



Council Offices, Almada Street  
Hamilton, ML3 0AA

Monday, 22 May 2023

Dear Councillor

## **Community and Enterprise Resources Committee**

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

**Date:** Tuesday, 30 May 2023

**Time:** 14:00

**Venue:** Hybrid - Committee Room 1, 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**

Robert Brown (Chair), Maureen Devlin (Depute Chair), Joe Fagan (ex officio), John Anderson, Ralph Barker, Walter Brogan, Andy Carmichael, Maureen Chalmers, Gerry Convery, Poppy Corbett, Andrea Cowan, Margaret Cowie, Colin Dewar, Gladys Ferguson-Miller, Ross Gowland, Graeme Horne, Cal Johnston-Dempsey, Martin Lennon, Richard Lockhart, Hugh Macdonald, Ian McAllan, Kenny McCreary, Davie McLachlan, Carol Nugent, Helen Toner, David Watson

### **Substitutes**

Alex Allison, Ross Clark, Margaret Cooper, Allan Falconer, Alistair Fulton, Lynsey Hamilton, Ross Lambie, Lesley McDonald, Elaine McDougall, Mark McGeever, Richard Nelson, Graham Scott, David Shearer

## BUSINESS

### 1 Declaration of Interests

- 2 Minutes of Previous Meeting** 5 - 12  
Minutes of the meeting of the Community and Enterprise Resources Committee held on 14 March 2023 submitted for approval as a correct record. (Copy attached)

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### Monitoring Item(s)

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- 3 Community and Enterprise Resources – Workforce Monitoring – January to March 2023** 13 - 18  
Joint report dated 14 April 2023 by the Executive Directors (Finance and Corporate Resources) and (Community and Enterprise Resources). (Copy attached)

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### Item(s) for Decision

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- 4 Community and Enterprise Resource Plan 2023/2024** 19 - 42  
Report dated 10 May 2023 by the Executive Director (Community and Enterprise Resources). (Copy attached)
- 5 Town Centre and Place Based Investment Programme - Update** 43 - 48  
Report dated 10 May 2023 by the Executive Director (Community and Enterprise Resources). (Copy attached)
- 6 Appointment of Public Analysts, Agricultural Analysts and Food Examiners** 49 - 52  
Report dated 15 May 2023 by the Executive Director (Community and Enterprise Resources). (Copy attached)
- 7 On-Request Garden Waste Collection** 53 - 56  
Report dated 15 May 2023 by the Executive Director (Community and Enterprise Resources). (Copy attached)
- 8 Community Benefit Funds – Renewable Energy Fund Grant Applications** 57 - 60  
Report dated 16 May 2023 by the Executive Director (Community and Enterprise Resources). (Copy attached)
- 9 Community Benefit Funds – Annual Report** 61 - 72  
Report dated 10 May 2023 by the Executive Director (Community and Enterprise Resources). (Copy attached)
- 10 South Lanarkshire Council Cemetery Strategy 2023 to 2033** 73 - 90  
Report dated 15 May 2023 by the Executive Director (Community and Enterprise Resources). (Copy attached)

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### Item(s) for Noting

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- 11 UK Levelling Up Fund Update** 91 - 94  
Report dated 10 May 2023 by the Executive Director (Community and Enterprise Resources). (Copy attached)

**12 Contract Award Tanker Applied Roads Surface Coatings to Scottish Borders Council 95 - 98**

Report dated 10 May 2023 by the Executive Director (Community and Enterprise Resources). (Copy attached)

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**Urgent Business**

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**13 Urgent Business**

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

***For further information, please contact:-***

Clerk Name:	Elizabeth-Anne McGonigle
Clerk Telephone:	07385 403101
Clerk Email:	elizabeth-anne.mcgonigle@southlanarkshire.gov.uk



# COMMUNITY AND ENTERPRISE RESOURCES COMMITTEE

2

Minutes of meeting held via Confero and in the Council Chamber, Council Offices, Almada Street, Hamilton on 14 March 2023

## Chair:

Councillor Robert Brown

## Councillors Present:

Councillor John Anderson, Councillor Ralph Barker, Councillor Walter Brogan, Councillor Gerry Convery, Councillor Poppy Corbett, Councillor Andrea Cowan, Councillor Margaret Cowie, Councillor Maureen Devlin (Depute), Councillor Colin Dewar, Councillor Gladys Ferguson-Miller, Councillor Ross Gowland, Councillor Graeme Horne, Councillor Martin Lennon, Councillor Richard Lockhart, Councillor Hugh Macdonald, Councillor Ian McAllan, Councillor Kenny McCreary, Councillor Davie McLachlan, Councillor Carol Nugent, Councillor David Shearer (*substitute for Councillor Maureen Chalmers*), Councillor David Watson

## Councillors' Apologies:

Councillor Andy Carmichael, Councillor Maureen Chalmers, Councillor Joe Fagan, Councillor Cal Johnston-Dempsey, Councillor Helen Toner

## Attending:

### Community and Enterprise Resources

D Booth, Executive Director; A Brown, Head of Enterprise and Sustainable Development Services; C Brown, Environmental Services Manager; F Carlin, Head of Planning and Regulatory Services; K Carr, Head of Facilities, Waste and Grounds Services; S Laird, Engineering Manager; E Melrose, Development Officer; I Russell, Construction Unit Manager; G Simpson, Development Adviser

### Finance and Corporate Resources

N Docherty, Administration Assistant; L Harvey, Finance Manager; E Maxwell, Human Resources Business Partner; E-A McGonigle, Administration Officer; L O'Hagan, Finance Manager (Strategy); M M Wilson, Legal Services Manager

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## 1 Declaration of Interests

No interests were declared.

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## 2 Minutes of Previous Meeting

The minutes of the meeting of the Community and Enterprise Resources Committee held on 13 December 2022 were submitted for approval as a correct record.

In relation to Item 11, Councillor Shearer enquired about the progress of discussions between the Council and the Lanark Business Improvement District (BID) on the potential continuation of the Comfort Scheme pilot in Lanark. Officers advised that there had been a meeting with the Chief Executive of the BID in January 2023 and that it was now a matter for its Board to come back to the Council with a decision. Councillor Shearer expressed his disappointment at the lack of progress on this matter.

### The Committee decided:

- (1) that the minutes be approved as a correct record; and
- (2) that the update on the potential continuation of the Comfort Scheme pilot in Lanark be noted.

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### **3 Community and Enterprise Resources - Revenue Budget Monitoring 2022/2023**

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A joint report dated 8 February 2023 by the Executive Directors (Finance and Corporate Resources) and (Community and Enterprise Resources) was submitted comparing actual expenditure at 27 January 2023 against budgeted expenditure for 2022/2023 for Community and Enterprise Resources and providing a forecast for the year to 31 March 2023.

Following the probable outturn exercise, there was a reported underspend for the Resource of £0.007 million after approved transfers to reserves of £1.270 million.

The Resource position as at 27 January 2023 was an overspend of £0.015 million after approved transfer to reserves, as outlined in Appendix A. The overspend mainly reflected under recovery on school meal income. Details were also provided on proposed budget virements in respect of Community and Enterprise Resources to realign budgets.

#### **The Committee decided:**

- (3) that the forecast to 31 March 2023 of an underspend of £0.007 million after approved transfers to reserves, as detailed in Appendix A of the report, be noted;
- (4) that an overspend of £0.015 million as at 27 January 2023 after approved transfers to reserves, as detailed in Appendix A of the report, be noted; and
- (5) that the budget virements, as detailed in appendices B to F of the report, be approved.

*[Reference: Minutes of 13 December 2022 (Paragraph 3)]*

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### **4 Community and Enterprise Resources - Capital Budget Monitoring 2022/2023**

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A joint report dated 22 February 2023 by the Executive Directors (Finance and Corporate Resources) and (Community and Enterprise Resources) was submitted advising of progress on the Community and Enterprise Resources' Capital Programme 2022/2023 and summarising the expenditure position at 27 January 2023.

The revised Capital Programme for 2022/2023, as agreed at the meeting of the Executive Committee held on 1 February 2023, amounted to £48.444 million, a net increase of £0.174 million and, at 27 January 2023, expenditure was £22.898 million.

The projected outturn for the financial year was £43.7 million. This represented an underspend of £4.744 million and the majority of the variance was due to timing of spend on a number of projects which resulted in budget required in 2023/2024 rather than 2022/2023.

The Executive Director (Community and Enterprise Resources) responded to members' questions on the ongoing maintenance programme for bridges, particularly those in the Clydesdale area which were vital to communities in the area.

#### **The Committee decided:**

- (1) that the Community and Enterprise Resources' capital programme of £48.444 million and expenditure to date of £22.898 million be noted; and
- (2) that the projected outturn of £43.7 million be noted.

*[Reference: Minutes of 13 December 2022 (Paragraph 4) and Minutes of the Executive Committee of 1 February 2023 (Paragraph 4)]*

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## **5 Community and Enterprise Resources - Workforce Monitoring – October to December 2022**

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A joint report dated 10 November 2022 by the Executive Directors (Finance and Corporate Resources) and (Community and Enterprise Resources) was submitted on the following employee information for Community and Enterprise Resources for the period October to December 2022:-

- ◆ attendance statistics
- ◆ occupational health statistics
- ◆ accident/incident statistics
- ◆ disciplinary hearings, grievances and Dignity at Work cases
- ◆ analysis of leavers and exit interviews
- ◆ staffing watch as at 10 December 2022

**The Committee decided:** that the report be noted.

*[Reference: Minutes of 13 December 2022 (Paragraph 5)]*

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## **6 Revocation of Lanark Air Quality Management Area – South Lanarkshire**

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A report dated 22 February 2023 by the Executive Director (Community and Enterprise Resources) was submitted providing an update on the improvements of air quality within the Lanark area and the proposed revocation of the Lanark Air Quality Management Area (AQMA).

The Council had a statutory duty to monitor the quality of air within its area. This was defined in the Environment Act 1995 as well as within the Air Quality (Scotland) Regulations 2000 and 2002 as amended. Monitoring results had to be considered against air quality objectives/targets and, should those be exceeded, the local authority had to take action to improve the air quality. Levels had previously been exceeded in East Kilbride, Rutherglen and Lanark which had resulted in the declaration of 3 AQMAs.

An AQMA, which encompassed the whole town of Lanark, had been declared in June 2016 due to likely breaches of the Nitrogen Dioxide (NO<sub>2</sub>) hourly mean and annual mean air quality objectives/targets. The formal declaration process for the AQMAs and the resultant Air Quality Action Plan development had been detailed in previous reports to the Committee.

Environmental Services had supported traffic management and air quality improvement actions since 2016 and the specific initiatives that had been applied in Lanark were detailed at section 3.4 of the report. The interventions in Lanark had resulted in improved traffic flow and pollutant reduction.

Due to the measured NO<sub>2</sub> concentrations declining over recent years, Ricardo Energy and Environment had been commissioned by the Council to undertake a Detailed Assessment of Air Quality for NO<sub>2</sub> and Particulate Matter (PM<sub>2.5</sub>) at Lanark. The executive summary of the Detailed Assessment was provided in Appendix 1 to the report. The Detailed Assessment included a review of pollutant measurements over the previous 10 years as well as a dispersion modelling study of current and future NO<sub>2</sub> and PM<sub>2.5</sub> emissions.

The Council's Annual Progress Report on Air Quality, together with the Detailed Assessment, had been submitted to the Scottish Government and Scottish Environment Protection Agency (SEPA) for appraisal as part of statutory reporting requirements. Both reports concluded that the Lanark AQMA should be revoked under Section 83(2) of the Environment Act 1995. The findings of both reports had been accepted by both SEPA and the Scottish Government and, therefore, Environmental Services recommended that the Council revoke the Lanark AQMA.

If the Lanark AQMA was accepted to be revoked, a Revocation Order would be drawn up in conjunction with Legal Services. The Order would be advertised among statutory consultees before coming into effect in spring/summer 2023. The Council had already consulted with SEPA about the proposed revocation in accordance with the expectation from the Scottish Government. Consultation would also have to be conducted with statutory consultees, businesses, members of the public and other interested parties. Once the consultation process had been concluded, the Revocation Order would be submitted to the Scottish Government for information.

Where a Revocation Order was accepted, a local authority was expected to develop a Local Air Quality Strategy to ensure air quality maintained a high profile locally and responded to public expectations. Environmental Services sought to develop such a Strategy in 2023/2024 and would continue air monitoring at the existing automatic air station for a year after revocation of the AQMA. The monitoring would be reported through the Annual Progress Report to the Scottish Government and SEPA on compliance with the national air quality statutory objectives.

The Environmental Services Manager responded to members' questions regarding:-

- ◆ whether air quality was monitored in specific areas or across the whole town
- ◆ what steps would be taken if there were signs of air quality slipping back to poor quality
- ◆ whether similar sustained improvements were being seen in East Kilbride and Rutherglen

In response to a Councillor Lockhart's concern regarding whether there was adequate up-to-date air quality information to ensure the AQMA was not being revoked prematurely in Lanark, the Environmental Services Manager undertook to give assurance by providing the most recent monitoring information to him. Assurance was also provided by relevant safeguarding measures that were in place, which included the consultation that had been conducted with SEPA and the local consultation that would follow.

In response to a member's question regarding additional funding of £0.347 million received from the Scottish Government in 2022/2023 for clean air initiatives, as reported at the Executive Committee meeting of 21 September 2022, the Environmental Services Manager undertook to provide a report to a future meeting of the Committee on progress made with those funds, together with an update on funding received in 2023/2024.

**The Committee decided:** that the Lanark AQMA be revoked.

*[Reference: Minutes of 4 February 2020 (Paragraph 11) and Minutes of the Executive Committee of 21 September 2022 (Paragraph 5)]*

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## **7 Zero Carbon Indoor Multi Sports Facility Proposal at Strathaven Rugby Club**

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A report dated 22 February 2023 by the Executive Director (Community and Enterprise Resources) was submitted:-

- ◆ providing information on a planning application submitted by Strathaven Rugby Club (SRC) to add an indoor training facility ("the Facility") to their current establishment
- ◆ seeking approval to support the Facility with funds from the Strathaven Community Sports and Sports Facilities Fund ("the Funds") created in accordance with an agreement under Section 75 of the Town and Country Planning (Scotland) Act, subject to an appropriate legal agreement being entered into between the Council and SRC

SRC had submitted a planning application to the Council in September 2022 for the Facility as part of its continued development of the club. Funding had been requested from the Council to help support the Facility.



The Strathaven Community and Sports Facility Fund was established as part of an agreement made under Section 75 of the Planning Act between the Council and Henry Jardine Patterson and Mrs Jean Watson Patterson, registered in the Land Register of Scotland (“the Section 75 Agreement”) on 23 December 2014. This agreement had been pursuant to Planning Application EK/12/0003. The policy tests required to be met in regard to the Section 75 agreement and developer contributions were detailed at section 5.4 of the report.

SRC’s planning application for the Facility stated the purpose of its organisation was to provide sporting facilities for a large rural community and its aim was to provide an indoor training facility which could accommodate training and general exercise in all weathers. The Facility would be built in line with carbon neutral standards which complied with the government’s carbon net zero by 2035. Further details on the zero carbon indoor multi-sports Facility were provided in section 4 of the report.

SRC had advised that initial quotes for the build ranged from £920,000 to £1.1 million and that the programme would take 28 weeks from commencement of the construction. Funding was being sought from the Scottish Rugby Union and other fund matching opportunities would also be identified including Virador, Sports Scotland, Banks Renewables and the National Lottery.

The total and final balance of Council funds held in the Fund was £387,473 and SRC had requested that this Fund be released to contribute towards the Facility. The Section 75 agreement provided that the Fund would be administered and used by the Council in consultation with the initial owner of the East Overton land (Initial Owner). The Initial Owner had already been consulted in relation to the proposal and supported the application for the Facility.

It was proposed that releasing the monies from the Fund for this project would be underpinned by an appropriate legal agreement which would include the conditions that SRC would need to adhere to in order that the funds could be accessed, which included demonstrating that the project would benefit the wider community. The Council, through the legal agreement, would ensure the monies would be released in phases and through approval of work stages. There would be a cap on the amount released and, if the project did not adhere to set conditions, monies would be revoked. The Executive Director (Community and Enterprise Resources), in consultation with the Head of Administration and Legal Services, would conclude the legal agreement under delegated authority.

The Head of Enterprise and Sustainable Development Services responded to members’ questions on various aspects of the report.

#### **The Committee decided:**

- (1) that, subject to the grant of the planning application on acceptable terms to the Council, the release of the Funds totalling £387,473 to support the Facility be approved;
- (2) that it be noted that the Funds would not be released until an appropriate legal agreement had been concluded between the Council and SRC, which would cover, amongst other things, the:-
  - ◆ level and phasing of payments of the Funds
  - ◆ requirement that the Facility should serve the local community at large
  - ◆ ability for the Council to ‘clawback’ the Funds for use on alternative community projects if the Funds were not used within a certain timescale
- (3) that authority be delegated to the Executive Director (Community and Enterprise Resources), in consultation with the Head of Administration and Legal Services, to conclude the legal agreement.

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## **8 Ash Dieback Disease Programme – Arboriculture Operatives (Trainee)**

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A joint report dated 24 February 2023 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources) was submitted:-

- ◆ updating the Committee on a programme of work required on Ash Dieback Disease (ADD) following allocation of capital funding
- ◆ seeking approval for 3.0 FTE Arboriculture Operatives (Trainees) to be added to the establishment for a fixed-term of 12 months

ADD was considered the most significant tree disease to affect broadleaved trees in the UK since Dutch Elm Disease gained prominence in the 1960s. It had spread rapidly and only a small fraction of trees had proved to be resistant due to genetic factors which gave them tolerance to the disease. The disease, which was incurable, was caused by the fungal pathogen *Hymen scyphus fraxineus*, and affected just ash species. Data from Europe suggested that it would lead to the decline and death of 50% to 75% of ash trees in Scotland over the next 2 decades and had the potential to infect more than 75 million ash trees across the country. ADD was first recorded in the UK and South Lanarkshire in 2012.

The national cost of managing trees with ADD, which could include monitoring, pruning and, where necessary, felling, was difficult to calculate but had been estimated to exceed £2.5 billion across the UK in the next 10 years. Scotland's costs would potentially be in the region of £200 million in the same period. The Association of Public Service Excellence (APSE) estimated the economic cost at £14.8 billion, which was 3 times as much as estimates for Dutch Elm Disease in the 1960s and 1970s due to the quantity of ash trees.

The management of ADD was proving a real challenge for tree managers as to whether trees would be felled or allowed to stand so that resistance could be developed to the disease and, therefore, species that were reliant upon the ash for their home would be protected.

The Council, through the Arboriculture Team, had participated in a number of national initiatives with key stakeholders, such as The Forestry Commission, the Tree Council and the Scottish Government, to develop policy and processes in response to the ADD problem. The Council had included ADD in the corporate risk register as well as the Sustainable Development and Climate Change Strategy.

A pilot investigation had been undertaken following funding that had been allocated over the last year. This had identified an initial programme of work to further quantify the scale of the issue and to respond to immediate concerns. Additional resources would be required to:-

- ◆ address the challenges in the arboriculture sector
- ◆ allow the Grounds Service to reprofile its current workload
- ◆ address succession planning concerns within the establishment

It was, therefore, proposed that the following temporary posts be added to the establishment on a fixed-term basis for 12 months, as detailed in section 5 of the report:-

- ◆ 3.0 FTE posts of Arboriculture Operative (Trainee Temporary) on Grade 1, Level 2, SCP 22-23 (£22,011 to £22,282)

Funding of £0.500 million had been allocated from the 2023/2024 Capital Programme to deliver this programme of work and would be allocated as follows:-

- ◆ £0.087 million on staffing
- ◆ £0.413 million on vehicles, equipment, materials and other contractor costs

The Head of Facilities, Waste and Grounds Services responded to members' questions on various aspects of the report.

**The Committee decided:**

- (1) that contents of the report be noted; and
- (2) that it be approved that 3.0 FTE Arboriculture Operatives (Trainees) be added to the Grounds Services' establishment for a fixed-term of 12 months, as detailed in section 5 of the report.

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**9 Community and Enterprise Resource Plan – Quarter 2 Progress Report 2022/2023**

A report dated 21 February 2023 by the Executive Director (Community and Enterprise Resources) was submitted on the Community and Enterprise Resource Plan Quarter 2 Progress Report 2022/2023 for the period 1 April to 30 September 2022.

The Resource Plan measures were rated using a traffic light system of red, amber or green as well as blue (BRAG) which indicated that an action had been completed.

Details were provided on:-

- ♦ progress made in implementing the priority projects identified in the Resource Plan Quarter 2 2022/2023, as detailed in Section 5.2 and attached as Appendix 2 to the report
- ♦ key achievements made by the Resource to date, as detailed in Section 5.3 of the report
- ♦ areas for improvement and associated management actions, as detailed in Section 5.4 of the report
- ♦ the additional scrutiny of reporting the updated status of those measures identified as 'report later' at Quarter 4 2021/2022, as detailed in Section 5.5 and attached as Appendix 3 to the report

**The Committee decided:**

- (1) that the Community and Enterprise Resource Plan Quarter 2 Progress Report 2022/2023, attached as Appendix 2 to the report, be noted;
- (2) that the key achievements made by the Resource up to Quarter 2, as detailed in paragraph 5.3 of the report, be noted; and
- (3) that the areas for improvement and associated management actions, as detailed in paragraph 5.4 of the report, be noted.

*[Reference: Minutes of 4 October 2022 (Paragraph 11)]*

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**10 Urgent Business**

There were no items of urgent business.



# Report

Report to:	<b>Community and Enterprise Resources Committee</b>
Date of Meeting:	<b>30 May 2023</b>
Report by:	<b>Executive Director (Finance and Corporate Resources) and Executive Director (Community and Enterprise Resources)</b>

Subject:	<b>Community and Enterprise Resources – Workforce Monitoring – January to March 2023</b>
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## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ provide employment information for January to March 2023 relating to Community and Enterprise Resources

## 2. Recommendation(s)

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

(1) that the following employment information for January to March 2023 relating to Community and Enterprise Resources be noted:-

- ♦ attendance statistics;
- ♦ occupational health;
- ♦ accident/incident statistics;
- ♦ discipline, grievance and Dignity at Work cases;
- ♦ analysis of leavers and exit interviews;

## 3. Background

3.1. As part of the Council's performance management arrangements, regular workforce monitoring reports are submitted to Committee. This report for Community and Enterprise Resources provides information on the position for January to March 2023.

## 4. Monitoring Statistics

### 4.1. Attendance Statistics (Appendix 1)

Information on absence statistics is analysed for the month of March 2023 for Community and Enterprise Resources.

The Resource absence figure for March 2023 was 7.3%, this figure has increased by 0.4% when compared to last month and is 0.9% higher than the Council-wide figure. Compared to March 2022, the Resource absence figure has decreased by 2.9%.

Based on the absence figures at March 2023 and annual trends, the annual average absence for the Resource for 2022/2023 is 6.9%, compared to a Council-wide average figure of 5.7%.

Managers follow the procedures outlined in the Maximising Attendance Policy to support employees to remain at work, or to return to work after a sickness absence. There are comprehensive employee supports in place and additionally, Personnel Services work in close partnership with line managers and Resource Management Teams on a case management basis to ensure that appropriate actions are taken.

**4.2. Occupational Health (Appendix 2)**

In terms of referrals to occupational health, which include medical examinations and physiotherapy, overall, 332 referrals were made this period. This represents a decrease of 26 when compared with the same period last year.

**4.3. Accident/Incident Statistics**

There were 45 accidents/incidents recorded within the Resource this period, a decrease of 6 when compared to the same period last year.

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

During the period, 44 disciplinary hearings were held within the Resource, an increase of 30 when compared to the same period last year. During the period no appeals were heard by the Appeals Panel and 1 appeal was withdrawn. No grievance hearings were raised within the Resource, this figure has decreased by 3 when compared to the same period last year. No Dignity at Work complaints were raised within the Resource, this figure has decreased by 2 when compared to the same period last year.

**4.5. Analysis of Leavers (Appendix 2)**

There were a total of 37 leavers in the Resource this period eligible for an exit interview. This figure has decreased by 9 when compared with the same period last year. Ten exit interviews were conducted in this period, this figure remains unchanged when compared to the same period last year.

**4.6. When processing an employee termination, managers were asked to identify whether they intended to replace the employee who had left the Council. If they indicated that they did not intend to replace the employee, they were asked to select from the following options:-**

- ◆ plan to hold for savings
- ◆ fill on a fixed term basis pending savings
- ◆ transfer budget to another post
- ◆ end of fixed term post

**4.7. Appendix 2a provides a breakdown of vacant posts and whether these are being replaced or held for savings. In the period January to March 2023, 140 (92.60 FTE) employees in total left employment. Managers indicated that 115 posts (67.60 FTE) were being replaced, 24 posts (24.00 FTE) were due to the end of a fixed term contract and 1 post (1.00 FTE) was being held pending a service review.**

**5. Employee Implications**

**5.1. There are no implications for employees arising from the information presented in this report.**

**6. Financial Implications**

**6.1. All financial implications are accommodated within existing budgets.**

## **7. Climate Change, Sustainability and Environmental Implications**

- 7.1. There are no Climate Change, Sustainability and Environmental Implications in terms of the information contained within this report.

## **8. Other Implications**

- 8.1. There are no implications for sustainability or risk in terms of the information contained within this report.

## **9. Equality Impact Assessment and Consultation Arrangements**

- 9.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and, therefore, no impact assessment is required.
- 9.2. There was no requirement to undertake any consultation in terms of the information contained in this report.

**Paul Manning**

**Executive Director (Finance and Corporate Resources)**

**David Booth**

**Executive Director (Community and Enterprise Resources)**

14 April 2023

## **Link(s) to Council Values/Priorities/Outcomes**

- ◆ Accountable, effective, efficient and transparent
- ◆ Fair, open and sustainable
- ◆ Ambitious, self aware and improving
- ◆ Excellent employer
- ◆ Focused on people and their needs
- ◆ Working with and respecting others

## **Previous References**

- ◆ Community and Enterprise Resources Committee – 14 March 2023

## **List of Background Papers**

- ◆ Monitoring information provided by Finance and Corporate Resources

## **Contact for Further Information**

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

Elaine Maxwell, HR Business Manager

Ext:- (Tel: 01698 454647)

E-mail:- [Elaine.Maxwell@southlanarkshire.gov.uk](mailto:Elaine.Maxwell@southlanarkshire.gov.uk)

## Absence Trends - 2020/2021, 2021/2022 &amp; 2022/2023

## Community and Enterprise Resources

APT&C				Manual Workers				Resource Total				Council Wide			
	2020 / 2021	2021 / 2022	2022 / 2023		2020 / 2021	2021 / 2022	2022 / 2023		2020 / 2021	2021 / 2022	2022 / 2023		2020 / 2021	2021 / 2022	2022 / 2023
	%	%	%		%	%	%		%	%	%		%	%	%
April	3.1	2.3	4.4	April	5.3	5.7	7.3	April	5.0	5.2	6.9	April	4.4	4.3	5.6
May	2.4	2.7	3.9	May	4.3	6.4	6.8	May	4.0	5.9	6.3	May	3.1	4.9	5.4
June	1.6	2.8	3.5	June	4.0	6.6	7.2	June	3.6	6.0	6.7	June	2.7	4.7	5.3
July	1.8	2.9	3.9	July	3.6	5.3	5.9	July	3.4	4.9	5.6	July	2.3	4.0	4.6
August	1.7	2.9	3.4	August	4.9	6.4	6.6	August	4.4	5.9	6.1	August	3.1	4.7	4.4
September	1.6	3.4	3.1	September	5.8	8.2	7.9	September	5.1	7.5	7.1	September	4.2	6.4	5.4
October	3.1	3.8	5.1	October	6.3	7.9	7.5	October	5.8	7.3	7.1	October	4.8	6.3	5.8
November	3.6	3.5	4.2	November	7.1	8.0	8.3	November	6.6	7.3	7.7	November	5.8	6.9	6.5
December	3.1	4.2	3.7	December	6.4	8.0	8.8	December	5.9	7.4	8.0	December	5.6	6.9	7.0
January	3.4	3.6	2.6	January	6.0	9.6	7.4	January	5.6	8.6	6.7	January	4.8	7.0	5.8
February	2.8	4.4	3.6	February	6.5	9.5	7.4	February	5.9	8.7	6.9	February	4.8	6.6	5.9
March	2.6	6.0	3.9	March	6.8	11.0	7.9	March	6.2	10.2	7.3	March	4.9	7.9	6.4
Annual Average	2.6	3.5	3.8	Annual Average	5.6	7.7	7.4	Annual Average	5.1	7.1	6.9	Annual Average	4.2	5.9	5.7
No of Employees at 31 March 2023			519	No of Employees at 31 March 2023			2843	No of Employees at 31 March 2023			3362	No of Employees at 31 March 2023			16090



## COMMUNITY AND ENTERPRISE RESOURCES

	Jan - Mar 2022	Jan - Mar 2023
<b>MEDICAL EXAMINATIONS</b>		
Number of Employees Attending	101	100
<b>EMPLOYEE COUNSELLING SERVICE</b>		
Total Number of Referrals	14	16
<b>PHYSIOTHERAPY SERVICE</b>		
Total Number of Referrals	124	129
<b>REFERRALS TO EMPLOYEE SUPPORT OFFICER</b>	119	87
<b>REFERRALS TO COGNITIVE BEHAVIOUR THERAPY</b>	0	0
<b>TOTAL</b>	<b>358</b>	<b>332</b>

	Jan - Mar 2022	Jan - Mar 2023
<b>CAUSE OF ACCIDENTS/INCIDENTS</b>		
Specified Injuries*	2	1
Over 7 day absences	5	7
Over 3 day absences**	3	1
Minor	32	21
Near Miss	2	7
Violent Incident: Physical****	3	6
Violent Incident: Verbal*****	4	2
<b>Total Accidents/Incidents</b>	<b>51</b>	<b>45</b>

\*A Specified Injury is any fracture (other than to the fingers, thumbs or toes), amputation, loss of sight, serious burns, crushing injury, scalping, loss of consciousness caused by asphyxiation/ head injury, a chemical or hot metal burn to the eye or penetrating injury as defined by the HSE.

\*\*Over 3 day / over 7day absence is an injury sustained outwith specified injury category that results in a period of absence of absence as defined by the HSE.

\*\*\*Near Miss - Any unexpected, unplanned occurrence (except Dangerous Occurrences) that does not lead to injury of persons, damage to property, plant or equipment but may have done so in different circumstance.

\*\*\*\*Physical violent incidents are included in the "Specified" figures, where applicable, to provide the "Total Specified" figures.

\*\*\*\*Physical violent incidents and \*\*\*\*\* Verbal Violent Incidents are included in the "Over 3-day or Over 7-day" figures, where applicable, to provide the "Total Over 3-day or Over 7-day" figures.

\*\*\*\*Physical Violent Incidents and \*\*\*\*\* Verbal Violent Incidents are included in the "Minor" figures, where applicable, to provide the "Total Minor" figures.

	Jan - Mar 2022	Jan - Mar 2023
<b>RECORD OF DISCIPLINARY HEARINGS</b>		
Total Number of Hearings	14	44
Total Number of Appeals	1	0

## Time Taken to Convene Hearing January - March 2023

	4-6 Weeks	Over 6 Weeks
0-3 Weeks 23	15	6

	Jan - Mar 2022	Jan - Mar 2023
<b>RECORD OF GRIEVANCE HEARINGS</b>		
Number of Grievances	3	0
Number Resolved at Stage 1	1	0
Number Resolved at Stage 2	2	0

	Jan - Mar 2022	Jan - Mar 2023
<b>RECORD OF DIGNITY AT WORK</b>		
Number of Incidents	2	0
Number Resolved at Formal Stage	2	0

	Jan - Mar 2022	Jan - Mar 2023
<b>ANALYSIS OF REASONS FOR LEAVING</b>		
Career Advancement	0	5
Poor Relationship with Manager/Colleagues	1	2
Moving Outwith Area	1	0
Personal Reasons	1	1
Travelling Difficulties	0	1
Further Education	1	0
Childcare/caring responsibilities	1	0
Other	5	1
<b>Number of Exit Interviews conducted</b>	<b>10</b>	<b>10</b>

<b>Total Number of Leavers Eligible for Exit Interview</b>	<b>46</b>	<b>37</b>
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<b>Percentage of interviews conducted</b>	<b>22%</b>	<b>27%</b>
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Appendix 2a				
Reason	Jan - Mar 2023		Cumulative total	
	FTE	H/C	FTE	H/C
Terminations/Leavers	92.60	140	338.56	575
Being replaced	67.60	115	281.09	513
Filling on a temporary basis	0.00	0	0.00	0
Plan to transfer this budget to another post	0.00	0	0.00	0
End of fixed term contract	24.00	24	56.46	61
Held pending service Review	1.00	1	1.00	1
Plan to remove for savings	0.00	0	0.00	1

# Report

4

Report to:	<b>Community and Enterprise Resources Committee</b>
Date of Meeting:	<b>30 May 2023</b>
Report by:	<b>Executive Director (Community and Enterprise Resources)</b>

Subject:	<b>Community and Enterprise Resource Plan 2023/2024</b>
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## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ present the Community and Enterprise Resource Plan 2023/2024 for approval and note the monitoring arrangements

## 2. Recommendations

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

- (1) that the Resource Plan 2023/2024, attached as Appendix 1, be approved;
- (2) that the Resource Plan 2023/2024 be uploaded onto the Council's website following consideration by this Committee;
- (3) following Committee approval, all Resource Plans will be presented to Executive Committee on 21 June 2023, for noting; and
- (4) that Progress Reports on the Resource Plan 2023/2024 be provided at Quarter 2 and Quarter 4 to future meetings of this Committee.

## 3. Background

- 3.1. The Resource Plans for 2023/2024 were prepared in line with the Corporate Resource Planning guidance.
- 3.2. The Resource Plan is a key element of the Council's performance management arrangements. It provides details of the context within which the Resource operates and establishes actions and measures for the year ahead based on the priorities and outcomes set out in the Council Plan Connect 2022 to 2027.
- 3.3. Performance management is a keystone of Best Value and ensures that the Council can demonstrate sound governance arrangements. The Resource Plan is one part of the Council's framework for planning and budgeting and demonstrates how this leads to effective front-line service delivery.
- 3.4. As part of this framework, the Resource Plan reflects the aspirations of the Council Plan and the Community Plan as well as being complemented by the details of individual Service, Business and other Plans. Ultimately, these details are included in the key work objectives of individual officers. This demonstrates the 'Golden Thread' of performance management which ensures a clear understanding of the Council's vision, values, priorities and outcomes at all levels.

- 3.5. The current format for performance reporting has been established since 2007 and is used for Executive Directors' reports to the Chief Executive, Resource Management Teams, Resource Committees and the Performance and Review Scrutiny Forum. The focus has been on reporting progress on Council outcomes, statutory performance indicators, other key performance measures and high-level Resource outcomes. Progress reports are provided at Quarter 2 and Quarter 4 to this Committee.
- 3.6. In preparing the Plan, account has also been taken of the need to ensure a robust response to Risk Management and Control. Risks associated with delivery of the actions in this Resource Plan have been identified and evaluated and are listed in the Resource Risk Register. Where necessary, controls or further actions to mitigate these risks have been agreed. Such actions are tracked through the Resource Risk Control Plan which is kept under review by the Risk Sponsor for the Resource.
- 3.7. Following approval at individual Resource Committees, all Resource Plans will be presented, as a pack, to Executive Committee on 21 June 2023, for noting.

#### **4. Resource Plan 2023/2024**

- 4.1. The Resource Plan 2023/2024 is attached as Appendix 1 and is structured around the following headings: -

1. Introduction
2. Key areas for the year ahead
3. Resource outcomes
4. Measures and actions
5. Resourcing the Plan

#### **4.2. Resource Outcomes 2023/2024**

- 4.2.1. The Resource has established a number of outcomes to support the delivery of the Connect Outcomes in 2023/2024. To support these outcomes, the Resource has developed performance measures in an action plan which is set out in section 4 of the Resource Plan. Key or strategic measures will be included in the Council Pan Connect Progress Reports 2023/2024, with the rest being monitored and reported at Resource level.

#### **4.3. Monitoring and reporting**

- 4.3.1. As part of the performance management arrangements, the Committee will receive a mid-year update of progress on the measures in the Resource Plan covering the period April 2023 to September 2023 (Quarter 2) as well as an end of year progress report covering the full year April 2023 to March 2024 (Quarter 4).

#### **5. Employee Implications**

- 5.1. The outcomes noted within the Resource Plan will inform the Service Action Plans, where applicable and, in turn, the Performance Appraisal process for individual employees.

#### **6. Financial Implications**

- 6.1. The outcomes within the Resource Plan are reflected in the respective Resource Revenue and Capital budgets and, longer term, within the framework of the Council's approved Financial Strategy.

## **7. Climate Change, Sustainability and Environmental Implications**

- 7.1. There are no climate change or environmental implications as a result of this report.
- 7.2. The Council acknowledges the serious and immediate threat of climate change and is committed to accelerating the pace of action in response to the climate emergency and in Scotland's transition to a net-zero and climate resilient society and economy. All Resource Plans have recognised sustainable development and climate change as a key area of focus for 2023/2024.

## **8. Other Implications**

- 8.1. Resource Plan actions are assessed as part of the Resource's risk management arrangements and relevant issues have been added to the Resource Risk Register.

## **9. Equality Impact Assessment and Consultation Arrangements**

- 9.1. Many of the actions detailed within the Resource Plan reflect ongoing strategies and policies which will be or have been the subject of consultation and equality impact assessment.

**David Booth**

**Executive Director (Community and Enterprise Resources)**

10 May 2023

## **Link(s) to Council Values/Priorities/Outcomes**

- ♦ The Resource Plan has been structured upon the Vision, Values, Priorities and Outcomes in the Council Plan Connect 2022 to 2027

## **Previous References**

- ♦ None

## **List of Background Papers**

- ♦ [Council Plan 2022-2027](#)

## **Contact for Further Information**

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

Gillian Simpson (Development Adviser)

E-mail:- [gillian.simpson@southlanarkshire.gov.uk](mailto:gillian.simpson@southlanarkshire.gov.uk)





## **Community and Enterprise Resources**

### **Community and Enterprise Resource Plan 2023 – 2024**

<b>Section</b>	<b>Contents</b>
<b>1.0</b>	<b>Introduction</b>
<b>2.0</b>	<b>Key areas of focus for the year ahead</b>
<b>3.0</b>	<b>Resource outcomes</b>
<b>4.0</b>	<b>Measures and actions</b>
<b>5.0</b>	<b>Resourcing the Plan</b>



## Section One – Introduction

I am pleased to introduce our Resource Plan for 2023-24 which sets out our intended outcomes and priorities for the coming year. This is the main annual business planning document for the resource. It reflects the council's key priorities as set out in the Council Plan 'Connect' and provides an overview of the resource's main areas of activity.

Our resource comprises the following four service areas – facilities, waste and grounds services; roads, transportation and fleet services; planning and regulatory services; and enterprise and sustainable development. The resource employs 3,413 people who together provide a wide range of services for local communities, including:

- delivering key services within schools and council premises, including cleaning, catering, receptionist, janitorial, concierge, and crossing patrol services
- keeping our streets clean and maintaining and developing public parks, open spaces, tree stock, fixed play areas, sports fields, golf courses, allotments, and food growing opportunities
- collecting and disposing of waste and encouraging recycling
- managing and maintaining the councils' cemeteries and crematorium, providing bereavement services, and ensuring the provision of burial ground
- maintaining our roads and transportation network to support safe and effective transport, and promoting active travel
- procuring and managing the council's vehicle fleet, including refuse collection, roads maintenance, street sweeping and passenger transport
- providing planning and building standard services which guide and control physical development and land use in the area, ensure the health and safety of persons in or about buildings, ensure the conservation of energy and the achievement of sustainable development
- protecting public health through the delivery of environmental health services
- providing trading standards to protect consumers and communities
- promoting economic development and delivering support for local businesses
- supporting town centres and physical regeneration
- leading the council in developing and promoting sustainability, supporting the transition to a net zero carbon economy, and addressing climate change, and
- leading the council in promoting and developing a fair, healthy, and sustainable food system

The resource also has a significant role to play in managing the relationship between the council and South Lanarkshire Leisure and Culture (SLLC). SLLC deliver leisure and cultural services on behalf of the council and promote the health and wellbeing of South Lanarkshire residents through libraries, cultural venues, museum, arts centres, indoor and outdoor sports and leisure centres, community halls and country parks.

The Resource Plan is an important element of the councils' performance management arrangements and is complemented by the details of individual service plans and other key business plans and strategies. During 2023-24 services will continue to be involved in a series of council-wide transformational reviews to generate efficiencies which will inform how our services are shaped and delivered in the future.

**David Booth**  
**Executive Director**  
**Community and Enterprise Resources**

## Section Two – Key areas of focus for the year ahead

### 2.0. Overview

The resource has identified the main challenges, risks and new developments which will have significant impact on the delivery of services in the coming year. These are outlined briefly below.

**2.1. Cost of Living Crisis** The UK is experiencing the worst cost-of-living crisis in 40 years. With inflation soaring into double figures both the UK and the Scottish Government have formally recognised the severity of the crisis and have deployed emergency measures to help mitigate the effects of rising costs. While all sectors of society are seeing prices rise the impacts are greatest for those on the lowest incomes. The council recognises the immense pressures being faced by households across South Lanarkshire and acknowledges the potential for additional demands on council services. The council has identified a range of new and existing support which can help households manage scarce resources and services will continue to explore all avenues to support the most vulnerable in the year ahead.

While doing all we can to support our communities in these difficult times, the council recognises that inflationary pressures will also present significant challenges for council services as budgets are increasingly squeezed by rising costs.

**2.2. Sustainable Development and Climate Change** The council acknowledges the serious and immediate threat of climate change and is committed to accelerating the pace of action in response to the climate emergency and in Scotland's transition to a net-zero and climate resilient society and economy. It is expected that, as a public body, the council leads by example and uses its role to influence area-wide climate change action and sustainability. The Sustainable Development and Climate Change Strategy and action plan sets out how the council aims to develop sustainably and tackle climate change over the five year period from 2022 – 2027 and beyond.

**2.3. Economic Development and Renewal** The UK, Scottish, Glasgow City Region and South Lanarkshire economies are all facing real challenges following the global pandemic, our country's new international trading position, the war in Ukraine and the climate emergency, all of which impact our lives now and in the foreseeable future. Economic recovery in South Lanarkshire will incorporate the principles of community wealth building and be framed around three key themes of sustainable development: People, Place and Business (or social, physical, and economic regeneration). These themes align council and pan-Lanarkshire activity with local, national and regional strategies, delivering the collaborative approach required to achieve sustainable and inclusive economic growth. The Economic Strategy (2022-27) sets out the key priorities and actions for the council and aims "to make South Lanarkshire a flourishing, green, dynamic and equitable place for all".

**2.4. Fair, Healthy and Sustainable Food System** The council is committed to improving the lives and prospects of everyone in South Lanarkshire through the development of a Good Food Council; where food is celebrated, supports healthy life and wellbeing, is affordable and accessible to all, encourages a fair and inclusive food economy, has limited impacts on the environment and climate change, and promotes animal welfare. The Good Food Strategy (2020-2025) which is aligned with the national priority to make Scotland a Good Food Nation, provides a framework for actions to progress towards this vision. Community and Enterprise Resources has a key role in

monitoring and implementing the strategy together with other resources and in collaboration with partners and third sector organisations.

**2.5. Circular Economy** At the time of writing, the Scottish Government is currently consulting on proposals for a Route Map to deliver a circular economy in Scotland ('Delivering Scotland's circular economy: A Route Map to 2025 and beyond'), and on proposals for legislation in a Circular Economy Bill. The proposed Route Map will set out how we will reach 2025 waste and recycling targets and achieve a long-term goal of net zero by 2045. The outcome of this consultation will influence the decisions the council makes in over the next 5-10 years.

**2.6. Glasgow City Region City Deal** As part of the City Deal, the resource is leading the delivery of three major transportation projects being undertaken to boost South Lanarkshire's access to the rest of Scotland. The Cathkin Relief Road in Rutherglen / Cambuslang is complete and the Greenhills Road project in East Kilbride substantially complete and open. Proposals in relation to Stewartfield Way are being developed through the preparation of the outline business case.

The City Deal is also helping to deliver private housing led development in some of its Community Growth Areas, including new schools and community facilities.

**2.7. UK Government Shared Prosperity Funding (UKSPF)** Following the UK withdrawal from the European Union, the UK Government outlined proposals to replace EU funding with national funds to address structural and economic imbalances and to aid the public and private sector in delivering transformational change in communities. The delivery of the 3-year UK Shared Prosperity Funding (UKSPF) commenced in 2022. Economic Development Officers will work with council services and external partners on delivery of the UKSPF to maximise economic and community outcomes.

**2.8. Health and Wellbeing** This is a cross-cutting theme across Community and Enterprise Resources and covers a wide range of activities, from promoting healthy eating (via the Good Food Strategy and the provision of school meals), to the positive contribution that our partners SLLC make in ensuring inclusive access to sport, leisure and culture across our communities. Furthermore, the environmental health service promotes health protection practices and regulates public health across South Lanarkshire. Access to good quality greenspace and safe and accessible active travel routes are also a key priority for the resource, encouraging physical exercise and improving the wellbeing of our communities. The continuing preparation of the council's Open Space Strategy will contribute to achieving these aims. In addition, the Planning Service and Economic Development team are working in collaboration with the Community Engagement team and NHS Lanarkshire on the Shaping Places for Wellbeing pilot project in Rutherglen, which seeks to address long standing health inequalities and tackle climate change issues in the town.

**2.9. Legislative and Policy Changes** New and revised legislation will also impact on the work of the resource during 2023-24, including:

- **Climate Change Act (2019)** - commits Scotland to net-zero greenhouse gas emissions by 2045, with interim targets of 75% by 2030, 90% by 2040 (against 1990 baseline). The Scottish Government also has an ambition to be carbon neutral by 2040. The council, through the Sustainable Development and Climate Change Strategy Action Plan, will develop a route map for reducing the council's direct and indirect carbon emissions.

- **The Planning (Scotland) Act 2019** – the Scottish Government’s National Planning Framework 4 is due to be adopted in early 2023 when it will become part of the Development Plan alongside the Council’s Local Development Plan 2. Key outcomes include achieving sustainable development, tackling the climate and nature emergencies, encouraging high quality places, promoting 20 minute neighbourhoods, delivering a green economic recovery and improving the health and wellbeing of the population. It will be a primary consideration when determining planning applications. In addition, the Act introduces changes to the way Local Development Plans are prepared with particular emphasis on empowering communities. Work will formally start on LDP3 this year and the Open Space Strategy (also a new statutory duty under the Act) will be progressed.
- **Building (Scotland) Regulations** – changes to the Building Regulations intended to reduce emissions and improve the energy performance of buildings will be introduced in early 2023.
- **Transport (Scotland) Act 2019** - designed to help make Scotland’s transport network cleaner, smarter and more accessible. It provides local transport authorities with powers to establish and operate municipal bus companies and for local authorities to manage vehicle emissions via the establishment of Low Emission Zones. The Act requires the production of a national strategy in relation to transport and this has been published. Themes in the National Transport Strategy include economic growth; carbon; equality; health/active travel. A balance will need to be struck between driving inclusive economic growth while achieving zero carbon ambitions. Another key provision of the Act is to prohibit the parking of vehicles on pavements, prohibit double parking and prohibit parking adjacent to dropped footways and to provide local authorities with powers to enforce these prohibitions. This provision will have significant employee and financial resourcing issues and timescales. Details of how the Act will be implemented in relation to its provisions are awaited.
- **Deposit Return Scheme (2020)** – introduces a deposit return scheme for single-use drinks containers, to help improve quality and quantity of recycling, reduce litter and achieve our climate change targets. This is expected to be implemented during 2023-24 and may require a review of our waste collection services to determine the level of impact in terms of: household residual waste tonnages and household recycling rates; and to determine whether collection routes and frequencies need to be reviewed as a consequence of residents’ change in behaviour.
- **Free School Meals Roll Out** - the Scottish Government is committed to extending free school meal provision to pupils in P6 and P7, however the timescales for this have still to be confirmed.
- **EU Food Imports** - phased implementation of checks on EU food imports were due to commence in 2021 and implementation has been delayed by UK Government. Food Standards Scotland (FSS) has indicated new Border Control Points in Scotland will not be ready and operational, which could require inland (point of destination) import controls. The central location and good transport links of South Lanarkshire is likely to mean the council will be asked to carry out import controls. It is not possible to quantify the potential increase in workload at this time and could lead to a reprioritisation of work during 2023-24.

## Section Three – Resource Outcomes

### 3.1. Resource Outcomes

Community and Enterprise Resources has established the following Resource Outcomes to support the delivery of Connect Outcomes in 2023-24.

Connect Outcomes	Resource Outcomes
<b>Communities and Environment</b>	<ul style="list-style-type: none"> <li>• High-quality streets, parks and other public areas ensures South Lanarkshire is a place where people want to live, work, visit and invest</li> <li>• Communities are encouraged and supported to reduce, re-use and recycle their waste</li> <li>• The council addresses climate change by reducing carbon emissions, protecting our natural environment, adapting to the impacts of climate change, and acting sustainably</li> <li>• The council supports and promotes a fairer, healthier, and more sustainable food system</li> <li>• Communities are well connected</li> <li>• All roads, footways, cycle routes, bridges and associated infrastructure are safe and fit for purpose</li> <li>• Road and transportation infrastructure supports new development, enables use of public transport and encourages active travel</li> <li>• The 20-minute neighbourhood principle is established in our communities to make our places more sustainable and liveable.</li> </ul>
<b>Education and Learning</b>	<ul style="list-style-type: none"> <li>• No resource outcomes for this Connect outcome</li> </ul>
<b>Health and Wellbeing</b>	<ul style="list-style-type: none"> <li>• Public health is safeguarded through an effective environmental regulation and enforcement service</li> <li>• All school and nursery children have access to nutritious school meals</li> <li>• Health inequalities are addressed through collaboration with local communities and partners</li> <li>• All residents have the opportunity to access cultural, leisure and outdoor recreational activities to help improve their wellbeing and quality of life</li> </ul>
<b>Children and Young People</b>	<ul style="list-style-type: none"> <li>• No resource outcomes for this Connect outcome</li> </ul>
<b>Housing and Land</b>	<ul style="list-style-type: none"> <li>• Vacant, derelict and contaminated land is brought back into productive use</li> <li>• Appropriate supply of housing land (including affordable housing) is maintained</li> </ul>
<b>Our Economy</b>	<ul style="list-style-type: none"> <li>• South Lanarkshire is an attractive place to start, grow and locate a business</li> <li>• Economic development and growth in South Lanarkshire are fair, inclusive, sustainable and low carbon</li> <li>• Thriving town and neighbourhood centres provide a focal point for local communities</li> <li>• Physical development and land use in the area is enabled, guided and controlled to help facilitate economic growth</li> <li>• Consumers and communities are protected through an effective trading standards service</li> </ul>

### 3.2. Delivering the Plan and achieving Best Value

In working towards the six outcomes, the council aims to continually improve and ensure effective and efficient use of resources, and our business will be conducted with integrity, transparency and will operate to the highest standards. Community and Enterprise Resources has established the following resource outcomes to support Delivering the Plan and achieving Best Value.

<b>Delivering the Plan and achieving Best Value</b>	<ul style="list-style-type: none"><li>• Customers experience high quality and improving council services</li><li>• The council demonstrates high standards of governance and sound financial stewardship</li><li>• The workforce has the skills, flexibility and capacity to deliver the council's priorities</li><li>• Digital and ICT services meet the needs of the council and its customers</li></ul>
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## Section Four – Measures and actions

### 4.0. Performance measures and action plan

This section of the Resource Plan is divided into two parts: part (a) sets out our main performance measures against our outcomes; and part (b) describes the key actions we will take in the coming year to respond to the challenges ahead and improve services and outcomes.

#### 4.a. How we will measure our performance

The ongoing effects of COVID-19 continue to have an impact on the performance of some services. The table below shows our performance measures, with data for the last two years, the target for 2023-24 and additional context for the targets is detailed within the note's column where applicable.

<b>Resource Outcome:</b> High-quality streets, parks and other public areas ensures South Lanarkshire is a place where people want to live, work, visit and invest						
<b>Measure</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24 Target</b>	<b>Links</b>	<b>Service</b>	<b>Notes</b>
1. Percentage of streets found to be acceptable during Litter Monitoring System surveys (Locally set target)	92.1%	LGBF Data for 2022-23 due January 2024	More than 2022-23 figure	01.09	Facilities, Waste and Grounds	Target: more than previous year.
2. Land Audit Management System grounds maintenance score (Locally set target)	71.3	72.0	72.0	C01.09	Facilities, Waste and Grounds	Target to remain at 72.0.

<b>Resource Outcome:</b> Communities are encouraged and supported to reduce, re-use and recycle their waste						
<b>Measure</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24 Target</b>	<b>Links</b>	<b>Service</b>	<b>Notes</b>
3. Percentage of total household waste that is recycled in 2023 (Locally set target)	41.5% (2021)	41.2% (2022)	50%	C01.14	Facilities, Waste and Grounds	Target to remain at 50%.
4. Percentage of household waste sent to landfill in 2023 (Locally set target)	8.66% (2021)	1.84% (2022)	Less than 10%	C01.06	Facilities, Waste and Grounds	Target to remain at 10%.



<b>Resource Outcome:</b> The council addresses climate change by reducing carbon emissions, protecting our natural environment, adapting to the impacts of climate change, and acting sustainably						
<b>Measure</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24 Target</b>	<b>Links</b>	<b>Service</b>	<b>Notes</b>
5. Reduction in the council's carbon emissions achieved by March 2024 (buildings, waste, street lighting, transport) (Locally set target)	17.0%	2022-23 data will be available in July 2023	Less than 2022-23 figure	01.13	Enterprise and Sustainable Development	Target: reduction on the previous year

<b>Resource Outcome:</b> Communities are well connected						
<b>Measure</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24 Target</b>	<b>Links</b>	<b>Service</b>	<b>Notes</b>
6. Percentage of properties with Superfast Broadband >30Mbps (Locally set target)	97.0%	97.3%	99%	C01.07	Enterprise and Sustainable Development	Target has been increased
7. Percentage of properties with Full Fibre connection (Locally set target)	21.9%	32.6%	33%	01.07	Enterprise and Sustainable Development	Target has been increased

<b>Resource Outcome:</b> All roads, footways and bridges and associated infrastructure are safe and fit for purpose						
<b>Measure</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24 Target</b>	<b>Links</b>	<b>Service</b>	<b>Notes</b>
8. Percentage of our road network that should be considered for maintenance treatment (Locally set target)	29.7% (2020-2022)	30.8% (2021-2023)	Less than 30.8%	C01.10	Roads, Transportation and Fleet	Target: improvement on the previous year
9. Number of road casualties in South Lanarkshire during 2023 (Locally set target)	254 (2021)	279 (2022)	Less than 279	C01.01	Roads, Transportation and Fleet	Target: improvement on the previous year

<b>Resource Outcome:</b> Public health is safeguarded through an effective environmental regulation and enforcement service						
<b>Measure</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24 Target</b>	<b>Links</b>	<b>Service</b>	<b>Notes</b>
10. Broad compliance with food law statutory requirements secured in premises (Locally set target)	93.0%	96.0%	85.0%	01.11	Planning and Regulatory Services	Target to remain at 85%



<b>Resource Outcome:</b> All school and nursery children have access to nutritious school meals						
<b>Measure</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24 Target</b>	<b>Links</b>	<b>Service</b>	<b>Notes</b>
11. Level of primary school meal uptake (as proportion of total primary school meals which could be taken up over the period) (Locally set target)	58%	66%	60%	03.03	Facilities, Waste and Grounds	Target has been increased
12. Level of secondary school meal uptake (as proportion of total secondary school meals which could be taken up over the period) (Locally set target)	36%	38%	38%	03.03	Facilities, Waste and Grounds	Target has been increased

<b>Resource Outcome:</b> South Lanarkshire is an attractive place to start, grow and locate a business						
<b>Measure</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24 Target</b>	<b>Links</b>	<b>Service</b>	<b>Notes</b>
13. Number of new South Lanarkshire business starts supported by Business Gateway (Locally set target)	N/A	520	500	C06.08	Enterprise and Sustainable Development	Target is 50% of Business Gateway pan-Lanarkshire contract target
14. Number of business support interventions per annum by Economic Development (grants, loans or advice) (Locally set target)	2,679	1,615	1,200	C06.08	Enterprise and Sustainable Development	Target has been reduced from 1,500 to 1,200 as new start-ups are now reported separately
15. Number of jobs created or sustained as a direct result of Economic Development intervention (Locally set target)	1,095	1,256	500	C06.08	Enterprise and Sustainable Development	Target to remain at 500
16. Increased value of sales generated by businesses as a direct result of Economic Development intervention (Locally set target)	£22.11m	£13.11m	£5m	C06.08	Enterprise and Sustainable Development	Target to remain at £5m

<b>Resource Outcome:</b> South Lanarkshire is an attractive place to start, grow and locate a business						
<b>Measure</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24 Target</b>	<b>Links</b>	<b>Service</b>	<b>Notes</b>
17. Percentage of procurement spend on local enterprises (Locally set target)	18.21%	LGBF Data for 2022-23 due January 2024	More than 2022-23 figure	06.11	Enterprise and Sustainable Development	Target: improvement on the previous year

<b>Resource Outcome:</b> Economic development and growth in South Lanarkshire is fair, inclusive, sustainable and low carbon						
<b>Measure</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24 Target</b>	<b>Links</b>	<b>Service</b>	<b>Notes</b>
18. Delivery of UK Shared Prosperity Program (National target)	N/A	N/A	£3.m	07.02	Enterprise and Sustainable Development	New measure for 2023-24

<b>Resource Outcome:</b> Physical development and land use in the area is enabled, guided and controlled to help facilitate economic growth						
<b>Measure</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24 Target</b>	<b>Links</b>	<b>Service</b>	<b>Notes</b>
19. Percentage of all planning applications approved (Locally set target)	97.1%	97.6%	95%	05.05	Planning and Regulatory Services	The rolling target of 95% provides the service with scope to refuse applications

## 4.b. What actions we will take in 2023-24

**Resource Outcome:** High-quality streets, parks and other public areas ensures South Lanarkshire is a place where people want to live, work, visit and invest

Action	Milestones/steps we will take to deliver our actions	Links	Service
1. Prepare an Open Space Strategy in partnership with Glasgow and Clyde Valley Green Network Partnership and other council services. Strategy will contain standards on access to and quality of open spaces.	Draft Open Space strategy to be presented to the Planning Committee by March 2024	C01.09	Planning and Regulatory Services
2. To make South Lanarkshire a cleaner place to live, work and visit free of litter, fly-tipping and dog waste	Prepare an annual progress report for Climate Change and Sustainability Committee in September 2023, demonstrating the impact of the Litter Strategy (2022-2027)	01.09	Facilities, Waste and Grounds

**Resource Outcome:** Communities are encouraged and supported to reduce, re-use and recycle their waste

Action	Milestones/steps we will take to deliver our actions	Links	Service
3. Support a circular economy by re-using, recycling and generating energy from the waste we manage	Commence a review of the waste service during 2023-24 that will incorporate the impact of the Deposit Return Scheme	01.06	Facilities, Waste and Grounds

**Resource Outcome:** The council addresses climate change by reducing carbon emissions, protecting our natural environment, adapting to the impacts of climate change, and acting sustainably

Action	Milestones/steps we will take to deliver our actions	Links	Service
4. Lead by example and influence area-wide climate change and sustainability action	Implement the Sustainable Development and Climate Change Strategy (2022-2027) Action Plan, and report progress at quarter two and quarter four to Climate Change and Sustainability Committee	C01.08	Enterprise and Sustainable Development
5. Protect, enhance and respect South Lanarkshire's natural environment	Develop a new Biodiversity Strategy (2024 – 2030) and Biodiversity Implementation Plan for (2024-2026) for approval by Climate Change and Sustainability Committee by February 2024.	C01.02	Facilities, Waste and Grounds
6. Ensure national planning policy set out in National Planning Framework 4 in relation to climate change, biodiversity and sustainable travel is embedded in decision making process for planning applications and the preparation of the South Lanarkshire Local Development Plan 3.	Prepare Supporting Planning Guidance on climate change & sustainability and green issues as an interim measure pending preparation of LDP3. Awareness sessions to be developed for elected members, planning officers and developers/agents by September 2023	01.08	Planning and Regulatory Services

<b>Resource Outcome:</b> The council addresses climate change by reducing carbon emissions, protecting our natural environment, adapting to the impacts of climate change, and acting sustainably			
<b>Action</b>	<b>Milestones/steps we will take to deliver our actions</b>	<b>Links</b>	<b>Service</b>
7. Create the conditions for the decarbonisation of the council's fleet	Implement and review the Fleet Strategy (2020-2025) Action Plan including a reduction in transport related emissions, conversion of fossil fuelled small fleet to full electric and the trialling of new fuel option for the medium to heavy fleet.	01.13	Roads, Transportation and Fleet
8. Deliver new and improved low carbon vehicle charging infrastructure	Maintain, manage and expand public infrastructure points / hubs in line with available internal and external funding sources.	01.13	Roads, Transportation and Fleet

<b>Resource Outcome:</b> The council supports and promotes a fairer, healthier, and more sustainable food system			
<b>Action</b>	<b>Milestones/steps we will take to deliver our actions</b>	<b>Links</b>	<b>Service</b>
9. Develop a sustainable food system to overcome social, health, economic and environmental issues related to food	Implement the Good Food Strategy (2020-2025) Action Plan and report progress at quarter two and quarter four to the Climate Change and Sustainability Committee	01.11	Enterprise and Sustainable Development
10. Continue to identify opportunities to increase food growing provision throughout South Lanarkshire	Progress planning application and process for new site at Chatelherault, and if successful, begin development of the site and allocating plots from the waiting list by March 2024	01.03	Facilities, Waste and Grounds

<b>Resource Outcome:</b> All roads, footways, cycle routes, bridges and associated infrastructure are safe and fit for purpose			
<b>Action</b>	<b>Milestones/steps we will take to deliver our actions</b>	<b>Links</b>	<b>Service</b>
11. Deliver prioritised road safety infrastructure improvements and promote road safety	Deliver road safety projects and schemes in line with agreed 2023-24 programme	01.01	Roads, Transportation and Fleet
12. Improve resilience of strategic routes during adverse weather	Implement prioritised / enhanced drainage / gulley cleaning action plan across the network by June 2023	01.08	Roads, Transportation and Fleet

<b>Resource Outcome:</b> Road and transportation infrastructure supports new development, enables use of public transport and encourages active travel			
<b>Action</b>	<b>Milestones/steps we will take to deliver our actions</b>	<b>Links</b>	<b>Service</b>
13. Produce a new Local Transport Strategy for South Lanarkshire to support the National and Regional Transport Strategy as well as the provisions, where appropriate, of the Transport Scotland Act	Draft Local Transport Strategy to be presented to Committee by Spring 2024	C01.10	Roads, Transportation and Fleet
14. Provide road and transportation infrastructure improvements to support new developments including those undertaken as part of the City Deal	An Outline Business Case will be prepared for the Stewartfield Way Sustainable Transport Capacity Enhancement Project in Autumn 2023	C01.10	Roads, Transportation and Fleet
15. Encourage active travel by extending our network of walking and cycling routes	Deliver walking and cycling projects/ schemes in line with agreed 2023-24 capital programme and to support safe routes priorities.	01.10	Roads, Transportation and Fleet

<b>Resource Outcome:</b> All school and nursery children have access to nutritious school meals			
<b>Action</b>	<b>Milestones/steps we will take to deliver our actions</b>	<b>Links</b>	<b>Service</b>
16. Complete the roll out of free school meals to all primary children	All P6s and P7s to receive free school meals in line with Scottish Government timescales	03.03	Facilities, Waste and Grounds

<b>Resource Outcome:</b> Health inequalities are addressed through collaboration with local communities and partners			
<b>Action</b>	<b>Milestones/steps we will take to deliver our actions</b>	<b>Links</b>	<b>Service</b>
17. Complete the Shaping Places for Wellbeing project in Rutherglen	Use the data analysis conducted during 2022-23 to develop actions to address health inequalities, taking account of the existing infrastructure available in the form of codesigned solutions, by October 2023	03.03	Planning and Regulatory Services
	Present regular update reports to the Corporate Management Team, with a final outcome report being delivered by March 2024		

<b>Resource Outcome:</b> All residents have the opportunity to access cultural, leisure and outdoor recreational activities to help improve their wellbeing and quality of life			
<b>Action</b>	<b>Milestones/steps we will take to deliver our actions</b>	<b>Links</b>	<b>Service</b>
18. Develop a Commissioning Plan to define the council's ask of South Lanarkshire Leisure and Culture (SLLC)	Develop a Commissioning Plan for approval by Executive Committee	03.03	Enterprise and Sustainable Development
19. Improve health and wellbeing by offering attractive and affordable leisure and cultural activities delivered with warmth, friendliness and individual pride (SLLC Mission)	Implement the South Lanarkshire Leisure and Culture Strategy (2022-2027), monitor impact on a quarterly basis via the four SLLC Strategy Implementation Groups, and report on progress twice per year to the Community and Enterprise Resources Committee	03.03	SLLC
20. Begin implementation of the multi-year Play Area Investment Programme	Undertake consultation with local members and communities in Larkhall, Cambuslang and Rutherglen	03.03	Facilities, Waste and Grounds
	Finalise design options and implement agreed proposals by March 2024		

<b>Resource Outcome:</b> Vacant, derelict and contaminated land is brought back into productive use			
<b>Action</b>	<b>Milestones/steps we will take to deliver our actions</b>	<b>Links</b>	<b>Service</b>
21. Agree and implement vacant and derelict / contaminated land programme	Implement projects approved within the Vacant and Derelict Land Fund framework agreed for 2023-24	05.04	Enterprise and Sustainable Development

<b>Resource Outcome:</b> South Lanarkshire is an attractive place to start, grow and locate a business			
<b>Action</b>	<b>Milestones/steps we will take to deliver our actions</b>	<b>Links</b>	<b>Service</b>
22. Prioritise business development advice, support and financial assistance to ensure businesses are able to continue to operate, whilst creating the right conditions for low carbon economic growth	Deliver programmes, services, and events to businesses around sectors, location, and themes (e.g., food and drink, tourism, construction, low carbon, innovation, internationalisation, collaboration, and young enterprise)	06.03	Enterprise and Sustainable Development
	Manage the Supplier Development Programme to deliver events, training and e-commerce support to SME's or third sector organisations who are interested in working with the public sector	06.09	Enterprise and Sustainable Development

<b>Resource Outcome:</b> Economic development and growth in South Lanarkshire is fair, inclusive, sustainable and low carbon			
<b>Action</b>	<b>Milestones/steps we will take to deliver our actions</b>	<b>Links</b>	<b>Service</b>
23. Review the remit, membership and effectiveness of the existing Lanarkshire Economic Forum, and if required, refocus/restructure in order for it to act as the Economic Transformation Board to drive forward the South Lanarkshire Economic Strategy	Review the original scope and membership of the Lanarkshire Economic Forum, together with the outputs of the Forum since establishment in 2020  Dependent on the outcomes of the review, refocus/restructure the forum in consultation with the partner organisations	06.05	Enterprise and Sustainable Development
24. Promote sustainable economic development across South Lanarkshire	Prepare an annual progress report for Community and Enterprise Resources Committee, demonstrating the impact of the South Lanarkshire Economic Strategy (2022-2027)	06.05	Enterprise and Sustainable Development
25. Positively enhance the benefits of tourism across South Lanarkshire by delivering the very best for our visitors, our businesses, our people, our communities, and our environment	Prepare an annual progress report for Community and Enterprise Resources Committee, demonstrating the impact of South Lanarkshire Tourism Strategy (2022-2025)	06.06	Enterprise and Sustainable Development
26. Champion the social enterprise sector and invest in start-up and growth of our local social enterprise	Develop a new Social Enterprise Strategy for approval by Community and Enterprise Resources Committee in May 2023.	06.03	Enterprise and Sustainable Development
27. Income generating projects will be scoped across all council resources to identify viable projects with a focus on green initiatives including exploring options for delivery and funding	Liaise with all council resources, third parties and funders to identify new opportunities for generating income and consider a risk analysis of each opportunity	06.05	Enterprise and Sustainable Development
28. Consult with community organisations and develop a Rural Action Plan maximising existing and future funding through Community Led Local Development and Renewable Energy Fund	Finalise the Rural Action Plan and report to Rural Task Force in November 2023	C05.13	Enterprise and Sustainable Development



<b>Resource Outcome:</b> Thriving town and neighbourhood centres provide a focal point for local communities			
<b>Action</b>	<b>Milestones/steps we will take to deliver our actions</b>	<b>Links</b>	<b>Service</b>
29. Complete the south Lanarkshire wide town centre visioning strategy which will give a strategic overview on the engagement and interventions with town centres over the next 10 years, and a series of town specific strategies and action plans will sit below this, giving a template for placemaking within our communities.	Complete draft town centre visioning study by end June 2023 for consultation, and present final visioning strategy to Community and Enterprise Resources Committee in November 2023	C06.04	Enterprise and Sustainable Development

<b>Resource Outcome:</b> Physical development and land use in the area is enabled, guided and controlled to help facilitate economic growth			
<b>Action</b>	<b>Milestones/steps we will take to deliver our actions</b>	<b>Links</b>	<b>Service</b>
30. Preparation of revised Residential Design Guide	Develop interim framework for consultation with stakeholders, with final framework prepared by end of June 2023	05.05	Planning and Regulatory Services
	Present finalised document to Planning Committee for approval by December 2023		

<b>Resource Outcome:</b> Customers experience high quality and improving council services			
<b>Action</b>	<b>Milestones/steps we will take to deliver our actions</b>	<b>Links</b>	<b>Service</b>
31. Implement the Frontline First Fund	Identify and implement a programme of projects to deliver the Frontline First Fund	07.01	Facilities, Waste and Grounds



## Section Five – Resourcing the Plan

### 5.0. Introduction

In this section we consider the resources needed to implement our plan, including funding and staffing.

### 5.1. Revenue Budget 2023-24

The resource has a Net Revenue Budget of £148.531 million for 2023-24. The table below allocates this budget across the services:

NET Budget by Service		2023-24	
Detail		£ million	%
Facilities, Waste, and Grounds		79.511	54%
Roads, Transportation and Fleet		26.535	18%
Planning and Regulatory Services		5.001	3%
Enterprise and Sustainable Development		7.262	5%
South Lanarkshire Leisure and Culture Ltd		30.155	20%
<b>Total</b>		<b>148.464</b>	<b>100%</b>

### 5.2. Capital Budget 2023-24

The following capital budget of £58.918 million is allocated to the resource for 2023-24:

Capital Programme 2023-24	
Service	£ million
Facilities, Waste, and Grounds	2.286
Roads, Transportation and Fleet	20.118
Planning and Regulatory Services	-
Enterprise and Sustainable Development	36.514
<b>Total</b>	<b>58.918</b>

### 5.3. Resource Employees

Community and Enterprise Resources has 3,413 employees, as at 1 February 2023. We support these employees to deliver their duties through a range of policies, including personal appraisal and a robust training framework.

The number of employees by service is as follows:

Service	Number of employees
Facilities, Waste, and Grounds	2,647
Roads, Transportation and Fleet	593
Planning and Regulatory Services	91
Enterprise and Sustainable Development	82
<b>Total</b>	<b>3,413</b>

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# Report

Report to:	<b>Community and Enterprise Resources Committee</b>
Date of Meeting:	<b>30 May 2023</b>
Report by:	<b>Executive Director (Community and Enterprise Resources)</b>

Subject:	<b>Town Centre and Place Based Investment Programme - Update</b>
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## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ provide an update on town centre activity
- ◆ update members on the allocation of year 3 of the Place Based Investment Programme (PBIP)

## 2. Recommendation(s)

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

- (1) that the updates provided in sections 3 and 4 of the report be noted;
- (2) that the proposal set out in sections 4.4.3 and 4.4.4 of the report be approved; and
- (3) that the Executive Director (Community and Enterprise Resources) be authorised to proceed with the allocation of funding for year 3 of the PBIP as set out in sections 4.4.3 and 4.4.4 of the report.

## 3. Background

- 3.1. The nature of town centres across the UK is in a transitional stage. The range of issues involved in the challenges town centres are facing are broad and complex. Factors such as the economic downturn, internet shopping, the growth of out of town shopping malls, changes in retailers' business models and consumer expectations have resulted in a decline in footfall.
- 3.2. Some of the issues are local and specific to individual towns, however, many are issues seen across the country influenced by wider economic patterns, consumer behaviour and corporate decisions. Supporting town centres remains a Council priority and officers continue to work in partnership with groups and organisations in each town to achieve our common goals.
- 3.3. The contribution town centres make to our communities cannot be overstated. Town centres support and contribute to people's lives across our communities whether this is to access essential services, visiting for shopping or enjoying leisure time. Around 70% of businesses and jobs in the economy are located in town centres and they are often the principal location for leisure and hospitality. They retain a vital social importance as a meeting, events and performance space.

### Strategic Overview

- 3.4. Across the 10 towns defined in the South Lanarkshire Local Development Plan (LDP) there is active and ongoing engagement with the most appropriate groups in each town. These range from town to town and include Business Improvement Districts (BIDs), Development Trusts, Community Councils and private property owners.
- 3.5. Town Centre strategies and action plans have been prepared and approved for Hamilton, Cambuslang, Larkhall and Blantyre with work now underway in Rutherglen. Similar plans are being progressed by the communities in Lanark and Carluke along with the master planning work by the owners of East Kilbride. A review and refresh of the Hamilton Strategy is the subject of a separate paper at this meeting.
- 3.6. These strategies and action plans are closely aligned with the Government approach to town centres captured in the New Future for Scotland's Town Centres report and action plan.
- 3.7. Officers in Economic Development are working with all key stakeholders across our towns and have commissioned two key pieces of work to set the direction of the Council's work around town centres going forward. These will inform and align with existing and emerging funding opportunities around town centres.
  - ◆ Town Centre Visioning – this will set out how the Council delivers on the strategic aims and objectives at a local level. As noted above, while all towns have similar challenges, the solutions are not always the same. This work will set out how the Council, communities and partners should deliver meaningful and sustainable change within our town centres through a series of projects and action plans.
  - ◆ Transition to Net Zero – town centres are major contributors to pollution and although a number of early wins have been achieved, the ways to deliver long term meaningful and sustainable reductions are complex and not always palatable to business or customers. This work will set out a practical approach to working towards net zero across our towns.
- 3.8. Officers in Enterprise, Planning, and Community Engagement are working with colleagues in The Improvement Service on a pilot project in Rutherglen called Shaping Places for Wellbeing. The project is working in seven towns across Scotland taking a multi-agency approach to placemaking. The initiative is still in the early stages, however, it is hoped it will become a useful model for working with communities across south Lanarkshire.

## **4. Current initiatives**

- 4.1. There are a number of key areas of work underway in support of our town centres which will inform the investment strategies and priorities going forward for the next 5 to 10 years. This work will also support and inform potential Levelling Up Fund and other external funding bids.
- 4.2. East Kilbride Town Centre Masterplan
  - 4.2.1. As members are aware the shopping centre has gone through a challenging period over the last 18 to 24 months. Along with the challenges faced around COVID-19 and the changes in shopping patterns, the centre has been called in by the bank, who funded the previous purchase and was subsequently put into administration on 16 November 2022. The shopping centre has vacancy rates of around 30% albeit there are some particularly challenged sections where vacancy rates are especially high

and where the key challenges lie. The town centre is very large for its catchment and in comparison, to its nearest competitors. East Kilbride has around 230 retail units while each of Braehead, Glasgow fort and Silverburn have between 120 to 130 units each.

- 4.2.2. With each change of ownership, a new team of asset managers has taken responsibility for the centre and, given the scale and complexity of the asset, it has taken some time for them to familiarise themselves with the asset, issues and appropriate strategy.
- 4.2.3. Throughout these challenging times, officers have kept regular contact with both the Asset Management Team and the Local Management Team. At all times these discussions have been positive and the commitment by the asset managers to the future of the town centre is without doubt.
- 4.2.4. Work on the masterplan has progressed at pace since the administration was confirmed with a draft position agreed at the end of April 2023. It is clear from this work, the size of the centre and the level of vacancy rates that the centre cannot sustain the amount of retail which needs to be significantly reduced with alternative uses considered in the most appropriate sections of the centre. The draft reflects this position and will be widely consulted on over the next few months with a programme of consultation being prepared. The masterplan will be updated to reflect the consultation process thereafter be submitted for planning permission in principle. The administrators have been clear they are keen to work through this process efficiently and seek to implement the initial phases of works in 2024/2025

#### 4.3. Hamilton Town Centre Masterplan

- 4.3.1. Following the ongoing challenges faced by the Regent Centre and the closure of the Marks and Spencer's unit the town centre requires the preparation of a masterplan for the south eastern quarter of the town centre. Vacancy rates in the town have remained consistently below the national average, however, there are a number of key units which have become vacant and which do not seem likely to find occupiers in the short term. The owners of the Regent Centre have confirmed their intention to sell their interest and, as with East Kilbride, the masterplan will set the context for public and private sector investment over the next 5 to 10 years and will be beneficial in effecting a change of ownership.

Consultants will be procured during May/June with the intention of a draft masterplan for consultation being completed by the end of the calendar year. As with East Kilbride it is intended the masterplan will become a supporting document for the Local Development Plan and inform public and private sector investment going forward.

#### 4.4. Place Based investment Programme

- 4.4.1. The Scottish Government announced in their Programme for Government in February 2021 that they proposed to implement a place-based investment programme over the 5-year period of the parliament. The funding is targeted at addressing some of the challenges faced by Scotland's places across the country.
- 4.4.2. The Council was awarded £2.003 million for year one of the programme, £1.74 million for year 2 and £1.213 million for each of the remaining 3 years giving total funding of £7,382 million over the 5-year programme. The programme has just entered year 3 with the projects for years one and 2 complete or on target to complete in line with the terms around financial spend of the grant award. Two projects were carried over into year 3 due to delays in the programmes. These are Larkhall Leisure Centre and Lanark

outdoor space. The budget for year three also includes project budget carried forward from year two of £331,000 and Shared Prosperity Funds of £390,000, giving an overall budget allocation for year three of £1.934 million. There is also an allocation of £223,000 from Shared Prosperity Funds for year 4 giving a total of £1.436 million in that year.

- 4.4.3. The proposed allocation for year 3 reflects these funding commitments. It is also recommended that projects with longer delivery programmes are funded over more than one year and on that basis recommendations for the partial allocation of year 4 are included. The proposed allocation is as follows:-

Town	Project	Description	Allocation (£)	
			Year 3	Year 4
		<b>Budget</b>	<b>1,934,000</b>	<b>1,436,000</b>
Larkhall	Larkhall Leisure Centre	Funding in support of wider redevelopment	880,000	500,000
Lanark	Outdoor Space	Improve public space to provide multipurpose capacity	289,000	
Larkhall	Coalyard Housing	Support development of social housing scheme to deliver 18 units	190,000	260,000
East Kilbride	Civic Centre/ Town Centre Masterplan	Continuation of work to set the future direction of the town centre	150,000	
Hamilton	Town Centre Masterplan	Study to set the future direction of the town centre	75,000	
East Kilbride	Kirktonholme pitches	Phase 2 of improvement of pitches and changing facilities	150,000	150,000
Lesmahagow	Lesmahagow Development Trust	Creation of community and business facility and 2 affordable flats in town centre	50,000	50,000
Biggar	Biggar Youth Project	Youth club building redevelopment to improve green profile in town centre	150,000	150,000
		<b>Total</b>	<b>1,934,000</b>	<b>1,023,000</b>

4.4.4. As with previous years the above allocations are estimates based on the detailed work carried out by the applicants and Council officers. Previous years have seen variations to the project costs and timescales and in line with previous approvals it is recommended that the Executive Director (Community and Enterprise Resources) is given authority to vary the funding between projects, within the overall constraints of the programme.

4.4.5. Should the Committee be minded to approve the recommendation, groups will be formally notified of their grant award in line with previous years with the same monitoring and governance arrangements put in place by officers in Enterprise and Sustainable Development.

#### 4.5. Town Centre Living

4.5.1. One of the keys to supporting and regenerating our town centres is increasing the amount of town centre living. In many of our towns this is at a very low level relative to other towns and historic rates, and there is potential for some of the less commercially viable parts of town centres to be considered for residential development. An internal officer working group has been established and their recommendations will be presented to the appropriate Committee in due course.

### 5. **Employee Implications**

5.1. The continued development and implementation of this and future years of the PBIP will be taken forward by officers within Enterprise and Sustainable Development Services, in consultation with colleagues across all other Council resources and Community Planning Partners as appropriate.

### 6. **Financial Implications**

6.1. The PBIP funds from the Scottish Government, where appropriate, will be brought into the Council's General Services Capital Programme and will be subject to the normal monitoring and financial processes. This will feed into the requirements of the Scottish Government to report on progress and identify spend.

6.2. In respect of the size of the applications, many of the groups involved will not have the cash flow to finance their planned project and may request advance funding to allow their project to progress. In line with previous funds, forward funding of projects is not available.

### 7. **Climate Change, Sustainability and Environmental Implications**

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

### 8. **Other Implication**

8.1. Due to the diverse portfolio of projects, the timescales within which projects have been developed and the capacity of groups involved assessed, however, there is a risk that some projects may not proceed in the way envisaged and fail to meet the timescales required.

8.2. Ultimately, this could result in grant not being expended in the relevant time frame and opportunities to implement these specific projects will not be maximised. This may result in project funding being withdrawn. To mitigate this risk, where possible, a reserve list of projects has been compiled and will be used if needed.

## **9. Equality impact assessment and consultation arrangements**

- 9.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and, therefore, no Impact Assessment is required.
- 9.2. Consultations have been co-ordinated by Enterprise and Sustainable Development Services with a range of other Council Services who have an ongoing role in delivering services and initiatives in our Town Centres. This consultation and co-operation will continue throughout the duration of the initiative.

**David Booth**

**Executive Director (Community and Enterprise Resources)**

10 May 2023

### **Link(s) to Council Values/Priorities/Outcomes**

- ◆ Accountable, Effective, Efficient and Transparent
- ◆ Ambitious, self-aware and improving
- ◆ Fair, open and sustainable
- ◆ We will work towards a sustainable future in sustainable places
- ◆ We will work to recover, progress and improve
- ◆ Good quality, suitable and sustainable places to live
- ◆ Thriving business, fair jobs and vibrant town centres

### **Previous References**

- ◆ Community and Enterprise Resources Committee, 29 June 2021 – Place Based Investment Programme
- ◆ Community and Enterprise Resources Committee, 7 December 2021 Place Based Investment Programme (PBIP) and Town Centre Capital Fund – Update
- ◆ Community and Enterprise Resources Committee, 9 August 2022 - Town Centre and Place Based Investment Programme Update and Funding Award 2022/2023

### **List of Background Papers**

- ◆ None

### **Contact for Further Information**

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

Project Manager, Enterprise and Sustainable Development

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# Report

Report to:	<b>Community and Enterprise Resources Committee</b>
Date of Meeting:	<b>30 May 2023</b>
Report by:	<b>Executive Director (Community and Enterprise Resources)</b>

Subject:	<b>Appointment of Public Analysts, Agricultural Analysts and Food Examiners</b>
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## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ seek approval for the appointment of a Public Analyst, Agricultural Analyst and Food Examiners to undertake the relevant statutory duties for the Council

## 2. Recommendation(s)

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

- (1) that the appointment of Karen Maddison of Aberdeen Scientific Services to act on behalf of South Lanarkshire Council as Public Analyst and Agricultural Analyst be approved; and
- (2) that the appointment of Sarah Green and Claire Brechin of Edinburgh City Council to act on behalf of South Lanarkshire Council as Food Examiners be approved.

## 3. Background

- 3.1. Amongst the duties and roles of South Lanarkshire's Environmental Service there is a need for Officers to sample a range of produce and goods such as food, water and toys and have these items tested to ensure that they are safe and comply with statutory standards.
- 3.2. Chemical analysis can involve checking for the presence of lead in drinking water which needs to be certified by a Public Analyst. At the same time microbiological examination, of foodstuffs for the presence of Salmonella needs to be certified by a Food Examiner, while samples may be taken for a range of purposes, including the investigation of suspected food poisoning outbreaks which may have been brought to the attention of the Council from consumer complaints, routine surveillance or as part of local or national surveys.
- 3.3. Within this context and as required by the Local Government (Scotland) Acts, Councils are required to appoint one or more Public Analysts to carry out duties under the Food Safety Act 1990 within their area.
- 3.4. Public Analysts must possess a Mastership in Chemical Analysis (MChemA) awarded by the Royal Society of Chemistry, and as stated in Regulation 4 of the Food Safety

(Sampling and Qualifications) (Scotland) Regulations 2013, the individual appointed must hold the appropriate qualifications.

- 3.5. Paragraph 85 of Schedule 13 to the Local Government etc (Scotland) Act 1994 also makes it the duty of Councils to enforce Part IV of the Agriculture Act 1994 also makes it the duty of councils to enforce part IV of the Agriculture Act within their area. Section 67(3) of the Agriculture Act requires enforcement authorities to appoint sampling officers and analysts, and Section 67(3)(b) states that authorities shall appoint an Agricultural Analyst.
- 3.6. There is no statutory requirement to appoint Food Examiners, but it is considered to be prudent to do so, should the local authority be called upon in legal proceedings to confirm that a Food Examiner was entitled to act on the Council's behalf. The qualifications for these posts are detailed in Regulation 5 of the Food Safety (Sampling and Qualifications) (Scotland) Regulations 2013 and the individuals referred to in the recommendations of this report hold the appropriate qualifications.

#### **4. Current Position and Proposal.**

- 4.1. Following a competitive tender exercise, the City of Edinburgh Council have been contracted to undertake analytical services on behalf of the Council since 2007.
- 4.2. On 21 August 2007, the Community Resources Committee appointed Andrew C Mackie and Robert C Beattie as Public Analysts, Agricultural Analysts and Food Examiners and on 22 May 2018 the Community Resources Committee appointed Robert C Beattie and Christopher Hunt as Public Analysts, Agricultural Analysts and Food Examiners.
- 4.3. In June 2021, the City of Edinburgh Council were awarded a new 4-year contract from June 2021 until June 2025 with an option to extend for one year to June 2026 to provide scientific services.
- 4.4. Previous Public Analyst, Agricultural Analyst and Food Examiner Robert C Beattie retired from the City of Edinburgh Council in 2022; and Christopher Hunt will be retiring imminently. As such there is a need to formally appoint new personnel to fulfil the roles of appointed Public Analysts, Agricultural Analysts and Food Examiners for South Lanarkshire Council.
- 4.5. Edinburgh Scientific Services have entered into a working agreement with Aberdeen Scientific Services and Karen Maddison for her to provide Public Analyst provision at their Edinburgh site.
- 4.6. The City of Edinburgh Council have appointed both Sarah Green and Claire Brechin as Food Examiners.
- 4.7. Therefore, given the above it is proposed that the following individual is appointed as Public Analyst and Agricultural Analyst with immediate effect:-
  - ◆ Karen Maddison BSc (Hons), MChemA., CChem, MRSC
- 4.8. It is also proposed that the following individuals are appointed as Food Examiners with immediate effect:-
  - ◆ Sarah Green BSc (Hons) MRSB MIFST

◆ Claire Brechin MIFST MRSC RSci

## **5. Employee Implications**

5.1. There are no employee implications as a result of the contents of this report.

## **6. Financial Implications**

6.1. The appointment of Public Analysts, Agricultural Analysts and Food Examiners sits within the context of an existing contract the Council have entered into with the City of Edinburgh Council to provide scientific services. The contract was entered into in June 2021 and is due to end in June 2025, with the option at that time to extend the contract for a further year to June 2026. There are, therefore, no additional financial implications associated within this report.

## **7. Climate Change, Sustainability and Environmental Implications**

7.1. There are no significant implications in terms of climate change, sustainability and environmental implications as a result of the contents of this report.

## **8. Other Implications**

8.1. There are no other significant implications as a result of the contents of this report.

## **9. Equality Impact Assessment and Consultation Arrangements**

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

**David Booth**

**Executive Director (Community and Enterprise Resources)**

15 May 2023

## **Link(s) to Council Values/Priorities/Outcomes**

- ◆ Accountable, effective, efficient and transparent
- ◆ Fair, open and sustainable

## **Previous References**

- ◆ Community Resources Committee Report 21 August 2007
- ◆ Community and Enterprise Resources Committee Report 22 May 2018

## **List of Background Papers**

- ◆ None

## **Contact for Further Information**

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

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# Report

7

Report to: **Community and Enterprise Resources Committee**  
 Date of Meeting: **30 May 2023**  
 Report by: **Executive Director (Community and Enterprise Resources)**

Subject: **On-Request Garden Waste Collection**

## 1. Purpose of this Report

1.1. The purpose of the report is to:-

- ◆ seek approval to not reinstate the on-request garden waste collection service

## 2. Recommendation(s)

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

- (1) that the operational and financial position, outlined in section 4.1 of the report, be noted; and
- (2) that it be agreed not to reinstate the on-request garden waste collection service.

## 3. Background

3.1. A review of the Waste Management Service is underway that is considering the Service's current and future operating model. The COVID-19 pandemic has had a significant impact across all areas of the Service, from day to day operations the ability to deliver all pre-pandemic services; to the new working from home societal change seeing an increase in the waste tonnages within the household collection service. The Service operates in a complex legislative environment and is subject to often volatile market conditions in the disposal of waste and these key factors will be incorporated into the review process.

3.2. The early work of the review process has aligned with the scope of the Charging Transformation Review to develop proposals for the Waste Service. The Charging Transformational Review was initiated in summer 2021 to review the level of charging across the Council with a focus on services that were unable to recover costs. A number of proposals were brought forward as part of the budget process for 2023/2024.

3.3. The next stage of the review will consider internal developments as well as the complex national context in the waste sector such as the introduction of the Deposit Return Scheme which has now been pushed back to March 2024. This will be a multi-year programme of work that will consider:-

- ◆ the optimum collection model to maximise recycling rates
- ◆ alternative working patterns
- ◆ waste infrastructure – stores, Civic Amenity sites, waste transfer stations
- ◆ meeting Net Zero targets
- ◆ technology developments

- 3.4. Further reports will be presented to Community and Enterprise Resources Committee as the review process progresses.

#### **4. On-request garden waste service**

- 4.1. The on-request garden waste uplift service has been suspended since the onset of the COVID-19 pandemic in March 2019 to allow the Council to focus resources on the household refuse collection service. Since the suspension of the service, new contractual arrangements for the disposal of this waste stream have been implemented. If the service was re-started, vehicles would be required to travel further to the processor with an increase in labour and transport costs. The new contract has also seen an increase in disposal costs per tonne which would equate to an additional cost of £0.130 million per annum based on pre COVID-19 tonnages.
- 4.2. Given the operational and financial position outlined in 4.1, it is proposed that the on-request garden uplift is not reinstated. This would avoid the additional costs set out in section 5.2 and generate a further saving to the Council of around £0.100 million based on pre COVID-19 operations and tonnages.
- 4.3. Residents can continue to use the Council's 6 Household Waste Recycling Centres to dispose of their garden waste. In addition, the service has a small number of hot composters available that could be provided free of charge to residents that do not currently receive a food/garden waste collection service, and this will allow householders to compost waste at home.

#### **5. Employee Implications**

- 5.1. There are no employee implications as a result of the contents of the report.

#### **6. Financial Implications**

- 6.1. As outlined in section 4, reinstatement of the on-request garden waste collection service would see additional operational costs as well as additional disposal costs of £0.130 million per annum. There is no identified budget for these costs. Not reinstating the service would realise a saving of £0.100 million for the Council.

#### **7. Climate Change, Sustainability and Environmental Implications**

- 7.1. There are no significant implications in terms of climate change, sustainability and environmental implications associated with this report.

#### **8. Other Implications**

- 8.1. There are no other significant implications as result of the contents of this report.

#### **9. Equality Impact Assessment and Consultation Arrangements**

- 9.1. A screening determination was completed in relation to the Strategic Environmental Assessment (SEA) which confirmed there is no need for a separate SEA for these proposals.
- 9.2. An equality impact assessment (EQIA) has been undertaken during the development of the proposals to identify and mitigate any negative impacts and seek opportunities to promote equality.
- 9.3. The assessment is that the proposals do not have any adverse impact on any of the protected characteristics groups.
- 9.4. No formal consultation is proposed in relation to this proposal.

**Davie Booth**  
**Executive Director (Community and Enterprise Resources)**

15 May 2023

**Link(s) to Council Values/Priorities/Outcomes**

Values

- ◆ Focused on people and their needs
- ◆ Accountable, effective, efficient and transparent
- ◆ Ambitious, self-aware and improving
- ◆ Fair, open and sustainable

Priorities

- ◆ We will work to put people first and reduce inequality
- ◆ We will work towards a sustainable future in sustainable places
- ◆ We will work to recover, progress and improve

Outcomes

- ◆ Good quality, suitable and sustainable places to live
- ◆ Thriving business, fair jobs and vibrant town centres
- ◆ Caring, connected, sustainable communities

**Previous References**

- ◆ None

**List of Background Papers**

- ◆ None

**Contact for Further Information**

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

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# Report

8

Report to:	<b>Community and Enterprise Resources Committee</b>
Date of Meeting:	<b>30 May 2023</b>
Report by:	<b>Executive Director (Community and Enterprise Resources)</b>

Subject:	<b>Community Benefit Funds – Renewable Energy Fund Grant Applications</b>
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## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ consider a grant application to the Renewable Energy Fund (REF) from East Kilbride United
- ◆ consider a grant application to the REF from East Renfrewshire Council

## 2. Recommendations

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

- (1) that a grant be awarded to East Kilbride United of up to £100,000 from the Renewable Energy Fund to facilitate East Kilbride United in the construction of a new artificial pitch; and
- (2) that a grant be awarded to East Renfrewshire Council of up to £72,988 from Renewable Energy Fund towards the management and maintenance of the network of routes at Whitelee Windfarm which extends into South Lanarkshire for a 2-year period up to March 2025.

## 3. Background

- 3.1. Since 2004, the Council has collected and administered community benefit funding through the Enterprise and Sustainable Development Service. The Service is responsible for securing contributions from windfarm developers, advising potential applicants, assessing applications and monitoring projects to ensure that the community benefits associated with each project are delivered. Processes are continuously reviewed to ensure best practice in grant provision and monitoring is undertaken to ensure the necessary support is delivered to eligible communities.
- 3.2. Grant awards above £20,000 require approval from Committee. Awards below this level are approved by the Head of Enterprise and Sustainable Development under delegated authority. All grants awarded are reported annually to the Community and Enterprise Resources Committee.

## 4. Grant Recommendation

4.1. Application Number 837

East Kilbride United (EKU) is an established charity with its purpose being:-

- ♦ to promote and encourage the sport of football without any distinction of sex, colour, nationality or of political, religious or other opinions

- 4.2. The organisation is a community football club with over 700 members and volunteers ranging from 4 to over 80 years of age in there walking football section. The aims of the club are to support health and wellbeing, and create an enjoyable, long lasting football experience, for all members of the community. To support this vision, they have teams of varying abilities playing across a wide range of competitive and non-competitive levels.
- 4.3. ECU has a management committee, 173 regular volunteers, 711 members all of whom have been consulted regarding the project to ascertain, co-ordinate and reflect the views of the community it represents.
- 4.4. The grant will allow ECU to proceed with the construction of an artificial surface pitch, which will facilitate an increase in the participation of football, particularly for children, walking football and disability inclusive teams. Currently ECU has two grass pitches at Kirktonholme Pavilion, East Kilbride where ECU secured an asset transfer from the Council in 2019. At present the pitches cannot be played on constantly as they would become unusable and are also unsuitable for the disability inclusive teams. The construction of an artificial surface will allow the club to enhance the accessibility for all.
- 4.5. This fourth-generation surface will allow ECU coaching staff and volunteers to enhance the activities and opportunities for years to come. The project has been established in response to community demand, it will improve inclusion and increase healthy activities for the surrounding area.
- 4.6. The project requires capital funding to meet the cost of excavation, drainage, paving, synthetic surface, fencing and flood lights to ensure year-round accessibility. ECU estimate the overall cost of the project to be £856,306.
- 4.7. REF awards are subject to suitable match funding being secured. The REF grant sought is 12% of the project value with the match funding as set out below.

<b>Funder</b>	<b>Stage</b>	<b>Value</b>
Scottish Football Association	To be confirmed	£350,000
Sport Scotland	To be confirmed	£56,306
East Kilbride United	Confirmed	£50,000
SLC Place Based Investment (PBI)	To be confirmed	£300,000
SLC Renewable Energy Fund Grant (12%)	For approval	£100,000
<b>Total project value</b>		<b>£856,306</b>

- 4.8. The project is scheduled to commence in March 2024 and be completed in June 2024 which will allow for a smooth transition with minimal disruption to the playing season. Officers will work with the applicant to monitor progress and any impact on the timescales. The lead in time will also allow ECU to confirm additional funding awards.
- 4.9. Application Number 851  
Enterprise Resources Committee on 27 June 2007 approved a Section 75 Agreement which placed an obligation on the Council to jointly prepare and implement an access strategy for Whitelee Windfarm, which includes the delivery of recreational activity and events, volunteering, biodiversity work, outreach, maintenance and the delivery of environmental education to local schools and community groups.

- 4.10. The implementation of these works is delivered by a ranger service, which is managed by East Renfrewshire Council (ERC) and which South Lanarkshire Council (SLC) provide a contribution. Over the period 2016 to 2022, SLC has contributed £277,695 with ERC contributing £796,129 to a total project cost of £1,073,824.
- 4.11. The total project cost for the period up to March 2025 is £202,746 of which a contribution is sought from SLC. This expenditure includes staff costs (£156,760), transport costs (£25,500), accommodation and overheads (£9,500), and events, tools and equipment (£11,000). These costs will be incurred over a two-year period 2023/2024 and 2024/2025.
- 4.12. The project will be managed by the Whitelee Access Officer, who reports on a regular basis.
- 4.13. REF awards are subject to suitable match funding being secured. The REF grant sought is 36% of the project value with the match funding as set out below.

Funder	Stage	Value
East Renfrewshire Council	Confirmed	£129,758
SLC Renewable Energy Fund Grant (36%)	For approval	£72,988
Total project value		£202,746

- 4.14. The project is scheduled to commence in spring 2023 and be complete by March 2025. Officers will work with the applicant to monitor progress and any impact on the timescales.

## **5. Employee Implications**

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

## **6. Financial Implications**

- 6.1. The awards will come from the community benefits associated with the Whitelee Windfarm which contributes to the Renewable Energy Fund. The Fund has sufficient resources to meet the proposed grant award commitments detailed in this report.
- 6.2. REF funding is subject to all other funding being secured.

## **7. Climate Change, Sustainability and Environmental Implications**

- 7.1. The grant award will help ECU's longer term sustainability and allow the group to continue to support the East Kilbride area by providing leisure activities.
- 7.2. The grant award to East Renfrewshire Council will allow for the continued work supporting biodiversity, outreach and delivery of environmental education to local schools and community groups.

## **8. Other Implications**

- 8.1. The risks associated with the ECU project are focused on the potential for cost overruns, delays to the projects or match funding not being secured and the long-term use of the asset. Work will continue with the applicant to help ensure match funding is secured and that the project is delivered on time and within budget.

## **9. Equality Impact Assessment and Consultation Arrangements**

- 9.1 This report does not introduce a new policy, function or strategy and, therefore, no impact assessment is required.

**David Booth**  
**Executive Director (Community and Enterprise Resources)**

16 May 2023

**Link(s) to Council Values/Priorities/Outcomes**

- ◆ Focused on people and their needs
- ◆ We will work towards a sustainable future in sustainable places
- ◆ We will work to recover, progress and improve
- ◆ Caring, connected, sustainable communities

**Previous References**

- ◆ None

**List of Background Papers**

- ◆ Completed REF Grant Application Form for application number 837
- ◆ Completed REF Appraisal Scoring Sheet for application number 837
- ◆ Completed REF Grant Application Form for application number 851
- ◆ Completed REF Appraisal Scoring Sheet for application number 851

**Contact for Further Information**

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

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Project Development Officer

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# Report

9

Report to:	<b>Community and Enterprise Resources Committee</b>
Date of Meeting:	<b>30 May 2023</b>
Report by:	<b>Executive Director (Community and Enterprise Resources)</b>

Subject:	<b>Community Benefit Funds – Annual Report</b>
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## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ provide an update on the Community Benefit Funds administered by Enterprise and Sustainable Development Services on behalf of the Council during 2022/2023

## 2. Recommendation(s)

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

- (1) that the Community Benefit Funds administered by the Council and the grants awarded under the Renewable Energy Fund, Clyde Wind Farm Fund and Quarry Funds in 2022/2023 be noted; and
- (2) that the completion of a publicity report for the Community Benefit grants 2022/2023 be approved.

## 3. Background

3.1. The Council has a well-established mechanism for the collection and distribution of community benefit related to windfarm developments. This was initially established following the approval of a report by the Executive Committee entitled Community Benefit (Establishment of a Renewable Energy Fund) on the 3 March 2004.

3.2. The Council administers the community benefit element of the Renewable Energy Fund (REF) for 42 wind farms within South Lanarkshire and the community benefit for Clyde Wind Farm Fund (CWFF) and 5 operational quarries. Operators of larger windfarm developments provide recurring annual fund contributions, formalised through legal agreements, whilst smaller developments such as single wind turbines, may consider providing a 'capitalised' one off community benefit payment. Community groups, social enterprises, trusts, public organisations and not for profit organisations within 10km of the contributing windfarm provider are eligible to apply. Over the 8 year period, 2015/2016 to 2022/2023, the Council has made awards of £9.8 million from the Community Benefit Funds to 588 projects.

3.3. The agreements around the provision of community benefit oblige the Council to administer these funds using the REF mechanism. This task is undertaken by Enterprise and Sustainable Development Services who are responsible for all aspects, from securing the contributions from the developers, advising potential applicants, assessing applications and monitoring projects to ensure that the community benefits associated with each project are delivered. The Service

continually seeks ways to maximise the community benefit for all eligible communities across South Lanarkshire.

- 3.4. Between the various funds £3,111,584 has been administered in 2022/2023. Apart from one-off capitalised payments, the funds receive income for the duration of each windfarm's operational life and, typically, recurring annual payments which rise in line with the Retail Price Index. The operation of the Council's Community Benefit Policy, with emphasis on the renewable energy sector has proven to be a success with communities accessing funding for a diverse range of locally based projects.
- 3.5. Alongside these established windfarm developments and their associated Community Benefit Funds, there is several other potential wind farm developments throughout South Lanarkshire which are subject to planning approval. It is, therefore, possible that subject to appropriate agreements being put in place, the level of community benefit funding available to communities will increase over the next 10 years. If promoted and managed well, this increase will have a significant positive impact on the eligible communities.
- 3.6. Although Enterprise and Sustainable Development Services lead in the delivery of Community Benefit Funds, there is a significant level of consultation and cooperation across a wide range of Council services. This ensures that applicants receive support and advice to ensure the projects being developed meet the needs and aspirations of the community; are of a high quality and are delivered efficiently and effectively.
- 3.7. It should be noted that there are also windfarm funds within South Lanarkshire which are administered outwith the scope of the Council's Renewable Energy Fund. These include SSE Clyde Extension, Auchrobert Community Benefit Fund, Ventient, Galawhistle Community Benefit Fund, Ventient Glenkernie Community Benefit Fund and Kypemuir and Banks Kypemuir Community Benefit Fund.
- 3.8. Community and Enterprise Resources has commenced an exercise to review renewable energy contributions to determine their efficiencies and to explore the opportunity for changes to current and projected arrangements to the benefit of our communities. Reports will be provided to the Rural Task Force and Community and Enterprise Resources Committee on this exercise as it progresses.

#### **4. Renewable Energy Fund Projects Approved During 2022/2023**

- 4.1. There are currently 42 windfarm developments contributing to the REF operating across South Lanarkshire at the following locations:- Andershaw, Auchrobert, Bank End Rig, Blacklaw, Blantyre Muir, Burnbrae, Calder Water, Climpy, Couplaw, Dungavel, Dykehead, Eastertown, Gallawhistle, Garelwood, Greenwall, Greenhall View, Haspielaw, High Blackwood Yard, High Dyke, JJ's Farm, Lampits, Letham, Millburn, Muirhall, Muirhall Extension, Middlemuir, Netherfauldhouse, Nether Kypeside, North Brackenridge, Nutberry, Pates Hill, Rench Farm, Tanhill, Upper Haywood, West Browncastle, Westtown, Whitehill, Whitelee, Woodlands, Yards Farm, Kypemuir, Douglas West.
- 4.2. During 2022/2023, contributions of £2,020,682 (including interest) were received from the operating companies, incorporating both annual payments and "one off" payments.
- 4.3. A diverse range of projects across South Lanarkshire have been supported. A complete list of projects supported in the last financial year is attached at Appendix 1. A total of 48 projects have been supported with total grants of £596,587 towards

total project costs of £1,182,084 giving an average grant award of £12,429 towards an average project cost of £24,627 at a 50% intervention rate.

- 4.4. At the Executive Committee on 21 November 2018 a series of amendments to the REF were approved. One of these was the introduction of a micro grant fund in 2019/2020 of up to £5,000 per annum available to community councils or equivalent community organisations to award small grants of up to £500 locally. This was established for an initial 2-year period and at the Community and Enterprise Committee of 16 February 2021 it was agreed to continue the micro grants after 2020/2021. In 2022/2023, 25 community councils or similar organisations such as resident associations and community trusts were awarded micro grants totalling £103,264. Details of these grant awards are set out in Appendix 2.
- 4.5. Taking REF grants and the micro grants awards together a total of 73 grants were awarded during 2022/2023 with a total value of £699,851. This is a decrease on the 77 grants and a total grant value of £1,163,847 reported in 2021/2022. There is strong pipeline of projects in development for 2023/2024.

## **5. Clyde Wind Farm Fund (CWFF) Projects - 2022/2023**

- 5.1. During 2022/2023, the CWFF received total contributions of £1,090,902 from SSE.
- 5.2. The Fund supported 11 new projects with a combined grant award of £248,005. The overall value of these projects was £394,798 giving an average grant award of £22,545 towards an average project cost of £35,890 - a 63% intervention rate. A complete list of projects supported in the last year is attached at Appendix 3.
- 5.3. In 2017, a micro grant fund was introduced for 6 community councils within the area including Biggar, Quothquan and Thankerton, Duneaton, Leadhills, Crawford and Elvanfoot and Symington. Community councils could apply for a £5,000 grant per annum to award to small projects within their area at a maximum of £500.
- 5.4. During 2022/2023, 5 grants were made to community councils within the area totalling £23,974; details are provided in Appendix 4.
- 5.5. Taking CWFF grants and the micro grants awards together a total of 16 grants were awarded with a value of £271,979. This is a slight decrease on the 17 grants and a total grant value of £367,298 reported in 2021/2022. There is strong pipeline of large projects which will be seeking funding from this fund in 2023/2024.

## **6. Annual Report publicity**

- 6.1. With the purpose of raising the awareness of the Community Benefit Funds and their support of communities a publicity document for 2022/2023 will be prepared highlighting projects funded in the year or recently completed.
- 6.2. This annual report will be circulated and publicised digitally, and 50 hard copies will be made available for Councillors and groups.

## **7. Employee Implications**

- 7.1. The Funds will continue to be managed within existing resources.

## **8. Financial Implications**

- 8.1. There are no financial implications to the Council. No funding offers are issued without income from the respective developments being in place.

## **9. Climate Change, Sustainability and Environmental Implications**

9.1. Environmental sustainability is one of the appraisal considerations and applicants are encouraged to consider and include good environmental practices within projects. In the current year there are several projects which have helped deliver environmental improvements or energy efficiency for groups. These include: -

- |                                  |   |
|----------------------------------|---|
| ◆ Rural Development Trust        | Sustainable Travel                            |
| ◆ Auchengray Church Centre Trust | Activity shelter and photovoltaic (PV) Panels |
| ◆ Climate Action Strathaven      | Eco Hub electric vehicle (EV) Charge Points   |

## **10. Other Implications**

10.1. The risks falling on the Council in the administration of Community Benefits are reputational. Management of the funds are subject to the Council's normal financial scrutiny and reporting arrangements. By not undertaking this work, the Council would not be acting consistently in support of its adopted policy and there would be a risk that funds would not be distributed timeously and equitably to eligible community organisations.

## **11. Equality Impact Assessment and Consultation Arrangements**

11.1. 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.

11.2. All necessary and appropriate consultations are undertaken within the Council, with partner organisations and community groups.

**David Booth**

**Executive Director (Community and Enterprise Resources)**

10 May 2023

## **Link(s) to Council Values/Priorities/Outcomes**

- ◆ Focused on people and their needs
- ◆ Ambitious, self-aware and improving
- ◆ We will work towards a sustainable future in sustainable places
- ◆ We will work to recover, progress and improve
- ◆ Good quality, suitable and sustainable places to live
- ◆ Caring, connected, sustainable communities

## **Previous References**

- ◆ Community and Enterprise Resources Committee -9 August 2022

## **List of Background Papers**

- ◆ List of all projects supported by the REF Community Benefit Funds
- ◆ List of all projects supported by the Clyde Windfarm Community Fund



**Contact for Further Information**

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

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**Appendix 1 – REF Grants 2022/2023**

Organisation Name	Windfarm	Type of Group	Project Location	Project Details	Project Cost	Grant Approved	Intervention Rate %
Crawfordjohn Public Hall Association	Andershaw	Community	Crawfordjohn	Floor Cleaner and Tables	£6,152	£6,152	100
Douglas Water Golf Club	Andershaw	Sport	Rigside	Storage Equipment	£6,448	£6,448	100
Rigside Primary School Parent Council	Andershaw	Community	Rigside	Residential Trip	£3,804	£3,804	100
Paradventures	Andershaw	Community	Lanark	All Terrain Wheelchair Frames	£10,000	£10,000	100
Youth Family & Community Learning Rigside	Andershaw	Community	Rigside	Youth Club Equipment	£6,053	£6,053	100
Leadhills Golf Club	Andershaw	Sport	Leadhills	Leadhills Golf Club Demolition	£41,231	£10,308	25
Coalburn Miners Bowling Club	Andershaw	Sport	Lanark	Machinery and Green Works	£33,239	£19,943	60
Leadhills Golf Club	Andershaw	Sport	Leadhills	Golf Machinery Replacement	£97,537	£48,768	50
Douglas St. Bride's Community Group	Andershaw	Community	Douglas	Upgrade to Doors and Lighting	£21,062	£11,062	53
Rural Development Trust	Andershaw	Trust	Douglas Water	Make Your Way	£51,198	£19,750	39
Auchlochan Residents Group	Auchrobert	Community	Lesmahagow	Outdoor Equipment	£6,610	£4,957	75
Lesmahagow Farmers Society	Auchrobert	Community	Lesmahagow	Picnic Tables and Benches	£10,069	£10,000	99
Rural Development Trust	Auchrobert	Trust	Douglas Water	Sustainable Travel	£46,968	£19,500	42
Strathaven Business Association	Bank End Rig	Community	Glassford	Christmas Lights	£9,887	£9,887	100
Carnwath Bowling Club	Blacklaw	Sport	Carnwath	Public Restroom Facilities Upgrade	£9,967	£9,967	100
Castlehill Bowling Club	Blacklaw	Sport	Carluke	Centenary Celebration	£2,880	£2,880	100
Equitots Lanarkshire Community Interest Company	Blacklaw	Community	Carluke	Stable Minds	£3,088	£2,338	76
Auchengray Church Centre Trust	Blacklaw	Community	Carnwath	Activity shelter & PV Panels	£3,540	£3,540	100
Willie Waddell Memorial Committee	Blacklaw	Community	Forth	Memorial Costs	£62,121	£9,683	16
Youth Family and Community Learning Lanark	Blacklaw	Community	Lanark	Event Costs & Equipment	£9,525	£9,525	100
2nd Lanark Scout Group	Blacklaw	Community	Lanark	World Scout Jamboree 2023	£708	£708	100
Crossford, Hazelbank and District War Memorial Group	Blacklaw	Community	Carluke	War Memorial Restoration	£4,884	£4,884	100
Forth and District Development Trust	Blacklaw	Community	Lanark	Mining Memorial Project	£59,968	£19,968	33
Larkhall Youth Pipes and Drums	Blantyre Muir	Community	Larkhall	Instruments	£6,127	£6,127	100
Larkhall Community Growers	Blantyre Muir	Community	Larkhall	Positive Future Consultation	£9,500	£9,500	100

Organisation Name	Windfarm	Type of Group	Project Location	Project Details	Project Cost	Grant Approved	Intervention Rate %
Hillhouse Link	Burnbrae	Community	Hamilton	Hillstop Cafe Costs	£2,400	£2,400	100
The Rotary Club of Strathaven	Calder Water	Community	Strathaven	Themed Garden	£60,974	£19,974	33
Avendale Old Parish Church	Calder Water	Community	Strathaven	Disabled Toilet	£8,250	£8,250	100
Sandford and Upper Avondale Community Council	Calder Water	Community	Sandford	Playpark Development	£101,777	£61,066	60
Trinity Church	Couplaw, Garlewood, Blantyre Muir	Community	Larkhall	Ventilation Project	£8,354	£8,354	100
Coalburn Miners Welfare Charitable Society	Gallawhistle	Community	Lanark	Hall Refurbishment	£13,260	£10,000	75
Larkhall Academy	Garlewood	Community	Larkhall	Duke of Edinburgh	£4,700	£4,700	100
Families Like Us	Greenhall Veiw	Community	Hamilton	Laundry Facilities	£5,317	£5,317	100
Raploch Bowling Club	High Blackwoodsyards	Sport	Larkhall	Path Access	£23,250	£5,000	21
Strathaven Bowling Club	Kype Muir	Sport	Strathaven	Clubhouse & Green Renovations	£10,275	£10,000	97
Outreach Community Church	Kype Muir	Community	Strathaven	Peer Support Groups	£7,944	£7,944	100
Strathaven Balloon Festival	Kype Muir	Community	Strathaven	Festival Equipment	£4,905	£4,905	100
Hope Hub Blackwood and Kirkmuirhill	Kype Muir	Community	Blackwood	A Warm Space (Audio/Visual equipment)	£1,500	£1,500	100
Sandford Village Hall Association	Kype Muir	Community	Sandford	Hall Minor Works	£7,064	£7,064	100
Climate Action Strathaven	Kype Muir	Community	Strathaven	Eco Hub EV Charge Points	£1,784	£1,284	72
Sandford Village Hall Association	Kype Muir	Community	Strathaven	Sandford Village Hall Refurbishment	£88,867	£49,167	55
Forth Breast Cancer Care Group	Muirhall Stallashaw	Community	Forth	Property Purchase	£61,958	£19,958	33
Quarter Parish Church Fundraiser Committee	Whitelee	Community	Hamilton	Installation of heart defibrillator	£3,800	£3,800	100
Blantyre Miners welfare charitable society	Whitelee	Community	Blantyre	Remembrance Monument	£5,142	£4,642	90
Rivals School of Martial Arts	Whitelee	Sport	East Kilbride	Window and Roof Refurbishment	£22,500	£10,000	44
Meikle Earnock Community Connections	Whitelee	Community	Hamilton	Easter Event	£2,524	£2,524	100
East Renfrewshire Council (Whitelee Access Project)	Whitelee	Local Authority	Thornliebank	Whitelee Countryside Ranger Service	£202,746	£72,988	36
East Kilbride Bowling Club	Whitelee	Sport	East Kilbride	Toilet Refurbishment	£10,230	£10,000	98

**Appendix 2 – REF Micro Grants 2022/2023**

Organisation Name	Windfarm	Type of Group	Project Location	Award (£)
Blackwood, Kirkmuirhill and Boghead	Auchrobert	Community Council	Blackwood, Kirkmuirhill and Bogend	£4,620.33
Douglas	Auchrobert	Community Council	Douglas	£4,491.28
Lesmahagow	Auchrobert	Community Council	Lesmahagow	£5,000.00
Rigside and Douglas Water (Residents Assoc)	Auchrobert	Tenants & Residents Association	Rigside and Douglas Water	£4,750.00
Sandford and Upper Avondale	Auchrobert	Community Council	Sandford and Upper Avondale	£5,000.00
Stonehouse	Auchrobert	Community Council	Stonehouse	£4,998.00
Carluke	Black Law	Community Council	Carluke	£3,250.00
Forth Development Trust	Black Law	Trust	Forth	£5,000.00
Lanark	Black Law	Community Council	Lanark	£4,970.98
Larkhall	Black Law	Community Council	Larkhall	£5,492.80
Tarbrax	Black Law	Community Council	Tarbrax	£4,189.85
Burnside	Blantyre Muir	Community Council	Burnside	£1,089.50
Halfway	Blantyre Muir	Community Council	Halfway	£5,000.00
Hillhouse	Blantyre Muir	Community Council	Hillhouse	£5,000.00
Uddingston	Blantyre Muir	Community Council	Uddingston	£4,532.00
Strathaven and Glassford	Calder Water	Community Council	Strathaven and Glassford	£5,000.00
Black Mount	Muirhall Stallashaw	Community Council	Black Mount	£1,679.30
Blantyre	Whitelees	Community Council	Blantyre	£5,000.00
Bothwell	Whitelees	Community Council	Bothwell	£5,000.00
Cambuslang	Whitelees	Community Council	Cambuslang	£5,000.00
Earnock Residents Association	Whitelees	Community Council	Earnock Residents Association	£5,000.00
East Mains	Whitelees	Community Council	East Kilbride	£1,200.00
Jackton and Thortonhall	Whitelees	Community Council	Jackton and Thortonhall	£1,000.00
Meikle Earnock	Whitelees	Community Council	Hamilton	£5,000.00
Rutherglen	Whitelees	Community Council	Rutherglen	£2,000.00

### Appendix 3 - Clyde Windfarm Grants

Organisation Name	Windfarm	Type of Group	Organisation Town	Project Details	Project Cost	Grant Approved	Intervention Rate %
Coulter Village Development Group	Clyde	Community	Coulter	Defibrillator	£4,263	£4,263	100
Biggar Golf Club	Clyde	Sport	Biggar	Toilet upgrade	£21,249	£15,937	75
Tinto Primary School and Nursery Class	Clyde	Community	Biggar	Tinto Community Sensory Garden	£39,710	£29,783	75
Leadhills Golf Club	Clyde	Sport	Biggar	Golf Machinery Replacement.	£97,537	£48,768	50
Biggar Science Festival	Clyde	Community	Biggar	Event Equipment	£23,214	£10,000	43
Glenbuck and Douglas Football Academy	Clyde	Sport	Douglas	Floodlight Feasibility Impact Study	£15,970	£5,970	37
Symington Community Council	Clyde	Community	Symington	Paly Park Development	£123,262	£74,000	60
Abington Primary School	Clyde	Community	Abington	Stained Glass Window Project	£10,154	£10,154	100
Biggar Kirk Gillespie Centre	Clyde	Community	Biggar	Facilities Equipment	£6,923	£6,923	100
Crawford Primary School	Clyde	Community	Biggar	Stained Glass Window Project	£11,285	£11,285	100
Leadhills Golf Club	Clyde	Sport	Biggar	Leadhills Golf Club Demolition	£41,231	£30,923	75

**Appendix 4 – Clyde Micro Grants 2022/2023**

Community Council	Windfarm	Type of Group	Project Location	Award (£)
Biggar	Clyde	Community Council	Biggar	£4,486.08
Carmichael	Clyde	Community Council	Carmichael	£5,000.00
Duneaton CC	Clyde	Community Council	Duneaton CC	£4,488.30
Leadhills	Clyde	Community Council	Leadhills	£4,999.98
Thankerton and Quothquan	Clyde	Community Council	Thankerton and Quothquan	£5,000.00





# Report

10

Report to:	<b>Community and Enterprise Resources Committee</b>
Date of Meeting:	<b>30 May 2023</b>
Report by:	<b>Executive Director (Community and Enterprise Resources)</b>

Subject:	<b>South Lanarkshire Council Cemetery Strategy 2023 to 2033</b>
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## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ request approval of the Cemetery Strategy for South Lanarkshire which will cover the period 2023 to 2033

## 2. Recommendation

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

- (1) that the Cemetery Strategy for South Lanarkshire for the period 2023 to 2033 be approved, including a catchment approach to managing cemetery capacity; and
- (2) that further work be undertaken to develop a Bereavement Services Strategy and that this be presented to a future meeting of the Committee for approval.

## 3. Background

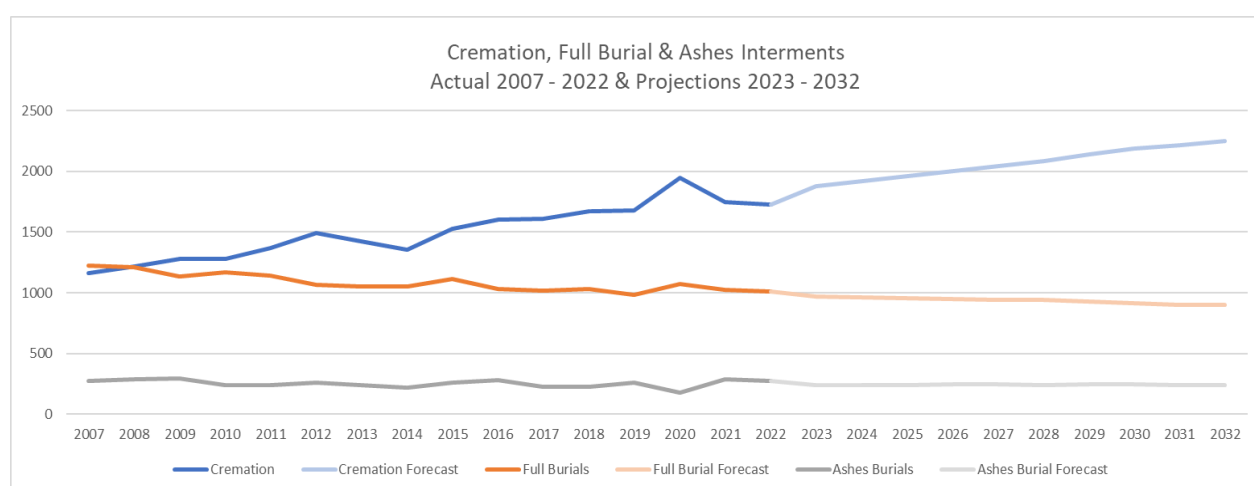
- 3.1. South Lanarkshire Council operates a Bereavement Service that provides a dignified and sensitive burial and cremation service. It is intended to develop a service wide Bereavement Services Strategy and the first phase of that process has been the completion of a Cemetery Strategy for elected member approval. It is anticipated the Bereavement Services Strategy will be presented to Community and Enterprise Resources Committee by March 2024.
- 3.2. The key piece of legislation governing the service is The Burial and Cremation (Scotland) Act 2016 which was passed by the Scottish Parliament on 22 March 2016. In July 2016, a Working Group was formed to commence work on the regulations of the Act. Priority was given to implementing part two of the 2016 Act on Cremation, resulting in the Cremation (Scotland) Regulation 2019. The COVID-19 pandemic disrupted and delayed progress, however, the current iteration of the Burial Regulations Working Group, set up in December 2021, seeks to continue the work of the previous Working Groups. Its remit is to inform the regulation of burial authorities and grounds in Scotland, the development of statutory guidance and the creation of a Code of Practice for burial authorities.
- 3.3. Whilst the legal requirement is to provide burial ground within the authority, there is no legal requirement for the Council to provide burial ground within each town or within any specific area. The Burial and Cremation (Scotland) Act 2016 states that for the provision of burial ground each local authority: -

- ◆ must provide one burial ground within the area of the local authority
- ◆ may provide other burial grounds within that area.

- 3.4. The right of burial can only be sold by the local authority and at present rights are sold in perpetuity, however, on implementation of the full Burial and Cremation (Scotland) Act 2016 rights will be sold on a lease basis of 25 years (excluding lairs owned by the Commonwealth Graves Commission, these rights will remain in perpetuity). If a lair is unused within a 25-year period, would then write to lease holder prior to expiry to confirm intention to use.
- 3.5. Under the Act, and previously the National Assistance Act 1984, the Council area has a legal obligation to provide a burial or cremation for anyone who dies within our authority who has left no funds for their funeral nor anyone willing to apply for a service. Working with other partners in the Police, Hospitals, Care Homes, and Social Work Departments along with family and friends we arrange a dignified service for the deceased ensuring any religious and cultural beliefs or preferences are recognised and respected.

#### 4. Cemetery Strategy – key points

- 4.1. South Lanarkshire is an area of 684 square miles with a population of 322,630 as at 2021. There are 55 cemeteries within the South Lanarkshire area (see table at 4.6 of the Appendix for more detail) in which services are delivered and these include churchyards, small rural cemeteries, and large urban cemeteries. Within the 55 cemeteries there are 11 Church yards and 2 cemeteries which are privately owned for which the Council carries out excavation works required for burials.
- 4.2. With an ageing population demand for bereavement services is increasing year on year. In 2021 the service undertook 1,749 (63%) cremations and 1,022 (37%) burials. Demand for cremations is increasing over time whilst the demand for burials is reducing and the trend is expected to continue.



- 4.3. There are currently over 105,000 existing lairs across all South Lanarkshire cemeteries and a further 4,024 new lairs available. There are on average 1,154 interments every year and of those 342 are new lairs. More detailed information is provided within the appended Strategy.

#### Catchment approach to cemetery capacity

- 4.4. A key aim of the Council's strategic approach to cemetery provision is establishing catchment groupings in relation to their geographical location within the authority area.

This approach will allow an area-based measurement of lair availability and usage within each catchment, providing appropriate medium and long-term burial provision within communities.

4.5. Proposed South Lanarkshire Cemetery Catchments showing cemeteries within that catchment is shown below:-

	<b>Hamilton/ Blantyre</b>	<b>East Kilbride</b>	<b>Cambuslang /Rutherglen</b>	<b>Strathaven</b>	<b>Larkhall/ Stonehouse</b>
	Bent Priestfield High Blantyre West	East Kilbride Philipshill Philipshill ext	Rutherglen Westburn	Chapelton Glassford Strathaven Glebe*	Glebe* Larkhall Stonehouse
New lairs available	1,772	1,208	323	150	338
Average new lairs	122	68	37	4	29
<b>Capacity (Years)</b>	<b>14.5</b>	<b>17.7</b>	<b>8.7</b>	<b>37.5</b>	<b>11.6</b>

\*Glebe has the capacity to serve Strathaven and Larkhall/Stonehouse catchments

<b>Clydesdale</b>							
	<b>Catch A</b>	<b>Catch B</b>	<b>Catch C</b>	<b>Catch D</b>	<b>Catch E</b>	<b>Catch F</b>	<b>Catch G</b>
	Carnwath	Carluke	Carmichael	Biggar	Douglas	Lamington	Crawford/ Kirkton
	Dolphinton	Lanark	Carstairs	Coulter	Douglas St Bride's	Roberton	Crawford/ John
	Dunsyre	Springbank	Carstairs Avenue Rd	Symington	Lesmahagow	Wiston	Elvanfoot
	Walston		Covington	Symington St John's			Leadhills
	Wilsontown		Libberton Pettinain				
New lairs available	250	371	69	179	170	164	147
Average new lairs	10	25	6	8	27	3	3
<b>Capacity (Years)</b>	<b>25</b>	<b>14.8</b>	<b>11.5</b>	<b>22.3</b>	<b>6.3</b>	<b>54.6</b>	<b>49</b>

4.6. Work is also underway or anticipated in the future to increase capacity in the following cemeteries:-

- ◆ Philipshill cemetery extension is expected to be completed by March 2024 providing an additional 1,117 new lairs.
- ◆ Planning permission has been granted for an extension at Douglas cemetery to provide an additional 391 new lairs. As there is sufficient capacity in the catchment currently, it is proposed to begin work on the extension in 2 to 3 years.
- ◆ Springbank Cemetery has the potential maximum capacity of 8,000 lairs within the Councils existing land ownership. This will require enabling infrastructure at the appropriate time to increase capacity.

#### Increasing existing capacity

- 4.7. The Council will also undertake 2 new areas of work to increase new lair provision within our existing cemeteries. The first will see a pro-active approach to recovering underutilised space within individual cemeteries. Recent work in this area has identified the potential creation of 28 new lairs within Strathaven Cemetery. Similar investigatory work in Rutherglen Cemetery has identified potentially 65 to 70 new lairs and a further 100 at Philipshill. This additional lair provision will further extend the life capacity of cemeteries shown in section 4.5. A programme of work will now be developed to identify further opportunities to increase new lair capacity from existing cemetery provision.
- 4.8. Furthermore, within the legislative framework Councils have the powers to reclaim burial ground for which the right of burial has been purchased in advance and where no interments have taken place over a period of time. Within the Councils current management rules this period of time is 40 years, however, this is believed to be too short a timeframe. To give families extra security, the management rules will be updated to increase the period of inactivity to 60 years and the Council will now begin the legal process to reclaim lairs unused after this timeframe or longer.
- 4.9. The catchment with the shortest capacity in years is Group E (Douglas and Lesmahagow) with a capacity of 6.3 years. As outlined in section 4.12 of the report, an extension is planned at Douglas Cemetery that will increase catchment capacity by a further 14 years. The catchment approach and the work identified in sections 4.7 and 4.8 of the report suggest that there are no immediate concerns around new burial capacity in South Lanarkshire. It is proposed that capacity will now be formally reviewed every 5 years. Each review process will consider whether existing provision is adequate based on current trends and whether further extensions or new provision is required.
- 4.10. Presently the Council permits the purchase of burial plots in advance in a limited number of cemeteries. This has been further restricted following the COVID-19 pandemic, however, it is proposed to cease this practice and only allow purchase of plots at the time of need. This will help ensure the effective management of capacity within each catchment.

#### Infrastructure and maintenance

- 4.11. The Council is also responsible for the ongoing and long-term maintenance of associated infrastructures within cemeteries such as roads, footpaths and walls. Given the age of many of our cemeteries, the maintenance requirements are increasing year on year. Many of the boundary walls around churchyards both in urban and rural areas are deteriorating with some cemeteries having sections closed or barriered off.
- 4.12. The Council has allocated funding in the Capital Programme for new cemeteries, extensions and infrastructure. This funding will be aligned with existing commitments and proposals outlined in the Strategy:-
- ◆ completion of Philipshill cemetery extension
  - ◆ Douglas cemetery extension
  - ◆ enabling infrastructure for the recovery of space within existing cemeteries
  - ◆ ongoing infrastructure maintenance of roads, footpaths and walls
- 4.13. It is anticipated that further funding may be required following the 5-year capacity review process if further capacity is required in the current cemeteries with expansion capability (Springbank) or if new areas are identified as part of the process. The

headstone inspection and stabilisation programme has been supported by annual allocations from the Councils capital programme. The service will continue to explore opportunities for funding essential works including the capital programme and existing capital allocations.

## **5. Employee Implications**

- 5.1. No employee Implications as result of the contents of this report.

## **6. Financial Implications**

- 6.1. The capital funding allocation for cemeteries in 2023/2024 is £0.662 million and this will be utilised for the completion of Philipshill cemetery extension, enabling works for the recovery of new lairs in existing cemeteries and infrastructure investment to deliver our statutory obligations. A further £1,148,000 is allocated for 2024/2025 and beyond, and this will be utilised on the remaining areas outlined in section 4.12.

<b>Area of spend</b>	<b>2023/2024 Capital (£m)</b>
Philipshill extension	0.553
Infrastructure investment to deliver statutory obligations <ul style="list-style-type: none"> <li>• Enabling infrastructure</li> <li>• Footpaths</li> <li>• Walls</li> </ul>	0.109
<b>Total</b>	<b>0.662m</b>

## **7. Climate Change, Sustainability, and Environmental Implications.**

- 7.1. The Cemetery Strategy will support delivery of the Council's Climate Change and Sustainable Development Strategy and progress more sustainable options for delivering services such as alternatives to coffin and burial provision and woodland burials.

## **8. Strategic Environmental Assessment**

- 8.1. A screening determination was completed in relation to the Strategic Environmental Assessment (SEA) which confirmed there is no need for a separate SEA for these proposals.

## **9. Equality Impact Assessment and Consultation Arrangements**

- 9.1. An equality impact assessment (EQIA) has been undertaken during the development of the proposals to identify and mitigate any negative impacts and seek opportunities to promote equality.
- 9.2. The assessment is that the proposals do not have any adverse impact on any of the protected characteristics groups.

## **10. Other Implications**

- 10.1. There are no other significant implications as result of the contents of this report.

**David Booth**  
**Executive Director (Community and Enterprise Resources)**

15 May 2023

## **Link(s) to Council Values/Priorities/Outcomes**

### Values

- ◆ Focused on people and their needs
- ◆ Working with and respecting others
- ◆ Accountable, effective, efficient and transparent
- ◆ Ambitious, self-aware and improving
- ◆ Fair, open and sustainable

### Priorities

- ◆ We will work towards a sustainable future in sustainable places
- ◆ We will work to recover, progress and improve

### Outcomes

- ◆ Good quality, suitable and sustainable places to live
- ◆ Caring, connected, sustainable communities

## **Previous References**

- ◆ None

## **List of Background Papers**

- ◆ None

## **Contact for Further Information**

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

Kevin Carr

Head of Facilities, Waste and Grounds Services

Tel:- 01698 454708

E-mail:- kevin.carr@southlanarkshire.gov.uk



## **Facilities, Waste & Grounds Services**

### **Bereavement Services Cemetery Strategy 2023-2033**

## Contents

Section	Title
1.0	Introduction
2.0	Purpose and Vision
3.0	Legal Context
4.0	Demographic Context, Demand, and Capacity
5.0	Cemetery Rules and Areas for Development
6.0	Cemetery Infrastructure and Maintenance
7.0	Cemetery Strategy Short, Medium, and Long Term



## **1.0 Introduction**

- 1.1. This Cemetery Strategy is a strategic document which will assist the Council in providing, maintaining, and managing its cemeteries over the long term.
- 1.2. The Strategy includes all aspects of the management and operation of Council cemeteries, including those which no longer have capacity and are closed to burials. These duties range from administration of the burial process including memorial applications, maintenance, health and safety, compliance checks and memorial testing.
- 1.3. Cemeteries within the South Lanarkshire Council area are managed by Community and Enterprise Resources. The administration of cemetery services is the responsibility of Bereavement Services, and the maintenance is managed by Grounds Services.

## **2.0 Purpose and Vision**

- 2.1. The South Lanarkshire Council Cemetery Strategy will set out the current provision, legislation and the short term, medium term, and long-term needs for cemetery provision in the Council area.
- 2.2. The Council's cemeteries are an integral part of our community infrastructure, and the Council is committed to providing our services with dignity, respect, competency, and efficiency.
- 2.3. Our service is also at the heart of the community and as such we offer a high standard of care and options to ensure that each member of the community can have a funeral which is meaningful to them and their family.
- 2.4. With the legal responsibility to provide burial ground, the Council is committed to ensuring there is adequate provision within each geographical area of the authority.
- 2.5. Our vision is to meet the on-going and changing needs of the bereaved and the wider community within South Lanarkshire.

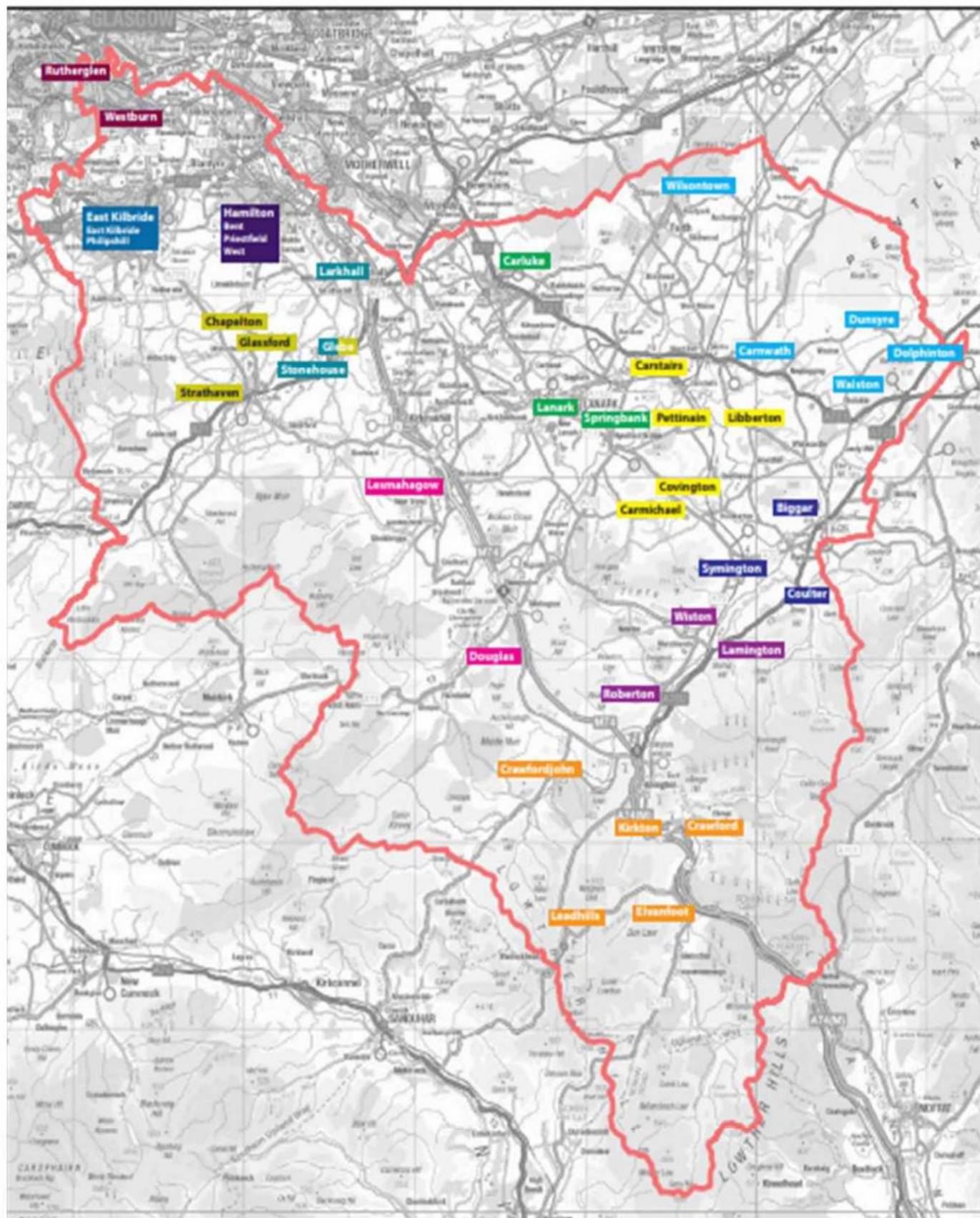
## **3.0 Legal Context**

- 3.1. The Burial and Cremation (Scotland) Act 2016 was passed by the Scottish Parliament on 22 March 2016 and received Royal Assent on 28 April 2016.
- 3.2. In July 2016, a Working Group, headed by the Scottish Government, was formed to commence work on the regulations of the Act. Priority was given to implementing part two of the Act focusing on Cremation, resulting in the Cremation (Scotland) Regulation 2019.
- 3.3. As a result of the Covid 19 pandemic this disrupted and delayed progress, however the current iteration of the Burial Regulations Working Group, set up in December 2021, seeks to continue the work of the previous Working Groups. The remit of the group is to inform the regulation of burial grounds and authorities in Scotland, the development of statutory guidance and the creation of a Code of Practice for burial authorities.
- 3.4. Whilst the legal requirement is to provide burial ground within the authority, there is no legal requirement for the Council to provide burial ground within each town or within any specific area. The Burial and Cremation (Scotland) Act 2016 states that for the provision of burial ground each local authority:
  - must provide one burial ground within the area of the local authority, and;
  - may provide other burial grounds within that area.

- 3.5. The Burial and Cremation (Scotland) Act 2016 also provides for two or more local authorities to provide burial ground jointly.
- 3.6. All burials must be authorised by the appropriate local authority and under the Act this will cover private burials (those burials which occur in any land other than a cemetery). The Council is required to keep a register for private burials.
- 3.7. The right of burial can only be sold by the local authority and at present rights are sold in perpetuity however on implementation of the full Burial and Cremation (Scotland) Act 2016 rights will be sold on a lease basis of 25 years (excluding liars owned by the Commonwealth Graves Commission, these rights will remain in perpetuity). After the initial 25 years the lease period can be extended every 10 years thereafter.
- 3.8. The Burial and Cremation (Scotland) Act 2016 makes provision for inspection of a burial authority which the council will require to comply with all, and any enactments, codes of practice and guidance issued by the inspector. These inspections will be under the authority of the Inspector of Burial, Cremation & Funeral Directors.
- 3.9. Under the Act, and previously the National Assistance Act 1984, the Council area has a legal obligation to provide a burial or cremation for anyone who dies within our authority who has left no funds for their funeral nor anyone willing to apply for a service. Working with other partners in the Police, Hospitals, Care Homes, and Social Work Departments along with family and friends we arrange a dignified service for the deceased ensuring any religious and cultural beliefs or preferences are recognised and respected.
- 3.10. Whilst the full implementation of the burial section of the Act is still on-going the Council are actively participating in the working group.

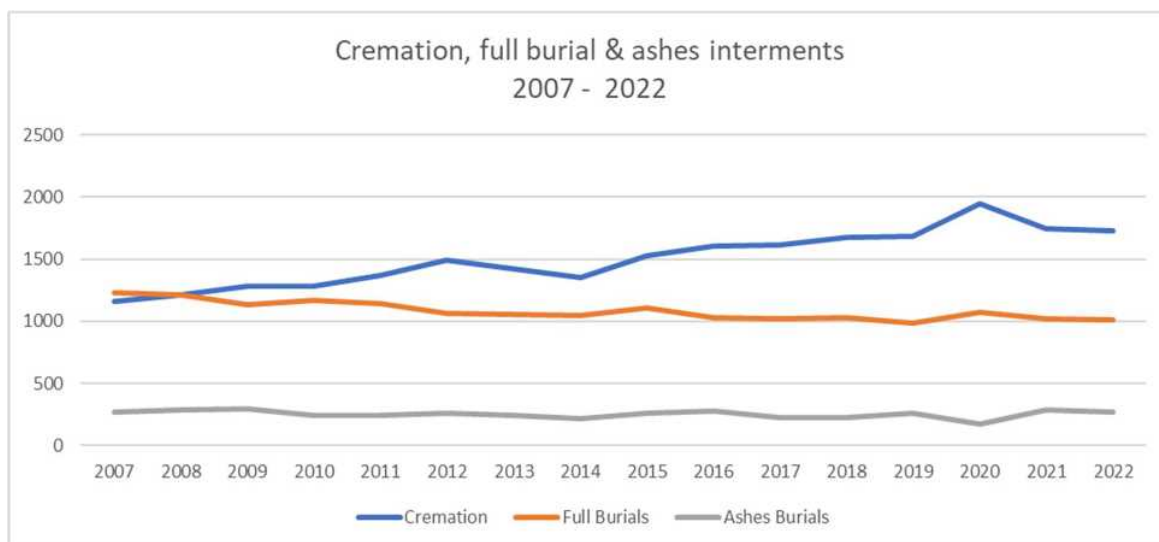
#### **4.0 Demographic Profile, Demand & Capacity**

- 4.1. South Lanarkshire is an area of 684 square miles with a population of 322,630 as at 2021.
- 4.2. There are 55 cemeteries within the South Lanarkshire area for which we provide operational works, and these include churchyards, small rural cemeteries, and large urban cemeteries.
- 4.3. Within the 55 cemeteries there are 2 cemeteries which are privately owned and for which the Council carries out excavation works required for burials. Cemetery coverage is shown in the map below.

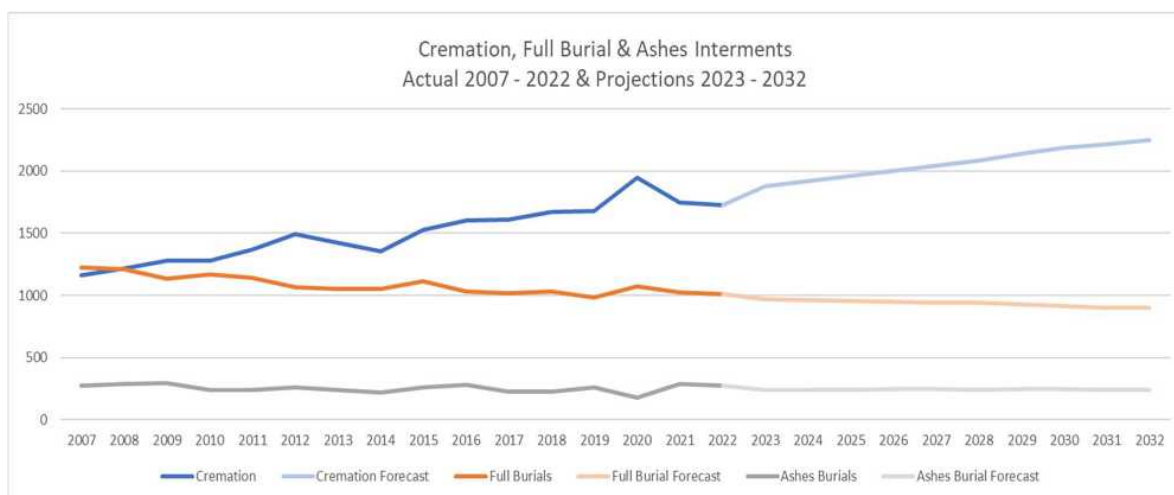


This map is reproduced from Ordnance Survey material with the permission of Ordnance Survey on behalf of the Secretary of State. © Crown Copyright. Unauthorised reproduction infringes Crown Copyright and may lead to prosecution or civil proceedings. South Lanarkshire Council 15/07/2015. Not to scale/indicative only

- 4.4. The demand for bereavement services from 2007 to 2022 is shown in the chart below. 2020 can be considered an exceptional year due to the Covid pandemic, however there is a clear trend over time of the demand for burials reducing with the demand for cremations increasing. The national trend is also for increasing cremation demand is demonstrated by the figures produced the Cremation Society which charts the progress of cremations throughout the UK from the very first cremations. The latest statistics for Scotland are for 2021 and show that from annual deaths of 63,587, 44,975 (70%) were cremations. This compares to 2007 where annual deaths for Scotland were 56,313, 34,557 (61%) were cremations. For comparison, of the deaths administered in South Lanarkshire in 2021, there were 1,749 (63%) cremations and 1,022 (37%) burials.



- 4.5. Looking 10 years ahead, this trend is set to continue as the chart below demonstrates.



- 4.6. There are currently over 105,000 existing lairs across all South Lanarkshire cemeteries and a further 4,024 new lairs available. There are on average 1,154 interments every year and of those 342 are new lairs. More detailed information on each cemetery is provided in the table below.



Cemetery / Churchyard	Available New Lairs	*Average Annual Interment Numbers (Burials & Re- openings)	Average New Lair Numbers Required	Lair Capacity in Years
Bent Cemetery	1728	183	74	23
Biggar Cemetery	149	20	6	25
Carlisle Wilton Cemetery	42	72	16	3
Carmichael Cemetery	62	2	1	62
Carnwath Cemetery	250	38	10	25
Carstairs Avenue Road Cemetery	3	11	3	1
Carstairs Cemetery	0	1	0	Nil
Chapelton Cemetery	14	3	1	14
Coulter Cemetery/Churchyard	16	2	1	16
Covington Cemetery and Churchyard	0	2	0	Nil
Crawford/Kirkton Cemetery	0	0	0	Nil
Crawfordjohn Cemetery/Churchyard	88	2	1	88
Dolphinton Cemetery	0	0	0	Nil
Douglas Cemetery	58	19	4	15
Douglas St Brides	0	0	0	Nil
Dunsyre Cemetery	0	0	0	Nil
East Kilbride Cemetery	0	35	0	Nil
Elvanfoot Churchyard and Extension	54	3	1	54
Glassford Cemetery	47	5	1	47
Glebe Cemetery	359	20	8	45
High Blantyre Cemetery	0	23	0	Nil
Lamington Cemetery	116	1	1	116
Lanark Cemetery	0	47	0	Nil
Larkhall Cemetery	68	92	23	3
Leadhills Cemetery	5	2	1	5
Lesmahagow Cemetery	112	75	23	5
Libberton Cemetery	1	1	1	1
Pettinain Cemetery	3	2	1	3
Phillipshill Cemetery * with extension of 1117	91	161	68	1
Priestfield Cemetery	44	134	48	1
Roberton Cemetery	41	1	1	41
Rutherglen Cemetery	30	88	25	1
Springbank Cemetery	329	27	9	37
Stonehouse Cemetery /St Ninians	0	5	0	Nil
Strathaven Cemetery	0	37	0	Nil
Symington Cemetery	14	2	1	14
Symington St. John's Cemetery	0	0	0	Nil
Walston Cemetery	0	0	0	Nil
West Cemetery	0	0	0	Nil
Westburn Cemetery	293	36	12	24
Wilsontown Cemetery	0	1	0	Nil
Wiston Cemetery	7	1	1	7
<b>SOUTH LANARKSHIRE AREA AVAILABILITY</b>	<b>4024</b>	<b>1154</b>	<b>342</b>	<b>12</b>
<b>Churchyards</b>				
Bothwell St Brides Churchyard	0	4	0	Nil
Cambuslang Churchyard	0	0	0	Nil
Carlisle Old Cemetery and St Lukes	0	0	0	Nil
Dalserf Churchyard	0	0	0	Nil
East Kilbride Old Parish Churchyard	0	0	0	Nil
Hamilton Old Parish Churchyard	0	0	0	Nil
High Blantyre Old Churchyard	0	0	0	Nil
Lesmahagow Old Churchyard	0	0	0	Nil
Quaker's Burial Ground Chapelton	0	0	0	Nil
Quothquan Churchyard	0	0	0	Nil
Rutherglen Old Parish Churchyard	0	0	0	Nil
<b>Private Cemetery /Churchyard</b>				
Poor Clare Monastery,Bothwell				
Lanark St Marys				

- 4.7. On-going land provision is becoming more difficult to source as available land use changes for community requirements as well as the suitability of land to be used for burials. Therefore, the Council is required to achieve maximum land use throughout the Council area and within our existing cemeteries, whilst maintaining our legal obligation to provide burial ground.
- 4.8. A key aim of the Council's strategic approach to cemetery provision is establishing catchment groupings in relation to their geographical location within the authority area. This approach will allow an area-base measurement of lair availability and usage within each catchment, providing appropriate medium and long-term burial provision within communities.
- 4.9. Proposed South Lanarkshire Cemetery Catchments showing cemeteries within that catchment is shown below:

	<b>Hamilton/ Blantyre</b>	<b>East Kilbride</b>	<b>Cambuslang /Rutherglen</b>	<b>Strathaven</b>	<b>Larkhall/ Stonehouse</b>
	Bent	East Kilbride	Rutherglen	Chapelton	Glebe*
	Priestfield	Philipshill (+extension)	Westburn	Glassford	Larkhall
	West			Strathaven	Stonehouse
	High Blantyre			Glebe*	
New lairs available	1772	1208	323	150	338
Average new lairs	122	68	37	4	29
Capacity (Years)	14.52	17.76	8.73	37.5	11.6

\*Glebe cemetery has capacity to serve both Strathaven and Larkhall/ Stonehouse areas.

<b>Clydesdale</b>						
<b>Catch A</b>	<b>Group B</b>	<b>Group C</b>	<b>Group D</b>	<b>Group E</b>	<b>Group F</b>	<b>Group G</b>
Carnwath	Carluke	Carmichael	Biggar	Douglas	Lamington	Crawford/ Kirkton
Dolphinton	Lanark	Carstairs	Coulter	Douglas St Brides	Roberton	Crawfordjohn
Dunsyre	Springbank	Carstairs Avenue Road	Symington	Lesmahagow	Wiston	Elvanfoot
Walston		Covington	Symington St Johns			Leadhills
Wilsontown		Libberton				
		Pettinain				
New lairs available	250	371	69	179	170	164
Average new lairs	10	25	6	8	27	3
Capacity (Years)	25.00	14.84	11.50	22.38	6.30	54.67

- 4.10. Work is also underway or anticipated in the future to increase capacity in the following cemeteries;

- Philipshill cemetery extension is expected to be completed by March 2024 providing an additional 1,117 new lairs.
- Planning permission has been received for an extension at Douglas cemetery to provide an additional 391 new lairs. As there is sufficient capacity in the catchment currently, it is proposed to begin work on the extension in 2-3 years.
- Springbank Cemetery has the potential maximum capacity of 8,000 lairs within the Councils existing land ownership. This will require enabling infrastructure at the appropriate time to increase capacity.

- 4.11. The Council will also undertake two new areas of work to increase new lair provision within our existing cemeteries. The first will see a pro-active approach to recovering underutilised space within individual cemeteries.
- 4.12. Recent work in this area has identified the potential creation of 28 new lairs within Strathaven Cemetery. Similar investigatory work in Rutherglen Cemetery has identified potentially 65-70 new lairs and a further 100 at Philipshill. A programme of work will now be developed to identify further opportunities to increase new lair capacity from existing cemetery provision.
- 4.13. Furthermore, within the legislative framework Councils have the powers to reclaim burial ground for which the right of burial has been purchased in advance and where no interments have taken place over a period of time. Within the Councils current policy this period of time is 40 years, however this is believed to be too short a timeframe. It is proposed to increase the period of inactivity to 60 years and the Council will now begin the legal process to reclaim lairs unused after this timeframe or longer.
- 4.14. The catchment with the shortest capacity in years is Group E (Douglas & Lesmahagow) with a capacity of 6.3 years. As outlined in section 4.10, an extension is planned at Douglas Cemetery that will increase catchment capacity by a further 14 years. The catchment approach and the work identified in 4.8 and 4.9 suggest that there are no immediate concerns around new burial capacity in South Lanarkshire. It is proposed that capacity will now be formally reviewed every 5 years. Each review process will consider whether existing provision is adequate based on current trends and whether further extensions or new provision is required.

## **5. Cemetery Rules and Areas for Development**

- 5.1. The Cemetery Rules and Regulations are the basis for the management of cemeteries. They enable the public, funeral directors, and memorial masons to understand the rules that the Council applies within all Council Cemeteries. In addition, Council Officers follow these rules and regulations to ensure the cemeteries are managed and operated in a common sense, practical and sympathetic manner. The following areas are covered within our Rules and Regulations.

- Layouts of cemeteries and designation of plots
- Rights of Burial
- Burials
- Memorialisation
- Preparation of lairs
- Register of burials
- Charges and Fees

### **5.2. Cemetery Charges and Fees**

5.2.1. Fees and charges are reviewed and set annually and linked to the need for investment in our cemeteries to meet the needs of our bereaved and wider community.

5.2.2. All fees and charges will be determined by balancing what is a reasonable charge and the cost of managing and operating the cemeteries.

### **5.3. Memorial Mason Registration Scheme**

5.3.1. Bereavement Services are responsible for the management of headstone placement within our cemeteries. As a burial authority we have a duty of care for the safety of both visitors and staff to any cemetery.

- 5.3.2. To meet this duty of care in 2015, a Memorial Mason Registration Scheme was set up whereby memorial masons would require register with South Lanarkshire Council prior to them carrying out any works within our cemeteries. This registration allows the service to check that memorial masons carry out works within our guidance; that their work conforms to the appropriate standard, and that they have the appropriate public liability insurance.
- 5.3.3. In order meet our duty of care the Council conducts a headstone safety check as part of a rolling five-year programme in all our cemeteries. In doing so advance notice is given to the public and councillors of the programme, whilst reporting the actions that we take and those a family may require to take, following a headstone being deemed unsafe.

#### 5.4. Rights of Burial

- 5.4.1. Presently the Council permits the purchase of burial plots in advance in a limited number of cemeteries. This has been further restricted following the Covid-19 pandemic, however it is proposed to cease this practice and only allow purchase of plots at the time of need. This will help ensure the effective management of capacity within each catchment.
- 5.4.2. The Council understands families may not want a traditional type of coffin or burial and therefore we will explore alternative options such as sustainable and woodland burials and environmentally friendly coffins, such as wicker or cardboard. Current burial practice allows for the interments of full (coffin) and ashes interments.
- 5.4.3. The Council is committed to working with religious, ethnic, and culturally diverse groups to provide a range of burial options that meet the needs of our community. Currently the Council provides dedicated burial areas as detailed below.
- Chinese community in Priestfield Cemetery
  - Coptic Orthodox Church in Bent Cemetery
  - Muslim community in Bent Cemetery (the Muslim faith also requires, where possible, for a burial to take place within 24 hours of death).
- 5.4.4. Current procedures allow for the termination of the right of burial in lairs which have not been used for 40 years. However, it is proposed to extend this to a period of 60 years to ensure a more appropriate time has elapsed.
- 5.4.5. The process of terminating the rights of burial requires a letter to be issued to the registered lair owner at the address held on record to advise on the intention. There is also a further requirement to place adverts in two national newspapers and two local newspapers asking for any lair holder to come forward. It is anticipated this process will take 18 – 24 months to complete and will target the following cemeteries in the first phase:
- Strathaven
  - Rutherglen
  - East Kilbride
  - Lesmahagow



## **6.0 Cemetery Infrastructure and Maintenance**

6.1. The Council acknowledges that the appearance of cemeteries can be enhanced by good maintenance which is in keeping with a peaceful and respectful environment. Maintenance of cemeteries is provided by Grounds Services with cemetery staff specially trained due to the nature of the work activities such as grave digging and liaising with bereaved families. Duties included in this role are:

- Digging graves
- Assisting interments
- Cutting graves
- Weeding and borders
- Topping up of graves
- Cleaning and tidying up
- Inspection of approved Memorial works
- Testing of Memorials and Headstones

6.2. The Council is also responsible for the ongoing and long-term maintenance of associated infrastructures within cemeteries such as roads, footpaths and walls. Given the age of many of our cemeteries, the maintenance requirements are increasing year on year. Many of the boundary walls around our churchyards both in urban and rural areas are deteriorating with some cemeteries having sections closed or barriered off.

6.3. The Council has allocated funding in the Capital Programme for new cemeteries, extensions and infrastructure. This funding will be aligned with existing commitments and proposals outlined in the strategy:

- Completion of Philipshill cemetery extension
- Douglas cemetery extension
- Enabling infrastructure for the recovery of space within existing cemeteries
- Ongoing infrastructure maintenance of roads, footpaths and walls

6.4. It is anticipated that further funding may be required following the 5-year capacity review process if further capacity is required in the current cemeteries with expansion capability (Springbank) or if new areas are identified as part of the process. The headstone inspection and stabilisation programme has been supported by annual allocations from the Councils capital programme. The service will continue to bid for funding through this annual process to support this ongoing programme of work.

## **7.0 Cemetery Strategy Short, Medium, and Long-Term**

### **7.1. Short Term Strategy**

- Catchment capacity to be reviewed every 5 years.
- Ceasing the pre-selling of lairs with any ownership only available at time of need to protect our legal requirements.
- Complete extension at Philipshill Cemetery providing over 1000 new lairs.
- Re-evaluate our existing cemeteries to recover underutilised space for new lairs and smaller ashes only lairs
- Begin first phase process of terminating rights on lairs that have not been used after a period of 60 years

## 7.2. Medium Term Strategy

- Douglas extension
- Explore options for the provision of alternative burial provision including woodland burial sites
- Modernise and improve IT systems to provide better data for the service enabling more effective reporting of performance.
- Reduce paper-based systems and replace with electronic systems including handheld devices for front line staff.
- Update lair maps in all cemeteries
- Review charges in line with benchmarking of comparator authorities
- Progress a workforce plan to ensure continuity of services
- Continue headstone inspection programme

## 7.3. Long Term Strategy

- Complete a Bereavement Strategy incorporating all elements of the service including Crematorium provision.
- Undertake the first 5-year review of cemetery catchment capacity
- Develop proposals for infrastructure investment (roads, footpaths, walls)
- Work with religious, ethnic, and culturally diverse groups to provide a range of burial and cremation options that meet the needs of our community.
- Implement a Memorial Mason Registration Scheme

# Report

<b>To:</b>	<b>Community and Enterprise Resources Committee</b>
<b>Date:</b>	<b>30 May 2023</b>
<b>Prepared by:</b>	<b>Executive Director (Community and Enterprise Resources)</b>

<b>Subject:</b>	<b>UK Levelling Up Fund Update</b>
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## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ provide an update on the outcome of round 2 of the UK Levelling Up Fund
- ◆ provide an update on future rounds

## 2. Recommendation(s)

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

- (1) that the outcome of the bids be noted; and
- (2) that the information around potential future rounds be noted.

## 3. Background

3.1. The UK Budget on the 3 March 2021 published the prospectus for round one of the UK Levelling Up Fund (UKLUF), round 2 of UKLUF was launched on 24 March 2022 with a submission deadline of 6 July 2022.

3.2. The initial prospectus provided an indicative budget of £4 billion for the UKLUF which has subsequently been increased to £4.8 billion with £800 million set aside for Scotland, Wales and Northern Ireland to (2024/2025).

3.3. The UKLUF is a capital fund which focuses on projects that require up to £20 million of grant funding with an additional 10% match funding required. The fund has 3 main themes which are:-

- ◆ transport investments
- ◆ regeneration and town centre investment
- ◆ cultural investment

3.4. Successful bids for round one were announced in November 2021, in total £1.7 billion funding was awarded to a total of 105 projects over the UK, 8 of which were in Scotland at a value of £172 million.

3.5. Within rounds one and 2 the number of UKLUF bids authorities can submit is linked to the number of UK Parliamentary constituencies an authority has. South Lanarkshire Council theoretically may have up to 5 bids funded through the UKLUF over the term of the fund, each up to £20 million, one for each MP (including 1 cross Council bid for the Dumfries, Clydesdale, and Tweeddale parliamentary constituency) and one

transport bid which may be up to £50 million. However, it should be noted the UKLUF has a limited allocation for Scotland and while South Lanarkshire is a priority area the total funds available will not allow for multiple £20 million awards to all Scottish local authorities.

- 3.6. All local authorities within the UK can bid for funds, however, South Lanarkshire has been identified as a priority 1 area this in theory provides South Lanarkshire a certain advantage within the bid decision process.

#### **4. Round 2 Outcome summary**

- 4.1. The Council submitted bids worth £45.4 million to the UK Government for the following 3 projects: -

##### Shawfield Remediation and Development project value £16.2 million

In partnership with Clyde Gateway Urban Regeneration Company this bid would progress addressing the legacy of chromium contamination at Shawfield. The project sought to purchase and remediate land, build industrial infrastructure and undertake remedial work on Polmadie Burn, the project would have accelerated site remediation, delivered environmental improvements, and created industrial space and employment opportunities.

##### EV@SL electric vehicle charging project value £21.7 million

The bid sought to position South Lanarkshire as leading on electric vehicle charging provision and the transition to net zero through ambitious electrical vehicle charging infrastructure. The project would build four super hubs one in each geographic area and a network of fast and rapid charging points in all communities across South Lanarkshire. The bid incorporated electric vehicles for the Council's fleet and electric vehicles for third sector partners to support the transition to net zero.

##### Three Rivers, Clydesdale Way South Lanarkshire project value £7.5 million

The bid coordinated and submitted by Dumfries and Galloway along with Scottish Borders Council with combined value of £23 million sought to develop community and visitor infrastructure within the three Councils rural area. Within South Lanarkshire the bid aimed to complete the missing path links to the long-distance path network, connect the Clyde Walkway at New Lanark to the Southern Upland way near Leadhills and connecting to the John Buchan Way near Biggar and River Ayr Way near Glespin. The path network would support active travel between rural villages and generate increased visitor and tourism infrastructure supporting communities and the local economy.

- 4.2. Each bid was developed with consultation with the UK Government's Scottish Office and in consultation with partners and each bid included 10% match funding.
- 4.3. All the bids were submitted on time and with extensive supporting technical, financial, and economic documentation as required by the guidance documentation.
- 4.4. The second round approvals were announced on 18 January 2023 where 10 Scottish local authorities secured grants totalling £177 million (approximately 8%) of the £2.1 billion UK total. No authority that had been successful in round one was successful in round 2. None of South Lanarkshire bids were successful.
- 4.5. Written feedback was received from the UK Government on each of the bids and meetings reviewing the details of bids held with Government officials in April 2023 a summary of the feedback for each project is provided next.

4.6. Shawfield Remediation and Development

This was a strong bid across all areas assessed. Key elements that could be strengthened include the level of stakeholder engagement or evidence of this engagement, and the drawing of more explicit links between the bid and the Levelling Up agenda.

4.7. EV@SL electric vehicle charging

More detail of the economic benefits of the proposal as well as further information on delivery plans would strengthen the bid.

4.8. Three Rivers, Clydesdale Way

This was a strong bid across all areas assessed. Key elements that could be strengthened include the provision of additional supporting data and more detailed explanations which demonstrate the links between the three individual Councils project elements.

4.9. The feedback received from UK Government officials recognised that all projects were strong, eligible, and thoroughly developed and included the required supporting documentation the areas identified within the feedback to strengthen the bids were small areas of the overall bids.

4.10. During the bid assessment process after all the applications had been submitted the UK Government made a significant change to the decision making, deciding no Council could receive more than one award from UKLUF. In particular this impacted on the Councils Three Rivers bid as the partnership submission was led by Dumfries and Galloway Council and they were successful on another bid within round 2 effectively ruling out the Three Rivers and Clydesdale Way from consideration.

**5. UK LUF Next Steps**

5.1. A final round of the UKLUF is planned by the UK Government at this time the round details and timescales for bids have not been published. However, some insight has been gathered which is that the funds available to Scotland will be around £90 million and the completion date of expenditure will remain March 2025. The completion deadline in particular gives projects challenging restrictions especially as the timeframe for bids and decisions has not been published.

5.2. Clarity from the UK Government is required on bidding restrictions and guidance for the next round, two areas likely to form part of the guidance that would inform the Councils bidding strategy are the following. Will the number of bids submitted by a council be restricted and will the round be open to all Councils including those with an existing UKLUF award.

**6. Employee Implications**

6.1. The Council received £125,000 to support the development of UKLUF bids. A portion of this has been used to recruit an Economic Development Officer for 23 months and the remainder used to secure specialist advice to support applications and project development as required.

**7. Financial Implications**

7.1. The development of bids has been undertaken within the development funding provided by the UK Government. At this stage there are no other financial implications.

## **8. Climate Change, Sustainability and Environmental Implications**

- 8.1. The projects developed would have made significant contribution to the local environment through the remediation of significant land contamination or assisting in the support of reducing carbon emissions.

## **9. Other Implications**

- 9.1. The scope and value of the new UKLUF provides a significant opportunity of capital investment around economic development People and Place. Securing additional funds these funds could support Council prioritise around the following areas:-

- ◆ SME businesses support
- ◆ poverty and inclusion
- ◆ employability and training
- ◆ rural regeneration
- ◆ supporting a low carbon economy
- ◆ economic infrastructure

## **10. Equality Impact Assessment and Consultation Arrangements**

- 10.1. There is no requirement to carry out an impact assessment in terms of the updates contained within this report.

**David Booth**

**Executive Director (Community and Enterprise Resources)**

10 May 2023

## **Link(s) to Council Values/Priorities/Outcomes**

- ◆ Focused on people and their needs
- ◆ We will work to recover, progress and improve
- ◆ We will work towards a sustainable future in sustainable places

## **Previous References**

- ◆ Members Briefing - UK Funds Briefing - 10 September 2021

## **List of Background Papers**

- ◆ None

## **Contact for Further Information**

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Sustainability and Economic Development Services

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# Report

Report to:	<b>Community and Enterprise Resources Committee</b>
Date of Meeting:	<b>30 May 2023</b>
Report by:	<b>Executive Director (Community and Enterprise Resources)</b>

Subject:	<b>Contract Award: Tanker Applied Roads Surface Coatings to Scottish Borders Council</b>
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## 1. Purpose of Report

1.1 The purpose of the report is to:-

- ♦ advise on action taken, in terms of Standing Order No 37(c) because of the timescales involved, by the Executive Director (Community and Enterprise Resources), in consultation with the Chair and an ex officio member, to award a contract to Scottish Borders Council for Tanker applied Roads Surface Coatings under Regulation 13 of the Public Contracts (Scotland) Regulations 2015

## 2. Recommendation(s)

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

- (1) the following action taken, in terms of Standing Order 37(c), by the Executive Director (Community and Enterprise Resources), in consultation with the Chair and an ex officio member, be noted:-
  - ♦ that the contract for Tanker applied Roads Surface Coatings was awarded to Scottish Borders Council for the period 1 May 2023 to 30 April 2028.

## 3. Background

- 3.1. The Council's Roads, Transportation and Fleet Services has a requirement for the supply and application of liquid bitumen emulsion to carriageways to support maintenance operations.
- 3.2. There are 2 operations supported by this service: the supply and application of Bond Coat for carriageway resurfacing and Binder for surface dressing operations. Both operations are similar in nature and require specialised vehicles, which the Council does not operate. It is considered uneconomical for the Council to purchase or lease these vehicles due to the number of projects and limitation of use to summer months.
- 3.3. The Council's contract for this service has been with Scottish Borders Council since 2014, with the most recent contract having expired on 31 March 2023.

## 4 Public Contracts (Scotland) Regulations 2015

- 4.1. The regulations govern how public bodies in Scotland procure goods, works and services. Regulation 13(8) states that the Regulations will not apply to procurements for the award of a contract between contracting authorities. This is known as the "Hamburg exemption" and is subject to the following requirements:-

- ◆ the purpose of the contract is to ensure that public services, which each of the contracting authorities have to deliver, are provided within their common objectives
- ◆ the co-operation is governed solely by considerations relating to the public interest
- ◆ the contracting authorities perform less than 20% of the activities concerned on the open market. The percentage of activities is determined by reference to the contracting authority's average turnover for the 3 years prior to the date of proposed contract award

4.2. All of the above requirements are met by the contractual arrangement and Scottish Borders Council have the capacity to undertake these works.

4.3. The Council's Standing Orders on Contracts section 3.7(b) sets out the arrangements to award a contract under Regulation 13(8), which requires authorisation from the Community and Enterprise Resources Committee. As the next meeting of the Committee was 30 May 2023, approval was sought under Standing Order 37(c) to award the contract from 1 May 2023.

## **5. Employee Implications**

5.1. There are no employee implications regarding the proposal.

## **6. Financial Implications**

6.1. The estimated value of the contract is £2 million which will be met from Roads, Transportation and Fleet Services revenue budget.

## **7. Climate Change and Sustainability and Environmental Implications**

7.1. There are no climate change and sustainability and environmental implications associated with this proposal.

## **8. Other Implications**

8.1. There are no other implications associated with the proposal.

## **9. Equality Impact Assessment and Consultation Arrangements**

9.1. There is no requirement to carry out an impact assessment in terms of the proposals contained within this report.

**David Booth**

**Executive Director (Community and Enterprise Resources)**

10 May 2023

## **Link(s) to Council Values/Priorities/Outcomes**

- ◆ Accountable, effective, efficient and transparent

## **Previous References**

- ◆ None



**List of Background Papers**

- ◆ Stage 1 Standing Order 37(c) Contract award: Tanker applied Roads Surface Coatings to Scottish Borders Council

**Contact for Further Information**

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

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