

ANGUS COUNCIL

MINUTE of MEETING of the **PERSONNEL AND PROPERTY SERVICES COMMITTEE** held in the Town and County Hall, Forfar on Tuesday 28 January 2003 at 4.00 pm.

Present: Councillors BILL MIDDLETON, RON SCRIMGEOUR, ALEX KING, The Hon R J LESLIE MELVILLE, IAN MACKINTOSH, GLENNIS MIDDLETON, BRIAN MILNE, PETER MURPHY, ROB MURRAY, PETER NIELD, HELEN OSWALD, BILL ROBERTON and DAVID SELFRIDGE.

Councillor BILL MIDDLETON, 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 items 2 - 7 below, so as to avoid the disclosure of information which was exempt in terms of Part 1 of Schedule 7A to the Local Government (Scotland) Act 1973, paragraphs 1, 6, 8 and 9.

2. EDZELL PRIMARY SCHOOL REPLACEMENT

With reference to Article 16 of the minute of meeting of the Education Committee of 21 January 2003, there was submitted [Joint Report No 114/03](#) by the Director of Education and the Director of Property Services outlining proposals to replace the existing Edzell Primary School at a new site within the village and detailing the various options and property transactions regarding the construction of the new school.

The Committee, for its interest, agreed to approve the recommendations in the Report for the replacement of Edzell Primary School with a new build school with capacity for 100 primary school pupils comprising 4 classrooms, nursery provision, gymnasium, dining hall, general purposes area and other ancillary accommodation.

3. WELLBRAE PRIMARY SCHOOL, FORFAR - TENDER REPORT

There was submitted [Report No 123/03](#) by the Director of Property Services on tenders received for alterations to provide a refurbished nursery area at Wellbrae Primary School, Forfar.

The Committee agreed:-

- (i) to approve the acceptance of the lowest tender for the several works, that of W H Brown Construction (Dundee) Ltd., Dundee, in the amount of £149,341.00 subject to the implementation of agreed savings amounting to £24,950;
- (ii) to approve the estimated total cost of £124,391 (at out-turn prices); and
- (iii) to note that an allowance of £110,000 had been made for the project funded from the Scottish Executive Nursery Development Revenue Grant of £123,058 and that additional funding would be made available.

4. LILYBANK ADULT RESOURCE CENTRE, FORFAR: REFURBISHMENT TO MEET REGISTRATION AND INSPECTION STANDARDS - TENDER REPORT

There was submitted [Report No 124/03](#) by the Director of Property Services on tenders received for the refurbishment of the Lilybank Adult Resource Centre, Forfar to meet registration and inspection standards.

The Committee agreed:-

- (i) to approve the acceptance of the lowest tender for the several works, that of Shepherd General Builders, Forfar, in the amount of £136,138.91;
- (ii) to approve the estimated total cost of £186,410 (at out-turn prices);

- (iii) to note that an allowance of £145,000 had been made for this project to be funded from the Composite Capital Programme 2002/2003 and that additional funding would be made available from the Social Work section of the 2003/2004 Planned Maintenance budget; and
- (iv) to note that the revenue expenditure arising from the project (first full year 2004/2005) was £14,500 per annum in respect of loan charges calculated over 20 years.

Councillor Selfridge declared an interest in the following item.

5. PROPERTY TRANSACTIONS

With reference to Article 2 of the minute of meeting of this Committee of 3 September 2002, there was submitted [Report No 125/03](#) by the Director of Property Services advising of the outcome of negotiations for various property transactions including acquisitions, new leases, compensation claims and appropriation.

The Committee agreed to note the conclusion of negotiations for the items contained in Appendices 1, 2, 3 and 4 of the Report

6. ESTABLISHMENT CHANGES

With reference to Article 2 of the minute of meeting of this Committee of 3 December 2002, there was submitted [Report No 126/03](#) by the Chief Executive summarising the changes to the establishments of the Contract Services and Social Work Departments, as noted by Service Committees during the current Committee cycle, and the proposed changes to the establishment of the Law and Administration Department.

The Committee, for its interest, agreed to approve the changes to the establishments of these Departments, as detailed in the Report.

7. FULL MAINTENANCE VEHICLE LEASING SCHEME (CONTRACT HIRE) 2003-2007

With reference to Article 3 of the minute of meeting of the Environmental and Consumer Protection Committee of 7 January 2003, there was submitted [Joint Report No 5/03](#) by the Chief Executive and the Director of Environmental and Consumer Protection updating the Committee on progress made in implementing the car lease contract on the basis of a preferred supplier list.

The Committee, for its interest, agreed:-

- (i) to note the contents of the Report; and
- (ii) to authorise the Director of Environmental and Consumer Protection and the Personnel Services Manager to issue tender documents to the suppliers listed in Section 3 of the Report.

8. MINUTE OF PREVIOUS MEETING

The [minute of meeting of this Committee of 3 December 2002](#) was approved as a correct record and signed by the Convener.

9. SICKNESS ABSENCE - JULY - SEPTEMBER 2002

With reference to Article 8(a) of the minute of meeting of this Committee of 3 December 2002, there was submitted [Report No 127/03](#) by the Chief Executive advising the Committee of the level of sickness absence within the Council during the period 1 July to 30 September 2002.

The Committee agreed to note the contents of the Report.