

## **CORPORATE SERVICES COMMITTEE**

At a Meeting of the Corporate Services Committee held by Video Conference on Wednesday, 11 November 2020 at 2.00 p.m.

**Present:** Councillors Ian Dickson, Jim Brown, Diane Docherty, Caroline McAllister, David McBride, Jonathan McColl, Iain McLaren, John Mooney, Lawrence O'Neill and Martin Rooney.

**Attending:** Joyce White, Chief Executive; Angela Wilson, Strategic Director – Transformation & Public Service Reform; Malcolm Bennie, Strategic Lead – Communications, Culture, Communities & Facilities; Victoria Rogers, Strategic Lead – People & Technology; Stephen West, Strategic Lead – Resources; Amanda Coulthard, Performance & Strategy Manager; Arun Menon, Business Support Manager; Alison McBride, OD & Change Manager; Annabel Travers, Procurement Manager; John Anderson, General Manager, WD Leisure Trust; Adrian Gray, Business Unit Finance Partner; Peter Hessett, Strategic Lead – Regulatory; Craig Stewart and Nuala Borthwick, Committee Officers.

**Apologies:** Apologies for absence were intimated on behalf of Councillors Jim Finn and Daniel Lennie.

### **Councillor Ian Dickson in the Chair**

#### **CHAIR'S REMARKS**

The Chair, Councillor Dickson, informed the Committee that at 2.05 p.m. there would be 2 minutes of silence in remembrance of those who had died in all wars.

#### **STATEMENT BY CHAIR – AUDIO STREAMING**

Councillor Dickson, Chair, advised that the meeting was being audio streamed and broadcast live to the internet and would be available for playback.

#### **DECLARATIONS OF INTEREST**

Councillor McBride declared a non-financial interest in relation to the item under the heading 'Annual Performance of West Dunbartonshire Leisure Trust for Year to 31 March 2020', being a Director of Clydebank Leisure Trust and advised that he would remain in the meeting and take part in the decision in relation to this item.

## **MINUTES OF PREVIOUS MEETING**

The Minutes of Meetings of the Corporate Services Committee held on 9 September 2020 were submitted and approved as a correct record.

In relation to a query from Councillor Mooney concerning the item entitled, 'Grant Application', the Chief Executive and the Strategic Lead – Resources were heard in response, advising that the matter was being progressed with the HSCP's Chief Officer and Chief Financial Officer and that an update report would be provided to the Committee as soon as the process had been completed.

## **MINUTES OF JOINT CONSULTATIVE FORUM – 17 SEPTEMBER 2020**

The Minutes of Meetings of the Joint Consultative Forum held on 17 September 2020 were submitted for information and, where necessary, ratification.

## **OPEN FORUM**

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

## **COMMUNICATIONS, CULTURE, COMMUNITIES AND FACILITIES DELIVERY PLAN 2019/20 YEAR END PROGRESS REPORT AND 2020/21 DELIVERY PLAN**

A report was submitted by the Strategic Lead – Communications, Culture, Communities & Facilities providing information on the final position against the 2019/20 Delivery Plan as agreed at Committee on 22 May 2019 and presenting the 2020/21 Delivery Plan.

After discussion and having heard the Strategic Lead – Communications, Culture, Communities & Facilities and the Performance & Strategy Manager in further explanation and in answer to Members' questions, the Committee agreed:-

- (1) to note the progress made on the delivery of the 2019/20 Plan; and
- (2) to note the terms of the 2020/21 Delivery Plan.

## **PEOPLE AND TECHNOLOGY DELIVERY PLAN 2019/20 YEAR END PROGRESS REPORT AND 2020/21 DELIVERY PLAN**

A report was submitted by the Strategic Lead – People & Technology providing the final position against the 2019/20 Delivery Plan and presenting the 2020/21 Delivery Plan.

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

- (1) to note the progress made on the delivery of the 2019/20 Plan; and
- (2) to note the 2020/21 Delivery Plan.

### **REGULATORY DELIVERY PLAN 2019/20 YEAR END PROGRESS REPORT AND 2020/21 DELIVERY PLAN**

A report was submitted by the Strategic Lead - Regulatory providing the final position against the 2019/20 Delivery Plan and presenting the 2020/21 Delivery Plan.

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

- (1) to note the year-end position for 2019/20; and
- (2) to note the plan for 2020/21.

### **RESOURCES DELIVERY PLAN 2019/20 YEAR END PROGRESS REPORT AND 2020/21 DELIVERY PLAN**

A report was submitted by the Strategic Lead – Resources providing the final position against the 2019/20 Delivery Plan and presenting the 2020/21 Delivery Plan.

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

- (1) to note both the year-end position for 2019/20; and
- (2) to note the plan for 2020/21.

### **ANNUAL PROCUREMENT REPORT FOR 2019/20 AND THE ANNUAL PROCUREMENT STRATEGY UPDATE FOR 2020/21**

A report was submitted by the Strategic Director – Transformation & Public Service Reform providing an update on the outcomes achieved relative to the Annual Procurement Strategy for 2019/20; and the Annual Procurement Strategy Update for 2020/21.

After discussion and having heard from Strategic Director – Transformation & Public Service Reform in further explanation and in answer to Members' questions, the Committee agreed:-

- (1) to note the Annual Procurement Report for 2019/20;
- (2) to note the outcomes achieved relative to the Annual Procurement Strategy for 2019/2020;
- (3) to note the Annual Procurement Strategy Update for 2020/21; and

- (4) to note that a pending report to Tendering Committee, providing an update on social benefits delivered over the last year, would thereafter be reported to a future meeting of the Corporate Services Committee.

### **CORPORATE SERVICES BUDGETARY CONTROL REPORT TO 30 SEPTEMBER 2020 (PERIOD 6)**

A report was submitted by the Strategic Lead – Resources advising on the performance of the Corporate Services budget for the period to 30 September 2020.

The Committee agreed:-

- (1) to note that the revenue account currently showed a projected annual favourable variance of £0.362m (1.13% of the total budget) of which £0.092m was related to Covid-19;
- (2) to note that the capital account was showing a projected in-year underspend of £1.743m (51.4% of in-year budget) due to 8 projects showing projected underspends as a result of delays to these projects which had been caused by Covid-19 restrictions. The project life projection was currently showing a projected underspend of £0.340m (2.1% of project life budget); and
- (3) to note the progress on efficiencies incorporated into budgets for 2020/21.

### **ANNUAL PERFORMANCE OF WEST DUNBARTONSHIRE LEISURE TRUST FOR YEAR TO 31 MARCH 2020**

A report was submitted by the Strategic Lead – Communications, Culture, Communities & Facilities presenting the annual performance of West Dunbartonshire Leisure Trust during the period 1 April 2019 to 31 March 2020.

After discussion and having heard from the Strategic Lead – Communications, Culture, Communities & Facilities and the General Manager, WD Leisure Trust in further explanation and in answer to Members' questions, the Committee agreed to note the contents of the report.

The meeting closed at 3:34 p.m.