

Minutes

Corporate Policy and Strategy Committee

10.00 am, Tuesday, 4 August 2015

Present

Councillors Burns (Convener), Howat (Vice-Convener), Burgess, Child, Edie, Godzik, Ricky Henderson, Hinds, Lewis, Main (substituting for Councillor Chapman), Mowat, Rankin, Rose, Ross and Rust.

1. Minute

Decision

To approve the minute of the Corporate Policy and Strategy Committee of 9 June 2015 as a correct record, subject to the inclusion of Councillor Rust in the list of those present.

2. Corporate Policy and Strategy Committee Key Decisions Forward Plan September to November 2015

The Corporate Policy and Strategy Committee Key Decisions Forward Plan for September to November 2015 was presented.

Decision

To note the Key Decisions Forward Plan for September to November 2015.

(Reference – Key Decisions Forward Plan September to November 2015, submitted.)

3. Corporate Policy and Strategy Committee Rolling Actions Log

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

Decision

- 1) To agree to close Action 5 – Lord Provost Visit to Ajman Municipality, United Arab Emirates.
- 2) To otherwise note the Rolling Actions Log.

(Reference – Rolling Actions Log, submitted.)

4. Business Bulletin

The Corporate Policy and Strategy Business Bulletin for 4 August 2015 was presented.

Decision

To note the Business Bulletin.

(Reference – Business Bulletin, submitted.)

5. Welfare Reform Update

An update was provided on the progress being made by the Council and partners to develop arrangements in regard to the UK Government's welfare reforms.

Decision

- 1) To note the progress of Universal Credit roll out in Edinburgh.
- 2) To note the Council's ongoing activities relating to Welfare Reform.
- 3) To note the current projection of spend on Discretionary Housing Payments.
- 4) To note the current projection of spend on Council Tax Reduction Scheme.
- 5) To note the current projection of spend on Scottish Welfare Fund.
- 6) To note the new Working Group reporting structure for welfare reform actions.
- 7) To agree that the Welfare Reform Working Group be requested to consider ways of gathering better information on the level and type of welfare needs to guide preventative and mitigating action.

(References – Corporate Policy and Strategy Committee 22 January 2013 (item 7); report by the Chief Operating Officer and Deputy Chief Executive, submitted.)

6. Personnel Appeals Committee Procedures

Details were provided on proposed changes to the procedures for the Personnel Appeals Committees following amendments to the Council's discipline and grievance procedures which had been amended and included changes to the appeals stage.

Decision

To approve the revised Personnel Appeals Committee Procedure.

(Reference – report by the Chief Operating Officer and Deputy Chief Executive, submitted.)

7 Bullying and Harassment at Work Policy

Details were provided on a proposal to replace the Council's current Fair Treatment at Work Policy by a new Bullying and Harassment at Work Policy which had a stronger focus on early intervention and resolution by management.

Decision

- 1) To approve the new Bullying and Harassment at Work Policy which would replace the Fair Treatment at Work Policy.

- 2) To agree to a review of the policy 6 months after implementation.
- 3) To note the introduction of a monitoring and review process at the formal stage 2.
- 4) To note the introduction of an assessment process by the Head of H Resources and Organisational Development at the appeals stage.
- 5) To note that appeals would be heard by an independent Service Director or Head of Service.
- 6) To amend the policy title to “The Avoidance of Bullying and Harassment at Work Policy”.

(Reference – report by the Chief Operating Officer and Deputy Chief Executive, submitted)

8 Policies – Assurance Statement

Details were given of a policy framework which had been developed to ensure that all current Council policies were easily accessible and were created, revised and renewed in a consistent manner and to an agreed standard. To ensure that the policies remained current and relevant, all Council directorates were required to review policies on an annual basis.

Decision

- 1) To note that the Council policies detailed in the report by the Chief Operating Officer and Deputy Chief Executive had been reviewed and were considered fit for purpose.
- 2) To note that a further report on wider Council policies would be submitted to Committee in due course.

(References – Corporate Policy and Strategy Committee 3 September 2013 (item 4); Governance, Risk and Best Value Committee 22 May 2014 (item 7); report by the Chief Operating Officer and Deputy Chief Executive, submitted)

9 Nuclear Free Local Authorities - Membership

Details were provided on an invitation for the Council to renew its membership of the Nuclear Free Local Authorities organisation.

Motion

To agree to the Council renewing its membership of Nuclear Free Local Authorities (NFLA) for 2015/16.

- moved by Councillor Burns, seconded by Councillor Howat

Amendment

To take no action on the invitation.

- moved by Councillor Rose, seconded by Councillor Rust

Voting

The voting was as follows:

- For the motion - 12 votes
- For the amendment - 3 votes

Decision

To approve the motion by Councillor Burns.

(Reference – report by the Chief Operating Officer and Deputy Chief Executive, submitted.)

10 Common Good Assets Register

Following on from a request by the Governance, Risk and Best Value Committee, details were provided on the costs and timescales involved in fully updating the register of Common Good Assets, including a definition of Common Good and the Council's responsibilities concerning such assets.

Decision

- 1) To note the report by the Acting Director of Services for Communities.
- 2) To note that further reports would be brought to Committee:
 - a) once Scottish Ministers' guidance about common good registers had been issued; and
 - b) to consider the implications arising from compliance with the Land Registration (Scotland) Act 2012.
- 3) To note that the common good definition in Section 3 of the report by the Acting Director of Services for Communities was not intended to be exclusive and that there would be clarification of the definition with the next report to Committee.
- 4) To write to Scottish Ministers on the timescale for the publication of guidance.
- 5) To refer the report to the Governance, Risk and Best Value Committee.

(References – Governance, Risk and Best Value Committee, 5 March 2015 (item 9); report by the Acting Director of Services for Communities, submitted.)

11. Chief Social Work Officer Annual Report

The Chief Social Work Officer's Annual Report for 2014/2015 was presented.

Decision

To note the Chief Social Work Officer's Annual Report for 2014/15.

(Reference – report by the Chief Social Work Officer, submitted.)

Declaration of Interest

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

12. Public Protection in Edinburgh – Annual Reports 2014-2015

Annual reports were presented for each of the five committees/partnerships that together oversaw the main multi-agency public protection activity in the city. These were:

- The Edinburgh Child Protection Committee
- The Edinburgh Adult Support and Protection Committee
- The Edinburgh Offender Management Committee
- The Edinburgh Drug and Alcohol Partnership
- The Violence Against Women Partnership

Decision

- 1) To note the annual reports and the strategic assessment from the public protection Committees.
- 2) To note the importance of ensuring an integrated approach across the Council and between the Council and its key partners NHS Lothian, Police Scotland, the Scottish Fire and Rescue Service and voluntary sector organisations, to allow for effective, shared prioritisation for resource allocation.
- 3) To approve the revised Risk Assessment Policy as detailed in Appendix 7 to the joint report by the Chief Executive and the Chief Social Work Officer.

(References – joint report by the Chief Executive and the Chief Social Work Officer, submitted.)

Declaration of Interest

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

13. Eurocities AGM and Conference

The Committee was invited to nominate delegates to attend the Eurocities AGM and Conference and Eurocities Awards ceremony to be held in Copenhagen and Malmo on 4-6 November 2015.

Decision

- 1) To approve the attendance of Councillor Ross and one officer at the Eurocities AGM and Conference in Copenhagen and Malmo in November 2015.
- 2) To note that further information on the benefits of attendance would be provided after the event.

(Reference – report by the Executive Director, City Strategy and Economy, submitted.)