

COMMUNITY AND ENTERPRISE RESOURCES COMMITTEE

Minutes of meeting held via Microsoft Teams on 28 September 2021

Chair:

Councillor John Anderson

Councillors Present:

Councillor John Bradley, Councillor Maureen Chalmers, Councillor Gerry Convery, Councillor Margaret Cooper, Councillor Margaret Cowie (*substitute for Councillor Graham Scott*), Councillor Peter Craig, Councillor Maureen Devlin (*substitute for Councillor Monique McAdams*), Councillor Isobel Dorman (Depute), Councillor Joe Fagan, Councillor Grant Ferguson, Councillor Graeme Horne, Councillor Martin Grant Hose, Councillor Hugh Macdonald, Councillor Ian McAllan, Councillor Catherine McClymont, Councillor Mark McGeever, Councillor Davie McLachlan, Councillor Lynne Nailon, Councillor Margaret B Walker, Councillor David Watson, Councillor Josh Wilson

Councillors' Apologies:

Councillor Ann Le Blond, Councillor Monique McAdams, Councillor Kenny McCreary, Councillor Richard Nelson, Councillor John Ross (*ex-officio*), Councillor Graham Scott

Councillors Also Attending:

Councillor George Greenshields, Councillor Allan Falconer

Attending:

Community and Enterprise Resources

M McGlynn, Executive Director; L Carr, Amenity Services Manager; P Elliott, Head of Planning and Economic Development; A McKinnon, Head of Facilities, Waste and Ground Services; I Russell, Construction Unit Manager

Finance and Corporate Resources

J Davitt, Public Relations Officer; N Docherty, Administration Assistant; L Harvey, Finance Manager; M C Lunny, Legal Services Advisor; E Maxwell, Human Resources Business Partner; E-A McGonigle, Administration Officer; L O'Hagan, Finance Manager (Strategy)

1 Declaration of Interests

No interests were declared.

2 Minutes of Previous Meeting

The minutes of the meeting of the Community and Enterprise Resources Committee held on 29 June 2021 were submitted for approval as a correct record.

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

3 Community and Enterprise Resources - Revenue Budget Monitoring 2021/2022

A joint report dated 25 August 2021 by the Executive Directors (Finance and Corporate Resources) and (Community and Enterprise Resources) was submitted comparing actual expenditure at 13 August 2021 against budgeted expenditure for 2021/2022 for Community and Enterprise Resources.

At 13 August 2021, there was an overspend of £1.939 million against the phased budget. The reported overspend related primarily to costs as a result of COVID-19. This position did not reflect any impact for South Lanarkshire Leisure and Culture (SLLC) as at 13 August 2021.

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

The Committee decided:

- (1) that the overspend on the Community and Enterprise Resources' revenue budget of £1.939 million as at 13 August 2021, as detailed in Appendix A of the report, be noted; and
- (2) that the budget virements, as detailed in appendices B to G of the report, be approved.

[Reference: Minutes of 29 June 2021 (Paragraph 4)]

4 Community and Enterprise Resources - Capital Budget Monitoring 2021/2022

A joint report dated 8 September 2021 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 2021/2022 and summarising the expenditure position at 13 August 2021.

The revised capital programme for 2021/2022, as agreed at the 25 August and 22 September 2021 meetings of the Executive Committee, amounted to £47.564 million and, at 13 August 2021, expenditure was £8.770 million.

The Committee decided: that the Community and Enterprise Resources' capital programme of £47.564 million, and expenditure for the year of £8.770 million, be noted.

[Reference: Minutes of 29 June 2021 (Paragraph 6)]

5 Community and Enterprise Resources - Workforce Monitoring – May to July 2021

A joint report dated 7 September 2021 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 May to July 2021:-

- ◆ 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 12 June 2021

In response to a member's question, officers undertook to provide members with figures for 2019 for comparison purposes.

The Committee decided: that the report be noted.

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

6 Community and Enterprise Resource Plan – Quarter 4 Progress Report 2020/2021

A report dated 27 August 2021 by the Executive Director (Community and Enterprise Resources) was submitted on the Community and Enterprise Resource Plan 2020/2021 in relation to the actions and measures within the Resource.

Details were provided on:-

- ◆ objectives that were established to support the delivery of the Connect priorities in 2020/2021, as detailed at Appendix 1 to the report
- ◆ progress made in implementing the priority projects identified in the Resource Plan 2020/2021, as detailed in the Quarter 4 progress report, attached as Appendix 2 to the report
- ◆ those measures which had changed in red/amber/green (RAG) status, during the period from Quarter 2 to Quarter 4, as summarised at paragraph 5.5 and detailed at Appendix 3 to the report

Due to the COVID-19 pandemic, a number of Council services had been suspended or reduced in accordance with Government guidance. The Council had also redirected resources in order that vital new services for individuals, communities and businesses could be delivered. This had inevitably impacted on performance in some areas.

The Executive Director (Community and Enterprise Resources) responded to members' questions and comments in relation to the following:-

- ◆ Spaces for People project in terms of delays and supply issues
- ◆ various matters in relation to electric vehicle (EV) pool cars and charging points
- ◆ the use of charging points for free and he advised that an update report would be submitted to a future meeting of this Committee in relation to charging options
- ◆ consideration given to the cost effectiveness of using a pool car versus a personal vehicle

The Committee decided:

- (1) that the Quarter 4 Progress Report for 2020/2021, as summarised in paragraph 5.2 and attached as Appendix 2 to the report, be noted;
- (2) that the key achievements made by the Resource to date, as detailed in paragraph 5.3 of the report, be noted;
- (3) that it be noted that there were no areas for improvement and associated management actions, as detailed in paragraph 5.4 of the report; and
- (4) that the additional scrutiny of changes in red/amber/green (RAG) status between Quarter 2 and Quarter 4, as summarised at paragraph 5.5 and detailed at Appendix 3 to the report, be noted.

[Reference: Minutes of 15 September 2020 (Paragraph 13)]

7 Play Park Renewal Fund – Landscape Development Officers

A joint report dated 6 September 2021 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources) was submitted on:-

- ◆ the funding received in relation to play parks
- ◆ a proposed increase to the Resource's staffing establishment within the Facilities, Waste and Grounds Services

The Scottish Government made a manifesto commitment to renew play parks across Scotland. Funding of £60 million would be made available to local authorities over the current Parliamentary term, with the first allocation of funding made within the first 100 days of the new Government.

For 2021/2022 initial funding of £5 million had been agreed and would be distributed between each of the 32 local authorities in Scotland based on the agreed funding model of:-

- ◆ 95% on population aged 0 to 14 years
- ◆ 5% on rurality

South Lanarkshire's allocation had been confirmed as £0.298 million for 2021/2022.

Consideration was being given to the funding profile of the remaining £55 million across the remainder of the Parliamentary term and the Council would be informed once a decision was made. The initial £5 million of funding would be used to commence the programme of renewal within each local authority.

The Council had 233 existing play areas that would be assessed for renewal. Detailed plans would be developed for sites to ensure a costed improvement programme was in place to implement the programme when the next phase of funding was allocated. It was possible that not all play areas would require to be renewed and the outcome of the review of the 233 locations would be reported back to Committee at a future meeting.

To deliver on those objectives, it was proposed that 2 full-time equivalent (FTE) posts of Landscape Development Officer on Grade 3, Level 2-4 (£32,994.19 to £38,779.13) be added to the current team, on a fixed term basis of 23 months. All associated costs would be funded by the Scottish Government with the remaining funding used to support additional design and assessment work to inform the development of the renewal programme.

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

The Committee decided:

- (1) that 2 FTE posts of Landscape Development Officer on Grade 3, Level 2-4 (£32,994.19 to £38,779.13) be added to the establishment of Facilities, Waste and Ground Services, for a fixed term of 23 months, as detailed in section 6 of the report;
- (2) that the update on funding for play parks be noted; and
- (3) that the outcome of the review of all 233 play areas be reported to a future meeting of the Committee.

8 Economic Development Officer (External Funding) – Establishment of Additional Post

A joint report dated 9 September 2021 by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources) was submitted on a proposed increase to the Resource's staffing establishment within the Planning and Economic Development Service.

The Council's Funding and Development team within Planning and Economic Development Services fulfilled a corporate role in supporting all Resources in the Council and its Community Planning Partners in attracting external funds to deliver projects and initiatives.

The UK Government had opened 2 new multi-year funds in 2021, the UK Levelling Up Fund (UK LUF) and the UK Community Ownership Fund. Each Scottish local authority had been provided with £125,000 to help support the development of the UK LUF applications and the Council would have discretion on how this funding was used.

Additional resources would be required to ensure that all technical aspects of preparing and submitting the UK LUF bids could be progressed and supported. This would include the development of full business cases, technical design and economic modelling for the bids being progressed by the Council. Each bid could be up to £20 million and the Council would prepare up to 4 of these.

To deliver on those requirements, it was proposed that 1 full-time equivalent (FTE) post of Economic Development Officer on Grade 3, Level 2-8 (£32,994.19 to £42,410.68) be added to the current team, on a fixed term basis of 23 months. All associated costs would be met from the £125,000 funding received from the UK Government.

The Committee decided: that 1 FTE Economic Development Officer on Grade 3, Level 2-8 (£32,994.19 to £42,410.68) be added to the Planning and Economic Development establishment for a fixed term of 23 months, as detailed in section 5 of the report.

9 Scottish Government Vacant and Derelict Land Fund Programme 2021/2022

A report dated 27 August 2021 by the Executive Director (Community and Enterprise Resources) was submitted on:-

- ◆ the progress made during 2020/2021 in implementing the South Lanarkshire Delivery Plan for the Scottish Government financed Vacant and Derelict Land Fund (VDLF)
- ◆ the proposed VDLF Programme for 2021/2022

The Scottish Government had allocated £697,000 to the Council for the VDLF in 2020/2021 and a Local Delivery Plan had been approved by the Committee on 31 March 2020 to implement the following key objectives:-

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

Details were provided on the progress achieved in 2020/2021.

The Scottish Government allocation to South Lanarkshire for the VDLF in 2021/2022 was £737,000. A Local Delivery Plan had been submitted to the Scottish Government. Details of the Delivery Plan were provided in the report and it was proposed that allocation of funding would be as follows:-

- ◆ Clyde Gateway, Cuningar Loop Phase 2, Rutherglen - £500,000
- ◆ Cuningar Loop Phase 3, Rutherglen, food growing space - £237,000 and a further £182,000 from the 2020/2021 budget

The Committee decided:

- (1) that the progress achieved during 2020/2021 in delivering the agreed Vacant and Derelict Land Fund Programme be noted; and

- (2) that the allocation of funds in the 2021/2022 Vacant and Derelict Land Fund Delivery Plan, as set out in paragraphs 5.1 and 5.2, be approved.

[Reference: Minutes of 31 March 2020 (Paragraph 13)]

10 Community Benefit Funds – Renewable Energy Fund – Grant Application

A report dated 13 August 2021 by the Executive Director (Community and Enterprise Resources) was submitted on a grant application to the Community Benefit Fund. Community Benefit Funds had been established to provide funding to suitable projects providing community benefit in eligible areas.

It was proposed that, subject to the applicant providing written confirmation that all other additional funding for the project had been secured, a grant of up to £65,872 towards eligible costs associated with the refurbishment of the Coalburn Miners' Welfare halls be awarded from the Kypemuir Windfarm Renewable Energy Fund (REF).

The Committee decided: that, subject to the applicant providing written confirmation that all other additional funding for the project had been secured, a grant be awarded of up to a maximum of £65,872 towards eligible costs associated with the refurbishment of the Coalburn Miners' Welfare halls from the Kypemuir Windfarm Renewable Energy Fund.

[Reference: Minutes of 4 May 2021 (Paragraph 7)]

11 Update of the Community and Enterprise Resources' Risk Register and Risk Control Plan

A report dated 2 September 2021 by the Executive Director (Community and Enterprise Resources) was submitted providing an update on Community and Enterprise Resources' Risk Register and Risk Control Actions.

Community and Enterprise Resources had followed Council guidance in developing, monitoring and updating its Risk Control Register on an ongoing basis. The Register had been developed to ensure that the Resource:-

- ◆ was fully aware of the main risks
- ◆ was able to prioritise those risks
- ◆ had controls in place to eliminate or minimise the impact of the risk

The risks were scored in accordance with the Council's scoring mechanism which scored risks based on likelihood and impact of risk. This resulted in risks being scored between 1 to 25 (low to very high). Risks were scored on their inherent risk (risk if nothing was done) and their residual risk (risk after applying controls). The risk scoring matrix was attached at Appendix 1 to report.

The Risk Register for the Resource had been developed and was monitored on an ongoing basis to add new risks and to review the score of existing risks. The Register was maintained within Internal Audit and updated by designated officers within Community and Enterprise Resources.

Details of all risks which had scored very high and high were provided in Appendix 2 to the report. The COVID-19 pandemic continued to impact on everything the Resource did and was one of the 3 risks that scored in the very high risk category.

The Committee decided:

- (1) that the current position with regards to the Community and Enterprise Resources' Risk Register be noted; and
- (2) that it be noted that any outstanding Risk Control Actions identified during the year would be progressed by relevant officers.

[Reference: Minutes of 24 November 2020 (Paragraph 15)]

12 Urgent Business

There were no items of urgent business.

Chair's Closing Remarks

The Chair advised that S Clelland, Head of Fleet and Environmental Services, had retired on 24 September 2021. The Chair, on behalf of the members of the Committee, wished to record his thanks to Ms Clelland for her valuable contribution, assistance and advice to the Committee over the years and wished her well on her retirement.