

PERTH AND KINROSS COUNCIL

Council Building
2 High Street
Perth
PH1 5PH

15 December 2006

With reference to the Meeting of **PERTH AND KINROSS COUNCIL** to be held in the **COUNCIL CHAMBERS, FOURTH FLOOR, COUNCIL BUILDING, 2 HIGH STREET, PERTH** on **WEDNESDAY 20 DECEMBER 2006** at **10.30am**, I now enclose papers relative to Items 3, 5 and additional item as 7 on the agenda.

If you have any queries please contact Maureen Kay on (01738) 475119 or Gillian Taylor on (01738) 475135.

A R McARTHUR
Executive Director (Corporate Services)

Members:

Provost Scott
All Councillors

PERTH AND KINROSS COUNCIL
20 DECEMBER 2006

AGENDA

MEMBERS ARE REMINDED OF THEIR OBLIGATION TO DECLARE ANY FINANCIAL OR NON-FINANCIAL INTEREST WHICH THEY MAY HAVE IN ANY ITEM ON THIS AGENDA IN ACCORDANCE WITH THE COUNCILLORS' CODE OF CONDUCT.

3. Minutes of Committees from 15 November 2006 – 13 December 2006 (copy herewith)
5. Revenue Budget 2007/08 & 3 Year Composite Capital Budget 2007/08 to 2009/10 – Report by Head of Finance (copy herewith 06/915)

Additional Item

7. Amendments to Scheme of Administration

In accordance with the decision of the Community Safety Committee at its meeting on 29 November 2006 (Art. 759) to approve a revised process for the consideration, preparation and review of Byelaws and Management Rules, the Council is asked to instruct the Council Secretary to amend the Scheme of Administration to effect these changes as follows:-

- (a) The following be added to the terms of reference of the Community Safety Committee

Section 3.2.8 – Byelaws and Management Rules:

- (1) To consider the promotion of Byelaws for recommendation to the Council;
- (2) To consider the creation of Management Rules

- (b) The following be added to Section 18 – Delegation to the Head of Legal Services

Byelaws and Management Rules:

- (1) To maintain (a) the Register of Byelaws and (b) a Register of Management Rules;
- (2) To initiate reviews of current Byelaws and Management Rules.