

## Committee Minutes

---

# Policy and Strategy Committee

Edinburgh, 24 January 2012

**Present:-** Councillors Dawe (Convener), Cardownie (Vice-Convener), Balfour, Blacklock, Brock, Buchanan, Burgess, Burns, Edie, Godzik, Hinds, Jackson, Gordon Mackenzie, MacLaren, Mowat, Munn and Wheeler.

## 1 Managing Attendance Procedure

### a) Deputation – UNISON

The deputation indicated that they were acting on behalf of all staff side trades unions. They expressed concern at the timescales involved in the consultation for the proposed Managing Attendance Procedure which did not enable them to study the proposals or consult members on them. They felt it was important for members to be consulted on the impact that this would have on the workforce.

The deputation asked that the introduction of the new procedure be delayed to enable officials to look at a more supportive procedure, the trigger points in the procedure and the way in which the trigger points could be implemented.

### b) Report by the Director of Corporate Governance

Details were provided on the implementation of a New Managing Attendance Procedure to replace the current Procedure for Managing Sickness Absence.

### Motion

- 1) To note that notice had been served to end the Procedure for Managing Sickness Absence on 30 January 2012.
- 2) To approve the new Managing Attendance Procedure for use from 30 January 2012.

Policy and Strategy Committee  
24 January 2012

- 3) To add at the end of paragraph 5.3 of the new Procedure –  
“Managers shall act reasonably in exercising their discretion in relation to the above and in the event it is decided not to proceed with a formal review, they should in turn report the decision to their line manager”.

- moved by Councillor Wheeler, seconded by Councillor Brock

**Amendment**

- 1) To note that notice had been served to end the Procedure for Managing Sickness Absence on 30 January 2012.
- 2) To note the new Managing Attendance Procedure.
- 3) To agree to continue with the present Procedure until 29 February 2012 to allow time for further dialogue and agreement to take place with the trades unions

- moved by Councillor Burns, seconded by Councillor Godzik.

**Voting**

The voting was as follows;

For the motion - 12 votes  
For the amendment - 5 votes

**Decision**

- 1) To approve the motion by Councillor Wheeler.
- 2) In terms of Standing Order 53, the requisite number of members required that the decision be referred to the Council as a recommendation.

(Reference – report no PS/45/11-12/CG by the Director of Corporate Governance, submitted.)

## 2 Minute

**Decision**

- 1) To approve the minute of the Policy and Strategy Committee of 6 December 2011 as a correct record.

Policy and Strategy Committee  
24 January 2012

- 2) To instruct the Director of City Development to report to the next meeting of the Committee on the legal position on the potential introduction of a Transient Visitor Levy and on the potential for a voluntary or statutory levy to be introduced (item no 2(b) of the minute of 6 December 2011 refers).

### **3 Sustainable Procurement Policy and Revised Sustainable Timber Policy**

The Council's draft Corporate Procurement Strategy (CPS) made a commitment to developing sustainable procurement. Details of the new policy, which set out the Council's approach to sustainable procurement, were provided together with the commitment to meet four outcomes.

#### **Decision**

- 1) To approve the adoption of the Sustainable Procurement Policy.
- 2) To approve the adoption of the revised Sustainable Timber Policy.
- 3) To note that the Sustainable Procurement Action Plan would be submitted to the Committee in February 2012.

(Reference – report no PS/46/11-12/CG by the Director of Corporate Governance, submitted.)

### **4 Revenue Budget 2012/13 to 2014/15 – Update Report**

Information was provided updating members on the roll forward of the revenue budget, 2012/13 to 2014/15.

#### **Decision**

- 1) To note the report by the Director of Corporate Governance.
- 2) To remit the report to the Council on 9 February 2012 for decision on the revenue budget.

(Reference – report no PS/47/11-12/CG by the Director of Corporate Governance, submitted.)

## **5 Revenue Budget 2012-2015 – Risks and Reserves**

Details were provided on the risks inherent in the revenue budget process and the projected reserves for the period 2012-2015.

### **Decision**

- 1) To note the report by the Director of Corporate Governance.
- 2) To recommend that Council approve the merger of the Contingency Fund (Corporate) and Budget Flexibility Set Aside Fund into the Council Priorities Fund.
- 3) To remit the report to Council for decision on 9 February 2012.

(Reference – report no PS/48/11-12/CG by the Director of Corporate Governance, submitted.)

## **6 Capital Investment Programme 2012/13 to 2015/16**

Information was provided updating members on the roll forward of the capital investment programme to 2015/16.

### **Decision**

- 1) To note the report by the Director of Corporate Governance.
- 2) To remit the report to the Council on 9 February 2012 for decision on the 2012-2016 Capital Investment Programme.

(Reference – report no PS/49/11-12/CG by the Director of Corporate Governance, submitted.)

## **7 Edinburgh Alcohol and Drug Partnership Commissioning Plan for Treatment and Recovery**

The Committee had agreed that the Edinburgh Alcohol and Drug Partnership (EADP) Commissioning Plan go out for consultation. Details of the changes which had been made to the draft Commissioning Plan following the formal consultation process were provided.

Policy and Strategy Committee  
24 January 2012

### **Decision**

- 1) To agree the Edinburgh Alcohol and Drug Partnership Commissioning Plan: Commissioning for Recovery 2012-15.
- 2) To note that the Edinburgh Alcohol and Drug Partnership would develop a detailed procurement Plan for agreement at Policy and Strategy Committee in August 2012.
- 3) To instruct the Chief Executive to seek the ability to have political representation at the Partnership and to report back within one cycle. If necessary thereafter, consideration would be given to setting up a cross-party working group.

(References – Policy and Strategy Committee of 14 June 2011 (item 4); report no PS/50/11-12/H&SC by the Director of Health and Social Care, submitted.)

### **Declaration of Interest**

Councillor Balfour declared a non-financial interest in the above item as a Director of one of the potential service bidders.

## **8 MIPIM Property Development Conference 2012**

Authorisation was sought for the Councillor Leader to attend and speak at the MIPIM Global Property Development Conference to be held in Cannes on 6-9 March 2012.

### **Motion**

To approve the Council Leader's attendance at the MIPIM 2012 conference in March 2012.

- moved by Councillor Cardownie, seconded by Councillor Edie.

### **Amendment**

Not to approve the Council Leader's attendance at the conference .

- moved by Councillor Burns, seconded by Councillor Hinds.

Policy and Strategy Committee  
24 January 2012

### **Voting**

The voting was as follows:

For the motion - 12 votes  
For the amendment - 5 votes

### **Decision**

To approve the motion by Councillor Cardownie.

(Reference – report no PS/51/11-12/CD by the Director of City Development, submitted.)

## **9 Investors in People – Achievement of Gold Standard**

Details were provided on the outcome of the 2009-2012 Investors in People (IiP) council-wide assessment, which had resulted in the achievement of the Gold Standard. This was the highest standard of recognition within the IiP accreditation system.

### **Decision**

- 1) To note the achievement of gold standard IiP recognition.
- 2) To note the Council's commitment to continuous improvement within its quality and people management strategy.
- 3) To record and acknowledge the achievement of the individual staff members involved in the assessment process.

(Reference – report no PS/52/11-12/SfC by the Director of Services for Communities, submitted.)

## **10 Police and Fire and Rescue Reform – Local Pathfinders**

Details were provided on the governance implications of Police and Fire and Rescue Reform and approval sought for the Council's participation in the Scottish Government's Local Scrutiny and Engagement Pathfinder.

### **Motion**

- 1) To advise the Scottish Government of the Council's intention to establish Pathfinder local scrutiny and engagement arrangements for Police and Fire and Rescue.

Policy and Strategy Committee  
24 January 2012

- 2) To advise the Scottish Government that there was currently no budget provision for these costs.
- 3) To agree that Councillor Bridgman, together with the Director of Corporate Government, be nominated as the Council's representatives on the Local Scrutiny and Engagement Network.

- moved by Councillor Dawe, seconded by Councillor Brock.

**Amendment**

- 1) To advise the Scottish Government of the Council's intention to establish Pathfinder local scrutiny and engagement arrangements for Police and Fire and Rescue.
- 2) To advise the Scottish Government that there was currently no budget provision for these costs.
- 3) To agree that Councillor Whyte, together with the Director of Corporate Government, be nominated as the Council's representatives on the Local Scrutiny and Engagement Network.

- moved by Councillor Mowat, seconded by Councillor Balfour.

**Voting**

The voting was as follows:

For the motion - 9 votes  
For the Amendment - 8 votes

**Decision**

To approve the motion by Councillor Dawe.

(Reference – report no PS/53/11-12/CG by the Director of Corporate Governance, submitted.)