

ANGUS COUNCIL

MINUTE of MEETING of the **POLICY AND RESOURCES COMMITTEE** held in the Town and County Hall, Forfar on Tuesday 13 October 2015 at 2.00 pm.

Present: Councillors ROB MURRAY, PAUL VALENTINE, BILL BOWLES, BILL DUFF, MAIRI EVANS, DAVID FAIRWEATHER, CRAIG FOTHERINGHAM, MARTYN GEDDES, ALEX KING, IAN MCLAREN, GLENNIS MIDDLETON, BOB MYLES, MARGARET THOMSON and SHEENA WELSH.

Councillor VALENTINE, Vice Convener, in the Chair

The Convener advised the Committee that Angus Council's Council Tax and Benefits Team had recently won Best in Scotland at the IRRV (Institute of Revenues Rating and Valuation) Scotland Awards. The Team had also been finalists in the IRRV National Awards for 'Revenues Team of the Year' and 'Most Improved Team of the Year'

With the agreement of the Committee, Darren Jannetta, Council Tax and Benefits Manager gave a brief overview of the transformation the service had undergone which had improved performance and the customer experience.

The Convener, on behalf of the Committee, congratulated Mr Jannetta and his Team on their award.

1. APOLOGIES/SUBSTITUTES

Apologies for absence were intimated on behalf of Councillors Iain Gaul and Bob Spink with Councillor Rob Murray substituting for Councillor Gaul.

2. DECLARATIONS OF INTEREST

Councillor McLaren declared an interest in item 11 as he was a member of Forfar in Flower. He indicated that he would not participate in any discussion and voting and would leave the meeting during consideration of the item.

Councillor Myles declared an interest in item 14 as he had various discussions with a number of residents. He indicated that he would participate in any discussion and voting on the item.

3. MINUTES

(a) Previous Meeting

The minute of meeting of this Committee of 1 September 2015 was submitted and approved as a correct record.

(b) Executive Sub-Committee

The minute of meeting of the Executive Sub-Committee of 10 September 2015, a copy of which is appended hereto, was submitted and noted (**APPENDIX I**).

4. INFORMATION REPORT FOR THE PERIOD 25 JULY TO 10 OCTOBER 2015

There was submitted and noted Report No 398/15 by Chief Executive providing information to members with regard to services in the Chief Executive's Unit for the period 25 July to 10 October 2015.

5. CAPITAL MONITORING – GENERAL FUND CAPITAL PROGRAMME 2015/16

With reference to Article 7 of the minute of meeting of this Committee of 1 September 2015, there was submitted Report No 399/15 by the Head of Corporate Improvement and Finance apprising members of the capital expenditure incurred for the period 1 April to 31 August 2015 and measuring projected capital expenditure for the year against budgetary provision.

The Report indicated that actual spend as a percentage of the budget was 34.8% on a gross basis and 35.0% on a net basis. This compared with the position as at 31 August 2016 of 21.4% gross and 21.1% net. With five months (42%) of the financial year gone the actual spend levels detailed in paragraph 4.5 were considered to be broadly on track.

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 2015 as per Tables 1 and 2 within the Report and the accompanying Capital Monitoring Statement.

6. REVENUE MONITORING 2015/16 AND RENEWAL AND REPAIR FUND POSITION 2015/16

With reference to Article 5(e) of the minute of the special meeting of Angus Council of 12 February 2015, there was submitted Report No 400/15 by the Head of Corporate Improvement and Finance apprising members of the actual revenue expenditure incurred and income received for the period 1 April to 31 August 2015 together with the anticipated year end position in respect of each Council Directorate.

The Report also gave details of the actual financial position of the Renewal and Repair Fund in respect of the Property, Information Technology, Roads & Transport, Print and Design Unit and Recreation funds as at 31 August 2015.

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;
- (ii) to note the Renewal and Repair fund position;
- (iii) to approve the virements proposed in section 4.13 of the Report; and
- (iv) to delegate authority until the end of the current financial year to the Head of Corporate Improvement and Finance, in consultation with the Strategic Director - People, to approve virements of budgets within the People Directorate without further reference to Committee to allow these necessary budget adjustments to be processed timeously.

7. TRANSFORMING ANGUS: PROGRAMME UPDATE

With reference to Article 5 of the minute of meeting of this Committee of 9 June 2015, there was submitted Report No 401/15 by the Strategic Director – Resources providing a progress update in relation to the Council's Transforming Angus Change Programme.

The Report indicated that in relation to the governance structure this had been refined to improve clarity between programme and project level initiatives, within the scope of the overall change portfolio. This also linked to the improvement work being progressed in relation to the project governance model. In relation to the Transforming Angus Programme Initiatives, progress had continued to be made since the last update with details of current TA programme and project initiatives attached as Appendix 2 to the Report. In relation to the Programme Plan this was still evolving as programme and project plans reached the relevant stage of development, however they would provide the key tool for measuring progress against plan as the portfolio matured.

The Committee agreed to note the update in relation to the various aspects of the Council's Transforming Angus Change Programme.

8. TAYSIDE PROCUREMENT STRATEGY 2015-2020

With reference to Article 21 of the minute of meeting of the Corporate Services Committee of 28 April 2011, there was submitted Report No 402/15 by the Head of Corporate Improvement and Finance, appending a copy of the Tayside Procurement Strategy for 2015 – 2020 which provided a high level communication regarding how Angus Council (as part of the Tayside Procurement Consortium) intended to carry out its duties under the Procurement Reform (Scotland) Act 2014.

The Report indicated that the aim of the Tayside Procurement Strategy for 2015 – 2020 was to embed best practice into all procurement within the Council and Tayside Contracts. Provision was made for wider collaborative procurement through involvement in other key public sector services. The strategy would be revised and/or supplemented periodically and would be published on the procurement pages of Angus Council and Tayside Procurement Consortium websites.

The Committee agreed:-

- (i) to approve the Tayside Procurement Strategy 2015-2020; and
- (ii) to remit to the Head of Corporate Improvement and Finance, in consultation with the TPC Head of Procurement, upon receipt of the Statutory Guidance (which was expected to be available from the Scottish Government by the end of the calendar year) to provide a future Committee Report giving details of the proposed contents of the Procurement Plan and arrangements for reporting against this Procurement Strategy.

9. COMMUNITY BENEFITS IN PROCUREMENT

With reference to Article 16 of the minute of meeting of Angus Council of 22 March 2012, there was submitted Report No 403/15 by the Head of Corporate Improvement and Finance summarising the changes required to maximise Community Benefits from Angus Council's procurement activity in accordance with duties emerging from the Procurement Reform (Scotland) Act 2014 and aligned to the Tayside Sustainable Procurement Policy.

The Committee agreed:-

- (i) to approve the policy approach to delivering Community Benefits in Procurement, as summarised in Appendix 1 to the Report; and
- (ii) to remit to the Head of Corporate Improvement and Finance to apply that policy as a Procurement Guidance Note and communicate it to all procuring services for application with immediate effect, in accordance with Financial Regulation 16.3.2.

10. BRECHIN COMMON GOOD – PROJECT APPROVAL

There was submitted Report No 404/15 by the Head of Technical and Property Services seeking approval for a Brechin Common Good Funded Project for funding of £35,000 for Brechin ACCESS Office roof maintenance.

Having heard from Councillor Myles, the Committee agreed to defer consideration of the Report and to delegate authority to the Executive Sub Committee to determine the matter.

Councillor McLaren having declared an interest at Item 2, left the meeting during consideration of the following item.

11. ANGUS COUNCIL COMMUNITY GRANT SCHEME

With reference to Article 12 of the minute of meeting of this Committee of 1 September 2015, there was submitted Report No 405/15 by the Chief Executive informing members of applications to Angus Council in 2015/16 of £1,000 or less submitted, and/or approved since 1 September 2015 and seeking approval of grant applications of over £1,000 recommended for approval since 1 September 2015.

The Committee agreed:-

- (i) to note the grant awards for 2015/16 of £1,000 or less approved since 1 September 2015;
- (ii) to note the grant awards for 2015/16 to the Food and Drink Fund approved since 1 September 2015;
- (iii) to approve the grant applications of over £1,000 as follows:-
 - Hospitalfield Trust - £5,000
 - Forfar and District Men's Shed - £2,177.85
 - Forfar Musical Society - £1,000
 - Montrose Music Festival - £2,937
- (iv) to approve the proposal to move the remaining budget of £7,273 from the Food and Drink Fund back into the Community Grant Scheme.

12. UPDATE ON VISITOR INFORMATION IN ANGUS

With reference to Article 7 of the minute of meeting of the Development and Enterprise Committee of 30 September 2014, there was submitted Report No 406/15 by the Chief Executive providing an update on the activity to ensure effective visitor information services in Angus, following the closure of the Brechin VisitScotland Information Centre in October 2014.

The Report detailed a programme of measures that had been put in place to ensure that a high standard of visitor information would continue to be available across Angus.

The Committee agreed to note the progress that had been made with regard to the provision of visitor information in Angus since the closure of the Brechin VisitScotland Information Centre in October 2014.

13. EXCLUSION OF PUBLIC AND PRESS

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

14. CATTLE RAIK, LITTLE BRECHIN

There was submitted Report No 407/15 by the Head of Technical and Property Services, in relation to certain land ownership issues and proposing a resolution to these issues.

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