

## RESOURCES POLICY ADVISORY GROUP

Meeting - 12 September 2011

Present:

Mr Wilson, Mr Anthony, Mr Chhokar, Mr Hardy, Mr Hollis, Mr S W Jones and Mr Smith

Apologies for absence: Mr Harding

### 10. MINUTES

The minutes of the meeting of the Policy Advisory Group (PAG) held on 8 June 2011 were received.

### 11. TREASURY MANAGEMENT ANNUAL REPORT 2010/11 AND INVESTMENT PERFORMANCE QUARTER ENDING 30 JUNE

The Council's Treasury Management function is a key element to the Financial Strategy which in turns feeds into the use of Resources, one of the Council's Management Principles, and the PAG considered a report setting out the Treasury Management performance of the Council for 2010/11. The report also set out the investment returns for the quarter ending 30 June 2011. Appendix A to the report provided a more detailed assessment of the economic background whilst Appendix B gave a detailed summary outlook on interest rates. The report concluded with an explanation as to why it was necessary to change the timing of the quarterly reporting arrangement.

The PAG noted that there was an achievement of £11k over budget during 2010/11 for the reasons set out in paragraph 9.2. The PAG also noted that meeting the interest target of £900.000 in 2011/12 was dependent on interest rates not reducing and there being a modest increase in the rates towards the end of the year. Therefore given the current economic situation the risk for interest returns is to the downside.

**RESOLVED** that the report be noted.

### 12. BANKING CONTRACT

The Council's current banking contract with Nat West ends on 31 March 2012 and the PAG considered a report setting out a proposal to extend the contract for a further year on the same terms and conditions as the current contract.

Having considered the comments of the PAG, who supported the proposal for the reasons given in the report, which were to minimise the risk to annual council tax billing as April 2012 would see a new contractor undertaking this work, the Portfolio Holder has

**RECOMMENDED** to the Cabinet to agree a one year extension to the current banking contract with Nat West until 31 March 2013 based upon the current terms.

### 13. REVENUES AND BENEFITS

The PAG considered a report providing an update on the performance of the Revenues and Benefits Service during 2010/2011 against key indicators. The report also provided an update on fraud prevention work and the new Revenues and Benefits contract with Northgate due to start on 1 November 2011.

After noting the work carried out by the Fraud Service, the transition arrangements for the transfer of the Revenues and Benefits Service from Capita to Northgate together with the arrangements for managing the new contract the PAG

**RESOLVED** that the report be noted.

14. **PROCUREMENT UPDATE**

The PAG considered a report providing information relating to the Council's procurement practices and also seeking two amendments to the Contracts Procedure Rules arising from suggestions from Internal Audit.

In respect of the requirement for quotations for works less than £3,000 Members were content to relax this requirement as suggested. In respect of agreeing single quotes for legal advice they wished this to require the agreement of the Director of Resources.

Having considered the comments of the PAG the Portfolio Holder has

**RECOMMENDED** to the Cabinet that Contract Procedure Rule 3 (d) be amended by as follows:

“For work costing

- less than £1,000 is at the discretion of the relevant Chief Officer, Head of Service or Team Leader,
- between £1,000 and £3,000 is at the discretion of the relevant Chief Officer or Head of Service

provided a verbal or written quote has been obtained or the price is agreed at the time the order is placed.”

15. **PAYROLL CONTRACT**

Aylesbury Vale District Council (AVDC) has been running the SBDC payroll contract since 1 June 2004 and with the contract due to expire on 31 March 2012 the PAG considered a report setting out a proposal to extend the contract to 31 March 2013.

Having considered the comments of the PAG, who supported the proposal for the reasons given in the report, the Portfolio Holder has

**RECOMMENDED** to the Cabinet that the payroll contract with AVDC be extended to 31 March 2013.

16. **EXEMPT INFORMATION**

Members noted that the following items contained exempt information which was not available to the Press or Public.

**Minutes**

(Schedule 12A part 1 para (3) - because of information relating to the financial or business affairs of any particular person)

The Part II minutes of the meeting of the Policy Advisory Group held on 8 June 2011 were agreed.

**Plant Maintenance Contract**

(Schedule 12A part 1 para (3) - because of information relating to the financial or business affairs of any particular person)

The PAG noted a report which explained why it was necessary to re-tender for the plant maintenance contract.

**Manor House, Stoke Park, Stoke Poges**

(Schedule 12A part 1 para (3) - because of information relating to the financial or business affairs of any particular person)

The PAG received a report updating it on the progress being made with regard to the sale of the freehold of the Manor House, Stoke Park, Stoke Poges and related access issues.

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The meeting terminated at 7.17 pm