

PERTH AND KINROSS COUNCIL
STRATEGIC POLICY AND RESOURCES COMMITTEE
12 SEPTEMBER 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 12 September 2018 at 10.00am.

Present: Councillors M Lyle, P Barrett, C Stewart, B Band, S Donaldson, D Doogan, J Duff, A Forbes, A Jarvis (substituting for C Purves), G Laing, R McCall, S McCole, X McDade (substituting for A Bailey), A Parrott and C Shiers.

In Attendance: K Reid, Chief Executive; J Valentine, Depute Chief Executive and Chief Operating Officer; L Aitchison, L Cameron, K Donaldson, C Flynn, S MacKenzie, M Mahmood, S Richards, F Robertson, L Simpson, G Taylor, S Walker and C Irons (all Corporate and Democratic Services); S Devlin and J Cockburn (Education and Children's Services); B Renton, N Copland, F Crofts and D Fraser (all Housing and Environment) and J Smith, Perth and Kinross Health and Social Care Partnership.

Apologies: Councillors A Bailey and C Purves and Provost D Melloy.

Councillor M Lyle, Convener, Presiding.

496. WELCOME AND APOLOGIES

The Convener welcomed all those present to the meeting. Apologies were noted.

497. DECLARATIONS OF INTEREST

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

498. MINUTES OF PREVIOUS MEETINGS

(i) Strategic Policy and Resources Committee

The minute of meeting of the Strategic Policy and Resources Committee of 13 June 2018 (Arts. 321-329) was submitted, approved as a correct record and authorised for signature.

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

The minute of meeting of the Executive Sub-Committee of 20 August 2018 was submitted and noted. (*Appendix I*)

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

The minute of meeting of the Property Sub-Committee of 26 February 2018 was submitted and noted. **(Appendix II)**

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

The minute of meeting of the Property Sub-Committee of 14 March 2018 was submitted and noted. **(Appendix III)**

(v) Provost's Sub-Committee of the Strategic Policy and Resources Committee

The minute of meeting of the Provost's Sub-Committee of 27 June 2018 was submitted and noted. **(Appendix IV)**

(vi) Employees Joint Consultative Committee

The minute of meeting of the Employees Joint Consultative Committee of 30 November 2017 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 12 March 2018 was submitted and noted. **(Appendix VI)**

(viii) Perth and Kinross Integration Joint Board

The minute of meeting of the Integration Joint Board of 23 March 2018 was submitted and noted. **(Appendix VII)**

(ix) Tay Cities Region Joint Committee

The minute of meeting of the Tay Cities Region Joint Committee of 18 May 2018 was submitted and noted. **(Appendix VIII)**

499. REVENUE BUDGET 2018/19 – MONITORING REPORT NUMBER 1

There was submitted a report by the Head of Finance (18/284), providing an update (1) on progress with the 2018/19 General Fund Revenue Budget based on the June 2018 ledger, updated for subsequent known material movements and (2) on the projected financial position of the Housing Revenue Account.

Resolved:

- (i) The contents of Report 18/284 be noted.
- (ii) The adjustments to the 2018/19 Management Revenue Budget, as detailed in Appendices 1 and 2 to and Sections 2 and 3 of Report 18/284, be approved.

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- (iii) The 2018/19 service virements, as summarised in Appendices 2 and 6 to Report 18/284, be approved.
- (iv) The Health and Social Care projected outturn, as summarised in Paragraphs 3.3 to 3.10 of and Appendix 5 to Report 18/284, be noted.
- (v) The Housing Revenue Account projected outturn summarised in Section 4 of and Appendix 6 to Report 18/284, be noted.

500. COMPOSITE CAPITAL BUDGET 2018/28 AND HOUSING INVESTMENT PROGRAMME 2018/23 – MONITORING REPORT NUMBER 1

There was submitted a report by the Head of Finance (18/285), (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.

Motion (Councillors M Lyle and P Barrett):

- (i) **The contents of Report 18/285, be noted.**
- (ii) **The proposed budget adjustments to the 10 year Composite Capital Budget 2018/19 to 2027/28, as set out in Sections 2 and 3 of and summarised at Appendices I and II to Report 18/285, be approved.**
- (iii) **The proposed budget adjustments to the Housing Investment programme Budget 2018/19 to 2022/23, as set out in section 4 of and summarised at Appendix III to Report 18/285, be approved.**

Amendment (Councillors D Doogan and X McDade)

- (i) The contents of Report 18/285, be noted.
- (ii) The proposed budget adjustments to the 10 year Composite Capital Budget 2018/19 to 2027/28, as set out in Sections 2 and 3 of and summarised at Appendices I and II to Report 18/285, be approved, with the exception of the proposal in Paragraph 3.3.3 relating to the transfer of £550,000 for the Perth City Vennels and £500,000 from the Perth Lighting Action project to the Perth City Hall budget within Corporate and Democratic Services.
- (iii) The proposed budget adjustments to the Housing Investment programme Budget 2018/19 to 2022/23, as set out in section 4 of and summarised at Appendix III to Report 18/285, be approved.

In terms of Standing Order 58, a roll call vote was taken.

8 members voted for the Motion as follows:

Councillors P Barrett, J Duff, A Forbes, A Jarvis, M Lyle, R McCall, C Shiers and C Stewart.

6 members voted for the Amendment as follows:

Councillors B Band, S Donaldson, D Doogan, G Laing, S McCole and X McDade.

Councillor A Parrott abstained.

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Resolved:

In accordance with the Motion.

501. ANNUAL EFFICIENCY STATEMENT 2017/18

There was submitted and noted a report by the Head of Finance (18/286) summarising the efficiency gains made by Perth and Kinross Council during financial year 2017/18 and describing how, in the context of a challenging financial climate, the Council might make further efficiency gains in future financial years.

502. SAVING ARISING FROM EARLY RETIREMENT DECISIONS TAKEN IN 2017/18

There was submitted and noted a report by the Head of Finance (18/282) providing information on the costs and savings arising from early retirement and redundancy decisions taken in financial year 2017/18.

503. CULTURAL TRUSTS TRANSFORMATION PROJECT: UPDATE REPORT (Art 325)

There was submitted a report by the Depute Chief Executive and Chief Operating Officer (18/238) providing an update on progress with the Cultural Trusts Transformation Project.

Resolved:

The progress with the review of Cultural Trusts; the scoring criteria for the options appraisal; and the key assumptions to date which are informing the options appraisal process, be noted.

504. TRANSFORMATION PROGRAMME 2015-2020

There was submitted a report by the Depute Chief Executive and Chief Operating Officer (18/288), providing (1) an update on the Transformation Programme approved by Council on 1 July 2015; (2) an update on the Can Do Challenge Bid.

Resolved:

- (i) The progress related to the Transformation Programme, as detailed in Appendices 1 and 2 to Report 18/288, be noted.
- (ii) The progress with the Can Do Challenge Fund bid for Perth Smart Energy Network, be noted.

505. CORPORATE AND DEMOCRATIC SERVICES BUSINESS MANAGEMENT AND IMPROVEMENT PLAN 2018-21

There was submitted a report by the Depute Chief Executive and Chief Operating Officer (18/287) presenting the Business Management and Improvement Plan for Corporate and Democratic Services for 2018-2021.

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Resolved:

- (i) The Corporate and Democratic Services Business Management and Improvement Plan for 2018-21, be approved.
- (ii) It be noted that the report would be submitted to the Scrutiny Committee later in the day for scrutiny and comment.

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## **EXECUTIVE SUB-COMMITTEE OF THE STRATEGIC POLICY AND RESOURCES COMMITTEE**

Minute of Meeting of the Executive Sub-Committee of the Strategic Policy and Resources Committee held in the Council Chamber, Ground Floor, Council Building, 2 High Street, Perth on Monday 20 August 2018 at 11.00am.

Present: Councillors M Lyle, P Barrett, C Stewart, D Doogan and G Laing.

In Attendance: L Simpson, G Taylor, S Walker and C Irons (all Corporate and Democratic Services); S Devlin (Education and Children's Services) and B Renton, D Fraser, F Low and A Taylor (all Housing and Environment)

Councillor M Lyle, Convener, Presiding.

### **1. WELCOME AND APOLOGIES**

The Convener welcomed everyone present to the meeting. There were no apologies.

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

Councillor C Stewart declared a non-financial interest in the following item in terms of the Councillors' Code of Conduct.

### **3. CHARGING FOR COMMUNITY CARE SERVICES (Art 101/16)**

There was submitted a report by the Depute Chief Executive and Chief Operating Officer (18/262) advising of emerging risks and issues which were likely to impact on the Council's ability to implement the revised charging policy in respect of income thresholds for individuals below pensionable age in receipt of social care services.

#### **Resolved:**

- (i) The implementation of the revised charging policy be deferred and it be noted that the budget savings of £400,000 originally approved in February 2016 were unlikely to be achieved as a consequence of the deferral.
- (ii) Officers be instructed to carry out a further assessment of both the charging thresholds policy and the wider contributions policy to ensure compliance with new legislation and duties under the Equalities Act.
- (iii) Whilst adult social work and social care functions were delegated to the Perth and Kinross Integration Joint Board, it be noted that income and charging was not a delegated function and remained the responsibility of the Council.

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PROPERTY SUB-COMMITTEE

Minute of meeting of the Property Sub-Committee of the Strategic Policy and Resources Committee held in the Council Chambers, Ground Floor, Council Building, 2 High Street, Perth on Monday 26 February 2018 at 10.00am.

Present: Councillors D Doogan, G Laing, M Lyle and R McCall

In Attendance: B Renton, Executive Director (Environment); L Campbell and T Flanagan (both The Environment Service); G Boland (Education and Children's Services); G Taylor, C Irons and P Mair (all Corporate and Democratic Services).

1. APPOINTMENT OF CONVENER

Councillor Doogan seconded by Councillor McCall, nominated Councillor Lyle for the position of Convener of the Sub-Committee.

Councillor M Lyle was unanimously elected as Convener of the Sub-Committee.

Councillor M Lyle took the chair.

2. WELCOME AND APOLOGIES/SUBSTITUTES

The Convener welcomed all those present to the meeting. There were no apologies.

3. DECLARATIONS OF INTEREST

In terms of the Councillors' Code of Conduct Councillor G Laing declared a non-financial interest in Item 4 as a member of Live Active Leisure.

4. MINUTES

- (i) The minute of meeting of the Property Sub-Committee of 25 October 2017 was submitted and approved as a correct record.
- (ii) The minute of meeting of the Special Property Sub-Committee of 15 December 2017 was submitted and approved as a correct record.

5. LEASING/LICENSING VENUES FOR SPORT

There was submitted a report by the Executive Director (Education and Children's Services) (18/63) seeking approval to grant (1) a licence to Live Active Leisure to occupy the swimming pool at Breadalbane Community Campus and (2) a lease to Live Active Leisure of the George Duncan Athletics Arena at Perth Grammar School.

Resolved:

- (i) Live Active Leisure be granted a licence to occupy the swimming pool at Breadalbane Academy Community Campus on terms as detailed in Appendix 1 to Report 18/63.

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- (ii) Live Active Leisure be granted a lease of the George Duncan Athletics Arena at Perth Grammar School on terms as detailed in Appendix 2 to Report 18/63.
- (iii) The licensing and leasing of the properties referred to at Breadalbane Academy Community Campus and Perth Grammar School be approved at a nominal rent to enable Live Active Leisure to deliver services for communities on behalf of the Council and to provide best value for the Council.

**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**

P1. DISPOSAL OF PLOT 7, BROXDEN BUSINESS PARK, PERTH

There was submitted a report by the Executive Director (Environment) (18/64) seeking approval for the disposal of Plot 7 (0.247 Ha/0.610 Acres), Broxden Business Park by way of a long ground lease with title to be transferred on completion of the proposed development.

It was noted that the McDermott Group Ltd were the preferred bidder based on the proposed purchase price, economic benefit to the City of Perth and compatibility with surrounding areas and uses. It was also noted that the Group's proposals were to provide a new headquarters for the Group which would retain existing staff in Perth as well as allow for the relocation of staff from the Group's offices in Glasgow and Edinburgh.

Resolved:

- (i) A long ground lease of Plot 7, Broxden Business Park, Perth be granted to McDermott Group Ltd or their nominees and that title be transferred following completion of the development on terms as detailed in Report 18/64, be granted and otherwise on terms to the satisfaction of the Executive Director (Environment) and the Head of Legal and Governance.
- (ii) In the event that the Council fails to conclude missives for the granting of a long ground lease to McDermott Group Ltd or their nominees, the plot be offered for sale to the John Dewar Lamberkin Trust or their nominees and that title be transferred following the outright purchase on terms as detailed in Report 18/64 and otherwise on terms to the satisfaction of the Executive Director (Environment) and the Head of Legal and Governance.
- (iii) Should there be a time lapse before approaching the John Dewar Lamberkin Trust, the Executive Director (Environment) and the Head of Legal and Governance determine whether the original offer still achieves best value
- (iv) Should the Council fail to conclude missives for the outright purchase by the John Dewar Lamberkin Trust or their nominees, the site be remarketed at the earliest opportunity on terms and conditions to the satisfaction of the Executive Director (Environment) and the Head of Legal and Governance Services.

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## **PROPERTY SUB-COMMITTEE**

Minute of special meeting of the Property Sub-Committee of the Strategic Policy and Resources Committee held in Room 410, Fourth Floor, Council Building, 2 High Street, Perth on Wednesday 14 March 2018 at 2.00pm.

Present: Councillors M Lyle, B Band, P Barrett, D Doogan, G Laing, R McCall and C Stewart.

In Attendance: T Flanagan and J Learmonth (both The Environment Service); G Taylor, C Irons and A Thomson (all Corporate and Democratic Services).

Councillor M Lyle, Presiding.

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

The Convener welcomed all those present to the meeting.

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

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

**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**

### **P1. DISPOSAL OF SITES 3, 4, 9, 10 AND 11 AT PERTH FOOD AND DRINK PARK**

There was submitted a report by the Executive Director (Environment) (18/83) seeking approval to dispose of sites 3,4,9,10 and 11 at Perth Food and Drink Park, Arran Road, Perth.

#### **Resolved:**

- (i) Sites 3 and 4 at Perth Food and Drink Park be disposed of to John Deere Forestry Ltd or their nominees for the development of new business premises for the gross sum of £350,000 plus VAT on the terms as set out in Report 18/83 and otherwise on terms and conditions to the satisfaction of the Executive Director (Environment) and the Head of Legal and Governance.
- (ii) Sites 10 and 11 at Perth Food and Drink Park be disposed of to Eastern Properties (Scotland) Ltd or their nominees for the development of new business premises for the gross sum of £396,100 plus VAT on the terms as set out in Report 18/83 and otherwise on terms and conditions to the satisfaction of the Executive Director (Environment) and the Head of Legal and Governance.

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- (iii) In the event that missives are not concluded in respect of sites 3,4,10 or 11 within a reasonable timescale, the respective sites be remarketed.
- (iv) Site 9 at Perth Food and Drink Park be remarketed as the Sub-Committee considered that the current offer did not achieve best value and best reasonable consideration.

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PROVOST'S SUB-COMMITTEE OF THE STRATEGIC POLICY AND RESOURCES COMMITTEE

Minute of meeting of the Provost's Sub-Committee of the Strategic Policy and Resources Committee held in the Council Chamber, Ground Floor, 2 High Street, Perth on Wednesday 27 June 2018 at 2.00pm.

Present: Provost D Melloy and Councillors C Ahern (substituting for M Lyle), S Donaldson, R McCall and A Parrott.

In Attendance: C Flynn, C Irons and R Hughes (Corporate and Democratic Services).

Provost D Melloy, Presiding.

1. WELCOME AND APOLOGIES

The Provost welcomed everyone to the meeting.

2. DECLARATIONS OF INTEREST

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

3. MINUTES OF THE PREVIOUS MEETING

The minute of meeting of the Provost's Sub-Committee of 28 March 2018 was submitted and noted.

4. ARMISTICE DAY 11 NOVEMBER 2018 – 100TH ANNIVERSARY OF END OF WORLD WAR ONE

There was submitted a report by the Head of Democratic Services (18/224) outlining proposals to commemorate the 100th anniversary of Armistice day, marking the end of World War One, on Remembrance day, Sunday 11 November 2018.

Resolved:

- (i) The commemoration of the 100th anniversary of Armistice Day by enhancing the customary military parade and incorporating a Walk of Gratitude at an estimated cost of £2,280, be approved.
- (ii) Civic hospitality in the form of tea, coffee and entertainment from the World War One era at Perth Concert Hall, be approved.
- (iii) The offer from the Scottish Military Vehicle Group to participate in the commemorations, be accepted.
- (iv) Authority be delegated to the Head of Democratic Services, in consultation with the Provost, to finalise the arrangements for the event on 11 November 2018.

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5. CELEBRATION OF THE YEAR OF YOUNG PEOPLE 2018

There was submitted a report by the Head of Democratic Services (18/225) on the proposal to host a civic event on 22 September 2018 in the form of a barbecue and hog roast at Perth College University of Highlands and Islands to recognise and thank young people who have significantly contributed to the success of the Year of Young People 2018 and to recognise young people who contribute to their communities throughout Perth and Kinross.

Resolved:

- (i) A civic event in the form of a barbecue and hog roast for 200 guests on 22 September 2018 to celebrate and recognise the achievements and contributions of young people in Perth and Kinross at an estimated cost of £4,900, be approved.
- (ii) The offer by Perth College UHI to host the event at the Academy of Sport and Wellbeing, be accepted.
- (iii) Authority be delegated to the Head of Democratic Services, in consultation with the Provost, to finalise arrangements for the event on 22 September 2018.

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**PERTH AND KINROSS COUNCIL  
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EMPLOYEES JOINT CONSULTATIVE COMMITTEE**

Minute of meeting of the Employees Joint Consultative Committee, held in the Council Chamber, 2 High Street, Perth on Thursday 30 November 2017 at 2.00pm.

**Present:                   Representing Perth and Kinross Council:**

Councillors H Anderson; B Brawn (on behalf of Councillor M Lyle), R McCall (on behalf of Councillor I Campbell) and S McCole; G Boland (on behalf of the Executive Director (Education and Children's Services)); J Dixon (on behalf of the Depute Chief Executive).

**Present:                   Representing Trade Unions:**

S Hope (UNISON); S Robertson, A Thomas, L McLaren and T Todd (Unite the Union).

**In Attendance:**       K Donaldson (Corporate Human Resources Manager); L Johnston, K Molley (Observer); G Reeves, K Ridley, J Somerville and P Steel (all Corporate and Democratic Services).

**Apologies:**           F Fraser, T Maric and M Dickson (UNISON); and H Meldrum (GMB).

S Hope in the Chair

**1.       DECLARATIONS OF INTEREST**

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

**2.       MINUTE OF PREVIOUS MEETING**

The minute of meeting of the Employees Joint Consultative Committee of 28 September 2017 was submitted and approved.

**3.       MATTERS ARISING**

**(i)       Transformation Programme (Item 7 refers)**

The JCC agreed that further updates in respect of the Transformation Programme could be requested in the future but it did not require consideration at every meeting.

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**(ii) Flexible and Mobile Working (Item 8 refers)**

T Todd confirmed that following the last JCC meeting the outstanding queries relevant to training and mobile working had been resolved following assurances from HR representatives.

**(iii) Council Construction Charter (Item 9 refers)**

P Steel reported that following the last JCC meeting George Ramsay had attended a meeting and the Council would now look to change the procurement strategy with the Construction Charter due to be formally adopted in the New Year.

**(iv) Health and Wellbeing (Item 10 refers)**

S Hope reported that he had attended a meeting with HR following the last JCC meeting and was pleased to confirm that a number of managers were due to attend a 5 week course in mental health first aid. He added that the Council needed to remain aware that this was a matter that many employees were guarded about and did not necessarily wish to disclose to their manager.

**(v) Job Families and Job Matching (Item 11 refers)**

K Donaldson confirmed that she hoped to meet with trade union representatives prior to Christmas and reported that:-

- (a) Following consultation with Senior Management Teams – headings under the Care Job Family would be revised, and
- (b) The Council was close to implementing the next phase of job families.

**(vi) Voluntary Severance Scheme (VSS) (Item 12 refers)**

K Donaldson reported that 121 employees had to date registered an interest by asking for VSS figures and that the deadline for providing estimated voluntary severance was that day. The next stage in the process would be for managers to examine if there was a business case, with final decisions being made at the February 2018 Council meeting.

L McLaren asked about support provided to employees internally and K Donaldson referred to the Preparing for Retirement course being run and the recommendation that employees seek Independent Financial Advice if appropriate.

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**(vii) Revenue Budget 2018/19 (Item 13 (i) refers)**

K Donaldson confirmed that the usual meeting with trade unions and the Chief Executive had been scheduled for the following week.

**4. EMPLOYEE ENGAGEMENT SURVEY**

- (i) The Full Council Summary of the Employee Engagement Survey was submitted.
- (ii) G Reeves, Corporate Organisational Development, spoke to the paper and highlighted emerging themes. Overall levels of engagement remain high although there had been a slight dip in some topic areas. The employee survey is one of a great many mechanisms to involve employees and find out what matters to them and to encourage staff to share ideas and suggestions for improvement.

She reported that two Employee Engagement Officers were to be employed and would facilitate future thinking sessions relevant to engagement. They would assist services in future engagement with employees and equip employees with skills for the future.

Discussion which followed the presentation included comments relevant to employee apathy regarding the survey, the need to continue to convey to employees positive change due to previous survey responses, and it not being possible to benchmark findings with other local authorities.

**Resolved:**

The JCC noted the position.

**5. EXPANSION OF EARLY LEARNING IN CHILDCARE 1140 HOURS**

There was submitted a report by the Head of Education: Early Years & Primary (G/17/202) outlining the implications of the Scottish Government commitment to increase the provision of funded Early Learning and Childcare (ELC) from 600 to 1,140 hours by 2020.

Staff briefings had commenced to ensure all staff are aware of the increased access to early learning and childcare and the need for workforce changes. S Hope spoke of initial concern amongst employees who had entered such employment because of the family friendly hours. G Boland noted that HR was currently producing a Question and Answer factsheet and P Steel noted that as part of a 4 year plan there would be numerous opportunities to examine how to best accommodate the existing workforce by working differently and flexibly. She added that the overall aim was to maximise and sustain employability and asked if there was anything that she could provide to alleviate concerns immediately. S Hope said that UNISON was putting out

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the message that there were positive outcomes with more permanent roles and possible promotion opportunities.

S Robertson asked if an Equality Impact Assessment had been undertaken and P Steel confirmed that this had taken place. Discussion then centred on the successful initiative - Men in Childcare and opportunities for staff to retrain for a career in early years. This would be similar to the successful Learn To Teach programmes.

In response to a question from Councillor Anderson, K Donaldson noted the Council's commitment to ensure mixed provision (public and private nurseries) and P Steel noted the desire amongst parents for the combination model to remain.

K Donaldson confirmed that future updates would be submitted to the JCC annually.

**Resolved:**

The JCC noted the contents of Report G/17/202.

**6. ANY OTHER COMPETENT BUSINESS**

No other business was discussed.

**7. DATE OF NEXT MEETING**

The next meeting was scheduled to take place on Thursday 22 February 2018 at 10.00am. It was also confirmed that a 2018 timetable would be circulated to members prior to the next meeting.

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CORPORATE HEALTH, SAFETY AND WELLBEING
CONSULTATIVE COMMITTEE

Minute of meeting of the Corporate Health, Safety and Wellbeing Consultative Committee held in the Council Chamber, Ground Floor, Council Building, 2 High Street, Perth on Monday 12 March 2018 at 10.00am.

Present: **Representing Perth and Kinross Council**
Councillor K Baird
Councillor P Barrett
Councillor E Drysdale
Councillor S McCole
G Boland (on behalf of Executive Director (Education and Children's Services))
C Flynn (on behalf of the Chief Executive)
P Steel (on behalf of Corporate Human Resources Manager)

**Trade Union Safety Representatives and Elected
Representatives of Employee Safety Committees**
M Blacklaws, SSTA
S Peddie, EIS (substituting for M Swan)
T Todd, UCATT

In attendance: S Crawford, Head of Property Services, The Environment Service
J Handling, Health, Safety and Wellbeing Manager, The Environment Service
C Irons, Committee Officer, Corporate and Democratic Service
L McGeorge, Property Compliance Team Leader, Environment Service
R Turner, Health, Safety and Wellbeing, The Environment Service

Apologies: L McLaren, M Swan, J Dixon and A Taylor.

Councillor S McCole, Convener, in the Chair

1. CHANGE TO MEMBERSHIP

- (i) It was noted that Murray Swan had been appointed by the EIS to replace Scott Peddie on the Committee. S Peddie was in attendance substituting for M Swan and the Convener thanked S Peddie for his commitment over the years as a member of the Committee and particularly during his appointment as Joint Secretary.

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- (ii) T Todd advised that A Thomas had resigned from his role as a union representative and there was no replacement from Unite the Union at this time.

2. DECLARATIONS OF INTEREST

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

3. MINUTES

The Minute of meeting of the Corporate Health, Safety and Wellbeing Consultative Committee of 11 December 2017 was submitted and approved as a correct record.

4. HEALTH, SAFETY AND WELLBEING REMIT

The Convener advised that a presentation had been arranged to determine if there was a gap in the reporting of Wellbeing to this Committee.

R Turner, Team Leader/Senior Health and Safety Adviser and P Steel, Human Resources Manager-Operations gave a presentation to members on the remit of the Committee.

R Turner referred to the meetings being held quarterly in each of the Services where all health and safety matters were discussed in more. Information on specific Service aspects were also reported to the Employee Joint Consultative Committee, Joint Negotiating Committee for Teachers and the Strategic Policy and Resources Committee.

R Turner also advised there was discussion of the following topics at Service and Divisional meetings :- Occupational Stress; Violence and Aggression; Alcohol and Drugs; Health and Safety Training; Health and Safety Executive visits; Needles/Sharps; Lone Working; Defibrillator Provision; Occupational Health provision; Health Surveillance and more.

These quarterly meetings were attended by Service Managers, employee representatives and Trade Union representatives. In addition, the Health and Safety Team Leader meets regularly with Heads of Service and Health and Safety Advisers attend divisional committees.

R Turner advised that the Corporate Health, Safety and Wellbeing Consultative Committee's role was to take an overview of Health, Safety and Wellbeing with all aspects reported on annually.

In examining the remit of the Committee and items reported to it, it was considered that Health Surveillance was not currently covered and it was proposed that it be included in future annual reports.

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P Steel advised that there was the following reporting to the Employees Joint Consultative Committee and the Joint Negotiating Committee for Teachers:-

- Projects and Initiatives Annually in September
- Sickness Absence Six monthly
- Future Plans Annually in September
- Employee Survey results Annually after September survey

P Steel also advised of initiatives undertaken on wellbeing aspects :-

- Lunchtime Sessions eg Yoga; Working through the menopause
- Healthy Working Lives Programme
- Flu vaccination programme
- National Campaigns eg No Smoking Day; Cycle to Work Day
- Health Promotion Days eg Health checks – cholesterol, blood pressure

P Steel referred to the Scottish Performance Indicator comparing sickness levels annually with other Local Authorities; regular monitoring of the top three reasons for sickness absences; referrals to the occupational health service including counselling and physiotherapy and refresher training for employees if required.

The maximising attendance policy was currently being reviewed. Health & Wellbeing and sickness levels formed part of an annual report to the Strategic Policy and Resources Committee. Staff were also encouraged to think differently in work with sessions on Coping with Change and Your Career, Your future, resilience being delivered.

P Steel advised the Employee Survey had been conducted for over ten years and PULSE surveys had recently been introduced

Future plans included named representatives being appointed as Wellbeing Champions in Services and improved management information.

The Convener thanked R Turner and P Steel for the presentation and requested that the presentation be circulated to all members. (Presentation attached)

The Convener highlighted the reference to Wellbeing in the Committee's Constitution and questioned if it was still appropriate for this Committee to have Wellbeing included in the remit.

Councillor K Baird also thanked the officers for the presentation and stated that she was assured that a holistic approach was being taken with Wellbeing at the heart of everything the Council does and was comfortable with the approach currently taken.

Councillor E Drysdale welcomed the opportunity to challenge and question the remit of the Committee with the information presented today. He

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expressed concern that sickness absence records may not reflect that staff are suffering from workforce stress. He added that staff suffering from workplace stress may avoid or are afraid to take time off and usually worked long hours.

P Steel assured members that there were trained mental health first aiders throughout the Council and stress management guidance in place. P Steel added that often workplace stress was combined with stresses at home. To help address problems the Council promotes PKAVS and Carers Forums. With more people now living and working with cancer, sessions with McMillan had been arranged, 'Let's Talk About Cancer' for affected staff and their line manager.

Managers were expected to consider implications for staff who do not take their holidays to initiate early intervention or prevention and would, if appropriate, refer employees to Occupational Health and work jointly with other relevant agencies to support wellbeing at work.

M Blacklaws commented that that it was good that workplace stress had been highlighted but questioned if this was where it should be addressed as it was an extensive and diverse subject to consider. He suggested it was a cultural approach within the workplace which led to employees being unwell and not taking time off. M Blacklaws also referred to difficulties with the form to be completed by line managers to report stress which needed to be addressed. He also asked for clarification of what was included in health surveillance.

R Turner advised health surveillance was used to monitor employees whose work activities exposed them to specific risk and to ensure a job was not making a person unwell physically e.g. for a music teacher that could be a hearing test and for a grounds maintenance operative it could be a hand/arm vibration test.

P Steel added that mental health issues would be part of a risk assessment to highlight any stresses or pressures and would be discussed at team meetings, one-to-one meetings or off-line but that everyone was different and could react differently to others and require different support to their colleagues.

In conclusion, J Handling referred back to the presentation which listed items discussed at Service Health and Safety level and those that were covered by quarterly reporting to this Committee.

Councillor P Barrett referred to the change from the Health and Safety Committee to the Health, Safety and Wellbeing Committee and questioned if the agenda had changed to reflect the change in title. He added that with the gap analysis, the Constitution should now be reviewed and amended if appropriate. With this being a Corporate Consultative Committee there may not be a wellbeing role for the Committee. Alternatively, if reporting to the

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Committee was different to previous reporting then the remit would need to be expanded.

S Crawford suggested that third party contractors be considered in the review as the Council had a legal responsibility for them while working on Council premises.

Resolved

A working group be established comprising the Convener, the Vice-Convener and relevant officers to review the Committee's constitution and report back to the Committee on either a change to the reporting on Wellbeing issues to the Committee or a change to the Constitution.

5. HEALTH AND SAFETY PERFORMANCE QUARTERLY REPORT

There was submitted a report by the Transformation and Business Manager, the Environment Service (G/18/36) providing an overview of (i) the Performance Reviews, (ii) the most serious incidents and (iii) a general summary of all incidents affecting employees and non-employees, during quarter 3 of 2017/18, 1 October – 31 December 2017.

It was noted that due to resourcing issues within the Health, Safety and Wellbeing Team the timetable for carrying out Performance Monitoring Reviews was to be revised and circulated to Services.

Resolved:

- (i) Five Performance reviews undertaken in this quarter, be noted.
- (ii) Seven reportable Incidents in the quarter, be noted.
- (iii) The total number of employee incidents was one hundred and ninety-nine, which was a decrease compared to quarter 3 in 2016/17. The highest number of employee incidents in this quarter was violence and aggression.
- (iv) The total number of non-employee incidents was seventeen, which was the same as in quarter 3 in 2016/17. The highest number of non-employee incidents in this quarter were caused by sharp objects.

6. FIRE SAFETY QUARTERLY REPORT

There was submitted a report by the Transformation and Business Manager, the Environment Service (G/18/37) to (1) inform members of the Fire Safety key performance for quarter 3 of 2017/18 and (2) assist the Committee to monitor the Fire Safety performance across Perth and Kinross Council's Estate.

Resolved

- (i) Five Council premises had their Fire Risk assessment reviewed during quarter 3 of 2017/18.
- (ii) A revised Fire Risk Assessment Review programme to be developed this year, be noted.

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- (iii) The Scottish Fire and Rescue Service carried out one audit of Council premises.
- (iv) There was one reported incident of fire in a Council premises during the quarter.

7. PROPOSED MEETING DATES FOR 2018

Resolved

The dates of 11 June, 17 September and 10 December 2018, be agreed.

8. DATE OF NEXT MEETING

It was noted that the next meeting will be held on Monday 11 June 2018 at 10.00am.

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## PERTH AND KINROSS INTEGRATION JOINT BOARD

Minute of Meeting of the Perth and Kinross Integration Joint Board held in the Council Chamber, Ground Floor, Council Building, 2 High Street, Perth on Friday 23 March 2018 at 9.30am.

**Present:**

**Voting Members**

Councillor C Reid, Perth and Kinross Council (Vice-Chair)  
Councillor C Ahern, Perth and Kinross Council  
Councillor E Drysdale, Perth and Kinross Council (up to and including Item 9)  
Councillor X McDade, Perth and Kinross Council (up to and including Item 9)  
L Dunion, Tayside NHS Board (Chair)  
S Hay, Tayside NHS Board (from Item 4 onwards)  
S Tunstall-James, Tayside NHS Board

**Non-Voting Members**

J Pepper, Chief Social Work Officer, Perth and Kinross Council  
R Packham, Chief Officer  
J Smith, Chief Finance Officer  
J Foulis, NHS Tayside

**Additional Members**

L Marley, NHS Tayside (on behalf of Dr D Walker)  
Dr A Noble, External Adviser to Board

**Stakeholder Members**

F Fraser, Staff Representative, Perth and Kinross Council  
A Drummond, Staff Representative, NHS Tayside  
H MacKinnon, Third Sector Interface  
B Campbell, Carer Public Partner (up to and including Item 8 on the agenda)  
L Lennie, Service User Public Partner

**In Attendance:**

J Valentine, Depute Chief Executive and Chief Operating Officer, Perth and Kinross Council; G Taylor, Clerk; S Hendry, P Steel and S Rodger (all Corporate and Democratic Services, Perth and Kinross Council; D Fraser, E Devine, P Henderson, S Gunnion, V Johnson, J Cormack, and H Dougall (all Perth and Kinross Health and Social Care Partnership); and K Wilson, NHS Tayside.

**Apologies:**

J Golden, Tayside NHS Board  
Dr D Carey, Independent Contractor  
Dr N Prentice, NHS Tayside  
Dr D Walker, NHS Tayside

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**1. WELCOME AND APOLOGIES**

L Dunion welcomed all those present to the meeting and apologies were noted as above.

**2. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made in terms of the Perth and Kinross Integration Joint Board Code of Conduct.

**3. MINUTE OF PREVIOUS MEETING**

The minute of meeting of the Perth and Kinross Integration Joint Board of 26 January 2018 was submitted and approved as a correct record.

*S HAY ENTERED THE MEETING AT THIS POINT*

**4. ACTION POINT UPDATE**

There was submitted and noted the action point update for the Perth and Kinross Integration Joint Board as at 23 March 2018 (G/18/44).

*IT WAS AGREED TO VARY THE ORDER OF BUSINESS AND CONSIDER ITEM 10.1 ON THE AGENDA AT THIS POINT*

**5. CHIEF OFFICER STRATEGIC UPDATE**

There was submitted a report by the Chief Officer (G/18/49) updating board members on progress against tasks outlined in the rolling actions list.

**Resolved:**

- (i) The plans put in place for the Perth and Kinross Health and Social Care Partnership during the winter/festive period (November 2017 to March 2018) as set out in Report G/18/49 be noted;
- (ii) The progress with implementation of the Mental Health Transformation Programme, as set out in Report G/18/49, be noted;
- (iii) The progress on the implementation of the refresh of the Perth and Kinross Integration Joint Board Strategic Plan, due in 2018, and set out in Report G/18/49, be noted.
- (iv) The Chief Officer be instructed to continue discussions with Stagecoach on the provision of bus services that link with Murray Royal Hospital, Perth and provide an update at the next meeting.

**6. MATTERS ARISING**

There were no matters arising from the previous minute.



## **7. MEMBERSHIP UPDATE**

It be agreed that Dr Daniel Carey replace Dr Neil McLeod as a non-voting member of the Perth and Kinross Integration Joint Board.

## **8. RECORDING OF MEETINGS**

It be agreed to amend Standing Orders and liaise with Perth and Kinross Council on the recording of meetings of the Integration Joint Board for public viewing online following meetings, with recordings being retained for 12 months.

## **9. REDESIGNING CARE**

### **9.1 REVIEW OF RESIDENTIAL CARE**

#### **(i) REVIEW OF RESIDENTIAL CARE**

#### **(ii) SUPPLEMENTARY BRIEFING NOTE – REVIEW OF RESIDENTIAL CARE**

There was submitted a report by the Chief Officer (G/18/45) providing the results of a formal consultation and options appraisal commissioned by the Board to determine the preferred alternative service delivery model for directly provided in-house adult residential care service. The report had been deferred from the meeting of the Board of 26 January 2018.

A supplementary briefing note was also submitted by the Chief Officer (G/18/46) providing supporting information in relation to the Review of Residential Care.

#### **Motion (L Dunion and S Hay)**

- (i) The outcome of the Option Appraisal be noted and the highest scoring Option 4, Closure of Beechgrove Care Home, as set out in Report G/18/45, be approved.**
- (ii) Perth and Kinross Council as the relevant employer to continue the engagement and progress required in consultation with the Trade Unions and employees.**
- (iii) It be noted that the implementation of Option 4 generates a saving of £528k, leaving a shortfall in the savings target of £168k, with the Chief Officer directed to identify alternative savings options to meet the shortfall.**
- (iv) The Chief Officer report back on the progress of the implementation of Option 4 to the Integration Joint Board in 12 months time.**
- (v) The Chief Officer monitor and review the new model of residential care provision to ensure that it continues to align with the strategic objectives of the Integration Joint Board.**

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Amendment (Councillors E Drysdale and X McDade)

- (i) The outcome of the Option Appraisal be noted and Option 1, the status quo, as set out in Report G/18/45, be approved.
- (ii) Perth and Kinross Council and NHS Tayside be called upon to make representations through COSLA and NHS Scotland to the Scottish Government to address the acute funding shortfall in health and social care services.
- (iii) Partners be called upon to fund any remaining shortfall in 2018/19 finances at the end of that year from their financial reserves.
- (iv) A further review to take place of overall budgets, as currently planned, ahead of 2019/20.

*THERE FOLLOWED A FIFTEEN MINUTE RECESS AND THE MEETING  
RECONVENED AT 11.20AM*

In terms of Standing Order 3.5, the Chair ruled that the Amendment was not competent.

Amendment (Councillors X McDade and E Drysdale)

- (i) The outcome of the Option Appraisal be noted and Option 1, the status quo, as set out in Report G/18/45, be approved.
- (ii) The Chief Officer be remitted to explore alternative savings options as part of the Review of Residential Care.

In terms of Standing Order 3.5, the Chair ruled that the Amendment was not competent.

Amendment (Councillors X McDade and E Drysdale)

- (i) The outcome of the Option Appraisal be noted and Option 1, the status quo, as set out in Report G/18/45, be approved.
- (ii) The financial deficit to be funded by Perth and Kinross Council earmarked reserves for social care for 12 months the Chief Officer be instructed to examine options for recurring funding beyond this timescale.

In terms of Standing Order 3.5, the Chair ruled that the Amendment was not competent.

In terms of Standing Order 13.1, Councillor X McDade proposed the suspension of Standing Orders 14 and 15. In terms of Standing Order 3.5, and in the absence of any competent amendments, the Chair ruled that this was not competent.

The Chair asked the voting members of the Board to indicate by a show of hands whether they were not willing to support the recommendations in Report G/18/45.

**Resolved:**

In accordance with the Motion.

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*COUNCILLORS E DRYSDALE AND X McDADE, AND B CAMPBELL LEFT THE MEETING AT THIS POINT.*

## **10. FINANCE AND GOVERNANCE**

### **10.1 2017/18 FINANCIAL POSITION AND FORWARD LOOK**

There was submitted a report by the Chief Financial Officer (G/18/47) providing a summary of the issues impacting on the financial position of the Perth and Kinross Integration Joint Board in 2017/18, based on the 9 months to 31 December 2017.

**Resolved:**

The forecast financial position for 2017/18, as detailed in Appendix 1 to Report G/18/47, be noted.

### **10.2 2018/19 BUDGET**

There was submitted a report by the Chief Financial Officer (G/18/48) seeking approval from the Integration Joint Board to the 2018/19 Financial Plan, including the budget proposals from both Perth and Kinross Council and NHS Tayside, and the 2018/19 Transformation and Efficiency Programme.

**Resolved:**

- (i) The proposed recurring budget offer from Perth and Kinross Council (PKC) for 2018/19, as set out in Report G/18/48, be approved, and the Chief Officer be requested to write to PKC on this basis and thereafter issue a formal direction, noting that whilst the budget proposal from PKC is considered manageable in 2018/19, it is essential that a fair settlement is agreed for 2019/20.
- (ii) The Chief Officer be requested to seek early discussions with PKC in respect of the 2019/20 budget to safeguard essential services in future years.
- (iii) The Chief Officer be requested to seek a formal proposal from PKC in relation to the Council's proposed transfer of the £538k budget for Citizens Advice Bureau, Independent Advocacy and Credit Union.
- (iv) The recurring budget offer from NHS Tayside (NHST) for 2018/19, as set out in Report G/18/48, be approved, and the Chief Officer be requested to write to NHST on this basis and thereafter issue a formal direction.
- (v) The Chief Officer to conclude discussions with NHST about the NRAC prescribing, medical locum bridging and complex car package funding.
- (vi) The 2018/19 Perth and Kinross Integration Joint Board Financial Plan, and the associated 2018/19 Transformation and Efficiency Programme, as detailed in Report G/18/48, be approved.
- (vii) The £1.2m gap in the 2018/19 Financial Plan, along with the further work being undertaken to deliver a balanced budget, be noted.
- (viii) The Chief Officer to develop proposals for the meeting of the Integration Joint Board on 22 June 2018 for a collaborative budget process with NHST and PKC for 2019/20.
- (ix) The Board passed on their appreciation to the work done by all relevant staff in the preparation of the 2018/19 budget proposals.

### **10.3 AUDIT AND PERFORMANCE COMMITTEE UPDATE**

Councillor C Ahern, Chair of the Audit and Performance Committee of the Integration Joint Board, provided a verbal update to the Board following the [meeting of the Committee on 6 March 2018](#) focusing on areas such as strategic planning, risk management, clinical, care and professional governance and delayed discharge performance

The Board noted the position.

### **11. GP PRESCRIBING FORECAST 2017/18**

There was submitted a report (G/18/50) by the Clinical Director providing an update on the forecast position on prescribing for 2017/18 and the key issues impacting on performance.

#### **Resolved:**

- (i) The year end forecast overspend of £1.638m compared to the £1.687m plan, as detailed in Report G/18/50, be noted.
- (ii) The issues impacting on expenditure and the overall positive position on growth, as set out in Report G/18/50, be noted.
- (iii) The progress in implementing the GP Engagement Programme and the spend forecast for 2017/18 of £47,000 be noted. The Clinical Director to submit a revised funding request for 2018/19 and 2019/20 to the next meeting of the Board on 22 June 2018.
- (iv) The difficulties in obtaining robust management information that ties GP Practice level data to financial expenditure on a regular basis be noted, and the Chief Officer be instructed to ensure that this is resolved as soon as possible.

### **12. PERTH AND KINROSS CHILD PROTECTION COMMITTEE (CPC) STANDARDS AND QUALITY REPORT 2016-2017**

The Board noted a joint report by the Chief Executive and Executive Director (Education and Children's Services), Perth and Kinross Council (17/320) on the Perth and Kinross Child Protection Committee Standards and Quality Report 2016-2017. It was noted that the report had also been endorsed by Perth and Kinross Council at its meeting of 4 October 2017.

### **13. WINTER PLAN 2017/18 UPDATE**

The Board noted a report by the Chief Officer (G/18/51) on the Winter Plan 2017/18 Update and requested a detailed report be submitted to the Board on 22 June 2018.

### **14. FUTURE MEETING DATES 2018**

Friday 11 May 2018 at 9.30am – Briefing Session  
Friday 22 June 2018 at 9.30am – IJB Meeting

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Friday 24 August 2018 at 9.30am – Briefing Session  
Friday 28 September 2018 at 9.30am – IJB Meeting  
Friday 26 October 2018 at 9.30am – Briefing Session  
Friday 30 November 2018 at 9.30am – IJB Meeting

**15. VALEDICTORIES**

The Chief Officer referred to this being the last meeting of the Integration Joint Board for both Councillor Crawford Reid, Vice-Chair, and Sheila Tunstall James and thanked them for their contribution to the work of the Board.

The Chief Officer also referred to this being the last meeting for Linda Dunion, Chair of the Board and former Vice-Chair of both the Board and previous Pathfinder Board and paid tribute to the commitment and contribution she had made in her various roles and wished her well for the future.

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At a MEETING of the **TAY CITIES REGION JOINT COMMITTEE** held at Dundee on Friday, 18th May, 2018.

Present:-

Angus Council

Councillor Bill DUFF

Councillor Bob MYLES

Councillor Angus MacMillan DOUGLAS

Dundee City Council

Councillor John ALEXANDER

Councillor Lynne SHORT

Councillor Richard McCREADY

Fife Council

Councillor Tim BRETT

Councillor Karen MARJORAM

Councillor David ROSS

Perth & Kinross Council

Councillor Murray LYLE

Councillor Dave DOOGAN

Councillor Colin STEWART

Non-Elected Members

Gordon McGUINNESS, Skills Development Scotland

Tim ALLAN, Tay Cities Enterprise Forum

Professor Sir Pete DOWNES, Principal, University of Dundee Regional HE/FE Forum

Also Present

David LITTLEJOHN, Tay Cities Deal

Ian SCOTT, Scottish Enterprise

Steve GRIMMOND, Fife Council

David MARTIN, Dundee City Council

Mike GALLOWAY, Dundee City Council

Margo WILLIAMSON, Angus Council

Alan McKEOWN, Angus Council

Jim VALENTINE, Perth & Kinross Council

Julie FARR, Third Sector

Alison CARRINGTON, Skills Development Scotland

Alan MCGREGOR, Glasgow University

Apologies

Apologies were intimated from Ellis Watson.

**I DECLARATION OF INTEREST**

No declarations of interest were made.

**II CONVENER AND VICE-CONVENER**

In terms of Clause 12 of the Minute of Agreement, the Joint Committee agreed that appointments for the Convenership of the Joint Committee be made on a calendar year basis, from December 2017 to November 2018.

Accordingly, it was noted that Councillor Bob Myles would continue as Chair for this period.

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The Joint Committee noted that following the death of Councillor Ian Campbell, a vacancy had arisen for a Vice Convener.

The Joint Committee agreed that Councillor Murray Lyle be appointed as Vice Convener.

**III MINUTE OF MEETING OF 8TH DECEMBER, 2017**

The minute was submitted and approved.

**IV MATTERS ARISING**

There were no matters arising.

**V TAY CITIES DEAL UPDATE**

There was submitted Report TCRJC2-2018 by the Head of Tay Cities Deal providing the Joint Committee with an update on progress and the anticipated timescale for the conclusion of the Tay Cities Deal.

The Joint Committee:-

- (i) Noted the content of this report; and
- (ii) requested that a further progress update be made at its next meeting.

**VI SKILLS**

- TAY CITIES SKILLS INVESTMENT PLAN, PROFESSOR ALAN MCGREGOR, GLASGOW UNIVERSITY (PRESENTATION)

A presentation was given to the Joint Committee by Professor Alan McGregor of Glasgow University on the Tay Cities Regional Skills Investment Plan, a copy of which is appended to the Minute.

Professor McGregor outlined issues considered in the preparation of the plan, in particular economic projections within the region and how it was paramount for Tay Cities partners to employ a joined up approach to ensure robust economic outcomes for the area.

It was noted that a finding of the plan consultation papers was that challenges may be faced regarding skills development/employer/sector requirements and retention of skilled personnel. However, many assets existed within the Region which could be expanded such is the many exceptional opportunities for further education within the region, increasing business opportunities and innovative intervention around employability.

Furthermore Skills Development Scotland would support the Delivery of Regional Economic of Strategy which aimed to:-

- Raise productivity to Scottish average level.
- Close jobs gap and improve job quality.
- Reduce unemployment.
- Focus on sectoral strengths and opportunities.
- Work to create a smarter and fairer Tay Cities region.
- Help simplify skills system, actively address unnecessary duplication, build agility respond quickly to shocks and opportunities.

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Actions to achieve these goals were outlined, noting that these required to be delivered effectively, and also that capacity to make decisions based on evidence existed. Furthermore, annual reviews should be undertaken to measure progress and findings be acted upon to ensure consistent and meaningful progress is made.

The Joint Committee then had the opportunity to ask questions of Professor McGregor and the undernoted points discussed:-

- The impact that Brexit may have on the regional economy
- The importance of the Region as a whole building on existing resources
- Identification of skills needed within region and the development of this region and the development of this
- How private/third sector involvement at future stages in the process was paramount.

The Joint Committee thanked Professor McGregor for his interesting and informative presentation.

## **VII INVESTMENT**

#SCOTLANDISNOW, ERIC SIMPSON, SDI (PRESENTATION)

TAY CITIES TRADE AND INVESTMENT PARTNERSHIP, MERLYN DUNN, ANGUS COUNCIL (PRESENTATION)

SCOTLAND'S TAY COUNTRY, ALAN GRAHAM, PERTH AND KINROSS COUNCIL (PRESENTATION)

Presentations were given to the Joint Committee by Eric Simpson, Merlyn Dunn and Alan Graham, a copy of which are appended to the Minute.

The first presentation focused on the brand #Scotlandisnow, its ambition to be an opportunity to communicate "Scottishness" to the world through old and new media and help ensure Scotland's business community had the appropriate information and support to drive investment, economic impact.

The second presentation outlines the history of the Tay Cities Trade and Investment Partnership, its future and challenges faced, particularly lower than average Foreign Direct Investment. This was due to factors including economies of scale and rural bias within the region. However, it was anticipated that a more joined up approach and shared pathway for business would address this, along with the development of an interactive Asset Map and common events calendar.

The final presentation was on Scotland's Tay Country – a regional approach to Tourism. There was a strong existing tourism business base within the area, however more formalised partnership arrangements would be likely to increase this. Again, it was key to the future success of tourism that clear strategic goals were developed, business skills developed in key areas including digital capabilities and the needs of new and emerging markets adequately met.

After the presentations were made, a brief question and answer session followed with members noting the following points:-

- the scale of existing opportunities for development be fully explored.
- Assets be clearly pinpointed.
- The most opportune time for increased private sector involvement be identified and acted upon.

The Joint Committee thanked Eric Simpson, Merlyn Dunn and Alan Graham for their presentations.



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**VIII                    TAY CITIES DEAL GOVERNANCE**

There was submitted Report No TCRJC1-2018 by the Clerk to the Tay Cities Region Joint Committee updating the Joint Committee on progress with regard to the governance of the Tay Cities Deal.

The Joint Committee noted that:-

- (i)                    The Standards Commission for Scotland had granted a Dispensation Request for the Tay Cities Deal (Appendix 1 attached); and
- (ii)                   The Clerk would prepare Standing Orders for approval by the Joint Committee and a Joint Committee Agreement for approval by the organisations represented on the Joint Committee.

**IX                      AOCB**

- (i)                   The Joint Committee agreed that should progress be made with regards to the conclusion of the Tay Cities Deal prior to the next meeting, then a written update be provided for all members.

**X                      DATE OF NEXT MEETING**

24th August, 2018 in Committee Room 1, 14 City Square, Dundee.

Bob MYLES, Convener.