

# Item 4.1 - Minutes

## Corporate Policy and Strategy Committee

10.00 am, Tuesday, 28 March 2017

### Present

Councillors Burns (Convener), Ross (Vice-Convener), Barrie, Burgess, Child, Day, Ricky Henderson, Hinds, Lewis, Main, Mowat, Rose and Rust.

### 1. Minute

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#### Decision

To approve the minute of the Corporate Policy and Strategy Committee of 28 February 2017 as a correct record.

### 2. Corporate Policy and Strategy Committee Key Decisions Forward Plan June to August 2017

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The Corporate Policy and Strategy Committee Key Decisions Forward Plan for June to August 2017 was presented.

#### Decision

To note the Key Decisions Forward Plan for June to August 2017.

(Reference – Key Decisions Forward Plan June to August 2017, submitted.)

### 3. Corporate Policy and Strategy Committee Rolling Actions Log

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Details were provided of the outstanding actions arising from decisions taken by the Committee.

#### Decision

- 1) To agree to close the following actions:
  - Action 4 - 2015 Edinburgh People Survey Headline Results
  - Action 5 - Welfare Reform - Update
  - Action 6 - Locality Working – Progress Report
  - Action 9 - General Switchboard and Website Enquiries
- 2) To note that the expected completion date for Action 2, 2) and 3) (Safecall CEC 114 – Update Report on Management Action) was now Autumn 2017.
- 3) To otherwise note the remaining outstanding actions.

(Reference – Rolling Actions Log, submitted.)

## 4. 2016 Edinburgh People Survey Headline Results

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The headline figures for the 2016 Edinburgh People Survey, along with the relevant benchmark and historic comparators were presented.

### Motion

- 1) To note the findings of the 2016 Edinburgh People Survey.
- 2) To note the outline of analysis and communication stages.
- 3) To approve the general approach of reporting subsequent analysis, with service input, to appropriate committees as appropriate.

- moved by Councillor Burns, seconded by Councillor Ross

### Amendment

- 1) To note the findings of the 2016 Edinburgh People Survey.
- 2) To note the outline of analysis and communication stages.
- 3) To approve the general approach of reporting subsequent analysis, with service input, to appropriate committees as appropriate.
- 4) To particularly welcome the finding that 86% of residents felt their neighbourhood was a place that people of different background could get on well together.
- 5) To note with concern that, whilst resident satisfaction with the City as a place to live and certain areas of Council performance was consistently high, there were significant areas where resident satisfaction was below 60% and had not been significantly improving, for example;-
  - Keeping citizens informed about spending and saving proposals - 46% satisfaction
  - Displaying sound financial management – 33% satisfaction
  - Feeling able to have a say on local issues and services – 37% satisfaction
  - Road and pavement maintenance – 49% and 53% satisfaction
  - Management of dog fouling – 47% satisfaction

Therefore requests that for each areas of Council performance falling short of expected satisfaction, a further report is provided which includes;

- Further investigation of the possible reasons for the levels of satisfaction in each of these areas of Council performance;
- Proposed actions that can be taken to improve performance in each of these areas of Council performance, and
- That actions proposed to tackle areas of significant dissatisfaction are reported back to this committee in six months time.

- moved by Councillor Burgess seconded by Councillor Main

## **Voting**

The voting was as follows:

For the motion	-	8 votes
For the amendment	-	5 votes

## **Decision**

To approve the motion by Councillor Burns.

(Reference – report by the Chief Executive, submitted.)

## **5. Community Empowerment (Scotland) Act 2015 – Update Following Release of Scottish Government Guidance**

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The Council had approved the introduction of an interim Community Asset Transfer Policy in anticipation of the enactment of the Community Empowerment (Scotland) Act 2015.

An update was provided on the Scottish Government guidance on Asset Transfers under the Act which came into force on 23 January 2017 together with suggested improvements to the interim policy to allow its adoption as formal policy.

## **Decision**

- 1) To note the Scottish Government guidance for Relevant Authorities.
- 2) To refer the report by the Acting Executive Director of Resources to the City of Edinburgh Council to adopt the principles detailed in the Interim Policy as being the agreed Policy together with the amendments recommended in the report and as detailed in the appendices to the report.
- 3) To agree to adopt the Stage 1 (Appendix 4 of the report) and Stage 2 (Appendix 5 of the report) submission forms as the recommended procedure by which to progress Asset Transfer requests in compliance with the Act.
- 5) To note the actions required by Council officers as detailed in the report to comply with the Act.

(References – Act of Council No 10 of 10 December 2015; report by the Acting Executive Director of Resources, submitted.)

## **6. Community Empowerment (Scotland) Act 2015 – Participation Requests**

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Details were provided on the legislative context for participation requests as contained within the Community Empowerment (Scotland) Act 2015 together with the proposed Council approach to meet this new duty.

## **Decision**

- 1) To note the report by the Chief Executive.
- 2) To agree to the proposed interim approach subject to a six month review with the findings informing the development of a policy on participation requests to be submitted to Council for approval in the last quarter of 2017/18.

- 3) To agree that the Council receive an annual report on participation requests in advance of submission to the Scottish Government in June 2018.

(Reference – report by the Chief Executive, submitted.)

## **7. Committee Decisions – July 2016 to February 2017**

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An update was provided on decisions taken by the Corporate Policy and Strategy Committee not included on the Rolling Actions Log for the period covering July 2016 to February 2017.

### **Decision**

To note the position on the implementation of Corporate Policy and Strategy Committee decisions as detailed Appendix 1 of the report by the Chief Executive.

(References – Corporate Policy and Strategy Committee, 3 November 2015 (item 4); report by the Chief Executive, submitted.)

## **8. Anti-Bribery Policy**

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The Committee had approved the Anti-Bribery Policy on 7 August 2012. Details were provided on the outcome of its annual review which had resulted in it still judged fit for purpose, however some changes had been made to some of the language, making it easier to understand.

### **Decision**

- 1) To note that the policy had been reviewed with some change to the language but no change to how colleagues were required to comply with the policy.
- 2) To agree this policy should be reviewed annually.

(Reference – Policy and Strategy Committee 7 August 2012 (item 6); report by the Acting Executive Director of Resources, submitted.)

## **9. Council Health and Safety Policy**

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Details were provided on the new Council Health and Safety Policy which set out a commitment to protecting the health and safety and welfare of the Council's employees and third parties. The policy replaced the existing Corporate Health and Safety Policy.

### **Decision**

To approve the Council Health and Safety Policy.

(Reference – report by the Acting Executive Director of Resources, submitted.)

## 10. Customer Contact Update

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The Committee had agreed proposals for ongoing improvement activities on performance information and service design for the Council's online and telephone channels.

An update was provided on customer contact performance together with details of current trends and ongoing service improvement activities.

### Decision

- 1) To note current performance trends within Customer Contact.
- 2) To note the planned service and performance reporting improvements.

(References – Corporate Policy and Strategy Committee 8 November 2016 (item 13); report by the Acting Executive Director of Resources, submitted)

## 11. Silent Fireworks

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Arising from a motion by Councillor Mowat, details were provided on the effects of firework noise on buildings, people and animals. Other options which might maintain the spectacle but reduce the noise impact, such as silent fireworks were outlined.

### Motion

To note the report by the Executive Director of Place.

- moved by Councillor Burns, seconded by Councillor Ross

### Amendment

- 1) To note the report by the Executive Director of Place.
- 2) To request further information:
  - i. Detailing the frequency of regular firework displays held in the City of Edinburgh as this information was not contained within the body of the report and it was not possible to ascertain the impact of an event without considering the frequency.
  - ii. The process that was currently used to notify residents of dispensations to the Fireworks (Scotland) Regulations 2004 and the number of occasions on which this was used last year and whether there were records of any breaches of the above regulations where notification was not given and what the penalties were in these circumstances.
  - iii. Detailing what data was gathered to compile paragraph 3.7 in the report by the Executive Director of Place other than a response to a question asked by the Edinburgh Evening News in 2012 which was a significant time ago.

- iv. Regarding where the maximum noise levels were heard from fireworks from particular locations and how the affected residents in these areas were communicated with given the premise of the report that people did not suffer from fireworks if they were aware that they were going to happen.

- moved by Councillor Mowat, seconded by Councillor Burgess

### **Voting**

The voting was as follows:

For the motion	-	8 votes
For the amendment	-	5 votes

### **Decision**

To approve the motion by Councillor Burns.

(References – Act of Council No 12 of 15 December 2016; report by the Executive Director of Place, submitted)

## **12. Locality Working – Annual Progress Report 2016-17**

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An update was provided on the implementation of locality working across the city during 2016/17. Details of progress were aligned to the seven work streams of the locality programme.

### **Decision**

- 1) To note the progress made across all seven work streams of the locality programme during 2016/17, and the key challenges identified for 2017/18.
- 2) To refer the report by the Executive Director of Place to each of the Council Executive Committees via their respective Business Bulletins, the 12 Neighbourhood Partnerships, the four Locality Leadership Teams and the Edinburgh Partnership Board.
- 3) To approve engagement work with elected members and other Neighbourhood Partnership Board members to consider potential future operating models, and link this work to the development of the Council's governance framework post May 2017, and the Edinburgh Partnership governance review.

(Reference – report by the Executive Director of Place, submitted)

## **13. Sustainable Energy Action Plan – Second Annual Report 2016-17**

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An update was provided on the Council's Sustainable Energy Action Plan (SEAP) for the city which set out the proposed actions and initiatives to reduce carbon emissions by 42% by 2020 across the city.

### **Decision**

- 1) To note the report.
- 2) To welcome the continued reduction in carbon emissions in Edinburgh.

- 3) To thank all of the organisations who had contributed to this reduction.
- 4) To note that only 6 out of 104 Actions were in red.
- 5) To ask for a report back to this Committee in 6 months time on the red/amber actions.

(References – Corporate Policy and Strategy Committee 24 February 2015 (item 1); report by the Executive Director of Place, submitted)

#### **14. Council People Strategy and People Plan 2017-20 – referral from the Finance and Resources Committee**

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The Finance and Resources Committee had referred a report which set out the Council People Strategy and People Plan for 2017-2020, to the Corporate Policy and Strategy Committee for noting.

##### **Decision**

To note the report by the Finance and Resources Committee.

(References – Finance and Resources Committee 23 February 2017 (item 9); referral report by the Finance and Resources Committee, submitted)

#### **15. Open Space 2021, Open Space Action Plan – referral from the Planning Committee**

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The Planning Committee had referred a report proposing the basis for Open Space Action Plans for each Locality to support delivery of the strategy and capture cross-sector activity contributing to the improvement of the city's green network over the next five years, to the Corporate Policy and Strategy Committee for consideration.

##### **Decision**

To agree to include the "Open Space 2021" and Action Plans in the localities improvement plans.

(References – Planning Committee 2 March 2017 (item 3); referral report by the Planning Committee, submitted)

#### **16. Short Stay Commercial Visitor Accommodation – referral from the Planning Committee**

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The Planning Committee had referred a report on Short Stay Commercial Visitor Accommodation, to the Corporate Policy and Strategy Committee for consideration.

##### **Decision**

To agree to make representations to the Scottish Government to:

- (i) Amend planning legislation to classify Short Stay Commercial Visitor Accommodation let for 90 days or more per calendar year as a commercial business.

- (ii) Either amend existing legislation in respect of rented accommodation or bring forward legislative proposals for a licensing/registration scheme for Short Stay Commercial Visitor Accommodation let for 90 days or more per calendar year.

(References – Planning Committee 2 March 2017 (item 8); referral report by the Planning Committee, submitted)

## **16. Hunter’s Hall Project - referral from the Culture and Sport Committee**

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The Culture and Sport Committee had referred a report which provided an update on progress with the Hunter’s Hall Project and work being undertaken to address the funding gap of £1.7m, to the Corporate Policy and Strategy Committee for noting.

### **Decision**

To note the report by the Culture and Sport Committee.

(References – Culture and Sport Committee 20 March 2017 (item 8); referral report by the Culture and Sport Committee, submitted)

### **Declaration of Interests**

Councillor Lewis declared a non-financial interest in the above item as Vice-Chairman of Edinburgh Leisure.

## **17. Councillor Burns - Valedictory**

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As this was the last meeting of the Committee during the current administration, Councillor Burns paid tribute to members and officers who had supported the work and achievements of the Committee over the last five years.