

**Motherwell, 20 November 2019 at 2 pm.**

A Meeting of the **ENVIRONMENT AND TRANSPORTATION COMMITTEE**

**PRESENT**

Councillor McPake, Convener; Councillor Reddin, Vice-Convener; Councillors J. Ashraf, Cochrane, Di Mascio, Docherty, Douglas, Duffy, Goldie, Logue, McManus, Mooney, Roarty, Stocks, Annette Valentine, Weir and Woods.

**CHAIR**

Councillor McPake (Convener) presided.

**IN ATTENDANCE**

The Executive Director (Enterprise and Communities), Head of Environmental Assets, Head of Regulatory Services and Waste Solutions, and Committee Officer.

**APOLOGIES**

Councillors Anderson, Carragher, Cullen, Doolan, Gourlay, Lennon, McNeil and Wilson.

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

1. Councillor Douglas declared an interest in paragraph 9, by virtue of one of the contract award organisations being known to him, left the meeting and took no part in the determination of the item.

**THE PLAN FOR NORTH LANARKSHIRE: STRATEGIC PERFORMANCE FRAMEWORK REPORTING ARRANGEMENTS**

2. With reference to paragraph 5 of the Minute of the meeting of the Policy and Strategy Committee held on 26 September 2019, when the implementation of the Strategic Performance Framework was agreed, there was submitted a report by the Head of Business Solutions (1) outlining the next steps in terms of the reporting arrangements to Service Committees for the Strategic Performance Framework; (2) advising that the aim was (a) to ensure that evidence presented to the Committee allowed day to day activities and progress towards achieving the shared ambition to be regularly reported, monitored, assessed and scrutinised, and (b) to enable performance issues to be identified and any required remedial action to be undertaken to ensure that the Council remained on track towards achieving the shared ambition; (3) detailing, in the Appendix to the report, the Strategic Performance Framework extracts relevant to the Committee, and (4) intimating that future reports would be submitted to Committee during 2020 providing performance against the items outlined in the Strategic Performance Framework extracts.

**Decided:**

- (1) that the content of the report and accompanying Appendices be noted, and
- (2) that the next steps, as outlined in the report, be noted.

**SINGLE USE PLASTIC ACTION PLAN**

3. There was submitted a report by the Head of Environmental Assets (1) providing, in the Appendix to the report, a copy of the proposed Single Use Plastic Action Plan 2019/24; (2) intimating that the Plan was presented as the first phase of action to reduce single use plastic, with particular focus on the catering service of the Council; (3) detailing the aims of the Plan, and (4) highlighting that the Plan was an integral part of the Environment Strategy, which brought together separate but related strategies, policies and plans in order to ensure a consistent approach to the environment.

**Decided:**

- (1) that the content of the report be noted, and
- (2) that the Single Use Action Plan 2019/24, as detailed in the Appendix to the report, be promoted and supported.

**RESILIENCE PLANNING AND BUSINESS CONTINUITY UPDATE**

4. There was submitted a report by the Head of Regulatory Services and Waste Solutions (1) advising that, following an Internal Audit report in November 2018, a number of actions were required in order to further improve the Council's overall resilience through effective Business Continuity Planning (BCP); (2) seeking approval for the Business Continuity Guidance document, as outlined in the Appendix to the report, and (3) highlighting that the document provided specific guidance on key areas of BCP, together with standard templates designed to assist all Services in delivering an improved and standardised approach towards BCP.

**Decided:**

- (1) that the content of the report be noted, and
- (2) that the Business Continuity Guidance document, as detailed in the Appendix to the report, be endorsed and approved.

**BUSINESS REGULATION SERVICE PLAN 2019/20**

5. There was submitted a report by the Head of Regulatory Services and Waste Solutions (1) advising that local authority regulators of food safety and occupational health and safety were required to plan their enforcement and advisory activities, including mapping out specific aims and objectives for the financial year; (2) seeking approval of the Business Regulation Service Plan 2019/20, as outlined in the Appendix to the report, and (3) detailing that the Plan highlighted (a) the adoption of the new Food Law Rating System, which combined the old rating system for food hygiene and food standards into one food law intervention scheme, and (b) the commencement of the new official control verification audit process for approved food premises.

**Decided:**

- (1) that the content of the report be noted, and
- (2) that the Business Regulation Service Plan 2019/20, as detailed in the Appendix to the report, be approved.
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**REVIEW OF ANIMAL LICENCE FEES**

6. There was submitted a report by the Head of Regulatory Services and Waste Solutions (1) advising that a review of animal licensing fees currently charged by the Council had been undertaken; (2) detailing the results of the review, and (3) outlining, in the Appendix to the report (a) a comparison of the Council's current animal licensing fees; (b) the proposed revised fees; (c) details of the average licence charge across Scotland, and (d) the number of licenses currently held by the Council, and (4) highlighting that the new charges would enable Protective Services to move towards achieving full cost recovery for the animal licensing services.

**Decided:**

- (1) that the content of the report be noted, and
- (2) that the revised animal licensing fees, as detailed in the Appendix to the report, be endorsed and approved.

**CONTRACTS FOR NOTING**

**(1) DISPOSAL/RECYCLING OF BULKY WASTE AND FLY TIPPING REMOVAL SERVICE**

7. There was submitted a report by the Head of Regulatory Services and Waste Solutions advising of the actions taken by the Executive Director (Enterprise and Communities), under delegated authority, to approve the award of the contract for the Disposal/Recycling of Bulky Waste from the Special Uplift Service and the Fly Tipping Removal Service to Dow Group Limited, for a period of three years, with two possible one year extensions, for a maximum value of £2.679m (excluding VAT).

**Decided:** that the actions of the Executive Director (Enterprise and Communities), under delegated authority, to approve the award of the contract for the Provision of Waste Management and Recycling Services for Bulky Waste to Dow Group Limited, for a period of three years, with two possible one year extensions, for a maximum value of £2.679m (excluding VAT), be noted.

**(2) FLEET PROCUREMENT - LIQUID FUEL**

8. There was submitted a report by the Head of Regulatory Services and Waste Solutions advising of the actions taken by the Executive Director (Enterprise and Communities), under delegated authority, to approve the award of one call-off contract for the Supply and Delivery of Liquid Fuel to Certas Energy Limited (trading as Scottish Fuels) for a total combined value of approximately £8m.

**Decided:** that the actions taken by the Executive Director (Enterprise and Communities), under delegated authority, to approve the award of one call-off contract for the Supply and Delivery of Liquid Fuel to Certas Energy Limited (trading as Scottish Fuels), for a total combined value of approximately £8m, be noted.

**Councillor Douglas, prior to consideration of the following item of business, declared an interest by virtue of one of the contract award organisations being known to him, left the meeting and took no part in the determination of the item.**

**CONTRACTS AWARDED BELOW COMMITTEE APPROVAL THRESHOLD**

9. There was submitted a report by the Head of Asset and Procurement Solutions providing, in the Appendix to the report, details of contracts which had been awarded by him, under delegated authority, during the period from 1 July to 30 September 2019.

**Decided:** that the content of the report and Appendix be noted.