

**WEST DUNBARTONSHIRE COUNCIL**

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

20 October 2005

**MEETING CORPORATE SERVICES COMMITTEE**

**WEDNESDAY, 26 OCTOBER 2005  
COUNCIL CHAMBERS  
CLYDEBANK TOWN HALL  
DUMBARTON ROAD  
CLYDEBANK**

Dear Member,

Please attend a meeting of the **Corporate Services Committee** to be held in the Council Chambers, Clydebank Town Hall, Dumbarton Road, Clydebank on Wednesday, 26 October 2005 at 10.00 a.m.

The business is as shown on the enclosed Agenda.

Yours faithfully

**TIM HUNTINGFORD**

Chief Executive

**Distribution:**

Councillor T Devine (Convener)  
Councillor D Agnew  
Councillor J Bolla  
Councillor M Bootland  
Councillor D Brogan  
Councillor G Calvert  
Councillor G Casey  
Councillor D McDonald  
Councillor C McLaughlin  
Councillor A White

**All other Councillors for information**

Chief Executive  
Director of Corporate Services  
Director of Development and Environmental Services  
Director of Housing and Technical Services  
Director of Education and Cultural Services  
Acting Director of Social Work Services

# **CORPORATE SERVICES COMMITTEE**

**WEDNESDAY, 26 OCTOBER 2005**

## **AGENDA**

**1. APOLOGIES**

**2. PRESENTATION ON DEBT MANAGEMENT**

With reference to the Minutes of Meeting of the Corporate Services Committee held on 30 March 2005 (page 1524, paragraph 5463 refers), the Manager of Exchequer and the Section Head, Revenue Services will give a short presentation providing information on the systems in place to support people incurring debt with the Council.

**3. MINUTES OF PREVIOUS MEETING (pages 1 - 18)**

Submit, for approval as a correct record, the Minutes of Meeting of the Corporate Services Committee held on 31 August 2005.

**4. IT PROFESSIONAL DEVELOPMENT AWARDS 2005 (pages 19 - 21)**

Submit report by the Director of Corporate Services informing of the achievements of Information Services at the British Computer Society's IT Professional Awards 2005.

**5. CORPORATE PROCUREMENT STRATEGY (pages 23 - 42)**

Submit report by the Director of Corporate Services seeking approval for a Corporate Procurement Strategy.

**6./**

**6. CORPORATE SERVICES BUDGETARY CONTROL REPORT: PERIOD 5  
(2005/06) (pages 43 - 66)**

Submit report by the Director of Corporate Services advising of the performance of the Corporate Services budget for the period to 15 September 2005.

**7. UPDATE ON FINANCE REVENUES COLLECTION  
(pages 67 - 68)**

Submit report by the Director of Corporate Services providing an update on the progress of the collection of the local Council Tax and National Non-Domestic Rates (NNDR).

**8. TREASURY TRANSACTIONS (1 APRIL 2005 – 15 SEPTEMBER 2005)  
(pages 69 - 70)**

Submit report by the Director of Corporate Services advising of the treasury transactions of the Council for the period from 1 April 2005 to 15 September 2005.

**9. INTEREST RATES (1 APRIL 2005 – 1 OCTOBER 2005)  
(pages 71 - 72)**

Submit report by the Director of Corporate Services advising about interest rates during the period from 1 April 2005 to 1 October 2005.

**10. DUMBARTON COMMON GOOD FUND – MONITORING REPORT TO 15  
SEPTEMBER 2005 (pages 73 - 74)**

Submit report by the Director of Corporate Services providing details of income and expenditure on the Dumbarton Common Good Fund to 15 September 2005.

**11. COMPLETION OF MICROSOFT ACTIVE DIRECTORY PROJECT  
(pages 75 - 76)**

Submit report by the Director of Corporate Services providing an update on the completion of the Active Directory Project.

**12. REVIEW OF INFORMATION AND ADVICE GIVING SERVICES**  
**(pages 77 - 96)**

Submit report by the Acting Director of Social Work Services:-

- (a) providing information on the review of information and advice giving services within the West Dunbartonshire area; and
- (b) making recommendations regarding the ongoing funding provided by West Dunbartonshire Council and the West Dunbartonshire Community Planning Partnership to the various information and advice giving services in the West Dunbartonshire area.

**13. CHRISTMAS PAYMENTS TO ELDERLY PEOPLE'S ORGANISATIONS**  
**(pages 97 - 99)**

Submit report by the Director of Corporate Services seeking approval to make Christmas payments to elderly people's organisations.

**14. LOCAL, GENERAL, AND COMMUNITY COUNCIL GRANTS 2005/2006**  
**(pages 101 - 115)**

Submit report 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.

For information on the above agenda please contact Shona Barton, Administrative Officer, Legal and Administrative Services, Council Offices, Garshake Road, Dumbarton, G82 3PU. Tel: (01389) 737205.e-mail: shona.barton@west-dunbarton.gov.uk