

CORPORATE SERVICES COMMITTEE

At a Meeting of the Corporate Services Committee held in the Council Chambers, Clydebank Town Hall, Dumbarton Road, Clydebank on Wednesday, 13 February 2019 at 2.00 p.m.

Present: Councillors Jim Brown, Ian Dickson, Diane Docherty, Daniel Lennie, Caroline McAllister, David McBride, Jonathan McColl, Iain McLaren, John Mooney, Lawrence O'Neill and Martin Rooney.

Attending: Angela Wilson, Strategic Director – Transformation and Public Service Reform; Peter Hessem, Strategic Lead – Regulatory; Stephen West, Strategic Lead – Resources; Malcolm Bennie, Strategic Lead – Communications, Culture & Communities; Victoria Rogers, Strategic Lead – People & Technology; Arun Menon, Business Support Manager; Patricia Kerr, Manager of ICT; Amanda Coulthard, Performance and Strategy Manager and Craig Stewart, Committee Officer.

Apology: An apology for absence was intimated on behalf of Councillor Jim Finn.

Councillor Ian Dickson in the Chair

STATEMENT BY CHAIR – AUDIO STREAMING

Councillor Dickson, Chair, advised that the meeting was being audio streamed and broadcast live to the internet and would be available for playback.

DECLARATIONS OF INTEREST

It was noted that there were no declarations of interest in any of the items of business on the agenda.

MINUTES OF PREVIOUS MEETING

The Minutes of Meeting of the Corporate Services Committee held on 21 November 2018 were submitted and approved as a correct record.

MINUTES OF JOINT CONSULTATIVE FORUM – 6 DECEMBER 2018

The Minutes of Meeting of the Joint Consultative Forum held on 6 December 2018 were submitted and all decisions contained therein were approved.

OPEN FORUM

The Committee noted that no open forum questions had been submitted by members of the public.

ICT UPDATE AND CONTRACT SPEND 2019-20

A report was submitted by the Strategic Lead – People & Technology providing a detailed breakdown of the planned Information and Communication Technology (ICT) capital and revenue spend on new and existing contracts in excess of £50,000 and seeking approval to procure and contract for the required goods and services.

After discussion and having heard the Manager of ICT in further explanation and in answer to Members' questions, the Committee agreed:-

- (1) to note the ICT Revenue and Capital spend detail included in the report, including the anticipated procurement method. The projects to deliver this spend would be included in the 2019-20 ICT Operational Plan which was currently under development;
- (2) that authority be delegated to the Corporate Procurement Manager, in consultation with the Strategic Lead – People & Technology, to instruct the award of contracts for the planned revenue and capital spend detailed in the report to suppliers providing the most economically advantageous offer to the Council for all spend purchased from existing National Framework agreements; and
- (3) to note that spend not on National Framework agreements and, where the value was in excess of £50,000, would be submitted to the Tendering Committee for approval.

STRATEGIC RISKS 2017-22

A report was submitted by the Strategic Lead – People & Technology providing an update on the strategic risks for 2017-22. It was noted that a copy of Appendix 1 'Detailed Strategic Risk List', which was inadvertently omitted from the agenda papers for the meeting, had already been circulated to Members for their information.

After discussion and having heard the Strategic Lead – People & Technology in further explanation and in answer to Members' questions, the Committee agreed:-

- (1) to note the strategic risks as detailed in Appendix 1 to the report; and

- (2) to note the next steps to further develop risks, aligned with the delivery plans.

REVIEW OF SOCIAL MEDIA POLICY

A report was submitted by the Strategic Lead – People & Technology providing an update on the review of the social media policy and the subsequent changes made.

After discussion and having heard the Strategic Lead – People & Technology in further explanation and in answer to Members' questions, the Committee agreed to approve the revised social media policy, as detailed in Appendix 1 to the report.

OPTIONS FOR A NEW COMMUNITY CENTRE AT SKYPOINT TO INCLUDE A NEW FAIFLEY LIBRARY

A report was submitted by the Strategic Lead – Communications, Culture & Communities following up on a request by the Corporate Services Committee to bring forward options for a new Community Centre at Skypoint to include a new Faifley Library.

After discussion and having heard the Strategic Lead – Communications, Culture & Communities and the Strategic Director in elaboration and in answer to Members' questions, the Committee agreed:-

- (1) to note the report and the proposal to include aspirations for the new library and community centre into wider asset management plans for the Clydebank area; and
- (2) that when this project was developed by officers it would go to the Infrastructure, Regeneration & Economic Development (IRED) Committee for approval and be delivered by Asset Management.

BRITISH SIGN LANGUAGE ACTION PLAN 2018-2024

A report was submitted by the Strategic Lead – Communications, Culture & Communities presenting the British Sign Language Action Plan 2018-2024, as required by the British Sign Language (Scotland) Act 2015.

After discussion and having heard the Performance and Strategy Manager in further explanation and in answer to Members' questions, the Committee agreed:-

- (1) to commend officers on bringing this report to Committee; and
- (2) otherwise to note the contents of the report.

CORPORATE SERVICES BUDGETARY CONTROL REPORT TO 31 DECEMBER 2018 (PERIOD 9)

A report was submitted by the Strategic Director - Transformation and Public Service Reform on the performance of the Corporate Services budget for the period to 31 December 2018.

After discussion and having heard the Strategic Lead – Resources and the Strategic Director in further explanation and in answer to Members’ questions, the Committee agreed:-

- (1) to note that the revenue account currently showed a projected annual favourable variance of £0.319m (1.55% of the total budget); and
- (2) to note that the capital projects being reported to this Committee were projecting to underspend by £0.087m in 2018/19 and an overspend of £0.013m over the project life, and an in-year slippage of £0.492m.

WRITE-OFF OF NATIONAL NON-DOMESTIC RATES

A report was submitted by the Strategic Lead – 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 2018/19.

After discussion and having heard the Strategic Lead - Resources in further explanation and in answer to Members’ questions, the Committee agreed to note the contents of the report.

HOUSING BENEFIT PERFORMANCE AUDIT

A report was submitted by the Strategic Lead – Resources providing information on a report issued by Audit Scotland on their Housing Benefit Performance Audit.

After discussion and having heard the Business Support Manager in further explanation and in answer to a Member’s question, the Committee agreed to note the contents of the report.

The meeting closed at 2.55 p.m.