

## ANGUS COUNCIL

MINUTE of MEETING of the **CORPORATE SERVICES COMMITTEE** held in the Town and County Hall, Forfar on Tuesday 7 December 2010 at 2.30pm.

**Present:** Councillors MARK SALMOND, JOHN WHYTE, DONALD MORRISON, ALEX KING, DAVID MAY, BILL MIDDLETON, PETER MURPHY, ROB MURRAY, BOB MYLES, COLIN BROWN, GLENNIS MIDDLETON JOHN RYMER and SANDY WEST.

Councillor SALMOND, Convener, in the Chair.

### 1. APOLOGIES/SUBSTITUTES

Apologies for absence were intimated on behalf of Councillors Iain Gaul, Peter Nield and Helen Oswald, with Councillors Donald Morrison, Colin Brown and Glennis Middleton substituting respectively.

### 2. DECLARATIONS OF INTEREST

Councillor May declared an interest in item 8 as he had received correspondence from and had attended a meeting with representatives of Hope Paton Bowling Club as well as being a visitor to the Club and hearing directly from the members. He indicated he would participate in discussion or voting.

Councillor Glennis Middleton declared an interest in item 26 as she was a member of the Forfar Day Care Committee. She indicated she would not participate in discussion or voting.

Councillor Murphy declared an interest in item 18 as he was an adviser to the Carnoustie Centre Action Group. He indicated he would participate in discussion or voting.

Councillors Murray and Whyte declared an interest in item 23 as they were a Director and Alternate Director respectively of Monifieth Golf Links Ltd. Councillor Murray indicated he would leave the meeting while this matter was being considered. Councillor Whyte indicated he would participate in discussion or voting as he had not been involved in the last two years.

### 3. MINUTE OF PREVIOUS MEETING

The [minute of meeting of this Committee of 21 October 2010](#) was approved as a correct record and signed by the Convener.

### 4. ISLA PRIMARY SCHOOL – DUNDEE INSTITUTE OF ARCHITECTS AWARDS

The Director of Corporate Services advised the Committee that Angus Council had been awarded the only “Highly Commended” award for Isla Primary School, due to the meritable high quality of the built design and its approach to energy conservation and sustainable design, in the 2010 Dundee Institute of Architects Awards Best Public/Commercial Building category. The school had also received outright recognition for the overall “Best Use of Timber” within any category. The judges commented on the use within the building of green oak which was machined and carefully prepared locally by a sawmill near Lintrathen. Both awards had been received by the contract administrator, Darren Keddie, on behalf of Angus Council, at the awards evening held in Invercarse Hotel, Dundee on 18 November 2010.

The Committee agreed to note the award for Isla Primary School and the Convener, on behalf of the Committee commended the Property Division Project team and colleagues in the Education Department for the high quality of planning, design and construction that had enabled Isla Primary School to achieve these recognitions.

### 5. CORPORATE SERVICES DEPARTMENT MID-TERM SERVICE PERFORMANCE REPORT

With reference to Article 24 of the minute of meeting of this Committee of 3 December 2009, there was submitted [Report No 868/10](#) by the Director of Corporate Services presenting the Mid-Term Service Performance Report in respect of the Corporate Services Department for the first six months of the 2010/2011 financial year.

The Report indicated that with regard to the actions on the Departmental Service Plan, one action was overdue, 41 were on target and 16 were now completed.

The Committee agreed to note the contents of the Report.

## **6. PROPOSED DISPOSAL OF THE DEN HOUSE, 94 GLENGATE, KIRRIEMUIR**

There was submitted [Report No 869/10](#) by the Director of Corporate Services advising the Committee that the Den House, 94 Glengate, Kirriemuir could be declared surplus to Angus Council's requirements.

The Report indicated that the property had been leased to a Council employee since 2001 and was now vacant. The Head of Property had circulated the availability of the property to other departments of the Council and as there had been no interest shown in utilising the building, it was recommended that it be declared surplus to the Council's requirements and be disposed of on the open market.

The Committee agreed:-

- (i) to note the contents of the Report; and
- (ii) to approve that the Den House, 94 Glengate, Kirriemuir be declared surplus to Angus Council's requirements and be disposed of on the open market.

## **7. MONIFIETH COMMUNITY CENTRE STEERING GROUP – PROPOSED LEASE**

With reference to Article 28 of the minute of meeting of this Committee of 2 September 2010, there was submitted [Report No 870/10](#) by the Director of Corporate Services advising the Committee of a request from the Monifieth Community Centre Steering Group to lease the vacant portakabin building at Invertay House, Monifieth.

The Report indicated that a request had been received from Monifieth Community Centre Steering Group (MCCSG) to lease the vacant portakabin building located at one of the three sites identified in Report No 640/10 namely South Union Street, Invertay House, Monifieth, to use as a community focal point in the interim period whilst they proceeded with the feasibility study in respect of a permanent building.

The Committee agreed:-

- (i) to note the contents of the Report;
- (ii) to approve the exemption from Financial Regulations 17.1.4 and 17.1.5 relating to the Policy for the Lease of Council Land and Buildings; and
- (iii) to authorise the Head of Property to negotiate terms and conditions for the lease of the portakabin at Invertay House, Monifieth to the Monifieth Community Centre Steering Group.

## **8. PROPERTY TRANSACTIONS**

With reference to Article 6 of the minute of meeting of this Committee of 21 October 2010, there was submitted [Report No 871/10](#) by the Director of Corporate Services advising the Committee of the outcomes of negotiations for lease renewals and new leases as detailed in Appendix 1 to the Report.

The Committee agreed to note and approve the conclusion of these negotiations as detailed in Appendix 1 to the Report.

## **9. PROPERTY MAINTENANCE PROGRESS REPORT 2010/2011**

With reference to Article 7 of the minute of meeting of this Committee of 21 October 2010, there was submitted and noted [Report No 872/10](#) by the Director of Corporate Services presenting the second quarter cumulative status of expenditure on the maintenance of non-housing properties.

## 10. BALMASHANNER MONUMENT, FORFAR

There was submitted [Report No 873/10](#) by the Director of Corporate Services advising the Committee of the outcome of an evaluation of recommendations detailed in a Consultants Conservation Report for Balmashanner Monument, Forfar, a Category 'C(S)' listed building, and proposing that a conservation project be undertaken in 2011/2012 or as soon as practical thereafter, subject to specific funding provisions being made available.

The local Councillors had been consulted and had advised that they wished this important War Memorial to be properly maintained. They had agreed that a decision regarding specific funding from the Forfar Common Good to carry out the identified works would be made at the local Councillors meeting to be arranged for considering revenue budget bids as part of the 2011/2012 budget preparation process.

The Committee agreed:-

- (i) to note the contents of the Report;
- (ii) to instruct the Director of Corporate Services to undertake the scope of works recommended in the Report, subject to specific Forfar Common Good Fund being made available as a consequence of the budget setting process for 2011/2012 or as soon as practical thereafter; and
- (iii) to note that failing to undertake the scope of works recommended in the Report would place the Council as owners of Forfar Common Good, in a position where it was failing to meet its responsibilities to maintain and conserve a Category "C(S)" listed building.

## 11. PEEL MONUMENT, FORFAR

There was submitted [Report No 874/10](#) by the Director of Corporate Services advising the Committee on the outcome of an evaluation of recommendations detailed in a Consultants Conservation Report for Peel Monument, Forfar, a Category 'B' listed building, and proposing that a conservation project be undertaken in 2011/2012 or as soon as practical thereafter subject to specific funding provisions being made available.

The Report indicated that repairs to War Memorials and Monuments under the care of the Director of Corporate Services were undertaken through funding established for this purpose in the annual Miscellaneous Other Services revenue budget provision for War Memorials and Monuments. This funding was intended to facilitate the minor maintenance repairs needed for a wide range of statues, monuments etc comprising mainly cleaning and where appropriate minor repairs and repainting. This budget could not however contain the proposed cost of the remedial works and a submission by the Director of Corporate Services for addition of specific one off funding of £120,000 in 2011/2012 was being considered as part of the budget setting process for 2011/2012 or as soon as practical thereafter.

The Committee agreed:-

- (i) to note the contents of the Report;
- (ii) to instruct the Director of Corporate Services to undertake the scope of works recommended in the Report, subject to specific supplementary funding being made available as a consequence of the budget setting process for 2011/2012; and
- (iii) to note that failing to undertake the scope of works recommended in the Report would place the Council in a position where it was failing to meet its' responsibilities to maintain and conserve a Category 'B' listed building.

**12. REFURBISHMENT OF HOME ECONOMICS ROOM, HE 4 AND SCIENCE LAB 6 AT ARBROATH HIGH SCHOOL – COMPLETION CONTRACT**

With reference to Article 4 of the minute of meeting of the Strategic Policy Committee of 7 September 2010, there was submitted [Report No 875/10](#) by the Director of Corporate Services advising the Committee on the outcome of the completion contract placed with AD Contracting (Scotland) Limited following the appointment of administrators in respect of Torith Limited, Drumoig.

The Committee agree:-

- (i) to note the contents of the Report;
- (ii) to note that AD Contracting (Scotland) Limited had been issued an acceptance for the negotiated tender relating to the refurbishment of Home Economics Room HE 4 and Science Lab 6 at Arbroath High School, in the amount of £100,391.95;
- (iii) to note the estimated total cost of £129,017 (at outturn prices);
- (iv) to note that the additional expense properly incurred by the Council as a result of determination of the contract was estimated at £19,707 against which an estimated unpaid balance to Torith Limited of £18,442 was being held by the Council and that claims would be lodged with the Administrator in due course for the increase in the project cost and for liquidated and ascertained damages;
- (v) to note that an allowance of £310,000 for Secondary Schools – Home Economics and Science Rooms was contained in Education's 2009/2013 updated 2009/2013 Financial Plan and Capital Monitoring Budget 2010/2011 as approved by the Strategic Policy Committee on 7 September 2010 (Report 647/10 refers). This project was funded from this allowance and any additional costs incurred to date had been accommodated within Education's Financial Plan; and
- (vi) to note the financial implications included in Section 9 of the Report.

**13. ALTERATIONS TO WALKWAYS AND NEW RAMPS AT SPRINGFIELD, FORFAR – COMPLETION CONTRACT**

With reference to Article 4 of the minute of meeting of the Strategic Policy of 7 September 2010, there was submitted [Report No 876/10](#) by the Director of Corporate Services advising the Committee on the outcome of the completion contract placed with RS Hill Joiners and Building Contractors following the appointment of Administrators in respect of Torith Limited, Drumoig.

The Committee, for its interest, agreed:-

- (i) to note the contents of the Report;
- (ii) to note that RS Hill Joiners and Building Contractors, Forfar had been issued an acceptance for the tender relating to the alterations to walkways and new ramps at Springfield, Forfar in the amount £102,228.53;
- (iii) to note the estimated total cost of £131,149 (at outturn prices);
- (iv) to note that the additional expense properly incurred by the Council as a result of determination of the contract was estimated at £12,133 and that claims would be lodged with the Administrator in due course for the increase in the project cost and for liquidated and ascertained damages;
- (v) to note that an allowance of £1,005,000 for sheltered housing – Springfield modernisation, lift and walkways, was contained in Housing's 2009/2013 updated 2009/2013 Financial Plan and Capital Monitoring Budget 2010/2011 as approved by the Strategic Policy Committee on 7 September 2010 (Report 647/10 refers). This project was funded from this allowance and any additional costs incurred to date had been accommodated within Housing's Financial Plan; and

(vi) to note the financial implications included in Section 9 of this Report.

#### **14. APPOINTMENT OF RATING REVALUATION CONSULTANTS**

With reference to Article 4 of the minute of meeting of this Committee of 3 September 2009, there was submitted [Report No 877/10](#) by the Director of Corporate Services advising the Committee of the outcome of the tendering process for the appointment of Rating Revaluation Consultants.

The Report indicated that Messrs J & E Shepherd were appointed as the Council's External Estates Services Consultants in September 2009. This contract did not however include negotiating appeals against the 2010 Rating Revaluations which came into effect on 1 April 2010 (Report No 611/09 refers). At that time discussions were ongoing with Dundee City Council and Perth and Kinross Council proposing the use of a joint agent to carry out rating revaluation appeals. Dundee City Council and Perth and Kinross Council however decided to utilise their own resources to negotiate the appeals. Angus Council was not resourced to progress this specialised work in-house. The Rating Revaluation Consultancy had therefore been procured in open competition in accordance with the requirements of Section 16 of the Financial Regulations.

The Committee agreed:-

- (i) to note the contents of the Report; and
- (ii) to note the appointment of Rydens LLP to act as Rating Revaluation Consultants to Angus Council for a period of three years from 1 November 2010.

#### **15. ENERGY BUDGET PROGRESS REPORT 2010/11**

With reference to Article 18 of the minute of meeting of this Committee of 2 September 2010, there was submitted and noted [Report No 878/10](#) by the Director of Corporate Services presenting the second quarter cumulative status of expenditure on the individual Council heating fuel and electricity budgets for non-housing properties.

#### **16. ENERGY AND ENVIRONMENTAL CONSERVATION SPEND TO SAVE PROJECTS 2010/11 - PHASE 2**

With reference to Article 12 of the minute of meeting of this Committee of 11 March 2010, there was submitted [Report No 879/10](#) by the Director of Corporate Services seeking approval for the provision of supplementary funding from the Property Renewal and Repair Fund to undertake the programmes of "Spend to Save" energy efficiency projects in support of the Council's Energy Management Strategy at an estimated cost of £15,550.

The Report indicated that the programme of "Spend to Save" energy efficiency projects detailed in Appendix 1 to the Report, which it was intended should be undertaken in 2010/11, had been prepared following consideration of the recommendations from non-housing property energy audit reports and opportunities which had arisen as new technology and energy saving techniques had become available. The projects had been discussed and agreed with the respective departments as being complementary to their own energy efficiency practices.

The Committee agreed:-

- (i) to note the contents of the Report;
- (ii) to note the programme of "Spend to Save" energy efficiency projects planned for 2010/11; and
- (iii) to approve the bid for supplementary funding in the sum of £15,550 from the Property Renewal and Repair Fund in 2010/11.

## 17. PRIMARY SCHOOLS BROADBAND UPDATE - LETHNOT

With reference to Article 12 of the minute of meeting of this Committee of 21 October 2010, there was submitted [Report No 880/10](#) by the Director of Corporate Services advising the Committee of the actions taken to deliver improved broadband provision to Lethnot Primary School.

The Report indicated that it was proposed to upgrade the integrated services digital network circuit at Lethnot Primary School to the Metroflex Managed Services from BT, with the minimum expected upload and download speed of 256Kb due to the distance from the exchange, and the potential of higher speeds if the quality of the circuit proved satisfactory. Although this provided only a moderate improvement in link capacity, a joint assessment of this proposal undertaken by the Information Technology Division and the Education Department considered that this would provide an improvement to the usability of internet resources for curricular use and to operational systems for staff use.

The Committee agreed:-

- (i) to note the contents of the Report; and
- (ii) to approve the broadband upgrade to Lethnot Primary School using the BT Metroflex Managed Service.

## 18. CARNOUSTIE CENTRE ACTION GROUP - FUNDING PROPOSALS

With reference to Article 28 of the minute of meeting of this Committee of 2 September 2010, there was submitted [Report No 881/10](#) by the Director of Corporate Services advising the Committee of proposals whereby the Council would provide the Carnoustie Centre Action Group (CCAG) proposed community facility with a broadly equivalent support package funding commitment to that provided for the Monifieth Community Centre Steering Group (MCCSG) proposed community facility.

The Report indicated that CCAG had been liaising with Council officers over a number of years to identify a suitable site in the central area of Carnoustie to facilitate the provision of a community led facility. The site of the former Kinloch Primary School in Carnoustie had become available following the provision of replacement primary school accommodation and the Project Board which had been established in March 2009 to consider options for the future development of the Kinloch site had agreed that the site offered an advantageous prospect to accommodate a new care centre, a supported housing scheme, a development of affordable housing and the potential future development of a community facility for CCAG. A number of site configurations had been considered by Council Officers and a conclusion reached that the site layout attached at Appendix 1 to the Report following minor refinements best met the needs of the Council services. CCAG had been consulted on the proposed site area earmarked for their potential use and confirmed their agreement that the allocated site met their prospective needs.

The CCAG had now approached the Council to update officers of the progress they were making to secure the project delivery and were seeking clarification on the Council's possible financial and other contributions or commitments to the project. Based on the key similarities with the MCCSG initiative, CCAG were seeking an overall in principle contribution of £300,000 including land imputed value to facilitate the project provision and a minimum thirty month period to progress full planning consent and the necessary overall funding package. An imputed land value of £160,000 would require a cash contribution of £140,000 if the same overall package to that provided to the MCCSG was approved. No specific budget existed to meet this contribution but headroom existed within balances available in the Local Capital Fund to meet the £140,000 cash contribution commitment.

Having heard Councillor Murphy welcome the Report, the Committee agreed:-

- (i) to note the contents of the Report;
- (ii) to note the background to the development stage presently reached for the CCAG community facility;

- (iii) to approve, in principle, that the Council enter into a legal agreement with the CCAG for a 50 year peppercorn lease for the designated Kinloch site area subject to the CCAG being formally constituted with the power to enter into legal agreements;
- (iv) to approve that Angus Council commit, in principle, to contribute £300,000, incorporating the imputed £160,000 land value, towards the delivering of a community facility;
- (v) to approve the Council's contribution be subject to the project being confirmed as fully deliverable in terms of full planning consents and a full funding package for both the construction and running costs being in place by 30 June 2013;
- (vi) to approve the requirement, as part of this arrangement, that the CCAG work closely with and take professional advice from the Local Community Planning Team and other Council staff in developing their proposals;
- (vii) to note that ongoing discussions were taking place with officers from Council departments to determine the potential opportunity to transfer the delivery of some Council services to the new proposed community facility;
- (viii) to note that any proposals arising from these discussions, including the financial equation, would be subject to Committee agreement; and
- (ix) to note that updates would be presented to Committee as appropriate.

**19. HOUSING CAPITAL AND PLANNED MAINTENANCE PROGRAMME HRA BLOCK – 2010/2011**

With reference to Article 4 of the minute of meeting of the Neighbourhood Services Committee of 18 November 2010, there was submitted [Joint Report No 810/10](#) by the Director of Neighbourhood Services and the Director of Corporate Services setting out the actual capital and planned maintenance spends to 30 September 2010 together with a projected outturn for the year to 31 March 2011 and updated funding proposals.

The Committee, for its interest, agreed:-

- (i) to note the contents of the Report; and
- (ii) to note the projected year end positions on capital expenditure, planned maintenance expenditure and indicative funding proposals.

**20. CAPITAL MONITORING – GENERAL FUND CAPITAL PROGRAMME 2010/2011**

With reference to Article 16 of the minute of meeting of this Committee of 21 October 2010, there was submitted [Report No 882/10](#) by the Director of Corporate Services advising the Committee of the capital expenditure incurred for the period from 1 April to 30 September 2010 and measuring projected capital expenditure for the year against budgeted provision.

The Report indicated that, at this stage in the financial year, the latest year end estimate of gross expenditure was £78,000 below the 2010/2011 gross capital monitoring budget and £207,000 under on a net basis.

As part of the budget process for 2010/2011 and beyond it was intended that the Capital Budget Sub-Group would continue to review the position on the General Fund Capital Programme and address issues relating to the projected 2010/2011 spend position, slippage on projects and the overall resources potentially available for 2010/2011.

The Committee agreed:-

- (i) to note the contents of the Report;
- (ii) to note the expenditure position on the General Fund Capital Programme as at 30 September 2010 as set out in tables 1 and 2 in the Report and the accompanying Capital Monitoring Statement set out in Appendix 1 to the Report;

- (iii) to note that projections of the 2010/2011 year end position on the General Fund Capital Programme would be ongoing and brought forward, on a regular basis, to future Committees; and
- (iv) to note that the next meeting of the Capital Projects Monitoring Group was scheduled to take place on 9 December 2010.

## **21. REVENUE MONITORING/PROJECTED OUTTURN STATEMENT 2010/2011**

With reference to Article 17 of the minute of meeting of this Committee of 21 October 2010, there was submitted [Report No 883/10](#) by the Director of Corporate Services advising the Committee of the actual revenue expenditure incurred and income received for the period 1 April to 30 September 2010, together with the anticipated year end position in respect of each Council Department.

The Report indicated that, in the main, expenditure was currently behind the phased budget and although there were no particular concerns arising from these areas at present, the position would continue to be monitored closely during the course of the financial year.

With regard to the current severe weather, the Director advised the Committee it was, at present costing additional payments of some £80,000 per day, with a cumulative cost to date of circa £600,000 to clear the snow in the county by means of Tayside Contracts, outside contractors and Council staff. He assured the Committee that this cost and further anticipated costs over the immediate period could be contained within the overall budget at this time with the priority being to continue to keep the roads etc passable. Updates on the situation would be given to elected members as necessary, with the Chief Executive expected to give a further briefing on the winter conditions financial situation at the next meeting of the Council. Report No 883/10 had been prepared in advance of the severe weather conditions and therefore the severe weather additional costs were not allowed for in the report.

The Convener, on behalf of the Committee, paid tribute to all staff and external contractors involved in the snow clearing and thanked them for their hard work which was much appreciated.

The Committee agreed:-

- (i) to note the contents of the Report;
- (ii) to note, in particular, the comments on the financial implications section with regard to the projected year end position; and
- (iii) to approve the budget virement of £568,000 from Miscellaneous Other Services to Departments for the 2010/11 LGE pay award of 0.65% outlined in Appendix C to the Report.

## **22. RENEWAL AND REPAIRS FUNDS AS AT 30 SEPTEMBER 2010.**

With reference to Article 35 of the minute of meeting of this Committee of 2 September 2010, there was submitted [Report No 884/10](#) by the Director of Corporate Services advising the Committee of the actual financial position of the Renewal and Repairs Funds for Property, Information Technology, Roads and Transport, Print and Design Unit and Recreation as at 30 September 2010, which showed an effective uncommitted balance of £666,115.

The Committee agreed to note the contents of the Report.

## **23. REMISSION OF RATES**

*Councillor Murray, having declared an interest at item 2 above, left the meeting during consideration of this item.*

With reference to Article 18 of the minute of meeting of this Committee of 21 October 2010, there was submitted [Report No 885/10](#) by the Director of Corporate Services advising the Committee of applications for Remission of Rates and recommending that they should be granted, which would result in an annual cost of £20.35 to the Council.

The Committee agreed to approve the applications for Remission of Rates, as detailed in the Report.

#### **24. MISCELLANEOUS ACCOUNTS - DEBT WRITE-OFF**

With reference to Article 36 of the minute of meeting of this Committee of 2 September 2010, there was submitted [Joint Report No 886/10](#) by the Director of Corporate Services and the Head of Finance containing details of miscellaneous accounts which, it was recommended be written-off.

The Report indicated that a relatively small number of accounts had been identified for write-off and the number and value of these accounts within the context of the total number issued throughout the year were relatively insignificant although they would continue to be pursued in light of any further information which might become available.

The Committee agreed:-

- (i) to note the contents of the Report; and
- (ii) to authorise accounts amounting to £22,583.73 (including £653.57 of VAT) as detailed in Appendix 1 of the Report, be written off as irrecoverable.

#### **25. ARBROATH GOLF COURSE - PROPOSED CHARGES FOR YEAR ENDING 31 OCTOBER 2011**

With reference to Article 24 of the minute of meeting of this Committee of 28 January 2010, there was submitted [Report No 887/10](#) by the Director of Corporate Services submitting the proposed charges for Arbroath Golf Course Committee of Management for the year ending 31 October 2011 and updating the Committee of the forecast financial position of Arbroath Golf Course Committee of Management.

The Report indicated that the Committee of Management's forecast profit and loss account, balance sheet and proposed charges for the year ending 31 October 2011 were projected to provide a marginally improved financial position from that of the prior financial year. Falling membership numbers and the current economic climate would, however, continue to provide a challenge to the Committee's future financial stability.

The Committee agreed:-

- (i) to note the contents of the Report;
- (ii) to note the draft financial position for the year ending 31 October 2010;
- (iii) to approve the proposed charges for the year ending 31 October 2011 as set out in Appendix A to the Report; and
- (iv) to note the forecast financial position for the year ending 31 October 2011.

#### **26. COMMON GOOD FUNDS - PROJECT APPROVALS**

With reference to Article 19 of the minute of meeting of this Committee of 29 April 2010, there was submitted [Joint Report No 889/10](#) by the Chief Executive and the Director of Corporate Services advising the Committee of the progress on projects previously deferred pending further information as part of the 2010/11 budget process and new or extended projects submitted for approval after the 2010/11 budgeting process had been completed.

The Committee agreed:-

- (i) to note the contents of the Report;
- (ii) to approve the projects submitted for funding from the various Common Good funds in 2010/11 as set out in the Report; and

- (iii) to note the current Common Good balances updated to reflect the contents of the Report.

**27. CORPORATE SERVICES BUDGET MONITORING FOR THE PERIOD TO 30 SEPTEMBER 2010**

With reference to Article 19 of the minute of meeting of this Committee of 3 December 2009, there was submitted [Report No 888/10](#) by the Director of Corporate Services advising the Committee of the actual expenditure compared with budget in respect of the Corporate Services Department for the period 1 April to 30 September 2010, together with the anticipated year end position.

The Report indicated that, in the main, expenditure was currently behind the phased budget and while there were no particular concerns arising from these areas at present the position would continue to be monitored closely during the course of the financial year.

The Committee agreed to note the contents of the Report.

**28. EDUCATION DEPARTMENT REVENUE BUDGET MONITORING FOR THE PERIOD TO 30 SEPTEMBER 2010**

With reference to Article 5 of the minute of meeting of the Education Committee of 25 November 2010, there was submitted [Joint Report No 841/10](#) by the Director of Education

and the Director of Corporate Services advising the Committee of the projected revenue expenditure in comparison to budget in respect of the Education Department for the period to 30 September 2010 and providing comment on the more significant variances arising.

The Report indicated that, based on the actual income and expenditure to the end of September 2010, the Education Department had a projected underspend of £59,000.

The Committee, for its interest, agreed to note the contents of the Report.

**29. INFRASTRUCTURE SERVICES DEPARTMENT BUDGET MONITORING FOR THE PERIOD TO 30 SEPTEMBER 2010**

With reference to Article 5 of the minute of meeting of the Infrastructure Committee of 23 November 2010, there was submitted [Joint Report No 848/10](#) by the Director of Infrastructure Services and the Director of Corporate Services advising the Committee of the actual expenditure compared with the budget in respect of the Infrastructure Services Department for the period 1 April to 30 September 2010, together with the anticipated year end position.

The Report indicated that there was currently an underspend of £452,000 compared to the profiled monitoring budget at this stage of the financial year and the year end outturn for the Department was a revenue budget underspend of £68,000.

The Report further indicated that notwithstanding the revenue budget underspend at the year end, there were no particular concerns arising from the revenue or capital budgets at present although the position of these, together with the Renewal and Repair budgets would continue to be monitored closely during the course of the financial year.

The Committee, for its interest, agreed to note the contents of the Report but noting that the costs of the severe weather conditions were not shown in the Report.

**30. SALT STORAGE UPDATE**

With reference to Article 8 of the minute of meeting of this Committee of 3 December 2009, there was submitted [Report No 867/10](#) by the Director of Infrastructure Services advising the Committee of progress on the provision of indoor salt storage facilities and in light of tenders received recommending revising the proposal to a single store based in Forfar.

The Report indicated that the tenders received for the procurement and construction of salt storage at depots at Kirriemuir Road, Forfar and Cairnie Road, Arbroath had been significantly higher than the budget estimate of £200,000 set in 2009 and this was considered to be due to a number of factors which were outlined in the Report. As a result of the significantly increased capital cost none of the tenders had been accepted. Subsequent discussions had continued with suppliers, and specifically via Tayside Contracts who were the lowest tenderer, with a view to how the project could be delivered at lower costs. The most attractive option appeared to be a single larger store in the Forfar Depot. This would offer construction costs in the region of £70,000 lower than that of the current two units.

The Committee, for its interest, agreed:-

- (i) to note the contents of the Report;
- (ii) to note the outcome of the procurement process which had been undertaken;
- (iii) to note the proposal to progress a single storage building in Forfar as detailed in the Report; and
- (iv) to increase the identified capital expenditure to be met from the Efficiency and Reform Fund Capital allocation from £100,000 to £160,000 in 2011/12.