

## **EXECUTIVE SUB-COMMITTEE**

Minute of Meeting of the Executive Sub-Committee of the Strategic Policy and Resources Committee held in Room 415, Fourth Floor, Council Building, 2 High Street, Perth on Wednesday 26 March 2014 at 2.00pm.

Present: Councillors I Miller, A Grant, P Barrett, M Lyle (substituting for M Roberts) and A MacLellan.

In Attendance: B Malone, Chief Executive; D Burke, Depute Chief Executive; J Valentine, Executive Director (Environment); K McNamara, Environment Service; J Walker, Executive Director (Housing and Community Care); D McPhee, Housing and Community Care; S Younie, Education and Children's Services; K Donaldson, G Fogg, P Graham, C Irons, L Scott and G Taylor, all Chief Executive's Service.

Also In Attendance: Aaliya Seyal, Manager, Ethnic Minorities Law Centre

Councillor I Miller, Convener, Presiding.

### **1. WELCOME AND APOLOGIES/SUBSTITUTIONS**

Councillor Miller welcomed all those present to the meeting and apologies and substitutions were submitted and noted as above.

### **2. DECLARATIONS OF INTEREST**

There were no declarations of interest made in terms of the Councillors' Code of Conduct.

### **3. ETHNIC MINORITIES LAW CENTRE**

There was submitted a report by D Burke, Depute Chief Executive (14/123) (1) noting the positive activity and progress undertaken by the Ethnic Minorities Law Centre during an initial six month pilot programme; and (2), seeking approval for the continuation of the project.

#### **Resolved:**

- (i) The contents of Report 14/123 be noted.
- (ii) Funding of £20,000 be approved to allow the project to operate for a full financial year with effect from 1 April 2014.

### **4. EMPLOYEE CODE OF CONDUCT**

There was submitted a report by the Corporate Human Resources Manager (14/124) outlining the proposal and rationale for a new simplified Employee Code of Conduct.

PERTH AND KINROSS COUNCIL  
STRATEGIC POLICY AND RESOURCES COMMITTEE (Art. 242(iii)) (Appendix II)  
23 APRIL 2014

**Resolved:**

- (i) The new Employee Code of Conduct, attached as Appendix 1 to Report 14/124 be approved to be launched in May 2014.
- (ii) Policies and procedures referred to within the Code be updated as required by the Corporate Human Resources Manager.

**5. DATA PROTECTION POLICY**

There was submitted a report by the Head of Legal Services (14/125) presenting a revision to the Council's Data Protection Policy to take account of changes in the way the Council processes requests for personal information.

**Resolved:**

The revised Data Protection Policy attached as Appendix 1 to Report 14/125 be approved.

**6. APPOINTMENT OF INTERIM CHIEF OFFICER FOR HEALTH AND SOCIAL CARE**

The Convener announced that John Walker, Executive Director (Housing & Community Care) had today been appointed as Interim Chief Officer for Health and Social Care with effect from 1 April 2014.

**IT WAS AGREED THAT THE PUBLIC AND PRESS BE EXCLUDED DURING CONSIDERATION OF THE FOLLOWING ITEM IN ORDER TO AVOID THE DISCLOSURE OF INFORMATION WHICH WAS CONFIDENTIAL IN TERMS OF SCHEDULE 7A TO THE LOCAL GOVERNMENT (SCOTLAND) ACT, 1973**

**P1. PROPOSALS FOR COMMONWEALTH GAMES – QUEENS BATON RELAY CELEBRATIONS**

There was submitted a report by the Executive Director (Environment) (14/135) setting out proposals to celebrate the Commonwealth Games Queens Baton Relay coming to Perth and Kinross on 4 and 5 July 2014, and the associated costs.

**Resolved:**

- (i) The proposed programme of events in Perth City centre on 4 July 2014 be approved.
- (ii) The provision of a military tattoo style event in Perth on 5 July 2014 be approved.
- (iii) Additional revenue budget provision in 2014/15 of £63,300 be approved to fund the programme of activities on 4 July 2014, with this funding to come from the Council's contingency budget.

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