



Council Offices, Almada Street
Hamilton, ML3 0AA

Tuesday, 29 November 2022

Dear Councillor

South Lanarkshire Council

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

Date: Wednesday, 07 December 2022
Time: 10:00
Venue: Hybrid - Council Chamber, Council Offices, Almada Street, Hamilton, ML3 0AA

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

Yours sincerely

Cleland Sneddon
Chief Executive

Members

Alex Allison, John Anderson, Ralph Barker, John Bradley, Walter Brogan, Robert Brown, Archie Buchanan, Mathew Buchanan, Janine Calikes, Andy Carmichael, Maureen Chalmers, Ross Clark, Gerry Convery, Margaret Cooper, Poppy Corbett, Andrea Cowan, Margaret Cowie, Maureen Devlin, Colin Dewar, Mary Donnelly, Joe Fagan, Allan Falconer, Grant Ferguson, Gladys Ferguson-Miller, Elise Frame, Alistair Fulton, Ross Gowland, Geri Gray, Lynsey Hamilton, Celine Handibode, Graeme Horne, Mark Horsham, Martin Hose, Cal Johnston-Dempsey, Gavin Keatt, Susan Kerr, Ross Lambie, Martin Lennon, Richard Lockhart, Eileen Logan, Katy Loudon, Hugh Macdonald, Julia Marrs, Monique McAdams, Ian McAllan, Catherine McClymont, Kenny McCreary, Lesley McDonald, Elaine McDougall, Mark McGeever, Davie McLachlan, Richard Nelson, Carol Nugent, Norman Rae, Mo Razzaq, Kirsten Robb, John Ross, Dr Ali Salamati, Graham Scott, David Shearer, Bert Thomson, Helen Toner, Margaret B Walker, David Watson

BUSINESS

- 1 **Declaration of Interests**
- 2 **Minutes of Previous Meeting** 5 - 12
Minutes of the meeting of South Lanarkshire Council held on 28 September 2022 submitted for approval as a correct record. (Copy attached)
- 3 **Minutes of Risk and Audit Scrutiny Committee** 13 - 20
Minutes of the meeting of the Risk and Audit Scrutiny Committee held on 22 June 2022 submitted for noting. (Copy attached)

Item(s) for Decision

- 4 **External Flag Protocol** 21 - 28
Report dated 1 November 2022 by the Chief Executive. (Copy attached)
- 5 **Women's Health** 29 - 48
Report dated 22 November 2022 by the Executive Director (Finance and Corporate Resources). (Copy attached)
- 6 **Business Growth Grants - Increase in Maximum Grant Award Level** 49 - 52
Report dated 22 November 2022 by the Executive Director (Community and Enterprise Resources). (Copy attached)
- 7 **Family Leave for Elected Members - Councillor Hamilton** 53 - 54
Report dated 1 November 2022 by the Executive Director (Finance and Corporate Resources). (Copy attached)
- 8 **Councillor McAdams and Councillor Ross - Attendance at Council Meetings** 55 - 56
Report dated 12 November 2022 by the Executive Director (Finance and Corporate Resources). (Copy attached)
- 9 **Notice of Motion - Freedom of South Lanarkshire Area to the Royal Regiment of Scotland** 57 - 58
Motion received in terms of Standing Order No. 20 on 8 November 2022, proposed by the Provost and seconded by Councillor Horsham. (Copy attached)
- 10 **Notice of Motion - Parking Charges** 59 - 60
Motion received in terms of Standing Order No. 20 on 21 November 2022, proposed by Councillor Convery and seconded by Councillor Fagan. (Copy attached)
- 11 **Notice of Motion - Open Market Purchase Scheme** 61 - 62
Motion received in terms of Standing Order No. 20 on 21 November 2022, proposed by Councillor Cowan and seconded by Councillor Gray. (Copy attached)

- 12 Notice of Motion - 16 Days of Activism Against Gender Based Violence; Solidarity with Protestors in Iran** 63 - 64
Motion received in terms of Standing Order No. 20 on 21 November 2022, proposed by Councillor Calikes and seconded by Councillor Loudon. (Copy attached)
- 13 Notice of Motion - To Adopt the All-Party Parliamentary Group Definition of Islamophobia** 65 - 66
Motion received in terms of Standing Order No. 20 on 21 November 2022, proposed by Councillor Salamati and seconded by Councillor Calikes. (Copy attached)
- 14 Notice of Motion - 75 Years of East Kilbride New Town** 67 - 68
Motion received in terms of Standing Order No. 20 on 22 November 2022, proposed by Councillor Fagan and seconded by Councillor Watson. (Copy attached)
- 15 Notice of Motion - National Care Service** 69 - 70
Motion received in terms of Standing Order No. 20 on 22 November 2022, proposed by Councillor Brown and seconded by Councillor McGeever. (Copy attached)
- 16 Notice of Motion - Cut Fuel Bills, Cut Carbon Emissions, Kick Start the Green Economy** 71 - 74
Motion received in terms of Standing Order No. 20 on 22 November 2022, proposed by Councillor Robb and seconded by Councillor Clark. (Copy attached)

Item(s) for Noting

- 17 External Auditors Annual Report to South Lanarkshire Council** 75 - 76
Report dated 25 October 2022 by the Executive Director (Finance and Corporate Resources). (Copy attached)

Urgent Business

18 Urgent Business

Any other items of business which the Provost decides are urgent.

For further information, please contact:-

| | |
|------------------|--|
| Clerk Name: | Susan Somerville |
| Clerk Telephone: | 07557323097 |
| Clerk Email: | susan.somerville@southlanarkshire.gov.uk |

Minutes of the meeting held via Confero and the Council Chamber on 28 September 2022

Chair:

Provost Margaret Cooper

Councillors Present:

Councillor Alex Allison, Councillor John Anderson, Councillor Ralph Barker, Councillor John Bradley, Councillor Walter Brogan, Councillor Robert Brown, Councillor Mathew Buchanan, Councillor Janine Calikes, Councillor Andy Carmichael, Councillor Maureen Chalmers, Councillor Ross Clark, Councillor Gerry Convery, Councillor Poppy Corbett, Councillor Andrea Cowan, Councillor Margaret Cowie, Councillor Maureen Devlin, Councillor Colin Dewar, Councillor Mary Donnelly, Councillor Joe Fagan, Councillor Allan Falconer, Councillor Grant Ferguson, Councillor Gladys Ferguson-Miller, Councillor Elise Frame, Councillor Alistair Fulton, Councillor Ross Gowland, Councillor Geri Gray, Councillor Lynsey Hamilton, Councillor Celine Handibode, Councillor Graeme Horne, Councillor Mark Horsham, Councillor Martin Hose, Councillor Cal Johnston-Dempsey, Councillor Gavin Keatt, Councillor Susan Kerr, Councillor Ross Lambie, Councillor Martin Lennon, Councillor Eileen Logan, Councillor Katy Loudon, Councillor Hugh Macdonald, Councillor Julia Marrs, Councillor Ian McAllan, Councillor Catherine McClymont, Councillor Kenny McCreary, Councillor Lesley McDonald, Councillor Elaine McDougall, Councillor Mark McGeever, Councillor Davie McLachlan, Councillor Richard Nelson, Councillor Carol Nugent, Councillor Norman Rae, Councillor Mo Razzaq, Councillor Kirsten Robb, Councillor Dr Ali Salamati, Councillor Graham Scott, Councillor David Shearer, Councillor Bert Thomson (Depute), Councillor Helen Toner, Councillor Margaret B Walker, Councillor David Watson

Councillors' Apologies:

Councillor Archie Buchanan, Councillor Richard Lockhart, Councillor Monique McAdams, Councillor John Ross

Chief Executive's Service

C Sneddon, Chief Executive

Community and Enterprise Resources

D Booth, Executive Director

Education Resources

L Sherry, Head of Education (Support Services and School Estates)

Finance and Corporate Resources

P Manning, Executive Director; N Docherty, Administration Assistant; T Little, Head of Communications and Strategy; G McCann, Head of Administration and Legal Services; K McVeigh, Head of Personnel Services; S Somerville, Administration Manager; L Wyllie, Administration Assistant

Housing and Technical Resources

A Finnan, Head of Housing Services

Social Work Resources/Health and Social Care

S Sengupta, Director, Health and Social Care

1 Minute's Silence and Condolences following the Death of Her Majesty Queen Elizabeth II

The Provost advised that it was the first meeting of the full Council since the sad passing of Her Majesty Queen Elizabeth II. She referred to Her Majesty's decades of dedicated public service and also wanted to formally note the Council's condolences to the Royal family and, in particular, to the new monarch, King Charles III.

At the Provost's invitation, all present stood and observed a minute's silence as a mark of respect.

Councillors Fagan, Chalmers, Allison, Brown and Robb, in turn, expressed their condolences on behalf of their Groups and paid tribute to Her Majesty.

The Provost confirmed that arrangements would be made to write to His Majesty, King Charles III to convey the Council's condolences and sentiments.

2 Declaration of Interests

No interests were declared.

3 Minutes of Previous Meeting

The minutes of the meeting of South Lanarkshire Council held on 15 June 2022 were submitted for approval as a correct record.

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

4 Recommendation Referred by Executive Committee – Annual Investment Report 2021/2022

A report dated 21 September 2022 by the Chief Executive was submitted on the recommendation which had been referred to the Council by the Executive Committee of 21 September 2022 in relation to the Council's Annual Investment Report 2021/2022. The recommendation was that the Council's Annual Investment Report 2021/2022 be approved.

In response to a member's question, the Executive Director (Finance and Corporate Resources) confirmed that recent economic events would affect Treasury Management going forward, for example the increase in the cost of borrowing for councils, however, any impact would be reflected in future reports brought to committee or Council.

The Council decided: that the recommendation of the Executive Committee of 21 September 2022 in relation to the Council's Annual Investment Report 2021/2022 be approved.

[Reference: Minutes of the Executive Committee of 21 September 2022 (Paragraph 6)]

5 Notice of Motion – Flagpoles at Council Headquarters

In terms of Standing Order No 20, a motion proposed by Councillor McCreary, seconded by Councillor Rae, was submitted as follows:-

“This Council notes there is no locally determined protocol governing the use of its flagpoles at Council Headquarters.

The Council therefore requests that a new protocol is developed and brought back to Council for approval, requiring that the Union Flag, Saltire and South Lanarkshire flag be flown from flagpoles at Council Headquarters as a standard practice. The Council understands that deviation from this standard practice may be permitted for reasons such as commemorations, causes and other events, such as those set out in the Scottish Government Flag Flying Guidance, and those should be detailed within the South Lanarkshire Council Protocol. The Council also understands that, in very exceptional circumstances, there may on occasion be official requests from organisations and others

to fly specific flags on certain days or to reflect particular circumstances and delegates authority to the Chief Executive to consider these requests in consultation with the political Group Leaders and determine whether they should be authorised.

This Council agrees that, until a new protocol is agreed, the national flag of Ukraine should fly as standard alongside the Union Flag and Saltire.”

In moving his motion, Councillor McCreary referred to the Queen’s Platinum Jubilee where the Union flag flew at most buildings but noticeably not outside Council Headquarters. He considered that, as Scotland was part of the UK and there was capacity in terms of the number of flagpoles, the Union flag, as well as the Saltire, should be flown on a permanent basis. Councillor Rae, in seconding the motion, referred to the Council as being the local democratic voice of the community and how it was important that its actions were seen to be inclusive, not least at a time where issues of identity and constitutional status provided regular causes for division. He considered that clarity was needed in terms of which flags were flown and under what conditions to prevent inadvertent offence.

Councillor Clark, seconded by Councillor Cowan, moved the following as an amendment:-

“Council notes there is no locally determined protocol governing the use of its flagpoles at Council Headquarters.

Council notes that the current national guidance allows us to reflect the diversity of our community and our equalities policies. However, Council also notes that broadly following the national guidance has not prevented local decision-making over the last 5 years, e.g. flying the Ukrainian National Flag and marking ‘Care Day’.

The Council understands that deviation from this may be permitted for reasons such as commemorations, causes and other events, that are not currently set out in the Scottish Government Flag Flying Guidance. The Council therefore delegates authority to the chief executive to consider official requests from organisations, councillors, and others to fly specific flags on certain days in consultation with political group leaders and determine whether they should be authorised.”

In response to a point from Councillor Watson, the Chief Executive clarified that the Council currently followed the Scottish Government guidelines which related to its own buildings. He confirmed that it was a matter for the Council to determine what was contained in its own protocol.

Following discussions, on a vote being taken electronically, 27 members voted for the amendment and 33 for the motion which was declared carried.

The Council decided:

- (1) that a new protocol be developed and brought back to Council for approval:-
 - ◆ requiring that the Union Flag, Saltire and South Lanarkshire flag be flown from flagpoles at Council Headquarters as standard practice
 - ◆ taking account of any deviation from this standard practice which might be permitted for reasons such as commemorations, causes and other events, such as those set out in the Scottish Government Flag Flying Guidance
- (2) that powers be delegated to the Chief Executive, in consultation with the political group leaders, to consider official requests from organisations and others to fly specific flags on certain days or to reflect particular circumstances; and

- (3) that, until a new protocol was agreed, the national flag of Ukraine remain flying alongside the Union Flag and Saltire.

Councillor Lennon entered the meeting during this item of business

6 Notice of Motion – Menstruation Support

In terms of Standing Order No 20, a motion proposed by Councillor Marris, seconded by Councillor Donnelly, was submitted as follows:-

“South Lanarkshire Council as a major employer, recognises that stigma still surrounds menstruation. That without a specific policy in place offering training, guidance, and safe spaces to discuss concerns, young people and employees can remain unsupported and in some cases their school attendance or employment can be affected.

Council resolves to ask the Executive Directors of Finance and Corporate Resources and Education Resources to consider the necessity, feasibility, and implications of implementing a menstruation policy for both schools and workplaces taking into account training for all line managers and teachers, guidance for all pupils and employees who bleed, and appropriate school and workplace supports and adjustments, including consideration of a right to up to 3 days paid leave for employees per month with medical agreement where required, and to bring a report back to our next meeting for consideration by Council.

Bleeding should not be a disadvantage and we can ensure our valued workforce and young people feel respected and supported.

Council is asked to support this Motion.”

In moving her motion, Councillor Marris spoke of the stigma attached to what was a natural, but sometimes difficult to manage, monthly occurrence and the struggles faced by some to cope with debilitating symptoms while at school or work. Councillor Donnelly, in seconding the motion, referred to the availability of free period products now being a transparent matter, however, she considered the issue of leave due to menstruation was not.

Members were heard in support of the motion and, in response to a member’s question, the Executive Director (Finance and Corporate Resource) clarified that financial implications would be included when drafting the policy for the Council’s consideration at its next meeting.

The Council decided: that the terms of the motion be supported and a report on a menstruation policy be brought back to the next meeting of the Council for consideration.

In terms of Standing Order No 14, the Provost adjourned the meeting following this item of business at 11.00am. The meeting reconvened at 11.05am

7 Notice of Motion – Enabling ‘Warmbanks’ Across South Lanarkshire

In terms of Standing Order No 20, a motion proposed by Councillor Marris, seconded by Councillor Chalmers, was submitted as follows:-

“That South Lanarkshire Council approaches winter 2022 with apprehension for tenants and householders knowing energy costs for average homes have increased significantly over the last few months.

Notes concern that such a large increase in fuel costs for households will result in further fuel poverty and people will be unable to pay their fuel bills. That those most vulnerable, our elderly, those on benefits and on low incomes will face an even greater challenge than the previous abhorrent choice of whether to heat or eat, that people horrifically will be reduced to potentially not being able to afford to do either.

Notes the recent steps taken by UK Government to limit energy bills but with concern over a lack of detail and that many will still struggle to pay their bills.

Recognises that the actions by the Scottish Government and Councils can only mitigate the problem to some extent.

Notes the decisions taken by the SNP administration earlier this year to invest £425,000 in community led activities and community halls, continuing a community-led, partnership approach with our communities, and welcomes the carefully targeted use of the Scottish Government's Financial Wellbeing Support Fund to provide holistic support for people experiencing a material and detrimental impact on their financial position.

However, the cost-of-living crisis requires us to increase the pace, investment and intensity of support.

I therefore call upon this Council, with cognisance to the support I have outlined; noting other existing or potential individual support or grants available, to work alongside our community and voluntary organisations to make plans for 'warmbanks' across South Lanarkshire. This includes making available our public buildings including libraries, halls, and community centres through the winter, offering safe places for people to go, to heat up, get a hot drink or meal, and access advice and support."

Councillor Marrs, in moving her motion, referred to energy price rises and the associated cost of living crisis which had led to growing concerns that the most vulnerable would face the brunt of this winter's challenge. Councillor Chalmers, in seconding the motion, referred to the unprecedented nature of the current social and economic crisis and that, during the pandemic, the Council, communities and community planning partners had developed strong working relationships to support individuals and families with food, social and wellbeing supports, and should do so again.

Councillor Fagan wished to recognise the spirit in which the motion had been brought forward and the severity of the challenges that communities might face this winter. He advised that the Council had been considering the case for warmbanks and how it, alongside partners, could develop a network of warm places. Earlier this month, he had met with church and community groups in East Kilbride to understand the aspirations of the community. From that meeting, he had taken 3 relevant points. Firstly, the language of warmbanks was thought to attract a stigma or potential stigma. Secondly, there was concern on how to assess the potential level of demand for warmbanks as a solution to the winter heating crisis and how building on existing practices and activities was likely to be a more compelling approach, acknowledging this would require to be scaled up. Thirdly, solutions should be place based and developed from the ground up, making best use of community capacity. Consequently, by using that feedback constructively, he wanted to refine the terms of the motion by submitting the following as an amendment:-

"As an amendment to Item 7, South Lanarkshire Council agrees that:

- 1) "decisions taken by the SNP administration earlier this year" be replaced with "decisions taken by the Council earlier this year".
- 2) The final paragraph beginning "I therefore call..." be replaced with the following:
"The Council notes the work of council officers and communities in assessing the potential role of warm banks in alleviating cost of living pressures this winter.

The Council recognises community concerns about difficulties anticipating demand for warm banks, potential stigma and the importance of proportionate, effective place-based solutions.

The Council therefore agrees to work alongside our community, SLLC and voluntary organisations to take forward a 'Warm Welcome' initiative, a network of warm spaces in community settings and public buildings where members of the public are welcomed and can access advice and support.

Given the crisis many households are facing, the Council also instructs the Chief Executive to bring forward a further package of cost of living supports, for agreement, in consultation with Group Leaders, and for these to be homologated at a future Executive Committee, including support for a Warm Welcome Initiative."

This was seconded by Councillor Brown.

Following discussions, Councillor Marrs, with the agreement of Councillor Chalmers, intimated that she was content to accept the terms of Councillor Fagan's amendment and the motion was duly amended and unanimously agreed by the Council.

The Council decided: that the terms of the motion, as amended, be supported and the Council:-

- ◆ work with the community, South Lanarkshire Leisure and Culture and voluntary organisations to take forward a 'Warm Welcome Initiative', a network of warm spaces in community settings and public buildings where members of the public were welcomed and could access advice and support
- ◆ instruct the Chief Executive to bring forward a further package of cost of living supports for agreement, in consultation with Group Leaders, and for those to be endorsed at a future meeting of the Executive Committee, including support for a Warm Welcome Initiative

8 Notice of Motion – Investing South Lanarkshire Money for Positive Change

In terms of Standing Order No 20, a motion proposed by Councillor Robb, seconded by Councillor Fagan, was submitted as follows:-

"Motion pre-amble:-

- Recalls that in 2018, a motion passed calling for Strathclyde Pension Fund to keep their investments under continuous review with regards ethical investment and that in 2019, all political parties on South Lanarkshire Council recognised the climate emergency;
- Further recognises that the Strathclyde Pension Fund supports low carbon initiatives through its direct investment portfolio, but is concerned that the Fund retains large holdings, worth £836 million last year (1), in fossil fuel industries that are driving the climate and ecological crises and perpetuating global inequalities;
- Notes Strathclyde Pension Fund committee and board members must make their fiduciary duty paramount in all decision making and recognises that this duty is consistent with selecting investments according to ethical, environmental, social and governance criteria as well as financial return;

- Further notes recent analysis (2) showing companies on Strathclyde Pension Fund's 'Green List' are still investing disproportionately in fossil fuels and heeds the calls from fund members themselves to divest (3). South Lanarkshire Council notes that many other major pension funds have already made and acted on commitments to fossil fuel divestment, demonstrating leadership on the climate emergency at the same time as protecting the long-term interests of their individual investors;
- Finally notes that South Lanarkshire Council's Treasury Management strategy estimates investments of £154,551m in 2022/23; that its bankers are Natwest and Lloyds, who together invested \$25billion into financing fossil fuels 2016-20 (4), and, in Natwest's case also funds firms accused of destroying tropical rainforests, fuelling the climate crisis further (5).

Motion:

Therefore, we believe that South Lanarkshire Council can show climate leadership by resolving to write to the Strathclyde Pension Fund Committee as follows:-

- Asking that it renews its commitment to fossil fuel divestment and vastly increases investments in projects bringing about positive change, as well as tackling the climate and ecological crises, with the intention of divesting from fossil fuel investments completely as quickly as possible, and no later than 2029;
- That it further considers how it can reinvest the Pension Fund members' hard-earned money to drive community wealth building and climate and ecological action within South Lanarkshire; and
- Asks that Strathclyde Pension Fund develop, in conjunction with the trade unions, a meaningful consultation mechanism with Fund members and that employers, such as South Lanarkshire Council, are consulted on the Fund's investment strategies and divestment policy.

And for South Lanarkshire Council to further demonstrate its own climate leadership by:-

- Reviewing its Investment Strategy and developing and implementing a Responsible Investment Policy to ensure that South Lanarkshire money is invested for positive change and does not fuel the climate and ecological crises; and
- Reporting back on work to incorporate sustainability into Treasury Management decisions to the Climate Change and Sustainability Committee."

References

1. <https://foe.scot/resource/strathclyde-briefing/>
2. <https://www.channel4.com/news/energy-companies-investing-just-5-of-profits-in-renewables>
3. <https://unison-scotland.org/public-service-workers-want-an-ethical-local-government-pension-fund-says-unison/>
4. <https://www.bankingonclimatechaos.org/bankingonclimatechaos2021/#score-card-panel> and <https://www.ethicalconsumer.org/money-finance/climate-change-impact-ratings-banks>
5. <https://www.globalwitness.org/en/campaigns/forests/deforestation-dividends/#responses>

Councillor Robb, in moving her motion, confirmed its aim was to help secure a safer and better future for pension fund members and generations to come. She wished to recognise the previous efforts from all Groups to acknowledge the climate emergency and considered it was now time to turn words into action and turn investments that were fuelling the climate crisis into ones which would help fund the net zero projects needed, while securing returns for pension fund members and South Lanarkshire citizens alike. She advised that, in 2017 to 2020, Strathclyde Pension Fund (SPF) lost £46 million due to the fossil fuel fall in stock prices.

Councillor Fagan, in seconding the motion, acknowledged that SPF had a fiduciary duty to those in the pension scheme to invest wisely and achieve the best outcome for workers by prudent decision-making, however, he advised that the world was transitioning to net zero and, therefore, there was a case for change as some traditional investments were not only harmful to the environment but also harmful to the long-term sustainability of the fund.

Following discussions, Councillor Allison, seconded by Councillor Nelson, moved as an amendment that SPF:-

- ◆ take a positive stance and increase its support for alternative, sustainable companies
- ◆ consult with its members as to how they would wish their money to be invested

On a vote being taken electronically, 6 members voted for the amendment and 54 for the motion. The motion was declared carried.

The Council decided:

- (1) to write to SPF asking that:-
 - ◆ it renew its commitment to fossil fuel divestment and vastly increase investments in projects bringing about positive change, as well as tackling the climate and ecological crises, with the intention of divesting from fossil fuel investments completely as quickly as possible, and no later than 2029
 - ◆ it further considers how it can reinvest the Pension Fund members' hard-earned money to drive community wealth building and climate and ecological action within South Lanarkshire
 - ◆ it develop, in conjunction with the trade unions, a meaningful consultation mechanism with Fund members and that employers, such as South Lanarkshire Council, be consulted on the Fund's investment strategies and divestment policy
- (2) to review the Council's Investment Strategy and develop and implement a Responsible Investment Policy to ensure that South Lanarkshire money was invested for positive change and did not fuel the climate and ecological crises; and
- (3) that a report be submitted to a future meeting of the Climate Change and Sustainability Committee on work undertaken to incorporate sustainability into Treasury Management decisions.

9 Urgent Business

There were no items of urgent business.

RISK AND AUDIT SCRUTINY COMMITTEE

3

Minutes of meeting held via Microsoft Teams and in the Banqueting Hall on 22 June 2022

Chair:

Councillor Elaine McDougall

Councillors Present:

Councillor Cal Dempsey, Councillor Mary Donnelly (Depute), Councillor Alistair Fulton, Councillor Gavin Keatt (*substitute for Councillor Mathew Buchanan*), Councillor Ross Gowland, Councillor Susan Kerr, Councillor Richard Lockhart

Councillors' Apologies:

Councillor Mathew Buchanan, Councillor Celine Handibode

Councillor Also Present:

Councillor Joe Fagan (for items 3 and 4)

Attending:

Chief Executive's Service

C Sneddon, Chief Executive (for items 3 and 4)

Finance and Corporate Resources

P Manning, Executive Director; Y Douglas, Audit and Compliance Manager; G McCann, Head of Administration and Legal Services; E-A McGonigle, Administration Officer; F Morrison, Revenues and Benefits Manager; A Norris, Administration Assistant; J Taylor, Head of Finance (Strategy)

Also Attending:

Audit Scotland

A Kerr and G McNally, External Auditors

1 Declaration of Interests

No interests were declared.

2 Internal Audit Annual Assurance Report 2021/2022

A report dated 7 June 2022 by the Audit and Compliance Manager (Finance and Corporate Resources) was submitted providing:-

- ◆ a summary of progress and performance of Internal Audit for the financial year 2021/2022
- ◆ an opinion on the adequacy and effectiveness of the Council's framework of governance, risk management and control systems based on audit work undertaken in 2021/2022

Details were given on:-

- ◆ Internal Audit performance
- ◆ Council-wide performance in relation to the delivery of audit actions
- ◆ workload analysis
- ◆ links to the Council's objectives and top risks
- ◆ management of fraud risks
- ◆ areas of assurance
- ◆ areas of external reliance

Many of the pressures which had impacted on the Council's systems and controls due to COVID-19 had continued into 2021/2022. The UK Public Sector Internal Audit Standards Advisory Board had issued guidance around conformance with the Public Sector Standards which had shaped the Council's internal audit approach in 2021/2022 which aimed to:-

- ◆ help protect the organisation's operations by assisting management to find new ways of working
- ◆ provide real-time advice and insight in the development of new systems and controls
- ◆ ensure that core internal audit work remained risk-based and relevant and continued to inform longer term planning around risks
- ◆ allow the regular reporting of activity to this Committee

The overall opinion expressed on the Council's control environment was that a reasonable level of assurance could be placed on the adequacy and effectiveness of the Council's framework of governance, risk management and control arrangements for the year ended 31 March 2022. The Internal Audit findings would inform the Council's 2021/2022 Annual Governance Statement.

The Committee decided:

- (1) that the performance of Internal Audit during 2021/2022 be noted;
- (2) that the level of assurance on the Council's control environment be noted; and
- (3) that it be noted that the overall findings from Internal Audit work would inform the Council's 2021/2022 Annual Governance Statement.

[Reference: Minutes of 22 June 2021 (Paragraph 3)]

3 Annual Governance Statement for 2021/2022 and Significant Governance Areas Quarter 4 Progress Report

A report dated 8 June 2022 by the Executive Director (Finance and Corporate Resources) was submitted on the Annual Governance Statement for 2021/2022 and progress against significant governance areas identified within the 2020/2021 Annual Governance Statement at Quarter 4.

Each year, the Council undertook a review of the governance arrangements required to support its financial and operational controls. This review provided the basis for the Annual Governance Statement which was included in the Council's Annual Report and Statement of Accounts.

The Council's governance assurance framework was detailed in Appendix 1 to the report. The resulting Annual Governance Statement for 2021/2022, attached as Appendix 2 to the report, provided information on the Council's compliance during 2021/2022. The annual review of governance arrangements across the Council demonstrated sufficient evidence that the principles of delivering good governance in local government, contained in the Local Code of Corporate Governance, operated effectively and that the Council complied with its Code.

Progress on the significant governance areas highlighted within the Annual Governance Statement 2020/2021 was attached as Appendix 3 to the report.

The Committee decided:

- (1) that the Annual Governance Statement, attached as Appendix 2 to the report, which would be included in the 2021/2022 Annual Report and Statement of Accounts, be approved; and

- (2) that the progress on the Good Governance Statement Action Plan at Quarter 4 2020/2021, detailed in Appendix 3 to the report, be noted.

[Reference: Minutes of 22 June 2021 (Paragraph 4)]

4 Unaudited Annual Accounts 2021/2022

A report dated 7 June 2022 by the Executive Director (Finance and Corporate Resources) was submitted on the requirement for members to consider the Unaudited Annual Accounts of the Council and related Charitable Trusts, attached as appendices 1 and 3 to the report, by 30 June 2022.

The Council's Unaudited Annual Accounts detailed key information on the Council's expenditure and income for the financial year ended 31 March 2022. The accounts also covered 3 Charitable Trusts managed by the Council, namely South Lanarkshire Council Educational Trust, South Lanarkshire Council Charitable Trust and the East Kilbride Information Technology Trust.

Due to the ongoing impact of COVID-19, the Scottish Government had extended the normal audit deadline from 30 September to 30 November 2022. The Council's External Auditors would be working to a deadline of 31 October 2022. The full Unaudited Annual Accounts would be circulated to members following their submission to the auditor on 30 June 2022 and would be advertised as being available for public inspection on the Council's website from that date.

The information contained in the Unaudited Accounts took into account the final outturn position, as detailed in Appendix 2 to the report, which would be submitted to the Executive Committee on 29 June 2022 for approval. Appendix 2 also provided an Expenditure and Funding Analysis as required by the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Accounting Practice.

The Chair and Depute, on behalf of the Committee members, expressed appreciation of the work undertaken to prepare the Unaudited Accounts.

The Committee decided: that the Unaudited Annual Accounts of the Council and related Charitable Trusts, to be submitted to Audit Scotland by the deadline of 30 June 2022, be noted.

5 Internal Audit Activity as at 3 June 2022

A report dated 7 June 2022 by the Executive Director (Finance and Corporate Resources) was submitted on work completed by Internal Audit during the period 8 January to 3 June 2022.

Findings from internal audit assignments were reported to this Committee throughout the year and the last progress report was considered by this Committee on 26 January 2022. Key performance indicators, which reflected quality, on time and within budget for the period to 31 March 2022, were summarised in Appendix 1 to the report. 100% of draft reports were issued on time and 87% within budget against targets of 80% respectively. Quality continued to be monitored through internal quality control procedures. As at 30 April 2022, 92% of the 2021/2022 Audit Plan was complete.

Client contributions to the delivery of the audit plan took the form of responding to draft reports, agreeing to close meetings and signing reports timeously once agreed. 95% of audit assignments were concluded to a signed action plan within 4 weeks of the issue of a draft report against a target of 80%.

An update on progress with the delivery of the Audit Plan for 2022/2023 was provided in Appendix 2 to the report. Further information around the allocation of the remaining Audit Plan time would be presented to the Committee for approval on 27 September 2022. In the interim, Internal Audit would focus on the delivery of corporate tasks and the continuation and finalisation of audit assignments from the 2021/2022 Plan.

The findings from assignments completed in the period 8 January to 3 June 2022 were detailed in Appendix 3 to the report.

The Council formed part of the Glasgow City Region City Deal which funded a range of capital projects within South Lanarkshire. Similar to the Council's own governance arrangements, there was an Internal Audit Plan of work within the Glasgow City Region City Deal programme which was delivered by Glasgow City Council. Audit recommendations were followed up by Glasgow City Council as part of the annual audit plan and, where relevant, those actions would be added to South Lanarkshire Council's audit action database to ensure those were implemented in full and on time. Delivery on those actions would be reported within the Key Performance Indicators included in the routine activity reports to the Committee.

An update report would be submitted to a future meeting of this Committee as appropriate.

Information on the Chief Internal Auditor's Group activities during 2021 was attached as Appendix 5 to the report.

The Committee decided: that the report be noted.

[Reference: Minutes of 26 January 2022 (Paragraph 5)]

6 Audit Scotland – Financial Overview 2020/2021

A report dated 25 May 2022 by the Executive Director (Finance and Corporate Resources) was submitted on the Audit Scotland report entitled 'Financial Overview 2020/2021' which had been published in March 2022.

The report had been structured as follows:-

- ◆ Part 1 - Councils' Income in 2020/2021
- ◆ Part 2 - Financial Position
- ◆ Part 3 - Financial Outlook

The key messages from the Audit Scotland report were detailed, together with an assessment of the position in South Lanarkshire Council.

The Committee decided:

- (1) that the key messages and recommendations contained in the Audit Scotland report entitled 'Financial Overview 2020/2021', as detailed in sections 4 to 6 of the report, be noted; and
- (2) that the Council's position on those key messages and recommendations, as detailed in section 7 of the report, be noted.

[Reference: Minutes of 15 September 2021 (Paragraph 9)]

7 Financial Resources Scrutiny Forum Activity

A report dated 24 May 2022 by the Executive Director (Finance and Corporate Resources) was submitted on reports considered by the Financial Resources Scrutiny Forum in the period from July 2021 to March 2022.

A report on the business considered by the Financial Resources Scrutiny Forum would continue to be submitted to the Risk and Audit Scrutiny Committee on an annual basis.

The Committee decided: that the report be noted.

[Reference: Minutes of 22 June 2021 (Paragraph 8)]

8 Annual Audit Plan 2021/2022

The Committee considered the South Lanarkshire Council Audit Plan for 2020/2021 submitted by Audit Scotland, the Council's External Auditor.

The Plan set out the audit work necessary to allow Audit Scotland to provide an independent auditor's report and meet the wider scope requirements of public sector audit which included assessing arrangements for:-

- ◆ financial sustainability
- ◆ financial management
- ◆ governance and transparency
- ◆ value for money
- ◆ best value

The Plan was structured around the following areas:-

- ◆ annual accounts audit planning
- ◆ audit dimensions and best value
- ◆ reporting arrangements, timetable and audit fee
- ◆ other matters

Details were given on key aspects of those areas.

The Auditor General for Scotland, the Accounts Commission and Audit Scotland continued to assess the risks to public services and finances from COVID-19 across the full range of their audit work, including annual audits and the programme of performance audits.

A Kerr, Senior Audit Manager, informed the Committee that following the audit appointment exercise, Audit Scotland would remain as the appointed External Auditor for the Council for the next 5 years, however, there would likely be changes to the audit team. The current team would remain in place until the 2021/2022 annual accounts had been signed off.

The Committee decided: that the report be noted.

[Reference: Minutes of 3 March 2021 (Paragraph 5)]

9 Audit Scotland Report: The impact of COVID-19 on Scottish Councils' Benefit Services – A Thematic Study

A report dated 17 May 2022 by the Executive Director (Finance and Corporate Resources) was submitted providing a summary of the Audit Scotland Report 'The impact of COVID-19 on Scottish Councils' benefit services – A Thematic Study' released in October 2021.

In March 2020, in response to the COVID-19 pandemic and in line with UK and Scottish Government advice, Council buildings were closed to the public and, where possible, staff were required to work from home. As a key Council service, this presented a significant challenge for benefit services. Additionally, the Scottish Government's response to the pandemic led to the creation of local and national hardship schemes and many councils' benefit services had responsibility for administering and processing applications for support grants offered by those schemes.

Audit Scotland had issued a questionnaire to all 32 Scottish councils to measure the impact of the pandemic on benefit services in terms of:-

- ◆ Housing Benefit (HB) resources
- ◆ Information Technology
- ◆ Claims processing
- ◆ Accuracy

The data and analysis in the Audit Scotland report was based on the questionnaire responses and had not been independently validated, with the exception of claims processing performance, which was validated against Department for Work and Pensions (DWP) published data.

Information was provided on Audit Scotland's recommendations, together with an assessment of the position in South Lanarkshire Council.

The Chair and Depute, on behalf of the Committee members, welcomed the report and expressed appreciation of the work undertaken by staff throughout the COVID-19 pandemic to keep services operational.

The Committee decided: that the key messages and recommendations in the Audit Scotland report 'The impact of COVID-19 on Scottish Councils' benefit services – A Thematic Study' be noted.

10 Forward Programme for Future Meetings

A report dated 6 June 2022 by the Executive Director (Finance and Corporate Resources) was submitted on the outline forward programme for the meeting of the Risk and Audit Scrutiny Committee to 6 December 2022.

As part of future arrangements, members were invited to suggest topics for inclusion in the Committee's forward programme.

In response to a member's question in relation to the Scottish Government's recent announcement on a National Care Service, the Executive Director (Finance and Corporate Resources) advised that the implications of this proposal would be considered by the Council in terms of its review of top risks and their impact on service delivery. An update report of top risks would be presented to a future meeting of this Committee.

The Committee decided:

- (1) that the outline forward programme for the meetings of the Risk and Audit Scrutiny Committee to 6 December 2022 be noted; and
- (2) that an update report of top risks be presented to the 25 October 2022 meeting of this Committee.

11 Urgent Business

There were no items of urgent business.

Report

4

| | |
|------------------|----------------------------------|
| Report to: | South Lanarkshire Council |
| Date of Meeting: | 7 December 2022 |
| Report by: | Chief Executive |

| | |
|----------|-------------------------------|
| Subject: | External Flag Protocol |
|----------|-------------------------------|

1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ present elected members with a draft external flag protocol for consideration.

2. Recommendation(s)

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

- (1) that the draft external flag protocol, attached at Appendix 1, is approved.

3. Background

3.1. Following a motion submitted to the Council meeting on 28 September 2022 by Councillor McCreary, seconded by Councillor Rae, requesting a new locally determined protocol governing the use of its flagpoles at Council Headquarters, it was agreed that the Chief Executive would develop a draft new protocol for approval at a future Council meeting.

3.2. A protocol has now been drafted and is now attached as Appendix 1 having regard to the agreed Motion and with reference to the national flag policy governing Scottish Government buildings where appropriate. The Chief Executive also consulted Group Leaders on the draft protocol prior to submitting it for consideration at today's full Council meeting.

3.3. The draft protocol proposes that, for ad hoc requests from organisations and others to fly specific flags on certain days or to reflect particular circumstances not otherwise covered by the protocol, the Chief Executive will determine such requests in consultation with the Provost. This arrangement reflects the practicalities associated with exceptional requests.

4. Employee Implications

4.1. There are no direct employee implications.

5. Financial Implications

5.1. There are no direct financial implications.

6. Climate Change, Sustainability and Environmental Implications

6.1. There are no direct climate change, sustainability and natural environment implications arising from this report.

7. Other Implications

7.1 There are no other issues associated with 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 Consultation was undertaken internally with Group Leaders.

Cleland Sneddon
Chief Executive

1 November 2022

Link(s) to Council Values/Objectives/Priorities

- ◆ Achieve results through leadership, good governance and organisational effectiveness
- ◆ Accountable, effective, efficient and transparent

Previous References

- ◆ South Lanarkshire Council Meeting 28 September 2022 - motion

List of Background Papers

- ◆ None

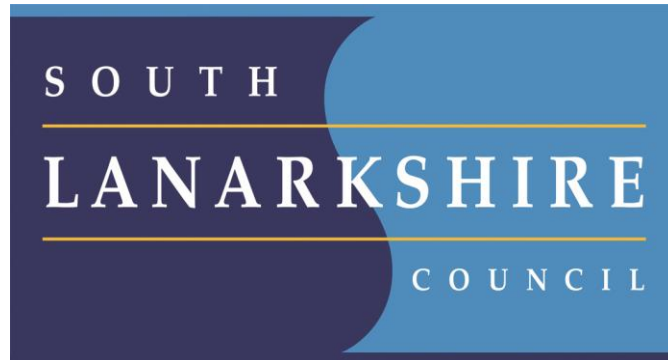
Contact for Further Information

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

Cleland Sneddon, Chief Executive

Ext: 4208 ([Tel:01698 454208](tel:01698454208))

E-mail: cleland.sneddon@southlanarkshire.gov.uk



**External Flag Protocol
Council Headquarters
Almada Street, Hamilton**

October 2022

Introduction

This protocol has been developed following the agreement of Council at its meeting of 28 September 2022 to update the Council’s approach to the flying of external flags at the Council HQ in Almada Street in Hamilton. In addition to the development of an updated protocol, the Council agreed that this reflect an agreement that the Union Flag, Saltire and South Lanarkshire Council flag be flown from the three flagpoles at Council Headquarters as a standard practice.

The Council further agreed to note that deviation from this standard practice may be permitted for reasons such as commemorations, causes and other events, such as those set out in the Scottish Government Flag Flying Guidance, and those should be detailed within this South Lanarkshire Council Protocol. Regard has been given to the Scottish Government Policy in the development of this protocol.

At the time of writing, the Council has also agreed to fly the Ukrainian Flag every day in solidarity with the Ukrainian people affected by the illegal invasion of their sovereign country until the war in that country is concluded.






Formation and Orientation

The Union Flag will occupy the left-hand flagpole, the saltire will occupy the central flagpole and the council flag or replacement as detailed below will occupy the right hand flagpole. On St Andrews day this precedence changes to the saltire occupying the left-hand flagpole and the Union flag occupying the central flagpole.

The Union Flag should be flown with the broader horizontal white stripe, top left hand side of the flag nearest the flagpole.

Schedule


(Dates reflect 2022 – subject to revision annually, dates are issued by Protocol and Honours Office at Scottish Government mid January each year).

| Event Date | Description | Flags to be Flown in the Formation Below |
|---|--|--|
| Everyday Excluding Those Noted Below | Standard Practice |  |
| Everyday Pending the End of the Ukrainian War – Excluding Below: | Variation to Standard Practice |  |
| 1 February | Start of LGBT History Month |  |
| 14 March | Commonwealth Day |  |
| 28 April | International Workers Memorial Day |  <i>Note: Flags to be Flown at Half Mast (see section on half mast)</i> |

| | | |
|--|--|--|
| 9 May | Europe Day |  |
| 17 May | International Day Against Homophobia, Biphobia and Transphobia |  |
| 18 June | Autistic Pride Day |  |
| 25 June | Armed Forces Day |  |
| 3 September | Merchant Navy Day |  |
| 19 October (Changed in 2022 from 9 September) | Emergency Services 999 Day |  |
| 13 November | Remembrance Day |  |
| 20 November | Transgender Remembrance Day |  |
| 30 November | St Andrew's Day |  <i>Note: Change of precedence on this day.</i> |
| 1 December | World AIDS Day |  |

Coronation of King Charles III

Following the passing of HM Queen Elizabeth II, it is anticipated that additional dates will be added to the calendar for 2023 to reflect the coronation and birthday dates for King Charles III. The following protocols will be applied subject to any contrary advice from the Palace or national Governments:

| Event Date | Description | Flags to be Flown in the Formation Below |
|-------------|----------------------------------|--|
| TBC | Coronation Day |  |
| TBC | His Majesty's Official Birthday |  |
| 14 November | Birthday of His Majesty The King |  |

Please note that the “Lion Rampant” is the King’s official banner in Scotland. They are used by the King or His Great Officers i.e. Lord- Lieutenants and only when acting in that capacity. The Royal Banner therefore does not feature in the Council’s Flag Protocol.

Other Council Buildings

This protocol applies to the flying of flags at the Council HQ in Almada Street, Hamilton only and not to any other council property regardless of whether flagpoles exist or are routinely used.

It is however noted that a single flagpole at Rutherglen Town Hall routinely flies the Union Flag to reflect the area’s Royal Burgh status. This arrangement is not subject to change due to the costs and inaccessibility of flag changes.

Exceptional Requests

It is acknowledged that the Council will occasionally receive exceptional requests from external interests for a specific flag to be flown at the Council HQ. Acknowledging the practicality of responding to requests often at short notice, this protocol confirms the delegation to the Council Chief Executive to determine such requests in consultation with the Provost.

It is acknowledged that further requests are often made to light up council properties in support of commemorative days. The council currently has the facility to accommodate these requests at Hamilton Town House and the delegation to determine such request remains with the Council Chief Executive. It is noted however that not all such requests can be met as there are often conflicts in dates sought.

Flying of Flags at Half Mast

“Half Mast” denotes that the flag should be flown two thirds up the flagpole. In general terms flags will be flown at half mast on the following occasions:

- Death of The Sovereign
- Funerals of Members of the Royal Family
- Funerals of Serving and Former Foreign Rulers

- Funerals of Serving and Former Prime Ministers of the United Kingdom
- Funerals of Serving and Former First Ministers of Scotland
- International Workers Memorial Day

It is anticipated that further national guidance may be issued to confirm expected arrangements and the council protocol may be adjusted by the Chief Executive to reflect that guidance.

Acts of Terrorism and Other Human Tragedies

Generally flags will not be flown at half mast outwith the occasions above or unless national guidance is issued. The delegation to the Chief Executive in consultation with the Provost would allow a response to be agreed in exceptional circumstances not covered above and in the absence of national guidance.

Member Enquiries

Member enquiries in respect of the South Lanarkshire Flag Protocol should be made to the Council Chief Executive in the first instance.

Report

5

| | |
|------------------|---|
| Report to: | South Lanarkshire Council |
| Date of Meeting: | 7 December 2022 |
| Report by: | Executive Director (Finance and Corporate Resources) |

| | |
|----------|-----------------------|
| Subject: | Women's Health |
|----------|-----------------------|

1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ update the Council on improvements to the current supports and initiatives in relation to women's health

2. Recommendation(s)

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

- (1) that the updates following the Menopause policy and guidance review be noted;
- (2) agree that the Council works toward becoming a Menopause Friendly Employer and gaining accredited status;
- (3) agree that the Council supports and signs up to the Time to Test campaign; and
- (4) that the position on menstruation support be noted.

3. Background

3.1. South Lanarkshire Council seeks to support all employees' wellbeing regardless of gender. However, understanding the profile of our workforce enables us to focus on targeted employee health and wellbeing. For the purposes of this report, the focus is on the health of female employees and will use the generic terms women and female interchangeably, but this will also include where appropriate those who identify as non-binary, transgender and intersex.

3.2. With female employees making up just over 74% of the workforce, there are key health areas the Council can provide additional support and guidance on. This report raises awareness of these health areas and aims to remove any stigma or taboo attached.

3.3. Council agreed a motion to consider the necessity, feasibility, and implications of implementing a menstruation policy in the workplace and this report provides an initial view on this topic.

4. Menopause Policy and Guidance Review

- 4.1. South Lanarkshire Council was the first Local Authority in Scotland to introduce a Menopause Policy. The policy has been in place since 2018 and subsequently there has been a growing focus on Menopause, through various media communications and information being more accessible. The Council has also continued to raise awareness in this area, through training events, educational and information webinars and development of a learn on line module.

As part of its on-going support, a review of the Menopause policy and guidance has taken place.

5 Key Menopause Policy and Guidance changes

- 5.1. The policy (Appendix 1) has been updated to be more inclusive of people who identify as non-binary, transgender and intersex.
- 5.2. The further information and support section has been updated and will be used as a separate resource for employees to access, and managers to provide to their employees as appropriate.
- 5.3. The managers' guidance has been updated in line with best practice, using advice available from the Chartered Institute of Personnel and Development (CIPD) and BUPA's, Line managers guidance for Menopause at Work (2021).
- 5.4. The guidance provides managers with information on how to approach a discussion with a colleague and suggested workplace adjustments for various symptoms. As well as these areas being updated, the new guidance provides a more holistic approach in discussing and supporting employees. For example, it provides information to the manager on what menopause is, when it can happen and how symptoms can impact an individual.
- 5.5. The support information for managers to signpost to, or for employees to use as a self-help resource has been updated.

6. Menopause Friendly Employer

- 6.1. The Council has an opportunity to be the first Local Authority in Scotland, to be recognised as a [menopause friendly employer](#). There is a further opportunity to work towards accreditation and the reviewed Menopause policy and guidance would contribute to this.
- 6.2. The first step would be to become a member of Menopause Friendly which recognises the Council as 'Committed to being a Menopause Friendly Employer'. Membership would help towards achieving and maintaining accreditation and would provide support/resources to actively do this. Following accreditation, which is assessed by an independent panel, the Council would be recognised as an 'Accredited Menopause Friendly Employer'.
- 6.3. The benefits would highlight the Council as a modern employer, who is striving to support employees through the menopause journey. Of the 74% of female employees, 55% are over the age of 45 and this group are likely to be at various stages of menopause. Additionally, there will be employees who have entered menopause early, either naturally or due to medical reasons.

- 6.4. As well as this initiative benefiting existing employees, it could assist in retaining employees. It demonstrates to potential employees the excellent employer and people focussed values of the Council.
- 6.5. There are 2 levels of membership within Menopause Friendly with the second level being recommended due to added benefits such as access to communication and engagement toolkits. The cost of joining this level is reduced for public sector from £2295 to **£1295**. This joining fee is a one-off cost, and thereafter from year 2, there would be an annual fee. The annual fee is **£995** without accreditation and **£495** once accredited. It makes sense that accreditation be sought within the first year. An additional cost of **£250** is required when applying for accreditation and this is passed onto the Wellbeing of Women charity. The council meets the requirements for accreditation currently and this should be a straightforward process.

7. Menstruation Support

- 7.1. The Council was proactive in developing a Menopause policy to provide educational information and useful links for employees to access for further support. Line managers were issued with guidance to support employees. This approach also aimed to encourage supportive discussions and take away the stigma that can be attached to talking about Menopause. Equally there can be similar stigma and taboo associated with the full menstrual cycle. It makes sense therefore to address this and to create a more open and supportive culture, to allow those experiencing difficulties with their periods to feel able to gain support within the workplace.
- 7.2. However, such a policy needs to be carefully thought out. Although there are a number of organisations with relevant policies, compared to the menopause there is a lack of evidence-based information surrounding menstrual health and work. There are also competing views on the topic. As part of curating a meaningful policy, the Scottish Government's, [Women's health plan - gov.scot \(www.gov.scot\)](http://www.gov.scot) has a dedicated action for this (Action 39). This action states that they will 'Develop a menopause and menstrual health workplace policy, as an example of best practice, starting with NHS Scotland, and promote across the public, private and third sector.' This approach was supported by organisations such as Endometriosis UK who participated in the development of the plan.
- 7.3. There will be evidence-based research, in partnership with the University of Glasgow, which will inform the development of this policy. This includes an NHS survey of menstruating employees, use of focus groups etc. Part of this survey asks participants what would be helpful to them in managing menstrual health at work. This is important, as it will provide evidence directly from public sector menstruating employees and would be highly relevant for our own position. It is recommended we await the results of this survey, and the subsequent workplace policy, to assist the Council in providing a more informed and best practice policy for its employees.
- 7.4. In the meantime, a guidance document, similar to the menopause approach, can be produced to assist employees to feel supported, provide information and guide managers on how to provide appropriate support. This will assist in the creation of an open supportive culture in this important health area. It is further recommended on completion of Action 39 of the Women's health plan, the Council's guidance for employees be reviewed and be developed towards a more informed workplace policy.

8. Time to Test Campaign

- 8.1. The importance of cervical screening can not be underestimated. Raising awareness of this and encouraging our female workforce to attend their cervical screening appointments can be supported by the Council using the Time to Test Campaign through Jo's Cervical Cancer Trust.
- 8.2. Cervical screening can help detect cell changes at the earliest stage and stop cervical cancer from ever developing. Jo's Cervical Cancer Trust explain that almost 1 in 3 females do not attend their cervical screening appointments when invited and found that only 20% of those who work full time could get a convenient appointment.
- 8.3. Finding time for these lifesaving appointments can feel challenging for individuals for varied reasons, such as not wanting to ask for the time off work, or not wanting to take the time due to their commitment to their job.
- 8.4. Signing up to Time to Test can benefit employees as it would:-
 - ◆ demonstrate to that the Council views employee's health as important
 - ◆ show the Council's commitment to cervical cancer awareness
 - ◆ play a part in preventing cervical cancer
 - ◆ promote a culture that empowers, values and supports employees in looking after their health
 - ◆ help reduce the stigma around cancer, and dispelling myths about the disease
- 8.5. These benefits would also show that the Council is committed to creating an environment where employees feel able to discuss cervical screening and other health appointments.
- 8.6. Signing up is a straightforward process and there is no financial cost.

9. Next steps and recommendations

- 9.1. The reviewed menopause policy will be communicated across our internal and external communications.
- 9.2. It is recommended that the Council become a Menopause Friendly Employer. Being signed up would assist in promoting the Council's commitment. External communications would also be advisable to highlight the Council becoming the first Local Authority to join this initiative. The council would work towards gaining status as an Accredited Menopause Friendly Employer within one year of joining.
- 9.3. It is recommended that the council join the Time to Test campaign, promoting this important health check. The Council would use the logos and communication resources provided by both the menopause and cervical screening initiatives to promote and raise awareness of both health areas.
- 9.4. Once the work around Action 39 is complete, the existing council guidance and policies in this area be reviewed and updated to reflect best practice.

10. Employee Implications

- 10.1. The updated menopause support provides useful information for employees seeking resources to understand their own menopause symptoms.
- 10.2. The updated guidance provides managers with more information to provide better support to employees.

10.3. Joining the menopause and cervical screening initiatives will raise awareness to our employees of these health areas and provide access educational resources.

10.4. Employees accessing information themselves and/or having good support from their manager may help prevent some absences.

11. Financial Implications

11.1. The costs of joining the Menopause Friendly Employer initiative can met from the existing wellbeing budgets.

12. Climate Change, Sustainability and Environmental Implications

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

13. Other Implications

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

14. Equality Impact Assessment and Consultation Arrangements

14.1. Consultation with the Trade Unions has taken place on the contents of this report.

14.2. This reviewed policy is not introducing a new policy, however any updates required to the existing impact assessment will be made.

Paul Manning

Executive Director (Finance and Corporate Resources)

22 November 2022

Link(s) to Council Values/Priorities/Outcomes

- ◆ Excellent Employer
- ◆ Focussed on people and their needs
- ◆ Improve health, care and wellbeing outcomes for all

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:-

Kay McVeigh, Head of Personnel

Ext: (Tel: 01698 454330)

E-mail: kay.mcveigh@southlanarkshire.gov.uk



Finance and Corporate Resources
Personnel Services

The Menopause Policy

Contents

| | |
|---|---|
| 1. Introduction | 2 |
| 2. Aims | 2 |
| 3. Scope | 2 |
| 4. Definitions | 2 |
| 5. Symptoms of Menopause | 2 |
| 6. Roles and Responsibilities | 3 |
| 7. Links to other policies | 4 |
| 8. Legislation | 4 |
| 9. Further sources of information/support and external links | 4 |
| Appendices | |
| Appendix 1: Managers' Guidance | 6 |

1. Introduction

South Lanarkshire Council is committed to ensuring that all employees are treated fairly and with dignity and respect in their working environment. The Council is also committed to improving the well-being of its people and has a duty to manage related issues effectively.

In this regard, the Council will provide appropriate support to employees who are peri-menopausal, menopausal or post-menopausal. Support will be provided through this policy, the guidance for managers, signposting to helpful resources, raising awareness of menopause and encouraging supportive workplace discussions.

Please note, assumptions should not be made, that menopause issues only affect women, as people who identify as non-binary, transgender and intersex may also experience symptoms.

2. Aims

- 2.1. This policy aims to support individuals to feel confident about raising and discussing issues with their manager about their symptoms, and to ask for assistance and/or adjustments at work.
- 2.2 To support this aim, the Managers Guidance (Appendix 1):
 - informs managers about the potential symptoms of menopause and what the effects on an individual can be.
 - provides direction on how to support individuals who raise menopause related issues they are experiencing.
 - also, advice on support for those who are affected indirectly, for example, partners and colleagues.
- 2.3. Assist individuals to be supported in the workplace and therefore reducing absenteeism due to menopausal symptoms.

3. Scope

- 3.1. This policy applies to all employees of the Council.

4. Definitions

- 4.1. **Peri-menopause** is the time leading up to menopause when a woman may experience changes, such as irregular periods or other menopausal symptoms. This can be years before menopause.
- 4.2. **Menopause** is defined as a biological stage in a woman's life that occurs when she stops menstruating and reaches the end of her natural reproductive life. The menopause is defined as having occurred when a woman has not had a period for twelve consecutive months (for individuals reaching menopause naturally). The average age for a woman to reach menopause is 51, however, it can be earlier or later than this due to surgery, illness or other reasons. If menopause occurs before the age of 40 this is known as **premature menopause** and if between 40 and 45 it is called **early menopause**. As a result of these hormonal changes, many individuals experience both physical and emotional symptoms.
- 4.3. **Post-menopause** is the time after menopause has occurred, starting when a woman has not had a period for twelve consecutive months.

5. Symptoms of Menopause

- 5.1. Whilst 75% of individuals do experience some symptoms, and 25% could be classed as severe, it is important to note that not every woman will notice/experience every symptom, or even need help or support.

- 5.2. Symptoms can manifest both physically and psychologically including, but not exclusively, hot flushes, sweats, poor concentration, insomnia, headaches, panic attacks, heavy/light periods, anxiety, loss of confidence and difficulty sleeping.

6. Roles and Responsibilities

6.1 Employees:

6.1.1. All employees are responsible for:

- taking personal responsibility to look after their health;
- being open and honest in conversations with line managers;
 - if an employee feels unable to speak to their line manager they can speak to Employee Support, Personnel Services, or their Trade Union.
- being willing to help and support their colleagues.

6.2. Line Managers (see Appendix 1 for Managers' Guidance)

6.2.1. All line managers should:

- Familiarise themselves with the Menopause Policy and Guidance;
- Be ready and willing to have open discussions about menopause, appreciating the personal nature of the conversation, and treating the discussion sensitively and professionally;
- Use the guidance in Appendix 1 to have a supportive and sensitive discussion with the individual.
- Record any adjustments agreed and actions to be implemented;
- Ensure ongoing conversations take place and set review dates as appropriate;
- Ensure that all agreed adjustments are adhered to.

6.2.2 Where adjustments are unsuccessful, or if symptoms are proving more difficult for the employee, the Line Manager may:

- if appropriate, refer the employee to the Occupational Health Adviser;
- review Occupational Health advice, and implement any recommendations, where reasonably practical;
- update the Confidential Discussion Template (Appendix 1) and continue to review with the employee.

6.3. Personnel Services

6.3.1. Personnel Services will:

- Promote awareness of the Menopause and support resources.
- Offer guidance to managers on the interpretation of this Policy and Guidance
- Process referrals to Occupational Health Services

7. Links to other policies/documents:

- Dignity at Work
- Maximising Attendance Policy
- Flexible Working Policy
- Stress Risk Assessment
- Workplace Mediation Policy
- Grievance Procedures

8. Legislation

8.1 Equality Act 2010

Whilst the menopause is not a specific characteristic under the Equality Act 2010, if an employee is put at a disadvantage and treated less favourably because of their menopause symptoms, this could be discrimination if related to, for example, age, disability, gender reassignment, sex.

8.2 Health and Safety at Work etc. Act 1974.

This Act provides for safe working

9. Further Sources of Information/Support and External Links

- All employees can access counselling/cognitive behavioural therapy through the Council's [employee assistance provider](#) free on **0800 882 4102**
- The Employee Support Team are also available to speak to confidentially on **01698 455021**
- Learn on Line Module: **Menopause Awareness**
- Personnel Services:

| Resource | Contact Email |
|---|--|
| Community and Enterprise Resources | Personnel.ComandEnt@southlanarkshire.gov.uk |
| Finance and Corporate Resources/LVJB and Seemis LLP | Personnel.FinandCorp@southlanarkshire.gov.uk |
| Housing and Technical Resources | Personnel.HouseandTech@southlanarkshire.gov.uk |
| Education Resources | Personnel.Education@southlanarkshire.gov.uk |
| Social Work Resources | Personnel.SocialWork@southlanarkshire.gov.uk |

External resources

Websites:

- www.nhs.uk/conditions/menopause
- www.menopausematters.co.uk
- www.individualss-health-concern.org/help-and-advice/factsheets/menopause
- www.daisynetwork.org (Support for individuals who are prematurely menopausal)
- www.nhsinform.scot/menopause
- www.thebms.org.uk

- www.letstalkmenopause.co.uk
- www.nice.org.uk/guidance/ng23

Apps:

- www.balance-menopause.com
- www.squeezyapp.com

Books:

- Living Well Through The Menopause, an evidenced based cognitive behavioural guide by Myra Hunter and Melanie Smith
- Preparing for the Perimenopause and Menopause by Dr Louise Newton
- Men.... Let's Talk Menopause by Ruth Devlin

Menopause: Guidance for Managers

Introduction

The purpose of this guidance is to raise awareness of menopause related issues at work, and in particular assist managers in supporting employees who are experiencing the menopause and their associated symptoms.

Supporting individuals through the menopause can ensure that they are able to ask for help and adjustments so they can continue to be successful in their roles. It can also assist in reducing absenteeism due to menopausal symptoms.

As a manager you have a key role in providing this support. As with any concern an employee may have, health or otherwise, the easier you make it for them to open up to you, the easier it will be to identify the support they may need.

What is menopause?

It is a natural stage of life when a woman's oestrogen levels decline, and she stops having periods. As menopausal symptoms are typically experienced for several years, it is best described as a 'transition' rather than a one-off event.

When does it happen?

The **menopause** typically happens between age 45 and 55 but for some individuals can be later. The **perimenopause** is the phase leading up to the menopause when a woman's hormone balance starts to change. During this time a woman may start to suffer with menopause symptoms but is still having periods. Individuals are said to have reached the menopause when they have not had a period for 12 months.

The average age for a woman to reach menopause is 51, but around 1 in 100 experience it before the age of 40. This is known as **premature menopause**. It is called **early menopause** if it occurs between the ages of 40 and 45. Often there is no clear cause for the early onset of menopause, but it can be as a result of surgery e.g. hysterectomy, or treatment such as chemotherapy or radiotherapy.

What are the symptoms?

The menopause can cause a wide range of physical and psychological symptoms that can last for several years. Experiencing any of the menopausal symptoms can pose a challenge for individuals as they go about their daily lives, including work. The British Menopause Society state that menopausal symptoms affect more than 75% of individuals. So, whilst not all individuals going through the menopause will experience menopausal symptoms, the majority will and over 25% describe severe symptoms.

Symptoms may last for a long time with an average duration of 7 years, and 1 in 3 individuals experience symptoms beyond the 7 years. (The British Menopause Society)

Some of the most typical symptoms of menopause include:

- Psychological issues, such as mood disturbances, anxiety and/or depression, memory loss, panic attacks, loss of confidence and reduced concentration
- Hot flushes (brief and sudden surges of heat usually felt in the face, neck and chest)
- Sleep disturbance that can make people feel tired and irritable
- Night sweats (hot flushes that happen during the night)
- Irregular periods and/or periods can become light or heavy
- Muscle and joint stiffness, aches and pains
- Recurrent urinary tract infections (UTI's) including cystitis
- Headaches/migraines
- Weight gain
- Palpitations (heartbeats that become more noticeable)

- Skin changes (dryness, acne general itchiness)
- Reduced sex drive.

Please note every individual's experience of menopausal symptoms is different. No assumptions should be made about symptoms an individual may have and it should be understood that symptoms can fluctuate and be felt to varying degrees.

Guidance for discussion with employee

It is important to recognise that some individuals may not want to discuss the menopause or menopausal symptoms. However, if an employee does wish to discuss their symptoms, or just to talk about how they are feeling, the more supportive and knowledgeable you are about the range of menopausal symptoms, the more likely your employee will feel able to approach you.

We recognise that every individual's experience is different, and therefore, not feasible to set out a structured set of specific guidelines, however the way you approach the conversation can help the employee feel more able to speak openly about their symptoms and can strengthen trust in the working relationship.

Regular catchups or one-to-ones are an opportunity to start the conversation, which should always be in a private, confidential setting (whether in person or virtually), where the employee can feel at ease.

Additionally, managers should consider how confident they feel about their employee's wellbeing, particularly where they do not see them often e.g., due to the nature of their work or agile working arrangements. Are there measures that can be put in place to provide better opportunities for employees to discuss their concerns? For example, in person 1-2-1's or as a minimum where it is difficult to have regular in-person catch-ups, managers should ensure their employees know they can contact them to discuss any wellbeing concerns they may have.

As with any sensitive conversation setting the right tone is important. The following **check list** can help with this:

- Allow adequate time to have the conversation
- Find an appropriate room to preserve confidentiality i.e., a private room if in the workplace or suitable time if meeting via MS Teams
- Ask simple, open, non-judgemental questions
- Avoid judgemental or patronising responses
- Speak calmly
- Maintain good eye contact
- Listen actively and carefully
- Encourage the employee to talk
- Give the employee ample opportunity to explain what is going on for them in their own words.
- Show empathy and understanding
- Be prepared for some silences and be patient
- Focus on the person, not the problem
- Avoid making assumptions or being prescriptive
- Suggest ways in which they can be supported in the workplace (see symptoms below for examples)
- If appropriate provide or signpost to the Menopause Advice Factsheet: www.womens-health-concern.org/help-and-advice/factsheets/menopause/ and list of support resources (appendix B).

- Agree any actions, and how to implement them. Using the template at Appendix A to record the meeting. This can be helpful, so all parties agree what has been discussed, and the next steps, before the meeting ends. Ensure that this record is treated as confidential and is stored securely.
- Agree if other members of the team should be informed, and by whom.
- Ensure that designated time is allowed for a follow up meeting.

Examples of reasonable adjustments to support menopausal symptoms

Symptoms can have both a psychological and physical effect on an individual. There may be reasonable adjustments that could help the employee manage these effects whilst at work. Below considers what these supports could look like.

The diversity of roles and working environments across the Council may provide challenges to implementing some adjustments e.g., having time away from others could be more difficult to achieve in certain work areas. However this highlights the importance of the manager having a supportive discussion with the employee, to ensure all possibilities are explored and to consider all suggestions the employee may have.

The implement. on of any adjustment would be agreed between the individual and the manager as part of their discussion. Some adjustments may need more planning than others e.g., ordering an extra uniform is a set process, but having quiet time may need to be agreed between the employee and manager as to how it can best work in practice.

The symptoms and adjustments below are not exhaustive or exclusive.

| Examples of potential symptoms | Reasonable adjustment examples/considerations | | | | | | | |
|--------------------------------|---|--|-------------------------------------|---------------------------------------|--|-----------------|--|---|
| | Time away from others/or quiet time | Request extra uniform or adapt prescribed uniform (e.g. removal of jacket) | Easy access to fresh drinking water | Time out to take medication if needed | Flexible working options e.g. change in work pattern | Review workload | Relaxation, mindfulness, breathing exercises, going for a walk | Additional considerations |
| Hot Flashes | • | • | • | • | | | • | Use of a fan, working near a window, or away from a heat source. |
| Heavy periods | • | • | • | • | • | | • | Toilet breaks may need to be more frequent |
| Headaches | • | | • | • | • | | • | |
| Difficulty sleeping | • | | | | • | • | • | |
| Loss of Confidence | | | | | | • | • | Have personal development discussions if appropriate. |
| Poor Concentration | | | | | | • | • | Are there times of the day when concentration is better or worse? |
| Anxiety | • | | | • | • | • | • | Take care if suggesting quiet time – it may not always be the right adjustment if it will leave an employee feeling isolated. |
| Low Mood | • | | | • | • | • | • | |
| Panic Attacks | • | | | • | | | • | |

Remember, where appropriate in your discussions, you can provide the employee with the freephone number for counselling support through the Council's [employee assistance provider](#).

Discuss whether the member of staff has visited their GP. Depending on the discussion, this may be the next step suggested.

If they have visited their GP, and are being supported by them, it may be helpful at this point to make an [Occupational Health referral](#) to give specific advice regarding the workplace.

Other areas of discussion where managers support is needed

There could be times when an employee wants to speak in confidence about a family member or friend who has menopausal symptoms and any associated stresses there may be.

There could also be situations where you notice some changes in an employee's behaviour, e.g., starting work later, being more quiet than usual, do not make assumptions about their health or ask them a direct question as to whether they have menopausal symptoms. It is up to the individual to disclose any symptom or health issue they may be experiencing.

In both these cases it is essential to create the confidential space, time and support the employee may need (see checklist on page 8/9). Actively listening to the employee, signpost to appropriate resources and ensure you check in on how they are, on a regular/agreed basis.

Appendix A

Confidential Colleague Discussion – Template

| | | | |
|------------------------------|--|-------------------------|--|
| Employee's Name | | Job Title | |
| Resource/Service Area | | Location of Work | |

| | |
|---|--|
| Line Managers Name and Position: | |
| Date of discussion: | |

Summary of Discussion:

Agreed Actions/Adjustments:

Date of next review meeting

Signed (Member of staff)

Signed (Manager)

Internal resources

- All employees can access counselling/cognitive behavioural therapy through the Council's [employee assistance provider](#) on 0800 822 4102
- The Employee Support Team are also available to speak to confidentially on **01698 455021**
- Learn on Line Module: **Menopause Awareness**
- Personnel Services:

| Resource | Contact Email |
|---|--|
| Community and Enterprise Resources | Personnel.ComandEnt@southlanarkshire.gov.uk |
| Finance and Corporate Resources/LVJB and Seemis LLP | Personnel.FinandCorp@southlanarkshire.gov.uk |
| Housing and Technical Resources | Personnel.HouseandTech@southlanarkshire.gov.uk |
| Education Resources | Personnel.Education@southlanarkshire.gov.uk |
| Social Work Resources | Personnel.SocialWork@southlanarkshire.gov.uk |

External resources

Websites:

- www.nhs.uk/conditions/menopause
- www.menopausematters.co.uk
- www.individualss-health-concern.org/help-and-advice/factsheets/menopause
- www.daisynetwork.org (Support for individuals who are prematurely menopausal)
- www.nhsinform.scot/menopause
- www.thebms.org.uk
- www.letstalkmenopause.co.uk
- www.nice.org.uk/guidance/ng23

Apps:

- www.balance-menopause.com
- www.squeezyapp.com

Books:

- Living Well Through the Menopause, an evidenced based cognitive behavioural guide by Myra Hunter and Melanie Smith
- Preparing for the Perimenopause and Menopause by Dr Louise Newton
- Men....Let's Talk Menopause by Ruth Devlin

Report

6

| | |
|------------------|--|
| Report to: | South Lanarkshire Council |
| Date of Meeting: | 7 December 2022 |
| Report by: | Executive Director (Community and Enterprise Resources) |

| | |
|----------|---|
| Subject: | Business Growth Grants – Increase in Maximum Grant Award Level |
|----------|---|

1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ seek approval to increase the maximum level of grant support under the South Lanarkshire Business Growth Grant from £20,000 to £50,000 per business.

2. Recommendation(s)

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

- (1) that the maximum level of grant that can be awarded to an individual business through the South Lanarkshire Business Growth Grant is increased from £20,000 to £50,000; and
- (2) the Scheme of Delegation for Community and Enterprise Resources is amended accordingly.

3. Background

3.1. South Lanarkshire Council's Economic Development team currently offer local businesses access to financial support through two business grant funds.

- ◆ The Business Growth Grant has been in operation since 2015/16 to improve business long term sustainability and growth. This is a discretionary business grant offering 50% support for eligible project costs such as capital expenditure, infrastructure improvements, training, consultancy, and exhibition costs. The current maximum support level is £20,000. [More details here](#)
- ◆ The Small Business Support Grant was introduced in 2020, in response to the first COVID lockdown, to assist businesses with smaller projects, also up to 50% of eligible costs. This supports similar costs to £1,000 for sole traders/ directors, and £3,000 for businesses employing people. [More details here](#)

3.2. The Business Growth Grant is funded 60% by South Lanarkshire Council and this is matched to provide a further 40% through the European Regional Development Funding (ERDF.) The current ERDF programme has been running in partnership with North Lanarkshire Council as the lead authority since 2015/16 and is providing a total grant programme of £2.8M for South Lanarkshire over this period including £1.1M in ERDF funding for the Council. The remaining funds amount to approximately £600,000 which require to be committed by 31 March 2023 to ensure maximum ERDF income is achieved.

3.3. At its core, the Growth Grant supports local businesses to survive, regain lost ground following the significant impact of Covid-19, adapt to take up new opportunities and to achieve growth. Businesses are operating in an increasingly uncertain economic environment. Pressures on supply chains, rising energy costs and interest rates, and generally higher operating costs are barriers to growth. The Growth Grant is a valuable mechanism to help to diversify the risk and accelerate delivery of a project for local businesses. The project then creates and safeguards jobs, increases turnover, and profitability that would not have taken place in the current climate.

4. ERDF timeline and opportunity

4.1. We have less than 12 months left to commit and spend the remaining £600,000 allocation on our £2.8M ERDF business grant programme. Whilst we have a strong pipeline of enquiries and are making every effort to maximise the spend position, this level of spend is very challenging in the current economic climate given our current maximum grant level of £20,000. The decision to increase the maximum level of grant is recommended as an opportunity for the Council, together with ERDF support, to maintain and indeed enhance financial support for local businesses during a period of economic uncertainty, and to help ensure the full ERDF allocation can be committed and spent in the local economy.

4.2. COVID caused significant issues for our local businesses and delayed investment on individual business projects, and consequently, the overall Scottish ERDF programme spending was delayed as a result. Following representation by Local Authorities, the Scottish Government, as managing authority for the ERDF programme, agreed to extend the scope of the grant programme. This change allowed support for business sustainability/survivability in addition to growth, low carbon projects and an increase in the maximum grant from £20,000 to £50,000 to help support local business with ERDF funding until the end of the programme in 2023.

4.3. Despite the challenges and ongoing cost of living crisis, there are still larger opportunities for businesses to expand in various sectors and the approval here will allow us to support local businesses to a larger amount and unlock that growth. This approval will ensure larger projects take place sooner, on a larger scale, and aim to achieve enhanced outcomes. The kind of larger projects would include investment in business premises or in more efficient industrial plant and machinery required to enable expansion into new markets or improved productivity. It is appreciated debt finance, through Business Loans Scotland for example, could be an alternative source of funding, however many businesses have the legacy of COVID Bounce Back Loan and increased bank debt, and there are few other options available to local SMEs apart from the Council's business grant schemes.

5. Proposed Amendments to Business Growth Grant

5.1. Based on the enquiries to date, the following additional criteria is proposed for a business applying for a grant over £20,000, and up to a maximum of £50,000 :

- ◆ The project would principally be Capital Expenditure and/ or Infrastructure Improvement expenditure as these are the types of projects which are of a scale which generates the greatest economic benefit in terms of job creation, turnover growth and local economic impact.
- ◆ The project will directly create **and** safeguard local jobs.
- ◆ The business will already be paying (or willing to work towards paying) Living Wage to all employees and be using Fair Work practices.

- ◆ The business will make every effort to consider local (South Lanarkshire) supply chains in project delivery.
- ◆ The project will have clearly considered and built-in climate change impacts in project design and delivery.
- ◆ All officers of the business will have successfully completed a Serious Organised Crime check with Police Scotland.

5.2. Raising the maximum grant threshold will give the council the flexibility to assist larger growth investments and projects of scale, resulting in increased impacts and outcomes and potentially an increased return on the council's investment. An increase in the grant level to £50,000 will open the door for different conversations with new and possibly larger businesses already in, or interested in coming to the area, and show that there is financial support available via the Council to deliver larger scale projects at this time.

5.3. The demand for grants to date provides some context of the business growth and innovation that is taking place despite prevailing economic conditions. Since April 2022, the fund has approved 28 grant applications, totalling £417,721 in grant funding. Supported projects encompass a wide range of investments, but frequently feature improvement of premises or the purchase of expensive items of equipment and machinery to facilitate business growth.

5.4. The impact in terms of job creation and turnover increase within the businesses receiving support is significant and these projections are recorded when a grant application is received and then actuals are requested from the business once the project is completed (within 12 months of the grant award date). The projections at application stage for the above approved applications are:-

- ◆ 139 jobs created
- ◆ 313 jobs safeguarded
- ◆ £4M increase in turnover

An annual report will be brought to Community and Enterprise Committee summarising the grant support and projected outcomes to businesses supported.

6. Employee Implications

6.1. Existing Economic Development officers support businesses through the current application process. Existing networks and Business Gateway help signpost businesses to the opportunity. Officers also work with Scottish Enterprise partners on developing relationships with larger businesses in the area that traditionally have sought support through the national agency.

7. Financial Implications

7.1. Business Growth Grant is funded through the existing revenue budget, including West of Scotland Loan Fund legacy funds, and this approval would ensure the Council is closer to a full spend and maximum draw down of ERDF match funding of £1.1M.

8. Climate Change, Sustainability and Environmental Implications

8.1. The Scottish Government has now agreed that business expenditure which will implement carbon reducing and more energy efficient processes into the business to help achieve Net Zero targets is eligible for the grant support. Applicants are required to consider project spend that helps reduce climate change and are encouraged to use local supply chains.

9. Other Implications

9.1. This decision would enhance the Council's reputation with larger local businesses given the intention to assist investment during challenging economic times.

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 nor public consultation is required.

10.2 The Business Growth Grant is open for application from all eligible businesses, however resources are limited, and funding is therefore committed on a first come first served basis.

David Booth

Executive Director (Community and Enterprise Resources)

22 November 2022

Link(s) to Council Values/Priorities/Outcomes

- ◆ Thriving business, fair jobs and vibrant town centres

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:-

Yvonne Rogers, Business Support Team Leader

Tel: 07788351850

E-mail: yvonne.rogers@southlanarkshire.gov.uk

Report

7

| | |
|------------------|---|
| Report to: | South Lanarkshire Council |
| Date of Meeting: | 7 December 2022 |
| Report by: | Executive Director (Finance and Corporate Resources) |

| | |
|----------|---|
| Subject: | Family Leave for Elected Members - Councillor Hamilton |
|----------|---|

1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ advise of arrangements in terms of family leave for Councillor Hamilton

2. Recommendation(s)

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

- (1) that it be noted that Councillor Hamilton will commence her maternity leave from 16 January 2023;
- (2) that, on a temporary basis until her return on 31 July 2023, her place on the various committees, outside bodies etc, be filled, as deemed necessary, by a member of the Labour Group; and
- (3) that authority be delegated to the Chief Executive, in consultation with the Business Manager of the Labour Group, to finalise those temporary memberships.

3. Background

3.1. The Council, at its meeting on 26 February 2020, approved, for implementation, the new Elected Members' Family Leave Guidance produced by COSLA.

3.2. Councillor Hamilton has advised the Council that she intends to take maternity leave from 16 January 2023 and arrangements require to be put in place on a temporary basis, where deemed necessary, to fill the various places she currently holds until her return on 31 July 2023.

4. Employee Implications

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

5. Financial Implications

5.1. There are no financial implications associated with the proposals contained in this report.

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. There are no other implications in terms of the information contained 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 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)

1 November 2022

Link(s) to Council Values/Priorities/Outcomes

- ◆ Fair, Open and Sustainable
- ◆ Accountable, Effective, Efficient and Transparent

Previous References

South Lanarkshire Council of 26 February 2020

List of Background Papers

None

Contact for Further Information

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

Susan Somerville, Administration Manager

Ext: 4197 (Tel: 01698 45454197)

E-mail: susan.somerville@southlanarkshire.gov.uk

Report

8

| | |
|------------------|----------------------------------|
| Report to: | South Lanarkshire Council |
| Date of Meeting: | 7 December 2022 |
| Report by: | Chief Executive |

| | |
|----------|--|
| Subject: | Councillor McAdams and Councillor Ross - Attendance at Council Meetings |
|----------|--|

1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ consider an application for extension to the period of non attendance by Councillor Monique McAdams and Councillor John Ross at Council meetings due to ill health in terms of Standing Order No 7 of the Council's Standing Orders on Procedures.

2. Recommendation(s)

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

- (1) that an extension of up to 6 months further non attendance at Council meetings be considered as follows:-
- ◆ from 21 December 2022 for Councillor McAdams
 - ◆ from 15 February 2023 for Councillor Ross

3. Background

3.1. With reference to Section 35(1) of the Local Government (Scotland) Act 1973 and in terms of Standing Order No 7 of the Council's Standing Orders on Procedures, if a councillor does not go to any Council meetings for a period of 6 months, he or she will stop being a member of the Council unless he or she has:-

- ◆ the Council's permission; or
- ◆ a good reason approved by the Council

The 6 month period starts from the date of the first meeting which the councillor failed to attend.

4. Current Position

4.1. Due to ill health, Councillor McAdams has been unable to attend Council meetings for a period of time. Councillor McAdams' absence took effect from 21 June 2022 meaning that, at 21 December 2022, Councillor McAdams will have failed to attend a Council meeting for a period of 6 months.

4.2. Councillor McAdams has confirmed she is, as yet, unable to return to council duties and has asked that Council consider a request for an extension to her period of absence for up to 6 months in terms of Standing Order No 7.

4.3. Following a period of ill health, Councillor Ross has been unable to attend Council meetings for a period of time. Councillor Ross' absence took effect from 15 August 2022 meaning that, at 15 February 2023, Councillor Ross will have failed to attend a Council meeting for a period of 6 months.

4.4. Councillor Ross has confirmed that there is a risk that his absence will extend beyond the specified date and has asked that Council consider a request for an extension to his period of absence for up to 6 months in terms of Standing Order No 7.

5. Employee Implications

5.1. None.

6. Financial Implications

6.1. None.

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 other implications in terms of the information contained in this report.

9. Equality Impact Assessment and Consultation Arrangements

9.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and therefore no impact assessment is required.

9.2. There is no requirement to carry out a consultation process in relation to this report.

Cleland Sneddon
Chief Executive

12 November 2022

Link(s) to Council Values/Priorities/Outcomes

- ◆ Accountable, Effective, Efficient and Transparent
- ◆ Fair, Open and Sustainable

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:-

Susan Somerville, Administration Manager

Ext: 4197 (Tel: 01698 454197)

E-mail: susan.somerville@southlanarkshire.gov.uk

Freedom of South Lanarkshire Area to the Royal Regiment of Scotland

Notice of Motion

Motion received in terms of Standing Order No 20 on 8 November 2022, proposed by the Provost, seconded by Councillor Mark Horsham, as follows:-

“The Royal Regiment of Scotland (SCOTS) came in existence on 28 March 2006 when all our historical antecedent regiments;

- ◆ The Royal Scots;
- ◆ Royal Highland Fusiliers;
- ◆ Kings own Scottish Borderers;
- ◆ Black Watch;
- ◆ Highlanders (Seaforth, Gordons Argyll and Sutherland)

amalgamated in to one large Scottish Regiment.

Many of the antecedent regiments have over the decades been granted the Freedom of several Scottish towns/cities and overseas.

In the last 16 years sixteen Scottish Local Authorities/Cities have very graciously granted the SCOTS Freedom of their Local Authority. Some of these are close neighbours to South Lanarkshire.

This honour allows the SCOTS to Parade through the streets of that area with bayonets fixed , drums beating and pipes playing. With their flags Colours flying it is an amazing sight for communities to see. As Scotland’s largest Infantry Regiment is a real showcase and an opportunity to connect with the public.

The Motion

To agree that the Council grant the Freedom of South Lanarkshire to the Royal Regiment of Scotland at a date to be agreed in 2023.

Financial Implications

Cost for a civic reception for the event will be met from the Provost’s Civic Budget.”

Parking Charges

Notice of Motion

Motion received in terms of Standing Order No 20 on 21 November 2022, proposed by Councillor Gerry Convery, seconded by Councillor Joe Fagan, as follows:-

“The Council is asked to agree that:-

- ◆ The charge for administering residential parking schemes approved on the 24 February 2021 is removed.
- ◆ Residents are reimbursed for any residential parking permits charges introduced as a consequence of the approval of saving CER24 on 24 February 2021.
- ◆ The cost of removing the charge in this financial year be met from Resource underspend, use of Reserves or existing resources.”

Open Market Purchase Scheme

Notice of Motion

Motion received in terms of Standing Order No 20 on 21 November 2022, proposed by Councillor Andrea Cowan, seconded by Councillor Geri Gray, as follows:-

“Council recognises that we are in the worst cost of living crisis in living memory, resulting in the highest mortgage interest rates in 20 years. Many of our residents will struggle to pay their mortgages in the coming months, and sadly many will face homelessness either through forced sales or worse still by repossession.

Council acknowledges that the introduction of the Cost of Living (Tenant Protection) (Scotland) Bill by the Scottish Government, provides a welcome short -term freeze on rent increases and evictions however the future is still uncertain. Some private sector landlords may face difficulty in retaining their property leaving the tenant facing eviction.

Many of our residents will therefore be very anxious about potentially losing their home.

Council notes it has a statutory duty to provide assistance to private sector tenants and home-owners threatened with homelessness.

Council also notes that the current crisis will lead to significant additional pressure on Housing Services and that we as a Council will struggle to accommodate the rising numbers of people who need help finding a home.

Council therefore recognises that our housing stock must be increased as a matter of urgency and that it is quicker and more cost effective to buy a house than to build one.

Council therefore recommends:

1. The Council’s Open Market Purchase Scheme (OMPS) be amended to actively encourage sellers to sell direct to the Council;
2. The criteria for the OMPS aligns to key strategic outcomes as set out within the Local Housing Strategy remains unchanged:-
 - ◆ property is of a particular type/size required to meet identified housing needs and demands within an area
 - ◆ property will support regeneration within an area or allow the Council to tackle a particular issue in an area
 - ◆ property would make the Council the majority owner in a block and allow for future investment or improvement work to be undertaken
 - ◆ property provides the most cost effective and appropriate solution to meeting an urgent and specific housing need
 - ◆ property has been empty for a period exceeding two years as determined by council tax records, the property may be considered by the Council for purchase under the scheme.

Properties must be offered to the Council with a Home Report provided by a firm of Chartered Surveyors who are members of the Royal Institute of Chartered Surveyors (RICS), dated within the previous 4 weeks and paid for by the seller.”

16 Days of Activism Against Gender Based Violence; Solidarity with protesters in Iran

Notice of Motion

Motion received in terms of Standing Order No 20 on 21 November 2022, proposed by Councillor Janine Calikes, seconded by Councillor Katy Loudon, as follows:-

“South Lanarkshire Council marks the International 16 Days of Activism against Gender-Based Violence campaign 2022, which began on 25th November and ends this Saturday, December 10th, by applauding all local, national, and international efforts towards the prevention and elimination of gender-based violence against women and girls.

Across the world, many women and girls are suffering from human rights violations, which in reference to current events in Iran, the UN have described as a stemming from 'a continuum of long-standing, pervasive, gender-based discrimination embedded in legislation, policies, and societal structures'.

Council is horrified by the murder of 22-year-old Mahsa Amini in Iran following her arrest and detention on the 13 September by so-called 'Morality Police'.

Council is alarmed by reports that the regime has begun issuing death sentences over the ensuing protests, sparked by the horror and outrage at the death, which occurred against a backdrop of misogynistic laws including one which requires women to wear the hijab. The wearing of any item of clothing, including the hijab, should be a personal one.

Council is deeply concerned that during the wave of protests both in Iran and across the world, protesters in Iran who have been demanding accountability for the death of Amini, and calling for an end to the ongoing repression of women and girls' fundamental rights have been met with intimidation, repression and violence. Over 300 people are known to have died with thousands more detained.

Council expresses its solemn and unequivocal condemnation of the actions of the Iranian authorities as well as our solidarity with the Iranian women leading and participating in the protests despite the personal repercussions they are facing, and stands firm with those who are bravely speaking truth to power in Iran and other oppressive regimes worldwide.”

To Adopt the All-Party Parliamentary Group definition of Islamophobia

Notice of Motion

Motion received in terms of Standing Order No 20 on 21 November 2022, proposed by Councillor Ali Salamati, seconded by Councillor Janine Calikes, as follows:-

“That South Lanarkshire Council restates its commitment to opposing racism and discrimination in all its forms, delights in the growing diversity across the council area and commits to and adopts the UK APPG (All-Party Parliamentary Group) definition of Islamophobia, including all of its examples in full, reproduced below:

- ◆ "Islamophobia is rooted in racism and is a type of racism that targets expressions of Muslimness or perceived Muslimness.
- ◆ Contemporary examples of Islamophobia in public life, the media, schools, the workplace, and in encounters between religions and non-religions in the public sphere could, taking into account the overall context, include, but are not limited to:
- ◆ Calling for, aiding, instigating or justifying the killing or harming of Muslims in the name of a racist/ fascist ideology, or an extremist view of religion.
- ◆ Making mendacious, dehumanising, demonising, or stereotypical allegations about Muslims as such, or of Muslims as a collective group, such as, especially but not exclusively, conspiracies about Muslim entryism in politics, government or other societal institutions; the myth of Muslim identity having a unique propensity for terrorism, and claims of a demographic "threat" posed by Muslims or of a "Muslim takeover".
- ◆ Accusing Muslims as a group of being responsible for real or imagined wrongdoing committed by a single Muslim person or group of Muslim individuals, or even for acts committed by non-Muslims.
- ◆ Accusing Muslims as a group, or Muslim majority states, of inventing or exaggerating Islamophobia, ethnic cleansing or genocide perpetrated against Muslims.
- ◆ Accusing Muslim citizens of being more loyal to the "Ummah" (transnational Muslim community) or to their countries of origin, or to the alleged priorities of Muslims worldwide, than to the interests of their own nations.
- ◆ Denying Muslim populations, the right to self-determination e.g. by claiming that the existence of an independent Palestine or Kashmir is a terrorist endeavour.
- ◆ Applying double standards by requiring of Muslims behaviours that are not expected or demanded of any other groups in society, e.g. loyalty tests.

- ◆ Using the symbols and images associated with classic Islamophobia (e.g. Muhammed being a paedophile, claims of Muslims spreading Islam by the sword or subjugating "Islamophobia is rooted in racism and is a type of racism that targets expressions of Muslimness or perceived Muslimness." minority groups under their rule) to characterise Muslims as being "sex groomers", inherently violent or incapable of living harmoniously in plural societies.
- ◆ Holding Muslims collectively responsible for the actions of any Muslim majority state, whether secular or constitutionally Islamic."

South Lanarkshire Council has been home to a significant Muslim population for generations and recognises that our Muslim citizens play an integral role in all aspects of life in our towns and rural communities.

Council agrees to continue to tackle hate crime and Islamophobia in partnership with communities, Police Scotland and other stakeholders, to encourage better reporting of such incidents, and to raise awareness of Islamophobia in all its forms.

South Lanarkshire Council will support and promote Islamophobia Awareness Month in November each year. Council will consider how the APPG definition can be incorporated into the council's ethos and work and mandatory training programmes, and report back to the Equal Opportunities Forum and other appropriate council reporting and scrutiny committees."

75 Years of East Kilbride New Town

Notice of Motion

Motion received in terms of Standing Order No 20 on 22 November 2022, proposed by Councillor Joe Fagan, seconded by Councillor David Watson, as follows:-

“This Council notes that:-

- ◆ This year marked 75 years since East Kilbride was designated as Scotland’s first New Town.
- ◆ Throughout the year events and activities have taken place to celebrate East Kilbride, its heritage and the wider contribution of East Kilbride and the people of the town.
- ◆ East Kilbride 75th anniversary grants have helped the community mark a landmark year.

This Council believes that:-

- ◆ Following the 75th anniversary year, there must be a new focus from the Council and its partners on renewing the economy of the town and building prosperity and wellbeing for future generations.

This Council will:-

- ◆ Progress with a Master Plan for transformation of East Kilbride Town Centre, in conjunction with owners/administrators, partners and community stakeholders, including a new civic and cultural development.
- ◆ Prepare a bid to the Levelling Up Fund and/or other potential funders to support transformational investment in East Kilbride.
- ◆ Identify opportunities for working in partnership with businesses to secure private sector investment in the East Kilbride economy, including the green economy.
- ◆ Make immediate representations to the Scottish Government and partners, expressing support for the full electrification and dual track of the East Kilbride line and early engagement on the benefits of a Glasgow Metro system to the town and the surrounding area.
- ◆ Scope with partners the potential for an ‘East Kilbride Festival of Ideas’ to celebrate East Kilbride’s history of innovation in technology, science, industry and living and promote the place of innovation and sustainability in the future development of the town.
- ◆ Seek to replace the East Kilbride Task Force with a business-led successor organisation to champion a sustainable, inclusive economy for East Kilbride.
- ◆ Seek the agreement of partners to make a modest financial contribution to Smart, Sustainable East Kilbride, to renew its facilitation, engagement, and wealth building work in the town.”

National Care Service

Notice of Motion

Motion received in terms of Standing Order No 20 on 22 November 2022, proposed by Councillor Robert Brown, seconded by Councillor Mark McGeever, as follows:-

“This Council notes:-

1. The criticism of the finances of the National Care Service (Scotland) Bill by Audit Scotland
2. The estimate of bureaucratic costs in the Bill’s Financial Memorandum of between £644 million and £1,262 million for the period 2022-23 to 2026-7 – money diverted away from local care services
3. The cross party opposition to the Bill expressed in trenchant terms by COSLA
4. The increasing pressure on public sector finances indicated particularly by cuts made by the Deputy First Minister in the Scottish Government’s Autumn Statement
5. The increasing demand for care services
6. The terms of the European Charter for Local Self Government which the Scottish Parliament unanimously wish to see incorporated into Scots Law

The European Charter provides that:-

- a. local authorities should have the right and ability to regulate and manage “a substantial share of public affairs under their own responsibility and in the interests of the local population”;
- b. local authorities “shall be entitled, within national economic policy, to adequate financial resources of their own”;
- c. “the financial systems on which resources available to local authorities are based shall be of a sufficiently diversified and buoyant nature to enable them to keep pace ... with the ... cost of carrying out their tasks”;

Whilst South Lanarkshire Council has always opposed the National Care Service Bill as damaging to the future both of community care and the future viability of local government, the Council believes that increasing financial pressures on both central and local government finances now demand an urgent rethink of the Bill.

Council therefore calls on the Scottish Government:-

- a. To focus the objectives of the proposed National Care Service on developing high care standards and entitlements across Scotland and on workforce planning to support the recruitment of more, high quality care staff to meet the growing demand
- b. To abandon forthwith those parts of the Bill which take powers and responsibilities from councils to Ministers and Boards as being highly damaging and unaffordable
- c. To enable the provision of a care service with local delivery, local accountability, and care users and care staff at its heart.
- d. To fund Local Authorities fairly and equitably in such a way as to enable them to deliver key council – and specifically care services – effectively.”

Cut Fuel Bills, Cut Carbon Emissions, Kick Start the Green Economy

Notice of Motion

Motion received in terms of Standing Order No 20 on 22 November 2022, proposed by Councillor Kirstin Robb, seconded by Councillor Ross Clark, as follows:-

“Motion Pre-amble:-

Fuel bills impact on council budgets, poverty and business profitability – The council’s budget strategy identified an exceptional additional budget pressure of £7.450 million due to projected increases in utilities costs (Full Council, June 2022) and the risk to budgets of future energy price inflation has been repeatedly flagged by officers. Equally, our residents and businesses are seeing their bills rising dramatically too, plunging more householders into fuel poverty (in 2019, 22% of South Lanarkshire households lived in fuel poverty) and undermining business profitability.

Climate change – The largest source of the council’s emissions is from our council buildings and South Lanarkshire wide, the domestic sector makes up the largest source of South Lanarkshire’s emissions (SLC State of the Environment report 2021). The costs of not acting on climate change, far outweigh the costs of acting boldly now.

Policy drivers – National building standards are changing on 1st Feb 2023 with further increased energy standards and mandatory testing of all new builds. All new builds will need to be heated by a non-fossil fuel source by 2024. All public sector buildings should be zero-carbon heated by 2038 and fuel poverty should be eradicated by 2040. National Planning Framework 4 Policies 1, 2 and 19 seeks to ‘minimise emissions from development’, ‘build more efficient net zero homes with decarbonised heating and cooling systems’ and ‘support development proposals for buildings that will be occupied by people to promote sustainable temperature management, for example by prioritizing natural or passive solutions such as siting, orientation, and materials’.

In South Lanarkshire, both the Community Plan and the Council plan seek to deliver on People, Planet and Progress. And the South Lanarkshire administration’s ‘New Hope’ agreement aims to ‘maximise the energy efficiency of homes’ and wishes to ‘Develop a Green New Deal for South Lanarkshire’. This motion will contribute to that.

Examples – ‘Fabric First’ - Buildings designed and constructed using a fabric first approach aim to minimise the need for energy consumption – the cheapest form of energy is that which you don’t use, so it makes sense to maximise insulation whilst also maintaining a healthy environment. There are various voluntary quality standards which would help ensure a vast improvement in energy efficiency. One is the Net Zero Public Sector Building Standard <https://www.scottishfuturetrust.org.uk/page/net-zero-public-sector-buildings-standard>, now being encouraged to access funding for new schools and also takes into account the carbon embodied in the construction materials used and how the building operates. Another is the Passivhaus standard (<https://www.passivhaustrust.org.uk>, <http://www.architype.co.uk/blog/what-how-and-why-passivhaus-the-pupils-of-wilkinson-primary-school-explain/>), which aims to reduce energy demand as much as possible but also improves health and comfort too through ventilation without heat loss. Heat demand in

a Passivhaus non-domestic building is less than a fifth of that in a typical non-domestic building with architects reporting a £30,000-£50,000 saving in fuel bills in primary schools and a third of costs in domestic properties (more now with energy price increases). Edinburgh council has adopted Passivhaus for its future school builds and Glasgow council has Passivhaus offered as a route to achieve Gold Level compliance for all new residential developments. Overall, a study showed that the Passivhaus standard in the UK can be achieved now for a modest extra-over cost and this is likely to reduce to nominal levels if adopted at scale: https://www.passivhaustrust.org.uk/guidance_detail.php?gld=41. Any additional upfront costs will save money further down the line on energy bills.

Motion: This council agrees to take the following additional action on energy efficiency to achieve multiple benefits: save money for front-line services, reduce South Lanarkshire's risk to future energy price shocks, cut carbon emissions, improve wellbeing, reduce fuel poverty and kick start the local green economy.

1. **Produce an energy demand reduction plan for council buildings** considering actions such as consulting on a set point of 18 degrees **where it is safe to do so**, reducing heating times or boiler temperatures and engaging and supporting Members and staff in other immediate, no/low cost ways to reduce bills.
2. **Adopt the highest standards of energy efficiency for all South Lanarkshire Council funded building projects and in the forthcoming Residential Design Guide**, including:
 - ◆ Moratorium on fossil-fuelled heating systems in new builds
 - ◆ Formally adopt the 'Fabric First' approach by using Passivhaus, Net Zero Public Building Standard or equivalent highest energy efficiency standards for all future council funded new builds. Doing this work at scale will reduce build costs but also fuel bills for the council and tenants.
 - ◆ Investigate retrofitting council buildings to Passivhaus /Gold standards for properties where it could bring substantial savings for council and /or tenants.
 - ◆ Use learning from council funded high energy efficiency building projects to engage with volume house builders to share learning and develop a future mandatory 'South Lanarkshire Standard' to reach the highest efficiency levels possible
 - ◆ In the meantime, when submitting plans for planning permission, ask developers in their energy statement to demonstrate how the development will adhere to the principles of 'Fabric First', and how high standards of operational energy efficiency will be achieved
 - ◆ To close the building performance gap, develop a local system to check compliance against a suitable indicator which gives a good measure of build quality and energy efficiency such as air tightness. Professionally prepared reports on energy efficiency deficiencies in new builds can be reviewed by officers and random spot checks carried out. The council can then provide a remediation and instruction for correction, as currently exists for safety matters.
3. **Kick start the local green economy** through the council's own long term new build / retrofit programme so giving local businesses the confidence to develop new products and skills to serve the council's investment programme and the growing wider market
 - ◆ Working with local colleges, Hamilton based <https://www.be-st.build/about/> , Skills Development Scotland and businesses to review the local supply chain for low carbon construction materials, construction / retrofit qualifications and skills to identify current supply, gaps and opportunities for local workers and the economy.
 - ◆ Using and encouraging others to use / gain the government TrustMark (or equivalent) which details registered qualified professionals who build / install to the standards required to meet high energy efficiency standards
 - ◆ Exploring setting up / expanding a green-economy skills academy and apprenticeship programme with local colleges, social landlords and businesses to skill-up and embed the high standards required and provide local work force opportunities.

Report

17

| | |
|------------------|---|
| Report to: | South Lanarkshire Council |
| Date of Meeting: | 7 December 2022 |
| Report by: | Executive Director (Finance and Corporate Resources) |

| | |
|----------|--|
| Subject: | External Auditor's Annual Report to South Lanarkshire Council |
|----------|--|

1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ advise members of the External Auditor's, Audit Scotland, Annual Report to the Council for 2021/2022

2. Recommendation(s)

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

- (1) that the External Auditor's Annual Report 2021/2022 to the Council be noted.

3. Background

3.1. The Risk and Audit Scrutiny Committee considered the External Auditor's Annual Report to the Council at its meeting on Tuesday 25 October 2022.

3.2. A copy of Audit Scotland's letter and report can be accessed at the following links (Agenda Item No 2 of the Risk and Audit Scrutiny Committee refers):-

[External Auditor's Letter](#)
[External Auditor's Report](#)

4. Employee Implications

4.1. None.

5. Financial Implications

5.1. None.

6. Climate Change, Sustainability and Environmental Implications

6.1. There are no climate change, sustainability or environmental implications in terms of this report.

7. Other Implications

7.1. There are no issues in terms of risk in relation to the content of this report.

8. Equality Impact Assessment and Consultation Arrangements

8.1. No equality impact assessment or consultation is required in terms of the recommendation contained within this report.

Paul Manning
Executive Director (Finance and Corporate Resources)

25 October 2022

Link(s) to Council Values/Priorities/Outcomes

- ◆ Accountable, effective, efficient and transparent

Previous References

- ◆ Risk and Audit Scrutiny Committee of 25 October 2022

List of Background Papers

- ◆ None

Contact for Further Information

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

Jackie Taylor, Head of Finance

Ext: 5637 (Tel: 01698 455637)

E-mail: jackie.taylor@southlanarkshire.gov.uk