

ANGUS COUNCIL

**EDUCATION COMMITTEE – 24 FEBRUARY 2005
RESOURCES AND CENTRAL SERVICES COMMITTEE – 17 MARCH 2005**

**JOINT REPORT BY THE DIRECTOR OF EDUCATION
AND THE DIRECTOR OF PROPERTY SERVICES**

ANGUS ADULT LITERACY AND NUMERACY PARTNERSHIP PREMISES

ABSTRACT

This report requests approval for the location of a new office at 98 North Street Forfar.

1 RECOMMENDATION

- 1.1 It is recommended that each Committee for its respective interest:
- a) approves the proposal to locate Forfar Adult Literacies Services at 98 North Street Forfar;
 - b) authorises the Director of Property Services, in conjunction with the Director of Law and Administration, to conclude the lease of this property on the terms outlined within this report;
 - c) notes that the lease and ongoing revenue costs for the period 2005-2008 can be met from within the existing Scottish Executive funding for the Adult Literacy and Numeracy Partnership.
 - d) notes that the leasing and running costs of this facility in 2008 and beyond will be considered, subject to continued funding being available from the Scottish Executive.

2 BACKGROUND

- 2.1 Angus Council in partnership with a number of other key parties has been responsible for the development of literacies provision and the management and administration of the Scottish Executive Literacies Funding.
- 2.2 The Angus Adult Literacy and Numeracy Partnership (AALNP) was established in 2001 involving Angus Council, Angus College, Scottish Enterprise Tayside, Careers Scotland, Jobcentre Plus and Volunteer Centre Angus,
- 2.3 The need to secure an accessible operational base to accommodate the development of literacies and adult education activities in Forfar has been identified by the AALNP. Provision is currently located within the community education wing at Forfar Academy. Service evaluations and feedback from learners have indicated that this accommodation is not fit for this particular purpose.
- 2.4 Following a property search in Forfar, office premises located on 98 North Street Forfar have been identified which is suitable. The property is a former hotel which has undergone complete renovation and change of use. All internal and external renovation is of high quality and meets building regulations concerning accessibility.

- 2.5 The rental for the premises is £9,000 per annum for a 5 year period but with an option to end the agreement after 3 years subject to Scottish Executive funding. In addition, there will be annual running costs for rates, water and sewerage, gas, electricity and maintenance service charges currently estimated to be in the region of £9,000 per annum.

3 PROVISIONAL TERMS AND CONDITIONS

- 3.1 The following provisional terms and conditions have now been agreed:

Landlord: Graham and Sibbald

Tenant: Angus Council

Property: North Street Forfar

Period of Lease: 5 Years with option to withdraw after 3 years

Rent: £9,000 per annum

Conditions: The Council will be responsible for all repairs and maintenance and for the cost of any alterations/additions to the property.
The Council will be responsible for insuring the property in terms of a full repairing and insuring obligation in the lease.

Costs: The Council will be responsible for meeting the Landlord's reasonable legal expenses in connection with the lease.

4 FINANCIAL IMPLICATIONS

- 4.1 Funding allocated by the Scottish Executive will enable the lease and other property costs to be met
- 4.2 Appropriate provision has also been made within the Scottish Executive Funding for running costs in 2005/2006, 2006/2007 and 2007/2008. Continuation of the lease beyond March 2008 will be subject to the continuation of Scottish Executive Literacies Funding.

5 PROPERTY IMPLICATIONS

- 5.1 The lease of this unit will increase the size of the Council's leased-in estate, but there are no other identifiable options.

6 CONSULTATION

- 6.1 The Chief Executive and the Directors of Law and Administration and Finance have been consulted on the terms of this report.

7 HUMAN RIGHTS

- 7.1 There are no Human Rights implications arising from this report.

JIM ANDERSON
DIRECTOR OF EDUCATION

MIKE LUNNY
DIRECTOR OF PROPERTY SERVICES

NOTE

No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information), were relied on to any material extent in preparing this report.