

STRATEGIC POLICY AND RESOURCES COMMITTEE

Minute of Meeting of the Strategic Policy and Resources Committee held in Council Chambers, Fourth Floor, Council Buildings, 2 High Street, Perth on Wednesday 6 February 2008 at 2.00pm.

Present: Councillors I Miller, G Hayton, K Baird, P Barrett, A Grant, E Grant, Provost J Hulbert, Councillors A Jack, J Kellas, A MacLellan, M Roberts, W Robertson, A Stewart, B Vaughan, W Wilson and A Wylie.

In Attendance: Councillor J Law, B Malone, Chief Executive; J Irons, Depute Chief Executive and Executive Director (Environment); S Hendry, G Taylor S Thornton, and T Yule (all Chief Executive's); G Stevenson, Executive Director (Corporate Services), I Innes, H Mackenzie, A Nairn, J Symon and R Thomson (all Corporate Services), D Roberts, Executive Director (Housing and Community Care).

Also Attending: Allan Harrow, Tayside Procurement Consortium.

Councillor I Miller, Convener, Presiding.

63. DECLARATIONS OF INTEREST

There were no Declarations of Interest made in terms of the Councillors' Code of Conduct.

64. MINUTES OF PREVIOUS MEETINGS

- (i) The Minute of the Meeting of the Strategic Policy and Resources Committee of 12 December 2007 (Arts. 756-765) was submitted, approved as a correct record and authorised for signature.
- (ii) The Minute of the Meeting of the Executive Sub-Committee of the Strategic Policy and Resources Committee of 19 December 2007 was submitted and noted. (**Appendix I**).

COUNCILLOR WYLIE JOINED THE MEETING DURING DISCUSSION OF THE FOLLOWING ITEM.

65. REVENUE BUDGET 2007/2008 – MONITORING REPORT NO 4 (Art 760/07)

There was submitted a report by the Head of Finance (08/67), providing an update on, (1) the progress of the General Fund Revenue Budget based on the November 2007 ledger; and (2) the projected financial positions of the Housing Revenue Account and the Council's Building Services DLO.

Resolved:

- (i) The contents of Report 08/67 be noted.
- (ii) The adjustments to the 2007/08 management revenue budget, detailed in Sections 2.2 to 2.10 of Report 08/67, be approved.
- (iii) Individual Service virements, summarised in Appendix 1 of Report 08/67, be approved.

66. COMPOSITE CAPITAL BUDGET 2007/10 MONITORING REPORT NO 4 (Art 761/07)

There was submitted a report by the Head of Finance (08/63), (1) providing a summary of the position to date with regard to the Composite Capital Programme for 2007/08, 2008/09 and 2009/10; and (2) seeking approval for adjustments to the Programme.

Resolved:

- (i) The contents of Report 08/63 be noted.
- (ii) The proposed budget adjustments to the three year Capital Budget 2007/10, as set out in Sections 3 and 4 of Report 08/63 and summarised in Appendices I and II to the Report, be approved.

67. TREASURY ACTIVITY AND COMPLIANCE REPORT (Art 666/07)

There was submitted a report by the Head of Finance (08/59) providing a summary of the Loans Fund transactions for the quarter to 31 December 2007 and reporting on compliance with the

Council's Treasury Management Policy Statement (TMPS), Treasury Management Practices (TMP's) and the Prudential Indicators for the same period.

Resolved:

- (i) The contents of Report 08/59, submitted in accordance with the Council's approved Treasury Management Practices, be noted.
- (ii) The proposed amendments to the Daily Limitations to Authority, as described at Section 6 of Report 08/59, be approved.

68. AUTHORITY TO WRITE OFF BAD DEBTS AND STOCK (Art 198/07)

There was submitted a report by the Head of Finance (08/60) seeking the Committee's approval to (1) write off bad debts in respect of Sales Ledger, Commercial Rent and Car Park debt; and (2) write off stock within The Environment Service and Building Services DLO.

Resolved:

- (i) Sales Ledger debts, as detailed in the Appendix to Report 08/60, be written off.
- (ii) Stock, as detailed in Section 5 of Report 08/60, be written off.

69. BANKING CONTRACT 2008-2011

There was submitted a report by the Head of Finance (08/61) informing the Committee that the Council's banking contract had been awarded to the Co-operative Bank PLC, with effect from 1 April 2008.

Resolved:

The tender submission for Banking Services received from the Co-operative Bank PLC which had been accepted by the Executive Director (Corporate Services) as the most economic tender submission received, be noted.

70. TAYSIDE PROCUREMENT CONSORTIUM AND PROCUREMENT STRATEGY (2008-2011) (Art 676/07)

There was submitted a report by the Executive Director (Corporate Services) (08/69), (1) setting out the proposed strategy for the Tayside Procurement Consortium (TPC) including the recommended structure and governance of the centralised procurement model; and (2) providing details of the procurement activity which would require to be undertaken to support the delivery of the procurement programme.

Resolved:

- (i) The development of the Tayside Procurement Consortium (TPC) to co-ordinate and deliver all strategic procurement activities on behalf of the Council in the manner set out in Report 08/69, be approved.
- (ii) The adoption of the Tayside Procurement Strategy (2008-2011) and associated Action Plan, be approved.
- (iii) The proposed corporate governance framework for the TPC, be approved.
- (iv) It be delegated to the Executive Director (Corporate Services) to exercise all functions on behalf of Perth and Kinross Council relating to the operation of the TPC, including the award of contracts, provided the same is within approved budget expenditure and is in accordance with the Procurement Strategy and any other TPC policy approved for that purpose by the Council.
- (v) The Head of Democratic Services and the Head of Finance amend the Council's Scheme of Administration, Financial Regulations and Contract Rules accordingly at the first suitable juncture.
- (vi) The Executive Director (Corporate Services) be authorised to approve and sign the TPC Memorandum of Understanding (MOU) on behalf of the Council.

71. CUSTOMER FIRST PROGRAMME CAPITAL RESOURCES 2010/11

There was submitted a report by the Head of Strategic Management and Improvement (08/66) detailing the Customer First Programme's capital funding proposals for 2010/11, and seeking approval for the funding, subject to the overall capital programme being approved by Council on 14 February 2008.

Resolved:

Proposed capital funding expenditure for the Customer First programme for 2010/11 totalling £143,000, be approved, subject to its inclusion in the overall programme for 2010/11 to 2012/13.

72. REVISED DISCIPLINE AND GRIEVANCE PROCEDURES FOR CHIEF OFFICIALS

There was submitted a report by the Head of Human Resources (08/65) seeking approval of Revised Discipline and Grievance Procedures for Chief Officials to replace the existing Discipline and Grievance Procedures within the JNC Conditions of Service.

Resolved:

The revised Discipline and Grievance Procedures, which reflected updated legislative requirements effective from 1 October 2004 and changes within similar procedures for employees engaged on single status and teaching terms and conditions as outlined in Appendix 1 to Report 08/65), be approved.

73. EQUALITIES EMPLOYMENT MONITORING STATISTICS (Art 669/07)

There was submitted a report by the Head of Human Resources (08/62) providing an Equalities Analysis at a Corporate level for the six month period ended 30 September 2007.

Resolved:

- (i) The employment equalities related data contained in the Appendix to Report 08/62, be noted.
- (ii) The actions identified as a result of the above analysis contained within the Appendix to Report 08/62, be approved.