



NOTICE OF THE MEETING OF THE CABINET

TUESDAY 11 NOVEMBER 2014, 10.00 am
COUNCIL CHAMBER, TOWN HOUSE, HADDINGTON

Agenda of Business

Apologies

Declarations of Interest

Members and officers should declare any financial and non-financial interests they have in the items of business for consideration, identifying the relevant agenda item and the nature of their interest.

1. Minutes of the meeting of Cabinet, 21 October 2014 (for approval) **(pages 1-10)**
2. Financial Review 2014/15: Quarter 2 – Report by the Depute Chief Executive (Resources and People Services) **(pages 11-26)**
3. Strategy for Next Generation Internet Connectivity – Report by the Depute Chief Executive (Resources and People Services) **(pages 27-36)**
4. Freedom of Information (Scotland) Act 2002 and Data Protection Act 1998 – Compliance Statistics – Report by the Depute Chief Executive (Resources and People Services) **(pages 37-42)**
5. Safe Driving at Work Policy and Guidance – Report by the Depute Chief Executive (Partnerships and Community Services) **(pages 43-76)**
6. Managing Employee Performance Policy – Report by the Depute Chief Executive (Resources and People Services) **(pages 77-90)**
7. Policy on Acceptance by Employees of Gifts and Hospitality – Report by the Depute Chief Executive (Resources and People Services) **(pages 91-100)**
8. Revision to Discretionary Housing Payment Policy – Report by the Depute Chief Executive (Resources and People Services) **(pages 101-116)**
9. Public Minutes of the Meetings of the Licensing Sub-Committee held on 11 September 2014 and 9 October 2014 (for approval) **(pages 117-122)**
10. Minutes for noting
 - Sustainable Economy Partnership, 25 June 2014 **(pages 123-130)**

PRIVATE

11. Private Sub-Committee Minutes (for approval)
- a) Private Minutes of the Meetings of the Licensing Sub-Committee held on 11 September 2014 and 9 October 2014 **(pages 131-142)**
 - b) Private Minute of the Meeting of the Employee Appeals Sub-Committee held on 2 October 2014 **(pages 143-144)**
 - c) Private Minute of the Meeting of the Homelessness Appeals Sub-Committee held on 23 October 2014 **(pages 145-146)**

NOTE: Access to Information

It is anticipated that the Committee will resolve to exclude the public from Item 11 in terms of Paragraphs 1, 3 and 6 (information relating to particular employees of the Authority; information relating to any particular applicant for, recipient or former recipient of a service provided by the Authority; information concerning the financial or business affairs of any particular person other than the Authority) of Schedule 7A of the Local Government (Scotland) Act 1973. The papers for this item are withheld accordingly.

**Angela Leitch
Chief Executive
John Muir House
Haddington**

4 November 2014