



MINUTES

SCTS ESTATES, HEALTH & SAFETY, FIRE AND SECURITY COMMITTEE MEETING: Monday 11 November 2019 – Parliament House, Edinburgh

Members Present:

Sheriff Grant McCulloch, Non-Executive Member SCTS Board (Chair)
Professor Hugh MacDougall, Non-Executive Member SCTS Board (Deputy Chair)
Aileen Gomes, Non-Executive Member
Donald Wooley, Non-Executive Member
Tom Gorman, Non-Executive Member
Morna Rae, Non-Executive Member SCTS Board

Attended:

Richard Maconachie, Chief Finance Officer, SCTS
David Currie, Director Property & Services, SCTS
Yvonne Taylor, Director Operations Delivery, SCTS
Tara McNamara, Executive Support Officer, SCTS (Minutes)

Apologies:

May Dunsmuir, President of the Health and Education Chamber, First-tier Tribunal for Scotland, Non-Executive Member

1. Declaration of Interests

1.1 There were no new declarations of interest. Sheriff McCulloch and Morna Rae reiterated their interest in Kirkcaldy and Paisley, respectively.

2. Minutes of the Meeting (SCTS/EST/Sep19/Mins)

2. The minutes of the meeting held on 24 September 2019 were approved.

3. Matters Arising (including feedback from SCTS Board)

3.1 There were no outstanding action points from the previous meeting.

3.2 The Chair highlighted issues discussed and decisions made at the October meeting of the SCTS Board which had a bearing on Estates matters.

4. Annual Report to the SCTS Board (SCTS/EST/Nov19/24)

4.1 The Committee reviewed and approved the final draft of their Annual Report to the SCTS Board, subject to minor amendment. The report summarised the work of the Committee over the last year and set out their priorities for the coming year. The Chair would present the report to the SCTS Board at their meeting on the 25 November 2019.

5. Internal Audit Report – Estates Capital Investment Strategy Programme and Maintenance (SCTS/EST/Nov19/25)

5.1 The Executive presented the Internal Audit Estates Capital Investment Strategy – Programme and Maintenance Report for 2019-20 which had provided a Substantial assurance audit opinion. The report had identified two low risk recommendations, both of which had been addressed.

5.2 Members commended the work of the PSU Director and his team and acknowledged the organisation's achievement in receiving a Substantial assurance audit opinion.

6. Review of Risk – Project RAG (SCTS/EST/Nov19/26)

6.1 The Executive presented the Estates projects RAG report and provided members with an update on the overall position of current Estates projects. The projects marked 'amber' were discussed, and assurances provided that the projects were being managed effectively. Twenty-one projects were rated as green, on track. Two projects had been marked completed since the last meeting.

7. Estates Budget Update 2019-20 (SCTS/EST/Nov19/27)

7.1 The Committee received an update on progress of the allocation and use of the Estates budget for 2019-20. The Executive advised members that discussions were ongoing with the Scottish Government (SG) in relation to additional year-end capital funding.

7.2 The Committee acknowledged the current and ongoing financial pressures and constraints under which the organisation continued to operate and they commended the ongoing commitment of the Executive and PSU to review and utilise available funding throughout the year.

7.3 Members thanked the Executive for the comprehensive financial outline provided. The Committee agreed with the proposals to commit resources of up to £5.03m and maintain a list of 'shovel ready' projects to enable SCTS to utilise available funding.

8. Estates Capital Investment Plan – Update (SCTS/EST/Nov19/28)

8.1 *The record of this discussion was considered confidential and exempt from publication.*

9. Hadrian House, Falkirk – Update (Oral)

9.1 *The record of this discussion was considered confidential and exempt from publication.*

10. Paisley Health & Safety Incident – Update (Oral)

10.1 *The record of this discussion was considered confidential and exempt from publication.*

11. Glasgow Tribunals Centre Lifts – Update (SCTS/EST/Nov19/29)

11.1 The Executive presented an outline of the recent measures taken and consideration to the decision to install a replacement lift at Glasgow Tribunals Centre (GTC) following continued difficulties with lift number 3.

11.2 The Executive advised members that, despite repeated efforts by lift companies and independent consultants, along with remedial and refurbishment works carried out to date, the underlying issue which had caused repeated failures since SCTS gained access to the building could not be determined.

11.3 Members acknowledged the reoccurring issues with lift 3. They agreed that maintaining the lift was no longer a sustainable option. Members supported the Executives decision to replace the lift, in order to ensure an adequate, reliable and acceptable service was in place for all staff and users of the GTC.

12. Major Capital Projects (SCTS/EST/Nov19/30)

12.1 Members were informed on the current progress being made on the major estates capital projects underway within SCTS:

- Inverness Justice Centre (IJC) – the programme for contract completion was on track for January 2020.
- Kirkcaldy Sheriff Court – progress continued with construction works, on the new two court complex, scheduled for completion in January 2020. Members also received an update on the existing Sheriff Court building where recent heavy rainfall had resulted in water damage; substantive roofing work had been undertaken to ensure the building remained wind and watertight.
- Dumbarton Sheriff Court – good progress had been made with stonework repairs and other structural matters. Some additional works had been identified which had increased the overall costs and impacted on the project completion by 4 weeks. Completion of construction works is now scheduled for January 2020.
- Peterhead Sheriff Court – the roof works had been successfully completed along with internal refurbishment of water damaged areas.
- Dundee Annexe – development options for Dundee continued to be explored. A paper had been submitted to the Executive Team for consideration, highlighting options and funding opportunities available. The Executive Team had requested further work on future business levels for Dundee to inform the decision.
- Aberdeen City Council Masterplan Feasibility – discussions were ongoing with Aberdeen City Council regarding the potential to deliver improved Justice Services in a redeveloped Town House complex.
- 6th Floor Atlantic Quay – a formal opening ceremony by the Cabinet Secretary for Justice and the Lord Justice Clerk would be held on 18 November 2019.

13. Inverness Justice Centre – IJC Financial Position (SCTS/EST/Nov19/31)

13.1 *The record of this discussion was considered confidential and exempt from publication.*

14. Arbroath Sheriff Court – Update (SCTS/EST/Nov19/32)

14.1 The Executive updated the Committee on further communications received from the Arbroath Community Council Trust (ACCT) in relation to progress with funding for their bid to take ownership of the courthouse. A decision on the outcome of the Historic Education Scotland (HES) funding application was expected by mid-November.

ACTION: The Executive undertook to advise members with an update on the outcome of the ACCT application in writing.

14.2 Members noted the update, and agreed in the event the application outcome was unsuccessful; SCTS should proceed to place the Courthouse building on the open market.

15. Jury Room Accommodation (Oral)

15.1 The Executive informed the Committee that an update on Jury Room Accommodation would be provided at a future meeting.

16. Any Other Business

16.1 The Chair highlighted the dates of future meetings in 2020:

- Monday 24 February 2020
- Monday 1 June 2020
- Monday 24 August 2020
- Monday 26 October 2020

Members agreed that the next meeting would take place in Kirkcaldy and would include a visit to the Sheriff Court and new two court complex site.

Thereafter the Chair and members expressed their thanks to Professor MacDougall, whose last meeting this was, noting his specific interest in all matters custodial. In reply, the Deputy Chair gave an impassioned plea for ambition in new developments.

SCTS Estates, Health & Safety, Fire and Security Committee
November 2019