

APPENDIX 1

Extract of Executive Board and Executive Board Sub Committee Minutes Relevant to the Corporate Services Policy and Performance Board

EXECUTIVE BOARD MEETING HELD ON 15TH JANUARY 2009

EXB92 ASSET MANAGEMENT PLAN

The Board considered a report of the Strategic Director – Corporate and Policy seeking approval to the 2008 – 2011 Asset Management Plan.

It was noted that formal Asset Management processes had been in place in the Council since 2002 and this plan revised and updated that plan to meet with current local and national requirements. The plan was a robust method of managing the Council's land and property assets to meet the needs of both the community at large and to assist and support directorates to deliver the Council's priorities.

Best practice suggested that an Executive Board Member should be specifically identified to take the Corporate Lead on Asset Management issues and it was recommended that this be the relevant Portfolio Holder; however, the plan had also been considered and supported in its present form by the Corporate Asset Management Working Group and the Corporate Services Policy and Performance Board.

Members considered the content of the Plan and, in particular, noted that there was an intention to maintain a balance of 70% programmed maintenance to 30% response maintenance on the Council's operational state, which was a reasonable balance. In addition, in relation to the transfer of assets to the third sector, criteria were to be developed in order to test the effectiveness of this when requests were received from the third sector. The Corporate Services Policy and Performance Board was currently working on a proposed test which would be submitted to the Executive Board in due course.

It was noted that the plan was a technical document and it was therefore intended that a summary be produced to highlight the major issues within it. In addition, it was proposed that the Corporate Services Policy and Performance Board receive six monthly reports on the plan, which would support audit requirements.

RESOLVED: That

- (1) the 2008 – 2011 Asset Management Plan and its appendices be formally adopted;
- (2) the Corporate Services Portfolio Holder be formally designated as the Council's Lead Member for Asset Management issues; and
- (3) the Corporate Services Policy and Performance Board receive six monthly reports on the Asset Management Plan.

EXECUTIVE BOARD MEETING HELD ON 29TH JANUARY 2009

EXB98 CALENDAR OF MEETINGS 2009/10

The Board considered a report of the Strategic Director – Corporate and Policy outlining the proposed Calendar of meetings for the 2009-2010 Municipal Year.

RESOLVED: That Council be recommended to approve the Calendar of Meetings for the 2009-2010 Municipal Year outlined in Appendix 1 to the report.

EXECUTIVE BOARD SUB COMMITTEE MEETING HELD ON 29TH JANUARY 2009

ES72 TREASURY MANAGEMENT 2008/09 3RD QUARTER: OCTOBER - DECEMBER

The Sub Committee received a report of the Operational Director, Financial Services which updated Members on the activities undertaken on the money market as required by the Treasury Management Policy. It was noted that all the activities, including prudential indicators, complied with the policy guidelines.

The Sub Committee expressed its thanks to the Treasury Team for their hard work.

RESOLVED: That

- (1) That the report be noted; and
- (2) That the amendments to the counterparty list shown in Appendix A be approved.