

ANGUS COUNCIL

MINUTE of HYBRID MEETING of the **POLICY AND RESOURCES COMMITTEE** held in the Town and County Hall, Forfar on Tuesday 30 April 2024 at 2.00pm.

Present: Councillors BETH WHITESIDE, KENNY BRAES, CHRIS BEATTIE, JULIE BELL, BRIAN BOYD, SERENA COWDY, BILL DUFF, IAIN GALL, ROSS GREIG, LYNNE DEVINE, IAN McLAREN, GEORGE MEECHAN, GAVIN NICOL, LOIS SPEED and CRAIG FOTHERINGHAM.

Councillor WHITESIDE, Convener, in the Chair.

Prior to the commencement of business, the Convener referred members to the Addendum to Report No 129/24 – Long Term Plan for Towns circulated yesterday. She advised that the addendum had not been published in line with the required “3 clear days” before the meeting. However, in accordance with the provisions of Standing Order 10(2)(ii) as Convener, she determined that the matter be considered as a matter of urgency as the addendum contained further information and guidance which required to be considered alongside published Report No 129/24 and, due to the time-critical nature, required to be considered at this meeting.

1. APOLOGIES/SUBSTITUTES

Apologies for absence were intimated on behalf of Councillors Mark McDonald and Derek Wann, with Councillors Lynne Devine and Craig Fotheringham substituting respectively.

2. DECLARATIONS OF INTEREST/STATEMENTS OF TRANSPARENCY

Councillor Beattie made a statement of transparency in relation to Item 13 in that he was a Council appointed Board Member of the Cairngorms National Park Authority Board.

3. MINUTES OF PREVIOUS MEETINGS

(a) Central Consultative Committee

The minute of meeting of the Central Consultative Committee of 29 February 2024, a copy of which is appended hereto, was submitted and noted (**APPENDIX I**).

(b) Previous Meeting

The minute of meeting of this Committee of 12 March 2024 was approved as a correct record and signed by the Convener.

4. EXCLUSION OF PUBLIC AND PRESS

The Committee agreed, in terms of Standing Order 27(2), that the public and press be excluded during consideration of Items 11-21 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 4, 6, 8 and 9.

5. CAPITAL MONITORING – GENERAL FUND CAPITAL PROGRAMME – 2023/24

With reference to Article 5 of the minute of the meeting of this Committee of 30 January 2024, there was submitted Report No 125/24 by the Director of Finance apprising members of the capital expenditure incurred for the period from 1 April 2023 to 29 February 2024 and measuring projected capital expenditure for the year against budgeted provision.

The Report indicated that with 11 months (91.67 per cent) of the financial year gone the actual spend levels presented in Tables 1 and 2 in the Report were 70.5 per cent on a gross basis and 94.1 per cent on a net basis respectively. Up to 10 per cent of annual capital spend could come through as accruals at the year end. The value of work completed up to 31 March 2024 would be assessed as part of the year end process and expenditure accrued accordingly, hence the reason why spend could increase significantly in the final month of the year. The Report also indicated that work was ongoing on a number of significant projects for which no payment had yet been made by virtue of the phasing of such projects. For information

purposes, the 2022/23 actual spend outturn was 74.7 per cent (gross) and 73.3 per cent (net). The projected net expenditure of £24,669 million (reflected in Table 2 in the Report) would be indicatively funded from the sources detailed in Table 3 in the Report.

Having heard from the Director of Finance and from Councillor Duff, the Committee agreed to note the expenditure to date and projected outturn position on the General Fund capital programme as per Tables 1 and 2 in the Report and the accompanying capital monitoring statement detailed in Appendix 1 to the Report.

6. REVENUE MONITORING 2023/24 AND RENEWAL & REPAIR FUND POSITION 2023/24

With reference to Article 6 of the minute of the meeting of this Committee of 30 January 2024, there was submitted Report No 126/24 by the Director of Finance providing revenue performance information for the Committee to consider.

The Report detailed the latest projected year-end position for each main Council service area, gave a brief explanation of significant variances and provided an update on expenditure funded through the Council's Renewal and Repair Funds. The position within the Report was based upon actual spend and income information as at 29 February 2024.

Following a number of questions, the Committee agreed: -

- (i) to note the contents of the Report, in particular the comment on the Financial Implications section regarding the projected year end position; and
- (ii) to note the Renewal and Repair fund position as set out in Section 4.18.

7. COMMON GOOD REGISTER – FORFAR

With reference to Article 7 of the minute of meeting of this Committee of 8 June 2021, there was submitted Report No 127/24 by the Director of Legal, Governance and Change providing an update on the progress with compiling a publicly available Register of Common Good property assets for the former Royal Burgh of Forfar, and seeking approval to consult on a draft Register of the relevant Forfar properties in implementation of Section 102 of the Community Empowerment (Scotland) Act 2015 as amplified by Statutory Guidance subsequently issued by Scottish Government in July 2018.

The Report also provided an update on the progress made in relation to preparation of lists of Common Good properties held by the other Angus burghs of Brechin, Montrose and Kirriemuir, along with Monifieth and Carnoustie.

Following comments, the Committee agreed: -

- (i) to approve the content of the Consultative draft List of Land and Buildings of the Common Good Register for the former burgh of Forfar as detailed in Appendix 1 to the Report;
- (ii) that the Consultative draft List be publicly consulted upon and duly published as required by the legislation;
- (iii) to note that following completion of the period for consultation and publicity the Director of Legal, Governance and Change would bring a Report back to Committee on the representations received and the responses to them and inviting the Committee, to approve for publication, the final List of Land and Buildings of the Common Good Register for the former burgh of Forfar;
- (iv) to note progress with the compilation of, and consultation on, a publicly accessible register of Common Good property assets for the remaining Angus burghs of Brechin, Montrose and Kirriemuir, along with Monifieth and Carnoustie;
- (v) to approve funding from the Common Good Fund, as detailed in Section 7, for the extension of the 1.0 FTE Solicitor's post for a further period of 6 months to 2 January 2025 to allow the work in relation to the Common Good Register to be completed; and

- (vi) to approve funding from the Common Good Fund, as detailed in Section 7 to partially fund the Paralegal (Title Deeds) post from 1 July 2024 until 31 March 2025 at 0.6 FTE to allow the work in relation to the Common Good Register to be completed.

8. BRITISH SIGN LANGUAGE PLAN 2024-2030

With reference to Article 13 of the minute of meeting of this Committee of 9 October 2018, there was submitted Report No 128/24 by the Director of HR, OD, Digital Enablement, IT & Business Support presenting a British Sign Language Plan 2024–2030, as required by legislation.

The British Sign Language (BSL) Act 2015 required certain public bodies in Scotland, including local authorities, to publish BSL Plans every six years, showing how they would promote and facilitate the promotion of BSL in Scotland. The second BSL National Plan (2023 – 2029) came into effect in October 2023, and local authorities had six months to produce their own local BSL Plans.

An internal, short-term BSL working group had been established to provide updates on developments in BSL over the last six years and to identify any ambitions for the next six years.

Following questions and comments, the Committee agreed to adopt the British Sign Language Plan (2024 – 2030) as outlined in Appendix 1 to the Report.

9. LONG -TERM PLAN FOR TOWNS – ARBROATH

There was submitted Report No 129/2, together with Addendum, by the Director of Vibrant Communities and Sustainable Growth advising that UK Government had made an award of £20 million for the Long-Term Plan for Towns Fund (LTTP) for Arbroath and seeking approval for Angus Council to act as the Accountable Body for the LTTP Fund for Arbroath. The Report also requested Members to note the approach and timeline to establish a Town Board, appoint a Chair and to develop a 10-year Vision and initial 3-year Investment Plan.

The addendum advised that further dialogue had taken place with representatives of the UK Government in relation to guidance for the appointment of a Chair to the Town Board for Arbroath as part of the Long-Term Plan for Towns Fund and a proposal to establish a short life working group was outlined within the paper.

The Director of Vibrant Communities and Sustainable Growth provided an overview of the Report and answered a number of questions.

Thereafter, the Committee agreed: -

- (i) to note the letter dated 19 March 2024 from UK Government offering £20 million funding for the Long-Term Plan for Towns Fund for Arbroath;
- (ii) to approve Angus Council as the Accountable Body for the Long-Term Plan for Towns Fund for Arbroath;
- (iii) to note the timeline to notify UK Government of the plan to establish a Town Board by 1 June 2024, to appoint a Chair in June 2024 and to prepare a 10-year Vision and initial 3-year Investment Plan by 1 November 2024;
- (iv) that engagement to raise awareness of the LTTP Fund and to invite interest in becoming part of the Town Board and/or to be Chair of the Board would commence on 1 May;
- (v) note that a further Report would be presented to Angus Council on 20 June 2024 providing an update on progress with the establishment of the Town Board, seeking elected members' recommendations for Chair of the Board and seeking nominations for Angus Council elected member representation on the Town Board;
- (vi) to establish a short life working group of the Policy & Resources Committee to agree the assessment criteria and process for the selection of Chair of the Town Board for Arbroath, to assess nominations and to make a recommendation to Angus Council at

its meeting on 20 June 2024, of a preferred candidate for the role of Chair of the Town Board, following consultation with the local MP for Angus;

- (vii) to appointment 5 Members of the Policy & Resources Committee to the short life working group, comprising 3 Members of the Administration and 2 Members of the Opposition Group, with nominations to be confirmed by 3 May; and
- (viii) that the Convener of Policy & Resources Committee be appointed as the Chair of the Short Life Working Group.

10. FORFAR COMMON GOOD FUND – PROJECT APPLICATIONS

There was submitted Report No 130/24 by the Director of Infrastructure and Environment advising members on two funding applications that had been received and sought Committee approval to fund both projects from the Forfar Common Good Fund.

The applications were from the Angus Young Engineers to support a sports science project for young people in the local area, and from the Forfar Horticultural Society to support their annual flower show.

The Committee agreed: -

- (i) to approve the application from the Angus Young Engineers, as detailed in Appendix 1 to the Report; and
- (ii) to approve the application from the Forfar Horticultural Society, as detailed in Appendix 2 to the Report.

11. MINIBUSES – PROCUREMENT AUTHORITY APPROVAL REQUEST

There was submitted Report No 131/24 by the Director of Education and Lifelong Learning seeking approval to procure minibuses for Education and Lifelong Learning and for a direct purchase of two minibuses.

The Committee agreed to approve the recommendations as detailed in the Report.

12. PROCUREMENT AUTHORITY REPORT MENTAL HEALTH AND WELLBEING PEER SUPPORT WORKERS WITHIN GENERAL PRACTICES

There was submitted Report No 132/24 by the Chief Integration Officer outlining the procurement strategy relating to Mental Health and Wellbeing Peer Support workers within General Practices in North and South Angus on behalf of Angus Health and Social Care Partnership Strategic Commissioning Plan and seeking authority for its implementation.

The Committee agreed to approve the recommendations as detailed in the Report.

13. NATURE RESTORATION FUND – RESTORING THE RIVER SOUTH ESK: A NATURE RICH AND CLIMATE RESILIENT CATCHMENT – PROCUREMENT AUTHORITY APPROVAL REQUEST

There was submitted Report No 133/24 by the Director of Vibrant Communities and Sustainable Growth providing an update on the River South Esk Catchment Partnership Nature Restoration Fund - Restoring the River South Esk: A Nature Rich and Climate Resilient Catchment project and seeking procurement authority to progress an Environmental Assessment and Design.

The Committee agreed to approve the recommendations as detailed in the Report.

14. TAY CITIES REGION DEAL – PROCUREMENT AUTHORITY APPROVAL REQUEST FOR ECONOMIC CONSULTANCY SERVICES FOR FOUR OUTLINE (OBC) AND FULL BUSINESS CASES (FBC) FOR THE CENTRE FOR AGRICULTURAL SUSTAINABLE INNOVATION (CASI)

There was submitted Report No 134/24 by the Director of Vibrant Communities and Sustainable Growth seeking procurement authority to commission the services of economic consultants to prepare, in partnership with Economic Development and project partners,

Outline Business Cases and Full Business Cases for the four projects within the Centre for Agricultural Sustainable Innovation project which was part of the Tay Cities Region Deal Angus Fund.

The Committee agreed to approve the recommendations as detailed in the Report.

15. FLEET MANAGEMENT AGREEMENT EXTENSION

There was submitted Report No 135/24 by the Director of Infrastructure and Environment seeking approval to extend the existing Fleet Management Agreement to 31 March 2026.

The Committee agreed to approve the recommendations as detailed in the Report.

16. PARKS AND BURIAL GROUNDS PLANT AND MACHINERY REPLACEMENT PROGRAMME 2024/25

There was submitted Report No 136/24 by the Director of Infrastructure and Environment presenting the Parks and Burial Grounds machinery replacement programme for 2024/25 and seeking procurement authority for plant and machinery as detailed in the programme.

The Committee agreed to approve the recommendation as detailed in the Report.

17. VEHICLE REPLACEMENT PROGRAMME FOR 2024/25

There was submitted Report No 137/24 by the Director of Infrastructure and Environment presenting the vehicle replacement programme for 2024/25 and seeking authority to procure fleet vehicles and equipment as detailed in the programme.

The Committee agreed to approve the recommendation as detailed in the Report.

18. ELECTRICAL TESTING, MINOR REPORTS AND SMOKE ALARMS MAINTENANCE PROGRAMME IN HOUSING 2024 UP TO 2029 – PROCUREMENT AUTHORITY REQUEST

There was submitted Report No 138/24 by the Director of Infrastructure and Environment seeking approval to procure a programme of Electrical Testing, Minor Repairs & Smoke Alarms Maintenance works to maintain compliance throughout all of Angus Council social rented housing stock.

The Committee agreed to approve the recommendations as detailed in the Report.

19. URGENT REPAIR AND JOBBING TERM CONTRACTS – MAINTENANCE OF PROPERTIES (EXCLUDING COUNCIL HOUSING) 2025 to 2029 PROCUREMENT AUTHORITY APPROVAL REQUEST

There was submitted Report No 139/24 by the Director of Infrastructure and Environment seeking approval for the proposed procurement of the Urgent Repair and Jobbing Term Contracts 2025 to 2029 in accordance with regulated procurement legislation.

The Committee agreed to approve the recommendations as detailed in the Report.

20. PROCUREMENT AUTHORITY UPDATE – TERM CONTRACTS FOR A RESPONSIVE REPAIRS AND CHANGE OF TENANCY SERVICE TO COUNCIL HOUSING 2021 TO 2024

There was submitted Report No 140/24 by the Director of Infrastructure and Environment advising members of the application by mutual consent of the break clause contained within the contract conditions of the Council's current contract for Lot 4 Responsive Repairs and Change of Tenancy Service 2021 – 2024 and also advising of the proposed procurement route to award replacement contracts for the remainder of the current contract period.

The Committee agreed to approve the recommendations as detailed in the Report.

21. PROCUREMENT AUTHORITY APPROVAL REQUEST – RENEWAL OF IDOX SOFTWARE PRODUCTS FOR PLANNING, SUPPORT AND MAINTENANCE SERVICES AGREEMENT

There was submitted Joint Report No 141/24 by the Director of HR, OD, Digital Enablement and IT and Business Support and the Director of Vibrant Communities and Sustainable

Growth seeking authority for the proposed procurement where the maximum value of the contract was above the Chief Officer's delegated authority limit.

The Committee agreed to approve the recommendations as detailed in the Report.