

PROPERTY SUB-COMMITTEE

Minute of Meeting of the Inaugural Meeting of Property Sub-Committee of the Strategic Policy and Resources Committee held in the Committee Room, Fourth Floor, Council Building, 2 High Street, Perth on Wednesday 8 March 2006 at 3.00pm.

Present: Councillors A Grant, MacLellan, Miller, Stewart and Wilson

In Attendance: A R MacArthur (Executive Director, Corporate Services); D Francis, A Gillies, J Low, J Simpson, S Sprason, G N Taylor, S Thornton, L Whiteford and A Wilson (all Corporate Services); P Kyle (Chief Executive's); N Copland (Education & Children's Services).

The Executive Director (Corporate Services) took the chair and called for nominations for Convener.

1 APPOINTMENT OF CONVENER

On the motion of Councillor Miller, seconded by Councillor MacLellan, Councillor Wilson was unanimously elected as Convener of the Sub-Committee and thereafter presided. Thanking members for his appointment, the Convener looked forward to the new Sub-Committee working together with members and officers in future.

Councillor Wilson, Convener, Presiding.

2 DECLARATIONS OF INTEREST

There were no Declarations of Interest made in terms of the Councillor's Code of Conduct.

3 PROPERTY SUB-COMMITTEE – CONSIDERATION OF DETAILED TERMS OF REFERENCE/BUSINESS

There was submitted a report by the Executive Director (Corporate Services) (06/178) (1) setting out the background to, and establishment of, the Property Sub-Committee of the Strategic Policy and Resources Committee; (2) seeking Members' views and comments on the need to review and rationalise terms of reference, and on the need to review and rationalise existing member and officer governance arrangements in relation to property and asset management, and (3) stressing the need to develop a detailed understanding of the Sub-Committee's overall business remit.

Resolved:

- (i) To note the detailed terms of reference of the Sub-Committee, as set out in paragraph 2.2 of Report 06/178.
- (ii) To agree to the undertaking of a review of the existing member and officer governance arrangements in relation to property/asset management, with a further report being presented to this Sub-Committee as soon as possible.
- (iii) To agree to the development of the business remit of the Sub-Committee and that a report be presented to the Sub-Committee as soon as possible.

4 PROPERTY ASSET MANAGEMENT PLANNING – POSITION AS AT FEBRUARY 2006

There was submitted a report by the Executive Director (Corporate Services) (06/179) providing a brief summary of the present position in relation to property asset management planning and recommending further action towards the development of the Council's approach.

Appropriate officers spoke to the report and stressed the need for all concerned to have a clear vision for the effective management of property assets.

Resolved:

- (i) To note the present position, as summarised in Report 06/179 in relation to property asset management planning.
- (ii) To endorse the development of a strategic approach, as outlined in paragraphs 3.10 and 3.11 of Report 06/179.

- (iii) A half day seminar be held for Members of the Sub-Committee and appropriate officers on a date as soon as can be arranged.

5 CAPITAL MAINTENANCE PROGRAMME FOR FINANCIAL YEARS 2006/07 TO 2008/09

There was submitted a report by the Interim Head of Property (06/180) (1) giving a summary of the Property Service's Capital Maintenance Budget proposals for financial years 2006/07 to 2008/09, and (2) reporting that the 2008/09 allocations had been approved by Council on 9 February 2006.

Resolved:

- (i) To note the contents of Report 06/180.
- (ii) To approve the proposed capital programme for Property for 2006/07 to 2008/09, as set out in Appendix 1 to Report 06/180.

6 PROPERTY PLANNED MAINTENANCE PROGRAMME 2006/07

There was submitted a report by the Interim Head of Property (06/181) summarising the proposed planned maintenance programme for 2006/07, following approval of the revenue budget approved by Council on 9 February 2006.

Resolved:

- (i) To note the contents of Report 06/181.
- (ii) To approve the proposed planned maintenance programme for 2006/07 set out in Appendix 1 to Report 06/181.

7 PERTH CITY HALL – PIPE ORGAN – GIFT TO HAILEYBURY COLLEGE, MELBOURNE, AUSTRALIA

There was submitted a report by the Interim Head of Property (06/183) seeking the Sub-Committee's view on a request to gift the Perth City Hall pipe organ to Haileybury College, Melbourne, Australia.

It was noted that there was a limited market for such organs and that no other alternative suggestions for the organ's future had been put forward. It was also noted that no cost would fall on Perth and Kinross Council for the proposed dismantling of the organ, its shipment to Perth, Western Australia, for the organ's refurbishment and thereafter reinstallation in the college in Melbourne.

Resolved:

To gift the pipe organ at Perth City Hall to Haileybury College, Melbourne, Victoria, Australia on the basis of the conditions contained within Report 06/183 and otherwise on terms and conditions to the satisfaction of the Executive Director (Corporate Services).

8 STANDING LISTS OF CONTRACTORS AND CONSTRUCTIONLINE

There was submitted a joint report by the Executive Director (Corporate Services) and the Executive Director (Planning and Transportation) (06/182) (1) examining the outcome of a pilot study to assess the benefits of using Constructionline as an alternative to the preparation and maintenance of Council standing lists of contractors; (2) noting that the maintenance of lists of approved contractors was an expensive task and the adoption of Constructionline and Contractor's Health & Safety (CHAS) in their entirety was the only viable alternative from a managerial and organisational point of view; (3) noting that the initiative was in accordance with the Best Value review of procurement and the broader initiative to improve procurement practices across the Council, and (4) assuring members that the new scheme would ensure that the Council was better placed in future to demonstrate sound governance and best practice procurement measures in audits.

In response to a question, the Sub-Committee was advised that local contractors would not be prejudiced by the adoption of Constructionline and CHAS.

Resolved:

- (i) To note the contents of Report 06/182.
- (ii) To adopt Constructionline and Contractor's Health & Safety (CHAS) in their entirety for the selection of tenderers in accordance with Paragraph 6.1.2 of Report 06/182.

- (iii) To approve the development and use of the new National Pre-Qualification Service for the selection of suppliers.
- (iv) To approve the use of a devolved model with Property Services having a co-ordinating role.

IT WAS AGREED THAT THE PUBLIC AND PRESS BE EXCLUDED DURING CONSIDERATION OF THE FOLLOWING ITEMS IN ORDER TO AVOID THE DISCLOSURE OF INFORMATION WHICH WAS EXEMPT IN TERMS OF SCHEDULE 7A TO THE LOCAL GOVERNMENT (SCOTLAND) ACT, 1973

9 POST OFFICE, 109 SOUTH STREET, PERTH - REQUEST TO SUB-LET

There was submitted a report by the Executive Director (Corporate Services) (06/184) seeking the Sub-Committee's instructions in relation to a request by tenants, Royal Mail Group PLC, to sub-let the main post office at 109 South Street, Perth to C J Lang and Son.

Some discussion took place on matters associated with the proposed change and the Sub-Committee noted that the role of the Council in this matter was purely that of landlord.

Resolved:

- (i) To grant consent to the sub-let of the main post office at 109 South Street, Perth by Royal Mail Group PLC to C J Lang and Son subject to the new tenants obtaining all necessary statutory consents.
- (ii) To delegate authority to the Executive Director (Corporate Services) to negotiate and agree appropriate terms and conditions for the granting of consent, including appropriate variations to the lease.

10 DATE OF NEXT MEETING

It was agreed that the next meeting be held on Thursday 20 April 2006 at 10.00am.