

STRATEGIC POLICY AND RESOURCES COMMITTEE

Minute of meeting of the Strategic Policy and Resources Committee held in the Council Chambers, Fourth Floor, Council Building, 2 High Street, Perth on Wednesday 3 December 2014 at 10.00am.

Present: Councillors I Miller, A Grant, B Band, P Barrett, D Cuthbert, D Doogan, Provost L Grant, Councillors J Kellas, A MacLellan, D Pover, M Roberts, A Stewart, B Vaughan, M Williamson (substituting for Councillor A Younger) and W Wilson.

In Attendance: J Valentine, Executive Director (Environment); J Walker, Executive Director (Housing and Community Care); K Donaldson, I Innes, C Irons, M Pierce Owen, H Rheinallt, J Symon and G Taylor (all Chief Executive's Service); B Atkinson (Education and Children's Services); B Renton (the Environment Service); N Copland and K Fraser (both Housing and Community Care).

Apologies for Absence: Councillors I Campbell and A Younger.

Councillor I Miller, Convener, Presiding.

778. WELCOME AND APOLOGIES

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

779. DECLARATIONS OF INTEREST

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

780. MINUTES OF PREVIOUS MEETINGS

(i) Strategic Policy and Resources Committee

The minute of meeting of the Strategic Policy and Resources Committee of 1 October 2014 (Arts. 628 – 638) was submitted, approved as a correct record and authorised for signature.

With reference to Article 634, the decision of the Pension Investment Sub-Committee of Dundee City Council on 27 October 2014 was noted.

(ii) Corporate Health, Safety and Wellbeing Consultative Committee

The minute of meeting of the Corporate Health, Safety and Wellbeing Consultative Committee of 16 June 2014 was submitted and noted.
(Appendix I)

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

The minute of meeting of the Property Sub-Committee of the Strategic Policy and Resources Committee of 20 August 2014 was submitted and noted. **(Appendix II)**

(iv) Executive Sub-Committee

The minute of meeting of the Executive Sub-Committee of the Strategic Policy and Resources Committee of 27 October 2014 was submitted and noted. **(Appendix III)**

(v) Appeal Sub-Committee

The minute of meeting of the Appeal Sub-Committee of the Strategic Policy and Resources Committee of 21 October 2014 was submitted and noted. **(Appendix IV)**

781. REVENUE BUDGET 2014/2015 – MONITORING REPORT NUMBER 2

There was submitted a report by the Head of Finance (14/525) providing an update (1) on progress with the 2014/2015 General Fund Revenue Budget based upon the September 2014 ledger and (2) on the projected financial position of the Housing Revenue Account.

Resolved:

- (i) The contents of Report 14/525 be noted.
- (ii) The adjustments to the 2014/15 Management Revenue Budget, detailed in Appendix 1 to and Section 2 of Report 14/525 be approved.
- (iii) The service virements, summarised in Appendices 2 and 3 to Report 14/525, be approved.

782. COMPOSITE CAPITAL BUDGET 2014/21 AND HOUSING INVESTMENT PROGRAMME 2014/19 – MONITORING REPORT NUMBER 2

There was submitted a report by the Head of Finance (14/526) (1) providing a summary position to date for the Composite Capital Programme for 2014/15 to 2020/21 and the Housing Investment Programme 2014/15 to 2018/19 and (2) seeking approval for adjustments to the Programmes.

Resolved:

- (i) The contents of Report 14/526 be noted.
- (ii) The proposed budget adjustments to the seven year Composite Capital Budget 2014/15 to 2020/21 set out in sections 2 and 3 of report 14/526 and summarised in Appendices I and II, be approved.
- (iii) The proposed budget and monitoring adjustments to the five year Housing Investment Programme Budget 2014/15 to 2018/19, set out in section 4 of Report 14/526 and summarised in Appendix III, be approved.

783. GRANTING OF NON-DOMESTIC RATES RELIEF

There was submitted and noted a report by the Executive Director (Housing and Community Care) (14/527) on the amount of discretionary non – domestic rates relief granted in respect of new applications made during financial year 2013/14.

784. CHIEF EXECUTIVE'S SERVICE SIX MONTH PERFORMANCE SUMMARY 2014

There was submitted a report by the Chief Executive (14/512) reviewing the performance of the Chief Executive's Service against its Business Management and Improvement Plan (BMIP) for the period 1 April 2014 to 30 September 2014.

Resolved:

- (i) The content of the Chief Executive's six-month performance summary for the period 1 April 2014 to 30 September 2014 as detailed in Appendix 1 to Report 14/512, be accepted.
- (ii) It be noted that Report 14/512 would be submitted to the Scrutiny Committee on 3 December 2014 for scrutiny and comment as appropriate.

785. CORPORATE RISK MANAGEMENT STRATEGY 2015-16 AND ANNUAL RISK REPORT 2013-14

There was submitted a report by the Depute Director (Environment) (14/528) presenting the Council's Corporate Risk Management Strategy 2015-2016 and Annual Risk Report 2013-14.

Resolved:

- (i) The Corporate Risk Management Strategy 2015-16, the Annual Risk Report 2013-14 and the Corporate Risk Profile 2015-16 attached as Appendix 1 to Report 14/528 be approved.
- (ii) The performance of Services in managing the Service Risks detailed in Appendix 2 to Report 14/528 be recommended to the Scrutiny Committee for scrutiny and comment as appropriate.

786. RECORDS MANAGEMENT POLICY

There was submitted a report by the Head of Legal Services (14/529) presenting a new Records Management Policy for the Council for approval prior to submission to the Keeper of Records of Scotland as part of the Council's Records Management Plan in December 2014 in compliance with the requirements of the Public Records (Scotland) Act 2011.

Resolved:

The Council's revised Records Management Policy as set out in the Appendix to Report 14/529 be approved for submission to the Keeper of Records of Scotland.

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