

## Corporate Policy and Strategy Committee

10.00 am, Tuesday, 25 March 2014

### Present

Councillors Burns (Convener), Cardownie (Vice-Convener), Balfour (substituting for Councillor Rose), Booth (substituting for Councillor Chapman), Burgess, Child, Nick Cook, Gardner (substituting for Councillor Godzik), Ricky Henderson, Hinds, Lewis, Mowat, Rankin, and Ross.

### 1. Corporate Policy and Strategy Committee Key Decisions Forward Plan May to August 2014 – Welfare Reform

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#### a) Lothian Federation of Anti Bedroom Tax Groups– Deputation

The deputation requested that, following the recent announcement by the Scottish Government regarding funds being made available to cover the Bedroom Tax Liability of all tenants affected in Scotland , this be paid to all affected tenants without the need for an application and that this also apply to backdated payments.

They expressed concern over reports that a number of tenants who had been awarded backdated Direct Housing Payments (DHP) but had already paid some of the bedroom tax element of their rent were not having the DHP money paid to them but that it was being kept by the Council to go towards their Council Tax arrears. They urged the Council for an assurance that the DHP money due to be paid to tenants would be paid to the individuals concerned and not withheld.

#### b) Report by the Director of Corporate Governance

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

### Decision

- 1) To note the Key Decisions Forward Plan for March to June 2014.
- 2) To agree that the points raised by the deputation in their written submission and the issue of the 1996 Exemptions be addressed in the Welfare Reform update report to the Committee in May 2014.

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

## 2. Riddles Court and 4-6 Victoria Terrace

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### a) Deputations

#### (i) Edinburgh City Youth Cafe (6VT)

The deputation indicated that they were delighted to hear about the refurbishment proposals for the property at Riddles Court however they expressed concern over the difficulties experienced in meeting with the Scottish Historic Buildings Trust (SHBT) to discuss the proposals and what effect they would have on their work at 4-6 Victoria Terrace.

They indicated that a number of alternative properties had been identified as possible replacements for them but that they had been rejected by the Council as unsuitable. The deputation stressed that they were willing to relocate if an alternative suitable property could be identified although their preference would be to stay in their current accommodation.

#### (ii) Scottish Historic Buildings Trust (SHBT)

The deputation expressed concern that the building at Riddles Court and 4-6 Victoria Terrace was now unsafe for continued use. They indicated that they were working with the Council to try to find suitable alternatives for the Edinburgh City Youth Cafe (6VT) and had offered them the use of one of their other buildings.

They stressed that it was now imperative for the Council to secure an alternative home for 6VT as the principal funder was looking for a firm commitment to the renovation project. If agreement could not be reached and the works were unable to start it was likely that the funding would no longer be available.

### b) Report by the Director of Services for Communities

The Council had authorised the lease of Riddles Court to Scottish Historic Buildings Trust (SHBT) for a 99-year period at a peppercorn rent subject to them securing grant funding for the redevelopment of the property. The adjoining property at 4-6 Victoria Terrace which was let to the Edinburgh City Cafe (6VT), was required to be part of the project in order for the funding to be released.

Details were provided on the current situation which included assisting the current tenants of 4-6 Victoria Terrace, (6VT) to relocate with the provision of a new property and financial aid towards fit out costs and future rent.

### **Motion**

- 1) To note the previous decision of the Education, Children and Families and Finance and Resources Committees to grant a 99-year lease to SHBT at peppercorn rent and restate the Committee's commitment to the restoration project at Riddle's Court.
- 2) To note that SHBT had secured Heritage Lottery Funding for redevelopment of the property and that the area currently occupied by

6VT at 4-6 Victoria Terrace was included in the conditions of the lottery grant.

- 3) To further note that the Heritage Lottery Fund had granted an extension of their offer with a revised deadline of 31 March 2014 to meet the conditions of the award.
- 4) To recognise the value of the work undertaken by 6VT and the Board's preference to remain in their current premises until suitable alternative accommodation could be secured.
- 5) To note the options and implications set out at paragraphs 2.4 and 2.5 in the report by the Director of Services for Communities and instruct Council officers to work with 6VT to seek their relocation by 31 December 2014, ideally by mutual agreement.
- 6) To request officers to report to the relevant committee on the most appropriate mechanism to allow the resources currently allocated to SHBT to be realigned to 6VT to support the cost of capital fit out and rent of their new premises.
- 7) To recognise the value of the services provided by 6VT and the Board's concern about finding appropriate premises should 6VT move from Victoria Terrace.
- 8) To acknowledge that initial plans for the capital redevelopment of Riddles Court were clear that existing tenants (such as 6VT) would remain in situ after any such refurbishment.
- 9) To also recognise the value of the SHBT plans for the redevelopment of an important historical building, and that the premises at 4-6 Victoria Terrace now formed part of the business plan supporting that redevelopment.
- 10) To agree that any move should not impact negatively on 6VT or the services it provided.
- 11) To commit the Council to working with 6VT and SHBT to ensure an outcome that satisfied the needs of both parties.
- 12) To set up a Project Delivery Group, chaired by the Council Leader and comprising:
  - The Convener and Vice-convener of Education, Children and Families
  - Two representatives each from SHBT and 6VT
  - Senior management representation from Property Services, Children and Families, and Children and Families Social Work
- 13) To agree that the first meeting of the Project Delivery Group be scheduled as soon as possible, following this Committee meeting/decision, with the aim of reaching an early resolution of outstanding issues.

- 14) To agree that a subsequent progress report come to the Corporate, Policy and Strategy Committee meeting of 10 June 2014.

- moved by Councillor Burns, seconded by Councillor Cardownie

#### **Amendment**

- 1) To note the previous decision of the Education, Children and Families and Finance and Resources Committees to grant a 99-year lease to SHBT at peppercorn rent and restate the Committee's commitment to the restoration project at Riddle's Court.
- 2) To note that SHBT had secured Heritage Lottery Funding for redevelopment of the property and that the area currently occupied by 6VT at 4-6 Victoria Terrace was included in the conditions of the lottery grant.
- 3) To further note that the Heritage Lottery Fund had granted an extension of their offer with a revised deadline of 31 March 2014 to meet the conditions of the award.
- 4) To recognise the value of the work undertaken by 6VT and the Board's preference to remain in their current premises until suitable alternative accommodation could be secured.
- 5) To note the options and implications set out at paragraphs 2.4 and 2.5 in the report by the Director of Services for Communities and instruct Council officers to work with 6VT to seek their relocation by 31 December 2014, ideally by mutual agreement.
- 6) To request officers to report to the relevant committee on the most appropriate mechanism to allow the resources currently allocated to SHBT to be realigned to 6VT to support the cost of capital fit out and rent of their new premises.

- moved by Councillor Mowat, seconded by Councillor Balfour

#### **Voting**

The voting was as follows:

For the motion	-	11 votes
For the amendment	-	3 votes

#### **Decision**

To approve the motion by Councillor Burns.

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

### **3. Minute**

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#### **Decision**

To approve the minute of the Corporate Policy and Strategy Committee of 25 February 2014 as a correct record.

#### **4. Corporate Policy and Strategy Committee Business Bulletin 25 March 2014**

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

##### **Decision**

To note the Business Bulletin.

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

#### **5. ICT Acceptable Use Policy**

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The Committee had continued consideration of 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, for further information on a range of issues.

An update was provided which included the further information requested by the Committee.

##### **Decision**

- 1) To note the report by the Director of Corporate Governance.
- 2) To approve the revised ICT Acceptable Use Policy for implementation.
- 3) That any issues raised by members be addressed in the update report in 6 months.

(References – Corporate Policy and Strategy Committee 25 February 2014 (item 10); report by the Director of Corporate Governance, submitted)

#### **6. Contact in the Capital – Community Communication Pilots Update**

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The Committee had agreed to a report on how the Contact in the Capital project would be managed and evaluated.

Details were provided on options for improving the ways in which the Council communicated with residents with a renewed emphasis on two way communications and community driven initiatives.

##### **Decision**

- 1) To note that appropriate diligence had been undertaken with a proposed third party partner and would be undertaken with other partners as the project developed and they were identified.
- 2) To note the project management plan which outlined the management approach to be followed across the two pilots as outlined in Appendix 1 to the report by the Director of Corporate Governance, and that political oversight of the two pilots would rest with the Convener and Vice-Convener of the Communities and Neighbourhoods Committee.

- 3) To note that two pilots would start in April 2014 according to the approach outlined in Appendix 2 to the report.
- 4) To note that the proposed pilot scheme within the Gorgie/Dalry area would be put on hold at this time and following further consideration an update report would be presented to Committee at a later date.

(References –Corporate Policy and Strategy Committee 5 November 2013 (item 7); report by the Director of Corporate Governance, submitted.)

## **7. Stress Management Policy and Violence at Work Policy**

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Details were provided on the new Stress Management Policy and Violence at Work Policy. The new policies provided an updated, streamlined and proactive approach to assist managers with stress related issues and violence at work.

### **Decision**

- 1) To note the report by the Director of Corporate Governance.
- 2) To approve and implement both policies.
- 3) To agree to the publication of the Stress Management Policy and accompanying toolkit in the Labour Research Department's Stress and Mental Health at Work booklet.

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

## **8 Boundary Commission for Scotland – Publication of Proposals for Councillor Numbers – Proposed Consultation Response**

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Details were provided on a review of Scotland's local government electoral arrangements being undertaken by the Local Boundary Commission for Scotland which would result in recommendations on the number of councillors for each council and the number and boundaries of wards for the election of those councillors.

The Council's proposed response on the proposed number of councillors for the City of Edinburgh Council was provided.

### **Decision**

- 1) To approve the response to the Local Government Boundary Commission for Scotland as detailed in Appendix 1 to the report by the Director of Corporate Governance.
- 2) To note that the next stage of the review was expected to commence in May 2014 and there would be consultation with the public on councillor numbers.
- 3) To note that later stages of the review would focus on proposed ward boundaries.

(References – report by the Chief Executive, submitted)

## **9. Scottish Government Consultation: Promoting Responsible Dog Ownership in Scotland: Microchipping and Other Measures**

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The Scottish Government was currently conducting a consultation on the possible introduction of compulsory microchipping of dogs in Scotland. The Council's proposed response to the consultation was detailed.

### **Decision**

- 1) To note the report by the Director of Services for Communities.
- 2) To agree the Council's response to the consultation questionnaire 'Promoting responsible dog ownership in Scotland: microchipping and other measures'.
- 3) To agree to have Council representation at the proposed Scottish Government summit on dangerous dogs.

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

## **10 Implementation of a Funding Allocation System**

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The Health, Social Care and Housing Committee had agreed that a report be submitted to this Committee detailing the outcome of the work being undertaken to calibrate the Funding Allocation System.

The proposals for the calibration of the Funding Allocation System which would meet the requirements placed on the Council by legislation, were outlined.

### **Decision**

- 1) To approve the proposals set out in the report by the Director of Health and Social Care for the implementation of a Funding Allocation System.
- 2) To note the controls identified within the report to manage the operation of the proposed Funding Allocation System.
- 3) To note that a report detailing the first six months' operation of the Funding Allocation System would be submitted to the Health, Social Care and Housing Committee at the earliest opportunity.

(References – Health Social Care and Housing Committee 28 January 2014 (item 8); report by the Director of Corporate Governance, submitted)

## **11. Integrated Children's Services – referral from the Education Children and Families Committee**

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The Education, Children and Families Committee had referred for approval, a report on a proposal to take forward the development of Integrated Children's Services within the City of Edinburgh.

## **Decision**

To approve the proposals for taking forward the development of Integrated Children's Services as detailed in the report by the Director of Children and Families.

(Reference – referral report from the Education, Children and Families Committee, submitted)

## **12. Council Powers in Relation to Poor Performance of Contractors**

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The Committee, in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, excluded the public from the meeting during consideration of the following item of business for the reason that it involved the likely disclosure of exempt information as defined in Paragraph 12 of Part 1 of Schedule 7(A) of the Act.

Details were provided on the Council's position regarding contractors on a procurement framework:

- i) whose standard of work fell below that stipulated by the framework; and
- ii) who, having carried out sub-standard works, then sought further work from the Council.

## **Decision**

- 1) To note the report by the Director of Corporate Governance.
  - 2) To call for a further report within 2 cycles, on the implications of including provisions in all future framework agreements which the Council procured which would allow for the suspension of a party from a framework agreement in certain specified circumstances, including where work carried out under that framework agreement was sub-standard.
  - 3) To note that service areas would require to work closely with Commercial and Procurement Services to ensure that the Council was adequately protected against contractors whose performance was sub-standard, both in terms of processes for procurement and active project management and required that all new framework agreements put in place by the Council contained provisions approved by the Head of Legal, Risk and Compliance to ensure that they adequately protected the Council interests in relation to sub-standard performance.
  - 4) To refer the report to the Governance, Risk and Best Value Committee for noting
- (Reference – report by the Director of Services for Communities, submitted)