

Item 4.1 - Minutes

Finance and Resources Committee

10.00am, Thursday, 17 March 2016

Present

Councillors Rankin (Convener), Bill Cook (Vice-Convener), Corbett, Dixon, Godzik, Griffiths, Bill Henderson, Ricky Henderson, Jackson, McVey and Walker.

1(a) Deputation: UNISON - Transformation Programme - Progress Report

The Committee agreed to hear a deputation from Tom Connolly and Gerry Stovin on behalf of UNISON in relation to item 7.1(a) – Transformation Programme – Progress Update

The main points raised by the deputation were:

- The proposed cuts were financially driven, short-sighted and could jeopardise Council Pledges.
- The dangers caused by lack of consultation with service users were highlighted and an extension of the health and social care consultation period was proposed.
- Concerns were raised that private companies were employed to pick up the backlog after staff reductions.

The Convener thanked the Deputation for their presentation and invited them to remain for the Committee's consideration of the report by the Chief Executive.

1(b) Transformation Programme: Progress Update

An update was provided on the Council Transformation Programme. The report highlighted recent progress made in relation to the revised leadership and governance structure of the programme as well as the updated position on the uptake of Voluntary Redundancy and Voluntary Early Release Arrangements.

Decision

- 1) To note the revised leadership and governance structure for the Transformation Programme, as detailed in Appendix 1 of the report.
- 2) To approve the procurement of a contractor for a 6 month interim period to act as Programme Lead, pending recruitment to the Tier 3 Transformation Senior Manager post.
- 3) To note the programme vision and objectives, as set out in paragraphs 3.6 – 3.14 of the report.

- 4) To note the progress made to date with key workstreams, including localities development, Health & Social Care and Customer.
- 5) To note there was a separate, detailed Asset Management Strategy update on the agenda under item 7.1(b).
- 6) To note the progress achieved to date with the implementation of organisational reviews.
- 7) To note the position with staff leaving the Council under Voluntary Early Release Arrangements (VERA) and Voluntary Redundancy (VR).
- 8) To note the management information dashboards attached at Appendix 2 of the report.
- 9) To note the importance of recruiting the Tier 3 Transformation Senior Manager post timeously.
- 10) To note the Convener and Vice-Convener would meet with the programme lead on a bi-monthly basis to receive updates on the progress of the Transformation Programme and would keep members of the Finance and Resources Committee informed via email.

(References – Finance and Resources Committee, 2 February 2016 (Item 7); report by the Chief Executive, submitted.)

1(c) Transformation Programme – Asset Management Strategy Update

An update was provided on the progress of the implementation of the Asset Management Strategy (AMS) for Property and Facilities Management.

Decision

- 1) To note the continued progress in each of the key AMS Transformation Programme work streams.
- 2) To note the development and content of the Management Information dashboard reports provided in Appendix B of the report.

(References – Finance and Resources Committee, 14 January 2015 (item 5); report by the Acting Executive Director of Resources, submitted.)

2(a) Deputation: UNISON – Re-employment and Re-engagement of Staff

The Committee agreed to hear a deputation from Tom Connolly and Gerry Stovin on behalf of UNISON in relation to item 7.4 – Re-employment and Re-engagement of Staff.

The main points raised by the deputation were:

- It was stated that that the proposed staff reductions would have a disproportionate effect of low-paid female workers.

- Other industries do not prevent employees from returning to an organisation following redundancy provided they were the most suitable for the role.
- A time-bar for employees working for the Council could have a detrimental effect on locum cover for services in Communities and Families and Health and Social Care.

The Convener thanked the Deputation for their presentation and invited them to remain for the Committee's consideration of the report by the Acting Executive Director of Resources.

2(b) Re-employment and Re-engagement of Staff

Approval was sought for the implementation of a proposed time-bar of one year before re-engagement or re-employment of former employees who had left the Council via Voluntary Early Release Arrangement (VERA) or Voluntary Redundancy.

Decision

- 1) To approve the proposed time bar of one year (from date of leaving) before re-engagement or re-employment of former employees who have left employment with the City of Edinburgh Council via Voluntary Early Release Agreement (VERA) or Voluntary Redundancy (VR).
- 2) To refer the report to the Governance, Risk and Best Value Committee to consider as part of its work-programme.

(Reference – report by the Head of Organisational Development, submitted.)

3. Minutes

Decision

To approve the minute of the Finance and Resources Committee of 2 February 2016 as a correct record.

4. Business Bulletin

The Finance and Resources Committee Business Bulletin for 17 March 2016 was presented.

Decision

To note the Business Bulletin.

(Reference - Finance and Resources Committee Business Bulletin, 17 March 2016, submitted.)

5. Key Decisions Forward Plan

The Finance and Resources Committee Key Decisions Forward Plan from 17 March 2016 to 12 May 2016 was submitted.

Decision

To note the Key Decisions Forward Plan from 17 March 2016 to 12 May 2016.

(Reference – Finance and Resources Committee Key Decisions Forward Plan, 17 March 2016 to 12 May 2016, submitted.)

6. Rolling Actions Log

The Finance and Resources Committee Rolling Actions Log for 4 June 2015 to 2 February 2016 was submitted.

Decision

To note that Items 1, 4, 7, 8 and 9 had been closed.

(Reference – Rolling Actions Log, 4 June 2015 to 2 February 2016, submitted.)

7. Governance of Major Projects: progress report

An update on the major projects portfolio and forthcoming assurance review schedule was considered.

Decision

- 1) To note the current synopsis of the dashboard reports for the major projects portfolio set out in appendix 1 of the report.
- 2) To note the updated assurance review schedule and findings of assurance review/health checks undertaken since previous reporting to Committee (see paragraphs 3.4 - 3.12 of the report).
- 3) To note that the Corporate Programmes Office was part of the Transformation Team under the new Strategy and Insight Division.

(References – Finance and Resources Committee, 26 November 2015 (item 7); report by the Chief Executive, submitted.)

8. Proposed Corporate Health and Safety Plan

Approval was sought for the Corporate Health and Safety Plan for 2016/17 and details provided on the Health and Safety performance for 2015.

Decision

To approve the proposed Corporate Health and Safety Plan for 2016/17, and note progress and performance for health and safety in 2015.

(References – Finance and Resources Committee, 19 March 2015 (item 12); report by the Acting Executive Director of Resources, submitted.)

9. Managing Workforce Change – Workforce Dashboard

Details on managing workforce change were provided including information on the VR/VERA schemes and sickness absence.

Decision

To note progress made to date on managing workforce change across the Council.

(References – Finance and Resources Committee, 2 February 2016 (item 8); report by the Acting Executive Director of Resources, submitted.)

10. Future Governance of Council Payments to Third Parties

Committee considered a report detailing the proposals to improve the management of payments to third parties.

Decision

- 1) To note the achievements to date of the corporate grants programme and opportunities to further improve the process as identified in the report.
- 2) To note the Transformation Programme Payments to Third Parties Workstream would in due course (i) be incorporated into the Commercial Excellence Programme and (ii) be managed by Commercial and Procurement Services (CPS) in 2016/17.
- 3) To note that the Council was continuing to listen to feedback on procurement (grant and contract) processes and that a further report on co-production and procurement would be provided in June 2016. This would include detail on new legislative requirements, lessons learned and options for improvements in council practice.
- 4) To note further work would also be undertaken to refresh the Council's Procurement Strategy, Handbook and Standing Orders.

(References – Finance and Resources Committee, 14 December 2015 (item 2); report by the Chief Executive, submitted.)

11. ICT Services Procurement: Transition Progress Update

An update was provided on the transition of ICT Services to CGI by 1 April 2016 and the physical transition of services in May 2016.

Decision

- 1) To note further progress on the programme since the last report to Committee in November 2015, to transition ICT services from the incumbent ICT provider to CGI IT UK Ltd (CGI) by 01 April 2016 and data centre cutover on 30 May 2016; delivering a range of contracted improvements and wider benefits to staff and citizens.
- 2) To note that the complexity of the transition posed significant technical and logistical challenges which were being jointly addressed by CGI and the Council.
- 3) To note that major project milestones were delivered over the period, and a wide range of project activities undertaken including: - data centre migration preparations, networking and infrastructure developments, business readiness preparations, ERP (Enterprise Resource Planning) design completion and operations to commence the new CGI service desk.
- 4) To note the application of industry best practice and proven approaches to readiness, transition and service take on, including a four stage service cutover and data centre migration plan.
- 5) To note that engagement had commenced in all community benefits areas and the programme was currently on track to meet all commitments including the creation of jobs and the inclusion of Small to Medium Enterprises (SMEs).

6) To note that an Assurance Review from the Corporate Programme Office was planned to take place prior to Service Cutover on 01 April 2016.

(References – Finance and Resources Committee, 16 November 2015 (item 13); report by the Chief Executive, submitted.)

12. Carbon Reduction Handbook

Approval was sought for the Carbon Reduction Commitment Handbook in compliance with the Carbon Reduction Commitment Scheme.

Decision

- 1) To approve the Carbon Reduction Commitment Handbook.
- 2) To agree that the Carbon Reduction Commitment Handbook would be reviewed and updated on an annual basis to ensure it was in line with current legislation.
- 3) To agree that a Carbon Reduction Commitment financial report was considered by the Finance and Resources Committee annually following submission of the Council's annual Carbon Reduction Commitment report to the Environment Agency.

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

13. Charitable Trusts Reserves Policy

Approval was sought for the Charitable Trusts Reserves policy and to address a significant finding from the 2014/15 Audit Scotland report.

Decision

To approve the reserves policy for the Council's Charitable Trusts.

(References – Finance and Resources Committee, 14 January 2016 (item 27); report by the Acting Executive Director of Resources, submitted.)

14. Health and Social Care Integration – Update

An update was provided on the integration of Council social care functions with NHS Lothian health functions under the Public Bodies (Joint Working) (Scotland) Act 2014.

Decision

- 1) To note adult social care functions and resources would be delegated to the Edinburgh Intergration Joint Board (EIJB) on 1 April 2016 subject to EIJB approval of its Strategic Plan.
- 2) To note the EIJB governance arrangements in place for the planning, resourcing, operational oversight and performance monitoring.

Declaration of Interest

Councillor Ricky Henderson declared a financial interest as an Executive Board Member of NHS Lothian.

(References – Finance and Resources Committee, 14 January 2016 (item 18); report by the Chief Officer, Edinburgh Health and Social Care Partnership, submitted.)

15. Direct Award of Contract: Blackwood Homes and Care

Approval was sought for the direct award of a contract to Blackwood Homes and Care as part of a wider effort to develop new ways of providing night-time support to people with disabilities and/or poor mental health.

Decision

- 1) To approve the direct award of a contract to Blackwood Homes and Care for the period 1 April 2016 to 31 March 2017 at a cost of £144,350, with an option to extend the contract for one further year at the same cost.
- 2) To refer the report to Health, Social Care and Housing Committee for information.
- 3) To agree to receive a report on the outcomes achieved via the contract at the midpoint and end of the recommended contract.

(Reference – report by the Chief Officer, Edinburgh Health and Social Care Partnership, submitted.)

16. External Funding Initiative and Smart City Priorities – referral from the Corporate Policy and Strategy Committee

The Corporate Policy and Strategy Committee on 23 February 2016 considered a report on the progress of the External Funding Initiative and its alignment to ICT Solutions. The report was referred to the Finance and Resources Committee for information.

Decision

To note the report and the additional information detailed in Appendix 2 of the report.

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

17. Contracts Awarded Under Delegated Authority (Waiver Reports) and Procurement Activity

Details were provided of the contracts awarded following a waiver of the Council's Contract Standing Orders (CSOs) and the contracts awarded with a value below the threshold that required Committee approval between 1 October and 31 December 2015.

Decision

To note the report and the authorisations made under delegated authority.

(References – Finance and Resources Committee, 14 January 2016 (item 21); report by the Acting Executive Director of Resources, submitted.)

18. Award of Contract for Consultancy Services to undertake Retaining Wall Investigations

Approval was sought for the award of a contract for consultancy services to undertake retaining wall investigations throughout the city.

Decision

To approve the appointment of Amey to undertake retaining wall investigations throughout the city for a contract sum of £45,785.42, plus expenses estimated at £14,630.00.

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

19. Waiver Report for ISO Quality Standards Contract

Details were provided of a report which sought approval for a waiver of Contract Standing Orders to allow the direct award of contracts to allow the continued certification of ISO international quality standards pending procurement of a new contract that covered all of the individual departments' related ISO certification.

Decision

- 1) To approve direct award of contracts to United Kingdom Accreditation Service (UKAS), British Standards Institute (BSI) and SGS United Kingdom Ltd. (SGS) for up to one year, from 17 March 2016 to 16 March 2017, for continuing certification of International Standards.
- 2) To note the plan to tender for these services for commencement of contract prior to March 2017.

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

20. Community Transport – Public Social Partnership Arrangements

The Committee considered a report which required approval to enter into a Public Social Partnership with third sector community transport organisations to enable partnership working for the delivery of Community Transport services.

Decision

- 1) To approve to enter in to a three year Public Social Partnership (PSP) between the City of Edinburgh Council and the Community Transport Providers (Lothian Community Transport Services, Handicabs Limited, South Edinburgh Amenities Group, Pilton Equalities Project, DOVE Transport) for the purpose of providing community and accessible transport to a range of groups and people with mobility impairments.
- 2) To approve the investment of £757,028 per annum in to the PSP for the period 1 April 2016 – 31 March 2019 (the equivalent to the current level of funding provided to the five Community Transport organisations).
- 3) To note the collective intention to address the Compact Partnership Strategy 2015-2020 to find cooperative solutions to service and budget pressures, prevention and mitigation of poverty and inequality.
- 4) To note that Lothian Shopmobility was not included within the Community Transport PSP and that funding remained in place for the service for the next 12 months.

(References – Finance and Resources Committee, 14 December 2015 (item 2); report by the Executive Director of Place, submitted.)

21. Café Concessions – Museums and Galleries and Parks and Greenspace

Approval was sought for the award of café concessions contracts across ten sites throughout the city following a competitive tender exercise.

Decision

- 1) To approve the café concessions contract across 9 sites to the preferred suppliers listed in the report, apart from Lot 2.
- 2) To withdraw the award of Lot 2 listed in the report for further investigation into related issues and to bring a report back to the Finance and Resources Committee in May 2016.

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

22. Award of Residual Waste Treatment Contract – Delegated Authority

Approval was sought to delegate authority to the Executive Director of Place to enter into and sign the contract documentation for the Zero Waste Residual Waste Treatment Project.

Decision

To approve the delegation of authority to the Executive Director of Place, or in his absence the Head of Environment, to enter into and sign the following documents on behalf of the City of Edinburgh Council in each case subject to such amendments as the Executive Director of Place may deem appropriate:

- The Project Agreement with FCC.
- The inter-authority agreement with Midlothian Council dealing with the contract management regime between the two Councils for the residual waste treatment (“Inter-Authority Agreement”);.
- All other ancillary documentation relative to the Zero Waste Project (ZWP).

(References – Finance and Resources Committee, 21 April 2015 (item 10); report by the Executive Director of Place, submitted.)

23. Waivers – Homelessness Information System (HIS) and Edinburgh Common Client Outcomes (ECCO)

Committee considered a report which sought approval for waivers to allow the extension of contracts to deliver the Homelessness Information System (HIS) and the Edinburgh Common Client Outcomes (ECCO) system both of which supported service delivery and contract management of homelessness prevention facilities.

Decision

- 1) To note the requirement for a further two year waiver for Niceworks Ltd to provide technical support for the Homelessness Information System (HIS) to April 2018, while the ICT support transitions to the new Northgate modules.
- 2) To note the requirement for a further two year waiver for Gallery Partnership for the provision of Edinburgh Common Client Outcomes (ECCO) to April 2018, while the IT support transitions to the new Northgate modules.
- 3) To approve the progression of a two year waiver for both Niceworks Ltd in respect of the HIS database and Gallery Partnership in respect of ECCO.

(References – Finance and Resources Committee, 19 March 2015 (item 21); report by the Head of Safer and Stronger Communities, submitted.)

24. Edinburgh Young Carers Contract

Approval was sought for a one year extension of contract with Edinburgh Young Carers and to waive the Council's Contract Standing Orders normal tendering requirements to allow a service review and a coproduction process to design a new service specification.

Decision

To waive the Council's Contract Standing Orders normal tendering requirements and approve a 12 month contract extension to the Edinburgh Young Carers Contract for a total value of £75,000 for ongoing services to support young carers for a 12 month period from 1 April 2016 to 31 March 2017.

(Reference – report by the Acting Executive Director of Communities and Families, submitted.)

25. Interpretation and Translation Service – Waiver Request

Details were provided of a report which sought approval for a waiver to allow the continued use of external agency interpreters and translators by the Council Interpretation and Translation Service (ITS) pending the conclusion of the procurement process for all external agency staff to deliver the service by December 2016.

Decision

To approve the continued use of external agency interpreters and translators by the Council Interpretation and Translation Service (ITS), pending the conclusion of a procurement process to tender for all external agency interpreting and translation in December 2016.

(Reference – report by the Acting Executive Director of Communities and Families, submitted.)

26. Extension of Contract with Pilton Retreat

Approval was required for a one year extension of the contract with Pilton Retreat to allow continued service provision and to develop a fundraising strategy with a view to securing its longer term future for the community of North Edinburgh.

Decision

To approve the extension of the contract with Pilton Retreat for the 12 month period from 1 April 2016 to 31 March 2017.

(Reference – report by the Acting Executive Director of Communities and Families, submitted.)

27. Extension of Contract with Shakti and Edinburgh Women's Aid

Committee considered a report which sought approval for the nineteen month extension to the contracts with Edinburgh Women's Aid and Shakti. The extension would allow them to be included in a wider review of Domestic Abuse services concluding in November 2017, which would lead to a redesign of services and a new procurement process..

Decision

To approve the extension of the contracts with Edinburgh Women's Aid and Shakti for the 19 month period from 1 April 2016 to 1 November 2017.

(Reference – report by the Acting Executive Director of Communities and Families, submitted.)

28. Direct Award of Independent Care Placement, Residential and Day School Contracts

Details were provided of a report which sought approval for the direct award of contracts to eighteen independent care placement, residential and day school providers delivering fifty-two individual placements for a two year period.

Decision

- 1) To approve the direct award to 18 providers for a total estimated value of up to £4.569m per annum, subject to inflationary increases, for the two year period from 1 April 2016 to 31 March 2018.
- 2) To note direct awards were for services to support 52 placements, in total 24 children to attend an independent day school, 26 young people to attend an independent residential school provision, and two young people to be looked after by an independent care provider, all of which were either not on the current Scotland Excel Framework, or the placement began prior to the provider joining the Scotland Excel Framework.

(References – Education, Children and Families Committee, 19 May 2015 (item 22); report by the Acting Executive Director of Communities and Families, submitted.)

29. Extension of Children 1st Contract

Approval was sought for an eighteen month extension of the Children 1st Contract to allow a review of services and a coproduction process to design a new service specification.

Decision

To approve the extension of two Children 1st contracts for a total value of £203,600 for ongoing services to families of young children for an 18 month period from 1 April 2016 to 30 September 2017.

(Reference - report by the Acting Executive Director of Communities and Families, submitted.)

30. Direct Award of Pre and Post Adoption Support Services to Scottish Adoption

Committee considered a report which sought approval to extend the contract with Scottish Adoption for one year. The extension would enable the Council to plan to absorb aspects of this work within existing provision and to plan a new tendering process for the remaining components.

Decision

To approve the extension of the contract with Scottish Adoption at a cost of £71,920 for the period 1 April 2016 - 31 March 2017.

(References – Education, Children and Families Committee, 6 October 2015 (item 28); report by the Acting Executive Director of Communities and Families, submitted.)

31. Renewal of NHS Service Level Agreements

Approval was sought for the renewal of joint-funding arrangements for NHS services supporting enhanced integrated support for children and young people in need.

Decision

- 1) To note the benefit of the integration of children's services between the NHS and Council to enable effective provision for children with additional support needs in line with statutory requirement, effective operations and Scottish Government guidance.
- 2) To agree that the relationship between the NHS and the Council as the key statutory agencies charged with responsibility for children in need, Additional Support Needs and as the Corporate Parents of Looked After Children, justified in principle the case for single sourcing.
- 3) To note that the Integrated Children's Services Board aligned strategic priorities, budgeting and performance management between the Council and NHS. It provided a robust structure for shared governance and accountability in the delivery of best value in the provision of integrated services.
- 4) To approve the extension of Service Level Agreement contracts for children's services with the NHS, to the value of £1.743 million per annum, listed at Appendix 1 of the report, from 1 April 2016, for a period of three years subject to strategic direction and monitoring by the Integrated Children's Services Board.

(Reference - report by the Acting Executive Director of Communities and Families, submitted.)

32. Extension of Barnardo's Locality Services for Additional Support for Learning Contract

Approval was sought for a twenty-four month extension to the Barnardo's contract for Locality Services for Additional Support for Learning to allow the re-design of the service and implementation of Council strategy to address the key priorities for children and families.

Decision

- 1) To approve the extension of a Barnardo's contract up to a total value of £881,688 per annum for continuing services to children, families and schools for a 24-month period from 1 April 2016 to 31 March 2018.
- 2) To note that, in all the circumstances, this decision was in the best interests of children in need and in the Council's best interests and was consistent with the Council's duty to secure best value.

(References – Education, Children and Families Committee, 8 December 2015 (item 12); report by the Acting Executive Director of Communities and Families, submitted.)

33. Property Conservation – Programme Momentum Progress Report and Edinburgh Shared Repairs Service Update

An update was provided on the progress of Programme Momentum and the Edinburgh Shared Repairs Services (ESRS).

Decision

- 1) To note the management information dashboard reports in Appendix 1 of the report.
- 2) To note the progress of debt recovery work.
- 3) To note the status of the remaining legacy projects.
- 4) To approve the extension of delegated authority to the Acting Executive Director of Resources in relation to statutory repairs as set out in the report.
- 5) To note the update on the pilot progress.

(References – Finance and Resources Committee, 2 February 2016 (item 20); report by the Acting Executive Director of Resources, submitted.)

34. Summary Report on Property Transactions concluded under Delegated Authority

Committee considered a report which detailed all the lease agreements concluded in terms of the Council's 'Scheme of Delegation to Chief Officials'.

Decision

To note the 40 transactions detailed in the Appendix to the report had been concluded in terms of the Council's 'Scheme of Delegation to Officers.'

(References – Finance and Resources Committee, 26 November 2015 (item 25); report by the Acting Executive Director of Resources, submitted.)

35. Proposed Lease Extension at 19 Grassmarket, Edinburgh

Committee considered a report requesting approval of a ten year lease extension of the retail unit at 19 Grassmarket which trades as Mary's Milk Bar.

Decision

To approve a 10 year lease extension to Mary's Milk Bar Limited of retail premises at 19 Grassmarket, Edinburgh, on the terms outlined in the report and on other terms and conditions to be agreed by the Acting Executive Director of Resources.

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

36. Land at Slateford Road – Proposed Disposal

Approval was sought to sell 96.17sq m of land at Slateford Road to the Housing Developer, AMA (Slateford) Ltd for incorporation into their wider development.

Decision

To approve the disposal of the land at Slateford Road, extending to 96.17 sq m or thereby to AMA (Slateford) Ltd, on the terms and conditions outlined in the report, and on such terms and conditions to be agreed by the Acting Executive Director of Resources

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

37. Resolution to consider in private

The Committee, under Section 50(A)(4) of the Local Government (Scotland) Act 1973, excluded the public from the meeting for the following items of business on the grounds that they involved the disclosure of exempt information as defined in Paragraphs 6, 9 and 12 of Part 1 of Schedule 7(A) of the Act.

38. Property Conservation – Irrecoverable Sum and Debt recovery and Settlements Process

An update was provided on the irrecoverable sums approved under delegated authority and the current provision for impairment and settlements.

Decision

- 1) To note the settlement sums authorised to complainants and other affected owners, under delegated authority in Appendix 1 of the report.
- 2) To note the provision for Impairments and Settlements in Appendix 2 of the report.

(References – Finance and Resources Committee, 14 January 2016 (item 21); report by the Acting Executive Director of Resources, submitted.)

39. Miscellaneous Debts – Write Off

A summary was provided on the outstanding miscellaneous debt deemed uncollectable and recommended for write-off.

Decision

- 1) To approve the write-off of miscellaneous debt of £166,884.25.
- 2) To note the position on the use of registered inhibitions as part of the debt recovery process.

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

40. Unincorporated Associations and Liability

Approval was sought to delegate authority to the Chief Executive and Acting Executive Director of Resources to take action to minimise any risk to the Council that arose from the appointment of Elected Members to any unincorporated associations.

Decision

- 1) To note that a further report would be submitted to the Council on 28 April 2016 recommending a course of action in regard to elected member representation on unincorporated associations.
- 2) To delegate authority for up to six months to the Chief Executive and the Acting Executive Director of Resources to take such action as may be required to minimise any risks to the Council and to deal with any potential claims that arose as a result of elected members having been appointed to any unincorporated association by the Council.

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

41. Edindex Partnership Arrangements

Committee considered a report on EdIndex Partnership Arrangements.

Decision

Detailed in the Confidential Schedule, signed by the Convener, with reference to this minute.

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