

CORPORATE SERVICES COMMITTEE

At a Hybrid Meeting of the Corporate Services Committee held in the Civic Space, 16 Church Street, Dumbarton on Wednesday, 2 November 2022 at 2.00 p.m.

Present: Councillors Karen Conaghan, Ian Dickson, Diane Docherty, Daniel Lennie, David McBride, Michelle McGinty, June McKay, Lawrence O'Neill, Martin Rooney and Clare Steel.

Attending: Angela Wilson, Chief Officer – Supply, Distribution and Property; Alan Douglas, Chief Officer – Regulatory and Regeneration; Amanda Graham, Chief Officer – Citizen, Culture and Facilities; Laurence Slavin, Chief Officer – Resources; Victoria Rogers, Chief Officer – People and Technology; Arun Menon, Business Support Manager; Annabel Travers, Procurement Manager; Adrian Gray, Finance Business Partner; Lisa MacGregor, People and Change Partner and Ashley MacIntyre and Nicola Moorcroft, Committee Officers.

Apologies: Apologies for absence were intimated on behalf of Councillors James McElhill and Gordon Scanlan.

Councillor Michelle McGinty in the Chair

STATEMENT BY CHAIR – AUDIO STREAMING

Councillor McGinty, 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 be done by roll call vote to ensure an accurate record.

MINUTES OF PREVIOUS MEETING

The Minutes of Meeting of the Corporate Services Committee held on 17 August 2022 were submitted and approved as a correct record.

MINUTES OF JOINT CONSULTATIVE FORUM

The Minutes of Meeting of the Joint Consultative Forum held on 8 September 2022 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.

CITIZEN, CULTURE AND FACILITIES DELIVERY PLAN 2022/23

A report was submitted by the Chief Officer – Citizen, Culture and Facilities providing the Citizen, Culture and Facilities Delivery Plan 2022/23.

After discussion and having heard the Chief Officer – Citizen, Culture and Facilities in further explanation of the report, the Committee agreed to note the contents of the Delivery Plan as outlined in Appendix 1 to the report.

PEOPLE AND TECHNOLOGY DELIVERY PLAN 2022/23

A report was submitted by the Chief Officer – People and Technology providing the People and Technology Delivery Plan 2022/23.

After discussion and having heard the Chief Officer – People and Technology in further explanation of the report and in answer to Members' questions, the Committee agreed to note the contents of the Delivery Plan as outlined in Appendix 1 to the report.

REGULATORY AND REGENERATION DELIVERY PLAN 2022/23

A report was submitted by the Chief Officer – Regulatory and Regeneration providing the Regulatory and Regeneration Delivery Plan 2022/23.

After discussion and having heard the Chief Officer – Regulatory and Regeneration in further explanation of the report and in answer to Members' questions, the Committee agreed to note the contents of the Delivery Plan as outlined in Appendix 1 to the report.

RESOURCES DELIVERY PLAN 2022/2023

A report was submitted by the Chief Officer – Resources providing the Resources Delivery Plan 2022/23.

After discussion and having heard the Chief Officer – Resources in further explanation of the report and in answer to a Member's questions, the Committee agreed to note the contents of the Delivery Plan as outlined in Appendix 1 to the report.

SUPPLY, DISTRIBUTION AND PROPERTY DELIVERY PLAN 2022/23

A report was submitted by the Chief Officer – Supply, Distribution and Property providing the Corporate Procurement Unit priorities within the Supply Distribution and Property Delivery Plan 2022/23.

After discussion and having heard the Chief Officer – Supply, Distribution and Property in further explanation of the report and in answer to Members' questions, the Committee agreed to note the contents of the Delivery Plan as outlined in Appendix 1 to the report.

ANNUAL PROCUREMENT REPORT

A report was submitted by the Chief Officer – Supply, Distribution and Property providing for information the Annual Procurement Report for 2021/22.

After discussion and having heard the Chief Officer – Supply, Distribution and Property and the Procurement Manager in further explanation of the report and in answer to Members' questions, the Committee agreed to note the Annual Procurement Report for 2021/22 as outlined in Appendix 1 to the report.

CORPORATE SERVICES BUDGETARY CONTROL REPORT TO 31 AUGUST 2022 (PERIOD 5)

A report was submitted by the Chief Officer – Resources advising on the performance of the Corporate Services budget for the period to 31 August 2022.

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

- (1) to note that the revenue account showed a projected annual adverse variance of £0.119m (0.36% of the total budget); and
- (2) to note:
 - (i) that the capital account was showing a projected in-year underspend of -£0.778m (-10.4% of in-year budget) due to 2 projects showing

projected underspends as a result of delays to these projects with explanations for delays detailed in Appendix 6 to the report.; and

- (ii) that the project life projection is currently showing a projected underspend of £-0.047m (- 0.4% of project life budget).

VARIOUS GRANT APPLICATIONS TO DUMBARTON COMMON GOOD

A report was submitted by the Chief Officer – Resources providing details of three grant applications to Dumbarton Common Good for consideration.

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

- (1) to approve the renewal for a further 3 years of the £36,000 annual grant to Bellsmyre Development Trust;
- (2) to approve:
 - (i) the permanent increase of £2,730 to the existing grant paid to cover the cost of the annual Levensgrove Fireworks Display from 2023-24 and to note that prior approval has been given for the increase in 2022-23; and
 - (ii) the future increases in this budget to cover increased costs up to a ceiling of £20,000 at which time a report will be brought to Committee seeking permission to increase beyond the proposed ceiling; and
- (3) to note that an annual grant of £50,000 to be paid as a contribution to the annual Pipe Band Championships held in Levensgrove Park, commencing 2023-24 will be included in the budget report to Council in March 2023.

COUNCIL WORKFORCE PLAN 2017-2022: UPDATE AND ANNUAL ACTION PLAN 2021/22

A report was submitted by the Chief Officer – People and Technology providing an update on the Council's workforce planning activity for 2021/22.

After discussion and having heard the People and Change Partner in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note the progress during 2021/22 in delivering against the Council Workforce Plan;
- (2) to note the workforce profile as at 31st March 2022 and key changes;

- (3) to note the development of planned actions for 2022/2023, linked to the People First Strategy and 5 year plan; and
- (4) to note that the Delivery Plans for each service include Workforce Annual Action Plans.

BI-ANNUAL WORKFORCE MONITORING REPORT

A report was submitted by the Chief Officer – People and Technology providing workforce monitoring information relating to the period 1 April 2022 to 30 September 2022.

After discussion and having heard the People and Change Partner in further explanation of the report, the Committee agreed to note the contents of the report.

STRATEGIC RISKS 2022-2027

A report was submitted by the Chief Officer – People and Technology setting out proposed changes to the strategic risks for 2022-2027 following the Strategic Plan developments.

After discussion and having heard the Chief Officer – People and Technology in further explanation of the report, the Committee agreed the strategic risks as detailed in Appendix 1 to the report.

THE PUBLIC INTEREST DISCLOSURE POLICY AMENDMENTS AND ADDITIONS

A report was submitted by the Chief Officer – People and Technology providing an update on amendments made to The Public Interest Disclosure Policy resulting from recommendations made following an investigation by Internal Audit.

After discussion and having heard the Chief Officer – People and Technology in further explanation of the report, the Committee agreed:-

- (1) to note the contents of the report, and
- (2) to agree the revisions to the policy.

The meeting closed at 3.00 p.m.