

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 13 February 2013 at 10.00am.

Present: Councillors I Miller, A Grant, H Anderson (substituting for Councillor B Band), P Barrett, A Cowan (substituting for Councillor A Livingstone), D Cuthbert, D Doogan, Provost L Grant, J Kellas, A Munro (substituting for Councillor 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); J Valentine, Executive Director (Environment); J Walker and A Harrow (Housing and Community Care); S Mackenzie (The Environment Service); I Innes, J Jarvie, H Mackenzie, D Henderson, C Irons, J Symon and G Taylor (all Chief Executive's Service).

Apologies for Absence: Councillors B Band, A Livingstone and A MacLellan.

Councillor I Miller, Convener, Presiding.

78. DECLARATIONS OF INTEREST

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

79. MINUTES OF PREVIOUS MEETINGS

(i) Strategic Policy and Resources Committee

The minute of meeting of the Strategic Policy and Resources Committee of 21 November 2012 (Arts. 574-580) was submitted, approved as a correct record and authorised for signature.

(ii) Executive Sub-Committee

The minute of meeting of the Executive Sub-Committee of the Strategic Policy and Resources Committee of 22 November 2012 was submitted and noted (*Appendix I*)

(iii) Property Sub-Committee

The minute of meeting of the Property Sub-Committee of the Strategic Policy and Resources Committee of 14 November 2012 was submitted and noted (*Appendix II*)

(iv) Appeals Sub-Committee

The minute of meeting of the Appeals Sub-Committee of the Strategic Policy and Resources Committee of 14 December 2012 was submitted and noted (*Appendix III*)

(v) Provost's Sub-Committee

The minute of the special meeting of the Provost's Sub-Committee of the Strategic Policy and Resources Committee of 21 December 2012 was submitted and noted (**Appendix IV**)

(vi) Executive Sub-Committee

The minute of meeting of the Executive Sub-Committee of the Strategic Policy and Resources Committee of 31 January 2013 was submitted and noted (**Appendix V**)

(vii) 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 September 2012 was submitted and noted. (**Appendix VI**)

80. REVENUE BUDGET 2012/13 – MONITORING REPORT NO 3

There was submitted a report by the Head of Finance (13/51) providing an update on (1) progress with the 2012/13 General Fund Revenue Budget based on the November 2012 ledger (updated for any subsequent known material movements); and (2) the projected financial position of the Housing Revenue Account.

Resolved:

- (i) The contents of Report 13/51 be noted.
- (ii) The adjustments to the 2012/13 Management Revenue Budget, detailed in Appendix 1 and Sections 2 and 3 of Report 13/51, be approved.
- (iii) The individual Service virements, summarised in Appendices 2 and 3 to Report 13/51, be approved.

81. COMPOSITE CAPITAL BUDGET AND HOUSING INVESTMENT PROGRAMME 2012/17 – MONITORING REPORT NO 3

There was submitted a report by the Head of Finance (13/52) (1) providing a summary position to date of the Composite Capital Programme and Housing Investment Programme for 2012/13 to 2016/17; and (2) seeking approval for adjustments to the Programme.

Resolved:

- (i) The contents of Report 13/52 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 3 and 4 of Report 13/52 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 5 of Report 13/52 and summarised in Appendix III thereto, be approved.
- (iv) The Head of Finance be requested to include further information on the Council's Vehicle Replacement Programme in the next monitoring report.

82. GRANTING OF NON-DOMESTIC RATES RELIEF

There was submitted a report by the Executive Director (Housing and Community Care) (13/70) advising the Committee of the amount of discretionary Non-Domestic Rates relief granted in respect of new applications made during financial year 2011/12.

Resolved:

The amount of discretionary relief awarded in financial year 2011/12 in respect of new applications for Non-Domestic Rates relief, as detailed in Appendix A to Report 13/70, be noted.

83. EQUAL PAY POLICY

There was submitted a report by the Head of Human Resources (13/71) providing a rationale for a review of the Equal Pay Policy and a revised Equal Pay Statement taking into account new legislative requirements and non-statutory guidance.

Resolved:

- (i) The amended Equal Pay Policy, as contained in Appendix 1 to Report 13/71, be approved.
- (ii) It be delegated to David Burke, Depute Chief Executive to make changes to the policy as necessary following any statutory changes.
- (iii) The amended Equal Pay Statement attached as Appendix 2 to Report 13/71 be approved for publication on the Council's website, www.pkc.gov.uk.
- (iv) The report be submitted to the Equality and Diversity Member/Officer Working Group for information.

84. WORKPLACE PENSIONS REFORM – IMPLEMENTATION OF AUTO ENROLMENT

There was submitted a joint report by the Head of Human Resources and the Head of Finance (13/72) (1) providing an update on the implications of the Pensions Act 2011 on the way in which employees access pension schemes (2) outlining the implementation plan for the Council's staging date of 1 May 2013; and (3) advising of transitional and postponement options available to the Council.

Resolved:

- (i) The implementation of auto enrolment on 1 May 2013, (the Council's staging date) be noted.
- (ii) The implementation plan for the Council's staging date, as attached at Appendix 2 to Report 13/72, be approved.
- (iii) The utilisation of the 'transitional period' and 'postponement' for certain workers/employees, as outlined in Report 13/72, be approved.

85. PROCUREMENT CAPABILITY ASSESSMENT: UPDATE REPORT 2012

There was submitted a report by the Executive Director (Housing and Community Care) (13/68) (1) summarising progress made during the financial year 2011/12 against the objectives set out in the Procurement Strategy 2011-15; and (2)

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detailing the scores attained by the Council for Procurement Capability following an assessment conducted in October 2012.

Resolved:

- (i) The Procurement Capability Assessment Update Report 2012, which is submitted in accordance with the approved objectives of the Procurement Strategy 2011-2015, be noted.
- (ii) That the report would be considered by the Scrutiny Committee at a meeting to be held later in the day be noted.

86. NEW COMPLAINTS HANDLING PROCEDURE

There was submitted a report by the Head of Legal Services (13/73) (1) presenting the Council's proposed Complaints Handling Procedure developed in accordance with the requirements of the model procedure published by the Scottish Public Services Ombudsman; and (2) providing an update on the progress towards implementation of the new procedure.

Resolved:

- (i) The complaints handling procedure, set out in Section 3 of Report 13/73, be approved.
- (ii) The complaints procedure document for the public, in Appendix 1 to Report 13/73, be approved
- (iii) The Compliance Assessment in Appendix 2 to Report 13/73, be approved.
- (iv) The progress made towards full implementation of the new procedure be noted.

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