

AGENDA

- (1) Declarations of Interest in terms of the Ethical Standards in Public Life Etc. (Scotland) Act 2000

STRATEGIC

- (2) Corporate Services Service Plan 2011/12 – Performance Report April to September 2011 (pages 1-3)
Submit report dated 19 December 2011 by the Executive Director of Corporate Services providing details of the Service performance for the first half of 2011/12 (copy herewith)
- (3) Corporate Services Service Plan 2012/13 (pages 4-39)
Submit report dated 9 January 2012 by Executive Director of Corporate Services providing details to the background of the Service Plan and to request approval of the Plan for Corporate Services (copy herewith)

FINANCIAL

- (4) 2011/2012 Revenue Monitoring Report 1 April to 9 December 2011 (pages 40-49)
Submit report dated 5 January 2012 by Executive Director of Corporate Services detailing for the period from 1 April to 9 December 2011 expenditure and income against the estimates detailed in the 2011/2012 Corporate Services budget (copy herewith)
- (5) 2011/2012 Composite Capital Programme – 1 April to 9 December 2011 (pages 59-52)
Submit report dated 5 January 2012 by Executive Director of Corporate Services providing an update on the expenditure of the Corporate Services Capital Programme for the period 1 April to 9 December 2011 (copy herewith)
- (6) Community Council Funding 2012/2013 (page 53)
Submit report dated 2 February 2012 by Head of Central Services recommending the level of financial support to community councils for the financial year 2012/2013 (copy herewith)

OPERATIONAL

- (7) Minutes of Sub-Committees
 - (a) Corporate Services (Licensing) Sub-Committee (pages 54-65)
Submit Minute of meeting held on 19 October 2011 (copy herewith)
Submit Minute of meeting held on 9 November 2011 (copy herewith)
Submit Minute of meeting held on 7 December 2011 (copy herewith)
Submit Minute of meeting held on 10 January 2012 (copy to follow)
Submit Minute of special meeting held on 16 January 2012 (copy to follow)
 - (b) Civic Functions Group (pages 66-67)
Submit Minute of meeting of Civic Functions Group held on 19 January 2012 (copy herewith)

- (8) Scottish Information Commissioner's Annual Report 2010/2011 (pages 68-74)
Submit report dated 10 January 2012 by Executive Director of Corporate Services setting out and commenting on the terms of the Scottish Information Commissioner's Annual Report for 2010/2011 (copy herewith)
- (9) Homologation of Response to Scottish Government Consultation on the Creation of a Scottish Civil Justice Council (pages 75-79)
Submit report dated 11 January 2012 by Head of Legal Services seeking homologation for the Council's response to the Scottish Government Consultation Paper seeking views on proposals for the creation of a Scottish Civil Justice Council to replace the existing Civil Rules Councils (copy herewith)
- (10) Scottish Government Consultation on Civic Government (Scotland) Act 1982 (Metal Dealer's Exemption Warrants Order 2012) (pages 80-83)
Submit report dated 11 January 2012 by Head of Legal Services highlighting the Scottish Government's proposals to amend the scope of the licensing scheme for metal dealers (copy herewith)
- (11) Survey of Elected Members – January 2012 (pages 84-90)
Submit report dated 26 January 2012 by Executive Director of Corporate Services, submitting for consideration, the findings of the Elected Members' Survey conducted during December 2011 to January 2012 (copy herewith)
- (12) Elected Members' Caseload Management (pages 91-92)
Submit report dated 10 January 2012 by the Head of Central Services advising of the present position in relation to the provision of a caseload management system to Elected Members (copy herewith)
- (13) Public Service Improvement Framework (PSIF) 2011/2013 – Update – Central Services (pages 93-98)
Submit report dated 10 January 2012 by Head of Central Services advising of the progress of the Central Services Division Public Service Improvement Framework (PSIF) Plan (copy herewith)
- (14) Printing and Reprographics Unit: Civic Centre (pages 99-100)
Submit report dated 12 January 2012 by Head of Central Services seeking authority to negotiate and conclude a contract for the replacement/lease extension of equipment within the Printing and Reprographics Unit, Civic Centre, Motherwell (copy herewith)
- (15) Independent Monitoring of Prisons: Scottish Government Consultation (pages 101-104)
Submit report dated 16 January 2012 by Head of Central Services advising of developments following the conclusion of the Scottish Government Consultation on Independent Monitoring of Prisons (copy herewith)

(16) Town Twinning:

- (a) Motherwell and Wishaw Swim Team (page 105)
Submit report dated 25 January 2012 by Executive Director of Corporate Services advising of correspondence received from the Secretary, Motherwell and Wishaw Swim Team advising of a twinning visit from Schweinfurt, Germany during Easter 2012 (copy herewith)
- (b) Kilsyth Town Twinning Association (page 106)
Submit report dated 25 January 2012 by Executive Director of Corporate Services advising of correspondence received from the Chairperson, Kilsyth Town Twinning Association advising of a twinning visit from Meulan, France during May 2012 (copy herewith)
- (c) Schweinfurt (page 107)
Submit report dated 20 January 2012 by Head of Central Services advising of an invitation receive to participate in the celebration, in Schweinfurt, of the 50th Anniversary of Schweinfurt Twinning (copy herewith)

(17) Conferences (pages 108-109)

Submit report dated 11 January 2012 by Executive Director of Corporate Services advising of invitations received in respect of Member attendance at conferences (copy herewith)