

## POLICY COMMITTEE MINUTES - 8 JUNE 2015

**Present:** Councillor Lovelock (Chair)

Councillors Davies, Duveen, Eden, Gavin, Gittings, Hopper, Hoskin, Jones, Page, Skeats, Terry and White.

**Apologies:** Councillor Stanford-Beale.

### 2. EXCLUSION OF THE PRESS AND PUBLIC

**Resolved -**

That pursuant to Section 100A of the Local Government Act 1972 (as amended), members of the press and public be excluded during consideration of item 3 below as it was likely that there would be a disclosure of exempt information as defined in the relevant paragraphs specified in Part 1 of Schedule 12A to that Act.

### 3. READING TRANSPORT LIMITED - SHAREHOLDER UPDATE

The Reading Transport Limited (RTL) Director of Resources submitted a report providing an update to the Council, as RTL shareholder, on the following matters:

- Operational Update
- Financial Performance 2013/14
- Pension Scheme Commitments
- Fleet Replacement 2014/15 & 2015/16

The report also sought approval for the provision of lease finance to RTL, should it be required, to facilitate the purchase of the vehicles as set out in the report, by means of an extension of the existing Master Lease Agreement.

**Resolved -**

- (1) That the report from Reading Transport Limited be noted;
- (2) That the provision of lease finance to Reading Transport Limited, by means of an extension of the existing Master Lease Agreement, should it be required to facilitate the purchase of the vehicles as set out in this report, be approved and that the Head of Finance be authorised to agree terms with the Company.

(Exempt information as defined in paragraph 3).

## POLICY COMMITTEE MINUTES - 8 JUNE 2015

### 4. MINUTES

The Minutes of the meeting held on 13 April 2015 were agreed as a correct record and signed by the Chair.

### 5. PROVISIONAL 2014/15 REVENUE OUTTURN & CAPITAL PROGRAMME

The Head of Finance submitted a report summarising the financial position at the end of the 2014/15 financial year, setting out draft final budget variances. The report also set out the capital programme provisional outturn and a summary of the Final Accounts process leading to the formal approval of the accounts at the end of September. The committee were also asked to approve the allocation of s106 receipts to various schemes which were set out in a schedule attached to the report at Appendix D.

The following documents were attached to the report:

Appendices A-C - 2014/15 financial outturn by Directorate

Appendix D - proposed allocation of s106 receipts

Appendix E - Final Accounts Process

Appendix F - General Debtor Arrears by Service

The report noted that financial regulations required Committee approval for write offs above £15,000, and set out details of seven irrecoverable Business Rates write offs and one irrecoverable General Debt write off for approval.

Resolved -

- (1) That the preliminary outturn position set out in the report be noted;
- (2) That the provisional capital programme outturn and funding be noted, and the use of £2.3m S106 receipts as set out in the schedule in Appendix D be approved;
- (3) That the write off of irrecoverable debts totalling £469k, as set out in the report, be approved.

### 6. APPOINTMENTS TO OUTSIDE BODIES

The Managing Director submitted a report asking the Policy Committee to make appointments or nominations to outside bodies for the Municipal Year 2015/16, or longer where required. A schedule of outside body appointments showing the Group Leaders' recommendations was attached to the report at Appendix A.

Resolved -

- (1) That the following be nominated or appointed (as indicated) to serve as the Council's representatives on the organisations listed below,

POLICY COMMITTEE MINUTES - 8 JUNE 2015

for the Municipal Year 2015/16, or longer where indicated:

<u>OUTSIDE BODY</u>	APPT OR NOM	REPRESENTATIVE	TERM OF OFFICE	EXPIRY
Age UK Berkshire	A	Cllr Khan	Annual	6.2016
Association of Public Service Excellence (APSE)	N	Cllrs Gittings & Terry	Annual	6.2016
AWE Aldermaston - Local Liaison Committee	A	Cllrs Stanford-Beale & Livingston	Annual	6.2016
Berkshire Historic Environment Forum	A	Cllr Gittings	Annual	6.2016
Berkshire Maestros	A	Cllr Livingston	Annual	6.2016
Berkshire Pension Fund Panel	A	Cllr Tickner	Annual	6.2016
Caversham Consolidated Charities	N	Cllr Davies	Annual	6.2016
Caversham Park Village Association	A	Cllr Robinson	Annual	6.2016
Citizens' Advice Bureau Trustee Board	A	Cllrs Livingston & Robinson; Mrs A Hendry	Annual	6.2016
Cleaner Kennet Campaign	A	Cllrs Gittings, Steele & Terry, Mr J Meek and Mr A J Warrell	Annual	6.2016
Girl's Trust for Educational Excellence and Enterprise	A	Cllr McElligott	Annual	6.2016
Groundwork South	A	Cllr Gavin	Annual	6.2016
Hexham Community Association Management Committee	A	Cllr Gavin	Annual	6.2016
Kenavon Drive Management Company	N	Principal Property Development Officer	Annual	6.2016
Kennet and Avon Canal Trust	A	Cllr Gittings	Annual	6.2016
Kennet Day Nursery Association	A	Cllr McElligott	Annual	6.2016
Launchpad Reading (formerly Reading Single Homeless Project)	N	Cllr K Edwards	Annual	6.2016
Local Authorities - Action for Southern Africa Steering Committee (LA-ACTSA)	A	Cllr Tickner	Annual	6.2016
Local Government Information Unit Management Committee	A	Cllr Lawrence Deputy - Cllr Eden	Annual	6.2016
Mapledurham Playing Fields Management Committee	A	(Cllr Skeats) (Cllr Ballsdon) Cllr Hopper	3 years 3 years 3 years	6.2017 6.2017 6.2018
Pakistani Community Association	A	Cllr Jones	Annual	6.2016
Project Alafia Management Committee	A	Cllr D Edwards	Annual	6.2016

POLICY COMMITTEE MINUTES - 8 JUNE 2015

<u>OUTSIDE BODY</u>	APPT OR NOM	REPRESENTATIVE	TERM OF OFFICE	EXPIRY
Readibus Board of Directors	A	Cllrs Ayub, Duveen, Hopper, Khan, R Williams	Annual	6.2016
Reading Amateur Regatta Committee	A	Cllr Gittings	Annual	6.2016
Reading College Business Advisory Board	A	Cllr Jones	Annual	6.2016
Reading Community Legal Service Partnership Steering Group	A	Cllrs Gavin & Woodward	Annual	6.2016
Reading Community Welfare Rights Unit Management Committee	A	Cllrs Ayub, Davies & Stanford-Beale	Annual	6.2016
Reading Deaf Centre	A	Cllr Khan	Annual	6.2016
Reading In Bloom Committee	A	Cllr Gavin	Annual	6.2016
Reading Sports Aid Fund	A	Managing Trustees - Cllrs Gittings & Rodda (ex-officio trustee - Mayor)	3 years	6.2018
Reading Transport Ltd	A	(See item 7 below)	4 years	Various
Reading Voluntary Action	A	Cllr Rodda	Annual	6.2016
Richfield Avenue Boathouse Management Committee	A	Cllr Gittings and the Director of Environment & Neighbourhood Services (or nominees)	Annual	6.2016
River Thames Alliance	A	Cllr Davies and the Director of Environment & Neighbourhood Services	Annual	6.2016
Riverside Day Nursery	A	Cllr Page	Annual	6.2016
Royal Berkshire NHS Foundation Trust - Governor	A	Cllr Tickner	Annual	6.2016
South East Employers	A	Cllrs Lovelock and Page (substitutes - Cllr Livingston)	Annual	6.2015
South East Reserve Forces and Cadets' Association	A	Cllr Jones	3 years	6.2018
South Reading Educational Trust	N	Cllr K Edwards	Annual	6.2016
St Laurence Relief in Need Trust	A	Cllr R Williams & Ms T Thomas	4 years	6.2019
Standing Committee On Archives	N	Cllr Livingston and the Head of Customer Services	Annual	6.2016

## POLICY COMMITTEE MINUTES - 8 JUNE 2015

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Thames Valley Police & Crime Panel	A	Cllr Page	Annual	6.2016
University of Reading Court	A	The Mayor	Annual	6.2016

- (2) That the appointments or nominations be made on an "or nominee" basis where the organisation in question was willing to accept this arrangement.

### 7. READING TRANSPORT LIMITED - APPOINTMENT OF DIRECTORS

The Managing Director submitted a report asking the Committee, acting as shareholder of Reading Transport Limited (RTL), to appoint directors to the RTL Board.

The report explained that there were vacancies arising from Councillor Woodward, Ms Trish Thomas and Mr Mike Townend coming to the end of their four-year term, and that it was proposed to reappoint these three directors. There was also a vacancy for a shareholder-appointed director representing employees, after Mr Danny Downes had stood down from the Board in January 2015. Mr Mark Adams had been nominated as his replacement.

**Resolved -**

**That Councillor Woodward, Ms T Thomas, Mr M Townend and Mr M Adams be appointed as Directors of Reading Transport Ltd.**

(The meeting started at 6.30pm and closed at 6.49pm).