

## STRATEGIC POLICY AND RESOURCES COMMITTEE

Minute of meeting of the Strategic Policy and Resources Committee held in the Gannochy Suite, Dewar's Centre, Glover Street, Perth on Wednesday 15 June 2016 at 10.00am.

Present: Councillors I Miller, A Grant, B Band, R Brock (substituting for D Cuthbert), I Campbell, D Doogan, A Gaunt (substituting for P Barrett), C Gillies (substituting for A Munro), J Kellas, D Pover, M Roberts, B Vaughan, A Younger and W Wilson.

In Attendance: B Malone, Chief Executive; John Fyffe, Senior Depute Chief Executive, ECS (Equality, Community Planning and Public Service Reform); K Donaldson, C Irons, L Simpson, P Steel, E Sturgeon, J Symon, G Taylor, S Walker and M Willis (all Corporate and Democratic Services); S Devlin, Education and Children Services; B Renton, S Homer, J McCrone, (up to Art ? – item 6) K McNamara and L Prentice all Environment Service; B Atkinson, L Brady and K Fraser, all Housing and Community Care.

Apologies for Absence: Provost L Grant and Councillors P Barrett, D Cuthbert, A Munro and A Stewart.

Councillor I Miller, Convener, Presiding.

### . **WELCOME AND APOLOGIES**

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

### . **DECLARATIONS OF INTEREST**

Councillors A Gaunt and M Roberts declared a non-financial interest in Article ? (Item 6) in terms of the Councillors' Code of Conduct.

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

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

The minute of meeting of the Strategic Policy and Resources Committee of 20 April 2016 (Arts 297-309) was submitted, approved as a correct record and authorised for signature.

#### (ii) **Employees' Joint Consultative Committee**

The minute of meeting of the Employees' Joint Consultative Committee of 3 March 2016 was submitted and noted. (*Appendix I*)

#### (iii) **Provost's Sub-Committee**

The minute of meeting of the Provost's Sub-Committee of 20 April 2016 was submitted and noted. (*Appendix II*)

## **CORPORATE AND DEMOCRATIC SERVICES ANNUAL PERFORMANCE REPORT 2015/16**

There was submitted a report by the Depute Chief Executive, HCC (Corporate and Community Development Services) and Chief Operating Officer (16/265) presenting the Annual Performance Report 2015/16 for Corporate and Democratic Services.

### **Resolved:**

- (i) The Corporate and Democratic Services Annual Performance Report 16/265, be approved.
- (ii) The Annual Performance Report be referred to the Scrutiny Committee for scrutiny and comment.

## **RATES RELIEF – USE OF COMMUNITY EMPOWERMENT ACT 2015 TO EXPAND PROVISIONS OF SMALL BUSINESS BONUS AND FRESH START SCHEMES**

There was submitted a joint report by the Depute Chief Executive, Environment (Sustainability, Strategic and Entrepreneurial Development) and the Head of Finance (16/266) outlining potential immediate actions to support Perth city centre in respect of potential rates relief following requests for assistance by the business community; and seeking approval for rates relief to support businesses in town centres and Perth city centre.

### **Motion (Councillors I Miller and A Grant)**

- (i) (a) Expand the Small Business Bonus Scheme to all Perth City Centre and town centre properties by -
  - (i) Awarding a further 20% relief to those currently receiving 25% relief through the existing scheme
  - (ii) Award, where eligible, 20% to those with a rateable value of up to £25,000
  - (iii) Award, where eligible, 20% for those with a rateable value up to £30,000
- (b) Expand the Fresh Start Scheme to all Perth City Centre and town centre properties that have been empty for a minimum of 42 days and who are outwith the scope of existing rates relief schemes.
- (c) Delete the qualification outlined in paragraph 1.47 and expand the exclusions outlined in paragraphs 1.35 and 1.46 by specifically excluding all premises licenced for the sale of alcohol, the sale of legal highs and bookmaking or gaming (i.e. arcades).
- (ii) Delegate authority to the Depute Chief Executive, Environment to exclude or include any business from any rates relief scheme.
- (iii) In relation to the points raised in paragraphs 3.2 and 3.3, agree that there will be no discretion where a business does not meet the prescribed financial criteria, but delegate authority to the Depute Chief Executive, Environment to exercise discretion where a business meets the prescribed financial criteria, but lies on the periphery of the defined geographic boundaries.

- (iv) Approve the earmarking of a maximum £620,000 in the 2015/16 Unaudited Annual Accounts to fund Non Domestic Rates measures in 2016/17.

Amendment (Councillors B Vaughan and B Band)

- (i) (a) Expand the Small Business Bonus Scheme to all Perth City Centre and town centre properties by -
  - (i) Awarding a further 20% relief to those currently receiving 25% relief through the existing scheme
  - (ii) Award, where eligible, 20% to those with a rateable value of up to £25,000
  - (iii) Award, where eligible, 20% for those with a rateable value up to £30,000
- (b) Expand the Fresh Start Scheme to all Perth City Centre and town centre properties that have been empty for a minimum of 42 days and who are outwith the scope of existing rates relief schemes.
- (c) Include the qualification outlined in paragraph 1.47 that for off-sales, this relates to premises where off-sales are a substantial part of the business and does not include premises where small amounts are sold as gifts or similar.
- (ii) Delegate authority to the Depute Chief Executive, Environment to exclude or include any business from any rates relief scheme.
- (iii) In relation to the points raised in paragraphs 3.2 and 3.3, agree that there will be no discretion where a business does not meet the prescribed financial criteria, but delegate authority to the Depute Chief Executive, Environment to exercise discretion where a business meets the prescribed financial criteria, but lies on the periphery of the defined geographic boundaries.
- (iv) Approve the earmarking of a maximum £620,000 in the 2015/16 Unaudited Annual Accounts to fund Non Domestic Rates measures in 2016/17.

The meeting was adjourned for 10 minutes, recommencing at 10.55am.  
Following the adjournment, Councillors Miller and Grant agreed to amend the wording of the motion as follows:

**Amended Motion:**

- (i) (a) Expand the Small Business Bonus Scheme to all Perth city centre and town centre properties by
  - (i) Awarding a further 20% relief to those currently receiving 25% relief through the existing scheme.
  - (ii) Award, where eligible, 20% to those with a rateable value of up to £25,000.
  - (iii) Award, where eligible, 20% for those with a rateable value up to £30,000.
- (b) Expand the Fresh Start Scheme to all Perth City Centre and town centre properties that have been empty for a minimum of 42 days and who are outwith the scope of existing rates relief schemes.
- (c) Expand the exclusions outlined in paragraphs 1.35 and 1.46 by specifically excluding all premises used for retail purposes licenced for the sale of alcohol, the sale of legal highs and bookmaking or gaming (i.e. arcades), but where this relates to off sales, this does not include

premises where the sale of alcohol is ancillary to the primary business use.

- (ii) Delegate authority to the Depute Chief Executive, Environment to exclude or include any business from any rates relief scheme.
- (iii) In relation to the points raised in paragraphs 3.2 and 3.3, agree that there will be no discretion where a business does not meet the prescribed financial criteria, but delegate authority to the Depute Chief Executive, Environment to exercise discretion where a business meets the prescribed financial criteria, but lies on the periphery of the defined geographic boundaries.
- (iv) Approve the earmarking of a maximum £620,000 in the 2015/16 Unaudited Annual Accounts to fund Non Domestic Rates measures in 2016/17.

Councillors Vaughan and Band agreed to withdraw the amendment.

**Resolved:**

In accordance with the amended Motion.

**SECURING THE FUTURE FOR CULTURE AND SPORT –  
IMPLEMENTATION UPDATE**

There was submitted a report by Senior Depute Chief Executive, ECS (Equality, Community Planning and Public Service Reform) (16/267) (1) updating the Committee on the implementation of new contract arrangements for culture and sport services, (2) asking the Committee to note the progress made to date and seeking approval of the financial commitment to agree a service contract with Live Active Leisure for delivery over the period 2016/2017 - 2018/2019, contingent on Live Active Leisure meeting the continuous improvement requirements of the Council.

**Resolved:**

- (i) The work to date to revise contract arrangements with all three Trusts: Culture Perth and Kinross; Live Active Leisure; Horsecross Arts; from which the Council commissions culture and sport services, to secure Best Value, be noted.
- (ii) The award of a further two year contract to Live Active Leisure for the period 2017/2018 - 2018/2019, subject to the commitment to continuous improvement being met in 2016/17 (as detailed in section 2.9(b) of Report 16/267), be approved.
- (iii) A further report be submitted to this committee in twelve months time.

**TRANSFORMATION PROGRAMME 2015-2020 – PROGRESS UPDATE  
AND CORPORATE DIGITAL PLATFORM BUSINESS CASE**

There was submitted a report by the Depute Chief Executive, Environment (Sustainability, Strategic and Entrepreneurial Development) (16/268) providing an update on the Transformation Programme and requesting permission to draw down up to £231,000 from the Earmarked Reserve for Transformation, to provide the capacity and support to secure the effective delivery of the Corporate Digital Platform transformation review.

**Resolved:**

- (i) The progress with the Transformation Programme, as detailed in Appendix 1 to Report 16/268, be noted.
- (ii) The release of £231,000 funding from the Earmarked Transformation Reserve, to provide capacity and support to secure the effective delivery of the review, be approved.

**GOVERNANCE AND SUPPORT OF THE COUNCIL'S TRANSFORMATION PROGRAMME**

There was submitted a report by Depute Chief Executive, Environment (Sustainability, Strategic and Entrepreneurial Development) (16/269) proposing a new governance arrangement to meet the evolving requirements of the Council's Transformation Programme (2015-2020).

**Resolved:**

- (i) The governance proposals for the Transformation Programme and supporting roles and responsibilities as detailed in Report 16/269, be noted.
- (ii) A review of these governance arrangements after 6 months, to assess their fitness for purpose, be approved.

**FOLLOWING THE PUBLIC POUND**

There was submitted a report by the Head of Legal and Governance Services (16/270) seeking approval for the revised Code of Guidance for Funding External Organisations and Following the Public Pound.

**Resolved:**

- (i) The revised Code of Guidance for Funding External Organisations and Following the Public Pound be approved.
- (ii) It be noted that the Head of Legal & Governance Services and the Corporate Procurement Manager will work with Service Management Teams to review and where applicable amend current arrangements to ensure that these are compliant with current procurement legislation and the new Code;
- (iii) It be noted that the outcome of the review of these arrangements will be reported back to Committee in the Following the Public Pound Annual Report 2016/17.

**HR POLICIES – WORKFORCE CHANGE AND FAIRNESS AT WORK**

There was submitted a report by Corporate Human Resources Manager (16/271) seeking approval of an updated Framework for Managing Workforce Changes.

**Resolved:**

- (i) The revised Framework for Managing Workforce Changes, including the Organisation Change Principles, be approved.
- (ii) The incorporation of the Fairness at Work in Integration Protocol in the Council's Fairness at Work Policy, be approved.

## **AUTHORITY TO WRITE OFF DEBTS AND OBSOLETE STOCK**

There was submitted a report by the Head of Finance (16/272) seeking (1) approval to write off identified debts in respect of Sales Ledger; Council Tax (including Water & Waste Water charges); Non-Domestic Rates; Irrecoverable Rents; Housing Benefit Overpayments and Car Park Trading Account Income and (2) approval to write off obsolete stock and outstanding reconciliation items.

### **Resolved:**

- (i) All amounts detailed in Section 2 and of Report 16/272 in Appendices 1-5 to Report 16/272 be written off for accounting purposes.
- (ii) It be noted that whilst these amounts are written off, the files are not closed and every effort will be made to collect outstanding debt wherever possible.

## **TENDERS ACCEPTED BY THE TAYSIDE PROCUREMENT CONSORTIUM AND COUNCIL SERVICES**

There was submitted a report by the Depute Chief Executive, Environment (Sustainability, Strategic and Entrepreneurial Development) (16/273) providing information on tenders accepted by the Tayside Procurement Consortium and Council Services under delegated authority.

### **Resolved:**

The tenders accepted under delegated authority as detailed in Appendices 1 and 2 to Report 16/273 be noted.