



Council Offices, Almada Street  
Hamilton, ML3 0AA

20 October 2009

Dear Councillor

## **Finance and Information Technology Resources Committee**

The Members listed below are requested to attend a meeting of the above Committee to be held as follows:-

**Date: Tuesday 27 October 2009**

**Time: 2:00pm**

**Venue: Committee Room 1, Council Offices, Almada Street, Hamilton**

The business to be considered at the meeting is listed overleaf.

Yours sincerely

**Archibald Strang**  
**Chief Executive**

### **Members**

David Baillie, Walter Brogan, Graeme Campbell, Gordon Clark, Pam Clearie, Russell Clearie, Peter Craig, Lynn Filshie, Jim Handibode, Graeme Horne, Bobby Lawson, Eileen Logan, Anne Maggs, James Malloy, Archie Manson, Edward McAvoy, Michael McCann, Lesley McDonald, Jean McKeown, Mary McNeill, Danny Meikle, Henry Mitchell, Graham Simpson, George Sutherland

## BUSINESS

**1 Declaration of Interests**

**2 Minutes of Previous Meeting**

Minutes of the meeting of the Finance and Information Technology Resources Committee held on 7 July 2009 submitted for approval as a correct record. (Copy attached) Page(s) 1 to 6

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**Monitoring Item(s)**

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**3 Revenue Budget Monitoring 2009/2010 - Finance and Information Technology Resources**

Report dated 14 September 2009 by the Executive Director (Finance and Information Technology Resources) (Copy attached) Page(s) 7 to 12

**4 Capital Budget Monitoring 2009/2010 - Finance and Information Technology Resources**

Report dated 14 September 2009 by the Executive Director (Finance and Information Technology Resources) (Copy attached) Page(s) 13 to 16

**5 Workforce Monitoring - June, July and August 2009**

Joint report dated 7 October 2009 by Executive Directors (Corporate Resources) and (Finance and Information Technology Resources). (Copy attached) Page(s) 17 to 22

**6 Statutory Performance Indicators - 5 Year Comparison 2004-2005 to 2008 - 2009**

Report dated 24 September 2009 by the Executive Director (Finance and Information Technology Resources). (Copy attached) Page(s) 23 to 28

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**Item(s) for Decision**

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**7 Biggar Common Good Fund - Proposed Grant to Biggar Business Group**

Report dated 30 September 2009 by the Executive Director (Finance and Information Technology Resources) (Copy attached) Page(s) 29 to 30

**8 Best Value Review - Accounting and Budgeting**

Report dated 29 September 2009 by the Executive Director (Finance and Information Technology Resources) (Copy attached) Page(s) 31 to 50

**9 Revenues Collection as at 31 August 2009 and Approval for Write off**

Joint report dated 5 October 2009 by the Executive Directors (Finance and Information Technology Resources) and (Housing and Technical Resources). (Copy attached) Page(s) 51 to 58

**10 Extension of the Bulk Printing and Mailing Contract**

Report dated 30 September 2009 by the Executive Director (Finance and Information Technology Resources). (Copy attached) Page(s) 59 to 62

**11 Electronic Document Records Management Systems (EDRMS) Deployment Across Resources**

Report dated 30 September 2009 by the Executive Director (Finance and Information Technology Resources). (Copy attached) Page(s) 63 to 66

**12 eProcurement Programme Update September 2009**

Report dated 25 September 2009 by the Executive Director (Finance and Information Technology Resources) (Copy attached) Page(s) 67 to 72

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**Item(s) for Noting**

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**13 Treasury Management Investment Activity - Quarterly Report**

Report dated 5 October 2009 by the Executive Director (Finance and Information Technology Resources) (Copy attached) Page(s) 73 to 82

**14 International Financial Reporting Standards**

Report dated 5 October 2009 by the Executive Director (Finance and Information Technology Resources). (Copy attached) Page(s) 83 to End

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**Urgent Business**

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**15 Urgent Business**

Any other items of business which the Chair decides are urgent.

***For further information, please contact:-***

***Pauline MacRae on 01698 454108***

***pauline.macrae@southlanarkshire.gov.uk***