

PERTH AND KINROSS COUNCIL
STRATEGIC POLICY AND RESOURCES COMMITTEE
28 NOVEMBER 2018

STRATEGIC POLICY AND RESOURCES COMMITTEE

Minute of meeting of the Strategic Policy and Resources Committee held in the Council Chamber, Council Building, 2 High Street, Perth on Wednesday 28 November 2018 at 10.00am.

Present: Councillors M Lyle, P Barrett, C Stewart, C Ahern (substituting for A Forbes), A Bailey, B Brawn (substituting for R McCall), S Donaldson, D Doogan, J Duff, G Laing, S McCole, T McEwan (substituting for B Band) Provost D Melloy, Councillors A Parrott, C Purves and C Shiers.

In Attendance: K Reid, Chief Executive; J Valentine, Depute Chief Executive and Chief Operating Officer; S Devlin, Executive Director (Education and Children's Services); B Renton, Executive Director (Housing and Environment); K Donaldson, P Johnstone, S MacKenzie, C Mackie, L Simpson, G Taylor, S Walker and C Irons (all Corporate and Democratic Services); J Cockburn (Education and Children's Services); N Ballantine, N Copland, S Coyle, F Crofts, D Fraser, D Littlejohn, A Seggie, N Simpson and S Terras (all Housing and Environment); and R Packham and J Smith, Perth and Kinross Health and Social Care Partnership.

Apologies: Councillors B Band, A Forbes and R McCall.

Councillor M Lyle, Convener, Presiding.

The Convener led discussion on Arts. 674-678, 681, 684 and 686-687; Vice-Convener P Barrett led discussion on Arts. 680, 683 and 685 and Vice-Convener C Stewart led discussion on Arts. 679 and 682.

674. WELCOME AND APOLOGIES

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

675. DECLARATIONS OF INTEREST

In terms of the Councillor's Code of Conduct, Councillor C Purves declared a non-financial interest in Arts. 684 and 686; Councillors C Ahern and A Parrott declared a non-financial interest in Art. 685 and Councillor C Stewart declared a financial interest in Art. 684 and a non-financial interest in Art. 686.

676. MINUTES OF PREVIOUS MEETINGS

(i) Strategic Policy and Resources Committee

The minute of meeting of the Strategic Policy and Resources Committee of 12 September 2018 (Arts. 496-505) was submitted, approved as a correct record and authorised for signature.

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(ii) Property Sub-Committee of the Strategic Policy and Resources Committee

The minute of meeting of the Property Sub-Committee of 16 April 2018 was submitted and noted. **(Appendix I)**

(iii) Corporate Health, Safety and Wellbeing Consultative Committee

The minute of meeting of the Corporate Health, Safety and Wellbeing Consultative Committee of 11 June 2018 was submitted and noted. **(Appendix II)**

(iv) Employees Joint Consultative Committee

The minute of meeting of the Employees Joint Consultative Committee of 24 May 2018 was submitted and noted. **(Appendix III)**

(v) Perth and Kinross Integration Joint Board

The minute of meeting of the Perth and Kinross Integration Joint Board of 22 June 2018 was submitted and noted. **(Appendix IV)**

677. REVENUE BUDGET 2018/19 – MONITORING REPORT NUMBER 2

There was submitted a report by the Head of Finance (18/384), providing an update on (1) progress with the 2018/19 General Fund Revenue Budget based on the August 2018 ledger, updated for subsequent known material movements; and (2) the projected financial position of the Housing Revenue Account.

Resolved:

- (i) The contents of Report 18/384 be noted.
- (ii) The adjustments to the 2018/19 Management Revenue Budget, as detailed in Appendices 1 to 6 and Sections 2, 3 and 4 of Report 18/384, be approved.
- (iii) The 2018/19 service virements, as summarised in Appendices 2, 5 and 6 to Report 18/384, be approved.
- (iv) The Health and Social Care projected outturn, as summarised in Paragraphs 3.1 to 3.8 of, and Appendix 5 to, Report 18/384, be noted.
- (v) The Housing Revenue Account projected outturn summarised in Section 4 of, and Appendix 6 to, Report 18/384, be noted.

678. COMPOSITE CAPITAL BUDGET 2018/28 AND HOUSING INVESTMENT PROGRAMME 2018/23 – MONITORING REPORT NUMBER 2

There was submitted a report by the Head of Finance (18/385) (1) providing a summary position to date for the 10 year Composite Capital Programme for 2018/19 to 2027/28 and the 5 year Housing Investment Programme 2018/19 to 2022/23; and (2) seeking approval for adjustments to the programmes.

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Resolved:

- (i) The contents of Report 18/385 be noted.
- (ii) The budget adjustments to the ten year Composite Capital Budget 2018/19 to 2027/28 as detailed in Sections 2 and 3 and summarised at Appendices I and II of Report 18/385, be approved.
- (iii) The budget adjustments to the Housing Investment Programme Budget 2018/19 to 2022/23 as detailed in Section 4 and summarised at Appendix III of Report 18/385, be approved.
- (iv) The position for individual projects reported within Sections 3 and 4 and summarised at Appendix IV of Report 18/385, be approved.

679. RURAL PERTH AND KINROSS MICRO ENTERPRISE FUND AND MICRO CREDIT FUND

There was submitted a report by the Chief Executive (18/393) (1) updating the Committee on the proposed Rural Micro Enterprise Fund and Micro Credit Fund; (2) seeking approval for the creation of a grants scheme targeted at small rural businesses and community enterprise projects; and (3) seeking approval in principle for the creation of a Micro Credit Fund.

Resolved:

- (i) The criteria for the Rural Micro Enterprise Fund as detailed in Appendix 1 to Report 18/393, be approved.
- (ii) The Head of Finance be authorised to continue discussions with interested parties and enter into a Service Level Agreement to deliver a Micro Credit Loan Fund.
- (iii) Eligibility of all business sectors for the Rural Micro Enterprise Fund with the exception of betting shops and off-licence shops, be approved.
- (iv) The maximum grant from the Rural Micro Enterprise Fund be £5,000.
- (v) The Rural Micro Enterprise Fund be indemnified against loss if a business in receipt of the grant ceases trading.

680. TRANSFORMATION PROGRAMME 2015-2020

There was submitted a report by the Depute Chief Executive and Chief Operating Officer (18/386), providing (1) an update on the Transformation Programme; and (2) an overview of progress with the Tayside Collaborative.

Resolved:

- (i) The progress related to the Transformation Programme, as detailed in Appendices 1 and 2 to Report 18/386, be noted.
- (ii) The progress with the Tayside Collaborative work being undertaken, be noted.
- (iii) The allocation of £40,000 from the earmarked transformation reserve for the Cultural Trusts Transformation Project, be approved.

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681. CORPORATE PROPERTY ASSET MANAGEMENT TRANSFORMATION PROGRAMME

There was submitted a report by the Executive Director (Housing and Environment) (18/387) seeking approval for the over-arching principles and methodology in respect of the Corporate Property Asset Management Transformation Programme to provide an overview of the delivery plan for the programme.

Resolved:

- (i) Progress of the Property Asset Management Programme, be noted.
- (ii) Recognition of the dependencies on delivering the anticipated programme savings, in particular that of the School Estate Review, be noted.
- (iii) The savings profile detailed in paragraph 1.26 of Report 18/387, be noted.
- (iv) The overarching principles detailed in paragraph 3.3 of Report 18/387, be approved.
- (v) The Property Asset Management Programme proposals outlined in section 4 of Report 18/387, be approved.
- (vi) Consultation be undertaken with local members on the Property Asset Review.
- (vii) An update be submitted to this Committee to the Assistance to Business Occupation of Key Vacant Property in Perth and Kinross Through Non-Domestic Rates Relief report which was considered by the Committee in September 2017 (Report 17/281).

682. FLEET AND MECHANICAL EQUIPMENT ASSETS ANNUAL STATUS REPORT

There was submitted a report by the Executive Director (Housing and Environment) (18/388) presenting a status summary of the Council's Fleet and Mechanical Equipment Assets as at 31 March 2018.

Resolved:

- (i) The contents of Report 18/388, be noted.
- (ii) The Executive Director (Housing and Environment) be requested to continue to submit an annual report to committee on the performance of and investment in the Council's Fleet and Mechanical Equipment Assets in accordance with the approved Asset Management Plan including benchmarking information.
- (iii) Details on vehicles age and mileage be made available to Committee members and included in future reports, be agreed.

683. DATA PROTECTION POLICY

There was submitted a report by the Head of Legal and Governance Services (18/389) presenting a revised Data Protection Policy taking account of the new legal requirements introduced by the General Data Protection Regulation (GDPR) and the Data Protection Act 2018 (DPA).

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Resolved:

The revised Data Protection Policy attached as Appendix 1 to Report 18/389, be approved.

684. JOINT WORKING AGREEMENTS

There was submitted a report by the Corporate Human Resources Manager (18/390) on proposals for Joint Working Agreements with other organisations and bodies.

Resolved:

- (i) The principles detailed in Report 18/390, to be followed when entering into, managing, monitoring and reviewing partnership arrangements, be approved.
- (ii) Authority be delegated to the Chief Executive for approving the details set out in all such other joint working or collaborative partnership arrangements that may be formed with Perth and Kinross Council.
- (iii) A twelve month pilot of the Health and Social Care Partnership Joint Working Agreement be approved with the effective commencement date when NHS Tayside and the Council have received formal authority of the documents and pilot.
- (iv) Delegated authority of Human Resources Procedures as set out in the Council's Scheme of Delegation, be approved.
- (v) The Chief Executive be authorised to approve any amendments or final introduction and/or cessation of the Health and Social Care Partnership Joint Working Agreement at the end of the twelve month pilot period.

685. ARMED FORCES COVENANT – ANNUAL PROGRESS REPORT

There was submitted and noted a report by the Chief Executive (18/392) providing members with an annual progress report in relation to the Council's commitment under the Armed Forces Covenant.

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

686. PERTH AND KINROSS HEALTH AND SOCIAL CARE PARTNERSHIP

There was submitted a report by the Corporate Human Resources Manager (18/394) seeking to review the job title and salary level for the post of Chief Officer in the Perth and Kinross Health and Social Care Partnership ahead of the commencement of a recruitment and selection process.

Resolved:

The post of Chief Officer be renamed Chief Officer/Executive Director – Health and Social Care on CO Grade 46, currently £103,278.

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687. VALEDICTORY

The Convener referred to the retiral today of Gillian Taylor, Head of Democratic Services. Gillian had worked in Local Government for thirty-nine years, moving to Perth and Kinross Council in 1996 and had worked with many Councillors and Officers throughout that time.

Members passed on their best wishes to Gillian for her retirement.

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