

ITEM 5

CORPORATE SERVICES COMMITTEE

At a Hybrid Meeting of the Corporate Services Committee held in the Civic Space, 16 Church Street, Dumbarton on Wednesday, 13 August 2025 at 2.00 p.m.

Present: Councillors Ian Dickson, Fiona Hennebry, David McBride, Michelle McGinty, Lawrence O'Neill, Lauren Oxley, Chris Pollock, Martin Rooney, William Rooney, Gordon Scanlan and Clare Steel.

Attending: Laurence Slavin, Chief Officer – Resources; Alan Douglas, Chief Officer – Regulatory and Regeneration; Amanda Graham, Chief Officer – Citizen, Culture and Facilities; Michelle Lynn, Asset Manager; Karen Shannon, Section Head – Financial, Administration & Control; Arun Menon, Business Support Manager; Janine Corr, Business Partner – Resources; Alison McBride, Strategic People & Change Manager; Lauren Crooks, Strategic Communication, Culture & Performance Manager; Michael McDougall, Manager of Legal Services; and Scott Kelly, Committee Officer.

Apology: An apology for absence was intimated on behalf of Councillor Kevin Crawford.

Councillor William Rooney in the Chair

STATEMENT BY CHAIR – AUDIO STREAMING

Councillor William Rooney, 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 21 May 2025 were submitted and approved as a correct record.

MINUTES OF JOINT CONSULTATIVE FORUM

The Minutes of Meeting of the Corporate Services Committee held on 3 June 2025 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.

PROVISION OF BANKING SERVICES

A report was submitted by the Chief Officer – Resource seeking approval to commence the tendering process for the Provision of Banking Services for the period 1 April 2026 to 31 March 2029, with an option to extend for a further two years to 31 March 2031, for West Dunbartonshire Council and West Dunbartonshire Leisure Trust.

Having heard the Chief Officer – Resources and the Section Head – Financial, Administration & Control in further explanation of the report and in answer to Members' questions, the Committee agreed to approve the process to begin invitations to tender for the Provision of Banking Services for a three year period from 1 April 2026 until 31 March 2029, with an option to extend for a further two years until 31 March 2031, and to delegate authority to the Chief Officer – Regulatory and Regeneration to conclude, on behalf of the Council, the award of the contract for the Provision of Banking Services, subject to the Chief Officer – Resources being satisfied as to the terms offered, and that any extension should be discussed with the Convener before being progressed.

PAYMENT PROCESSING SERVICES

A report was submitted by the Chief Officer – Resources seeking approval to initiate a formal procurement process for West Dunbartonshire Council's and West Dunbartonshire Leisure Trust's Payment Processing Services.

Having heard the Chief Officer – Resources, the Chief Officer – Regulatory and Regeneration, and the Section Head – Financial, Administration & Control in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to approve the initiation of a formal procurement process for the Payment Processing Service for the Council and the Trust for a 3 year period from 1 April 2026 until 31 March 2029 with an option to extend for a further two additional up to 12 months until 31 March 2031 and delegates authority to the Chief Officer – Regulatory and Regeneration to conclude, on behalf of the Council, the award of the contract for the Provision of Payment Processing Services subject to the Chief Officer Resources being satisfied as to the terms offered, and that any extension would be discussed with the Convener before being progressed; and
- (2) to note the direct award of the Merchant Card Acquiring Service to Worldpay.

REAL LIVING WAGE ACCREDITATION – UPDATE

A report was submitted by the Chief Officer – People and Technology presenting options associated with Real Living Wage accreditation and the anticipated consequential costs for the Council.

After discussion and having heard the Chief Officer – Regulatory and Regeneration and the Strategic People & Change Manager in further explanation of the report and in answer to Members' questions, Councillor McBride moved:-

That the Committee agrees to note the report from the Chief Officer – People and Technology.

Committee also notes that currently we pay the Scottish Local Government Living Wage which is currently **£13.06** per hour compared to the Real Living Wage of **£12.60** per hour.

In addition, the two-year pay deal means that the Scottish Local Government Living Wage hourly rate in 2026 will increase to **£13.52** an hour which is still above the projected Real Living Wage of **£13.10** referred to in serial 4.3 of the report. So there would be no further impact in 2026/27.

The new rate for the Real Living Wage is announced in September/October each year and can be implemented at the start of the financial year in April.

Given the uncertainty, the Committee agrees to continue the decision until the Council Budget setting next year and invites councillors to consider the Real Living Wage Accreditation as part of their budget proposals.

As an amendment, Councillor Dickson moved:-

That the Committee agrees:-

- (1) to note the assumptions contained in tables 1 and 2 of the report; and
- (2) to approve the option to proceed with accreditation, with the real living wage rate applied on 1 April each year.

Councillor O'Neill then seconded the motion and Councillor Scanlan seconded the amendment.

On a roll call vote being taken, 4 Members voted for the amendment, namely Councillors Dickson, Oxley, Pollock and Scanlan, and 7 Members voted for the motion, namely Councillors Hennebry, McBride, McGinty, O'Neill, Martin Rooney, William Rooney, and Steel. The motion was accordingly declared carried.

CORPORATE SERVICES REVENUE BUDGETARY CONTROL REPORT TO 30 JUNE 2025 (PERIOD 3)

A report was submitted by the Chief Officer – Resources on the revenue financial performance to 30 June 2025 of those services under the auspices of the Corporate Services Committee.

Having heard the Chief Officer – Resources, the Committee agreed to note the contents of this report which showed that the revenue account was currently projected to overspend against budget by £0.172m (0.43% of the total budget) at the year-end.

CORPORATE SERVICES CAPITAL BUDGETARY CONTROL REPORT TO 30 JUNE 2025 (PERIOD 3)

A report was submitted by the Chief Officer – Resources providing an update on the Corporate Services capital programme to 30 June 2025.

The Committee agreed:-

- (1) to note the current position of the 2025/26 capital budget for Corporate Services; and
- (2) to note that the project life total was currently on track.

UPDATE ON VOLUNTARY GRANTS 2024/25

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

- (a) providing an update on the voluntary grants administered and awarded in 2024/25, on behalf of the Council, by West Dunbartonshire Community & Volunteering Services (WDCVS) in respect of Community Chest and Social Transport Support Funding Grants; and
- (b) providing information on the position regarding the Provost's Fund and the Dumbarton Common Good Fund.

After discussion and having heard the Chief Officer – Resources in answer to a Members' questions, the Committee agreed to note the position of the grants paid out by WDCVS, the Provost's Fund and the Dumbarton Common Good Fund.

GRANT APPLICATION TO DUMBARTON COMMON GOOD

A report was submitted by the Chief Officer – Resources providing details of a grant application by the 2 Rivers Children's Book Festival Planning Team to the Dumbarton Common Good for consideration.

After discussion and having heard the Chief Officer – Resources in further explanation of the report and in answer to Members' questions, the Committee agreed to approve a one-off grant of £5,360 to The 2 Rivers Children's Book Festival planning group which would be used to promote, plan and host the first year of the Festival.

The meeting closed at 2.55 p.m.

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