

Motherwell, 4 August 2011 at 10 am.

A Meeting of the CORPORATE SERVICES COMMITTEE

PRESENT

Councillor Hogg, Convener; Councillor McAuley, Vice-Convener; Councillors Carrigan, Chadha, Grant, Harmon, Martin, Nolan, Stewart and Welsh.

CHAIR

Councillor Hogg (Convener) presided.

IN ATTENDANCE

The Executive Director of Corporate Services; Head of Design and Property Services, Chief Solicitor (Licensing) and Treasury Manager, Finance and Customer Services.

APOLOGIES

Councillors Clarke, Grant, McElroy, Ross, Stocks and Sullivan.

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

1. No declarations were made.

SERVICE PLAN PERFORMANCE REPORT APRIL 2010 TO MARCH 2011

2. There was submitted a report dated 14 July 2011 by the Executive Director of Corporate Services (1) advising of areas in which the Service's performance, from April 2010 to March 2011, 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.

GENERAL DEBTORS BAD DEBT WRITE-OFF FOR CORPORATE SERVICES IN FINANCIAL YEAR 2010/11

3. There was submitted a report dated 20 July 2011 by the Executive Director of Corporate Services (1) presenting a summary of outstanding debtor accounts which had been deemed uncollectable following all attempts to recover; (2) advising that an analysis of the outstanding balances due to the Service had been conducted and that the sum of £97,633.68 had been identified as uncollectable; (3) indicating that the Executive Director of Finance and Customer Services, under delegated powers, had written off 106 balances under £250 in the total sum of £11,545.39, and (4) seeking approval of the write off of 90 balances over £250 in the total sum of £86,088.29.

Decided:

- (1) that it be noted that the Executive Director of Finance and Customer Services, under delegated powers, had written off 106 balances under £250, in the total sum of £11,54.39;

- (2) that the write-off of items over £250 to the value of £86,088.29 be approved, and
- (3) that the report be remitted to the Policy and Resources (Finance and Customer Services) Sub-Committee.

2011/2012 REVENUE MONITORING REPORT – 1 APRIL TO 24 JUNE 2011

- 4. There was submitted a report dated 8 July 2011 by the Executive Director of Corporate Services detailing, for the period from 1 April to 24 June 2011, expenditure and income against the estimates detailed in the 2011/12 Budget for Corporate Services, including separate details in respect of the former five Divisions of that Service.

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

2011/2012 COMPOSITE CAPITAL PROGRAMME – 1 APRIL TO 24 JUNE 2011

- 5. There was submitted a report dated 11 July 2011 by the Executive Director of Corporate Services detailing, for the period from 1 April to 24 June 2011, current expenditure against the estimates contained in the 2011/12 Annual Capital Programme for Central Services and the former Property Services Division.

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 meetings of the Corporate Services (Licensing) Sub-Committee held on 20 April, 3 and 25 May, 8 and 15 June and 5, 6 and 7 July 2011.

Decided: that the Minutes of the meetings and special meetings of the Corporate Services (Licensing) Sub-Committee held 20 April, 3 and 25 May, 8 and 15 June and 5, 6 and 7 July 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 12 May and 1 and 8 June 2011.

Decided: that the Minutes of the meetings of the Corporate Services (Public Processions) Sub-Committee held on 12 May and 1 and 8 June 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 21 July 2011.

Decided: that the Minute of the meeting of the Civic Functions Group held on 21 July 2011 be approved and noted.

LICENSING OF TAXI CARS – VEHICLE SPECIFICATION

9. With reference to paragraph 8 of the Minute of the meeting of this Committee held on 10 February 2011, when consideration of a report dated 24 January 2011 on vehicle specification for taxi cars was continued to allow the Convener and Vice-Convener to meet with representatives of the North Lanarkshire Taxi Trade Association to seek views on the responses received, there was submitted a report dated 11 July 2011 by the Head of Legal Services (1) seeking approval to conduct a pilot in relation to the removal of restriction to areas of operation for taxis of the wheel chair accessible type for a period of 12 months, (2) detailing the background relative thereto, and (3) reiterating, from the earlier report dated 24 January 2011, receipt of a request that the Council give consideration to amending the specification for taxi cars to permit estate type cars as an alternative option to saloon cars.

Decided:

- (1) that the Council do not proceed with the proposal to conduct the pilot in relation to the removal of areas of operation for taxis of the wheel chair accessible type, and
- (2) that the specification for taxi cars to permit estate type cars as an alternative option to saloon cars, be approved.

TAXI LICENSING – TAXI ADVERTISING

10. There was submitted a report (docketed) dated 11 July 2011 by the Head of Legal Services (1) seeking approval for amendments to the Council's policy on external advertising on taxi cars, to allow suitable full livery advertising on purpose built/purpose adapted wheel chair accessible type vehicles, and to allow suitable front wing and rear quarter panel advertising on saloon type vehicles; (2) detailing the background relative thereto, and (3) recommending that, should policy be varied, a charge of a standard application fee of £35 for applications for advertisements on taxi cars be approved.

Decided:

- (1) that it be agreed to vary the policy on external advertising on taxi cars to allow suitable full livery advertising on purpose built/purpose adapted wheel chair accessible type vehicles, and to allow suitable front wing and rear quarter panel advertising on saloon type vehicles;
- (2) that a standard application fee for applications for advertisements be set at £35 for applications for advertisements on taxi cars, and
- (3) that authority be delegated to the Head of Legal Services to approve applications for appropriate adverts, otherwise, be referred to the Corporate Services (Licensing) Sub-Committee for consideration.

TOWN TWINNING

(1) MOTHERWELL AND WISHAW AMATEUR SWIMMING CLUB

11. There was submitted a report dated 13 July 2011 by the Head of Central Services advising that correspondence had been received (1) indicating that Motherwell and Wishaw Amateur Swimming Club would be travelling to Schweinfurt, Germany during July 2011, and (2) seeking assistance in this respect.

Decided: that assistance in terms of Council policy be awarded to Motherwell and Wishaw Amateur Swimming Club in respect of their visit to Schweinfurt, Germany during July 2011.

(2) SCHWEINFURT TWINNING ASSOCIATION

12. There was submitted a report dated 14 July 2011 by the Head of Central Services advising that correspondence had been received from the Chairman, Schweinfurt Twinning Association (1) indicating that (a) a party of approximately 14 members of the Red Cross, Schweinfurt would be visiting North Lanarkshire from 30 July to 12 August 2011, and (b) that, as part of a Burgereisse Trip, 25 persons will be visiting North Lanarkshire from 19-23 September 2011 and advising that the parties would be arriving with their own coach, and (2) seeking assistance in this respect.

Decided: that assistance in terms of Council policy be awarded to Schweinfurt Twinning Association in respect of the two visits from Schweinfurt, Germany during July and September 2011.

(3) CUMBERNAULD AND KILSYTH RAMBLERS

13. There was submitted a report dated 27 July 2011 by the Head of Central Services advising of correspondence received from Cumbernauld and Kilsyth Ramblers (1) indicating that a party of approximately 17 ramblers would be travelling from Bron, France to Cumbernauld from 7-14 September 2011, and (2) seeking assistance towards this visit.

Decided: that assistance in terms of Council policy be awarded to Cumbernauld and Kilsyth Ramblers in respect of the visit from Bron, France during September 2011.

CORPORATE SERVICES

(1) SUPPORT SERVICES REVIEW: TRANSFER OF SWITCHBOARD TO FINANCE AND CUSTOMER SERVICES

14. With reference to paragraph 7 of the Minute of the meeting of North Lanarkshire Council held on 18 June 2009, when it was agreed that the switchboard service currently provided at the Civic Centre, Motherwell and Fleming House, Cumbernauld be transferred to the Council's Contact Centre, there was submitted a report dated 13 July 2011 by the Head of Central Services (1) providing an update on progress made towards transferring both switchboard provision; (2) detailing the background relative thereto, and (3) indicating that, when a training plan had been implemented and after a three months satisfactory performance on the transfer, the switchboard will be decommissioned.

Decided: that the report be noted.

(2) CIVIC CENTRE SECURITY

15. With reference to paragraph 9 of the Minute of the meeting of the Policy and Resources Committee held on 9 September 2010, when the draft savings options 2011/2012 to 2013/2014 was noted, there was submitted a report dated 26 July 2011 by the Head of Central Services (1) referring to the subsequent decision of the adjourned Council meeting held on 14 December 2010 to approve a service prioritisation saving through the alteration of the security provision within the Civic Centre to remove overnight security; (2) detailing the background relative thereto, and (3) recommending that,

CORPORATE SERVICES – 4 August 2011

to achieve the budgetary savings required, 24 hour security provision for the Civic Centre be retained, by moving to a four on, four off shift pattern with adjustments of level of cover at certain points.

Decided:

- (1) that the Head of Central Services be authorised to take immediate steps to implement 24 hour security provision for the Civic Centre by moving to a four on, four off shift pattern with adjustments to the level of cover at certain points, and
- (2) that the report be remitted to the Policy and Resources (Human Resources) Sub-Committee.