

## **CORPORATE SERVICES COMMITTEE**

At a Meeting of the Corporate Services Committee held in the Council Chambers, Municipal Buildings, Dumbarton Road, Clydebank on Wednesday, 25 February 2004 at 10.00 a.m.

**Present:** Councillors Margaret Bootland, Geoff Calvert, Gail Casey, Tony Devine, Duncan McDonald, and Andy White.

**Attending:** Eric Walker, Director of Corporate Services; Stephen Brown, Head of Legal & Administrative Services; Lynn Bradley, Head of Finance; Angela Clements, Head of Information Services; Gerry McInerney, Head of Personnel; Vincent Gardiner, Manager of Exchequer; Joe Reilly, Section Head (Resources), Social Work and Housing Services and Shona Barton, Administrative Assistant.

**Apologies:** Apologies for absence were intimated on behalf of Councillors Jim Bollan and Jack Duffy.

### **Councillor Tony Devine in the Chair**

## **MINUTES OF PREVIOUS MEETING**

- 1923 The Minutes of Meeting of the Corporate Services Committee held on 17 December 2003 were submitted and approved as a correct record.

## **ACTION AGAINST VANDALISM COMMITTEE**

- 1924 A report was submitted by the Director of Corporate Services seeking the Committee's view on the future administrative arrangements of the Action Against Vandalism Committee (AAVC).
- 1925 After discussion the Committee agreed that the AAVC should draft a Constitution, and that on completion a report should be submitted for consideration to a future meeting of this Committee.

## **DOMESTIC WATER & SEWERAGE CHARGES**

- 1926 There was submitted correspondence from the Scottish Executive in reply to a letter sent in relation to Domestic Water and Sewerage Charges, following the Meeting of Corporate Services Committee held on 17 December 2003.
- 1927 After discussion and having heard the Manager of Exchequer in further explanation, the Committee agreed:-

- (1) that further representations on this matter be made to the Scottish Executive, with copies of any correspondence sent to the 2 local MSPs;
- (2) that representation be made to the 2 local MPs relating the Council's concerns on this issue in a UK context; and
- (3) that the Anti-Poverty Forum be kept up to date on progress relating to this issue.

**CORPORATE SERVICES BUDGETARY CONTROL REPORT:  
PERIOD 9 (2003/04)**

- 1928 There was submitted a report by the Director of Corporate Services advising of the performance of the Corporate Services budget for the period to 31 December 2003.
- 1929 After discussion and having heard the Head of Finance and the Manager of Exchequer in further explanation, the Committee agreed to note the contents of the report.

**GENERAL SERVICES CAPITAL BUDGETARY CONTROL REPORT:  
PERIOD 9, 2003/04**

- 1930 There was submitted a report by the Director of Corporate Services advising of the progress of the General Services Capital Programme as at 31 December 2003.
- 1931 Having heard the Head of Finance in further explanation, the Committee agreed that future Capital Budgetary Control Reports would be submitted to Council.

**DUMBARTON COMMON GOOD FUND – MONITORING REPORT TO  
31 DECEMBER 2003**

- 1932 A report was submitted by the Director of Corporate Services providing details of income and expenditure of the Dumbarton Common Good Fund as at 31 December 2003.
- 1933 Having heard the Director of Corporate Services in further explanation the Committee agreed to note the contents of the report.

### **UPDATE ON FINANCE REVENUES COLLECTION**

- 1934 A report was submitted by the Director of Corporate Services updating on the progress of the collection of Council Tax levied.
- 1935 After discussion and having heard the Director of Corporate Services and the Manager of Exchequer in further explanation, the Committee agreed to note the contents of the report.

### **GUIDANCE NOTE ON THE DEFINITION OF CAPITAL EXPENDITURE**

- 1936 A report was submitted by the Director of Corporate Services informing of changes in the definition of Capital Expenditure caused by the cessation of Scottish Executive Capital Consent in favour of the CIPFA Prudential Code.
- 1937 After discussion and having heard the Head of Finance in further explanation, the Committee agreed to adopt the Guidance Note, as shown in appendix 1 to these minutes.

### **INTEREST RATES (1 APRIL 2003 – 1 FEBRUARY 2004)**

- 1938 There was submitted and noted a report by the Director of Corporate Services providing information on interest rates during the period from 1 April 2003 to 1 February 2004.

### **TREASURY TRANSACTIONS (1 APRIL 2003 – 31 JANUARY 2004)**

- 1939 There was submitted and noted a report by the Director of Corporate Services advising of the treasury transactions of the Council during the period from 1 April 2003 to 31 January 2004.

### **POLICY ON DOMESTIC ABUSE**

- 1940 A report was submitted by the Director of Corporate Services seeking approval for a revised policy on Domestic Abuse.
- 1941 After discussion and having heard the Head of Personnel in further explanation, the Committee agreed to approve the revised policy on Domestic Abuse.

### **CLYDEBANK AND LOCH LOMOND RUGBY CLUBS**

- 1942 A report was submitted by the Director of Corporate Services providing information about the respective financial positions of Clydebank and Loch Lomond Rugby Football Clubs.

- 1943 Having heard the Director of Corporate Services in further explanation, the Committee agreed to note the contents of the report. After hearing the Convener, it was also agreed that should any Members wish to take this matter further that they should contact the relevant officers for further guidance.

### **LEAGUE TABLE OF COMPARATIVE RATINGS FOR PUBLIC SECTOR WEBSITES**

- 1944 A report was submitted by the Director of Corporate Services providing a comparative update on the Council's website portal.
- 1945 Having heard the Head of Information Services in further explanation, the Committee noted the success of the Council's website strategy, resulting in the Council website being rated as 8<sup>th</sup> best in the United Kingdom. The Convener, on behalf of the Committee, noted this as an outstanding achievement and commended all the staff involved.

### **LOCAL, GENERAL AND COMMUNITY COUNCIL GRANTS**

- 1946 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 seeking approval of outstanding applications.
- 1947 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 2003/2004 be dealt with as shown in Appendix 2 to these Minutes;
  - (3) that the General Grant Applications for 2003/2004 be dealt with as shown in Appendix 3 to these Minutes;
  - (4) that the Community Council Grant Applications for 2003/2004 be dealt with as shown in Appendix 4 to these Minutes; and
  - (5) that the Dumbarton Common Good Fund Applications for 2004/2005 be dealt with as shown in Appendix 5 to these Minutes.

The Meeting closed at 10.35 a.m.