

Item: 19

Asset Management Sub-committee: 3 November 2020.

1. Recommendations

It is recommended:

1.1.

That the Committee approves the attached minute as a true record.

2. Appendix

Draft Minute of the Meeting of the Asset Management Sub-committee held on 3 November 2020.

Minute

Asset Management Sub-committee

Tuesday, 3 November 2020, 10:30.

Microsoft Teams.



Present

Councillors W Leslie Manson, Norman R Craigie, Robin W Crichton, Andrew Drever, Steven B Heddle, John A R Scott and James W Stockan.

Clerk

- Hazel Flett, Senior Committees Officer.

In Attendance

- Hayley Green, Head of IT and Facilities.
- Colin Kemp, Corporate Finance Senior Manager.
- Karen Bevilacqua, Solicitor.
- Kenny MacPherson, IT Service Manager.
- John Wrigley, Roads and Environmental Services Manager.
- Gwyn Evans, Surveying Manager.

Observing

- Karen Greaves, Head of Executive Support.
- Graeme Christie, Estates Manager.
- Lorraine Stout, Press Officer (for Items 1 to 4).

Declaration of Interest

- Councillor John A R Scott – Item 4.

Chair

- Councillor W Leslie Manson.

1. Form of Voting

The Sub-committee resolved that, should a vote be required in respect of the matters to be considered at this meeting, notwithstanding Standing Order 21.4, the form of voting should be by calling the roll or recorded vote.

2. Revenue Expenditure Monitoring

After consideration of a report by the Head of Finance, copies of which had been circulated, and after hearing a report from the Corporate Finance Senior Manager, the Sub-committee:

Noted:

2.1. The revenue financial summary statement, in respect of service areas for which the Asset Management Sub-committee was responsible, for the period 1 April to 30 September 2020, attached as Annex 1 to the report by the Head of Finance, indicating a budget underspend position of £462,600.

2.2. The revenue financial detail by service area statement, in respect of service areas for which the Asset Management Sub-committee was responsible, for the period 1 April to 30 September 2020, attached as Annex 2 to the report by the Head of Finance.

The Sub-committee scrutinised:

2.3. The explanations given and actions proposed in respect of significant budget variances, as outlined in the Budget Action Plan, attached as Annex 3 to the report by the Head of Finance, and obtained assurance that action was being taken with regard to significant budget variances.

3. Corporate Asset Maintenance Programmes

Revenue Expenditure Monitoring

After consideration of a report by the Head of Finance, copies of which had been circulated, and after hearing a report from the Corporate Finance Senior Manager, the Sub-committee:

Noted:

3.1. The summary position of expenditure incurred, as at 30 September 2020, against the approved corporate asset revenue maintenance programmes for financial year 2020/21, as detailed in section 4.1 of the report by the Head of Finance.

The Sub-committee scrutinised:

3.2. The summary of larger works undertaken as reactive repairs, attached as Appendix 1 to the report by the Head of Finance, and obtained assurance on progress being made with delivery of the approved corporate asset revenue maintenance programmes.

4. Corporate Asset Improvement and Replacement Programmes

Capital Expenditure Monitoring

Councillor John A R Scott declared a non-financial interest in this item, being a Council-appointed trustee of the Pickaquoy Centre Trust, but concluded that his interest did not preclude his involvement in the discussion.

After consideration of a report by the Head of Finance, copies of which had been circulated, and after hearing a report from the Corporate Finance Senior Manager, the Sub-committee:

Noted:

4.1. The summary position of expenditure incurred, as at 30 September 2020, against the approved corporate asset capital improvement and replacement programmes for 2020/21, as detailed in section 4.1 of the report by the Head of Finance.

The Sub-committee scrutinised:

4.2. The detailed analysis of expenditure figures and project updates, attached as Appendix 1 to the report by the Head of Finance, and obtained assurance with regard to significant budget variances and progress made with delivery of the approved corporate asset capital improvement and replacement programmes for 2020/21.

5. Information Technology Strategy Delivery Plan

After consideration of a report by the Executive Director of Development and Infrastructure, copies of which had been circulated, and after hearing a report from the Head of IT and Facilities, the Sub-committee:

Scrutinised progress made in implementing the Information Technology Strategy, as outlined in the updated Delivery Plan, attached as Annex 1 to the report by the Executive Director of Development and Infrastructure, and obtained assurance on the satisfactory progress with actions contained in the Delivery Plan.

6. Conclusion of Meeting

At 11:50 the Chair declared the meeting concluded.

Signed: L Manson.