

## **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 17 September 2008 at 2.00pm.

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

In Attendance: Councillor B Band; B Malone, Chief Executive; T Abbam, L Bloomer, R Goldsmith, L Simpson, G Taylor and S Thornton (all Chief Executive's); G Stevenson, Executive Director (Corporate Services); I Innes, J Clark, H Mackenzie and J Symon (all Corporate Services); J Fyffe, Executive Director (Education and Children's Services); D Roberts, Executive Director (Housing and Community Care); J Walker, The Environment Service.

Councillor I Miller, Convener, Presiding.

### **509. DECLARATIONS OF INTEREST**

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

### **510. MINUTES**

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

The Minute of the Meeting of the Strategic Policy and Resources Committee of 11 June 2008 was submitted, approved as a correct record and authorised for signature.

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

The Minute of the Meetings of the Appeals Sub-Committee of the Strategic Policy and Resources Committee held on 1 May 2008 and 23 May 2008 and 16 July 2008 were submitted and noted. ***(Appendices I and II)***

#### **(iii) Executive Director Appointments Sub-Committee**

The Minute of the Meeting of the Executive Director Appointments Sub-Committee of the Strategic Policy and Resources Committee of 6 August 2008 was submitted and noted. ***(Appendix III)***

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**(iv) Strategic Policy and Resources Executive Sub-Committee**

The Minutes of the Meetings of the Executive Sub-Committee of the Strategic Policy and Resources Committee of 25 June 2008 and 13 August 2008 were submitted and noted. **(Appendices IV and V)**

**(v) Property Sub-Committee**

The Minute of the Meeting of the Property Sub-Committee of the Strategic Policy and Resources Committee of 13 August 2008 was submitted and noted. **(Appendix VI)**

**(vi) Provost's Sub-Committee**

The Minutes of the Meetings of the Provost's Sub-Committee of the Strategic Policy and Resources Committee of 11 June 2008 and the Special Meeting of 13 August 2008 were submitted and noted. **(Appendix VII and VIII)**

**(vii) Corporate Health and Safety Consultative Committee**

The Minute of the Meeting of the Corporate Health and Safety Consultative Committee of 2 June 2008 was submitted and noted. **(Appendix IX)**

**(viii) Employees Joint Consultative Committee**

The Minute of the Meeting of the Employees Joint Consultative Committee of 22 May 2008 was submitted and noted. **(Appendix X)**

**511. AUTHORITY TO WRITE OFF BAD DEBTS (Art No 68)**

The Committee was advised that Article 68 of the minute of the meeting of this Committee on 6 February 2008 did not fully reflect the decision taken by the Committee to write off identified bad debts in respect of sales ledger, commercial rent and car park debt and to also write off stock within the Environment Service and Building Services DLO.

The Committee confirmed that all the recommendations contained in Report 08/60 had been approved in their entirety, including writing off the commercial rent and car parking debt in the 2007/08 Annual Accounts.

**512. REVENUE BUDGET 2008/09 – MONITORING REPORT NO 1**

There was submitted a report by the Head of Finance (08/488) providing an update on (1) progress with the 2008/09 General Fund Revenue Budget based upon the June 2008 ledger, and (2) the projected financial position of the Housing Revenue Account.

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**Resolved:**

- (i) The contents of Report 08/488 be noted.
- (ii) The adjustments to the 2008/09 management revenue budget, detailed in Report 08/488 and Appendix 1 thereto be approved.
- (iii) The Service virements summarised in Appendix 2 to Report 08/488, be approved.

**513. RENEWAL AND REPAIR FUND 2008/09**

There was submitted a report by the Head of Finance (08/472) outlining the programme of works to be funded from the Renewal and Repair Fund in 2008/09.

**Resolved:**

- (i) The contents of Report 08/472 be noted.
- (ii) The proposed programme of works to be funded from the Renewal and Repair Fund in 2008/09, as set out in Report 08/472, be approved.

**514. ANNUAL TREASURY REPORT 2007/08**

There was submitted a report by the Head of Finance (08/473) summarising the Council's treasury activities for 2007/08 and contrasting actual performance with the approved Treasury Strategy for the year.

**Resolved:**

The contents of Report 08/473, submitted in accordance with the Council's approved Treasury Management Practices, be noted.

**515. TREASURY ACTIVITY AND COMPLIANCE REPORT**

There was submitted a report by the Head of Finance (08/474) providing a summary of the Loans Fund transactions for the quarter to 30 June 2008 and 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 08/474, submitted in accordance with the Council's approved Treasury Management Practices, be noted.
- (ii) The reinstatement of Northern Rock to the Council's approved investment counterparty list, as detailed in Report 08/474, be approved.
- (iii) The revised Prudential Indicators for Capital Financing Costs for the Housing Revenue Account, as detailed in Report 08/474, be approved.

**516. COMPOSITE CAPITAL BUDGET 2008/13 - MONITORING REPORT NO 1**

There was submitted a report by the Head of Finance (08/478) 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.

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**Resolved:**

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

**517. SAVINGS ARISING FROM EARLY RETIREMENT DECISIONS TAKEN IN 2007/08**

There was submitted a report by the Head of Finance (08/475) providing information on the costs of early retiral decisions taken in the financial year 2007/08.

**Resolved:**

The savings achieved, as detailed in Appendix 1 to Report 08/475, be noted.

**518. EQUALITIES EMPLOYMENT MONITORING STATISTICS**

There was submitted a report by the Head of Human Resources (08/476) providing a corporate level analysis of equalities employment statistics for the six month period ended 31 March 2008.

**Resolved:**

- (i) The equalities employment related data, contained in the Appendix to Report 08/476, be noted.
- (ii) The actions identified as a result of the analysis, contained with the Appendix to Report 08/476, be approved.
- (iii) The importance of ensuring that Services maintain accurate records for tracking applications through the recruitment process be reinforced.

**519. VIEWFINDER SEVENTEENTH QUESTIONNAIRE – THE RESIDENTS’ SURVEY 2007**

There was submitted a report by the Interim Head of Strategic Management and Improvement (08/477) presenting the key findings from the Seventeenth Viewfinder Questionnaire - The Residents’ Survey 2007.

**Resolved:**

- (i) The findings from the Seventeenth Questionnaire - The Residents’ Survey 2007 be noted and the release of the executive summary to the Viewfinder Panel be approved.
- (ii) The Head of Change and Improvement be remitted to undertake a review of the Council’s approach to the collection and use of customer satisfaction information, as part of its overall performance management arrangements.

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