

# ANGUS COUNCIL

MINUTE of MEETING of the **POLICY AND RESOURCES COMMITTEE** held in the Town and County Hall, Forfar on Tuesday 8 October 2019 at 2.00pm.

**Present:** Councillors DAVID FAIRWEATHER, ANGUS MACMILLAN DOUGLAS OBE, BRIAN BOYD, BRADEN DAVY, LYNNE DEVINE, BILL DUFF, SHEILA HANDS, ALEX KING, BEN LAWRIE, IAN MCLAREN, BOB MYLES, MARK SALMOND, RON STURROCK, DEREK WANN and JULIE BELL.

Councillor FAIRWEATHER, Convener, in the Chair.

## 1. APOLOGIES/SUBSTITUTES

An apology for absence was intimated on behalf of Councillor Beth Whiteside with Councillor Julie Bell substituting.

## 2. DECLARATIONS OF INTEREST

Councillors Bell and Myles declared an interest in item 5 (Schedule 1) and item 7 as a Council appointed member of the Angus Health and Social Care Partnership. They indicated that they had a general dispensation and would therefore take part in any discussion and voting on these items.

Councillor Myles also declared an interest in item 11 as a Council appointed member of Tayside Contracts Joint Committee. He indicated that he had a general dispensation and would therefore take part in any discussion and voting on this item.

Councillor Wann declared an interest in item 5 as he had spoken to members of the Arbroath Community Sports Club. He had made no comment on the proposed lease and would therefore participate in any discussion and voting on this item.

Councillor Fairweather declared an interest in item 5 as he had received a phone call from a member of the Arbroath Community Sports Club. He had made no comment on the proposed lease and would therefore participate in any discussion and voting on this item.

## 3. REQUEST FOR A DEPUTATION

The Committee agreed to hear a deputation from Fiona Ritchie and Donna Wiltshire on behalf of Arbroath Community Sports Club in relation to the property transaction at Hercules Den, Arbroath, who gave members of the committee an overview of the work of the Club and the effect it would have on their members and the wider community should the lease be not renewed.

*Thereafter, in accordance with the provisions of Standing Order 37(2) the Committee agreed that the order of business be varied from the published agenda and be considered in the following order.*

## 4. MINUTES

### (i) Previous Meeting

The minute of meeting of this Committee of 27 August 2019 was submitted and approved as a correct record.

### (ii) Special Sub-Committee

The minute of meeting of the Special Sub-Committee of 15 September 2019, a copy of which is appended hereto (**Appendix 1**) was submitted and noted.

## **5. PROPERTY TRANSACTION – HERCULES DEN, ARBROATH**

With reference to Article 12 of the minute of meeting of this Committee of 27 August 2019, there was submitted Report No 339/19 by the Director of Infrastructure seeking approval of a property transaction in relation to Hercules Den, Arbroath.

Having heard from a number of members (at item 3 above), the Committee agreed to approve the property transaction as detailed in the Appendix 1 to the Report, to be implemented on renewal at 30 June 2020.

## **6. INFORMATION REPORT FOR THE PERIOD 28 AUGUST - 8 OCTOBER 2019**

There was submitted and noted Report No 330/19 by the Director of Infrastructure providing information to members with regard to services in Infrastructure, specifically in relation to:

- Property maintenance end of year 2018/19 (Schedule 1)
- Energy Annual Report 2018/19 (Schedule 2)
- Water Annual Report 2018/19 (Schedule 3)

## **7. INFORMATION REPORT FOR THE PERIOD 13 AUGUST – 23 SEPTEMBER 2019**

With reference to Article 5 of the minute of meeting of this Committee of 27 August 2019, there was submitted Report No 331/19 by the Director of Strategic Policy, Transformation and Public Sector Reform providing information to members with regard to services in the Strategic Policy and Transformation Service specifically in relation to an overview of Economic Development Business Support and investment activities.

Having heard a number of members commend the work of the Economic Development Service, the Committee agreed to note the contents of the Report.

## **8. REVENUE MONITORING 2019/20 AND RENEWAL AND REPAIR FUND POSITION 2019/20**

With reference to Article 9 of the minute of meeting of this Committee of 27 August 2019, there was submitted Report No 332/19 by the Director of Finance providing revenue budget information; detailing the latest projected year end position for each council service and main service area; giving a brief explanation on significant variances and providing an update on expenditure funded through the Council's Renewal and Repair Fund.

The Report indicated that a surplus compared to budget of £2.604m was projected at this point in the financial year in respect of the General Fund services net adjusted budget (excluding the Angus Health and Social Care Partnership) of £223.378m. An adjustment was required to this total to reflect previously approved policy as detailed in table 6.2 of the Report, which left an adjusted projected surplus of £1.113m.

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; and
- (iii) to approve the transfer from uncommitted General Fund balance for continuation of the DAYOne pilot.

## **9. CAPITAL MONITORING – GENERAL FUND CAPITAL PROGRAMME – 2019/20**

With reference to Article 10 of the minute of meeting of this Committee of 27 August 2019, there was submitted Report No 333/19 by the Director of Finance apprising members of the capital expenditure incurred for the period 1 April 2019 to 31 August 2019 and measuring projected capital expenditure for the year against budgeted provision.

The Report indicated that with five months (42%) 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. Work was ongoing

on a number of significant projects for which no payment had yet been made by virtue of the phasing of such a projects. Furthermore, the value of works completed up to 31 March 2020 would be assessed as part of the year end process and expenditure accrued accordingly.

The Committee agreed to note the expenditure to date and projected outturn position on the General Fund Capital Programme as per tables 1 and 2 of the Report and the Capital Monitoring Statement, attached as Appendix 1 to the Report.

## **10. PROCUREMENT OF BANKING SERVICES**

There was submitted Report No 334/19 by the Director of Finance seeking authority to undertake a procurement exercise to put in place a contract for the provision of banking services for up to five years from 1 April 2020.

The Report indicated that the banking service covered activities such as the provision of a range of accounts to facilitate management of cash balances; access to a range of payment mechanisms; receipt of cash and cheque deposits and the provision of detailed transaction information to facilitate reconciliation with financial systems. Provision of an effective banking service was accordingly critical to the financial management of the Council and AngusAlive.

The Committee agreed to delegate authority to the Director of Finance to:-

- (i) finalise a procurement strategy for banking services in line with the outline given in section 3 of the Report; and
- (ii) procure banking services, in terms of the procurement provisions provided in the Council's Financial Regulations for a period of three years from 1 April 2020 with provision for extension for an initial two years as an option, on the basis set out in the Report on behalf of Angus Council and AngusAlive.

## **11. PERIODS AND MENOPAUSE POLICY**

With reference to Article 5(i) of the minute of meeting of Angus Council of 20 June 2019, there was submitted Report No 335/19 by the Director of HR, Digital Enablement, IT and Business Support advising members of the introduction of a new workplace policy relating to periods and the menopause. The new policy would be available to employees and managers who required advice or support in the workplace and the policy would be launched on World Menopause Day on 18 October 2019.

Having heard Councillor Bell welcome and commend the policy as a model of good practice, the Committee agreed to approve the new policy.

## **12. THE DEVELOPMENT OF TAYSIDE MEALS CENTRE (TAY CUISINE)**

With reference to Article 8 of the minute of meeting of the Children and Learning Committee of 29 January 2019, there was submitted joint Report No 346/19 by the Depute Chief Executive and the Director of Finance advising members of the implications for Angus Council of the recent decision by Perth and Kinross Council not to proceed as part of the Tayside Meals Centre.

The Report indicated that the decision by the Policy and Resources Committee on 29 January 2019 to approve the financial implications had been based on the understanding that Dundee City Council, Perth and Kinross Council and the Joint Committee of Tayside Contracts were also required to make decisions on this proposal. Perth and Kinross Council had recently decided not to proceed as part of the Tayside Meals Centre. This decision had implications for the project business case as presented in Report No 32/19 and had altered the financial model and benefits associated with the Tayside Meals Centre. As a result, Tayside Contracts had reviewed and revised the projected costs and savings associated with the implementation of the Tayside Meals Centre across Angus and Dundee only. The revised financial implications were detailed in Section 3 of the Report which indicated that the net savings to Angus Council was projected to be £107k as opposed to £138k.

The Committee agreed:-

- (i) to note the decision by Perth and Kinross Council not to proceed as part of the Tayside Meals Centre;
- (ii) to note the contents of this report and the implications for Angus Council's continued involvement in the Tayside Meals Centre;
- (iii) to continue to proceed with the implementation of a cook-freeze centralised meals production facility at Tay Cuisine (the Tayside Meals Centre), for the delivery of the primary school and early learning and childcare (ELC) meals service on the basis this would require no additional investment by Angus Council and would still achieve a financial saving as outlined in Section 6 of the Report; and
- (iv) to note the need to progress the Tayside Meals Centre project as a matter of priority to best ensure the increase in early learning and childcare meals could be achieved by the August 2020 timeframe.

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

The Convener intimated that as some of the text in the Appendices to Report No 336/19 had not been included, consideration of the Report be deferred to full Council on 17 October 2019, when a revised Report would be submitted.

### 14. COMMON GOOD FUND – PROJECT APPROVALS

With reference to Article 8 of the minute of meeting of this Committee of 4 June 2019, there was submitted Report No 337/19 by the Director of Infrastructure seeking committee approval for 2019/20 Common Good funded projects from the Brechin Common Good.

The Committee agreed:-

- (i) to approve the following projects;

<b>Project Name 1</b>	<b>Structural Repair to Band Hall</b>
Organisation	Brechin City Band
Value	<b>£10,000</b> (of total £30,645 project costs)
Description	Building upgrade of Band Hall at 19-21 City Road, Brechin - Phase 1 redevelopment essential structural repairs
<b>Project Name 2</b>	<b>Municipal Buildings, Bank Street</b>
Organisation	Angus Council: Infrastructure
Value	<b>£50,000</b>
Description	Refurbish All Single Glazed Windows to Provide Ventilation & Install Secondary Glazing
<b>Project Name 3</b>	<b>Municipal Buildings, Bank Street</b>
Organisation	Angus Council: Infrastructure
Value	<b>£5,000</b>
Description	Upgrade Rear Fire Exit Doors, Frames & Ironmongery
<b>Project Name 4</b>	<b>Municipal Buildings, Bank Street</b>
Organisation	Angus Council: Infrastructure
Value	<b>£10,000</b>
Description	External Paint
<b>Project Name 5</b>	<b>Brechin City Halls</b>
Organisation	Angus Council: Infrastructure
Value	<b>£1,500</b>
Description	Buff & re-seal hardwood floors to both halls

<b>Project Name 6</b>	<b>Brechin City Halls</b>
Organisation	Angus Council: Infrastructure
Value	<b>£7,000</b>
Description	Flue replacement

- (ii) to approve the following project, subject to a site visit for local elected members and to delegate authority to the Director of Infrastructure to conclude matters;

<b>Project Name 7</b>	<b>Cemetery Den Culvert</b>
Organisation	Angus Council: Communities
Value	<b>£30,000</b>
Description	De-culverting a section of the Den Burn which had collapsed

- (iii) and to refuse the following application;

<b>Project Name 8</b>	<b>Rugby Academy</b>
Organisation	The Strathmore Rugby Club Community Trust
Value	<b>£5,000</b>
Description	Community Project assistants and Health professionals to support academy pupils

#### **15. SURPLUS PROPERTY – ST MARGARET’S HOUSE**

With reference to Article 7 of the minute of meeting of Angus Council of 1 December 2015, there was submitted Report No 338/19 by the Director of Infrastructure seeking to declare St Margaret’s House and associated car parking surplus to the requirements of Angus Council and to make it available for both let and sale, on terms to be approved by the Director of Infrastructure.

The Committee agreed that St Margaret’s House and associated car parking be declared surplus to Angus Council’s requirements and marketed for sale as well as the current marketing for let.

#### **16. PROPERTY TRANSACTION – 51 JOHN STREET, MONTROSE**

There was submitted Report No 340/19 by the Director of Infrastructure seeking approval of a property transaction in relation to 51 John Street, Montrose, the former Registrar’s Office which had been declared surplus as part of the Transforming Angus Agile Working and Estates Review by the Council in December 2015.

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

#### **17. EXCLUSION OF PUBLIC AND PRESS**

The Committee resolved, in terms of Standing Order 28(2) that the public and press be excluded from the meeting during consideration of the following items 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, paragraphs 6, 8 and 9.

#### **PROPERTY TRANSACTION – 51 JOHN STREET, MONTROSE (EXEMPT APPENDIX)**

The Committee noted the exempt Appendix 2 to Report No 340/19 in relation to Item 16 above.

#### **18. HOME ENERGY EFFICIENCY PROGRAMME FOR SCOTLAND: AREA BASED SCHEMES – GRANT AWARD 2019/20**

There was submitted Report No 341/19 by the Director of Infrastructure advising of a grant award from the Scottish Government through the Home Energy Efficiency Programme: Area Based Schemes.

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

**19. ANGUS HEAT PROJECT 2019/20**

There was submitted Report No 342/19 by the Director of Infrastructure summarising the success from the review of Angus Home Energy Advice Team Project 2018/19 and seeking approval for Scottish Government grant funding to be allocated to the Angus HEAT Project 2019/20 in order to continue to provide this service to the residents of Angus for 2019/20.

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