

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

8 June 2012

MEETING: CORPORATE & EFFICIENT GOVERNANCE COMMITTEE

WEDNESDAY, 20 JUNE 2012 AT 10.00 A.M.
MEETING ROOM 3
COUNCIL OFFICES
GARSHAKE ROAD
DUMBARTON

Dear Member,

Please attend a meeting of the **Corporate & Efficient Governance Committee** to be held in Meeting Room 3, Council Offices, Garshake Road, Dumbarton on **Wednesday, 20 June 2012 at 10.00 a.m.**

The business is as shown on the enclosed Agenda.

Yours faithfully

JOYCE WHITE

Chief Executive

Distribution:

Councillor Kath Ryall (Chair)
Councillor George Black
Councillor Jim Finn
Provost Douglas McAllister
Councillor David McBride
Councillor Jonathan McColl
Councillor Patrick McGlinchey (Vice Chair)
Councillor John Mooney
Councillor Lawrence O'Neill
Councillor Gail Robertson
Councillor Martin Rooney
Councillor Michelle Stewart

All other Councillors for information

Chief Executive
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, 20 JUNE 2012

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.

REPORTS FOR DECISION

3. UPDATE OF VOLUNTARY GRANTS 2011/12 AND 2012/13

Submit report by the Executive Director of Corporate Services:-

- (a) providing an analysis of voluntary grants approved during 2011/12; and
- (b) providing an update on grants to voluntary organisations from the Community Council and Dumbarton Common Good budgets.

4. WRITE OFF OF MISCELLANEOUS INCOME DEBTOR ACCOUNTS

Submit report by the Executive Director of Corporate Services recommending for approval the write off of debts in respect of miscellaneous income debtor accounts.

5. WRITE OFF OF NATIONAL NON-DOMESTIC RATES

Submit report by the Executive Director of Corporate Services recommending for approval the write off of debts in respect of National Non-Domestic Rates (NNDR).

6. PROVOST'S FUND

Submit report by the Executive Director of Corporate Services advising of the current sum available within the Provost's Fund and inviting Members to approve a new allocation to the Fund.

7. JOB EVALUATION POLICY AND PROCEDURE

Submit report by the Executive Director of Corporate Services requesting approval of the Job Evaluation Policy and Procedure for implementation within the Council.

8. UPDATE ON ELDERLY WELFARE GRANT FUNDING

Submit report by the Executive Director of Corporate Services providing an update on the distribution of the elderly welfare grant funding for 2011/12, including budget allocations, process review and on the 2012/13 distribution.

9. HOUSING AND COUNCIL TAX BENEFIT FRAUD STRATEGY

Submit report by the Executive Director of Corporate Services seeking approval for the amended Housing and Council Tax Benefit Fraud Strategy for West Dunbartonshire Council.

REPORTS FOR NOTING

10. TREASURY UPDATE (1 APRIL 2012 – 30 APRIL 2012)

Submit report by the Executive Director of Corporate Services advising on interest rates and treasury transactions of the Council which have taken place during the period 1 April 2012 to 30 April 2012.

11. CHIEF EXECUTIVE'S DEPARTMENTAL PLAN 2011/15 – PERFORMANCE REVIEW 2011/12

Submit report by the Executive Director of Corporate Services setting out the annual performance review of objectives within the Chief Executive's Departmental Plan 2011/15 for the period 1 April 2011 to 31 March 2012.

**12. CORPORATE SERVICES DEPARTMENT PLAN 2011/15
ANNUAL PERFORMANCE REPORT**

Submit report by the Executive Director of Corporate Services setting out the annual performance review of objectives within the 2011/15 Corporate Services Department Plan for the period 1 April 2011 to 31 March 2012.

13. PRIVATE HOUSING IN DISREPAIR IN WEST DUNBARTONSHIRE

Submit report by the Executive Director of Corporate Services advising of the powers available to Council when considering how best to deal with houses in disrepair that are privately owned.

For information on the above agenda please contact Craig Stewart, Committee Officer,
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