

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 7 November 2007 at 2.00pm.

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

In Attendance: Councillors B Band, M Lyle and D Melloy; B Malone, Chief Executive; J Irons, Depute Chief Executive and Executive Director (Environment); M McGregor, J Somerville, G Taylor and T Yule (all Chief Executive's); G Stevenson, Executive Director (Corporate Services); H Mackenzie, J Symon and R Thomson (all Corporate Services); D Roberts, Executive Director (Housing and Community Care); J Fyffe, Acting Executive Director (Education & Children's Services); A Taylor (Education and Children's Services).

Apology for Absence: Councillor I Miller

Councillor G Hayton, Vice-Convenor, Presiding.

662 DECLARATIONS OF INTEREST

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

663. MINUTES

- (i) The Minute of the Meeting of the Strategic Policy and Resources Committee held on 12 September was submitted, approved as a correct record and authorised for signature.
- (ii) The Minute of the Meetings of the Appeals Sub-Committee of 3 July/5 September 2007 was submitted and noted (**Appendix I**).
- (iii) The Minutes of the Meetings of the Executive Directors Appointments Sub-Committee of the Strategic Policy and Resources Committee of 6 September 2007 and 16 October 2007 were submitted and noted (**Appendices III & IV**).
- (iv) The Minutes of the Meetings of the Executive Sub-Committee of the Strategic Policy and Resources Committee of 19 September 2007 and 18 October 2007 were submitted and noted (**Appendices V & VI**).
- (v) The Minute of the Meeting of the Property Sub-Committee of 18 October 2007 was submitted and noted (**Appendix VII**).
- (vi) The Minutes of the Meetings of the Employees Joint Consultative Committee of 22 February 2007 and the Special Meeting of 5 July 2007 were submitted and noted.
- (vii) The Minute of the Meeting of the Corporate Health and Safety Consultative Committee of 5 March 2007 was submitted and noted.

664. REVENUE BUDGET 2007/08 – MONITORING REPORT NO 2 (Art. 545)

There was submitted a report by the Head of Finance (07/731) (1) providing an update on the 2007/08 General Fund Revenue Budget based upon the August 2007 ledger; and (2) providing an update on the projected financial positions of the Housing Revenue Account and the Building Services DLO.

Resolved:

- (i) The contents of Report 07/731 be noted.
- (ii) The adjustments to the 2007/08 management revenue budget, detailed in Sections 2.3 to 2.7 of Report 07/731, be approved.
- (iii) Individual Service virements, summarised in Appendix 1 to Report 07/731, be approved.

665. COMPOSITE CAPITAL BUDGET 2007/10 MONITORING REPORT NO 2 (Art. 549)

There was submitted a report by the Head of Finance (07/732) (1) providing a summary of the position to date for the Composite Capital Programme for the years 2007/08, 2008/09 and 2009/10; and (2) seeking approval for adjustments to the Programme.

Resolved

- (i) The contents of Report 07/732 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 07/732 and summarised in Appendices I and II to the report, be approved.

666. TREASURY ACTIVITY AND COMPLIANCE REPORT (Art. 547)

There was submitted a report by the Head of Finance (07/733) (1) providing a summary of the Loans Fund transactions for the quarter to 30 September 2007; and (2) 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 07/733, submitted in accordance with the Council's approved Treasury Management Practices (TMP's), be noted.
- (ii) The revised Daily Limitations to Authority for individuals for borrowing and lending in the Approved Treasury Policy, as detailed in Section 5 of this Report 07/733, be approved.
- (iii) The revised Operational Boundary and Authorised Limit for gross external debt, as detailed in Section 7 of Report 07/733, be approved.

667. 2006/2070 ANNUAL EFFICIENCY STATEMENT

There was submitted and noted a joint report by the Head of Strategic Management and Improvement and the Head of Finance (07/734) (1) presenting Perth and Kinross Council's Annual Efficiency Statement for 2006/2007, which had been submitted to COSLA for consolidation into a national report for the Scottish Government and; (2) detailing the efficiency gains made by the Council during 2006/200 and areas which will be targeted for efficiencies in 2007/2008.

668. STRATEGIC BEST VALUE REVIEW OF EQUALITIES IMPLEMENTATION – FINAL REPORT

There was submitted a report by the Head of Strategic Management and Improvement (07/735) (1) presenting the Strategic Review of Equalities and; (2) advising that the review forms part of the Strategic Best Value Review Programme and the Business Change and Improvement framework approved by Council.

Resolved:

- (i) The recommendations of the Strategic Review, outlined in Section 4 of Report 07/735, be approved.
- (ii) The Equalities Strategy and Improvement Plan be submitted to the Committee in December 2007.

669. EQUALITIES MONITORING

There was submitted and noted a report by the Chief Executive (07/736) providing the Committee with an update on Equalities Monitoring and analysis for the first quarter of 2007.

670. EQUAL PAY POLICY

There was submitted a report by the Executive Director (Corporate Services) (07/737) setting out the Council's commitment to the principles of equal pay for work of equal value for all employees, to correct any pay inequalities within its pay systems and to ensure that it operates pay and reward systems which are transparent, based on objective criteria and free from bias.

Resolved:

- (i) The Equal Pay Policy, attached to Report 07/737 at Appendix 1, be approved.
- (ii) That the Council carry out annual pay audits to ensure that employees receive equal pay for work of equal value.

671. REVIEW OF EMPLOYEE REVIEW AND DEVELOPMENT SCHEME

There was submitted a report by the Executive Director (Corporate Services) (07/738) (1) outlining the outcome of the review of the Employee Review and Development scheme and; (2) advising that this review is part of the continuous improvement agenda and introduces more robust and consistent performance procedures into the Council's Employee Review and Development scheme and; (3) advising that different arrangements apply to teachers and senior managers.

Resolved:

- (i) The amendments, contained in the updated Employee Review and Development scheme (June 2007), be approved.
- (ii) Council services be instructed to submit periodic reports in terms of implementation of the requirements of the process as part of the Council's performance management framework.

672. MANAGEMENT DEVELOPMENT

There was submitted a joint report by the Head of Strategic Management and Improvement and the Head of Human Resources (07/739) setting out a package of training and development for Management in the Council based on organisational development needs which supports the Council's overall change and improvement approach.

Resolved:

The implementation and delivery of a programme of training and development sessions, designed for managers in the Council, be approved.

673. CELEBRATING SUCCESS UPDATE

There was submitted a joint report by the Head of Strategic Management and Improvement and the Head of Human Resources (07/740) outlining present activity in relation to Celebrating Success, a core element of the Council's performance management system, and proposing the development of an Employee Award Scheme.

Resolved:

- (i) The present and planned activity, in relation to Celebrating Success, be noted.
- (ii) The development of an Employee Award Scheme, as an integral part of the Council's approach to Celebrating Success, be approved.

674. ORGANISATIONAL CHANGE AND IMPROVEMENT ANNUAL REVIEW AND CORPORATE IMPROVEMENT PLAN

There was submitted a report by the Chief Executive (07/741) (1) outlining the progress on the Organisational Change and Improvement Plan (OCIP) 2006/07 and; (2) setting out the revised improvement plan, reflecting the annual self evaluation process, for the new Council.

Resolved:

- (i) The progress on the Organisational Change and Improvement Plan 2006/07, attached at Appendix A to Report 07/741, be noted.
- (ii) The revised Corporate Improvement Plan, attached at Appendix B to Report 07/741, be approved.

675. CUSTOMER FIRST PROGRAMME – PULLAR HOUSE RECEPTION BLUEPRINT

There was submitted a report by the Head of Strategic Management and Improvement (07/742) seeking approval for the development of Pullar House Reception in line with Customer First objectives as defined in report 'Customer Service Point (Pullar House) Blueprint, October 2007' attached as Appendix A to Report 07/742.

Resolved:

The project to improve Pullar House Reception, as outlined in Appendix A to Report 07/742, be approved.

676. CORPORATE PROCUREMENT PROGRAMME UPDATE REPORT (Art. 692/06)

There was submitted a report by the Executive Director (Corporate Services) (07/743) (1) providing an update on the Council's Corporate Procurement Programme and; (2) highlighting progress made over the last few months.

Resolved:

- (i) The roll-out implementation of the e-Procurement project be noted.
- (ii) The continuing development of the Tayside Procurement Consortium be supported and the launch event on 8 November 2007 be noted.
- (iii) Further reports be provided to the Strategic Policy and Resources Committee at appropriate key milestones.