

AGENDA

FINANCIAL

- (1) Remit from Community Services Committee of 29 August 2001 - Stock Adjustments for 2000/2001 for the Department of Community Services (pages 1-2)
Submit report by Director of Community Services dated 3 August 2001 advising of a proposed transport stock adjustment within the Community Services Department for materials and fuel for the financial year 2000/2001 and seeking approval of the adjustment, remitted to this Sub-Committee for consideration (copy herewith)

- (2) Remit from Education Committee of 29 August 2001 - Additional Financial Resources for Schools 2001/2002 (pages 3-5)
Submit report by Director of Education dated 15 August 2001 advising of additional financial resources allocated for schools by the Scottish Executive for 2001/2002, remitted to this Sub-Committee for information (copy herewith)

- (3) Remits from Policy and Resources (Property) Sub-Committee of 30 August 2001
 - (a) Composite Capital Programme (pages 6-13)
Submit report by Director of Housing and Property Services dated 8 August 2001 providing a summary of the financial performance of the Property Unit Capital Programme for 2001/2002, and providing explanations for significant movements, remitted to this Sub-Committee for consideration of the virement request (copy herewith)

 - (b) Funding of Former DLO Staff - Request for Virement (pages 14-15)
Submit report by Director of Housing and Property Services dated 12 July 2001 seeking approval for a virement of resources to fund the salary and associated costs of staff transferred to the Property Unit from the DLO in January 2001, remitted to this Sub-Committee for consideration of the virement request (copy herewith)

POLICY

- (4) Financial Plan 2001/2002 to 2003/2004 (pages 16-17)
Submit report by Director of Finance dated 20 August 2001 highlighting the key points contained within the Financial Plan and seeking that the Plan be approved (copy herewith)

A copy of the Financial Plan is appended to the rear of these papers for Sub-Committee Members only, otherwise a copy is available in the Members' Library

- (5) Revenue Budget Process 2002/2003 (pages 18-19)
Submit report by Director of Finance dated 20 August 2001 advising of procedures for determining the Council's Revenue Budget for 2002/2003 (copy herewith)

- (6) Financial Regulations and Contract Standing Orders - Amendments
Submit report by Director of Finance (copy to follow)

MONITORING

- (7) Remit from Policy and Resources (Personnel) Sub-Committee of 11 June 2001 – Absence Management Policy – Statistics from January to March 2001 (pages 20-29)
Submit Minute extract (copy herewith)
Submit report by Head of Personnel Services dated 15 May 2001 providing absence statistics together with a commentary detailing the breakdown of the figures within Departments of the Council for the period January to March 2001 for manual/craft employees (non-manual staff and teachers) and providing a comparison with the statistics for April 1999 to March 2000 (copy herewith)
- (8) Annual Accounts 2000/2001 and Financial Outturn Position (pages 30-33)
Submit report by Director of Finance dated 15 August 2001 advising that the annual statutory accounts of the Council, together with those of the DLOs and DSOs for the year ended 31 March 2001 had been submitted to the Controller of Audit by the due date of 30 June 2001 and highlighting the major significant features of the accounts (copy herewith)
- (9) DLO Annual Accounts 2000/2001 and Financial Outturn Position (pages 34-37)
Submit report by Commercial Partnership Manager dated 1 August 2001 summarising the unaudited accounts for the Direct Labour Organisations for the year ended 31 March 2001 and seeking approval of an adjustment to the closing stock balance (copy herewith)
- (10) 2000/2001 Outturn Reports
- (a) Finance Department (pages 38-45)
Submit report by Director of Finance dated 15 August 2001 presenting the Finance Department's final outturn position for the financial year 1 April 2000 to 31 March 2001, providing a comparison of actual expenditure and income against budget and giving explanations of the more significant variances (copy herewith)
- (b) Miscellaneous Services (pages 46-48)
Submit report by Director of Finance dated 15 August 2001 enclosing the final outturn report for the financial year 1 April 2000 to 31 March 2001 in respect of Miscellaneous Services, providing a comparison of actual expenditure and income against estimates and giving explanations of the more significant variances (copy herewith)
- (11) Revenue Budget Monitoring Reports 2001/2002
- (a) Finance Department (pages 49-56)
Submit report by Director of Finance dated 8 August 2001 comparing actual expenditure and income against estimates for the year to 20 July 2001 and providing a projected outturn for the year and explanations of the more significant variances (copy herewith)
- (b) Miscellaneous Services (pages 57-58)
Submit report by Director of Finance dated 1 August 2001 comparing actual expenditure and income against estimates for the year to 20 July 2001 and providing a projected outturn for the year and explanations of the more significant variances (copy herewith)

- (c) Council Summary (pages 59-62)
Submit report by Director of Finance dated 13 August 2001 setting out the overall position on the Council's Revenue Budget for the period to 20 July 2001 and providing a comparison of actual expenditure and income against budget (copy herewith)
- (12) Composite Capital Programme 2001/2002 – Monitoring Report (pages 63-68)
Submit report by Director of Finance dated 13 August 2001 providing a summary of the financial performance of the Composite Capital Programme for 2001/2002, giving an update on any movement of resources/expenditure and showing the projected outturn position (copy herewith)
- (13) Capital Programme 2001/2002 – Finance Department (pages 69-71)
Submit report by Director of Finance dated 16 August 2001 providing a summary of the financial performance of the Finance Department Capital Programme for 2001/2002, including information on current expenditure up to 20 July 2001, and providing a projected outturn position at the year-end (copy herewith)
- (14) Treasury Management Annual Report 2000/2001 (pages 72-75)
Submit report by Director of Finance dated 13 August 2001 reporting on Loans Fund Movements and Interest Rates and setting out the major Treasury Management issues addressed and initiatives undertaken by the Council during the financial year 2000/2001 (copy herewith)
- (15) Treasury Management (pages 76-82)
Submit report by Director of Finance dated 13 August 2001 giving details of long term and short term borrowing as at 30 June 2001 in terms of the approved Treasury Policy Statement (copy herewith)
- (16) Performance Monitoring Report - Period from 1 April to 30 June 2001 (pages 83-96)
Submit report by Director of Finance dated 16 August 2001 presenting performance monitoring and review information for the period from 1 April to 30 June 2001 (copy herewith)
- (17) Service Plan 2001/2002 - Monitoring Report (pages 97-103)
Submit report by Director of Finance dated 15 August 2001 providing details of progress towards achievement of the actions identified in the Finance Department Service Plan for 2001/2002 (copy herewith)
- (18) Audit Plan 2001/2002 – Progress Report to 23 July 2001 (pages 104-110)
Submit report by Director of Finance dated 31 July 2001 detailing the progress for the year to 23 July 2001 in respect of the Audit Plan for 2001/2002 (copy herewith)
- (19) Public/Employers Liability Claims - Position as at 30 June 2001 (pages 111-115)
Submit report by Director of Finance dated 15 August 2001 providing details of the status of insurance claims lodged against the Authority (copy herewith)

OPERATIONAL

- (20) Insurance for Right to Buy Properties (pages 116-117)
Submit report by Director of Finance dated 13 August 2001 advising of the action taken following the liquidation of Independent Insurance Company Limited (copy herewith)

- (21) Audit Appointment 2001/2002 to 2005/2006 (pages 118-119)
Submit report by Director of Finance dated 15 August 2001 advising that the external audit for the Council will be undertaken by Audit Scotland for 2001/2002 to 2005/2006 (copy herewith)

- (22) Tender for the Security Uplift of Cash in Transit (pages 120-121)
Submit report by Director of Finance dated 16 August 2001 providing details of tenders received for the secure uplift of Cash in Transit (copy herewith)

- (23) Installation of Air Conditioning System - Finance Department, Park Street, Motherwell (pages 122-123)
Submit report by Director of Housing and Property Services dated 11 July 2001 providing details of tenders received for the installation of an air conditioning system to the Finance Department Offices in Park Street, Motherwell (copy herewith)

- (24) Indemnity - Clothing Grants (pages 124-125)
Submit report by Director of Finance dated 13 August 2001, advising that indemnities had been signed to allow the encashment of Clothing Grant Cheques and seeking that the action taken be homologated (copy herewith)

- (25) IT Services Establishment Changes (pages 126-127)
Submit report by Director of Finance dated 9 July 2001 outlining proposed changes to the establishment of the IT Services Division of the Finance Department (copy herewith)

- (26) Provision of Telecommunications Support Service (pages 128-129)
Submit report by Director of Finance dated 2 August 2001 reporting on tenders received for the provision of a Telecommunications Support Service (copy herewith)

- (27) Provision of Computer Operations Services/Support (pages 130-131)
Submit report by Director of Finance dated 6 August 2001 reporting on tenders received for the provision of Computer Operations Services/Support (copy herewith)

- (28) Framework Agreement for Procurement of Sun Microsystems Hardware and Operating Software (pages 132-134)
Submit report by Director of Finance dated 31 July 2001 reporting on tenders received for a framework agreement for Procurement of Sun Microsystems Hardware and Operating Software (copy herewith)
- (29) Maintenance of Main Council Telephone Switches (page 135)
Submit report by Director of Finance dated 2 August 2001 reporting on tenders received for the provision of Maintenance for the Main Telephone Switches (copy herewith)

CONFERENCES

- (30) "Partnerships with Credit Unions" - Glasgow - 29 September 2001
Invitation received from Association of British Credit Unions Scotland
- (31) "CII Annual Conference - An Industry of Opportunity" - Edinburgh - 19-21 September 2001
Invitation received from CII Enterprises Limited
- (32) "RSA Conference 2001" - Amsterdam - 15-18 October 2001
Invitation received from KPMG
- (33) "IBM Intelligent Infrastructure Conference 2001" - Dunblane - 17 October 2001
Invitation received from IBM

Exclusion of Public

The Sub-Committee is asked to consider passing the following resolution:

"That under Section 50A(4) of the Local Government (Scotland) Act 1973, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 8 of Part 1 of Schedule 7A of the Act."

- (34) 2001/2002 DSO Management Accounts (pages 136-139)
Submit report by Director of Finance dated 10 August 2001 summarising the financial position of the Council's DSOs for the period from 1 April to 20 July 2001 (copy herewith)