

Motherwell, 21 May 2009 at 2 pm.

A Meeting of the **CORPORATE SERVICES COMMITTEE**

PRESENT

Councillor Hogg, Convener; Councillor McAuley, Vice-Convener; Councillors Carrigan, Chadha, Clarke, Grant, Homer, Irvine, Johnston, McElroy, Martin, Nolan, Ross, Stocks and Wallace.

CHAIR

Councillor Hogg (Convener) presided.

IN ATTENDANCE

The Executive Director of Corporate Services; Head of Central Services; Head of Property Services and Senior Accountant, Finance and Customer Services.

APOLOGIES

Councillors Cefferty, M. Coyle, S. Coyle, Harmon, Key, S. Love and Stewart.

DECLARATIONS OF INTEREST IN TERMS OF THE ETHICAL STANDARDS IN PUBLIC LIFE ETC. (SCOTLAND) ACT 2000

1. Councillor Ross declared a non-pecuniary interest in paragraph 13 below as being a Member of Scotmid West Area Committee.

QUARTERLY PERFORMANCE MANAGEMENT EXCEPTIONS REPORT - QUARTER 4 (JANUARY TO MARCH 2009)

2. There was submitted a report dated 29 April 2009 by the Executive Director of Corporate Services (1) advising of areas in which the Service's performance, within quarter 4, January to March 2009, was outwith agreed thresholds, and (2) providing details thereon, together with actions planned to achieve agreed thresholds.

Decided: that the contents of the report be noted.

2008/2009 SERVICE IMPROVEMENT PLANNING AND PERFORMANCE PORTFOLIO – YEAR END REVIEW

3. There was submitted a report dated 7 May 2009 by the Executive Director of Corporate Services (1) advising of those areas of the Service planning activity and performance portfolio activity of Corporate Services at the 2008/09 year end, which fall outwith agreed thresholds, and (2) providing details thereon, together with actions planned to achieve agreed thresholds.

Thereon, in relation to the key action to make and put in place arrangements for secure public areas to genealogical records which, due to delays in roll out of the national project, had not been achieved within the anticipated timescale, the Head of Central Services advised orally that, following a meeting with the Deputy Registration General for Scotland, proposals had been advanced which would enable

secure public access to genealogical records in North Lanarkshire in advance of the rollout of the national project and sought approval for the implementation of these proposals.

Decided: that the contents of the report be noted and approval be granted to implement proposals to achieve secure public access to genealogical records in advance of the rollout of the national project.

2008/2009 REVENUE MONITORING REPORT - PROVISIONAL OUTTURN - 1 APRIL 2008 TO 31 MARCH 2009

4. There was submitted a report dated 27 April 2009 by the Executive Director of Corporate Services detailing for the period from 1 April 2008 to 31 March 2009 provisional outturn against the estimates contained in the 2008/2009 budget for the Corporate Services including separate details in respect of the five divisions of that Service.

Decided: that the contents of the report be noted.

COMPOSITE CAPITAL PROGRAMME 2008/2009 - PROVISIONAL OUTTURN - 1 APRIL 2008 TO 31 MARCH 2009

5. There was submitted a report dated 21 May 2009 by the Head of Property Services detailing, for the period from 1 April 2008 to 31 March 2009, provisional outturn against the estimates contained in the 2008/2009 Composite Capital Programme.

Decided: that the contents of the report be noted.

MINUTES OF SUB-COMMITTEES

(1) CORPORATE SERVICES (LICENSING) SUB-COMMITTEE

6. There were submitted the Minutes of the meetings and special meeting of the Corporate Services (Licensing) Sub-Committee held on 4, 16 and 25 March and 29 April 2009.

Decided: that the Minutes of the meetings and special meeting of the Corporate Services (Licensing) Sub-Committee held on 4, 16 and 25 March and 29 April 2009 be approved and noted.

(2) CIVIC FUNCTIONS GROUP

7. There was submitted the Minute of the meeting of the Civic Functions Group held on 30 April 2009.

Decided: that the Minute of the meeting of the Civic Functions Group held on 30 April 2009 be approved and noted.

PETITION - ESTABLISHMENT OF PINK TAXI SCHEME WITHIN NORTH LANARKSHIRE AREA

8. With reference to paragraph 15 of the Minute of the meeting of this Committee held on 8 January 2008, when there was noted the receipt of a petition from Soroptimist International of Motherwell and Wishaw asking that the Council investigate the possibility of the establishment of a Pink Taxi Scheme

within the area, there was submitted a report dated 13 May 2009 by the Head of Legal Services (1) advising that, in terms of the Civic Government (Scotland) Act 1982, the Council, as a licensing authority, licences individual operators of taxi and private hire cars, and drivers of these cars, but not companies or businesses; (2) indicating that, if the Council made it mandatory for any individual company or business to operate such a scheme, or indeed any other scheme for women only, it is considered that the Council (a) may leave themselves open to a successful judicial challenge that it would be acting beyond the scope, or in excess of legal powers or authority, and (b) could be restricting trade or contravening equalities legislation, and (3) further advising that, in the event that such a business were established by an individual operator on a voluntary basis, the Council could be sympathetic to any application for vehicle advertisements.

Decided:

- (1) that, having investigated the possibility it be agreed that the mandatory establishment of a Pink Taxi Scheme be not introduced within the Council's area, and
- (2) that the Head of Legal Services advise Soroptimist International of Motherwell and Wishaw the reasons for the decision not to establish such a scheme.

SCOTTISH INFORMATION COMMISSIONER - ANNUAL REPORT 2008

9. With reference to paragraph 15 of the Minute of the meeting of this Committee held on 15 May 2008 when the Scottish Information Commissioner's Annual Report for 2007 was noted, there was submitted a report (docketed) dated 27 April 2009 by the Executive Director of Corporate Services (1) advising of the publication of the Scottish Information Commissioner's Annual Report for 2008, a copy of which has been placed in the Members' Library; (2) detailing the background relative thereto; (3) highlighting significant parts of that Report including a local government league table for the period from 2005 to 2008, and (4) in the context of the national information contained in that Annual Report, advising of the position in relation to North Lanarkshire Council.

Decided: that the contents of the report be noted.

MEMBERS TRAINING AND DEVELOPMENT 2008/09 YEAR END REVIEW

10. With reference to paragraph 12 of the Minute of the meeting of this Committee held on 8 January 2009, when the Training and Development Programme for Elected Members for the year 2009/10 was approved, there was submitted a report (docketed) dated 27 April 2009 by the Executive Director of Corporate Services (1) advising of training and development activity undertaken by Elected Members in 2008/09, as contained within Appendix 1 of the report; (2) setting out the progress of that training at the end of the year together with activities undertaken to improve the take up of training opportunities; (3) indicating that as a result of that year end review, evaluation forms had been revised for the 2009/10 Programme to monitor the overall satisfaction rate of the opportunities provided and also, to determine whether objectives were being met, as contained within Appendix 2 of the report, and (4) providing, in Appendix 3 of the report, details of training undertaken in 2007/08 in comparison with 2008/09.

Decided: that the Council continue to progress and evolve training and development opportunities for Elected Members.

INVESTORS IN PEOPLE (IIP) INTERNAL REVIEW OF CORPORATE SERVICES

11. With reference to paragraph 3 of the Minute of the meeting of the former General Purposes Committee held on 11 January 2006, when it was noted that the former Department of Administration
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had been re-accredited with the Investors in People status for a further three year period, there was submitted a report dated 29 April 2009 by the Executive Director of Corporate Services (1) providing an update following evidence gathered from the Senior Management Team by the Managing Assessor, appointed by Investors in People Scotland, and the internal review of the five Divisions of Corporate Services during January and February 2009; (2) detailing the background relative thereto, and (3) advising that Investors in People Scotland have confirmed that Corporate Services continues to meet Investors in People standard.

Decided:

- (1) that the achievement of Corporate Services in retaining the Investors in People accreditation be noted, and
- (2) that in line with the Council's strategy, Corporate Services be included within the Council's Annual Rolling Review Programme, ensuring that all Services of the Council are assessed at least once within every three year period.

SCOTTISH GOVERNMENT CONSULTATION ON COMMUNITY COUNCILS

12. With reference to paragraph 12 of the Minute of the meeting of this Committee held on 28 August 2008, when the submission of the response to the Scottish Government's Consultation on Community Councils was authorised, there was submitted a report (docketed) dated 23 April 2009 by the Head of Central Services (1) advising of the publication of a Model Scheme for the Establishment of Community Councils, together with a Model Constitution and Standing Orders by the Scottish Government, after consultation with the Convention of Scottish Local Authorities and the Association of Scottish Community Councils, as contained within Appendix 1 of the report; (2) detailing the background relative thereto; (3) setting out the operational aspects which, although not having any mandatory standing, contain elements of best practice which could contribute to greater clarity and consistency in the administration of Community Councils and the implications for North Lanarkshire, and (4) further advising of the publication, also, of a Code of Conduct for Community Councillors, based to a degree on the Code of Conduct for Local Authority Councillors following consultation with the Standards Commission, as contained within Appendix 2 of the report.

Decided:

- (1) that a report be submitted to the next meeting of this Committee on recommendations for amending the Council's Scheme of Establishment of Community Councils to accord with the proposals by the Scottish Government, and
- (2) that the contents of the report be otherwise noted.

Councillor Ross declared a non-pecuniary interest in the following item of business as being a Member of Scotmid West Area Committee.

POST OFFICE: CLELAND BRANCH, 14 MAIN STREET, CLELAND

13. There was submitted a report dated 30 April 2009 by the Head of Central Services advising of a consultation by Post Office Limited on the relocation of Cleland Post Office from 14 Main Street, Cleland, to new premises, a distance of 60 yards, to Scotmid Co-op, 29A Main Street, Cleland and providing details thereon.

Decided: that the consultation be noted.

TOWN TWINNING

(1) KILSYTH TOWN TWINNING ASSOCIATION

14. There was submitted a report dated 30 April 2009 by the Head of Central Services advising of action taken, after consultation with the Convener, in awarding assistance in terms of Council Policy to Kilsyth Town Twinning Association in respect of a twinning visit to Meulan, France during May 2009.

Decided: that the action taken, after consultation with the Convener, in awarding assistance in terms of Council Policy to Kilsyth Town Twinning Association be homologated.

(2) GLENBOIG NEIGHBOURHOOD CENTRE

15. There was submitted a report dated 30 April 2009 by the Head of Central Services advising that correspondence had been received from the Development Manager, Glenboig Neighbourhood Centre (1) advising that a group of five people from La Plaine, St. Dennis, France were to be travelling to Glenboig during April 2009, and (2) seeking assistance towards the visit.

Decided: that assistance in terms of Council policy be awarded to Glenboig Neighbourhood Centre.

(3) AIRDRIE, ALBERTA: CENTENNIAL

16. There was submitted a report dated 12 May 2009 by the Head of Central Services (1) advising of correspondence received from the Mayor of the City of Airdrie, Alberta, inviting the Provost, as Civic Head, to attend the centennial celebrations during September 2009; (2) detailing the background relative thereto, and (3) referring to the Airdrie Local Area Partnership and Area Committee's welcoming of the invitation.

Decided: that the invitation from the Mayor of the City of Airdrie, Alberta be accepted.

(4) SCHWEINFURT INVITATIONS

17. There was submitted a report dated 30 April 2009 by the Head of Central Services (1) advising of correspondence received from the Municipality of Schweinfurt inviting (a) the Provost to attend celebrations of the opening of an Art Gallery formed from the renovation of the former Ernst-Sachs-Baths during the 2009, and (b) a delegation to participate in the celebrations of the 30th Anniversary of the Twinning with Schweinfurt and Seinäjoki and 45th Anniversary of the Twinning of Schweinfurt with Châteaudun during October 2009; (2) indicating that the Provost is unable to accept the invitation to the opening of the Art Gallery, and (3) recommending that consideration be given to the invitation to the anniversary celebrations.

Decided: that the invitation from the Municipality of Schweinfurt to participate in the anniversary celebrations be accepted.

CONFERENCES

18. There was submitted a report dated 1 May 2009 by the Head of Central Services advising of two invitations received in respect of attendance at conferences and seeking that consideration be given to those invitations.

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

Conference	Venue	Date	Attendance
National Association of Councillors -Regeneration and Renewal	Scarborough	17-19 April 2009	Councillor Logue

and

(2) that otherwise no attendance be authorised.

CORPORATE SERVICES

(1) SUPPORT SERVICES REVIEW

19. There was submitted a report (docketed) dated 13 May 2009 by the Head of Central Services (1) advising of a review of Support Services within the five Divisions of Corporate Services, and (2) providing details thereon.

Councillor Hogg, seconded by Councillor McAuley, moved that the Committee approve the contents of the report and that it be remitted to the Policy and Resources (Human Resources) Sub-Committee.

Councillor Stocks, seconded by Councillor Homer, moved, as an amendment that with the exception of paragraphs 2.5 and 3.4 the contents of the report be approved and be remitted to the Policy and Resources (Human Resources) Sub-Committee.

On a vote being taken 4 Members voted for the amendment and 11 Members voted for the motion, which was accordingly declared carried.

Thereon, 4 Members, being in excess of one quarter of the Members present and voting, having required in terms of paragraph 57(E) of the Council's Standing Orders in relation to Committees and Sub-Committees, that the power delegated to the Corporate Services Committee be not exercised in respect of this item and the matter be referred, for determination, to the Council, the matter was referred accordingly.

Decided:

(1) that the contents of the report be approved;

(2) that the report be remitted to the Policy and Resources (Human Resources) Sub-Committee, and

(3) that it be noted that, in terms of paragraph 57(E) of the Council's Standing Orders, the powers delegated to the Committee will not be exercised in respect of this item of business and that the matter be referred for determination to the Council.

(2) DESIGN SERVICES PROPOSED CHANGE TO EXISTING STAFFING STRUCTURE

20. There was submitted a report (docketed) dated 17 April 2009 by Head of Design Services (1) seeking approval of a proposed change to the existing staffing structures within Design Services; (2) indicating that the intention was to complete the efficiency savings required for 2009/10 as previously reported and to deal also with current service demands, and (3) detailing the background relative thereto.

Decided:

- (1) that the proposed changes to the staffing structure within Design Services be approved, and
- (2) that the report be remitted to the Policy and Resources (Human Resources) Sub-Committee.