

ANGUS COUNCIL

MINUTE of MEETING of the **POLICY AND RESOURCES COMMITTEE** held in the Town and County Hall, Forfar on Tuesday 9 October 2018 at 2.00pm.

Present: Councillors DAVID FAIRWEATHER, ANGUS MACMILLAN DOUGLAS OBE, BRIAN BOYD, CRAIG FOTHERINGHAM, BILL DUFF, LYNNE DEVINE, SHEILA HANDS, ALEX KING, LOIS SPEED, BOB MYLES, IAN MCLAREN, MARK SALMOND, RON STURROCK, DEREK WANN and BETH WHITESIDE.

Councillor FAIRWEATHER, Convener, in the Chair

1. APOLOGIES/SUBSTITUTES

Apologies for absence were intimated on behalf of Councillors Braden Davy and Ben Lawrie, with Councillors Craig Fotheringham and Lois Speed substituting, respectively.

2. DECLARATIONS OF INTEREST

Councillor Fairweather declared an interest in item 17 (Arbroath Common Good Fund Projects) as he, from time to time, assisted the Friends of Keptie Pond and the Arbroath Market. He indicated that he would participate in any discussion and voting on this item.

Councillor Hands declared an interest in item 9 as she had been involved in discussions with the Monifieth Local Historical Society and had also received emails from constituents. She indicated that she would take part in any discussion and voting on this item.

At this point in the meeting Councillor Hands intimated that she had been unable to access certain elements of Report Nos 310/18, 311/18, 316/18 and 319/18 as they had not been produced in an accessible format.

Councillor McLaren declared an interest in item 17 (Forfar Common Good Fund Project) as he was a member of East and Old Parish Church. He indicated that he would not participate in any discussion and voting and would leave the meeting during consideration of this item.

Councillor Whiteside declared an interest in item 9 as she had attended a public meeting organised by Monifieth Local Historical Society, as a ward member. She indicated that she would participate in any discussion and voting on this item.

Councillors Sturrock declared an interest in item 14 as he had been contacted by the Friends of the William Lamb Studio. He had not expressed any views and would therefore participate in any discussion and voting on this item.

Councillors Salmond declared an interest in item 14 as he had attended and answered questions at Friends of the William Lamb meeting. He had not expressed any views and would therefore participate in any discussion and voting on this item.

Councillor Macmillan Douglas declared an interest in item 15 as he had been involved in discussions with officers on the potential use of the site. He indicated that he would participate in any discussion and voting on this item.

Councillor Fotheringham declared an interest in item 9 as he had received emails from members of Monifieth Local Historical Society. He indicated that he would participate in any discussion and voting on this item.

Councillors Duff and Devine each declared an interest in item 14 as Directors of ANGUSALive. They indicated that they would participate in any discussion and voting on this item.

3. MINUTE OF PREVIOUS MEETING

The minute of meeting of this Committee of 28 August 2018, was submitted and approved as a correct record.

4. INFORMATION REPORT FOR THE PERIOD 29 AUGUST – 9 OCTOBER 2018

There was submitted Report No 308/18 by the Strategic Director - Place, providing information to members with regard to services in the Communities Directorate, appending one Schedule in relation to an arrears update- Housing Revenue Account.

Having heard from a number of members and from Councillor King who questioned the accuracy of some of the statistical information within the schedule and having also heard from the Strategic Director- Place who indicated that he would correct these inaccuracies and email members with the updated information, the Committee agreed to note the Report.

5. INFORMATION REPORT FOR THE PERIOD 29 JULY – 7 SEPTEMBER 2018

There was submitted and noted Report No 309/18 by the Head of Strategic Policy, Transformation and Public Sector Reform providing information to members with regard to services in the Strategic Policy and Transformation Service and specifically an overview of business support and investment activities.

6. CHANGE PROGRAMME UPDATE

With reference to Article 9 of the minute of meeting of this Committee of 28 August 2018, there was submitted Report No 310/18 by the Head of Strategic Policy, Transformation & Public Sector Reform providing an update in relation to the Council's Change Programme.

The Report indicated that since the previous Report, significant effort had continued, to ensure all savings proposals for 2018/19 were complete with risks identified and managed. As a result of this work, the Change Programme had been refreshed and was attached as Appendix 1 to the Report. The Change Programme would continue to feature as a key mechanism to delivering transformational change to Council services.

The Committee agreed:-

- (i) to note the progress with the Change Programme; and
- (ii) to approve the new version of the Change Programme, as set out in Appendix 1 to the Report.

7. CAPITAL MONITORING – GENERAL FUND CAPITAL PROGRAMME – 2018/19

With reference to Article 11 of the minute of meeting of this Committee of 28 August 2018, there was submitted Report No 311/18 by the Head of Finance and Legal apprising members of the capital expenditure incurred for the period from 1 April to 31 July 2018 and measuring projected capital expenditure for the year against budgeted provision.

The Report indicated that with four months (33%) of the financial year gone, the actual spend levels presented in Tables 1 and 2 of the Report could be considered low, although historically around 10% of capital spend came through as accruals at the year end. It was noted that work was ongoing on a number of significant projects for which no payment had yet been made by virtue of the phasing of such projects.

Having heard from a number of members, who requested that more detailed financial information be provided, the Committee agreed:

- (i) to note the expenditure to date and the projected outturn position on the General Fund Capital Programme, as per Tables 1 and 2 in the Report;
- (ii) that the financial information provided to the members of the Capital Programme Monitoring Group be made available to all elected members.

8. REVENUE MONITORING 2018/19, RENEWAL & REPAIR FUND POSITION 2018/19 AND FINAL REVENUE BUDGET VOLUME

With reference to Article 3(k) of the minute of the special meeting of Angus Council of 15 February 2018, there was submitted Report No 312/18 by the Head of Finance & Legal providing revenue budget performance information for members consideration.

The Report detailed the latest projected year end position for each Council Directorate and main service area with a brief explanation of significant variances, along with an update on expenditure funded through the Council's Renewal and Repair Fund. The Report also sought approval to homologate the actions taken by the Head of Finance & Legal in the finalisation of the 2018/19 Revenue Budget Volume.

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;
- (ii) to note the Renewal and Repair Fund position;
- (iii) to homologate the amendments to Directorate 2018/19 revenue budgets and corporate provisions made in preparing the 2018/19 Final Revenue Budget Volume, as detailed in Sections 3.3 to 3.5 of the Report; and
- (iv) to note the position regarding savings from the Council's Change Programme and the proposed funding solution for the £0.665 million shortfall, as set out in Section 3.6 of the Report.

9. COMMUNITY ASSET TRANSFER APPLICATION DECISION – MONIFIETH LOCAL HISTORY SOCIETY - FORMER ACCESS OFFICE, 81 HIGH STREET, MONIFIETH

There was submitted Report No 313/18 by the Head of Finance and Legal seeking Committee's views on a Community Asset Transfer (CAT) application recently submitted regarding a Council asset.

The Report indicated that the Monifieth Local History Society had applied for a Community Asset Transfer for the former Access Office, 81 High Street, Monifieth to lease the property for 3-5 years. The group was in urgent need of accommodation that conformed to modern standards and norms which would enable the group to efficiently continue to pursue the multi-dimensional activities relating to the history of Monifieth.

The Committee agreed:-

- (i) to note the background to the Community Asset Transfer and the Council's policy and method of assessing applications, as set out in Report No 105/18;
- (ii) to note the summary information on the CAT application, as detailed in Appendix 1;
- (iii) to note the outcome from the assessment process and the views of the Community Asset Transfer Officer Group, as outlined in Section 4 of the Report regarding the application;
- (iv) to approve the application; and
- (v) to note that it would be necessary to conclude formal legal agreements before the transfer formally took place and that terms and conditions in line with the Council's agreed policy would apply.

10. COMMUNITY ASSET TRANSFER APPLICATION DECISION – ANGUS CYCLE HUB, 33 MARKET PLACE / 1 GRAVESEND, ARBROATH

There was submitted Report No 314/18 by the Head of Finance and Legal seeking Committee's views on a Community Asset Transfer (CAT) application which had recently been submitted regarding a Council asset.

The Report indicated that the Angus Cycle Hub had applied for a Community Asset Transfer for 33 Market Place, Arbroath and 1 Gravesend, Arbroath and wished to take a long term lease for 25 years. The group had outgrown its current premises and was coming to the end of its current lease. In order to enable the project to grow and expand its current range of services, the group wished to relocate to larger premises in the centre of Arbroath and form a new "Community Active Travel Hub" for Arbroath.

Having heard from Councillor King, who raised concerns regarding the very low level of rent being proposed, the Committee agreed to defer consideration of this item to allow officers to have further discussions regarding the rent levels to ensure they provided best value.

11. COMMON GOOD REGISTER

There was submitted Report No 315/18 by the Head of Finance and Legal advising members that in line with new legislation and guidance the Council was required to establish and maintain a common good register, after publishing a list of property to be included and taking representations into account.

The Report indicated that Sections 102 and 104 of the Community Empowerment (Scotland) Act 2015 had come into force in June 2018. This required the Council to establish and maintain a register of property held as part of the Common Good. Under Section 104 of the Act, before a Council could dispose or change the use of any Common Good property, it must publish details of the proposal, notify the Community Council and community bodies and invite them to make representations.

Having heard from a number of members and having noted that efforts would be made by officers to ensure that the draft register of each burgh's Common Good properties would be shared with the local elected members, the Committee agreed:-

- (i) to note the new statutory obligations on the Council to establish and maintain a common good register, after publishing a list of property it proposed to include in the register and taking into account representations;
- (ii) to approve the proposed method of complying with the obligations in (i) above;
- (iii) to note the new statutory obligation on the Council to publish details of any proposed disposal or change of use of common good property, invite representations, publish these and responses to them, take representations into account in deciding whether to go ahead with the proposal, publish the final decision and notify community bodies and anyone who made a representation and carry out a new consultation if the proposal was amended to be materially different for what was proposed originally; and
- (iv) to note that these new requirements would mean delays in comparison to present arrangements which would arise where common good property was intended for disposal or change of use and this would need to be factored into decision making and planning timetables.

12. TRANSFORMING THE COUNCIL'S COMMUNICATION AND PUBLIC ENGAGEMENT ARRANGEMENTS

There was submitted joint Report No 316/18 by the Head of Finance and Legal and the Head of Strategic Policy, Transformation and Public Sector Reform seeking approval of updated public engagement arrangements for the Council which would include specific work relating to the Council's budget setting process for 2019/20 to 2021/22. The proposals had been subject

to discussion and agreement through the Policy and Budget Strategy Group with the Committee being asked to formally endorse these.

The Committee agreed:-

- (i) to approve the Report and Appendix 1 as the basis on which the Council would inform, engage and consult with the public in the future, including as part of 2019/2020 to 2021/2022 budget setting process; and
- (ii) to note the intention to investigate further the Wigan Deal for possible application in Angus and that officers would provide a further report in this regard.

13. BRITISH SIGN LANGUAGE PLAN (2018-2024)

There was submitted Report No 317/18 by the Head of HR, Digital Enablement and Business Support presenting a British Sign Language Plan (BSL) for 2018 – 2024, as required by legislation.

The Angus Council BSL plan aimed at improving the way citizens found out about services and ensured that they had equal access to them by reducing the barriers to communications wherever possible.

Having heard members commend the contents of the Report and the Report authors, the Committee agreed to adopt the British Sign Language Plan 2018 – 2024, as detailed in Appendix 1 of the Report.

14. WILLIAM LAMB STUDIO, MONTROSE

There was submitted Report No 318/18 by the Head of Infrastructure proposing measures to secure the operation of the William Lamb Studio via the Friends of William Lamb Studio, supported by Angus Council.

The Report indicated that following a series of meetings with the Chair of the Friends of the William Lamb Studio (FOWLS), representatives of ANGUSalive and representatives of the Place directorate, future management arrangement had been agreed as detailed in Appendix 2 to the Report. ANGUSalive would continue to care for and manage the collection of William Lamb which formed part of the collections of Angus Council with the FOWLS being responsible for the opening and closing of the studio for everything except repairs and maintenance.

The running costs associated with the operation of the William Lamb Studio, as set out in paragraph 3 of the Report, would be avoided by the Montrose Common Good Fund and ANGUSalive, with the roles being undertaken by FOWLS allowing the studio to continue to be open and be a destination asset for Montrose. The property costs of the studio would continue to be met through the Infrastructure Property budget, with the potential for future consideration of alternative funding sources.

Having heard from the Strategic Director – Place who clarified that in relation to paragraph 4.2 and the issue of Accredited Museum Status, in discussions with the Friends of William Lamb, it had been agreed that the Friends would decide if they wished to take this forward and if so they would take the lead on accreditation. Angus Council and Angus Alive would provide proportionate support. ANGUSalive would continue to care for and manage the collection of William Lamb which formed part of the collections of Angus Council for the people of Angus as per Section 3.4 with regard to cataloguing, researching, interpreting and making accessible the collection; managing membership of the VisitScotland Quality Assurance Scheme; and ensuring retention of Accredited Museum status.

The Committee agreed:-

- (i) to note the positive discussions with the Friends of William Lamb Studio;
- (ii) to approve the proposed management and operational arrangements for the William Lamb Studio;

- (iii) to note that ANGUSalive would continue to care and manage the collection of William Lamb which formed part of the collections of Angus Council to the people of Angus and that Infrastructure Services would manage the property; and
- (iv) to note that liaison meetings would be taking place with the Friends of William Lamb Studio, Angus Council, ANGUSalive and Montrose elected members.

15. APPROPRIATION OF SURPLUS SITE, DUNARN STREET, NEWTYLE FROM THE GENERAL FUND TO THE HOUSING REVENUE ACCOUNT (HRA) USING AN ALTERNATIVE VALUATION METHODOLOGY

There was submitted Report No 319/18 by the Head of Infrastructure proposing that a site extending to 0.46ha at Dunarn Street, Newtyle be declared surplus and appropriated to the Housing Revenue Account.

In an effort to provide a more equitable return to the General Fund, whilst ensuring that the provision of affordable housing remained viable, it was proposed that an alternative approach to valuation was adopted which drew on commuted sum values set by the District Valuer as part of Affordable Housing Requirements in private housing developments. The final appropriation amount for each site would be based on the number of housing units achieved, taking into account the cost of demolition, decontamination and/or excessive development and infrastructure costs and which would give cognisance to government funding available to the HRA for affordable housing.

The Committee agreed:-

- (i) that the site extending to 0.46ha at Dunarn Street, Newtyle shown outlined on the plan in Appendix 1 to the Report, be declared surplus to Angus Council's requirements and appropriated from Education to the Housing Revenue Account for delivery of affordable housing; and
- (ii) to approve the alternative valuation method for the appropriation of surplus assets from the General Fund to the HRA.

16. PROPERTY TRANSACTION – THE LODGE, 24 ARBROATH ROAD, FORFAR

There was submitted Report No 320/18 from the Head of Infrastructure, seeking approval for the property transaction in relation to the Lodge, 24 Arbroath Road, Forfar

The Committee agreed to approve the sale of The Lodge, 24 Arbroath Road, Forfar, which had been provisionally agreed, to a private individual for £72,256.000.

Councillor McLaren, having declared an interest at item 2 above, left the meeting during consideration of the part of the report that related to Forfar Common Good Fund Projects.

17. COMMON GOOD FUNDS – PROJECT APPROVALS

There was submitted Report No 321/18 by the Head of Infrastructure seeking decisions for 2018/19 Common Good Funded projects.

The Committee agreed:-

- (i) to homologate the decision by the Brechin local members to fund a replacement cooker in Brechin City Hall (up to £5,000);
- (ii) to approve the undernoted reduced funding for projects from Arbroath Common Good Fund:-

- £43,279.24 to provide a water supply via a borehole to Keptie Pond
 - £6,015.60 for the purchase of additional market stalls to extend a growing demand for markets
- (iii) to approve funding from Forfar Common Good Fund of £7,000 for Forfar Men's Shed, as a contribution to the costs of a new building;
- (iv) to refuse funding from Arbroath Common Good Fund of £728 (for 1 year) for Art and Soul, in relation to art sessions and rental of property; and
- (v) to refuse funding from Forfar Common Good Fund of £29,909.00 for East and Old Parish Church, for the provision of lifts within the building.