

FINANCIAL RESOURCES SCRUTINY FORUM

Minutes of meeting held in Committee Room 5, Council Offices, Almada Street, Hamilton on 13 May 2010

Chair:

Councillor Tommy Gilligan

Councillors Present:

John Anderson, Brian McCaig, Mary McNeill, Graham Scott, George Sutherland

Councillors' Apologies:

Pam Clearie, Graham Simpson, Jim Wardhaugh

Attending:**Community Resources**

S Clelland, Head of Land and Fleet Services; J Swan, Assistant Finance Manager

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

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 25 March 2010 were submitted for approval as a correct record.

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

3 Information Requested from Community Resources

A report dated 28 April 2010 by the Executive Director (Finance and Information Technology Resources) was submitted on information received from Community Resources in response to an issue raised at the last meeting of the Forum relating to an underspend on the APT&C Basic Pay budget line within Concierge Services and the overspend on overtime on the same budget heading.

It was confirmed that 2 posts within Concierge Services had been filled and 2 remained to be filled. Of the 2 posts to be filled, 1 would not be filled at the current time due to the potential closure of the facility. It was expected that the level of overtime would decrease in 2010/2011 as a result of the posts being filled. The number of occasions where cover was required during periods of absence would be kept under review.

The Forum decided: that the information provided by Community Resources on the issue raised at the last meeting of the Forum in relation to the APT&C Basic Pay and Overtime budget lines for Concierge Services be noted.

[Reference: Minutes of 25 March 2010 (Paragraph 4)]

4 Revenue Budget Monitoring 2009/2010

A report dated 28 April 2010 by the Executive Director (Finance and Information Technology Resources) was submitted on the position of the Council's revenue budget at 19 March 2010 including:-

- ♦ the financial position of the revenue budget for the General Services, Housing Revenue and Trading Services accounts
- ♦ the financial and operational position of Facilities and Fleet and Ground Maintenance Trading Services

The Forum decided: that further details be requested from Community Resources on the overspend on Property Costs in relation to expenditure on the Carlisle Civic Amenity Site.

5 Review of Trading Services - 2010/2011 Update

A report dated 21 April 2010 by the Executive Director (Finance and Information Technology Resources) was submitted on a review carried out in order to fulfill the annual requirement to review existing and potential trading services.

Details of how the review had been carried out, including the outcome of consultation carried out with the Executive Director of each Resource, were provided.

The review exercise had shown that the current trading activities should continue to be regarded as Trading Services.

An analysis of potential trading activities against the financial and non-financial criteria had resulted in no additional services being proposed as Trading Services in 2010/2011.

The Forum decided: that, based on the analysis carried out and the information provided by Executive Directors, the proposal to retain the existing trading activities with no further activities being added as Trading Services be endorsed.

6 Capital Budget Monitoring 2009/2010

A report dated 27 April 2010 by the Executive Director (Finance and Information Technology Resources) was submitted on the progress of the Council's various capital programmes at 19 March 2010 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

Current estimates from Resources had indicated that there would be an underspend of approximately £15 million on the General Fund Capital Programme at the year end. The key factors contributing to this underspend were detailed.

Officers would continue to work to maximise spend on the General Fund Capital Programme.

The Forum decided: that the report be noted.

7 Urgent Business

There were no items of urgent business.