

# Minutes

## Finance and Resources Committee

10.00am, Thursday 15 August 2019

### Present

Councillors Rankin (Convener), Cameron (Vice-Convener), Booth, Bruce, Corbett, Gordon, Hutchison, Johnston, Neil Ross, Munn and Watt

### 1. Corstorphine Youth and Community Centre

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#### a) Deputation from Corstorphine Community Centre

The Committee agreed to hear a deputation from Tommy McLean of Corstorphine Community Centre in relation to the report on Corstorphine Youth and Community Centre.

The following points were raised during discussion:

- The community had shown there was a need to replace the community centre and had made great efforts to raise the funding required to provide a new centre. However, support was required from the Council.
- The community had raised approximately £500,000.
- Within the Corstorphine/Murrayfield Ward there was no Council Community Centre so the existing Community Centre was an important facility within the area and the community were missing it at the moment.
- Currently, a temporary Community Hub was being run from what was previously a furniture shop. The shop was going to be demolished in the near future and the community would lose this facility.
- The Community Centre were required to report back to the Robertson Trust regarding the position on funding in September 2019.

The Convener thanked the deputation and invited them to remain for the Committee's consideration of the report by the Executive Director of Resources.

#### b) Report by the Executive Director of Resources

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Committee considered a report that advised that the Corstorphine Community Centre (CCC), a Scottish Charitable Incorporated Organisation, sought to develop the Corstorphine Youth and Community Centre (CYCC) at a cost of circa £2m. There was a £0.750m funding gap. The Housing and Economy Committee had recommended that the Finance and Resources Committee considered how funding “can be found to enable the Corstorphine Youth and Community Centre development to proceed, either as match funding or council resources”.

### **Decision**

- 1) To note that the Housing and Economy Committee in June 2019 requested that Finance and Resources Committee released funding from Albion Equity Limited to the development of Corstorphine Youth and Community Centre (CYCC) as outlined in paragraph 3.6.1 of the report.
- 2) To note that the redemption of shares in Albion Equity Limited might not proceed and that the earliest that this would be known was quarter 4 2019/20 and as a result the associated payment might not be forthcoming.
- 3) To instruct officers to use their best endeavours to work with the CCC to continue to identify all possible funding solutions including consideration in the capital spending review to be considered by Committee in December 2019.
- 4) To request that report on the CCC business plan and the financial proposals was brought to Committee in December 2019.
- 5) To instruct officers to provide a letter of comfort to the CCC and funders as appropriate.

(Reference – report by the Executive Director of Resources, submitted.)

## **2. Minutes**

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### **Decision**

To approve the minute of the Finance and Resources Committee of 23 May 2019 as a correct record.

## **3. Finance and Resources Committee Work Programme**

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The Finance and Resources Committee Work Programme was submitted.

### **Decision**

To note the Work Programme.

(Reference – Finance and Resources Committee Work Programme, submitted.)

## 4. Rolling Actions Log

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The Finance and Resources Committee Rolling Actions Log for August 2019 was submitted.

### Decision

- 1) To agree to close the following actions:

Action 3 – Award of Festival Attraction Contract for the Summer period in Princes Street Gardens

Action 4 – Construction Charter

Action 13 – Workforce Control Annual Report

- 2) To otherwise note the Rolling Actions Log.

(Reference – Rolling Actions Log, submitted.)

## 5. Business Bulletin

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The Finance and Resources Committee Business Bulletin for August 2019 was submitted.

### Decision

To note the Business Bulletin.

(Reference – Business Bulletin, submitted.)

## 6. Revenue Monitoring 2018/19 – outturn report

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Committee considered a report which set out the provisional 2018/19 revenue outturn position for the Council based on the unaudited financial statements. The position showed an overall underspend of £1.582m, representing the twelfth successive year in which net expenditure had been maintained within approved levels.

### Decision

- 1) To note the report and the provisional revenue underspend of £1.582m for the year ended 31 March 2019.
- 2) To note that this sum had been set aside within the Council Priorities Fund.
- 3) To note the contributions in 2018/19 to and from the General Fund as detailed in the report.
- 4) To note the progress during the year on the initiatives supported through the Spend to Save Fund.

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- 5) To note that the Housing Revenue Account was balanced after a contribution of £6.757m was made towards in-year capital investment.
- 6) To note that the Common Good Annual Performance Report would be considered at the Committee's meeting on 26 September 2019.
- 7) To refer the report to the Governance, Risk and Best Value Committee as part of its workplan.

(Reference – report by the Executive Director of Resources, submitted.)

## **7. Capital Investment Programme – Outturn 2018/19 and Revised Budget 2019-24 (incorporating slippage)**

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Details were provided of the final outturn for the Council's capital programme for 2018/19, including details of capital receipts and slippage/acceleration experienced in projects within the programme. It compares the final position with the revised capital budget and the forecast position at month 9. The analysis was based on the Council's unaudited accounts for the year.

The report also set out a revised capital budget for the period 2019-24. This was based on the Council's capital investment programme approved by Council on 21

February 2019, adjusted for slippage from 2018/19, updated cash flow projections and projects approved since the budget meeting.

### **Decision**

- 1) To note the 2018/19 unaudited capital outturn for the Council's general fund and housing revenue account (HRA).
- 2) To approve the revised capital investment programme for the period 2019-24, as set out in Appendix 6 of the report.
- 3) To refer the report to the Governance Risk and Best Value Committee as part of its work programme.

(Reference – report by the Executive Director of Resources, submitted.)

## **8. Treasury Management: Annual Report 2018/19**

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An update was provided on Treasury Management activity in 2018/19.

### **Decision**

- 1) To note the Annual Report on Treasury Management for 2018/19.
- 2) To refer the report to Council for approval and subsequent referral by Council to the Governance, Risk and Best Value Committee for their scrutiny.

(Reference – report by the Executive Director of Resources, submitted.)

## **9. Revenue Monitoring 2019/20 – Period three report**

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Committee considered a report on the period three revenue monitoring position for the Council and progress with the identification and implementation of required savings measures sufficient to achieve a balanced year-end position in 2019/20 and, in due course, to re-establish the stability of the budget framework.

### **Decision**

- 1) To note the current implementation status for those savings measures approved as part of the 2019/20 revenue budget.
- 2) To note progress in developing specific actions to address residual directorate pressures.
- 3) To note the proposed measures set out in Appendix 3 of the report, by which it was planned the in-year efficiencies requirement approved by Council in February 2019 would be met.
- 4) To agree, subject to confirmation of the 2018/19 outturn and ratification by Council on 22 August 2019, earmarking a further £1m from the Council Priorities Fund as an additional contribution to the 2019/20 budget, pending development of sustainable measures to address the associated savings requirement on a recurring basis.
- 5) To note the continuing assumption that the Edinburgh Integration Joint Board (EIJB) would maintain overall expenditure within the levels of funding delegated to it by the Council and NHS Lothian.
- 6) To note the requirement to identify and implement further mitigating measures such that a balanced year-end position might be achieved and, in due course, to re-establish the stability of the budget framework.
- 7) To note the balanced projected position on the Housing Revenue Account (HRA) after making a £2.228m planned contribution towards housing investment.

(Reference – report by the Executive Director of Resources, submitted.)

## **10. Capital Monitoring 2019/20 – Month Three Position**

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Details were provided of capital expenditure and income forecasts for 2019/20 and explanations were provided for any variances.

## Decision

- 1) To note the projected capital outturn position for the general fund and Housing Revenue Account (HRA) at month three.
- 2) To note the Council's prudential indicators at month 3.
- 3) To note that updated forecasts would be provided at months 5 and 8.
- 4) To refer the report to the Governance, Risk and Best Value Committee as part of its workplan.

(Reference – report by the Executive Director of Resources, submitted.)

## 11. Chief Executive – Revenue Budget Monitoring 2019/20 – Month Three Position

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Committee considered a report which set out the projected three-month revenue budget monitoring position for Chief Executive's services, based on actual expenditure and income to the end of June 2019 and expenditure and income projections for the remainder of the financial year.

### Decision

To note the forecast outturn would be in line with the approved revenue budget for Chief Executive's services for 2019/20.

(Reference – report by the Chief Executive, submitted.)

## 12. Resources Directorate – Revenue Budget Monitoring 2019/20 – Month Three position

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Details were provided of the projected three-month revenue monitoring position for the Resources Directorate, based on actual expenditure and income to the end of June 2019 and expenditure and income projections for the remainder of the financial year.

### Decision

- 1) To note the Resources Directorate was currently projecting a budget pressure of £0.940m for 2019/20.
- 2) To note the Resources Management Team would continue to progress the identification of savings measures to offset the budget pressure to achieve outturn expenditure in line with the approved revenue budget for 2019/20.
- 3) To note the ongoing risks to the achievement of a balanced revenue budget projection for the Directorate.

(Reference – report by the Executive Director of Resources, submitted.)

### **13. Asset Management Strategy Transformation Programme - Update**

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An update was provided on the current position of the Asset Management Strategy (AMS).

#### **Decision**

To note the update of the component parts of the Asset Management Strategy.

(Reference – report by the Executive Director of Resources, submitted.)

### **14. Service Design Programme Update**

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An update was provided on the progress of the service design strategy and the initial core areas being undertaken in phase 1 of the programme.

#### **Decision**

To note the commencement of the Service Design approach and the progress achieved to date in the initial three core areas

(Reference – report by the Executive Director of Resources, submitted.)

### **15. Workforce Dashboard**

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Committee considered a report which provided a summary of workforce metrics for the core and flexible workforce, absence, transformation/redeployment, risk, and performance, as detailed on the Finance and Resources Committee Workforce Dashboard, for the period of May 2019.

#### **Decision**

To note the workforce information contained in the dashboard.

(Reference – report by the Executive Director of Resources, submitted.)

### **16. Commercial and Procurement Annual Report - 2019**

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Following approval of the Commercial and Procurement Strategy 2016-2020 by the Committee on 1 December 2016, an update on what had been delivered through the strategy from 1 April 2018 to 31 March 2019 was outlined.

#### **Decision**

To note the report and approve the Commercial and Procurement Annual Report 2019 for publication.

(Reference – report by the Executive Director of Resources, submitted.)

## 17. Update on the implementation of the Construction Charter

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Committee considered a report that advised that on the 16 August 2018, the Council adopted the Construction Charter Commitments (“the Charter”), which set out the expectations the Council had for those contractors who undertook construction work on the Council’s behalf.

An update was provided on the Council’s promotion of the commitments set out in the Construction Charter.

### **Decision**

To note the ongoing work of the Council in promoting the Construction Charter Commitments.

(Reference – report by the Executive Director of Resources, submitted.)

## 18. Award of Contract – Edinburgh Tram York Place to Newhaven Owner Controlled Insurance programme

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Approval was sought to award the contract for Lots 1 and 2 of the Edinburgh Tram York Place to Newhaven Owner Controlled Insurance Programme to QBE Insurance (Europe) Ltd. The contract would be for the same time period of the Edinburgh Tram York Place to Newhaven Swept Path and Infrastructure and Systems Contracts.

The report also sought approval to award the contract for the excess layer Third Party Liability policy to Chubb

### **Decision**

- 1) To approve the award of contract for Lot 1 (Construction “All Risks”, Existing Structures and Advanced Business Interruption (including Terrorism)) of the Edinburgh Tram York Place to Newhaven Owner Controlled Insurance Programme to QBE Insurance (Europe) Ltd for the contract value of £605,937.
- 2) To approve the award of contract for Lot 2 (Third Party Liability Insurance) of the Edinburgh Tram York Place to Newhaven Owner Controlled Insurance Programme to QBE Insurance (Europe) Ltd for the contract value of £644,000.
- 3) To approve the award of the contract for the additional excess layer of the Third-Party Liability Insurance to Chubb for the contract value of £84,000.

(Reference – report by the Executive Director of Resources, submitted.)



## 19. Award of Workplace Travel Planning Contract 2019-21

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Approval was sought to award a contract for the delivery of the workplace-based travel behaviour change project element of the Council's Smarter Choices, Smarter Places programme to Peter Brett Associates LLP. The contract would be for nine months, commencing on 1 September 2019 and would run to 31 May 2019.

### Decision

To approve the award of contract to Peter Brett Associates LLP to deliver the workplace based aspect of the 'Smarter Choices, Smarter Places' (SCSP) sustainable travel behaviour change programme from 1 September 2019 to 31 May 2020, with the option to extend to 31 May 2021, subject to allocation of further external funding.

(Reference – report by the Executive Director of Place, submitted.)

## 20. Traffic Signal Equipment Maintenance and Ancillary Support Services – Award of Contract

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Approval was sought to award the Traffic Signals Equipment Maintenance and Ancillary Support Services contract to Siemens Mobility Limited. This would replace the existing contract and was expected to commence on 1 September 2019.

### Decision

To approve the award of contract for Traffic Signal Equipment Maintenance and Ancillary Support Services to Siemens Mobility Limited for a period of four years, with the option to extend up to a further two years, at the estimated value of £4.5m. The new contract was expected to commence on 1 September 2019.

(Reference – report by the Executive Director of Place, submitted.)

## 21. Trade Materials and Associated Trades – Extension to Contract Waiver

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Details were provided of the proposal to extend the existing Trade Materials and Associated Trades contract arrangement for two years, to address the risks identified during the pre-procurement process and to enable further discussions with other partners and local authorities on collaborative working to progress.

Committee was requested to approve a waiver to the Council's Contract Standing Orders to allow a two-year contract extension to Travis Perkins Trading Company Limited (TPTC) at a cost of approximately £4m per annum, exclusive of VAT.

### Decision

- 1) To approve a two-year extension, by way of a waiver to the Council's Contract Standing Orders, to the contract currently held by Travis Perkins Trading

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Company Limited (TPTC) for the supply and delivery of trade materials for the Council's Housing Property service (HP), the said extension to commence on 1 April 2020.

- 2) To note the total cost of the contract extension was approximately £8m (£4m per annum) exclusive of VAT. The cost might fluctuate depending on the volume and cost of materials required to service the repairs undertaken by HP.

(Reference – report by the Executive Director of Place, submitted.)

## **22. Appointments to Working Groups 2019/20**

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Committee was invited to appoint the membership of the Joint Consultative Group, Elected Member ICT and Digital Sounding Board and the Council Health and Safety Consultation Forum.

### **Decision**

- 1) To appoint the membership of the Joint Consultative Group (JCG) as detailed in Appendix 1 of the report.
- 2) To appoint the membership of the Elected Member ICT and Digital Sounding Board as detailed in Appendix 2 of the report.
- 3) To appoint the membership of the Council Health and Safety Consultation Forum as detailed in Appendix 3 of the report.
- 4) To postpone the re-appointment of the Property Sub-Committee until such time as a meeting of the Sub-Committee was deemed necessary.
- 5) To approve the remits of the Joint Consultative Group, Elected Member ICT and Digital Sounding Board, and the Council Health and Safety Consultation Forum 2019/20, as detailed in Appendices 1 to 3 of the report.
- 6) To agree to replace Councillor Iain Whyte with Councillor Graham Bruce on the JCG.
- 7) To agree to appoint Councillor Chas Booth to the Elected Member ICT and Digital Sounding Board.
- 8) To agree to appoint Councillor Lezley Mari n Cameron to the JCG and the Elected Member ICT and Digital Sounding Board.

(Reference – report by the Chief Executive, submitted.)

## **23. Finance Policies – Assurance Statement**

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An update was provided on the most recent year's review of policies that fell within the remit of the Head of Finance in his capacity as the Council's Section 95 Chief Financial Officer.

## **Decision**

To note and be assured that the Finance policies detailed in the report had been reviewed and were considered to remain current, relevant and fit-for purpose.

(Reference – report by the Executive Director of Resources, submitted.)

## **24. Annual Fraud Detection and Prevention**

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An overview of fraud prevention and detection activities undertaken in 2018/19 was provided.

## **Decision**

To note the continued work by the Council on Fraud Prevention and Detection during the 2018/19 financial year.

(Reference – report by the Executive Director of Resources, submitted.)

## **25. Carbon Reduction Commitment (CRC) Annual Report**

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Details were provided of the Council's Carbon Reduction Commitment carbon footprint for the financial year 2018/19 and the subsequent submission of data to the Environment Agency in compliance with legislation.

## **Decision**

- 1) To note the Council's carbon footprint for the financial year 2018/19.
- 2) To note the annual report was submitted to the Environment Agency by the statutory deadline of the end of July 2019.
- 3) To note that 2018/19 was the final year of reporting under the Carbon Reduction Commitment Energy Efficiency Scheme.

(Reference – report by the Executive Director of Resources, submitted.)

## **26. Contract Award for the Supply of Electricity to Council Properties**

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Details were provided of a new Scottish Government Framework Agreement (Framework) for the Supply of Electricity for the Scottish Public Sector that was awarded, on 1 April 2018, to EDF Energy Customers Ltd. On 21 June 2019, a 2-year contract for the Council's electricity supply was awarded by the Scottish Government through the Framework for the period 1 April 2019 to 31 March 2021. The contract had an estimated value of £22,301,000 for the full contract period. Based on the Council's consumption, the forecast cost avoidance savings through the use of this framework were estimated at £590,000 over the 2- year contract period.

## **Decision**

To note that, through the national agency agreement which the Council was a party to, the Scottish Government had, on behalf of the Council, awarded a contract to EDF Energy Customers Ltd for the supply of electricity to the Council, for the period 1 April 2019 to 31 March 2021.

(References – report by the Executive Director of Resources, submitted.)

### **27. Proposed New Lease to Boroughmuir Rugby Club at Meggetland, Edinburgh**

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Approval was sought to grant a new 25-year lease to Boroughmuir Rugby Club at a stepped rent on full repairing and insuring terms, thus mitigating the Council's liability over future maintenance costs.

## **Decision**

To approve a new 25-year lease to Boroughmuir Rugby Club at Meggetland Sports Complex, Edinburgh, on the terms outlined in the report and on other terms and conditions to be agreed by the Executive Director of Resources.

(Reference – report by the Executive Director of Resources, submitted.)

### **28. 5 Cockburn Street, Edinburgh – Proposed Lease Extension**

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Approval was sought to grant a 20-year lease extension to Yi Sun on the terms and conditions outlined in the report.

## **Decision**

To approve a 20-year lease extension to Yi Sun of retail premises at 5 Cockburn Street, Edinburgh, on the terms outlined in the report and on other terms and conditions to be agreed by the Executive Director of Resources

(Reference – report by the Executive Director of Resources, submitted.)

### **29. Clubhouse and Grounds, Double Hedges Road, Edinburgh – Proposed New Lease**

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Liberton Rugby Club requested a new 20-year lease of the property that had been leased to them since 1979. The report sought approval to grant a new lease on the terms and conditions outlined in the report.

## **Decision**

To approve a new 20-year lease of the clubhouse and grounds, Double Hedges Road, Edinburgh to Liberton Rugby Club on the terms outlined in the report and on other terms and conditions to be agreed by the Executive Director of Resources.

(Reference – report by the Executive Director of Resources, submitted.)

### **30. Joppa Community Tennis Club, Joppa Grove – Proposed New Lease**

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Committee were advised that the tennis club at Joppa Grove had historically been leased to Portobello Community Council with the lease expiring on 30 June 2019. The report sought approval to grant a new 20-year lease to Joppa Community Tennis Club on the terms and conditions outlined in the report.

## **Decision**

To approve a 20-year lease of tennis courts and grounds at Joppa Grove to Joppa Community Tennis Club, on the terms and conditions as outlined in the report and on other terms and conditions to be agreed by the Executive Director of Resources

(Reference – report by the Executive Director of Resources, submitted.)

### **31. 82 Joppa Road, Edinburgh – Proposed New Lease**

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Details were provided of the former public convenience at 82 Joppa Road that had previously been marketed for disposal but this did not lead to a sale being completed. The property had been remarketed for lease and the report sought approval to grant a new 15-year lease extension to Mr Harem Murdochy on the terms and conditions outlined in the report

## **Decision**

To approve a new 15-year lease to Mr Harem Murdochy at 82 Joppa Road, Edinburgh on the terms outlined in the report and on other terms and conditions to be agreed by the Executive Director of Resources.

(Reference – report by the Executive Director of Resources, submitted)

### **32. 19 Stanley Street, Edinburgh – Proposed Lease Extension**

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Approval was sought to grant a 20-year lease extension to Edinburgh Palette on the terms and conditions outlined in the report.

## **Decision**

To approve a 20-year lease extension to Edinburgh Palette for the industrial yard premises at 19 Stanley Street on terms and conditions as outlined in the report and on other terms and conditions to be agreed by the Executive Director of Resources.

(Reference – report by the Executive Director of Resources, submitted.)

### **33. South Gyle Crescent, Edinburgh – Various Ground Lease Extensions**

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Details were provided of four ground leases at South Gyle Crescent, Edinburgh let to GM Investment Trustees. The individual leases had various expiry dates and the tenant had requested each lease be extended to expire at the same time. The report sought approval for each lease to be extended to provide an unexpired term of 175 years on the terms and conditions outlined in the report.

## **Decision**

To approve extensions on four ground leases held by GM Investment Trustees at South Gyle Crescent to 1 September 2114 on the terms as outlined in the report and on other terms and conditions to be agreed by the Executive Director of Resources.

(Reference – report by the Executive Director of Resources, submitted.)

### **34. Gas Servitude at Saughton Public Park**

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Approval was sought for the grant of a Deed of Servitude relating to an existing 24-inch diameter gas main approximately 476m in length.

## **Decision**

To approve the grant of a Deed of Servitude in favour of Scottish Gas Networks PLC under the terms and conditions outlined in the report.

(Reference – report by the Executive Director of Resources, submitted)

### **35. Proposed New Lease, St Brides Community Centre, 10 orwell Terrace, Edinburgh**

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Committee were advised that St Brides Management Committee had occupied St Brides Community Centre for many years with no record of a formal lease. Edinburgh Jazz and Blues Festival (EJBF) approached St Brides Management Committee with a proposal to share the building, which would allow them to run a five-year music project funded through the Platforms for Creative Excellence (PLACE) co-investment programme. A temporary lease was granted to the Committee from 3 January 19 to meet the funding requirements of the PLACE programme pending a Committee decision on a longer-term agreement, which was the purpose of this report

## Decision

To continue the report and to agree that a report was brought back to Committee in one cycle containing further information in connection with the proposed lease of St Brides Community Centre to explain:

- 1) The added benefits to the Council and to the community, and any other reasons, that justified the Council's commitment to pay for all the running costs of the Community Centre compared to other community centres where there was no contribution to such costs.
- 2) The financial benefits, if any, that might accrue to St Brides Community Centre either directly or indirectly from the five year sub lease to the EJBF.

(Reference – report by the Executive Director of Resources, submitted.)

## 36. Lease for Drylaw Neighbourhood Centre, Groathill Road North, Edinburgh

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Committee were advised that Drylaw/Telford Community Association wished to extend their lease for the Drylaw Neighbourhood Centre. Approval was sought to grant a new 25-year lease

## Decision

To agree to continue the report and that the Lease for Drylaw Neighbourhood Centre would be incorporated in to the wider report on Community Centres that would be brought to Committee.

(References – report by the Executive Director of Resources, submitted.)

## 37. Edinburgh Community Solar Co-operative – Phase 2

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In 2016, Edinburgh Community Solar Co-operative (ECSC) installed 1.4MW of solar PV panels in 24 Council buildings. The Board of Edinburgh Community Solar Cooperative were preparing a proposal and financial model for a second phase of solar panel installations. In order to meet the timelines set within the Government's feed in tariff scheme, the report requested that Committee delegated decision making authority to the Executive Director of Resources, in consultation with the Convenor and Vice-Convenor of Finance and Resources Committee, to grant a 21 year Licence to Edinburgh Community Solar Co-operative to install solar PV panels on up to 11 Council owned buildings.

## Decision

- 1) To agree delegate decision making authority to the Executive Director of Resources, in consultation with the Convenor and Vice-Convenor of Finance and Resources Committee, to grant a 21-year Licence to Edinburgh Community Solar Co-operative to install solar PV panels on up to 11 Council owned buildings.

- 2) To note that any grant of licence would be subject to Edinburgh Community Solar Cooperative submitting a viable business case that demonstrated both the financial and wider community benefit of the proposal.

(Reference – report by the Executive Director of Resources, submitted)

### **Declaration of Interests**

Councillor Corbett declared a financial interest in the above item as a nominated member and shareholder of Edinburgh Community Solar Co-operative.

Councillor Booth declared a financial interest in the above item as a minor shareholder of Edinburgh Community Solar Co-operative.

## **38. Miscellaneous Debts – Write-Off**

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The Committee, in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, excluded the public from the meeting during consideration of the following item of business for the reason that it involved the likely disclosure of exempt information as defined in Paragraphs 6 of Part 1 of Schedule 7(A) of the Act.

Committee considered a report that summarised the current miscellaneous debt that was outstanding and deemed uncollectable and thus recommended for write-off. All possible methods of recovery had been attempted and the debt remained outstanding.

### **Decision**

Detailed in the Confidential Schedule, signed by the Convener, with reference to this minute.

(Reference – report by the Executive Director for Resources, submitted.)

## **39. Award of Framework Agreement: Supply and Distribution of Fresh Fruit, Fresh Vegetables, Bakery Products and Eggs**

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The Committee, in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, excluded the public from the meeting during consideration of the following items of business for the reason that it involved the likely disclosure of exempt information as defined in Paragraphs 12 Part 1 of Schedule 7(A) of the Act.

Approval was sought for the award of a contract to supply and distribute fresh fruit, fresh vegetables, bakery products and eggs.

### **Decision**

Detailed in the Confidential Schedule, signed by the Convener, with reference to this minute.

(Reference – report by the Executive Director for Resources, submitted.)