

CORPORATE SERVICES COMMITTEE

At a Hybrid Meeting of the Corporate Services Committee held in the Civic Space, 16 Church Street, Dumbarton on Wednesday, 6 November 2024 at 2.00 p.m.

Present: Provost Karen Murray Conaghan and Councillors Ian Dickson, Fiona Hennebry, David McBride, James McElhill, Michelle McGinty*, Lawrence O'Neill, Lauren Oxley, Martin Rooney, Hazel Sorrell and Clare Steel.

*Arrived later in the meeting.

Attending: Peter Hessett, Chief Executive; Alan Douglas, Chief Officer – Regulatory and Regeneration (Legal Officer); Amanda Graham, Chief Officer – Citizen, Culture and Facilities; Laurence Slavin, Chief Officer – Resources; Victoria Rogers, Chief Officer – People and Technology; Lauren Crooks, Strategic Communication, Culture & Performance Manager; Michelle Lynn, Assets Co-ordinator; Arun Menon, Business Support Manager; Adrian Gray, Finance Business Partner; Eilidh Paton, Interim Principal Officer, Environmental Health; and Scott Kelly, Committee Officer.

Apology: An apology for absence was intimated on behalf of Councillor Gordon Scanlan.

Councillor Martin Rooney in the Chair

STATEMENT BY CHAIR – AUDIO STREAMING

Councillor Rooney, 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.

RECORDING OF VOTES

The Committee agreed that all votes taken during the meeting would be carried out by roll call vote to ensure an accurate record.

MINUTES OF PREVIOUS MEETING

The Minutes of Meeting of the Corporate Services Committee held on 14 August 2024 were submitted and approved as a correct record.

MINUTES OF JOINT CONSULTATIVE FORUM

The Minutes of Meeting of the Joint Consultative Forum held on 12 September 2024 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.

Note: Councillor McGinty entered the meeting at this point.

CITIZEN, CULTURE AND FACILITIES DELIVERY PLAN – 2024/25 MID-YEAR PROGRESS

A report was submitted by the Chief Officer – Citizen, Culture and Facilities setting out the mid-year progress of the Citizen, Culture and Facilities Delivery Plan 2024/25.

After discussion and having heard the Chief Officer in further explanation and in answer to Members' questions, the Committee agreed to note the progress achieved at mid-year.

PEOPLE AND TECHNOLOGY DELIVERY PLAN 2024/25 – MID-YEAR PROGRESS

A report was submitted by the Chief Officer – People and Technology setting out the mid-year progress of the People and Technology Delivery Plan 2024/25.

After discussion and having heard the Chief Officer in further explanation, the Committee agreed to note the progress achieved at mid-year.

REGULATORY AND REGENERATION DELIVERY PLAN 2024/25 – MID-YEAR PROGRESS

A report was submitted by the Chief Officer – Regulatory and Regeneration setting out the mid-year progress of the Regulatory and Regeneration Delivery Plan 2024/25.

After discussion and having heard the Chief Officer in further explanation and in answer to Members' questions, the Committee agreed to note the progress achieved at mid-year.

RESOURCES DELIVERY PLAN 2024/25 – MID-YEAR PROGRESS

A report was submitted by the Chief Officer – Resources setting out the mid-year progress of the Resources Delivery Plan 2024/25.

After discussion and having heard the Chief Officer in further explanation, the Committee agreed to note the progress achieved at mid-year.

FOOD ENFORCEMENT SERVICE PLAN 2024/25

A report was submitted by the Chief Officer – Regulatory and Regeneration seeking approval of the Food Enforcement Service Plan 2024/25.

After discussion and having heard the Interim Principal Officer, Environmental Health and the Chief Officer in further explanation and in answer to Members' questions, the Committee agreed to approve the Food Enforcement Service Plan 2024/25.

PUBLIC HOLIDAY VARIATIONS

A report was submitted by the Chief Officer – People and Technology setting out the proposed changes to public holiday allocation for local government and quasi-craft employees.

After discussion and having heard the Chief Officer in further explanation and in answer to Members' questions, the Committee agreed:-

- (1) to replace the additional four public holidays for pre-2015 quasi-craft employees as detailed in paragraph 4.5 of the report, with additional days transferred to annual leave entitlement;
- (2) to replace one further public holiday (last Monday in September) for all employee groups, transferring the day to annual leave entitlement; and
- (3) to authorise the Chief Officer – People and Technology to implement public holiday variations from April 2025.

CORPORATE SERVICES REVENUE – BUDGETARY CONTROL REPORT TO 31 AUGUST 2024 (PERIOD 5)

A report was submitted by the Chief Officer – Resources advising on the performance of the Corporate Services revenue budget for the period to 31 August 2024.

After discussion and having heard the Chief Officer in further explanation and in answer to a Member's question, the Committee agreed to note that the revenue account currently showed a projected annual adverse variance of £0.109m (0.30% of the total budget).

CORPORATE SERVICES CAPITAL BUDGETARY CONTROL REPORT TO 31 AUGUST 2024 (PERIOD 5)

A report was submitted by the Chief Officer – Resources providing an update on the Corporate Services capital programme to 31 August 2024.

After discussion and having heard the Chief Officer in further explanation, the Committee agreed:-

- (1) to note the current position of the 2024/25 capital budget for Corporate Services;
- (2) to note that the project life total was currently on track; and
- (3) to note the revised completion date detailed in Appendix 2 to the report.

The meeting closed at 2.37 p.m.