

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).

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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,

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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 |

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| <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 |

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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).