

Motherwell, 21 June 2012 at 10 am.

A Meeting of the **CORPORATE SERVICES COMMITTEE**

PRESENT

Councillor W. Hogg, Convener; Councillor McAuley, Vice-Convener; Councillors Beveridge, Chadha, Clinch, A. Coyle, M. Coyle, Farooq, Grant, Higgins, Irvine, Johnston, Love, Lyle, McKendrick, McLaren, McVey, Majid and Nolan.

CHAIR

Councillor W. Hogg (Convener) presided.

IN ATTENDANCE

The Executive Director of Corporate Services; Head of Central Services; Head of Design and Property Services; Head of Legal Services, and Business Support Manager, Finance and Customer Services.

APOLOGIES

Councillors Harmon 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 2011 TO MARCH 2012

2. There was submitted a report dated 7 June 2012 by the Executive Director of Corporate Services providing details of performance for the period from April 2011 to March 2012 in relation to indicators contained within the performance portfolio.

Decided: that the report be noted.

CORPORATE PROPERTY PERFORMANCE INFORMATION

3. There was submitted a report dated 29 May 2012 by the Head of Design and Property Services (1) advising of performance and expenditure in respect of corporate property maintenance for the financial year 2011/12, and (2) providing, for comparison, information relating to the previous financial year.

Decided: that the contents of the report be noted.

2011/2012 REVENUE MONITORING REPORT – 1 APRIL 2011 TO 31 MARCH 2012

4. There was submitted a report dated 7 June 2012 by the Executive Director of Corporate Services detailing, for the period from 1 April 2011 to 31 March 2012, expenditure and income against the

estimates detailed in the 2011/2012 Corporate Services Budget, including separate details in respect of the four Divisions of that Service.

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

2011/2012 COMPOSITE CAPITAL PROGRAMME – 1 APRIL 2011 TO 31 MARCH 2012

5. There was submitted a report dated 15 June 2012 by the Executive Director of Corporate Services detailing, for the period from 1 April 2011 to 31 March 2012, current expenditure against the estimates contained in the 2011/2012 Annual Capital Programme for Central Services and Design and Property Services Divisions.

Decided: that the contents of the report be noted.

EXTENSION TO MEASURED TERM CONTRACT – WATER QUALITY 2009-2012

6. With reference to paragraph 11 of the Minute of the meeting of the former Policy and Resources (Property) Sub-Committee held on 10 March 2009, when it was agreed that the tender for the Measured Term Contract for Water Quality 2009/2012, received from Rentokil UK Limited, in the indicative sum of £391,480 for a three year period commencing on 1 April 2009, with an option to extend the contract for a further period of two years be accepted, there was submitted a report dated 28 May 2012 by the Head of Design and Property Services (1) proposing that as Rentokil UK Limited had performed entirely satisfactory, the contract be extended for a further period of two years; (2) confirming Rentokil UK Limited has intimated their willingness to undertake a further two years work at the current rates and conditions with the appropriate annual indexed uplift, and (3) indicating that these rates were considered good value for money.

Decided: that the report be approved and noted.

MINUTES OF SUB-COMMITTEES

(1) CORPORATE SERVICES (LICENSING) SUB-COMMITTEE

7. There were submitted the Minutes of the meetings and special meeting of the Corporate Services (Licensing) Sub-Committee held on 25 January, 9 and 15 February, 7, 8 and 28 March, 17 April and 30 May 2012.

Decided: that the Minutes of the meetings and special meeting of the Corporate Services (Licensing) Sub-Committee held on 25 January, 9 and 15 February, 7, 8 and 28 March, 17 April and 30 May 2012 be approved and noted.

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

8. There were submitted the Minutes of the meetings of the Corporate Services (Public Processions) Sub-Committee held on 17 April and 1 June 2012.

Decided: that the Minutes of the meetings of the Corporate Services (Public Processions) Sub-Committee held on 17 April and 1 June 2012 be approved and noted.

(3) CIVIC FUNCTIONS GROUP

9. There was submitted the Minute of the meeting of the Civic Functions Group held on 31 May 2012.

Decided: that the Minute of the meeting of the Civic Functions Group held on 31 May 2012 be approved and noted.

PUBLIC SERVICE IMPROVEMENT FRAMEWORK (PSIF) 2011/2013 – UPDATE – DESIGN SERVICES

10. With reference to paragraph 9 of the Minute of the meeting of this Committee held on 4 November 2010, when it was agreed that the Public Sector Improvement Framework Action Plan for Design Services be progressed, there was submitted a report dated 10 May 2012 by the Head of Design and Property Services (1) advising on the progress of the Design Services Public Service Improvement Framework Action Plan; (2) detailing the background relative thereto; (3) outlining the progress in the implementation of the Plan, together with the impact, and (4) providing, in the Appendix to the report, the updated Action Plan.

Decided: that the progress of the Public Sector Improvement Framework Action Plan for Design Services be approved and noted.

MEMBERS TRAINING

(1) ELECTED MEMBERS TRAINING AND DEVELOPMENT ACTIVITIES 2011/12 YEAR END REVIEW

11. There was submitted a report dated 31 May 2012 by the Executive Director of Corporate Services advising of training and development activity undertaken by elected Members in 2011/12.

Decided: that the contents of the report be noted.

(2) MEMBERS TRAINING AND DEVELOPMENT 2012/13

12. There was submitted a report dated 31 May 2012 by the Executive Director of Corporate Services (1) providing an update on arrangements made in respect of Members training and development; (2) detailing the background relative thereto; (3) containing, in the Appendix to the report, a programme of training and development up to June 2013; (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 issue a learning and development pack for 2012/13, containing elected Member role descriptions, the competency framework, and a personal development plan which would be tailored to meet individual requirements, briefing notes and Improvement Service notebooks.

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

APPOINTMENTS TO PRISON VISITING COMMITTEES

13. There was submitted a report (docketed) dated 25 May 2012 by the Head of Central Services (1) advising that the Council, in terms of the Prisons and Young Offenders Institution (Scotland) Rules 1994, as amended, is responsible for the appointment of members to Shotts, Barlinnie and Addiewell Prison Visiting Committees; (2) indicating that the Scottish Government, following the conclusion of its

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consultation on the independent monitoring of prisons had plans to replace Prison Visiting Committees; (3) referring to the meeting of this Committee held on 2 February 2012, when it was agreed to make representations to the Cabinet Secretary indicating extreme concern at the areas of work the Prison Visiting Committees which cannot be covered by the proposed replacement and the very grave risk if those areas of work were not covered, and, for that reason, to urge the Cabinet Secretary to take no action to abolish Prison Visiting Committees until this matter had been fully considered; (4) setting out details of the existing non elected Members who have confirmed their willingness to continue to serve on the Committee; (5) detailing the arrangements for the appointment of new members to the Prison Visiting Committees, and (6) seeking nominations of Members of the Council to the Prison Visiting Committees.

Decided:

- (1) that it be remitted to the Council to consider appointing Members of the Council to the Prison Visiting Committees, and
- (2) that the contents of the report, including the appointment of other members to the Prison Visiting Committees and the recruitment arrangements, be otherwise approved and noted.

CHILDREN'S HEARING (SCOTLAND) ACT 2011 – IMPLEMENTATION – UPDATE

14. With reference to paragraph 10 of the Minute of the meeting of this Committee held on 10 February 2011, when it was noted that the Children's Hearings (Scotland) Bill had been enacted and arrangements were in hand to progress the creation of a national body to undertake many of the current duties of the Children's Panel Advisory Committee (CPAC) and the Children's Panel, there was submitted a report dated 31 May 2012 by the Head of Central Services (1) advising that Ms. Bernadette Monaghan had been appointed to the post of National Convener of the new national body, to be known as Children's Hearings Scotland; (2) detailing the background relative thereto; (3) indicating that the Scottish Ministers had agreed to extend the timetable for the planned implementation of changes to the Children's Hearing System to the second quarter of 2013, and (4) further advising that the delay in implementing the proposals would allow more time for discussion between the Council and the Children's Hearing Scotland regarding support to the Children's Hearing System in North Lanarkshire.

Decided: that the contents of the report be noted.

DRAFT INQUIRIES (SCOTLAND) RULES 2007 – CONSULTATION PAPER

15. There was submitted a report dated 24 May 2012 by the Head of Legal Services (1) seeking homologation of the Council's response to the Scottish Government's consultation seeking views on amendments to the Inquiries (Scotland) Rules 2007, as contained within the Appendix to the report, and (2) providing details thereon.

Decided: that the action taken in forwarding a response to the Scottish Government on amendments to the Inquiries (Scotland) Rules 2007, as contained within the Appendix to the report be homologated.

CONSULTATION ON THE SCOTTISH GOVERNMENT'S PROPOSALS FOR A NEW TRIBUNAL SYSTEM FOR SCOTLAND

16. There was submitted a report dated 23 May 2012 by the Head of Legal Services (1) seeking homologation for the Council's response to the Scottish Government proposal for a new Tribunal System in Scotland, as contained within the Appendix to the report, and (2) providing details thereon.
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Decided: that the action taken in forwarding a response to the Scottish Government on proposals for a new Tribunal System for Scotland, as contained within the Appendix to the report, be homologated.

TAXI FARES REVIEW 2012

17. With reference to paragraph 10 of the Minute of the meeting of this Committee held on 12 May 2011, when it was agreed that the taxi fare scales, as contained within the Appendix to the report be approved, there was submitted a report (docketed) dated 28 May 2012 by the Head of Legal Services advising (1) that Section 17 of the Civic Government (Scotland) Act 1982 obliges the Council, as licensing authority to fix from time to time scales for the fees and other charges in respect of the hire of taxis in its area, and (2) that such reviews are required to be carried out at intervals of no greater than 18 months and that the Council now require to carry out a taxi fare review.

Decided:

- (1) that the Head of Legal Services be authorised to enter into full consultation with the taxi trade on the issue of taxi fares, and
- (2) that a further report be submitted to a future meeting of this Committee.

TOWN TWINNING

(1) SCHWEINFURT, GERMANY

18. There was submitted a report dated 29 May 2012 by the Head of Central Services (1) advising of action taken, following consultation with the Convener, in awarding assistance to Schweinfurt Twinning Association in respect of (a) a party of six persons from Schweinfurt travelling to North Lanarkshire during April 2012, and (b) a party of approximately 20 persons travelling to Schweinfurt, Germany during July 2012, and (2) seeking homologation in this respect.

Thereon, the Head of Central Services, orally, updated Members on correspondence received from the Oberbürgermeister of the Stadt, Schweinfurt inviting the Council to be represented at the 50th anniversary celebrations and action taken in relation thereto.

Decided: that the action taken by the Head of Central Services, following consultation with the Convener in awarding assistance to Schweinfurt Twinning Association be homologated and the position regarding the 50th anniversary celebrations be noted.

(2) SCHWEINFURT UNTERFRANKENSCHAU 2012

19. With reference to paragraph 21 of the Minute of the meeting of this Committee held on 19 May 2010, when it was agreed to award the Schweinfurt Twinning Association a grant not exceeding £2,500 to support participation in the Schweinfurt Unterfrankenschau 2010 (UFRA), there was submitted a report dated 29 May 2012 by the Head of Central Services advising that correspondence had been received from the Chairman, Schweinfurt Twinning Association (1) indicating that this year, again, they would be participating in the Unterfrankenschau 2012, and (2) seeking financial assistance to enable them to do so.

Decided: that it be agreed to award the Schweinfurt Twinning Association a grant not exceeding £2,500 to support participation in the Schweinfurt Unterfrankenschau 2012.

CONFERENCES

20. There was submitted a report dated 12 June 2012 by the Executive Director of Corporate Services (1) advising of an invitation received in respect of member attendance at a conference, and (2) seeking that consideration be given to the invitation.

Decided: that the attendance at the following conference be authorised:-

Conference	Venue	Date	Attendance
Implementing the Public Records (Scotland) Act	Edinburgh	19 September 2012	Councillor Clinch