

ANGUS COUNCIL

MINUTE of MEETING of the **POLICY AND RESOURCES COMMITTEE** held in the Town and County Hall, Forfar on Tuesday 17 March 2015 at 2.00 pm.

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

Councillor VALENTINE, Vice Convener, in the Chair.

1. **APOLOGIES/SUBSTITUTES**

Apologies for absence were intimated on behalf of Councillors Iain Gaul and Margaret Thomson, with Councillors Helen Oswald substituting for Councillor Gaul.

2. **DECLARATIONS OF INTEREST**

Councillor Duff declared an interest in Item 11 as he was a member of Montrose Tennis Club. He indicated that he would not participate in any discussion and voting and would leave the meeting during consideration of this item.

Councillor Valentine declared an interest in Item 11 as he had attended the most recent Strathmore Rugby Club home game and had received hospitality. He indicated that he would not participate in any discussion and voting and would leave the meeting during consideration of this item.

Councillor McLaren declared an interest in Item 11 as he had been invited to Strathmore Rugby Club. 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 3 February 2015 was submitted and approved as a correct record.

(b) **Central Consultative Committee**

The minute of meeting of the Central Consultative Committee of 12 February 2015, a copy of which is appended hereto, was submitted and noted (**APPENDIX I**).

(c) **Appeals Sub Committee**

The minute of meeting of the Appeals Sub Committee of 25 February 2015, a copy of which is appended hereto, was submitted and noted (**APPENDIX II**).

4. **INFORMATION REPORT FOR THE PERIOD JUNE TO DECEMBER 2014**

With reference to Article 4 of the minute of meeting of this Committee of 2 December 2014, there was submitted and noted Joint Report No 116/15 by the Head of Corporate Improvement and Finance and the Strategic Director - Communities providing information to members with regard to services in the Resources and Communities Directorates for the period June to December 2014.

5. **CAPITAL MONITORING – GENERAL FUND CAPITAL PROGRAMME 2014/2015**

With reference to Article 4 of the minute of meeting of this Committee of 3 February 2015, there was submitted Report No 117/15 by the Head of Corporate Improvement and Finance apprising members of the capital expenditure incurred for the period from 1 April 2014 to 31 January 2015 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 55.7% on a gross basis and 55.4% on a net basis. This compared with the capital monitoring report detailing the position as at 31 January 2014 of 56.8% (gross) and 60.2% (net). Work was ongoing on a number of significant projects where payments lagged behind by virtue of the phasing/nature of such projects. In addition, the value of work completed up to 31 March 2015 would be assessed as part of the year-end process and expenditure accrued accordingly. The projected net expenditure of £30.355 million, as reflected in table 2 of the Report, would be indicatively funded from the sources detailed in table 3 of the Report.

The Committee agreed:-

- (i) to note the expenditure position on the General Fund Capital Programme as at 31 January 2015, as per tables 1 and 2 within the Report; and
- (ii) to note the Capital Monitoring Statement, as appended to the Report.

6. REVENUE MONITORING 2014/2015 AND RENEWAL AND REPAIR FUND POSITION 2014/2015

With reference to Article 5 of the minute of meeting of this Committee of 3 February 2015, there was submitted Report No 124/15 by the Head of Corporate Improvement and Finance, apprising members of the actual revenue expenditure incurred and income received for the period 1 April 2014 to 31 January 2015, together with the anticipated year-end position in respect of each Council directorate.

The Report indicated that an underspend of £4.894 million was projected at this point in the financial year. Approval had been given for a number of reinvestment spend proposals and 100% carry forwards and some of the projected underspend would be eligible for 50% carry forward under the carry forward scheme.

In addition, the Report indicated that the Renewal and Repair Fund in respect of the Property, Information Technology, Roads and Transport, Print and Design Unit and Recreation Funds at 31 January 2015, had an estimated uncommitted closing balance of £1.005 million. Once the minimum balance had been removed, there was an estimated usable balance of £0.620 million.

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.

***7. ARBROATH SCHOOLS PROJECT (PHASE 1) UPDATE**

With reference to Article 5(f) of the minute of the special meeting of Angus Council of 12 February 2015, there was submitted Report No 126/15 by the Strategic Director – People, providing an update in relation to the Arbroath Schools Project (Phase 1).

The Report indicated that the Council was on target to achieve financial close by the end of March 2015, leading to a start on-site as soon as possible thereafter. On that basis, the updated timetable for completion was currently anticipated to be Easter 2016 for Timmergreens and Summer 2016 for Warddykes, with the second phase completed by the end of October 2016.

The overall costs for the project, as reflected in Reports Nos 61/15 and 68/15 were £12.276 million (gross). These costs also included elements that were attributable to long term improvements to Muirfield, along with other aspects which could potentially support the future programme of improvements on a number of Arbroath primary schools. Accordingly, the work specific to the Timmergreens and Warddykes sites had been identified as £11.255 million, albeit it was acknowledged that there was a portion of that balance that was inextricably linked to the Timmergreens decant at the Muirfield site.

The Committee agreed to note the updated position with the Arbroath Schools Project (Phase 1).

8. CITY DEAL

There was submitted Report No 127/15 by the Chief Executive, seeking agreement to the proposed approach to the Council's possible participation in a City Deal for the Tayside area, including the contribution of funds towards a phase 1 feasibility study in partnership with Dundee City, Fife and Perth and Kinross Councils.

The Report indicated that the "City Deal" process had been initiated in late 2011 as part of the UK Government's "localism" agenda. City Deals sought to empower cities to drive economic growth by putting greater resources and financial freedoms in the hands of local authorities. The Council had been invited by Dundee City Council to participate in the development of a proposal for a Tayside Area City Deal alongside the City Council, Perth and Kinross and Fife Councils. Participation in the City Deal project would bring an immediate requirement to identify up to £25,000 from Council budgets in 2015/2016 and as this was a recent development, it had not therefore been included in planning the 2015/2016 budget. However, it had been confirmed that this sum could be accommodated in the budget set aside for additional burdens in 2015/2016.

It had been estimated, on the basis of development costs in other City Deal schemes, that development costs required could amount to £500,000 overall. Therefore, if the deal bid proceeded a further contribution to development costs of £100,000 was anticipated. Beyond the development phase, participation in a City Deal would require the Council to review present and future Capital Plans to align planned investment in the bid area with the aims and objectives agreed between the participating councils and the UK and/or Scottish governments.

The Committee agreed:-

- (i) to note the contents of the Report and the initial dialogue to date across the area;
- (ii) to authorise the Chief Executive and other relevant officers to engage with Dundee City Council and other neighbouring local authorities, HM Treasury and the Scottish Government over the potential operation of a City Deal, as required;
- (iii) to establish an interim governance structure led by the Chief Executives of the participating local authorities;
- (iv) that further reports be provided at key stages in its development;
- (v) to note that an appropriate procurement process would be undertaken to secure technical support as required;
- (vi) that Angus Council contribute up to £25,000 in 2015/16 to the anticipated cost of the phase one development work required; and
- (vii) to note that, should the project proceed beyond phase one, the Council would need to identify a further funding contribution of up to £100,000 later in 2015/16 or in the 2016/17 budget.

9. ANGUS ENVIRONMENTAL TRUST

There was submitted Report No 128/15 by the Service Manager – Economic Development advising members of the new funding arrangements for the Landfill Communities Fund (LCF) from 1 April 2015 and proposing changes to the management of the Fund through Angus Environmental Trust.

The Report indicated that the current Landfill Tax arrangements would cease in Scotland on 31 March 2015 and would become the responsibility of the Scottish Government from that date. The Landfill Communities Fund in Scotland would also end on 31 March 2015 and would be fully wound up by 31 March 2017. The implementation of the Scottish Landfill Communities Fund would require amendments to the Articles of Association of the Trust to reflect the changes of 1 April 2015 and the Trust would be able to start committing new funds once the first receipts had been received.

In order to achieve a smooth transition between the two schemes, it was proposed that the management arrangements for the Trust remain the same as for the existing Trust with the same four organisations being represented as at present. The Service Level Agreement with Angus Council would be continued and the administration of the Trust would be led by Angus Council Economic Development External Funding Team officers, with support from Corporate Improvement and Finance and the Legal and Democratic Services Divisions.

The Committee agreed:-

- (i) to note the forthcoming changes to the Landfill Communities Fund (LCF) programme and the proposed way forward;
- (ii) to approve the participation of Angus Council in the new Scottish Landfill Communities Fund;
- (iii) to approve the continuation of the Service Level Agreement to support Angus Environmental Trust; and
- (iv) to note the financial implications as detailed in Section 6 of the Report.

10. PLANNING FOR PLACE PROPOSALS

With reference to Article 9 of the minute of meeting of Angus Council of 27 March 2014, there was submitted Report No 129/15 by the Head of Planning and Place advising members of the proposed arrangements for planning for place at a locality level.

The Report indicated that, as part of the ongoing commitment to improvement, the Angus Community Planning Partnership (ACPP) was seeking to redesign community planning at a local level to take full account of social, economic and physical factors.

The Report detailed proposals for partnership locality events with the intention to identify three to five strategic priorities for each of the localities in Angus and thereafter to develop driver diagrams which would clearly identify action to be taken and performance measures that would demonstrate impact. These partnership events would be inclusive of elected members, partners, community organisations and practitioners. In order to drive action in terms of planning events and responding to emergency priorities, there was a need for a lead officer to be identified for each of the localities, supported by the Communities' team, as detailed in paragraph 6.2 of the Report, with lead officers being drawn from the community, business, third sector, partner organisations or Angus Council.

A specific addition to the range of engagement activity in Angus would be using "charrettes" or similar large scale stakeholder engagement events, the charrette being an interactive design process that would normally run over a few days in which stakeholders worked directly with a specialised design team to create a specific community vision, with charrettes normally linked to Development Planning and which could be adapted to suit community needs and circumstances.

The Report recommended that the Committee:-

- (i) approve the proposed arrangements for locality planning; and
- (ii) notes the proposed improvements to community engagement procedures, including the implementation of charrettes.

Having heard from Councillor Valentine, the Committee agreed:-

- (i) to approve the proposed arrangements for locality planning; and
- (ii) that the Strategic Director- Communities bring back a report detailing the results of these charrettes and the detail on how all of Angus would benefit from the charrette process, including timescales and costs.

Councillors Duff, Valentine and McLaren, having declared an interest at item 2 above, left the meeting during the consideration of the following item.

In the absence of the Convener and Vice Convener, the Head of Legal and Democratic Services called for nominations for Chair of the meeting,

Councillor Welsh, seconded by Councillor Evans, moved that Councillor King Chair the meeting. There being no further nominations, Councillor King thereupon took the Chair.

11. COMMON GOOD FUND – PROJECT APPROVAL

There was submitted Report No 130/15 by the Head of Technical and Property Services, seeking approval for community based Forfar and Montrose Common Good funded projects.

The Report indicated that three projects requesting funding had been submitted from external organisations. These projects had been considered and agreed with local members as part of the approval process, the details of the individual projects contained in Appendix 1 to the Report.

The Committee agreed:-

- (i) to approve the requested funding from Strathmore Rugby Club of £20,000 from Forfar Common Good towards the clubhouse building and extension for additional facilities and from Montrose Tennis Club of £5,000 from Montrose Common Good towards the cost of building two mini tennis courts;
- (ii) to homologate the decision of the Convener of the Policy and Resources Committee, in consultation with the Head of Corporate Improvement and Finance, to pay a grant of £2,000 to Forfar Small Bore Rifle Club from Forfar Common Good towards the costs of additional lane and electronic recording equipment; and
- (iii) to note the revised Forfar and Montrose Common Good Funds revenue fund balances as at 31 March 2015, which had been updated to reflect the contents of this Report.

Councillor Valentine, (along with Councillors Duff and McLaren) re-entered the meeting and resumed the Chair.

12. REGISTRATION OF BIRTHS, DEATHS AND MARRIAGES: ANNUAL REVIEW OF CHARGES AND FEES

There was submitted Report No 134/15 by the Head of Legal and Democratic Services seeking approval for an increase in various fees and charges relating to civil marriages, civil partnership registrations and private citizenship ceremonies.

It was estimated that the increase in fees would result in an increase in income of approximately £2,000. This increase would be partly offset by increased costs of approximately £1,000 from increases in payments made to Registrars and Assistant Registrars in the delivery of their out-of-hours services, leaving an estimated net increase in income of £1,000 which had been budgeted for in the 2015/2016 Revenue Budget.

The Committee agreed to approve:-

- (i) the following increases in charges and fees payable from 1 April 2015:-
 - (a) an increase in the charge for the services of a Registrar to conduct a civil marriage or partnership ceremony or private citizenship ceremony on a Saturday (or on a working weekday between 5pm and 7pm) from £174 to £180; on a Sunday from £238 to £246 and on public holidays from £300 to £311;
 - (b) an increase in the charge for the services of a Registrar to conduct a civil marriage or partnership ceremony or private citizenship ceremony outwith the Registration Service's designated Marriage Rooms within normal office hours from £174 to £180;

- (c) an increase in the accommodation fee for the use of the ceremony rooms within registration offices from £50 to £52 on the occasions where numbers present exceeded 10;
 - (d) an increase in the annual clothing allowance payable to registration staff from £225 to £233; and
- (ii) that with effect from 1 April 2015, increases to the fee payable to Registrars and Assistant Registrars:-
- (a) conducting a civil marriage or partnership ceremony or private citizenship ceremony on a Saturday (or working weekday between 5pm and 7pm); on a Sunday; and on public holidays; and
 - (b) accompanying Registrars and Assistant Registrars attending ceremonies on a Saturday; on a Sunday; and on public holidays

be in line with agreed Council (LG Scale) pay awards (if any) and with effect from the date of implementation of that pay award.