

ANGUS COUNCIL

MINUTE of MEETING of the **POLICY AND RESOURCES COMMITTEE** held in the Town and County Hall, Forfar on Tuesday 26 April 2016 at 2.00pm.

Present: Councillors PAUL VALENTINE, LYNNE DEVINE, BILL BOWLES, BILL DUFF, ROB MURRAY, CRAIG FOTHERINGHAM, MARTYN GEDDES, ALEX KING, IAN MCLAREN, JIM HOUSTON, BOB MYLES, BOB SPINK, MARGARET THOMSON and SHEENA WELSH.

Councillor PAUL VALENTINE, Vice Convener, in the Chair

1. **APOLOGIES/SUBSTITUTES**

Apologies for absence were intimated on behalf of Councillors Iain Gaul, Mairi Evans and Glennis Middleton, with Councillors Lynne Devine, Rob Murray and Jim Houston substituting respectively. An apology was also intimated on behalf of Councillor David Fairweather.

2. **DECLARATIONS OF INTEREST**

Councillor Alex King declared an interest in Item 8 as a Council appointed member of Arbroath Seafest and Arbroath Golf Links. He indicated that he would participate in any discussion and voting on this item.

Councillor Martyn Geddes declared an interest in Item 8 as a Council appointed member of Arbroath Golf Links. He indicated that he would participate in any discussion and voting on this item.

Councillor Paul Valentine declared a financial interest in Item 8 as the band that he played in would be performing at the Montrose Music Festival. He indicated that he would not participate in any discussion and voting and would leave the meeting during consideration of this item.

3. **MINUTES**

(a) Previous Meeting

The minute of meeting of this Committee of 15 March 2016 was submitted and approved as a correct record.

(b) Central Consultative Committee

The minute of meeting of the Central Consultative Committee of 18 February 2016, a copy of which is appended hereto, was submitted and noted (**APPENDIX I**).

(c) Angus Community Planning Partnership Board

The minute of meeting of the Angus Community Planning Partnership Board of 9 December 2015 was submitted and noted.

4. **INFORMATION REPORT FOR THE PERIOD 1 MARCH – 11 APRIL 2016**

With reference to Article 4 of the minute of meeting of this Committee of 15 March 2016, there was submitted and noted Report No 167/16 by the Chief Executive providing information to members with regard to services in the Chief Executive's Unit for the period 1 March to 11 April 2016.

5. **INFORMATION REPORT FOR THE PERIOD 16 MARCH – 31 MARCH 2016**

There was submitted and noted Report No 168/16 by the Service Manager – Governance and Consultancy providing information to members with regard to Scrutiny and Audit Committee reviews for the period 16 March to 31 March 2016.

6. INFORMATION REPORT FOR THE PERIOD 15 MARCH – 26 APRIL 2016

There was submitted and noted Report No 169/16 by the Strategic Director – Communities providing information to members with regard to services in the Communities Directorate for the period 15 March to 26 April 2016.

7. TRANSFORMING ANGUS: COLLABORATIVE WORKING

With reference to Article 7 of the minute of meeting of this Committee of 15 March 2016, there was submitted Report No 170/16 by the Chief Executive proposing a programme of collaborative work in partnership with neighbouring Councils to commence in 2016/17.

The Report proposed that Angus Council participate with Dundee City and Perth & Kinross Councils in developing a programme of reviews in relation to a number of subject areas, as detailed in Appendix 1 to the Report. Further engagement meetings would be scheduled between the three Councils and other stakeholders, in order to develop the programme of work, with clear objectives and effective governance arrangements.

The Committee agreed:-

- (i) to approve the participation of Angus Council in a collaborative programme of work with Dundee City and Perth & Kinross Councils;
- (ii) to approve the ten areas to be explored within the collaborative programme, as set out in Appendix 1 to the Report;
- (iii) that the Chief Executive pursues other opportunities for collaborative working that made a positive contribution to local outcomes and priorities, as set out in paragraph 5.2 of the Report; and.
- (iv) to remit the Chief Executive to provide update reports as the work progressed;

Having declared an interest at Item 2 above, Councillor Valentine left the meeting during consideration of this item.

Councillor Devine chaired the meeting for this item

8. ANGUS COUNCIL COMMUNITY GRANT SCHEME ANNUAL REPORT

With reference to Article 12 of the minute of meeting of this Committee of 1 September 2015, there was submitted Report No 171/16 by the Chief Executive informing the Committee of applications to Angus Council in 2015/16 of £1,000 or less submitted and/or approved since 15 March 2016; providing summary information on applications submitted to the Angus Council Community Grant Scheme during 2015/16 and also seeking approval for grant requests of over £1,000 submitted since 1 April 2016.

Having noted some minor corrections to details within the Appendix, the Committee agreed:-

- (i) to note the grant awards for 2015/16 of £1,000 or less made since 15 March 2016;
- (ii) to note the summary information provided for applications submitted to ACCGS in 2015/16 and the feedback from applicants; and
- (iii) to approve the grants recommended for approval for over £1,000 as detailed in the Report, being:

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|-----------------------------|--------|
| • Brechin Junior Rugby Club | £5,000 |
| • Montrose Music Festival | £1,210 |

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

With reference to Article 5 of the minute of meeting of this Committee of 15 March 2016, there was submitted Report No 172/16 by the Head of Corporate Improvement and Finance apprising members of the capital expenditure incurred for the period 1 April 2015 to 29 February 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 76.9% on a gross basis and 80.0% on a net basis. This compared with the capital monitoring report detailing the position as at 28 April 2016 of 59.9% (gross) and 62.1% (net). With eleven months (91.6%) of the financial year gone the actual spend levels presented in Tables 1 and 2 in the Report 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 29 February 2016 as per Tables 1 and 2 within the Report and the accompanying Capital Monitoring Statement.

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

With reference to Article 6 of the minute of meeting of this Committee of 15 March 2016, there was submitted Report No 173/16 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 29 February 2016 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 and Transport, Print and Design Unit and Recreation Funds as at 29 February 2016 along with the estimated closing balance at the year end.

The Committee agreed:-

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

11. ST ANDREW'S DAY HOLIDAY

There was submitted Report No 174/16 by the Head of HR, IT and Organisational Development seeking approval of proposed changes to the St Andrew's Day holiday for Local Government employees.

The Report proposed that in order to minimise disruption to services and maximise the benefits of the holiday for employees, the St Andrew's Day public holiday for 2016 be changed from Wednesday 30 November to Friday 2 December. This would be in line with the change agreed for Scottish Government for this year. It was also proposed that in future years, the public holiday would be taken on the Friday following 30 November.

COUNCILLOR VALENTINE, SECONDED BY COUNCILLOR MURRAY MOVED THAT THE COMMITTEE APPROVES THE PROPOSED CHANGES TO ST ANDREW'S DAY HOLIDAY FOR LOCAL GOVERNMENT EMPLOYEES.

Councillor Bowles, seconded by Councillor Thomson, moved as an amendment that Officers open negotiations with the relevant Trade Unions with a view to dispensing with 30th November as a Public Holiday and that employees use this as a "floating" holiday.

On a vote being taken, the members voted:-

For the motion:

Councillors Valentine, Duff, Murray, King, Houston, Spink, Welsh and Devine (8)

For the amendment:

Councillors Bowles, Fotheringham, Geddes, McLaren, Myles and Thomson (6)

The motion was declared carried and became the finding of the meeting.

**12. DUNDEE, PERTH, ANGUS AND NORTH FIFE STRATEGIC DEVELOPMENT PLANNING AUTHORITY
TAYPlan PROPOSED STRATEGIC DEVELOPMENT PLAN 2016-2036 – SUBMISSION TO THE SCOTTISH MINISTERS**

With reference to Article 8 of the minute of meeting of this Committee of 15 March 2016, there was submitted Report No 175/16 by the Head of Planning and Place seeking ratification of the decision of the Joint Committee of the Dundee, Perth, Angus and North Fife Strategic Development Planning Authority to approve the TAYplan proposed Strategic Development Plan 2016-2036 and related documents for submission to the Scottish Ministers for examination.

The Report indicated that this was an important step in the preparation of the TAYPlan Strategic Development Plan, which when approved by Scottish Ministers, would replace the current TAYPlan SDP (2012) in providing the strategic framework for land use planning in Angus.

The Committee agreed to ratify the decision of the Joint Committee to:-

- (i) approve the Note of Representations including the Summary of Unresolved Issues and that no modifications are made to the Proposed Plan (May 2015);
- (ii) approve the Report of Conformity with the Participation Statement as conforming with the participation statement set out in the Development Plan Scheme (March 2015);
- (iii) approve the Proposed Action Programme (February 2016) and the completed Equalities Impact Assessment (February 2016);
- (iv) delegate to the SDPA Manager to submit to the Scottish Ministers all the documents referred to above and the Habitats Regulations Appraisal (May 2015), Monitoring Report (April 2014), the Development Plan Scheme (March 2015), and other documents as may be required; and
- (v) delegate to the SDPA Manager to prepare and submit to the Scottish Ministers, should it be necessary, a note including any factual updates in information or processes to assist Reporters.

13. AGILE WORKING/ESTATES REVIEW PROGRAMME – ANGUS HOUSE, FORFAR AND BRUCE HOUSE, ARBROATH PROCUREMENT PROCEDURE – HOMOLOGATION REPORT

With reference to Article 14 of the minute of meeting of Angus Council of 10 December 2015, there was submitted Report No 176/16 by the Head of Technical and Property Services seeking homologation of the decision to authorise the procurement of works to Angus House, Forfar and furniture to Angus House, Forfar and Bruce House, Arbroath where the maximum value of the procurement was above the Chief Officer's delegated authority limit.

The Report indicated that the investment in the works and furniture would provide modern office environments to support staff adopting new ways of working aligned with the agile culture, while reducing the Council's existing estate portfolio.

The Committee agreed:-

- (i) to homologate the decision taken by the Agile Programme Board in consultation with the Strategic Director - Resources and the Convener of the Policy and Resource Committee to authorise the procurement of works for Angus House, Forfar through the use of the Hub Co Minor Works Service which was available to Angus Council;

these works to be carried out by Robertson Construction who would be appointed by the Hub East Central Scotland Ltd (Hub Co);

- (ii) to note that the estimated total cost of the works to be procured was £1,400,000 (at out-turn prices);
- (iii) to homologate the decision taken by the Agile Programme Board in consultation with the Strategic Director - Resources and the Convener of the Policy and Resources Committee to authorise the procurement of furniture for Bruce House, Arbroath and Angus House, Forfar in accordance with the Scotland Excel framework for the Supply, Delivery and Installation of Educational & Office Furniture schedule 03/12 approved by the Tayside Procurement Consortium using mini-competitions;
- (iv) to note that the estimated total cost of furniture to be procured was £430,000 (at out turn prices);
- (v) to note the estimated total cost of the building works and furniture provision to meet the Agile programme at Angus House, Forfar and Bruce House, Arbroath was £2,220,000;
- (vi) to note that the procurement met the requirements of the procurement authority process stated in Section 16.8 of the Financial Regulations;
- (vii) to note that the works would be funded from an allowance of £3,800,000 and the furniture would be funded from an allowance of £768,000 contained in the Provision for the Agile Angus/Estates Review section contained in the Transforming Angus programme of the 2015/2020 Financial Plan & Provisional Capital Budget 2016/17 presented to the Special Budget Meeting of Angus Council on 18 February 2016 (Report No: 62/16 refers) and that a further budget allowance had been made available from Hub Co in the amount of £37,000 to assist in funding fee charges; and
- (viii) to note the financial implications included in Section 6 of the Report.

14. COMMON GOOD FUNDS – PROJECTS APPROVAL

There was submitted Report No 177/16 by the Head of Technical and Property Services seeking approval for Common Good funded projects from Forfar Common Good and Montrose Common Good.

The Committee agreed:-

- (i) to approve the request for funding for a project from Forfar Common Good of £9,000 per annum over three years as a contribution to the running costs of a therapeutic garden in Forfar (Forfar Open Garden Scheme) and
- (ii) to approve the requests for funding for projects from Montrose Common Good Fund:-
 - £1,000 per annum for litter picking of areas in high use by residents and visitors (Closes and the Car Park behind the Coop in Montrose); and
 - £5,000 per annum for up to 10 years as a contribution to the Links Park Trust's running costs with a number of health and educational benefits.