

## ANGUS COUNCIL

MINUTE of MEETING of the **CONTRACT SERVICES COMMITTEE** held in the Town and County Hall, Forfar on Tuesday 8 October 2002 at 4.00 pm.

**Present:** Councillors BILL CROWE, IAN ANGUS, FRANK ELLIS, JOY MOWATT, GEORGE NORRIE MBE and BILL ROBERTON.

Councillor CROWE, Convener, in the Chair.

### 1. EXCLUSION OF PUBLIC AND PRESS

The Committee resolved, in terms of Standing Order 27(2) that the public and press be excluded during consideration of item 2 so as to avoid disclosure of information which was exempt in terms of Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973, paragraphs 6, 8 and 9.

### 2. SUPPLY AND DELIVERY OF FLOWER BULBS

With reference to Article 2 of the minute of meeting of this Committee of 2 October 2001, there was submitted [Report No 1149/02](#) by the Contract Services Manager on tenders received for the supply and delivery of flower bulbs.

The Committee agreed to homologate the awarding of the contract for the supply and delivery of flower bulbs to the lowest tenderer, namely Eurogarden Limited, in the amount of £2,459.96.

### 3. MINUTE OF PREVIOUS MEETING

The [minute of meeting of this Committee of 8 October 2002](#) was approved as a correct record and signed by the Convener.

### 4. FINANCIAL PERFORMANCE - APRIL TO JUNE 2002

With reference to Article 9 of the minute of meeting of this Committee of 20 August 2002, there was submitted [Joint Report No 1150/02](#) by the Contract Services Manager and the Director of Finance informing the Committee of the financial performance of Contract Services from 1 April to 30 June 2002.

The Report advised that the financial performance for the last period indicated that the target surplus of £427,000 should be achievable but the position would be constantly monitored in conjunction with the Finance Department.

The Committee agreed to note the contents of the Report.

### 5. REVIEW OF CHARGES 2002/2003 - DIRECT DEBIT

With reference to Article 7 of the minute of meeting of the Recreation and Cultural Services Committee of 22 August 2002, there was submitted [Joint Report No 1151/02](#) by the Director of Leisure Services and the Contract Services Manager advising the Committee on the level of monthly direct debit charges for accessing sports centres and swimming pools.

The Report indicated that the "Route to Leisure" card had been available to Angus residents and visitors over a phased rollout since November 2001. The final phase of introducing a direct debit payment facility for those with "Route to Leisure" cards was proposed from 1 December 2002. Opportunities had been taken to ensure that the introduction of the "Young Scot" card had linked to the leisure database in order that the "Young Scot" card could be used as a "Route to Leisure" card.

It was now proposed that three levels of monthly direct debit charges be introduced as an alternative method of payment. Pay as you go would continue to operate for all leisure charges. The monthly direct debit payment facility would only be available to card holders as this would be how the system recognised and monitored the use made by that individual. The direct debit scheme would require an initial sign-up period of one year, with three months' written notice for cancellation.

The Committee was also reminded that a Trailblazer Card initiative had been introduced in July 2002 with monthly charges being set by reference to similar schemes in neighbouring authorities and the private sector. Trailblazer served as both a promotion of Angus leisure services and a means to access the impact on use and income levels of introducing monthly charges. The data available for the July to September period indicated that income levels should not be adversely affected by introducing direct debit monthly charges at the same level as Trailblazer. The date of introduction of 1 December 2002 would allow existing Trailblazer monthly ticket users to take up this option at the natural conclusion of that particular promotion as well as attracting new users to a new start for the new year.

The Committee, for its interest, agreed:-

- (i) to approve the introduction of a number of monthly direct debit charges as set out in the Report, as an alternative method of payment for accessing sports centres and swimming pools;
- (ii) to make these charges effective from 1 December 2002 and that they would be subject to monitoring and review on an ongoing basis; and
- (iii) to note that the current Trailblazer cardholders would be able to join the direct debit scheme during November 2002 with the first direct debit payment being effective on 1 December 2002.

## **6. ROYAL BRITISH LEGION SCOTLAND - BEST KEPT WAR MEMORIAL 2002**

With reference to Article 14 of the minute of meeting of this Committee of 20 August 2002, there was submitted [Report No 1181/02](#) by the Director of Leisure Services advising the Committee that Monifieth War Memorial had won the Best Kept War Memorial in the large community category of the Best Kept War Memorial Competition, which was organised by the Angus and Perthshire Area Council of the Royal British Legion, Scotland. The Monifieth War Memorial, after winning the local area award for Angus and Perthshire, had gone on to win the Scottish award for the large community category. Also, after winning the award last year, Carnoustie War Memorial had been placed second in the Champion of Champions category.

The Committee, for its interest, agreed to note the contents of the Report and extended its congratulations to all staff concerned.

## **7. BRITAIN IN BLOOM - EDZELL**

There was submitted [Report No 1182/02](#) by the Director of Leisure Services advising the Committee that Edzell village had been awarded the Royal Horticultural Society's silver medal in Britain in Bloom Competition in the Large Village category.

The Report indicated that, after their success last year in the Angus in Bloom competition, Edzell village had been nominated for the first time to represent Scotland in the Britain in Bloom competition in the Large Village category. This category had been keenly contested with Broughshane, Ulster winning the category with one of the few prestigious gold RHS medals awarded. The judges had commented that "The Edzell community through its community enterprise and location has accumulated an astonishing range of amenities for such a small village. As well as a spacious recreation ground surrounded by woodland with excellent play facilities, BMX track, trim trail etc, there is a splendid memorial hall surrounded by public gardens, a tranquil war memorial garden, picnic areas and riverside walks". The award of the RHS silver medal had been an excellent result for the partnership between the Edzell Village Improvement Society Garden Group, the Edzell community and Angus Council Leisure Services and Contract Services.

The Committee, for its interest, agreed to note the contents of the Report and congratulated all agencies concerned and the people of Edzell for this achievement.

#### **8. ARBROATH SPORTS CENTRE - SCOTTISH TOURIST BOARD VISITOR ATTRACTION GRADING SCHEME**

There was submitted [Joint Report No 1183/02](#) by the Director of Leisure Services and the Contract Services Manager advising the Committee that Arbroath Sports Centre had maintained its "Four Star Visitor Attraction" grading after an inspection had been carried out on 29 August 2002. This award had been achieved through the Scottish Tourism Board's Visitor Attraction Grading Scheme. The award was based on an inspection visit covering four main areas, namely pre-arrival, arrival, attraction and toilets.

The Report advised that all areas in the Centre were generally very clean and well maintained. Internal signing was of a high quality and the information points highlighting programme information, price displays and opening times, staff notice board and other tourist information points were fully visible to patrons using the Centre. A new changing room for those with disabilities was being built for patrons primarily using the swimming pool and would contain many positive features.

The Committee, for its interest, agreed to note the contents of the Report and congratulated all the staff involved on this achievement.

#### **9. WEBSTER'S SPORTS CENTRE - SCOTTISH TOURIST BOARD VISITOR ATTRACTION GRADING SCHEME**

There was submitted [Joint Report No 1184/02](#) by the Director of Leisure Services and the Contract Services Manager advising the Committee that Webster's Sports Centre, Kirriemuir had maintained its "Three Star Visitor Attraction" grading after an inspection had been carried out on 31 July 2002. This award had been awarded through the Scottish Tourism Board's Visitor Attraction Grading Scheme. The award was based on an inspection visit covering four main areas, namely pre-arrival, arrival, attraction and toilets.

The Report advised that comments received from the Board indicated that the Centre was well signposted for visitors coming into the town and had a wide range of facilities and activities on offer. Staff were friendly and welcoming and well presented in corporate uniform. It was evident that this helped to create a "team feeling" with staff working together to provide a facility that showed high standards in terms of cleanliness, maintenance and management. The new internal signing was of a high quality and the notice boards throughout the Centre proved to be an excellent platform to advertise the Centre programme.

The Committee, for its interest, agreed to note the contents of the Report and congratulated all the staff involved.

#### **10. ESSENTIAL MAINTENANCE CLOSURES**

There was submitted [Joint Report No 1180/02](#) by the Director of Leisure Services and the Contract Services Manager advising the Committee on the requirements to have partial closures of the facilities at Brechin High School Pool, Lochside Leisure Centre and Webster's Sports Centre.

The Report advised that normal maintenance works were carried out within the leisure facilities with the aim of minimising disruption to the normal use made by the public. This was the case for planned and unplanned maintenance works as well as improvements to the facilities. However, specific items of maintenance or improvement facilities did require the public to be excluded from certain areas to ensure that works were carried out safely and efficiently. This was the case within the facilities at Brechin High School Pool, Lochside Leisure Centre and Webster's Sports Centre.

The Committee, for its interest, agreed to note that the public would be unable to access various activities within three of the Council's leisure facilities as detailed in the Report, due to essential maintenance works being carried out.