

Motherwell, 12 May 2011 at 10 am.

A Meeting of the **CORPORATE SERVICES COMMITTEE**

PRESENT

Councillor Hogg, Convener; Councillor McAuley, Vice-Convener; Councillors Carrigan, Chadha, Grant, Harmon, Homer, Irvine, S. Love, McElroy, Martin, Nolan, Ross, Stewart, Stocks and Welsh.

CHAIR

Councillor Hogg (Convener) presided.

IN ATTENDANCE

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

APOLOGIES

Councillors Clarke and Sullivan.

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

1. Councillor Ross declared a non financial interest in the item dealt with at paragraph 11 below, by reason of being involved in the licensing trade and took no part in the consideration thereof.

SERVICE PLAN PERFORMANCE REPORT - APRIL TO DECEMBER 2010

2. There was submitted a report dated 12 May 2011 by the Executive Director of Corporate Services (1) advising of areas in which the Service's performance, from April to December 2010, 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.

2010/11 REVENUE MONITORING REPORT – 1 APRIL 2010 TO 31 MARCH 2011

3. There was submitted a report dated 3 May 2011 by the Executive Director of Corporate Services detailing, for the period from 1 April 2010 to 31 March 2011, expenditure and income against the estimates detailed in the 2010/11 Budget for Corporate Services, including separate details in respect of the five Divisions of that Service.

Decided: that the contents of the report be approved and noted.

2010/2011 COMPOSITE CAPITAL PROGRAMME – 1 APRIL 2010 TO 31 MARCH 2011

4. There was submitted a report dated 12 May 2011 by the Executive Director of Corporate Services detailing, for the period from 1 April 2010 to 31 March 2011, current expenditure against the estimates contained in the 2010/11 Annual Capital Programme for Central Services and Property Services.

Decided: that the contents of the report be noted.

COMMUNITY COUNCIL FUNDING - FINANCIAL YEAR 2011/2012

5. With reference to paragraph 5 of the Minute of the meeting of this Committee held on 19 May 2010, when the level of financial support afforded to Community Councils for the financial year 2010/11 was agreed, there was submitted a report dated 8 April 2011 by the Head of Central Services (1) advising that the current level of financial support to 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 the status quo prevail for the financial year 2011/12.

Decided: that the status quo prevail for the financial year 2011/12.

MINUTES OF SUB-COMMITTEES

(1) CORPORATE SERVICES (LICENSING) SUB-COMMITTEE

6. There were submitted the Minutes of the meetings and special meetings of the Corporate Services (Licensing) Sub-Committee held on 2, 7 and 23 February, 9 and 30 March and 18 April 2011.

Decided: that the Minutes of the meetings and special meetings of the Corporate Services (Licensing) Sub-Committee held on 2, 7 and 23 February, 9 and 30 March and 18 April 2011 be approved and noted.

(2) CORPORATE SERVICES (PUBLIC PROCESSIONS) SUB-COMMITTEE

7. There were submitted the Minutes of the meetings of the Corporate Services (Public Processions) Sub-Committee held on 11 March and 5 April 2011.

Decided: that the Minutes of the meetings of the Corporate Services (Public Processions) Sub-Committee held on 11 March and 5 April 2011 be approved and noted.

(3) CIVIC FUNCTIONS GROUP

8. There was submitted the Minute of the meeting of the Civic Functions Group held on 14 April 2011.

Decided: that the Minute of the meeting of the Civic Functions Group held on 14 April 2011 be approved and noted.

PUBLIC SERVICE IMPROVEMENT FRAMEWORK (PSIF) – LEGAL SERVICES

9. There was submitted a report by the Head of Legal Services (1) advising of the outcome of the Legal Services Public Service Improvement Framework (PSIF) self evaluation exercise, which was undertaken during September 2010; (2) detailing the background relative thereto; (3) setting out the self evaluation process, as contained within Appendix 1 of the report, and (4) providing, in Appendix 2 of the report the action plan to prioritise and progress specific areas of improvement highlighted for Legal Services during the process.

Decided:

- (1) that the action plan for Legal Services be progressed, and
- (2) that the contents of the report be otherwise noted.

TAXI LICENSING - TAXI FARES REVIEW

10. With reference to paragraph 19 of the Minute of the meeting of this Committee held on 4 November 2010, when it was agreed that the Head of Legal Services be authorised to enter into full consultation with the taxi trade on the issue of taxi fares, there was submitted a report (docketed) dated 3 May 2011 by the Head of Legal Services (1) advising of the outcome of that consultation; (2) detailing the background relative thereto, and (3) recommending that the taxi fare scales, as contained within the Appendix to the report be approved with effect from 4 July 2011.

Decided: that the taxi fare scales, as contained within the Appendix to the report be approved effective from 4 July 2011.

Councillor Ross declared a non financial interest in the following item of business by reason of being involved in the licensing trade and took no part in the consideration thereof.

THE LICENSING (LOCAL LICENSING FORUM) (SCOTLAND) ORDER 2011

11. There was submitted a report dated 5 April 2011 by the Head of Central Services (1) advising of an alteration to the composition of the North Lanarkshire Local Licensing Forum; (2) detailing the background relative thereto, and (3) indicating that the Scottish Statutory Instrument No. 130, cited as the Licensing (Local Licensing Forum) (Scotland) Order 2011, substitutes paragraph 2(1) of Schedule 2 to the Licensing (Scotland) Act 2005 with the effect of increasing the maximum membership of the Forum from 20 to 21 members.

Decided: that it be noted that the Licensing (Local Licensing Forum) (Scotland) Order 2011 substitutes paragraph 2(1) of Schedule 2 to the Licensing (Scotland) Act 2005 with the effect of increasing the maximum membership of the Forum from 20 to 21 members.

ELECTED MEMBERS TRAINING AND DEVELOPMENT ACTIVITIES 2010/11: YEAR END REVIEW

12. There was submitted a report dated 26 April 2011 by the Executive Director of Corporate Services (1) advising of training and development activity undertaken by elected Members in 2010/11; (2) detailing the background relative thereto; (3) outlining the progress during 2010/11, as contained within Appendix 1 of the report, and (4) providing, within Appendices 2 and 3 of the report, a comparison of training and development activity in 2008/09 and 2009/10.

Decided: that the contents of the report be noted.

MEMBERS TRAINING AND DEVELOPMENT 2011/12

13. There was submitted a report dated 12 May 2011 by the Executive Director of Corporate Services (1) providing an update on arrangements made in respect of Members training and development 2011/12; (2) detailing the background relative thereto; (3) containing, in the Appendix to the report, a programme of training and development up to the Council Elections in May 2012; (4) advising that Audit Scotland were monitoring the take up of personal development plans by elected Members, and (5) indicating that arrangements were being made to conduct personal development plan interviews.

Decided: that the contents of the report be approved and noted.

COMMUNITY COUNCIL QUADRENNIAL ELECTIONS

- C** 14. There was submitted a report dated 7 April 2011 by the Executive Director of Corporate Services (1) advising of proposed arrangements for the Community Council Quadrennial Elections in terms of the North Lanarkshire Scheme for Community Councils; (2) detailing the background relative thereto; (3) outlining the operational arrangements for the Quadrennial Elections, and (4) proposing that current Community Council members stand down on 4 October 2011.

Decided:

- (1) that it be agreed that current Community Council members stand down on 4 October 2011, and
- (2) that otherwise the report be approved and noted.

PRISON VISITING COMMITTEE: MEMBERSHIP

15. There was submitted a report dated 19 April 2011 by the Head of Central Services (1) advising of representations made to the Council that a person appointed by the Council to HM Prison Shotts Visiting Committee has, since his appointment, participated in no rota visits to the Prison and thus has failed to contribute to the principal duty of a Visiting Committee to satisfy itself as to the state and administration of the prison, and in particular the treatment of prisoners; (2) detailing the background relative thereto, and (3) indicating that paragraph 1.55 of the Prisons and Young Offenders Institutions (Scotland) Rules 2006 provides that a member of a Prison Visiting Committee shall cease to hold office if the Council who appointed the member is satisfied that the member has failed satisfactorily to perform his or her duties.

Decided:

- (1) that the representations be noted, and
- (2) that it be determined that the member of HM Prison Shotts Visiting Committee has failed satisfactorily to perform his duties and it be recommended to the Council that the member of HM Prison Shotts Visiting Committee cease to hold office

KIRKIN' OF THE COUNCIL

16. With reference to paragraph 2 of the Minute of the meeting of the Civic Functions Group held on 21 February 1996, when it was agreed that the Kirkin' of the Council should take place annually, commencing with the Provost's area and Church, thereafter in different North Lanarkshire towns and places of worship of different denominations, to be decided by the Provost, there was submitted a report dated 27 April 2011 by the Head of Central Services advising that, having regard to the

locations and denominations of the Churches in which the Kirkin' of the Council had taken place since 1996, the Provost had determined that the Kirkin' of the Council in 2011 be held in Holytown Parish Church, Holytown on 12 June 2011.

Decided: that it be agreed that the Kirkin' of the Council in 2011 be held in Holytown Parish Church, Holytown on 12 June 2011.

AIRDRIE POST OFFICE, BUCHANAN STREET, AIRDRIE

17. With reference to paragraph 15 of the Minute of the meeting of this Committee held on 10 February 2011, when the consultation by Post Office Limited on the relocation of Airdrie branch of the Post Office, Buchanan Street, Airdrie to 18 Bank Street, Airdrie was noted, there was submitted a report dated 6 April 2011 by the Head of Central Services advising that Post Office have now intimated that, having carefully considered the proposals and the feedback received, they are confident that the new services were suitably located to meet the needs of the customers at 18 Bank Street, Airdrie.

Decided: that it be noted that Post Office were proceeding with the relocation of Airdrie branch of the Post Office from Buchanan Street to 18 Bank Street, Airdrie.

TOWN TWINNING

(1) INTERNATIONAL KREILE CUP

18. There was submitted a report dated 7 April 2011 by the Head of Central Services (1) advising of action taken, following consultation with the Convener, in awarding assistance to Learning and Leisure Services to enable participation in the International Kreile Cup to be held in Schweinfurt, Germany during Easter 2011, and (2) seeking homologation in this respect.

Decided: that the action taken by the Head of Central Services, following consultation with the Convener, in awarding assistance to Learning and Leisure Services to enable participation in the International Kreile Cup to be held in Schweinfurt, Germany during Easter 2011, be homologated.

(2) KILSYTH TOWN TWINNING ASSOCIATION

19. There was submitted a report dated 5 April 2011 by the Head of Central Services advising of correspondence received from the Chairperson, Kilsyth Town Twinning Association (1) advising that a party of approximately 20 would be travelling to Meulan, France during May 2011, and (2) seeking assistance in this respect.

Decided: that assistance in terms of Council policy be awarded to Kilsyth Town Twinning Association in respect of their visit to Meulan, France during May 2011.

(3) SCHWEINFURT

20. There was submitted a report (docketed) dated 7 April 2011 by the Head of Central Services (1) advising of the anniversary of the Schweinfurt twinning links and of a Burgerreise visit to North Lanarkshire in 2011; (2) detailing the background relative thereto, and (3) setting out considerations to mark the anniversary to coincide with the Burgerreise visit.

Decided: that the report be approved and noted.

CONFERENCES

21. There was submitted a report dated 6 April 2011 by the Head of Central Services advising of invitations received in respect of attendance at conferences and seeking that consideration be given to the invitations.

Decided:

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

The Localism Bill and the Big Society – Scarborough – 8-10 April 2011

Conference	Venue	Date	Attendance
The Localism Bill and the Big Society	Scarborough	8-10 April 2011	Councillor Logue
and			

- (2) that otherwise no attendance be authorised.