

## **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 27 November 2013 at 10.00am.

Present: Councillors I Miller, A Grant, B Band, P Barrett, I Campbell, D Doogan, J Kellas, 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; J Fyffe, Depute Chief Executive and Executive Director (Education and Children's Services); J Valentine, Executive Director (Environment Service); J Walker, Executive Director (Housing and Community Care); B Renton, Depute Director (Environment), A Taylor (Housing and Community Care); M Antoniewicz (Education and Children's Services); M Cochlan, K Donaldson, I Innes, Y Oliver, J Symon and G Taylor (all Chief Executive's Service).

Apologies for Absence: Councillors D Cuthbert and Provost L Grant (ex officio).

Councillor I Miller, Convener, Presiding.

### **674. WELCOME AND APOLOGIES/SUBSTITUTES**

The Convener welcomed all those present to the meeting and apologies were noted as above.

### **675. DECLARATIONS OF INTEREST**

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

### **676. MINUTES OF PREVIOUS MEETINGS**

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

The minute of meeting of the Strategic Policy and Resources Committee of 18 September 2013 (Arts. 522-533) was submitted, approved as a correct record and authorised for signature.

#### **(ii) Corporate Health, Safety and Wellbeing Consultative Committee**

The minute of meeting of the Corporate Health, Safety and Wellbeing Consultative Committee of 3 June 2013 was submitted and noted.  
**(Appendix I)**

#### **(iii) Employees Joint Consultative Committee**

The minute of meeting of the Employees Joint Consultative Committee of 23 May 2013 was submitted and noted. **(Appendix II)**

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**(iv) Appeals Sub-Committee**

The minutes of meetings of the Appeals Sub-Committee of the Strategic Policy and Resources Committee of 11 June 2013 and 23 August 2013 were submitted and noted. **(Appendix III & IV)**

**677. REVENUE BUDGET 2013/14 – MONITORING REPORT NUMBER 2**

There was submitted a report by the Head of Finance (13/557) providing an update (1) of our progress with the 2013/14 General Fund Revenue Budget based upon the August 2013 ledger, updated for any subsequent known material movements; and (2) on the projected financial position of the Housing Revenue Account.

**Resolved:**

- (i) The contents of Report 13/557 be noted.
- (ii) The increased pay rates for Modern Apprentices, as set out in Section 2.4.11 of Report 13/557, be approved.
- (iii) The adjustments to the 2013/14 Management Revenue Budget, detailed in Appendix 1 to and Sections 2, 3 and 4 of Report 13/557, be approved.
- (iv) The Service virements, summarised in Appendices 2 and 3 to Report 13/557, be approved.

**678. COMPOSITE CAPITAL BUDGET 2013/20 AND HOUSING INVESTMENT PROGRAMME 2013/18 – MONITORING REPORT NUMBER 2**

There was submitted a report by the Head of Finance (13/558) (1) providing a summary position to date for the Composite Capital Programme for 2013/14 to 2019/20 and the Housing Investment Programme 2013/14 to 2017/18; and (2) seeking approval for adjustments to the Programmes.

**Resolved:**

- (i) The contents of Report 13/558 be noted.
- (ii) The proposed budget adjustments to the seven year Composite Capital Budget 2013/14 to 2019/20, set out in Sections 2 and 3 of Report 13/558 and summarised in Appendices I and II, be approved.
- (iii) The proposed budget and monitoring adjustments to the five year Housing Investment Programme Budget 2013/14 to 2017//18, set out in Section 5 to Report 13/558 and summarised in Appendix III, be approved.

**679. CHIEF EXECUTIVE'S SERVICE SIX MONTHLY BUSINESS MANAGEMENT AND IMPROVEMENT EXCEPTION REPORT 2013/14**

There was submitted a report by the Chief Executive (13/545) reviewing the performance of the Chief Executive's Service against its Business Management and Improvement Plan (BMIP) for the period 1 April 2013 to 30 September 2013.

**Resolved**

- (i) The contents of the Chief Executive's Service Six Monthly Performance Summary for the period 1 April 2013 to 30 September 2013, as detailed in Appendix 1 to report 13/545, be accepted.

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- (ii) It be noted that report 13/545 would be submitted to the Scrutiny Committee on 27 November 2013 for scrutiny and comment as appropriate.

**680. CORPORATE RISK MANAGEMENT STRATEGY 2013/14 AND ANNUAL RISK REPORT 2012/13**

There was submitted a report by the Depute Director (Environment) (13/555) presenting the Council's Corporate Risk Management Strategy 2013/14 and Annual Risk Report 2012/13.

**Resolved**

- (i) The Corporate Risk Management Strategy 2013/14 and Annual Risk Report 2012/13, appended to report 13/555, be approved.
- (ii) The Corporate Risk profile 2012/14, set out in Appendix 1 to report 13/555, be approved.
- (iii) It be noted that Report 13/555 would be submitted to the Scrutiny Committee on 27 November 2013 for scrutiny and comment on the performance of services in managing the Service Risks set out in Appendix 2 to report 13/555.

**681. SCOTLAND'S PUBLIC FINANCES FOLLOW UP AUDIT: AUDIT SCOTLAND REPORT – AUGUST 2013**

There was submitted a report by the Head of Finance (13/559) summarising the Audit Scotland "Scotland's Public Finances Follow Up Audit" report published in August 2013. It was noted that this report had been considered by the Audit Committee on 25 September 2013 (Article 562 refers).

**Resolved:**

- (i) The contents of Report 13/559 be noted.
- (ii) It be noted that a further report on process benchmarking will be submitted to a future meeting of the Strategic Policy and Resources Committee.

**682. ANNUAL REPORT FOR FOLLOWING THE PUBLIC POUND 2012/13**

There was submitted a report by the Head of Legal Services (13/560) (1) describing the Council's arrangements for Funding External Bodies and Following the Public Pound; (2) monitoring the Council's performance against the Code of Guidance for Funding External Bodies and Following the Public Pound for financial year 2012/13; and (3) seeking approval for minor changes to the Code of Guidance for Funding External Bodies and Following the Public Pound.

**Resolved**

- (i) Report 13/560 and the ongoing commitment by the Council to working in partnership with the voluntary sector service providers be noted.
- (ii) The changes to the Council's Code of Guidance for Funding External Bodies and Following the Public Pound, as detailed in report 13/560, be approved.

**683. CONTRACTS AWARDED BY THE TAYSIDE PROCUREMENT CONSORTIUM**

There was submitted and noted a report by the Head of Finance and Support Services (Housing and Community Care) (13/561) providing information on contracts awarded by the Tayside Procurement Consortium between 1 April 2012 and 31 March 2013 under delegated authority, as set out in Appendix 1 to report 13/561.

**684. INSPIRING AND CONNECTING – CITIZEN/CUSTOMER CONSULTATION**

There was submitted a report by the Executive Director (Education and Children's Services) (13/562) (1) presenting an overview of the current approach to citizen/customer consultation; (2) setting out proposals to re-energise the corporate approach to consultation and (3) strengthening connections to support best practice and improve how the intelligence/data gathered through consultation is used to support on-going improvement and innovation across Services/partner organisations.

**Resolved**

- (i) The introduction of an annual or biennial survey to replace Viewfinder be approved.
- (ii) The Depute Director (Education and Children's Services) be instructed to review and re-launch corporate support and guidance for effective consultation to include the development of guidance setting out clear requirements and expectations for Services in delivering robust consultation practice through the development of comprehensive Service consultation programmes.
- (iii) The Depute Director (Education and Children's Services) be instructed to establish a Community of Practice Network to support improvement in customer consultation, promote co-ordination across and between Services and ensure that data gathered through consultation is used effectively to support on-going improvement and innovation across Services/organisations.

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