

Corporate Policy and Strategy Committee

10.00 am, Tuesday, 5 November 2013

Present

Councillors Burns (Convener), Cardownie (Vice-Convener), Burgess, Chapman, Child, Nick Cook, Edie, Godzik, Ricky Henderson, Hinds, Lewis, Mowat, Rankin, Rose and Ross.

1. Discretionary Housing Payments (DHP) Policy

a) Lothian Federation of Anti-Bedroom Tax Groups - Deputation

The deputation expressed concern that many of their proposals to ensure that Discretionary Housing Payments (DHP) were made to tenants in need had been rejected. They outlined five new proposals for changes to the DHP Policy which they asked the Council to consider.

b) Report by the Director of Corporate Services

The Council had approved a Discretionary Housing Payments (DHP) Policy in response to the Welfare Reform Act 2012. Details were provided on a revised DHP Policy which had been drafted in response to additional funding provided by the Scottish Government.

Decision

- 1) To approve the revised DHP policy as detailed in Appendix 1 to the report by the Director of Corporate Governance.
- 2) To note the response to questions raised by the Lothian Foundation at the Committee on 1 October 2013 as detailed in Appendix 2 to the report.
- 3) To assess the additional new proposals raised by today's deputation including any financial impact and bring back on 13 December 2013 as part of the regular report on Welfare Reform.
- 4) To request that the Director of Corporate Governance issues a detailed application form be issued with the letters being provided to residents who had not claimed DHP.

(References – Corporate Policy and Strategy Committee 4 December 2012 (item 4) and 1 October 2013 (item 2); report by the Director of Corporate Governance, submitted.)

2. Minute

Decision

To approve the minute of the Corporate Policy and Strategy Committee of 1 October 2013 as a correct record.

3. Corporate Policy and Strategy Committee Key Decisions Forward Plan December 2013 to February 2014

The Corporate Policy and Strategy Committee Key Decisions Forward Plan for December 2013 to February 2014 was presented.

Decision

- 1) To note the Key Decisions Forward Plan for December 2013 to February 2014.
- 2) To delete item 3 in future Key Decisions Forward Plans and note that the Committee in February would take place on 25 February 2014

(Reference – Key Decisions Forward Plan December 2013 to February 2014, submitted.)

4. Corporate Resilience Annual Report (1 October 2012 to 30 September 2013)

Details were provided on Corporate Resilience activities and initiatives undertaken during the period 1 October 2012 to 30 September 2013.

Decision

- 1) To note the resilience activities undertaken during the period 1 October 2012 to 30 September 2014.
- 2) To agree the reporting structure as detailed in Appendix 3 to the report by the Director of Corporate Governance.
- 3) To approve the proposed forward workplan as detailed in Appendix 4 to the report.

(Reference – report by the Director of Corporate Governance, submitted.)

5. Corporate Governance: Senior Management Structure – Revised Arrangements

Details were provided on a further review of the Corporate Governance Senior Management structure which had been undertaken, together with proposed reporting arrangements.

Decision

- 1) To approve the revised structure and reporting arrangements effective from 1 December 2013.
- 2) To delegate authority to the Director of Corporate Governance, in consultation with the Convener/Vice Convener to implement these revised arrangements and

thereafter, any remaining organisational changes, in line with relevant Council procedures.

(References – Corporate Policy and Strategy Committee 16 April 2013 (item 8); report by the Director of Corporate Governance, submitted.)

6. ICT and Digital Strategy

Details were provided on the development of the Council's Information and Communication Technology and Digital strategy.

Decision

- 1) To approve the Information and Communication Technology and Digital strategy.
- 2) To note the Wave 1 plans.
- 3) To note the proposed launch events.
- 4) To approve on-going engagement to ensure the strategy remained informed by the views of stakeholders (eg citizens and businesses) and was based on accurate data.

(Reference – report by the Director of Corporate Governance, submitted.)

7. Contact in the Capital – Community Communications Pilots

The Council had instructed the Communications Service to carry out an analysis of communications channels and audiences, and develop innovative ideas and options for investment to improve two way communications between the Council and local communities.

Details were provided on options for pilot communications initiatives which aimed to improve the way in which the Council communicated with residents with a renewed emphasis on two way communications and local community driven initiatives.

Decision

- 1) To agree to go ahead with all three of the proposed pilots, as detailed in Appendix 1 of the report by the Director of Corporate Governance.
- 2) To agree that the Communications Service work with Neighbourhood Partnerships, Community Councils and interested community groups and organisations; to actively support good practice, share expertise and establish sustainable community based communications initiatives.
- 3) To agree that £50,000 (allocated as per Appendix 1 of the report) be made available for developing these pilot projects, funded by a cross-charge to services, based on the historic cross-charge for 'Outlook' (the former Council newspaper); all subject to the following conditions:
 - (a) due financial and administrative diligence being undertaken for all three proposed, project-funded recipients;

- (b) the Director of Corporate Governance to undertake such due diligence, under delegated authority, in consultation with the Convener/Vice-Convener;
 - (c) that Committee receive an update report, within 3-months, outlining an interim financial action plan to include performance metrics, for each of the three pilots which would be developed in consultation with the relevant local ward members;
 - (d) that Committee receive a full report, evaluating the success of the three pilots, in 12-months.
- 4) To agree that an additional update report, highlighting (city-wide) successful community based communications initiatives, be reported annually. That report to include the possible use of funding to Community Councils/Neighbourhood Partnerships to encourage better communication. The report also to include investigation of reinvigorating the MyEdinburgh website.

(References – Act of Council No 18 of 22 November 2012; report by the Director of Corporate Governance, submitted.)

Declaration of Interests

Councillor Hinds declared a non-financial interest in the above item as a family member was on the Board of North Edinburgh News.

8. Review of Events Governance

The Committee had agreed to carry out a review of events governance to be led by the Corporate Programmes Office with contributions from officers

The findings of the review of were presented together with the key principles to underpin the new processes and the next steps for the Review.

Decision

- 1) To note the findings of the Review of Events Governance.
- 2) To approve the key principles to be incorporated into revised processes as shown in Appendix 2 to the joint report by the Directors of Corporate Governance and Services for Communities.
- 3) To note that a further report would be submitted to Committee on 25 February 2014 setting out the revised application and approval processes.

(References – Corporate Policy and Strategy Committee 6 August 2013 (item 6); joint report by the Directors of Corporate Governance and Services for Communities, submitted.)

9. Gaelic Language Plan 2012-2017 – Progress Report 2012/2013

The Gaelic Language Plan 2012/2017 had been approved by the Committee in September 2012. Details were provided on the progress that had been made to deliver the key commitments and agreed actions identified in the plan.

Decision

To note the progress that had been made to deliver the agreed actions of the City of Edinburgh Council's Gaelic Language Plan 2012/2017.

(References – Policy and Strategy Committee 4 September 2012 (item 4); report by the Director of Corporate Governance, submitted.)

10. Towards an Edinburgh Autism Strategy – Summary of the Feedback from the Consultation on the Edinburgh Autism Plan for people with autism who do not have a Learning Difficulty

Details were provided on the consultation process and consultation feedback for the draft Edinburgh Autism Plan.

Decision

- 1) To note the findings of the consultation.
- 2) To note the significant support for the priority areas identified in the draft Edinburgh Autism Plan.

(Reference – joint report by the Directors of Health and Social Care and Children and Families, submitted.)

Declaration of Interests

Councillor Edie declared a financial interest in the above item as Chair of the Care Commission and left the meeting during the Committee's consideration.

11. Summary of the Edinburgh Autism Plan – A Plan for People with Autism without a Learning Difficulty

Details were provided of the main points in the Edinburgh Autism Plan for people with autism who did not have a learning disability.

Decision

- 1) To note that Children and Families would work with key partners to develop a Children and Young People's Autism Plan for Edinburgh. This would be demonstrated by increasingly autism friendly environments across services for children delivered through;
 - A published framework for effective and consistent use of appropriate strategies which would impact positively on the well-being of children and young people with autism;
 - Use of an autism framework within the Integrated Child Planning Process;
 - A strategic programme of autism awareness and training across Children and Families' Services including an advanced training programme for targeted staff;
 - An audit of existing services for children and young people with autism with a view to identifying priorities for improvement.

- 2) To agree to improve service planning and develop shared training to support better transition between children and adult services to be demonstrated by:
 - Getting It Right Transition Planning allowing for collaboration of adult and children services to plan for next steps;
 - Transition groups running for young people of school leaving age, addressing skills of independence and social awareness;
 - Increased number of students supported in 5th and 6th years at High School, offering opportunities such as the JET programme, collaboration with agencies such as Enable and Caledonia Youth to support skills of independence and relationships.
- 3) To agree to complete an Integrated Care Pathway for young people in transition and adults with autism as outlined in the joint report by the Directors of Health and Social Care and Children and Families.
- 4) To note that the City of Edinburgh Council and local housing associations would seek opportunities for supported housing for adults with autism and who did not have a learning disability, and promote autism awareness training amongst front line staff.
- 5) To note that people with autism would be actively encouraged to participate in proposed employment initiatives in the City; Project Search, a model to assist young people with disabilities gain employment and Edinburgh Guarantee Plus.
- 6) To agree that the Council put in place strategies to support employees with autism at work, such as training for managers on supporting people with autism in the workplace and for employees with autism (e.g. on autism awareness and managing anxiety at work).
- 7) To agree that refresher autism awareness training for Jobcentre Plus staff should be run annually.
- 8) To the Directors of Health and Social Care and Children and Families to consider how to provide/promote volunteering experiences for people with autism.
- 9) To welcome the Autism Champions Initiative and note that an Edinburgh Autism Awareness booklet and an e-learning Autism Awareness module for staff had been developed.
- 10) To note that the Council supported training for carers and that the Council, in partnership with PASDA, (a local support services for carers of adults with autism) had commissioned training for carers to build family's skills in supporting people with autism.
- 11) To ask the Directors of Health and Social Care and Children and Families to ensure that current information and advice, information and mentoring services in the city for adults with autism were sustainable and consider ways to increase these services in the city.

- 12) To note that the Council and its partners were to celebrate World Autism Day on 2 April 2014, which promoted awareness of autism in the city.
- 13) To note that the Edinburgh Autism Plan group would reconvene to consider the on-going monitoring and governance of the Edinburgh Autism Plan. Its membership was to be reviewed to ensure representation from key stakeholders.
- 14) To agree that a costed action plan for this strategy be developed in 2014, once the national funding situation was clearer and the autism care pathway had been completed.
- 15) To agree to submit the plan to the Government in November 2013.

(Reference – joint report by the Directors of Health and Social Care and Children and Families, submitted.)

Declaration of Interests

Councillor Rankin declared a non-financial interest in the above item as a Trustee of Autism Initiatives.

Councillor Edie declared a financial interest in the above item as Chair of the Care Commission and left the meeting during the Committee's consideration.

12. Review of Community and Accessible Transport Programme Update

An update was provided on the progress of the review of Community and Accessible Transport which commenced in April 2013.

Decision

- 1) To note the six work streams involved in the review.
- 2) To note the governance arrangements surrounding the review.
- 3) To note the scope and key deliverables of the programme.
- 4) To note that a further update report would be provided in six months.

(Reference – report by the Director of Health and Social Care, submitted.)

Declaration of Interests

Councillor Edie declared a financial interest in the above item as Chair of the Care Commission and left the meeting during the Committee's consideration