

CORPORATE SERVICES COMMITTEE

At a Meeting of the Corporate Services Committee held in the Council Chamber, Clydebank Town Hall, Dumbarton Road, Clydebank on Wednesday, 22 August 2018 at 2.09 p.m.

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

Attending: Angela Wilson, Strategic Director – Transformation and Public Service Reform; Peter Hessett, Strategic Lead – Regulatory; Stephen West, Strategic Lead – Resources; Malcolm Bennie, Strategic Lead – Communications, Culture & Communities; Victoria Rogers, Strategic Lead – People & Technology; Annabel Travers, Procurement Manager; Ryan Chalmers, Section Head (Revenues & Benefits) and Craig Stewart, Committee Officer.

Also Attending: Carol Hislop, Senior Audit Manager, Audit Scotland.

Apology: An apology for absence was intimated on behalf of Councillor John Mooney.

Councillor Ian Dickson 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 Corporate Services Committee held on 16 May 2018 were submitted and approved as a correct record.

MINUTES OF JOINT CONSULTATIVE FORUM – 7 JUNE 2018

The Minutes of Meeting of the Joint Consultative Forum held on 7 June 2018 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.

CORPORATE SERVICES BUDGETARY CONTROL REPORT TO 31 JULY 2018 (PERIOD 4)

A report was submitted by the Strategic Lead – Resources advising on the performance of the Corporate Services budget for the period to 31 July 2018.

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

- (1) to note that the revenue account currently showed a projected annual favourable variance of £0.059m (0.30%) of the total budget); and
- (2) to note that the capital projects being reported to this Committee were projecting to underspend by £0.027m in 2018/19 and over the project life, and an in-year slippage of £0.040m.

NON-DOMESTIC RATES OPTIONS

A report was submitted by the Strategic Lead – Resources seeking approval to publicise businesses that have not paid their non-domestic rates (NDR).

After discussion and having heard the Section Head (Revenues & Benefits) in further explanation of the report and in answer to Members' questions, the Committee agreed to publicise the businesses that have not paid their NDRs in line with The Non-Domestic Rating (Collection and Enforcement) Regulations.

HOUSING BENEFIT PERFORMANCE AUDIT

A report was submitted by the Strategic Lead – Resources advising on the recent inspection of the Council's Housing Benefit (HB) service carried out by Audit Scotland.

After discussion and having heard the Senior Audit Manager, Audit Scotland and the Strategic Lead – Resources in further explanation and in answer to Members' questions, the Committee agreed to note the Audit Scotland report and the Council's action plan.

CONTRACT & SUPPLIER MANAGEMENT POLICY

A report was submitted by the Strategic Lead – Resources seeking approval for the Contract & Supplier Management Policy.

After discussion and having heard the Procurement Manager and the Strategic Director in further explanation of the report and in answer to Members' questions, the Committee agreed to approve the Contract & Supplier Management Policy.

STRATEGIC RISKS 2017-22

A report was submitted by the Strategic Lead – People & Technology providing an update on the strategic risks for 2017-22.

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

- (1) to note the strategic risks as detailed at Appendix 1 to the report; and
- (2) to note the next steps to further develop risks, aligned with the Delivery Plans for respective service areas.

CYCLE TO WORK SCHEME (C2W)

A report was submitted by the Strategic Lead – People & Technology providing an update on the participation in the Council's Cycle to Work (C2W) scheme during the current contract and seeking approval for the ongoing provision of the scheme to employees.

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

- (1) to note the success of the current scheme; and
- (2) to continue to offer a Cycle to Work salary sacrifice scheme on an ongoing basis, subject to the ongoing legal basis for such a scheme.

The meeting closed at 3.08 p.m.