

RESOURCES POLICY ADVISORY GROUP

Meeting - 12 September 2013

Present: Mr D Smith, Mr Anthony, Mr Chhokar, Mr Hardy, Mr Harding, Mr Hollis and Mr Bagge

Apologies for absence: Mr Kelly

20. MINUTES

The minutes of the meeting of the Policy Advisory Group (PAG) held on 13 June 2013 were received.

21. PAYROLL CONTRACT EXTENSION

The contracts which both Chiltern District Council and South Bucks District Council have with Aylesbury Vale District Council to provide cost effective payroll services are due to end on 31 March 2014 and the PAG received a report explaining why it would not be appropriate at this moment in time to carry out a retendering exercise. The report instead proposed that the contract be extended to 31 March 2015, a decision that CDC had provisionally agreed to take.

The report explained that an extension of the contract could be undertaken without tenders being invited or quotations obtained in accordance with the exemption provided for under paragraph 14(2) of the Council's Contract Procedure Rules.

After considering the comments of the PAG, which supported the proposal, the Portfolio Holder has **AGREED** to **RECOMMEND** to Cabinet that the contract with Aylesbury Vale District Council for the provision of payroll services be extended to 31 March 2015 in accordance with Contract Procedure Rule 14(2).

22. UPDATE ON CAR PARKING CAPACITY SURVEY AND PROPOSED PROCUREMENT OF DESIGN SERVICES

The contract for carrying out a survey of car parking capacity at Beaconsfield and Gerrards Cross was due to be agreed in September with the work carried out in October. To ensure that a scheme to address any shortfall in capacity identified in the survey could be progressed expeditiously the PAG considered a proposal to appoint architects to undertake feasibility and design works at an estimated cost of £25k.

The PAG, in supporting the proposal, asked to see the details of the schemes proposed by the architects with costs.

Having considered the comments of the PAG the Portfolio Holder has **AGREED** to **RECOMMEND** to Cabinet that £25k be allocated from reserves for feasibility/design services to address any shortfall in car parking identified with details of the scheme(s) proposed by the architects so appointed being reported back to a future meeting of the PAG.

23. ADDITIONAL INTERVIEW ROOM

The number of interviews carried out by Revenues & Benefits and Housing service had increased significantly following changes to the rules for housing benefit and demand for affordable housing and to cope with the increase in demand for space the PAG considered a report setting out two options to provide an additional interview facility close to the Reception.

The PAG, whilst indicating its support in principle to Option A at an estimated cost of £10k, asked for (a) more information demonstrating the need for additional interview space and (b) the actual costs following the exercise to obtain quotes for the work.

Having considered the comments of the PAG the Portfolio Holder has **AGREED to RECOMMEND** to Cabinet that Option A be agreed in principle and that a further report demonstrating the need for additional space and the actual costs be submitted to a future meeting of the PAG.

24. FUTURE WASTE AND RECYCLING SERVICES REPORT

Members of the PAG had already indicated via email their support to the proposals in a Part I and Part II report providing an update on the project to introduce new waste and recycling collection services from February 2014 and the Portfolio Holder asked if members wished to make any additional comments.

Having considered the further comments which related to the ownership of the vehicles the Portfolio Holder confirmed the recommendations he had made to the Special Meeting of Cabinet on 17 September 2013 namely that

1. The capital and revenue budget changes as outlined in Part II of the report are made;
2. A framework Contract be used for the purchase of wheelie bins and ancillary equipment, such as food waste caddies;
3. The authority previously delegated to the Director of Resources in consultation with the Resources Portfolio Holder and the Head of Finance be extended to cover the purchase of wheelie bins and ancillary equipment.

25. INVESTMENT PERFORMANCE - QUARTER ENDING 30 JUNE 2013

The PAG considered a report providing details of the investment returns for the quarter ending 30 June 2013. Tables in the report provided summaries of:

- Performance of In house investments
- The Council's holdings of fixed deposits with a maturity of over one year at 30 June
- Investments of short term cash with duration of under one year at the end of the quarter

The report went on to explain how the £4m resulting from the maturity of two fixed deposits had been reinvested and to provide a treasury management update which reflected the Bank of England's indication that there would be no increase in the bank rate until the unemployment indicator was less than 7% of the total workforce.

The report provided an update on Corporate Bonds and the continuing search for the correct bonds for the Council to purchase and explained why both SBDC and CDC had agreed a new joint contract with Sector for a basic service, covering credit ratings and investment advice. The report also referred to the Treasury Management Policy and Procedures a copy of which was attached at an Appendix.

The PAG's attention was particularly draw to paragraph 8 of the report which explained that based on current estimate the investment budget set for the year of £775,000 would fall short by £25,000 which had been declared in budget monitoring. However, the assumption that the Council would be able to achieve returns at the same level when reinvesting maturing investments had not happened currently; therefore the shortfall figure may grow during the year if this continued to be the case.

RESOLVED that the report be noted.

26. EXEMPT INFORMATION

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Members noted that the following items contained exempt information which was not available to the press and public:

Part I minutes of the meeting of the PAG held on 13 June 2013

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

The PAG noted the minutes.

Land by East Lodge, Manor House Stoke Poges

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

The Portfolio Holder agreed to recommend to Cabinet that the leasehold interest in the strip of land be offered to the owner at a rent indicated for a term of 30 years.

Grazing Land at Park Road, Stoke Poges

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

The Portfolio Holder agreed to recommend to Cabinet that Bid D be accepted.

Stoke Park, Stoke Poges

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

The Portfolio Holder agreed to recommend to Cabinet that the previous decision not to progress any disposal be confirmed.

Bath Road Depot

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

Consideration of report deferred pending further information on the options.

Wexham Street Store Lease

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

The Portfolio Holder has agreed to recommend to Cabinet that negotiations be entered into to renew the lease.

Future Waste and Recycling Services

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

The Portfolio Holder agreed to recommend to Cabinet and Council that the recommendations in the report be agreed.

The meeting terminated at 8.05 pm