

STRATEGIC POLICY AND RESOURCES COMMITTEE

Minute of Meeting of the Strategic Policy and Resources Committee held in the Council Chambers, Fourth Floor, Council Building, 2 High Street, Perth on Wednesday 17 April 2013 at 10.00am.

Present: Councillors I Miller, A Grant, B Band, P Barrett, A Cowan (substituting for A Livingstone), D Cuthbert, D Doogan, Provost L Grant, A MacLellan, D Pover, M Roberts, A Stewart, B Vaughan, W Wilson and A Younger.

In Attendance: B Malone, Chief Executive; D Burke, Depute Chief Executive and Executive Director (Housing and Community Care); J Fyffe, Depute Chief Executive and Executive Director (Education and Children's Services); P Graham and R Goldsmith (both Education and Children's Services); B Renton (the Environment Service); K Fraser and J Walker (both Housing and Community Care); D Henderson, J Somerville, J Symon and G Taylor (all Chief Executive's Service).

Apologies for Absence: Councillors J Kellas and A Livingstone

Councillor I Miller, Convener, Presiding.

211. DECLARATIONS OF INTEREST

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

212. MINUTES OF PREVIOUS MEETINGS

(i) Strategic Policy and Resources Committee

The minute of meeting of the Strategic Policy and Resources Committee of 13 February 2013 (Arts. 78-86) was submitted, approved as a correct record and authorised for signature.

(ii) Property Sub-Committee

The minute of meeting of the Property Sub-Committee of the Strategic Policy and Resources Committee of 9 January 2013 was submitted and noted (**Appendix I**)

(iii) Appeals Sub-Committee

The minute of meeting of the Appeals Sub-Committee of the Strategic Policy and Resources Committee of 29 January 2013 was submitted and noted (**Appendix II**)

(iv) Employees Joint Consultative Committee

The minute of meeting of the Employees Joint Consultative Committee of the Strategic Policy and Resources Committee of 27 September 2012 was submitted and noted. (**Appendix III**)

(v) Corporate Health, Safety and Wellbeing Consultative Committee

The minute of meeting of the Corporate Health, Safety and Wellbeing Consultative Committee of the Strategic Policy and Resources Committee of 3 December 2012 was submitted and noted. (**Appendix IV**)

213. REVENUE BUDGET 2012/13 – MONITORING REPORT NO 4 (Art. 80)

There was submitted a report by the Head of Finance (13/150) providing an update on (1) progress with the 2012/13 General Fund Revenue Budget based on the January 2013 ledger (updated for any subsequent known material movements); (2) the projected financial position of the Housing Revenue Account, proposed adjustments to the 2013/14 General Fund Revenue Budget; and (3) legislative changes within Local Taxes.

Resolved:

- (i) The contents of Report 13/150 be noted.
- (ii) The adjustments to the 2012/13 Management Revenue Budget, detailed in Appendix 1 and Sections 2, 3 and 4 of Report 13/150, be approved.
- (iii) The individual Service virements, summarised in Appendices 2 and 3 to Report 13/150, be approved.
- (iv) The adjustments to the 2013/14 Council Approved Budget, as set out in Section 5 of Report 13/150, be approved.

214. COMPOSITE CAPITAL BUDGET AND HOUSING INVESTMENT PROGRAMME 2012/17 – MONITORING REPORT NO 4 (Art. 81)

There was submitted a report by the Head of Finance (13/151) (1) providing a summary position to date of the Composite Capital Programme and Housing Investment Programme for 2012/13 to 2016/17; (2) seeking approval for adjustments to the Programme; and (3) providing a proposed Renewal and Repairs Fund Budget for 2013/14.

Resolved:

- (i) The contents of Report 13/151 be noted.
- (ii) The proposed budget and monitoring adjustments to the five year Composite Capital Budget 2012/13 to 2016/17, as set out in Sections 2 and 3 of Report 13/151 and summarised in Appendices I and II thereto, be approved.
- (iii) The proposed budget and monitoring adjustments to the five year Housing Investment Programme Budget 2012/13 to 2016/17, as set out in Section 4 of Report 13/151 and summarised in Appendix III thereto, be approved.
- (iv) The monitoring adjustments to the 2012/13 Renewal and Repair Fund Budget and the 2013/14 proposed Renewal and Repair Fund Budget as set out in Section 5 of Report 13/151 and summarised in Appendices IV and V thereto, be approved.

**215. PERTH AND KINROSS COUNCIL CORPORATE WORKFORCE PLAN
2013-18**

There was submitted a joint report by the Depute Director (Housing and Community Care) and the Head of Human Resources (13/152) (1) presenting the Perth and Kinross Council Corporate Workforce Plan for the period 2013-18; (2) providing an analysis of the context and key workforce planning challenges facing the Council over the next 5 years; and (3) advising of an action plan that had been developed under a number of themes which provide corporate leadership on the approach to workforce planning in response to transformation of services, public sector reform and modernisation of working practices.

Resolved:

- (i) The Corporate Workforce Plan 2013-2018, attached as Appendix 1 to Report 13/152, be approved.
- (ii) Progress on workforce planning actions be reported through the annual report on "Securing Our Future Through Our People".

216. UPDATE ON SOLACE BENCHMARKING PROJECT

There was submitted a joint report by the Depute Director (Environment) and the Head of Finance (13/163) (1) providing a progress update on the SOLACE benchmarking project; and (2) presenting the suite of SOLACE indicators along with data for Perth and Kinross Council and comments provided by Council Services. It was noted that Report 13/163 would be considered by the Scrutiny Committee at a meeting to be held later in the day.

Resolved:

- (i) The progress made to date on the SOLACE benchmarking project be noted.
- (ii) The replacement of the Audit Scotland SPI's with the SOLACE indicators be noted.
- (iii) The explanations for variance provided by Council Services be noted.

**217. ANNUAL REPORT FOR FOLLOWING THE PUBLIC POUND 2011/2012
(Art. 201/11)**

There was submitted and noted a report by the Head of Legal Services (13/166) (1) describing the Council's arrangements for Funding External Bodies and Following the Public Pound; and (2) monitoring the Council's performance against the Code of Guidance for Funding External Bodies and Following the Public Pound for financial year 2011/12.

**218. CONTRACTS AWARDED BY THE CHIEF EXECUTIVE'S SERVICE 1 JULY
2012 TO 31 DECEMBER 2012 (Art. 165/12)**

There was submitted and noted a report by the Head of Finance (13/167) providing information on contracts awarded by the Chief Executive's Service from 1 July 2012 to 31 December 2012 under delegated authority, as detailed in Appendix 1 to Report 13/167.

219. EQUALITY OUTCOMES

There was submitted a report by the Depute Chief Executive, David Burke, (13/168) advising that the Council and the Education Authority required to set and publish Equality Outcomes by 30 April 2013 to comply with the provisions of the Equality Act (Specific Duties) (Scotland) Regulations 2012. The report outlined the process by which the draft Equality Outcomes had been obtained and sought approval for the Outcomes.

Resolved:

The Equality Outcomes, as outlined in Report 13/168, be approved.

220. STATUTORY EQUALITY EMPLOYMENT MONITORING STATISTICS (Art. 433/12)

There was submitted a report by the Head of Human Resources (13/169) providing corporate level employment equalities data for the six month period to 30 September 2012 and an update since the last report dated 24 July 2012.

Resolved:

- (i) That the employment equality related data, as detailed in Appendix 1 to Report 13/169, had been published on the Council's website www.pkc.gov.uk be noted.
- (ii) The employment equality related data for the six month period to 30 September 2012 and the five year trend, as detailed in Appendix 2 to Report 13/169, be noted.
- (iii) The proposed plan to extend the current monitoring and reporting arrangements, as detailed in Appendix 3 to Report 13/169, be approved.

221. TIME OFF FOR MEDICAL APPOINTMENTS

There was submitted a report by the Head of Human Resources (13/170) seeking approval of the introduction of a policy covering Time Off for Medical Appointments.

Resolved:

- (i) The Time Off for Medical Appointments Policy, as detailed in Appendix A to Report 13/170, be approved.
- (ii) That paid time off be allowed for routine and non-emergency appointments which are unavoidable during working hours.
- (ii) That for paid time off for routine and non-emergency appointments be monitored for twelve months following implementation of the My View Leave Management functionality to quantify the lost time and that a further report be submitted to the Strategic Policy and Resources Committee.

~~~~~