

ANGUS COUNCIL

MINUTE of MEETING of the **RESOURCES AND CENTRAL SERVICES COMMITTEE** held in the Town and County Hall, Forfar on Thursday 19 October 2006 at 4.00 pm.

Present: Councillors ALEX KING, JACK GIBB and RICHARD SPEIRS (substitute for IAN MACKINTOSH), Provost BILL MIDDLETON, Councillors GLENNIS MIDDLETON, PETER MURPHY, IAIN GAUL (substitute for RON SCRIMGEOUR), BOB MYLES, PETER NIELD, GEORGE NORRIE MBE, HELEN OSWALD, BILL ROBERTON, MARK SALMOND and DAVID SELFRIDGE.

Apologies: Apologies for absence were intimated on behalf of Councillors IAN MACKINTOSH, ROB MURRAY and RON SCRIMGEOUR.

Councillor KING, Convener in the Chair.

1. DECLARATIONS OF INTEREST

Councillors Norrie and Salmond declared an interest in item 16 as Governors of Dorward House, Montrose.

Councillor Oswald declared an interest in item 28 as her husband had a financial interest associated with the Report.

Councillor Robertson declared an interest in item 19 as a Director of Tayside Association for the Deaf.

2. MINUTES

(a) Previous Meeting

The [minute of meeting of this Committee of 31 August 2006](#) was approved as a correct record and signed by the Convener.

(b) Appeals Sub-Committee

The [minute of meeting of the Appeals Sub-Committee of 4 and 26 September 2006](#), a copy of which is appended hereto, was submitted and noted (**APPENDIX I**).

3. ENERGY EFFICIENCY ACCREDITATION SCHEME

Members were reminded that Angus Council was the first Scottish local authority to achieve accreditation in terms of the Energy Efficiency Accreditation Scheme in November 2003 and to maintain the accreditation, the Council was required to undergo re-evaluation by an external assessor.

It was reported that the Property Division of the Corporate Services Department had now received notification that the Council had been re-accredited and arrangements were in place for the Senior Energy Technician to accept the award at the presentation to be held in Birmingham on 12 December 2006.

The Committee agreed:-

- (i) to note the position; and
- (ii) to extend congratulations to all staff concerned in achieving this recognition.

4. ENERGY AND ENVIRONMENTAL CONSERVATION SPEND TO SAVE 2006/2007 PROGRAMME

With reference to Article 11 of the minute of meeting of this Committee of 1 September 2005, there was submitted [Report No 1225/06](#) by the Director of Corporate Services seeking approval to the provision of supplementary funding from the Property Renewal and Repair Fund to undertake the second phase of a programme of "Spend to Save" energy efficiency projects in support of the Council's energy management strategy at an estimated cost of £55,000.

The Committee agreed:-

- (i) to note the second phase of the programme of "Spend to Save" energy efficiency projects planned for 2006/2007; and
- (ii) to approve a bid for supplementary funding in the sum of £55,000 from the Property Renewal and Repair Fund, 2006/2007 in respect of this second phase.

5. ENERGY BUDGET END OF YEAR REPORT 2005/2006

With reference to Article 8(a) of the minute of meeting of this Committee of 1 September 2005, there was submitted and noted [Report No 1226/06](#) by the Director of Corporate Services presenting the 2005/2006 end of year status of expenditure on the individual Council heating fuel and electricity budgets for non-housing properties.

In response to a question raised by Councillor Nield in connection with the use of wind turbines by Angus Council, the Director of Corporate Services indicated that he would submit a Report on this matter to an early meeting of the appropriate committee.

6. PROPERTY MAINTENANCE END OF YEAR REPORT 2005/2006

With reference to Article 16 of the minute of meeting of this Committee of 20 October 2005, there was submitted and noted amended [Report No 1227/06](#) by the Director of Corporate Services presenting the 2005/2006 end of year status of expenditure on the maintenance of non-housing properties.

7. CAR PARK AT CARNIE LOAN, ARBROATH

With reference to Article 9 of the minute of meeting of this Committee of 4 May 2006, there was submitted [Report No 1228/06](#) by the Director of Corporate Services advising members of the outcome of the marketing exercise to dispose of the car park at Carnie Loan, Arbroath.

The Report indicated that four offers had been received for the site and it was recommended that the second highest offer, which had no onerous conditions, be accepted to enable development of the site to commence at the earliest possible date.

Having heard the Convener recommend disposal of the car park to the highest bidder, the Committee agreed:-

- (i) to note the contents of the Report; and
- (ii) to authorise disposal of the car park at Cairnie Loan, Arbroath to Rocka Fellas Ltd at a cost of £250,000.

8. NEW ELECTRICAL SUB-STATION – WEBSTER THEATRE, ARBROATH

With reference to Article 11 of the minute of meeting of the Council of 30 March 2006, there was submitted [Report No 1229/06](#) by the Director of Corporate Services seeking homologation of a decision to instruct a new electrical sub-station as part of the refurbishment of the Webster Theatre, Arbroath.

The Report indicated that the electricity supply in the building was insufficient for the power load after refurbishment was completed and a new electrical sub-station could only be obtained from the Council's contracted supplier, Scottish and Southern Energy.

The Committee agreed:-

- (i) to note the contents of the Report; and
- (ii) to homologate, in view of the urgency and specialist nature of the work, the decision taken by the Head of Property, in consultation with the Convener and other members of the Executive Sub-Committee, the Director of Neighbourhood Services, the Chief Executive and the Head of Finance, to arrange for the installation of a new electrical sub-station at the Webster Theatre, Arbroath.

9. WATER MANAGEMENT FUND – PHASE 1 OF SPEND TO SAVE PROJECTS

With reference to Article 5 of the minute of meeting of this Committee of 17 March 2005, there was submitted [Report No 1230/06](#) by the Director of Corporate Services advising on the first phase of programmes of water "Invest to Save" projects.

The Report indicated that the Waste Management Fund had been established to allow a programme of "Invest to Save" projects to be undertaken to reduce water consumption and make cost savings and the proposed programme of works was based upon historical consumption and charges data which had been compiled from payment records maintained by the Council and more detailed information from Scottish Water.

The Committee agreed:-

- (i) to note the contents of the Report;
- (ii) to approve the first phase of "Invest to Save" projects at an estimated cost of £13,500 from the Water Management Fund in 2006/2007;
- (iii) to note that the forecast annual savings of £10,463, created as a consequence of this programme, would return to the Water Management Fund as they arose in the year each project was completed and for the duration of the forecast payback period; and
- (iv) to note that a Report proposing a further phase of "Invest to Save" projects would be submitted to an early meeting of this Committee.

10. ENERGY EFFICIENCY INITIATIVE FUND – ANNUAL REPORT 2005/2006

With reference to Article 6 of the minute of meeting of this Committee of 9 September 2004, there was submitted [Report No 1231/06](#) by the Director of Corporate Services presenting the 2005/2006 end of year status of the Energy Efficiency Initiative Fund.

The Report indicated that the forecast annual savings of £25,697, created as a consequence of this programme, would flow back into the Energy Efficiency Initiative Fund.

The Committee agreed to note the contents of the Report.

11. END OF YEAR REPORT ON THE ENVIRONMENTAL IMPACT OF ENERGY CONSUMPTION DURING 2005/2006

With reference to Article 9 of the minute of meeting of this Committee of 1 September 2005, there was submitted [Report No 1232/06](#) by the Director of Corporate Services presenting the 2005/2006 end of year status on the environmental impact of the energy consumed by the non-housing building stock.

The Report indicated that the figures for the end of the financial year 2005/2006 showed an increase of 4.87% in the total production of carbon dioxide from the consumption of energy, compared with the previous year.

The Committee agreed to note the contents of the Report.

12. PROPERTY TRANSACTIONS

With reference to Article 7 of the minute of meeting of this Committee of 31 August 2006, there was submitted [Report No 1233/06](#) by the Director of Corporate Services advising of the outcome of negotiations for new leases, lease renewals, rent reviews, negotiated disposals and compensation claims.

Having heard Councillor Nield in relation to the varying levels of rent increases in the Report, the Director of Corporate Services advised that he would provide him with a supporting commentary in relation to the revised rent increases and, should there be any revisions to these levels, these would be reported back to the Committee.

The Committee thereafter agreed to note and approve the conclusion of negotiations for these transactions detailed in Appendices 1, 2, 3, 4 and 5 of the Report.

13. BALTIC STREET CAR PARK, MONTROSE – REPAIRS TO BOUNDARY WALLS

With reference to Article 42 of the minute of meeting of this Committee of 17 June 2004, there was submitted [Report No 1234/06](#) by the Director of Infrastructure Services proposing repairs to the south and west boundary walls of Baltic Street car park, Montrose and requesting approval for these works to be fully funded from the Montrose Common Good Fund.

The Report indicated that essential maintenance works were required in order to ensure that these walls were restored to a safe and secure condition. It had also been determined that , as the walls were not mutually owned, the Common Good Fund would require to fully fund the repair works.

The Committee agreed:-

- (i) to note the contents of the Report; and
- (ii) to approve funding from the Montrose Common Good Fund for the full cost of the essential repairs to be carried out to the south and west walls of Baltic Street car park, Montrose at a total estimated cost of £42,000.

14. TENDER EVALUATION FOR CORPORATE ICT DESKTOP HARDWARE MAINTENANCE CONTRACT

There was submitted [Report No 1235/06](#) by the Director of Corporate Services summarising the evaluation of tenders received for the Corporate ICT Desktop Hardware Maintenance Contract and recommending award of the contract to Computer Network Services 2000 Ltd, as the most commercially advantageous to the Council.

The Committee agreed:-

- (i) to note the evaluation process which had been undertaken; and
- (ii) to approve acceptance of the tender submitted by Computer Network Services 2000 Ltd being the most commercially advantageous to the Council.

15. CORPORATE ICT INFRASTRUCTURE UPGRADE AND REPLACEMENT

With reference to Article 13 of the minute of meeting of this Committee of 15 June 2006, there was submitted [Report No 1236/06](#) by the Director of Corporate Services seeking approval for the allocation of £65,000 from the available balances in the Information Technology Renewal and Repairs Fund to meet the cost of rationalising, upgrading and replacing elements of the ICT Infrastructure.

The Committee agreed:-

- (i) to note the contents of the Report; and
- (ii) to approve the allocation of £65,000 from the Information Technology Renewal and Repairs Fund to meet the cost of rationalising, upgrading and replacing elements of the ICT Infrastructure.

16. FINANCING OF REFURBISHMENT AT DORWARD HOUSE, MONTROSE

With reference to Article 20 of the minute of meeting of this Committee of 2 February 2006, there was submitted [Report No 1237/06](#) by the Director of Corporate Services advising members of a request from the Governors of Dorward House, Montrose for consent to grant a standard security in favour of the Royal Bank of Scotland to enable funds to be raised for a comprehensive programme of improvements to Dorward House.

The Committee agreed:-

- (i) to note the contents of the Report; and
- (ii) to consent to the request from the Governors of Dorward House to grant a standard security in favour of the Royal Bank of Scotland.

17. COMMUNITY COUNCIL ELECTIONS

With reference to Article 15 of the minute of meeting of this Committee of 15 June 2006, there was submitted [Report No 1238/06](#) by the Director of Corporate Services advising members of the outcome of the Community Council elections following the closing date for receipt for nominations (Monday 25 September 2006) and of the outcome of the consultation on the proposed Scheme of Electoral Arrangements for Community Council elections.

The Committee agreed:-

- (i) to note that sufficient nominations had been received in respect of all Community Councils to enable them to be established without a ballot being required;
- (ii) to note that arrangements were in hand for the first meetings of Community Councils to be held; and
- (iii) to note that, following discussion with Monifieth Community Council, it had been agreed that the divisions within that area be removed prior to the election and that no other changes had been made to the proposed Scheme.

18. ESTABLISHMENT CHANGES

With reference to Article 20 of the minute of meeting of this Committee of 31 August 2006, there was submitted and noted [Report No 1239/06](#) by the Chief Executive summarising changes to the Chief Executive's, Corporate Services, Education, Infrastructure Services, Neighbourhood Services and Social Work and Health Departments during the period 1 August to 22 September 2006.

19. ANGUS COUNCIL COMMUNITY GRANT SCHEME

With reference to Article 21 of the minute of meeting of this Committee of 31 August 2006, there was submitted [Joint Report No 1240/06](#) by the Chief Executive and the Director of Infrastructure Services recommending payments of over £500 in respect of applications received in terms of the Council's Community Grant scheme and advising members of applications for £500 or less which had been approved.

The Committee agreed:-

- (i) to make the following decisions in respect of applications for grants over £500;
 - Angus Arts - £1,000 on a "guarantee against loss" basis
 - Arbroath Musical Society - £500
 - Radio North Angus – up to £4,300 depending on availability of remaining funds
 - Monifieth Amateur Dramatics – up to £578 pending availability of monies
 - Crossroads Angus Care Scheme – No award
 - Deafblind Scotland – No award
 - Tayside Association for the Deaf, Sound, Sense Project – No award
 - Drugs Initiative Group Forfar (Pitstop) – £1,570
 - Scottish Wildlife Trust (Montrose Basis) – up to £3,783 depending on availability of remaining funds;
- (ii) to note the following decisions in respect of applications for £500 or less:-
 - Angus Glens Website Management Committee - £400
 - The Council for Music in Hospitals - £480
 - Angus Writer's Circle – up to £500 to be returned when costs had been met from income sales
 - Montrose and District Choral Society - £500
 - Scottish Ornithologist's Club - £300
 - Kirriemuir Panto Group - £300

20. HOUSING CAPITAL PROGRAMME – HRA BLOCK – 2006/2007

With reference to Article 3 of the minute of meeting of the Housing Committee of 28 September 2006, there was submitted [Report No 1171/06](#) by the Director of Corporate Services setting out the latest position on the HRA Capital Programme and the HRA Planned Maintenance Programme for 2006/2007. The Report also set out the latest estimates for the year and also the spend figures to 31 July 2006.

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

21. CAPITAL MONITORING – COMPOSITE CAPITAL PROGRAMME 2006/2007

With reference to Article 27 of the minute of meeting of this Committee of 31 August 2006, there was submitted [Report No 1241/06](#) by the Director of Corporate Services advising members of the capital expenditure incurred for the period 1 April to 31 August 2006 and measuring projected capital expenditure for the year against budgeted provision.

The Report indicated that project expenditure was proceeding according to plan with actual spend levels on a gross and net basis in line with previous year trends.

The Committee, for its interest, agreed:-

- (i) to note the contents of the Report;
- (ii) to note the position on the Composite Capital Programme as at 31 August 2006 as detailed in the Capital Monitoring Statement which accompanied the Report;

- (iii) to note that the Capital Budget Sub-Group were due to meet on 26 October 2006 to review Departmental capital budget proposals for 2007/2008 and the Departmental latest estimated position on the Composite Capital Programme for 2006/2007; and
- (iv) to note that projections of the year end position on the Composite Capital Programme would be ongoing and brought forward on a regular basis to meetings of this Committee.

22. REVENUE MONITORING STATEMENT

With reference to Article 29 of the minute of meeting of this Committee of 31 August 2006, there was submitted [Report No 1242/06](#) by the Director of Corporate Services advising members of the actual revenue expenditure incurred and income received in respect of the Council's departments for the period 1 April to 31 August 2006.

The Report indicated that, under some cost heads, individual departmental actual expenditure was currently ahead of the phased budget and, while there no particular concerns arising from these, the position would continue to be monitored closely to ensure that overall net expenditure did not exceed departmental cash limited budgets.

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

23. GENERAL FUND REVENUE BUDGET OUT-TURN 2006/2007

With reference to Article 33 of the minute of the special meeting of Angus Council of 9 February 2006, there was submitted [Report No 1243/06](#) by the Director of Corporate Services giving an indication of the likely revenue outturn for the financial year 2006/2007.

The Report indicated that at this stage, an overall under spend against budget of £503,000 was projected.

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

24. TREASURY MANAGEMENT ANNUAL REPORT 2005/2006

With reference to Article 34 of the minute of meeting of this Committee of 20 October 2005, there was submitted [Report No 1244/06](#) by the Head of Finance advising members of the Treasury Management activities in respect of the Council for the financial year 2005/2006.

The Report indicated that production of the Treasury Management Annual Report was a requirement of the Treasury Management in the Public Services Code of Practice issued by the Chartered Institute of Public Finance and Accountancy.

The Committee, for its interest, agreed:-

- (i) to note the contents of the Report;
- (ii) to approve the Annual Report on Treasury Management activities for the Council during 2005/2006, as appended to the Report;
- (iii) to note the requirements of the Treasury Management Policy Statement and Section 15 of the Council's Financial Regulations pertaining to Treasury Management;
- (iv) to note the availability of the Treasury and Management Systems document which covered detailed systems and procedures within the Treasury Management Section of the Finance Division; and
- (v) to note the availability of the Treasury Management Practices document which set out the manner whereby the Treasury Management Policies and Objectives might be achieved, managed and controlled.

25. RENEWAL AND REPAIRS FUNDS FOR PROPERTY, ROADS AND TRANSPORT, INFORMATION TECHNOLOGY, EQUIPMENT AND PRINT UNIT AT 31 AUGUST 2006

With reference to Article 31 of the minute of meeting of this Committee of 31 August 2006, there was submitted [Report No 1245/06](#) by the Director of Corporate Services reporting on the actual financial position of the Renewal and Repairs Funds for Property, Roads and Transport, Information and Technology, Equipment and Printing Unit as at 31 August 2006, which showed a total balance available of approximately £1,125,130.

The Committee agreed to note the contents of the Report.

26. REMISSION OF RATES

With reference to Article 32 of the minute of meeting of this Committee of 31 August 2006, there was submitted [Report No 1246/06](#) by the Director of Corporate Services on applications for Remission of Rates and recommending that these be granted, which would result in an annual cost to the Council of £188.58.

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

27. MISCELLANEOUS ACCOUNTS – DEBT WRITE-OFF

With reference to Article 30 of the minute of meeting of this Committee of 15 June 2006, there was submitted [Report No 1247/06](#) by the Director of Corporate Services 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. The number and value, in the context of the total number and value of accounts issued throughout the year, was relatively insignificant although they would continue to be pursued in the light of any further information which might become available.

The Committee agreed:-

- (i) to note the contents of the Report; and
- (ii) to authorise the accounts amounting to £5,339.60 as detailed in Appendix 1 of the Report being written off as irrecoverable.

28. ANNUAL ACCOUNTS – CARNOUSTIE GOLF LINKS MANAGEMENT COMMITTEE – YEAR ENDED 31 MARCH 2006

With reference to Article 21 of the minute of meeting of this Committee of 21 October 2004, there was submitted [Report No 1248/06](#) by the Director of Corporate Services together with the audited annual accounts of the Carnoustie Golf Links Management Committee for the year ended 31 March 2006 and commenting on the salient points highlighted in these accounts.

The Report indicated that the accounts showed an overall surplus of £282,988 compared with £113,556 in 2004/2005.

The Committee agreed:-

- (i) to note the 2005/2006 Annual Accounts for Carnoustie Golf Links Management Committee, as appended to the Report; and
- (ii) to note the brief commentary highlighting the most salient points of these accounts.

The following matter was, on the determination of the Convener, dealt with as a matter of urgency in order that no delay would result in the awarding of the contract.

29. STRUCTURAL ENGINEERING SERVICES FOR SEAVIEW PRIMARY SCHOOL, MONIFIETH - REPLACEMENT - TENDER REPORT

With reference to Article 21 of the minute of meeting of this Committee of 4 May 2006, there was submitted [Report No 1286/06](#) by the Director of Corporate Services containing details of tenders received for the provision of structural engineering services in respect of the project to construct a replacement Seaview Primary School in Monifieth.

The Report indicated that competitive fee submissions had been invited from suitable consultants as the Roads Division had indicated that they were unable to undertake these works.

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

- (i) to approve acceptance of the lowest tender received for the provision of structural engineering services to the Seaview Primary School Replacement project, that of Ove Arup and Partners (Scotland) Ltd, Dundee, in the amount of £60,026.00;
- (ii) to note that the structural engineering services would be funded from an allowance of £6,250.000 which had been made for the project in the Education Department's section of the Capital Budget 2006/2007; and
- (iii) to note that there were no significant revenue implications arising from the acceptance of the tender from Ove Arup and Partners.