

Culture and Communities Committee

10.00am, Tuesday 11 September 2018

Appointments to Working Groups 2018/2019

Item number	8.6
Report number	
Executive/routine	Executive
Wards	

Executive Summary

The Culture and Communities Committee is required to appoint the membership of its Working Groups for 2018/19. The proposed membership structures and remits of each are detailed in Appendix 1 of this report.

Appointments to Working Groups 2018/2019

1. Recommendations

- 1.1 To appoint the membership of the Working Groups as set out in Appendix 1.

2. Background

- 2.1 The Committee is required annually to appoint the membership of its Working Groups.
- 2.2 The Culture and Communities Committee on 12 September 2017 appointed membership to the Meadowbank Sports Centre and Stadium Working Group and the Music is Audible Working Group for 2017/18, respectively.

3. Main report

- 3.1 The Committee is requested to reappoint the membership of its Working Groups for 2018/19 as detailed in Appendix 1 of the report.
- 3.2 The Committee established further working groups during the year – the Tourism and Communities Working Group, the CCTV Working Group and the Graffiti Working Group.
- 3.2 While there is no requirement for the membership of working groups to be proportionate to that of the Council, it is suggested that this is good practice. It is, however, open to the Committee to alter the membership where it feels this is warranted.

4. Measures of success

- 4.1 Working groups are appointed to review any areas of interest to the Committee.

5. Financial impact

- 5.1 Not applicable.

6. Risk, policy, compliance and governance impact

- 6.1 Not applicable.

7. Equalities impact

- 7.1 Not applicable.

8. Sustainability impact

8.1 Not applicable.

9. Consultation and engagement

9.1 Not applicable.

10. Background reading/external references

10.1 [Minute of the Culture and Communities Committee – 12 September 2017](#)

Andrew Kerr

Chief Executive

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11. Appendices

Appendix 1 – Appointments to Working Groups

Meadowbank Sports Centre and Stadium Working Group – 5 members

Proposed Membership – Councillors Wilson (Chair), McNeese-Mechan, Osler, Staniforth, Brown

This group met twice in 2017/18.

Remit

The remit of the Working Group is to:

- Receive progress reports and updates from the project team.
- Provide feedback on the reports and updates.
- Submit reports with recommendations to appropriate Committees.
- Advise on the development of communication and engagement activities with local people and user groups.
- Act as ambassadors for the project and provide support to the project team at key stages during project delivery.

Music is Audible Working Group – 5 members

Proposed Membership – Councillors McNeese-Mechan (Chair), Wilson, Osler, Staniforth, Mitchell

This group met twice in 2017/18.

Remit

The remit of the Working Group is to:

- Identify key issues relating to the provision of live music in the city and provide civic support to help achieve agreed objectives
- Identify barriers and improve communication between the Council and the live music sector through bringing relevant departments together
- Hold regular working group meetings and set agenda items in discussion with the membership, supported by the Culture division
- Ensure regular reporting through relevant Council committee/s
- Advise on the development of communication and engagement activities with the music sector and residents.
- Act as civic ambassadors for live music in the city, balancing the needs of the sector with residents and the wider city environment.

Tourism and Communities Working Group – 6 members (2 each from Housing and Economy Committee, Transport and Environment Committee and Culture and Communities Committee)

Proposed Membership – Councillors Wilson (Chair), McNeese-Mechan

This group met once in 2017/18.

Remit

The remit of the Working Group is as follows:

- The working group will seek to ensure that the views and consideration of communities and residents are taken into account in the development of a new strategy for tourism.
- The elected members on the group will represent communities and residents, liaising through engagement with statutory and non-statutory groups and networks including Community Councils and Resident's Groups.
- Officers will link to Council service areas as appropriate to ensure a coordinated cross-council approach is maintained throughout the process.

CCTV Working Group – 4 members

Proposed Membership – Councillors McNeese-Mechan (Chair), Brown, Staniforth, Wilson

This group met three times in 2017/18.

Remit

The remit of the Working Group is:

- To oversee the development of policy and Procedures for all council departments utilising CCTV in line with the General Data Protection Act 2018.
- To research and report to committee the finding and costing for fit for purpose facility that would allow a full upgrade of Public Space CCTV, explore and identify a new location for an operation centre that integrates all CCTV systems and allow for a multi-purpose use of the facility.

Graffiti Working Group – 6 members (3 Coalition and 3 Opposition)

Proposed Membership – Councillors McNeese-Mechan (Chair), Graczyk, Osler, Rae, Wilson, 1 Coalition.

This group has met three times.

Remit

The remit of the Working Group is:

- To review the current procedures in place for dealing with graffiti and to examine options for spreading best practice in the city to deal with the issue.

- To devise an action plan aimed at reducing graffiti in the city. This plan will be presented to Committee for approval.