives that were consistent with the Council's visions.

A draft Anti-social Behaviour Policy was issued for formal consultation from 23 August to 22 October 2021 and published on the Council's website, with an online questionnaire to guide responses in relation to key aspects of the policy. The questionnaire also gave respondents the opportunity to provide additional comments or highlight areas they considered had been omitted.

In addition to the questionnaire, a range of consultation events and presentations or discussions with existing interested groups were taken forward by officers. Views were also sought from a number of specialist organisations which offered support and advice to vulnerable individuals and groups across South Lanarkshire.

As part of the consultation process, a special Elected Member Awareness Session was held on 4 October 2021 and provided elected members with an overview of the key changes proposed and the opportunity to ask senior officers questions and comment on the draft.

Another part of the consultative process was a peer review with Fife and East Ayrshire Councils. Both organisations provided comments and recommendations.

In addition to feedback from elected members, through the consultation, 102 responses had been received from both individuals and organisations and were detailed in the report.

Subject to endorsement by this Committee, the revised Anti-social Behaviour Policy would be submitted to the Executive Committee for approval on 2 February 2022. If approved by the Executive Committee, the revised policy would be implemented from 1 March 2022.

In response to members' questions, officers undertook to provide members with information on the duration of Short Scottish Secure Tenancies and how often they were used.

The Committee decided:

- (1) that the revised South Lanarkshire Council Anti-social Behaviour Policy, attached as Appendix 1, be endorsed.

The Committee recommended to the Executive Committee:

- (2) that the revised policy be approved and implemented with effect from 1 March 2022.

[Reference: Minutes of 17 February 2021 (Paragraph 11)]

11 Additional Posts to Implement and Support the New Integrated Housing and Property Management System (IHPMS)

A joint report dated 22 November 2021 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources) was submitted on a proposal to increase the establishment of the current System Support Team to continue the implementation and ongoing support of the new Integrated Housing and Property Management System.

The current System Support Team (SST) had been established to ensure ongoing support to the ICT systems as well as number of third-party databases and standalone spreadsheets. The team also had responsibility for additional functions and its scope had continued to expand to include responsibility for a number of service areas previously provided by others.

Since 2018, the SST had been augmented by the introduction of the Systems Transition Project Team, a temporary team that facilitated the development and implementation of the new Integrated Housing and Property Management IT System (IHPMS). Both teams worked together to support the development of the new system, which replaced 11 legacy/outdated systems and meant support for all systems was consolidated into one team.

To ensure that the SST had the capacity and resilience to ensure effective continuous delivery and development of all Resource ITC systems, it was proposed that all temporary staffing arrangements, except for the Project Advisor post, would end on 31 March 2022, with the responsibility passed to the expanded SST.

The SST had 5 permanent full-time employees. The temporary Systems Transition Project Team had 8 employees and had been established to work on the full development and implementation of the new system. The 8 employees in the temporary Systems Transition Project Team would return to their substantive posts on 31 March 2022.

Following a review of the current establishment and associated work of both the Transition Team and the SST, it was proposed to establish one team, as detailed in the report.

In addition, it was proposed that a temporary Co-ordinator post be added to support the existing Co-ordinator to focus on ensuring continued implementation of the new IHPMS and take on responsibility of monitoring the project as the Project Advisor post ended. It was proposed that this would be for a period of 23 months or until the new IHPMS was fully operational.

It was also proposed that the temporary Project Advisor post be extended for up to 6 months to provide continuity of project management as the new integrated system was introduced and the revised Systems Team proposals were implemented.

The financial implications of the proposed changes to the establishment were outlined in the report and included £168,372 recurring costs and £132,382 one-off costs across the next 2 years. In the long term, the additional staffing costs would be offset by the costs currently incurred to support the legacy systems.

In response to a question from a Member, officers undertook to provide a further copy of the project costs.

The Committee decided:

- (1) that the establishment be increased by the addition of 1.0 Full Time Equivalent (FTE) Systems Officer post on Grade 3, Level 2 to 4 (£32,994 to £38,779) and 3.0 FTE Strategy and Support Assistant posts on Grade 2, Level 2 to 4 (£23,139 to £30,147) on a permanent basis;
- (2) that the post of Project Adviser on Grade 4, Level 2 to 5 (£43,651 to £47,774) be extended on a fixed term basis for 6 months; and
- (3) that the establishment be increased by the addition of 1.0 FTE Systems Co-ordinator post on Grade 3, Level 8 (£41,771 to £42,410) for a fixed term period of 23 months.

[Reference: Minutes of 17 February 2021 (Paragraph 15)]

12 Low Waters Hall, Hamilton – Asset Transfer to the Trustees of Clyde Scouts

A report dated 28 October 2021 by the Executive Director (Housing and Technical Resources) was submitted on a request for asset transfer, by lease, of Low Waters Hall to the Trustees of Clyde Scouts.

The Council owned Low Waters Hall, Hamilton and leased it to South Lanarkshire Leisure and Culture (SLLC) who managed it as an operational hall. The Trustees of Clyde Scouts wished to see the hall refurbished and develop the role the building played within the community through direct community management.

The Scouts had submitted a request for the Community Asset Transfer of the hall and the validation date for this was 23 July 2021. In addition to placing the application and supporting documentation on the Council's Planning Portal, a notice had been placed on the property and nearby notice boards advising that the Council was considering an asset transfer. The closing date for responses was 9 September 2021, at which time 10 representations had been received; 9 in support of the proposal and 1 neutral.

The request had been placed before the Community Asset Transfer Assessment Panel on 20 October 2021 and details of the matters taken into consideration were provided in the report. The extent of the land requested, (shown on the plan attached to the report), was around 564 square metres.

The property was in operational use and formed part of the arrangements with SLLC who had confirmed there were no issues in relation to staff as halls such as Low Waters were managed on an "on demand" basis.

The property required an estimated £55,000 of investment over the next 5 years. Planning and Economic Development had indicated that there would be no significant planning issues as the prospective use was the same as the previous use.

The Council's in-house valuer had placed a yearly rental value of £2,500 on the property.

Due to the structure of the Scout organisation, the asset transfer request was in the name of The Trustees of Clyde Scouts, however, the day-to-day operation and management of the facility would be undertaken by 112th Lanarkshire Scouts.

The proposal was for the Scouts to take a 20-year full repairing and insuring lease, refurbish the property and continue to manage the hall as a community facility. The facility would enable the Scouts to increase the number of sessions it offered and reduce its waiting list. The Scouts had met with representatives of the existing users of the hall who had indicated a willingness for those lets to continue.

The business and financial plans acknowledged the risks and the proposed lease terms included a break clause in years 2 and 5 in order to address any concerns about sustainability.

The request had been placed before the Community Asset Transfer Assessment Panel on 20 October 2021 and details of the matters taken into consideration were provided in the report.

It was proposed to lease Low Waters Hall to the Trustees of Clyde Scouts, on the principal terms and conditions as detailed in the report.

The Committee decided:

- (1) that Low Waters Hall be leased to the Trustees of Clyde Scouts, subject to the terms and conditions outlined in Section 5 of the report; and
- (2) that the Executive Director (Housing and Technical Resources), in conjunction with the Head of Administration and Legal Services, be authorised to conclude all matters in respect of the lease and enter into the necessary legal agreements on terms which were in the best interests of the Council.

13 Glassford Hall – Asset Transfer to Glassford Community Group

A report dated 28 October 2021 by the Executive Director (Housing and Technical Resources) was submitted on a request for asset transfer, by sale, of Glassford Hall to Glassford Community Group.

The Council owned Glassford Hall which was leased to South Lanarkshire Leisure and Culture (SSLC) and managed as an operational hall. Glassford Community Group wished to see the hall refurbished and develop the role the building played within the community through direct community management.

Glassford Community Group had submitted a request for Community Asset Transfer of the hall, the validation date for which was 9 August 2021.

In addition to placing the application and supporting documentation on the Council's Planning Portal, a notice had been placed on the property and nearby notice boards advising that the Council was considering an asset transfer. The closing date for responses was 9 September 2021, at which time no representations had been received.

The request had been placed before the Community Asset Transfer Assessment Panel on 20 October 2021 and details of the matters taken into consideration were provided in the report.

It was proposed that Glassford Hall, as shown on the plan attached to the report, be sold to Glassford Community Group on the terms and conditions detailed in the report.

The Committee decided:

- (1) that Glassford Hall be sold to Glassford Community Group, subject to the terms and conditions outlined in Section 5 of the report; and
- (2) that the Executive Director (Housing and Technical Resources), in conjunction with the Head of Administration and Legal Services, be authorised to conclude all matters in respect of the sale and enter into the necessary legal agreements on terms which were in the best interests of the Council.

14 Land at Comely Bank, Hamilton – Asset Transfer to Supporting Our Community (SOC)

A report dated 11 November 2021 by the Executive Director (Housing and Technical Resources) was submitted on a request for asset transfer, by lease, of the open space at 31 to 33 Comely Bank, Hillhouse, Hamilton to Supporting Our Community (SOC).

The Council owned the area of land at 31 to 33 Comely Bank, Hillhouse, Hamilton which was a gap site, formerly occupied by a care facility and had been vacant for approximately 15 years.

SOC was a local community organisation operating from a hub and workshop at 19a Comely Bank. It had a small-scale growing project and as a result of increasing local interest, was seeking additional land for a community garden and food growing project.

SOC had submitted a request for Community Asset Transfer of the open space, the validation date for which was 22 July 2021.

In addition to placing the application and supporting documentation on the Council's Planning Portal, notices had been placed on the property advising that the Council was considering an asset transfer. The closing date for responses was 10 November 2021, at which time no representations had been received.

It was proposed that the open space at 31 to 33 Comely Bank, Hamilton, as shown on the plan attached to the report, be leased to Supporting Our Community on the terms and conditions detailed in the report.

The Committee decided:

- (1) that the open space at 31 to 33 Comely Bank, Hamilton be leased to Supporting Our Community, subject to the terms and conditions outlined in Section 5 of the report; and
- (2) that the Executive Director (Housing and Technical Resources), in conjunction with the Head of Administration and Legal Services, be authorised to conclude all matters in respect of the lease and enter into the necessary legal agreements on terms which were in the best interests of the Council.

15 2021 Property and Housing Asset Management Plans

A report dated 8 October 2021 by the Executive Director (Housing and Technical Resources) was submitted providing an update on the outcomes of the 2021 Property and Housing Asset Management Plans process, including the Local Government Benchmarking Framework (LGBF) Indicator outcomes for Property Condition and Suitability.

Key facts from each of the Asset Management Plans were provided in separate appendices to the report.

LGBF Indicators for Asset Management related to property Core Facts for condition and suitability for direct operational property excluding housing. Benchmarking for 2021 had given the following return for the LGBF Indicators:-

- ◆ in relation to condition, this indicated 87.8% in a satisfactory condition (87.5% in 2020)
- ◆ in relation to suitability, this indicated 96.4% of properties suitable for service delivery, (96.8% in 2020)

The Committee decided:

- (1) that the 2021 update to the Property and Housing Asset Management Plans be noted; and
- (2) that the updated Local Government Benchmarking Framework (LGBF) Indicators for Property Condition and Suitability be noted.

[Reference: Minutes of 4 September 2019 (Paragraph 17)]

16 Annual Report - Mainstreaming Equality and Diversity within Housing and Technical Resources

A report dated 25 October 2021 by the Executive Director (Housing and Technical Resources) was submitted providing an overview of progress made in relation to mainstreaming equalities within Housing and Technical Resources during 2020/2021 and highlighting the key actions being progressed during 2021/2022.

The Housing and Technical Resources' Equality and Diversity Co-ordinating Group continued to progress the Equality and Diversity work plan and support a consistent approach to mainstreaming equality and diversity across the Resource.

The report advised of progress made in meeting those commitments during 2020/2021 and detailed the key priorities for 2021/2022.

The Committee decided: that the progress made during 2020/2021 and key actions for 2021/2022 in relation to mainstreaming equalities be noted.

[Reference: Minutes of 30 June 2021 (Paragraph 16)]

17 Delegated Authority Report – Update

A report dated 13 October 2021 by the Executive Director (Housing and Technical Resources) was submitted on transactions processed by Property Services during Quarters 1 and 2 of 2021/2022.

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

- ◆ leases up to the value of £50,000 per annum and a maximum period of 20 years
- ◆ rent reviews up to an increase of £20,000 per annum
- ◆ disposals up to a value of £200,000
- ◆ acquisitions up to a value of £100,000

Details of the transactions undertaken during Quarters 1 and 2, as contained in Appendix 1 to the report, were as follows:-

Quarter 1:

Number of transactions	44
Total value of lease transactions	£372,292 per annum
Total value of capital transactions	£759,120

Quarter 2:

Number of transactions	39
Total value of lease transactions	£68,587 per annum
Total value of capital transactions	£1,049,429

The overall profile of the volume of transactions during the first 2 quarters of 2021/2022 was in line with previous years. The increased value in the lease transactions for Quarter 1 reflected the short-term extension to the lease of the student residencies at Barrack Street, Hamilton for the use as temporary accommodation by the Homelessness Service.

There had also been one significant miscellaneous transaction in Quarter 1, with a value of £315,000, which reflected the dilapidations associated with the termination of the lease of North Stand at New Douglas Park, Hamilton Academical Football Club.

The Committee decided: that the report be noted.

[Reference: Minutes of 30 June 2021 (Paragraph 18)]

18 Notification of Contracts Awarded - 22 May to 31 October 2021

A report dated 2 November 2021 by the Executive Director (Housing and Technical Resources) was submitted on contracts awarded by Housing and Technical Resources, valued in excess of £50,000, in the period 22 May to 31 October 2021, as follows:-

- ◆ contracts awarded by Consultancy Services
- ◆ contracts awarded by Procurement Team

- ◆ contracts awarded by Building Services

Details of the contracts and projects were provided in the appendices to the report.

The Committee decided:

- (1) that the contracts awarded by Consultancy Services, as detailed in Appendix A to the report, be noted;
- (2) that the contracts awarded by the Procurement Team, as detailed in Appendix B to the report, be noted; and
- (3) that the sub-contracts awarded by Building Services, as detailed in Appendix C to the report, be noted.

19 Urgent Business

There were no items of urgent business.