

# **WEST DUNBARTONSHIRE COUNCIL**

## **Report by the Chief Executive**

**Council: 16 May 2007**

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**Subject: Interim Committee Timetable to June 2007**

### **1. Purpose**

- 1.1** To provide Members with a timetable of meetings to June 2007.

### **2. Background**

- 2.1** The Council, at the meeting held on 30 August 2006, approved a timetable of meetings to April 2007. The timetable approved at this meeting was prepared using the information available at that time and did not include details for Appeals Committees or the Joint Consultative Forum.

### **3. Main Issues**

- 3.1** A timetable of meetings from May 2007 to June 2007 is appended for consideration and approval.
- 3.2** Following the Best Value Audit of the Council in 2006, a firm of external consultants (Brodies) were engaged by the Council to look at the decision making and management structures. It is anticipated that a report from the consultants will be made available shortly, following which a report will be submitted to the meeting of Council on 27 June 2007. As it is anticipated that Members will want to give consideration to changing the current structure, the timetable has been constructed to allow for the continuation of the current Committee structure, until such times as any changes are agreed.
- 3.3** To allow for the continuation of the current Committee structure and to allow for meetings to take place, Council is required to appoint Members to the Committees as detailed in Appendix 2 to this report. Appointments to these Committees should reflect the political balance of the Council.
- 3.4** Members will also be required to appoint a Convener to each of these Committees.
- 3.5** A date for the Joint Consultative Forum was agreed at its last meeting, and this is included in the timetable for Members' information.
- 3.6** The Licensing Board is a statutory meeting with dates agreed in advance, the date for the June Board is also included for Members' information.

**3.7** Due to a backlog in cases submitted to the Council's Appeals Committee, meetings of the Appeals Committee have been scheduled to take place twice a month to address this issue.

**3.8** Members are asked to note that all meetings, with the exception of the Appeals Committee, due to be held in Dumbarton have been scheduled to take place in the Council Offices, Garshake Road, and not the Municipal Buildings. The main reason for this change from the previous arrangement is the inadequate parking facilities for both able bodied and disabled persons and the lack of catering facilities at the venue. However, it is considered appropriate to continue holding Appeals Committees in this venue as most employees prefer their hearings to take place outwith the main Council Offices.

#### **4. Personnel Issues**

**4.1** There are no Personnel issues.

#### **5. Financial Implications**

**5.1** There are no financial implications.

#### **6. Risk Analysis**

**6.1** There was no requirement for a risk analysis to be carried out.

#### **7. Conclusions**

**7.1** Given that Members are likely to want to review the current Committee structure, it would be sensible to continue with the current structure until such times as a new one is agreed. Council is also asked to nominate Members to serve on Committees as detailed in Appendix 2 to this report

#### **8. Recommendations**

**8.1** Council is asked:-

- (a) to approve the timetable as shown in the Appendix to the report;
- (b) to nominate Members to serve on the Committees as detailed in Appendix 2 to this report with the composition of the Committees reflecting the political balance of the Council;
- (c) to appoint Conveners for these Committees; and

- (d) to ask that a further report with a new timetable be submitted to a future meeting of Council following consideration of the consultants' recommendations and once a new decision making structure has been agreed.

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**David McMillan**  
**Chief Executive**  
Date: 10 May 2007

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**Appendices:** Appendix 1 – Committee timetable to June 2007  
Appendix 2 – Committees and composition

**Background Papers:** Report to 30 August 2006 meeting of West Dunbartonshire Council.  
Best Value Audit report.

**Wards Affected:** None affected.