



Securing the future... • *Improving services*  
• *Enhancing quality of life* • *Making the best use of public resources*

Council Building  
2 High Street  
Perth  
PH1 5PH

15/11/2023

A hybrid meeting of the **Finance and Resources Committee** will be held in the **Council Chamber** on **Wednesday, 22 November 2023** at **14:00**.

If you have any queries please contact Committee Services on (01738) 475000 or email [Committee@pkc.gov.uk](mailto:Committee@pkc.gov.uk).

**THOMAS GLEN**  
Chief Executive

***Those attending the meeting are requested to ensure that all notifications are silent on their device and other devices are in silent mode.***

***Please note that the meeting will be broadcast online and recorded. The recording will be publicly available on the Council's website following the meeting.***

**Members:**

Councillor Stewart Donaldson (Convener)  
Councillor Grant Laing (Vice-Convener)  
Bailie Chris Ahern  
Bailie Alasdair Bailey  
Councillor Peter Barrett  
Councillor Andy Chan  
Councillor Dave Cuthbert  
Councillor Eric Drysdale  
Councillor John Duff  
Councillor David Illingworth  
Provost Xander McDade  
Councillor Tom McEwan  
Depute Provost Andrew Parrott  
Councillor John Rebbeck  
Councillor Caroline Shiers  
Councillor Colin Stewart



## Finance and Resources Committee

Wednesday, 22 November 2023

### AGENDA

***MEMBERS ARE REMINDED OF THEIR OBLIGATION TO DECLARE ANY FINANCIAL OR NON-FINANCIAL INTEREST WHICH THEY MAY HAVE IN ANY ITEM ON THIS AGENDA IN ACCORDANCE WITH THE COUNCILLORS' CODE OF CONDUCT.***

- 1 WELCOME AND APOLOGIES/SUBSTITUTES**
- 2 DECLARATIONS OF INTEREST**
- 3 MINUTE OF MEETING OF THE FINANCE AND RESOURCES COMMITTEE OF 13 SEPTEMBER 2023 FOR APPROVAL** **5 - 8**  
(copy herewith)
- 4 OUTSTANDING BUSINESS STATEMENT** **9 - 10**  
(copy herewith 23/314)
- 5 REVENUE BUDGET 2023/24 - UPDATE NO. 2** **11 - 46**  
Report by Head of Finance (copy herewith 23/315)
- 6 COMPOSITE CAPITAL BUDGET 2023/28 & HOUSING INVESTMENT PROGRAMME 2023/38 - MONITORING REPORT NO. 2** **47 - 78**  
Report by Head of Finance (copy herewith 23/316)
- 7 TREASURY ACTIVITY AND COMPLIANCE REPORT 2023/24 QUARTER 2** **79 - 98**  
Report by Head of Finance (copy herewith 23/317)
- 8 PROCUREMENT UPDATE** **99 - 158**  
Report by Strategic Lead - Legal and Governance (copy herewith 23/318)
- 9 FAIR WORK FIRST STATEMENT** **159 - 170**  
Report by Corporate Human Resources Manager (copy herewith 23/319)
- 10 LEADERSHIP REVIEW UPDATE**  
Report by Chief Officer (Health and Social Care Partnership) (copy to follow)

If you or someone you know would like a copy of this document in another language or format, (on occasion, only a summary of the document will be provided in translation), this can be arranged by contacting the Customer Service Centre on 01738 475000.

You can also send us a text message on 07824 498145.

All Council Services can offer a telephone translation facility.

## FINANCE AND RESOURCES COMMITTEE

Minute of hybrid meeting of the Finance and Resources Committee held in the Council Chamber, 2 Hight Street, Perth on Wednesday 13 September 2023 at 2.00pm.

Present: Councillors S Donaldson and G Laing, Bailie A Bailey, and Councillors H Anderson (substituting for Bailie C Ahern), P Barrett, A Chan, D Cuthbert, E Drysdale, J Duff, A Forbes, Provost X McDade, T McEwen, Depute Provost A Parrott, J Rebbeck and C Shiers.

In Attendance: T Glen, Chief Executive; L Simpson, Head of Legal and Governance Services; B Renton, Executive Director (Communities); S Devlin, Executive Director (Education and Children's Services); C Mailer (Chief Executive's Service); S MacKenzie, Head of Finance, S Walker, C France, F Crofts, P Johnstone, S Crawford, N Sutherland, K Molley, A Brown and M Pasternak (all Corporate and Democratic Services).

Apology: Bailie C Ahern

Councillor S Donaldson, Convener, Presiding.

### 1. WELCOME AND APOLOGIES

The Convener welcomed all those present to the meeting and an apology was noted above.

### 2. DECLARATIONS OF INTEREST

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

### 3. MINUTES OF PREVIOUS MEETINGS

#### (i) Minute of Meeting of Finance and Resources Committee of 7 June 2023 for Approval

The minute of meeting of the Finance and Resources Committee of 7 June 2023 was submitted and approved as a correct record.

#### (ii) Minute of Special Meeting of Finance and Resources Committee of 20 June 2023 for Approval

The minute of special meeting of the Finance and Resources Committee of 20 June 2023 was submitted and approved as a correct record.

#### (iii) Minute of the Executive Sub-Committee of Finance and Resources Committee of 24 July 2023 for Approval

The minute of meeting of the Executive Sub-Committee of Finance and Resources Committee of 24 July 2023 was submitted and approved as a correct record.

**(iv) Minute of Meeting of the Executive Sub-Committee of Finance and Resources Committee of 30 August 2023 for Approval**

The minute of meeting of the Executive Sub-Committee of Finance and Resources Committee of 30 August 2023 was submitted and approved as a correct record.

THE VICE-CONVENER LED ON THE FOLLOWING ITEM.

**4. REVENUE BUDGET 2023/24 – UPDATE NO 1**

There was submitted a report by Head of Finance (23/242) (1) providing an update on progress with the 2023/24 General Fund Revenue Budget based upon the June 2023 ledger, updated for any subsequent known material movements; and (2) the projected financial position of the Housing Revenue Account.

Amendment by Councillors A Forbes and J Duff

Warm Spaces

That the Committee recognises the desire to help people with the cost-of-living crisis but also recognises that this is public money, and we need to ensure Best Value. We recognise that capturing accurate and pertinent data on the users of this service allows us to make better informed decisions in the future.

Thus, we request officers to gather the postcodes of all attendees on each date of attendance. From this data, officers will be able to analyse attendance using Acorn geo-demographics allowing us to ensure that the limited resources we have are meeting the objective of these funds. Officers are requested to report back on the outcomes of this analysis prior to the next round of funding coming to committee.

In terms of Standing Order 21.5, a roll call vote was taken.

9 Members voted for Motion as follows:

Provost X McDade, Depute Provost A Parrott, Councillors P Barrett, D Cuthbert, S Donaldson, E Drysdale, G Laing, T McEwan, and J Rebbeck.

6 Members voted for the Amendment, as follows:

Bailie A Bailey, Councillors H Anderson, A Chan, J Duff, A Forbes, and C Shiers.

1 Member abstained from a vote, as follows:

Councillor C Stewart

**Resolved:**

- (i) The contents of the Report 23/242, be noted;
- (ii) The projected outturn for General Fund Services set out in Section 5 and Appendix 1 and 2 of Report 23/242, be noted;
- (iii) The projected outturn for Corporate Budgets set out in Section 6 of Report

23/242, be noted.

- (iv) The funding update provided in Section 7 of Report 23/242, be noted.
- (v) The projected outturn for the Housing Revenue Account, which is summarised in Section 8 and Appendix 3 of Report 23/242, be noted.
- (vi) The adjustments to the 2023/24 Management Revenue Budget detailed in Sections 10,11 & 12 and Appendices 1, 2, 4, 5, and 6 of Report 23/242, be approved.
- (vii) The financial risks set out in Section 13 and Appendix 7 of Report 23/242, be noted.
- (viii) The Y Perth Project be provided with a one off and final additional £75,000 from unearmarked Reserves towards its new home and flatted accommodation project for young people in the city centre.

THE CONVENER LED ON THE FOLLOWING ITEMS.

#### **5. COMPOSITE CAPITAL BUDGET 2023/28 & HOUSING INVESTMENT PROGRAMME 2023/28 – MONITORING REPORT NUMBER No.1**

There was submitted a report by Head of Finance (23/243) (1) providing a summary position to date for the 5-year Composite Capital Budget and the 5-year Housing Investment Programme for 2023/24 to 2027/28 and; (2) seeking approval for adjustments to the programmes.

DUE TO TECHNICAL ISSUES, THERE WAS A RECESS AND THE MEETING RECONVENED AT 3.34PM.

##### **Resolved:**

- (i) The contents of Report 23/243, be noted.
- (ii) The proposed adjustments to the five-year Composite Capital Budget 2023/24 to 2027/28 set out in Sections 5 and 6 of Report 23/243 and summarised in Appendices I and II of Report 23/243, be approved.
- (iii) The proposed adjustments to the Housing Investment Programme Budget 2023/24 to 2027/28 set out in Section 7 of Report 23/243 and summarised in Appendix III of Report 23/243, be approved.

#### **6. TREASURY ACTIVITY AND COMPLIANCE REPORT 2023/24 QUARTER 1**

There was submitted a report by Head of Finance (23/244) updating the Committee on Treasury Activity for the quarter ending 30 June 2023 and to report on compliance with the Council's Treasury Management Policy Statement (TMPS); Investment Strategy and Prudential Indicators.

##### **Resolved:**

The content of the Report 23/244, be noted.

#### **7. TRANSFORMATION & CHANGE STRATEGY 2022/23-2027/28 – UPDATE REPORT**

There was submitted a report by Chief Executive (23/245) (1) providing an update on the Council's Transformation & Change Strategy (Report 22/142), approved by Council in June 2022, and the Strategic Planning Update and 2023-26 General Fund Budget Report approved in March 2023 (Report 23/72); (2) showing how the transformation and change programme acts as an enabler to the delivery of

the key strategic objectives as outlined within the Medium Term Financial Plan 2023-29 (Report 22/249) and the Corporate Plan 2022-27 (Report 22/311), and;  
(3) outlining the progress made in setting the conditions to support the organisation through a period of significant change, as well as providing updates on the projects outlined within the Transformation & Change Strategy and how they dovetail with the Leadership Review presented to the Committee in June 2023 (Report No 23/195).

**Resolved:**

- (i) The contents of the report and the progress to date, be noted.
- (ii) The use of £240,000 from the earmarked Reserve for Transformation & Workforce Management to further support the delivery of key projects as outlined in section 5 Report 23/245, be approved.
- (iii) It be noted that update/engagement sessions with all Elected Members would be programmed throughout the year for all Transformation and Change projects when appropriate.

DRAFT



**FINANCE AND RESOURCES COMMITTEE**  
**OUTSTANDING BUSINESS STATEMENT (OBS)**  
**(Report No. 23/314)**

Please note that this statement sets out outstanding decisions of this committee along with an update and estimated completion date. Actions which are overdue are shaded for ease of reference. Where an update reflects that an action is complete then the Committee's agreement will be sought to its removal from the OBS.

<b>No</b>	<b>Minute Reference</b>	<b>Subject Title</b>	<b>Outstanding Action</b>	<b>Update</b>	<b>Lead Officer /Service</b>	<b>Action due</b>	<b>Action Expected</b>
15.	13 September 2023	Revenue Budget 2023/24 – Update No.1	Elected Member Briefing Note to be provided on the scope and timescales of the ALEO Transformation Review.	<b>COMPLETED</b>	Fiona Robertson	22 November 2023	22 November 2023
16.	13 September 2023	Revenue Budget 2023/24 – Update No. 1	To circulate a list of revenue grants that contribute as 'other grants' in Appendix 4.	<b>COMPLETED</b>	Scott Walker	22 November 2023	22 November 2023
17.	13 September 2023	Composite Capital Budget 2023/28 & Housing Investment Programme 2023/28 - Monitoring Report No.1	Elected Member Briefing Note to be provided on the financial implications of Phase 3 CTRLR project.	<b>COMPLETED</b>	David Littlejohn	31 January 2024	31 January 2024



**PERTH & KINROSS COUNCIL**

**FINANCE & RESOURCES COMMITTEE**

**22 NOVEMBER 2023**

**REVENUE BUDGET 2023/24 – UPDATE NO. 2**

**Contact Officer: Scott Walker, Strategic Lead – Finance & Business Support  
(Report No. 23/315)**

**1. PURPOSE**

- 1.1 This report provides an update on progress with the 2023/24 General Fund Revenue Budget based upon the August 2023 ledger, updated for any subsequent known material movements, and the projected financial position of the Housing Revenue Account.
- 1.2 The total net projected over spend on the 2023/24 General Fund Management Budget is **£1.598 million** (see **Appendix 1**).

**2. RECOMMENDATIONS**

The Committee is requested to:

- (i) note the contents of the report.
- (ii) approve the proposal to implement the Real Living Wage from 1 December 2023, at an estimated cost of approximately **£2,000** – see **paragraph 5.8**.
- (iii) note the projected outturn for General Fund Services set out in **Section 5 and Appendix 1 and 2**.
- (iv) note the projected outturn for Corporate Budgets set out in **Section 6**.
- (v) note the funding update provided in **Section 7**.
- (vi) note the projected outturn for the Housing Revenue Account, which is summarised in **Section 8 and Appendix 4**.
- (vii) approve the adjustments to the 2023/24 Management Revenue Budget detailed in **Sections 8, 9, 10 & 11 and Appendices 1, 2, 4, 5, 6 & 7**.
- (viii) note the financial risks set out in **Section 12 and Appendix 8**.

### 3. STRUCTURE

- Section 4 Background
- Section 5 Revenue Monitoring – Service Budgets
- Section 6 Revenue Monitoring – Corporate Budgets
- Section 7 Revenue Monitoring – Funding
- Section 8 Revenue Monitoring – Other Updates
- Section 9 2023/24 Additional Funding
- Section 10 2023/24 Virements
- Section 11 2023/24 Movements in Reserves
- Section 12 Financial Risks
- Section 13 Conclusions

### 4. BACKGROUND

- 4.1 This report updates the Committee on progress with the 2023/24 Revenue Budget. Appendix 1 to this report summarises the current projected year end (outturn) position for each Service based upon the August 2023 ledger, updated for any subsequent known material movements.
- 4.2 The budget total reflected in Column 1 of Appendix 1 to this report is that approved by the Council in setting the 2023/24 Final Revenue Budget on 1 March 2023 (Report No. 23/72 refers). In addition, adjustments approved by the Council on 4 October 2023 (Report No. 26/268 refers), the Finance & Resources Committee on 26 April and 13 September 2023 (Report Nos. 23/120 and 23/242 refer) and Executive Sub-Committee of the Finance & Resources Committee on 24 July 2023 (Report No. 23/219 refers) are reflected in Appendix 1 (Column 2).

### 5. REVENUE MONITORING – SERVICE BUDGETS

- 5.1 The total net projected under spend on Service budgets, which is summarised in **Section 1 of Appendix 1** to this report, is **£50,000** which represents **0.01%** of total net Service expenditure.
- 5.2 Details of variances against individual Service budgets are shown in **Appendix 2** to this report with the most significant variances summarised below.
- 5.3 The management of Service over and under spends are considered throughout the financial year and may also form part of the Revenue Budget strategy for future years.
- 5.4 There remains a risk that the Council continues to experience increases in costs over the short to medium term that are higher than budgeted inflation levels. This is already being seen in the cost of the materials required by property and housing maintenance teams. Going forward, this may continue to have an impact on projected outturns and future years' budgets.

### Bellwin Scheme

- 5.5 The Service projections that follow **exclude** additional expenditure incurred to date responding to severe weather events. The Council has activated the Bellwin Scheme which is now active for the remainder of the financial year. However, under the terms of the Scheme, the first **£797,780** is to be met by the Council from existing resources.

### Real Living Wage

- 5.6 The Real Living Wage uplift was announced on 24 October 2023 as **£12.00** per hour. The Council has 6 months to implement, and this would normally take place from 1 April. This is in accordance with the Council's Living Wage Employer Accreditation.
- 5.7 There are currently **23 employees** (19.95 FTE) who would benefit from introducing the Real Living Wage earlier than 1 April 2024. The cost of this implementing the Real Living Wage from 1 December 2023 is approximately **£2,000** including employer on-costs in this financial year and would be contained within existing budgets.
- 5.8 **ACTION:** The Committee is asked to approve the proposal to implement the Real Living Wage from 1 December 2023, at an estimated cost of approximately **£2,000**.

### **Education & Children's Services**

- 5.9 The projected outturn for Education & Children's Services excluding Devolved School Management (DSM) and the Pupil Equity Fund (PEF) is currently anticipated to be **£175,000** or 0.1% less than budget – a movement of **£175,000** on the position last reported to Committee. The individual elements contributing to this position are summarised in the following table and narrative.

Function	Projected Outturn			Movement
		£'000	%	£'000
Education Services	Over spend	130	0.3	(215)
Children, Young People & Families	On target	-	-	20
Business & Resource Services	Under spend	(31)	(0.4)	20
Catering Services	Under spend	(274)	(3.8)	-
TOTAL	Under spend	(175)	(0.1)	(175)

- 5.10 Within **non devolved Education Services** there is reduction in the net projected over spend of **£215,000**. This is made up of additional staff slippage (£278,000) and savings on home to school transport (£243,000). This is partially offset by the redirection of education recovery funding (£306,000).
- 5.11 In **Services for Children, Young People & Families** there is a reduction in the projected over spend of **£20,000**. The cost of direct provision to service

users has increased (£111,000) which is partially offset by updated projections on legal & translation fees, client travel and property costs (£91,000).

- 5.12 In **Business & Resource Services** there is a reduction in the projected under spend of **£20,000** due, primarily to updated income projections.
- 5.13 The **Devolved School Management Scheme** is currently projected to be **on target**. However, schools are experiencing challenges in delivering approved staff slippage targets. The budgets for the Devolved School Management scheme are allocated by financial year (April – March), whereas expenditure is incurred by academic year (August – June).
- 5.14 At this stage of the academic year, expenditure met from the **Pupil Equity Fund (PEF)** is projected to be **£100,000** less than the allocation from the Scottish Government of £1.874 million. Schools are being instructed to use this year's PEF by 31 March 2024. It is anticipated that the projected under spend on teacher and support costs of £100,000 will be carried forward to 2024/25 to meet commitments. The budgets for the Pupil Equity Fund scheme are allocated by financial year, whereas expenditure is incurred by academic year.

### Communities

- 5.15 The projected outturn for Communities is currently anticipated to be **on target** - which represents a movement of **£140,000** on the position last reported to Committee. This position is summarised in the following table and narrative.

Function	Projected Outturn			Movement
		£'000	%	£'000
Environmental & Consumer Services	Over spend	140	0.4	95
Culture & Communities	Over spend	150	1.2	150
Planning & Development	Under spend	(70)	(1.1)	(100)
Housing	Over spend	45	0.5	5
Business & Resources	Under spend	(265)	4.4	(290)
<b>TOTAL</b>	<b>On target</b>	<b>-</b>	<b>-</b>	<b>(140)</b>

- 5.16 In **Environmental & Consumer Services** there is an increase in the projected net over spend of **£95,000**. The projected over spend is made up of additional costs relating to vehicle repairs and updated income projections.
- 5.17 In **Culture & Communities** there is a projected over spend of **£150,000** in relation to the review of ALEOs.
- 5.18 In **Planning & Development** there is a reduction in the projected over spend of **£100,000** in relation to planning and building warrant income.
- 5.19 In **Housing** there is an increase in the projected over spend of **£5,000** due to energy costs at Greyfriars Hostel, partially offset by a reduction in the bad debt provision.

5.20 Within **Business & Resources** there is a reduction in the projected over spend of **£290,000** due to staff slippage across the Service, partially offset by increased costs in relation to Tendered Services.

### **Corporate & Democratic Services**

5.21 The projected outturn for Corporate & Democratic Services is currently anticipated to be **£127,000** or 0.3% more than budget – a movement of **£409,000** from the position last reported to Committee. The main movements are summarised in the following table and narrative.

Function	Projected Outturn			Movement
		£'000	%	£'000
Legal & Governance Services	Under spend	(106)	(2.4)	50
Finance	Over spend	77	5.8	34
Human Resources	Under spend	(23)	(0.7)	(11)
IT & Revenues & Benefits	Over spend	179	1.8	336
<b>TOTAL</b>	Over spend	127	0.3	409

5.22 In **Legal & Governance**, there is a reduction in the projected under spend / additional income of **£50,000** due to updated income assumptions.

5.23 Within **Finance** there is an increase in the projected over spend of **£34,000** due to increased software licensing costs.

5.24 In **Human Resources** there is an increase in the projected under spend of **£11,000**, due in the main to staff slippage.

5.25 In **Information Technology and Revenues & Benefits** there is a reduction in the projected under spend of **£336,000**. This is a consequence of updated housing benefit & subsidy activity; increased demand for crisis / community care grants (financial insecurity funding) and revised supplies & services projections.

5.26 Whilst the budget is on target across **Property**, the projected under spends on energy continue to contribute to offsetting the cost of additional maintenance activity.

### **Chief Executive Service**

5.27 The projected outturn for the Chief Executive's Service is currently anticipated to be **£2,000** less than budget.

## **6. REVENUE MONITORING – CORPORATE BUDGETS**

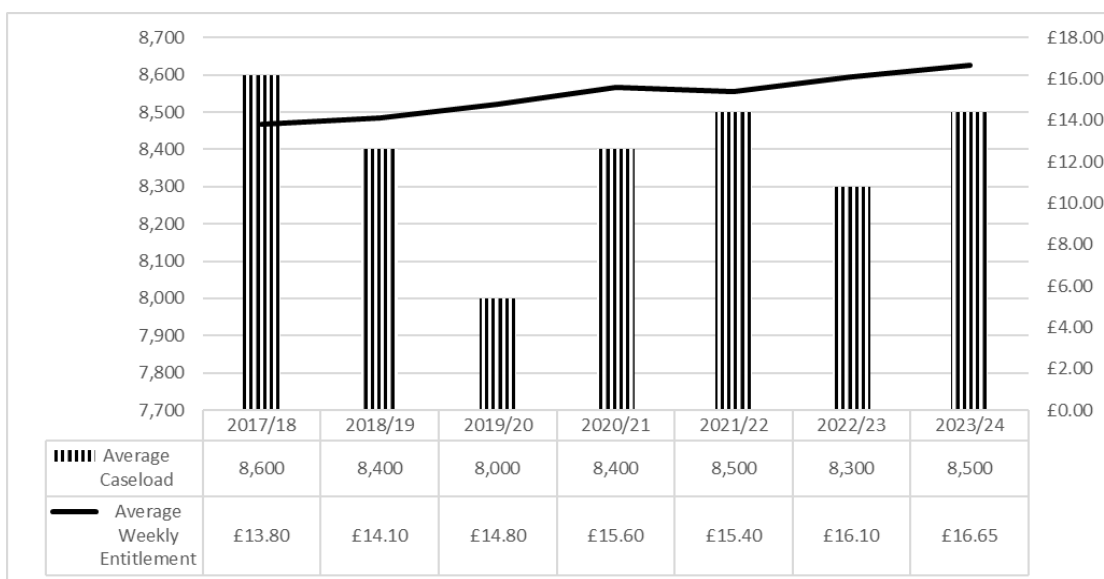
6.1 Included within **Section 2 of Appendix 1** is an update on the Council's Corporate budgets. More information on variances against individual budget headings are set out below.

## Perth & Kinross Integration Joint Board

- 6.2 In setting the 2023/24 final Revenue Budget, Perth & Kinross Integration Joint Board approved the use of Reserves to deliver a balanced position. However, the financial position of the IJB remains challenging due to health and social care continuing to face recruitment challenges, increasing needs and complexities, uncertainty over funding and rising costs particularly within prescribing.
- 6.3 On 18 September 2023, the Audit & Performance Committee of the Perth & Kinross Integration Joint Board received a financial update for the Health & Social Care Partnership. At that time there was a projected over spend of **£2.465 million** which is set out in **Appendix 3**. Within the overall projected over spend, **£1.059 million** relates to social care.
- 6.4 In relation to non-devolved functions there is currently a projected under spend of **£102,000** which is reflected in **Appendix 1**.

## Council Tax Reduction Scheme

- 6.5 The application of the Council Tax Reduction Scheme is a statutory function for the Council. The promotion and encouragement of take up is a key responsibility for the Council, particularly when households are facing significant pressures on the cost of living.
- 6.6 The level of expenditure incurred by the Council is dependent upon two main drivers, firstly, the average number of weekly caseload and, secondly, the average value of weekly entitlements. The following graph sets out both variables over the current and previous six financial years. The graph shows a clear increase in the average weekly entitlement whereas the average caseload has been more volatile but has returned to higher levels.





6.7 In the current financial year, the Council is supporting approximately **8,500** households across Perth and Kinross with the Council Tax Reduction Scheme with an average award of **£16.65** per week. This results in a projected over spend on the Council Tax Reduction Scheme of approximately **£1.2 million** which is reflected in **Appendix 1**.

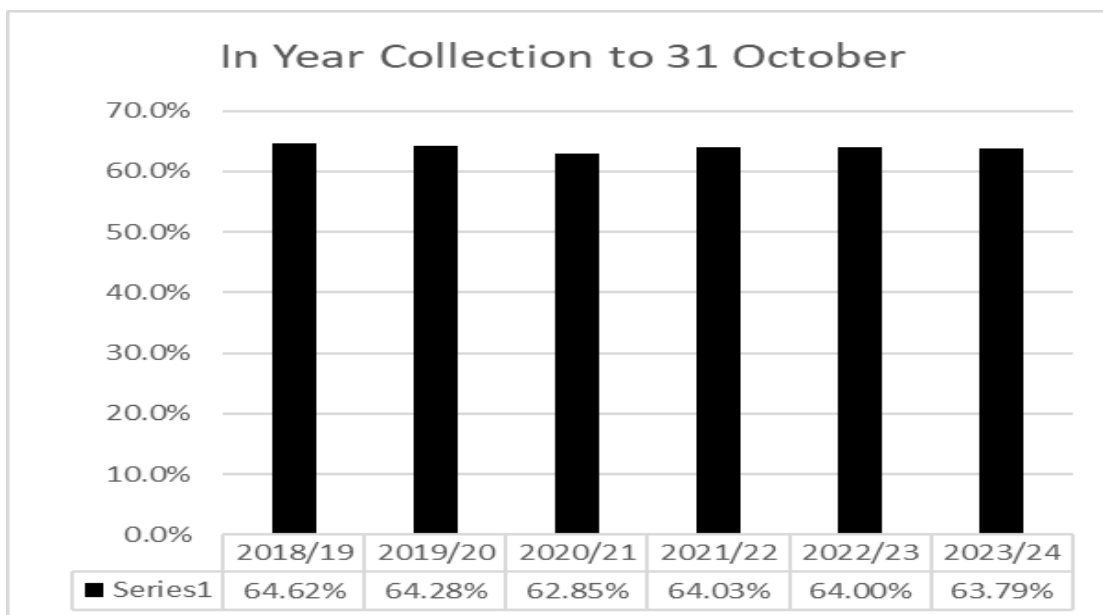
## 7. REVENUE MONITORING – FUNDING

7.1 Further information on the Council’s funding is set out within **Section 3 of Appendix 1**. More information on variances against individual budget headings are set out below.

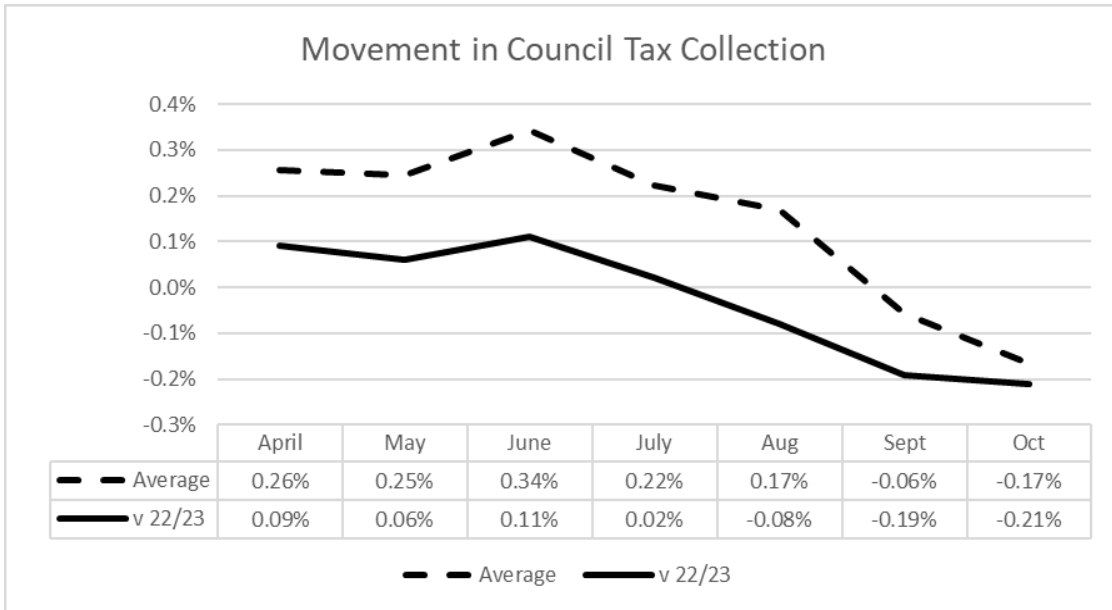
### Council Tax Income

7.2 The amount of income the Council will generate from Council Tax is dependent on two main factors, firstly the collection levels and secondly, the number of Band D properties on the Valuation Roll.

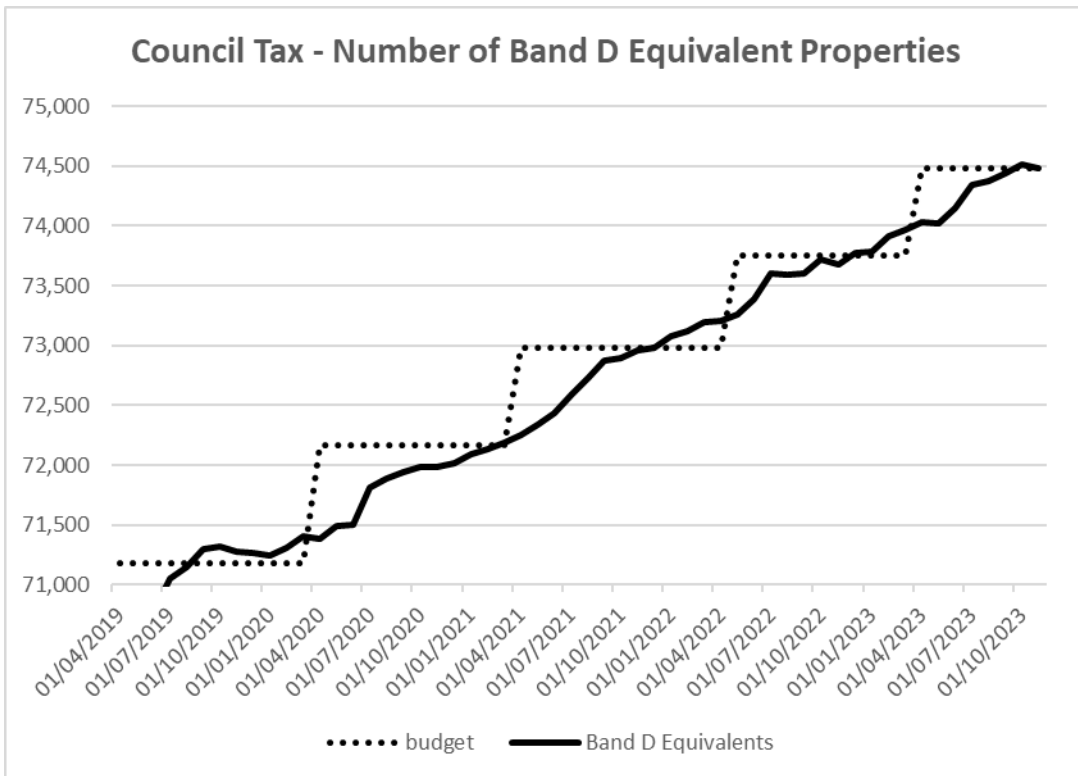
7.3 Monitoring of Council Tax collection levels is carried out monthly. The following graph sets out collection performance to 31 October 2023 together with prior year comparative figures for the previous five financial years.



7.4 Between 2018/19 and 2022/23, the average collection figure to 31 October was 63.96%. The actual collection figure to 31 October 2023 was **63.79%** which is a reduction of **0.17%** compared to the five-year average, and a **0.21%** reduction on the comparable position in 2022.



7.5 Secondly, in setting the Council’s Revenue Budget, assumptions are made on increases in the number of Band D equivalent properties. The graph set out below suggests that actual growth levels are in line with budget assumptions.



7.6 Given the 2023/24 collection rate that is set out at paragraph 7.4 above is consistent with previous years, and that the growth in the number of Band D equivalent properties is in line with expectations, it is currently anticipated that Council Tax income is on target for the current year.

## Non-Domestic Rates

- 7.7 The actual collection rate to 31 October 2023 was **51.83%**, compared to 63.39% for the same period in 2022/23.

## 8. REVENUE MONITORING – OTHER UPDATES

### Impact on Arm's Length External Organisations (ALEOs)

- 8.1 The Council continues to work closely with its three Arm's Length External Organisations (ALEOs) – Live Active Leisure (LAL), Perth Theatre & Concert Hall (PTCH) and Culture Perth & Kinross (CPK) who make an important contribution to the Corporate Plan through the current Culture, Physical Activity and Sport Strategies approved by Council in May 2023.
- 8.2 To date, no significant financial issues have been identified relating to Culture Perth and Kinross or Perth Theatre & Concert Hall.
- 8.3 Live Active Leisure finished 2022/23 with a revenue deficit of **£203,000**. For 2023/24, LAL has a budgeted deficit of **£630,000**, which it expects to rise to **£1.3 million** in 2024/25. For 2023/24, LAL are funding the budgeted deficit from their Reserves and at this stage, there is no ask of the Council.
- 8.4 LAL's projected deficits in 2021/22 and 2022/23 did not materialise, which is positive. However, Council officers will work with LAL throughout the year on best/worst/mid-range projections to ensure that the Committee has more certainty about the likely year end position for 2023/24. This will be particularly important to support work on the ALEO budget positions and SLA awards for 2024/25 given the continuing financial challenges which face the Council.
- 8.5 Furthermore, the impact of the severe weather of the weekend of 7 and 8 October on Bells Sports Centre is still being gathered and will be included in further updates to the Committee.

### Tayside Contracts

- 8.6 The operating environment for Tayside Contracts remains challenging. They continue to experience significant inflationary pressures on the price of staple foods – beyond that of the headline CPI and RPI rates quote more widely – with some increases of over 40% on several main ingredients.
- 8.7 On 20 November 2023, the Tayside Contracts Joint Committee were advised of a potential adverse Trading Account variance against budget of approximately **£3.2 million** for the current financial year. Beyond that, negotiations on the 2023/24 pay award are still ongoing. It is now accepted that the outcome of these negotiations will exceed budgeted levels leading to a further increase in Tayside Contracts running costs, currently estimated at **£2 million**.

- 8.8 Therefore, there is a total potential cost pressure in relation to Tayside Contracts for 2023/24 of approximately **£5.2 million**, which in line with the Minute of Agreement will fall to the three constituent Councils. Of this, Perth & Kinross Council, based on the share of the 2022/23 turnover would be responsible for 40%, resulting in a potential cost pressure of approximately **£2.1 million**.
- 8.9 These pressures will be recognised by increased charges, both retrospectively and for the remainder of the financial year, to Council Services and is reflected in **Appendix 1** with a proposed transfer from unearmarked Reserves.
- 8.10 Tayside Contracts and the three constituent Councils continue to identify mitigating actions although these are limited particularly in the catering activity where most of the cost pressures originate. Wider efficiency and cost saving opportunities are being actioned through the Tayside Contracts Change Plan 2023/24 to 2025/26, progress on which will form part of the new Performance Dashboard to be reported to the Tayside Contracts Joint Committee.
- 8.11 Work will continue between officers of all three Councils and Tayside Contracts to further refine these projections.
- 8.12 Looking beyond the current financial year, officers will include proposals within Revenue Budget submissions to deal with these pressures on a recurring basis which may involve service reductions.
- 8.13 In addition, given the financial challenges facing Tayside Contracts, it is unlikely that the budgeted amount from the Trading Operations surplus of **£550,000** will be received in the current year which has also been reflected in **Appendix 1**.

### **Housing Revenue Account**

- 8.14 The Housing Revenue Account is currently projected to **break even** in the current financial year. The main elements are summarised below and set out in **Appendix 4**.
- 8.15 Across the Housing Revenue Account activity there is a net movement of **£3,000**. The main reason for this movement is due to a reduction in the bad debt provisions based on the latest assessment of rent arrears (£311,000) and miscellaneous other under spends (£24,000), partially offset by a reduction in income (£332,000), primarily from mainstream housing.
- 8.16 As a result of the variances identified above Capital from Current Revenue will increase by **£3,000**.

## **9. 2023/24 ADDITIONAL FUNDING**

- 9.1 Since the 2023/24 Revenue Budget was updated on 13 September 2023 (Report No. 23/242 refers), the Council has been advised of additional funding

for the current financial year from several sources. To ensure that the 2023/24 Management Budget continues to reflect the operational requirements of the Council, several adjustments are required, which are summarised below and included in **Appendix 1** and **Appendix 5**.

#### **Scottish Government – Revenue Support Grant:**

- Scottish Recommended Allowance - Kinship & Foster Carers – £382,447 (Education & Children’s Services)
- Ukraine Resettlement – £755,729 (Communities)

9.2 The Scottish Government has advised that the increase in funding identified above of **£1.138 million** will be made through a redetermination of the Council’s Revenue Support Grant. It is therefore necessary to adjust budgets for Education & Children’s Services, Communities and Revenue Support Grant.

9.3 **ACTION:** The Council is asked to approve the adjustments set out at paragraph 9.2 which is reflected in **Appendix 1** (Column 3) to this report.

#### **Other Funding**

9.4 Other funding amounting to **£2.568 million** will be paid outside the Revenue Support Grant mechanism as Other Grant income and is, therefore, cost neutral in terms of the budget summary. Details of this funding is set out in **Appendix 5**.

9.5 **ACTION:** The Committee is asked to note the receipt of **£2.568 million** of additional resources, with this funding being reflected within Education & Children’s Services and Communities as additional grant income. The current projected outturn assumes that all these additional resources will be fully expended in 2023/24 or will be carried forward under the terms of the grant award.

### **10. 2023/24 VIREMENTS**

#### **Contribution to/from Capital Fund**

10.1 In line with the strategy for managing the Council’s Capital Programme over the medium term, it is recommended that the eventual over or under spend on Capital Financing Costs and Interest on Revenue Balances be transferred from or to the Capital Fund.

10.2 The latest monitoring indicates a projected reduction in capital financing costs (loan charges) of **£45,000** based on the latest treasury management activity and an increase of **£363,000** in income from interest on revenue balances due to rising rates. This will result in a further increased Contribution to the Capital Fund of **£408,000** in the current financial year.

- 10.3 **ACTION:** The Committee is requested to approve the virement of **£45,000** from the Capital Financing Costs (Loan Charges) Budget and **£363,000** to Interest on Revenue Balances with a corresponding increase in the projected Contribution to the Capital Fund. These adjustments have been reflected in **Appendix 1** (Column 4) to this report.
- 10.4 At 31 March 2023, the unaudited Annual Accounts included a Capital Fund balance of **£26.343 million**. The Capital Fund is currently projected to peak in 2024/25 at approximately **£34.732 million**, before gradually reducing until fully utilised in 2034/35.

### **Service Virements**

- 10.5 To ensure that the 2023/24 Management Revenue Budget continues to reflect current Service needs and operational requirements there are several virements that are reflected in **Appendix 1** (Column 4) that have been processed in line with the Scheme of Administration.

## **11. 2023/24 MOVEMENTS IN RESERVES**

- 11.1 Included at **Appendix 6** is an update on the Council's General Fund Reserves. The appendix includes the following:

- Earmarked and unearmarked Reserves as at 31 March 2023 (per unaudited Annual Accounts).
- previously approved contributions to and from earmarked Reserves in 2023/24, 2024/25 and 2025/26.
- The impact of proposals within this report on earmarked Reserves.
- Known commitments against earmarked Reserves.
- The impact of the latest revenue monitoring on the level of unearmarked Reserves.

- 11.2 The earmarked Reserves are brigaded under three headings as follows:

- i. Balances held under statute / regulation – these earmarked Reserves are prescribed under legislation and the Council has limited discretion in how they are applied.
- ii. Balances held for specific (previously approved) purposes – the purpose of these earmarked Reserves has been previously approved by Council in either the Reserves Strategy or Annual Accounts
- iii. Balances held for other purposes – the creation of these earmarked Reserves has been approved by Council, but not specific proposals.

- 11.3 Proposals involving earmarked Reserves under i. and ii. above will be advised to Committee in summary as Council either has limited discretion or previously approved their application. Proposals to apply earmarked Reserves under iii. above will include more detail for elected member consideration.

## Balances Held Under Statute / Regulation

- 11.4 Approval is sought to draw down **£195,000** from the **Council Tax Income for Affordable Housing** earmarked Reserve due to 16 properties being brought back into use through the empty homes initiative.
- 11.5 **ACTION:** The Committee is asked to approve the transfer of **£195,000** from the Council Tax Income for Affordable Housing earmarked Reserve to Communities. This adjustment is reflected in **Appendix 1** (Column 5) to the report.

## Balances Held for Specific (Previously Approved) Purposes

- 11.6 These earmarked Reserves have previously been approved by elected members in their consideration of the Reserves Strategy or Annual Accounts. The proposals listed below will draw down earmarked Reserves to take forward approved proposals.
- Project Feasibility Fund - £96,000
  - Climate Change - £153,000
  - Local Area Partnerships - £30,000
- 11.7 Furthermore, in setting the 2023/24 Revenue Budget in March 2023 the **Council Approved Expenditure** to fund several specific initiatives. For a variety of reasons including consultation and capacity issues, there has been slippage in the delivery of a few of these projects that may result in the expenditure not being incurred in the current financial year. Projects totalling **£219,000** are set out at **Appendix 7**.
- 11.8 Should the Committee confirm that that the projects remain a priority for the Council then the balances set out in **Appendix 7** will be transferred to an earmarked Reserve to ensure that the funding is in place to ensure delivery. The final outturn for individual projects may change before the end of the financial year. Therefore, by agreeing the projects within **Appendix 7**, the Committee is confirming that the initiative remains a priority and that the final under spend will be earmarked within Reserves.
- 11.9 Should any of the projects no longer be a priority, the projected under spend would be available to support the financial management of the Council in both current and future financial years.
- 11.10 **ACTION:** the Committee is asked to confirm that the projects listed in **Appendix 7** remain a priority and that the final under spends, currently projected at **£219,000** are transferred to an earmarked Reserve to ensure delivery.
- 11.11 Subject to approval of the proposals included within this report and recognising the known commitments, the level of earmarked Reserves will reduce to **£28.894 million**.

## Scottish Crannog Centre

- 11.12 On 1 February 2023, the Finance & Resources Committee agreed to underwrite up to **£210,000** of a contingency allowance for the Scottish Crannog Centre (Report No. 23/30 refers). This contingency was put in place to contribute to unforeseen, necessary works, not additional works or contract inflation.
- 11.13 On 13 September 2023, the Finance & Resources Committee agreed to provide a contribution of £93,000 towards completion of the project (Report No. 23/242 refers).
- 11.14 The Scottish Crannog Centre has now requested a further **£115,000** as a result of on-site remeasurements, the condition of existing structures, fuller design development during construction and extension of time claims.
- 11.15 **ACTION:** The Committee is asked to approve the transfer of **£115,000** from unearmarked Reserves to Communities to support the Scottish Crannog Centre. This adjustment is reflected in **Appendix 1** and **Appendix 6**.
- 11.16 When the above recommendations along with the implications of the current revenue monitoring and previous approved decisions are factored into the Council's Reserves position, unearmarked Reserves are projected to reduce to **£14.189 million (3%)**.

## 12. FINANCIAL RISKS

- 12.1 In preparing the Council's 2023/24 Revenue Monitoring, officers have considered the key strategic, operational and financial risks facing the Council over this period. Whilst the risks may be managed in the current financial year, there is the potential for there to be an impact in the future.
- 12.2 To alleviate the impact these risks may have if they occur, a number of general risk mitigation factors are utilised by the Council which include detailed budget monitoring carried out by Services and having general fund balances available to meet unforeseen expenditure.
- 12.3 Financial risks previously identified are summarised in Appendix 8, with updates set out below. New risks are captured within the body of the report with a summary being maintained in Appendix 8.

### Inflation

- 12.4 There continues to be a risk that inflation impacts on both Revenue and Capital budgets, and that assumptions made in setting budgets prove to be too optimistic.



### 13. CONCLUSION

- 13.1 Based on the August 2023 ledger, a projected over spend of **£1.598 million** has been identified in the current financial year.
- 13.2 This level of projected over spend and contributions from unearmarked Reserves included within this and previous reports will result in a reduction in the level of unearmarked Reserves to **£14.189 million** or **3%**.
- 13.3 The financial position of the Council and its partners and ALEOs remains challenging and regular updates will be provided to the Council and the Finance & Resources Committee as the position develops.

### APPROVED

<b>Name</b>	<b>Designation</b>	<b>Date</b>
Stewart Mackenzie	Head of Finance	2 November 2023
Karen Donaldson	Chief Operating Officer	2 November 2023

## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

Strategic Implications	Yes / None
Community Plan / Single Outcome Agreement	None
Corporate Plan	Yes
Resource Implications	
Financial	Yes
Workforce	Yes
Asset Management (land, property, IST)	Yes
Assessments	
Equality Impact Assessment	Yes
Strategic Environmental Assessment	Yes
Sustainability (community, economic, environmental)	Yes
Legal and Governance	None
Risk	None
Consultation	
Internal	Yes
External	None
Communication	
Communications Plan	None

### 1. Strategic Implications

#### Corporate Plan

1.1 The Council's Corporate Plan 2022 – 2027 lays out seven outcome focussed strategic objectives which provide clear strategic direction, inform decisions at a corporate and service level and shape resources allocation. They are as follows:

- Tackling poverty
- Tackling climate change and supporting sustainable places
- Growing a sustainable and inclusive local economy
- Enabling our children and young people to achieve their full potential
- Protecting and caring for our most vulnerable people
- Supporting and promoting physical and mental wellbeing
- Placing communities at the heart of how we work

1.2 This report relates to all these objectives.

### 2. Resource Implications

#### Financial

2.1 There are no direct financial implications arising from this report other than those reported within the body of the main report.

### Workforce

- 2.2 There are no direct workforce implications arising from this report other than those reported within the body of the main report.

### Asset Management (land, property, IT)

- 2.3 There are no direct asset management implications arising from this report other than those reported within the body of the main report.

## **3. Assessments**

### Equality Impact Assessment

- 3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties.
- 3.2 The information contained within this report has been considered under the Corporate Equalities Impact Assessment process (EqIA) and has been assessed as **not relevant** for the purposes of EqIA.

### Strategic Environmental Assessment

- 3.3 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.
- 3.4 The information contained within this report has been considered under the Act. However, no action is required as the Act does not apply to the matters presented in this report.

### Sustainability

- 3.5 Under the provisions of the Local Government in Scotland Act 2003 the Council must discharge its duties in a way which contributes to the achievement of sustainable development. In terms of the Climate Change Act, the Council has a general duty to demonstrate its commitment to sustainability and the community, environmental and economic impacts of its actions.
- 3.6 The information contained within this report has been considered under the Act. However, no action is required as the Act does not apply to the matters presented in this report.

## **4. Consultation**

### Internal

- 4.1 The Executive Leadership Team have been consulted in the preparation of this report.

## **2. BACKGROUND PAPERS**

- 2.1 No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information) were relied on to any material extent in preparing the above report.

## **3. APPENDICES**

Appendix 1 – 2023/24 Management Budget

Appendix 2 – General Fund 2023/24 Projected Outturn – Service Analysis

Appendix 3 – Health & Social Care Partnership

Appendix 4 – Housing Revenue Account 2023/24 Projected Outturn

Appendix 5 – Other Fundings

Appendix 6 – General Fund Balances

Appendix 7 – Council Approved Expenditure

Appendix 8 – Financial Risks

PERTH & KINROSS COUNCIL GENERAL FUND  
2023/24 REVENUE BUDGET - SUMMARY

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
	2023/24 Council Approved Budget	Previously Approved Adjustments (Net)	Movements in Funding	Virements	Movements in Reserves	2023/24 Revised Mgt Budget	Projected Outturn	Variance to Revised Mgt Budget £'000	Variance to Revised Mgt Budget %
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	%
<b>SECTION 1</b>									
<b>Service Budgets</b>									
Education & Children's Services	230,985	5,906	382		2,050	239,323	239,148	(175)	(0.1%)
Communities	70,439	9,199	756	(69)	392	80,717	80,717	0	0.0%
Corporate & Democratic Services	39,596	1,046		69	(46)	40,665	40,792	127	0.3%
Chief Executive Service	3,712	1,341				5,053	5,051	(2)	(0%)
<b>Sub - Total: Service Budgets</b>	<b>344,732</b>	<b>17,492</b>	<b>1,138</b>	<b>0</b>	<b>2,396</b>	<b>365,758</b>	<b>365,708</b>	<b>(50)</b>	<b>(0.01%)</b>
<b>SECTION 2</b>									
<b>Corporate Budgets</b>									
Health & Social Care	83,958	3,045				87,003	86,901	(102)	(0%)
Contribution to Valuation Joint Board	1,309					1,309	1,309	0	0.0%
Capital Financing Costs	15,137	(130)		(45)		14,962	14,962	0	0.0%
Interest on Revenue Balances	(5054)	(633)		(363)		(6,050)	(6,050)	0	0.0%
Net Contribution to/(from) Capital Fund	3,099	763		408		4,270	4,270	0	0.0%
Contribution to/(from) Insurance Fund	200					200	200	0	0.0%
Trading Operations Surplus	(550)					(550)	0	550	100.0%
Support Service External Income	(2153)					(2,153)	(2,153)	0	0.0%
Tayside Pension Fund	1,725	(70)				1,655	1,655	0	0.0%
Apprenticeship Levy	818	138				956	956	0	0.0%
Council Tax Reduction Scheme	6,200					6,200	7,400	1,200	19.4%
Discretionary Relief	1,104					1,104	1,104	0	0.0%
<b>Net Expenditure (General Fund)</b>	<b>450,525</b>	<b>20,605</b>	<b>1,138</b>	<b>0</b>	<b>2,396</b>	<b>474,664</b>	<b>476,262</b>	<b>1,598</b>	<b>0.3%</b>
<b>SECTION 3</b>									
<b>Funding</b>									
Revenue Support Grant	(239,627)	(8,211)	(1,138)			(248,976)	(248,976)	0	0.0%
Ring Fenced Grant	(17,725)	4				(17,721)	(17,721)	0	0.0%
Non Domestic Rate Income	(60,754)					(60,754)	(60,754)	0	0.0%
Council Tax Income	(103,914)					(103,914)	(103,914)	0	0.0%
Capital Grant	(1,600)	(30)				(1,630)	(1,630)	0	0.0%
<b>Total Financing</b>	<b>(423,620)</b>	<b>(8,237)</b>	<b>(1,138)</b>	<b>0</b>	<b>0</b>	<b>(432,995)</b>	<b>(432,995)</b>	<b>0</b>	<b>0.0%</b>
<b>Financed from/(returned to) Reserves</b>	<b>26,905</b>	<b>12,368</b>	<b>0</b>	<b>0</b>	<b>2,396</b>	<b>41,669</b>	<b>43,267</b>	<b>1,598</b>	



**PERTH & KINROSS COUNCIL - GENERAL FUND 2023/24 PROJECTED OUTTURN - SERVICE ANALYSIS**  
**(Based on Expenditure to 31 August 2023)**

SERVICE	Variance £'000	Variance £'000	Summary of Service Variances
<b>Education &amp; Children's Services</b>			
Total	(175)	0	<p><b>DEVOLVED SCHOOL MANAGEMENT SCHEME (DSM)</b>                      There are 66 primary schools, 7 secondary schools, 4 all through schools, 46 nurseries and early learning centres and 1 special school within the Council's DSM scheme. Each school has an individual budget, primarily based on pupil numbers. Headteachers are responsible for the annual budgets devolved to them in April each year. The total DSM budget for 2023/24 is <b>£132.051 million</b> including carry forwards.</p> <p>Within the scheme there is a facility allowing for DSM balances, whether surplus or deficit, to be brought forward from the previous financial year. In addition to the resources devolved, balances may also be available to headteachers of schools that have a carry forward. In 2022/23, <b>£722,000</b> of DSM balances were brought forward</p> <p>The Devolved School Management Scheme is currently on budget. Schools are experiencing challenges in achieving staff slippage targets.</p>
		(100)	<p><b><u>Pupil Equity Fund</u></b>                      The majority of schools within Perth &amp; Kinross Council have been allocated a share of £1.874 million of Pupil Equity Funding from the Scottish Government as a ring fenced grant. Schools are being instructed to use this year's PEF Grant by 31 March 2024 as per the revised Scottish Government guidance. At this time £100,000 is projected to be carried forward into 2024/25 for teacher and support staff costs to the end of the current academic year.</p>
		100	<p>Projected carry forward of Pupil Equity Funding.</p>
		(480)	<p><b><u>NON DEVOLVED Education Services</u></b></p> <p><b><u>Nursery Sector</u></b>                      Additional slippage due to turnover of staff and appointments at the lower end of pay scales.</p>
		(32)	<p>Projected under spend on non domestic rates.</p>
		88	<p>Projected under recovery of income due to reduced attendances at Kids Clubs</p>
		1,026	<p><b><u>Primary Sector</u></b>                      Slippage target currently not being met within primary sector due to requirement to maintain teacher numbers.</p>
		0	<p>Education Recovery funding applied towards slippage target.</p>
		(141)	<p>Projected under spend on home to school transport.</p>
		52	<p><b><u>Secondary Sector</u></b>                      Staff slippage target not being met.</p>
		(95)	<p>Projected under spend on home to school transport.</p>
		5	<p>Increased loan charges due to interest rate rises.</p>
		(307)	<p><b><u>Special Sector</u></b>                      Additional slippage due to turnover of staff and appointments at the lower end of pay scales.</p>
		(7)	<p>Projected under spend on home to school transport.</p>
		21	<p>Increased loan charges due to interest rate rises.</p>
		(150)	<p><b><u>Services for Children, Young People &amp; Families</u></b>                      Projected under spend taking account of non-recurring funding of £800,000 provided for 2023/24.</p>
		51	<p>Projected over spend on legal fees and translation / interpreter services</p>
		(26)	<p>Projected under spend on property costs.</p>
		59	<p>Projected over spend on client travel.</p>
		(85)	<p>The budget for young people with complex behavioural issues, which includes a number of pupils placed within residential schools, is projected to under spend following the provision of £1.152 million of non-recurring</p>
		149	<p>Projected over spends on Kinship Care (£25,000), Foster Care (£112,000) and Adoption (£12,000) due to increased demand.</p>
		35	<p>There is a projected over spend in relation to supporting care experienced young people (continuing care, supported accommodation) due to a doubling of the number of DWP clients.</p>
		81	<p>There is a projected over spend on self directed support (children &amp; disability team - respite provision) due to the level of demand and an increase to the hourly rate paid to clients.</p>
		(114)	<p>Additional grant funding from Unaccompanied Asylum Seeking Children (£110,000) and income from the Duke of Edinburgh scheme (£4,000) which offset some of the costs above.</p>

**PERTH & KINROSS COUNCIL - GENERAL FUND 2023/24 PROJECTED OUTTURN - SERVICE ANALYSIS**  
**(Based on Expenditure to 31 August 2023)**

SERVICE	Variance £'000	Variance £'000	Summary of Service Variances
			<p><b><u>Business and Resources Services</u></b></p> <p>(66) Additional slippage due to turnover of staff.  35 Reduced income from school lets due to reduction in take up as well as closure of Perth High School pitch.</p> <p><b><u>Catering Services</u></b></p> <p>(500) Projected under spend within the Early Learning &amp; Childcare 1140 grant for nursery meals based on latest uptake.  (74) Projected net under spend on school meals due to uptake.  300 Projected reduction in school meal income.</p>



**PERTH & KINROSS COUNCIL - GENERAL FUND 2023/24 PROJECTED OUTTURN - SERVICE ANALYSIS**  
**(Based on Expenditure to 31 August 2023)**

SERVICE	Variance £'000	Variance £'000	Summary of Service Variances
<b>Communities</b>			
Total	0		
			<b>ENVIRONMENTAL AND CONSUMER SERVICES</b>
			<b>Roads</b>
		(100)	Projected additional income from statutory road network works
		65	Projected over spend on flood maintenance contracts
		(50)	Projected under spend on Street Lighting maintenance
			<b>Regulation</b>
		25	Projected shortfall in Corporate Health and Safety income
			<b>Operations</b>
		300	Projected net shortfall in commercial waste income
		(250)	Projected additional income from sale of recyclates due to favourable market prices and introduction of twin-streaming collection
		35	Additional hire costs for refuse collection vehicles
		(100)	Projected saving on waste disposal contract following introduction of twin-streaming collection
			<b>Fleet Management</b>
		(115)	Saving on loan charges due to slippage on planned vehicle replacement programme
		200	Additional cost of vehicle materials and repairs
			<b>Waste Strategy</b>
		40	Additional consultancy costs to support the review of operational assets.
		130	Projected expenditure on education and awareness for introduction of twin-streaming collection service
			<b>Bereavement Services</b>
		(40)	Additional income from Bereavement Services
			<b>CULTURE AND COMMUNITIES</b>
		150	Savings delayed on Single Cultural Trust
			<b>PLANNING AND DEVELOPMENT</b>
		30	Perth Harbour - projected increase in operating costs /shortfall in income
		(100)	Projected additional Planning & Building Warrant Income based on income trend to date
			<b>HOUSING</b>
		45	Projected increase in energy costs at Greyfriars Hostel
		20	Void Rent Loss for housing support properties
		(20)	Temporary accommodation - reduction in estimated bad debt provision
			<b>BUSINESS AND RESOURCES</b>
			<b>Service Wide</b>
		(350)	Slippage in excess of budgeted target
			<b>Public Transport Unit / Car Parking Account</b>
		25	Perth Bus Station - increased costs
		60	Projected net over spend on Tendered Services

**PERTH & KINROSS COUNCIL - GENERAL FUND 2023/24 PROJECTED OUTTURN - SERVICE ANALYSIS**  
**(Based on Expenditure to 31 August 2023)**

SERVICE	Variance £'000	Variance £'000	Summary of Service Variances
<b>Corporate &amp; Democratic Services</b>			
Total	127		
		(109)	<b>Legal &amp; Governance Services</b>
		3	Projected under spend on staff costs. Updated projections in relation to income and supplies and services.
		77	<b>Finance</b> Over spend on external audit fee following increase in charges and licensing costs.
		(44)	<b>Human Resources</b>
		21	Projected under spend on staff costs. Projected over spend on supplies and services.
		(40)	<b>Information Technology and Revenues &amp; Benefits</b>
		86	Projected under spend on staff costs
		78	Projected over spend on supplies and services, including postages, interpreter services and licensing costs
		55	Projected over spend on crisis grants and community care grants Projected shortfall in income
		503	<b>Property</b> Projected overspend on property maintenance across the Council estate
		(344)	Projected under spend on energy based on consumption to date.
		(229)	Projected under spend on Pullar House due to updated inflation assumptions
		70	Net over spend across the function including non-delivery of slippage target
<b>Chief Executive Service</b>			
Total	(2)		
		(2)	<b>Core Costs</b> Staff slippage and additional income
<b>TOTAL</b>	<b>(50)</b>		

Perth and Kinross Integration Joint Board (IJB)  
 Projected outturn based on Revenue Monitoring to 31 July 2023

	Projected Out-turn Over / (Under) Spend		
	Social Care	Health	Health & Social Care Partnership
	£'000	£'000	£'000
<b>DEVOLVED FUNCTIONS</b>			
Older People Services	1,252	495	1,747
Adult Services	(481)	(200)	(681)
Other Community Services	(158)	0	(158)
Management/Commissioned/Other	30	(110)	(80)
Undelivered Savings	1,288	740	2,028
<b>Sub Total - Hospital &amp; Community Health</b>	<b>1,931</b>	<b>925</b>	<b>2,856</b>
P&K IJB Lead Partner	0	(270)	(270)
Dundee & Angus Hosted Services Recharges In/Out excl Covid	0	754	754
<b>Sub Total - Lead Partner Arrangement</b>	<b>0</b>	<b>484</b>	<b>484</b>
GP Prescribing / Other Family Health Services	0	2,500	2,500
General Medical Services / Family Health Services	0	467	467
<b>Sub Total - PKHSCP</b>	<b>1,931</b>	<b>4,376</b>	<b>6,307</b>
Approved Use of General Reserves in 2023/24	(872)	(2,970)	(3,842)
<b>Total Projected Outturn PKHSCP</b>	<b>1,059</b>	<b>1,406</b>	<b>2,465</b>
<b>NON - DEVOLVED FUNCTIONS</b>	<b>(102)</b>		<b>(102)</b>



**PERTH & KINROSS COUNCIL - HOUSING REVENUE ACCOUNT 2023/24 PROJECTED OUTTURN**  
**(Based on expenditure to 31 August 2023)**

£'000	Summary of Service Variances
(69)	<p><b>Housing Repairs</b>                      Projected under spend on staff costs (£86,000) and supplies &amp; services (£8,000), partially offset by additional property costs (£5,000) and internet of things (£21,000).</p>
(1)	<p><b>Improvements</b>                      Projected under spend on staff costs.</p>
192	<p><b>Letham, North &amp; South</b>                      Projected over spends on IT costs (£90,000); staff costs (£10,000); decant costs in relation to burst pipes (£38,000); garden maintenance (£31,000); costs fo uplifts, cleans &amp; grass cuts (£44,000); cleaning (£5,000) and other non-staff related budgets (£7,000). These are partially offset by a projected under spend on sheriff officer fees (and related income) (£20,000) and transport costs (£13,000).</p>
1	<p><b>Perth City and Specialist</b>                      Projected over spends decant costs / disturbance payments relating to burst pipes (£42,000). These are partially offset by staff slippage (£15,000); additional income from the Common Housing Register (£18,000) and energy costs (£8,000).</p>
12	<p><b>Housing Management</b>                      Projected over spend on staff costs.</p>
(356)	<p><b>Administration</b>                      Projected under spend on bad debt provision based on latest assessment of arrears (£300,000) and increased net income from recharges to and from the Housing Revenue Account (£56,000).</p>
108	<p><b>Income</b>                      Projected shortfall in mainstream rental income due to less properties than anticipated when budget was set (£344,000) and reduced income for commercial rent (£30,000). These are partly offset by projected increased income for Interest on Revenue Balances (£250,000) and additional income for garages and lock-ups (£16,000).</p>
113	<p><b>Capital Financed from Current Revenue</b>                      As a result of the projected net under spends highlighted above, this is the increase in the amount available to invest in the HRA capital programme from the Revenue Budget.</p>
<b>0</b>	



## Other Grant Funding

<b>Education &amp; Children's Services</b>	
Scottish Government – Education Maintenance Allowance 23/24	£247,900
<b>Communities</b>	
Scottish Government - Electric Vehicle Fund	£60,000
UK Government - Homes for Ukraine	£170,730
Cycling Scotland - Residential Cycle Storage & Parking Fund	£131,324
UK Government - UK Shared Prosperity Fund	£1,494,458
Scottish Government - Perth Y Centre	£380,000
Nature Scotland - Visitor Rangers	£83,688
<b>TOTAL</b>	<b>£2,568,100</b>





## General Fund Reserves Update

	31/3/23 £m	Contributions from / (to) Reserves			Proposals Included in Report £m	Commit- ments	Balance £m
		23/24 £m	24/25 £m	25/26 £m			
<b>General Fund Balance</b>	<b>70.046</b>						
<b>Balances Held Under Statute / Regulation</b>							
- Revenue Grants	(16.270)	10.078					(6.192)
- Council Tax Income for affordable housing	(4.353)	(0.083)	(0.283)	(0.283)	0.195		(4.807)
- Developers Contributions: Affordable Housing	(4.298)						(4.298)
- Car Parking	(1.512)						(1.512)
- Developers Contributions: Commuted Sums	(1.242)						(1.242)
- Devolved School Management	(0.722)	0.722					0.000
<b>Sub total</b>	<b>(28.397)</b>	<b>10.717</b>	<b>(0.283)</b>	<b>(0.283)</b>	<b>0.195</b>	<b>0.000</b>	<b>(18.051)</b>
<b>Balances Held for Specific (Previously Approved) Purposes</b>							0.000
- Services for Children, Young People & Families	(2.139)	1.858					(0.281)
- Contribution to 2023/24 Revenue Budget	(1.699)	1.699					0.000
- Perth High School	(1.446)	0.450	0.312				(0.684)
- Culture	(1.172)	0.031					(1.141)
- Learning Estate Decants	(0.700)	0.700					0.000
- Financial Insecurity	(0.680)	0.680					0.000
- School Counsellors	(0.556)	0.227	0.227	0.102			0.000
- Works Maintenance	(0.400)	0.200					(0.200)
- Bertha Park High School	(0.347)	0.274					(0.073)
- Modern Apprentice Scheme	(0.340)	0.033				0.307	0.000
- Project Feasibility Fund (Covid-19)	(0.279)	0.115			0.096		(0.068)
- Cemetery Walls	(0.271)	0.026	0.126	0.119			0.000
- Primary School at Bertha Park	(0.270)						(0.270)
- Perth and Kinross Offer	(0.252)	0.252					0.000
- PH20	(0.212)	0.150					(0.062)

## General Fund Reserves Update

	31/3/23 £m	Contributions from / (to) Reserves			Proposals Included in Report £m	Commit- ments	Balance £m
		23/24 £m	24/25 £m	25/26 £m			
- Working Smarter (Covid-19)	(0.194)	0.040	0.120	0.034			0.000
- UCI Cycling World Championships	(0.180)	0.180					0.000
- Climate Change	(0.153)				0.153		0.000
- Ventilation Measures	(0.114)	0.090	0.024				0.000
- Salix	(0.113)	0.025				0.088	0.000
- Local Area Partnerships	(0.090)				0.030		(0.060)
- Community Investment Fund	(0.089)	0.051					(0.038)
- Grounds Maintenance ( A9/A85)	(0.060)	0.060					0.000
- Local Government Elections	0.000	(0.053)	(0.053)	(0.053)		0.159	0.000
- Financial Assistance (Mod)	0.000	(0.020)	(0.020)	(0.020)			(0.060)
- Council Approved Expenditure	0.000				(0.219)		(0.219)
<b>Sub total</b>	<b>(11.756)</b>	<b>7.068</b>	<b>0.736</b>	<b>0.182</b>	<b>0.060</b>	<b>0.554</b>	<b>(3.156)</b>
<b>Balances Held for Other Purposes</b>							<b>0.000</b>
- Transformation & Workforce Management	(9.530)	2.844	0.260	0.060			(6.366)
- Covid-19	(2.193)	0.479	0.040				(1.674)
<b>Sub total</b>	<b>(11.723)</b>	<b>3.323</b>	<b>0.300</b>	<b>0.060</b>	<b>0.000</b>	<b>0.000</b>	<b>(8.040)</b>
<b>Earmarked Reserves</b>	<b>(51.876)</b>	<b>21.108</b>	<b>0.753</b>	<b>(0.041)</b>	<b>0.255</b>	<b>0.554</b>	<b>(29.247)</b>
<b>Uncommitted General Fund Balance</b>	<b>18.170</b>						
<b>Impact of Current Year Projected Outturn</b>	<b>(1.598)</b>						
<b>Commitments from unearmarked Reserves</b>	<b>(2.383)</b>						
<b>Updated Uncommitted General Fund Balance</b>	<b>14.189</b>						
<b>Percentage of Net Revenue Budget</b>	<b>3.0%</b>						

## Council Approved Projects - 1 March 2023

<b>Education &amp; Children's Services</b>	
Secondary School Estate Review	£50,000
<b>Communities</b>	
Intensive Housing Support	£70,000
Loch Leven Heritage Trail	£53,000
<b>Chief Executive's Service</b>	
Child Poverty Funding	£46,000
<b>Total</b>	<b>£219,000</b>



## FINANCIAL RISKS

Risk to Revenue Budget	Mitigation
1 Achievement of <b>staff slippage</b> targets, particularly relating to teacher numbers and impact on pupil / teacher ratio	<ul style="list-style-type: none"> <li>- Proactive workforce management</li> <li>- Revenue monitoring</li> <li>- Future budget submissions</li> </ul>
2 Increasing demand / need / complexity for services for <b>children, young people and families</b> and reducing budgets.	<ul style="list-style-type: none"> <li>- Proactive management</li> <li>- Revenue monitoring</li> <li>- Future budget submissions</li> </ul>
3 Ceasing of additional <b>Financial Insecurity Funding</b> on 31 March 2024.	<ul style="list-style-type: none"> <li>- Proactive management</li> <li>- Revenue monitoring</li> <li>- Future budget submissions</li> </ul>
4 Current year non-teaching <b>pay awards</b>	<ul style="list-style-type: none"> <li>- Revenue monitoring</li> <li>- Future budget submissions</li> </ul>
5 Support for <b>Tayside Contracts</b>	<ul style="list-style-type: none"> <li>- Tayside Contracts Governance &amp; Strategy Group</li> <li>- Revenue monitoring</li> <li>- Future budget submissions</li> </ul>
6 <b>Inflation</b>	<ul style="list-style-type: none"> <li>- Revenue monitoring</li> <li>- Future budget submissions</li> </ul>



**PERTH & KINROSS COUNCIL**

**Finance & Resources Committee**

**22 November 2023**

**COMPOSITE CAPITAL BUDGET 2023/28 & HOUSING INVESTMENT  
PROGRAMME 2023/28 – MONITORING REPORT No.2**

**Report by Head of Finance  
(Report No. 23/316)**

**1. PURPOSE**

- 1.1 This report provides a summary position to date for the 5-year Composite Capital Budget and the 5-year Housing Investment Programme for 2023/24 to 2027/28 and seeks approval for adjustments to the programmes.

**2. RECOMMENDATIONS**

- 2.1 It is recommended that the Committee:

- (i) notes the contents of this report.
- (ii) approves the proposed adjustments to the five-year Composite Capital Budget 2023/24 to 2027/28 set out in Sections 5 and 6 of this report and summarised in Appendices I and II.
- (iii) approves the proposed adjustments to the Housing Investment Programme Budget 2023/24 to 2027/28 set out in Section 7 of this report and summarised in Appendix III.

**3. STRUCTURE**

- 3.1 This report is structured over the following sections:

- Section 4: Background / Main Issues
- Section 5: Composite Capital Programme – Gross Capital Resources
- Section 6: Composite Capital Programme – Expenditure
- Section 7: Housing Investment Programme
- Section 8: Summary

**4. BACKGROUND / MAIN ISSUES**

- 4.1 The Finance & Resources Committee approved an updated five-year gross Composite Capital Budget for 2023/24 to 2027/28 totalling **£623,150,000** and a five-year gross Housing Investment Programme for 2023/24 to 2027/28 totalling **£92,205,000** at its meeting on 13 September 2023 (report 23/243 refers).
- 4.2 This report advises on expenditure to 30 September 2023, and the latest estimate of the projected outturn for each of the years to 2027/28 for the Composite Programme and for the Housing Investment Programme.

## 5. COMPOSITE CAPITAL PROGRAMME – GROSS CAPITAL RESOURCES

5.1 The current estimated total gross capital resources (which includes movements in Capital Receipts, Capital Grants, Contributions and borrowing) available over the five years 2023/24 to 2027/28 amount to **£623,484,000**.

5.2 Movements from the revised Composite Capital Budget approved on 13 September 2023 for the five years are summarised in the table below, and the constituent elements for each year are shown in Appendix I.

<b>Total Gross Composite Capital Resources</b>			
	<b>Approved 13 September 2023</b>	<b>Current Estimate</b>	<b>Movement</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<b>2023/24</b>	202,214	196,328	(5,886)
<b>2024/25</b>	196,980	201,340	4,360
<b>2025/26</b>	110,535	111,750	1,215
<b>2026/27</b>	65,942	65,582	(360)
<b>2027/28</b>	47,479	48,484	1,005
<b>Total</b>	<b>623,150</b>	<b>623,484</b>	<b>334</b>

5.3 The overall movement in the total Gross Resources for the 5 years 2023/24 to 2027/28 shown at Section 5.2 above can be summarised as follows:

	<b>£'000</b>
Increase in Capital Grant – Community Bus Fund (Section 5.5)	199
Increase in Revenue Contributions (Section 5.6)	62
Decrease in Third Party Contributions (Section 5.6)	(29)
Increase in Borrowing Requirement (Section 5.8)	102
<b>Increase in Gross Capital Resources (Section 5.2)</b>	<b>334</b>

5.4 There has been some rephasing of General Fund, Commercial Property and Ring-Fenced receipts across the 5-year programme, however there is no change to the overall totals under each category.

5.5 The Scottish Government announced details of the Community Bus Fund on 20 September 2023, with the Council being allocated a Capital Grant of £199,000 in 2023/24. The grant is to improve connectivity and integration of transport modes or to support innovative transport solutions in areas of rural deprivation. The Grant has been added to the General Capital Grant, together with an expenditure budget for Community Transport Initiatives whilst specific proposals are developed.

5.6 Revenue Contributions have increased by a net £62,000, mostly relating to Car Parking Investment (£65,000, Section 6.3.2), whilst Third Party Contributions have reduced by £29,000 in relation to the Smart City Waste project (Section 6.3.6).

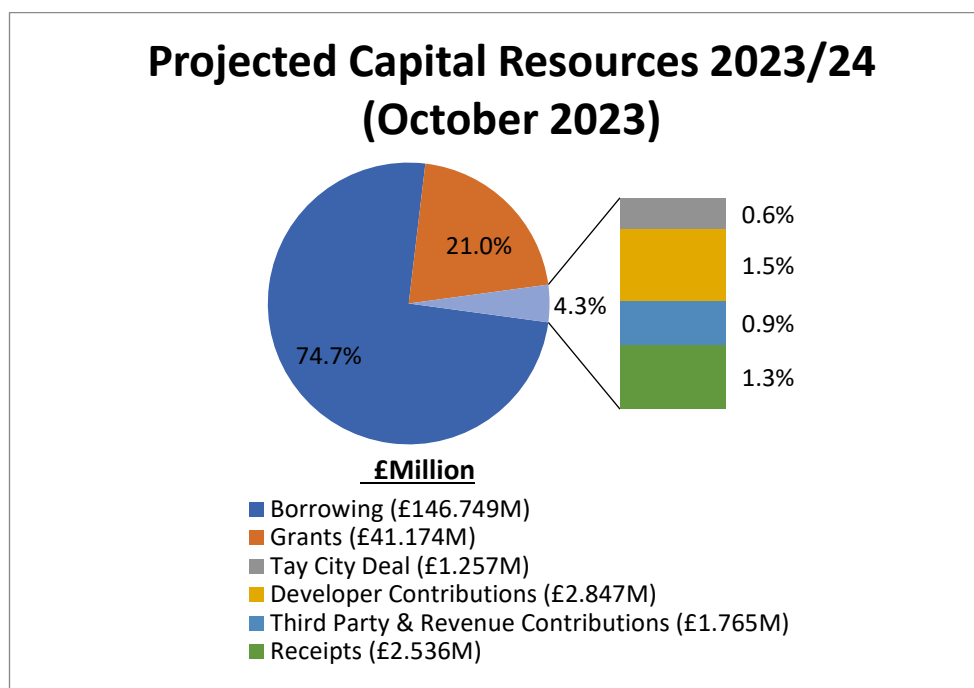


5.7 The projected borrowing requirement in 2023/24, which is effectively the balancing item for resources, is **£146,749,000**. This is **£5,645,000** lower than the borrowing requirement approved on 13 September 2023.

5.8 The total new borrowing requirement in the subsequent years 2024/25 to 2027/28 has increased by **£5,747,000** to **£351,227,000**, resulting in an overall increase of **£102,000** in the total level of borrowing across the whole 5-year programme. The movement in borrowing is summarised as follows:

	2023/24	2024/25	2025/26	Later Years	Total
	£'000	£'000	£'000	£'000	£'000
Increase in Prudential Borrowing – Commercial Waste Wheeled Bins (Section 6.3.6)	173	0	0	0	173
Reduction in Prudential Borrowing – Smart Cities Waste (Section 6.3.6)	(71)	0	0	0	(71)
Movements arising from re-phasing of expenditure and receipts (Appendix II)	(5,747)	4,256	796	695	0
<b>Increase/(Decrease) in Borrowing Requirement</b>	<b>(5,645)</b>	<b>4,256</b>	<b>796</b>	<b>695</b>	<b>102</b>

5.9 The chart below shows the Capital Resources required to fund the 2023/24 Composite Capital Programme following the proposed budget adjustments detailed in this report.



## 6. COMPOSITE CAPITAL PROGRAMME – EXPENDITURE

### 6.1 Total Expenditure and Proposed Budget Adjustments to the Current Programme

6.1.1 Total expenditure (net of grants and contributions) to 30 September 2023 on the Composite Capital Programme is detailed in Appendix II and summarised as follows:

	<b>£'000</b>
<b>Net Expenditure to 30 September 2023:</b>	
Education & Children's Services	21,924
Communities	42,197
Health and Social Care	265
Corporate & Democratic Services	2,673
<b>Total Net Capital Expenditure</b>	<b>67,059</b>

6.1.2 A comprehensive monitoring exercise has been carried out, which is detailed in Appendix II. The most significant features are discussed below.

6.1.3 In common with all Scottish local authorities and public and private sector bodies, the Council has experienced significant inflationary pressures on the delivery of its Capital investment programme over the past few years.

6.1.4 The Building Cost Information Service (BCIS) All-in Tender Price Index, which shows the general movement on construction pricing updated quarterly, forecasts a 0.7% increase between Q2 2023 and Q3 2023 which represents an increase of 4.0% in the year to Q3 2023. By comparison the increase in the year to Q3 2023 from Q3 2022 was 9.4%. Although construction costs are still rising, this forecast indicates that the rate of cost increase is reducing.

### 6.2 Education and Children's Services

6.2.1 The Executive Director (Education & Children's Services) has reviewed the programme for their Service and proposes the following budget adjustments, all of which reflect the realigning of budgets and programmes of works. The rephasing of budgeted expenditure on the Perth High School replacement project has no impact upon the completion date for the project which remains scheduled to open in August 2025.

Project	2023/24 £'000	2024/25 £'000	Later Years £'000	Description
Investment in Learning Estate	300	(300)	0	Works programme accelerated to meet current demands
Methven Primary School Refurbishment	110	(110)	0	Professional fees to be met in current year ahead of the scheduled works.
Perth Academy Refurbishment	1,000	0	(1,000)	Acceleration of works from previous works schedule.
Perth High School – New School Investment	(5,000)	5,000	0	Rephasing of budget to align with latest estimated cashflow from the contractor.

6.2.2 All the above proposed adjustments have been reflected in Appendices I & II.

### 6.3 Communities

- 6.3.1 The Executive Director (Communities) has reviewed the programme for their Service and proposes various budget adjustments, the most significant of which are described below.
- 6.3.2 Within Traffic & Road Safety, the contract value for car park resurfacing works is £65,000 higher than anticipated. The additional cost is being met through a proposed revenue contribution from the Car Park Trading Account with both these adjustments reflected in Appendix II.
- 6.3.3 Within Asset Management – Bridges, a review has been carried out to assess the work that can be completed in the current year and future years with the current staff capacity. The following adjustments are proposed which better reflects the ability for works to be scheduled:

2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000
(1,997)	50	309	306	

- 6.3.4 It is also proposed that the budget of £134,000 for Tullyfergus Bridge is transferred back to the Bridge Refurbishment Programme, to be split evenly over 2024/25 to 2027/28 as there is currently no work scheduled on this bridge within the current capital programme.
- 6.3.5 Within Community Greenspace it is proposed that £411,000 of the Play Areas Improvement Implementation Strategy budget over the next three years is allocated across various programmes, with the majority (£403,000) allocated to be spent on play park equipment within Neighbourhood Parks over this year and next.
- 6.3.6 Within the Prudential Borrowing Projects, it is proposed to increase the borrowing for Commercial Bins by £173,000. This will be used to introduce a twin stream approach to commercial recycling with the aim of improved recycling rates and reduced contamination. This aligns with the twin stream domestic recycling currently being introduced, which is collected using the same vehicles for both domestic and commercial waste. In addition, there is a proposed reduction in expenditure of £100,000 on the Smart Cities Waste Programme, together with the consequent reduction in the ERDF Contribution of £29,000, resulting in a net reduction in borrowing of £71,000 on the programme. This reduction is a result of the complexities of delivering the works within the ERDF timescales.
- 6.3.7 The remaining budget adjustments reflect timing differences on various projects, with the most significant movements detailed in the table below:

Project	2023/24 £'000	2024/25 £'000	Later Years £'000	Description
Additional Road Safety – Pedestrian Crossings	(175)	0	175	Following a review of Traffic & Road Safety staff capacity, £175k of the budget for pedestrian crossings has been rephased to later years. This will not impact on school safety initiatives.
Pitlochry Car Park	(150)	150	0	No site has yet been identified for additional car parking in Pitlochry – it is therefore anticipated that works will not commence this year.
Cemetery Extensions	(439)	(90)	529	Rephasing of the Programme
Vehicle Replacement Programme – Purchases	2,000	(500)	(1,500)	Catch up of vehicle deliveries following previous delays due to Covid and supply chain disruptions.
Vehicle Replacement Programme - Disposals	(100)	25	75	Realigned disposals in line with revised purchases (above).
New Gypsy Traveller Site	(1,990)	0	1,990	Delay with progress due to recruitment issues. Project Manager appointed in October 2023. Steering Group in place to oversee the project.

6.3.8 All the above proposed adjustments, together with other small movements, have been reflected in Appendices I & II.

## 6.4 Corporate & Democratic Services

6.4.1 The Chief Operating Officer has reviewed the programme for their Service and proposes the budget adjustments described below.

### Property Services

6.4.2 The Committee has previously approved that £250,000 for remedial action at Friarton Waste Transfer Station would be met from the Property Compliance Works Programme. As the programme budget is fully committed for 2023/24, it is proposed that £250,000 is accelerated from the Property Compliance Works Programme budget for 2024/25 to meet the cost of this urgent work.

6.4.3 The above proposed adjustment, together with a small movement on the Swift Replacement Project (Mosaic), have been reflected in Appendix II.

## 7. HOUSING INVESTMENT PROGRAMME

7.1 The current estimated expenditure, net of contributions, for the Housing Investment Programme over the 5 years 2023/24 to 2027/28 amounts to **£92,205,000**. Movements from the previous estimates approved by this Committee on 13 September 2023 are summarised in the table below and detailed in Appendix III.

	<b>Approved 13 September 2023</b>	<b>Current Estimate</b>	<b>Movement</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<b>2023/24</b>	27,597	22,238	(5,359)
<b>2024/25</b>	13,744	13,503	(241)
<b>2025/26</b>	17,253	17,253	0
<b>2026/27</b>	19,044	17,644	(1,400)
<b>2027/28</b>	14,567	21,567	7,000
<b>Total</b>	<b>92,205</b>	<b>92,205</b>	<b>0</b>

### 7.2 Total Expenditure to 30 September 2023 (Housing Investment Programme)

Net expenditure for 2023/24 to 30 September 2023 amounts to £8,845,000. As there have been no receipts, this therefore means that the borrowing requirement for the year to date is also £8,845,000.

7.3 The Executive Director (Communities) has reviewed the Housing Investment Programme and proposes the budget adjustments outlined below.

7.4 Due to delay with project starts in the current year, it is proposed to re-allocate the 2023/24 New Build Future Developments budget as follows:

- £1,641,000 to the Council House Buy-Back programme in 2023/24 to cover the increased level of properties expected to be purchased this year.
- £7,000,000 to the New Build Future Developments budget in 2027/28, to be drawn down in future years as new projects are progressed.

7.5 With additional properties identified under the Triple Glazing Programme, it is proposed to re-allocate £1,400,000 to this budget in 2023/24 from the SHQS Future Developments budget in 2026/27.

7.6 The remaining budget adjustments reflect timing differences on various projects, as detailed in the table below:

Project	2023/24 £'000	2024/25 £'000	Later Years £'000	Description
Energy Efficiency	163	(163)	0	Budget accelerated into 2023/24 to fund internal wall insulation works undertaken in the current year
Major Adaptations to Council House Stock	78	(78)	0	Budget accelerated into 2023/234 to fund an extension to a property in Douglas Road, Scone for a medical adaptation

7.7 The above proposed adjustments do not impact the borrowing requirement over the 5-year programme, therefore the total borrowing requirement remains unchanged at £80,712,000.

## 8. BUDGET OVERVIEW

8.1 The projected net expenditure outturn in 2023/24 for the Composite Capital Budget is **£174,327,000** and represents **98%** of the original 2023/24 budget approved on 26 April 2023 (£178,033,000). The revised budget is based on the latest projection of expenditure and all budget adjustments outlined within this report.

8.2 Net expenditure to 30 September 2023 on the Composite Capital Budget is **£67,059,000** and represents 38% of the proposed revised budget for 2023/24 of **£174,327,000**. This level of expenditure is higher than normal at this stage of the financial year, and reflects several large projects currently on-site, notably Destiny Bridge (Cross Tay Link Road); the Perth High School replacement project and Blairgowrie Recreation Centre.

8.3 The projected net expenditure outturn in 2023/24 for the Housing Investment Programme is **£22,238,000** and represents **109%** of the original 2023/24 budget approved on 26 April 2023 (£20,422,000). The increase reflects the acceleration of several programmes in the current year since April 2023.

8.4 Net expenditure to 30 September 2023 on the Housing Investment Programme is **£8,845,000** which represents **40%** of the proposed revised budget for 2023/24 of £22,238,000.

8.5 The Council's total Borrowing Requirement for the year-to-date (to 30 September 2023), based on the Composite and Housing Investment Programmes, was **£64,894,000**. The estimated overall Council Borrowing Requirement for 2023/24 as a whole has reduced by **£11,004,000** to **£166,932,000** as a result of the monitoring adjustments reflected within this report. Over the whole 5-year programme, there is only a small increase of **£102,000** in the overall level of borrowing, relating to Prudential Borrowing projects.

8.6 While the projections have been based on a comprehensive monitoring exercise, they continue to remain subject to uncertainty as a result of ongoing inflationary pressures, particularly in the construction industry, in the current economic environment.

**Author(s)**

<b>Name</b>	<b>Designation</b>	<b>Contact Details</b>
John Jennings	Senior Accountant	<a href="mailto:CHXFinance@pkc.gov.uk">CHXFinance@pkc.gov.uk</a>

**Approved**

<b>Name</b>	<b>Designation</b>	<b>Date</b>
Stewart MacKenzie	Head of Finance	24 October 2023
Karen Donaldson	Chief Operating Officer	

If you or someone you know would like a copy of this document in another language or format, (on occasion, only a summary of the document will be provided in translation), this can be arranged by contacting the Customer Service Centre on 01738 475000.

You can also send us a text message on 07824 498145.

All Council Services can offer a telephone translation facility.

## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

<b>Strategic Implications</b>	<b>Yes / None</b>
Community Plan / Single Outcome Agreement	None
Corporate Plan	Yes
<b>Resource Implications</b>	
Financial	Yes
Workforce	Yes
Asset Management (land, property, IST)	Yes
<b>Assessments</b>	
Equality Impact Assessment	Yes
Strategic Environmental Assessment	Yes
Sustainability (community, economic, environmental)	Yes
Legal and Governance	None
Risk	None
<b>Consultation</b>	
Internal	Yes
External	None
<b>Communication</b>	
Communications Plan	None

### 1. Strategic Implications

#### Corporate Plan

1.1 The Council's Corporate Plan 2022 – 2027 lays out seven outcome focussed strategic objectives which provide clear strategic direction, inform decisions at a corporate and service level and shape resources allocation. They are as follows:

- Tackling Poverty
- Tackling climate change and supporting sustainable places
- Growing a sustainable and inclusive local economy
- Enabling our children and young people to achieve their full potential
- Protecting and caring for our most vulnerable people
- Supporting and promoting physical and mental wellbeing
- Placing communities at the heart of how we work

1.2 This report relates to all of these objectives.

### 2. Resource Implications

#### Financial

2.1 There are no direct financial implications arising from this report other than those reported within the body of the main report.



### Workforce

- 2.2 There are no direct workforce implications arising from this report other than those reported within the body of the main report.

### Asset Management (land, property, IT)

- 2.3 There are no direct asset management implications arising from this report other than those reported within the body of the main report.

## **3. Assessments**

### Equality Impact Assessment

- 3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties.
- 3.2 The information contained within this report has been considered under the Corporate Equalities Impact Assessment process (EqIA) and has been assessed as **not relevant** for the purposes of EqIA.

### Strategic Environmental Assessment

- 3.3 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.
- 3.4 The information contained within this report has been considered under the Act. However, no action is required as the Act does not apply to the matters presented in this report.

### Sustainability

- 3.5 Under the provisions of the Local Government in Scotland Act 2003 the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. In terms of the Climate Change Act, the Council has a general duty to demonstrate its commitment to sustainability and the community, environmental and economic impacts of its actions.
- 3.6 The information contained within this report has been considered under the Act. However, no action is required as the Act does not apply to the matters presented in this report.

## **4. Consultation**

### Internal

- 4.1 The Chief Executive and the Executive Directors have been consulted in the preparation of this report.

## **2. BACKGROUND PAPERS**

No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information) were relied on to any material extent in preparing the above report.

## **3. APPENDICES**

Appendix I – Composite Capital Programme - Estimated Capital Resources 2023/24 to 2027/28

Appendix II – Composite Capital Programme - Summary of Capital Resources and Expenditure 2023/24 to 2027/28

Appendix III – HRA Capital Investment Programme – Summary of Capital Resources and Expenditure 2023/24 to 2027/28

Appendix IV – Significant Capital Projects Progress Update

**PERTH AND KINROSS COUNCIL**  
**COMPOSITE CAPITAL PROGRAMME**  
*Estimated Capital Resources 2023/24 to 2027/28*

	Capital Resources 2023/24 (£'000) Revised Budget	Capital Resources 2024/25 (£'000) Revised Budget	Capital Resources 2025/26 (£'000) Revised Budget	Capital Resources 2026/27 (£'000) Revised Budget	Capital Resources 2027/28 (£'000) Revised Budget	Capital Resources TOTAL (£'000) Revised Budget
<b>Capital Grants</b>						
Cycling, Walking & Safer Routes (CWSR)	1,112	200	200	200	200	1,912
Recycling Improvement Fund	2,363	0	0	0	0	2,363
Cross Tay Link Road - Transport Scotland	15,000	0	0	0	0	15,000
General Capital Grant	22,699	13,847	12,639	12,150	12,150	73,485
<b>Total Capital Grants</b>	<b>41,174</b>	<b>14,047</b>	<b>12,839</b>	<b>12,350</b>	<b>12,350</b>	<b>92,760</b>
<b>General Capital Receipts</b>						
General Fund - Capital Receipts	403	379	694	250	250	1,976
General Fund - Ring Fenced Receipts	504	352	352	902	1,047	3,157
<b>Total General Capital Receipts</b>	<b>907</b>	<b>731</b>	<b>1,046</b>	<b>1,152</b>	<b>1,297</b>	<b>5,133</b>
<b>Commercial Property Receipts</b>						
Capital Receipts brought-forward	2,245	616	1,120	2,395	2,395	2,245
Commercial Property Capital Receipts	0	712	1,275	0	243	2,230
Capital Receipts carried-forward	(616)	(1,120)	(2,395)	(2,395)	(2,638)	(2,638)
<b>Total Commercial Property Receipts Applied</b>	<b>1,629</b>	<b>208</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,837</b>
<b>Contributions</b>						
Tay Cities Deal	1,257	999	550	505	1,956	5,267
Third Party Contributions	1,673	658	0	2,000	3,000	7,331
Developer Contributions	2,847	2,300	2,367	2,600	2,600	12,714
Revenue Budget Contributions	92	124	125	125	0	466
<b>Total Contributions</b>	<b>5,869</b>	<b>4,081</b>	<b>3,042</b>	<b>5,230</b>	<b>7,556</b>	<b>25,778</b>
<b>Capital Borrowing Requirement</b>	<b>146,749</b>	<b>182,273</b>	<b>94,823</b>	<b>46,850</b>	<b>27,281</b>	<b>497,976</b>
<b>TOTAL CAPITAL RESOURCES/ GROSS BUDGET EXPENDITURE</b>	<b>196,328</b>	<b>201,340</b>	<b>111,750</b>	<b>65,582</b>	<b>48,484</b>	<b>623,484</b>

**PERTH AND KINROSS COUNCIL**  
**COMPOSITE CAPITAL PROGRAMME**  
*Estimated Capital Resources 2023/24 to 2027/28*

APPENDIX I

**Movements in Resources from Approved Budget - 13 September 2023**

	Revised Budget 2023/24 <u>£'000</u>	Revised Budget 2024/25 <u>£'000</u>	Revised Budget 2025/26 <u>£'000</u>	Revised Budget 2026/27 <u>£'000</u>	Revised Budget 2027/28 <u>£'000</u>	Revised Budget TOTAL <u>£'000</u>
<u>Increase/(Decrease) in:</u>						
Capital Receipts - General Fund	(573)	129	444	0	0	0
Capital Receipts - Commercial Property	(243)	(967)	967	0	243	0
Capital Receipts - Ring Fenced	100	(25)	(25)	(25)	(25)	0
<u>Capital Grants:</u>						
Cycling, Walking & Safer Routes (CWSR)	0	0	0	0	0	0
Road Safety Improvement Fund	0	0	0	0	0	0
Regeneration Fund	0	0	0	0	0	0
Recycling Improvement Fund	0	0	0	0	0	0
Cross Tay Link Road - Transport Scotland	0	0	0	0	0	0
Gypsy Travellers Sites Improvement Grant	0	0	0	0	0	0
General Capital Grant	199	0	0	0	0	199
Tay Cities Deal	0	0	0	0	0	0
Third Party Contributions	(29)	0	0	0	0	(29)
Revenue Contributions	62	0	0	0	0	62
Developer Contributions	0	0	0	0	0	0
Resources b/f	0	(243)	(1,210)	(243)	(243)	(1,939)
Resources c/f to future years	243	1,210	243	243	0	1,939
Borrowing Requirement	(5,645)	4,256	796	(335)	1,030	102
<b>Total Increase/(Decrease) in Resources</b>	<b>(5,886)</b>	<b>4,360</b>	<b>1,215</b>	<b>(360)</b>	<b>1,005</b>	<b>334</b>
Approved Resources 13 September 2023	202,214	196,980	110,535	65,942	47,479	623,150
<b>Revised Resources</b>	<b>196,328</b>	<b>201,340</b>	<b>111,750</b>	<b>65,582</b>	<b>48,484</b>	<b>623,484</b>

**PERTH AND KINROSS COUNCIL**  
**COMPOSITE CAPITAL PROGRAMME**  
**SUMMARY OF CAPITAL RESOURCES AND EXPENDITURE 2023/24 to 2027/28**

**APPENDIX II**

	Approved Budget 13-Sep-23 Report 1 2023/24 (£'000)	Proposed Budget Adjustment Report 2 2023/24 (£'000)	Revised Budget Report 2 2023/24 (£'000)	Actuals to 30-Sep-23 2023/24 (£'000)	Projected Outturn 2023/24 (£'000)	Approved Budget 13-Sep-23 Report 1 2024/25 (£'000)	Proposed Budget Adjustment Report 2 2024/25 (£'000)	Revised Budget Report 2 2024/25 (£'000)	Approved Budget 13-Sep-23 Report 1 2025/26 (£'000)	Proposed Budget Adjustment Report 2 2025/26 (£'000)	Revised Budget Report 2 2025/26 (£'000)
EDUCATION AND CHILDREN'S SERVICES	62,436	(3,590)	58,846	21,924	58,846	64,304	4,590	68,894	42,053	(500)	41,553
COMMUNITIES	107,405	(2,659)	104,746	42,197	104,746	116,800	45	116,845	57,471	1,720	59,191
HEALTH AND SOCIAL CARE	1,303	0	1,303	265	1,303	2,098	0	2,098	1,303	0	1,303
CORPORATE AND DEMOCRATIC SERVICES	9,202	230	9,432	2,673	9,432	11,420	(250)	11,170	8,456	20	8,476
<b>TOTAL NET EXPENDITURE</b>	<b>180,346</b>	<b>(6,019)</b>	<b>174,327</b>	<b>67,059</b>	<b>174,327</b>	<b>194,622</b>	<b>4,385</b>	<b>199,007</b>	<b>109,283</b>	<b>1,240</b>	<b>110,523</b>
(NET OF GRANTS, REVENUE AND 3RD PARTY CONTRIBUTIONS, AND RING FENCED RECEIPTS)											
GENERAL CAPITAL GRANT	(22,500)	(199)	(22,699)	(11,009)	(22,699)	(13,847)	0	(13,847)	(12,639)	0	(12,639)
DEVELOPER CONTRIBUTIONS	(2,847)	0	(2,847)	0	(2,847)	(2,300)	0	(2,300)	(2,367)	0	(2,367)
CAPITAL RECEIPTS	(1,219)	816	(403)	1	(403)	(1,929)	838	(1,091)	(558)	(1,411)	(1,969)
<b>ANNUAL BORROWING REQUIREMENT</b>	<b>153,780</b>	<b>(5,402)</b>	<b>148,378</b>	<b>56,051</b>	<b>148,378</b>	<b>176,546</b>	<b>5,223</b>	<b>181,769</b>	<b>93,719</b>	<b>(171)</b>	<b>93,548</b>
CAPITAL RECEIPTS BROUGHT FORWARD	(2,245)	0	(2,245)	(2,245)	(2,245)	(859)	243	(616)	(2,330)	1,210	(1,120)
CAPITAL RECEIPTS CARRIED FORWARD	859	(243)	616	2,243	616	2,330	(1,210)	1,120	2,638	(243)	2,395
<b>TOTAL NET BORROWING REQUIREMENT</b>	<b>152,394</b>	<b>(5,645)</b>	<b>146,749</b>	<b>56,049</b>	<b>146,749</b>	<b>178,017</b>	<b>4,256</b>	<b>182,273</b>	<b>94,027</b>	<b>796</b>	<b>94,823</b>

**PERTH AND KINROSS COUNCIL**  
**COMPOSITE CAPITAL PROGRAMME**  
**SUMMARY OF CAPITAL RESOURCES AND EXPENDITURE 2023/24 to 2027/28**

	Approved Budget 13-Sep-23 Report 1 2026/27 (£'000)	Proposed Budget Adjustment Report 2 2026/27 (£'000)	Revised Budget Report 2 2026/27 (£'000)	Approved Budget 13-Sep-23 Report 1 2027/28 (£'000)	Proposed Budget Adjustment Report 2 2027/28 (£'000)	Revised Budget Report 2 2027/28 (£'000)	Revised Budget Report 2 (£'000)
EDUCATION AND CHILDREN'S SERVICES	15,304	(500)	14,804	6,823	0	6,823	190,920
COMMUNITIES	38,138	165	38,303	25,996	1,030	27,026	346,111
HEALTH AND SOCIAL CARE	1,303	0	1,303	1,319	0	1,319	7,326
CORPORATE AND DEMOCRATIC SERVICES	7,440	0	7,440	7,113	0	7,113	43,631
<b>TOTAL NET EXPENDITURE</b>	<b>62,185</b>	<b>(335)</b>	<b>61,850</b>	<b>41,251</b>	<b>1,030</b>	<b>42,281</b>	<b>587,988</b>
(NET OF GRANTS, REVENUE AND 3RD PARTY CONTRIBUTIONS, AND RING FENCED RECEIPTS)							
GENERAL CAPITAL GRANT	(12,150)	0	(12,150)	(12,150)	0	(12,150)	(73,485)
DEVELOPER CONTRIBUTIONS	(2,600)	0	(2,600)	(2,600)	0	(2,600)	(12,714)
CAPITAL RECEIPTS	(250)	0	(250)	(250)	(243)	(493)	(4,206)
<b>ANNUAL BORROWING REQUIREMENT</b>	<b>47,185</b>	<b>(335)</b>	<b>46,850</b>	<b>26,251</b>	<b>787</b>	<b>27,038</b>	<b>497,583</b>
CAPITAL RECEIPTS BROUGHT FORWARD	(2,638)	243	(2,395)	(2,638)	243	(2,395)	(2,245)
CAPITAL RECEIPTS CARRIED FORWARD	2,638	(243)	2,395	2,638	0	2,638	2,638
<b>TOTAL NET BORROWING REQUIREMENT</b>	<b>47,185</b>	<b>(335)</b>	<b>46,850</b>	<b>26,251</b>	<b>1,030</b>	<b>27,281</b>	<b>497,976</b>

PERTH AND KINROSS COUNCIL  
COMPOSITE CAPITAL PROGRAMME  
SUMMARY OF CAPITAL RESOURCES AND EXPENDITURE 2023/24 to 2027/28

APPENDIX II

	Revised Budget 13-Sep-23 Report 1 2023/24 (£'000)	Proposed Budget Adjustment Report 2 2023/24 (£'000)	Revised Budget Report 2 2023/24 (£'000)	Actual to 30-Sep-23 2023/24 (£'000)	Projected Outturn 2023/24 (£'000)	Revised Budget Report 2 2024/25 (£'000)	Revised Budget Report 2 2025/26 (£'000)	Revised Budget Report 2 2026/27 (£'000)	Revised Budget Report 2 2027/28 (£'000)	Revised Budget Report 2 TOTAL (£'000)
<b>EDUCATION AND CHILDREN'S SERVICES</b>										
MIS - SEEMIS Licensing	745		745	147	745	0	0	0	0	745
Blairgowrie Recreation Centre - Replacement	17,324		17,324	6,970	17,324	12,200	4,003	0	0	33,527
<b><u>Schools Modernisation Programme</u></b>										
Investment in the Learning Estate	1,086	300	1,386	905	1,386	10,388	8,550	8,650	6,823	35,797
Free School Meal Expansion Programme	1,348		1,348		1,348	2,000	0	0	0	3,348
Methven Primary School Refurbishment	14	110	124	18	124	140	0	0	0	264
Breadalbane Academy, Aberfeldy - 3G Pitch	29		29	18	29	0	0	0	0	29
Third Party Contribution (The Scottish Football Association)	(29)		(29)	(14)	(29)	0	0	0	0	(29)
Kirkmichael Primary School Upgrades	32		32		32	0	0	0	0	32
Capital Receipt (ring-fenced)	(128)		(128)	(127)	(128)	0	0	0	0	(128)
Early Learning & Childcare	0		0		0	0	0	0	0	0
- Oakbank Primary School Upgrade Project	12		12	12	12	0	0	0	0	12
- Rattray Primary School Upgrade Project	155		155	91	155	0	0	0	0	155
North/West Perth - New Primary School	1,059		1,059	111	1,059	7,500	15,000	400	0	23,959
Riverside Primary New School	3,410		3,410	1,997	3,410	0	0	0	0	3,410
Technology Upgrades	128		128	6	128	1,016	250	0	0	1,394
Perth Academy - Refurbishment	1,311	1,000	2,311	1,373	2,311	2,500	1,650	1,650	0	8,111
Perth Grammar School - Upgrade Programme Phase 3	1,469		1,469	420	1,469	1,500	1,500	504	0	4,973
Perth High School - Internal Services & Refurbishment	16		16	4	16	0	0	0	0	16
Perth High School - New School Investment	30,244	(5,000)	25,244	7,095	25,244	31,500	10,600	3,600	0	70,944
Harris Academy/Invergowrie - Extension	4,211		4,211	2,898	4,211	150	0	0	0	4,361
<b>TOTAL: EDUCATION AND CHILDREN'S SERVICES</b>	<b>62,436</b>	<b>(3,590)</b>	<b>58,846</b>	<b>21,924</b>	<b>58,846</b>	<b>68,894</b>	<b>41,553</b>	<b>14,804</b>	<b>6,823</b>	<b>190,920</b>
<b>COMMUNITIES</b>										
<b>Traffic &amp; Road Safety</b>										
Road Safety Initiatives (20mph Zones etc..)	0		0	1	0	362	362	362	361	1,447
Additional Road Safety - Pedestrian Crossings	175	(175)	0		0	175	175	175	0	525
Schools Road Safety Measures	422		422	329	422	0	0	0	0	422
20mph Signage Programme - Schools	129		129		129	0	0	0	0	129
20mph Signage Programme	76		76		76	0	0	0	0	76
Cycling Walking & Safer Routes (CWSR)	1,262		1,262	263	1,262	200	200	200	200	2,062
Scottish Government Grant - CWSR	(1,112)		(1,112)	(100)	(1,112)	(200)	(200)	(200)	(200)	(1,912)
Third Party Contribution (TACTRAN)	(150)		(150)		(150)	0	0	0	0	(150)
Car Parking Investment	291	65	356		356	0	0	0	0	356
Revenue Contribution	0	(65)	(65)		(65)	0	0	0	0	(65)
Car Parking Investment - Pitlochry	150	(150)	0		0	150	0	0	0	150
Strathmore Cycle Network	0		0		0	0	84	0	0	84
Community Transport Initiatives	0	199	199		199	0	0	0	0	199
<b>Sub-Total</b>	<b>1,243</b>	<b>(126)</b>	<b>1,117</b>	<b>493</b>	<b>1,117</b>	<b>687</b>	<b>621</b>	<b>537</b>	<b>361</b>	<b>3,323</b>

PERTH AND KINROSS COUNCIL  
COMPOSITE CAPITAL PROGRAMME  
SUMMARY OF CAPITAL RESOURCES AND EXPENDITURE 2023/24 to 2027/28

APPENDIX II

	Revised Budget 13-Sep-23 Report 1 2023/24 (£'000)	Proposed Budget Adjustment Report 2 2023/24 (£'000)	Revised Budget Report 2 2023/24 (£'000)	Actual to 30-Sep-23 2023/24 (£'000)	Projected Outturn 2023/24 (£'000)	Revised Budget Report 2 2024/25 (£'000)	Revised Budget Report 2 2025/26 (£'000)	Revised Budget Report 2 2026/27 (£'000)	Revised Budget Report 2 2027/28 (£'000)	Revised Budget Report 2 TOTAL (£'000)
<b>Asset Management - Roads &amp; Lighting</b>										
Structural Maintenance	12,086		12,086	6,820	12,086	9,498	9,498	9,706	7,500	48,288
Third Party Contribution (Forestry Commission Timber Route)	(285)		(285)		(285)	0	0	0	0	(285)
Traffic Signal Renewals - Upgrading	73		73		73	0	0	0	0	73
Footways	538		538	354	538	410	410	410	410	2,178
Investment in Local Footpaths	0		0		0	0	100	100	0	200
Road Safety Barriers	22		22		22	0	0	0	0	22
<b>Sub-Total</b>	<b>12,434</b>	<b>0</b>	<b>12,434</b>	<b>7,174</b>	<b>12,434</b>	<b>9,908</b>	<b>10,008</b>	<b>10,216</b>	<b>7,910</b>	<b>50,476</b>
<b>Asset Management - Bridges</b>										
Bridge Refurbishment Programme	3,654	(1,997)	1,657	412	1,657	2,213	1,788	2,086	2,770	10,514
Dalhenzean Culvert	15		15		15	0	0	0	264	279
Dunkeld Golf Course	6		6		6	0	0	0	219	225
Vehicular Bridge Parapets Programme - Assess & Upgrade	0		0	1	0	29	0	0	0	29
Old Perth Bridge - Strengthening	190		190		190	10	2,369	0	0	2,569
Perth Queens Bridge - Strengthening	335		335		335	60	70	2,153	0	2,618
Garry Viaduct	110		110		110	300	300	1,900	1,790	4,400
Culteuchar Culvert	391		391	72	391	0	0	0	0	391
Tullyfergus Bridge	0		0		0	0	0	0	0	0
<b>Sub-Total</b>	<b>4,701</b>	<b>(1,997)</b>	<b>2,704</b>	<b>485</b>	<b>2,704</b>	<b>2,612</b>	<b>4,527</b>	<b>6,139</b>	<b>5,043</b>	<b>21,025</b>
<b>Improvement Schemes</b>										
A9/A85 Road Junction Improvements	270		270	39	270	0	0	0	0	270
Cross Tay Link Road (CTLR)	72,842		72,842	29,241	72,842	26,213	0	0	0	99,055
Scottish Government Grant	(15,000)		(15,000)		(15,000)	0	0	0	0	(15,000)
A977 Upgrades	540		540	93	540	0	0	0	0	540
Brioch Road, Crieff - Road Realignment & Safety Measures	31		31		31	0	0	0	0	31
<b>Sub-Total</b>	<b>58,683</b>	<b>0</b>	<b>58,683</b>	<b>29,373</b>	<b>58,683</b>	<b>26,213</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>84,896</b>
<b>Rural Flood Protection Schemes</b>										
Almondbank Flood Protection Scheme	17		17	6	17	0	0	0	0	17
Perth Flood Protection Scheme (South Inch Culvert Reinstatement)	354		354	5	354	0	0	0	0	354
Comrie Flood Protection Scheme	7,385		7,385	312	7,385	16,841	0	0	0	24,226
Milnathort Flood Protection Scheme	79		79		79	1,590	0	0	0	1,669
South Kinross Flood Protection Scheme	225		225	38	225	1,168	1,787	0	0	3,180
Scone Flood Protection Scheme	90		90		90	76	601	0	0	767
Coastal Change Adaptation	100		100		100	0	0	0	0	100
<b>Sub-Total</b>	<b>8,250</b>	<b>0</b>	<b>8,250</b>	<b>361</b>	<b>8,250</b>	<b>19,675</b>	<b>2,388</b>	<b>0</b>	<b>0</b>	<b>30,313</b>
<b>Perth &amp; Kinross Place-making</b>										
Mill Street Environmental Improvements	127		127		127	0	0	0	0	127
Perth, Place, People	3,599	(1)	3,598		3,598	0	0	0	0	3,598
Perth City Centre Golden Route (Rail Station)	10	1	11	11	11	0	0	0	0	11
City Greening	31		31		31	0	0	0	0	31
Perth & Kinross Lighting Action Plan	1,071		1,071	238	1,071	677	0	0	0	1,748
<b>Sub-Total</b>	<b>4,838</b>	<b>0</b>	<b>4,838</b>	<b>249</b>	<b>4,838</b>	<b>677</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,515</b>



PERTH AND KINROSS COUNCIL  
COMPOSITE CAPITAL PROGRAMME  
SUMMARY OF CAPITAL RESOURCES AND EXPENDITURE 2023/24 to 2027/28

APPENDIX II

	Revised Budget 13-Sep-23 Report 1 2023/24 (£'000)	Proposed Budget Adjustment Report 2 2023/24 (£'000)	Revised Budget Report 2 2023/24 (£'000)	Actual to 30-Sep-23 2023/24 (£'000)	Projected Outturn 2023/24 (£'000)	Revised Budget Report 2 2024/25 (£'000)	Revised Budget Report 2 2025/26 (£'000)	Revised Budget Report 2 2026/27 (£'000)	Revised Budget Report 2 2027/28 (£'000)	Revised Budget Report 2 TOTAL (£'000)
<b>Other Planning Projects</b>										
Creative Exchange (former St. John's Primary School)	53		53		53	0	0	0	0	53
Local Full Fibre Network	22		22	4	22	0	0	0	0	22
Third Party Contribution - Tay Cities Deal	0		0	(53)	0	0	0	0	0	0
Low Carbon Transport & Active Travel Hub - Broxden EV Charg	429		429	351	429	0	0	0	0	429
Third Party Contribution - ERDF	(162)		(162)		(162)	0	0	0	0	(162)
Third Party Contribution - Tay Cities Deal	(267)		(267)		(267)	0	0	0	0	(267)
Perth Eco-Innovation Park at Perth West	3,000		3,000		3,000	20,800	9,017	0	0	32,817
Third Party Contributions - Tay Cities Deal	(990)		(990)		(990)	(999)	(550)	(505)	(1,956)	(5,000)
Other Third Party Contributions	0		0		0	0	0	(2,000)	(3,000)	(5,000)
Capital Receipts - Ring Fenced Land Disposals	0		0		0	0	0	(550)	(725)	(1,275)
Nature Restoration	386		386	8	386	0	0	0	0	386
<b>Sub-Total</b>	<b>2,471</b>	<b>0</b>	<b>2,471</b>	<b>310</b>	<b>2,471</b>	<b>19,801</b>	<b>8,467</b>	<b>(3,055)</b>	<b>(5,681)</b>	<b>22,003</b>
<b>City Centre Developments - Cultural Attractions</b>										
Perth Museum	2,368		2,368	1,141	2,368	0	0	0	0	2,368
Perth Art Gallery	3,272		3,272	8	3,272	0	0	0	0	3,272
PH2O	0		0		0	30,000	25,000	20,000	15,000	90,000
<b>Sub-Total</b>	<b>5,640</b>	<b>0</b>	<b>5,640</b>	<b>1,149</b>	<b>5,640</b>	<b>30,000</b>	<b>25,000</b>	<b>20,000</b>	<b>15,000</b>	<b>95,640</b>
<b>Community Planning</b>										
Letham Community Wellbeing Hub	1,571		1,571	870	1,571	0	0	0	0	1,571
Third Party Contribution (Letham4All)	(519)		(519)		(519)	0	0	0	0	(519)
<b>Sub-Total</b>	<b>1,052</b>	<b>0</b>	<b>1,052</b>	<b>870</b>	<b>1,052</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,052</b>
<b>Community Greenspace</b>										
Play Areas - Improvements Implementation Strategy	503	(120)	383	41	383	963	611	150	150	2,257
Third Party Contribution	(10)		(10)	(6)	(10)	0	0	0	0	(10)
3G Pitch, Blairgowrie	20	(17)	3	3	3	117	0	0	0	120
Settlement/Neighbourhood Parks	1	24	25		25	379	0	0	0	404
Countryside Sites	0		0		0	139	0	0	0	139
Community Greenspace Sites	(30)	30	0		0	627	682	682	678	2,669
Community Greenspace Bridges	53	(26)	27	8	27	31	0	0	0	58
Core Path Implementation	9		9	3	9	0	0	0	0	9
Third Party Contribution	(21)		(21)		(21)	0	0	0	0	(21)
Premier Parks	8		8		8	0	0	0	0	8
Auchterarder Public Park	33	(3)	30	19	30	0	0	0	0	30
Revenue Contribution	(3)	3	0		0	0	0	0	0	0
The Knock	0		0		0	0	0	0	0	0
Third Party Contribution	(3)		(3)		(3)	0	0	0	0	(3)
Kinnoull Hill	4		4		4	0	0	0	0	4
Third Party Contribution	0		0	(7)	0	0	0	0	0	0
Cemetery Extensions	459	(439)	20	16	20	60	229	225	375	909
<b>Sub-Total</b>	<b>1,023</b>	<b>(548)</b>	<b>475</b>	<b>77</b>	<b>475</b>	<b>2,316</b>	<b>1,522</b>	<b>1,057</b>	<b>1,203</b>	<b>6,573</b>

PERTH AND KINROSS COUNCIL  
COMPOSITE CAPITAL PROGRAMME  
SUMMARY OF CAPITAL RESOURCES AND EXPENDITURE 2023/24 to 2027/28

APPENDIX II

	Revised Budget 13-Sep-23 Report 1 2023/24 (£'000)	Proposed Budget Adjustment Report 2 2023/24 (£'000)	Revised Budget Report 2 2023/24 (£'000)	Actual to 30-Sep-23 2023/24 (£'000)	Projected Outturn 2023/24 (£'000)	Revised Budget Report 2 2024/25 (£'000)	Revised Budget Report 2 2025/26 (£'000)	Revised Budget Report 2 2026/27 (£'000)	Revised Budget Report 2 2027/28 (£'000)	Revised Budget Report 2 TOTAL (£'000)
<b>Waste Strategy</b>										
Recycling Improvement Fund	2,363		2,363	685	2,363	0	0	0	0	2,363
Scottish Government Grant	(2,363)		(2,363)	(21)	(2,363)	0	0	0	0	(2,363)
<b>Sub-Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>664</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Support Services</b>										
<u>PC Replacement &amp; IT Upgrades</u>										
Hardware	16		16	3	16	15	15	14	14	74
Licenses	152		152	65	152	112	95	71	71	501
<b>Sub-Total</b>	<b>168</b>	<b>0</b>	<b>168</b>	<b>68</b>	<b>168</b>	<b>127</b>	<b>110</b>	<b>85</b>	<b>85</b>	<b>575</b>
<b>Commercial Property Investment Programme</b>										
North Muirton Industrial Estate - Site Servicing & Provision of Ur	57		57	2	57	0	0	0	0	57
Broxden Business Park - Additional Infrastructure	10		10		10	0	0	0	0	10
Western Edge, Kinross - Site Servicing	5		5		5	0	0	0	0	5
Broxden Drainage Mitigation Works	638		638		638	866	0	0	0	1,504
Third Party Contribution (Scottish Water)	(470)		(470)		(470)	(658)	0	0	0	(1,128)
Ruthvenfield Business Centre	1,372		1,372		1,372	0	0	0	0	1,372
North Muirton Drainage	17		17		17	0	0	0	0	17
<b>Sub-Total</b>	<b>1,629</b>	<b>0</b>	<b>1,629</b>	<b>2</b>	<b>1,629</b>	<b>208</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,837</b>
<b>Prudential Borrowing Projects</b>										
Wheeled Bin Replacement Programme - Domestic Bins	203		203	46	203	200	200	200	200	1,003
Wheeled Bin Replacement Programme - Commercial Bins	35	173	208		208	20	20	20	20	288
Recycling Containers, Oil Banks & Battery Banks Replacement	150		150		150	65	65	65	65	410
Capital Receipts - Disposals	0		0	(9)	0	0	0	0	0	0
Litter Bins	25		25	5	25	50	50	50	50	225
Smart Cities - Smart Waste	145	(100)	45	46	45	0	0	0	0	45
Third Party Contribution (ERDF)	(53)	29	(24)		(24)	0	0	0	0	(24)
Vehicle Replacement Programme	1,813	2,000	3,813	639	3,813	2,800	2,800	2,800	2,500	14,713
Capital Receipts - Vehicle Disposals	(276)	(100)	(376)	(91)	(376)	(352)	(352)	(352)	(322)	(1,754)
Street Lighting Renewal - LED & Column Replacement	804		804	300	804	888	825	541	592	3,650
LED Traffic Signal Replacement	4		4	4	4	0	0	0	0	4
Almondbank Flood Protection Scheme	3		3		3	0	0	0	0	3
Land Purchase & Development (Hotel Development)	0		0		0	950	950	0	0	1,900
<b>Sub Total</b>	<b>2,853</b>	<b>2,002</b>	<b>4,855</b>	<b>940</b>	<b>4,855</b>	<b>4,621</b>	<b>4,558</b>	<b>3,324</b>	<b>3,105</b>	<b>20,463</b>
<b>Housing Projects</b>										
Gypsy Travellers Site Improvement Works	195		195		195	0	0	0	0	195
Additional Gypsy Traveller Site Improvement Works	225		225	6	225	0	0	0	0	225
Scottish Government Grant	0		0	(24)	0	0	0	0	0	0
New Gypsy Traveller Site	2,000	(1,990)	10		10	0	1,990	0	0	2,000
<b>Sub Total</b>	<b>2,420</b>	<b>(1,990)</b>	<b>430</b>	<b>(18)</b>	<b>430</b>	<b>0</b>	<b>1,990</b>	<b>0</b>	<b>0</b>	<b>2,420</b>
<b>TOTAL: COMMUNITIES</b>	<b>107,405</b>	<b>(2,659)</b>	<b>104,746</b>	<b>42,197</b>	<b>104,746</b>	<b>116,845</b>	<b>59,191</b>	<b>38,303</b>	<b>27,026</b>	<b>346,111</b>

PERTH AND KINROSS COUNCIL  
COMPOSITE CAPITAL PROGRAMME  
SUMMARY OF CAPITAL RESOURCES AND EXPENDITURE 2023/24 to 2027/28

APPENDIX II

	Revised Budget 13-Sep-23 Report 1 2023/24 (£'000)	Proposed Budget Adjustment Report 2 2023/24 (£'000)	Revised Budget Report 2 2023/24 (£'000)	Actual to 30-Sep-23 2023/24 (£'000)	Projected Outturn 2023/24 (£'000)	Revised Budget Report 2 2024/25 (£'000)	Revised Budget Report 2 2025/26 (£'000)	Revised Budget Report 2 2026/27 (£'000)	Revised Budget Report 2 2027/28 (£'000)	Revised Budget Report 2 TOTAL (£'000)
<b>Health &amp; Social Care</b>										
Occupational Therapy Equipment	250		250		250	250	250	250	250	1,250
Technology Enabled Telecare	1,000		1,000	265	1,000	1,537	1,000	1,000	1,000	5,537
Moving & Handling Office Refurbishment	0		0		0	29	0	0	0	29
Software Licences	53		53		53	53	53	53	69	281
Developing Supported Tenancies	0		0		0	229	0	0	0	229
<b>TOTAL: HEALTH &amp; SOCIAL CARE</b>	<b>1,303</b>	<b>0</b>	<b>1,303</b>	<b>265</b>	<b>1,303</b>	<b>2,098</b>	<b>1,303</b>	<b>1,303</b>	<b>1,319</b>	<b>7,326</b>
<b>CORPORATE AND DEMOCRATIC SERVICES</b>										
<u>Property Services</u>										
DDA Adaptation & Alteration Works Programme	410		410	190	410	200	200	200	200	1,210
Property Compliance Works Programme	627	250	877	115	877	400	650	650	650	3,227
Capital Improvement Projects Programme	2,275		2,275	600	2,275	1,800	1,800	1,800	894	8,569
Pitlochry High School - Upgrade Programme	316		316	81	316	0	0	0	0	316
Energy Efficiency Works - Various Properties	27		27	27	27	0	0	0	0	27
Revenue Contribution (Salix Reserve)	(27)		(27)		(27)	0	0	0	0	(27)
Decarbonisation - Prudential Borrowing Programme (PB)	700		700		700	1,300	0	0	0	2,000
Energy Conservation & Carbon Reduction Programme (PB)	138		138	17	138	150	150	150	150	738
<u>Information Systems &amp; Technology</u>										
ICT Infrastructure Replacement and Upgrade Programme	2,416		2,416	1,282	2,416	4,207	4,079	3,017	2,903	16,622
Data & Analytics	600		600	97	600	839	738	761	784	3,722
Supporting Digital	750		750	30	750	855	878	901	926	4,310
Software Licences (Revenues & Benefits)	50		50	52	50	51	51	51	51	254
School Audio-Visual (AV) Equipment Replacement Programme	100		100	25	100	173	35	35	555	898
Mosaic - Swift Social Work System Replacement	820	(20)	800	157	800	1,319	20	0	0	2,139
Revenue Contribution	0		0		0	(124)	(125)	(125)	0	(374)
<b>TOTAL: CORPORATE AND DEMOCRATIC SERVICES</b>	<b>9,202</b>	<b>230</b>	<b>9,432</b>	<b>2,673</b>	<b>9,432</b>	<b>11,170</b>	<b>8,476</b>	<b>7,440</b>	<b>7,113</b>	<b>43,631</b>
<b>TOTAL COMPOSITE NET EXPENDITURE</b>	<b>180,346</b>	<b>(6,019)</b>	<b>174,327</b>	<b>67,059</b>	<b>174,327</b>	<b>199,007</b>	<b>110,523</b>	<b>61,850</b>	<b>42,281</b>	<b>587,988</b>
<small>(NET OF GRANTS, REVENUE AND 3RD PARTY CONTRIBUTIONS, AND RING FENCED RECEIPTS)</small>										

PERTH AND KINROSS COUNCIL  
COMPOSITE CAPITAL PROGRAMME  
SUMMARY OF CAPITAL RESOURCES AND EXPENDITURE 2023/24 to 2027/28

	Revised Budget 13-Sep-23 Report 1 2023/24 (£'000)	Proposed Budget Adjustment Report 2 2023/24 (£'000)	Revised Budget Report 2 2023/24 (£'000)	Actual to 30-Sep-23 2023/24 (£'000)	Projected Outturn 2023/24 (£'000)	Revised Budget Report 2 2024/25 (£'000)	Revised Budget Report 2 2025/26 (£'000)	Revised Budget Report 2 2026/27 (£'000)	Revised Budget Report 2 2027/28 (£'000)	Revised Budget Report 2 TOTAL (£'000)
<b>CAPITAL RECEIPTS</b>										
General Capital Grant - Scottish Government	(22,500)	(199)	(22,699)	(11,009)	(22,699)	(13,847)	(12,639)	(12,150)	(12,150)	(73,485)
Developer Contributions	(2,847)		(2,847)		(2,847)	(2,300)	(2,367)	(2,600)	(2,600)	(12,714)
General Fund - Capital Receipts/Disposal	(976)	573	(403)	1	(403)	(379)	(694)	(250)	(250)	(1,976)
Commercial Property - Capital Receipts/Disposal	(243)	243	0	0	0	(712)	(1,275)	0	(243)	(2,230)
<b>Total: Capital Receipts</b>	<b>(26,566)</b>	<b>617</b>	<b>(25,949)</b>	<b>(11,008)</b>	<b>(25,949)</b>	<b>(17,238)</b>	<b>(16,975)</b>	<b>(15,000)</b>	<b>(15,243)</b>	<b>(90,405)</b>
<b>Annual Composite Borrowing Requirement</b>	<b>153,780</b>	<b>(5,402)</b>	<b>148,378</b>	<b>56,051</b>	<b>148,378</b>	<b>181,769</b>	<b>93,548</b>	<b>46,850</b>	<b>27,038</b>	<b>497,583</b>
<b>CAPITAL RECEIPTS BROUGHT FORWARD</b>	<b>(2,245)</b>	<b>0</b>	<b>(2,245)</b>	<b>(2,245)</b>	<b>(2,245)</b>	<b>(616)</b>	<b>(1,120)</b>	<b>(2,395)</b>	<b>(2,395)</b>	<b>(2,245)</b>
<b>CAPITAL RECEIPTS CARRIED FORWARD</b>	<b>859</b>	<b>(243)</b>	<b>616</b>	<b>2,243</b>	<b>616</b>	<b>1,120</b>	<b>2,395</b>	<b>2,395</b>	<b>2,638</b>	<b>2,638</b>
<b>TOTAL NET COMPOSITE BORROWING REQUIREME</b>	<b>152,394</b>	<b>(5,645)</b>	<b>146,749</b>	<b>56,049</b>	<b>146,749</b>	<b>182,273</b>	<b>94,823</b>	<b>46,850</b>	<b>27,281</b>	<b>497,976</b>

## EDUCATION AND CHILDREN'S SERVICES

Project	Project Description
MIS - Procurement & Integration	Schools Management Information System
MIS - SEEMIS Licensing	Licensing of Schools Management Information System
Blairgowrie Recreation Centre - Replacement	Replacement of the Recreation Centre in Blairgowrie
Investment in the Learning Estate	Investment to upgrade the infrastructure and environment of our existing school estate
Free School Meal Expansion Programme	Upgrading kitchen and dining facilities to provide the enhanced Free School Meals programme
Methven Primary School Refurbishment	Upgrade of Methven Primary School facilities
Breadalbane Academy, Aberfeldy - 3G Pitch	Additional investment required to upgrade 2G to 3G
Kirkmichael Primary School Upgrades	Upgrade of Kirkmichael Primary School facilities
Early Learning & Childcare	
- Letham Primary School Upgrade Project	1140 hrs project plus upgrade of primary school infrastructure - Completed
- Oakbank Primary School Upgrade Project	1140 hrs project - Completed
- Rattray Primary School Upgrade Project	1140 hrs project plus upgrade of primary school infrastructure - Completed
North/West Perth - New Primary School	New primary school located at Bertha Park
Riverside Primary New School	Replacement of North Muirton and Balhousie primary schools
Technology Upgrades	Upgrade to practical teaching environment within the existing school estate
Perth Academy - Refurbishment	Investment to upgrade the infrastructure and environment of the Perth Academy including structural work to sports block, lighting upgrades, classroom upgrades and science block cladding
Perth Grammar School - Upgrade Programme Phase 3	Investment to upgrade the infrastructure and environment of the Perth Grammar School including structural work to assembly hall, AV and WiFi upgrades, classroom refurbishment and door upgrades
Perth High School - Internal Services & Refurbishment	Necessary works to the infrastructure and environment of the current Perth High School
Perth High School - New School Investment	Replacement of the existing Perth High School
Harris Academy/Invergowrie - Extension	Extension and reconfiguration of existing space at Harris Academy in Dundee for continuation of access for pupils based in Invergowrie

## COMMUNITIES

Project	Project Description
<b>Traffic &amp; Road Safety</b>	
Road Safety Initiatives (20mph Zones etc.)	A programme of works to improve road safety
Additional Road Safety - Pedestrian Crossings	A programme of works to provide pedestrian crossing facilities
Road Safety Improvement Fund works	Provision of safety barriers on routes where motor cycling is common
Schools Road Safety Measures	A programme of works to improve road safety in the vicinity of schools
20mph Signage Programme - Schools	A programme of works to improve road safety in the vicinity of schools
20mph Signage Programme	A programme of works to introduce 20mph speed limits.
Cycling Walking & Safer Routes (CWSR)	A programme of works providing infrastructure for cycling, walking and safer routes
Car Parking Investment	Construction of new car park in Auchterarder
Car Parking Investment - Pitlochry	Purchase of land and construction of a public car park
Strathmore Cycle Network	Contribution towards a shared use path between Coupar Angus and Blairgowrie
<b>Asset Management - Roads &amp; Lighting</b>	

Structural Maintenance	Road maintenance to extend the life of roads, including predominately road resurfacing, surface dressings, installing new drainage infrastructure and repairs to and replacement of defective embankments and retaining walls
Traffic Signal Renewals - Upgrading	A programme of works to upgrade existing traffic signal infrastructure
Footways	Replacement of existing deteriorated footway surfaces
Investment in Local Footpaths	A programme of works to improve and provide local footpaths
Road Safety Barriers	Renewal of existing barriers where unrecoverable damage has occurred and renewal of barriers where timber posts have been used in construction
<b>Asset Management - Bridges</b>	
Bridge Refurbishment Programme	Used to appoint specialist external inspection teams and consultants to carry out specialist access bridge inspections and assessments
Dalhenzean Culvert	Culvert replacement project (later years)
Dunkeld Golf Course	Culvert replacement project (later years)
Vehicular Bridge Parapets Programme - Assess & Upgrade	Assessment and Upgrading of Vehicle Parapets Programme
Old Perth Bridge - Strengthening	Carry out works recommended by the 2018 Bridge Assessment study, including a range of assessment, investigation, strengthening and improvement works
Perth Queens Bridge - Strengthening	Carry out works recommended by the 2018 Bridge Assessment study, including a range of assessment, investigation, strengthening and improvement works
Garry Viaduct	Replacement of Bearings and Parapets; including strengthening of deck for bearing replacement jacking up, and to cater for increased parapet vehicular deterrent capacity
Culteuchar Culvert	Replace existing temporary steel bridge (on hire) with culvert
Glendevon Bridge	Major bridge repair works required due to severe river scour damage (now complete)
Tullyfergus Bridge	Installation of scour protection to protect existing bridge abutments (later years)
<b>Improvement Schemes</b>	
A9/A85 Road Junction Improvements	New infrastructure including a new A9 overbridge, a bridge over the River Almond and road linking the A85 to Inveralmond and Bertha Park (Phase 1 of Perth Transport Futures Project) - complete
Cross Tay Link Road (CTRL)	New road and major structure over the River Tay, linking the A9 north of Inveralmond and the A94 north of Scone (Phase 2 of Perth Transport Futures Project).
A977 Upgrades	A programme of works to improve road safety along the A977.
Broich Road, Crieff - Road Realignment & Safety Measures	Complete
<b>Rural Flood Protection Schemes</b>	
Almondbank Flood Protection Scheme	Substantially complete
Perth Flood Protection Scheme (Pump Replacement)	Complete
Perth Flood Protection Scheme (South Inch Culvert Reinstatement)	Ground investigation and monitoring then design project to refurbish existing culvert
Comrie Flood Protection Scheme	Design and construction of a scheme to reduce the risk of flooding in Comrie
Milnathort Flood Protection Scheme	Design and construction of a scheme to reduce the risk of flooding in Milnathort
South Kinross Flood Protection Scheme	Design and construction of a scheme to reduce the risk of flooding in South Kinross
Scone Flood Protection Scheme	Design and construction of a scheme to reduce the risk of flooding in Scone

Coastal Change Adaptation	Design and construct projects to deal with incidents of coastal erosion
<b>Perth &amp; Kinross Place-making</b>	
Mill Street Environmental Improvements	Potential compensation payments associated with claims against compulsory land acquisition to enable delivery of environmental improvements to stimulate and support development and investment
Perth, Place, People	Design and development of sustainable transport corridors to improve access to and from Perth and enable additional development and improvement within Perth city centre
Perth City Centre Golden Route (Rail Station)	Design and development of improvements to access, signage and animation from rail and bus station to Perth city centre to complement improvements to integration of transport
City Greening	Improvements to support enhancement of retail trading environment and residential areas and enhanced use of space for markets, events and alfresco use
Perth & Kinross Lighting Action Plan	Architectural and creative lighting to enhance city and towns appearance, reduce energy cost and increase safety at nighttime to increase dwell time, support the hospitality sector, events and grow the evening economy
<b>Other Planning Projects</b>	
Creative Exchange (former St. John's Primary School)	Repurposing old school to offer space to creative industry businesses and create the Famous Grouse Idea Centre, a space to support business innovation. Complete
Town Centre - Regeneration & Economic Improvements	Complete
Local Full Fibre Network	Provision of gigabit fibre connectivity to Council's buildings to unlock gigabit connectivity for surrounding communities. Completed
Low Carbon Transport & Active Travel Hub - Broxden EV Chargers	Provision of fast EV chargers combined with solar power generation and battery storage at Broxden Park & Ride - Near completion
Perth Eco-Innovation Park at Perth West	Provision of enabling infrastructure (access road, A9 underpass and unit platforms) to develop 25ha of employment land supporting clean growth, business innovation and jobs - Phase 1 (11ha) - In development
Coupar Angus - Strathmore Community Hub	Complete
Nature Restoration	Protection and restoration of biodiversity focusing on over-exploitation of the natural environment and addressing its consequences; habitat loss and fragmentation; and invasive non-native species - 22/23 completed - 23/24 started
<b>City Centre Developments - Cultural Attractions</b>	
Perth Museum	Refurbishment of Perth City Hall to create new museum spaces and cafe. Main construction phase complete and install/fit out on schedule for planned opening spring 2024
Perth Art Gallery	Refurbishment of temporary galleries - scheduled for completion November 2023
Collections Centre	Project removed from programme
PH2O	Replacement of Perth Leisure Pool and Dewars Ice Rink. On hold pending outcome of Leisure and Culture Assets Review
<b>Community Planning</b>	
Letham Community Wellbeing Hub	Refurbishment of Letham Wellbeing Hub to offer a range of services to the local community managed by Letham4All - scheduled for completion end 2023
<b>Community Greenspace</b>	

Play Areas - Improvements Implementation Strategy	Regular refurbishment of 146 play areas based on approx. 6-8 per year. Involves community engagement and often co-funding and design of the sites
3G Pitch, Blairgowrie	Two phase community led project to provide a new full sized 3G football pitch and pavilion
Settlement/Neighbourhood Parks	Refurbishment of neighbourhood parks working in partnership with communities to improve, update and renew worn out or obsolete infrastructure
Countryside Sites	Refurbishment of more natural parks and open spaces
Community Greenspace Sites	Main fund for all Community Greenspace Sites which is drawn down to support the overall capital programme of refurbishments and upgrades
Community Greenspace Bridges	Refurbishment programme for all bridges on Community Greenspace sites
Core Path Implementation	Holding budget for Crieff Comrie Core path development mainly funded through Sustrans
Alyth Environmental Improvements	Town centre upgrade including community led refurbishment of the burnside - complete
Premier Parks	Small budget to facilitate refurbishment of former Premier Park upgrades
Auchterarder Public Park	Major play area upgrade co-funded and designed with the community
The Knock	Complete
Kinnoull Hill	Complete
Cemetery Extensions	Funding to allow the extension of existing or development of new cemeteries to address the pressure for burial space
<b>Waste Strategy</b>	
Recycling Improvement Fund	External Scottish Government funding (Recycling Improvement Fund) to roll out 4th bin to householders for recycling
<b>Support Services - PC Replacement &amp; IT Upgrades</b>	
Hardware	Funding of additional or bespoke IT Hardware for Communities Staff
Licenses	Funding of software contracts
<b>Commercial Property Investment Programme</b>	
North Muirton Industrial Estate - Site Servicing & Provision of Units	Only road adoption works remaining
Broxden Business Park - Additional Infrastructure	Only road adoption works remaining
Western Edge, Kinross - Site Servicing	Only road adoption works remaining
Additional Infrastructure Investment - Broxden	Complete
Broxden Drainage Mitigation Works	Drainage/pumping station works underway and subject to agreement/contribution from Scottish Water
Ruthvenfield Business Centre	Works on redevelopment in progress
North Muirton Drainage	Drainage/pumping station underway
North Muirton Industrial Estate Expansion Land - Servicing	Complete
<b>Prudential Borrowing Projects</b>	
Wheeled Bin Replacement Programme - Domestic Bins	Replacement of damaged and end of life wheeled bins for households. Also supplying bins for new properties
Wheeled Bin Replacement Programme - Commercial Bins	Replacement of damaged and end of life wheeled bins for commercial customers. Also supplying bins for new customers and changes to collection contracts
Recycling Containers, Oil Banks & Battery Banks Replacement Programme	Replacement of damaged and end of life oil and battery banks
Litter Bins	Replacement of damaged and end of life litter bins and/or for general supply of litter bins where required.
Smart Cities - Smart Waste	Programme now complete - included introduction of In Cab system for refuse vehicles, fill level sensors on city centre litter bins



Vehicle Replacement Programme	Fleet vehicle replacement programme
Crematorium - Abatement Works	Complete
Street Lighting Renewal - LED & Column Replacement	Street Lighting LED conversion and column replacement programme
Smart Cities - Intelligent Street Lighting	Complete
LED Traffic Signal Replacement	Complete
Almondbank Flood Protection Scheme	Under Rural Flood
Land Purchase & Development (Hotel Development)	Development agreement secured and release of grant for heritage subject to progression through planning and cost evidence
Technology & Innovation Incubator Units	Complete
<b>Housing Projects</b>	
Gypsy Travellers Site Improvement Works	Programme of works for improvements on Gypsy Traveller sites at Bobbin Mill and Double Dykes
Additional Gypsy Traveller Site Improvement Works	Additional funding to support improvements works programme on Gypsy Traveller sites
Gypsy Traveller Site Community Improvement Works	Funding from Gypsy Traveller Scottish Government Funding Bid for replacement of chalets at Double Dykes
New Gypsy Traveller Site	Feasibility Study for Gypsy Traveller Transient Site

## CORPORATE AND DEMOCRATIC SERVICES

Project	Project Description
<b>Property Services</b>	
DDA Adaptation & Alteration Works Programme	To provide unhindered accessibility to all Council Buildings - e.g. Ramps/Lifts/Door Access/Accessible Toilets and Changing Areas
Property Compliance Works Programme	To ensure compliance with current and changing legislation including - New Fire Alarms; Lighting; Wiring; Fire Protection Works; Gas pipework within buildings and Roof Restraint safety systems
Capital Improvement Projects Programme	Roof Upgrades; Full internal refurbishment works; New Heating Systems; Boilers and pipework; Structural Upgrades; Small extensions; New Windows/Doors; New Fencing; New Cladding
Pitlochry High School - Upgrade Programme	Upgrades to Mechanical and Electrical Infrastructure, including rewiring, heating and controls systems, replacement lighting and consequential building works such as new ceilings, painting and flooring
Community School of Auchterarder - Structural Improvements	Undertake Structural improvement works following recommendations of Edinburgh schools report
CO2 Monitors for Schools Programme	Installation of CO2 monitors throughout the Property estate to monitor air quality and improve ventilation systems where necessary
Energy Efficiency Works - Various Properties	Focusing on a spend to save with projects aiming to reduce energy cost across the property estate
Decarbonisation - Prudential Borrowing Programme (PB)	This budget will support PKCs path to NetZero and focus primarily on the de-carbonisation of heat and replacing inefficient direct emissions heat sources
Energy Conservation & Carbon Reduction Programme (PB)	This budget is focused on works to reduce PKC energy consumption and help achieve annual KPI energy reduction of 3%
<b>Information Systems &amp; Technology</b>	
ICT Infrastructure & Replacement and Upgrade Programme	This Programme delivers the IT / digital environment, digital resources and systems required by staff and young people. The programme maintains, supports and develops computers; networks; telephony; Microsoft systems; connectivity and equipment; datacentres; servers; file storage and back up; security systems and video conferencing

Data & Analytics	Delivers the governance, tools, technologies and organisation-wide skills required for optimising value from Council data, driving informed decision making around resources, priorities and service delivery targets
Supporting Digital	Develops the capabilities we need to be an innovative digital organisation. Including developing the Council's corporate employee (mobile working) and customer (online services) platforms, to create new digital products and services; investment in tools such as Microsoft; resourcing innovation and building digital skills, insight and expertise
Software Licences (Revenues & Benefits)	NAC Live system licensing for Revenues & Benefits team
School Audio-Visual (AV) Equipment Replacement Programme	Ensures all Perth and Kinross classrooms have equitable access to audio visual panels and the digital skills to exploit these resources for learning and teaching
Mosaic - Swift Social Work System Replacement	Purchase and Development of a new Social Work system to replace SWIFT

**PERTH AND KINROSS COUNCIL**  
**HRA CAPITAL INVESTMENT PROGRAMME**  
**SUMMARY OF CAPITAL RESOURCES AND EXPENDITURE 2023/24 to 2026/27**

	Approved Budget 13-Sep-23 Report 1 2023/24 £'000	Proposed Budget Adjustment Report 2 2023/24 £'000	Revised Budget Report 2 2023/24 £'000	Actual to 30-Sep-23 2023/24 £'000	Projected Outturn Report 2 2023/24 £'000	Revised Budget Report 2 2024/25 £'000	Revised Budget Report 2 2025/26 £'000	Revised Budget Report 2 2026/27 £'000	Revised Budget Report 2 2027/28 £'000	Revised Budget Report 2 TOTAL £'000
<b>Council House New Build Programme</b>										
<b>Glebe, Scone - 65 Units</b>	17		17		17	0	0	0	0	17
Council Tax (Second Income)	0		0		0	0	0	0	0	0
Scottish Government Subsidy	0		0		0	0	0	0	0	0
	17	0	17	0	17	0	0	0	0	17
<b>Huntingtower, Perth - 70 Units</b>	1		1		1	0	0	0	0	1
Council Tax (Second Income)	0		0		0	0	0	0	0	0
Scottish Government Subsidy	0		0		0	0	0	0	0	0
	1	0	1	0	1	0	0	0	0	1
<b>Fairfield, Perth</b>	251		251	195	251	0	0	0	0	251
Council Tax (Second Income)	0		0		0	0	0	0	0	0
Scottish Government Subsidy	0		0		0	0	0	0	0	0
	251	0	251	195	251	0	0	0	0	251
<b>Lynedoch Road, Methven</b>	698		698	486	698	0	0	0	0	698
Council Tax (Second Income)	0		0		0	0	0	0	0	0
Scottish Government Subsidy	0		0		0	0	0	0	0	0
	698	0	698	486	698	0	0	0	0	698
<b>Future Developments</b>	8,641	(8,641)	0		0	5,128	6,014	6,014	13,014	30,170
Council Tax (Second Income)	0		0		0	0	0	0	0	0
Scottish Government Subsidy	0		0		0	0	0	0	0	0
	8,641	(8,641)	0	0	0	5,128	6,014	6,014	13,014	30,170
<b>Total Council House New Build</b>	<b>9,608</b>	<b>(8,641)</b>	<b>967</b>	<b>681</b>	<b>967</b>	<b>5,128</b>	<b>6,014</b>	<b>6,014</b>	<b>13,014</b>	<b>31,137</b>
<b>Increase in Council House Stock</b>										
Council House Buy-Backs	2,964	1,641	4,605	3,432	4,605	3,000	3,000	3,000	3,000	16,605
Scottish Government Subsidy	(1,050)		(1,050)		(1,050)	0	0	0	0	(1,050)
	<b>1,914</b>	<b>1,641</b>	<b>3,555</b>	<b>3,432</b>	<b>3,555</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>15,555</b>
Lock-ups and Garage Sites	0		0		0	50	0	0	0	50
<b>Standard Delivery Plan</b>										
Heating Upgrade Contract Works	747		747	107	747	700	700	0	0	2,147
Rewiring, Infrastructure & Property Refurbishment	1,515		1,515	231	1,515	1,686	0	0	0	3,201
Triple Glazing	2,466	1,400	3,866	2,091	3,866	0	0	0	0	3,866
Controlled Door Entry	0		0		0	28	0	0	0	28
Kitchen Modernisation Programme	374		374	97	374	1,504	2,025	0	0	3,903
Bathroom Modernisation Programme	1,436		1,436	628	1,436	0	0	0	0	1,436
External Fabric	958		958	656	958	0	259	0	0	1,217
Energy Efficiency	107	163	270	273	270	433	625	0	0	1,328
Multi Storey Flats	2,243		2,243	50	2,243	0	0	0	0	2,243
Environmental Improvements	899		899	433	899	0	0	0	0	899
Fire Precaution Measures	399		399		399	0	0	0	0	399
Sound Insulation	289		289		289	100	42	0	0	431
Structural	478		478		478	250	522	0	0	1,250
SHQS Future Developments	0		0		0	0	4,066	8,630	5,553	18,249
<b>Total Standard Delivery Plan</b>	<b>11,911</b>	<b>1,563</b>	<b>13,474</b>	<b>4,566</b>	<b>13,474</b>	<b>4,701</b>	<b>8,239</b>	<b>8,630</b>	<b>5,553</b>	<b>40,597</b>
<b>Other Investment in Council House Stock</b>										
Total Major Adaptations to Council House Stock	4	78	82	2	82	22	0	0	0	104
Anchor House, Rannoch Road, Perth - Conversion (5 U	87		87	5	87	0	0	0	0	87
149-151 Dunkeld Road, Perth	277		277	105	277	0	0	0	0	277
111 Rannoch Road, Perth (Former Driving Test Centre)	8		8		8	0	0	0	0	8
St.Catherine's Square Redevelopment	2,991		2,991		2,991	402	0	0	0	3,393
Shops & Offices	239		239		239	50	0	0	0	289
Greyfriars and Satellite Sites	34		34	2	34	50	0	0	0	84
Sheltered Housing	11		11	2	11	0	0	0	0	11
Double Dykes Chalet Replacement	0		0	7	0	0	0	0	0	0
General Capital Works	70		70	43	70	0	0	0	0	70
Upgrade and Replacements to Lifts Programme	137		137		137	0	0	0	0	137
ICT Expenditure	131		131		131	50	0	0	0	181
Mortgage to Rent	175		175		175	50	0	0	0	225
<b>Total Other Investment in Council House Stock</b>	<b>4,164</b>	<b>78</b>	<b>4,242</b>	<b>166</b>	<b>4,242</b>	<b>624</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,866</b>
<b>Total Net Expenditure</b>	<b>27,597</b>	<b>(5,359)</b>	<b>22,238</b>	<b>8,845</b>	<b>22,238</b>	<b>13,503</b>	<b>17,253</b>	<b>17,644</b>	<b>21,567</b>	<b>92,205</b>
<b>Income</b>										
CAPITAL RECEIPTS	0		0		0	0	0	0	0	0
CFCR	(2,055)		(2,055)		(2,055)	(1,918)	(2,248)	(2,520)	(2,752)	(11,493)
<b>TOTAL BORROWING REQUIREMENT</b>	<b>25,542</b>	<b>(5,359)</b>	<b>20,183</b>	<b>8,845</b>	<b>20,183</b>	<b>11,585</b>	<b>15,005</b>	<b>15,124</b>	<b>18,815</b>	<b>80,712</b>



**SIGNIFICANT CAPITAL PROJECTS  
PROGRESS UPDATE**

Project Title	Total Gross Budget (£'000)	Third Party Funding (£'000)	Total Net Budget (£'000)	Projected Outturn (£'000)	Completion Date	Contract Awarded	On Site	Status	Change Since Last Report	Additional Commentary
Blaigowrie Recreation Centre - Replacement	36,000	0	36,000	36,000	Phase 1 completion date December 2024, phase 2 Easter 2025.	Yes	Yes	On track	Yes - on-site.	Works are progressing well on-site.
North/West Perth New Primary School*	24,000	0	24,000	24,000	Summer 2026	No	No	On track	Yes.	New Project Request submitted to HubCo in February 2023. Design team selected and early design process has begun.
Riverside Primary New School	19,899	0	19,899	19,899	June 2023	Yes	Yes	Phase 2 On Track	Yes - School operational.	Phase 1 is now complete and school is occupied, phase 2 - demolition works and external spaces is due to complete early December 2023.
Perth High School - New School Investment	80,200	0	80,200	80,200	Summer 2026 - school building currently scheduled to open summer 2025	Yes	Yes	On track	Yes - on-site.	Works are progressing on-site.
Harris Academy/Invergowrie Extension	5,200	0	5,200	5,200	Late 2023	Yes	Yes	On track	Yes.	Main extension complete, reconfiguration works still to be undertaken.
Cross Tay Link Road (CTRL)	150,500	40,000	110,500	110,500	Spring 2025	Yes	Yes	On programme	No	Works progressing well and on programme. No significant movements in projected spend. Piling works well advanced, East Abutment outstanding, the construction of the bridge deck works have commenced and will continue into 2024. Monthly risk meetings taking place with T&T and once bridge deck works ongoing detailed analysis of contingency and compensation events will be undertaken. Since the new realigned A9 has been opened the works to the existing carriageway area are continuing. On 2nd October the link between Stormontfield Road and A93 was opened to the public.
Comrie Flood Protection Scheme	28,435	0	28,435	28,435	Spring 2025	No	No	Advance works complete; Main works at tender assessment.	Yes	Main works tender received in June 2023 but cost higher than anticipated; tender assessment is currently on-going (including independent tender estimate, tender clarifications, tender negotiations and value engineering). This work has also been delayed by recent flood events. The next steps will include liaising with the Scottish Government to seek an increase in capital grant (equal to 80% of the project cost at tender stage) and the Council's capital plan (for the remaining 20%). This has delayed the commencement of the main construction works; once started the works will have a duration of 18 months.
Perth Eco Innovation Park*	32,817	11,275	21,542	21,542	Not currently programmed	No	No	Preliminary design works completed	Yes	Following the application for Levelling Up Fund Grant funding of £10m being unsuccessful, the Council approved a net increased of £10m on 1 March 2023 however the balance of £20m remains unfunded. A resubmitted bid for LUF will be made should there be a further call for applications. Private sector contributions and receipts are anticipated in years beyond the current programme to 2027/28.
Perth Museum	27,232	10,300	16,932	16,932	Spring 2024	Yes	Yes	On track	No	Construction phase complete and building handover to CPK completed 8 August. Exhibition fit out underway.
PH2O	90,000	0	90,000	90,000	Not currently programmed	No	No	Outline Business Case reported to Council 23 February 2023, and project on hold pending review.	Yes	Council approved to put the project on hold due to affordability and pending the outcome of a wider review in to leisure and cultural assets and how best to target the required investment in arts and leisure for the benefit of the wider community.

\* Third Party Funding excludes Developer Contributions and receipts to be received in future years beyond the current 5-year programme.



**PERTH AND KINROSS COUNCIL**

**Finance & Resources Committee**

**22 November 2023**

**TREASURY ACTIVITY AND COMPLIANCE REPORT 2023/24  
QUARTER 2**

**Report by Head of Finance  
(Report No. 23/317)**

**1. PURPOSE**

1.1 The purpose of this report is to update the Committee on Treasury Activity for the quarter ending 30 September 2023 and to report on compliance with the Council’s Treasury Management Policy Statement (TMPS); Investment Strategy and Prudential Indicators.

**2. RECOMMENDATION**

2.1 It is recommended that the Committee:

- (i) note the content of this report.
- (ii) approve the revised limits for depositing funds with Money Market Funds, as detailed in Section 6.

**3. STRUCTURE OF REPORT**

3.1 This report is structured over the following sections:

- Section 4: Economic Background
- Section 5: Treasury Activity
- Section 6: Proposed Amendment to Investment Policy
- Section 7: Compliance
- Section 8: Investment Strategy Compliance and Performance
- Section 9: Prudential Indicators
- Section 10: Conclusion

**4. ECONOMIC BACKGROUND**

4.1 The Bank of England’s Monetary Policy Committee (MPC) increased the UK Bank Base Rate from 5% to 5.25% on 3 August 2023. At both their subsequent meetings on 21 September and 2 November, they voted to keep the rate unchanged. UK inflation fell from 7.9% in June 2023 to 6.8% in July and fell again in August to 6.7%, with inflation in September remaining unchanged. This was the lowest rate since February 2022, primarily due to a slowdown in food inflation and a decline in the cost of accommodation services. Additionally, the core inflation rate, which excludes volatile items such as energy and food costs, also dropped.

- 4.2 Internationally, the Eurozone experienced GDP growth of 0.1% in the quarter to 30 June 2023. CPI Inflation continued to reduce whilst interest rates were increased in both July and September by 0.25%, finishing the quarter at 4.5%. In the US, GDP fell and inflation increased over the quarter. The US interest rate remained in the range of 5.25% to 5.50% in September 2023.
- 4.3 The Public Works Loan Board's (PWLB) certainty fixed interest rates for the quarter, which are based on yields on UK gilts, are shown in the graph at Appendix I. PWLB borrowing rates showed continuing volatility due to movements in base rate and future expectations. Interest rates for shorter term borrowing decreased by the end of the quarter as inflation continued to ease, whilst longer term rates increased due to other economic and political factors.

## 5. TREASURY ACTIVITY

- 5.1 A summary of the Council's treasury position and transactions is shown at Appendix II. The main activities are detailed below.
- 5.2 During the quarter there was no new long-term PWLB borrowing undertaken or repayment of maturing PWLB loans. Therefore, the Council's total long-term debt remained at £598.3 million with an average interest rate of 2.55% at the end of the quarter. There was 1 short-term market loan undertaken in the quarter to manage cashflow, with £5 million borrowed for 14 days at 5.18% at the end of August.
- 5.3 Common Good and Charitable Fund balances held on fixed deposit with the Loans Fund remained the same at £2.294 million, with the average interest rate remaining at 3.95%. Funds held from associated bodies and organisations decreased from £4.299 million to £3.130 million over the quarter, in line with their own cash flow requirements, whilst the average rate paid on these funds increased from 4.46% to 4.69% in line with increases in the Bank Base Rate.
- 5.4 Short term cashflow surpluses are invested in a mixture of fixed term deposits, instant access accounts and money market funds. All investments were made in accordance with the approved Investment Strategy and Permitted Investments.

### **Fixed Term Deposits**

- 5.5 Cashflow surpluses which arise during the year, and which are not immediately required, are generally invested in fixed term deposits for periods of up to 12 months, or up to 3 years where forecast cashflow requirements allow.
- 5.6 There were 9 fixed rate deposits made in the quarter (totalling £45 million) at an average amount of £5 million and an average interest rate of 5.73% for an average term of 163 days. In comparison to the previous quarter to the end of June, fixed deposit activity in the current quarter decreased due to increased expenditure on the Capital programme and cash requirements reducing the



duration of investments. The deposits were all within the banking sector and for varying durations. As interest rates increased over the quarter, the average rate on investments also increased. The fixed deposits undertaken in the quarter will generate £1,192,960 in interest at their maturity.

### **Investments for Daily Cashflow Requirements**

- 5.7 Cashflow surpluses which are required for more immediate needs were invested in the Council's instant access and Money Market Funds. The investment transactions in the quarter can be summarised as follows:
- The daily average amount of such funds increased from £6.1 million in the last quarter to £6.5 million in the current quarter.
  - The average interest rate achieved on these accounts over the quarter increased from 4.31% to 5.14% reflecting the increase in the base rate.
  - Money Market Funds, which operate on instant access terms, were used extensively over the quarter. The average amount invested increased from £8 million in the previous quarter to £8.1 million in the current quarter, whilst the average interest rate increased from 4.32% to 5.16%.
  - The increase in activity on these accounts reflected the need to retain an increased level of funds for more immediate cashflow purposes over the quarter.
  - Interest generated on these investments over the quarter amounted to £168,465.
- 5.8 The total amount of investments outstanding at 30 September 2023 was £133.133 million compared to £154.050 million at the end of the previous quarter. The overall average rate of interest on the investments outstanding increased from 4.50% at the end of the previous quarter to 5.34% at the end of the current quarter. This reflects increases in the Bank Base Rate over the quarter.
- 5.9 Income generated on investments undertaken during the quarter will total £1,361,425 at maturity (£2,044,499 in the quarter ended 30 June 2023). This measure reflects the total return on the investment activity undertaken in each quarter and is lower in comparison to the last quarter as fewer fixed term investments were undertaken and were for a shorter duration. However, investments in the current quarter were undertaken at higher interest rates.
- 5.10 All of the above investment activities are consistent with the Council's current investment strategy and cashflow requirements.

## **6. PROPOSED AMENDMENT TO INVESTMENT POLICY**

- 6.1 The Council approved a revised investment policy at its meeting on 25 September 2019 (report 19/277 refers). The policy was amended to allow more flexibility in the Council's investment activity at a time of increased investment balances. The level of investments has, however, been reducing over the past 12 months as resources are applied to deliver the Capital programme. Cashflow requirements now necessitate that more of the

Council's funds are invested for shorter durations. The Council uses Money Market Funds for short term investments as they provide a higher rate of return than bank deposits and spread investment risk across a range of investments managed by the Fund.

- 6.2 It is therefore proposed to increase the limit for Money Market Funds from 10% of the total investment portfolio or £10 million (whichever is higher), to 20% or £20 million respectively for each individual Money Market Fund. All Money Market Funds used by the Council are rated AAA (the highest rating for creditworthiness), and therefore the risk arising from the proposed amendment is negligible.

## **7. COMPLIANCE**

- 7.1 For the quarter ending 30 September 2023, there were no breaches in compliance with the Council's approved Treasury Management Policy Statement, Treasury Management Practices (TMP's) or lending limits as detailed in TMP 4 (Approved Instruments, Methods & Techniques).
- 7.2 Appendix III shows the list of approved counterparties, based on the Council's current lending policy, as at October 2023.
- 7.3 For the quarter ending 30 September 2023 the average closing cleared bank balance was £21,665.95 in credit. This reflects the application of the Council's "sweep facility" operated by the bank, with any credit balance in excess of £35,000 being "swept up" overnight to the Council's instant access account.

## **8. INVESTMENT STRATEGY COMPLIANCE AND PERFORMANCE**

- 8.1 The Treasury Investment Strategy for 2023/24 was approved by the Council at its meeting on 10 May 2023 (report 23/135 refers).
- 8.2 In the current quarter, the level of Council investments peaked at £172.125 million on 16 August 2023 and reduced to £133.133 million by the end of the quarter. The average daily investment balance over the quarter was £155.355 million, which decreased from an average of £168.004 million in the previous quarter and from £259.296 million in the same quarter of last year. This highlights the steadily increasing reduction in investment balances over the last year as funds are applied in financing the approved Capital programme.
- 8.3 The Investment Strategy was applied in full over the quarter, with liquidity being maintained using instant access accounts and Money Market Funds as detailed in paragraph 5.7 above. There were no other risks identified in the quarter.
- 8.4 The Investment Strategy also incorporates investments held by the Common Good Funds. All such investments during the quarter were with the Council's Loans Fund. The only Council funds held by external fund managers relate to Council administered Charitable Trusts and are, therefore, not covered by this Investment Strategy.

8.5 The budgeted income in 2023/24 for Commercial Property investments is £1,826,501 whilst the latest projection is £1,820.878. There were no new property investments entered into during the quarter.

## 9. PRUDENTIAL INDICATORS

9.1 Prudential Indicators for 2023/24 to 2027/28 were approved by the Council at the meeting on 10 May 2023 (report 23/135 refers) as part of the Annual Treasury & Investment Strategy report.

9.2 The latest estimates of the Prudential Indicators, in line with the Council's current approved Capital Budget and Capital Financing (borrowing) requirements, are shown in Appendix IV. These show that the Council adhered to all Prudential Limits in the quarter. However, the annual Loan Charges relative to the Net Revenue stream and the Capital Financing (Borrowing) Requirement show an increasing trend, particularly over the next two years, which reflects the current approved Capital Programme and increasing interest rates forecast over the period.

## 10. CONCLUSION

10.1 The Bank of England's MPC increased the Bank Base Rate from 5.0% to 5.25% at its meeting in August, however it was unchanged at the last meeting in September due to falling inflation rates.

10.2 Public Works Loans Board (PWLB) borrowing rates continued to be volatile over the quarter due to continued inflationary expectations and economic growth prospects. Shorter-term PWLB borrowing rates decreased over the quarter whilst longer term rates increased.

10.3 Investment activity in the quarter consisted of a reduced level of fixed term deposits, whilst instant access and Money Market Funds were used to meet day-to-day cashflow requirements. Investment rates increased over the quarter, however, the total level of investments outstanding reduced.

10.4 The Council adhered to its Investment Strategy and policies throughout the quarter, with no breaches in compliance. Revised limits for Money Market Funds are proposed to meet cashflow and investment requirements as the level of investments reduce. The Council's Prudential Indicators were also adhered to throughout the quarter.

### Author(s)

Name	Designation	Contact Details
John Jennings	Senior Accountant	<a href="mailto:CHXFinance@pkc.gov.uk">CHXFinance@pkc.gov.uk</a>

### Approved

Name	Designation	Date
Stewart MacKenzie	Head of Finance	7 November 2023

If you or someone you know would like a copy of this document in another language or format, (on occasion, only a summary of the document will be provided in translation), this can be arranged by contacting the Customer Service Centre on 01738 475000.

You can also send us a text message on 07824 498145.

All Council Services can offer a telephone translation facility.

## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

<b>Strategic Implications</b>	<b>Yes / None</b>
Community Plan / Single Outcome Agreement	None
Corporate Plan	Yes
<b>Resource Implications</b>	
Financial	Yes
Workforce	None
Asset Management (land, property, IST)	None
<b>Assessments</b>	
Equality Impact Assessment	Yes
Strategic Environmental Assessment	Yes
Sustainability (community, economic, environmental)	Yes
Legal and Governance	None
Risk	None
<b>Consultation</b>	
Internal	Yes
External	None
<b>Communication</b>	
Communications Plan	None

### 1. Strategic Implications

#### Corporate Plan

1.1 The Council's Corporate Plan 2022 – 2027 lays out seven outcome focussed strategic objectives which provide clear strategic direction, inform decisions at a corporate and service level and shape resources allocation. They are as follows:

- Tackling Poverty
- Tackling climate change and supporting sustainable places
- Growing a sustainable and inclusive local economy
- Enabling our children and young people to achieve their full potential.
- Protecting and caring for our most vulnerable people
- Supporting and promoting physical and mental wellbeing
- Placing communities at the heart of how we work

1.2 This report relates to all of these objectives.

### 2. Resource Implications

#### Financial

2.1 There are no direct financial implications arising from this report other than those reported within the body of the main report.

## Workforce

- 2.2 There are no direct workforce implications arising from this report.

## Asset Management (land, property, IT)

- 2.3 There are no direct asset management implications arising from this report other than those reported within the body of the main report.

## **3. Assessments**

### Equality Impact Assessment

- 3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties.
- 3.2 The information contained within this report has been considered under the Corporate Equalities Impact Assessment process (EqIA) and has been assessed as **not relevant** for the purposes of EqIA.

### Strategic Environmental Assessment

- 3.3 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.
- 3.4 The information contained within this report has been considered under the Act. However, no action is required as the Act does not apply to the matters presented in this report.

### Sustainability

- 3.5 Under the provisions of the Local Government in Scotland Act 2003 the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. In terms of the Climate Change Act, the Council has a general duty to demonstrate its commitment to sustainability and the community, environmental and economic impacts of its actions.
- 3.6 The information contained within this report has been considered under the Act. However, no action is required as the Act does not apply to the matters presented in this report.

## **4. Consultation**

- 4.1 The Chief Executive and the Council's Treasury advisors, Link Asset Services, have been consulted in the preparation of this report.

## **2. BACKGROUND PAPERS**

- 2.1 No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information) were relied on to any material extent in preparing the above report.

## **3. APPENDICES**

Appendix I – PWLB Fixed Maturity Interest Rates from 1 July to 30 September 2023.

Appendix II – Summary of the Treasury Position and Transactions from 1 July to 30 September 2023.

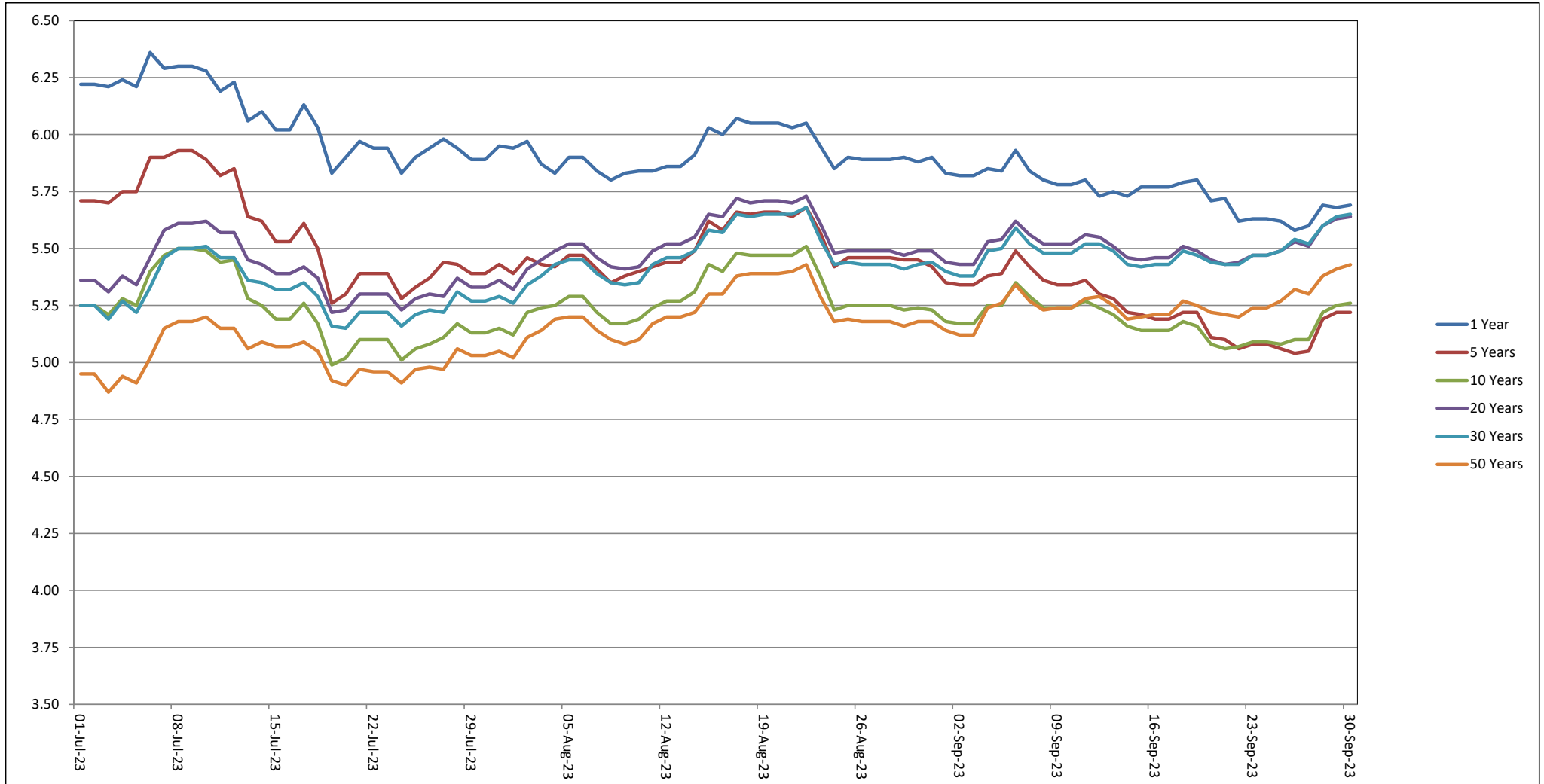
Appendix III – Approved Investment Counterparty List.

Appendix IV – Monitoring of Prudential Indicators – Quarter ending 30 September 2023.





**PWLB Fixed Maturity Interest Rates  
From 1st July to 30th September 2023  
(Certainty Rate)**





**SUMMARY OF THE TREASURY POSITION AND TRANSACTIONS**  
**1 JULY TO 30 SEPTEMBER 2023**

APPENDIX II

**1 LONG TERM BORROWING**

**(a) Long Term Borrowing 1st July to 30th September 2023**

	<u>No.</u>	<u>Average Rate (%)</u>	<u>Average Life (years)</u>	<u>Amount (£)</u>
None	0	0.00%	0.00	0
	0	0.00%	0.0	0

**(b) Long Term Debt Repayments 1st July to 30th September 2023**

	<u>No.</u>	<u>Average Rate (%)</u>	<u>Amount (£)</u>
None	0	0.00%	0

**(c) Long Term Debt Outstanding**

	<u>Outstanding 30-Jun-23</u>	<u>Average Rate</u>	<u>Outstanding 30-Sep-23</u>	<u>Average Rate</u>
	£		£	
Public Works Loan Board	555,000,000	2.39%	555,000,000	2.39%
Money Market Loans (LOBO's)	43,200,000	4.59%	43,200,000	4.59%
Other Long Term Debt	140,000	0.00%	140,000	0.00%
<b>TOTAL</b>	<b>598,340,000</b>	<b>2.55%</b>	<b>598,340,000</b>	<b>2.55%</b>

**2 SHORT TERM BORROWING**

**(a) Short Term Market Borrowing - 1st July to 30th September 2023**

	<u>No.</u>	<u>Average Amount (£)</u>	<u>Average Rate (%)</u>	<u>Average Term (Days)</u>	<u>Interest (£)</u>
Temporary borrowing	1	5,000,000	5.18%	14	9,934.25
	1	5,000,000	5.18%	14	9,934.25

**(b) Short Term Borrowing Outstanding**

	<u>Outstanding 30-Jun-23</u>	<u>Average Rate</u>	<u>Outstanding 30-Sep-23</u>	<u>Average Rate</u>
	£		£	
Market Borrowing	0	0.00%	0	0.00%
Common Good and Charitable Funds	2,293,508	3.95%	2,293,508	3.95%
Local Trusts & Investors	4,298,550	4.46%	3,129,650	4.69%
<b>TOTAL</b>	<b>6,592,058</b>	<b>4.28%</b>	<b>5,423,158</b>	<b>4.38%</b>

**SUMMARY OF THE TREASURY POSITION AND TRANSACTIONS  
1 JULY TO 30 SEPTEMBER 2023**

**APPENDIX II**

**3 INVESTMENTS**

**(a) Investment Transactions - 1st July to 30th September 2023**

<u>Fixed Deposits &amp; Investments</u>	<u>No.</u>	<u>Average Amount (£)</u>	<u>Average Rate (%)</u>	<u>Average Term (Days)</u>	<u>Total Interest (£)</u>
Banks	7	5,000,000	5.78%	184	1,050,831.51
Foreign Banks and Institutions	2	5,000,000	5.59%	92	142,128.77
	<u>9</u>	<u>5,000,000</u>	<u>5.73%</u>	<u>163</u>	<u>1,192,960.27</u>

<u>Instant/Notice Accounts &amp; Money Market Funds</u>	<u>Average Amount (£)</u>	<u>Average Rate (%)</u>	<u>Total Interest (£)</u>
Instant Access/Notice accounts	2,739,037	4.99%	22,585.32
Money Market Funds	8,111,290	5.16%	145,879.41
	<u>6,467,541</u>	<u>5.14%</u>	<u>168,464.73</u>

**(b) Investments Outstanding**

	<u>Outstanding 30-Jun-23 £</u>	<u>Average Rate</u>	<u>Outstanding 30-Sep-23 £</u>	<u>Average Rate</u>
UK Banks	71,050,000	4.33%	60,107,877	5.59%
Foreign Banks and Institutions	53,000,000	4.69%	43,000,000	5.45%
Other Local Authorities	30,000,000	4.58%	25,000,000	4.54%
Money Market Funds	0	0.00%	5,025,000	5.35%
TOTAL	<u>154,050,000</u>	<u>4.50%</u>	<u>133,132,877</u>	<u>5.34%</u>

	<u>Country</u>	<u>Fitch Credit Rating</u>	<u>CDS Range</u>	<u>Maximum Lending</u>	<u>Note (2)</u>
<b>Category 1 - Principal UK Clearing Banks - 40% Investment total (or £20M per Counterparty if higher)</b>					
(Minimum rating required Fitch A, F1)					
Bank of Scotland (RFB) (5)	UK	A+, F1	In range	6 months	£80million Group limit
Barclays Bank plc (NRFB) (5)	UK	A+, F1	No data	3 months	
Barclays Bank plc (RFB) (5)	UK	A+, F1	In range	6 months	
Goldman Sachs International Bank	UK	A+, F1	In range	6 months	
Handelsbanken plc	UK	AA, F1+	No data	12 months	
HSBC Bank plc (NRFB)	UK	AA-, F1+	In range	12 months	
HSBC Bank plc (RFB)	UK	AA-, F1+	No data	12 months	
Lloyds Bank Corporate Markets Plc (NRFB)	UK	A+, F1	No data	6 months	£80million Group limit
Lloyds Banking Group plc (RFB)	UK	A+, F1	In range	6 months	£80million Group limit
NatWest Markets Plc (NRFB)	UK	A+, F1	In range	12 months	
Royal Bank of Scotland plc (RFB) (inc Nat West) (3) (4)	UK	A+, F1	Nationalised	12 months	Sovereign Rating AA
Santander UK plc (inc Cater Allen)	UK	A+, F1	No data	12 months	
Standard Chartered Bank	UK	A+, F1	In range	6 months	
Sumitomo Mitsui Banking Corporation Europe Ltd	UK	A, F1	In range	6 months	

**Category 2 - Foreign Banks & Institutions - 25% Investment total (or £10M per Counterparty if higher)**

(Minimum rating required Fitch A, F1)

Australia and New Zealand (ANZ) Banking Group Ltd	Aus	A+, F1+	In range	12 months	
Commonwealth Bank of Australia	Aus	A+, F1+	In range	12 months	
Macquarie Bank Ltd	Aus	A, F1	No data	6 months	
National Australia Bank Ltd	Aus	A+, F1+	In range	12 months	
Westpac Banking Corporation	Aus	A+, F1+	In range	12 months	
BNP Paribas Fortis Bank	Belgium	A+, F1	No data	1 month	Sovereign Rating AA-
KBC Bank	Belgium	A+, F1	No data	1 month	Sovereign Rating AA-
Bank of Montreal	Can	AA-, F1+	No data	12 months	
Bank of Nova Scotia	Can	AA-, F1+	No data	12 months	
Canadian Imperial Bank of Commerce	Can	AA-, F1+	No data	12 months	
National Bank of Canada	Can	A+, F1	No data	6 months	
Royal Bank of Canada	Can	AA, F1+	No data	12 months	
Toronto Dominion Bank	Can	AA-, F1+	No data	12 months	
Danske Bank	Denmark	A, F1	In range	6 months	
Nordea Bank Finland plc	Finland	AA-, F1+	No data	1 month	Sovereign Rating AA+
BNP Paribas	France	A+, F1	In range	1 month	Sovereign Rating AA-
Credit Agricole Corporate and Investment Bank	France	A+, F1	In range	1 month	Sovereign Rating AA-
Credit Agricole SA	France	A+, F1	In range	1 month	Sovereign Rating AA-
Credit Industriel et Commercial	France	A+, F1	No data	1 month	Sovereign Rating AA-
DZ Bank AG	Germany	AA-, F1+	No data	12 months	
Landesbank Hessen-Thuringen Girozentral (Helaba)	Germany	A+, F1+	In range	12 months	
Landwirtschaftliche Rentenbank	Germany	AAA, F1+	No data	24 months	
NRW Bank	Germany	AAA, F1+	No data	24 months	
ABN AMRO Bank	Netherlands	A, F1	No data	6 months	
Bank Nederlandse Gemeenten	Netherlands	AAA, F1+	No data	24 months	
Cooperatieve Rabobank	Netherlands	A+, F1+	In range	12 Months	
ING Bank	Netherlands	AA-, F1+	In range	12 Months	
DBS Bank Limited	Singapore	AA-, F1+	No data	12 months	
United Overseas Bank Ltd	Singapore	AA-, F1+	No data	12 months	
Skandinaviska Enskilda Banken AB	Sweden	AA-, F1+	No data	12 months	
Svenska Handelsbanken AB	Sweden	AA, F1+	No data	12 months	
Swedbank AB	Sweden	A+, F1	No data	12 months	
UBS AG	Switzerland	AA-, F1+	In range	6 months	
Bank of America, NA	USA	AA-, F1+	No data	12 months	
Bank of New York Mellon	USA	AA, F1+	No data	24 months	
Citibank, NA	USA	A+, F1	In range	12 months	
JP Morgan Chase Bank, NA	USA	AA, F1+	No data	12 months	
Wells Fargo Bank, NA	USA	AA-, F1+	In range	12 months	

**Category 3 - Subsidiary Banks & Building Societies - 15% of Investment total (or £10M per Counterparty if higher)**

(Minimum rating required Fitch A, F1)

(parent bank shown in brackets)

**Subsidiary Banks**

None

**Building Societies**

Nationwide Building Society	UK	A, F1	No data	6 months
-----------------------------	----	-------	---------	----------

**Category 4 - Other Local Authorities - 20% of Investment total (or £20M per Counterparty if higher)**

As arranged

**With the exclusion of the below:**

Northamptonshire County Council	Budgetary issues
Lancashire County Council	Regulatory issues
Spelthorne Borough Council	Commercialism activities
London Borough of Croydon	Commercialism activities
Thurrock Council	Excessive short-term exposure/strategy
Plymouth City Council	Regulatory issues
City of Liverpool Council	Regulatory issues
Wirral Council	Budgetary issues
London Borough of Bexley	Budgetary issues
Slough Borough Council	Budgetary issues
Peterborough City Council	Budgetary issues
Nottingham City Council	Budgetary issues
Woking Borough Council	Budgetary issues
Birmingham City Council	Budgetary issues

**Category 5 Money Market Funds - 10% of Investment Total (or £10M per Counterparty if higher)**

(Minimum rating required Fitch AAA)

Aberdeen Standard Investments	UK	AAA
Aviva Investors Liquidity Fund	UK	AAA
Federated Sterling Liquidity Fund (Class 3)	UK	AAA
Insight Sterling Liquidity Fund (Class 5)	UK	AAA

**Note:**

- (1) - Standard & Poor's credit ratings shown, as no Fitch credit rating available
- (2) - All Sovereign credit ratings for above Countries are AAA, unless stated otherwise.
- (3) - Banks are part/majority owned by the UK government
- (4) - UK Sovereign Rating is AA (Fitch and Standard & Poor's)
- (5) - NRFB = Non Ring Fenced Bank, RFB = Ring Fenced B

Last Updated: 16-Oct-23

**PERTH AND KINROSS COUNCIL**  
**PRUDENTIAL INDICATORS - QUARTER ENDING 30 SEPTEMBER 2023**

**1 Financing Costs: Net Revenue Stream**

The ratio of Capital Financing Costs (Loan Charges) to the Council's net revenue stream shall not exceed the following limits, which are based on historic levels, and allow some headroom for movement in interest rates. The estimated Financing Costs below are based on the latest monitoring figures.

	2023/24	2024/25	2025/26	2026/27	2027/28
Prudential Limit - General Fund	15.00%	15.00%	15.00%	15.00%	15.00%
Estimated Ratio of Financing Costs to Revenue	6.74%	7.64%	8.76%	8.83%	8.55%
Prudential Limit - HRA	30.00%	30.00%	30.00%	30.00%	30.00%
Estimated Ratio of Financing Costs to Revenue	22.63%	20.58%	23.05%	22.77%	23.53%

**2 Gross & Net Borrowing and Capital Financing Requirements**

For prudence, net external borrowing must not exceed the total capital financing requirement, thus ensuring that over the medium term, borrowing is only undertaken for capital purposes. The estimated total net borrowing and Capital Financing Requirement at the end of each of the years are as follows:

	Actual as at 30-Sep-23	Projected 31-Mar-24	Projected 31-Mar-25	Projected 31-Mar-26	Projected 31-Mar-27	Projected 31-Mar-28
Net External Borrowing*	588,814,000	668,433,000	905,216,000	989,999,000	1,054,882,000	1,109,764,000
Gross External Borrowing*	721,947,000	718,433,000	945,216,000	1,029,999,000	1,094,882,000	1,149,764,000
Capital Financing Requirement	755,428,000	823,388,000	966,524,000	1,052,693,000	1,118,162,000	1,173,247,000

\*For the purpose of this indicator, Borrowing includes the outstanding liability under PPP/PFI contracts.

**3 Estimates of Gross Capital Expenditure**

The total estimated Capital Expenditure contained within the Council's Budgets for each year is as follows, based on updated monitoring figures.

Composite Programme	2023/24	2024/25	2025/26	2026/27	2027/28
Current estimate	198,129,000	203,340,000	113,750,000	67,582,000	50,484,000
Original Budget Estimate (including Budget Motion)	194,880,000	184,661,000	113,465,000	69,816,000	48,219,000
Movement in Estimated Capital Expenditure	3,249,000	18,679,000	285,000	(2,234,000)	2,265,000

The Original Budget Estimates are those per the 2023/24 to 2027/28 Composite Capital Budget Report on 1 March 2023  
The latest estimates for Capital Expenditure are based on the F&R Capital Monitoring Report No 2 on 22 November 2023.

HRA Programme	2023/24	2024/25	2025/26	2026/27	2027/28
Current estimate	22,238,000	13,503,000	17,253,000	17,644,000	21,567,000
Original Budget Estimate	18,457,000	13,858,000	18,669,000	19,044,000	19,044,000
Movement in Estimated Capital Expenditure	3,781,000	(355,000)	(1,416,000)	(1,400,000)	2,523,000

The Original Budget Estimates are those per the 2023/24 to 2027/28 Housing & Social Wellbeing Budget Report on 25 January 2023.  
The latest estimates for Capital Expenditure are based on the F&R Capital Monitoring Report No 2 on 22 November 2023.

**PERTH AND KINROSS COUNCIL**  
**PRUDENTIAL INDICATORS - QUARTER ENDING 30 SEPTEMBER 2023**

**APPENDIX IV**

**4 Estimate of Capital Financing Requirement**

The estimate (as at October 2023) of the Capital Financing Requirement (ie new borrowing requirement for Capital Expenditure) for each year based on these plans is as follows:

Composite Programme	2023/24	2024/25	2025/26	2026/27	2027/28
Current Estimated Capital Financing Requirement	146,749,000	182,273,000	94,823,000	46,850,000	27,281,000
Original Budget Estimate (including Budget Motion)	146,850,000	164,688,000	95,082,000	49,184,000	24,991,000
Movement in Estimated Capital Financing Requirement	(101,000)	17,585,000	(259,000)	(2,334,000)	2,290,000

The Original Budget Estimates are those per the 2023/24 to 2027/28 Composite Capital Budget Report on 1 March 2023  
The latest estimates for Capital Expenditure are based on the F&R Capital Monitoring Report No 2 on 22 November 2023.

HRA Programme	2023/24	2024/25	2025/26	2026/27	2027/28
Current Estimated Capital Financing Requirement	20,183,000	11,585,000	15,005,000	15,124,000	18,815,000
Original Budget Estimate	16,402,000	11,940,000	16,421,000	16,524,000	16,292,000
Movement in Estimated Capital Financing Requirement	3,781,000	(355,000)	(1,416,000)	(1,400,000)	2,523,000

The Original Budget Estimates are those per the 2023/24 to 2027/28 Housing & Social Wellbeing Budget Report on 25 January 2023.  
The latest estimates for Capital Expenditure are based on the F&R Capital Monitoring Report No 2 on 22 November 2023.

**5 External Debt (Gross and Net)**

External Borrowing	As at 30-Sep-23	Projected 31-Mar-24	Projected 31-Mar-25	Projected 31-Mar-26	Projected 31-Mar-27	Projected 31-Mar-28
Public Works Loan Board	555,000,000	555,000,000	787,000,000	877,000,000	947,000,000	1,007,000,000
Market Bonds (LOBOs)	43,200,000	43,200,000	43,200,000	43,200,000	43,200,000	43,200,000
Project Borrowing	140,000	0	0	0	0	0
Special Loans	2,293,508	2,293,508	2,293,508	2,293,508	2,293,508	2,293,508
Temporary Loans/Other Borrowing	3,129,650	2,900,000	2,600,000	2,300,000	2,100,000	1,900,000
Other Long Term Liabilities (PPP/PFI)	118,183,477	115,039,977	110,122,727	105,205,477	100,288,227	95,370,977
<b>Total Gross External Debt</b>	<b>721,946,635</b>	<b>718,433,485</b>	<b>945,216,235</b>	<b>1,029,998,985</b>	<b>1,094,881,735</b>	<b>1,149,764,485</b>
Short Term Investments	(133,132,877)	(50,000,000)	(40,000,000)	(40,000,000)	(40,000,000)	(40,000,000)
Long Term Investments	0	0	0	0	0	0
<b>Total Net External Debt</b>	<b>588,813,758</b>	<b>668,433,485</b>	<b>905,216,235</b>	<b>989,998,985</b>	<b>1,054,881,735</b>	<b>1,109,764,485</b>
<b>Note:</b>						
Operational Boundary	722,000,000	718,000,000	945,000,000	1,030,000,000	1,095,000,000	1,150,000,000
Authorised Limit	1,200,000,000	1,200,000,000	1,200,000,000	1,200,000,000	1,200,000,000	1,200,000,000

The Operational Boundary and Authorised Limit are based on Gross External Debt.



**PERTH AND KINROSS COUNCIL**  
**PRUDENTIAL INDICATORS - QUARTER ENDING 30 SEPTEMBER 2023**

**6 Principal Sums Invested Longer Than 365 Days**

The Upper Limit for sums invested for over 1 year up to 3 years is £45 million. There were no amounts invested within this period as at the end of the quarter.

**7 MATURITY STRUCTURE**

The lower and upper limit for the proportion of the Council's total-long term debt which matures in each of the time bandings below, and is therefore subject to refinancing at the prevailing market rates, is as follows:

Borrowing Maturity Structure	Lower Limit	Upper Limit	Estimated
Under 12 months	0%	35%	0.46%
over 12 months and < 24 months	0%	35%	2.50%
over 2 years and < 5 years	0%	50%	4.85%
over 5 years and < 10 years	0%	75%	6.01%
over 10 years	10%	95%	86.18%

The maturity profile for the Council's current long-term portfolio as at 30th September 2023, measured from the start of the financial year, is as follows:

	Less 1 Year	1 - 2 Years	2 - 5 Years	5 - 10 Years	10 - 20 Years	20 - 30 Years	30 - 40 Years	40 - 50 Years	Over 50 Years	Total
PWLB	0	13,000,000	20,000,000	17,500,000	5,000,000	0	50,500,000	449,000,000	0	555,000,000
LOBOs	0	0	0	0	0	13,000,000	25,200,000	5,000,000	0	43,200,000
Other	140,000	0	0	0	0	0	0	0	0	140,000
PPP/PFI	3,143,500	4,917,250	14,751,750	25,571,000	66,900,000	2,899,977	0	0	0	118,183,477
<b>Total</b>	<b>3,283,500</b>	<b>17,917,250</b>	<b>34,751,750</b>	<b>43,071,000</b>	<b>71,900,000</b>	<b>15,899,977</b>	<b>75,700,000</b>	<b>454,000,000</b>	<b>0</b>	<b>716,523,477</b>
Percentage	0.46%	2.50%	4.85%	6.01%	10.03%	2.22%	10.56%	63.36%	0.00%	100.00%



**PERTH & KINROSS COUNCIL**

**FINANCE & RESOURCES COMMITTEE**

**22 November 2023**

**PROCUREMENT UPDATE**

**Report by Strategic Lead - Legal and Governance  
(Report No 23/318)**

**1. PURPOSE**

This report provides an update on the Council's procurement activity, setting out an Annual Procurement Report for financial year 2022/23 and the planned procurement activity for future years.

**2. RECOMMENDATION**

2.1 It is recommended:

The Finance and Resources Committee is requested to:

- Approve for publication the Procurement Annual Report 2022/23;
- Note the record of tenders accepted during 2022/23 under the Councils scheme of delegation;
- Note the planned procurement activity as far as known for future years; and
- Note monies provided to third parties under the Code of Guidance for Following the Public Pound during 2022/23.

**3. STRUCTURE OF REPORT**

3.1 This report is structured over the following sections:

Section 4: Background

Section 5: Proposal

Section 6: Conclusion

Appendix 1: Procurement Annual Report 2022/23

**4. BACKGROUND**

4.1 This report records the procurement activity carried out by the Council during 2022/23. The appended report gives more detail on the procurement contribution to achieving the aims and objectives of the Council.

4.2 Annual reporting on procurement activity became a statutory duty following the implementation of the Procurement Reform (Scotland) Act 2014 (the Act) and the Council is required to provide both a retrospective Annual Report, as well as setting out its procurement activity going forward.

- 4.3 This report has been prepared in line with guidance issued by the Scottish Government. The statutory duties set out by the Act are explicit and include a requirement to provide information on all regulated procurement exercises. The Government guidance provides a template to ensure all reporting public bodies in Scotland provide broadly comparable data.
- 4.4 The Act requires that notification of publication of our Annual Report be made to the Scottish Ministers.
- 4.5 Subject to approval by this committee, the Annual Report will be published on the Council's website to meet the Scottish Government reporting requirements.

## **5. PROPOSAL**

5.1 This reporting requirement is set out in:

- the Council's Scheme of Administration;
- the Council's Contract Rules; and
- the Code of Guidance for FPP

which establish the requirement for Executive Directors to report on the how the Council attends to its tenders and the monies it provides to third parties annually.

- 5.2 The publication of this type of information enhances transparency in our purchasing activities and helps us to promote the opportunities for working with Perth and Kinross Council.
- 5.3 The report includes analysis of the numbers and sizes of businesses located in the Perth and Kinross area who have registered an interest in the provision of goods and services, or conclusion of works on behalf of the public sector in general.
- 5.4 The final Procurement Update (2023/24) on the current strategy will be submitted to Finance and Resources Committee in June 2024, along with a new five year strategy. The strategy will be aligned with the new Corporate Plan objectives and will be revised annually.
- 5.5 Strategic procurement and commissioning is one of the Council's transformation projects. As a result of this, the new strategy has been delayed allowing initial workstreams to be identified. During 2023/24 there will be transitional work undertaken between the current and new strategies.

## **6. CONCLUSION**

- 6.1 The Annual Report presented provides an overview of the procurement work undertaken on behalf of the Council in 2022/23.
- 6.2 The Contract Delivery Plan presented provides information on anticipated planned procurement activity as far as known for future years.

## 7. APPENDICES

Appendix 1 – Procurement Annual Report 2022/23 inc, Tenders Accepted 2022/23, Contract Delivery Plan 2023/24, and Following the Public Pound Report 2022/23.

### Authors

<b>Name</b>	<b>Designation</b>	<b>Contact Details</b>
Lynzi Stewart Vanessa Robertson	Procurement Team Leader	<a href="mailto:contracts@pkc.gov.uk">contracts@pkc.gov.uk</a>

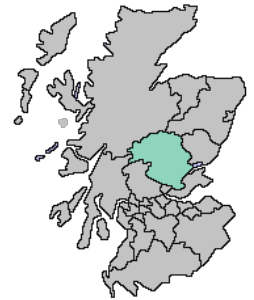
### Approved

<b>Name</b>	<b>Designation</b>	<b>Date</b>
Karen Donaldson	Chief Operating Officer	





# Procurement Annual Report 2022-23



Perth and Kinross Council  
2 High Street  
Perth  
PH1 5PH  
contracts@pkc.gov.uk

## Contents

1. Introduction.....	4
2. Vision for procurement.....	4
3. Context.....	4
4. Information on Contracts.....	5
5. Highlights.....	7
6. Delivering Best Value.....	9
7. Reporting, Review and Benchmarking Performance.....	13
8. Strategy Ownership and Contact details.....	13
Appendix A - Key Statistics 2022-23.....	14
Appendix B – Tenders Accepted 2022/23.....	15
Appendix C – Perth and Kinross Council Contract Delivery Plan 2023/24.....	25
Appendix D – Following the Public Pound Report 2022/23.....	38



The Council agreed a two year Procurement Strategy in November 2021. This report records the procurement activity for under that strategy for financial year April 2022 to March 2023. The report focusses on the variety of ways in which this activity has supported the delivery of the Council’s strategic outcomes.

The report also provides assurance that the Council’s working practices are meeting the legislative and regulatory requirements under the [Procurement Reform \(Scotland\) Act 2014](#) and associated regulations.

Council spend with third parties during 2022/23 was c£324 million. This relates to the procurement of goods, works and services; services commissioned via arm’s length organisations (ALEOs); and Tayside Contracts. The figure also includes monies allocated to support Capital investment decisions taken by the Council.

The chart below shows the total spend over the last four years. This illustrates a year on year increase in respect of spend, with the exception of the period 2020/21, which was directly attributable to the COVID-19 pandemic.

**Total £ Spend**



## 1. Introduction

Given the financial challenges facing local government and the wider public sector there is a greater focus and need for procurement activity to deliver efficiencies and support new models of service delivery.

Our approved Procurement strategy recognises that effective, planned procurement is key to achieving the strategic objectives as set out in the Community and Corporate Plans for Perth and Kinross and to delivering best value.

During 2022/23 we have continued to focus on how our procurement activity supports the delivery of agreed strategic outcomes set out below and how we can secure additional social value from the way in which we work with our supply chain.

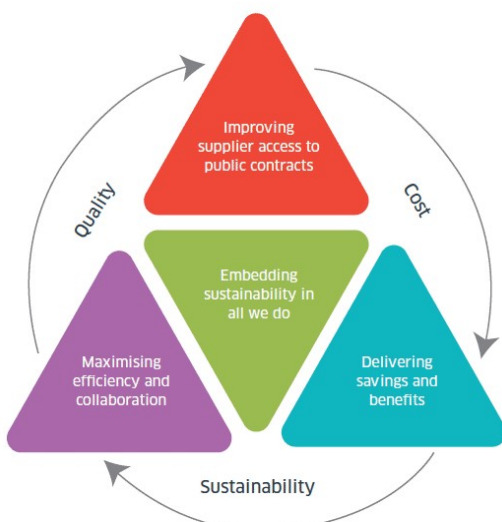
- Giving every child the best start in life
- Supporting people to lead independent, healthy and active lives
- Developing educated, responsible and informed citizens
- Creating a safe and sustainable place for future generations
- Promoting a prosperous, inclusive and sustainable economy

## 2. Vision for procurement

***“To achieve commercial excellence in our procurement activities and ensure that we deliver Best Value services to the communities of Perth and Kinross and do so in an effective, efficient, ethical and sustainable way that delivers local economic, environmental and social benefits.”***

## 3. Context

Our approach to procurement is shaped by the complexity of our business and the landscape in which local government operates which provide the drivers for change that have informed our strategy. The [Scottish Model of Procurement](#), shown below, sets high level objectives for all public bodies to consider when working with supply markets and this is also reflected in our strategic approach.



- For each procurement exercise, a full assessment of the ways in which the desired contract will meet our objectives is undertaken and built into the specification issued to prospective bidders.
- Consideration is given to engagement with those affected by the procurement exercise – this includes, as appropriate, the communities in which the contract will be delivered, the potential local

supply base, and Council staff affected by the contract.

- Options for how the contract might be delivered is also considered, with a review of potential provider solutions including, arm's length organisations, supported businesses, not-for-profit organisations and smaller businesses, including start-ups.

#### 4. Information on Contracts

Transparency and good governance are key to effective public sector procurement. Perth & Kinross Council ensures visibility to the market of opportunities to bid for public sector contracts by using the national advertising portal [Public Contracts Scotland](#). For the reporting period all Council contract opportunities with a contract value greater than £50,000 are advertised where there is no existing formal arrangement available. Those contract opportunities with a value lower are issued using a "Quick Quote" process through the same portal.

The legal and internal governance requirements for our procurement activity are set out in legislation and within our Contract Rules and these vary according to the value of the contract.

- Those above a [Regulatory defined threshold](#) must be **tendered** following the [Public Contracts \(Scotland\) Regulations 2015](#).
- Contracts between **£50,000** and the Regulatory threshold must follow the procurement approach as set out in [Procurement \(Scotland\) Regulations 2016](#).
- For contracts valued between **£5,000** and **£50,000** we will invite **quotations** from a minimum of 3 bidders as set out in the Council's Contract Rules.

#### Contracting Activity for the period

Each financial year, we publish a Contract Delivery plan derived from the budget planning process. This plan sets out, in broad terms, the intended procurement work over the reporting period, and includes some longer-term projects.

In 2022/23, the Council spent **c £324 million** with external parties.

The 2022/23 Contract Delivery Plan published in November 2022, included an anticipated **173** distinct pieces of procurement work and **203** were concluded during the reporting period. A number were in progress at the end of the financial year and the remainder are anticipated to be concluded in 2023/24. It is also worth noting that some budget commitments listed in the Contract Delivery Plan relate to contracts that can be concluded through use of existing commercial agreements – removing the requirement for the Council to carry out a full procurement exercise. One such example is Replacement Windows and

Doors where a call-off was issued via an existing framework.



An overview of contracts awarded in 2022/23 is attached in Appendix B.

### Local Supplier Support

In addition to our transparent approach to the publication of contract opportunities, the Council works to support and upskill local businesses to try to ensure they have the necessary skills and understanding of how best to access and be successful in public procurement exercises. The Council is an active participant in the [Supplier Development Programme](#) and hosts regular supplier support events throughout the year including a number in the local area:

Meet the Buyer events – PKC support National and Local events, attracting exhibitors from across the Tayside public sector, as well as large contractors working in the Tayside area. The events are typically attended by local SMEs and Supported businesses, generating very positive feedback, along with spin-off one to one training sessions being provided to individual delegates to assist them in bidding for future public sector opportunities. The 2023 Tayside Meet the Buyer event took place in March and was attended by 268 Suppliers.

Of the suppliers registered on Public Contracts Scotland (the Scottish national contracts portal), **891** are registered as being located in Perth and Kinross, an increase from the comparative figure of **826** in 2021/22.

The Council has a policy of encouraging local businesses to bid for public sector work where possible – in the reporting period **>£76m** (23.5%) of Council spend was recorded as being with local suppliers. This is an increase of circa £10m from 2021/22. The table below shows the total local supplier spend over the last four years.

Financial Year	Value (£)	% of total spend
2022/23	76,060,652	23.5
2021/22	66,927,315	25.6
2020/21	59,070,267	22.8
2019/20	59,798,680	21.9

Of the suppliers registered on the portal from Perth and Kinross, **94%** are defined as small and medium-sized enterprises (SMEs).

The range, in terms of employee numbers, of the Perth and Kinross based businesses registered on the portal is set out in the table below.

Size of businesses in Perth and Kinross registered on PCS	
Large (over 250 employees)	52
Medium (50-249 employees)	77
Small (10-49 employees)	183
Micro (1-9 employees)	579
<b>Total</b>	<b>891</b>

## Contracts Register

To improve the transparency around contracts held by the Council, we also publish a [Contracts Register](#). A searchable format of the Register can be viewed via Public Contracts Scotland website.

The search functions on Public Contracts Scotland can be used as a data source for exploring the contracting plans of a wide range of public bodies, including [Perth & Kinross Council](#). It is possible to search for specific contracts or themes and the data can also be downloaded as an Excel spreadsheet or a .csv file.

## 5. Highlights

The Council's Procurement Strategy and policies apply to all the Council's external expenditure on goods, services and works. The purpose of each procurement exercise carried out by the Council should be to deliver outcomes that support one or more of the Council's Corporate Plan objectives. The ways in which some of our recently awarded contracts have contributed to our objectives are described below.

### Giving every child the best start in life



In the reporting period the procurement team supported the tendering of a contract for Independent Advocacy Services for Children and Young People, which provides support to children involved with Social Work services to ensure their voice is heard and their views are taken into account in their care planning.

### Educated, responsible and informed citizens



The Council's procurement work supports this corporate objective in a variety of ways:

It **supports our Education and Children's Service** to purchase the goods materials and services needed to operate educational establishments effectively. During this financial year, work continued in support of **Scottish Government 1140 hours Early Learning and Childcare** initiative, PKC currently has contracts in place with **46** partner providers.

In 2022/23 the procurement team **delivered 297 hours of training to 162 employees**; and **received 58** hours of training.

### **Prosperous, sustainable and inclusive economy**



Contracts and procurement work by their nature should contribute to the economic health and socio-economic development of our localities. Throughout the period 2022/23 the procurement team has supported the development and tendering of contracts to deliver key infrastructure developments such as:

- **Cross Tay Link Road Project**

The CTLR is the biggest infrastructure project ever undertaken by Perth & Kinross Council. It will involve the construction of a new 3-span bridge over the River Tay and a six kilometre stretch of new carriageway linking the A9 and the A93 to Blairgowrie and the A94, just north of Scone. It also includes the construction of two kilometres of realigned dual carriageway on the A9 just north of the Inveralmond Roundabout.

The delivery of the CTLR is integral to the Council's development planning and transport strategies; allowing land-locked areas to be freed up for housing and employment development as well as improving the local transport network and traffic flow and reducing journey times. From an active travel perspective, it will enhance pedestrian and cycle safety and increase network capacity. It will also significantly reduce traffic congestion and related pollution in Perth city centre.

PKC worked extensively with the Contractor throughout the Early Contractor Involvement phase to develop a detailed design programme. This phase also involved commencement of site clearance works, including environmental and ecological seasonal works.

- **Perth People Plan and Perth Transport Futures**

The Procurement Team are supporting the delivery of the broad range of [Council Capital projects](#) and programmes to ensure that we have the infrastructure in place to better serve the people of Perth and Kinross.

The team has also supported the development and delivery of contracts which are designed to improve how people experience their local environment. Examples include:

- Primrose Playpark Upgrade
- Provision of Mobile Toilets to Beauty Spots
- Provision of Air Quality Monitoring

### **Independent, healthy and active lives**



**Health and Social Care** – the procurement team support the procurement of a range of social care and support services from the private and third sector to ensure that people can live safely and independently in their own homes for as long as possible.

Several contracts for the delivery of Social Care services for vulnerable individuals were awarded and implemented during 2022/23.

### **Safe and sustainable place for future generations**



**Housing** – the team have supported Housing Services with their procurement and contracting activity to make improvements to their housing stock in line with the [Strategic Housing Investment Plan](#). Examples of contracts include Housing Term Maintenance, Environmental Improvements and Ceiling Replacements. These improvements are designed to support Council tenants to reduce their energy consumption and, in turn, reduce costs in line with Council's priority objective to help tackle poverty across the area.

## **6. Delivering Best Value**

### **Savings**

During the reporting period we continued to see significant price increases across all categories. The utilisation of collaborative arrangements with Scottish Procurement, Scotland Excel and other contracting authorities mitigated against some of this.

The estimated savings reported by Scotland Excel for framework agreements used by Perth & Kinross Council for 2022/23 was circa **£200,000**.

Rebates from spend with Scotland Excel framework suppliers and the use of Scottish Procurement Alliance (SPA) frameworks were accumulated to the value of circa **£28,000**.



The use of collaborative arrangements also delivers significant non-cashable benefits in terms of time and staff resources from the Council not having to carry out their own tendering activity for these requirements.

### Community Benefits in Procurement




Community Benefit clauses contribute to the delivery of the sustainable procurement objectives as set out in our Procurement Strategy.

The Council has committed to work with local communities and businesses to create a positive social impact from its contracted spend. As part of its [Sustainable Procurement Policy](#), the Council asks suppliers to work in partnership to support local communities in a real and sustainable way.

During this reporting period, **42** community benefits have been delivered. Some examples are:

Contract	Community Benefit Delivered
Riverside Primary School	<p><b>Moncrieff Community Centre</b> was the beneficiary of the Helping Hands project. A new kitchen was installed along with and kitchen appliances (dishwasher oven, hob and microwave). The main hall, kitchen, small hall and entrance were fully painted and new LED lights fitted to kitchen, main hall, small hall and entrance.</p>
Planned Preventative & Reactive Maintenance to Public Buildings    	<p>£250 donation to <b>Perth Foodbank</b>.</p> <p>Presentation to raise awareness in electrical engineering and to promote careers in the profession delivered to <b>Kinross High School</b>. Materials donated for the class to create a circuit board.</p> <p>New apprenticeship placement created. Employment commenced 30<sup>th</sup> May 2022.</p> <p>Work experience placements for three pupils from <b>Perth Grammar School, Perth Academy and Kinross High School</b>.</p> <p>Donation of hoodies to Blairgowrie, Rattray and District Pipe Band.</p>



<p>Cross Tay Link Road, Perth (Early Contractor Involvement, detailed design and construction)</p>   	<p>Donation of defibrillator to <b>Luncarty/Regorton/Moneydie</b> community area.</p> <p><b>Andy's Mans Cub</b> visited the CTRLR sites. Three sessions were delivered over two days and involved around 80 staff. This has resulted in a fund raiser for the charity.</p> <p>Path clearance works at <a href="#">Aberfeldy and Redgorton</a>.</p> <p>100 tonnes of stone donated at the request of the <b>Killiecrankie, Fincastle and Tummel Community Council</b>. Used to create 43 parking spaces across 30 locations on Foss Road, and to improve the access road to the Loch Tummel Sailing Club.</p> <p>Worked with pupils from Blairgowrie High School on ICE Bridge Building – see how they got on in this <a href="#">video</a>.</p> <p>Donation of materials to <a href="#">PKAVS Mental Health and Wellbeing Hub</a></p>
---	---

To see more Community Benefits already delivered in Perth and Kinross visit the [map of community benefits delivered](#) on the PKC website.

We have also continued to engage and share our [Community Benefits Wish List](#) approach across the wider public sector, including Falkirk Council, Highland Council, Scotland Excel, North Ayrshire Council, Public Health Scotland, Dumfries & Galloway Council and Scottish Borders Council.

## Fair Working Practices

The Council is proud to be an accredited Living Wage employer since April 2016. As part of this accreditation, we made the commitment to develop our understanding of Fair Work practices, including [payment of the Living Wage](#) in our supply chain. We include questions on the approach to Fair Work when engaging with prospective suppliers for services. Where new contracts are formed, bidders are required to provide information on their approach to Fair Work and the payment of the Living Wage.

To ensure the highest standards of service quality in our contracts, we expect suppliers to commit to progressing towards adopting the seven [Fair Work First](#) criterion implemented by the Scottish Government in 2021. These are reflected in our contract strategies and tender documents for all regulated procurements.

## Electronic Tools and Process Efficiency

There is a national requirement to undertake all procurement communications with suppliers digitally. This reduces the cost of doing business for suppliers as well as for the Council, it also helps shorten payment windows and improve efficiency in managing performance.

All competitive activities use the national portal Public Contracts Scotland with the intention that potential suppliers are able to identify contracting opportunities in a single location. The use of electronic systems and digital tools to support and manage the procurement work is a source of further efficiency. Tenders are issued through an electronic platform ([PCS-Tender](#)) and all of the tenders issued are managed electronically.

We offer e-invoicing and procurement card payment options to suppliers who wish to adopt these methods.

## Collaborative Contracts

During this reporting period, in addition to directly procured contracts issued on behalf of the Council, we also made use of a range of contractual agreements awarded in collaboration with other bodies.

The Council continues to make significant use of collaborative contracts which are broadly split into the following three categories:

- those delivered for the whole of the public sector by [Scottish Government](#), [Hubco](#), Westminster ([Crown Commercial Services](#)), and other public sector bodies ([Scottish Procurement Alliance](#), [SCAPE](#))
- those delivered for the Scottish local authority sector by [Scotland Excel](#)
- those delivered primarily for the three Tayside Councils through the Tayside Procurement Consortium.

The table below shows the Council's spend through collaborative contracts during the reporting period.

Scottish Government	£11,166,844
Scotland Excel	£12,057,676
Hubco	£35,122,230
Scottish Procurement Alliance	£6,050,653
Procurement For Housing	£796,450

Value from these collaborative arrangements is promoted through access to the enhanced buying power of working together with other Councils, either locally or nationally. Robust benchmarking of prices and costs is undertaken using data on market rates, comparable projects and internal information on performance.

## 7. Reporting, Review and Benchmarking Performance

## Reporting

Ensuring that procurement performance is reported regularly to an appropriate committee was highlighted as an essential requirement in the [Accounts Commission Report on Procurement in Councils](#). The preparation of this Annual Report together with the reporting of procurement activity through service and financial monitoring reports is intended to meet this requirement.

## Review & Benchmarking

In alternate years, an independent review of the procurement capability takes place. The Council's procurement functions are benchmarked against an assessment tool - the Procurement Capability and Improvement Programme (PCIP). The assessment requires the submission of defined range of data and documentation as well as an on-site visit by the assessors. The PCIP focuses on the policies and procedures driving procurement performance and more importantly, the results they deliver. The PCIP focusses on four main elements:

- Leadership and Governance
- Development and Tender
- Contract Management
- Purchasing Processes

There has been no PCIP assessment since 2018 due to the COVID pandemic and latterly a consultation and review of the assessment criteria.

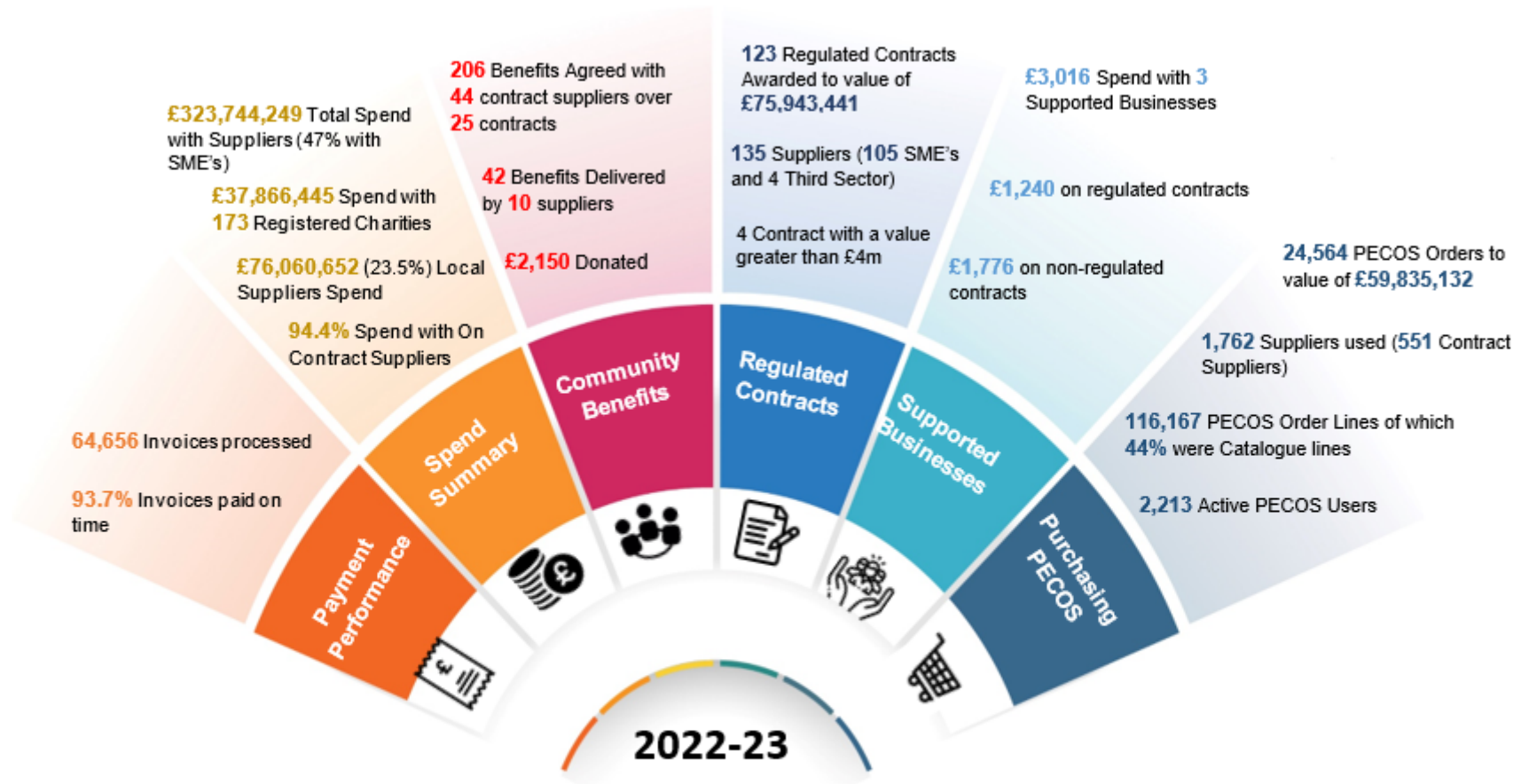
## 8. Strategy Ownership and Contact details

The Council's Corporate Procurement Team is part of the Council's Legal & Governance Division in Corporate & Democratic Services, and reports to the Head of Legal & Governance.

### Contact details

Perth & Kinross Council  
2 High Street  
Perth  
PH1 5PH [contracts@pkc.gov.uk](mailto:contracts@pkc.gov.uk)

## Appendix A - Key Statistics 2022-23



### Notable events:

- o Social Care Case Management (SWIFT) replacement system
- o Cross Tay Link Road (CTRL)
- o Broxden Low Carbon Hub

## **Appendix B – Tenders Accepted 2022/23**

### **TENDERS ACCEPTED 1 April 2022 to 31 March 2023**

The Council Scheme of Administration sets out the arrangement for the management of the procurement function.

The information provided below sets out for the committee all the tenders accepted on behalf on the Council during the financial year 2022/23.

Contact information is given in each section of this report; queries in respect of specific tendering activities should be raised with the named officers directly.

Please note where a contract value is a negative value, this is an income generating contract and there is no cost to PKC in the delivery of this contract.

## Tenders Accepted by Council Services (To 31 March 2023)

<b>Corporate and Democratic Services</b>				
<b>Tenders for goods, supplies and services or works where the higher value regulated procurement threshold (The Public Contracts (Scotland) Regulations 2015) has been applied</b>				
<b>Title</b>	<b>Value (£)</b>	<b>Start</b>	<b>End</b>	<b>Incl. Extension</b>
Planned Preventative and Reactive Maintenance of Manually Operated and Electrical Roller Shutter Doors withing Public Buildings	322,000	18/07/2022	18/07/2025	18/07/2029
Mechanical and Electrical Projects to Public Buildings 2022	14,000,000	27/01/2023	27/01/2026	27/01/2030
Minor Construction Projects as Multi Trade (Main) Contractors to Various Public Buildings	4,000,000	13/01/2023	13/01/2026	13/01/2027

<b>Tenders above £50k and below the higher value regulated procurement threshold, where the Procurement Reform (Scotland) Act 2014 has been applied</b>				
<b>Title</b>	<b>Value (£)</b>	<b>Start</b>	<b>End</b>	<b>Incl. Extension</b>
Modernisation of Lift Installations	246,995	28/03/2023	10/10/2023	

<b>Three Competitive Quotes / Quick Quote</b>				
<b>Title</b>	<b>Value (£)</b>	<b>Start</b>	<b>End</b>	<b>Incl. Extension</b>
VAT Advice for PH20	5,625	01/08/2022	31/07/2028	
DCDA Contract for Perth & Kinross Council	59,413	01/09/2022	01/09/2026	
Servicing and Maintenance of the Local exhaust ventilation and Fume cupboards	25,960	01/04/2023	01/04/2025	
IoT Roadmap Development	15,000	27/06/2022	30/09/2022	

<b>Transparency Notices</b>				
<b>Title</b>	<b>Value (£)</b>	<b>Start</b>	<b>End</b>	<b>Incl. Extension</b>
webCAPTURE Revenue Forms and Processing	139,977	01/08/2022	01/08/2024	01/08/2026
Perth Grammar School Structural Remedial Works	125,205	19/09/2022	19/11/2022	
Perth Academy Phase 3	1,363,858	13/06/2022	13/06/2023	
Demolition of Former Travis Perkins Industrial Site, Perth	88,294	17/10/2022	31/03/2023	
Service Desk Maintenance	134,278	01/04/2023	31/03/2026	31/03/2027
Maintenance of Gazetteer Management Solutions	10,228	01/04/2023	31/03/2024	
Support & Licences for Call Recording Solution	4,911	01/04/2023	31/03/2024	
Supply of Network Backup Solution	54,250	27/09/2022	24/03/2023	24/03/2025
AV Support for Council Chambers	11,135	14/02/2023	31/03/2024	
Support & Maintenance for FME	4,680	01/04/2023	31/03/2026	
Perth Grammar School 8nr Classroom Upgrades	213,028	13/06/2022	13/08/2022	
Phishing Simulation and Security Awareness Training Solution	90,000	30/11/2022	30/11/2024	30/11/2025
Provision of Performance and Risk Management Software	104,000	02/05/2022	02/05/2024	02/05/2026

BACS Software	13,700	27/05/2022	27/05/2024	27/05/2025
IoT Social Housing (Temperature & Relative Humidity and CO2)	250,000	12/12/2022	12/12/2023	12/12/2026
Website Content Management System	179,700	1/10/2022	30/09/2025	30/09/2027
Provision of SAN Support & Maintenance Services	115,200	31/03/2022	30/03/2026	
Mobile Device Management Software	27,409	08/12/2022	07/12/2023	
Supply of Guest Internet Connection	20,700	27/02/2023	27/02/2028	
Out of Warranty Server Support	9,642	01/04/2022	31/03/2023	
Provision of anti-virus solution licences	23,044	01/04/2023	31/03/2024	
Secure Email Gateway (Clearswift)	34,742	07/11/2022	06/11/2023	
Executive Research Services	77,400	25/11/2022	30/11/2024	
Provision of PSN Connect Circuit	10,362	20/01/2023	19/01/2026	
Wi-Fi Network Planning & Management Toolkit	2,775	02/03/2023	01/03/2024	
Secure mail data transfer solution (Egress)	5,359	22/3/2023	21/03/2024	
Out of Warranty Server Support	28,500	01/04/2023	31/03/2024	31/03/2027
Provision of Citrix Cloud Consultancy	9,920	07/11/2022	06/11/2023	
Open Data Platform	10,800	01/10/2022	30/09/2023	
Tenable IO Vulnerability Management Licence	8,411	22/02/2023	21/02/2026	
Supply of 2 Servers	5,765	15/12/2022	22/12/2029	
Supply of 3 Servers (AoVPN)	9,473	20/12/2022	16/01/2030	
Supply of 2 Servers and storage (LAL)	23,671	13/01/2023	08/02/2030	
Citrix Estate Licence Subscriptions (VA/VD)	14,363	06/04/2023	05/04/2024	
Supply of Network Backup Cloud solution	167,772	25/03/2023	24/03/2024	24/03/2026
Health Checks for PSN Annual Accreditation	35,700	01/04/2022	31/03/2024	31/03/2025
Supply of Network Equipment compatible with PKC Estate	61,836	25/03/2022	26/03/2026	
Supply of Network Equipment compatible with PKC Estate	361,926	01/06/2022	31/05/2023	
Supply of Network Equipment compatible with PKC Estate	272,672	30/06/2022	30/06/2025	
Supply of 8 servers	73,637	17/08/2022	14/09/2029	
Renewal of Arcserve on-premise licences, support & maintenance	45,883	25/03/2023	24/03/2024	24/04/2026
Call Recording Quality Monitoring	7,344	01/12/2022	01/04/2024	
Telephony Call Management System Support Services	4,122	12/04/2023	11/04/2024	
Location Centre Subscription	22,500	01/11/2022	31/10/2023	
Fraud Prevention Process	51,543	17/01/2023	16/01/2026	

For further information contact: Lynn Law [lynnlaw@pkc.gov.uk](mailto:lynnlaw@pkc.gov.uk) 01738 475550

<b>Education and Children's Services</b>				
<b>Tenders for goods, supplies and services or works where the higher value regulated procurement threshold (The Public Contracts (Scotland) Regulations 2015) has been applied</b>				
<b>Title</b>	<b>Value (£)</b>	<b>Start</b>	<b>End</b>	<b>Incl. Extension</b>
Crisis Support Services for children and young people within Perth and Kinross	250,000	13/12/2022	12/12/2023	
Independent Advocacy Services for Children and Young People in Perth and Kinross.	300,000	02/08/2022	02/08/2024	02/08/2026

<b>Tenders above £50k and below the higher value regulated procurement threshold, where the Procurement Reform (Scotland) Act 2014 has been applied</b>				
<b>Title</b>	<b>Value (£)</b>	<b>Start</b>	<b>End</b>	<b>Incl. Extension</b>
No tenders of this type were accepted by Education and Children's Services during this period				

<b>Three Competitive Quotes / Quick Quote</b>				
<b>Title</b>	<b>Value (£)</b>	<b>Start</b>	<b>End</b>	<b>Incl. Extension</b>
Maintenance of Mobile Combined Table Units with Fixed Stools within schools across Perth and Kinross	16,039	26/01/2023	25/01/2025	
Whole Family Wellbeing Programme – Support for whole system transformation	41,500	13/03/2023	12/03/2024	
Delivery of Communication and language through Outdoor Learning Training	5,850	07/08/2023	30/11/2023	
<b>Transparency Notices</b>				
<b>Title</b>	<b>Value (£)</b>	<b>Start</b>	<b>End</b>	<b>Incl. Extension</b>
Food Waste Bin Cleaning across Perth and Kinross	20,064	01/12/2022	30/11/2025	
Removal Services at North Muirton Primary Schools and Balhousie Primary School	39,693	15/03/2023	30/06/2023	

For further information contact: Andy Cook [acook@pkc.gov.uk](mailto:acook@pkc.gov.uk) 01738 476330



<b>Health and Social Care Partnership</b>				
<b>Tenders for goods, supplies and services or works where the higher value regulated procurement threshold (The Public Contracts (Scotland) Regulations 2015) has been applied</b>				
<b>Title</b>	<b>Value (£)</b>	<b>Start</b>	<b>End</b>	<b>Incl. Extension</b>
No tenders of this type were accepted by Health and Social Care Partnership during this period				

<b>Tenders above £50k and below the higher value regulated procurement threshold, where the Procurement Reform (Scotland) Act 2014 has been applied</b>				
<b>Title</b>	<b>Value (£)</b>	<b>Start</b>	<b>End</b>	<b>Incl. Extension</b>
No tenders of this type were accepted by Health and Social Care Partnership during this period				

<b>Light Touch Regime</b>				
<b>Title</b>	<b>Value (£)</b>	<b>Start</b>	<b>End</b>	<b>Incl. Extension</b>
Social Care and Housing Support for adults with severe and enduring mental health and common co-morbidities	1,911,626	03/04/2023	03/04/2026	03/04/2028

<b>Three Competitive Quotes / Quick Quote</b>				
<b>Title</b>	<b>Value (£)</b>	<b>Start</b>	<b>End</b>	<b>Incl. Extension</b>
No tenders of this type were accepted by Health and Social Care Partnership during this period				

<b>Transparency Notices</b>				
<b>Title</b>	<b>Value (£)</b>	<b>Start</b>	<b>End</b>	<b>Incl. Extension</b>
Social Care System Support Services	250,000	25/11/2022	25/11/2024	
Volunteer Management Solution	38,570	20/06/2022	19/06/2023	19/06/2024
Overnight Responder Service	10,872	01/10/2022	30/09/2025	
Social Care Support	2,224,320	01/04/2023	31/03/2026	31/03/2028
Social Care Support	2,237,060	01/04/2023	31/03/2026	31/03/2028
Social Care Support	1,634,746	01/04/2023	31/03/2026	31/03/2028

For further information contact: Amanda McKinnie [AMcKinnie@pkc.gov.uk](mailto:AMcKinnie@pkc.gov.uk) 01738 476789

<b>Communities</b>				
<b>Tenders for goods, supplies and services or works where the higher value regulated procurement threshold (The Public Contracts (Scotland) Regulations 2015) has been applied</b>				
<b>Title</b>	<b>Value (£)</b>	<b>Start</b>	<b>End</b>	<b>Incl. Extension</b>
Tree and Woodland Maintenance	711,000	20/12/2022	19/12/2025	19/12/2027
Play Area Inspection and Maintenance	1,204,859	19/12/2022	19/12/2024	19/12/2026
Print, Distribution and Managed Service of Garden Waste Permits	192,400	05/12/2022	05/03/2025	05/03/2028
Cross Tay Link Road, Perth	11,169,000	16/09/2022	13/05/2025	
Visitor & Residents Experience, Rural and Remote Locations - CivTech 6 - Challenge 8	650,000	25/02/2022	25/02/2024	25/05/2025
Housing Term Maintenance 2022 - 2025	1,378,988	02/05/2022	02/05/2025	02/05/2026
Supply & Installation of Vehicle Activated Signs in Perth & Kinross Council Area	193,850	22/02/2023	22/03/2024	

<b>Tenders above £50k and below the higher value regulated procurement threshold, where the Procurement Reform (Scotland) Act 2014 has been applied</b>				
<b>Title</b>	<b>Value (£)</b>	<b>Start</b>	<b>End</b>	<b>Incl. Extension</b>
Bishops Bridge A822-05 Phase 2 Strengthening Works	59,356	12/09/2022	12/11/2022	12/12/2022
Dalnacardoch Bridge C454-04 Repair Works	251,625	24/03/2023	24/08/2023	24/09/2023
Rumbling Bridge, Dunkeld U159-01 Repair Works	61,771	01/04/2022	01/06/2022	01/07/2022
Masonry Repair Pack	54,300	10/02/2023	10/04/2023	10/04/2024
A93/12 Blairgowrie Weir Scour Repairs	158,819	12/08/2022	16/10/2022	16/11/2022
A93/21 C05 Dalhenzean, C429/00 C05 Dunkeld Golf Course & C414/04 C05 Culteuchar Culvert	97,166	19/12/2022	19/04/2023	19/04/2024
Accelerator Programme	78,000	11/10/2022	08/06/2023	
Environmental Improvements Contract Phase 2 #2	1,039,433	01/06/2022	01/06/2025	01/06/2026

<b>Three Competitive Quotes / Quick Quote</b>				
<b>Title</b>	<b>Value (£)</b>	<b>Start</b>	<b>End</b>	<b>Incl. Extension</b>
Perth and Kinross Local Employability Partnership Employability Strategy	22,850	09/01/2023	31/03/2023	
Static Hot/Cold Pressure Washers	10,353	02/12/2022	01/12/2023	
Supply of Single Axle Towing Dolly	26,100	26/01/2023	26/01/2023	
Workshop Vehicle Ramp	15,775	03/02/2023	04/02/2023	
140L Food Waste Bin Housing	27,299	07/09/2022	08/09/2022	
Litter Bin Housing and Fill Level Sensors	45,000	14/03/2023	15/03/2023	
Campervan Waste Disposal Point, Broxden Park & Ride, Perth	56,143	08/03/2023	08/05/2023	
Processing of Mixed Paper and Card (income)	-13,000	23/06/2022	22/10/2022	
Processing of Mixed Paper and Card (income)	-4,000	24/10/2022	24/02/2023	
Cycle Parking Hubs - Perth City Centre	13,195	22/02/2023	31/03/2023	
Taxi / PH Contract DBG/004	22,660	06/06/2022	30/06/2023	
Processing of Mixed Paper and Cardboard (income)	-4,160	24/02/2023	24/06/2023	
Moneydie Roger Culvert U43-01 C05 Repair Works	19,517	30/09/2022	14/11/2022	

Internal works to Orchard Place, Perth	14,707	25/04/2022	20/05/2022	
Internal works to Norlands, Errol	12,444	25/04/2022	20/05/2022	
Wallace Park Phase 3	55,584	14/11/2022	28/11/2022	
Coupar Angus Town Centre Action Plan	11,088	28/10/2022	31/12/2022	
Former Travis Perkins Site, Topographical & GPR Survey	2,790	01/04/2022	02/04/2022	
Specialist support to assess and comment on planning applications in respect of biodiversity	13,900	23/01/2023	07/04/2023	
Specialist support to carry out a Perth and Kinross Climate Change Risk and Opportunity ...	48,200	19/09/2022	31/03/2023	
Taxi/PHV Contract BCC/152	5,640	25/04/2022	30/06/2022	
Taxi/PHV Contracts BCC/021, BCC/022, BCC/023, BCC/024	60,558	17/08/2022	29/06/2023	
Taxi/PHV Contracts BCC/024, BCC/025, BCC/026	76,380	17/08/2022	29/06/2023	
Taxi/PHV Contracts BCC/025, BCC/027, BCC/028, BPH/114	51,030	17/08/2022	29/06/2023	
Taxi/PHV Contracts BPH/116	17,100	12/09/2022	29/06/2023	
PSV Contract XCS/028	65,175	20/09/2022	29/06/2023	
Taxi/PHV Contract DPH/023	5,940	19/12/2022	28/07/2023	
Taxi/PHV Contract BCC/029	24,780	12/12/2022	29/06/2023	
Taxi/PHV Contract BPH/117	13,625	09/01/2023	29/06/2023	
Taxi/PHV Contracts BPH/118	13,625	09/01/2023	29/06/2023	
Retail Study	45,154	06/08/2022	16/12/2022	
Improvement works - Sidlaw Gardens, Coupar Angus	24,205	14/03/2022	28/03/2022	
Improvement of Property - Tay Road, Alyth	25,639	20/06/2022	15/07/2022	
Improvement of Property - Appin Place, Aberfeldy	29,946	27/06/2022	05/08/2022	
Letham & North Localities - Ceiling Replacements & Minor Works	20,350	11/07/2022	19/08/2022	
Improvement Works to Kingswell Terrace, Perth	30,165	21/09/2022	29/11/2022	
Property Refurb Davidson Crescent, Coupar Angus	22,305	02/12/2022	06/01/2023	
Property Refurbishment Strathtay Road, Letham	24,045	12/12/2022	13/01/2023	
Property Refurbishment Tulloch Square, Hillyland	24,840	16/01/2023	17/02/2023	
McRosty Park - Edging Repairs	6,700	01/03/2023	31/03/2023	
Refugee Resettlement – Community Integration Support	21,510	12/10/2022	31/03/2023	
PSV Contract YPH/002	7,600	17/08/2022	07/10/2022	
Taxi/Private PHV BFP/007	19,500	05/09/2022	30/07/2023	
Taxi/PHV Contract DAD/005	7,250	29/08/2022	30/07/2023	
Taxi/PHV Contract AST/007	10,400	24/10/2022	30/06/2023	
Property Repairs Abercairney Place Blackford	18,570	14/11/2022	16/12/2022	
Internal works to Crammond Place, Perth	54,095	16/03/2022	11/07/2022	
Internal works to Potterhill Gardens, Perth	35,728	11/07/2022	12/10/2022	
Internal works to Glengarry Road, Perth	23,630	11/07/2022	02/02/2023	
City & South Localities - Ceiling Replacements & Other Minor Works	46,064	11/07/2022	31/03/2023	
Internal works to Argyll Road, Perth	26,629	11/07/2022	12/08/2022	
Internal works to Bute Drive, Perth	37,455	03/08/2022	14/10/2022	

Works to Brora Court, Perth	27,966	11/07/2022	23/09/2022	
Internal refurbishment of Monteath Street, Crieff	16,480	15/08/2022	10/11/2022	
Improvement Works to Green Park, Kinross	22,070	17/08/2022	13/10/2022	
Improvement Works to Bowton Road, Kinross	21,806	15/08/2022	13/10/2022	
Improvement Works to Corlundy Crescent, Crieff	22,354	12/08/2022	10/11/2022	
Improvement Works to Victoria Street, Perth	13,157	05/10/2022	14/11/2022	
Woks to Various Properties in Perth City Locality	139,444	20/03/2023	02/06/2023	
Works to Various Properties in the South Locality Area	128,708	28/03/2023	13/06/2023	
Internal refurbishment - Jeanfield Road, Perth	13,235	02/05/2022	29/07/2022	
Internal Works to Gowans Terrace, Perth	22,336	01/06/2022	22/06/2022	
Supply of 5 x Pedestrian Mowers	37,500	07/02/2023	07/02/2023	
Supply of 5 x Ride on Mowers with Cut & Collect Attachment	50,673	10/04/2023	10/04/2023	
Outsource Sales Representative	15,000	01/07/2022	30/06/2023	
Revised Strategic Tourism Infrastructure Development Plan	10,000	01/08/2022	30/10/2022	

Transparency Notices				
Title	Value (£)	Start	End	Incl. Extension
Processing of Glass	333,000	02/05/2022	02/11/2023	02/11/2024
Processing of Timber	48,000	01/04/2022	01/04/2024	01/04/2026
Treatment of Organic Waste- Co-mingled Food and Garden Waste	3,000,000	01/04/2022	01/04/2024	01/04/2025
Treatment of Organic Waste- Garden Waste	530,000	01/04/2022	01/04/2024	01/04/2025
AutoDESK Software Renewal	11,215	10/03/2023	10/03/2024	
AutoDESK Software Renewal	66,701	28/10/2022	28/10/2025	
ECO Stars Technical Management Support	11,438	15/06/2022	31/03/2023	
Provision of Air Quality Monitoring	94,650	01/04/2022	01/04/2023	
Perth AQMA Regional Model Refinement	10,000	16/08/2022	31/10/2022	
Clean Air Day 2022	13,155	16/08/2022	30/06/2023	
Domestic Gas Boiler Maintenance	3,068,060	01/06/2022	01/06/2025	01/06/2026
Taxi Contract BPY/001	21,465	17/11/2022	29/06/2023	
Taxi Contract AKS/010	10,080	13/02/2023	29/06/2023	
Perth Christmas Light Switch on Acts and Performances	25,050	18/11/2022	18/12/2022	
A93/14 Bridge of Cally Parapet Repair Works	101,216	05/07/2022	11/11/2022	11/12/2022
Transport Contracts operated by Taxis and Private Hire Vehicles (Q2 2022)	15,216	19/04/2022	19/06/2023	19/06/2026
Transport Contracts operated by Taxis and Private Hire Vehicles (Q3 2022)	299,548	17/08/2022	17/07/2023	17/07/2026
Taxi/PHV Contract BPH/115	19,005	29/08/2022	29/06/2023	
Taxi Contract BFP/008	10,220	24/10/2022	02/06/2023	
Perth People Place and Perth Transport Futures	594,300	25/04/2022	25/01/2025	
Dismantling & Removal of Structures	5,151	01/09/2022	01/11/2022	01/12/2022
Phase 2 Study - Ground Investigation	11,450	06/02/2023	10/03/2023	
Cross Tay Link Road, Perth Project Manager's Representative Scope of Works	170,000	23/08/2022	23/08/2025	23/08/2026
Digital Skills Programme	45,000	30/01/2023	31/03/2023	

Replacement of Windows and Doors	2,500,000	04/01/2023	04/01/2024	
Internal Wall Insulations	1,893,462	03/10/2022	31/03/2023	
John Deere 2026R	20,900	05/10/2022	08/10/2022	
Brushcutters	1,498	23/09/2022	24/09/2022	
Skips	27,680	06/06/2022	06/06/2022	
Supply of Box Trailer	6,695	07/10/2022	07/10/2022	
Front Loader RCV	260,826	16/10/2023	15/10/2027	
Heavy Vehicles	258,880	12/01/2024	11/01/2027	
Supply of Three Tippers	216,180	12/01/2024	11/01/2027	
Perth and Kinross Waste Compositional Analysis	12,753	09/05/2022	31/05/2022	
Provision of Mobile Toilets to Beauty Spots	34,000	09/05/2022	30/10/2022	
A827 Bolfracks wall repair	85,446	11/11/2022	01/09/2023	
Scour Assessments Pack S1	238,185	30/01/2023	30/06/2023	
Comrie FPS - Enabling Works	1,073,791	10/06/2022	30/06/2023	
Digital Inclusion Support for Council Tenants	50,000	01/06/2022	31/03/2023	
Perth Data Collection	55,263	17/10/2022	31/12/2022	
Perth Traffic Model Development	64,967	05/12/2022	31/03/2023	
Amenity Greenspace Primrose Park Auchterarder PI.	265,108	23/08/2022	31/03/2023	
Tayforth RAUC Area – national Coring 2022	111,000	28/11/2022	31/03/2023	
Cores & Dynamic Cone Penetrometer Testing & Hazard Classification of Waste	60,092	16/05/2022	12/08/2022	
Blairgowrie & Rattray Surface Water Management Plan	75,278	10/10/2022	24/11/2023	
Supply of One Lease Car	11,232	11/04/2022	10/04/2025	
Supply of One Lease Car	8,896	01/09/2022	31/08/2025	
Supply of One Lease Car	11,366	21/04/2023	20/04/2026	
7083/KNC Metalwork Amenity Greenspace	17,260	19/09/2022	15/10/2022	
Sporadic Patching 2021-2022	391,945	26/07/2021	31/03/2022	

For further information contact: Shona Welsh [swelsh@pkc.gov.uk](mailto:swelsh@pkc.gov.uk) 01738 476417

## Tenders Accepted by Tayside Procurement Consortium (To 31 March 2023)

The Tayside Procurement Consortium was formerly the Council's local shared procurement function to tender packages on behalf of Perth & Kinross Council, Angus Council, Dundee City Council, and Tayside Contracts. The Chief Executives of the three Tayside Councils have now agreed to integrate collaborative procurement activity as part of the remit of each Council's procurement team.

Note to the tables:

'n/a' is used, where the anticipated spend is as yet unknown. The award is for a Framework Agreement, the use of which will be dependent on requirements in any given year.

Title	Value (£)	Start	End	Incl. Extension
Flexible Framework Refresh – Counselling in Schools	n/a	01/06/2022	01/10/2023	01/10/2024
Bureau Service – Winter Forecasting	n/a	30/09/2022	30/09/2027	n/a
Online School Payments System	n/a	01/06/2022	01/07/2025	01/07/2028
Supply, Installation, Equipment, and Maintenance of Wireless WAN Infrastructure	n/a	01/04/2022	01/04/2025	01/04/2027
Maintenance of Sports Equipment	n/a	25/04/2022	25/04/2025	25/04/2027

For further information contact: Lisa Simpson [lsimpson@pkc.gov.uk](mailto:lsimpson@pkc.gov.uk)

## Appendix C – Perth and Kinross Council Contract Delivery Plan 2023/24

This plan sets out the anticipated procurement activity for the next 24 months. The year given indicates the timescale in which we plan to issue a tender for the goods, service or works for which we need to contract.

This plan will be published on the Council website from November 2023.

It is intended that all Contracts marked with an \* are collaborative contracts with at least one other Local Authority.

It is intended that all Contracts marked \*\* will be a call-off from an existing framework.

<b>Corporate &amp; Democratic Services</b>			
<b>Delivery Plan Reference</b>	<b>Category</b>	<b>Contract</b>	<b>Expected Award Date</b>
PKC11844	Consultancy	Treasury Consultancy	
PKC12172	Consultancy	Independent Chair - Child and Adult Protection Committee	2023
PKC10391	Council departments	Banking Services	2025
PKC12249	Elections and voting	Election equipment	2023
PKC12208	Energy Efficiency	Fabric Improvements to Auchtergaven Primary School	2023**
PKC11845	Finance	Finance Asset Management System	
PKC11847	Finance	Procurement Card embedded	2023**
PKC12233	Finance	Investment Management System	2023
PKC10785	Technology	Network/Infrastructure: Annual maintenance & support – Uninterruptable Power Supply (UPS)	2023
PKC11254	Technology	Supply of maintenance and support for Mitel Telecommunication System	2024
PKC11264	Technology	Housing Management System	2024
PKC11271	Technology	Network/Infrastructure: Supply of Telephony services	2024
PKC11283	Technology	GovTech	2023**
PKC11618	Technology	Citrix Estate Licence Subscription Renewal	2025**
PKC11619	Technology	Software: Application maintenance & support - Corporate Mobile Working Toolkit	2027
PKC11620	Technology	Northgate Contract (software) PJB/74311 Council Tax Benefits	2026
PKC11622	Technology	Electoral Services	2023**
PKC11623	Technology	GovDelivery Communications Platform	2023
PKC11624	Technology	Supply and Implementation of an Enterprise Architecture Solution	2024**

## Corporate & Democratic Services

Delivery Plan Reference	Category	Contract	Expected Award Date
PKC11627	Technology	Software: Annual subscription – Core Microsoft infrastructure systems / tools	2024**
PKC11628	Technology	Mobile voice and data services (Digital Inclusion)	2024**
PKC11630	Technology	Software: Annual subscription - Network Scanning Tool	2024
PKC11631	Technology	NHS Circuit rental	2024**
PKC11634	Technology	Provision support and maintenance of an Identify and access solution (IAM solution)	2024**
PKC11636	Technology	PSN DNS Services	2025**
PKC11638	Technology	Software: Application maintenance & support - Corporate Reporting Tool	2024**
PKC11642	Technology	Supply of Internet Connection	2025**
PKC11643	Technology	Supply of IP CCTV Communication Link for A9/A85	2025**
PKC11648	Technology	Support and maintenance for Planning System	2026**
PKC11651	Technology	Insurance Claims Recording System	2027
PKC11652	Technology	Data Analysis Application for Maximising Rental Income	2025**
PKC11653	Technology	Online Engagement Platform	2023
PKC11940	Technology	Business Process Modeller	2024**
PKC11946	Technology	Mobile voice and data services	2026**
PKC11947	Technology	Cyber Security Operations Centre (CSOC)	2026**
PKC11948	Technology	Auto Attendant System - Support and Managed Services	2024
PKC11949	Technology	SolarWinds Maintenance	2024**
PKC11950	Technology	Small Government Enterprise Agreement for ArcGIS	2025**
PKC11951	Technology	Support and Maintenance for Storage Area Network (SAN) Solution	2026**
PKC11952	Technology	Provision of managed WAN Connectivity	2024**
PKC12059	Technology	eLearning Solution	2023
PKC12303	Technology	Logotech - Hosted PSTM Maintenance	2024
PKC12357	Technology	Mosaic Data Consultancy for Power BI	2023
PKC12358	Technology	Data Cataloguing consultancy	2023**
PKC12360	Technology	IOT /Sensor Deployment	2023**



## Corporate & Democratic Services

Delivery Plan Reference	Category	Contract	Expected Award Date
PKC12362	Technology	Citrix Estate Licence Subscription Renewal (for Virtual Apps and Desktops Service)	2024**
PKC12363	Technology	Executive Research Services	2024**
PKC12364	Technology	GO Loader Support and Maintenance	2024
PKC12365	Technology	Provision, support, and maintenance of anti-virus Solution (Sophos)	2024**
PKC12366	Technology	Secure mail data transfer solution (Egress)	2024**
PKC12367	Technology	Secure Remote Desktop Access and Support	2024
PKC12369	Technology	AV Support - Council Chambers	2024
PKC12370	Technology	Telephony Call Management System	2024
PKC12371	Technology	Symphony iManage, iExchange, iMatch, ASD and MapInfo Runtime - Maintenance	2024
PKC12372	Technology	Website Content Management System	2025**
PKC12373	Technology	Wi-Fi Network Planning & Management Toolkit (Ekahau)	2024**
PKC12374	Technology	Open Data Platform (CKAN)	2024**
PKC12375	Technology	SOCITM Subscription	2024
PKC12376	Technology	Customer Services Platform	2024
PKC12404	Technology	Committee Services Software	2023
PKC12410	Facilities	Fire Safety Products	2023**
PKC12412	Finance	Security Services and Cash Collection	2023*
PKC12418	Facilities	Cleaning Equipment	TBC**
PKC12420	Housing Maintenance	Construction Materials	2023**

## Communities

Delivery Plan Reference	Category	Contract	Expected Award Date
PKC11116	Construction	Collection Store	
PKC11848	Consultancy	Consultancy - Review of Housing Improvements Team	2023
PKC11849	Consultancy	Consultancy - Review of New Builds Team/Process	
PKC11856	Consultancy	Consultancy - Appointment of Consultants for Retrofit Assessments - Shops & Offices	2023**

## Communities

Delivery Plan Reference	Category	Contract	Expected Award Date
PKC11859	Consultancy	Consultancy - Design of Fire Alarm Replacements	2023**
PKC11861	Consultancy	Consultancy - Appointment of Consultants for Small Capital Projects Works Delivery (technical support to existing team)	
PKC11862	Consultancy	Consultancy - Retrofit Assessments of all Council Housing Stock based on Climate Change Action Plan (to be combined with Non-Domestic Retrofit Assessments and review of EV charging and delivery of Waste Strategy with other Council teams)	
PKC12148	Consultancy	Biodiversity Consultancy	2023
PKC12343	Consultancy	Detailed design for underpass	2023**
PKC12386	Consultancy	Outsourced Sales Rep 2023	2023
PKC12438	Consultancy	Employer's Agent	2023**
PKC12154	Employability, Skills	Tay Cities Deal Digital Skills	2023
PKC12206	Energy Efficiency	Low carbon energy storage and heating technology	2023
PKC12322	Environmental Health	Air Quality Laboratory Services	2023
PKC11378	Fleet	Lease of Electric vehicles	
PKC11799	Fleet	Supply of 4 x 2 Axle Hook lifts	2023**
PKC11803	Fleet	Supply of 1 x Curtain-sider	2023**
PKC11805	Fleet	Supply of 2 x Artics	2023**
PKC11806	Fleet	Supply of 5 x RCVs	2023**
PKC11807	Fleet	Supply of 5 x Tippers	2023**
PKC11808	Fleet	Supply of 8 x Car Derived Vans	2023**
PKC11809	Fleet	Supply of 14 x Pickups	2023**
PKC11810	Fleet	Supply of 1 x Sweepers	2023**
PKC11812	Fleet	Supply of 4 x Small Panel Vans	2023**
PKC11814	Fleet	Supply of 3 x Trailed Leaf Vacuums	2023**
PKC11815	Fleet	Supply of 1 x Vehicle Wash	2023**
PKC11816	Fleet	Supply of 1 x Linked O Licence Trailer	2023**
PKC11819	Fleet	Supply of 4 x Vehicle Bodies	2024**
PKC11820	Fleet	Supply of 13 x Buses	**
PKC11821	Fleet	Supply of 4 x 4x4 Cars	2024**
PKC11822	Fleet	Supply of 14 x Cars - Hatchback	**
PKC11823	Fleet	Supply of 3 x MPV	2023**
PKC11825	Fleet	Supply of 1 x 4 Axle Hooklift	**
PKC11826	Fleet	Supply of 1 x RCV	**

## Communities

Delivery Plan Reference	Category	Contract	Expected Award Date
PKC11827	Fleet	Supply of 1 x Skip Loader	**
PKC11828	Fleet	Supply of 4 x Tippers	2023**
PKC11829	Fleet	Supply of 11 x Car Derived Vans	**
PKC11830	Fleet	Supply of 1 x Pickup	**
PKC11831	Fleet	Supply of 1 x Luton Van	**
PKC11832	Fleet	Supply of 11 x Panel Vans	**
PKC11833	Fleet	Supply of 4 x Small Panel Vans	2024**
PKC11834	Fleet	Supply of 3 x Trailed Aerators	2023**
PKC11835	Fleet	Supply of 1 x Mowar Rotary Deck	**
PKC11836	Fleet	Supply of 1 x Vehicle Ramp	**
PKC11837	Fleet	Supply of 8 x Ride on Mowers	**
PKC11839	Fleet	Supply of 10x Trailers	**
PKC11840	Fleet	Supply of 4 x Agricultural Tractors	**
PKC11841	Fleet	Supply of 7 x Mowers	**
PKC11842	Fleet	Supply of Various GM Equipment	**
PKC11843	Fleet	Supply of 5 x Sweepers	2024**
PKC12109	Fleet	Supply of 6 car derived vans	2025**
PKC12156	Fleet	5 x Ride on Cut & Collect Mowers	2023**
PKC12157	Fleet	5x Pedestrian Mowers	2023
PKC12160	Fleet	2 Dollys	2023
PKC12162	Fleet	5 x Ride on Cut & Collect Mowers	2023**
PKC12163	Fleet	5x Pedestrian Mowers	2023
PKC12192	Fleet	Managed Service 2023	2023
PKC12207	Fleet	Upgrade of Bredneck Vehicle Wash	2023
PKC12220	Fleet	Purchase of Four Ejection Trailers	2023**
PKC12236	Fleet	Supply of 1 Lease Car as per CCSRM6069	2023**
PKC12250	Fleet	Supply of 3 RCVs	2023
PKC12251	Fleet	Supply of 1 Tipper	2023**
PKC12252	Fleet	Supply of 5 Pick-ups	2023
PKC12253	Fleet	Supply of 3 Hatchback Cars	2024**
PKC12254	Fleet	Supply of 1 4x4 Car	2024**
PKC12255	Fleet	Supply of 1 MPV - 7 seat	2024**
PKC12256	Fleet	Supply of 2 Artics	2024
PKC12257	Fleet	Supply of 1 Hooklift	2024
PKC12258	Fleet	Supply of 2/3 Library Vans	2024
PKC12259	Fleet	Supply of 2 RCVs	2024
PKC12260	Fleet	Supply of 3 Road Sweepers	2024
PKC12261	Fleet	Supply of 5 Tippers	2024
PKC12262	Fleet	Supply of 1 Pick-up	2024**
PKC12263	Fleet	Supply of 8 Car Derived Vans	2024

## Communities

Delivery Plan Reference	Category	Contract	Expected Award Date
PKC12264	Fleet	Supply of 3 Pick-ups	2024
PKC12265	Fleet	Supply of 1 Panel Van	2024**
PKC12266	Fleet	Supply of 8 Panel Vans	2024
PKC12267	Fleet	Supply of 7 Small Panel Vans	2024
PKC12268	Fleet	Supply of 3 Van Derived MPV	2024
PKC12269	Fleet	Supply of 12 Tippers	2024
PKC12270	Fleet	Supply of 1 Scissor Lift	2024**
PKC12271	Fleet	Supply of 1 Telescopic Boom	2024
PKC12272	Fleet	Supply of 1 Quad	2024**
PKC12273	Fleet	Supply of 4 Agricultural Tractors	2024
PKC12274	Fleet	Supply of GM Equipment	2024**
PKC12285	Fleet	Supply of 1 Lease Car as per CCSRM6069. S Kinnon	2023**
PKC12286	Fleet	Supply of 1 Lease Car as per CCSRM6069. J Watson	2023**
PKC12302	Fleet	Purchase of 2 Road Sweepers	2023**
PKC12348	Fleet	Repair & Maintenance for 2 x Telehandlers	2023
PKC12349	Fleet	Supply of 1 Lease Car as per CCSRM6069	2023**
PKC12352	Fleet	Supply of 2 Artics	2023**
PKC12378	Fleet	Schmidt to continue to service and Maintain Pavement Sweeper	2023
PKC12384	Fleet	Supply of 1 Lease Car as per CCSRM6069	2023**
PKC11983	Flooding	Comrie Flood Protection Scheme (Main Works)	2023**
PKC12346	Greener living	Air Quality - Continuous Monitoring	2023**
PKC11880	Greenspace	Seven Acres Park, Perth	
PKC12231	Housing	Energy Performance Certificates	2023
PKC12382	Housing	Void Property 15 Sheilhill Pl, Stanley	2023
PKC12383	Housing	Housing maintenance	2023
PKC11850	Housing Improvements	Communal Door Entry Systems and Door Sets with Associated Works	
PKC11853	Housing Improvements	Registration of Energy Performance Certificates	
PKC11857	Housing Improvements	Shops and Offices Upgrades	2024
PKC11858	Housing Improvements	Internal upgrades to properties at 8 St Catherines Road and upgrades to closes at St Catherine's Road and High Street, Perth	2024
PKC11851	Housing Maintenance	Servicing, Inspection, Maintenance and Reactive Maintenance of Fire Sprinkler Systems in Domestic Properties and Bin	2023

## Communities

Delivery Plan Reference	Category	Contract	Expected Award Date
		Stores.	
PKC11852	Housing Maintenance	Servicing & Maintenance - Lightning Conductor Testing	
PKC11854	Housing Maintenance	Housing - Domestic Windows and Doors Replacements	
PKC11860	Housing Maintenance	Fire Alarm Replacements (Works Contract)	2023
PKC11863	Housing Maintenance	Servicing & Maintenance - Additional Emergency Lighting Servicing & Maintenance Contracts based on Controlled Door Entry Properties and previous New Builds	2023**
PKC12300	Housing Maintenance	Phase 5 Central Heating Contract	2023**
PKC12105	Housing Repairs	Retrofit to Meet Energy Efficiency Standard (ESSH2) Compliance	
PKC12202	Housing Repairs	Void Energy Management	2023
PKC12350	Housing Repairs	Lightning Conductors	2023
PKC12324	Housing Repairs & Improvement	Registration of Energy Performance Certificates	2023**
PKC12325	Housing Repairs & Improvement	Housing - Domestic Windows and Doors Replacements	2024
PKC12327	Housing Repairs & Improvement	Energy Efficiency Works to existing housing stock (2023/24)	2023
PKC12328	Housing Repairs & Improvement	Energy Efficiency Works to existing housing stock (2024/25)	2024
PKC12329	Housing Repairs & Improvement	Smoke Detector Contract for phased replacements	2026
PKC12330	Housing Repairs & Improvement	Controlled Door Entry - ad hoc installs	2023**
PKC12331	Housing Repairs & Improvement	Small Extensions to properties	ad hoc**
PKC12332	Housing Repairs & Improvement	St Catherine's Square Regeneration project	2024
PKC12333	Housing Repairs & Improvement	Sheltered Housing Heating Replacements	2023
PKC12335	Housing Repairs & Improvement	Installation of Assisted Bathing and works in communal areas in Sheltered Housing	2023
PKC12336	Housing Repairs & Improvement	Window replacements at Greyfriars Hostel, Perth	2023
PKC12337			2023

## Communities

Delivery Plan Reference	Category	Contract	Expected Award Date
	Housing Repairs & Improvement	External EPC's for NON EPC properties (approx. 600)	
PKC12339	Housing Repairs & Improvement	Room in roof insulation EPC band E & F Properties	2023**
PKC12340	Housing Repairs & Improvement	PV Solar to be installed Band E & F Properties struggling to hit Band D	2023**
PKC12401	Housing Repairs & Improvement	Housing Planned Maintenance	2023
PKC12408	Housing Repairs & Improvement	Property Maintenance and Refurbishment	2023**
PKC12288	Planning & Housing	Expansion of Home Energy Advice Services	2024
PKC11879	Play Areas	Victory Park, Bridge of Earn	2024
PKC11881	Play Areas	Muirend Park, Perth	2024
PKC11882	Play Areas	Comrie 126 Core Path	
PKC11883	Play Areas	Davies Park, Kinross	2023
PKC11884	Play Areas	Scotlandwell Play Area, Kinross	2023
PKC11885	Play Areas	Greenloaning Play Area	2024
PKC11886	Play Areas	Langlands, Luncarty	2023
PKC11887	Play Areas	Westfield Common	2023
PKC12307	Play Areas	Potterhill Play area	2023**
PKC12308	Play Areas	Coronation Park Muthill Play Area`	2023**
PKC12309	Play Areas	Craigie Park Play Area	2023**
PKC12310	Play Areas	Scotlandwell Play Area	2023**
PKC12311	Play Areas	Davis Park Kinross Play Area	2023**
PKC12312	Play Areas	Langland Luncarty Play Area	2023**
PKC12313	Play Areas	Greenloaning Play Area	2023**
PKC12314	Play Areas	Westfield Common	2023**
PKC12315	Play Areas	Bridge of Earn Play Area	2023**
PKC12316	Play Areas	Legion Park Comrie	2023**
PKC12317	Play Areas	Muirend Park	2023**
PKC12442	Play areas	Surface installation	2023**
PKC12177	Property	Servicing and Maintenance of Local Exhaust Ventilation systems and fume cupboards	2023
PKC12377	Public and community transport	Bus Shelter Cleaning	2023
PKC12446	Repairs & Improvements	Alterations to parking bays at Rorrie Terrace in Methven	2023
PKC11485	Roads and pavements	Pedestrian counts and video survey – Edinburgh Road, Perth	
PKC11874	Roads and pavements	CCTV Survey	**

## Communities

Delivery Plan Reference	Category	Contract	Expected Award Date
PKC12180	Roads and pavements	South Inch Culvert Repairs	2023
PKC12417	Roads and pavements	Road Signage	TBC**
PKC12159	Sponsorship/advertising	Advertising on Fleet Vehicles	2023
PKC12243	Street Lighting	LED Lanterns	2023
PKC12320	Street Lighting	Street lighting repairs - Broxden	2023
PKC12415	Street Lighting	Street Lighting Materials	2023**
PKC10970	Structures	Old Perth Bridge Masonry Crack Stitching	2023
PKC10971	Structures	Queens Bridge Scour Works	2023
PKC10973	Structures	Queens Bridge Concrete Repair, Tie Bar & Drainage Works	2023
PKC11964	Structures	A827 Bolfracks wall replacement, Aberfeldy - Phase 2	2023
PKC12001	Structures	Bridge Inspections 23/24 Pack B3	2023**
PKC12002	Structures	Bridge Inspections 23/24 Pack 1	2023**
PKC12004	Structures	Scour Assessments 23/24 Pack 1	2023
PKC12290	Structures	Queens Bridge Inspections / Monitoring	2023**
PKC12291	Structures	Queens Bridge Concrete Repair Survey	2023**
PKC12292	Structures	Fanny Burn Culvert Replacement	2023
PKC12293	Structures	Bridge of Tilt repairs	2023
PKC12295	Structures	Victoria, Caputh Bridge repairs	2023**
PKC12296	Structures	Boatland Ret Wall repairs	2023**
PKC12297	Structures	Burmeston Br repairs	2023**
PKC12298	Structures	Gatehouse Culvert Repairs	2023
PKC12299	Structures	Garry Viaduct Consultancy Services	2023**
PKC12176	Structures and Flooding	Dillivaird Br Repairs	2023**
PKC12178	Structures and Flooding	Wades Bridge, Aberfeldy	2023
PKC12224	Structures and Flooding	Blairgowrie Weir Scour Repairs Stage 2	2023
PKC12237	Structures and Flooding	Perth Integrated Catchment Study (Optioneering)	2023
PKC12238	Structures and Flooding	Bridge of Earn Surface Water Flood Study	2023
PKC12239	Structures and Flooding	Comrie Surface Water Management Plan	2023
PKC12240	Structures and Flooding	Luncarty Flood Study	2024

## Communities

Delivery Plan Reference	Category	Contract	Expected Award Date
PKC12241	Structures and Flooding	Kinross Surface Water Management Plan	2024
PKC12242	Structures and Flooding	Watercourse Clearance & Repair Works	2023
PKC12247	Structures and Flooding	Flooding Development Control Works	2023**
PKC12125	Structures and Flooding	DCC Civils Framework Lot 5 Emergency Works	2023**
PKC12356	Technology	Clear Skies Software	2023
PKC12169	Traffic & Network Team	Replacement Parking Machines	2023**
PKC12198	Traffic & Network Team	On-street Residential EV Charging	2023**
PKC12114	Waste	Provision of Compaction Equipment and Processing of Cardboard	2023
PKC12194	Waste	Food Waste	2023**
PKC12195	Waste	Mixed Paper and Card	2023
PKC12215	Waste	Processing of Food Waste	2023**
PKC12216	Waste	Traffic Monitoring Technology for Recycling Centres	2023**
PKC12217	Waste	Processing of Street Sweepings	2024**
PKC12219	Waste	Processing of Mixed Paper and Card	2023
PKC12228	Waste	Delivery and Distribution of Plastic Wheeled Bins	2023**
PKC12387	Waste	Re-processing of Used Tyres	2023
PKC12361	Waste	Wheelie bin cleaning and recycling	2023
PKC12443	Waste Services	Four Wheeled Bulker Bins for Domestic Twin Stream Recycling	2023**
PKC12444	Waste Services	Two Wheeled & Bulker bins for Commercial Twin Stream Recycling	2023**
PKC10023	Waste Services - Expenditure	Processing of Food Waste	2023
PKC10814	Waste Services - Expenditure	Recyclable & Refuse Containers	
PKC11527	Waste Services - Expenditure	Processing of Inert Waste	2023**
PKC11864	Waste Services - Expenditure	Processing of Organics	2023**
PKC11868	Waste Services - Expenditure	Used Tyres	2023
PKC11870		Mobile Toilets Framework	2023



## Communities

Delivery Plan Reference	Category	Contract	Expected Award Date
	Waste Services - Expenditure		
PKC11871	Waste Services - Expenditure	Waste Analysis	2024**
PKC11873	Waste Services - Expenditure	Recycle and Refuse Containers	**
PKC11289	Finance	Debt Collection	2024**
PKC12409	Technology	National Shared Digital Alarm Receiving Centre	TBC**
PKC12413	Technology	Technology Enabled Care Goods	2023**

## Education & Childrens Services

<b>Delivery Plan Reference</b>	<b>Category</b>	<b>Contract</b>	<b>Expected Award Date</b>
PKC12117	Education	Education training	2023
PKC12118	Education	Play on Pedals- bikes	2023
PKC12170	Consultancy	Digital Mental Health Support Service	2023
PKC12181	Consultancy	Whole Family Wellbeing Programme – Consultation with Families	2023
PKC12182	Consultancy	Whole Family Wellbeing Programme – Support for whole system transformation	2023
PKC12187	Schools and Learning	Play on Pedal	2023
PKC12188	Schools and Learning	Communication and Language through Outdoor Learning Training	2023
PKC12213	Finance	PayPoint	2023
PKC12222	Education	Educational Psychologists	2023**
PKC12227	Education	Fear-less training & resources	2023
PKC12245	Play Areas	Craigie primary playground markings	2023**
PKC12246	Play Areas	Timber trail	2023**
PKC12275	Education	Funded Providers of Early Learning & Childcare	2023
PKC12276	Education	Range of Family Support Services - Homestart	2024
PKC12277	Education	Play on Pedals Bikes	2023
PKC12278	Education	First Aid Training	2023
PKC12279	Education	Vending Machines	TBC
PKC12280	Education	Range of Family Support Services	2024
PKC12281	Education	Range of Family Support Services	2024
PKC12282	Education	Whole Family Wellbeing Programme	TBC
PKC12283	Education	Family Mentoring Services	2023
PKC12284	Education	TBC Crisis Support Services	2023
PKC12381	Education	CALL Scotland	2023
PKC12385	Human Resources	Agency staff for ECS	2023**
PKC12405	Education	Bertha Park Bike Shelter Alterations	2023
PKC12407	Catering	Commercial Catering Equipment	2023**
PKC12414	Catering	Bread and Rolls	2023**
PKC12432	Catering	Fresh Fruit and Vegetables	2024**

## Health & Social Care Partnership

<b>Delivery Plan Reference</b>	<b>Category</b>	<b>Contract</b>	<b>Expected Award Date</b>
PKC11181	Social Care	Occupational Therapy equipment	2023
PKC11905	Social Care	Floating Housing Support	2025
PKC12425	Support for adults and older people	Care Homes for Adults with Learning Disabilities Including Autism	TBC**
PKC12426	Social Care	Care and Support	2024**
PKC12429	Social Care	Secure Care	2024**

## Appendix D – Following the Public Pound Report 2022/23

### FOLLOWING THE PUBLIC POUND 1 April 2022 to 31 March 2023

'Following the Public Pound' means ensuring that there is proper accountability for public funds used in delivering services and providing social benefits, irrespective of the means of delivering them. Each Director of Council Services is responsible for ensuring that there is clear public accountability for public funds which are provided from their budgets to outside organisations.

In common with other local authorities, the Council works with a number of external organisations to assist in the provision of its services. These external organisations include public, private and voluntary sector providers.

The Council has a local Code of Guidance based on the Code of Guidance on Funding External Bodies and Following the Public Pound issued by the Accounts Commission in co-operation with COSLA.

Queries in respect of specific activities should be raised via [contracts@pkc.gov.uk](mailto:contracts@pkc.gov.uk)

PROVIDER/GROUP	DESCRIPTION	CDS	COM	ECS	HSCP	Total
3rd Perthshire Scouts	Community Investment Fund - Ward 2		4,500			4,500
Aberfeldy Church Of Scotland	Food Security Fund		3,000			3,000
Aberfeldy Development Trust	Community Investment Fund - Ward 4		2,704			2,704
Aberfeldy Tennis Club	Community Investment Fund - Ward 4		170			170
Aberlour Child Care Trust	SLA 2022/23			204,589		204,589
Aberlour Sustain	Cost of Living Community Fund		1,443			1,443
Abernethy 66th Perthshire Scout Group	Community Investment Fund - Ward 9		12,117			12,117
	Cost of Living Community Fund		500			500
Abernethy in Bloom	Abernethy in Bloom		750			750
Abernethy Keep Active Club	Almond & Earn LAP		500			500
Abernethy Pavilion - 66th Scout Group	Administration Grant		250			250
Aberuthven	Cost of Living Community Fund		1,000			1,000
Aberuthven & Dunning Church	Cost of Living Community Fund		1,500			1,500
Aberuthven Village Hall Trust	Community Investment Fund - Ward 7		3,920			3,920
	Cost of Living Community Fund		2,774			2,774
	Administration Grant		250			250
Acorn Forest Activity Club	Food Security Fund		2,865			2,865

<b>PROVIDER/GROUP</b>	<b>DESCRIPTION</b>	<b>CDS</b>	<b>COM</b>	<b>ECS</b>	<b>HSCP</b>	<b>Total</b>
Adventure Circus SCIO	Cost of Living Community Fund		1,200			<b>1,200</b>
	Volunteer Development Fund		1,537			<b>1,537</b>
All Strong Scotland CIC	Cost of Living Community Fund		500			<b>500</b>
	Volunteer Development Fund		900			<b>900</b>
Almondbank Church Youth Group	Community Investment Fund - Ward 5		500			<b>500</b>
Alyth Development Trust TFL Group	Volunteer Development Fund		2,868			<b>2,868</b>
Alyth Senior Citizen Group	Food Security Fund		1,416			<b>1,416</b>
Alyth Senior Citizens Lunch & Socialising Club	Cost of Living Community Fund		5,224			<b>5,224</b>
Alyth Youth Partnership	Cost of Living Community Fund		7,410			<b>7,410</b>
	Food Security Fund		240			<b>240</b>
Amulree Village Hall Trust Fund	Community Investment Fund - Ward 5		10,509			<b>10,509</b>
	Cost of Living Community Fund		204			<b>204</b>
	Digital Inclusion Fund		400			<b>400</b>
	Strathtay LAP		3,000			<b>3,000</b>
	Administration Grant		250			<b>250</b>
Anchor House	Housing Support Payment		136,597			<b>136,597</b>
Anchor House / The Neuk	Community Investment Fund - Perth City		14,000			<b>14,000</b>
Angus Council	Tayside Biodiversity central reserve		20,000			<b>20,000</b>
Ardoch in Bloom	Cock & Hen Wall Restoration		4,711			<b>4,711</b>
Ardoch Parish Church	Cost of Living Community Fund		2,660			<b>2,660</b>
Ark Housing Association (Blairgowrie)	Housing Support Payment		281,265			<b>281,265</b>
Ark Housing Association (Perth)	Housing Support Payment		82,552			<b>82,552</b>
Ark Housing Association Ltd	Void rent		2,215			<b>2,215</b>
Arngask Hall	Cost of Living Community Fund		2,500			<b>2,500</b>
Atholl Baptist Centre	Community Investment Fund - Ward 4		6,368			<b>6,368</b>
	Cost of Living Community Fund		1,500			<b>1,500</b>
	Food Security Fund		20,820			<b>20,820</b>
Auchterarder Bowling Club	Cost of Living Community Fund		2,500			<b>2,500</b>
Auchterarder Community Sports & Recreation	Cost of Living Community Fund		7,253			<b>7,253</b>

PROVIDER/GROUP	DESCRIPTION	CDS	COM	ECS	HSCP	Total
	Path Grant 2022/23		10,000			<b>10,000</b>
	Administration Grant		150			<b>150</b>
Auchterarder Parish Church	Food Security Fund		1,000			<b>1,000</b>
Ballintuim Village Hall	Administration Grant		250			<b>250</b>
Bankfoot Foodstore Pantry	Cost of Living Community Fund		525			<b>525</b>
Barnardo's	SLA 2022/23			113,100		<b>113,100</b>
Barnardo's Scotland	SLA 2022/23			21,000		<b>21,000</b>
Beautiful Perth	Jubilee celebrations		750			<b>750</b>
Birnam Arts	Cost of Living Community Fund		12,548			<b>12,548</b>
Blackford Parish Church	Cost of Living Community Fund		1,025			<b>1,025</b>
Blackwater Public Hall	Administration Grant		250			<b>250</b>
Blair & Rattray Development Trust Ltd	Cost of Living Community Fund		2,130			<b>2,130</b>
Blair Atholl	Payment towards Regrade		10,000			<b>10,000</b>
Blair Atholl Village Hall	Administration Grant		250			<b>250</b>
Blair in Bloom	Blair in Bloom		750			<b>750</b>
Blairgowrie	Volunteer Development Fund		770			<b>770</b>
Blairgowrie & District Next Steps	Volunteer Development Fund		1,500			<b>1,500</b>
Blairgowrie & District Senior Outings	Community Investment Fund - Ward 3		2,000			<b>2,000</b>
Blairgowrie & East Perthshire Next Steps	Volunteer Development Fund		75			<b>75</b>
Blairgowrie & Rattray Access Network	Administration Grant		150			<b>150</b>
Blairgowrie & Rattray Community Football Club	Community Investment Fund - Ward 3		5,000			<b>5,000</b>
	Cost of Living Community Fund		383			<b>383</b>
	Food Security Fund		960			<b>960</b>
	Volunteer Development Fund		770			<b>770</b>
Blairgowrie & Rattray Development Trust	Community Investment Fund - Ward 3		2,317			<b>2,317</b>
	Cost of Living Community Fund		1,170			<b>1,170</b>
	Food Security Fund		761			<b>761</b>
Blairgowrie Players	Cost of Living Community Fund		2,000			<b>2,000</b>
Blairgowrie Runners	Volunteer Development Fund		760			<b>760</b>
Blairgowrie Ukelele Group	Volunteer Development Fund		150			<b>150</b>
Booklore	Cost of Living Community Fund		298			<b>298</b>

<b>PROVIDER/GROUP</b>	<b>DESCRIPTION</b>	<b>CDS</b>	<b>COM</b>	<b>ECS</b>	<b>HSCP</b>	<b>Total</b>
Breadalbane Canoe Club	Volunteer Development Fund		1,485			<b>1,485</b>
Breadalbane Mens Shed	Community Investment Fund - Ward 4		4,680			<b>4,680</b>
Breathe Easy Perthshire	Volunteer Development Fund		565			<b>565</b>
Breathe Easy Project	Cost of Living Community Fund		6,340			<b>6,340</b>
Breathe Project (Aberfeldy Parish Church)	Community Investment Fund - Ward 4		2,850			<b>2,850</b>
Bridge of Cally Village Hall	Cost of Living Community Fund		4,092			<b>4,092</b>
Bridge of Earn AFC	Volunteer Development Fund		180			<b>180</b>
Bridge of Earn Institute	Digital Inclusion Fund		630			<b>630</b>
	Administration Grant		250			<b>250</b>
Bridgend, Gannochy & Kinnoull Community Council	Cost of Living Community Fund		2,500			<b>2,500</b>
Bridgeton United Amateur Football Club	Community Investment Fund - Ward 5		7,750			<b>7,750</b>
Broke Not Broken	Community Investment Fund - Ward 8		15,013			<b>15,013</b>
	Cost of Living Community Fund		6,500			<b>6,500</b>
	Food Security Fund		42,855			<b>42,855</b>
Burrelton Community Hub	Cost of Living Community Fund		1,000			<b>1,000</b>
	Digital Inclusion Fund		2,000			<b>2,000</b>
	Food Security Fund		1,000			<b>1,000</b>
Buttons and Bows Baby Bank	Community Investment Fund - Perth City		4,000			<b>4,000</b>
	Cost of Living Community Fund		1,800			<b>1,800</b>
	Volunteer Development Fund		1,918			<b>1,918</b>
Caledonia Housing Association	Housing Support Payment		126,994			<b>126,994</b>
	Burnside Court		7,139			<b>7,139</b>
	Muirmont Place		8,892			<b>8,892</b>
	South William Street		16,362			<b>16,362</b>
	Muirton Place		588			<b>588</b>
Calm Training Services Ltd	Training			9,790		<b>9,790</b>
Cambo Heritage Trust	Snowdrops		1,335			<b>1,335</b>
Camserney Hall Committee	Cost of Living Community Fund		1,000			<b>1,000</b>
	Administration Grant		250			<b>250</b>
Caputh Village Hall Committee	Community Investment Fund - Ward 5		3,660			<b>3,660</b>

PROVIDER/GROUP	DESCRIPTION	CDS	COM	ECS	HSCP	Total
	Digital Inclusion Fund		900			900
	Strathtay LAP		35			35
	Administration Grant		250			250
Cargill & Burrelton Community Hub	Community Investment Fund - Ward 2		1,591			1,591
Carnbo & District Community Hall	Cost of Living Community Fund		330			330
Carnbo Village Hall	Administration Grant		250			250
Cascade Institute Community Drop In	Cost of Living Community Fund		1,716			1,716
Centre For Inclusive Living P & K	FAP 2022/23				44,169	44,169
Centrum Edukacyjne Bajka	Cost of Living Community Fund		6,000			6,000
Chapelhill Hall Community Association	Community Investment Fund - Ward 5		1,956			1,956
	Administration Grant		250			250
CHAS	SLA 2022-23			18,780		18,780
Checkin	Cost of Living Community Fund		10,000			10,000
	Food Security Fund		30,000			30,000
	SLA 2022/23				30,051	30,051
Churches Action For The Homeless	Cost of Living Community Fund		15,358			15,358
	SLA 2022/23		260,876			260,876
	Housing Support Payment		531,584			531,584
Cleish Village Hall Association	Community Investment Fund - Ward 8		2,860			2,860
	Administration Grant		250			250
Clunie Hall Association	Cost of Living Community Fund		500			500
	Administration Grant		250			250
Community Connectors	Digital Inclusion Fund		2,807			2,807
Comrie & District Community Shed	Cost of Living Community Fund		3,840			3,840
Comrie Community Centre	Administration Grant		250			250
Comrie Millennium Footpath Association	Grant		150			150
Comrie Rural Hall	Administration Grant		250			250
Coupar Angus Pride of Place	Jubilee grant		750			750
Coupar Angus Youth Activities Group	Community Investment Fund - Ward 2		2,556			2,556
	Food Security Fund		3,000			3,000
Craigie & Moncreiffe Messy Church	Cost of Living Community Fund		500			500
Crieff Baptist Church	Cost of Living Community Fund		250			250
Crieff Community Council	Grant		10,000			10,000



<b>PROVIDER/GROUP</b>	<b>DESCRIPTION</b>	<b>CDS</b>	<b>COM</b>	<b>ECS</b>	<b>HSCP</b>	<b>Total</b>
Crieff Community Trust	Administration Grant		150			<b>150</b>
Crieff Connexions	Community Investment Fund - Ward 6		3,365			<b>3,365</b>
	Cost of Living Community Fund		1,920			<b>1,920</b>
	Food Security Fund		5,100			<b>5,100</b>
Crook of Devon Village Hall	Community Investment Fund - Ward 8		1,228			<b>1,228</b>
Crossreach	SLA 2022/23				66,488	<b>66,488</b>
Crossroads	SLA 2022/23				490,579	<b>490,579</b>
Cruse Bereavement	SLA 2022/23				17,095	<b>17,095</b>
DAB Hands Mens Shed	Community Investment Fund - Ward 5		4,222			<b>4,222</b>
Dalguise & District Public Hall	Administration Grant		250			<b>250</b>
Direct Design	Website Maintenance		2,618			<b>2,618</b>
Duke of Edinburgh Award Perth & Kinross Association	Community Investment Fund - Ward 6		5,500			<b>5,500</b>
Dunbarney	Food Security Fund		3,000			<b>3,000</b>
Dunbarney & Forgandenny Parish Church	Community Investment Fund - Ward 9		13,500			<b>13,500</b>
Dunkeld & Birnam Community Development Trust	Volunteer Development Fund		1,760			<b>1,760</b>
Dunkeld & Birnam Sports & Leisure Hub	Community Investment Fund - Ward 5		1,550			<b>1,550</b>
Dunkeld and Birnam in Bloom	Dunkeld		750			<b>750</b>
Dunkeld and Birnam Sport and Leisure Hub	Grant - CECF		14,470			<b>14,470</b>
Dunkeld Parish Church	Cost of Living Community Fund		1,440			<b>1,440</b>
Dunning Church Hall	Administration Grant		500			<b>500</b>
Dunning Community Council	Community Investment Fund - Ward 7		773			<b>773</b>
	Cost of Living Community Fund		2,500			<b>2,500</b>
Dunning Scout Group	Community Investment Fund - Ward 7		2,130			<b>2,130</b>
Elder Voice	Volunteer Development Fund		3,609			<b>3,609</b>
Errol Village Hall	Cost of Living Community Fund		2,400			<b>2,400</b>
	Administration Grant		250			<b>250</b>
Fair City Juniors FC	Volunteer Development Fund		4,000			<b>4,000</b>
Feldy in Flower	Jubilee boat display		750			<b>750</b>
Feldy Roo	Food Security Fund		9,300			<b>9,300</b>

PROVIDER/GROUP	DESCRIPTION	CDS	COM	ECS	HSCP	Total
Food for Thought	Food Security Fund		122			122
Forgandenny in Flower	Forgandenny in Flower Jubilee Fund		379			379
Forgandenny Village Hall	Administration Grant		250			250
Forteviot Hall	Administration Grant		250			250
Fossoway & District Community Council	Community Investment Fund - Ward 8		4,031			4,031
Fowlis Wester Village Hall Committee	Cost of Living Community Fund		480			480
	Administration Grant		250			250
Friends of Crieff Cemetery	Community Investment Fund - Ward 6		637			637
	Strathearn/Strathallan LAP		500			500
Friends of Old St Michael's	Strathearn/Strathallan LAP		193			193
Game Square	Eastern Perthshire LAP		500			500
Gardenature Ltd	Nesting Boxes		762			762
Gask Hall (Mid Strathearn Church)	Administration Grant		250			250
Georgetown Community Hall	Administration Grant		250			250
Giraffe Trading CIC	Community Investment Fund - Perth City		5,000			5,000
	Cost of Living Community Fund		10,000			10,000
Glenfarg Community Centre (Arngask Hall)	Administration Grant		250			250
Glenfarg Community Transport Group	Community Investment Fund - Ward 8		5,000			5,000
	Cost of Living Community Fund		500			500
Grandtully & Strathtay Hall & Park Association	Administration Grant		250			250
Guildtown Village Hall	Administration Grant		250			250
Headway Perth & Kinross	Section 10 2022/23				997	997
Health & Wellbeing Café (Salvation Army)	Cost of Living Community Fund		1,300			1,300
Highland Perthshire Cycling	Volunteer Development Fund		2,750			2,750
Holidays @ Home	Community Investment Fund - Perth City		2,000			2,000
Holy Trinity Scottish Episcopal Church	Cost of Living Community Fund		500			500
Home Start Perth and Kinross	Cost of Living Community Fund		2,000			2,000
	SLA 2022/23			10,000		10,000
Horizon Lunch Club			1,840			1,840

PROVIDER/GROUP	DESCRIPTION	CDS	COM	ECS	HSCP	Total
	Cost of Living Community Fund					
Inch View Primary Community Cafe	Food Security Fund		500			500
Inchture & Kinnaird Parish Church	Community Investment Fund - Ward 1		3,356			3,356
Inchture Village Hall	Community Investment Fund - Ward 1		2,200			2,200
	Administration Grant		250			250
Independent Advocacy Perth & Kinross	SLA 2022/23			76,225	295,572	371,797
Jeanfield Swifts FC	Volunteer Development Fund		3,548			3,548
Junior Dippers Art Group	Volunteer Development Fund		680			680
Kettins Community Hub	Community Investment Fund - Ward 2		1,850			1,850
	Cost of Living Community Fund		1,000			1,000
	Food Security Fund		600			600
	Administration Grant		250			250
Killiecrankie Memorial Hall Trust	Community Investment Fund - Ward 4		2,530			2,530
	Administration Grant		250			250
Killiecrankie, Fincastle & Tummel Community Council	Community Investment Fund - Ward 4		2,732			2,732
Kinloch & District SWI Hall	Administration Grant		250			250
Kinloch Memorial Hall	Administration Grant		250			250
Kinnesswood in Bloom	Jubilee celebrations		750			750
Kinnoull Hill Woodland Park Group	Grant 2022/23		150			150
Kinross & District Men's Shed	Community Investment Fund - Ward 8		3,500			3,500
	Cost of Living Community Fund		820			820
	Volunteer Development Fund		589			589
Kinross & District Pipe Band	Volunteer Development Fund		904			904
Kinross After School Club	Food Security Fund		5,060			5,060
Kinross Centre	SLA 2022/23				110,340	110,340
Kinross Colts FC Juniors	Community Investment Fund - Ward 8		7,000			7,000
	Volunteer Development Fund		2,000			2,000
Kinross Community Council	Community Investment Fund - Ward 8		1,000			1,000

<b>PROVIDER/GROUP</b>	<b>DESCRIPTION</b>	<b>CDS</b>	<b>COM</b>	<b>ECS</b>	<b>HSCP</b>	<b>Total</b>
Kinross Day Centre	Community Investment Fund - Ward 8		2,000			<b>2,000</b>
	Cost of Living Community Fund		4,900			<b>4,900</b>
Kinross Parish Church	Cost of Living Community Fund		500			<b>500</b>
Kinross Primary School Parent Council	Community Investment Fund - Ward 8		2,000			<b>2,000</b>
Kinrossie Public Hall Management Group	Community Investment Fund - Ward 2		1,500			<b>1,500</b>
	Cost of Living Community Fund		300			<b>300</b>
	Administration Grant		250			<b>250</b>
Kinross-shire Partnership	Community Investment Fund - Ward 8		630			<b>630</b>
Kinross-Shire Volunteer Group and Rural Outreach Scheme	Community Investment Fund - Ward 8		1,200			<b>1,200</b>
	SLA 2022/23				6,808	<b>6,808</b>
Kinross-shire Youth Enterprise SCIO	Cost of Living Community Fund		11,000			<b>11,000</b>
Kirkmichael Hall	Administration Grant		250			<b>250</b>
Kirkmichael Session House	Cost of Living Community Fund		1,300			<b>1,300</b>
	Volunteer Development Fund		224			<b>224</b>
Kynachan Hall Management Committee	Administration Grant		250			<b>250</b>
KYTHE	Grant YPG activities - NOLB			1,200		<b>1,200</b>
Letham 4 All	Cost of Living Community Fund		5,000			<b>5,000</b>
	Food Security Fund		10,000			<b>10,000</b>
Letham Climate Challenge	Cost of Living Community Fund		3,470			<b>3,470</b>
	Allotment Enhance Project		2,012			<b>2,012</b>
Letham Community Sports Club	Cost of Living Community Fund		11,500			<b>11,500</b>
	Food Security Fund		8,500			<b>8,500</b>
	Volunteer Development Fund		4,000			<b>4,000</b>
Letham St Marks Church of Scotland	Cost of Living Community Fund		2,000			<b>2,000</b>
Letham4All	Cost of Living Community Fund		12,178			<b>12,178</b>
	Food Security Fund		23,816			<b>23,816</b>
Loch of Clunie Preservation Group	Community Investment Fund - Ward 5		3,200			<b>3,200</b>
Loch Tayside CIC	Community Investment Fund - Ward 4		1,250			<b>1,250</b>
Logos Youth Project	Community Investment Fund -		2,705			<b>2,705</b>

PROVIDER/GROUP	DESCRIPTION	CDS	COM	ECS	HSCP	Total
	Ward 6					
	Cost of Living Community Fund		2,420			2,420
	SLA 2022/23			600		600
Longforgan Bowling Club	Digital Inclusion Fund		355			355
	Eastern Perthshire LAP		3,000			3,000
Luncarty and Redgorton in Bloom	Jubilee		720			720
Luncarty Football Club	Community Investment Fund - Ward 5		3,000			3,000
Madderty Paths Group	Administration Grant		150			150
Mantalk	Community Investment Fund - Ward 3		10,000			10,000
	Cost of Living Community Fund		3,376			3,376
McLean Hall	Cost of Living Community Fund		3,500			3,500
	Administration Grant		250			250
Meigle & Ardler Community Council	Community Investment Fund - Ward 2		4,000			4,000
	Cost of Living Community Fund		800			800
Meikleour Village Hall & Institute	Administration Grant		250			250
Men & Children Matter Group	Volunteer Development Fund		300			300
Menopause Café	Volunteer Development Fund		500			500
Methven & District Community Council	Cost of Living Community Fund		5,110			5,110
Methven Community Centre	Administration Grant		250			250
Mid Atholl Village Hall Management Committee	Administration Grant		250			250
Millbridge Hall	Administration Grant		250			250
Milnathort and Orwell Community Council	Administration Grant		150			150
Milnathort Core Paths Group	Community Investment Fund - Ward 8		2,635			2,635
Mindspace Limited	SLA 2022/23				201,566	201,566
Moubray Hall Committee	Administration Grant		250			250
Moulin Hall	Administration Grant		250			250
Mountain Belle Wellness & Trinity Church	Cost of Living Community Fund		630			630
Murthly Village Hall	Administration Grant		250			250
Muthill Baby and Toddler Group	Cost of Living Community Fund		1,277			1,277
Muthill in Bloom	Jubilee celebrations		300			300
Muthill Kirk Session			2,176			2,176

PROVIDER/GROUP	DESCRIPTION	CDS	COM	ECS	HSCP	Total
	Cost of Living Community Fund					
Muthill Monday Club	Cost of Living Community Fund		270			270
National Schizophrenia Fellowship (Scotland)	Mental Health Carers Project 2022/23				45,134	45,134
Nature Connects Perthshire CIC	Community Investment Fund - Ward 6		3,180			3,180
Nest Creative Spaces CIC	Community Investment Fund - Ward 3		250			250
	Cost of Living Community Fund		300			300
	Volunteer Development Fund		60			60
Neuro Central	Community Investment Fund - Ward 7		5,400			5,400
	Volunteer Development Fund		2,000			2,000
NHS Tayside	Food Security Fund		13,856			13,856
	Administration Support			2,303		2,303
	NHS Tayside Speech & Language Therapy			307,352		307,352
North Church Perth	Food Security Fund		8,000			8,000
North Inch Golfers Group	Grant		10,000			10,000
North Muirton Community Council	Digital Inclusion Fund		628			628
North Muirton Community Group	Cost of Living Community Fund		2,500			2,500
Orwell & Portmoak Church	Cost of Living Community Fund		2,500			2,500
Oudenarde Community Group	Community Investment Fund - Ward 9		3,500			3,500
	Cost of Living Community Fund		2,400			2,400
	Digital Inclusion Fund		884			884
Pamis	SLA 2022/23				9,958	9,958
Parent To Parent Tayside	Support & Advocacy			60,844		60,844
People With A Mission Ministries	Cost of Living Community Fund		1,000			1,000
Perform in Perth	Volunteer Development Fund		200			200
Perth & Kinross Countryside Trust	Bridge of Earn to Newburgh Active Travel		10,000			10,000
Perth & Kinross Disability Sport	Community Investment Fund - Ward 6		3,571			3,571
	Volunteer Development Fund		1,145			1,145
			900			900

<b>PROVIDER/GROUP</b>	<b>DESCRIPTION</b>	<b>CDS</b>	<b>COM</b>	<b>ECS</b>	<b>HSCP</b>	<b>Total</b>
Perth & Kinross Foodbank	Volunteer Development Fund					
	Food Security Fund		40,000			<b>40,000</b>
Perth & Kinross Gymnastics Development Group	Community Investment Fund - Perth City		4,144			<b>4,144</b>
Perth Access Cars	SLA 2022/23				10,731	<b>10,731</b>
Perth Autism Support	Community Investment Fund - Perth City		4,250			<b>4,250</b>
	Community Investment Fund - Ward 3		4,250			<b>4,250</b>
	Community Investment Fund - Ward 6		4,250			<b>4,250</b>
	Community Investment Fund - Ward 8		2,125			<b>2,125</b>
	Volunteer Development Fund		2,000			<b>2,000</b>
	Support			4,505		<b>4,505</b>
Perth Cathedral St Ninians	Cost of Living Community Fund		3,400			<b>3,400</b>
Perth Citizens Advice Bureau	Community Investment Fund - Perth City		8,993			<b>8,993</b>
Perth City Junior Netball Club	Community Investment Fund - Perth City		4,735			<b>4,735</b>
Perth College Development Trust	Cost of Living Community Fund		3,156			<b>3,156</b>
Perth College UHI	SLA 2022/23			35,845		<b>35,845</b>
Perth Elim Pentecostal Church	Cost of Living Community Fund		1,500			<b>1,500</b>
Perth High School	Volunteer Development Fund		1,600			<b>1,600</b>
Perth Minorities Association	Cost of Living Community Fund		5,000			<b>5,000</b>
	Food Security Fund		5,000			<b>5,000</b>
	Volunteer Development Fund		1,606			<b>1,606</b>
Perth Pickleball Club	Volunteer Development Fund		944			<b>944</b>
Perth Riverside Church	Cost of Living Community Fund		1,000			<b>1,000</b>
	Food Security Fund		200			<b>200</b>
Perth Six Circle Project	SLA 2022/23				20,979	<b>20,979</b>
Perth St Leonards In The Fields Church	Cost of Living Community Fund		2,060			<b>2,060</b>
Perth Triathlon Club	Volunteer Development Fund		594			<b>594</b>
Perth Ukrainian Weekend Club	Community Investment Fund - Perth City		6,000			<b>6,000</b>
Perth Welfare Society	Volunteer Development Fund		757			<b>757</b>
Perth Youth Futsal			1,437			<b>1,437</b>

PROVIDER/GROUP	DESCRIPTION	CDS	COM	ECS	HSCP	Total
	Volunteer Development Fund					
Perthshire Welfare Society	Community Investment Fund - Perth City		5,400			5,400
	Cost of Living Community Fund		6,480			6,480
Perthshire Wildlife	Homes for Wildlife Project		2,275			2,275
	Tayside Ponds Project		3,125			3,125
	Forfar Swift project		875			875
Perthshire Women's Aid	Cost of Living Community Fund		13,000			13,000
	SLA 2022/23			52,569		52,569
	Housing Support Payment		43,008			43,008
Pink Saltire	Digital Inclusion Fund		1,086			1,086
Pitcairngreen Village Hall	Administration Grant		250			250
Pitlochry & Moulin Climate Café	Food Security Fund		180			180
Pitlochry & Moulin Men's Shed	Community Investment Fund - Ward 4		1,039			1,039
	Cost of Living Community Fund		867			867
Pitlochry Bowling Club	Food Security Fund		2,500			2,500
Pitlochry Church of Scotland	Cost of Living Community Fund		1,680			1,680
Pitlochry Garden Share	Community Investment Fund - Ward 4		3,000			3,000
Pitlochry in Bloom	Jubilee celebrations		750			750
Pitlochry in Bloom (Path Group)	Administration Grant		150			150
Pitlochry Repair Café	Community Investment Fund - Ward 4		1,955			1,955
PKAVS	Community Investment Fund - Perth City		7,500			7,500
	Community Investment Fund - Ward 3		5,000			5,000
	Cost of Living Community Fund		6,625			6,625
	Eastern Perthshire LAP		2,282			2,282
	SLA 2022/23			499,460		499,460
	Volunteer Development Fund		2,185			2,185
Plus Perth	Community Investment Fund - Perth City		3,994			3,994
Plus Perth & Kinross	SLA 2022/23			57,146		57,146
Portmoak Babies and Toddlers	Community Investment Fund -		1,000			1,000



PROVIDER/GROUP	DESCRIPTION	CDS	COM	ECS	HSCP	Total
	Ward 8					
Portmoak Community Council	Michael Bruce Way		150			150
Portmoak Hall Committee	Community Investment Fund - Ward 8		1,000			1,000
	Administration Grant		250			250
Pride in Meikle 2015	Path Grant 2022/23		150			150
Push (Perth & Kinross) Ltd	SLA 2022/23				34,142	34,142
Rannoch Community Trust	Community Investment Fund - Ward 4		4,450			4,450
	Cost of Living Community Fund		2,500			2,500
	Administration Grant		150			150
Rattray Rugrats	Food Security Fund		350			350
Remake Scotland	Community Investment Fund - Ward 6		4,568			4,568
River Tay Community Sports Hub	Volunteer Development Fund		3,500			3,500
Robert Douglas Memorial Institute	Community Investment Fund - Ward 2		5,330			5,330
	Cost of Living Community Fund		2,170			2,170
	Administration Grant		250			250
Royal Society for the Protection of Birds	Loch Leven Nature Reserve		10,000			10,000
Royal Voluntary Service	SLA 2022/23				75,228	75,228
	Volunteer Development Fund		364			364
Sacro	Mediation Services			2,500		2,500
Scone & District 50+ Club	Volunteer Development Fund		186			186
Scone & District Community Council	Community Investment Fund - Ward 2		5,609			5,609
Scone New Church (Balforno Rd Hall)	Administration Grant		250			250
Scotland's Charity Air Ambulance	Volunteer Development Fund		1,958			1,958
Scottish Fire & Rescue Service Community Action Team	Cost of Living Community Fund		1,026			1,026
Scottish Huntington's Association	SLA 2022/23				30,694	30,694
SHIP	SLA 2022/23			23,603		23,603
Simon Community Scotland	Cost of Living Community Fund		2,500			2,500
	Housing Support Payment		291,753			291,753
Social Flock	Community Investment Fund -		17,206			17,206

PROVIDER/GROUP	DESCRIPTION	CDS	COM	ECS	HSCP	Total
	Perth City					
	Cost of Living Community Fund		32,000			<b>32,000</b>
	Volunteer Development Fund		505			<b>505</b>
Society of St Vincent de Paul	Cost of Living Community Fund		2,000			<b>2,000</b>
Sonic Bothy	Strathearn/Strathallan LAP		2,240			<b>2,240</b>
South Perth Community Garden	Volunteer Development Fund		540			<b>540</b>
South Perth Green Spaces Group	Administration Grant		150			<b>150</b>
Sparks Group	Community Investment Fund - Ward 8		2,300			<b>2,300</b>
Spittalfield Hall	Administration Grant		250			<b>250</b>
St Brides Catholic Church	Cost of Living Community Fund		480			<b>480</b>
St Columbas Church	Cost of Living Community Fund		1,155			<b>1,155</b>
St Fillans Community Trust	Community Investment Fund - Ward 6		2,500			<b>2,500</b>
	Administration Grant		150			<b>150</b>
St John's Episcopal Church	Cost of Living Community Fund		700			<b>700</b>
St Johnstone Community Trust	Cost of Living Community Fund		13,358			<b>13,358</b>
	Volunteer Development Fund		105			<b>105</b>
St Madoes & Kinfauns Parish Church	Community Investment Fund - Ward 1		12,182			<b>12,182</b>
	Cost of Living Community Fund		2,982			<b>2,982</b>
	Food Security Fund		4,155			<b>4,155</b>
	Volunteer Development Fund		1,943			<b>1,943</b>
St Madoes Community Association	Administration Grant		250			<b>250</b>
St Madoes Under 5s	Community Investment Fund - Ward 1		1,455			<b>1,455</b>
St Martin's Public Hall	Cost of Living Community Fund		1,200			<b>1,200</b>
	Administration Grant		250			<b>250</b>
St Matthew's Church	Cost of Living Community Fund		1,000			<b>1,000</b>
	Food Security Fund		500			<b>500</b>
St Stephen's RC Church	Cost of Living Community Fund		1,250			<b>1,250</b>
Stanley & District Public Hall	Administration Grant		250			<b>250</b>
Stanley Development Trust	Community Investment Fund - Ward 5		580			<b>580</b>
	Cost of Living Community Fund		4,814			<b>4,814</b>
	Path Grant 2022/23		150			<b>150</b>

<b>PROVIDER/GROUP</b>	<b>DESCRIPTION</b>	<b>CDS</b>	<b>COM</b>	<b>ECS</b>	<b>HSCP</b>	<b>Total</b>
Stanley FC 2011's	Volunteer Development Fund		1,855			<b>1,855</b>
Stanley in Bloom	Jubilee celebrations		750			<b>750</b>
Stingrays Swimming Club	Community Investment Fund - Ward 7		2,439			<b>2,439</b>
Stormontfield Community Association	Cost of Living Community Fund		400			<b>400</b>
	Administration Grant		250			<b>250</b>
Strathcare	Volunteer Development Fund		730			<b>730</b>
Strathearn Arts	Cost of Living Community Fund		9,148			<b>9,148</b>
Strathearn Cares	Cost of Living Community Fund		2,500			<b>2,500</b>
	Strathearn/Strathallan LAP		619			<b>619</b>
Strathearn Welcome	Community Investment Fund - Ward 6		1,040			<b>1,040</b>
Strathmore Centre for Youth Development	Food Security Fund		5,000			<b>5,000</b>
	Volunteer Development Fund		1,050			<b>1,050</b>
Strathmore Community Hub	Cost of Living Community Fund		3,780			<b>3,780</b>
Strathmore Screens	Community Investment Fund - Ward 3		2,350			<b>2,350</b>
T42 Group at Fairview School	Cost of Living Community Fund		448			<b>448</b>
Tabernacle Hall	Administration Grant		250			<b>250</b>
Take a Pride in Perthshire Association	Abernethy in Bloom		10,698			<b>10,698</b>
	Aberfeldy in Bloom		2,299			<b>2,299</b>
	Kinross in Bloom		4,634			<b>4,634</b>
Tay and Earn Trust	Cost of Living Community Fund		3,230			<b>3,230</b>
	Volunteer Development Fund		1,885			<b>1,885</b>
Tay Titans Cycling Club	Volunteer Development Fund		1,721			<b>1,721</b>
Tayside Council On Alcohol	SLA 2022/23				68,030	<b>68,030</b>
	CVSP Co-ordinator_2022/23				30,735	<b>30,735</b>
Tayside Trail Association	Volunteer Development Fund		2,980			<b>2,980</b>
Tayside Upcycling & Craft Centre	Community Investment Fund - Ward 1		3,668			<b>3,668</b>
The Anglers Inn	Cost of Living Community Fund		2,000			<b>2,000</b>
The Birks Cinema Trust	Cost of Living Community Fund		5,970			<b>5,970</b>
The Birks of Aberfeldy	Administration Grant		150			<b>150</b>
	Administration Grant		250			<b>250</b>

<b>PROVIDER/GROUP</b>	<b>DESCRIPTION</b>	<b>CDS</b>	<b>COM</b>	<b>ECS</b>	<b>HSCP</b>	<b>Total</b>
The Duchess Anne Hall						
The Lighthouse for Perth	Cost of Living Community Fund		1,500			<b>1,500</b>
	Crisis Support in Schools			33,601		<b>33,601</b>
The Perth and Kinross Duke of Edinburgh's Award Association	Volunteer Development Fund		1,480			<b>1,480</b>
The Salvation Army THQ	Housing Support Payment		418,192			<b>418,192</b>
The Sandison Memorial Hall	Administration Grant		250			<b>250</b>
The Scottish Crannog Centre	Community Investment Fund - Ward 4		3,000			<b>3,000</b>
The University of Edinburgh	CALL Scot Partnership			11,803		<b>11,803</b>
Thrifty One Community Interest Company	Cost of Living Community Fund		1,537			<b>1,537</b>
Trinity Church of the Nazarene	Cost of Living Community Fund		8,920			<b>8,920</b>
	Volunteer Development Fund		1,140			<b>1,140</b>
Tulloch NET	Cost of Living Community Fund		1,002			<b>1,002</b>
Tulloch Orchard	Volunteer Development Fund		450			<b>450</b>
Turning Point Scotland Services Ltd	Housing Support Payment		583,506			<b>583,506</b>
Upper Tay Anti-poverty Support Group	Cost of Living Community Fund		3,750			<b>3,750</b>
Upper Tay Paths Group	Paths Administration Grant		150			<b>150</b>
Victory Park Development Group	Grant		5,731			<b>5,731</b>
Vision PK	SLA 2022/23				202,558	<b>202,558</b>
Vitalityme CIC	Cost of Living Community Fund		8,515			<b>8,515</b>
	Volunteer Development Fund		1,750			<b>1,750</b>
West Carse Public Hall	Community Investment Fund - Ward 1		3,000			<b>3,000</b>
	Administration Grant		250			<b>250</b>
West Perth Explorer Scout Group	Volunteer Development Fund		1,800			<b>1,800</b>
Who Cares ? Scotland	Independent Advocacy			11,682		<b>11,682</b>
Wildcare Ltd	Swift Nestboxes		2,529			<b>2,529</b>
Williamson Hall Management Committee	Digital Inclusion Fund		1,514			<b>1,514</b>
	Administration Grant		250			<b>250</b>
Willowgate Activity Centre	Volunteer Development Fund		1,950			<b>1,950</b>

PROVIDER/GROUP	DESCRIPTION	CDS	COM	ECS	HSCP	Total
Wolfhill Memorial Village Hall	Administration Grant		250			250
YMCA Tayside	Cost of Living Community Fund		15,240			15,240
	Volunteer Development Fund		780			780
	Grant			22,245		22,245
<b>Grand Total</b>		<b>513,302</b>	<b>33,444,281</b>	<b>14,064,128</b>	<b>2,549,370</b>	<b>50,571,081</b>

## ALEO Analysis

Organisation Name	CDS	COM	ECS	HSCP	Total
Culture Perth & Kinross (Charity)	42,503	3,673,301			3,715,804
Culture Perth & Kinross (Trading)	720	3,179	1,267	336	5,502
Horsecross Trading Ltd	1,751	1,845	2,300		5,896
Perth Theatre & Concert Hall (previously Horsecross Arts)	282,750	718,480	35,060		1,036,290
Live Active Leisure		1,652	472		2,124
Live Active Leisure Ltd	26,258	4,257,956	84,194	173,941	4,542,349
Scottish Police Authority	3,042	26,083		1,049	30,174
Tayside Contracts	439,028	21,345,876	12,951,760	25,585	34,762,249
<b>ALEO Grand Total</b>	<b>796,052</b>	<b>30,028,372</b>	<b>13,075,053</b>	<b>200,911</b>	<b>44,100,388</b>

## Tayside Contracts Analysis

Description	CDS	COM	ECS	HSCP	Total
Roads		18,141,778	1,162		18,142,940
Cleaning	329,703	184,048	5,951,387	21,044	6,486,181
Catering	644	2,464	6,025,922	3,895	6,032,925
Street Lighting		2,367,944			2,367,944
Other	100,536	190,334	968,973		1,259,843
Liquid Fuel	8,144	282,271	1,279		291,694
Signage		136,855	500	647	138,001
Rent		26,092			26,092
Sanitary		14,092	2,538		16,629
<b>Tayside Contracts Total</b>	<b>439,028</b>	<b>21,345,876</b>	<b>12,951,760</b>	<b>25,585</b>	<b>34,762,249</b>



**PERTH AND KINROSS COUNCIL**

**Finance & Resources Committee**

**22 November 2023**

**FAIR WORK FIRST STATEMENT**

**Report by Corporate Human Resources Manager  
(Report No. 23/319)**

**1. PURPOSE**

- 1.1 To provide an update on the Scottish Government requirements relating to Fair Work First criteria, their use in public sector grants, contracts and other funding and the content of the required public statement.

To highlight the actions which Perth & Kinross Council require to take to ensure the new requirements of the Fair Work First criteria are met.

**2. RECOMMENDATION(S)**

- 2.1 It is recommended that the Committee:
- 2.2 Approve the use of the Modern Apprentice Scheme Earmarked Reserve in 2024/25 to support the implementation of the payment of the Real Living Wage to Apprentices and Trainees with effect from 1 April 2024.
- 2.3 Note the position on flexible working provision, as required by the Fair Work First criteria.
- 2.4 Indicate support for discussions to continue with Trade Unions to finalise the attached draft statement evidencing how Perth & Kinross Council currently meets and continues to develop the Fair Work First criteria.

**3. STRUCTURE OF REPORT**

- 3.1 This report is structured over the following sections:

- Section 4: Background/Main Issues
- Section 5: Proposals
- Section 6: Conclusion
- Appendices

**4. BACKGROUND / MAIN ISSUES**

- 4.1 Fair Work First is the Scottish Government's flagship policy for driving high quality/fair work and workforce diversity across the labour market in Scotland by applying fair work criteria to grants/other funding and public contracts being awarded by and across the public sector, where it is relevant to do so.

- 4.2 Perth & Kinross Council has used the Fair Work Framework since it was developed in 2016 when the then Chief Executive was a member of the Fair Work Convention set up to drive forward the Fair Work agenda by Scottish Government. Council report [16/217](#) (May 2016) provided an update on the Fair Work Framework at that time. Council agreed the proposal to ensure that our employment practices meet the principles of fair work with a view to improving our understanding of fair work and our people practices, where appropriate.
- 4.3 The Fair Work First criteria have recently been updated to include requirements to:
- offer flexible and family friendly working practices for all workers from day one of employment (see paragraphs 4.6.2 and 5.7); and,
  - oppose the use of fire and rehire practices (incorporated within the draft statement in Appendix 1)
- 4.4 In addition, from July 2023, the Scottish Government requirements for organisations seeking and awarding public sector grants, contracts and other funding have been updated to include a commitment to:
- paying the Real Living Wage to all employees aged 16 and over (see paragraphs 4.6.1 and 5.2),
  - providing appropriate channels for effective voice (incorporated within the draft statement in Appendix 1)
  - advancing the revised Fair Work criteria and to publish a statement reflecting this on their own website, supported by recognised trade unions.
- 4.5 Engagement locally with our trade unions on developing a Fair Work First Statement commenced in September. One union has explained their position i.e. that they are approaching this on a national basis, however they have no concerns about the Fair Work First commitments as they relate to the Council as an employer including the evidence provided about fire and rehire practices and effective voice. As a result, discussion has focused on the situation regarding procurement and grant funding processes and, whilst we believe that progress has been made, discussions are on-going.
- 4.6 The evidence included in the statement has also been agreed with officers involved in the Policy and Governance Group on 20 September 2023 and Executive Leadership Team on 10 October 2023. The statement is attached as Appendix 1.
- 4.7 In order to make a commitment to advancing the updated Fair Work First criteria, the Council needs to take the following steps:
- 4.7.1 Pay at least the Real Living Wage to all employees aged 16 and over.

Perth & Kinross Council (PKC) already pay the Real Living Wage to 16- and 17-year-olds who are not in apprenticeship or trainee positions. The required



improvement is payment of at least the Real Living Wage to all apprentices and trainees.

PKC is an accredited Living Wage employer; however, this accreditation includes an exemption for those under 18 and apprentices and trainees who must receive as a minimum the legislatively prescribed hourly rates.

The new Real Living Wage rate of £12 per hour was announced on 24 October 2023 with a requirement to implement by 1 May 2024.

Apprentice and trainee positions are either fully funded by Services, through the central corporate fund, or using both and are paid at the legislatively prescribed hourly rate. Included within a range of measures to protect services to our communities, the recurring corporate fund budget for apprentices and trainees was reduced in the current year, with a further reduction in 2024/25 and removing it entirely from April 2025. In the interim, this budget continues to fund or partially fund apprentices and trainees across the Council. There is currently a sum of £340,000 in the Modern Apprentice Scheme Earmarked Reserve.

#### 4.7.2 Offer flexible working practices for all employees from day one of employment.

Perth & Kinross Council already offers some flexible working practices and policies from day one of employment, for example flexi time and hybrid working (where these are appropriate to the role). Therefore, there is already evidence to support this new criterion. Work is ongoing to further develop the availability of flexible working practices from day one of employment in line with forthcoming changes in legislation. These provisions will be incorporated within the new Flexible Working Framework. An overarching Flexible Working Policy Statement, around which the Framework will be developed, will be presented to the Committee in early 2024.

## 5. PROPOSALS

### 5.1 The Committee is asked to consider the following proposals:

- 5.2 **Pay at least the Real Living Wage to all apprentices and trainees.** This will comply with the requirement to pay the Real Living Wage to all employees age 16+ and recognises that trainees are equally affected by cost-of-living increases. The improved pay rate will also make our apprenticeship roles more attractive in an increasingly competitive labour market. In addition, this will be a positive step towards recognising the contribution our young people make to the people of Perth and Kinross as they gain new skills, experience, and develop into our workforce of the future. The draft statement indicates our intention to regularly review salaries and implement the Real Living Wage for apprentices and trainees with effect from 1 April 2024, and annually each April in line with any increases in the Real Living Wage.

- 5.3 The additional cost of topping up to the Real Living Wage for all existing and planned apprentices, (centrally supported and fully Service funded) for the 2024/25 is estimated to be approximately £330,000 including oncosts, and will be met from the Modern Apprentice Scheme Earmarked Reserve. This reflects the additional costs of the existing apprentice and trainee salary bill and assumes the same number of apprenticeship opportunities are offered for the year 2024/25. It is based on the revised Real Living Wage figure of £12 per hour for 2024/25. The Real Living Wage is updated annually by the Poverty Alliance and PKC would increase the Real Living Wage for apprentices with effect from 1 April 2025, and annually thereafter.
- 5.4 The reduction in the Corporate Fund will result in fewer apprentice and trainee posts being centrally supported in 2024/25 and its removal in 2025/26 will end this centralised support. There are currently 31 apprentices and trainees at various stages of progression through their training programme. The budget reserve will continue to be used to maximise apprentice and trainee opportunities.
- 5.5 In recognition of the importance of having a pipeline of young people being trained for roles within the Council workforce and the changing budget situation, a refreshed approach to apprentice and trainee roles will be developed and presented as one of the pillars of the new Corporate Workforce Strategy/People and Culture Strategy which will be presented to Committee in June 2024.
- 5.6 Committee are asked to agree to fund the proposal to pay the Real Living Wage to apprentices and trainees from the Modern Apprentice Scheme Earmarked Reserve in 2024/25, with the responsibility for funding apprentices and trainees moving entirely to Services with effect from April 2025.
- 5.7 **Offer flexible working practices for all employees from day one of employment.** The Council already offers some flexible working provisions to employees from day one of employment. The Committee is asked to note the position regarding on-going work to further develop its flexible working practices for employees for consideration in early 2024.
- 5.8 **Publication of a Fair Work First Statement**
- 5.9 Committee is asked to indicate its support for the format and evidence currently included in the statement and its publication on the website in draft form while discussions continue with Trade Unions to finalise the content relating to procurement and grant funding arrangements. We are aware that this is a similar position to the stage reached by other Councils.
- 5.10 The ongoing national pay negotiation for part of the local government workforce is influencing the current stance taken by some trade unions in relation to their support for agreeing Fair Work First Statements with local councils. This Council has continued to embrace the fair work agenda since its inception and mainstreamed it within our employment practices; officers are committed to continuing discussions with trade union officials to seek local

resolution pending conclusion of the national pay negotiation. Publishing a draft statement at this time will enable the Council to continue giving and receiving public sector grants, contracts, and other funding.

## 6. CONCLUSION

- 6.1 The development of the Fair Work Framework to Fair Work First provides an opportunity for Perth & Kinross Council to reaffirm its commitment to our employees and their trade unions via the existing principles and the enhanced provision. To do this, will require the adoption of the proposals detailed in this paper.
- 6.2 In addition, by expressing this commitment in a published statement the requirements of the Fair Work First criteria will be met and will support processes relating to grant funding applications. Criteria are also referenced in our Procurement contracts and Grant Award Processes, to encourage third party providers to adopt positive fair work practices. This will help drive high quality/fair work and workforce diversity across the labour market in Perth and Kinross.

### Author

Name	Designation	Contact Details
Pauline Johnstone	Corporate HR Manager	pjohnstone@pkc.gov.uk

### Approved

Name	Designation	Date
Karen Donaldson	Chief Operating Officer	kadonaldson@pkc.gov.uk

## APPENDICES

### Appendix 1 – Fair Work First Statement

If you or someone you know would like a copy of this document in another language or format, (on occasion, only a summary of the document will be provided in translation), this can be arranged by contacting the Customer Service Centre on 01738 475000.

You can also send us a text message on 07824 498145.

All Council Services can offer a telephone translation facility.

## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

<b>Strategic Implications</b>	<b>Yes / None</b>
Community Plan / Single Outcome Agreement	Yes
Corporate Plan	Yes
<b>Resource Implications</b>	
Financial	Yes
Workforce	None
Asset Management (land, property, IST)	None
<b>Assessments</b>	
Equality Impact Assessment	None
Strategic Environmental Assessment	None
Sustainability (community, economic, environmental)	None
Legal and Governance	None
Risk	None
<b>Consultation</b>	
Internal	Yes
External	None
<b>Communication</b>	
Communications Plan	None

### 1. Strategic Implications

#### Community Plan/Single Outcome Agreement

1.1 This report supports the following priorities within the Community Plan 2022-27.

- (i) Skills, learning and development
- (ii) Employability

#### Corporate Plan

1.2 This report supports the following objective within the draft new Corporate Plan: -

- (i) Children and young people grow up safe, respected, well-educated, and confident in their ability to realise their full potential;

### 2. Resource Implications

#### Financial

2.1.1 The Head of Finance has been consulted and has, through the Finance Team, provided the information used within section 5.1.2 of the report.

Cost of implementation of Real Living Wage to Apprentices/Trainees  
£330,000 to be met from the Corporate Fund Reserve (£340,000 at 31/3/23)  
Workforce

2.2 There are no workforce number implications.

Asset Management (land, property, IT)

2.3 There are no land and property implications.

### **3. Assessments**

Equality Impact Assessment

3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties. The Equality Impact Assessment undertaken in relation to this report can be viewed clicking [here](#).

The proposal has been assessed as **relevant** and the following positive outcomes expected following implementation:

- Improved financial position of those employed as apprentices or trainees

Strategic Environmental Assessment

3.2 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.

The proposals have been considered under the Act and no further action is required as it does not qualify as a PPS as defined by the Act and is therefore exempt.

Sustainability

3.3 Under the provisions of the Local Government in Scotland Act 2003 the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. Under the Climate Change (Scotland) Act 2009 the Council also has a duty relating to climate change and, in exercising its functions must act:

- in the way best calculated to delivery of the Act's emissions reduction targets;
- in the way best calculated to deliver any statutory adaptation programmes; and
- in a way that it considers most sustainable.

The information contained within this report has been considered under the Act. However, no action is required as the Act does not apply to the matters presented in this report.

#### Legal and Governance

- 3.4 The proposals reflect the actions required to meet the Fair Work First criteria as set out by the Scottish Government and will contribute to the Council's ability to meet the requirements associated with public grant funding applications and award.

#### Risk

- 3.5 There are no risks identified

### **4. Consultation**

#### Internal

- 4.1 There has been consultation with Services, Finance, the Policy and Governance Group, Executive Leadership Team and local trade union representatives who have agreed with the principles of publishing a Fair Work First statement and the related payment of Real Living Wage to apprentices and trainees.

#### External

- 4.2 There has been no external consultation required.

### **5. Communication**

- 5.1 A programme of communication will be delivered internally to Services, recruiting managers and existing apprentice and trainee supervisors.

## Perth & Kinross Council - Fair Work First Statement (DRAFT)

Perth and Kinross Council (PKC) recognises the effort, commitment and passion of our employees for public service as well as their ideas and willingness to embrace new ways of working. In 2016 the Council as an employer made a commitment to the Fair Work Framework to support our engagement with our employees.

Fair Work First is the Scottish Government's flagship policy for driving high quality and fair work across the labour market in Scotland. It builds on the Fair Work Framework by adding to the initial criteria and applying fair work criteria to grants, other funding and contracts being awarded by and across the public sector, where it is relevant to do so. Through this approach the Scottish Government is asking employers to adopt enhanced fair working practices.

Perth & Kinross Council, with the agreement and support of our trade union representatives, is committed to continue to advance the Fair Work First criteria as follows:

### 1. PKC provides Appropriate Channels for Effective Voice

- We recognise trade unions across all employee groups and encourage membership.
- We engage with recognised trade unions in key governance and decision-making, and consultation for policy development through mechanisms including the Employees Joint Consultative Committee and Joint Negotiating Committee for Teachers.
- We provide facility time to support trade union engagement initiatives.
- We engage in constructive dialogue for collective bargaining.
- We engage in constructive dialogue and address workplace issues and disputes.
- We have zero tolerance for bullying and/or harassment, backed up by guidance and policy.
- We carry out regular surveys to understand the views of our workforce including surveys to gather thoughts on Fair Work.
- We provide regular opportunities for engagement with senior management, promoting a culture of openness and transparency.
- We have formal and informal employee engagement through a variety of communication channels.
- We encourage regular communication within teams, especially where remote/hybrid working is being adopted.

- We have several networks in place to support and involve specific employee groups e.g. the disABILITY, Belong and LGBTQI+ staff networks.

## **2. PKC Invests in Workforce Development**

- Our Workforce Plan outlines the programme of work the council will undertake to deliver our [strategic priorities](#) as set out in the Corporate Plan 2022 – 2027.
- Our organisational values – Ambition, Compassion and Integrity, were developed with our staff and apply to everyone, influencing the way we work with each other and with partners and the communities we serve.
- Our organisational values are the drivers of our [behaviours](#) as an organisation and our Code of Conduct sets out how all employees are expected to behave at work, creating a better working environment for all.
- We actively provide opportunities for developing the young workforce through apprenticeships, traineeships and work experience and are an accredited Young Persons Guarantee Employer.
- We engage with government-funded programmes to support local employability.
- We encourage mentoring and continuous learning at every stage of the employment journey.
- We encourage, support and provide opportunities to undertake formal and informal training, both generic and specific to workforce areas.
- Our health and wellbeing guidance and employee assistance programme promotes the physical, mental and financial wellbeing of our workforce.
- We provide equality and diversity training to all.
- We create opportunities for our workforce to learn new skills by promoting secondment and volunteering opportunities within and out with the Council.

## **3. PKC have No Inappropriate Use of Zero Hours Contracts**

- Supply and casual contracts are only used when there is no alternative. Workers on these contracts are not obliged to accept work when offered.
- We do not use supply and casual contracts to fill longer term vacancies.
- Where possible we will use an open-ended or fixed-term contract rather than a supply or casual contract.



#### **4. PKC take Action to Tackle the Gender Pay Gap and Create a More Diverse and Inclusive Workplace**

- Equalities reporting demonstrates our commitment to tackling the gender pay gap and understanding and addressing other perceived barriers to employment with the council.
- We support flexible working across the council through our flexible working framework and offer many employees the opportunity to adopt an agile workstyle, a blend of working from home and working in a council building.
- We are a Carer Positive employer and have a Carers support group in place.
- We recognise our role as a Corporate Parent. We support care experienced young people into employment.
- We are a Disability Confident employer, encouraging the employment and retention of disabled people and those with health conditions through reasonable adjustments and secure links with external organisations.
- This accreditation also recognises our commitment to positive action in the recruitment and employment of people with disabilities. We guarantee an interview to any applicant applying through the **Guaranteed Job Interview Scheme** who has a disability and can offer the skills and experience we consider essential for the job.
- We are a signatory to the Armed Force Covenant.
- We continue to extend our range of policies and guidance to support attendance and work-life balance, including menopause and transgender guidance.

#### **5. PKC pay the Real Living Wage**

- We meet the specified criteria and are an accredited Living Wage employer.
- We regularly review our pay structures and universal application of the Real Living Wage for apprentices will be implemented from 1/4/24.
- We are committed to making Perth and Kinross a Living Wage region.

#### **6. PKC offer Flexible and Family Friendly Working Practices For All Workers from Day One of Employment**

- We currently offer a range of working practices and policies to support our employees manage their work and home life commitments, many from day one of employment. These include;
  - i. Flexible and hybrid working

- ii. Part time and term time working
  - iii. Carers and Compassionate Leave
  - iv. Job Share
  - v. Parental, Neonatal and Parental Bereavement Leave
  - vi. Career Break
  - vii. Time off for voluntary/public duties
- Flexible and family friendly options are available at all levels in the organisation and for all staff – not just women or mothers, and to encourage partners to share caring responsibilities.
  - Flexible working can be offered as a temporary arrangement to accommodate particular circumstances, with review points agreed at the outset by the employer and the worker.

## **7. We Oppose the use of Fire and Rehire Practice**

- We only consider effecting change in this way where there is a legitimate business need and only after a failure to agree through consultation with Trade Unions and using the agreed Framework for Managing Workforce Change.
- We strive to achieve change through agreement.
- We are committed to working with our Trade Union partners to ensure there is effective consultation relating to change.

Fair Work criteria is incorporated within our Procurement contracts and Grant Award Processes. In procurement, the Council expects suppliers to commit to progressing towards adopting the Fair Work First criteria in the delivery of contracts and they are asked to describe and demonstrate how they will do this for workers (including any agency or sub-contractor workers) including current and planned actions. Awards are subject to monitoring through contract management and service level agreements.

We remain committed to working with staff, their trade union representatives, and others to advance fair work practices.