

CORPORATE SERVICES COMMITTEE

At a Hybrid Meeting of the Corporate Services Committee held in the Civic Space, 16 Church Street, Dumbarton on Wednesday, 22 May 2024 at 2.00 p.m.

Present: Councillors Ian Dickson, Daniel Lennie, David McBride, Jonathan McColl, June McKay, Karen Murray Conaghan, Lawrence O'Neill, Lauren Oxley and Martin Rooney.

Attending: Peter Hessett, Chief Executive; 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; Lauren Crooks, Strategic Communication, Culture & Performance Manager; Stephen Daly, Citizen & Digital Manager; Alison McBride, Strategic People and Change Manager; Michelle Lynn, Assets Co-ordinator; Arun Menon, Business Support Manager; Lisa MacGregor, People & Change Partner; Adrian Gray, Finance Business Partner; Michael McDougall, Manager of Legal Services; and Scott Kelly, Committee Officer.

Apologies: Apologies for absence were intimated on behalf of Councillors Michelle McGinty, Gordon Scanlan and Clare Steel.

Councillor Daniel Lennie in the Chair

STATEMENT BY CHAIR – AUDIO STREAMING

Councillor Lennie, 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 7 February 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 14 March 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.

CITIZEN, CULTURE AND FACILITIES 2023/24 YEAR-END PROGRESS AND CITIZEN, CULTURE AND FACILITIES DELIVERY PLAN 2024/25

A report was submitted by the Chief Officer – Citizen, Culture and Facilities setting out the year-end progress of the 2023/24 Delivery Plan and presenting the new Delivery Plan for 2024/25.

After discussion and having heard the Chief Officer – Citizen, Culture and Facilities and the Citizen & Digital Manager in further explanation and in answer to Members' questions, the Committee agreed to note the progress achieved at year- end and the new plan for 2024/25.

PEOPLE AND TECHNOLOGY DELIVERY PLAN 2023/24 – YEAR-END PROGRESS AND PEOPLE AND TECHNOLOGY DELIVERY PLAN 2024/25

A report was submitted by the Chief Officer – People and Technology setting out the year-end progress of the 2023/24 Delivery Plan and presenting the new Delivery Plan for 2024/25.

After discussion and having heard the Chief Officer – People and Technology in further explanation and in answer to Members' questions, the Committee agreed to note the progress achieved at year-end and the new plan for 2024/25.

REGULATORY AND REGENERATION DELIVERY PLAN 2023/24 – YEAR-END PROGRESS AND REGULATORY AND REGENERATION DELIVERY PLAN 2024/25

A report was submitted by the Chief Officer – Regulatory and Regeneration setting out the year-end progress of the 2023/24 Delivery Plan and presenting the new Delivery Plan for 2024/25.

After discussion and having heard the Chief Officer – Regulatory and Regeneration in further explanation and in answer to Members’ questions, the Committee agreed to note the progress achieved at year-end and the new plan for 2024/25.

RESOURCES DELIVERY PLAN 2023/24 – YEAR-END PROGRESS AND RESOURCES DELIVERY PLAN 2024/25

A report was submitted by the Chief Officer – Resources setting out the year-end progress of the 2023/24 Delivery Plan and presenting the new Delivery Plan for 2024/25.

After discussion and having heard the Chief Officer – Resources in further explanation and in answer to a Member’s questions, the Committee agreed to note the progress achieved at year-end and the new Plan for 2024/25.

COUNCIL WORKFORCE PLAN 2022-2027: UPDATE AND ANNUAL ACTION PLAN 2023/24

A report was submitted by the Chief Officer – People and Technology providing an update on the Council’s workforce planning activity for 2023/24.

Having heard the Chief Officer – People and Technology and the People & Change Partner in answer to a Member’s questions, the Committee agreed:-

- (1) to note progress during 2023/24 in delivering against the Council Workforce Plan within the People First Strategy and 5-year plan;
- (2) to note the workforce profile as of 31st March 2024 and key changes; and
- (3) to note progress within the Workforce Plans for each service.

UPDATE IN RELATION TO COUNCIL’S USE OF POWERS UNDER THE REGULATION OF INVESTIGATORY POWERS (SCOTLAND) ACT 2000

A report was submitted by the Chief Officer – Regulatory and Regeneration:-

- (1) advising of minor updates to the Council’s Policy in relation to its use of its investigatory powers; and
- (2) providing an update on the Council’s use of such powers.

Having heard the Manager of Legal Services in further explanation and in answer to a Member’s question, the Committee agreed:-

- (1) to approve minor updates to the Council’s Policy in relation to its use of investigatory powers as outlined at paragraph 4.1 of the report; and

- (2) to note how the Council used its investigatory powers in 2023.

REVISED EMPLOYER DISCRETIONS – LOCAL GOVERNMENT PENSION SCHEME (SCOTLAND) REGULATIONS 2018

A report was submitted by the Chief Officer – People & Technology providing an update on the review of the Council's Statement of Policy, and the proposed revisions to the Statement.

The Committee agreed:-

- (1) to note the content of this report; and
- (2) to approve the recommended revisions to the Statement of Policy on Discretions.

CORPORATE SERVICES BUDGETARY CONTROL REPORT TO 31 JANUARY 2024 (PERIOD 10)

A report was submitted by the Chief Officer – Resources:-

- (1) advising on the performance of the Corporate Services budget for the period to 31 January 2024 (Period 10); and
- (2) seeking approval to top up the Provost's Fund to £3,000.

The Committee agreed:-

- (1) to note that the revenue account currently showed a projected annual favourable variance of £0.587m (1.66% of the total budget);
- (2) to note that the capital account showed a projected in-year overspend of £0.025m (0.8%) and the project life projection showing a projected overspend of £0.025m (0.3%);
- (3) to note capital monitoring was changing meaning a separate capital report would be presented to Council and all Committees from June 2024 onwards; and
- (4) to approve a top-up payment of £2,736.52 to be made to the Provost's Fund.

The meeting closed at 2.55 p.m.