

AGENDA

- (1) Declarations of Interest in terms of the Ethical Standards in Public Life Etc. (Scotland) Act 2000

MONITORING

- (2) Finance and Customer Services Quarterly Exceptions Report – April to December 2015 (pages 7-11)
Submit report dated 17 February 2016 by the Executive Director of Finance and Customer Services advising of Service performance for Quarter 3 of 2015/16 which was outwith agreed thresholds (copy herewith)

- (3) Revenue Budget Monitoring Reports 2015/16
 - (a) Finance and Customer Services (pages 12-16)
Submit report dated 20 January 2016 by the Head of Financial Services providing a comparison of actual expenditure and income for the year from 1 April 2015 to 8 January 2016 for Finance and Customer Services (including Miscellaneous Services) against the budget and providing explanations of the most significant variances (copy herewith)
 - (b) Council Summary (pages 17-25)
Submit report dated 3 February 2016 by the Head of Financial Services providing a comparison of actual expenditure and income for the year from 1 April 2015 to 8 January 2016 for the Council's General Fund Account and the Housing Revenue Account against the budget and providing explanations of the most significant variances (copy herewith)

- (4) Capital Budget Monitoring Reports 2015/16
 - (a) Finance and Customer Services Capital Programme 2015/16 (page 26)
Submit report dated 19 January 2016 by the Executive Director of Finance and Customer Services providing a summary of the financial performance of the Finance and Customer Services Capital Programme for the period from 1 April 2015 to 8 January 2016 (copy herewith)
 - (b) Composite Capital Programme 2015/16 (pages 27-31)
Submit report dated 3 February 2016 by the Executive Director of Finance and Customer Services providing an update on the movement in resources and expenditure budgets for the Composite Capital Programme for the period from 1 April 2015 to 8 January 2016, together with the projected year end outturn position and resultant variances (copy herewith)

- (5) Payment of Local Taxation and Benefit Update (pages 32-35)
Submit report dated 2 February 2016 by the Head of Revenue Services providing an update on the payment performance for Council Tax and Non-Domestic Rates and the administration of Housing Benefit and Council Tax Benefit/Reduction Scheme (copy herewith)

- (6) Treasury Management Monitoring Report – 1 October to 31 December 2015 (pages 36-41)
Submit report dated 4 February 2016 by the Head of Financial Services advising on the quarterly activity of the Council's Loans and Investment Portfolios from 1 October to 31 December 2015 (copy herewith)
- (7) Treasury Management Strategy 2016/17 and Treasury and Prudential Indicators 2016/2017 to 2018/2019 (pages 42-77)
Submit report dated 3 February 2016 by the Executive Director of Finance and Customer Services outlining the Treasury Management Strategy for 2016/17 in accordance with the CIPFA Code of Practice on Treasury Management and the Treasury and Prudential Indicators 2016/2017 to 2018/2019 (copy herewith)

FINANCIAL

- (8) Impact of Approved Council Structure on Financial Regulations and Financial Scheme of Delegation (pages 78-111)
Submit report dated 1 February 2016 by the Head of Financial Services seeking approval to amend the Council's Financial Regulations and Scheme of Financial Delegation to reflect the Council's recently revised Service Delivery Model (copy herewith)

OPERATIONAL

- (9) Audit Scotland – Review of Housing Benefit Subsidy Certification Issues 2014/15 (pages 112-113)
Submit report dated 2 February 2016 by the Head of Revenue Services providing a summary of the Audit Scotland annual report in relation to housing benefit subsidy certification issues (copy herewith)
- (10) Remit from the Housing and Social Work Services Committee of 4 February 2016 – Former Tenant Arrears Write-Off to 31 March 2014 (pages 114-115)
Submit report dated 4 February 2016 by the Manager (Finance and Administration) seeking approval to write-off the sum of £800,838 relating to former tenant rent arrears prior to 31 March 2014 which are considered irrecoverable (copy herewith)
- (11) ICT Transformation Programme (pages 116-119)
Submit report dated 9 February 2016 by the Head of E-Government and Service Development providing an update on the ICT Transformation Programme (copy herewith)

CONTRACTS

- (12) Tender for Council Insurance Programme (Excluding Combined Liability) 2016 (pages 120-125)
Submit report dated 10 February 2016 by the Head of Revenue Services seeking approval to award the contracts for renewal of the Council's insurance programme (copy herewith)

- (13) Tender Report - Procurement of Microsoft Software Licences for both Schools and Corporate Users (pages 126-127)
Submit report dated 24 February 2016 by the Head of E-Government and Service Development advising of the outcome of the mini competition to procure Microsoft Licences for both schools and corporate users and seeking approval to award the contract (copy herewith)
- (14) Procurement – Proposed Extension of the Office Equipment Contract (pages 128-129)
Submit report dated 21 January 2016 by the Head of E-Government and Service Development seeking homologation of the action taken by the Executive Director of Corporate Services to extend the Office Equipment contract for a period of one year (copy herewith)
- (15) Tender Report: Mini Competition for Renewal of Sophos Anti-Virus Software (pages 130-131)
Submit report dated 4 February 2016 by the Head of E-Government and Service Development advising of the award of the contract for the supply of anti-virus software to Softwarebox Limited (copy herewith)
- (16) Tender: Mobile Telephony Services (pages 132-133)
Submit report dated 15 February 2016 by the Head of E-Government and Service Development seeking approval to procure Mobile Telephony Services utilising the Crown Commercial Service Framework (copy herewith)
- (17) Contracts Accepted Under Financial Limits – 26 November 2015 to 11 February 2016 (pages 134-135)
Submit report dated 11 February 2016 by the Head of Democratic and Legal Services advising of contracts accepted by the Executive Director of Corporate Services in accordance with Contract Standing Orders (copy herewith)