

**WEST DUNBARTONSHIRE COUNCIL**

**Council Offices, Garshake Road, Dumbarton, G82 3PU**

11 December 2008

**MEETING: CORPORATE & EFFICIENT GOVERNANCE COMMITTEE**

**WEDNESDAY, 17 DECEMBER 2008  
COUNCIL CHAMBERS  
CLYDEBANK TOWN HALL  
DUMBARTON ROAD  
CLYDEBANK**

Dear Member,

Please attend a meeting of the **Corporate & Efficient Governance Committee** to be held in the Council Chambers, Clydebank Town Hall, Dumbarton Road, Clydebank on Wednesday, 17 December 2008 at 10.00 a.m.

The business is as shown on the enclosed Agenda.

Yours faithfully

**DAVID MCMILLAN**

Chief Executive

**Distribution:**

Councillor Craig McLaughlin (Chair)  
Councillor Jim Bollan  
Councillor Margaret Bootland  
Councillor Jim Brown  
Councillor Geoff Calvert  
Councillor David McBride  
Councillor Jonathan McColl  
Councillor Ronnie McColl  
Councillor Marie McNair  
Councillor Iain Robertson (Vice Chair)

**All other Councillors for information**

Chief Executive  
Executive Director of Corporate Services  
Executive Director of Educational Services  
Executive Director of Housing, Environmental & Economic Development  
Executive Director of Social Work and Health

## **CORPORATE & EFFICIENT GOVERNANCE COMMITTEE**

**WEDNESDAY, 17 DECEMBER 2008**

### **AGENDA**

**1. APOLOGIES**

**2. MINUTES OF PREVIOUS MEETING**

Submit for approval as a correct record, the Minutes of the Meeting of the Corporate and Efficient Governance Committee held on 29 October 2008.

**3. BEST VALUE REVIEW – POLICY FUNCTION**

With reference to the Minutes of Meeting of the Committee held on 29 October 2008 (Page 1452 refers), resubmit report by the Chief Executive providing a follow up to the report submitted to the August meeting of the Committee on the Best Value Review of the policy function within West Dunbartonshire Council.

**4. CHIEF EXECUTIVE'S DEPARTMENT PERFORMANCE REVIEW 2008/9 – PROGRESS REPORT**

Submit report by the Chief Executive setting out the performance of the Chief Executive's Department in 2008/9 from 1 April to 30 November 2008.

**5. ANNUAL EQUALITIES REPORT**

Submit report by the Chief Executive introducing the Council's Annual Equalities Report 2008 which sets out the Council's progress in the promotion of equal opportunities.

**6. CHIEF EXECUTIVE BUDGETARY CONTROL REPORT: PERIOD 7 2008/09**

Submit report by the Chief Executive advising of the performance of the Chief Executive budget for the period to 15 November 2008.

**7. CORPORATE SERVICES BUDGETARY CONTROL REPORT: PERIOD 7 2008/09**

Submit report by the Executive Director of Corporate Services advising of the performance of the Corporate Services Departmental budget for the period to 15 November 2008.

**8. TREASURY UPDATE (1 APRIL 2008 – 15 NOVEMBER 2008)**

Submit report by the Executive Director of Corporate Services advising about interest rates and treasury transactions of the Council which have taken place during the period 1 April 2008 to 15 November 2008.

**9. TREASURY ADVISERS**

Submit report by the Executive Director of Corporate Services advising on the current situation regarding the tendering process for appointment of treasury advisers.

**10. UPDATE ON FINANCE REVENUES COLLECTION 2008/09**

Submit report by the Executive Director of Corporate Services providing an update on the collection of the local council tax and national non-domestic rates (NNDR).

**11. DUMBARTON COMMON GOOD FUND – MONITORING REPORT TO 15 NOVEMBER 2008**

Submit report by the Executive Director of Corporate Services providing details of income and expenditure on the Common Good Fund Account to 15 November 2008.

**12. DUMBARTON COMMON GOOD FUND – GROUND RENTAL INCOME**

Submit report by the Chief Executive providing further information on anticipated ground rental income to the Common Good Fund for 2008/09.

**13. CORPORATE DEBT POLICY**

Submit report by the Executive Director of Corporate Services recommending a corporate debt policy for the Council.

**14. GRANTS UPDATE**

Submit report by the Executive Director of Corporate Services providing an update on grants to voluntary organisations through Dumbarton Common Good, Community Council budgets and via delegated Member approval.

**15. EMPLOYMENT EQUALITIES MONITORING REPORT 2007/2008**

Submit report by the Executive Director of Corporate Services detailing recent patterns with regards to equalities and employment within West Dunbartonshire Council, with reference to equalities in employment monitoring figures for 2006/2007 and 2007/2008, and other available data sources.

**16. ALCOHOL & SUBSTANCE MISUSE POLICY**

Submit report by the Executive Director of Corporate Services seeking approval for the implementation of an Alcohol and Substance Misuse Policy and Procedure.

For information on the above agenda please contact Fiona Anderson, Committee Officer, Legal, Administrative & Regulatory Services, Council Offices, Garshake Road, Dumbarton G82 3PU. Tel: (01389) 737210 e-mail: [fiona.anderson@west-dunbarton.gov.uk](mailto:fiona.anderson@west-dunbarton.gov.uk)