

**REPORT TO:** East Lothian Council

**MEETING DATE:** 15 May 2012

**BY:** Executive Director (Support Services)

**SUBJECT:** Summary of Reports Approved in accordance with Election Recess Arrangements 2012

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## **1 PURPOSE**

- 1.1 To inform the Council of the urgent business undertaken over the Election Recess period in terms of the procedures set out in Standing Order 43 and in line with the decision taken at its meeting of 27 March 2012.
- 1.2 It should be noted that full copies of the undernoted reports have been lodged in the Members' Library (March, April and May 2012 Bulletins).

## **2 RECOMMENDATIONS**

- 2.1 The Council is requested to note the business undertaken over the Election Recess period.

## **3 BACKGROUND**

- 3.1 **Chief Officer Structure: Update** (Members' Library Reference 92/12 – March 2012 Bulletin)

A report submitted by the Chief Executive provided an update on the outcome of the review of the Chief Officer Structure and intimated the appointments to the statutory officer roles. The report also advised of the operational arrangements to be put in place to ensure the delivery of Council services pending revision of the Council's Standing Orders and advised of certain changes to the alignment of Council services. This report was approved by the Leader and Provost.

- 3.2 **Appointment of Statutory Officers** (Members' Library Reference 93/12 – March 2012 Bulletin)

A report submitted by the Chief Executive sought approval of the appointment of Statutory Officers following the recent changes to Chief Officer structure. This report was approved by the Leader and Provost.

3.3 **Amendments to the Council's Standing Orders, the Scheme of Administration, the Scheme of Delegation and the Financial Regulations** (Members' Library Reference 100/12 – April 2012 Bulletin)

A report submitted by the Executive Director (Support Services) sought approval to make amendments to the Council's Standing Orders, the Scheme of Administration, the Scheme of Delegation and the Financial Regulations and to give notice to the Council of further proposed changes to the Council's Standing Orders the Scheme of Administration, the Scheme of Delegation and the Financial Regulations. This report was approved by the Leader and Provost.

3.4 **2012 Elected Members' Induction Programme** (Members' Library Reference 101/12 – April 2012 Bulletin)

A report submitted by the Chief Executive sought approval of the 2012 Elected Member Induction Programme. This report was approved by the Leader and Provost.

3.5 **Appointment of Clerk to the Licensing Board** (Members' Library Reference 102/12 – April 2012 Bulletin)

A report submitted by the Chief Executive sought approval to appoint Kirstie MacNeill, Corporate Legal Adviser as Clerk of the East Lothian Licensing Board and to appoint Morag Ferguson, Corporate Legal Adviser as Depute Clerk of the Board. This report was approved by the Leader and Provost.

3.6 **Client Contributions for Adult social Care** (Members' Library Reference 114/12 – May 2012 Bulletin)

A report submitted by the Executive Director (Services for People) sought approval for the revised rates for client contributions within Adult Social Care for 2012/2013. This report was approved by the Leader and Provost.

3.7 **Adult Social Care Services - Voluntary Sector Grants (2012/2013)** (Members' Library Reference 115/12 – May 2012 Bulletin)

A report submitted by the Executive Director (Services for People) sought approval to make grants, in terms of Section 10 of the Social Work (Scotland) Act 1968, to voluntary organisations, for the financial year 2012/2013. This report was approved by the Leader and Provost.

3.8 **Capital Investment and Treasury Management Strategy 2012/13 to 2014/15** (Members' Library Reference 116/12 – May 2012 Bulletin)

A report submitted by the Chief Finance Officer sought to outline, and obtain approval for, the Council's approach to managing capital investment and treasury management in 2012/13 to 2014/15. This report was approved by the Leader and Provost.

**3.9 Contract for the Provision of Supported Public Bus Services 1 April 2011 to 31 March 2015** (Members' Library Reference 117/12 – May 2012 Bulletin)

A report submitted by the Executive Director (Services for Communities) sought to award contracts for the provision of financially supported public bus services for the period from 11 June 2012 – 31 March 2015. This report was approved by the Leader and Provost.

**4 POLICY IMPLICATIONS**

4.1 As outlined in each of the submitted reports specified in Section 3.

**5 EQUALITIES IMPACT ASSESSMENT**

5.1 This report is not applicable to the well being of equalities groups and an Equalities Impact Assessment is not required.

**6 RESOURCE IMPLICATIONS**

6.1 Financial – As outlined in each of the submitted reports specified in Section 3.

6.2 Personnel - None.

6.3 Other – As outlined in each of the submitted reports specified in Section 3.

**7 BACKGROUND PAPERS**

7.1 East Lothian Standing Orders

7.2 Reports lodged in the Members' Library as specified in Section 3.

7.3 Background papers as detailed in each of the submitted reports specified in Section 3.

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