

## **CORPORATE SERVICES COMMITTEE**

At a Meeting of the Corporate Services Committee held in Council Chamber, Clydebank Town Hall, Dumbarton Road, Clydebank on Wednesday, 16 May 2018 at 2.11 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; Amanda Coulthard, Performance and Strategy Manager; Annabel Travers, Procurement Manager; Stephen Daly, Customer Service Manager; Martin Keeley, Environmental Health 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**

### **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 7 February 2018 were submitted and approved as a correct record.

### **OPEN FORUM**

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

## **STRATEGIC DELIVERY PLANS 2018/19**

A report was submitted by the Strategic Lead – Communications, Culture & Communities presenting the year-end progress for 2017/18 and 2018/19 Delivery Plans for the following service areas:-

- Communications, Culture & Communities
- People & Technology
- Regulatory
- Resources

After discussion and having heard relevant officers in further explanation and in answer to Members' questions, Councillor Dickson, seconded by Councillor McColl, moved:-

That the Committee agree:-

- (1) the 2018/19 Delivery Plans, subject to various refinements and revisions to the content of the Delivery Plans, on the basis discussed at the meeting;
- (2) that for those matters, that fell within the remit of the Cultural Committee, in respect of the Communications, Culture & Communities Delivery Plan, these would be dealt with by the Cultural Committee; and
- (3) otherwise to note the progress made on delivery of the 2017/18 plans.

As an amendment, Councillor McBride, seconded by Councillor Rooney, moved:-

- (1) the 2018/19 Delivery Plans, subject to various refinements and revisions to the content of the Delivery Plans, on the basis discussed at the meeting;
- (2) that for those matters, that fell within the remit of the Cultural Committee, should continue to be reported to the Corporate Services Committee; and
- (3) otherwise to note the progress made on delivery of the 2017/18 plans.

On a vote being taken, 5 Members voted for the amendment and 6 Members voted for the motion which was accordingly declared carried.

## **UPDATE OF VOLUNTARY GRANTS 2017/18**

A report was submitted by the Strategic Lead – Resources providing an update on the voluntary grants approved by WDCVS in 2017/18 in respect of Community Chest, Playscheme, Cultural, and Social Transport Support Funding Grants.

After discussion and having heard the Strategic Lead – Resources and the Strategic Lead – Regulatory in further explanation and in answer to Members’ questions, Councillor Dickson, seconded by Councillor McColl, moved:-

That the Committee agrees:-

- (1) to note the position of the grants paid out by WDCVS, Dumbarton Common Good and the Provost’s Fund in 2017/18;
- (2) to recommend to Council that the allocation of unspent funding of £30,341 be used for additional grass cutting in residential areas; and
- (3) to approve the transfer of £3,000 from the 2018/19 grants budget to the Provost’s Fund to reinstate the level to £3,000.

### **ADJOURNMENT**

Having heard Councillor Dickson, Chair, the meeting was adjourned at 3.50 p.m. and was reconvened at 4.30 p.m. with the same Members present, as listed in the sederunt.

As an amendment, Councillor McBride, seconded by Councillor Rooney, moved:-

This committee notes the report and commends WD CVS for their achievements in supporting community groups and helping them access a further £220,381 of funding from other sources.

Committee also notes that as a result of an underspend the report recommends returning the balance of £30,341 to the Council.

This committee rejects this approach and instead agrees to recommend to Council that the surplus £30,341 to reinstate the cuts to funding for strategic partners with the £361 difference being taken from reserves.

In addition this committee agrees to recommend to Council that we reverse the SNP Administration’s draconian cuts to ground maintenance and grass cutting in our parks, cemeteries and open spaces.

This includes savings option 11 – Review Council’s Grass Cutting Service, savings option 12 – Remove summer bedding displays, savings option 16 – Reduction of cemetery maintenance, savings option 17 – Reduction in park maintenance and savings option 18 – identify areas in parks and open spaces for biodiversity.

Funding to be taken from the Council’s reserves and the Head of Finance to put in place a plan to restore the fund over time.

Following debate and at the request of Councillor O’Neill, the Committee agreed to proceed by way of a roll call vote.

On a vote being taken 5 Members, namely Councillors Lennie, McBride, Mooney, O'Neill and Rooney voted for the amendment and 6 Members voted for the motion, namely Councillors Brown, Dickson, Docherty, McAllister, McColl and McLaren, which was accordingly declared carried.

## **PAYMENTS TO STRATEGIC PARTNERS – UPDATE**

A report was submitted by the Strategic Lead – Resources providing an update on the action taken by officers following the Council decision on 5 March 2018, in setting the 2018/19 revenue budget, that officers engage with our strategic partner organisations as to how Council funding support might be reduced over the next 3 financial years.

## **ADJOURNMENT**

Having heard Councillor Dickson, Chair, the meeting was adjourned at 5.01 p.m. in order that the Legal Officer could consider the terms of a proposed motion by Councillor O'Neill in respect of this item. The meeting was reconvened at 5.22 p.m. with the same Members present, as listed in the sederunt, with the exception of Councillor McBride. The Legal Officer advised the Committee that, in his view, the proposed motion was not competent, and the advice was accepted by Councillor O'Neill.

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

- (1) to note the update following discussions with each of the strategic partner organisations and the funding reductions agreed; and
- (2) to note the ongoing engagement which would be maintained around future funding and service delivery from partner organisations.

Note: Councillor O'Neill left the meeting at this point.

## **DEBT MANAGEMENT SERVICES**

A report was submitted by the Strategic Lead – Resources recommending the commencement of a tendering exercise during 2018 for Debt Management Partners to assist with the Council's overall debt recovery processes.

After discussion and having heard the Strategic Lead in answer to a Member's question, the Committee agreed:-

- (1) that a tender exercise in line with European legislation and Council Orders which will be advertised in the Official Journal of the European Union (OJEU) and Public Contracts Scotland to obtain: Debt Management Partners for the

provision of: Primary Debt Management services; Second Placement Debt Managers services; and Sheriff Officer services and that the contract should be for an initial fixed 3 year period with further two potential 12 month periods at the sole discretion of the Council; and

- (2) that the results of the evaluation process would be presented to a future Tendering committee for approval to award contracts for Debt Management Services; and
- (3) that at the end of the fixed 3 year contract period, the Strategic Director, Transformation and Public Service Reform should review the position and consider whether to extend the contracts for a maximum of a further two additional 12 month periods. If not so extended a further report would be provided to this Committee for further consideration.

### **PROCUREMENT STRATEGY UPDATE AND PROCUREMENT ANNUAL REPORT**

A report was submitted by the Strategic Lead – Resources requesting the Committee to note the outcomes achieved relative to the Corporate Procurement Strategy 2017/2018 to 2020/2021 and to approve the Annual Procurement Report for publication.

After discussion, the Committee agreed:-

- (1) to note the outcomes achieved relative to the Corporate Procurement Strategy, 2017/2018 to 2020/2021; and
- (2) to approve the Annual Procurement Report for publication.

### **GREATER GLASGOW AND CLYDE JOINT HEALTH PROTECTION PLAN 2018-2020**

A report was submitted by the Strategic Lead – Regulatory seeking approval of the Greater Glasgow and Clyde Joint Health Protection Plan 2018-2020.

After discussion and having heard the Environmental Health Manager in further explanation of the report and in answer to Members' questions, the Committee agreed to approve the adoption of the Joint Health Protection Plan in which West Dunbartonshire Council was a partner.

### **WORKFORCE MONITORING REPORT (QUARTERS 3 AND 4 2017/18)**

A report was submitted by the Strategic Lead – People & Technology providing workforce monitoring information relating to Q3 (October – December 2017) and Q4 (January – March 2018).

The Committee agreed to note the contents of the report.

## **WORKING WELL TOGETHER – ATTENDANCE MANAGEMENT: 2017/18 ANNUAL RESULTS**

A report was submitted by the Strategic Lead – People & Technology providing detailed analysis of the annual attendance performance for 2017/18.

After discussion and having heard the Strategic Lead in answer to a Member's question, the Committee agreed:-

- (1) to note the reduction in sickness absence of 59 FTE days lost (1.53%) compared to the last year for the service areas outlined in the report; and
- (2) to note the increase in Council wide sickness absence of 2,284 FTE days lost (4.87%) compared to last year, as outlined in the report.

## **CASUAL WORKERS POLICY**

A report was submitted by the Strategic Lead – People & Technology seeking approval of the inclusion of a Complaints Procedure as an appendix to the Casual Workers Policy.

After discussion, Councillor Dickson, seconded by Councillor McColl, moved:-

That the Committee agree:-

- (1) to approve the revised Casual Workers Policy (amended to include a Complaints Procedure);
- (2) to note that a separate report would similarly be provided to the Local Negotiating Committee for Teachers (LNCT) seeking approval of a revised Agreement for Supply Workers within Education, Learning & Attainment;
- (3) to note that the revised Policy would be equally applicable to casual workers engaged by West Dunbartonshire Leisure Trust and
- (4) to note that, whilst the revised Policy will be applicable to casual workers engaged in Council roles within West Dunbartonshire Health & Social Care Partnership, the Council has no locus to require that NHS Greater Glasgow & Clyde apply the Policy in relation to those engaged in NHS roles.

As an amendment, Councillor Rooney, seconded by Councillor Mooney, moved:-

That the report be remitted to Council instead.

On a vote being taken, 3 Members voted for the amendment and 6 Members voted for the motion which was accordingly declared carried.

The meeting closed at 5.50 p.m.