

GENERAL PURPOSES – 10 March 2004

Motherwell, 10 March 2004 at 2 pm.

A Meeting of the **GENERAL PURPOSES COMMITTEE**

PRESENT

Councillor Holloway, Convener; Councillor Saunders, Vice-Convener; Provost Connelly; Councillors Barrie, Burrows, Devine, Gorman, Gormill, Homer, Love, McAuley, Shields and Stocks.

CHAIR

Councillor Holloway (Convener) presided.

IN ATTENDANCE

The Director of Administration; Head of Central Services; Head of Legal Services, and Accountant, Department of Finance.

APOLOGIES

Provost Connelly, and Councillors Chadha, Irvine, McCabe, McKenna, J. Martin and Wilson.

GENERAL PURPOSES (LICENSING) SUB-COMMITTEE

1. There was submitted the Minutes of the meetings and Special Meetings of the General Purposes (Licensing) Sub-Committee held on 12 and 19 January and 5 and 17 February 2004.

Decided: that the Minutes of the meetings and special meetings of the General Purposes (Licensing) Sub-Committee held on 12 and 19 January and 5 and 17 February 2004, be approved and noted.

GENERAL PURPOSES (PUBLIC PROCESSIONS) SUB-COMMITTEE

2. There was submitted the Minute of the special meeting of the General Purposes (Public Processions) Sub-Committee held on 28 January 2004.

Decided: that the Minute of the special meeting of the General Purposes (Public Processions) Sub-Committee held on 28 January 2004, be approved and noted.

CIVIC FUNCTIONS GROUP

3. There was submitted the Minute of the meeting of the Civic Functions Group held on 25 February 2004.

Decided: that the Minute of the meeting of the Civic Functions Group held on 25 February 2004, be approved and noted.

2003/2004 BUDGET MONITORING REPORT - DEPARTMENT OF ADMINISTRATION (EXCLUDING PERSONNEL) 1 APRIL 2003 - 30 JANUARY 2004

4. There was submitted a report dated 16 February 2004 by the Director of Administration, detailing for the period from 1 April 2003 to 30 January 2004, provisional outturn expenditure and income against the estimates contained in the 2003/2004 budget for the Central Services Division, including separate details in respect of the Registration of Births, Deaths and Marriages, and for the Legal Services Division of the Department of Administration.

Decided: that the report be noted.

TENDERS - CIVIC CENTRE, MOTHERWELL

(1) UPGRADE OF MAIN STAIR

5. With reference to paragraph 16 of the Minute of the meeting of this Committee held on 4 June 2003, when the proposals for the completion of the works to the Civic Centre Main Stairwell was agreed, there was submitted a report dated 6 February 2004 by the Director of Housing and Property Services (1) providing details of the five tenders received in respect of the works to the main stairwell; (2) advising that the lowest tender received was that from Elmwood (Glasgow) Limited, in the corrected sum of £155,899.07 after checking, and (3) reporting that the Director of Administration, after consultation with the Convener, had accepted the tender by Elmwood (Glasgow) Limited.

Decided: that the action taken, after consultation with the Convener, in accepting the lowest tender, being that submitted by Elmwood (Glasgow) Limited in the corrected sum of £155,899.07 for the work to the Civic Centre main stairwell, be homologated.

(2) RENEWAL OF EMERGENCY LIGHTING

6. With reference to paragraph 16 of the Minute of the meeting of this Committee held on 4 June 2003, when the proposals for the works to the Civic Centre, Motherwell, was agreed, there was submitted a report dated 23 February 2004 by the Director of Housing and Property Services (1) providing details of the four tenders received in respect of the renewal of the emergency lighting; (2) advising that the lowest tender received was that from Fire Protection Services Limited, in the corrected sum of £54,771.16 after checking, and (3) reporting that the Director of Administration, after consultation with the Convener, had accepted the tender by Fire Protection Services Limited.

Decided: that the action taken, after consultation with the Convener, in accepting the lowest tender, being that submitted by Fire Protection Services Limited in the corrected sum of £54,771.16, for the works to the Civic Centre emergency lighting, be homologated.

COMMUNITY COUNCIL FINANCIAL ASSISTANCE

7. With reference to paragraph 5 of the Minute of the meeting of this Committee held on 26 February 2003, when the level of financial support afforded to Community Councils for the financial year 2003/04 was agreed, there was submitted a report dated 20 February 2004 by the Director of Administration (1) advising that the current level of financial support to the Community Councils in North Lanarkshire was set at £450 per Council, with an additional £9 per 100 of the electorate, rounded up to the nearest 100, and (2) proposing that, given that the current levels of grant for administrative purposes, were still sufficient, that the status quo prevail for the financial year 2004/05.

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Decided: given that the current levels of grant to Community Councils in North Lanarkshire, for administrative purposes, are still sufficient, that the status quo prevail for the financial year 2004/2005.

TAXI AND PRIVATE HIRE CAR LICENSING

8. There was submitted a report (docketed) dated 26 February 2004 by the Director of Administration (1) advising that a Taxi Operator's Licence had become available in the Council's Central Licensing Area; (2) indicating that (a) due to Licensing Enforcement activity, it had come to light that the licence holder had sold the Licence (or at least the taxi business) to a third party; (b) the licence holder had now surrendered the Licence to the Council, and (c) the third party was now requesting that the Licence be issued to him direct, and (3) seeking agreement as to the procedure for allocating and granting of that Licence and as to the overall practice of allocating vacant Licences in the Central and North Licensing Areas.

Decided:

- (1) that the request from the third party, to have the vacant Taxi Operator's Licence in the Council's Central Licensing Area, issued to him direct, be not granted, and
- (2) otherwise consideration of the report be continued to a future meeting of this Committee.

TAXI AND PRIVATE HIRE CARE LICENSING - ADVERTISING

9. With reference to paragraph 11 of the Minute of the meeting of this Committee held on 27 February 2002, when the use of headrest advertising in taxis and private hire cars was agreed, there was submitted a report dated 18 February 2004 by the Director of Administration (1) advising that (a) a company had now approached the Council suggesting a more advanced version of advertising whereby small television screens linked to a DVD player will show advertisements to rear seat passengers, and (b) the Council's Transport Manager and Strathclyde Police had no objections to that method of advertising; (2) referring to the meeting of this Committee held on 4 March 1998 when it was agreed to permit a single strip advertisement on private hire cars, along the rear window advertising the operator's, or radio company's, name and telephone number only, and (3) indicating that (a) the General Purposes (Licensing) Sub-Committee had received a number of requests for advertisements on private hire cars which are in excess of the current permitted forms of private hire advertising, and (b) given the number of these requests, it may be appropriate to review the issue of taxi and private hire car advertising.

Decided:

- (1) that DVD headrest advertising be approved for taxi and private hire cars in North Lanarkshire, and
- (2) that the Head of Legal Services be authorised to review taxi and private hire car advertising.

PRIVATE HIRE DRIVER LICENSING - CARRYING OF GUIDE, HEARING AND OTHER ASSISTANCE DOGS

10. With reference to paragraph 7 of the Minute of the meeting of this Committee held on 18 December 2002, when it was agreed, *inter alia*, to impose on Private Hire Car Driver Licences within the same timescale and in the same manner a condition identical to that contained in a Taxi Driver's Licence, under the Taxi Driver Licensing (Carrying of Guide Dogs and Hearing Dogs) (Scotland) Regulations 2002, which came into force on 2 December 2002, there was submitted a report dated 4 February

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2004 by the Director of Administration advising that (1) at that time, the conditions on the Private Hire Car Driver's Licences were imposed by the Council using discretionary powers, and (2) the Scottish Ministers had confirmed that they now propose to introduce regulations providing for the imposition of these conditions on Private Hire Car Driver's Licences.

Decided:

- (1) that it be noted that (a) the Scottish Ministers proposed to introduce in respect of Private Hire Car Driver's Licences, regulations similar to the Taxi Driver's Licences (Carrying of Guide Dogs and Hearing Dogs) (Scotland) Regulations 2002, and (b) the Council had, before now, used discretionary powers to introduce this condition, and
- (2) that the contents of the report be otherwise noted.

FIRE SAFETY AND SAFETY OF PLACES OF SPORT ACT 1987 - REGULATED STANDS

11. With reference to paragraph 13 of the Minute of the meeting of this Committee held on 26 August 1998, when it was agreed, *inter alia*, that in terms of the Fire Safety and Safety of Places of Sport Act 1987, regulated stands capable of accommodating a capacity between 500 and 2,000 spectators be inspected biennially, there was submitted a report dated 17 February 2004 by the Director of Administration proposing that in order to streamline the process, the certification arrangements for the regulated stands in North Lanarkshire now be undertaken on a triennial basis.

Decided: that in terms of the Fire Safety and Safety of Places of Sport Act 1987, regulated stands capable of accommodating a capacity between 500 and 2,000 spectators be inspected triennially.

DEPARTMENT OF ADMINISTRATION - AREA OFFICES

12. There was submitted a report dated 4 March 2004 by the Director of Administration (1) referring to paragraph 21 of the Minute of the meeting of this Committee held on 26 February 2003 when it was agreed that consideration be given to the transfer of responsibility for providing reception/support facilities within the Council Offices, Bron Way, Cumbernauld and the Municipal Buildings, Coatbridge to other Departments with major presence in those locations; (2) advising that, (a) following consultation with the Department of Education, it had been agreed to recommend that responsibility for the provision of reception and telephone facilities serving the Municipal Buildings, Coatbridge and for the operation of the Reprographics Unit located within the Municipal Buildings, Coatbridge be transferred to the Department of Education together with the posts of Administrative Assistant – AP1; Clerical Officer – GS2 (two posts) and Clerical Assistant – GS1, and (b) following consultation with the Departments of Planning and Environment, Social Work and Housing and Property Services it had been agreed to recommend that responsibility for the provision of reception and switchboard facilities within the Council Offices, Bron Way, Cumbernauld be transferred to the Department of Housing and Property Services together with the posts of Administrative Officer – AP1; Clerical Officer – GS2 and Clerical Assistant – GS1; (3) proposing that the posts of Administrative Officer in each location be deleted, and (4) recommending that the Committee approve the foregoing recommendations and remit the matter for consideration to the Policy and Resources (Finance) and (Personnel) Sub-Committees.

Thereon the Head of Central Services advised, orally, that in connection with the transfer of staff to the Department of Housing and Property Services the designation of the relevant post was Administrative Assistant – AP1 and not, as stated in the report, Administrative Officer and proposed, also, that the matter be remitted, for consideration, to the Education and Housing and Technical Services Committees and the Policy and Resources (Property) Sub-Committee.

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Decided:

- (1) that responsibility for the provision of reception and telephone facilities and for the operation of the Reprographics Unit located within Municipal Buildings, Coatbridge be transferred from the Department of Administration to the Department of Education together with the posts of Administrative Assistant – AP1, Clerical Officer – GS2 (two posts) and Clerical Assistant – GS1;
- (2) that responsibility for the provision of reception and switchboard facilities within the Council Offices, Bron Way, Cumbernauld be transferred from the Department of Administration to the Department of Housing and Property Services together with the posts of Administrative Assistant – AP1, Clerical Officer – GS2 and Clerical Assistant – GS1;
- (3) that the posts of Administrative Officer (AP1V) in each location be deleted from the establishment of Department of Administration, and
- (4) that the Committee remit the matter for the consideration of, also, the Education and Housing and Technical Services Committees and the Policy and Resources (Finance), (Personnel) and (Property) Sub-Committees.

AREA/REGISTRATION SERVICE - DEVELOPMENT OF THE REGISTRATION SERVICES IN SCOTLAND - FER AND DIGROS

13. With reference to paragraph 12 of the Minute of the meeting of this Committee held on 14 January 2004, when it was agreed to enter into a Service Level Agreement with the General Register Office for Scotland (GRO) for the support of the Forward Electronic Register (FER) and the Digital Imaging of the Genealogical Records of Scotland's People (DIGROS), there was submitted a report dated 1 March 2004 by the Director of Administration (1) advising that, following the migration to FER, service availability to Registration Offices throughout Scotland had been interrupted on many occasions and despite concerted efforts by the GRO and their software suppliers, the source of difficulty had not been traced or cured, and (2) indicating that the GRO has intimated that access to DIGROS was unlikely until June 2004.

Decided:

- (1) that the position be noted meantime, and
- (2) that a further report be submitted to a future meeting of this Committee.

REGISTRATION - CITIZENSHIP CEREMONIES

14. With reference to paragraph 9 of the Minute of the meeting of this Committee held on 27 August 2003, when authority was delegated to the Director of Administration to respond to the consultation document "Citizenship Ceremonies", there was submitted a report (docketed) dated 1 March 2004 by the Director of Administration (1) advising that (a) the Nationality, Immigration and Asylum Act 2002, which received royal assent on 7 November, included provision which required that all applicants for naturalisation or registration as a British Citizen, who are aged 18 years or over take a citizenship oath and pledge at a citizenship ceremony; (b) the first such ceremony took place last month within the London Borough of Brent and that within the next few weeks, a pilot citizenship ceremony will take place within the City of Glasgow; (c) in Scotland, the Act provides that the ceremony, oath and pledge will be administered by Registrars and therefore it would be the obligation of all local authorities to meet demands for citizenship ceremonies in their areas, and (d) in a consultation, terminating in October 2003, the Nationality Policy Directorate of the Home Office sought views on the form and content of citizenship ceremonies, and (2) proposing arrangements for ceremonies in North Lanarkshire.

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Decided: that it be agreed:-

- (1) that citizenship ceremonies take place within the marriage accommodation of the Registration Office most convenient to the address of the person(s) receiving grant of citizenship - with the exception of Cumbernauld where it is proposed that the ceremonies take place in the District Court;
- (2) ceremonies generally take place on Wednesday afternoons;
- (3) for the duration of the ceremonies there be displayed on the premises the Union flag, the Saltire and the Council flag;
- (4) that there be invited to participate in the ceremonies the Lord Lieutenant (or his representative) and the Provost (or his representative);
- (5) that appropriate national music be played and, at the conclusion of the ceremony, the national anthem be played, and
- (6) that following the ceremony a certificate be awarded bearing the Council's crest and commemorating the event.

ROYAL MAIL - SINGLE DAILY DELIVERY

15. There was submitted a report dated 20 February 2004 by the Director of Administration advising that (1) Royal Mail had indicated to the Council that they had merged the two mail daily deliveries currently undertaken to one single daily delivery at the Kilsyth and Wishaw Delivery Offices, and (2) the single daily delivery had been piloted across 13 areas in the UK and that full implementation would improve customer services whilst helping to safeguard Royal Mail's six day per week universal service.

Decided: that it be noted that Royal Mail had merged the two mail deliveries currently undertaken to one single daily delivery at the Kilsyth and Wishaw Delivery Offices.

TOWN TWINNING

(1) BRON

16. There was submitted a report dated 20 February 2004 by the Director of Administration advising that (1) the Provost had received an invitation from the Mayor of Bron to participate in meetings involving Bron's Twin Towns to establish a programme of exchanges and projects for the forthcoming two years; (2) the meetings were scheduled to take place from 4-6 March 2004 and it was proposed that the party from North Lanarkshire consisted of elected Members, Officers and representatives of the Twinning Association, and (3) in view of the timescale it was not possible to seek the instruction of the Committee, and following consultation with the Provost and the Convener, action was taken to accept that invitation.

Decided: that the action taken, after consultation with the Provost and the Convener in accepting the invitation from the Mayor of Bron be homologated.

(2) ST. DENIS

17. There was submitted a report dated 19 February 2004 by the Director of Administration advising that (1) in consultation with the municipality of St. Denis, a number of possibilities were canvassed regarding the future of twinning activities; (2) concentration centred around the possibility of a
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multi-national development of the use of sport to advance education and promote citizenship among young people; (3) it was identified that a project of such a nature would be eligible for European funding and a project has been developed envisaging four international events to be held in St. Denis, North Lanarkshire and Sesto San Giovanni, Italy, involving young people and education/sports professions; (4) the estimated cost of the project is €108,007, of which, if successful in attracting European funding, that contribution would be 50% of this cost with the remainder being borne by St. Denis, North Lanarkshire and Sesto San Giovanni, and (5) after consultation that confirmation had been given that an application of this nature met the criteria, an application for funding has been submitted to the European Commission, and that if successful, North Lanarkshire's contribution of €17,001.75 be met from the twinning budget.

Decided:

- (1) that the action taken, in collaboration with the municipality of St. Denis in submitting an application for European funding in respect of an international project developing education through sport be homologated, and
- (2) that otherwise the contents of the report be approved and noted.

(3) MOTHERWELL AND WISHAW AMATEUR SWIMMING CLUB

18. There was submitted a report dated 17 February 2004 by the Director of Administration advising that correspondence had been received from the Secretary, Motherwell and Wishaw Amateur Swimming Club (1) advising that an exchange group will be travelling from their Twin Town of Schweinfurt, Germany, to North Lanarkshire from 7-14 April 2004, and (2) requesting assistance in respect of the visit.

Decided: that assistance in terms of Council policy be provided to the Motherwell and Wishaw Amateur Swimming Club in respect of the visit by Schweinfurt Swimming Club during April 2004.

(4) SCHWEINFURT

19. There was submitted a report dated 17 February 2004 by the Director of Administration advising that correspondence had been received from the Secretary, Schweinfurt Twinning Association (1) advising that a group of approximately 40 persons will be travelling to their Twin Town, Schweinfurt, Germany, during the summer 2004, and (2) requesting financial assistance in respect of the visit.

Decided: that assistance in terms of Council policy be awarded to the Schweinfurt Twinning Association in respect of their visit to Schweinfurt, Germany, during the summer 2004.

CONFERENCES

20. There was submitted a report (docketed) dated 24 February 2004 by the Director of Administration advising that four invitations had been received in respect of attendance at conferences and seeking that consideration be given to the invitations.

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Decided:

- (1) that attendance at the undernoted conferences be homologated:-

Conference	Venue	Date	Attendance
General Management Committee	Gateshead	6-8 February 2004	Councillor J. McGuigan
Seminar on Human Rights in Prisons	Glasgow	9 February 2004	Councillor McElroy

and

- (2) that otherwise no attendance be authorised.