

## **CONTRACT SERVICES POLICY BOARD**

At a meeting of the Contract Services Policy Board held within the Council Offices, Garshake Road, Dumbarton on 25th September, 1996.

**Present:** Councillors Patricia Rice (LAB), James Flynn (LAB), Andrew White (LAB), Anthony Devine (LAB), Duncan Mills (LAB), Mary Campbell (LAB), Ronnie McColl (SNP), Craig McLaughlin (SNP), Margaret McGregor (SNP) and Jim Chirrey (SNP).

**Attending:** Allan Findlay, Director of Contract Services, David McMillan, Commercial Operations Manager, Alan Summers, Construction Operations Manager; Ken Sharp, Support Services Manager; and Anne Laird, Chief Administrative Officer.

**Apologies for Absence:** Apologies for absence were intimated on behalf of Councillors Calvert and Macdonald.

### **Councillor Patricia Rice in the Chair**

## **TIMING OF MEETING**

Councillor McLaughlin, seconded by Councillor McColl, moved that the meeting be adjourned until 10 a.m. to allow press and public to be present having regard to the contradictory times given for the meeting. By way of amendment Councillor Campbell, seconded by Councillor White, moved that the meeting having been properly called, should continue.

On a vote being taken four Members voted for the motion and six Members for the amendment which was accordingly carried.

## **MINUTES OF PREVIOUS MEETING**

The Minutes of Meeting of the Contract Services Policy Board held on 19th June, 1996 were submitted and approved as a correct record.

## **PROVISION OF FINANCIAL PERFORMANCE DATA**

There was submitted report by the Director of Contract Services seeking confirmation of a format, frequency and content for the presentation of financial performance data to be presented at future meetings of the Board. The Board agreed that:-

- (a) the Director of Contract Services present a Financial Performance Data Report, prepared jointly with the Director of Finance to the Board on a quarterly basis;

- (b) the report contain the latest complete information available on each statutory and non-statutory account detailing income and expenditure at actual, budget and outturn positions;
- (c) the first report be introduced as soon as practical by the Director of Contract Services in consultation with the Director of Finance taking account of the availability of information from systems currently under development.

### **COMPULSORY COMPETITIVE TENDERING**

There was submitted and noted report by the Director of Contract Services on the legislative timetable for the introduction of CCT.

### **DEVELOPMENT OF ORGANISATIONAL STRUCTURE**

There was submitted progress report by the Director of Contract Services on progress made to date in implementing the departmental structure and the current position in respect of appointments. After discussion, and having heard the officers in answer to Members' questions, the Board noted that there were currently two different models of temporary contracts, as inherited from Clydebank and Dumbarton District Councils respectively and agreed that the matter should be reviewed. The Board further noted the report.

### **LABOUR EMPLOYED WITHIN CONTRACT SERVICES**

There was submitted report by the Director of Contract Services updating details of labour employed within Contract Services as at 6th September, 1996. After discussion and having heard the officers in answer to Members' questions, the Board noted the report.

### **GENERAL SERVICES ACCOUNT 1996/97**

There was submitted report by the Director of Contract Services advising of the impact of recent decisions taken by the Special Sub-Committee on Vacancies. The Board, following clarification by the Director of Contract Services, noted the report.

At this point Councillor Mills left the meeting.

### **PROPERTY MAINTENANCE WITHIN WEST DUNBARTONSHIRE COUNCIL**

There was submitted report by the Director of Contract Services highlighting the effect of the reduction in Contract Services turnover arising from the Property Maintenance budget.

In this connection, there was tabled a further report giving details of an unofficial walkout which had been staged within the Construction Services Division, Dumbarton on Friday 20th September 1996, following redundancies resulting from a downturn in workload. The Board heard the officers in answer to Members' questions. Councillor Flynn, seconded by

Councillor Devine, in terms of Standing Order 17(h) moved closure, having regard to the time spent on the matter and the need to proceed with the business of the Board. On a vote being taken 5 Members voted for the motion. Before the votes against were taken, Councillors McColl, McLaughlin, McGregor and Chirrey left the meeting.

The Board noted the report.

## **CONFERENCES**

### **(a) LONDON WOMEN & MANUAL TRADES**

There were submitted and noted details of Launch of "Staying Power - Women in Direct Labour Building Teams" Monday, 7th October, 1996.

### **(b) ADLO**

There were submitted and noted details of a Catering Seminar & Exhibition , Glasgow 30th and 31st October, 1996.

## **TENDERS SUBMITTED BY CONTRACT SERVICES**

There was submitted and noted report by the Director of Contract Services advising of the status of tenders submitted by Contract Services during the period 1st April to 13th September, 1996.