

## **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 3 December 2008 at 10.00am.

Present: Councillors I Miller, G Hayton, K Baird, P Barrett, A Grant, E Grant, G Hayton, 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: B Malone, Chief Executive; M Antoniewicz, C Carlin, J Jarvie, B Renton, J Somerville, and G Taylor (all Chief Executive's); G Stevenson, Executive Director (Corporate Services); E Crighton, L Harris, D Henderson, J Jennings, I Innes, K Lawrie, J Symon and R Thomson (all Corporate Services); A Taylor (Education and Children's Services); D Roberts, Executive Director (Housing and Community Care); K Wilson (Housing and Community Care); K MacDonald and J Valentine (both The Environment Service).

Councillor I Miller, Convener, Presiding.

### **679. DECLARATIONS OF INTEREST**

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

### **680. MINUTES**

#### **(i) Strategic Policy and Resources Committee**

The Minute of the Meeting of the Strategic Policy and Resources Committee of 17 September 2008 was submitted, approved as a correct record and authorised for signature.

#### **(ii) Appeals Sub-Committee**

The Minute of the Meeting of the Appeals Sub-Committee of the Strategic Policy and Resources Committee held on 22 May 2008 was submitted and noted. **(Appendix I)**

#### **(iii) Provost's Sub-Committee**

The Minute of the Meeting of the Provost's Sub-Committee of the Strategic Policy and Resources Committee of 17 September 2008 was submitted and noted. **(Appendix II)**

PERTH AND KINROSS COUNCIL  
STRATEGIC POLICY AND RESOURCES COMMITTEE  
3 December 2008

**(iv) Executive Director Appointments Sub-Committee**

The Minutes of the Meetings of the Executive Director Appointments Sub-Committee of the Strategic Policy and Resources Committee of 15 September 2008, 29 September 2008, 15 October 2008 and 22 October 2008 were submitted and noted. (*Appendix III*)

**(v) Property Sub-Committee**

The Minute of the Meeting of the Property Sub-Committee of the Strategic Policy and Resources Committee of 5 November 2008 was submitted and noted. (*Appendix IV*)

**681. REVENUE BUDGET 2008/09 – MONITORING REPORT NO 2 (Art 512)**

There was submitted a report by the Head of Finance (08/627) providing an update on (1) progress with the 2008/09 General Fund Revenue Budget based upon the September 2008 ledger, and (2) the projected financial position of the Housing Revenue Account.

**Resolved:**

- (i) The contents of Report 08/627 be noted.
- (ii) The adjustments to the 2008/09 management revenue budget, detailed in Appendix 1 to Report 08/627 and Sections 2.2 to 2.10 of Report 08/627, be approved.
- (iii) The Service virements summarised in Appendix 2 to Report 08/627, be approved.

COUNCILLOR W WILSON JOINED THE MEETING DURING DISCUSSION OF THE ABOVE ITEM.

**682. COMPOSITE CAPITAL BUDGET 2008/13 - MONITORING REPORT NO 2 (Art 516)**

There was submitted a report by the Head of Finance (08/628) providing a summary position to date for the Composite Capital Programme for 2008/09 to 2012/13, and seeking approval for adjustments to the Programme.

**Resolved:**

- (i) The contents of Report 08/628 be noted.
- (ii) The proposed budget and monitoring adjustments to the five year Capital Budget 2008/13, as set out in Section 3 and 4 of Report 08/478 and summarised in Appendices I and II thereto, be approved.

**683. BUDGET UPDATE - REPORT NO 1**

There was submitted a report by the Head of Finance (08/629) providing an update on progress with the preparation of the General Fund Revenue Budget and Composite Capital Budget, and setting out the funding position for Perth and Kinross Council over the next two financial years, as announced in the Local Government Finance Settlement.

PERTH AND KINROSS COUNCIL  
STRATEGIC POLICY AND RESOURCES COMMITTEE  
3 December 2008

**Resolved:**

- (i) The contents of Report 08/629 be noted.
- (ii) That the Convention of Scottish Local Authorities (COSLA) Leaders' Meeting of 21 November 2008 agreed the 12 February 2009 as National Council Tax Setting Day, which is in accordance with the Council approved date for the Special Budget Meeting (Report 08/509 refers), be noted.

**684. TREASURY ACTIVITY AND COMPLIANCE REPORT (Art 515)**

There was submitted a report by the Head of Finance (08/630) (1) providing a summary of the Loans Fund transactions for the quarter to 30 September 2008 and, (2) reporting on compliance with the Council's Treasury Management Policy Statement (TMPS), Treasury Management Practices (TMPs) and the Prudential Indicators for the same period.

**Resolved:**

- (i) The contents of Report 08/630, submitted in accordance with the Council's approved Treasury Management Practices, be noted.
- (ii) The position in relation to the Council's deposit with the Icelandic Bank Glitnir Bank Hf be noted.
- (iii) The current Treasury Management position and revised practices be noted.

**685. REVIEW OF TREASURY MANAGEMENT SYSTEMS DOCUMENT (Art 762/07)**

There was submitted and approved a report by the Head of Finance (08/631) notifying members of the revised Treasury Management Systems Document (TMSD), as required by the CIPFA Code of Practice for Treasury Management.

**686. BIENNIAL REVIEW OF FINANCIAL REGULATIONS (Art 06/586)**

There was submitted and approved a report by the Head of Finance (08/632) summarising the background and the process undertaken to review the Council's Financial Regulations.

**Resolved:**

The revised Financial Regulations contained at Appendix 1 to Report 08/632 be approved.

**687. ANNUAL EFFICIENCY STATEMENT 2007/08 (Art 667/07)**

There was submitted and noted a joint report by the Head of Finance and the Head of Operations and Support Services (08/633) outlining the Council's Annual Efficiency Statement for 2007/2008 which had been submitted to COSLA for consolidation into a national report to the Scottish Government. The report also detailed the efficiency gains made by the Council during 2007/2008 and areas which will be targeted for efficiencies in 2008/2009.

PERTH AND KINROSS COUNCIL  
STRATEGIC POLICY AND RESOURCES COMMITTEE  
3 December 2008

**688. INTEGRATED HUMAN RESOURCE AND PAYROLL CONTRACT 2008-2013**

There was submitted a report by the Head of Finance (08/634) informing the Committee that the contract for the Integrated Human Resources and Payroll System Contract had been awarded to NorthgateArinso Ltd with effect from 31 October 2008.

**Resolved:**

It be noted that the tender submission for the Integrated Human Resources and Payroll System received from NorthgateArinso Ltd had been accepted by the Executive Director (Corporate Services) as the most economically advantageous tender submission received.

**689. CHIEF EXECUTIVE'S SIX MONTHLY PERFORMANCE SUMMARY (Art 357(i))**

There was submitted and accepted a report by the Chief Executive (08/635) reviewing the performance of the Chief Executive's Service for the period 1 April 2008 to 30 September 2008.

**690. CORPORATE SERVICES SIX MONTHLY PERFORMANCE REPORT (Art 357(ii))**

There was submitted and accepted a report by the Executive Director (Corporate Services) (08/636) reviewing the performance of Corporate Services for the period from 1 April 2008 to 30 September 2008.

**691. SERVICE EQUALITIES ACTION PLANS**

There was submitted a report by the Head of Change and Improvement (08/637) introducing Service Equalities Action Plans which outlined activities being carried out across the Council to actively promote Equality and Diversity.

**Resolved:**

- (i) The Service Equalities Action Plans be endorsed.
- (ii) The Head of Change and Improvement be instructed to report back progress to the Committee at six monthly intervals.

**692. CORPORATE EQUALITIES SCHEME (RACE) 2008-2011**

There was submitted a report by the Head of Change and Improvement (08/638) seeking Committee approval for the Council's Corporate Equalities Scheme (Race) 2008-2011, which required to be published by 30 November 2008.

**Resolved:**

- (i) The Corporate Equalities Scheme (Race) 2008-2011 be endorsed.
- (ii) The Head of Change and Improvement be instructed to report back progress to the Committee on a six monthly basis be noted.

PERTH AND KINROSS COUNCIL  
STRATEGIC POLICY AND RESOURCES COMMITTEE  
3 December 2008

**693. INFORMATION AND COMMUNICATIONS TECHNOLOGY STRATEGY (Art 689/06)**

There was submitted a report by the Head of Information Systems Technology (08/639) setting out a revised Information and Communications Technology Strategy for the Council over the next three years which set out the plans to support the Council's organisational vision of commitment to excellence.

**Resolved:**

The Information and Communications Technology (ICT) Strategy 2009-11 set out in the Appendix to Report 08/639 be approved.

**694. INFORMATION MANAGEMENT STRATEGY**

There was submitted a report by the Head of Information Systems Technology (08/640) presenting an Information Management Strategy for the Council, focussing on information as an asset and now it is processed and stored.

**Resolved:**

The Information Management Strategy 2009-12 as set out in Appendix 1 to Report 08/640 be approved.

**695. REVIEW OF BUSINESS LAND, PROPERTY AND INFRASTRUCTURE FOR PERTH AND KINROSS – BASELINE STUDY AND PROGRAMME PRIORITIES**

There was submitted a report by the Executive Director (Environment) (08/641) examining the availability of serviced business land in Perth and Kinross and proposing the development of an integrated business land, property and infrastructure programme designed to ensure an adequate supply of business land is available for future development.

**Resolved:**

- (i) A serviced business land baseline figure (Industrial and Office) for Perth and Kinross of 7.6 ha at 2008, and a target of 12.0ha by March 2010 for inclusion in the 2009 Single Outcome Agreement, be approved.
- (ii) Priority be given be producing a costed project plan for each project in the Council's Commercial Investment Programme 2008-2011 and that in addition to the client role within Property, a nominated project manager will provide infrastructure and project management for each project, be noted.
- (iii) An opportunity site in Coupar Angus be examined as an alternative to Welton Road, Blairgowrie, in terms of business land provision in Eastern Perthshire within the next 5 years.
- (iv) Beyond 2011 the priority be to provide serviced land around Perth City, with the priorities for direct funding being improved access to the Harbour Area and Inveralmond West.
- (v) The Executive Director (Environment) be instructed to examine the role the Council can play in bringing forward development sites in Perth City in conjunction with the private sector.

PERTH AND KINROSS COUNCIL  
STRATEGIC POLICY AND RESOURCES COMMITTEE  
3 December 2008

- (vi) A funding strategy for the period beyond 2011, aimed at developing an integrated business land, property and infrastructure programme, be examined as a matter of urgency.

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