

AGENDA

POLICY

- (1) Revenue Budget 2005/2006
 - (a) Miscellaneous Services (pages 1-6)
Submit report dated 1 December 2004 by the Director of Finance seeking approval for the Miscellaneous Services Revenue Budget 2005/2006 (copy herewith)
 - (b) Joint Boards (pages 7-8)
Submit report dated 1 December 2004 by the Director of Finance advising of the Joint Boards Revenue Budgets for the year 2005/2006 (copy herewith)

- (2) Finance Department Service Improvement Plan 2004/2005 to 2006/2007 and Revenue Budget 2005/2006 Report (pages 9-75)
Submit report dated 1 December 2004 by the Director of Finance seeking approval of the Finance Department's Service Improvement Plan for 2004/2005 to 2006/2007 and the Revenue Budget for 2005/2006 (copy herewith)

- (3) Audit Committee Principles in Local Authorities in Scotland (pages 76-84)
Submit report dated 1 December 2004 by the Director of Finance advising on the Audit Committee principles and the need for this Council to revise its current audit arrangements to comply with good practice (copy herewith)

- (4) Council Tax Discount for Second Homes and Long Term Empty Dwellings (pages 85-86)
Submit report dated 18 January 2005 by the Director of Finance seeking approval in terms of the Council Tax (Discount for Unoccupied Dwellings) (Scotland) Regulations 2004 to vary the level of discount awarded to second homes and long term empty dwellings (copy herewith)

MONITORING

- (5) Revenue Budget Monitoring Reports 2004/2005
 - (a) Finance Department (pages 87-90)
Submit report dated 1 December 2004 by the Director of Finance comparing actual expenditure and income for the Finance Department against estimates for the year to 12 November 2004; presenting a projected outturn for the year, and providing explanations for the major projected outturn variances (copy herewith)
 - (b) Miscellaneous Services (pages 91-93)
Submit report dated 25 November 2004 by the Director of Finance comparing actual expenditure and income on Miscellaneous Services against estimates for the year to 12 November 2004; presenting a projected outturn for the year, and providing explanations of the most significant variances (copy herewith)
 - (c) Council Summary (pages 94-98)
Submit report dated 9 December 2004 by the Director of Finance setting out the overall position of the Council's General Fund Account and the Housing Revenue Account for the year to 12 November 2004; providing a comparison of the projected outturn expenditure and income against the budget, and giving explanations of significant variances (copy herewith)

- (6) Trading Operations/PPP Summary Position (pages 99-102)
Submit report dated 1 December 2004 by the Director of Finance summarising the financial position of the Trading Accounts and expected return from the Public Private Partnerships, for the period from 1 April to 12 November 2004 (copy herewith)

- (7) Composite Capital Programme 2004/2005 - Monitoring Report (pages 103-106)
Submit report dated 20 December 2004 by the Director of Finance summarising the financial performance of the Composite Capital Programme 2004/2005 for the year to 12 November 2004 and showing the projected year end outturn position and resultant variances (copy herewith)

- (8) Finance Department Capital Programme 2004/2005 (pages 107-108)
Submit report dated 20 November 2004 by the Director of Finance summarising the financial performance of the Finance Department Capital Programme for 2004/2005, including information on current expenditure up to and including 12 November 2004 and providing explanations for significant movements (copy herewith)

- (9) Treasury Management Monitoring Report (pages 109-118)
Submit report dated 11 January 2005 by the Director of Finance giving details of the Council's loans and investment portfolios in terms of the approved Treasury Policy Statement (copy herewith)

- (10) Department of Finance Performance Monitoring Report - Period from 1 October to 31 December 2004 (pages 119-134)
Submit report dated 14 January 2005 by the Director of Finance advising of current performance against a selection of key performance indicators across the Finance Department (copy herewith)

- (11) Council Tax - Progress Report (pages 135-137)
Submit report dated 14 December 2004 by the Director of Finance advising of Council Tax collection performance during the period from 1 April to 30 November 2004 and comparing it with the same period last year (copy herewith)

- (12) Prudential Indicators 2005/2006
Submit report by Director of Finance (copy to follow)

- (13) Local Government Finance Settlement 2005/2006 to 2007/2008 - Update (pages 138-141)
Submit report dated 11 January 2005 by the Director of Finance advising of the Local Government Finance Settlement for the three years 2005/06 to 2007/08 (copy herewith)

- (14) Audit Scotland Report to Members on the 2003-2004 Audited Accounts (pages 142-145)
Submit report dated 17 December 2004 by the Director of Finance advising on the Auditor's Report to Members including the action plan agreed with the Chief Auditor (copy herewith)

- (15) Internal Audit Plan 2004/2005 - Progress Report (pages 146-148)
Submit report dated 23 December 2004 by the Audit Manager advising of the progress in the financial year to 23 December 2004 against the Internal Audit Plan for the year 2004/2005 (copy herewith)

OPERATIONAL

- (16) Tender - Extension to Computer Operations/Support Contract (page 149)
Submit report dated 24 November 2004 by the Director of Finance seeking authorisation to extend the existing contract for Computer Operations/Support (copy herewith)
- (17) Non-Domestic Rates (NDR) - Revaluation (pages 150-154)
Submit report dated 29 December 2004 by Director of Finance advising on legislation that requires a revaluation of all non-domestic properties in Scotland every five years with the current exercise being effective from 1 April 2005 (copy herewith)
- (18) Efficient Government
Submit report by the Director of Finance (copy to follow)

STAFFING

- (19) Overtime Payments (pages 155-156)
Submit report dated 29 December 2004 by the Director of Finance seeking approval for the payment of overtime to staff above the spinal threshold (SCP35) to meet operational requirements (copy herewith)
- (20) Group Life Assurance Scheme - Temporary and Fixed Term Work (pages 157-159)
Submit report dated 17 December 2004 by the Director of Finance seeking approval for the extension of the non-contributory Group Life Assurance Scheme for permanent employees to include temporary workers (copy herewith)

GENERAL

- (21) Conferences (pages 160-161)
Submit report dated 18 January 2005 by the Director of Administration on invitations received in respect of attendance at conferences (copy herewith)