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## THE POLICY AND RESOURCES COMMITTEE

WEDNESDAY 25 AUGUST, 1999

**NOTICE IS HEREBY GIVEN** that a Meeting of the Policy and Resources Committee is to be held within the Council Chambers, Council Headquarters, High Street, Elgin on Wednesday 25 August, 1999 at 2.00 p.m.

Karen B. Williams  
Depute Chief Executive (Corporate Services)

18 August, 1999

### BUSINESS

1. Consider, and if so decide, adopt the following resolution:-  
  
"That under Section 50A (4) and (5) of the Local Government (Scotland) Act 1973, as amended, the public and media representatives be excluded from the Meeting for Items 10 to 20 of business on the grounds that they involve the likely disclosure of exempt information of the class described in the relevant Paragraphs of Part 1 of Schedule 7A of the Act", as shown against each Item.
2. Capital Plan 1999/2000 – Monitoring - Report by the Depute Chief Executive (Finance & IT)
3. Request for Financial Assistance by Grampian Credit Union - Report by the Depute Chief Executive (Finance & IT)

4. Request for Financial Assistance: Show Racism The Red Card - Report by the Chief Community Development Officer
5. Travelling Families in Moray – Report by the Legal and Administration Services Manager
6. Implementation of “Modernising Community Care: An Action Plan - Report by the Director of Community Services
7. Moray Access Network Initiative - Report by the Director of Economic Development and Planning
8. Action Plan for Maintenance of Council Property Assets - Report by the Director of Economic Development and Planning
9. CoSLA Protective and Development Services Forums: Representation on Partner Organisations by Members - Report by the Depute Chief Executive (Corporate Services)

**Items the Committee may wish to discuss with the exclusion of the press and public**

10. Residential Services for Older People - Report by the Director of Community Services [Paras 1, 8 & 9]
11. Workshop and Offices 11 Perimeter Road, Elgin - Report by the Director of Economic Development and Planning [Para 9]
12. Buckpool Golf Course, Buckpool: Proposed Sale of Course to Buckpool Golf Club – Inclusion of Additional Area - Report by the Director of Economic Development and Planning [Para 9]
13. Proposed Disposal of Former Landfill Site, Braehead, Keith - Report by the Director of Economic Development and Planning [Para 9]
14. Proposed Disposal of Edinville Schoolhouse and Glenrinnnes Schoolhouse - Report by the Director of Economic Development and Planning [Para 9]
15. Education Property Officer – Report by Head of Service Area, Planning & Resources [Para 1]
16. Speyside Way: Staffing Structure - Report by the Chief Environmental Protection Officer [Para 1]
17. Preservation of Earnings - Report by the Personnel Services Manager [Para 1]
18. Re-grading: Development Services Section, Department of Economic Development and Planning - Report by the Personnel Services Manager [Para 1]

19. Regrading: Social Work Section, Department of Community Services - Report by the Personnel Services Manager [Para 1]
20. Review of the Technical Assistant Career Grade Scheme (TACGS) – Report by the Personnel Services Manager [Para 1]
- NB Paragraph 1 - Information relating to staffing matters  
Paragraphs 8 and 9 - Information on proposed terms and/or expenditure to be incurred by the Authority

CONTACT PERSON:	Ron Ritchie
Tel. No.	01343 563015
Room No.	207

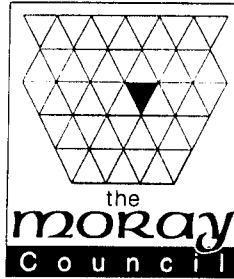
# **POLICY AND RESOURCES COMMITTEE**

## **SEDERUNT**

**COUNCILLOR A. Farquharson (Chairman)**  
**COUNCILLOR E. Aldridge (Vice Chairman)**  
**COUNCILLOR A.J. Fleming**  
**COUNCILLOR T. A. Howe**  
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**COUNCILLOR G.G. Towns**  
**COUNCILLOR A. Urquhart**  
**COUNCILLOR W.P. Watt**

**CLERK TO THE COMMITTEE - MR R RITCHIE**

**Tel. 01343 563015      Room No. 207**



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**REPORT TO: POLICY AND RESOURCES COMMITTEE ON 25 AUGUST 1999**

**SUBJECT: MORAY ACCESS NETWORK INITIATIVE**

**BY: DIRECTOR OF ECONOMIC DEVELOPMENT AND PLANNING**

**1. Reason for Report**

- 1.1 To update members on the overall funding position for the Moray Access Network Initiative and to seek (A) approval for £10,425 per annum contribution over 2 years from the Moray Council as outlined in the previous report to Economic Development and Planning Committee of 19 January 1999. (See background papers); (B) to appoint an Access Officer, for the 2 year period of the Initiative.
- 1.2 A report on this subject was submitted to the Policy and Resources Committee on 28 July 1999, that Committee agreed that "the request be deferred pending the deliberations of the Budget Review Group". This report has been resubmitted to the Policy and Resources Committee, in advance of the findings of the Budget Review Group, as the Council's European Unit has advised that if a decision is not made by the Council, on this project, in August then the Objective 5b funding will be lost. Any comments from the Budget Review Group will be reported at Committee.

**2. Background**

- 2.1 Following the report to the Economic Development and Planning Committee of 19 January 1999 Members agreed to:
- (i) The development of the Moray Access Network Initiative which includes the appointment of an Access Officer and the setting up of the Moray Council Access Working Team to co-ordinate the Initiative.
  - (ii) The submission of an application for Objective 5b programme for European Funding for the project.
  - (iii) Approve in principle a Moray Council contribution of £10,000 per annum over 2 years. This agreement has been used to obtain agreement from other agencies and European funds to provide financial input to the Initiative.

- 2.2 Initiatives are currently being actively pursued to provide footpath and cycle links within and between local communities and to the surrounding countryside in Moray. Examples include the Aberdeen to Inverness Cycle Route, Lossie to Elgin Cycle Link, Moray Cycle Rides, Speyside Way extension, and the Moray Coastal Footpath. The co-ordinated approach to 'access' throughout Moray, from the strategic to the local level, is provided by the *Moray Transportation Strategy*, currently being prepared, and the Moray Access Network Initiative will work within its framework.
- 2.3 The Moray Access Network Initiative involves assisting local communities in the development and promotion of Local Paths Networks. The Initiative will initially last for 2 years commencing September 1999 and will target the 4 areas of Burghead, Drummuir, Mid Speyside and Forres. Local access groups have been set up in each of these areas demonstrating the level of community interest in developing paths networks.
- 2.4 The Initiative Strategy document will address the following access issues:-
- Network development and integration.
  - Access arrangements, i.e. Path Creation Agreements, Management Agreements, Planning Agreements, Permissive Path Agreements, use of existing statutory powers by the Council as Highways Authority.
  - Rights of Way.
  - Access for all and multi usage (including disabled).
  - Countryside Interpretation.
  - Local partnerships.
  - Programming and funding.
  - Way-marking, promotion and marketing.
  - Route maintenance.
  - Public liability.
- 2.5 The formal network will be put onto maps, with priorities for implementing and drawing down developer contributions. Priorities are likely to focus initially on route development within the main towns. Development of this formal network should be led by The Moray Council in partnership with other agencies such as MBSE, Tourist Board, SNH and the local communities.
- 2.6 The informal network will concentrate on access to the countryside around settlements. It is intended to develop local path networks through *Community Partnerships* set up to organise fundraising, contracting and ongoing maintenance. It is intended to develop 4 Local Paths Network 'pilot' schemes during 1999 at Drummuir, Burghead, Mid Speyside and Forres. Mid Speyside and Forres both lie outwith the Objective 5b area.
- 2.7 The Initiative will assist the access groups through the employment of the **Access Officer** and the setting up of a **Development fund** to offer grants for provision of promotional literature; waymarking, signage and interpretation; paths development and construction; public liability for landowners. A temporary Access Officer (employed until September 1999) and ETF trainees are currently assisting community access group to complete

detailed paths surveys and costings. All this work has been progressing steadily for the last year. As much of this consolidation work has already taken place it would now be appropriate to administer the path development fund and employ and manage the Access Officer.

- 2.8 This post is essential to provide a wide ranging service to the Community Access Group from practical advice and assistance in paths development to help with access agreements, and sourcing funding and labour. Such a person will have the specific experience and skills not readily available within the communities themselves. The post requires to be dedicated due to the workload involved. A part time commitment would not achieve the necessary level of service to the communities in the required timescale.
- 2.9 The initiative was designed to achieve fully developed paths networks in terms of tourism, supporting local business, providing community facilities and improving health opportunities, and resolving local issues.
- 2.10 It is these community access groups who would lead paths development work and arrange for ongoing maintenance with the MANI providing the support structure and ensuring a strategic and co-ordinated approach. In this context the burden on the Council would be minimal. The initiative would help to solve many local issues that crop up relating to access and rights of way which would otherwise remain unresolved.
- 2.11 Project costs are estimated to extend to £148,835 over the 2 year period. The North West Grampian Objective 5b Programme Monitoring Committee agreed to grant £40,000 towards the Initiative. LEADER II contributions have also been secured by community groups in the Objective 1 area. The other funding partners have agreed to contribute as follows:

Objective 5b	£40,000
LEADER II (Objective 1)	£30,000
MBSE	£15,000
SNH	<u>£42,500</u>
TOTAL	<u>£127,500</u> (over 2 years)

### 3. The Proposals

- 3.1 The outstanding £20,850.50 is proposed to be sourced from the Moray Council. The Moray Council will act as the employer for the Access Officer. The expected Moray Council contribution has increased by £850.50 due to a grading assessment now resulting in the Access Officer post being levelled at Tech 3.
- 3.2 In detail the budgeting sources for the Moray Council £20,850.50 contribution (£10,425 pa over 2 years) is proposed as follows:-

	1999/2000	2000/2001	TOTAL
Development Services "Partnership and Initiatives" Budget	£2,925	£2,925	£5,000
Roads Service Capital Plan	£5,000	£5,000	£10,000
Technical and Leisure Budget 'Sports Development' Budget	£2,500	£2,500	£5,000

The Roads Service, Technical and Leisure and Development Services annual budget contributions will be used as part of the Development Fund to assist the provision of the physical development of access routes.

#### **4. Financial Implications**

- 4.1 The required £20,850 contribution (over 2 years, sourced from current budgets) from the Moray Council represents only 14% of the total funding requirement with the remaining 86% coming from other funding partners and external sources. This represents good leverage and value for money. It should be noted that only £850 is required from the Moray Council specifically towards the Access Officer part of the initiative. The SNH contribution is specifically for the Access Officer and is not interchangeable with other parts of the initiative. Both SNH and MBSE have advised that their contributions towards the initiative (totalling £42,984.5 and £15,000 respectively) are dependent upon securing the Moray Council funding.
- 4.2 A considerable sum has already been secured from E C grant sources towards the initiative (i.e. £30,000 from Objective 1 LEADER II and £40,000 from Objective 5b). This represents considerable success by the Moray Council in securing European Money in the face of heavy competition. The initiative scored highly as a project when assessed and agreed by the Objective 5 b Programme Monitoring Committee. In respect of the Objective 5b grant offer the Scottish Office (SEDD) will need to know by end August if the Council intend to go ahead with this project. The reason being that unless match funding is confirmed by that time, the Euro money has to be decommitted in time for it to be made available to other projects in North West Grampian. It will not be feasible for the Council to defer their decision beyond the August Policy & Resources Committee as a decision later on in the year would not meet the 5b timescale for recommitting the money.

#### **5. Staffing Implications**

- 5.1 An access working team has been set up comprising officers from Technical & Leisure Services and Economic Development and Planning to co-ordinate overall effort. To date the community access groups have been enthusiastic in their willingness to develop paths networks. The access team's ability to assist the Local Access Groups has been constrained by limitations of staff time and finance.
- 5.2 As agreed by the January 1999 Committee meeting (para 5.2 of the minute refers), the employment of an Access Officer commencing September 1999 will offer invaluable practical support to the local access groups in terms of dedicated officer time and will continue much of the work already initiated by the Temporary Access Officer employed until mid August.

#### **6. Sustainable Development Implications**

- 6.1 The production of the Moray Access Network Initiative accords with the principles of the Moray Council Local Agenda 21 strategy. The proposal would promote better

understanding of the countryside and provide safe walking and cycling as an effective alternative to the car.

## 7. **Consultations**

- 7.1 Ian Bruce, Client Services Manager - "Post integrates well with services currently being delivered in front line services, e.g. Speyside Way, Quarrelwood Association. Access issues have been identified as a high priority in our dealings with the various community groups. The health and community benefits that will accrue from this initiative will be of the highest possible."

Carolyn Williamson, Assistant Chief Financial Officer - "It is apparent that to allocate these monies will leverage a substantial sum of external funding which could be considered as good value for money. However, it is disappointing to note that departments are identifying free budgets at this stage which have not been identified as potential budgetary savings to the Budget Review Group."

Nick Goodchild, Leisure and Community Education Manager - "I am supportive of the proposal. The project will both increase opportunities for, and encourage participation in active recreation such as cycling and walking. Funding has been allocated on the basis that the partnership project will enhance existing work."

Liz McManus, European Programmes Co-ordinator - "The Council has publicly attached great importance to drawing down European Funding and this project is key to supporting a number of the Council's strategies including:- LA21, Community partnerships and community planning, Partnerships with other organisations such as SNH etc. It is crucial that a positive decision to support the project is made in August or else the European Funding is lost by default, particularly in the East Moray area where Councillors have recently highlighted the lack of European Funding".

Rhonda Geddes, Personnel Officer - "I fully support the report".

Sandy Ritchie, Chief Roads Officer comments that the £10,000 from the Roads Service Capital Plan will be part of an overall bid for the roads budget which is still to receive Committee approval.


- 7.2 Personnel have advised that a grading of Tech 3 (currently £14,337 has been set for the Access Officer post).
- 7.3 Councillors whose wards would be affected have been consulted, their comments will be reported at Committee.

8. **Recommendations**

8.1 **It is recommended that members approve**

- (i) **the allocation of funding as detailed in paragraph 3.2 of this report which will constitute the Moray Council's contribution towards the Moray Access Network Initiative (£10,850.50 per annum over 2 years); and**
- (ii) **the employment by Moray Council as part of the initiative of a 2 year Access Officer for 2 years commencing end September 1999 set at grade Tech 3.**

Author of Report: Ian Douglas, Planning Officer - Ext: 3286  
Background Papers: Report to Economic Development and Planning Committee of 19 January 1999 on the Moray Access Network Initiative.  
Ref: IMD/hml

Signature: .....  .....

PP Designation: Director of Economic Development & Planning

Name: Robert Stewart

## **BENEFITS OF THE MORAY ACCESS NETWORK INITIATIVE**

The following benefits are likely to result from developing a formal/informal paths network. The benefits could be applied as project 'targets'. These are explained in the sub text:-

### **1. Community Benefits**

- Paths are free and available for all.
- Allows people to walk with confidence.
- Benefits landowners – reduces conflict through access management and focussing activities away from more sensitive areas.
- Increases leisure opportunities in locality.
- Reduces need to travel by car and provides for alternative transportation.
- Reinforces community links (physical and cultural).
- Community empowerment and ownership.
- Support of local services
- Community safety.

### **2. Health and Fitness Benefits**

- Greater frequency of walking and cycling will increase physical health.
- Reduced stress and increased sense of well being.

### **3. Economic Development Benefits**

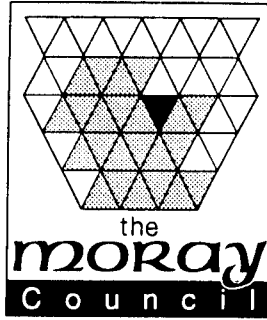
- Provision of green tourism infrastructure in the form of integrated access routes.
- Increased number of visitors to Moray and resultant injection into the local economy.
- Potential for job creation and business growth, i.e. tourism, stimulation of local timber production industry through use of local materials for waymarking stiles and signs, stimulation of local quarry industry through use of local hardcore and other surfacing materials.
- Extension of tourist season and increased length of stay.
- Greater focus on Moray visitor attractions.
- Consolidation of external grant funding opportunities e.g. LEADER II, Landfill Tax credits, Rural Development Fund, EC Objective 1/5b.
- Opportunity for private sector sponsorship.
- Support to existing tourist enterprises.
- Low cost leisure provision relative to benefits.

### **4. Comprehensive Route Development Benefits**

- Facilitate integrated and consistent approach.
- Financial savings and lower unit costs.
- Increases opportunity for effective promotion of 'Moray'.
- Value for money – low cost per head of population in relation to other forms of transport and leisure.
- Prioritise limited funds.

## **Environmental Benefits**

- Reduced pollution with reduction in car usage.
- Facilitates better understanding and appreciation of the countryside.
- Opportunity for environmental education.
- Reduced traffic congestion and parking problems in towns.



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**REPORT TO: POLICY & RESOURCES COMMITTEE WEDNESDAY 25<sup>TH</sup>  
AUGUST 1999**

**SUBJECT: ACTION PLAN FOR MAINTENANCE OF COUNCIL PROPERTY  
ASSETS**

**BY: DIRECTOR OF ECONOMIC DEVELOPMENT AND PLANNING**

**1. Reason for Report**

1.1 This report asks the Committee to approve measures to establish the current condition of the Council's property portfolio and to develop a rolling programme for property maintenance.

**2. Introduction**

2.1 The Estates unit of Property Services is responsible for the maintenance of the Council's non-housing property portfolio which has an asset value of £130 million.

The main aims of the maintenance programme are:-

- a) To maintain the property stock in a condition fit for its purpose. i.e. uses/occupants.
- b) To prevent major deterioration of the stock and to maintain the value of the Council's property assets.
- c) To maintain the stock in a safe condition for the benefit of its occupants.

**3. Background**

3.1 The Property Services Best Value Review of 1999 highlighted a number of concerns in relation to the Council's existing arrangements for property maintenance. These were:-

a) Major Reductions in the Property Maintenance Budgets

Restrictions in the Councils overall budget since Local Government reorganisation in 1996 have resulted in severe cutbacks in property maintenance as service departments have sought to make savings on property maintenance that they consider are non-essential.

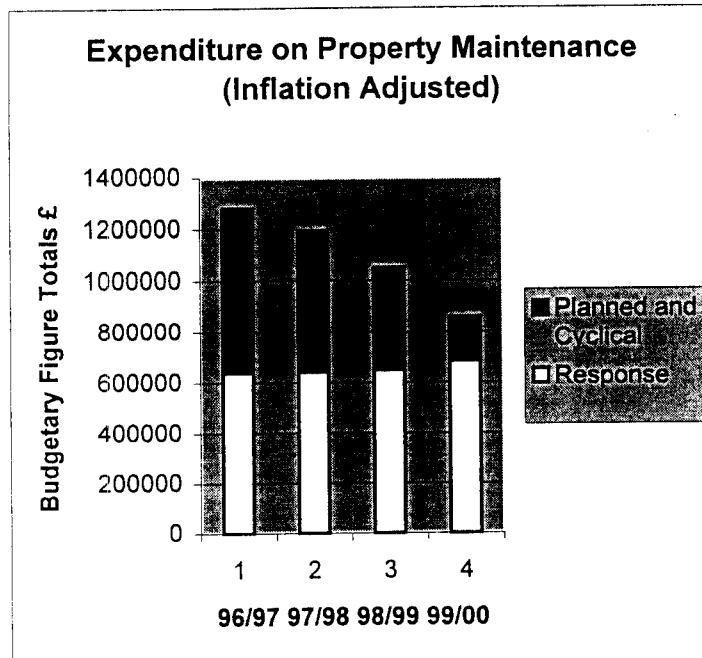
Since local government reorganisation at 1 April 1996 the Council has disposed of £7.15m of surplus property. Of this total only £1.9m represented properties which were maintained through the maintenance budget. These properties represented 1.5% of the total asset value of all Council property currently valued at £130m.

By contrast since 1996/97 the maintenance budget has reduced by 28% which, when adjusted for inflation is, equivalent to a **reduction of 33% in real terms**. This is illustrated in the table below.

Financial Year	Actual Budget	Budget Adjusted For Inflation
1996/97	£1,279,295	£1,279,295
1997/98	£1,218,765	£1,189,914
1998/99	£1,117,725	£1,048,984
1999/2000	£ 920,303	£ 859,475
Percentage change since 1996/97	-28%	-33%

b) Shift from Planned to Response Maintenance

The substantial reduction in the property maintenance budget has resulted in a marked shift away from regular planned maintenance programmes. Proportionately more of the reducing budget is now spent on ad hoc and expensive response maintenance and emergency repairs. This is illustrated by the table below.



The table also illustrates an increase in response and emergency repairs which is expected to increase as a result of reducing planned/preventative maintenance.

Response maintenance repairs can be on average 40% more expensive than the equivalent planned maintenance items. **A greater proportion of the reduced budgets is therefore delivering less benefit. The situation cannot be justified on a value-for-money basis and in any case, a continuation of the wasting of property assets through lack of maintenance is unsustainable.**

c) Condition of Stock

With the reduction in planned maintenance programmes, staff resources have of necessity been directed away from updating records of property condition. Accurate up to date records of the condition of properties are the foundation of a planned maintenance programme and are necessary to identify and prioritise the need for repairs, cost repairs and develop a programme of planned repairs. Such a survey has recently been carried out on the Council's housing stock via the Housing Service in a similar exercise.

It is essential that property condition surveys are updated and planned maintenance programmes developed for all non housing council properties so that an informed decision based on actual need can be taken when setting the maintenance budget.

d) Corporate Approach to Property Maintenance

Individual Council departments currently set the maintenance budgets for the properties they occupy. However, the budgets have been severely cut back as departments have struggled to resolve the budget difficulties of their service. This method of budget control does not enable effective corporate management of the Council's property assets.

There is a need to set the maintenance budget according to an assessment of the outstanding repair works and with a corporate 'view' of the proposed use of individual properties.

#### 4. Proposed Action

4.1 The following action points are recommended in response to the problems identified:-

- 1) Full costed condition surveys should be undertaken for all non housing property by 31<sup>st</sup> March 2001 and thereafter be updated on a six year rolling programme.
- 2) The conditions surveys be used to identify the full extent of backlog maintenance and that the maintenance budgets be adjusted to address the backlog.
- 3) Repair works be prioritised according to the type of repair required and the function of the building.
- 4) The maintenance budget should be fixed corporately in response to actual need and the cost be recovered from departments by way of an annual charge or asset rental which reflects the actual cost of holding and running the buildings. This would encourage departments to examine more cost effective space utilisation.

**Together with its staff, property represents the Council's most valuable asset. Failure to adequately maintain property will result in an incurred liability for capital expenditure in the future and a substantial depreciation in the value of the property stock.** The recommended maintenance budget should be determined corporately and not by individual departments whose primary responsibility is service delivery.

## **5. Financial Implications**

- 5.1 The requirement to update condition surveys for all council properties before 31<sup>st</sup> March 2001 cannot be accommodated within existing resources and additional staff resources will therefore require to be recruited from the private sector. The estimated cost of the survey will be £15,000 during 1999/2000 and £30,000 during 2000/2001.
- 5.2 By concentrating on a planned approach to property maintenance a more effective use will be made of the existing maintenance budget by spending less on more expensive response maintenance. The initial costs in updating condition surveys will be recouped through a more effective use of the maintenance budget in the future ie spend to save.
- 5.3 By fixing the maintenance budget according to need and developing a rolling programme of maintenance, savings will be made on capital and revenue maintenance in future years.

## **6. Staffing Implications**

- 6.1 No staffing implications arise directly from this report.

## **7. Environmental Implications**

- 7.1 Adequate property maintenance is necessary to preserve the condition of the Council's property stock. Currently, the lack of adequate property maintenance is resulting in an increasing reliance on significantly more expensive response repairs. A continuation of this practice is unsustainable in terms of the use of resources.

## **8. Consultations**

- 8.1 Brian Stewart, Chief Executive and Alistair Keddie, Depute Chief Executive (Finance and IT) have been consulted in the preparation of this report and have expressed their concern that the report proposes additional expenditure when the Revenue Budget is under pressure. Alistair Keddie considers that the issues raised in the report should be brought to the attention of the Budget Review Group so that they may be considered in more detail.
- 8.2 All Heads of Service are aware of the concerns regarding the Property Maintenance Budgets which were highlighted in the Property Services Best Value Review 1999.

**9. Recommendations**

**9.1 It is recommended that the Committee note the concerns regarding the unsustainable reduction in the Property Maintenance Budget since 1996 and:-**

- a) Approve a programme of Property Condition Surveys for non housing property to be completed by 31<sup>st</sup> March 2001 at a total cost of £45,000 and make appropriate provision in the Revenue Programme for 1999/2000 (£15,000) and 2000/2001 (£30,000).**
- b) Note that the Condition Surveys will be used as a means of assessing the extent of back log maintenance and assessing budgets according to need.**
- c) Agree to set maintenance budgets corporately from March 2001 and to recover the costs from departments by way of an annual charge/asset rental.**

Author of Report: Mr. J. Black, Assistant Property Manager (Estates)

Background Papers: None

Ref: JB/PMcL

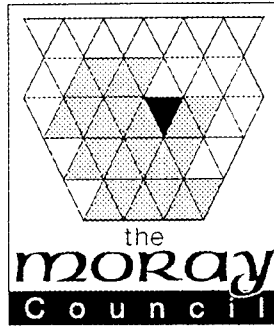
Signature:



Designation: PP Director of Economic Development & Planning

Name: Robert A. Stewart





ITEM: 9

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**REPORT TO: POLICY AND RESOURCES COMMITTEE ON 25 AUGUST, 1999**

**SUBJECT: COSLA PROTECTIVE AND DEVELOPMENT SERVICES FORUMS:  
REPRESENTATION ON PARTNER ORGANISATIONS BY  
MEMBERS**

**BY: DEPUTE CHIEF EXECUTIVE (CORPORATE SERVICES)**

**1. Reason for Report**

- 1.1 To invite the Committee to consider, in the event of a Moray Council Member being appointed to represent CoSLA on one of its Partner Organisations, approving such appointments as an approved duty thereby agreeing to meet any expenses involved in attendance at meetings of Partner Organisations.

**2. Background**

- 2.1 Correspondence has been received from CoSLA inviting expressions of interest from Councillors interested in representing CoSLA on Partner Organisations that have a planning, economic development or transport interest in respect of Development Services Forum and issues dealt with by the Protective Services Forum.
- 2.2 Given that expressions of interest require to be submitted by 23 August, 1999 in respect of the Development Services Forum and 30 August, 1999 in respect of the Protective Services Forum and given that CoSLA has already intimated that there will be no extension to these deadlines it was decided, in consultation with the Convener, that copies of the relevant correspondence be circulated to Members and any Member expressing an interest in representing Local Government in any of CoSLA's Partner Organisations would be subject to the Council approving attendance at meetings as an approved duty.

**3. The Proposals**

- 3.1 That the Committee consider and if so disposed approve such appointments , in the event of a Member being appointed to represent CoSLA on one of its Partner Organisations, as an approved duty thereby agreeing to meet any expenses involved in attendance at meetings of Partner Organisations.

**4. Financial Implications**

- 4.1 In the event of the Council approving the appointment by CoSLA of any Moray Council Member to one of it's Partner Organisations as an approved duty it will be the responsibility of The Moray Council to meet any expenses involved in Members attendance of CoSLA Partner Organisations.

**5. Staffing and Environmental Implications**

- 5.1 There are no staffing or environmental implications arising directly from this Report.

**6. Consultations**

- 6.1 The Depute Chief Executive (Finance & I.T.) has been consulted in regard to the preparation of the Report and has intimated that given that it is a matter for Councillor's own Council to meet expenses involved in attendance at meetings of CoSLA's Partner Organisations the Council would require to consider and determine whether or not this would be classed as an approved duty.

**7. Recommendations**

- 7.1 **That the Committee consider and if so disposed approve such appointments , in the event of a Member being appointed to represent CoSLA on one of its Partner Organisations, as an approved duty thereby agreeing to meet any expenses involved in attendance at meetings of Partner Organisations.**

Author of Report: Ron Ritchie, Senior Administration Officer  
Background Papers: Correspondence from CoSLA dated 14 July and 2 August, 1999  
Ref: RR/BR

Signature: Karen B. Williams

Designation: The Depute Chief Executive (Corporate Services) Name: Karen B. Williams