

ANGUS COUNCIL

MINUTE of MEETING of the **CORPORATE SERVICES COMMITTEE** held in the Town and County Hall, Forfar on Thursday 4 September 2008 at 4.00 pm.

Present: Councillors MARK SALMOND, JOHN WHYTE, IAIN GAUL, ALEX KING, IAN MACKINTOSH, DAVID MAY, BILL MIDDLETON, PETER MURPHY, ROB MURRAY, ROBERT MYLES, PETER NIELD, HELEN OSWALD, RALPH PALMER, JOHN RYMER and SANDY WEST.

Councillor SALMOND, Convener, in the Chair.

1. APOLOGIES/SUBSTITUTES

An apology for absence was intimated on behalf of Councillor Robert Myles with Councillor Colin Brown substituting.

2. DECLARATIONS OF INTEREST

Councillor Whyte declared an interest in item 24 as a former secretary of Monifieth Further Education Association. He indicated that he would participate in any discussion and voting on any questions arising from this item.

Councillor Gaul declared an interest in item 24 as the husband of the Chair of Forfar Area Partnership. He indicated that he would not participate in any discussion and voting on any questions arising from this item.

Councillor Oswald declared an interest in item 24 as the mother-in-law of a committee member of Lochlands Bowling Club. She indicated that she would not participate in any discussion and voting on any questions arising from this item.

3. MINUTES

(a) Previous Meeting

The [minute of meeting of this Committee of 12 June 2008](#) was approved as a correct record and signed by the Convener.

(b) Executive Sub-Committee

The [minute of meeting of the Executive Sub-Committee of 24 July 2008](#), a copy of which is appended hereto, was submitted and noted (**APPENDIX I**).

4. ARBROATH AND AREA PARTNERSHIP CIVIC PRIDE GRANT APPLICATION

With reference to Article 7 of the minute of meeting of the Executive Sub-Committee of this Committee of 24 July 2008, there was submitted [Joint Report No 853/08](#) by the Chief Executive and the Director of Infrastructure Services containing additional information on the nature of the advertising by the Arbroath and Area Partnership with regard to their events during the summer 2008 and having heard Councillor King who, together with Councillor Ellis, had referred this matter for a decision in terms of Standing Order 39(3)(ii) the Committee agreed:-

- (i) to note the additional information on the precise nature of the advertising by the Arbroath and Area Partnership; and
- (ii) to authorise the award of a grant of £1,970 from the Angus Council Civic Pride Grants Scheme to the Arbroath and Area Partnership.

5. ENERGY EFFICIENCY INITIATIVE FUND INVEST TO SAVE PROJECTS 2008/2009 - PHASE 3

With reference to Article 11 of the minute of meeting of this Committee of 12 June 2008, there was submitted [Report No 854/08](#) by the Director of Corporate Services advising members of the Programme of Energy "Invest to Save" Projects in Phase 3 to be

undertaken, utilising the Energy Efficiency Initiative Fund which would assist the Council in reducing its CO₂ emissions.

The Committee agreed:-

- (i) to note the contents of the Report;
- (ii) to approve the programme of "Invest to Save" projects as detailed in the Report, at an estimated cost of £11,467 from the Energy Efficiency Initiative Fund 2008/2009; and
- (iii) to note that the forecast annual savings of £6,056 would be retained by the Council, with a proportion of the energy bill savings being used to repay the initial investment by flowing back into the fund.

6. INTRODUCTION OF THE CARBON REDUCTION COMMITMENT OBLIGATION

With reference to Article 6 of the minute of meeting of the Strategic Policy Committee of 6 May 2008, there was submitted [Report No 856/08](#) by the Director of Corporate Services advising on the implications of the introduction of the carbon reduction commitment obligation for the Council from financial year 2010/2011.

The Report indicated that the Government was introducing a new legislative duty for all business and public sector organisations which consumed more than 6,000 MWh of electricity and the Report provided an overview of the implications for the Council.

The Committee agreed:-

- (i) to note the contents of the Report; and
- (ii) to note that the Director of Corporate Services would continue to monitor developments, assess impact and submit a further Report detailing the more accurate resource implications of the legislation.

7. ENERGY PERFORMANCE OF BUILDINGS - IMPLEMENTATION

With reference to Article 15 of the minute of meeting of the Resources and Central Services Committee of 20 October 2005, there was submitted [Report No 857/08](#) advising on the implications of implementing the Scottish Government enactment of the EU Directive on the energy performance of buildings by 4 January 2009.

The Report provided an overview of the enhancement, the timescale, the penalties for non-compliance and actions taken by the Council.

The Committee agreed:-

- (i) to note the contents of the Report;
- (ii) to homologate the decision by the Head of Property, in consultation with the Director of Corporate Services, to secure tenders from specialist consultants as the contract required was of an urgent nature to suit the exigencies of the service, in accordance with Financial Regulation 16.3.2 (a);
- (iii) to homologate the decision by the Director of Corporate Services, in consultation with the Convener and the opposition spokesperson, the Chief Executive and the Head of Finance to accept the tender from NIFES Consulting Group in the sum of £84,940 due to the urgent nature of the works and to instruct commencement of the works immediately; and

- (iv) to note that a further Report would be submitted by the Director of Corporate Services in December 2008 detailing the progress achieved.

8. POTENTIAL IMPLICATIONS OF INCREASES IN ENERGY COSTS

With reference to Article 12 of the minute of meeting of this Committee of 1 May 2008, there was submitted [Report No 867/08](#) by the Director of Corporate Services advising members on the potential implications of the current and future increases in contract rates and the overall cost of energy consumed by the non-housing council estate.

The Report provided an overview of anticipated increases in energy costs, having regard to the significant increases which had taken place over the past four years.

The Committee agreed:-

- (i) to note the contents of the Report; and
- (ii) to note that the Director of Corporate Services would continue to monitor developments, assess impact and submit a further Report detailing more accurate resource implications as part of the budget setting process for financial year 2009/2010.

9. CENTRAL ENERGY EFFICIENCY FUND ANNUAL REPORT 2007/2008

With reference to Article 6 of the minute of meeting of the Resources and Central Services Committee of 9 September 2004, there was submitted and noted [Report No 858/08](#) by the Director of Corporate Services presenting the 2007/2008 end of year status of the Energy Efficiency Initiative Fund which at 31 March 2008 was valued at £193,383.

10. PROPERTY MAINTENANCE END OF YEAR REPORT 2007/2008

With reference to Article 14 of the minute of meeting of this Committee of 31 January 2008, there was submitted and noted [Report No 859/08](#) by the Director of Corporate Services presenting the 2007/2008 end of year status of expenditure on the maintenance of non-housing properties.

11. END OF YEAR REPORT ON THE ENVIRONMENTAL IMPACT OF ENERGY CONSUMPTION DURING 2007/2008

With reference to Article 13 of the minute of meeting of this Committee of 31 January 2008, there was submitted [Report No 860/08](#) by the Director of Corporate Services presenting the 2007/2008 end of year status of the environmental impact of the energy consumed by the non-housing building stock and the progress towards meeting the target of a 12.5% reduction in CO₂ emissions by 1 April 2010 and detailing the initiatives which were being pursued.

The Committee agreed to note the contents of the Report.

12. ENERGY BUDGET END OF YEAR REPORT 2007/2008

With reference to Article 12 of the minute of meeting of this Committee of 31 January 2008, there was submitted and noted [Report No 861/08](#) by the Director of Corporate Services presenting the 2007/2008 end of year status of expenditure on the individual Council heating fuel and electricity budgets for non-housing properties.

13. MARKET PROCUREMENT OF WATER SERVICES

There was submitted [Report No 862/08](#) by the Director of Corporate Services advising members on the implications for the Council of the opening up of the retail market for non-domestic water and sewerage as a consequence of the Water Services Etc (Scotland) Act 2005.

The Report indicated that, while the Council had an opportunity to benefit from the new arrangements as a consequence of savings which might be introduced by the reduced costs associated with the charging for water and sewerage services, a careful approach was advised until the market had developed sufficiently.

The Committee agreed:-

- (i) to note the contents of the Report;
- (ii) to authorise a two year contract being entered into with Business Stream for the period September 2008 to September 2010, at an estimated saving of £50,000 in the full year, to allow continuity of current budgetary and management arrangements to enable the market place to settle;
- (iii) to note that a twenty eight day notice contract break clause for the Council would be sought; and
- (iv) to instruct the Director of Corporate Services to monitor developments in the market place with a view to identifying opportunities for reduced procurement costs, in partnership with Tayside Procurement Consortium.

14. PUBLIC BUILDING CLEANING CLIENT MONITORING 2007/2008

With reference to Article 7 of the minute of meeting of this Committee of 6 September 2007, there was submitted [Report No 863/08](#) by the Director of Corporate Services outlining the monitoring of notified complaints in respect of the public building cleaning contract carried out by Community Services, Direct Services - Waste Operations and indicating that, on the basis of only one complaint recorded, which was of a minor nature, it was clear that Community Services continued to provide a very satisfactory standard of service in accordance with the terms of the contract.

The Committee, for its interest, agreed to note the contents of the Report.

15. PROPERTY RENEWAL AND REPAIR FUND UPDATE OF FUNDING ARRANGEMENTS AND PLANNED PROGRAMME OF URGENT REPAIRS 2008/2009 - PHASE 2

With reference to Article 10 of the minute of meeting of this Committee of 1 May 2008, there was submitted [Report No 864/08](#) by the Director of Corporate Services advising on the next programme of urgent repairs to be undertaken utilising the Property Renewal and Repair Fund.

The Report recommended that the programme of urgent repairs detailed in the Report should be undertaken at the earliest possible date to ensure that the properties concerned were quickly brought up to standard.

The Committee agreed:-

- (i) to note the contents of the Report;
- (ii) to approve the next programme of work for the execution of urgent property repairs at an estimated cost of £139,390, utilising the Property Renewal and Repair Fund; and
- (iii) to note the list of works specifically identified for Bruce House, Phase 1, as detailed in the Report.

16. PROPERTY TRANSACTIONS

With reference to Article 10 of the minute of meeting of this Committee of 12 June 2008, there was submitted [Report No 865/08](#) by the Director of Corporate Services advising members of the outcome of negotiations for lease renewals, rent reviews, negotiated disposal and acquisitions which had been provisionally agreed.

The Committee agreed to note and approve the conclusion of negotiations detailed in Appendices I, II, III and IV of the Report.

17. ALTERATIONS AND EXTENSION TO MAISONDIEU PRIMARY SCHOOL, BRECHIN - TENDER REPORT

With reference to Article 7 of the minute of meeting of this Committee of 12 June 2008, there was submitted [Report No 866/08](#) by the Director of Corporate Services detailing tenders received for the alterations and extension to Maisondieu Primary School, Brechin.

The Committee agreed:-

- (i) to approve acceptance of the lowest tender for this project, that of Muirfield (Contracts) Ltd, Dundee in the modified amount of £272,433.82 which included a provisional sum of £4,500 for the creation of an alternative fire escape route;
- (ii) to approve the estimated total cost of £341,434 (at out-turn prices);
- (iii) to note that this project would be funded from an allowance of £370,000 in the Education Department 2007/2011 Financial Plan, 2008/2009 Capital Budget as presented to the special Education Committee on 27 February 2008; and
- (iv) to note the revenue implications arising from this project (first full year 2010/2011) as contained in the Report.

18. SEAVIEW PRIMARY SCHOOL: STOPPING-UP OF A SECTION OF FOOTPATH AND SURPLUS LAND/PROPERTY

With reference to Article 9 of the minute of meeting of the Education Committee of 28 August 2008, there was submitted [Joint Report No 776/08](#) by the Director of Education, the Director of Infrastructure Services and the Director of Corporate Services seeking approval to promote a footpath and diversion order to divert a length of footpath at Seaview Primary School, Montrose and to declare the nursery building at the school and associated ground surplus to the requirement of the Council.

Having heard Councillor Murray, the Committee, for its interest, agreed:-

- (i) to note the contents of the Report;
- (ii) to declare the current nursery building and associated ground surplus to the requirements of the Council and to authorise arrangements to be made to dispose of this on the open market; and
- (iii) to instruct the Director of Corporate Services to submit a Development Brief in respect of this ground to a future meeting of this Committee having regard to the potential options for use of the site and the estimated capital receipt provision within the Financial Plan.

19. PHASE 3 ALTERATIONS AND IMPROVEMENTS TO BRECHIN TOWN HOUSE MUSEUM - TENDER REPORT

With reference to Article 4 of the minute of meeting of this Committee of 1 May 2008, there was submitted [Report No 868/08](#) by the Director of Corporate Services detailing tenders received for the phase 3 alterations and improvements to Brechin Town House Museum.

The Committee agreed:-

- (i) to approve acceptance of the lowest tender received, that of R S Hill, Forfar in the amount of £274,251.41, subject to approval by the Brechin Town Heritage Initiative of their contribution of approximately £218,000;
- (ii) to approve the estimated total cost of £380,000 (at out-turn prices);
- (iii) to note that an allowance of £462,000 had been made for this project in the Community Service Section of the 2007/2011 Financial Plan and 2008/2009 Capital Budget, as submitted to the special Neighbourhood Services Committee on 27 February 2008;

- (iv) to note that the revised funding package of the estimated total cost of £380,000 comprised £162,000 from the Brechin Common Good Fund and £218,000 from the Brechin Town Heritage Initiative; and
- (v) to note the revenue implications arising from this project (first full year 2010/2011) as contained in the Report.

20. SCHOOLHOUSE, INVERBROTHOCK PRIMARY SCHOOL, ARBROATH

With reference to Article 5 of the minute of meeting of this Committee of 31 January 2008, there was submitted [Report No 869/08](#) by the Director of Corporate Services advising members of the progress in disposing of the schoolhouse at Inverbrothock Primary School, Arbroath.

The Report indicated that the local community group who had originally expressed an interest in the building had now stated that they were unable to raise the necessary funds to acquire the property within the timescale stipulated.

Having heard from Councillor King who stressed that more advice might be given to Community Groups relating to funding packages to enable them to compete on the open market where appropriate, the Committee agreed:-

- (i) to note the contents of the Report; and
- (ii) to instruct the Director of Corporate Services to arrange for the schoolhouse at Inverbrothock Primary School, Arbroath to be marketed for sale on the open market.

21. AWARD OF FIXED CIRCUIT TELECOMMUNICATION SERVICES CONTRACT 2008

With reference to Article 10 of the minute of meeting of this Committee of 13 March 2008, there was submitted [Report No 870/08](#) by the Director of Corporate Services summarising the evaluation of tenders received for the procurement of a Fixed Circuit Telecommunications Services Contract 2008 and recommending award of the most economically advantageous to the Council.

The Committee agreed:-

- (i) to note the contents of the Report;
- (ii) to note the evaluation process which had been undertaken; and
- (iii) to approve acceptance of the most economically advantageous tender to the Council, that of BT plc.

22. PUBLIC HOLIDAYS FOR LOCAL TRADERS IN THE YEAR 2009

With reference to Article 8 of the minute of meeting of this Committee of 25 October 2007, there was submitted [Report No 871/08](#) by the Director of Corporate Services setting out proposed public holidays for local traders in 2009.

The Committee agreed to approve the recommended public holiday dates for local traders in the year 2009, as detailed in the Report.

23. EDUCATION REVENUE BUDGET MONITORING FOR THE PERIOD TO 31 MARCH 2008

With reference to Article 10 of the minute of meeting of the Education Committee of 28 August 2008, there was submitted [Joint Report No 777/08](#) by the Director of Education and the Director of Corporate Services advising members of the net revenue expenditure compared to budget for the financial year to 31 March 2008 and providing comment on the more significant variances arising.

The Committee, for its interest, agreed to:-

- (i) note the contents of the Report;

- (ii) to instruct that future year-end reports should detail devolved school management surpluses on a school by school basis;

24. ANGUS COUNCIL COMMUNITY GRANT SCHEME - NEW APPLICATIONS

Councillor Gaul and Councillor Oswald, having declared an interest at Article 2 above, left the meeting during consideration of this item of business

With reference to Article 12 of the minute of this Committee of 12 June 2008, there was submitted [Report No 872/08](#) by the Director of Infrastructure Services detailing applications for grants over £500 in terms of the Council's Community Grant Scheme and advising members of applications for £500 or less which had been approved/rejected.

The Committee agreed:-

- (i) to note the contents of the Report;
- (ii) to approve the following awards in relation to applications for grants over £500:-
 - Art Moves - £2,953.67 subject to approval of an Awards for All application which, if successful, the Community Grant be reduced accordingly
 - Kirriemuir Heritage Trust - £1,200
 - Cli Gaidhlig - no award
 - Monifieth Further Education Association - £3,000
 - The Kirriemuir Kist Group - £500
 - Lochlands Bowling Club - up to £1,500
 - Forfar Association for Continuing Education - £1,500; and
- (iii) to note the following decisions in respect of applications for £500 or less:-
 - Forfar Area Partnership - no award
 - Forfar Chabanais Twinning Association - £500
 - Monifieth Medieval Fair - £500
 - Traditional Music & Song Association - Angus Branch - £500

25. BRECHIN ARTS FESTIVAL

With reference to Article 12 of the minute of meeting of this Committee of 12 June 2008, there was submitted [Report No 873/08](#) by the Chief Executive providing further information on an application received from Brechin Arts Festival for financial assistance from the Brechin Common Good Fund.

The Report indicated that the Arts Festival was a non-profit organisation with charitable status dedicated to the promotion of Arts in venues in and around Brechin during September each year. Its main aims were to encourage local people of all ages to participate, stimulate the local economy and increase interest in Brechin and its surrounding area.

Having heard from Councillor King about his desire to see fuller accounting records in respect of future applications of this nature and from Councillor West who expressed full support for this festival which in his view was an excellent event for Brechin and Angus, the Committee agreed:-

- (i) to note the contents of the Report;
- (ii) to instruct that Appendix II of the Report be utilised forthwith to assist monitoring arrangements in respect of all applications for grant awards from the Council;
- (iii) to provide, based on the income and expenditure projections provided by Brechin Arts Festival, financial support up to £5,000 from the Brechin Common Good Fund, subject to the conditions detailed in the Report.
- (iv) to instruct the Chief Executive and Director of Corporate Services to submit a Report to this Committee on the operational uses of Common Good Funds throughout Angus.

26. HMS MONTROSE - VISIT AND EXERCISE OF FREEDOM OF ANGUS

It was reported that Royal Navy Command had intimated that HMS Montrose would visit Angus, docking at Montrose Harbour from 14-16 November 2008 and while in port, the captain and crew wished to exercise the freedom of Angus by the Council which would comprise conducting an inspection of ranks and a short parade through Montrose on Saturday 15 November 2008.

Having heard the Convenor who urged that residents of Angus should attend the parade, having regard to the excellent support given by H.M Montrose to local charities the Committee agreed to provide appropriate civic hospitality for those involved in the parade at a cost of approximately £1,500, to be met from the Civic Hospitality Revenue Budget in Miscellaneous Other Services.

27. HOUSING CAPITAL AND PLANNED MAINTENANCE PROGRAMME - HRA BLOCK 2007/2008

With reference to Article 4 of the minute of meeting of the Neighbourhood Services Committee of 21 August 2008, there was submitted [Report No 879/08](#) by the Director of Corporate Services with regard to the Housing Revenue Account Capital and Planned

Maintenance Programmes 2008/2009 and setting out the actual Capital and Planned Maintenance spends to 30 June 2008, together with a projected out-turn and associated funding update.

The Committee, for its interest, agreed:-

- (i) to note the contents of the Report;
- (ii) to note the expenditure figures presented for the Housing Capital and Planned Maintenance Programmes for the period to 30 June 2008;
- (iii) to note the Capital Receipts position for the period to 30 June 2008;
- (iv) to note the projected year end capital and planned maintenance expenditure positions and the associated update of potential funding;
- (v) to note that the appropriate officers were endeavouring to identify measures to manage the currently projected Capital Programme and Planned Maintenance Programme overspends within overall available resources; and
- (vi) to note that the updated position, including any corrective actions, would be incorporated within future Reports.

28. UPDATED 2007/2011 FINANCIAL PLAN AND 2008/2009 CAPITAL MONITORING BUDGET

With reference to Article 20 of the minute of meeting of this Committee of 6 September 2007, there was submitted [Joint Report No 879/08](#) by the Director of Corporate Services and the Head of Finance seeking approval of the updated 2007/2011 Financial Plan, incorporating the 2008/2009 Capital Monitoring Budget.

The Report indicated that the process of drawing together and issuing the 2008/2009 Capital Monitoring Budget had now been completed and the support made available to staff in the Finance Division during this process was acknowledged. The updated 2007/2011 Financial Plan would, subject to approval, be distributed for use within departments as part of the 2008/2009 Final Budgets Volume and would be the base utilised for performance monitoring purposes.

The Committee, for its interest, agreed:-

- (i) to note the contents of the Report;

- (ii) to approve the contents of the updated 2007/2011 Financial Plan; and
- (iii) to note that the Departmental 2008/2009 Capital Budgets contained in the updated 2007/2011 Financial Plan represented the Council's approved budget for Capital Monitoring purposes.

29. CAPITAL MONITORING - GENERAL FUND CAPITAL PROGRAMME 2008/2009

With reference to Article 15 of the minute of meeting of this Committee of 12 June 2008, there was submitted [Report No 875/08](#) by the Director of Corporate Services advising members of the capital expenditure incurred for the period from 1 April to 31 July 2008 and measuring projected capital expenditure for the year against budgeted provision.

The Report indicated that, at this stage in the financial year, the latest year-end estimate of gross expenditure was £11,000 higher than the gross budget of £28.054 million and the net expenditure was higher than the net budget of £17,198 million by £11,000.

The Committee, for its interest, agreed:-

- (i) to note the contents of the Report;
- (ii) to note the expenditure position on the General Fund Capital Programme as at 31 July 2008 as detailed in the Report and the accompanying Capital Monitoring Statement;
- (iii) to note that projections of the 2008/2009 year end position on the General Fund Capital Programme would be ongoing and brought forward on a regular basis to future meetings of this Committee; and
- (iv) to note that the next meeting of the Capital Projects Monitoring Group was scheduled to take place on 9 September 2008.

30. REVENUE MONITORING/PROJECTED OUT-TURN STATEMENT 2008/2009

With reference to Article 23 of the minute of meeting of this Committee of 1 May 2008, there was submitted [Report No 876/08](#) by the Director of Corporate Services advising members of the actual revenue expenditure incurred and the income received for the period 1 April to 31 July 2008, together with the anticipated year end position in respect of each Council Department.

The Report indicated that while some budgets were currently behind the phased budget, there were no particular concerns arising from these at present but the position would continue to be monitored closely during the course of the financial year.

The Committee agreed to note the contents of the Report and in particular the financial implications with regard to the projected year-end position.

31. RENEWAL AND REPAIRS FUNDS AS AT 31 JULY 2008

With reference to Article 24 of the minute of meeting of this Committee of 1 May 2008, there was submitted [Report No 877/08](#) by the Director of Corporate Services reporting on the actual financial position of the Renewal and Repairs Funds for Property, Information Technology, Roads and Transport, Print Unit and Equipment, as at 31 July 2008, which showed an effective uncommitted balance of £1,053,777.

The Committee agreed to note the contents of the Report.

32. DISPOSAL OF SITE AT LINKS PARADE, CARNOUSTIE - USE OF CAPITAL RECEIPT FOR AFFORDABLE HOUSING AND SEAFRONT REDEVELOPMENT

With reference to Article 47 of the minute of meeting of the Resources and Central Services Committee of 17 March 2005, there was submitted [Joint Report No 878/08](#) by the Director of Corporate Services and the Director of Neighbourhood Services updating members on the

proposed use of a proportion of the capital receipt arising from the disposal of the site at Links Parade, Carnoustie for affordable housing purposes.

The Report detailed the updated calculations in respect of this capital receipt and sought approval for the final levels to be put to affordable housing and the Open/Seafront works in Carnoustie.

The Committee then heard Councillors Oswald and Murray with regard to the use of the capital receipt for the site at Links Parade, Carnoustie

At this stage of the proceedings, the time being 4:55pm, the Committee agreed to adjourn the meeting and re-convened at 5:02pm

Thereafter, having received clarification from the Director of Corporate Services on the use of the capital receipt, the Committee agreed:-

- (i) to note the contents of the Report;
- (ii) to approve the allocation of the capital receipt in terms of £496,000 for affordable housing and £1,542,627 for Carnoustie Open/Seafront works; and
- (ii) to instruct that the total affordable housing capital receipt of £496,000 be allocated for affordable housing in Carnoustie, only.

33. TREASURY MANAGEMENT ANNUAL REPORT 2007/2008

With reference to Article 15 of the minute of meeting of this Committee of 25 October 2007, there was submitted [Joint Report No 888/08](#) by the Director of Corporate Services and the Head of Finance seeking approval of the Council's Annual Report on Treasury Management Activities in 2007/2008.

The Report reminded members that production of the Treasury Management Annual Report was a requirement of the Treasury Management and the Public Services Code of Practice issued by the Chartered Institute of Public Finance and Accountancy.

The Committee, for its interest, agreed:-

- (i) to note the contents of the Report;
- (ii) to approve the Annual Report on 2007/2008 Treasury Management activities for the Council, as detailed in Appendix 1 of the Report;
- (iii) to note the requirements of the Treasury Management Policy Statement as detailed in Appendix 2 of the Report;
- (iv) to note the availability of the Treasury Management Services document which covered detailed Treasury Management systems and procedures within the Finance Division; and
- (v) to note the availability of the Treasury Management Practices document which set out the manner whereby the Treasury Management policies and objectives might be achieved, managed and controlled.

34. 2008/2009 FINAL REVENUE BUDGET UPDATE

With reference to Article 23 of the minute of meeting of this Committee of 13 March 2008, there was submitted [Report No 881/08](#) by the Director of Corporate Services advising members of the impact on the 2008/2009 revenue budget of Job Evaluation implementation and outlining the cost neutral virements undertaken in producing the final budget volume.

The Report indicated that a number of issues had arisen since the budget was set in February 2008 which had been addressed. The process of drawing together and issuing the

Council's Revenue and Capital Budgets was nearing completion and arrangements were being made for the final Revenue and Capital Budget Volume and Budget Guide booklet.

The Committee agreed:-

- (i) to note the contents of the Report;
- (iii) to note the impact of Job Evaluation implementation on the 2008/2009 Revenue Budget and the number of cost neutral virement adjustments which had been undertaken in producing the volume; and
- (iii) to approve the amalgamation of the 2008/2009 Final Revenue and Capital Budget Volumes into one document, to be distributed in accordance with the arrangements detailed in the Report.

35. CORPORATE SERVICES DEPARTMENT - ANNUAL REPORT 2007/2008

With reference to Article 24 of the minute of meeting of this Committee of 13 March 2008, there was submitted [Report No 882/08](#) by the Director of Corporate Services, together with a copy of the 2007/2008 Annual Report for the Corporate Services Department.

[Report No 882/08](#) reminded members of changes to the format of Departmental Service Plans and where some refinements still required to be made to improve the presentation of these, for future years the sole concentration of the plans would remain major actions in respect of the forthcoming year.

The Committee agreed to note the terms of the Corporate Services Department Annual Report 2007/2008.

36. EXCLUSION OF PUBLIC AND PRESS

The Committee resolved in terms Standing Order 27(2) that the public and press should be excluded during consideration of the following item so as to avoid the disclosure of information which was exempt in terms of Part 1 of Schedule 7A to the Local Government (Scotland) Act 1973, paragraphs 6, 8 and 9.

37. ACQUISITION OF LAND

With reference to Article 45 of the minute of meeting of the Infrastructure Services Committee of 26 August 2008, there was submitted [Report No 883/08](#) by the Director of Corporate Services seeking authority for the Head of Property to negotiate and conclude, subject to stipulations detailed in the Report, the acquisition of property required in connection with road improvements on the A935 Brechin to Montrose road.

Having received clarification from the Senior Solicitor on this matter, the Committee agreed:-

- (i) to note the contents of the Report; and
- (ii) to authorise the Head of Property, in conjunction with the Director of Corporate Services and the Director of Infrastructure Services, to enter into negotiations and, if deemed appropriate, to acquire the property at the maximum price stipulated in the Report.