

ANGUS COUNCIL

MINUTE of MEETING of the **POLICY AND RESOURCES COMMITTEE** held in the Town and County Hall, Forfar on Tuesday 11 October 2016 at 2.00pm.

Present: Councillors IAIN GAUL, PAUL VALENTINE, BILL BOWLES, JEANETTE GAUL, BILL DUFF, DAVID FAIRWEATHER, CRAIG FOTHERINGHAM, MARTYN GEDDES, ALEX KING, DAVID MAY, IAN MCLAREN, GLENNIS MIDDLETON, COLIN BROWN and DONALD MORRISON

Councillor IAIN GAUL, Convener, in the Chair

1. **APOLOGIES/SUBSTITUTES**

Apologies for absence were intimated on behalf of Councillors Lynne Devine, Bob Myles and Sheena Welsh, with Councillors Jeanette Gaul, Colin Brown and Donald Morrison substituting respectively.

2. **DECLARATIONS OF INTEREST**

Councillors Fairweather and Morrison declared an interest in item 6 (Keptie Friends) as both of them had been involved in discussions with the Group. They indicated that they would participate in discussion and voting on this item.

3. **MINUTE OF PREVIOUS MEETING**

The minute of meeting of this Committee of 30 August 2016 was submitted and approved as a correct record.

4. **INFORMATION REPORT FOR THE PERIOD 13 AUGUST 2016 – 26 SEPTEMBER 2016**

With reference to Article 5 of the minute of meeting of this Committee of 30 August 2016, there was submitted and noted Report No 356/16 by the Chief Executive providing information to members with regard to services in the Chief Executive's Unit for the period 13 August 2016 to 26 September 2016.

5. **INFORMATION REPORT FOR THE PERIOD 1 APRIL 2015 – 31 MARCH 2016**

There was submitted and noted Report No 357/16 by the Head of Corporate Improvement and Finance providing information to members with regard to services in the Corporate Improvement and Finance division for the period 1 April 2015 to 31 March 2016.

6. **ANGUS COUNCIL COMMUNITY GRANT SCHEME**

With reference to Article 9 of the minute of meeting of this Committee of 30 August 2016, there was submitted Report No 358/16 by the Chief Executive informing members of applications to Angus Council in 2016/17 of £1,000 or less submitted and/or approved since 30 August 2016 and seeking approval of one grant application of over £1,000 recommended for approval since 30 August 2016.

The Committee agreed:-

- (i) to note the grant awards for 2016/17 of £1,000 or less approved since 30 August 2016;
- (ii) to note the grant awards for 2016/17 to the Architecture, Innovation and Design fund approved since 30 August 2016; and
- (iii) to approve the grant application of £5,000 to Lochlands Bowling Club to provide suitable changing facilities.

7. CAPITAL MONITORING – GENERAL FUND CAPITAL PROGRAMME 2016/17

With reference to Article 6 of the minute of meeting of this Committee of 30 August 2016, there was submitted Report No 359/16 by the Head of Corporate Improvement and Finance apprising members of the capital expenditure incurred for the period from 1 April 2016 to 31 August 2016 and measuring projected capital expenditure for the year against budgeted provision for the year.

The Report indicated that actual spend as a percentage of budget was 29.4% on a gross basis and 36.9% on a net basis. This compared with the Capital Monitoring Report detailing the position as at 31 August 2015 of 34.8% (gross) 35% (net). The actual spend outturn 2015/16 was 92.1% (gross) and 92.7% (net).

The Committee agreed:-

- (i) to note the contents of the Report; and
- (ii) to note the expenditure position on the General Fund Capital Programme as at 31 August 2016, as per tables 1 and 2 in the Report and the Capital Monitoring Statement, as appended to the Report.

8. REVENUE MONITORING 2016/17 AND RENEWAL AND REPAIR FUND POSITION 2016/17

With reference to Article 10 of the minute of meeting of this Committee of 26 April 2016, there was submitted Report No 360/16 by the Head of Corporate Improvement and Finance apprising members of the actual revenue expenditure incurred and income received for the period 1 April 2015 to 31 August 2016 together with the anticipated year end position in respect of each Council directorate. In addition, the Report detailed the actual financial position of the Renewal and Repair Fund in respect of the Property, Information Technology, Roads and Transport, Print and Design and Recreation funds as at 31 August 2016 and the estimated closing balance at the year-end.

The Committee agreed:-

- (i) to note the contents of the Report and in particular the comments on the financial implications section regarding the projected year end position; and
- (ii) to note the Renewal and Repair Fund position.

9. PUBLIC BODIES' CLIMATE CHANGE DUTIES: ANGUS COUNCIL ANNUAL REPORT

With reference to Article 7 of the minute of meeting of this Committee of 9 June 2015, there was submitted Report No 361/16 by the Head of Planning and Place setting out an overview of Angus Council's compliance with its climate change duties along with measures to improve performance relating to sustainability and climate change.

The Committee agreed:-

- (i) to approve the contents of the Report in accordance with the Climate Change (Scotland) Act 2009; and
- (ii) to approve the content of the Report for submission to the Scottish Government, noting the progress that directorates had made in embedding climate change and sustainability into their policy and operations.

10. SCRUTINY AND AUDIT PANEL REVIEW REPORT

With reference to Article 9 of the minute of meeting of the Scrutiny and Audit Committee of 23 June 2015, there was submitted Report No 362/16 by the Service Manager – Governance and Consultancy presenting the report of the Customer Care Scrutiny Panel Review for consideration and agreement.

The Report indicated that the Scrutiny Panel had completed the review and the draft report had been submitted to the Scrutiny and Audit Committee on 21 June 2016 with the

recommendation that the report findings be adopted and that the actions be remitted to the relevant officers for implementation.

Having heard Councillor Duff who commended officers for their input, the Committee agreed:-

- (i) to note the contents of the Report;
- (ii) to approve the Report, recommendations and action plan, as detailed in Appendix 1 to the Report;
- (iii) to remit the actions to the relevant officers to implement; and
- (iv) to note that progress reports in relation to the discharge of the action plans would be considered by both the Policy and Resources Committee and the Scrutiny and Audit Committee.

11. CHIEF EXECUTIVE CAPABILITY PROCEDURE

There was submitted Report No 363/16 by the Head of HR, IT and Organisational Development outlining the development of the Capability Procedure for the Chief Executive of Angus Council.

The Report indicated that the procedure had been developed in line with the SJNC Capability framework for Chief Executives and formed part of Angus Council's Performance at Work Procedures. Amendments to the national framework had been made to ensure that capability procedures across the Council were applied as consistently as possible for all employees.

The Committee agreed to approve the draft Capability Procedure for the Chief Executive of Angus Council, as detailed in Appendix 1 to the Report.

12. EXCLUSION OF PUBLIC AND PRESS

The Committee resolved in terms of Standing Order 28(2) that the public and press 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 paragraphs 8 and 9.

13. IMPLEMENTATION OF THE LIVING WAGE IN ADULT SOCIAL CARE

With reference to Article 20 of the minute of meeting of this Committee of 30 August 2016, there was submitted Report No 364/16 by the Head of Corporate Improvement and Finance updating the Committee regarding the status of the implementation of the Living Wage in Adult Social Care.

The Committee agreed to approve the recommendations, as detailed in the Report.