

CORPORATE SERVICES COMMITTEE

At a Meeting of the Corporate Services Committee held in the Council Chambers, Municipal Buildings, Station Road, Dumbarton on Wednesday, 26 January 2005 at 10.00 a.m.

Present: Councillors Geoff Calvert, Gail Casey, Duncan McDonald and Andy White.

Attending: Gerry McInerney, Director of Corporate Services, Stephen Brown, Head of Legal and Administrative Services; Angela Clements, Head of Information Services; Lynn Bradley, Head of Finance; David Connell, Manager of Accounting; Vincent Gardiner, Manager of Exchequer; Russell Fleming, Resource Manager, Housing and Technical Services and Shona Barton, Administrative Assistant.

Apologies: Apologies for absence were submitted on behalf of Councillors Jim Bollan, Margaret Bootland and Tony Devine.

APPOINTMENT OF CHAIR

4809 In the absence of the Convener, Councillor Devine, it was agreed that the meeting be chaired by Councillor Andy White. Accordingly Councillor White assumed the Chair.

ONE MINUTE SILENCE

4810 After hearing Councillor White, the Committee was upstanding to observe a one minute silence in remembrance of Councillor Jack Duffy who passed away at the weekend after a short illness.

MINUTES OF PREVIOUS MEETING

4811 The Minutes of Meeting of the Corporate Services Committee held on 24 November 2004 were submitted and approved as a correct record.

CORPORATE SERVICES BUDGETARY CONTROL REPORT

4812 A report was submitted by the Director of Corporate Services advising of the performance of the Corporate Services budget for the period to 15 December 2004.

4813 The Committee agreed to note the contents of the report.

DUMBARTON COMMON GOOD FUND

- 4814 A report was submitted by the Director of Corporate Services providing details of income and expenditure on the Dumbarton Common Good Fund for the period to 15 December 2004.
- 4815 After discussion, the Committee agreed to note the statement of Income and Expenditure as at 15 December 2004.

UPDATE ON FINANCE REVENUES COLLECTION

- 4816 A report was submitted by the Director of Corporate Services updating on the collection of the local Council Tax and National Non-Domestic Rates (NNDR).
- 4817 The Committee agreed to note the Council Tax and NNDR collection and workflow performance to date.
- 4818 Councillor White, on behalf of the Committee commended all staff involved for their performance in the increasing collection rates of Council Tax and NNDR.

INTEREST RATES (1 APRIL 2004 – 1 JANUARY 2005)

- 4819 A report was submitted by the Director of Corporate Services advising on interest rates during the period from 1 April 2004 to 1 January 2005.
- 4820 The Committee agreed to note the contents of the report.

TREASURY TRANSACTIONS

- 4821 A report was submitted by the Director of Corporate Services advising of the treasury transactions of the Council for the period from 1 April 2004 to 15 December 2004.
- 4822 The Committee agreed to note the contents of the report.

ACTIVE DIRECTORY PROJECT

- 4823 A report was submitted by the Director of Corporate Services informing on the progress of the Active Directory project.
- 4824 Having heard the Head of Information Services in further explanation and in answer to Members' questions, the Committee agreed to note the contents of the report.

SMARTCARD SCHEME – PROGRESS REPORT

4825 A report was submitted by the Director of Corporate Services advising of the progress made with respect to the introduction of the West Dunbartonshire smartcard.

4826 After discussion and having heard the Resource Manager, Housing and Technical Services, in further explanation, the Committee agreed:-

- (1) to note the progress made in implementing the Smartcard Scheme;
- (2) to approve the placing of the Schools Cashless Catering System with CRM Solutions in accordance with the terms of the report; and
- (3) to approve the name of the Smartcard as the Westcard.

LOCAL, GENERAL AND COMMUNITY COUNCIL GRANTS 2004/2005

4827 A report was submitted by the Director of Corporate Services providing an update on the budget position of Local Grants, General Grants and Grants to Community Councils and providing details of grant applications for consideration.

4828 The Committee noted that in order to consider an appeal against a previous decision on Grant application 04/58 from Loch Lomond Water Ski Club, referred to in Appendix C to the report, suspension of Standing Order 16 would be required as the decision had been made less than 6 months from the date of this meeting. The Committee agreed to suspend Standing Order 16 accordingly.

4829 After discussion the Committee agreed:-

- (1) to note the current budgetary position on Local, General and Community Council Grants as detailed in Appendix A to the report;
- (2) that the New Local Grants Applications for 2004/2005 be dealt with as shown in Appendix 1 to these Minutes;
- (3) that the appeal in relation to Grant application 04/58 be dealt with as shown in Appendix 2 to these Minutes;
- (4) to note the applications referred to "Awards for All" for funding as shown in Appendix D to the report; and
- (5) to note the organisations who have prepared or are in the process of preparing Service Level Agreements as shown in Appendix E to the report.

The meeting closed at 10.13 a.m.