



Council Offices, Almada Street  
Hamilton, ML3 0AA

7 September 2011

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 13 September 2011**

**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, Edward McAvoy, Lesley McDonald, Jean McKeown, Mary McNeill, Anne Maggs, James Malloy, Archie Manson, Danny Meikle, Henry Mitchell, Alan Scott, Graham Simpson, George Sutherland

## BUSINESS

**1 Declaration of Interests**

**2 Minutes of Previous Meeting**

Minutes of meeting of Finance and Information Technology Resources Committee held on 14 June 2011 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 2011/2012 - Finance and Information Technology Resources**

Report dated 12 August 2011 by the Chief Executive. (Copy attached) Page(s) 7 to 14

**4 Capital Budget Monitoring 2011/2012 - Finance and Information Technology Resources**

Report dated 12 August 2011 by the Chief Executive. (Copy attached) Page(s) 15 to 18

**5 Workforce Monitoring - May to July 2011**

Joint report dated 19 August 2011 by the Chief Executive and the Executive Director (Corporate Resources). (Copy attached) Page(s) 19 to 24

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### Item(s) for Decision

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**6 Contract for Provision of Fixed Line Telephony Services 2011-2015**

Report dated 18 August 2011 by the Chief Executive. (Copy attached) Page(s) 25 to 30

**7 Lanark Common Good - Lanark Playpark Action Group**

Report dated 18 August 2011 by the Chief Executive. (Copy attached) Page(s) 31 to 34

**8 Procurement Strategy**

Report dated 22 August 2011 by the Chief Executive. (Copy attached) Page(s) 35 to 56

**9 Public Contracts Scotland Quick Quote Trial**

Report dated 5 September 2011 by the Chief Executive. (Copy attached) Page(s) 57 to 60

**10 Revenues Collection as at 31 July 2011 and Approval for Write Off**

Joint report dated 16 August 2011 by the Chief Executive and the Executive Director (Housing and Technical Resources). (Copy attached) Page(s) 61 to 66

**11 Annual Investment Report 2010/2011**

Report dated 12 August 2011 by the Chief Executive. (Copy attached) Page(s) 67 to 76

**12 Treasury Management Activity and Prudential Code Indicators for 2010/2011**

Report dated 15 August 2011 by the Chief Executive. (Copy attached) Page(s) 77 to 90

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### Item(s) for Noting

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**13 Treasury Management Activity - First Quarter Review**

Report dated 5 September 2011 by the Chief Executive. (Copy attached) Page(s) 91 to 98

**14 Renewal of eSourcing Software**

Report dated 16 August 2011 by the Chief Executive. (Copy attached) Page(s) 99 to 102

**15 Insurance Claims 2010/2011**

Report dated 12 August 2011 by the Chief Executive. (Copy attached) Page(s) 103 to 108

- 16**      **Former Council House Buildings Insurance Contract - Tender Exercise 2011/2012**  
Report dated 8 August 2011 by the Chief Executive. (Copy attached) Page(s) 109 to End
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**Urgent Business**

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- 17**      **Urgent Business**  
Any other items of business which the Chair decides are urgent.

*For further information, please contact:-  
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