

FINANCIAL RESOURCES SCRUTINY FORUM

Minutes of meeting held in Committee Room 5, Council Offices, Almada Street, Hamilton on 3 December 2009

Chair:

Councillor Tommy Gilligan

Councillors Present:

John Anderson, Pam Clearie, Mary McNeill, Henry Mitchell, Graham Scott, George Sutherland, Jim Wardhaugh

Councillor's Apology:

Hugh Dunsmuir

Attending:

Corporate Resources

G Bow, Administration Adviser

Finance and Information Technology Resources

P Manning, Head of Finance Services; L O'Hagan, Finance Manager (Accounting and Budgeting)

Housing and Technical Resources

I Douglas, Project Services Manager; J Stobie, Head of Property Services

1 Declaration of Interests

No interests were declared.

2 Minutes of Previous Meeting

The minutes of the meeting of the Financial Resources Scrutiny Forum held on 5 November 2009 were submitted for approval as a correct record.

The Forum decided: that the minutes be approved as a correct record.

3 Information Requested from Resources

A report dated 11 November 2009 by the Executive Director (Finance and Information Technology Resources) was submitted on information received from Resources in response to the following issues raised at the last meeting of the Forum:-

Corporate Resources

- ◆ Vacant posts within Legal Services
- ◆ Brandongate rent and service charges

Education Resources – Uplift of refuse from schools

Housing and Technical Resources

- ◆ Care of Gardens Scheme
- ◆ Ground Maintenance
- ◆ Use of Bed and Breakfast accommodation for homeless applicants

Social Work Resources – Aids and Adaptations

The Forum decided: that the information provided by Resources on the issues raised at the last meeting of the Forum be noted.

4 Revenue Budget Monitoring 2009/2010

A report dated 10 November 2009 by the Executive Director (Finance and Information Technology Resources) was submitted on the position of the Council's revenue budget at 2 October 2009 including:-

- ◆ the financial position of the revenue budget for the General Services, Housing Revenue and Trading Services accounts
- ◆ the financial and operational position of the Property Services Trading Service

The Forum decided:

- (1) that further information be requested from Community Resources on whether:-
 - ◆ outstanding vacancies within Facilities and Cultural and Land Services were being advertised
 - ◆ additional costs associated with the hire of external vehicles, such as maintenance vehicles, were contained within the initial hire contract
- (2) that clarification be requested from Corporate Resources in relation to the cost of the Employee Awards event;
- (3) that further information be requested from Education Resources on:-
 - ◆ the analysis of the teachers' overspend across maternity and vacancy cover
 - ◆ the breakdown of APT and C employees, including numbers and annual budget, across the main spend areas including schools, libraries and central staff
 - ◆ the elements included within the "Education Resources – Other Property Costs" budget line and the reason for the underspend
- (4) that further information be requested from Enterprise Resources on the overspend on the computer equipment purchase budget line;
- (5) that further information be requested from Housing and Technical Resources on why the budget was not adjusted at the end of the year for the void garage sites which were disused, derelict or could not be let;
- (6) that a presentation be made to a future meeting of the Forum providing an overview of the main elements of the IT spend budget and how this interacted with Resource budgets; and
- (7) that clarification be obtained from Social Work Resources on which operational building required the replacement of its telephone system.

5 Capital Budget Monitoring 2009/2010

A report dated 18 November 2009 by the Executive Director (Finance and Information Technology Resources) was submitted on the progress of the Council's various capital programmes at 2 October 2009 including information on:-

- ◆ the financial and physical progress of the Housing Capital Programme
- ◆ the financial and physical progress of the various General Fund Capital Programmes
- ◆ adjustments to the 2009/2010 General Fund Capital Programme which had been agreed by the Executive Committee

The Forum decided: that the report be noted.

6 Urgent Business

There were no items of urgent business.