

Agenda



Corporate Services Committee

Date: Wednesday, 1 November 2023

Time: 14:00

Format: Hybrid Meeting

Contact: Ashley MacIntyre, Committee Officer
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Dear Member

Please attend a meeting of the **Corporate Services Committee** as detailed above.

Members will have the option to attend the meeting remotely or in person at the Civic Space, 16 Church Street, Dumbarton.

The business is shown on the attached agenda.

Yours faithfully

PETER HESSETT

Chief Executive

Distribution:-

Councillor Daniel Lennie (Chair)
Councillor Karen Murray Conaghan
Councillor Ian Dickson
Councillor David McBride
Councillor Jonathan McColl
Councillor James McElhill
Councillor Michelle McGinty (Vice-Chair)
Councillor June McKay
Councillor Lawrence O'Neill
Councillor Martin Rooney
Councillor Gordon Scanlan
Councillor Clare Steel

Chief Executive
Chief Officers

Date of issue: 19 October 2023

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CORPORATE SERVICES COMMITTEE

WEDNESDAY, 1 NOVEMBER 2023

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 RECORDING OF VOTES

The Committee is asked to agree that all votes taken during the meeting be done by roll call vote to ensure an accurate record.

5 MINUTES OF PREVIOUS MEETING

7 – 11

Submit for approval as a correct record, the Minutes of Meeting of the Corporate Services Committee held on 14 August 2023.

6 MINUTES OF JOINT CONSULTATIVE FORUM

13 – 15

Submit for information and where necessary ratification, the Minutes of Meeting of the Joint Consultative Forum held on 7 September 2023.

7 OPEN FORUM

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

8/

8 CITIZEN, CULTURE AND FACILITIES 2023/24 DELIVERY PLAN MID-YEAR PROGRESS 17 – 32

Submit report by the Chief Officer – Citizen, Culture and Facilities setting out the mid-year progress of the Citizen, Culture and Facilities Delivery Plan 2023/24.

9 PEOPLE AND TECHNOLOGY 2023/24 DELIVERY PLAN MID-YEAR PROGRESS 33 – 49

Submit report by the Chief Officer – People and Technology setting out the mid-year progress of the People and Technology Delivery Plan 2023/24.

10 REGULATORY AND REGENERATION 2023/24 DELIVERY PLAN MID-YEAR PROGRESS 51 – 70

Submit report by the Chief Officer – Regulatory and Regeneration setting out the mid-year progress of the Regulatory and Regeneration Delivery Plan 2023/24.

11 RESOURCES 2023/24 DELIVERY PLAN MID-YEAR PROGRESS 71 – 84

Submit report by the Chief Officer – Resources setting out the mid-year progress of the Resources Delivery Plan 2023/24.

12 REVIEW OF ORGANISATIONAL CHANGE POLICY 85 – 99

Submit report by the Chief Officer – People and Technology providing an update on the review of the Organisational Change Procedure, the subsequent changes made and seeking approval for the same.

13 JOB EVALUATION POLICY AND PROCEDURE 101 – 134

Submit report by the Chief Officer – People and Technology providing an update on changes and seeking approval for the revisions to the Job Evaluation Policy and Procedure.

14 ANNUAL PROCUREMENT REPORT 135 – 205

Submit report by the Chief Officer – Regulatory and Regeneration seeking approval to publish the Annual Procurement Report for 2022/23 and the 2023/24 annual revision of the Sustainable Procurement & Commercial Improvement Strategy.

15 WEST DUNBARTONSHIRE LEISURE TRUST BUSINESS PLAN 2023/24 207 – 232

Submit report by the Chief Officer – Citizen, Culture and Facilities providing an update on the West Dunbartonshire Leisure Trust Business Plan 2023/24.

16 CORPORATE SERVICES BUDGETARY CONTROL REPORT TO 31 AUGUST 2023 (PERIOD 05) 233 – 259

Submit report by the Chief Officer – Resources advising on the performance of the Corporate Services budget for the period to 31 August 2023.

17 GRANT APPLICATION TO DUMBARTON COMMON GOOD 261 – 264

Submit report by the Chief Officer – Resources providing details of one grant application to Dumbarton Common Good for consideration.