

ANGUS COUNCIL

MINUTE of MEETING of the **CONTRACT SERVICES COMMITTEE** held in the Town and County Hall, Forfar on Tuesday 14 January 2003 at 4.00 pm.

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

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 from the meeting during consideration of items 2, 3 and 4, so as to avoid the disclosure of information which was exempt in terms of Part I of Schedule 7A to the Local Government (Scotland) Act 1973, paragraphs 1, 8 and 9.

2. APPROVAL OF APPOINTMENT UNDER STANDING ORDER 49

There was submitted [Report No 44/03](#) by the Contract Services Manager seeking homologation of the Convener's decision taken in relation to Standing Order 49 to appoint a relative of a Chief Officer to the position of Holiday Sickness Relief Leisure Attendant.

The Committee agreed to note the contents of the Report and homologate the Convener's decision.

3. SUPPLY OF FITNESS SUITE CARDIOVASCULAR EQUIPMENT

There was submitted amended [Report No 46/03](#) by the Contract Services Manager seeking approval for the purchase of replacement and additional fitness suite equipment.

The Committee agreed:-

- (i) to authorise acceptance of the tender for the supply and installation of the fitness suite equipment, that of Pulse Fitness in the amount of £136,246.00; and
- (ii) to approve the total cost of the replacement and upgrading programme of £221,246, as detailed in the Report.

4. GROUND MAINTENANCE SERVICES - CHANGES TO STAFFING ESTABLISHMENT

There was submitted [Report No 50/03](#) by the Contract Services Manager on changes to the existing establishment within the Council's Ground Maintenance Service and seeking approval to increase the hours of a part-time post of Senior Clerical Assistant to full-time, all to satisfy operational requirements.

The Committee agreed:-

- (i) to approve the terms of the Report; and
- (ii) to increase the hours of post number CONGMO2J11, Senior Clerical Assistant GS3 from 29 to 36¼ hours per week.

5. MINUTE OF PREVIOUS MEETING

The [minute of meeting of this Committee of 19 November 2002](#) was approved as a correct record and signed by the Convener.

6. PERFORMANCE NETWORKS

With reference to Article 6 of the minute of meeting of this Committee of 15 January 2002, there was submitted [Joint Report No 51/03](#) by the Contract Services Manager and the Director of Leisure Services advising the Committee of the outcome of the Association for Public Service Excellence (APSE) formerly (ADLO) Performance Networks which were used in Best Value Benchmarking of Sports and Leisure Management, Parks and Open Spaces and Building Cleaning.

The Report indicated that, as in all analytical information, care had to be taken in the interpretation of the results, but generally Angus Council had done well in Sport and Leisure Management, Building Cleaning Services and Parks, Open Spaces and Horticultural Services, in comparison with other authorities.

The Committee, for its interest, agreed to note the contents of the Report and instructed the relevant Chief Officers to ensure that the benchmarking information provided be utilised to improve the Angus performance, where necessary.

7. INVESTORS IN PEOPLE

With reference to Article 4 of the minute of meeting of this Committee of 4 June 2002, there was submitted [Report No 52/03](#) by the Contract Services Manager on the progress made by Contract Services in achieving IIP Recognition Status.

The Report advised that, within Contract Services, it had been decided to proceed in three blocks namely, Cleansing Services, Leisure Management and Ground Maintenance. An external Assessors had appraised the Department in October 2002 and as a result, Leisure Management had been recognised as having achieved the required standard. However, both Ground Maintenance and Cleansing Services required additional work to achieve this.

The Committee agreed to note the contents of the Report.

8. UPDATE ON OUTREACH PROGRAMME WITH NORANSIDE PRISON

With reference to Article 9 of the minute of meeting of this Committee of 15 January 2002, there was submitted [Joint Report No 66/03](#) by the Director of Leisure Services and the Contract Services Manager on the progress to date with the Outreach Programme with Noranside Prison.

The Report advised that the partnership, which had started as a small project naturalising recycled daffodil bulbs in public parks back in May, had since become more diverse in its activities and was going from strength to strength. The initial workforce comprised three prisoners working in a team with one Charge Hand Gardener on specific projects, which had now increased to five working on a range of activities throughout the county.

All the work based activities performed by these outworkers were undertaken only with the correct training, supervision, and consent from both Contract Services employees and trade unions.

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

9. LOO OF THE YEAR AWARDS 2002

With reference to Article 12 of the minute of meeting of the Environmental and Consumer Protection Committee held on 7 January 2003, the Committee was advised of Angus Council's success in the local authority category of the 2002 Cannon Hygiene Loo of the Year Awards for high standards of public toilet facility and standards in washroom cleaning and management.

Angus had received the following Awards:

Market Place, Arbroath	Five Stars	2002 Attendant of the Year
Baltic Street, Montrose	Five Stars	2002 Attendant of the Year
Reform Street, Kirriemuir	Four Stars	2002 Attendant of the Year
Buttermarket, Forfar	Three Stars	
Church Street, Brechin	Three Stars	

The Committee, for its interest, agreed to note that all five of the Council's "Superloo" Teams had received awards, maintaining the Council's position as an authority providing consistently high standards of public toilets, and to congratulate the staff involved.