

Agenda



Corporate Services Committee

Date: Wednesday, 7 February 2024

Time: 14:00

Format: Hybrid Meeting

Contact: Scott Kelly, Committee Officer
scott.kelly@west-dunbarton.gov.uk
committee.admin@west-dunbarton.gov.uk

Dear Member

Please attend a meeting of the **Corporate Services Committee** as detailed above.

Members will have the option to attend the meeting remotely or in person at the Civic Space, 16 Church Street, Dumbarton.

The business is shown on the attached agenda.

Yours faithfully

PETER HESSETT

Chief Executive

Distribution:-

Councillor Daniel Lennie (Chair)
Councillor Ian Dickson
Councillor David McBride
Councillor Jonathan McColl
Councillor James McElhill
Councillor Michelle McGinty (Vice-Chair)
Councillor June McKay
Councillor Karen Murray Conaghan
Councillor Lawrence O'Neill
Councillor Martin Rooney
Councillor Gordon Scanlan
Councillor Clare Steel

Chief Executive
Chief Officers

Date of issue: 25 January 2024

Audio Streaming

Audio recordings of the meeting (including the attendance or contribution of any party participating or making a contribution) will be published on the Council's website and the Council's host's webcast/audio stream platform.

You should be aware that the Council is a Data Controller under the General Data Protection Regulation. Data collected during this audio stream will be retained in accordance with the Council's [Privacy Notice](#) and Retention Schedules including, but not limited to, for the purpose of keeping historical records and making those records available via the Council's internet site.

CORPORATE SERVICES COMMITTEE

WEDNESDAY, 7 FEBRUARY 2024

AGENDA

1 STATEMENT BY CHAIR – AUDIO STREAMING

The Chair will be heard in connection with the above.

2 APOLOGIES

3 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.

4 RECORDING OF VOTES

The Committee is asked to agree that all votes taken during the meeting be done by roll call vote to ensure an accurate record.

5 MINUTES OF PREVIOUS MEETING

5 – 9

Submit for approval as a correct record, the Minutes of Meeting of the Corporate Services Committee held on 1 November 2023.

6 MINUTES OF JOINT CONSULTATIVE FORUM

To Follow

Submit for information and where necessary ratification, the Minutes of Meeting of the Joint Consultative Forum held on 14 December 2023.

7 OPEN FORUM

The Committee is asked to note that no open forum questions have been submitted by members of the public.

8 WEST DUNBARTONSHIRE LEISURE TRUST BUSINESS PLAN 2024/25

To Follow

Submit report by the Chief Education Officer providing an update on the West Dunbartonshire Leisure Trust Business Plan for 2024/25.

9 PEOPLE AND TECHNOLOGY SPEND 2024/25 11 – 25

Submit report by the Chief Officer – People and Technology providing a detailed breakdown of the planned People and Technology spend for both capital and revenue new and existing contracts valued above £10,000 and seeking approval to procure and contract for the required goods and services.

10 REVIEW OF INTERIM CHANGE TO FORTNIGHTLY PAY FREQUENCY 27 – 34

Submit report by the Chief Officer – People and Technology providing an update on the review agreed as part of the interim change to the 2-weekly pay frequency.

11 WRITE-OFF OF NATIONAL NON DOMESTIC RATES 2023/24 35 – 42

Submit report by the Chief Officer – Resources recommending for approval the write-off of debts in respect of National Non-Domestic Rates (NNDR), which have been deemed as irrecoverable during the financial year 2023/2024.

12 CORPORATE SERVICES BUDGETARY CONTROL REPORT TO 31 OCTOBER 2023 (PERIOD 7) 43 – 63

Submit report by the Chief Officer – Resources advising on the performance of the Corporate Services budget for the period to 31 December 2023.

13 GRANT APPLICATION TO DUMBARTON COMMON GOOD 65 – 68

Submit report by the Chief Officer – Resources providing details of one grant application to Dumbarton Common Good for consideration.