

# Minutes

## Finance and Resources Committee

10.00am, Thursday, 28 September 2017

### Present

Councillors Rankin (Convener), Donaldson (Vice-Convener), Bridgman, Corbett, Howie, Hutchison, Johnston, Miller, Neil Ross, Rose (substituting for Councillor Whyte) and Watt.

### 1. Minutes

---

#### Decision

To approve the minute of the Finance and Resources Committee of 5 September 2017 as a correct record.

### 2. Key Decisions Forward Plan

---

The Finance and Resources Committee Key Decisions Forward Plan for November 2017 to March 2018 was submitted.

#### Decision

To note the Key Decisions Forward Plan from for November 2017 to March 2018.

(Reference – Finance and Resources Committee Key Decisions Forward Plan, submitted.)

### 3. Rolling Actions Log

---

The Finance and Resources Committee Rolling Actions Log was submitted.

#### Decision

1) To agree to close the following actions.

Action 3 - Revenue Monitoring 2017/18 – Month Three Position

Action 4 - Revenue and Capital Budget Framework 2018/23 – Progress Update

## Action 7 - Settlement Agreement with Viridor Waste Management Ltd

- 2) To otherwise note the rolling actions log.

(Reference – Rolling Actions Log, submitted.)

### **4. Business Bulletin**

---

#### **Decision**

To note the Finance and Resources Committee Business Bulletin.

(Reference – Business Bulletin, submitted.)

### **5. Revenue Budget Monitoring 2017/18 – Update**

---

Details were provided on the current projections of expenditure and income with mitigating actions identified to bring net expenditure back in line with approved levels over the remainder of the year.

#### **Decision**

- 1) To note there was a slight improvement in the net overall projected position for the year, albeit this included a further worsening of the outturn forecast within Health and Social Care.
- 2) To note that an intensive four-week period of review of current and planned employee cost expenditure had been initiated across all Directorates to identify further potential efficiencies.
- 3) To note that more detailed, service-specific monitoring updates would continue to be considered at relevant Executive Committees.
- 4) To note that the Interim Chief Officer of the Edinburgh Health and Social Care Partnership would provide a service-specific update to the Finance and Resources Committee on 7 November 2017.
- 5) To note that a further, Council-wide update would also be brought to the Finance and Resources Committee's meeting on 7 November 2017.

(References – Finance and Resources Committee, 5 September 2017 (item 6); report by the Executive Director of Resources, submitted.)

### **6. City of Edinburgh Council 2016/17 Annual Audit Report to the Council and the Controller of Audit - referral from the Governance, Risk and Best Value Committee**

---

The Governance, Risk and Best Value Committee on 26 September 2017 considered a report that outlined the principal findings arising from the Council's 2016/17 external

audit. The report was referred to the Finance and Resources Committee for approval of the audited Annual Accounts for 2016/17.

### **Decision**

- 1) To approve the audited Annual Accounts for 2016/17.
- 2) To refer the audited Annual Accounts for 2016/17 to Council for noting.

(References – Governance Risk and Best Value Committee, 26 September 2017 (item 8); joint report by the Chief Executive and the Executive Director of Resources, submitted)

## **7. The City of Edinburgh Council Charitable Trusts – Report to Those Charged with Governance on the 2016/17 Audit**

---

Committee considered a report which detailed the External Auditor's view on matters which arose from their audit in compliance with International Standard on Auditing 260, in respect of the City of Edinburgh Council's Charitable Trusts.

### **Decision**

- 1) To approve the Audited Trustee's Annual Report and Accounts for 2016/17 and note that these would be submitted to the External Auditor by 29 September 2017 and to OSCR by 31 December 2017.
- 2) To note the commentary on the management of the Charitable Trusts included in the Audit Management Report in Appendix 1 to the report by the Executive Director of Resources.
- 3) To note that the Usher Hall Conservation Trust would now be formally wound up, as approved by the Finance and Resources Committee on 23 February 2017.

(References – Finance and Resources Committee, 23 February 2017 (item 14); report by the Executive Director of Resources, submitted)

## **8. Adoption of the Scotland Excel Framework Agreement for the Supply and Delivery of Education and Office Furniture**

---

Approval was sought for the adoption and implementation of the Scotland Excel Framework for the Supply and Delivery of Education and Office Furniture.

### **Decision**

To approve the adoption and implementation of the Scotland Excel Framework for the Supply and Delivery of Education and Office Furniture, which would be active from 1

May 2017 to 29 February 2020 with the option to extend for a further 12 months with an estimated value of £2.98m.

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

## **9. Adoption of the Scotland Excel Framework Agreement for the Supply and Distribution of Frozen Foods**

---

Approval was sought for the adoption and implementation of the Scotland Excel Framework for the Supply and Distribution of Frozen Foods.

### **Decision**

To approve the adoption and implementation of Lot 2 (distribution) and Lot 3 (supply and distribution) of the Scotland Excel Framework for Supply and Distribution of Frozen Foods, from 28 September 2017 to 30 June 2019, with the option to extend until 30 June 2021.

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

## **10. Contract for Telecom Services (Mobile and Fixed Lines)**

---

Approval was sought for the adoption of the Crown Commercial Services Framework Agreement, RM1045, for Network Services.

### **Decision**

To approve the adoption of the Crown Commercial Services Framework Agreement, RM1045, for Network Services and to delegate authority to the Executive Director of Resources to finalise and award a contract to Telefonica UK Ltd for Telecom Services (Mobile and Fixed Line) for a period of three years commencing 1 October 2017.

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

## **11. Community Empowerment (Scotland) Act 2015: Proposed Consultation response on Common Good Matters**

---

Approval was sought for the Council's response to the Scottish Governments consultation in relation to Common Good property.

### **Decision**

- 1) To approve the Council's response to the Scottish Government consultation in relation to Common Good property subject to the following changes:
  - To recommend a further tab be added to the register that would highlight properties that were under investigation.
  - The period of consultation should be flexible.

2) To refer the report to the Corporate Policy and Strategy Committee for noting.

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

## **12. Framework Agreement – Reception, Handling and Transfer of Waste**

---

Approval was sought to appoint four Suppliers to a Framework Agreement for the Reception, Handling and Transfer of Waste.

### **Decision**

To approve the appointment of the following Suppliers to a Framework Agreement (Framework) for the Reception, Handling and Transfer of Waste for a period of 13 months from November 2017 with the option to extend up to a further 12-month period to:

- Viridor Waste Management Ltd;
- Biffa Waste Management Ltd;
- NWH Group; and
- William Tracey Group.

(References – Finance and Resources Committee, 23 February 2017 (item 28); report by the Executive Director of Place, submitted.)

## **13. System Integration Feasibility for the Edinburgh Tram Extension – Award under Urgency Provisions**

---

The Committee was asked to note that in consultation with the Convenor and Vice Convenor of the Finance and Resources Committee and in line with the Council's Contract Standing Orders and the Scheme of Delegation, the Council had awarded a Contract to Siemens Ltd for the maximum value of £150,000 to provide professional services to support the Council in formalising the approach to the procurement of the Systems Installation and Integration as part of the Edinburgh Tram Extension Project.

### **Decision**

- 1) To note the Convenor and Vice Convenor of the Finance and Resources Committee provided Delegated Authority to the Executive Director of Place to award a contract to Siemens for a maximum value of £150,000 under the Urgency Provisions as detailed in the Contract Standing Orders.

- 2) To note that in the event that Stage 2 of project development was not approved by Council on 21 September 2017 all work would cease with Siemens and the Council would only be liable for expenditure incurred up to that date.

(References – Act of Council No 1(b) of 21 September 2017; report by the Executive Director of Place, submitted)

#### **14. City Chambers – New Lease to Electoral Commission**

---

Approval was sought to grant a new 10 year lease to the Electoral Commission on the terms and conditions outlined in the report by the Executive Director of Resources.

##### **Decision**

To approve a new 10 year lease to the Electoral Commission of rooms 3.7, 3.8 and 3.9 at City Chambers on the terms outlined in the report and on other terms and conditions to be agreed by the Executive Director of Resources.

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

#### **15. Proposed New Lease, Nelson Hall, 5 Spitalfield Crescent, Edinburgh**

---

Approval was sought for the lease of Nelson Hall to SCOOSH on the terms outlined in the report and other terms and conditions to be agreed by the Executive Director of Resources.

##### **Decision**

To approve the lease of Nelson Hall to SCOOSH on the terms outlined in the report and other terms and conditions to be agreed by the Executive Director of Resources.

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

#### **16. Restructure of Various Leases at Leith Links, Edinburgh**

---

Approval was sought to grant new leases to Leith Community Crops in Pots and Leith Athletic Football Club on the terms and conditions outlined in the report by the Executive Director of Resources.

##### **Decision**

To approve the new leases to Leith Community Crops in Pots and Leith Athletic Football Club on the terms outlined in the report and on other terms and conditions to be agreed by the Executive Director of Resources.

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

## 17. Award of Contracts for the Delivery of Mental Health Wellbeing Services

---

Approval was sought to award 27 contracts for the delivery of Mental Health Wellbeing Services for the period 1 November 2017 to 31 October 2019.

### Decision

- 1) To approve the award of the 27 contracts to the 18 providers listed in Appendix 1 of the report by the Interim Chief Officer, Edinburgh Health and Social Care Partnership, for the period 1 November 2017 to 31 October 2019.
- 2) To agree that as these contracts would facilitate a test of concept and change that the Chief Officer of the Edinburgh Integration Joint Board (EIJB) be given discretion, after consulting providers, to make reasonable variations to contract service specifications where interim evaluation of the test indicates these would be beneficial.

(References – Edinburgh Integration Joint Board, 14 July 2017 (item 8); report by the Interim Chief Officer, Edinburgh Health and Social Care Partnership, submitted.)

## 18. Award of Contracts for the Provision of Domestic Abuse Services

---

The Convener ruled that the following item, notice of which had been given at the start of the meeting, be considered as a matter of urgency as the contracts referenced within the report by the Interim Head of Service, Safer and Stronger Communities were due to commence on the 1 November 2017 and to allow the report to be continued to a future meeting would put service users at risk.

Approval was sought to award four contracts for the provision of domestic abuse services.

### Decision

To approve the award of a contract to the following providers for the provision of Domestic Abuse Services, which would commence on 9 November 2017 and operate for an initial period of 24 months, with the option to extend for a further period of 12 months:

- Edinburgh Women Aid an award of £480,667 per annum.
- Shakti Women's Aid an award of £311,100 per annum.

- Four Square (trading as Keymoves Cranston Street) an award of £230,880 per annum.
- Comas (Woman zone) an award of £40,192 per annum.

(Reference – report by the Interim Head of Service, Safer and Stronger Communities, submitted.)

## **19. 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, 8 and 10 of Part 1 of Schedule 7(A) of the Act.

## **20. Settlement Agreement with Viridor Waste Management Limited**

---

Approval was sought for a settlement agreement with Viridor Waste Management Limited (“Viridor”) to cover various issues arising out of a long-standing waste contract.

### **Decision**

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

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

## **21. 329 High Street – Update on Proposed Disposal**

---

Approval was sought to continue with the disposal on the basis of revised terms and Conditions as outlined in the report by the Executive Director of Resources.

### **Decision**

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

(References – Finance and Resources Committee, 23 March 2017 (item 31); report by the Executive Director of Resources, submitted.)

## **22. Miscellaneous Debts Write-Off**

---

Details of miscellaneous debt that were outstanding and deemed uncollectable were presented.

### **Decision**

- 1) To agree the write-off from miscellaneous debt.



- 2) To note the position on the use of registered inhibitions as part of the debt recovery process.

(References – Corporate Policy and Strategy Committee, 8 August 2017 (item 13); report by the Executive Director of Resources, submitted)