

Agenda



Corporate Services Committee

Date: Wednesday, 19 May 2021

Time: 10:00

Venue: Zoom Video Conference

Contact: Committee.Admin@west-dunbarton.gov.uk

Dear Member

The Convener has directed that the powers contained in Section 43 of the Local Government in Scotland Act 2003 will be used and so Members will attend this meeting of the **Corporate Services Committee** remotely. The business is shown on the attached agenda.

Yours faithfully

JOYCE WHITE

Chief Executive

Distribution:-

Councillor Ian Dickson (Chair)
Councillor Jim Brown
Councillor Jim Finn
Councillor Diane Docherty
Councillor Daniel Lennie
Councillor Caroline McAllister
Councillor David McBride
Councillor Jonathan McColl
Councillor Iain McLaren (Vice Chair)
Councillor John Mooney
Councillor Lawrence O'Neill
Councillor Martin Rooney

Chief Executive
Chief Officers

Date of issue: 6 May 2021

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*<http://www.west-dunbarton.gov.uk/privacy/privacy-notice/>

CORPORATE SERVICES COMMITTEE

WEDNESDAY, 19 MAY 2021

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 MINUTES OF PREVIOUS MEETINGS 7 – 14

Submit for approval as correct records, the Minutes of Meetings of the Corporate Services Committee held on:-

- (a) 17 February 2021 (Ordinary); and
- (b) 21 April 2021 (Special).

5 MINUTES OF JOINT CONSULTATIVE FORUM – 15 – 17 11 MARCH 2021

Submit for information and where necessary ratification, the Minutes of Meeting of the Joint Consultative Forum held on 11 March 2021.

6 OPEN FORUM

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

7 DIGITAL TRANSFORMATION 19 – 39

Submit report by the Chief Officer – People & Technology providing an update on the further implementation of the Digital Strategy and seeking approval for the permanent establishment of the core team to support delivery of the Council's ambitious programme.

8 DELIVERY OF THE COMMUNITY EMPOWERMENT STRATEGY AND ACTION PLAN 41 – 45

Submit report by the Chief Officer – Housing & Employability setting out how West Dunbartonshire's Community Empowerment Strategy and Action Plan (approved 2019) will be delivered and seeking approval of additional resources to support delivery.

9 UNIVERSAL SERIAL BUS (USB) DATA DRIVE POLICY 47 – 55

Submit report by the Chief Officer – People & Technology seeking to secure approval of the new USB Data Drive Policy.

10 SESSION INITIATION PROTOCOL (SIP) TRUNKING PROJECT 57 – 61

Submit report by the Chief Officer – People & Technology seeking approval to tender for a SIP solution to facilitate the transition from legacy ISDN30 telephone lines and Virgin Media Centrex lines.

11 JOB EVALUATION POLICY AND PROCEDURE 63 – 91

Submit report by the Chief Officer – People & Technology providing an update on the review of the Job Evaluation Policy and Procedure and the subsequent amendments as agreed with the relevant Trade Unions.

12 TRADE UNION RECOGNITION AND FACILITIES AGREEMENT 93 – 107

Submit report by the Chief Officer – People & Technology providing an update on the review of the trade union facilities provision that supports the collaborative working arrangements with the Trade Unions.

13 PEOPLE AND TECHNOLOGY DELIVERY PLAN 2020/21 YEAR-END PROGRESS REPORT AND 2021/22 DELIVERY PLAN 109 – 154

Submit report by the Chief Officer – People & Technology presenting the 2021/22 Delivery Plan and the year-end progress report for the 2020/21 Delivery Plan.

14 REGULATORY DELIVERY PLAN 2020/21 YEAR-END PROGRESS, AND REGULATORY AND REGENERATION DELIVERY PLAN 2021/22 155 – 218

Submit report by the Chief Officer – Regulatory & Regeneration presenting the year-end progress of the 2020/21 Regulatory Delivery Plan and setting out the 2021/22 Delivery Plan for Regulatory & Regeneration.

15 RESOURCES DELIVERY PLAN 2020/21 YEAR-END PROGRESS, AND RESOURCES DELIVERY PLAN 2021/22 219 – 281

Submit report by the Chief Officer – Resources presenting the year-end progress of the 2020/21 Delivery Plan and setting out the 2021/22 Delivery Plan.

16 CITIZEN, CULTURE AND FACILITIES DELIVERY PLAN 2021/21 YEAR-END PROGRESS REPORT AND 2021/22 DELIVERY PLAN 283 – 324

Submit report by the Chief Officer – Citizen, Culture & Facilities presenting the 2021/22 Delivery Plan and the year-end progress of the 2020/21 Delivery Plan.

17 PROCUREMENT YEAR-END PROGRESS REPORT 20/21 AND DELIVERY PLAN 21/22 325 – 350

Submit report by the Chief Officer – Supply, Distribution & Property presenting the year-end progress report for 2020/21 and the 2021/22 Delivery Plan for Procurement (now part of Supply, Distribution and Property Services).

18 UPDATE OF VOLUNTARY GRANTS 2020/21 351 – 358

Submit report by the Chief Officer – Resources providing an update of the voluntary grants administered and awarded by West Dunbartonshire Community & Volunteering Services (WDCVS) in 2020/21 in respect of Community Chest, Playschemes, Cultural, and Social Transport Support Funding Grants on behalf of the Council.

**19 EQUALITY OUTCOMES & MAINSTREAMING REPORT
2021-2025**

359 – 398

Submit joint report by the Chief Officers – Citizen, Culture & Facilities and People & Technology presenting the draft Equality Outcomes & Mainstreaming Report 2021-2025 for approval.
