

Minutes

Corporate Policy and Strategy Committee

10.00 am, Tuesday, 25 February 2014

Present

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

1. Minute

Decision

To approve the minute of the Corporate Policy and Strategy Committee of 21 January 2014 as a correct record.

2. Corporate Policy and Strategy Committee Key Decisions Forward Plan March to June 2014

The Corporate Policy and Strategy Committee Key Decisions Forward Plan for March to June 2014 was presented.

Decision

To note the Key Decisions Forward Plan for March to June 2014.

(Reference – Key Decisions Forward Plan for March to June 2014, submitted.)

3. Corporate Policy and Strategy Committee Business Bulletin 25 February 2014

The Corporate Policy and Strategy Committee Business Bulletin for 25 February 2014 was presented.

Decision

To note the Business Bulletin.

(Reference – Business Bulletin 25 February 2014, submitted.)

4. Review of Council Grants to Third Parties 2013-14 – Final Report – referral from the Communities and Neighbourhoods Committee

The Communities and Neighbourhoods Committee had referred for information, a report which provided the up-to-date position on the review of grants to third parties during 2013/14 and details of a proposed new policy framework with a completion date of April 2016.

Decision

- 1) To note the report by the Director of Corporate Governance.
- 2) To refer the change in the committee terms of reference to the full Council for approval.

(References – Communities and Neighbourhoods Committee 11 February 2014 (item 1); referral report from the Communities and Neighbourhoods Committee, submitted.)

Declaration of Interests

Members declared a non-financial interest in the item above because of appointment to or membership of the following organisations:

Councillor Edie	Management Committee of Corstorphine Youth and Community Centre
Councillor Lewis	Edinburgh International Festival Council Edinburgh International Jazz and Blues Festival Edinburgh Leisure Festival City Theatres Trust Royal Lyceum Theatre Company Scottish Chamber Orchestra The Audience Business Traverse Theatre (observer)
Councillor Mowat	Edinburgh International Festival Council
Councillor Rankin	Trustee of Autism Initiatives
Councillor Hinds	North Edinburgh Arts City of Literature

5. Council Grants to Third Parties 2014-15 – Proposals for Expenditure

Details were provided on a package of grant investment to support third sector, cultural and sporting bodies across the city.

Decision

- 1) To approve the proposals in the report by the Director of Corporate Governance.
- 2) To note the potential change in future grant management arrangements as a result of the review of council grants to third parties (item 4 refers).

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

Declaration of Interests

Members declared a non-financial interest in the item above because of appointment to or membership of the following organisations::

Councillor Edie	Management Committee of Corstorphine Youth and Community Centre
Councillor Lewis	Edinburgh International Festival Council Edinburgh International Jazz and Blues Festival Edinburgh Leisure Festival City Theatres Trust Royal Lyceum Theatre Company Scottish Chamber Orchestra The Audience Business Traverse Theatre (observer)
Councillor Mowat	Edinburgh International Festival Council
Councillor Rankin	Trustee of Autism Initiatives
Councillor Hinds	North Edinburgh Arts City of Literature

6. Review of Events Governance

The Committee had noted the findings of a review of events governance and agreed that a further report be submitted setting out the revised application and approval processes.

Proposals for the revised application and approval process and the establishment of the relevant roles and responsibilities were provided together with an action plan to implement the remaining improvements identified in the review.

Decision

- 1) To approve the high level co-ordination process as set out in Appendix 3 to the joint report by the Directors of Corporate Governance and Services for Communities.
- 2) To approve the roles and responsibilities as set out in Appendix 4 to the joint report.
- 3) To approve the improvement action plan.
- 4) To note that the action plan would be taken forward by the Events Management Group.
- 5) To note that 6 monthly progress reports would be submitted to Committee.

(References – Corporate Policy and Strategy Committee 5 November 2013 (item 8); joint report by the Directors of Corporate Governance and Services for Communities, submitted)

7. Welfare Reform - Update

An update was provided on the progress being made by the Council and partners to develop arrangements to mitigate, where possible, the negative impact of the UK Government's welfare reforms.

Decision

- 1) To note the ongoing actions to assess and mitigate the impact of Welfare Reform.
- 2) To note that the next update report would be on 13 May 2014.
- 3) To ask that the next report include details of the total number of tenants in arrears and an update on the work of the Welfare Reform Working Group.

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

8. Edinburgh People Survey 2013 Summary Results

A summary of the top line findings from the 2013 Edinburgh People Survey was presented. Work was ongoing with the consultant involved and the Business Intelligence Service to provide detailed reports to neighbourhoods and individual service areas which would be reported as appropriate to Committees and Neighbourhood Partnerships as they became available.

Decision

- 1) To note the report by the Director of Corporate Governance.
- 2) To note the Council's commitment to address local issues and priorities.
- 3) To note the planned actions for dissemination of the findings.
- 4) To refer the findings to the Edinburgh Partnership for their information and to other partners as appropriate.

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

9. Revised Disciplinary and Grievance Procedures and Disciplinary Code

Details were provided on the revised Disciplinary Procedure, Grievance Procedure and Disciplinary Code which had been reviewed as part of the ongoing policy review programme for the Council's employment and regulatory policies.

Decision

- 1) To note the report by the Director of Corporate Governance.
- 2) To approve the revised Disciplinary Procedure, Grievance Procedure and Disciplinary Code for implementation.

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

10. ICT Acceptable Use Policy

Details were provided on a proposed new ICT Acceptable Use Policy which clarified the Council's expected standard of behaviour in relation to staff who used ICT at work or at home.

Decision

To continue consideration of the report to the next meeting for further information on a range of issues, specifically those regarding paragraphs 4.15, 5.7, 7.2, 7.3 and 7.4 of the revised Policy.

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

11. Update of Council Surveillance Policies

An update was provided on the successful outcome of an inspection by the Office of Surveillance Commissioners (OSC) in June 2013 together with details of minor amendments to existing Council policies relating to the use of surveillance.

Decision

- 1) To note the successful outcome of the OSC inspection in June 2013.
- 2) To approve the revised surveillance policies as detailed in Appendices 1 and 2 to the report by the Director of Services for Communities. These policies related to the provisions of the Regulation of Investigatory Powers (Scotland) Act 2000.
- 3) To approve the policy on the Acquisition of Communications Data as detailed in Appendix 3 to the report. This policy related to the provisions of the Regulation of Investigatory Powers Act 2000.

(Reference – report by the Director of Services for Communities, submitted)

12. Social Justice Fund – Allocations 2014-15

Details were provided on proposed priorities for the operation of the Council's Social Justice Fund in 2014-15 together with a summary of the activities funded through the Fund in the last complete year of 2012/13.

Decision

- 1) To note the contributions to social justice in Edinburgh in 2012/13 as set out in Appendix 1 to the report by the Director of Health and Social Care.
- 2) To note that additional allocations from this fund and through the budget motion in 2013/14 to mitigate the effects of welfare reform had been mainstreamed in Council budgets to maintain this effort.
- 3) To approve allocations to specific initiatives listed in Appendix 2 to the report to the value of £351,762.
- 4) To agree to delegate authority to the Director of Health and Social Care to allocate the reserve of approximately 1% of the fund and any amounts released by project slippage during the year to support applications within agreed priorities.

- 5) To approve the carry-over of £5000 unspent funds from 2013/14.
(Reference – report by the Director of Health and Social Care, submitted)

13. Transport and Environment Committee Policy Development and Review Sub-Committee Work Programme

The work programme for the Policy Development and Review Sub-Committee of the Transport and Environment Committee was presented.

Decision

To note the Transport and Environment Committee Policy Development and Review Sub-Committee Work Programme until July 2014.

(Reference – referral report from the Transport and Environment Committee, submitted)

14. Conference Invitation – ‘Going Local...Scotland’s Future’ and COSLA and Improvement Service Annual Conference 13-14 March 2014

The Committee was invited to nominate delegates to attend the COSLA and Improvement Service Annual Conference to be held in St Andrews on 13-14 March 2014.

Decision

To agree that no action be taken on the invitation.

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

15. Poverty and Inequality Data in the City – referral from the Communities and Neighbourhoods Committee

The Communities and Neighbourhoods Committee had referred for information a report which analysed poverty and inequality data in the city.

Decision

- 1) To note the report by the Director of Health and Social Care.
- 2) To instruct that the future report include an assessment of earlier poverty initiatives and clarification of the definitions of “low-pay/poverty”.

(Reference – referral report from the Communities and Neighbourhoods Committee, submitted)