

**PERTH AND KINROSS COUNCIL****17 December 2014****REVIEW OF TREASURY MANAGEMENT SYSTEMS DOCUMENT****Report by the Head of Finance****PURPOSE OF REPORT**

This report seeks approval of the revised Treasury Management Systems Document (TMSD) as required by the CIPFA Code of Practice for Treasury Management.

**1. BACKGROUND / MAIN ISSUES**

- 1.1 The CIPFA Code of Practice for Treasury Management 2011 (“the Code”), which has been fully adopted by Perth & Kinross Council, requires the Council to prepare 12 Treasury Management Practices (TMPs). The TMPs detail the Council’s treasury policies, procedures and guidelines and are required to be reviewed annually. The TMPs and the Treasury Management Policy Statement form part of the Treasury Management Systems Document (TMSD).
- 1.2 This report advises that the annual review of the TMSD has now been completed. Accordingly, the fully revised TMSD is available on the Councillor’s SharePoint site (CHIP). A hard copy is also available for inspection upon request from the author to this report.

**2. TREASURY MANAGEMENT SYSTEM DOCUMENT**

- 2.1 The TMSD has now been fully reviewed and revised. All changes to the Treasury policies approved during the year have been reflected in the revised TMSD.
- 2.2 The main change in the TMSD is to remove references to the Co-operative Bank as the Council’s banker, and to replace them with the Royal Bank of Scotland. This includes updating the arrangements and practices in dealing with the bank to reflect the Royal Bank’s systems and facilities. The other main change is updating the Treasury Management Roles & Responsibilities and Limitation to Authority to take account of employee changes approved by the Council over the year. All other changes are minor updates to reflect current practices, and none of these changes have any significant effect on the content of the Systems Document.

**3. CONCLUSION AND RECOMMENDATION**

- 3.1 This report advises of the annual review of the Council’s Treasury Management Systems Document as required by the CIPFA Code of Practice for Treasury Management.

3.2 It is recommended that the Council:

1. Approves the revised Treasury Management Systems Document, which is submitted in accordance with the Council's approved Treasury Management Practices (TMPs).

**Author(s)**

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**Approved**

<b>Name</b>	<b>Designation</b>	<b>Date</b>
John Symon	Head of Finance	11 November 2014

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

*The undernoted table should be completed for all reports. Where the answer is 'yes', the relevant section(s) should also be completed*

<b>Strategic Implications</b>	<b>Yes / None</b>
Community Plan / Single Outcome Agreement	None
Corporate Plan	Yes
<b>Resource Implications</b>	
Financial	Yes
Workforce	Yes
Asset Management (land, property, IST)	Yes
<b>Assessments</b>	
Equality Impact Assessment	Yes
Strategic Environmental Assessment	Yes
Sustainability (community, economic, environmental)	Yes
Legal and Governance	None
Risk	None
<b>Consultation</b>	
Internal	Yes
External	Yes
<b>Communication</b>	
Communications Plan	None

### 1. Strategic Implications

#### 1.1. Corporate Plan

1.1.1. The Council's Corporate Plan 2013 – 2018 lays out five outcome focussed strategic objectives which provide clear strategic direction, inform decisions at a corporate and service level and shape resources allocation. They are as follows:

- (i) Giving every child the best start in life;
- (ii) Developing educated, responsible and informed citizens;
- (iii) Promoting a prosperous, inclusive and sustainable economy;
- (iv) Supporting people to lead independent, healthy and active lives; and
- (v) Creating a safe and sustainable place for future generations.

1.1.2 This report relates to all of these objectives.

## **2. Resource Implications**

### **2.1. Financial**

2.1.1. There are no direct financial implications arising from this report other than those reported within the body of the main report.

### **2.2. Workforce**

2.2.1. There are no direct workforce implications arising from this report other than those reported within the body of the main report.

### **2.3. Asset Management (land, property, IT)**

2.3.1. There are no direct asset management implications arising from this report other than those reported within the body of the main report.

## **3. Assessments**

### **3.1. Equality Impact Assessment**

3.1.1. Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties.

3.1.2. The information contained within this report has been considered under the Corporate Equalities Impact Assessment process (EqIA) and has been assessed as **not relevant** for the purposes of EqIA.

### **3.2. Strategic Environmental Assessment**

3.2.1. The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.

3.2.2. The information contained within this report has been considered under the Act. However, no action is required as the Act does not apply to the matters presented in this report.

### **3.3. Sustainability**

3.3.1. Under the provisions of the Local Government in Scotland Act 2003 the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. In terms of the Climate Change Act, the Council has a general duty to demonstrate its commitment to sustainability and the community, environmental and economic impacts of its actions.

3.3.2 The information contained within this report has been considered under the Act. However, no action is required as the Act does not apply to the matters presented in this report.

#### **4. Consultation**

4.1 The Chief Executive, and the Council's Treasury advisors, Sector Treasury Services, have been consulted in the preparation of this report.

#### **5. BACKGROUND PAPERS**

5.1 No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information) were relied on to any material extent in preparing the above report.

#### **6. APPENDICES**

Not applicable.

