

WEST DUNBARTONSHIRE COUNCIL
Council Offices, Garshake Road, Dumbarton, G82 3PU

6 January 2012

MEETING: CORPORATE & EFFICIENT GOVERNANCE COMMITTEE

WEDNESDAY, 18 JANUARY 2012 AT 10.00 A.M.
EDUCATION CENTRE
ST. MARGARET OF SCOTLAND HOSPICE
EAST BARNES STREET
CLYDEBANK

Dear Member,

Please attend a meeting of the **Corporate & Efficient Governance Committee** to be held in the Education Centre, St. Margaret of Scotland Hospice, Clydebank on **Wednesday, 18 January 2012 at 10.00 a.m.**

The business is as shown on the enclosed Agenda.

Yours faithfully

JOYCE WHITE

Chief Executive

Distribution:

Councillor Craig McLaughlin (Chair)
Councillor Jim Bollan
Councillor Jim Brown
Councillor David McBride
Councillor Ronnie McColl (Vice Chair)
Councillor Jim McElhill
Councillor Marie McNair
Councillor Lawrence O'Neill
Councillor Iain Robertson
Councillor Patrick McGlinchey

All other Councillors for information

Chief Executive
Interim Executive Director of Corporate Services
Executive Director of Housing, Environmental & Economic Development
Executive Director of Educational Services
Director of West Dunbartonshire Community Health & Care Partnership

CORPORATE & EFFICIENT GOVERNANCE COMMITTEE

WEDNESDAY, 18 JANUARY 2011

AGENDA

1. APOLOGIES

2. DECLARATIONS OF INTEREST

Members are invited to declare if they have an interest in any of the items of business on this agenda and the reasons for such declarations.

3. MINUTES OF PREVIOUS MEETINGS

Submit for approval as a correct record, the Minutes of the Meeting of the Corporate and Efficient Governance Committee:-

- (a) Special Meeting on 20 October 2011; and
- (b) Ordinary Meeting on 23 November 2011.

4. MINUTES OF THE CORPORATE CULTURAL SUB-COMMITTEE

Submit for information, and where necessary approval, the Minutes of Meetings of the Corporate Cultural Sub-Committee held on 13 December 2011.

REPORTS FOR DECISION

5. NATIONAL ASSISTANCE ACT 1948 – POLICY ON INDIGENT FUNERALS

Submit report by the Interim Executive Director of Corporate Services seeking approval of a policy to ensure a consistent approach is taken for the arrangement of indigent funerals.

6. /

6. UPDATE ON ELDERLY WELFARE GRANT FUNDING

Submit report by the Interim Executive Director of Corporate Services providing an update on the current process and seeking approval to amend certain elements of the process, with a view to smoothing out the payment process for 2011/12 for as many elderly residents and groups as possible.

7. RENEWAL/RE-TENDERING OF THE COUNCIL'S INSURANCE CONTRACTS

Submit report by the Interim Executive Director of Corporate Services seeking authority to renew and, where appropriate, re-tender the Council's Insurance Contracts.

8. DUMBARTON COMMON GOOD FUND – MONITORING REPORT TO 30 NOVEMBER 2011

Submit report by the Interim Executive Director of Corporate Services:-

- (a) providing details of income and expenditure on the Dumbarton Common Good Fund Account to 30 November 2011; and
- (b) providing an update on some other matters in relation to the Fund.

REPORTS FOR NOTING

9. CHIEF EXECUTIVE'S DEPARTMENT BUDGETARY CONTROL REPORT: PERIOD 8 2011/12

Submit report by the Chief Executive advising of the performance of the Chief Executive's Department budget for the period to 30 November 2011.

10. CORPORATE SERVICES DEPARTMENT BUDGETARY CONTROL REPORT: PERIOD 8 2011/12

Submit report by the Interim Executive Director of Corporate Services advising of the performance of the Corporate Services Department budget for the period to 30 November 2011.

11. /

11. GRANT APPLICATIONS

Submit report by the Interim Executive Director of Corporate Services providing an update on grants to voluntary organisations from the Trust Fund and Dumbarton Common Good Fund budgets.

12. TREASURY UPDATE (1 APRIL 2011 – 30 NOVEMBER 2011)

Submit report by the Interim Executive Director of Corporate Services advising of interest rates and treasury transactions of the Council which have taken place during the period 1 April 2011 to 30 November 2011.

13. PROCUREMENT BEST PRACTICE INDICATORS 2010/11

Submit report by the Interim Executive Director of Corporate Services advising of Procurement Best Practice Indicators (BPIs) that have been produced for the year 2010/2011.

14. REVISION TO FINANCIAL MANAGEMENT AND CONTROL CODE OF PRACTICE

Submit report by the Interim Executive Director of Corporate Services advising of changes to the Financial Management and Control Code of Practice ('the Code').

15. SHORT LIFE ABSENCE MEMBER OFFICER WORKING GROUP

Submit report by the Interim Executive Director of Corporate Services providing an update on the findings and recommendations from the Absence Member Officer Working Group established to identify appropriate actions to address Council sickness absence levels.

For information on the above agenda please contact Craig Stewart, Committee Officer, Legal, Democratic & Regulatory Services, Council Offices, Garshake Road, Dumbarton G82 3PU. Tel: (01389) 737251
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