

**EAST DUNBARTONSHIRE, INVERCLYDE AND
WEST DUNBARTONSHIRE COUNCILS'
SHARED SERVICES JOINT COMMITTEE**

At the Meeting of the Shared Services Joint Committee held in the Civic Space, Council Offices, 16 Church Street, Dumbarton on Wednesday, 2 October at 2.00 p.m.

Present:

East Dunbartonshire Council:

Councillors Gordan Low and Vaughan Moody.

Inverclyde Council

Councillors Graeme Brooks, Christopher Curley, Colin Jackson and Tommy McVey.

West Dunbartonshire Council:

Provost William Hendrie and Councillor Iain McLaren.

Attending:

East Dunbartonshire Council:

Thomas Glen, Depute Chief Executive / Neighbourhood & Corporate Assets.

Inverclyde Council:

Aubrey Fawcett, Chief Executive; Scott Allan, Corporate Director – Environment, Regeneration & Resources and Andi Priestman, Chief Internal Auditor.

West Dunbartonshire Council:

Joyce White, Chief Executive; Angela Wilson, Strategic Director – Transformation & Public Service Reform; Richard Cairns, Strategic Director – Infrastructure, Regeneration & Economic Development; Gail MacFarlane, Shared Head of Service; George Hawthorn, Manager – Democratic & Registration; Colin McDougall, Audit & Risk Manager; and Christine McCaffary, Senior Democratic Services Officer.

Apologies:

Apologies for absence were intimated on behalf of Councillors Alan Moir and Andrew Polson (East Dunbartonshire Council); and Councillors David McBride and Lawrence O'Neill (West Dunbartonshire Council).

Councillor Iain McLaren in the Chair

DECLARATIONS OF INTEREST

It was noted that there were no declarations of interest in any of the items of business on the agenda.

MINUTES OF PREVIOUS MEETING

The Minutes of Meeting of the Shared Services Joint Committee held on 21 May 2019 were submitted and approved as a correct record.

PROPOSED CHANGES TO STANDING ORDERS

A report was submitted by the Strategic Lead – Regulatory asking the Committee to consider changes to its Procedural Standing Orders.

Councillor McLaren, Chair, advised the Committee that if it were to consider suspending Standing Order No. 33, provided two thirds of those voting so agreed, the report could be considered and a decision taken at today's meeting.

Councillor Brooks, seconded by Councillor Curley moved the suspension of Standing Order No.33 and the Committee then agreed unanimously to do so.

Having heard the Manager – Democratic & Registration in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (a) to allow named substitutes with full voting powers to attend its meetings;
- (b) that any Member who is unable to attend a meeting and who is appointing a substitute must inform the Clerk of the named substitute before the meeting commences;
- (c) to change the quorum for meetings to one third of voting Members;
- (d) that Standing Order 8(d) be altered to make it clear that only Members who are entitled to vote on a matter will be counted in the calculation of the quorum for that item; and
- (e) to delegate authority to the Clerk to implement the agreed changes to the Standing Orders.

ROADS AND TRANSPORTATION UPDATE

A report was submitted by the Shared Head of Service providing an update on the continued progress of the implementation of the Roads and Transportation Shared Service.

Having heard the Shared Head of Service in further explanation of the report and in answer to Members' questions, the Committee agreed to note the contents of the report.

JOINT COLLABORATION: WEST DUNBARTONSHIRE AND INVERCLYDE COUNCILS

A report was submitted by the Strategic Director – Transformation & Public Service Reform advising of the recent agreement by West Dunbartonshire and Inverclyde Councils for further joint collaboration in relation to Internal Audit and Fraud Services; and Fleet, Waste and Grounds Services.

The Strategic Director updated the Committee on the developments made and advised that the shared management of the Internal Audit and Fraud Services would be fully operational from January 2020. She further advised that work was ongoing to develop strategic business plans for joint collaboration across fleet, waste and grounds services.

A joint presentation was then given by the Shared Head of Service and Chief Internal Auditor providing more detailed information on the key areas in scope and the timescales involved.

Following questions from Members, the Chair thanked the officers for their informative presentation.

The Committee agreed:-

- (a) to note the implementation of the Internal Audit and Fraud Services shared management model between Inverclyde and West Dunbartonshire Councils; and
- (b) to note the timeline for the development and implementation of the fleet, waste and grounds collaborative model.

The meeting closed at 2.29 p.m.