

Notice of meeting and agenda

The City of Edinburgh Council

10.00 am, Thursday, 21 September 2017

Council Chamber, City Chambers, High Street, Edinburgh

This is a public meeting and members of the public are welcome to attend

Contact

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1. Order of business

- 1.1 Including any notices of motion and any other items of business submitted as urgent for consideration at the meeting.

2. Declaration of interests

- 2.1 Members 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.

3. Deputations

- 3.1 Leith Central Community Council – The impact on Leith Walk residents and businesses of the tram extension going ahead.

4. Minutes

- 4.1 The City of Edinburgh Council of 24 August 2017 – submitted for approval as a correct record

5. Questions

- 5.1 By Councillor Neil Ross - Text a Bin to the Waste Department – for answer by the Convener of the Transport and Environment Committee
- 5.2 By Councillor Neil Ross – Re-instatement of the Road Surface after Repairs Carried Out by Utility Companies - for answer by the Convener of the Transport and Environment Committee
- 5.3 By Councillor Lang - Flooding Issues in Queensferry - for answer by the Convener of the Transport and Environment Committee
- 5.4 By Councillor Lang – Public Transport Infrastructure Improvements - for answer by the Convener of the Transport and Environment Committee
- 5.5 By Councillor Lang – Resurfacing and Improvement Works at the Silverknowes Roundabout - for answer by the Convener of the Transport and Environment Committee
- 5.6 By Councillor Rust – Firrhill High School Hockey Club - for answer by the Convener of the Education, Children and Families Committee
- 5.7 By Councillor Rust – Cheque Centre - for answer by the Convener of the Finance and Resource Committee
- 5.8 By Councillor Rose – Housing Statistics - for answer by the Convener of the Housing and Economy Committee

- 5.9 By Councillor McLellan – Piershill Library - for answer by the Convener of the Education, Children and Families Committee
- 5.10 By Councillor Johnston – Champions – Conflicts of Interest - for answer by the Convener of the Corporate Policy and Strategy Committee
- 5.11 By Councillor Mowat – Introduction of Low Emission Zone Edinburgh by 2020 - for answer by the Convener of the Transport and Environment Committee
- 5.12 By Councillor Johnston – Shared Repairs - for answer by the Convener of the Finance and Resources Committee
- 5.13 By Councillor Hutchison – Council Overtime - for answer by the Convener of the Finance and Resources Committee
- 5.14 By Councillor Jim Campbell – Edinburgh Waterfront - for answer by the Convener of the Housing and Economy Committee
- 5.15 By Councillor Webber – Boundary Fence – Baberton Mains Estate - for answer by the Convener of the Transport and Environment Committee
- 5.16 By Councillor Doggart – Operation of the Edinburgh Integration Joint Board - for answer by the Chair of the Edinburgh Integration Joint Board
- 5.17 By Councillor Miller – Right to Buy Powers - for answer by the Convener of the Culture and Communities Committee
- 5.18 By Councillor Main – Care at Home Provision - for answer by the Chair of the Edinburgh Integration Joint Board
- 5.19 By Councillor Burgess – Possible Impact of a Release of Radioactive Material - for answer by the Convener of the Transport and Environment Committee
- 5.20 By Councillor Booth – Cycle Forum - for answer by the Convener of the Transport and Environment Committee
- 5.21 By Councillor Booth – Low Emission Zone for Edinburgh - for answer by the Convener of the Transport and Environment Committee
- 5.22 By Councillor Booth – Cycle and Pedestrian Infrastructure Projects - for answer by the Convener of the Transport and Environment Committee
- 5.23 By Councillor Young – Planning and Building Standards Customer Services Charter - for answer by the Convener of the Planning Committee
- 5.24 By Councillor Young – Fees Paid from Cruise Liners - for answer by the Convener of the Finance and Resources Committee
- 5.25 By Councillor Young – Annual Pedal Scotland Event - for answer by the Convener of the Transport and Environment Committee

- 5.26 By Councillor Bruce – Traffic Congestion – Lanark Road West - for answer by the Convener of the Transport and Environment Committee

6. Leader's Report

- 6.1 Leader's report

7. Appointments

- 7.1 Appointment of Parent Representative to the Education, Children and Families Committee – report by the Chief Executive (circulated)

8. Reports

- 8.1 Appointment of Chief Social Work Officer - report by the Chief Executive (circulated)
- 8.2 Edinburgh Festivals 70th Anniversary Legacy – report by the Executive Director of Place (circulated)
- 8.3 Report of Pre-Determination Hearing – Old Dalkeith Road, Edinburgh (South East Wedge Development Site) – referral from the Development Management Sub-Committee (circulated)

(Note: application subsequently withdrawn

- 8.4 Edinburgh Tram - York Place to Newhaven – Updated Outline Business Case – referral from the Transport and Environment Committee (circulated)
- 8.5 Revenue Monitoring 2016-17 – Outturn Report – referral from the Finance and Resources Committee (circulated)
- 8.6 Treasury Management – Annual Report 2016-17 – referral from the Finance and Resources Committee (circulated)

9. Motions

- 9.1 By Councillor Osler – Inverleith Park

“Council notes;

- (1) the importance of Inverleith Park as one of Scotland's largest urban parks,
- (2) that, for almost 130 years, the park has provided residents across north Edinburgh with 54 acres of open green space and iconic views of the city centre,

- (3) the adverse impact of flooding within the park through damaged drainage at vehicle and pedestrian access points to areas rented out for events, both this year and in previous summers,
- (4) the impact this flooding has had on the ability of local people to make use of and enjoy the park.

The Council therefore seeks a report to the Transport & Environment committee within one cycle to;

- (a) confirm that drainage infrastructure will be fully repaired and steps taken to ensure ongoing protection,
- (b) ensure revenue receipts from events held in Inverleith Park are applied to meet the full costs of such works.”

9.2 By Councillor Jim Campbell – Locality Improvement and Service Delivery

“Council:

- 1) Welcomes the remarks made by the Council Leader to full Council on 22 June setting out the importance of Localities.
- 2) Thanks Officers for compiling Locality Improvement Plans ready for submission to the Scottish Government in October 2017.
- 3) Recognises that though there is much interdependence between Locality Improvement Plans and the desire of the Council to set up Localities Committees, these are separate issues and both need to be considered and evaluated with care.
- 4) Further thanks Officers for compiling lists of organisations in receipt of Council funds by locality for the last Council meeting, and notes the additional work that was required to do this.
- 5) Further recognises that the key to improving Localities, both in terms of the Localities Improvement Plans and any future Localities Committees, will be robust performance measures at both the level of (a) the four Council Localities (North East, North West, South East and South West), and (b) identified Smaller Areas within each of these Localities.
- 6) Accordingly instructs Officers to implement the tagging of all relevant data, or the structuring of data in such a way, so that performance reporting is possible at the level of (a) each Locality and (b) each Smaller Area within a Locality, in addition to Community Council, Ward and City aggregations where these are already available, and within existing resources.

- 7) Where performance reporting, as set out in clause 6, is not possible within existing resources, the Chief Executive is asked to report back to Council in three cycles how systems can be configured to enable reporting at (a) Locality, (b) Smaller Area within a Locality, in addition to Community Council, Ward and City aggregations where these are already available, identifying what the resource implications of providing this are.
- 8) In addition, the Chief Executive is tasked with developing specifications for future systems and system upgrades, so that data can easily be aggregated to report at (a) Locality, (b) Smaller Area within a Locality, in addition to Community Council, Ward and City levels, or any other level Council requires, and these aggregations can be changed without the need to call on any additional resources on future or substantially upgraded Council systems.
- 9) Requires Councillors and Officers to ask all Partners involved with Localities to review their data arrangements so they too can contribute to the objective set out in clause 6.
- 10) Instructs the Chief Executive to report on the progress towards Localities Committees in three cycles. This report will cover competence, delegations and governance, detailing what options are still under consideration, what options have been dismissed.

Council requires the report instructed in clause 10 will have an appendix from each Senior Councillor leading the four Localities working groups setting out the progress made in each working group in the six months since their appointment.”

9.3 By Councillor Rust – Colinton Amenity Association 90th Anniversary

“Council:

- 1) Notes that Colinton Amenity Association (CAA), a voluntary association comprising working and retired local residents, was established in 1927 to preserve and enhance the amenity of Colinton district in so far as the sustainable development of the City of Edinburgh permits.
- 2) Recognises the significant input by CAA on planning, roads and environmental matters affecting the Colinton area and its engagement with local elected members and City of Edinburgh Council.
- 3) Thanks the current Executive Committee and members for continuing the work of their predecessors over the decades in partnering with other local organisations on a broad range of local matters.
- 4) Congratulates CAA on its 90th anniversary and asks the Lord Provost to mark this anniversary in an appropriate manner.”

9.4 By Councillor Laidlaw – Graffiti Task Force

“Council:

To recognise that graffiti has become a serious problem across our city with multiple surfaces being vandalised with low-grade tags.

To address the many instances of damage to council property, in particular litter and communal waste bins; lamp post and street furniture including bus stops, benches and bollards.

To instruct the Executive Director of Place to set-up a graffiti task-force to work with Police Scotland to address the problem and report back in two cycles to the Transport and Environment Committee detailing progress.

To enable the public to direct complaints of vandalised property through provision of a dedicated reporting function on the website and use of #graffiti on the Twitter handle @EdinHelp.”

9.5 By Councillor Burgess – Public Water Bottle Refill

“The Council:

- 1) Recognises the high environmental and financial cost in dealing with plastic bottle waste in the city;
- 2) Welcomes steps to introduce a deposit return scheme for such bottles and other forms of recyclable or re-usable materials;
- 3) Recognises also that Edinburgh’s high quality public water supply represents an opportunity to reduce demand for bottled water and the associated plastic waste;
- 4) Recognises the health benefits from greater consumption of water, reducing risks of obesity and dental decay from high sugar drinks;
- 5) Therefore agrees to investigate a pilot scheme to provide public water bottle refill facilities in a number of high footfall locations in the city, taking account of experience elsewhere in the UK and other countries; and submitting a report within 3 cycles.”

9.6 By Councillor Doggart – Cricket Scotland

“Council:

Congratulates Cricket Scotland on being awarded a One Day International against England at the Grange Club, Edinburgh on June 10 2018 and two T20 Internationals at the same venue in the same week against Pakistan.

Council welcomes this further opportunity to showcase Edinburgh as an increasingly popular venue for the highest level of all sports.”

9.7 By Councillor McLellan – Barclay Review

“Council:

- 1) Welcomes the recommendations contained in the Barclay Review of non-domestic rates to support economic growth, in particular the reduction in the large business supplement.
- 2) Requests a report in the next cycle re-examining the provisions and implementation of the Community Empowerment (Scotland) Act 2015, to see what reliefs can be provided for businesses beyond the City centre in Edinburgh’s local centres.
- 3) Believes the operations of arms-length organisations such as Edinburgh Leisure should continue to receive reliefs as at present.
- 4) Believes its schools should be exempt from non-domestic rates.
- 5) Believes university properties in Edinburgh should not be liable for non-domestic rates because of the potential negative impact on the Edinburgh Festivals and the wider city economy.
- 6) Instructs the Chief Executive to produce a full assessment of the likely impact of the Barclay Review on the Edinburgh economy within the next cycle and for the Council leader to write to the Cabinet Secretary for Finance in those terms.”

9.8 By Councillor Graczyk - Edinburgh Youth Council

“Council:

- 1) Calls for a report in two cycles on the potential for establishing an Edinburgh Youth Council body to give Young People who live, work or study within the City of Edinburgh a stronger voice, and the power to be involved in democracy; to inspire Young People about the immense and positive change they can make to their local communities and the wider city environment; and to improve communication between the Council and the Youth sector.

- 2) Requests that said report includes, but is not limited to:
 - (a) consideration of how Young People can become members of the Edinburgh Youth Council;
 - (b) how often elections should be held and once elected, the geographical representation by the member;
 - (c) recognition that the Edinburgh Youth Council must be led and run by Young People themselves;
 - (d) the level of civic and options for budgetary support required by the Council;
 - (e) consideration of the operation of Youth Councils elsewhere and relationship with the Scottish Youth Parliament and other external bodies representative of young people.”

9.9 By Councillor Mary Campbell – Period Poverty

“Council notes

- 1) The inclusion of provision free sanitary products for schools, colleges and universities in the Scottish Government’s Programme For Government announced on the 5th of September, and that they have not yet attached a timetable for implementation.
- 2) That period poverty is an urgent issue, and the evidence from Barnardo’s [Scotland](#), Scottish Women’s Aid and the Trussell Trust that some young people are using unsuitable items such as socks and toilet paper instead of proper hygiene products simply because they cannot afford to buy them.
- 3) Their concern that some young people are avoiding school during their monthly cycle to avoid embarrassment.
- 4) That menstruation should never be a barrier to education.

Therefore Council agrees

- 5) That the Convener of Education will write to Scottish Ministers to ask them to urgently bring forward a timetable for the implementation of free sanitary products for schools, colleges and universities.”

9.10 By Councillor Booth – Potential Closure of Leith Registrars Office

“The Council:

- 1) Notes with concern reports that Leith Registrar’s Office may be due to close;
- 2) Notes there has been a registrar in Leith for many years prior to the merger of Leith and Edinburgh in 1920, and since that date;
- 3) Agrees that Leithers should be able to continue to register births, marriages and deaths in Leith;
- 4) Agrees that any proposals for closure or rationalisation of Leith Registrar’s Office should be subject to public consultation;
- 5) Agrees to receive a report to the first meeting of the North East Locality committee, or to the next meeting of the Culture and Communities Committee if that occurs earlier, setting out options for the future of Leith Registrar’s Office and outlining plans for public consultation on these options.”

Laurence Rockey

Head of Strategy and Insight

Information about the City of Edinburgh Council meeting

The City of Edinburgh Council consists of 63 Councillors and is elected under proportional representation. The City of Edinburgh Council usually meets once a month and the Lord Provost is the Convener when it meets.

The City of Edinburgh Council usually meets in the Council Chamber in the City Chambers on the High Street in Edinburgh. There is a seated public gallery and the Council meeting is open to all members of the public.

Further information

If you have any questions about the agenda or meeting arrangements, please contact Allan McCartney, Committee Services, City of Edinburgh Council, Business Centre 2.1, Waverley Court, 4 East Market Street, Edinburgh EH8 8BG, Tel 0131 529 4246, e-mail allan.mccartney@edinburgh.gov.uk.

A copy of the agenda and papers for this meeting will be available for inspection prior to the meeting at the main reception office, City Chambers, High Street, Edinburgh.

The agenda, minutes and public reports for this meeting and all the main Council committees can be viewed online by going to www.edinburgh.gov.uk/cpol.

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The City of Edinburgh Council

Edinburgh, Thursday 24 August 2017

Present:-

LORD PROVOST

The Right Honourable Frank Ross

COUNCILLORS

Robert C Aldridge
Scott Arthur
Gavin Barrie
Eleanor Bird
Chas Booth
Claire Bridgman
Mark A Brown
Graeme Bruce
Steve Burgess
Lezley Marion Cameron
Ian Campbell
Jim Campbell
Kate Campbell
Mary Campbell
Maureen M Child
Nick Cook
Gavin Corbett
Cammy Day
Alison Dickie
Denis C Dixon
Phil Duggart
Marion Donaldson
Karen Doran
Scott Douglas
Catherine Fullerton
Neil Gardiner
Gillian Gloyer
George Gordon
Ashley Graczyk
Joan Griffiths
Ricky Henderson

Derek Howie
Graham J Hutchison
Andrew Johnston
David Key
Callum Laidlaw
Kevin Lang
Lesley Macinnes
Melanie Main
John McLellan
Amy McNeese-Mechan
Adam McVey
Claire Miller
Max Mitchell
Joanna Mowat
Gordon J Munro
Hal Osler
Ian Perry
Susan Rae
Alasdair Rankin
Lewis Ritchie
Cameron Rose
Neil Ross
Jason Rust
Stephanie Smith
Alex Staniforth
Mandy Watt
Susan Webber
Iain Whyte
Donald Wilson
Norman J Work
Louise Young

1 Minutes

Decision

- 1) To approve the minute of the Council of 22 June 2017 as a correct record.
- 2) To approve the minute of the Council of 29 June 2017 as a correct record.

2. Questions

The questions put by members to this meeting, written answers and supplementary questions and answers are contained in Appendix 1 to this minute.

3 Leader's Report

The Leader presented his report to the Council. The Leader commented on:

- Condolences to the City of Barcelona
- India/Pakistan Independence celebrations
- Ongoing work to the Citizens Income pilot
- Councillor Cook – congratulations on marriage
- Festivals success and festivals going forward

The following questions/comments were made:

- | | | |
|---------------------|---|---|
| Councillor Whyte | - | Services in Edinburgh - Improvements |
| Councillor Main | - | Homeless households in temporary and bed and breakfast accommodation |
| Councillor Aldridge | - | Champions |
| Councillor Gordon | - | Appreciation to Chief Inspector Jimmy Jones and Inspector Steve Sutherland |
| Councillor Barrie | - | Scottish Ahlul Bayt Society – Eid Celebrations |
| Councillor Rust | - | Edinburgh Jazz and Blues Festival –
Congratulations – Alignment of Festivals and
appointment of Champions |
| Councillor Doggart | - | Care Inspectorate report into services for older
people in Edinburgh |

Councillor Booth	- Discontinuation of Petitions Committee – process – questioning of officers by petitioners
Councillor Lang	- Improvements to public transport in rural west Edinburgh
Councillor Cameron	Work of Homelessness Champion and Task Forces – expansion and assurance that Task Force will not be uninhibited
Councillor Graczyk	Poverty Commission Business Plan – Final Report
Councillor Laidlaw	Military Tattoo – appreciation for invitation to attend
Councillor Mclellan	Barclay Review - recommendations
Councillor Osler	Transportation in the west corridor area of Edinburgh
Councillor Mowat	Street cleaning and bin emptying during the Festival in City Centre – diminishing of services in other areas during this time
Councillor Jim Campbell	Waste complaints to Councillors - reduction

4 Appointments of Members to Committees etc

The Council had agreed its political management arrangements and made appointments to a range of Committees, Boards and Joint Boards. Appointments to Sub-Committees, working groups etc were normally made by the Executive Committees and other parent groups, however, exceptionally, the Council was asked to appoint three members of the Pensions Committee as members of of the Pensions Audit Sub-Committee to allow timely scrutiny of the Council’s audited accounts.

Decision

- 1) To appoint Councillors Child and Rose and Mr John Anzani as members of the Pensions Audit Sub-Committee.
- 2) To appoint Councillor Rose as Convener of the Pensions Audit Sub-Committee.
- 3) To request that the Pensions Board appoints two of its members (one employee, one employer) as observers to the Sub-Committee.

- 4) To note Councillor Miller's resignation as a member of the Integration Joint Board, and agree to appoint Councillor Main in her place.

(References – Act of Council No 3 of 22 June 2017; report by the Chief Executive, submitted.)

5. Appointments to Outside Organisations 2017/22

The Council had made a number of appointments to outside organisations for 2017/22. Details were provided on a number of organisations where further or amended representation was now proposed.

Motion

- 1) To nominate Councillor Macinnes as Chair of the Transport for Edinburgh Ltd board.
- 2) To nominate Councillor Barrie as Chair of the EICC board.
- 3) To appoint the following members to the four new COSLA Policy Boards:
 - Health and Social Care Board – Councillor Henderson
 - Community Wellbeing Board – Councillor Ian Campbell
 - Children and Young People Board – Councillor Perry
 - Environment and Economy Board – Councillor Ritchie.
- 4) To confirm the additional appointment of Councillor Ritchie to the Lowland Reserve Forces and Cadets Association.
- 5) To appoint the Lord Provost as patron of Edinburgh Diwali and also the Edinburgh University Air Squadron Association Winkle Brown Memorial Fund SCIO.
- 6) To appoint Councillor Rankin to serve on the Scottish Local Government Pension Scheme Advisory Board.
- 7) To note that no appointment was now required to George Heriot's Trust.
- 8) To appoint Councillor Wilson to serve on the Board of Directors of the Royal Scottish National Orchestra.
- 9) To appoint Councillors Ritchie and Child to Edinburgh World Heritage.

- 10) To note that no appointment was required for the Broomhouse Community One Stop Shop.
- 11) To note that Councillor Kate Campbell had resigned from the Board of Edinburgh Leisure and appoint Councillor Ian Campbell in her place.
- 12) To note that Councillor Perry had resigned from the John Watson Trust and appoint Councillor Dickie in his place.
- 13) To agree to change the earlier Council decision on points 1 to 12 above as these were based on incomplete or incorrect information.

- moved by Councillor Ritchie, seconded by Councillor Doran

Amendment

- 1) To nominate Councillor Laidlaw as Chair of the Transport for Edinburgh Ltd board.
- 2) To nominate Councillor Smith as Chair of the EICC board.
- 3) To appoint the following members to the four new COSLA Policy Boards:
 - Health and Social Care Board – Councillor Henderson
 - Community Wellbeing Board – Councillor Ian Campbell
 - Children and Young People Board – Councillor Perry
 - Environment and Economy Board – Councillor McLellan.
- 4) To confirm the additional appointment of Councillor Ritchie to the Lowland Reserve Forces and Cadets Association.
- 5) To appoint the Lord Provost as patron of Edinburgh Diwali and also the Edinburgh University Air Squadron Association Winkle Brown Memorial Fund SCIO.
- 6) To appoint Councillor Rankin to serve on the Scottish Local Government Pension Scheme Advisory Board.
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- 9) To appoint Councillors Ritchie and Child to Edinburgh World Heritage.

- 10) To note that no appointment was required for the Broomhouse Community One Stop Shop.
- 11) To note that Councillor Kate Campbell had resigned from the Board of Edinburgh Leisure and appoint Councillor Ian Campbell in her place.
- 12) To note that Councillor Perry had resigned from the John Watson Trust and appoint Councillor Dickie in his place.
- 13) To agree to change the earlier Council decision on points 1 to 12 above as these were based on incomplete or incorrect information.

- moved by Councillor Mowat, seconded by Councillor Whyte

Voting

The voting was as follows:

For the motion	-	31 votes
For the amendment	-	18 votes

(For the motion : The Lord Provost, Councillors Arthur, Barrie, Bird, Bridgman, Cameron, Ian Campbell, Kate Campbell, Child, Day, Dickie Dixon, Donaldson, Doran, Fullerton, Gardiner, Gordon, Griffiths, Henderson, Howie, Key, Macinnes, McNeese-Mechan, McVey, Munro, Perry, Rankin, Ritchie, Watt, Wilson and Work.

For the amendment - Councillors Brown, Bruce, Jim Campbell, Cook, Doggart, Douglas, Graczyk, Hutchison, Johnston, Laidlaw, McLellan, Mitchell, Mowat, Rose, Rust, Smith, Webber and Whyte.

Abstentions - Councillors Aldridge, Booth, Burgess, Mary Campbell, Corbett, Gloyer, Lang, Main, Miller, Osler, Rae, Neil Ross and Staniforth.)

Decision

To approve the motion by Councillor Ritchie.

(References – Act of Council No 3 of 22 June 2017; report by the Chief Executive, submitted.)

6 Appointment of Elected Member Champions

The Council had made a number of appointments to Council Companies, COSLA and outside organisations. Details were provided on a review which had taken place of the benefits from appointing Champion positions.

Motion

- 1) To note the report by the Chief Executive outlining the roles and responsibilities of champions and listing possible champion positions.
- 2) To appoint the following Champions:

Canal Champion	Councillor Corbett
Carers Champion	Councillor Griffiths
Equalities Champion	Councillor Howie
Festivals Champions	Councillors Wilson and McNeese-Mechan
Built Environment and Sustainability Champion	Councillor Gardiner
Volunteering Ambassador	Lord Provost
Young People's Champion	Councillor Bird
Homelessness Champion	Councillor Kate Campbell
Small Business Champion	Councillor Bridgman
Gaelic Champion	Councillor Ritchie
Child Poverty Champion	Councillor Day
Cycling Champion	Councillor Key

- 3) To note the appointment of the Lord Provost as Veterans Champion at the meeting of the Council on 29 June 2017.
- 4) To agree that all champions would consult with/be accountable to the relevant Convener and Committee.
- 5) To agree to review these appointments in 12 months' time.

- moved by Councillor McVey, seconded by Councillor Day

Amendment

- 1) To note the lack of clarity in the report by the Chief Executive regarding the large number of Champions positions.
- 2) To further note the scant information and minimal feedback provided in relation to the justification for continuing with some Champions positions, but not others.
- 3) To agree that further work was required to establish the basis and merits of Champions positions.
- 4) To note the previous appointment of the Lord Provost of The City of Edinburgh Council as Veterans' Champion, given the city's strong links with service personnel, established work undertaken to date and significance of this role in local authorities across Scotland.

- moved by Councillor Rust, seconded by Councillor Doggart

Voting

The voting was as follows:

For the motion	-	39 votes
For the amendment	-	23 votes

(For the motion : The Lord Provost, Councillors Arthur, Barrie, Bird, Booth, Bridgman, Burgess, Cameron, Ian Campbell, Kate Campbell, Mary Campbell, Child, Corbett, Day, Dickie, Dixon, Donaldson, Doran, Fullerton, Gardiner, Gordon, Griffiths, Henderson, Howie, Key, Macinnes, McNeese-Mechan, McVey, Main, Miller, Munro, Perry, Rae, Rankin, Ritchie, Staniforth, Watt, Wilson and Work.

For the amendment - Councillors Aldridge, Brown, Bruce, Jim Campbell, Cook, Doggart, Douglas, Gloyer, Graczyk, Hutchison, Johnston, Laidlaw, Lang, McLellan, Mitchell, Mowat, Osler, Rose, Neil Ross, Rust, Smith, Webber and Whyte.)

Decision

To approve the motion by Councillor McVey.

(References – Act of Council No 3 of 22 June 2017; report by the Chief Executive, submitted.)

7. Programme for the Capital: The City of Edinburgh Council Business Plan 2017-22

Details were provided on a newly developed business plan which had been built around the commitments the Council Administration had pledged to deliver over the next five years, setting out what it aimed to do and how it aimed to do it.

Motion

- 1) To agree the Programme for the Capital: The City of Edinburgh Council Business Plan 2017-22.
- 2) To note that a further report describing in detail how progress would be measured would be presented in the autumn.

- moved by Councillor McVey, seconded by Councillor Day

Amendment 1

To agree to continue consideration of the Council Business Plan 2017 – 22 in order that a fuller report could be brought forward setting out specific and measurable outcomes along with a performance management matrix to enable the Council Tax payers of Edinburgh to see how outcomes were being achieved.

- moved by Councillor Whyte, seconded by Councillor Doggart

Amendment 2

- 1) To note the Programme for the Capital: The City of Edinburgh Council Business Plan 2017-22.
- 2) To welcome many of the commitments made in response to initiatives by Green councillors, including those on rent pressure zones and air quality improvements, and also on planning rights of appeal, new and improved schools and direct public decisions over budgets, among others.
- 3) To recognise that greater ambition was needed for Scotland's capital in the twenty-first century with commitments on:
 - A City Region Deal that had a low-carbon economy at its heart to enhance Edinburgh's resilience and competitiveness.
 - A radical shift in transport towards public transport, walking and cycling, with a focus on traffic reduction and high-quality public space.
 - The critical need for recruitment and retention in care sectors with a Living Wage Plus for care staff.
 - Transforming the focus of Lothian Pension Fund towards socially useful investment which benefits the city as well as pension stakeholders.
 - A presumption against development in the city's greenbelt with emphasis on amenity, wildlife and food production.
- 4) To note that a further report describing in detail how progress would be measured would be presented in the autumn.

- moved by Councillor Burgess, seconded by Councillor Main

Amendment 3

- 1) To note the decision of the SNP and Labour groups to form a coalition administration.
- 2) To note that such an administration would be a minority in the City Chambers and must therefore reach out to other political groups and govern by consensus.
- 3) To agree the City of Edinburgh required strong leadership at a time of such political and economic uncertainty.
- 4) To agree that, following the EU Referendum, it was more important than ever for Edinburgh to be a shining example of a modern and diverse place in which to live, visit, study and do business.
- 5) To agree that the new administration must be ambitious for Edinburgh as an outward-looking, international capital city and the engine of the Scottish economy.
- 6) To agree that the new administration needed to focus on the delivery of basic services and to urgently address the consistent service failures which had been seen over recent years.
- 7) To note the proposed business plan which had been agreed between the Labour and SNP groups but was disappointed that many of the commitments were vague and lack substance and that there was no specific commitment to respond to the recent 'Services for Older People in Edinburgh' report from the Care Inspectorate.
- 8) To also recognise the significant financial challenge facing the administration following the £27 million reduction to the Council's 2017/18 budget imposed by the SNP Scottish Government with the support of Scottish Green MSPs, described as "the worst settlement since devolution" by former Council leader, Andrew Burns. To acknowledge the commitment within the Scottish Labour Party council election manifesto to campaign against further cuts to vital council services and therefore recognise the important role of Labour councillors as a moderating force within the new administration to ensure it opposed any further damaging cuts which might be imposed by the SNP Scottish Government.

- moved by Councillor Aldridge, seconded by Councillor Lang

Voting

The voting was as follows:

For the Motion	-	31 votes
For Amendment 1	-	18 votes
For Amendment 2	-	8 votes
For Amendment 3	-	5 votes

(For the motion : The Lord Provost, Councillors Arthur, Barrie, Bird, Bridgman, Cameron, Ian Campbell, Kate Campbell, Child, Day, Dickie, Dixon, Donaldson, Doran, Fullerton, Gardiner, Gordon, Griffiths, Henderson, Howie, Key, Macinnes, McNeese-Mechan, McVey, Munro, Perry, Rankin, Ritchie, Watt, Wilson and Work.

For Amendment 1 - Councillors Brown, Bruce, Jim Campbell, Cook, Daggart, Douglas, Graczyk, Hutchison, Johnston, Laidlaw, McLellan, Mitchell, Mowat, Rose, Rust, Smith, Webber and Whyte.

For Amendment 2 – Councillors Booth, Burgess, Mary Campbell, Corbett, Main, Miller, Rae and Staniforth.

For Amendment 3 – Councillors Aldridge, Gloyer, Lang, Osler and Neil Ross.)

There being no overall majority, Amendment 3 fell and a second vote was taken between the Motion and Amendments 1 and 2.

Voting

The voting was as follows:

For the Motion	-	31 votes
For Amendment 1	-	23 votes
For Amendment 2	-	8 votes

(For the motion : The Lord Provost, Councillors Arthur, Barrie, Bird, Bridgman, Cameron, Ian Campbell, Kate Campbell, Child, Day, Dickie, Dixon, Donaldson, Doran, Fullerton, Gardiner, Gordon, Griffiths, Henderson, Howie, Key, Macinnes, McNeese-Mechan, McVey, Munro, Perry, Rankin, Ritchie, Watt, Wilson and Work.

For Amendment 1 - Councillors Aldridge, Brown, Bruce, Jim Campbell, Cook, Daggart, Douglas, Gloyer, Graczyk, Hutchison, Johnston, Laidlaw, Lang, McLellan, Mitchell, Mowat, Osler, Rose, Neil Ross, Rust, Smith, Webber and Whyte.

For Amendment 2 – Councillors Booth, Burgess, Mary Campbell, Corbett, Main, Miller, Rae and Staniforth.)

There being no overall majority, Amendment 2 fell and a second vote was taken between the Motion and Amendment 1.

Voting

The voting was as follows:

For the Motion	-	31 votes
For Amendment 1	-	23 votes

(For the motion : The Lord Provost, Councillors Arthur, Barrie, Bird, Bridgman, Cameron, Ian Campbell, Kate Campbell, Child, Day, Dickie, Dixon, Donaldson, Doran, Fullerton, Gardiner, Gordon, Griffiths, Henderson, Howie, Key, Macinnes, McNeese-Mechan, McVey, Munro, Perry, Rankin, Ritchie, Watt, Wilson and Work.

For Amendment 1 - Councillors Aldridge, Brown, Bruce, Jim Campbell, Cook, Doggart, Douglas, Gloyer, Graczyk, Hutchison, Johnston, Laidlaw, Lang, McLellan, Mitchell, Mowat, Osler, Rose, Neil Ross, Rust, Smith, Webber and Whyte.

Abstentions - Councillors Booth, Burgess, Mary Campbell, Corbett, Main, Miller, Rae and Staniforth)

Decision

To approve the motion by Councillor McVey

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

8. City of Edinburgh Council: Performance Overview 2016/17

Details were provided on a strategic overview of performance for the City of Edinburgh Council for the year 2016/17 drawing from performance data, insight and analysis.

Motion

- 1) To note the Council's annual performance report for the 2016/17 financial year.
- 2) To note that the new Council Business Plan 2017-22 was being considered at this meeting, and to note the intention to develop a new performance framework to support its delivery later this year.

- moved by Councillor McVey, seconded by Councillor Day

Amendment

- 1) To note the Council's annual performance report for the 2016/17 financial year.
- 2) To note that the new Council Business Plan 2017-22 was being considered at this meeting, and to note the intention to develop a new performance framework to support its delivery later this year.
- 3) To note the significant number of service failures and require the Chief Executive to provide an analysis of why previous policies and strategies had fallen short in so many core areas.

- moved by Councillor Rose, seconded by Councillor Laidlaw

Voting

The voting was as follows:

For the motion	-	31 votes
For the amendment	-	31 votes

(For the motion : The Lord Provost, Councillors Arthur, Barrie, Bird, Bridgman, Cameron, Ian Campbell, Kate Campbell, Child, Day, Dickie, Dixon, Donaldson, Doran, Fullerton, Gardiner, Gordon, Griffiths, Henderson, Howie, Key, Macinnes, McNeese-Mechan, McVey, Munro, Perry, Rankin, Ritchie, Watt, Wilson and Work.)

For the amendment - Councillors Aldridge, Booth, Brown, Bruce, Burgess, Jim Campbell, Mary Campbell, Cook, Corbett, Daggart, Douglas, Gloyer, Graczyk, Hutchison, Johnston, Laidlaw, Lang, McLellan, Main, Miller, Mitchell, Mowat, Osler, Rae, Rose, Neil Ross, Rust, Smith, Staniforth, Webber and Whyte.)

Decision

In the division, 31 members having voted for the motion and 31 for the amendment, the Lord Provost gave his casting vote for the motion by Councillor McVey, and the Council resolved accordingly.

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

9. Festivals 70th Anniversary Legacy

Details were provided on a proposal which had been included in the City Region Deal for the Platforms for Creative Excellence (PlaCE) programme, a forward investment in sustaining the Festivals' quality and innovation, and maximising their inclusive economic benefits. Despite recognition at all levels during the negotiation

process for the Festivals' role in UK creative exports and innovation, the PLaCE programme was not ultimately supported by UK Government.

The remaining partners were in continuing discussions to identify ways to fund the programme identified in the City Region Deal proposition over the next five years in full recognition that action was required now if Edinburgh's Festivals were to sustain the growth in their cultural, social and economic impacts for Edinburgh and Scotland.

Motion

- 1) To approve, in principle, a financial contribution of £1m per annum for the five financial years 2018-2023 towards the Platforms for Creative Excellence (PLaCE) programme, on the understanding that this would be matched by equal contributions from the Scottish Government and the Edinburgh Festivals.
- 2) To agree to work with Scottish Government and Festivals Edinburgh to create an independent short-life Investment Advisory Group to interrogate options and to recommend a future fundraising vehicle to support Edinburgh's cultural ecosystem including its major festivals.
- 3) To note that any Council contribution to this programme would be subject to the full budget process and full details of the PLaCE proposal coming back to full Council in September 2017.
- 4) To call for a further report on the detail of these funding proposals to include how the impact on other council activities could be mitigated given the Council's existing funding for festivals and also how inclusive opportunities, including community-based arts and skills development, could be realised.

- moved by Councillor Wilson, seconded by Councillor Ian Campbell

Amendment 1

- 1) To welcome the determination of the remaining partners to the City Region Deal proposal to secure an investment package to cover the years 2018-2023 towards the Platforms for Creative Excellence (PLaCE) programme.
- 2) To agree to officials working with Scottish Government and Festivals Edinburgh to conclude the discussions and bring the proposals back to the Council for approval.
- 3) To note that any Council contribution to this programme would be subject to the full budget process.

- 4) To call for a further report on the detail of these funding proposals to include how the impact on other council activities could be mitigated given the Council's existing funding for festivals and also how inclusive opportunities, including community-based arts and skills development, could be realised.
- 5) To agree that a working group be set up to advance the case for a transient-visitor levy (tourist tax), that was estimated could generate at least £10m every year for investment in the City including festivals.

- moved by Councillor Staniforth, seconded by Councillor Burgess

Amendment 2

- 1) To welcome the determination of the remaining partners to the City Region Deal proposal to secure an investment package to cover the years 2018-2023 towards the Platforms for Creative Excellence (PlaCE) programme.
- 2) To agree to officials working with Scottish Government and Festivals Edinburgh to conclude the discussions and bring the proposals back to the Council for approval.
- 3) To note that any Council contribution to this programme would be subject to the full budget process.

- moved by Councillor Mowat, seconded by Councillor Mitchell

Voting

The voting was as follows:

For the Motion	-	36 votes
For Amendment 1	-	8 votes
For Amendment 2	-	18 votes

(For the motion - The Lord Provost, Councillors Aldridge, Arthur, Barrie, Bird, Bridgman, Cameron, Ian Campbell, Kate Campbell, Child, Day, Dickie, Dixon, Donaldson, Doran, Fullerton, Gardiner, Gloyer, Gordon, Griffiths, Henderson, Howie, Key, Lang, Macinnes, McNeese-Mechan, McVey, Munro, Osler, Perry, Rankin, Ritchie, Neil Ross, Watt, Wilson and Work.

For Amendment 1 – Councillors Booth, Burgess, Mary Campbell, Corbett, Main, Miller, Rae and Staniforth.

For Amendment 2 - Councillors Brown, Bruce, Jim Campbell, Cook, Doggart, Douglas, Graczyk, Hutchison, Johnston, Laidlaw, McLellan, Mitchell, Mowat, Rose, Rust, Smith, Webber and Whyte.)

Decision

To approve the motion by Councillor Wilson.

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

Declaration of Interests

Councillor Staniforth declared a non-financial interest in the above item as a festival performer.

10. Urgent Decisions – Tenant Participation and Engagement Service

Details were provided on a decision which had been taken by the Chief Executive in consultation with the Lord Provost and Group Leaders to extend funding for the Edinburgh Tenants' Federation and the Neighbourhood Alliance to 31 March 2018.

Decision

To note that the Chief Executive in consultation with the Lord Provost and Group Leaders, under paragraph A4 of the Council's committee terms of reference and delegated functions, agreed to extend the funding for Edinburgh Tenants' Federation and the Neighbourhood Alliance for a further six months to 31 March 2018.

(References – Act of Council No 10 of 18 and 25 May 2017; report by the Chief Executive, submitted.)

11. Standards Commission for Scotland – Decision of Hearing Panel – Councillor Rose and Former Councillor Balfour

Details were provided on the findings of an investigation carried out by the Standards Commission for Scotland following a complaint against Councillor Rose and former Councillor Balfour, alleging that they had contravened the Councillors' Code of Conduct, in particular paragraphs 3.3, 3.5 and paragraph 20 of Annex C.

Decision

To note that the finding was that there had been no breach of the Code.

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

Declaration of Interests

Councillor Rose declared a non-financial interest in the above item as the subject of the report.

12. Standards Commission for Scotland – Decision of Hearing Panel – Former Councillor Orr

Details were provided on the findings of an investigation carried out by the Standards Commission for Scotland following a complaint against former Councillor Orr, alleging that he had contravened the Councillors' Code of Conduct, in particular paragraphs 3.1 and 3.2.

Decision

To note that the finding was that there had been a breach of the Code, resulting in censure.

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

13 Citizens Income in Scotland – Pilot Scheme - Motion by Councillor Corbett

The following motion by Councillor Corbett was submitted in terms of Standing Order 16:

“Council:

Notes that three councils – Glasgow, Fife and North Ayrshire – have been progressing plans to develop a pilot scheme for Citizens Income in Scotland, along with partner organisations, the Carnegie Trust, the RSA in Scotland and the Citizens Basic Income Network Scotland; and further notes that the inclusion of Edinburgh in the pilot scheme would be welcomed.

Therefore agrees that the Council should join the pilot scheme in principle, subject to a further report to Corporate Policy and Strategy Committee as the scope of the pilot is firmed up and any associated costs are clarified; and instructs the Chief Executive to contact the other participating Councils as appropriate.”

Motion

To approve the motion by Councillor Corbett.

- moved by Councillor Corbett, seconded by Councillor Mary Campbell

Amendment 1

- 1) To note that three councils – Glasgow, Fife and North Ayrshire – have been progressing plans to develop a pilot scheme for Citizens Income in Scotland,

along with partner organisations, the Carnegie Trust, the RSA in Scotland and the Citizens Basic Income Network Scotland.

- 2) To instruct the Chief Executive to report to the Corporate Policy and Strategy Committee on the scope of the Citizens' Income pilot scheme and the associated costs.

- moved by Councillor Gloyer, seconded by Councillor Neil Ross

Amendment 2

To take no action.

- moved by Councillor Douglas, seconded by Councillor Rust

In terms of Standing Order 22.3, the Lord Provost ruled that a first vote be taken for or against Amendment 2, for no action.

Voting

For Amendment 2 (no action) - 18 votes

Against Amendment 2 (no action) - 44 votes

(For Amendment 2 - Councillors Brown, Bruce, Jim Campbell, Cook, Duggart, Douglas, Graczyk, Hutchison, Johnston, Laidlaw, McLellan, Mitchell, Mowat, Rose, Rust, Smith, Webber and Whyte.

Against Amendment 2 - The Lord Provost, Councillors Aldridge, Arthur, Barrie, Bird, Booth, Bridgman, Burgess, Cameron, Ian Campbell, Kate Campbell, Mary Campbell, Child, Corbett, Day, Dickie, Dixon, Donaldson, Doran, Fullerton, Gardiner, Gloyer, Gordon, Griffiths, Henderson, Howie, Key, Lang, Macinnes, McNeese-Mechan, McVey, Main, Miller, Munro, Perry, Osler, Rae, Rankin, Ritchie, Neil Ross, Staniforth, Watt, Wilson and Work.)

As the vote for no action was lost a second vote between the Motion and Amendment 1 was then taken.

Voting

The voting was as follows:

For the Motion	-	39 votes
For Amendment 1	-	23 votes

(For the motion : The Lord Provost, Councillors Arthur, Barrie, Bird, Booth, Bridgman, Burgess, Cameron, Ian Campbell, Kate Campbell, Mary Campbell, Child, Corbett, Day, Dickie, Dixon, Donaldson, Doran, Fullerton, Gardiner, Gordon, Griffiths, Henderson, Howie, Key, Macinnes, McNeese-Mechan, McVey, Main, Miller, Munro, Perry, Rae, Rankin, Ritchie, Staniforth, Watt, Wilson and Work.

For the amendment - Councillors Aldridge, Brown, Bruce, Jim Campbell, Cook, Doggart, Douglas, Gloyer, Graczyk, Hutchison, Johnston, Laidlaw, Lang, McLellan, Mitchell, Mowat, Osler, Rose, Neil Ross, Rust, Smith, Webber and Whyte.)

Decision

To approve the motion by Councillor Corbett.

Declaration of Interests

Councillor Brown declared a non-financial interest in the above item as a local resident.

14 **Stonger North Campaign - Motion by Councillor Lang**

The following motion by Councillor Lang was submitted in terms of Standing Order 16:

“Council recognises:

- a) the ongoing problems of motorbike crime and other antisocial behaviour which blights many communities in the north and north west of Edinburgh,
- b) that such disorder is caused by a small number of individuals who are not reflective of the wider community,
- c) the commitment, professionalism and bravery of police officers who work hard to provide a visible police presence and have often been victim to violence or attempts at violence,
- d) that the success in tackling these issues will depend, not just on effective policing but also on improved education and community support.

Council commends Police Scotland for its work as part of the Stronger North campaign which was re-launched in June.

Council welcomes the additional national policing resources which were deployed in local communities to bolster this campaign, and in so doing recognises the positive impact of a visible on the street police presence in areas affected by crime.

Council notes that over the course of the campaign, there were:

- i) 71 arrests with 15 stolen motorcycles and 5 stolen cars recovered,
- ii) 28 vehicles seized and impounded whilst drivers were charged with corresponding offences,
- iii) 9 misuse of drugs warrant executions resulting in the recovery of £9000 of drugs.

Council welcomes the cross-party support which exists for the campaign and the collaboration between local councillors, MSPs and MPs with local police, council officials and community representatives.

Council commits to continuing to support this campaign by working with the police, voluntary organisations and the wider community, providing the necessary support and resources where required.

Council commits to further tackling these issues through education in schools and community based activities which can help reduce situations which lead to antisocial behaviour.

Council therefore calls for a report to be made to the Education, Children and Families Committee within two cycles on what further action the Council can take to address the underlying issues which lead to crime and antisocial behaviour as part of a longer-term strategy on these issues.”

Decision

To approve the amended motion by Councillor Lang as follows:

Council recognises:

- a) the ongoing problems of motorbike crime and other antisocial behaviour which blights many communities in the north and north west of Edinburgh,
- b) that such disorder is caused by a small number of individuals who are not reflective of the wider community,

- c) the commitment, professionalism and bravery of police officers who work hard to provide a visible police presence and have often been victim to violence or attempts at violence,
- d) that the success in tackling these issues will depend, not just on effective policing but also on improved education and community support.

Council commends Police Scotland for its work as part of the Stronger North campaign which was re-launched in June.

Council welcomes the additional national policing resources which were deployed in local communities to bolster this campaign, and in so doing recognises the positive impact of a visible on the street police presence in areas affected by crime.

Council notes that over the course of the campaign, there were:

- i) 71 arrests with 15 stolen motorcycles and 5 stolen cars recovered,
- ii) 28 vehicles seized and impounded whilst drivers were charged with corresponding offences,
- iii) 9 misuse of drugs warrant executions resulting in the recovery of £9000 of drugs.

Council welcomes the cross-party support which exists for the campaign and the collaboration between local councillors, MSPs and MPs with local police, council officials and community representatives.

Council commits to continuing to support this campaign by working with the police, voluntary organisations and the wider community, providing the necessary support and resources where required.

Council commits to further tackling these issues through education in schools and community based activities which can help reduce situations which lead to antisocial behaviour.

Council therefore calls for a report to be made to the Corporate Policy and Strategy Committee within two cycles on what further action the Council can take to address the underlying issues which lead to crime and antisocial behaviour as part of a longer-term strategy on these issues.

15 Fair Fringe and Fair Hospitality Charter - Motion by Councillor Cameron

The following motion by Councillor Cameron was submitted in terms of Standing Order 16:

“This Council welcomes the work of the Fair Fringe campaign to promote fair working conditions for fringe workers.

This Council calls for a report ahead of plans for next year’s summer Festivals and Fringe on how the 10 aims of the Fair Hospitality Charter can best be promoted and adhered to by employers hiring Council owned Festival and Fringe venues for the purposes for running Fringe events and hosting food and beverage venues. The report should examine which conditions could be attached to Council grant funding to further these aims.

Pay workers the real living wage;

Give workers rest breaks;

Equal pay for young workers;

Minimum hour contracts for workers;

Adopt clear policies which prevent sexual harassment;

Paid transport after 12am;

Consult workers on rota changes;

Ensure 100% of tips are paid to workers;

Allow Trade Union access to represent and organise staff.”

Decision

To approve the amended motion by Councillor Cameron as follows:

This Council welcomes the work of the Fair Fringe campaign to promote fair working conditions for fringe workers.

This Council calls for a report ahead of plans for next year’s summer Festivals and Fringe on how the 10 aims of the Fair Hospitality Charter can best be promoted and adhered to by employers hiring Council owned Festival and Fringe venues for the purposes for running Fringe events and hosting food and beverage venues. The

report should examine which conditions could be attached to Council grant funding to further these aims.

Pay workers the real living wage;

Give workers rest breaks;

Equal pay for young workers;

Minimum hour contracts for workers;

Adopt clear policies which prevent sexual harassment;

Paid transport after 12am;

Consult workers on rota changes;

Ensure 100% of tips are paid to workers;

Allow Trade Union access to represent and organise staff;

No unpaid trial shifts.

To agree that the report consider the impact of these enhanced conditions on the economic viability of the Fringe and the impact of venue rental and ticket prices.

Declaration of Interests

Councillors Main and Mitchell declared a non-financial interest in the above item as Directors of the Festival City Theatres Trust.

Councillors Wilson declared a non-financial interest in the above item as a member of the Edinburgh International Festival Board of Trustees

Councillors McNeese-Mechan declared a non-financial interest in the above item as a Director of the Festival City Theatres Trust and a member of the Edinburgh International Festival Board of Trustees.

Councillor Mitchell declared a financial interest in the above item as a Festival Venue Worker.

16 Inch House 400th Anniversary - Motion by Councillor Cameron

The following motion by Councillor Cameron was submitted in terms of Standing Order 16:

“Sitting in the heart of Inch Park, Inch House has existed in many forms for many centuries. The current building comprises structures showing various dates of (1892; 1890; 1634 and 1617).

Inch House came into the Council’s ownership in 1946 and served as a Primary School for the growing local population until 1966.

Today Inch House is a much loved and well used community centre.

Last year the Council’s Finance and Resource Committee agreed to seek a restorative purchaser in order to enable Inch House to be restored and become used to its full potential.

Council is asked to mark the 400th anniversary of the oldest recorded date displayed within Inch House (1617) in an appropriate way before the end of this calendar year.”

Decision

To approve the motion by Councillor Cameron.

17 Petitions - Motion by Councillor Booth

The following motion by Councillor Booth was submitted in terms of Standing Order 16:

“Council:

- 1) Notes the decision of full council on 22 June 2017 to discontinue the Council’s petitions committee, but that the petitions process would remain, with petitions being considered by executive committees or locality committees instead;
- 2) Notes the commitment from the council leader at that time that the council were “committed to maintaining full process” of considering petitions;
- 3) Notes the petitions process currently allows petitions from any residents of Edinburgh over the age of 16 or anyone who is the owner of a business on the valuation roll within the city, and that petitions will be considered if they receive 200 signatures, or 50 signatures for local issues, and that when presenting their petitions, petitioners are able to speak and answer questions on their petition, as well as to ask questions of council officers;

- 4) Therefore agrees to amend the relevant council procedures or standing orders to ensure the full petitions process continues, and that any future changes to the petitions process will only be agreed through a decision of full council.”

Decision

To note that Councillor Booth had withdrawn his motion following assurances by Councillor McVey (during Leader’s Report) that petitioners should continue to be able to pose questions to Council officers when their petition came to Committee as had been the case in the last 2 years.

18 Scottish Women’s National Football Team - Motion by Councillor Brown

The following motion by Councillor Brown was submitted in terms of Standing Order 16:

“Council offers congratulations to the Scottish Women’s National Football Team following their inaugural European Championships appearance in Holland during July.

Recognises all squad members, in particular those Edinburgh-based players at Hibernian Ladies, who made history by representing their Country at a major tournament for the first time and narrowly missing out on progress to the latter stages.

Acknowledges the contribution to the game made by outgoing Manager Anna Signeul and wishes her successor Shelley Kerr, former Player / Manager at Spartans Women in North Edinburgh, the best of luck in her endeavours.”

Decision

To approve the motion by Councillor Brown.

19 Automated Service – Customer Journey - Motion by Councillor Johnston

The following motion by Councillor Johnston was submitted in terms of Standing Order 16:

“Council:

- 1) Accepts that making council services easy to access and ensuring that customer queries and complaints are responded to promptly are a vital part of the council’s duty of customer care, in addition to getting it right first time.
- 2) Notes concerns were raised at Corporate Policy and Strategy Committee in September 2016 about difficulties contacting the Council and specifically including, but not limited to: the length of time taken to answer calls; further delays experienced when transferring calls; and lack of response to online reporting facilities.
- 3) Further notes that despite subsequent reports to Corporate Policy and Strategy Committee, serious problems remain with switchboard and automated or digital queries, including with the recent removal, even if temporary, of the option to speak to a customer service adviser.
- 4) Calls on the prioritisation of direct communication between Citizens and Council Officials, and to think carefully before erecting technological barriers which create deep frustration and resentment across the City. Further, prioritises the continuing development of a digital citizen-Council interface, for council tax payers who prefer to engage digitally.
- 5) Therefore instructs the “Head of Customer” to report on and review the automated processes available to Citizens contacting the Council by telephone and digitally, particularly in relation to waste collection and council taxation and to include details of (a) current issues experienced by Citizens; (b) actions being taken to address these issues.
- 6) Agrees said report should be submitted to Corporate Policy and Strategy Committee in one cycle.”

Motion

To approve the motion by Councillor Johnston.

- moved by Councillor Johnston, seconded by Councillor Rose

Amendment

To approve paragraphs 1, 2, 5 and 6 of the motion and agrees that, whilst there had been issues relating to the need to improve performance in this area, which was a joint responsibility between front-line services and the Customer Contact Centre, positive progress had been made and continued to be an area of focus for the Council, aligned to the Council's Business Plan.

- moved by Councillor Rankin, seconded by Councillor Donaldson

Voting

The voting was as follows:

For the motion	-	24 votes
For the amendment	-	39 votes

(For the motion - Councillors Aldridge, Brown, Bruce, Jim Campbell, Cook, Doggart, Douglas, Gloyer, Graczyk, Hutchison, Johnston, Laidlaw, Lang, McLellan, Mitchell, Mowat, Osler, Rose, Neil Ross, Rust, Smith, Webber, Whyte and Young.

For the amendment: The Lord Provost, Councillors Arthur, Barrie, Bird, Booth, Bridgman, Burgess, Cameron, Ian Campbell, Kate Campbell, Mary Campbell, Child, Corbett, Day, Dickie, Dixon, Donaldson, Doran, Fullerton, Gardiner, Gordon, Griffiths, Henderson, Howie, Key, Macinnes, McNeese-Mechan, McVey, Main, Miller, Munro, Perry, Rae, Rankin, Ritchie, Staniforth, Watt, Wilson and Work.)

Decision

To approve the amendment by Councillor Rankin as follows;

- 1) To accept that making council services easy to access and ensuring that customer queries and complaints were responded to promptly were vital parts of the council's duty of customer care, in addition to getting it right first time.
- 2) To note concerns were raised at Corporate Policy and Strategy Committee in September 2016 about difficulties contacting the Council and specifically including, but not limited to: the length of time taken to answer calls; further delays experienced when transferring calls; and lack of response to online reporting facilities.
- 3) Therefore instructs the "Head of Customer" to report on and review the automated processes available to Citizens contacting the Council by telephone and digitally, particularly in relation to waste collection and council taxation and to include details of (a) current issues experienced by Citizens; (b) actions being taken to address these issues.

- 4) Agrees said report should be submitted to Corporate Policy and Strategy Committee in one cycle.
- 5) To agree that, whilst there had been issues relating to the need to improve performance in this area, which was a joint responsibility between front-line services and the Customer Contact Centre, positive progress had been made and continued to be an area of focus for the Council, aligned to the Council's Business Plan.

20 World Suicide Prevention Day 2017 - Motion by Councillor Cook

The following motion by Councillor Cook was submitted in terms of Standing Order 16:

“Council acknowledges the importance of World Suicide Prevention Day on 10 September 2017, an annual day organised by [International Association for Suicide Prevention \(IASP\)](#) and the [World Health Organisation \(WHO\)](#).

Notes that this year's theme is 'Take a minute, change a life.' Which encourages people to look out for those who may be struggling, check in with them, and encourage them to tell their story in their own way and at their own pace, noting that offering a gentle word of support and listening in a non-judgemental way can make all the difference.

Understands that more than 800,000 people tragically take their lives each year worldwide. In the UK around 6,000 people die by suicide a year - an average of 18 people per day. Expresses concern that suicide is far more prevalent amongst men, with males in the UK aged 20 to 49 are more likely to die from suicide than any other cause of death, including cancer.

Council commends the work of individuals and organisations like the Samaritans, SAMH and government for their prevention and awareness raising efforts.

World Suicide Prevention Day gives organisations, government agencies and individuals a chance to promote awareness about suicide, mental illnesses associated with suicide, as well as suicide prevention.

Agrees that the City of Edinburgh Council should play its part by promoting World Suicide Prevention Day on the Council Website and Social Media channels and also encourages elected members to join in by spreading the word on Twitter and other platforms using the hashtags #WSPD and #WSPD17.”

Decision

To approve the motion by Councillor Cook.

21 Principles – Service Improvement and Information Sharing - Motion by Councillor Jim Campbell

The following motion by Councillor Jim Campbell was submitted in terms of Standing Order 16:

- “1) Council aspires to share information widely and transparently to inform efficient decision making and improve the customer experience.
- 2) Council therefore instructs the Chief Executive to review and report on (a) how applications for permissions and licenses are shared with Councillors, Officers and members of the Public; and (b) potential improvement to that process.
- 3) The scope of information to be reviewed in the report must include, but is not limited to, the valid application and granting of:
 - (a) Planning applications;
 - (b) Road Construction Consents (RCCs) applications;
 - (c) Building Warrant applications;
 - (d) Transport Regulation Orders (TROs);
 - (e) Temporary Transport Regulation Orders (TTROs);
 - (f) Roads awaiting adoption;
 - (g) Liquor Licence applications;
 - (h) Gambling Licence applications; and
 - (i) Civic Licence applications.
- 4) The report should consider:
 - (a) areas of duplication and the streamlining of information;
 - (b) the extension of access to information;
 - (c) the needs of Customers, Community Councils, Councillors, Officers, third party interests, and the general public; and

- (d) the frequency of information being updated and available.
- 5) The report should be submitted to Corporate Policy and Strategy Committee for consideration on 3rd October 2017.”

Decision

To approve the amended motion by Councillor Jim Campbell as follows:

- 1) Council notes the ongoing work across Council departments to improve the accessibility, efficiency and transparency of information and services to improve the experience of citizens engaging with relevant service areas.
- 2) Council therefore instructs the Chief Executive to review and report on (a) how applications for permissions and licenses are shared with Councillors, Officers and members of the Public; and (b) potential improvement to that process.
- 3) The scope of information to be reviewed in the report must include, but is not limited to, the valid application and granting of:
 - (j) Planning applications;
 - (k) Road Construction Consents (RCCs) applications;
 - (l) Building Warrant applications;
 - (m) Transport Regulation Orders (TROs);
 - (n) Temporary Transport Regulation Orders (TTROs);
 - (o) Roads awaiting adoption;
 - (p) Liquor Licence applications;
 - (q) Gambling Licence applications; and
 - (r) Civic Licence applications.
- 4) The report should consider:
 - (e) areas of duplication and the streamlining of information;
 - (f) the extension of access to information;
 - (g) the needs of Customers, Community Councils, Councillors, Officers, third party interests, and the general public; and

- (h) the frequency of information being updated and available.
- 5) The report should be submitted to the Corporate Policy and Strategy Committee by August 2018.

22 Kirkliston Congestion - Motion by Councillor Hutchison

The following motion by Councillor Hutchison was submitted in terms of Standing Order 16:

“Council recognises the significant impact of housebuilding and the associated population increase coupled with pre-existing rat-running Forth Road Bridge commuters on traffic congestion through the Kirkliston crossroads.

Council acknowledges that a lack of adequate public transport provision is a major contributory factor to current congestion levels and agrees to enter into dialogue with Lothian Busses around introducing a direct service to the City Centre, such as that which has recently been introduced in Queensferry.

Council regrets that a failure to adequately maintain existing infrastructure has led to the long-term closure of the Burnshot flyover and as such has cut off one of only two routes by which Kirkliston residents can access the City Centre. Council therefore agrees to enter into dialogue with the Scottish Government and Transport Scotland to explore whether the newly constructed slip roads from the A90, currently designated as bus lanes, could be adapted to allow Kirkliston residents direct access to and from this arterial route.

Council further recognises that the Kirklands Park Street bus gate, while necessary to prevent rat-running, contributes to the daily congestion at the crossroads by forcing residents into a detour of up to 1.3 miles, often against their intended direction of travel. Council therefore agrees to provide immediate relief to the residents of Kirkliston, by modifying the ANPR system currently in operation to allow residents of the below listed streets to pass through the bus gate, while maintaining the existing single lane road configuration to manage driver speed. The cost of implementation to be met from a proportion of the £300,000 in fines obtained since operation of the bus lane commenced in August 2013.

Impacted Streets – Kirklands Park - Crescent, Gardens, Grove, Rigg, Road, Street; Glendinning – Drive, Place, Road; Maude – Close, Park, Place; Todshaugh Gardens; Eilston Drive, Loan, Road, Terrace, Malachi – Close, Gait, Green, Rigg

To be considered for inclusion – Queensferry Road; Newmains Road; Maitland Road; Humbie Road; Housefield Drive; Mackinnon Crescent; Balcomie Gardens; Lauson Place; Crawford – Gait, Green.”

Motion

To approve the adjusted motion by Councillor Hutchison as follows:

Council recognises the significant impact of housebuilding and the associated population increase coupled with pre-existing rat-running Forth Road Bridge commuters on traffic congestion through the Kirkliston crossroads.

Council acknowledges that a lack of adequate public transport provision is a major contributory factor to current congestion levels and agrees to enter into dialogue with Lothian Busses around introducing a direct service to the City Centre.

Council regrets that a failure to adequately maintain existing infrastructure has led to the long-term closure of the Burnshot flyover and as such has cut off one of only two routes by which Kirkliston residents can access the City Centre. Council therefore agrees to enter into dialogue with the Scottish Government and Transport Scotland to explore whether the newly constructed slip roads from the A90, currently designated as bus lanes, could be adapted to allow Kirkliston residents direct access to and from this arterial route.

Council further recognises that the Kirklands Park Street bus gate, while necessary to prevent rat-running, contributes to the daily congestion at the crossroads by forcing residents into a detour of up to 1.3 miles, often against their intended direction of travel.

Council therefore agrees for a report to be submitted to the Transport & Environment Committee on:

- (a) the feasibility of modifying the ANPR system currently in operation to allow residents of the below listed streets to pass through the bus gate, while maintaining the existing single lane road configuration to manage driver speed.
- (b) the scope of a public consultation with residents to determine the support for such a change before any decisions are taken.

The cost of implementation to be met from a proportion of the £300,000 in fines obtained since operation of the bus lane commenced in August 2013.

Impacted Streets – Kirklands Park - Crescent, Gardens, Grove, Rigg, Road, Street; Glendinning – Drive, Place, Road; Maude – Close, Park, Place; Todshaugh Gardens; Eilston Drive, Loan, Road, Terrace, Malachi – Close, Gait, Green, Rigg

To be considered for inclusion – Queensferry Road; Newmains Road; Maitland Road; Humbie Road; Housefield Drive; Mackinnon Crescent; Balcomie Gardens; Lauson Place; Crawford – Gait, Green

Council welcomes the commitment given by the Convener of Transport and Environment at the 29 June 2017 Council meeting to initiate a traffic study at the Kirkliston crossroads following the opening of the Queensferry Crossing and believes such a study can be used to identify structural changes which could reduce overall levels of congestion in the village.

- moved by Councillor Hutchison, seconded by Councillor Cook

Amendment

- 1) To recognise the significant impact of housebuilding and the associated population increase coupled with pre-existing rat-running Forth Road Bridge commuters on traffic congestion through the Kirkliston crossroads.
- 2) To acknowledge that a lack of adequate public transport provision was a major contributory factor to current congestion levels and agree to continue dialogue with Lothian Buses around introducing a direct service to the City Centre.
- 3) To agree to continue dialogue with the local community to determine the best way forward for traffic management and initiate a traffic study in Kirkliston to report back to the Transport and Environment Committee in two cycles, as promised by the Convener at the 29th June 2017 Council Meeting.

- moved by Councillor Work, seconded by Councillor Doran

Voting

The voting was as follows:

For the motion	-	24 votes
For the amendment	-	38 votes

(For the motion - Councillors Aldridge, Brown, Bruce, Jim Campbell, Cook, Doggart, Douglas, Gloyer, Graczyk, Hutchison, Johnston, Laidlaw, Lang, McLellan, Mitchell, Mowat, Osler, Rose, Neil Ross, Rust, Smith, Webber, Whyte and Young.

For the amendment: The Lord Provost, Councillors Arthur, Barrie, Bird, Booth, Bridgman, Burgess, Cameron, Ian Campbell, Kate Campbell, Child, Corbett, Day, Dickie, Dixon, Donaldson, Doran, Fullerton, Gardiner, Gordon, Griffiths, Henderson, Howie, Key, Macinnes, McNeese-Mechan, McVey, Main, Miller, Munro, Perry, Rae, Rankin, Ritchie, Staniforth, Watt, Wilson and Work.)

Decision

To approve the amendment by Councillor Work.

Declaration of Interests

Councillor Young declared a non-financial interest in the above item as a local resident.

23 Festivals – Visitor and Resident Experience - Motion by Councillor Mowat

The following motion by Councillor Mowat was submitted in terms of Standing Order 16:

“Council

Edinburgh is a spectacular city not only in her dramatic setting and architecture but also as the home of the greatest arts festival in the world which creates spectacular spectacles every hour of the day for its duration each year. These twin blessings draw visitors from across the world to our city at all times of the year but most evidently during August. Council welcomes the visitors to the City; performers, impresarios and spectators and recognises that as part of our brief stewardship in the long history of the City, Council has the responsibility to identify and manage the impacts, both positive and negative on the City to enhance the visitor experience and minimise the disturbance to residents. In 2017 there has been significant press commentary about the impact of tourists on islands, towns and cities across the world. Council recognises that it is not within our remit to solve the wider issues associated with increased global tourism but that we have a duty to respond to the impact of visitors on the city of which we have stewardship.

Council therefore calls for a report within 2 cycles exploring how we can work transparently and accountably with partners (to include festivals, businesses, residents, police, relevant functions and ALEOs of the council) to improve the visitor and resident experience and address the challenges to ensure that the city can offer a positive experience for visitors and residents.”

Decision

To approve the amended motion by Councillor Mowat as follows:

Council

Edinburgh is a spectacular city not only in her dramatic setting and architecture but also as the home of the greatest arts festival in the world which creates spectacular spectacles every hour of the day for its duration each year. These twin blessings draw visitors from across the world to our city at all times of the year but most evidently during August. Council welcomes the visitors to the City; performers, impresarios and spectators and recognises that as part of our brief stewardship in

the long history of the City, Council has the responsibility to identify and manage the impacts, both positive and negative on the City to enhance the visitor experience and minimise the disturbance to residents. In 2017 there has been significant press commentary about the impact of tourists on islands, towns and cities across the world. Council recognises that it is not within our remit to solve the wider issues associated with increased global tourism but that we have a duty to respond to the impact of visitors on the city of which we have stewardship.

Council therefore calls for a report to the Culture and Communities Committee within 2 cycles exploring how we can work transparently and accountably with partners (to include festivals, businesses, residents, police, relevant functions and ALEOs of the council) to improve the visitor and resident experience and address the challenges to ensure that the city can offer a positive experience for visitors and residents.

In particular the report should cover the impact of short term lets, the possibility of expanding public transport during festival periods and recycling and waste services. However the report should have as wide as possible a scope and consider anything else pertinent to visitor and resident experience.

24 Efficiencies and Responsibilities - Motion by Councillor Jim Campbell

The following motion by Councillor Jim Campbell was submitted in terms of Standing Order 16:

“Council:

1. recognises that Councillors may be required to join certain external regulatory bodies in order to complete their duties. Council observes that these bodies often require individual application and payment process.
2. expects officers to inform Councillors which bodies they must join to meet any legislative requirements in a timely way.
3. notes that councillors are responsible for their own applications and payment to each body.
4. requests a report to Corporate Policy and Strategy Committee outlining the potential costs on the basis of councillors’ claims for the expense of joining such bodies, following the advice of officers as set out in clause 2 of this motion, and solely in order to complete their duties as Councillors, being reimbursed by the Council.”.

Motion

To approve the motion by Councillor Jim Campbell.

- moved by Councillor Jim Campbell, seconded by Councillor Webber

Amendment

To take no action on the motion.

- moved by Councillor McVey, seconded by Councillor Day

Voting

The voting was as follows:

For the motion	-	24 votes
For the amendment	-	38 votes

(For the motion - Councillors Aldridge, Brown, Bruce, Jim Campbell, Cook, Doggart, Douglas, Gloyer, Graczyk, Hutchison, Johnston, Laidlaw, Lang, McLellan, Mitchell, Mowat, Osler, Rose, Neil Ross, Rust, Smith, Webber, Whyte and Young.

For the amendment: The Lord Provost, Councillors Arthur, Barrie, Bird, Booth, Bridgman, Burgess, Cameron, Ian Campbell, Kate Campbell, Child, Corbett, Day, Dickie, Dixon, Donaldson, Doran, Fullerton, Gardiner, Gordon, Griffiths, Henderson, Howie, Key, Macinnes, McNeese-Mechan, McVey, Main, Miller, Munro, Perry, Rae, Rankin, Ritchie, Staniforth, Watt, Wilson and Work.)

Decision

To approve the amendment by Councillor McVey.

Appendix 1

(As referred to in Act of Council No 26 of 24 August 2017)

QUESTION NO 1

By Councillor Lang for answer by the Convener of the Finance and Resources Committee at a meeting of the Council on 24 August 2017

Question

How much money has been raised from the traffic camera in Kirklands Park Street/ Eilston Road in each year since it was installed?

Answer

The table below provides the number of Charge Notices issued from the bus lane camera in Kirklands Park Street in each financial year since it was installed and also the income received from those Charge Notices (to date):

Financial Year	Charge Notices Issued	Total Income
2013/14 (from 23/09/13)	1,911	£56,633.00
2014/15	4,174	£124,653.60
2015/16	3,130	£95,263.30
2016/17	2,830	£80,010.90
2017/18 (up to 31/07/17)	983	£21,960.00

Supplementary Question

Thank you very much. I'm sure this is an issue that will be explored probably further on later today. The traffic camera in Kirkliston is, I believe, one of the most income generating for the Council and as the answer confirms it has now generated almost £380,000 since it was installed. Given the problems being faced in Kirkliston, and the fact that so many residents feel the village is a forgotten part of the City, can I ask the Convener to at least consider and report back on the option of taking all or part of the money raised each year from that camera and allocating it to a local fund for spending specifically in the village.

Supplementary Answer

I would have to respond that the monies raised tend to go back into the general pot but I'm actually happy to meet with you and discuss possibilities around that in order to meet residents' needs.

QUESTION NO 2

By Councillor Lang for answer by the Convener of the Culture and Communities Committee at a meeting of the Council on 24 August 2017

Question

What action is being taken to improve swimming facilities in the city?

Answer

Both James Gillespie's and Portobello High Schools are four lane, 25m pools which replaced existing but shorter pools in 2017.

The new Queensferry High School is planned as a four lane 25m pool replacing a shorter existing pool. However, as part of the pre-planning consultation on the new school project, there is strong community desire being expressed to make this a six lane pool and to allow dual use. This is currently being considered.

Recent investments Edinburgh Leisure have made in the physical assets include:

- Lifecycle maintenance work at Gracemount Leisure Centre in 2015, including improvements to the wet change / shower areas
- Lifecycle maintenance work to Drumbrae Leisure Centre in 2016, including improvements to the wet change / shower areas
- Maintenance work currently being carried out at Glenogle Swim Centre to the pool tank tiling (re-grouting) and full replacement of the tiles in the pool hall

**Supplementary
Question**

Again, I thank the Convener for his answer and I was pleased to see the reference to the strong desire which exists within Queensferry for a six lane swimming pool as part of the new high school project, a point that was made fairly forcibly when both the Education Convener and Vice-Convener were good enough to come out for a meeting last week.

Given the fact that officials agree there is space for a six lane pool, and that there are no serious safety issues that cannot be overcome, can I ask for the Convener's commitment and support, at least for the principle for this, as we reach a critical stage in the project so that South Queensferry can get access to the same kinds of swimming facilities that so many other parts of Edinburgh take for granted.

**Supplementary
Answer by
Councillor
Perry**

He is well aware that we met with residents last week and we discussed all the possibilities and we are still analysing whether it is still possible or not. I did give a commitment to the representatives of the local community we would go back to them and talk about the six lane swimming pool. We've not decided yet exactly what we're doing but I give you a commitment that as soon as we have decided we will go back and tell them.

QUESTION NO 3

By Councillor Lang for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 24 August 2017

Question (1) What traffic studies have been carried out on the 40mph stretch of Glasgow Road in Ratho Station over the last five years?

Answer (1) Within the past three years, there have been three studies undertaken involving the Ratho Station location on the A8:

- The West Edinburgh Transport Appraisal
- Assessment on the potential installation of Vehicle Activated Speed Signs
- Assessment of potential improvements for pedestrians crossing in this area
- Feasibility study for public transport improvements along the length of the A8 from West Lothian to Maybury Road

In addition, Transport Scotland's trunk road operating company, Amey, are currently consulting on proposals to improve traffic flow from the southbound off-slip road from the M9 onto the A8 at Newbridge Junction, immediately adjacent to Ratho Station. Council officers are engaged in this consultation.

Question (2) How many vehicles were recorded as having breached the 40mph speed limit on Glasgow Road at Ratho Station in each of the last five years?

Answer (2) This information is recorded by Police Scotland. Council Officers are liaising with them to identify if this information is publicly available or can be provided. Any information received will be provided to Elected Members.

**Supplementary
Question**

Thank you and thank you again for the detailed answer I received. Lord Provost, one of the priorities of this Administration has been to reduce vehicle speeds across the city through the roll out of 20mph. However, in places like Ratho Station in my Ward, speed limits of 40mph are routinely ignored, not by a little, but by 10 to 20 miles over the speed limit. Whilst I applaud the efforts that were provided in the answer to improve traffic flow at the Newbridge roundabout, the reality is that this could make speeding traffic at Ratho Station even worse and so can I ask the Convener to please work with me and the Police to at least consider the case for permanent speed cameras at this site particularly given the close proximity, literally a few hundred yards, to Hillwood Primary School.

**Supplementary
Answer**

I am happy to provide that commitment to discuss further options.

QUESTION NO 4

**By Councillor Neil Ross for answer
by the Convener of the Education,
Children and Families Committee at a
meeting of the Council on 24 August
2017**

Question

Given that funding for the new Morningside Primary School was secured earlier this year, can you please confirm if the process leading up to demolition of Oaklands Care Home is proceeding to plan and, if so, when the demolition might begin?

Answer

Communities and Families are in discussions with Health and Social Care about the transfer of the Oaklands Care Home site. In order for the new primary school to be delivered for August 2020, the care home requires to be vacated and transferred to Communities and Families. Timescales are still to be agreed as further options appraisal work need to be carried out by Health and Social Care to determine impact on current service users.

QUESTION NO 5

**By Councillor Neil Ross for answer
by the Convener of the Education,
Children and Families Committee at a
meeting of the Council on 24 August
2017**

Question

Given that the new Boroughmuir High school building was originally planned to open in August 2016, can you please confirm that the new building will be ready for staff and pupils to occupy at the start of the new term in January?

Answer

Until the contractor has completed the project and all the necessary handover procedures have been finalised it is impossible to give an absolute guarantee. However, the project team has put in place every possible monitoring and engagement procedure with the contractor and are confident that the new school will open in January. Weekly updates are provided to the Council Leader and Depute Leader and there is full and open engagement with the school management team and parent council representatives to ensure they are kept up to date with progress. If there is any change to the current estimated timescale for the opening of the new school then local elected members will be informed immediately.

**Supplementary
Question**

Thank you Lord Provost and thank you again to the Convener of the Education, Children and Families Committee. I am very glad that the Council's project team for the new Boroughmuir High School building is confident that it will open in January. By way of a supplementary question I note that the new building when it opens will have a nameplate capacity of 1165 pupils which is likely to be less than the current school roll and that consequently the Council is planning to build an extension at India Quay just across the road from the new building. Can the Convener of the Education, Children and Families Committee confirm that the plan for the extension is that it will be sufficient to accommodate the increased school roll as projected over the next 10 years to allow some stability to the school. Thank you.

**Supplementary
Answer**

The simple answer is yes.

QUESTION NO 6

By Councillor Corbett for answer by the Convener of the Finance and Resources Committee at a meeting of the Council on 24 August 2017

Question (1) For the current year 2017-18 what specific plans are there for participatory budgeting projects and what is the anticipated budget in each case?

Answer (1) The following projects are proposed for 2017/18:

Portobello/Craigmillar Neighbourhood Partnership – allocation of Community Grants Fund of £21,737

Leith Decides – allocation of Community Grants Fund of £44,184

City Centre, South Central and Liberton/Gilmerton Neighbourhood Partnerships – allocation of Neighbourhood Environment Programme budget (final figure still to be confirmed)

Your Choice: Youth Projects (Activity Agreements) led by Economic Development Service – allocation of £40,000

Locality Employability Initiative led by Economic Development Service – allocation of £40,000 (£20,000 Council and £20,000 match funding sought from Scottish Government Community Choices Programme – decision anticipated September 2017)

Funding for 2017/18 has been allocated under the Choose Youth Work Initiative of £60,000.

Question (2) What progress has been made in planning for the expansion of participatory budgeting in line with the SNP manifesto commitment?

Answer

- (2) The programme of work to develop participatory budgeting is continuing, recognising the importance this has in achieving both City and National aspirations for increasing local democracy, empowering citizens and communities.

The City of Edinburgh Council has been successful in securing additional financial and development support in the last two years through the Scottish Government's Community Choices Programme. A further bid has been submitted for 2017/18. This is recognition of the innovative and leading approach taken in the city. Examples of this include Leith Decides which has been identified as a model of best practice in Scotland. This experience is also used to inform and influence activity at a National level through officer participation in the Participatory Budgeting Scotland Advisory Group.

We intend to build on this progress throughout this council period as a key commitment. The identification of appropriate budgets to be allocated using a participatory budgeting approach is an ongoing process and will continue to develop, on a phased basis, as this programme of work progresses.

Supplementary Question

Thanks Lord Provost. For the benefit of the world wide audience on the webcast, the question I asked was around current plans for participatory budgeting this year and also how the programme, the Coalition programme for extending to 1% of budget, was being progressed. Lord Provost, I thank the Convener for his answer. Here in the Green Group we have sought to be champions of participatory budgeting over the last 5 years and very much look forward to it taking a step upwards in terms of quantum in this term. Last year, according to a written answer in March, there was almost £800,000 allocated via participatory budgeting in 2016-2017 and according to the written answer this time the amount is £206,000 although I appreciate there are still some amounts to be allocated.

Given that difference in the reduction in funding, would the Convener give an assurance to members that there is no loss in momentum in participatory budgeting and, given his rather generic answer to part (2) of my question which was about future plans, can we make sure the ground work is being done to ensure that the target in the Coalition programme is actually going to be met.

**Supplementary
Answer**

I thank Councillor Corbett for his question. No, I don't think there is really any loss in momentum, it's more a question of making sure that the proposals that come forward are detailed and make sense and we get the maximum benefit from them. As you mentioned, the figure for this year so far is £206,000 but that is simply because it is at a relatively early phase and we are looking forward to getting towards that 1% target and we will move forward with further proposals which will get us up to or exceed the figure that we've seen in previous years.

QUESTION NO 7

**By Councillor Main for answer by the
Convener of the Finance and
Resources Committee at a meeting
of the Council on 24 August 2017**

Question

To list all council properties that have been sold in the last 5 years, detailing the capital receipt in each case, where planning permission has subsequently not been granted by Development Management Sub-committee, including any subsequently approved by the Scottish Government Report.

Answer

Property	Capital Receipt	Comments
Boroughmuir HS	£14,525,000	Refused planning permission on 28 April 2017 and 14 August 2017 at appeal
Canaan Lane	£1,218,000	Refused planning permission on 3 August 2017.
Pentland View	£1,319,000	Refused planning permission on 28 April 2017.
Lutton Court	£6,297,771	Refused planning 13 March 2014. Approved on Appeal
154 McDonald Road	£306,709	Refused planning 26 November 2013. Approved on Appeal

Supplementary Question (1) Thank you Lord Provost and I thank the Convener for his answer. Some developers have paid way over the odds for Council property and then submitted planning applications that challenge or break planning policy giving the justification of making a reasonable return on their investment. Does the Convener agree with me that, in these cases, whilst the developer is reeling at the cost of a failed planning application, the Council is also out of pocket, perhaps left without a sale? The cost of marketing and selling properties and the cost of separate planning applications process does not come cheap. So, would he undertake to investigate what can be done to discourage the practice of overbidding and ensure that property can be sold and developed in line with planning policy and the needs of the community?

Supplementary Answer (1) I thank Councillor Main for her question. Some aspects of this question I think relate more to planning than they do to my remit. My colleague beside me here is Convener of the Planning Committee and I'm sure can help subsequent to this Council meeting with any details that affect the planning side of things.

In terms of overbidding, I think, as you know I'm sure the Council is bound to seek best value when it comes to the sale of properties and that's what we do. We do hope that whenever we accept a bid that that is going to go through smoothly but that very much depends on what the developer puts forward in their planning proposals and that's somewhat out of our hands. The Council is obviously operating in two capacities if you like. On the one hand as the owner and, in these cases, as the seller of properties but then also as planning authority, those two things don't necessarily mesh as well as they might and I think there is inherently an issue there.

Supplementary Question (2) Sorry, just very quickly, I'm afraid that the Convener didn't answer my question. My question was would he undertake to look into this situation rather than the Convener's response with his opinion. Thank you.

Supplementary Answer (2) Yes, I'm happy to do that.

QUESTION NO 8

**By Councillor Bruce for answer by
the Leader of the Council at a
meeting of the Council on 24 August
2017**

Question

Can the minority administration provide the following information

- a) Council tax revenue collected for bands E to H for 2016/2017.
- b) The projected council tax revenue for bands E to H for 2017/2018.
- c) State the difference in monies collected between the two financial years?

Answer

- a) The Council tax revenue collected for bands E to H for 2016/2017 was £127,946,929 (99.25% collection rate - actual).
- b) The projected council tax revenue for bands E to H for 2017/2018 is £151,945,020 (based on 99.25% collection).
- c) The projected difference between monies collected in the two financial years is £23,998,091.

**Supplementary
Question**

Can I thank Councillor Rankin for supplying these figures. With the bins not being collected on time, communal grass areas not being cut on a regular basis, foliage obstructing pavements, weeds being out of control, roads full of potholes, drains blocked and the street lights failing, can I ask Councillor Rankin where this anticipated £24m in extra revenue what additional resources are the Administration going to employ to address their failure to provide basic services as I have just mentioned. Thank you.

**Supplementary
Answer**

I thank Councillor Bruce for his question. As you may well know the increase of 3% plus the increase in the Bands E to H in terms of the multiplier have been duly applied and have come up with that number which is mentioned at the very bottom of the answer, the best part of £24m. That's already been factored in to our budget. It's not as if by doing this we find ourselves with an extra £24m that we can spread around to areas where there is undoubted need. The real bottom line is that the Council is in very restricted financial circumstances and we're improving as the performance review will be looking at later demonstrates. We are improving right across various services that the Council offers. And yet we still have rising demand and this £24m that's mentioned here is going towards meeting that rising demand and it's a matter for the Administration to decide on its priorities and where that money is spent. But as I've mentioned earlier on, a great deal of that is already accounted for in our budget year forecast and our budget figures for this financial year.

QUESTION NO 9

By Councillor Brown for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 24 August 2017

Question (1) Please confirm the number of recorded incidents involving fly-tipping by Ward during the last five years.

Answer (1) Table 1 provides a breakdown of the number of recorded incidents of fly-tipping by Ward as extracted from the Confirm Reporting System.

The recording of Dumping and Fly-tipping service requests on Confirm was introduced in Spring 2014 and the data provided covers the period from the system introduction to mid-August.

Question (2) Please confirm the number of 'bulky waste item' requests during the last five years

Answer (2) Table 2 provides a breakdown of the number of bulky waste item requests (Special Uplift) as extracted from the Confirm Reporting System.

The recording of Special Uplifts requests was introduced on Confirm late 2013 and the data provided therefore runs from this time to mid-August 2017

Question (3) Please confirm the total income received in relation to fees charged for 'bulky waste item' uplifts during the last five years.

Answer (3) Table 3 provides a breakdown of the fees charged for bulky waste items requests (Special Uplifts).

Question (4) Please confirm how many persons have been caught in the act of fly-tipping during this period?

Answer

- (4) Fixed Penalty Notices are issued for domestic or trade dumping/fly-tipping. The number of Fixed Penalty Notices issued for these offences from 17 August 2012 until 16 August 2017 were as follows:

Trade

17/8/12 – 31/3/13 = 432

2013/2014 = 1,225

2014/2015 = 860

2015/2016 = 356

1/4/16 – 16/8/17 = 414

TOTAL = 3,287

Domestic

17/8/12 – 31/3/13 = 154

2013/2014 = 757

2014/2015 = 492

2015/2016 = 325

1/4/16 – 16/8/17 = 137

TOTAL = 1,865

Question

- (5) Please confirm how many prosecutions have been made in relation to fly-tipping during this period?

Answer

- (5) Non-payment of Fixed Penalties are reported to the Procurator Fiscal under the same offence (either domestic or trade waste offences). Information is not available to determine how many prosecutions have taken place in the period.

Table 1 - Number of recorded incidents involving fly-tipping by Ward over the last five years.

Subject & Ward	2013	2014	2015	2016	2017	Grand Total
Dumping and Fly Tipping						
01-Almond		98	146	124	83	451
02-Pentland Hills		109	139	230	195	673
03-Drum Brae/Gyle		123	201	167	90	581
04-Forth		692	1,008	773	327	2,800
05-Inverleith		220	333	312	157	1,022
06-Corstorphine/Murrayfield		75	96	131	65	367
07-Sighthill/Gorgie		538	725	1,045	671	2,979
08-Colinton/Fairmilehead		88	135	209	104	536
09-Fountainbridge/Craiglockhar	1	225	289	411	230	1,156
10-Meadows/Morningside		267	333	307	191	1,098
11-City Centre		525	534	733	149	1,941
12-Leith Walk		1,011	1,294	1,029	259	3,593
13-Leith		543	642	627	189	2,001
14-Craigtinny/Duddingston		242	378	442	146	1,208
15-Southside/Newington		216	211	254	124	805
16-Liberton/Gilmerton		148	189	223	111	671
17-Portobello/Craigmillar		276	373	419	199	1,267
No code allocated		2	12	3		17
Dumping and Fly Tipping Total	1	5,398	7,038	7,439	3,290	23,166

Table 2- Number of 'bulky waste item' requests during the last five years.

	2013	2014	2015	2016	2017	Grand Total
WS Request Special Uplift Total	389	13,970	14,454	10,175	11,977	50,966

Table 3 - Income from fees charged for bulky waste items requests (Special Uplifts)

Year	Income
2012/13	£234,200.75
2013/14	£248,281.67
2014/15	£259,770.62
2015/16	£247,879.97
2016/17	£211,943.22

Supplementary Question

Yes, a supplementary question if that is possible. Lord Provost, it's concerning that 17 Wards across the City have dumping and fly tipping on the rise in 2016. What reassurances can the Convener give residents today that the Council are being serious in tackling causes of dumping and fly tipping which will, in turn, ease the burden on the already beleaguered Cleansing Department and secondly, only if a fifth of recorded fly tipping and dumping cases saw penalty notices handed out across trade and domestic transgressors, whilst this has generated circa £1.2m since 2012, what attempts are being made to increase surveillance to catch more offenders in the act.

Supplementary Answer

As you can appreciate, fly tipping is not pleasant for anybody who experiences it or has to witness it. However, it's also an extremely difficult crime to ascertain who is actually committing it. I think I wouldn't want to look at fly tipping revenue so to speak through fines as being something we want to see rise. In fact, we want to see fly tipping in general subside as a problem in the City. That's been reflected by the fact that the changes in the pricing structure for bulky waste uplift we are now seeing a dip in those fly tipping incidents. That's down to the good work of the officials in the Waste and Cleansing Departments.

In terms of following through in terms of surveillance, as you can imagine fly tipping is not a crime that is undertaken in the open, easily surveilled and easily found and I think there are limits to what we can do about it.

QUESTION NO 10

**By Councillor Brown for answer by
the Convener of the Transport and
Environment Committee at a meeting
of the Council on 24 August 2017**

Road Surfacing Works

Question

Notwithstanding the issues over dust from said works, can the Transport Convener confirm why Contractors have failed to instigate the removal of unauthorised parked vehicles during works and have simply worked round them resulting in leaving areas of road surfacing incomplete?

Cited examples include East Fettes Avenue & Davidson Road

Answer

The contractor has been instigating the removal of unauthorised vehicles at locations across the city throughout the duration of the surfacing works which are being carried out. However, there have been occasions where, for operational reasons, vehicles have not been able to be removed by our Parking Enforcement contractor while the works have been taking place.

A record has been retained of the locations which have not yet been treated and the contractor will return to these locations before the end of the surface dressing period to complete the works. There are no significant maintenance or safety issues from leaving these areas unfinished.

**Supplementary
Question**

Lord Provost, thank you. Sorry was indeed the hardest word for the Convener despite previous assurances at the June meeting to arrange a follow up. But now the chips are down, or not in a handful of cases. Can the Convener offer residents informative insight as to what constitutes as operational reasons for the contractors going round vehicles in some of the streets identified and guidance as to when their streets will be completed. Sorry, Lord Provost, and to the Convener, my offer from 8 weeks ago still stands.

**Supplementary
Answer**

I can offer some insight into operational reasons. As you can imagine, the undertaking of these kinds of works are done quite quickly and if there is non-compliance on the part of drivers, it can make it very difficult for the contractor to identify the owners of those cars and then subsequently to have them uplifted particularly when the vehicles are available for uplift through our parking enforcement contractor are employed elsewhere in the City. We would have some difficulty I think in justifying having a large number of those lift vehicles available to us on standby. It would be a very difficult cost for us to justify.

In terms of the operational background to this it's quite clear that the contractors are able return and sort that problem when they can. However, there are a limited number of contractors across the year who can undertake this work. It's also got a limited period because it's dependent on such interesting factors as sea level or road temperature, etc it gives a very small window in the year to actually undertake this work. You may not have noticed but, in fact, any of the work that was left outstanding last year has now been repaired this year and we would expect the same pattern to follow. Thank you. And, in terms of the offer to meet, I would be happy to meet. You know where my office is, please come in and see me any time.

QUESTION NO 11

**By Councillor Cook for answer by the
Convener of the Transport and
Environment Committee at a meeting
of the Council on 24 August 2017**

Question

Please can you provide an update on efforts to ensure pay and display parking meters accept the new bimetallic twelve sided one pound coin, which entered circulation in March 2017. Specifically:

- 1) How many parking meters have been adapted to accept the new coin and how many still require such adaption?
- 2) What is the timescale for ensuring all parking meters accept the new pound coin.

Answer

All parking ticket machines now accept the new one pound coin. The last of the ticket machines was upgraded on 22 May 2017.

QUESTION NO 12

By Councillor Douglas for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 24 August 2017

In relation to the Carriageway Surface Treatments Programme 2017/18, and the planned surface dressing commonly known as 'spray and chip', can the Convener confirm:-

Question (1) Whether any report was carried out to discover the full impact of the works the last time they were conducted, when a cloud of white dust was created, affecting nearby residents, their vehicles, houses and pets ?

Answer (1) A full investigation and report into the dust issues last year was prepared, including a summary of the lessons learned.

A copy of this report is attached for information

Question (2) What the council's reaction had been to reports that dust clouds are still being created by the latest works, and that measures taken to prevent this have failed to deal with the problem?

Answer (2) There was minimal dust created by this year's works. Out of 23 sites, dust was noted or reported at two locations and only within the first 24 hours after dressing, which is normal. These were dealt with immediately by deploying a water sprayer to dampen down surfaces and once the first sweep was carried out after 24 hours there were no further dust issues. Compared to last year, the amount of dust experienced was almost negligible.

Question (3) What the tendering process for the works was, and what were the reasons behind appointing the same contractor for the works.

Answer (3) These works were procured through the SCAPE National Civil Engineering and Infrastructure Framework which was procured under OJEU tendering rules and awarded to Balfour Beatty. They undertake a competitive sub-contract tendering process for the specialist elements of work (i.e. surface dressing).

- Question** (4) How much compensation was given to local residents who were affected by the dust clouds?
- Answer** (4) Compensation claims have been handled by the contractor and their insurance company as they indemnify the Council against claims resulting from their works.
- Question** (5) What provisions have been made for offering compensation to those residents affected by further dust clouds?
- Answer** (5) Dust this year is considered minimal and within acceptable limits. No compensation will be offered unless the contractor is deemed to have been negligent. We have no evidence that this is the case.
- Question** (6) Whether residents' previous complaints about the lack of communication and compensation that was offered by the contractor following the previous works were taken into account?
- Answer** (6) To improve communications prior to the preparatory works commencing this year, letters were delivered by the contractor to alert residents of the upcoming works. A separate information leaflet was delivered approximately one week before commencement of surface dressing. As well as circulating these to residents in the immediate vicinity of the works, these letters were also provided to residents and businesses in the wider local area. An information leaflet was also published on the Council's website. (Copies of the contractor's letter and information leaflet together with the Council's information leaflet are attached for information.)
- In respect of compensation, arrangements remain in place to deal with compensation claims when the contractor is deemed to be negligent.

Report into Dust Nuisance Following Surface Dressing

1. The Council implemented a programme of Carriageway Surface Dressing in Wards 1, 2 and 6 from 15 – 21 August 2016.
2. Towards the end of the programme complaints began to arrive about the amount of loose chippings left behind and more particularly, the amount of dust created by the process. The bulk of complaints came from residents in Saughton Road North, Ravelston Dykes, Johnsburn Road and Lochend Road. These are the routes with the highest volumes of traffic.
3. Immediate instructions were issued to the contractor to wet the surface of the roads and undertake more sweeping. The wetting of the surface was carried out using the spray bar on the front of the sweepers. This had limited success partly due to the amount of water that can be applied by the sweeper and also to the very dry weather experienced at that time (ie. the road surface was drying out very quickly).

Whilst the amount of loose chippings had reduced, the dust was still a significant problem and complaints continued to be received.

4. On Thursday 25 August, an information leaflet was prepared for local councillors and local Neighbourhood Offices. This was also published on the Council website on Friday 25 August.
5. On Saturday 27 August, the contractor deployed a water bowser to wet the road surfaces more fully whilst continuing with the sweeping operations. In addition, they began cleaning of the footways, adjacent walls and vegetation which had become coated in a layer of dust, using a power washer.
6. By Monday 29 August the dust nuisance was significantly reduced but, as a contingency, the water bowser and sweepers continued for a further 2 days to ensure there was no re-emergence of the problem. Following recent periods of heavy rain, the dust nuisance is no longer a problem.
7. A number of customers have enquired about the health risks from inhaling the dust.

A copy of the COSHH data sheet for the aggregate was obtained from the contractor. Stephen Williamson of the Council's Community Safety Team was consulted and advised that there was very little risk to public health from short term exposure to the dust. A few customers with asthma or other breathing difficulties complained that their conditions had been exacerbated by the presence of the dust, some having to seek medical advice.

8. Contractors undertaking surface dressing are required to be Certified in accordance with "National Sector Schemes for Quality Management in Highway

Works – Scheme 13 for The Supply and Application of Surface Treatments to Road Surfaces”. The specialist contractor, Kiely Bros, have provided evidence of their certification to this standard.

The Road Surface Treatments Association (RSTA) have also produced a Code of Practice for Surface Dressing which sets out how the process should be undertaken. The contract conditions issued to the contractor required them to comply with this standard.

9. Factory Production Control certification has been provided demonstrating compliance with the Construction Product Regulation (CPR).
10. Aggregates used in the process require to be CE marked (similar to the old Kitemark certification) and Kiely Bros have provided copies of certification which confirms all aggregates comply. The overall process also requires to be CE marked which is done through a Type Approval Installation Trial (TAIT). Evidence of certification has been provided confirming that each of the different types of surface dressing systems used by the contractor have been CE marked.
11. With regard to the cause of the dust, initially suspicion was directed at the cleanliness of the aggregate. The grading standard for aggregate used in surface dressing requires the amount of fines passing a 65 micron sieve to be less than one percent. Samples of the aggregate were taken from the contractor’s stockpile at Ratho and tested by a NAMAS accredited laboratory. Test results provided and show that the aggregate complied with the standards. The Flakiness Index, which is a measure of the shape of the aggregate, also complied.
12. I am pursuing one other test (Los Angeles Test) which is a measure of the aggregate’s resistance to fragmentation but don’t yet have the results.
13. Subsequently, Kiely Bros, has stated that they were initially slow to remove loose chippings and that the action of traffic over the loose chippings coupled with excessive speed has resulted in fragmentation of the aggregate, releasing more dust than would be considered normal into the atmosphere. Given that the aggregate appears to comply with the required standards (see 8. Above), this seems to be the only reasonable explanation for the dust issues that were experienced.
14. Going forward, we will be undertaking a full review of the contract documents and, where required, incorporate additional requirements to ensure there is no repeat of this problem.

APPENDIX 1

Lessons Learned

Topic	Issue	What We Did	Effect	Future Mitigation
Communication	Perceived lack of advanced information for Councillors	Standard letter to Councillors advising them of forthcoming works	Due the number of complaints received by Councillors there were complaints that they had not been provided with enough information in advance	Provide Councillors with Information Leaflet and/or hold briefing with affected Councillors to raise awareness of the process
	Complaints from residents that no advanced notice was given	Standard letter of notification issued to residents directly fronting the works and advanced signage to inform other residents and motorists of forthcoming traffic restrictions	Residents who lived close to the works but were not direct frontagers complained that they had not received any notification	Widen the catchment areas for notification. Also include information leaflet to raise awareness of the process.
Dust	Lack of action from Council and contractor in dealing with the issue	Instructed contractor to wet road surfaces and increase the frequency of sweeping. Instructed contractor to carry out cleaning of footways and adjacent walls/vegetation	Limited success initially due to the amount of water that can be applied by the sweeper and also very dry weather. Improved once water bowser and additional sweepers were employed Footway conditions improved significantly after pressure washing	Include additional contract conditions to increase no. and frequency of sweeping and to have water bowsers and pressure washers on standby.
	Cleanliness of aggregates	Specified minimum requirements for fines in the contract documents	Contractor was required to provide aggregates to the required standard	As the test results on the aggregates demonstrated that they were within the grading limits there is not much more could be done

Topic	Issue	What We Did	Effect	Future Mitigation
Dust (cont)	Delay to sweeping of chippings	Specified that sweeping should be undertaken in accordance with the Code of Practice.	The contractor has accepted that there were delays in commencing sweeping operations and that this is the most likely cause of the excessive dust.	Ensure that the contractor has well maintained sweepers available and specify an increased frequency of sweeping
Loose Chippings	Complaints of excessive loose chippings	Instructed the contractors to increase frequency of sweeping	Some loose chippings were still present after initial sweepings but this is a normal part of the process and reduced to minimal after around 14 days	Information leaflets will help to raise awareness of the process and that loose chippings are part of the normal process

The Occupier

Our ref: CRSC0002/01/CP
Your ref:

06th July 2017

City of Edinburgh Surface Treatment Works 2017

To the Owner/Occupier

Balfour Beatty Regional Civil Engineering has been appointed by The City of Edinburgh Council to carry out a programme of surface dressing works within the **Almond Ward. Crammond Road North** on which you live has been identified as requiring treatment. Working hours will generally be between 0800hrs and 1800hrs Monday to Friday. There is no planned weekend working, however should it become necessary to carry out works on the weekend, the working hours will be 0800hrs to 1600hrs on Saturdays and 1000hrs to 1800hrs on Sundays.

The works are split in to two phases. The first phase is patch repairs to the existing surfacing. This is programmed to be carried out on your street in the next fortnight. The second phase of the works is the **Surface Dressing** operation which has been planned for the beginning of August. Each phase of works in your street should take no more than 1-2 days to complete.

The works are very much dependent on the weather and are subject to change. Due to this, advance signage will be placed within the street advising the proposed closure dates. Please take the time to read them as they may be subject to change. You will also receive a leaflet from our specialist sub-contractor shortly before the surface dressing works commence which will provide more information about the process and aftercare measures.

Due to the nature of the works it will be necessary to implement traffic management which may include road closures with a signed diversion route. Local access to properties will be granted where possible.

On-street parking will also be suspended during the works and you should find an alternative place to park after 0700hrs on the morning of the works. If you leave your vehicle on the road you may receive a parking ticket and/or your vehicle may be removed by the Council's parking enforcement contractor. If you require access to your property for deliveries, please contact **Chris Penman on 07824 431374** to make suitable arrangements. We will try to assist where possible. These works are essential as part of the on-going maintenance programme and we apologise in advance for any inconvenience that these works may cause. Please contact **Chris Penman 07824 431374/chris.penman@balfourbeatty.com** with any queries or if you wish to discuss these works with a Council Officer please contact **Ken McKenzie on 0131 469 3758/ken.mckenzie@edinburgh.gov.uk**

Yours sincerely

Chris Penman, Sub Agent, Balfour Beatty.

Surface Dressing – The Facts

A well designed surface dressing applied at the right time can prolong the life of a road by up to 10 years.

Surface dressing is quicker than other maintenance techniques and causes less disruption to traffic.

All preparation work, including potholes are repaired before surface dressing takes place.

Surface dressing increases the skid resistance of the road's surface which makes it safer. Main roads as well as cul-de-sacs can be surface dressed.



Surface dressing seals the road surface and prevents water getting down into the structure of the road which could cause long term damage.

Surface dressing can only be carried out in good weather conditions.

DANGER WARNING

This work involves the use of heavy plant and machinery. Please do not allow your children to play near this equipment whether or not work is in progress.

General Advice – After Completion

The new surface can be driven on immediately after completion.

There will be an excess of loose chippings on the road for a period of time after completion. This is normal. **Please drive slowly and observe the temporary signs that will have been left in place for your safety.**

The road will be swept within 48 hours to remove surplus chippings and again within seven days. Further sweeping may be necessary subject to weather conditions.

For a short time, particularly if the weather is warm, there may be small areas of bitumen that are still soft. Please take great care. **If you have to walk on the new surface please check your shoes before entering the house or getting in the car.**

The company (Kiely Bros.) can accept no liability for damage to property, soft furnishings, vehicles or clothing if the advice given in this leaflet is ignored or not followed.



HELP AND ADVICE

Telephone Shannon Sanders or Lisa Beasley on our customer care line:
0121 772 3800
or email info@kielybros.co.uk

KIELY
BROS.

Carriageway Surface Dressing



135 Cherrywood Road, Birmingham B9 4XE

What is Surface Dressing

The roads in your area are inspected regularly by Highway Engineers to determine whether any maintenance work is required by your local authority.

It is important that road surfaces are sealed to prevent water seeping in and to prevent detriment of the road surface. It is also important to have the correct surface texture to ensure adequate grip and skid resistance. Your road has been identified as requiring such treatment.

Surface dressing will seal the surface, improve surface texture and prolong the life of the road by many years. It is a speedy, efficient and economic method of preventative maintenance.

Due to the nature of the process it can only be carried out in dry weather from April to early September, hence the reason for carrying out the work now.

Notification of work

Work will commence **within** 3 days of receipt of this leaflet but could also be delayed due to weather conditions.

We ask you to ensure that you do not leave your car parked on the road or verges when the work is due to start.

Notices will be erected in the road stating exactly when the work will start. Please look out for these notices in order to ensure work is not delayed because of parked cars.

At the start of the work, traffic control measures will be put in place to create a safe working environment for our operatives.

The Surface Dressing Process



Step 1

A calibrated tanker sprays a thin film of hot bitumen onto the road.



Step 2

A metered spreader puts hard stone chippings onto the hot bitumen.



Step 3

These chippings are then lightly rolled and pressed into the bitumen to form an interlocking surface. The road can then be driven over with care. Any loose chippings on the surface are swept away and the road markings replaced.

What you need to do during the works

Generally, work will be carried out between 7.00am and 7.00pm.

On-street parking will not be possible during these times other than for very short durations.

Vehicle access to your properties may be restricted when the equipment train is in the vicinity of your property. We apologise for any inconvenience caused and appreciate your patience.

Please make sure that any vehicles belonging to you or your visitors are removed from the road by 7.00am on the day of the work.

Do not drive or walk on wet bitumen. This can mark vehicles and driveways. It will stick to your shoes and could be carried on to carpets and floors in your home.

Please ensure your pets are kept indoors during the work.

Please drive slowly and with care whilst travelling through the site and keep to any temporary speed limits. This is to protect our employees and your vehicle. Be prepared to be guided by one of our operatives if necessary.

You can drive on the road with care immediately after the surface dressing work. We will sweep the road of loose chippings within 48 hours and again within 7 days of the resurfacing work.

Pedestrian access to your property will be maintained throughout the works.

Please do not hesitate to enlist the help of one of our operatives if you are in need of any assistance.

The work may take more than one day to complete. Please be prepared to ensure the road is kept clear of vehicles the following day.

On no account attempt to access or exit your property by driving or walking over the newly laid material until the operation has been completed.

Surface Dressing

Overview

'*Surface Dressing*' is a preventative treatment that has been in existence for many years, and is used nationally. It provides added protection to the carriageway surface, sealing it from the ingress of water while also enhancing skid resistance. This added protection can extend the life of the carriageway surface by up to 10 years. The process entails spraying the road with bitumen and covering it with stone chippings. The 'dressing' is then rolled, which together with the actions of slow moving traffic, embeds the stone chips into the surface.

Frequently Asked Questions

Why is the road not being resurfaced?

Surface Dressing is a preventative treatment which is used on roads where only minor defects are apparent. By treating the road before major defects appear, the life of the road can be extended by up to 10 years. Resurfacing is a more extensive maintenance treatment which involves removing layers of a worn out road surface and replacing this with new material. Resurfacing roads causes increased traffic congestion and is much more expensive and time consuming. Surface Dressing and similar treatments allow for roads to be maintained to a safe standard for longer period of time.

How do you determine which roads are to be surface dressed each year? Roads that are in relatively good condition will be treated with this preventative maintenance treatment to enhance longevity of the surface. Roads requiring more extensive treatments due to a worn out or damaged surface would require to be resurfaced or receive more extensive works.

When does the work take place and how long does the work take? This type of work is weather dependent and thus Surface Dressing is generally undertaken from June to September. Works are usually completed at each site within the day, however larger sites may take 1-3 days to complete. Sweeping is completed at given intervals for each site for approximately 10-14 days afterwards, followed by the replacement of any lining on the carriageway.

How will I be informed about the proposed works before you arrive on site? A letter is delivered to properties that immediately front the works and the surrounding area prior to the start of preparatory works and an information leaflet is delivered shortly before the surface dressing commences. Signs are erected on site at least 24 hours prior to works commencing. The short notice of the works is due to the process being so weather dependent, this means in periods of changeable weather the planned start dates for the works can change several times. In periods of good weather we aim to put up advance

notice boards up to 7 days in advance.

Why are there so many loose stone chips? Additional chips are purposely laid to ensure that the whole surface is covered and there are no patches. Loose chips are left for a short period to be embedded by the action of slow moving traffic, after which any surplus are swept clear. Advisory speed limit signs are left out until most of the loose chips have been removed.

Last year there were problems with dust. How will you address this issue? It is generally expected there will be an element of dust after a road is surface 'dressed' due to the nature of the works. However, the dust experienced in the Corstorphine/Murrayfield, Almond and Pentland Hills Wards last year was greater than would reasonably be expected. To ensure there is no repeat of this issue, we have changed the source of the aggregate. We will also have available additional sweepers, water bowzers and jet-washers should there be any issues with dust. Only pneumatic tyred rollers will be permitted. This should reduce the possibility of the aggregate being crushed and creating more dust.

Transport Design and Delivery, Place Place Management, C1, Waverley Court,
4 East Market Street, Edinburgh EH8 8BG Tel 0131 200 2000 transport.designservice@
edinburgh.gov.uk



Supplementary Question

Thank you Lord Provost and can I thank the Convener for her answers. As she no doubt knows, residents in Ravelston were seriously affected by the dust cloud that was created by the surface treatment works that took place there last year. Many had damage caused to their properties, cars and even pets who breathed in the dust. Residents were understandably concerned that the same works would be taking place again albeit with limited provisions put in place to stop another cloud forming. Could I ask the Convener if she is aware of the difficulties many residents had in receiving compensation from the contractor and what she intends to do to help the residents to receive full payments for this and any future damage that might be caused?

Supplementary Answer

I am, of course, aware of the instance of damage last year and I'm also aware of the strenuous efforts made by officials to ensure that would not happen again this year as evidenced in the very detailed answer provided.

In terms of this year, I understand quite clearly that the dust levels have been judged as being minimal. I think therefore the likelihood of compensation claims for this year is quite slim.

In terms of the compensation claims from last year, those were a matter for the contractor and their insurers. It was not a matter directly for the Council. We will, of course, be happy to take forward any correspondence required to support individual residents and I'd like to hear from them. Thank you.

QUESTION NO 13

**By Councillor Hutchison for answer
by the Convener of the Finance and
Resources Committee at a meeting
of the Council on 24 August 2017**

Question (1) Can the Convener provide details of the reasons for the Council's prior refusal to discuss options for the land currently used for car parking at the Muirhouse Medical Group, to allow for replacement of the current temporary extension, which has already outlived its projected lifetime; and for additional car parking for the surgery?

Answer (1) There has been a lease agreement on this land between the Council and Muirhouse Medical Centre since 2007. This continues on an annual rolling basis.

A long term decision on this land has not been taken as the Council have been developing masterplans within this area wishing to maximise regeneration outcomes for the community.

Question (2) Will the Convener agree to re-visit this decision with a view to entering into dialogue with the Muirhouse Medical Group, so that options can be identified including possible sale of the land, to enable the Group to ensure their premises continue to meet the demands of an ever growing patient list?

Answer (2) The regeneration of the Pennywell and Muirhouse area is now well under way, including new homes, a high school and an additional medical centre. Officers would welcome further discussions with the surgery to explore future options.

Supplementary Question Thank you Lord Provost. Can I thank the Convener for his response and I very much welcome the openness to a meeting with the Muirhouse Medical Group on the discussion on the future of the land use for the parking. Can I ask the Convener to confirm, following his answer to the question, that he will contact the Practice Manager at the Medical Group to set up such a meeting.

**Supplementary
Answer**

Can I thank Councillor Hutchison for his question. Yes, I do see the need to make progress with this and I'm happy to facilitate a meeting that would enable that progress to happen. There are a number of considerations here which, as they are commercially sensitive, are probably best not spoken about in an open forum like this and if Councillor Hutchison would like to meet me I would be happy to give him the fuller picture.

QUESTION NO 14

By Councillor Laidlaw for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 24 August 2017

Question

Can the Leader confirm what steps the Administration is taking to increase and improve electric vehicle charging infrastructure and incentivise residents to choose electric and plug-in hybrid vehicles as a measure to reduce emissions across the city centre and the suburbs?

Answer

The Council recognises the need to both encourage the uptake of electric vehicles across the city as well as ensuring that appropriate charging infrastructure is in place for a range of users.

An Electric Vehicle (EV) Strategy is currently being developed and will be presented to Committee later in the year. The draft strategy includes actions to address a range of technical issues as well as outlining options for introducing incentives for residents who own a plug-in vehicle.

At December 2016 there were 141 EV charge points sited at 60 locations in the city, for a mix of public and non-public use however it is recognised that there is a need to significantly increase the number of on street charging points as a key enabler to increasing the uptake of plug-in vehicles across Edinburgh.

The Council is currently tendering for the installation of five new charging points and the upgrade of eight charging points across five locations in the city. These new installations are 100% grant funded through a ChargePlace Scotland grant. In addition, officers seeking funding to develop a better understanding of the future requirements for EV charging infrastructure in the city.

A map showing the current location of all the charging points in the city is available at [Charge Your Car](#).

**Supplementary
Question**

Lord Provost, I thank the Convener for her answer. I am very pleased that the Administration seems committed to the uptake of electric vehicles in Edinburgh and for developing a programme of infrastructure and incentives. I think Edinburgh as a small City needs to be at the forefront of this. We've already discussed the low emissions zone and clearly for many people for whom public transport isn't an option, electric vehicles should be. I was surprised that electric vehicles and infrastructure weren't mentioned in the Coalition Agreement. Obviously our Group has poured over it so it was strange not to see that. But I'm glad that this will be addressed in this forthcoming report. Can I just flag that one of the issues I've identified is a lack of provision in the east of the City. Plugged In Partnership provided funding last year for electric infrastructure for fast charges. Those fast charges were put in Ingliston, Blackhall and Wester Hailes, all areas fairly close to each other on the west of the City and arguably areas where people have less of an issue as really we should be encouraging infrastructure development in flatted areas. Now, I spoke to a major manufacturer who has an electrical vehicle range who spoke to the Council last year about part-funding charging stations at their dealership and that was rebuffed.

Can I ask the Convener if she would be willing to speak to private partners in developing this infrastructure and reducing the cost to the Council?

**Supplementary
Answer**

Given the fact that this is a relatively new area, I am willing to explore any options possible. I understand that there is quite a lot of work going on in terms of trying to find new solutions for electric charging points for electric vehicle charging and that's work that's ongoing. Thank you.

QUESTION NO 15

By Councillor Mitchell for answer by the Convener of the Finance and Resources Committee at a meeting of the Council on 24 August 2017

Question (1) In relation to the area of land on Gloucester Street which was leased by the council as the car park for Stockbridge Health Centre until termination of the lease on 30 October 2011, please can the Convener confirm

- (a) the annual rental which was received under the lease by the council;
- (b) the reasons for termination of that lease; and
- (c) the current use of that land and any income received since 2011

Answer (a) Annual rental which was received under the lease was £29,000.

(b) The lease was terminated by the tenant (NHS Lothian) who decided against redevelopment of a new health centre.

(c) The land is used for parking by local residents and businesses and is currently being considered for disposal for development. There has been no income received since 2011.

Supplementary Question Thank you and thank you Convener for your response. I was just wondering, given the Administration's stance on income maximisation, how does having received no income since 2011 demonstrate the same and what are you going to do to hold officers to account in ensuring something is done?

**Supplementary
Answer**

Thank you for the question. This land was actually owned by the HRA, the Council's Housing Department, rather than the Council more widely. There were a number of proposals put forward for possible redevelopment of that site which would need to be investigated and that's part of the reason why there hasn't been any income or any attempt to rent out the property in the meantime until we found out what exactly would be sensible taking into consideration planning matters for example, the population density and so on. But I do agree that it has taken rather longer than it should have done to resolve this issue and that's something that the Council will now be attending to.

QUESTION NO 16

**By Councillor Mowat for answer by
the Convener of the Transport and
Environment Committee at a meeting
of the Council on 24 August 2017**

Question (1) How many parking permits were issued for each parking zone in the central and peripheral parking zones each year from 2010 to present?

Answer (1) Table 1 provides the number of zone specific permits issued in each zone requested from 2011/12 onwards. These figures include permits issued for three month and six month periods as well as permits issued for a full year.

Unfortunately, due to a migration of data onto a new IT system, we do not hold accurate permit data for the 2010/11 financial year.

Question (2) The number of residents parking spaces available in each parking zone in the central and peripheral parking zones each year from 2010 to present?

Answer (2) Table 2 below provides the number of permit and shared use parking spaces in each zone requested from 2011/12 onwards. The data for 2010/11 has not been provided as the information held is not considered to be fully accurate.

Question (3) What is the timescale for the completion of actions in the Parking Action Plan and when is the estimated completion date?

Answer (3) The Parking Action Plan covers a five year implementation period, from June 2016 to June 2021 and the timescale for implementation for actions varies depending on the action. Some actions have already been completed.

The Parking Action Plan is a dynamic document that will be reviewed biannually, allowing existing actions to be updated and new actions to be added. The most recent update on the Parking Action Plan was presented to Transport and Environment Committee on 10 August 2017.

It is anticipated that a new Parking Action Plan will be developed when the Council releases a new Local Transport Strategy document and any outstanding actions are likely to be carried over into the new Parking Action Plan at this time.

Question (4) Could the Convener detail which parking infractions are the responsibility of:

- (a) Parking wardens contracted to enforce parking regulations by the Council;
- (b) Police Scotland: and
- (c) Whether parking wardens are instructed to ignore any type of infraction or whether there are any areas which are exempt from parking regulations either intentionally or unintentionally.

Answer (4) Parking Attendants are responsible for the enforcement of all decriminalised parking restrictions within the Edinburgh Special Parking Area, including greenway parking restrictions. The Police retain powers to enforce against obstructive parking and all moving traffic offences. Parking Attendants are expected to enforce all restrictions in accordance with the Council's Parking Enforcement Protocol (please see attached).

Question (5) How much money is raised from issuing parking permits in each of the last five years?

Answer (5) Table 3 provides the permit income over the past five years.

Question (6) How much money was paid to the parking contractors enforcing parking regulations in each of the last five years?

Answer (6) Table 4 provides the total contract costs over the past five years.

Question (7) How much was raised in fines for parking incorrectly in each of the last five years?

Answer (7) Table 5 provides the total income from parking tickets (PCNs) over the past five years

Question (8) How many parking tickets were cancelled in each of the last five years?

Answer (8) Table 6 below provides the total number of cancelled parking tickets from each of the past five years

Table 1 – Parking Permits by Zone

	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17
Central Zone 1	1,779	1,761	1,891	1,886	1,798	1,776
Central Zone 1A	893	858	970	992	1,052	1,070
Central Zone 2	459	439	460	485	445	433
Central Zone 3	1,043	1,113	1,116	1,129	1,186	1,167
Central Zone 4	1,843	1,838	1,941	2,021	2,017	1,925
Peripheral Zone 5	1,512	1,479	1,653	1,692	1,665	1,575
Peripheral Zone 5A	1,878	1,787	1,990	1,996	1,859	1,796
Peripheral Zone 6	2,431	2,409	2,562	2,482	2,538	2,546
Peripheral Zone 7	1,626	1,560	1,618	1,648	1,711	1,739
Peripheral Zone 8	1,866	1,844	1,917	1,880	1,977	1,870
Retailers' Permits Zone 5	0	0	0	0	1	1
Retailers' Permits Zone 5A	3	6	8	7	11	10
Retailers' Permits Zone 6	13	16	16	32	29	22
Retailers' Permits Zone 7	3	4	7	10	9	7
Retailers' Permits Zone 8	8	8	12	11	12	11

Table 2 – Number of Permit and Shared Use Parking Spaces

	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17
Central Zone 1	739	756	753	751	755	755
Central Zone 1A	628	628	628	628	622	622
Central Zone 2	304	305	305	305	307	307
Central Zone 3	445	441	441	457	459	459
Central Zone 4	788	808	812	800	846	861
Peripheral Zone 5	666	669	679	669	700	700
Peripheral Zone 5A	783	779	781	781	788	788
Peripheral Zone 6	1149	1171	1171	1171	1171	1171
Peripheral Zone 7	765	772	779	776	776	776
Peripheral Zone 8	797	796	796	796	794	794

Table 3 – Permit Income

Financial year	Residents' Permits	Visitors' Permits	Trades Permits	Health Care Permits	Business Permits
2016-17	£2,787,692.54	£69,517.85	£548,295.80	£11,220.60	£39,148.60
2015-16	£2,634,086.09	£45,648.33	£418,998.10	£4,179.90	£46,802.00
2014-15	£2,393,461.17	£53,533.91	£391,730.44	£12,170.00	£46,077.08
2013-14	£2,177,129.50	£51,124.14	£278,413.91	£13,230.00	£37,185.65
2012-13	£2,034,813.56	£55,317.24	£244,040.00	£12,170.00	£33,946.00

Table 4 – Contract Costs

Financial Year	Contract cost
2016-17	£5,974,901.81
2015-16	£5,720,490.36

2014-15	£5,761,214.95
2013-14	£6,232,214.29
2012-13	£6,094,131.70

Table 5 – Total Income from Parking Notices

Financial year	Income from parking tickets
2016-17	£5,610,506.72
2015-16	£5,317,502.94
2014-15	£5,127,331.56
2013-14	£5,261,836.17
2012-13	£5,432,626.34

Table 6 – Cancelled Parking Tickets

Financial year	Parking tickets cancelled
2016-17	40,326
2015-16	41,823
2014-15	44,967
2013-14	47,027
2012-13	48,934

**PARKING
ENFORCEMENT
PROTOCOL**

Date	Version	Update notes
20 March 2017	Version 1	

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INTRODUCTION

This document details the parking enforcement procedures in the City of Edinburgh. The purpose of the Enforcement Protocol document is to:

- ensure that enforcement requirements and policies are clear to members of the public, Parking Attendants and all members of the Parking Operations team;
- have a centrally held document where enforcement policy is documented and can be easily updated when necessary; and
- have a single point of reference for the City of Edinburgh Council, the parking enforcement contractor, and members of the general public.

Each type of parking restriction is covered by a separate section which clarifies the associated restrictions and also lists each of the exemptions to enforcement (e.g. Section 1 covers yellow lines). Each section also includes a graphical representation, showing how the restrictions are indicated on the streets of Edinburgh.

Exemption Notes

The exemptions listed in this document will not be applied to vehicles which are considered to be persistent evaders of Penalty Charge Notices (i.e. vehicles which have five or more unpaid Penalty Charge Notices outstanding).

Parking Attendants will issue a Penalty Charge Notice (PCN) to any broken down vehicles which are parked in contravention of the regulations, however the PCN may then be cancelled upon appeal to the Council if proof of the breakdown is provided.

No Penalty Charge Notices should be issued until the parking restrictions have been in force for a full five minutes. i.e. no Penalty Charge Notice should be issued prior to 08:35 in the controlled parking zone (CPZ).

Any vehicle issued with a Penalty Charge Notice can be removed to the Council's car pound. Section 11 of this document outlines the relevant procedures and exemptions.

The only days on which parking restrictions will not be enforced are Christmas Day, Boxing Day*, New Years Day and Easter Monday.

*The Boxing Day holiday will carry over to 27th December should 26 December fall on a Sunday.

Section 1 – YELLOW LINES

Restrictions

Enforcement Protocols

fig 1 – syl

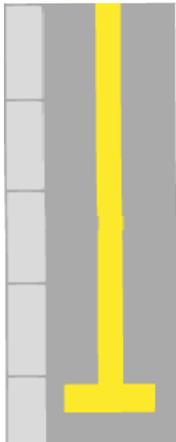
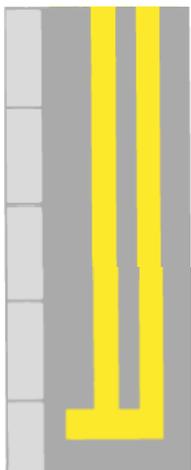


fig 2 – dyl



1) Yellow Line areas outwith any loading restrictions

PCN Code 01 –

'Parked in a restricted street during prescribed hours'

Single Yellow Line (syl) (fig 1)

- No waiting during the restricted hours (as displayed on the associated time plate).
- Time plates are not required at single yellow line areas within a controlled parking zone unless the times of restrictions differ from those of the controlled parking zone, shown on zone entry plates.
- The hours of restriction within the central controlled zone are 8:30am to 6:30pm Mon to Sat and the hours of restriction within the peripheral and extended controlled zones are 8:30am to 5:30pm Mon to Fri.

Double Yellow Line (dyl) (fig 2)

- No waiting at any time.
- Time plates are not required at double yellow line areas with no loading restrictions.

NOTES

- Loading / Unloading of a vehicle is permitted for periods of up to 30 minutes provided it is necessary for the vehicle to be waiting at the location.
- Vehicles can be granted longer periods to carry out loading and unloading activities by applying for a dispensation (see Appendix 1).
- Parking Attendants will observe a private vehicle on a yellow line for a full five minutes, or a marked goods vehicle for a full ten minutes, to check for loading activity before issuing a Penalty Charge Notice (PCN).
- Vehicles should be moved on by a Parking Attendant if the driver is present and no loading/unloading is witnessed. If the driver is not present, or if the driver refuses to move, the Parking Attendant will issue Penalty Charge Notice after the appropriate constant observation.
- Vehicles are not permitted to return to a location to load and unload again until 30 minutes have elapsed since the termination of the last period of waiting.
- Goods should not be deposited on the carriageway, except immediately at the rear of the vehicle, and no goods should be permitted to remain on the carriageway before the arrival or after the departure of the vehicle.

Exemptions to Enforcement

- (1) vehicles while being used for fire and rescue, ambulance or police force purposes
- (2) vehicles, not being passenger vehicles, while being used in the service of the local roads authority in pursuance of statutory powers or duties: provided that in all the circumstances it is reasonably necessary in the exercise of such powers or duties or the performance of such duties for the vehicle to wait or stop at the place in which it is either waiting or

Section 1 – YELLOW LINES

Restrictions	Enforcement Protocols
	<p>stopped.</p> <p>(3) taxis while:</p> <p>a. waiting upon a duly authorised taxi stance;</p> <p>b. and the driver is within the vehicle;</p> <p>c. and the vehicle is available for immediate hire.</p> <p>(4) invalid carriages or motor vehicles which are being driven or used by disabled persons and which conspicuously display, so as to be clearly visible from the front of the vehicle, a valid disabled persons badge</p> <p>(5) vehicles waiting while goods are being sold or offered for sale by a person who is licensed by the Council to sell goods from a stationary vehicle on an approved pitch and which is waiting for such purpose on a pitch</p> <p>(6) to enable a vehicle in actual use or materially necessary for such purposes, provided that the said vehicle cannot conveniently be used for the same purpose either in any other road not being a restricted road or outwith the prohibited hours, to be used, in or adjacent to that or any other restricted road in connection with any:</p> <p>a. building operation; or</p> <p>b. demolition; or</p> <p>c. laying, erection, alteration or repair of any sewer or of any main, pipe or apparatus for the supply of gas, water or electricity or of any electronic communications apparatus; or d. excavation, provided that, in the case of any of the operations described in sub- paragraphs (iii) and (iv), the said operation, or operations, are to be conducted within the extents of the road.</p> <p>(7) to enable a vehicle in actual use or materially necessary for such purposes, provided that the said vehicle cannot conveniently be used for the same purpose either in any other road not being a restricted road or outwith the prohibited hours, to be used in connection with any: a. cleansing or lighting of any restricted road; or</p> <p>b. removal of any obstruction to traffic on any restricted road; or</p> <p>c. maintenance or improvement or reconstruction of any restricted road; or</p> <p>d. placing, maintenance or removal of any traffic sign or parking meter on any restricted road.</p> <p>(8) to enable a person to board or alight from the vehicle or to load thereon or unload therefrom his personal luggage: Provided that no vehicle shall so wait or stop in any such road described in Schedule 1 or 2 during the prohibited hours for longer than two minutes;</p> <p>(9) when the person in control of the vehicle is:</p> <p>a. required by law to stop; or</p> <p>b. is obliged to stop in order to avoid an accident; or</p> <p>c. is prevented from proceeding by any circumstances beyond their control, where the said circumstance relates directly to the movement, or otherwise, of traffic on the road;</p> <p>(10) if the vehicle is in actual use in connection with a funeral undertaking;</p> <p>(11) if the vehicle is in the service of, or is being employed by, a security company and is in actual use while currency or other valuables:</p> <p>a. are being unloaded from the vehicle; or</p> <p>b. having been unloaded from the said vehicle, are being delivered;</p> <p>or</p>

Section 1 – YELLOW LINES

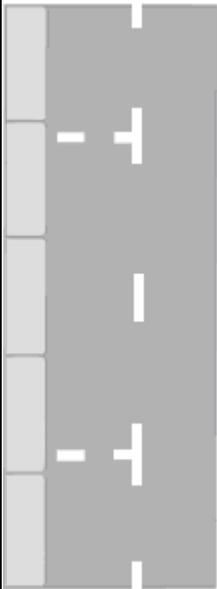
Restrictions	Enforcement Protocols
	<p>c. are being collected from premises adjacent to that road for loading onto the vehicle; or</p> <p>d. having been collected from the said premises, are being loaded onto the vehicle.</p> <p>(12) if the vehicle, being a liveried vehicle, is in the service of, or is being employed by, a universal service provider and is in actual use while postal packets:</p> <p>a. addressed to premises adjacent to that road are being unloaded from the vehicle; or</p> <p>b. addressed to premises adjacent to that road having been unloaded from the said vehicle, are being delivered; or</p> <p>c. are being collected from postal boxes or premises adjacent to that road for loading onto the vehicle: or</p> <p>d. are being loaded onto the vehicle.</p> <p>(13) The vehicle, not being a passenger vehicle, is in actual use in connection with the removal of furniture to or from one office or dwelling house adjacent to the place from or to another office or dwelling house.</p>

Section 1 – YELLOW LINES

Restrictions	Enforcement Protocols
<p>fig 1 – skm</p>  	<p>2) Yellow Line areas with loading restrictions</p> <p>PCN Code 02 – ‘Parked or loading / unloading in a restricted street where waiting and loading / unloading restrictions are in force’.</p> <p>Single Kerb Marking (skm) (fig1)</p> <ul style="list-style-type: none"> No loading / waiting during hours of loading prohibition (as displayed on time plate). Loading restrictions are usually found on main traffic routes or near to schools, prohibiting drivers from waiting at the roadside during hours of peak traffic flow. <p>Double Kerb Marking (dkm) (fig2)</p> <ul style="list-style-type: none"> No loading / waiting at any time (as displayed on time plate). <p>NOTES</p> <ul style="list-style-type: none"> Parking Attendants will issue an instant Penalty Charge Notice to any vehicle parked at a yellow line during a loading prohibition. Vehicles should be moved on if the driver is present. If the driver is not present, or if the driver refuses to move, the Parking Attendant will issue an instant Penalty Charge Notice.
<p>fig 2 – dkm</p>  	<p>Exemptions to Enforcement</p> <p>(1) to enable a vehicle in actual use or materially necessary for such purposes, provided that the said vehicle cannot conveniently be used for the same purpose either in any other road not being a restricted road or outwith the prohibited hours, to be used, in or adjacent to that or any other restricted road in connection with any:</p> <ol style="list-style-type: none"> building operation; or demolition; or laying, erection, alteration or repair of any sewer or of any main, pipe or apparatus for the supply of gas, water or electricity or of any electronic communications apparatus; or excavation, <p>provided that, in the case of any of the operations described in sub- paragraphs (iii) and (iv), the said operation, or operations, are to be conducted within the extents of the road.</p> <p>(2) to enable a vehicle in actual use or materially necessary for such purposes, provided that the said vehicle cannot conveniently be used for the same purpose either in any other road not being a restricted road or outwith the prohibited hours, to be used in connection with any:</p> <ol style="list-style-type: none"> cleansing or lighting of any restricted road; or removal of any obstruction to traffic on any restricted road; or maintenance or improvement or reconstruction of any restricted road; or placing, maintenance or removal of any traffic sign or parking meter on any restricted road. <p>(3) to enable a person to board or alight from the vehicle or to load thereon or unload therefrom his personal luggage: Provided that no vehicle shall so wait or stop in any such road described in Schedule 1 or 2 during the prohibited hours for longer than two minutes;</p> <p>(4) when the person in control of the vehicle is:</p>

Section 1 – YELLOW LINES

Restrictions	Enforcement Protocols
	<p>a. required by law to stop; or</p> <p>b. is obliged to stop in order to avoid an accident; or</p> <p>c. is prevented from proceeding by any circumstances beyond their control, where the said circumstance relates directly to the movement, or otherwise, of traffic on the road;</p> <p>(5) if the vehicle is in actual use in connection with a funeral undertaking;</p> <p>(6) if the vehicle is in the service of, or is being employed by, a security company and is in actual use while currency or other valuables:</p> <p>a. are being unloaded from the vehicle; or</p> <p>b. having been unloaded from the said vehicle, are being delivered;</p> <p>or</p> <p>c. are being collected from premises adjacent to that road for loading onto the vehicle; or</p> <p>d. having been collected from the said premises, are being loaded onto the vehicle.</p> <p>(7) if the vehicle, being a liveried vehicle, is in the service of, or is being employed by, a universal service provider and is in actual use while postal packets:</p> <p>a. addressed to premises adjacent to that road are being unloaded from the vehicle; or</p> <p>b. addressed to premises adjacent to that road having been unloaded from the said vehicle, are being delivered; or</p> <p>c. are being collected from postal boxes or premises adjacent to that road for loading onto the vehicle: or</p> <p>d. are being loaded onto the vehicle.</p>

Section 2 – PUBLIC PARKING BAYS	
Restrictions	Enforcement Protocols
	<p>1) Pay and Display</p> <p>PCN Code 05 ‘Parked after the expiry of paid time’</p> <ul style="list-style-type: none"> In the case of a vehicle displaying an expired pay and display voucher, or having an expired cashless parking session, a Parking Attendant will wait until five minutes after the printed expiry time on the voucher or until five minutes after the RingGo session has expired before issuing an instant Penalty Charge Notice (PCN). <p>PCN Code 11 ‘Parked without payment of the parking charge’</p> <ul style="list-style-type: none"> If a vehicle is not clearly displaying a valid pay and display voucher or other permitted identifier/permit and does not have a valid cashless parking session, then a Parking Attendant will observe the vehicle for a full five minutes before issuing a Penalty Charge Notice (PCN). This five minutes observation is used to determine whether or not the driver is in the process of purchasing a voucher from a nearby ticket machine. If a vehicle is displaying a valid residents’ permit for the zone but has no valid pay and display voucher or cashless parking session, then a Parking Attendant will issue a PCN but the vehicle should not be authorised for removal. If a vehicle is displaying an obscured pay & display voucher, or if the voucher is face down, the Parking Attendant should issue a PCN but should not authorise the vehicle for removal. A Parking Attendant should not issue a PCN if the pay & display voucher is slightly obscured but the relevant details can still be verified. <p>NOTES</p> <ul style="list-style-type: none"> Parking is permitted during the hours of restriction provided the vehicle is displaying a valid pay and display voucher, purchased from an appropriate ticket issuing machine, has another permitted identifier/permit or has a valid cashless parking session. <ul style="list-style-type: none"> The hours of restriction within the central controlled zone are 8:30am to 6:30pm Mon to Sat and the hours of restriction within the peripheral and extended controlled zones are 8:30am to 5:30pm Mon to Fri. Time plates situated adjacent to the public parking place will display the appropriate times of restriction and permitted length of stay for that place. A Parking Attendant can issue an instant Penalty Charge Notice to any vehicle which is not parked wholly within the set markings of the place or individual bay, has returned to the same parking place within an hour of leaving, or has purchased additional parking time in order to extend the stay beyond the maximum stay period of that place. Should a motorist find a ticket issuing machine to be faulty and therefore be unable to purchase a valid pay and display voucher for their vehicle, the onus would remain with the motorist to purchase a voucher from a nearby machine with the same tariff or to move their vehicle to another public parking place with a fully functioning ticket machine. If the vehicle is displaying a valid pay and display voucher - In

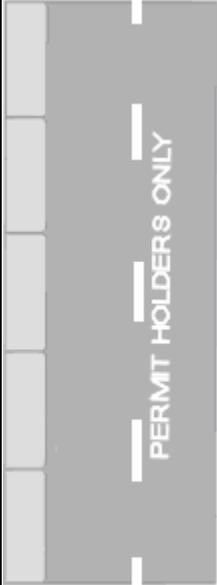
Section 2 – PUBLIC PARKING BAYS

Restrictions	Enforcement Protocols
	<p>general, a pay and display ticket purchased from a ticket issuing machine in the immediate vicinity (e.g. opposite side of the road), providing tariff and maximum stay are identical a parking ticket should not be issued.</p> <ul style="list-style-type: none"> • If the vehicle is displaying a valid resident's permit for the zone in which it is parked, it can be parked free of charge in the pay and display parking places from 8:30am to 9:00am (all zones). It can also be parked free of charge from 8:30am to 9:00am and from 5:30pm to 6:30pm Mondays to Fridays and after 1:30pm on Saturdays in central parking zones (zones 1-4). • If the vehicle is an invalid carriage or motor vehicle which is displaying a valid disabled blue badge and is not causing an obstruction, it can park without limit of time. • If the vehicle is parked in a public bay located in the peripheral or extended parking zone and is clearly displaying a valid Essential Users Parking Permit (EUP), it can park for up to two hours. If a vehicle is displaying an EUP whilst parked in the central controlled zone, then the Parking Attendant should issue a Penalty Charge Notice but should not authorise the vehicle for removal; • Motorcycles are exempt from payment of charges in pay and display parking places within the Extended Controlled Parking Zones (Zones S1-S4 and N1-N5). Specific, motorcycle only, parking bays are provided in the central and peripheral controlled zones. • Vehicles displaying a valid trade's permit may park in a pay and display parking place without limit of time. <p><u>Exemptions to Enforcement</u></p> <p>(1) the vehicle is waiting for a period not exceeding two minutes, or such longer period as a parking attendant may approve, to enable a person to board or alight from the vehicle;</p> <p>(2) the vehicle is waiting owing to the driver being:</p> <ol style="list-style-type: none"> a. obliged to stop in order to avoid an accident; or b. prevented from proceeding by any circumstances beyond their control, where the said circumstance relates directly to the movement, or otherwise, of traffic on the road; <p>(3) the vehicle is being used for fire and rescue, ambulance or police purposes;</p> <p>(4) the vehicle, not being a passenger vehicle, is being used in the service of a local authority in pursuance of statutory powers or duties: Provided that in all the circumstances it is reasonably necessary in the exercise of such powers or in the performance of such duties for the vehicle to wait at the place in which it is waiting;</p> <p>(5) the vehicle is waiting only for so long as may be necessary to enable it to be used in connection with the removal of any obstruction to traffic;</p> <p>(6) if the vehicle, being a liveried vehicle, is in the service of, or is being employed by, a universal service provider and is in actual use, in the place within which the vehicle is waiting, while postal packets:</p> <ol style="list-style-type: none"> a. addressed to premises adjacent to the said place are being unloaded from the vehicle; or b. addressed to premises adjacent to the said place having been

Section 2 – PUBLIC PARKING BAYS

Restrictions	Enforcement Protocols
	<p>unloaded from the said vehicle, are being delivered; or</p> <p>c. are being collected from postal boxes or premises adjacent to the said place for loading onto the vehicle; or</p> <p>d. are being loaded onto the vehicle.</p> <p>(7) the vehicle, not being a passenger vehicle, and where the said vehicle is integral to the work being undertaken, is waiting only for so long as may be reasonably necessary to enable it to be used for the purpose of:</p> <p>a. any building operation, demolition or excavation in or adjacent to the parking place;</p> <p>b. the maintenance, improvement or reconstruction of the parking place; or</p> <p>c. the laying, erection, alteration, removal or repair in or adjacent to the parking place of any sewer or of any main, pipe or apparatus for the supply of gas, water or electricity or of any telecommunication apparatus; or</p> <p>d. the placing, maintenance or removal of any traffic sign or parking meter.</p> <p>provided that, in all cases, the vehicle or vehicles are in actual use in connection with the work being undertaken and that, in the case of any of the operations described in sub-paragraphs (iii) and (iv) above, the said operation or operations are to be conducted within the extents of the road.</p> <p>(8) the vehicle, not being a passenger vehicle, is in actual use in connection with the removal of furniture to or from one office or dwelling house adjacent to the place from or to another office or dwelling house;</p> <p>(9) the vehicle is in actual use in connection with a funeral undertaking;</p> <p>(10) the vehicle is waiting if goods are being sold or offered for sale from the vehicle by a person who is licensed by the Council to sell goods from a stationary vehicle situated in the place;</p> <p>(11) if the vehicle, being a security vehicle, is in actual use while currency, or other valuables:</p> <p>a. are being unloaded from the vehicle; or</p> <p>b. having been unloaded from the said vehicle, are being delivered; or</p> <p>c. are being collected from premises adjacent to that road for loading onto the vehicle; or</p> <p>d. having been collected from the said premises, are being loaded onto the vehicle.</p>

Section 3 – RESIDENTS PARKING BAYS / MEWS AREAS

Restrictions	Enforcement Protocols
	<p>1) Permit Parking Places / Mews Areas</p> <p>PCN Code 16 ‘Parked in a permit space or zone without clearly displaying a valid permit’</p> <ul style="list-style-type: none"> • Permit parking places can be identified by white road markings with an associated legend stating ‘PERMIT HOLDERS ONLY’ and also a related time plate indicating the permit zone. • Residential Mews areas can be identified by appropriate time plates situated at all entrances to the mews areas. • The hours of restriction within the central controlled zone (permit zones 1-4) are 8:30am to 6:30pm Mon to Sat. The hours of restriction within the peripheral controlled zones (permit zones 5-8) and extended controlled zones (permit zones with prefix S or N) are 8:30am to 5:30pm Mon to Fri. • The times of restriction within the Priority Parking Areas varies from area to area and is displayed on the relevant permit bay time plates. <p>NOTES</p> <ul style="list-style-type: none"> • A vehicle may be parked in a permit parking place provided it is clearly displaying a valid residents’ permit, retailers’ permit, business permit or visitor permit for the zone in which it is parked • A vehicle may be parked in a residents’ mews area provided it is clearly displaying a valid permit specific to the mews area in which it is parked. • Between the hours of 9.00am and 4.30pm, vehicles displaying a valid trades’ parking permit are also allowed to park within permit holders parking places. • Parking Attendants will issue an instant Penalty Charge Notice to any private vehicles parked in a permit parking place which are not displaying a valid permit for that zone. • Parking Attendants will give vehicles a five minute observation period if they are parked in a residents mews area but not displaying a valid permit for that zone. This is to determine whether or not the vehicle is being used for loading or unloading purposes. • A Parking Attendant can issue an instant Penalty Charge Notice to any vehicle which is not parked wholly within the set markings of the parking place <ul style="list-style-type: none"> • If a vehicle flags up on the Parking Attendants Hand Held Computer Terminal (HHCT) as having a valid permit but there is no valid permit displayed on the vehicle, the Parking Attendant will issue an instant PCN but will not authorise the vehicle for removal. All Parking Attendants are aware that virtual permits may be issued to motorcycles and temporary vehicles. • If a vehicle is displaying a valid pay and display voucher for the street in which it is parked then the vehicle should be issued with an instant PCN but the vehicle should not be authorised for removal until at least 15 minutes after the expiry time of the voucher • When a Parking Attendant is instructed by the Council to take enforcement action as a result of a permit being altered, the vehicle can be issued with an instant PCN and authorised for removal.

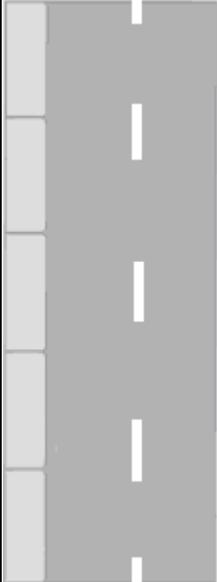
Section 3 – RESIDENTS PARKING BAYS / MEWS AREAS

Restrictions	Enforcement Protocols
	<p>Details of this action must be forwarded to the Council's Corporate Fraud team at the earliest opportunity</p> <ul style="list-style-type: none"> • In instances where the vehicle is displaying an expired permit for the zone in which it is parked, the Parking Attendant should only issue a PCN if the permit has expired by fifteen days or more. The vehicle can be removed if the permit has been expired for over 1 month. <p><u>Exemptions to Enforcement</u></p> <p>(1) the vehicle is waiting for a period not exceeding two minutes, or such longer period as a parking attendant may approve, to enable a person to board or alight from the vehicle;</p> <p>(2) the vehicle is waiting owing to the driver being:</p> <ol style="list-style-type: none"> a. obliged to stop in order to avoid an accident; or b. prevented from proceeding by any circumstances beyond their control, where the said circumstance relates directly to the movement, or otherwise, of traffic on the road; <p>(3) the vehicle is being used for fire and rescue, ambulance or police purposes;</p> <p>(4) the vehicle, not being a passenger vehicle, is being used in the service of a local authority in pursuance of statutory powers or duties: Provided that in all the circumstances it is reasonably necessary in the exercise of such powers or in the performance of such duties for the vehicle to wait at the place in which it is waiting;</p> <p>(5) the vehicle is waiting only for so long as may be necessary to enable it to be used in connection with the removal of any obstruction to traffic;</p> <p>(6) if the vehicle, being a liveried vehicle, is in the service of, or is being employed by, a universal service provider and is in actual use, in the place within which the vehicle is waiting, while postal packets:</p> <ol style="list-style-type: none"> a. addressed to premises adjacent to the said place are being unloaded from the vehicle; or b. addressed to premises adjacent to the said place having been unloaded from the said vehicle, are being delivered; or c. are being collected from postal boxes or premises adjacent to the said place for loading onto the vehicle; or d. are being loaded onto the vehicle. <p>(7) the vehicle, not being a passenger vehicle, and where the said vehicle is integral to the work being undertaken, is waiting only for so long as may be reasonably necessary to enable it to be used for the purpose of:</p> <ol style="list-style-type: none"> a. any building operation, demolition or excavation in or adjacent to the parking place; b. the maintenance, improvement or reconstruction of the parking place; or c. the laying, erection, alteration, removal or repair in or adjacent to the parking place of any sewer or of any main, pipe or apparatus for the supply of gas, water or electricity or of any telecommunication apparatus; or d. the placing, maintenance or removal of any traffic sign or parking meter. <p>provided that, in all cases, the vehicle or vehicles are in actual use in connection with the work being undertaken and that, in the case of any of the operations described in sub-paragraphs (iii) and (iv) above, the</p>

Section 3 – RESIDENTS PARKING BAYS / MEWS AREAS

Restrictions	Enforcement Protocols
	<p>said operation or operations are to be conducted within the extents of the road.</p> <p>(8) the vehicle, not being a passenger vehicle, is in actual use in connection with the removal of furniture to or from one office or dwelling house adjacent to the place from or to another office or dwelling house;</p> <p>(9) the vehicle is in actual use in connection with a funeral undertaking;</p> <p>(10) the vehicle is waiting if goods are being sold or offered for sale from the vehicle by a person who is licensed by the Council to sell goods from a stationary vehicle situated in the place;</p> <p>(11) if the vehicle, being a security vehicle, is in actual use while currency, or other valuables:</p> <ul style="list-style-type: none"> a. are being unloaded from the vehicle; or b. having been unloaded from the said vehicle, are being delivered; or c. are being collected from premises adjacent to that road for loading onto the vehicle; or d. having been collected from the said premises, are being loaded onto the vehicle. <p>(12) where the vehicle is a goods vehicle in actual use for the purpose of delivering or collecting goods or merchandise or while loading or unloading the goods vehicle at premises adjoining the road in which the place is located: Provided that no such goods vehicle engaged in delivering or collecting goods or merchandise or being loaded or unloaded shall so wait for a period of more than thirty minutes in the same place or, if a period of less than thirty minutes has elapsed since the termination of the last period of waiting (if any) of the vehicle outside the same premises.</p>

Section 4 – SHARED USE PARKING BAYS

Restrictions	Enforcement Protocols
	<p>1) Shared Use Parking Places</p> <p>PCN Code 05 ‘Parked after the expiry of paid time’</p> <ul style="list-style-type: none"> In the case of a vehicle displaying an expired pay and display voucher, or having an expired cashless parking session, a Parking Attendant will wait until five minutes after the printed expiry time on the voucher before issuing an instant Penalty Charge Notice (PCN). <p>PCN Code 11 ‘Parked without payment of the parking charge’</p> <ul style="list-style-type: none"> If a vehicle is not clearly displaying a valid parking permit or visitor permit for the zone in which it is parked, or is not displaying a valid pay and display voucher and does not have a valid cashless parking session, a Parking Attendant will observe the vehicle for a full five minutes before issuing a Penalty Charge Notice. This five minutes observation is used to determine whether or not the driver is in the process of purchasing a voucher from a nearby ticket machine. If a vehicle is displaying an obscured permit or pay & display voucher, or if the voucher is face down, the Parking Attendant should issue a Penalty Charge Notice but should not authorise the vehicle for removal. A Parking Attendant should not issue a Penalty Charge Notice if the permit or pay & display voucher is slightly obscured but the relevant details can still be verified. <p>NOTES</p> <ul style="list-style-type: none"> Parking is permitted during the hours of restriction provided the vehicle is displaying a valid pay and display voucher (purchased from an appropriate ticket issuing machine), a valid cashless parking session, or a valid parking permit, issued for the zone in which it is parked. The hours of restriction within the central controlled zones are 8:30am to 6:30pm Mon to Sat and the hours of restriction within the peripheral and extended controlled zones are 8:30am to 5:30pm Mon to Fri. Time plates situated adjacent to the parking place will display the appropriate times of restriction for that place. A Parking Attendant can issue an instant Penalty Charge Notice to any vehicle which is not parked wholly within the set markings of the parking place, has returned to the same parking place within an hour of leaving, or has purchased additional parking time in order to extend the stay beyond the maximum stay period of that parking place. Should a motorist find a ticket issuing machine to be faulty and therefore be unable to purchase a valid pay and display voucher for their vehicle, the onus would remain with the motorist to purchase a voucher from a nearby machine with the same charge or to move their vehicle to another parking place with a fully functioning ticket machine. In instances where the vehicle is displaying an expired permit for the zone in which it is parked and has no other payment for parking, the Parking Attendant should only issue a PCN if the permit has expired by fifteen days or more. The vehicle can be removed if the

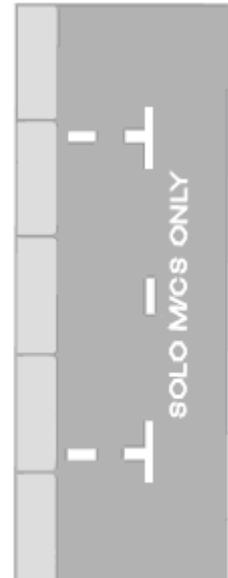
Section 4 – SHARED USE PARKING BAYS

Restrictions	Enforcement Protocols
	<p>permit has been expired for over 1 month.</p> <ul style="list-style-type: none"> • If the vehicle is displaying a valid pay and display voucher - In general, a pay and display ticket purchased from a ticket issuing machine in the immediate vicinity (e.g. opposite side of the road), providing the charge and maximum stay are identical; a PCN should not be issued. • If the vehicle is an invalid carriage or motor vehicle which is displaying a valid disabled blue badge and is not causing an obstruction; a PCN should not be issued. • If the vehicle is parked in a shared use parking place located in the peripheral or extended controlled parking zones and is clearly displaying a valid Essential Users Parking Permit (EUP) then the vehicle is permitted to remain for up to two hours. If a vehicle is displaying an EUP whilst parked in the central controlled zones then the Parking Attendant should issue a Penalty Charge Notice but should not authorise the vehicle for removal; • Motorcycles are exempt from payment of charges in shared use parking places within the Extended Controlled Parking Zones (Zones S1-S4 and N1-N5). Specific, motorcycle only, parking bays are provided in the central and peripheral controlled zones. <p><u>Exemptions to Enforcement</u></p> <p>(1) the vehicle is waiting for a period not exceeding two minutes, or such longer period as a parking attendant may approve, to enable a person to board or alight from the vehicle;</p> <p>(2) the vehicle is waiting owing to the driver being:</p> <ol style="list-style-type: none"> a. obliged to stop in order to avoid an accident; or b. prevented from proceeding by any circumstances beyond their control, where the said circumstance relates directly to the movement, or otherwise, of traffic on the road; <p>(3) the vehicle is being used for fire and rescue, ambulance or police purposes;</p> <p>(4) the vehicle, not being a passenger vehicle, is being used in the service of a local authority in pursuance of statutory powers or duties: Provided that in all the circumstances it is reasonably necessary in the exercise of such powers or in the performance of such duties for the vehicle to wait at the place in which it is waiting;</p> <p>(5) the vehicle is waiting only for so long as may be necessary to enable it to be used in connection with the removal of any obstruction to traffic;</p> <p>(6) if the vehicle, being a liveried vehicle, is in the service of, or is being employed by, a universal service provider and is in actual use, in the place within which the vehicle is waiting, while postal packets:</p> <ol style="list-style-type: none"> a. addressed to premises adjacent to the said place are being unloaded from the vehicle; or b. addressed to premises adjacent to the said place having been unloaded from the said vehicle, are being delivered; or c. are being collected from postal boxes or premises adjacent to the said place for loading onto the vehicle; or d. are being loaded onto the vehicle. <p>(7) the vehicle, not being a passenger vehicle, and where the said vehicle is integral to the work being undertaken, is waiting only for so long as</p>

Section 4 – SHARED USE PARKING BAYS

Restrictions	Enforcement Protocols
	<p>may be reasonably necessary to enable it to be used for the purpose of:</p> <ul style="list-style-type: none"> a. any building operation, demolition or excavation in or adjacent to the parking place; b. the maintenance, improvement or reconstruction of the parking place; or c. the laying, erection, alteration, removal or repair in or adjacent to the parking place of any sewer or of any main, pipe or apparatus for the supply of gas, water or electricity or of any telecommunication apparatus; or d. the placing, maintenance or removal of any traffic sign or parking meter. <p>provided that, in all cases, the vehicle or vehicles are in actual use in connection with the work being undertaken and that, in the case of any of the operations described in sub-paragraphs (iii) and (iv) above, the said operation or operations are to be conducted within the extents of the road.</p> <p>(8) the vehicle, not being a passenger vehicle, is in actual use in connection with the removal of furniture to or from one office or dwelling house adjacent to the place from or to another office or dwelling house;</p> <p>(9) the vehicle is in actual use in connection with a funeral undertaking;</p> <p>(10) the vehicle is waiting if goods are being sold or offered for sale from the vehicle by a person who is licensed by the Council to sell goods from a stationary vehicle situated in the place;</p> <p>(11) if the vehicle, being a security vehicle, is in actual use while currency, or other valuables:</p> <ul style="list-style-type: none"> a. are being unloaded from the vehicle; or b. having been unloaded from the said vehicle, are being delivered; or c. are being collected from premises adjacent to that road for loading onto the vehicle; or d. having been collected from the said premises, are being loaded onto the vehicle. <p>(12) where the vehicle is a goods vehicle in actual use for the purpose of delivering or collecting goods or merchandise or while loading or unloading the goods vehicle at premises adjoining the road in which the place is located: Provided that no such goods vehicle engaged in delivering or collecting goods or merchandise or being loaded or unloaded shall so wait for a period of more than thirty minutes in the same place or, if a period of less than thirty minutes has elapsed since the termination of the last period of waiting (if any) of the vehicle outside the same premises.</p>

Section 5 – OTHER DESIGNATED PARKING PLACES

Restrictions	Enforcement Protocols
	<p>1) Doctors' Parking Places</p> <p>PCN Code 16 'Parked in a permit space without displaying a valid permit'</p> <ul style="list-style-type: none"> Doctors parking places can be identified by white bay markings with an associated road legend stating 'DOCTOR' and also a related time plate There are currently only two Doctors' parking places in Edinburgh; Casselbank Street (which is restricted from 8:00am to 6:00pm Mon to Fri and from 8:00am to 12:00 noon on Saturdays) and Hermitage Terrace (which is restricted from 8:30am to 6:00pm Mon to Fri). <p>NOTES</p> <ul style="list-style-type: none"> Parking is permitted provided the vehicle is clearly displaying a valid doctors' permit for the place in which the vehicle is parked. Parking Attendants will issue an instant Penalty Charge Notice to any vehicle parked in a doctors parking place which is not displaying a valid doctors permit for that bay.
	<p>2) Solo Motorcycle Parking Places</p> <p>PCN Code 23 'Parked in a parking place not designated for that class of vehicle'</p> <ul style="list-style-type: none"> Solo Motorcycle parking places can be identified by white bay markings with an associated road legend stating 'SOLO M/Cs ONLY' or 'SOLO M/Cs'. <p>NOTES</p> <ul style="list-style-type: none"> Parking is permitted for any bicycle which is propelled by mechanical power (without a sidecar attachment). Parking Attendants will issue an instant Penalty Charge Notice to any vehicle parked in a solo motorcycle parking place which is not a solo motorcycle. A Parking Attendant can issue an instant Penalty Charge Notice to any vehicle which is not parked wholly within the set markings of the bay.

Section 5 – OTHER DESIGNATED PARKING PLACES

Restrictions	Enforcement Protocols
	<p>3) City Car Club Parking Places</p> <p>PCN Code 23 ‘Parked in a parking place not designated for that class of vehicle’</p> <ul style="list-style-type: none"> City Car Club parking places can be identified by white bay markings with an associated road legend stating ‘CITY CAR CLUB ONLY’ and also a related time plate. <p>NOTES</p> <ul style="list-style-type: none"> Parking Attendants will issue an instant Penalty Charge Notice to any vehicle parked in a City Car Club place which is not owned (and clearly liveried) by the City Car Club. A Parking Attendant can issue an instant Penalty Charge Notice to any vehicle which is not parked wholly within the set markings of the bay.
	<p>4) Loading Place</p> <p>PCN Code 25 ‘Vehicle waiting in a loading place without loading taking place’</p> <ul style="list-style-type: none"> Loading places can be identified by white bay markings with an associated road legend stating ‘LOADING ONLY’ and also a related time plate. Greenway loading places are governed by different legislation and are covered separately within this document (section 10). <p>NOTES</p> <ul style="list-style-type: none"> Loading / Unloading of a vehicle is permitted for periods of up to 30 minutes in a loading place. Parking Attendants will observe a private vehicle in a loading place for a full five minutes, or a marked goods vehicle for a full ten minutes, to check for loading activity before issuing a Penalty Charge Notice (PCN). Vehicles should be moved on by a Parking Attendant if the driver is present and no loading/unloading is witnessed. If the driver is not present, or if the driver refuses to move, the Parking Attendant will issue Penalty Charge Notice after the appropriate constant observation. A Parking Attendant can issue an instant Penalty Charge Notice to any vehicle which is not parked wholly within the set markings of the bay.

Section 5 – OTHER DESIGNATED PARKING PLACES

Restrictions	Enforcement Protocols
	<p>4) Disabled Parking Place</p> <p>PCN Code 40 ‘parked in a designated disabled persons’ parking place without displaying a valid disabled persons’ parking badge’</p> <ul style="list-style-type: none"> Disabled parking places can be identified by white bay markings with an associated road legend stating ‘DISABLED’ and also an associated time plate. <p>NOTES</p> <ul style="list-style-type: none"> Parking is permitted provided the vehicle is clearly displaying a valid blue disabled badge. Parking Attendants will issue an instant Penalty Charge Notice to any vehicle not displaying a valid blue disabled badge. A Parking Attendant can issue an instant Penalty Charge Notice to any vehicle which is not parked wholly within the set markings of the bay. Any vehicles displaying an altered blue disabled badge should be issued with an instant PCN and be authorised for removal. Details of this action must be forwarded to the Council’s Corporate Fraud team at the earliest opportunity.
	<p>5) Diplomatic Parking Places</p> <p>PCN Code 41 ‘Parked in a parking place designated for diplomatic vehicles’</p> <ul style="list-style-type: none"> Diplomatic parking places can be identified by white bay markings with an associated road legend stating ‘DIPLOMAT’ and also an associated time plate. <p>NOTES</p> <ul style="list-style-type: none"> Parking Attendants will issue an instant Penalty Charge Notice to any vehicle parked in a diplomatic parking place without the necessary vehicle registration plates (i.e. registration plates containing X, D, or CD as follows : 123 X 456, 123 D 456 or CD 123 456). Parking Attendants will not authorise a vehicle for removal unless a specific request is received from the Embassy / High Commission / Consulate. Where confirmation is given that a vehicle is to be removed, a Parking Attendant must make full notes.

Section 5 – OTHER DESIGNATED PARKING PLACES

Restrictions



Enforcement Protocols

6) Police Parking Places

PCN Code 42

'Parked in a parking place designated for Police vehicles'

- Police parking places can be identified by white bay markings with an associated road legend stating 'POLICE' and also an associated time plate.

NOTES

- Parking Attendants will issue an instant Penalty Charge Notice to any vehicle which is not a clearly marked Police car or is not displaying a recognised Police identifier.

Section 5 – OTHER DESIGNATED PARKING PLACES

	Exemptions to Enforcement
	<p>(1) the vehicle is waiting for a period not exceeding two minutes, or such longer period as a parking attendant may approve, to enable a person to board or alight from the vehicle;</p> <p>(2) the vehicle is waiting owing to the driver being:</p> <ol style="list-style-type: none"> a. obliged to stop in order to avoid an accident; or b. prevented from proceeding by any circumstances beyond their control, where the said circumstance relates directly to the movement, or otherwise, of traffic on the road; <p>(3) the vehicle is being used for fire and rescue, ambulance or police purposes;</p> <p>(4) the vehicle, not being a passenger vehicle, is being used in the service of a local authority in pursuance of statutory powers or duties: Provided that in all the circumstances it is reasonably necessary in the exercise of such powers or in the performance of such duties for the vehicle to wait at the place in which it is waiting;</p> <p>(5) the vehicle is waiting only for so long as may be necessary to enable it to be used in connection with the removal of any obstruction to traffic;</p> <p>(6) if the vehicle, being a liveried vehicle, is in the service of, or is being employed by, a universal service provider and is in actual use, in the place within which the vehicle is waiting, while postal packets:</p> <ol style="list-style-type: none"> a. addressed to premises adjacent to the said place are being unloaded from the vehicle; or b. addressed to premises adjacent to the said place having been unloaded from the said vehicle, are being delivered; or c. are being collected from postal boxes or premises adjacent to the said place for loading onto the vehicle; or d. are being loaded onto the vehicle. <p>(7) the vehicle, not being a passenger vehicle, and where the said vehicle is integral to the work being undertaken, is waiting only for so long as may be reasonably necessary to enable it to be used for the purpose of:</p> <ol style="list-style-type: none"> a. any building operation, demolition or excavation in or adjacent to the parking place; b. the maintenance, improvement or reconstruction of the parking place; or c. the laying, erection, alteration, removal or repair in or adjacent to the parking place of any sewer or of any main, pipe or apparatus for the supply of gas, water or electricity or of any telecommunication apparatus; or d. the placing, maintenance or removal of any traffic sign or parking meter. <p>provided that, in all cases, the vehicle or vehicles are in actual use in connection with the work being undertaken and that, in</p>

Section 5 – OTHER DESIGNATED PARKING PLACES

	Exemptions to Enforcement
	<p>the case of any of the operations described in sub-paragraphs (iii) and (iv) above, the said operation or operations are to be conducted within the extents of the road.</p> <p>(8) the vehicle, not being a passenger vehicle, is in actual use in connection with the removal of furniture to or from one office or dwelling house adjacent to the place from or to another office or dwelling house;</p> <p>(9) the vehicle is in actual use in connection with a funeral undertaking;</p> <p>(10) the vehicle is waiting if goods are being sold or offered for sale from the vehicle by a person who is licensed by the Council to sell goods from a stationary vehicle situated in the place;</p> <p>(11) if the vehicle, being a security vehicle, is in actual use while currency, or other valuables:</p> <ul style="list-style-type: none"> a. are being unloaded from the vehicle; or b. having been unloaded from the said vehicle, are being delivered; or c. are being collected from premises adjacent to that road for loading onto the vehicle; or d. having been collected from the said premises, are being loaded onto the vehicle.

Section 6 – PARKING OUTSIDE SCHOOLS

Restrictions	Enforcement Protocols
	<p>1) School Keep Clear Markings</p> <p>PCN Code 02 – ‘Parked or loading / unloading in a restricted street where waiting and loading / unloading restrictions are in force’</p> <ul style="list-style-type: none"> School keep clear markings can be identified by a single yellow line along the roadside, the road legend ‘SCHOOL KEEP CLEAR’ (as shown in fig 1) and also an associated time plate indicating the hours of restriction. <p>NOTES</p> <ul style="list-style-type: none"> Parking Attendants will issue an instant Penalty Charge Notice to any vehicle parked at school keep clear markings. Vehicles should be moved on if the driver is present. If the driver is not present, or if the driver refuses to move, the Parking Attendant will issue an instant Penalty Charge Notice. <p><u>Exemptions to Enforcement</u></p> <p>(1) to enable the vehicle, if it cannot conveniently be used for such purpose in any other road to be used in connection with any building operations or demolition, the removal of any obstruction to traffic, the maintenance, improvement or reconstruction of any of the lengths of road so referred to, or the execution in any of the said lengths of road of road works as defined in the New Roads and Street Works Act 1991;</p> <p>(2) to enable the vehicle, if it cannot conveniently be used for such purposes in any other road to be used in pursuance of statutory powers and duties;</p> <p>(3) to enable the vehicle to be used for fire brigade, ambulance or police force purposes; or</p> <p>(4) to enable the vehicle to be used as a contractual bus.</p>

Section 7 – BUS STOP CLEARWAYS

Restrictions	Enforcement Protocols
	<p>1) Bus Stop Clearways</p> <p>PCN Code 47 – ‘Parked on a restricted Bus Stop’</p> <ul style="list-style-type: none"> Bus Stop Clearways can be identified by yellow bus stop bay markings, a thick (150mm) single yellow line through the bus stop and also an associated road legend stating ‘bus stop’. There will also be a time plate at the location stating ‘no stopping except buses’. Bus Stop Clearways are in operation 24 hours a day, 365 days a year unless the time plate states otherwise. <p>NOTES</p> <ul style="list-style-type: none"> Parking Attendants will issue an instant Penalty Charge Notice to any vehicle parked at a Bus Stop Clearway. Vehicles should be moved on if the driver is present. If the driver is not present, or if the driver refuses to move, the Parking Attendant will issue an instant Penalty Charge Notice. <p><u>Exemptions to Enforcement</u></p> <p>(1) the driver of a bus being used in the provision of a local service who causes the bus to stop within the clearway for so long as may be necessary:</p> <ol style="list-style-type: none"> to maintain the published timetable for the service (provided, in the case of a bus stop clearway, the bus is not stopped within the clearway for a period exceeding two minutes); to enable passengers to board or alight from the bus; or to enable the crew of the bus to be changed. <p>(2) the driver of a bus being used in the provision of a local service who causes the bus to stop within the clearway for so long as may be necessary:</p> <ol style="list-style-type: none"> to maintain the published timetable for the service (provided, in the case of a bus stop clearway, the bus is not stopped within the clearway for a period exceeding two minutes); to enable passengers to board or alight from the bus; or to enable the crew of the bus to be changed. <p>(3) a vehicle being used for fire brigade, ambulance or police purposes;</p> <p>(4) anything done with the permission or at the direction of:</p> <ol style="list-style-type: none"> a constable in uniform; a traffic warden; or where the clearway is in a special parking area designated under Part II of the Road Traffic Act 1991 or Schedule 3 to that Act, a parking attendant appointed under section 63A of the 1984 Act(1); <p>(5) a vehicle which is prevented from proceeding by circumstances beyond the driver’s control or which has to be stopped in order to avoid injury or damage to persons or property;</p> <p>(6) a taxi which is stationary only for so long as may be reasonably necessary for a passenger to board or alight and to load or unload any luggage of the passenger;</p> <p>(7) a marked vehicle which, whilst used by a universal service provider in the</p>

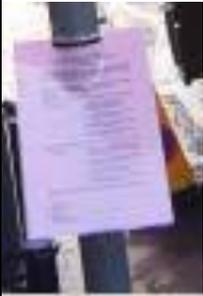
Section 7 – BUS STOP CLEARWAYS

Restrictions	Enforcement Protocols
	<p>course of the provision of a universal postal service, is stationary only for so long as may be reasonably necessary for postal packets to be collected;</p> <p>(8) a vehicle driven by a person whilst being trained to drive a bus operating local services who, as part of his training, stops the vehicle within a clearway for no longer than necessary to simulate the stopping of a bus at a bus stop for the purpose of picking up and setting down passengers;</p> <p>(9) a vehicle which is stationary in order that it may be used for one or more of the purposes specified below and which cannot be used for such a purpose without stopping in the clearway.</p> <p>a. any operation involving building, demolition or excavation;</p> <p>b. the removal of any obstruction to traffic;</p> <p>c. the maintenance, improvement or reconstruction of a road;</p> <p>d. constructing, improving, maintaining or cleaning any street furniture including bus stop infrastructure; or</p> <p>e. the laying, erection, alteration, repair or cleaning of any sewer or of any main, pipe or apparatus for the supply of gas, water or electricity, or of any telecommunications apparatus kept installed for the purposes of a telecommunications code system or of any other telecommunications apparatus lawfully kept installed in any position.</p>

Section 8 – SUSPENDED PARKING BAYS

Restrictions	Enforcement Protocols
<p>fig 1</p>  <p>fig 2</p> 	<p>SUSPENDED PARKING PLACES</p> <p>PCN Code 21 – 'Parked in a suspended bay or space or part of bay or space'</p> <ul style="list-style-type: none"> Bay suspensions are denoted by bay suspension signs (fig 1) located along the length of the suspension, no parking cones (fig 2) positioned in each of the suspended bays. No loading / waiting is permitted during hours of loading prohibition (as displayed on suspension sign – (fig 1)). <p>NOTES</p> <ul style="list-style-type: none"> If a vehicle was parked in a suspended place prior to the suspension coming into effect then the Parking Attendant will issue a Warning Notice and authorise the vehicle for relocation in order to clear the suspended place. Parking Attendants will issue an instant Penalty Charge Notice to any vehicle which parks in a suspended parking place after the suspension has come into effect. Vehicles should be moved on if the driver is present. If the driver is not present, or the driver refuses to move, the Parking Attendant will issue a Penalty Charge Notice. <p><u>Acceptable reasons for suspending parking places (and exemptions to enforcement)</u></p> <p>(1) for the purpose of facilitating the movement of traffic or promoting its safety;</p> <p>(2) for the purpose of:</p> <ol style="list-style-type: none"> any building operation, demolition or excavation in or adjacent to the place; the maintenance, improvement or reconstruction of the road in or adjacent to the place; or the maintenance or cleansing of gullies in or adjacent to the place; the laying, erection, alteration, removal or repair in or adjacent to the place of any sewer or of any main, pipe or apparatus for the supply of gas, water or electricity or of any tele-communication apparatus; or the placing, maintenance or removal of any traffic sign or parking meter; <p>(3) for the convenience of occupiers of premises adjacent to the place on the occasion of the removal of furniture from one office or dwelling house to another or the removal of furniture from such premises to a depository or to such premises from a depository;</p> <p>(4) on any occasion on which it is likely by reason of some special attraction that any street will be thronged or obstructed; or</p> <p>(5) for the convenience of occupiers of premises adjacent to the place at times of funerals or on other special occasions.</p>

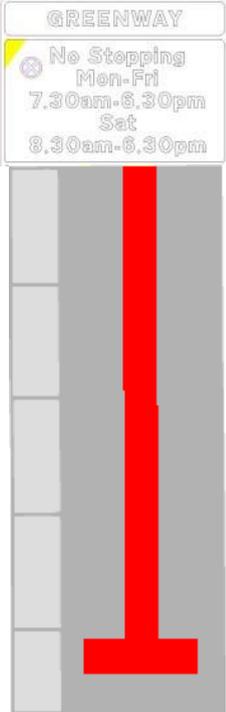
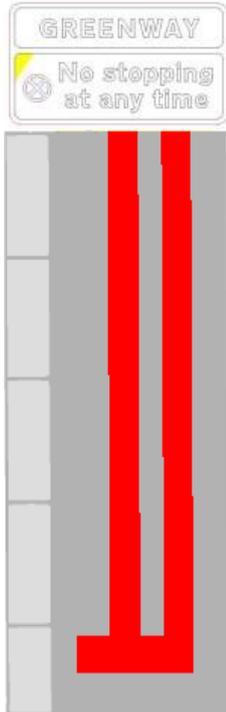
Section 9 – TEMPORARY TRAFFIC REGULATION ORDERS

Restrictions	Enforcement Protocols
<p>fig 1</p>  <p>fig 2</p>  <p>fig 3</p> 	<p>TEMPORARY TRAFFIC REGULATION ORDERS</p> <p>PCN Code 01 – ‘Parked in a restricted street during prescribed hours’</p> <p>PCN Code 02 – ‘Parked or loading / unloading in a restricted street where waiting and loading / unloading restrictions are in force’</p> <ul style="list-style-type: none"> • Temporary Traffic Regulation Orders (TTROs) are indicated by street bills (fig 1), corex suspension signs (fig 2) and no parking cones (fig 3) positioned along the length of the TTRO. • No loading and/or waiting is generally permitted during hours of the Temporary Traffic Regulation Order as denoted on the associated street bills located along the length of the TTRO (fig 1). Some TTROs allow for vehicles to load and unload. <p>NOTES</p> <ul style="list-style-type: none"> • If a vehicle was parked in an area affected by a TTRO prior to the TTRO coming into effect then the Parking Attendant will issue a Warning Notice and authorise the vehicle for relocation in order to clear the TTRO. • Parking Attendants will issue a Penalty Charge Notice as appropriate to any vehicle which parks in an area affected by the TTRO after it has come into effect. • Vehicles should be moved on if the driver is present. If the driver is not present, or if the driver refuses to move, the Parking Attendant will issue an instant Penalty Charge Notice. <p><u>Acceptable reasons for suspending parking places (and exemptions to enforcement)</u></p> <p>(1) for the purpose of facilitating the movement of traffic or promoting its safety;</p> <p>(2) for the purpose of:</p> <ol style="list-style-type: none"> any building operation, demolition or excavation in or adjacent to the place; the maintenance, improvement or reconstruction of the road in or adjacent to the place; or the maintenance or cleansing of gullies in or adjacent to the place; the laying, erection, alteration, removal or repair in or adjacent to the place of any sewer or of any main, pipe or apparatus for the supply of gas, water or electricity or of any tele-communication apparatus; <p>or</p> <ol style="list-style-type: none"> the placing, maintenance or removal of any traffic sign or parking meter;

Section 9 – TEMPORARY TRAFFIC REGULATION ORDERS

Restrictions	Enforcement Protocols
	<p>(3) for the convenience of occupiers of premises adjacent to the place on the occasion of the removal of furniture from one office or dwelling house to another or the removal of furniture from such premises to a depository or to such premises from a depository;</p> <p>(4) on any occasion on which it is likely by reason of some special attraction that any street will be thronged or obstructed; or</p> <p>(5) for the convenience of occupiers of premises adjacent to the place at times of funerals or on other special occasions.</p>

Section 10 – GREENWAY PARKING RESTRICTIONS

Restrictions	Enforcement Protocols
<p>fig 1 – srl</p>  <p>fig 2 – drl</p> 	<p>1) Red Line restrictions</p> <p>PCN Code 46 – ‘Stopped where prohibited (on a red route or clearway)’</p> <p>Single Red Line (srl) (fig 1)</p> <ul style="list-style-type: none"> • No stopping or loading during the restricted hours (as displayed on the associated time plate). <p>Double Red Line (drl) (fig 2)</p> <ul style="list-style-type: none"> • No stopping or loading at any time. <p>NOTES</p> <ul style="list-style-type: none"> • Stopping and loading are prohibited on Greenway routes during controlled hours unless the vehicle is in a designated parking or loading bay during the operational hours of the bay. • Any vehicle incorrectly parked on a red line will be issued with an instant Penalty Charge Notice (PCN) using the 46 contravention code. • Vehicles should be moved on by a Parking Attendant if the driver is present. If the driver is not present, or if the driver refuses to move, the Parking Attendant will issue an instant Penalty Charge Notice. <p><u>Exemptions to Enforcement</u></p> <p>(1) If the vehicle is a public service vehicle while being used in the provision of a local service (Such vehicles may wait at any bus stop situated on the greenway for the period of time necessary for taking up and setting down passengers and for an additional period of time not exceeding one half of one minute for other operational reasons pertaining to such a vehicle).</p> <p>(2) If the vehicle is a taxi and is waiting at the edge of the carriageway for so long as may be necessary for the purpose of enabling a person to board or alight from the vehicle or to load or unload their personal luggage.</p> <p>(3) If the vehicle is displaying a disabled person’s badge, it may wait at the edge of the carriageway in any road for so long as may be necessary for the purpose of enabling a disabled person to board or alight from the vehicle.</p> <p>(4) If the vehicle is waiting at any gate or other barrier at the entrance to premises to which the vehicle is proceeding, or from which it has emerged, is opened or closed, if it is not reasonably practicable for the vehicle to wait at a place where it would otherwise be lawful for the vehicle to wait.</p> <p>(5) If the vehicle is in the service of or employed by the Post Office from waiting while letters or postal packets are being unloaded from the vehicle or, having been unloaded therefrom, are being delivered to premises adjacent to any road or while letters or postal packets are being collected from post boxes or premises adjacent to any road for loading on to the vehicle .</p> <p>(6) If the vehicle is being driven by a medical practitioner or uniformed nurse/mid wife visiting patients on professional domiciliary calls in</p>

Section 10 – GREENWAY PARKING RESTRICTIONS

Restrictions	Enforcement Protocols
	<p>premises situated on any road and the vehicle bears a badge approved by the Council conspicuously displayed on the vehicle so that the particulars recorded on the badge are clearly visible to a person standing at the front or the nearside of the vehicle.</p> <p>(7) If the vehicle is displaying a permit issued by the local traffic authority when used within the times and at the places specified in that permit.</p> <p>(8) If the vehicle is being used for fire brigade, ambulance or police purposes. (9) If the vehicle is being used for the removal of any obstruction to traffic.</p> <p>(10) If the vehicle is being used in connection with emergency works. (11) If the vehicle is required by law to stop or not to proceed.</p> <p>(12) If the vehicle is obliged to stop in order to avoid an accident.</p> <p>(13) If the vehicle is prevented from proceeding by circumstances outwith the drivers control.</p> <p>(14) A taxi whilst plying for hire in a taxi stance.</p> <p>(15) If the vehicle is a security vehicle being used in the transit of money or valuables.</p> <p>(16) If the vehicle is being used for the removal to or from one office, dwellinghouse or depository to or from another office, dwellinghouse or depository.</p> <p>(17) If the vehicle is being used in connection with a funeral or wedding and has been given permission to stop.</p> <p>And, between the hours of 09.30 and 16.00 on Single Red Lines and between the Hours of 18.30 and 07.30 on Double Red Lines</p> <p>(18) If the vehicle is being used in connection with the placing, maintenance or removal of any lighting column, lantern or lamp; traffic sign, traffic bollard, guardrail or any other item of street furniture ; bus shelter; bus stop flags and information notices or any traffic signals.</p> <p>(19) If the vehicle is being used in connection with the cleaning or lighting of any bus shelter, traffic sign or traffic bollard adjacent to the restricted road.</p> <p>(20) If the vehicle is being used in connection with the maintenance, improvement or reconstruction of any gully or road service adjacent to the road or any waste management activities.</p>

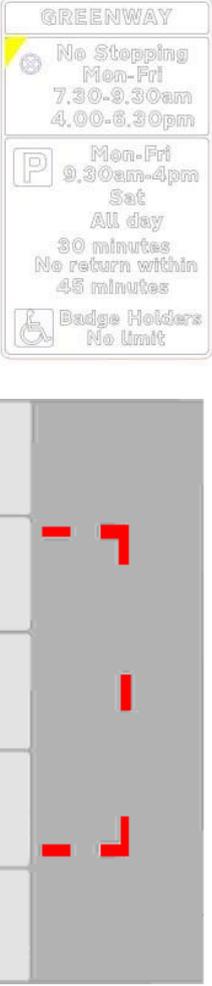
Section 10 – GREENWAY PARKING RESTRICTIONS

Restrictions	Enforcement Protocols
 <p>The image shows a 'GREENWAY' sign with a 'No Stopping' symbol. The sign text reads: 'No Stopping Mon-Fri 7.30am-6.30pm Sat 8.30am-6.30pm'. Below this, it says 'Except for' and lists 'Loading' and 'Badge Holders'. To the right of the sign is a road marking consisting of a grey rectangular area with red dashed lines forming a bay, and the words 'LOADING ONLY' written vertically in red.</p>	<p>2) Greenways Loading Places</p> <p>PCN Code 25 'Vehicle waiting in a loading place without loading taking place'</p> <ul style="list-style-type: none"> • Loading places can be identified by bay markings with an associated road legend stating 'LOADING ONLY' and also a related time plate. <p>NOTES</p> <ul style="list-style-type: none"> • Loading / Unloading of a vehicle is permitted in Greenway loading place during the hours of operation of the bay. • The hours of operation and the maximum loading period will be displayed on a time plate next to the bay. • Vehicles displaying a valid disabled badge are permitted to park in loading places during their hours of operation, provided the wheelchair user symbol is displayed on the sign. • Parking Attendants will observe a private vehicle in a loading place for a full five minutes, or a marked goods vehicle for a full ten minutes, to check for loading activity before issuing a Penalty Charge Notice (PCN). • Vehicles should be moved on by a Parking Attendant if the driver is present and no loading/unloading is witnessed. If the driver is not present, or if the driver refuses to move, the Parking Attendant will issue Penalty Charge Notice after the appropriate constant observation <p><u>Exemptions to Enforcement</u></p> <p>(1) If the vehicle is a taxi and is waiting at the edge of the carriageway for so long as may be necessary for the purpose of enabling a person to board or alight from the vehicle or to load or unload their personal luggage</p> <p>(2) If the vehicle is displaying a disabled person's badge, it may wait at the edge of the carriageway in any road for so long as may be necessary for the purpose of enabling a disabled person to board or alight from the vehicle</p> <p>(3) If the vehicle is waiting at any gate or other barrier at the entrance to premises to which the vehicle is proceeding, or from which it has emerged, is opened or closed, if it is not reasonably practicable for the vehicle to wait at a place where it would otherwise be lawful for the vehicle to wait</p> <p>(4) If the vehicle is in the service of or employed by the Post Office from waiting while letters or postal packets are being unloaded from the vehicle or, having been unloaded therefrom, are being delivered to premises adjacent to any road or while letters or postal packets are being collected from post boxes or premises adjacent to any road for loading on to the vehicle</p> <p>(5) If the vehicle is being driven by a medical practitioner or uniformed nurse/mid wife visiting patients on professional domiciliary calls in premises situated on any road and the vehicle bears a badge approved by the Council conspicuously displayed on the vehicle so that the particulars recorded on the badge are clearly visible to a person standing</p>

Section 10 – GREENWAY PARKING RESTRICTIONS

Restrictions	Enforcement Protocols
	<p>at the front or the nearside of the vehicle.</p> <p>(6) If the vehicle is displaying a permit issued by the local traffic authority when used within the times and at the places specified in that permit</p> <p>(7) If the vehicle is being used for fire brigade, ambulance or police purposes</p> <p>(8) If the vehicle is being used for the removal of any obstruction to traffic</p> <p>(9) If the vehicle is being used in connection with emergency works</p> <p>(10) If the vehicle is required by law to stop or not to proceed</p> <p>(11) If the vehicle is obliged to stop in order to avoid an accident</p> <p>(12) If the vehicle is prevented from proceeding by circumstances outwith the drivers control</p> <p>(13) A taxi whilst plying for hire in a taxi stance</p> <p>(14) If the vehicle is a security vehicle being used in the transit of money or valuables</p> <p>(15) If the vehicle is being used for the removal to or from one office, dwellinghouse or depository to or from another office, dwellinghouse or depository.</p> <p>(16) If the vehicle is being used in connection with a funeral or wedding and has been given permission to stop</p>

Section 10 – GREENWAY PARKING RESTRICTIONS

Restrictions	Enforcement Protocols
 <p>The image shows two types of parking signs and markings. The top sign is a 'GREENWAY' sign with a yellow triangle and a 'No Stopping' symbol, indicating restrictions from Monday to Friday, 7.30-9.30am and 4.00-6.30pm. The bottom sign is a 'P' parking sign with a '30 minutes' limit, 'No return within 45 minutes', and 'Badge Holders No limit'. To the right of the signs is a vertical grey bar representing a road with red markings: a red 'L' shape at the top, a red vertical line in the middle, and another red 'L' shape at the bottom, indicating limited waiting parking places.</p>	<p>3) Greenways Limited Waiting Parking Places</p> <p>PCN Code 30 'parked for longer than permitted'</p> <ul style="list-style-type: none"> Limited waiting places can be identified by bay markings on street and an associated time plate indicating the operational times and maximum stay period of the parking place. <p>NOTES</p> <ul style="list-style-type: none"> Parking is permitted for up to the maximum stay period as stated on the time plate. Vehicles displaying a valid disabled badge do not have to adhere to the maximum stay periods and are permitted to remain parked for the duration of the operational hours of the parking place. Parking Attendants will issue an instant Penalty Charge Notice to any vehicle which has overstayed the maximum stay period. Vehicles will not be permitted to return to a limited waiting place within 1.5*M (where M is the maximum stay period) minutes of leaving the parking place. <p><u>Exemptions to Enforcement</u></p> <p>(1) If the vehicle is a taxi and is waiting at the edge of the carriageway for so long as may be necessary for the purpose of enabling a person to board or alight from the vehicle or to load or unload their personal luggage</p> <p>(2) If the vehicle is displaying a disabled person's badge, it may wait at the edge of the carriageway in any road for so long as may be necessary for the purpose of enabling a disabled person to board or alight from the vehicle</p> <p>(3) If the vehicle is waiting at any gate or other barrier at the entrance to premises to which the vehicle is proceeding, or from which it has emerged, is opened or closed, if it is not reasonably practicable for the vehicle to wait at a place where it would otherwise be lawful for the vehicle to wait</p> <p>(4) If the vehicle is in the service of or employed by the Post Office from waiting while letters or postal packets are being unloaded from the vehicle or, having been unloaded therefrom, are being delivered to premises adjacent to any road or while letters or postal packets are being collected from post boxes or premises adjacent to any road for loading on to the vehicle</p> <p>(5) If the vehicle is being driven by a medical practitioner or uniformed nurse/mid wife visiting patients on professional domiciliary calls in premises situated on any road and the vehicle bears a badge approved by the Council conspicuously displayed on the vehicle so that the particulars recorded on the badge are clearly visible to a person standing at the front or the nearside of the vehicle.</p> <p>(6) If the vehicle is displaying a permit issued by the local traffic authority when used within the times and at the places specified in that permit</p> <p>(7) If the vehicle is being used for fire brigade, ambulance or police purposes</p>

Section 10 – GREENWAY PARKING RESTRICTIONS

Restrictions	Enforcement Protocols
	<p>(8) If the vehicle is being used for the removal of any obstruction to traffic</p> <p>(9) If the vehicle is being used in connection with emergency works</p> <p>(10) If the vehicle is required by law to stop or not to proceed</p> <p>(11) If the vehicle is obliged to stop in order to avoid an accident</p> <p>(12) If the vehicle is prevented from proceeding by circumstances outwith the drivers control</p> <p>(13) A taxi whilst plying for hire in a taxi stance</p> <p>(14) If the vehicle is a security vehicle being used in the transit of money or valuables</p> <p>(15) If the vehicle is being used for the removal to or from one office, dwellinghouse or depository to or from another office, dwellinghouse or depository.</p> <p>(16) If the vehicle is being used in connection with a funeral or wedding and has been given permission to stop</p>

Section 11 – VEHICLE REMOVALS AND CLAMPING

VEHICLE REMOVALS AND RELOCATIONS

- Any vehicle may be authorised for removal after the issue of a Penalty Charge Notice.
- The Council prioritises the removal of certain contraventions over others. The removal priorities are outlined in Appendix 3.
- In certain cases, the vehicle will be left in position, or possibly relocated to a nearby area if it is deemed to be causing an obstruction, rather than be removed to the car pound; for example:
 - If the vehicle is displaying a valid disabled badge.
 - If the vehicle is displaying a valid Essential Users Parking Permit.
 - If the vehicle is parked in a pay and display parking place and displaying a valid permit for the zone in which it is parked.
- Any vehicles displaying an altered blue disabled badge should be issued with an instant PCN and be authorised for removal. Details of this action must be forwarded to the Council's Corporate Fraud team at the earliest opportunity
- Should a vehicle which has been authorised for removal be deemed too large to be lifted by a Council removal truck, then arrangements may be made to have the offending vehicle towed to the car pound through a private contractor.

PERSISTENT EVADERS

- Any vehicle which has five or more outstanding parking tickets (parking tickets which have not been paid), is considered to be a Persistent Evader.
- Vehicles classed as Persistent Evaders are deemed to be high priority removals after being issued with a Penalty Charge Notice.
- Persistent Evader vehicles which have high levels of debt (above £500) are classed as High Value Debtors.
- Vehicles classed as Persistent Evaders and High Value Debtors are not entitled to the standard observation periods, with instant Penalty Charge Notices issued in most circumstances.

CLAMPING

- Any vehicle which is classed as a Persistent Evader or High Value Debtor and has more than 20 Penalty Charge Notices outstanding may also be clamped.
- Vehicle owners must provide the Council with current address details and pay the clamp release fee in order to have their vehicle unclamped.
- Any vehicle which remains clamped through the day will be removed or towed to the car pound. In such cases the clamping fee will be waived and the higher removal fee will become payable.

APPENDIX 1 – DISPENSATIONS AND SUSPENSIONS

Dispensations

A dispensation is if you need to load or unload on a single yellow line for longer than 30 minutes. There is a £10 administration charge for each dispensation request per vehicle and location which must be paid in full by debit or credit card before a dispensation request can be processed.

You can apply for a dispensation by calling us on 0131 557 6941 between the hours of 8:30am and 5pm, Monday to Friday, or by emailing us at edinburghdispensation@nslservices.co.uk or by completing and faxing the downloadable form provided on our website.

You should give as much notice as possible if you need a dispensation for:

- delivering heavy goods
- furniture or home removals
- vehicle with generators

To set up a dispensation we require

- the location address
- the start and end time
- the company name
- the vehicle registration.

Suspensions

From 8 June 2015 all parking bay suspensions will be charged at the appropriate pay and display rate for the street/area. There will no longer be a lower charge for the suspension of permit parking bays or for suspensions involving 'essential works' and all charges must be paid in full by debit or credit card before a suspension request can be processed.

You can apply for a suspension by calling us on 0131 5541751 between the hours of 8:30am and 3pm, Monday to Friday, or by emailing us at edinburghsuspensions@nslservices.co.uk or by completing and faxing us the downloadable form provided on our website.

For suspensions we require three days notice excluding the weekends for resident permit parking spaces and two days notice excluding the weekends for public parking bays. Charges will vary depending on the area.

To set up a suspension we require the location address

1. fax or email details
2. date or dates required
3. reason for the suspension.

APPENDIX 2 – PARKING PERMIT SCHEMES

Residents Parking Permit Scheme for Controlled Parking Zones (CPZ)

- Residents parking permits are available to any resident residing at a qualifying address within the Controlled Parking Zone (CPZ) in Edinburgh as defined by the CPZ Traffic Regulation Order.
 - Residents parking permits allow residents to park within permit holders or shared use parking place within their zone.
 - The hours of operation are as follows:
 - Central Zones (Zones 1 - 4) – 8.30am to 6.30pm Monday to Saturday
 - Peripheral & Extended Zone (Zones 5 - 8 & N1- N5 & S1 – S4) – 8.30am to 5.30pm Monday to Friday
- Residents must supply proof of residence and a copy of the vehicle registration document showing that the vehicle is owned by them. If the vehicle is not registered in the applicants name then the applicant must produce:
- A letter from the registered keeper declaring that they are the main user and keeper of the vehicle
 - The insurance certificate detailing their name, address, postcode and vehicle registration or a recent letter from the insurance company verifying the vehicle is usually kept by them at an address within the Controlled Parking Zone
 - If the vehicle is owned by a leasing or hire company, the applicant must provide a written declaration from the hirer or leaser of the vehicle advising that the vehicle is for the applicant's sole use.
- Charges for residents parking permits are based on the zone in which the applicant's property is located and on either the vehicle CO2 emissions (g/km) or engine size (cc). The first permit is issued at the standard price (Permit 1 charge) additional permits will incur a 25% surcharge (Permit 2 charge).
 - A maximum of two permits can be issued to a household; however each person is only eligible for a single permit.
 - Residents can apply for a merged residents permit, two vehicles will be registered to the permit, however, only one vehicle can use the permit to park at any one time.
 - Blue badge holders and motorcyclists are entitled to an exempt (free) residents parking permit, please see section 10 – Virtual Parking Permits.
 - Trailers, vehicle carrying more than 12 passengers and vehicles over 2.5m in height are not eligible for residents parking permits.
 - Residents parking permits do not guarantee the resident a parking place, however, it does give them priority over people without permits during the operating hours.

Residents Parking Permit Scheme for Priority Parking Areas

- Residents Parking Permits are available to any resident residing at a qualifying address within a Priority Parking Area in Edinburgh as defined by the CPZ Traffic Regulation Order.
- Residents parking permits allow residents to park within permit holders parking place within their zone.
 - The hours of operation are as follows:
 - Buffer Area B1 – 10.00am - 11.30am Monday to Friday
 - Buffer Area B2 – 1.30pm - 3pm Monday to Friday
 - Buffer Area B3 – 10.00am - 11.30am Monday to Friday
 - Buffer Area B4 – 11.30am - 1pm Monday to Friday
 - Buffer Area B5 - 11.30am - 1pm Monday to Friday
 - Buffer Area B6 – 11.00am -12.30pm Monday to Friday
 - Buffer Area B7 – 9.30am - 11am Monday to Friday
 - Buffer Area B8 – 12.30pm - 2pm

APPENDIX 2 – PARKING PERMIT SCHEMES

- Buffer Area B9 – 1.30pm - 3pm
- Buffer Area B10 – 1.30pm - 3pm
- In a Priority Parking Area only the residents parking places are controlled, the remaining kerbside space is generally uncontrolled, with the exception of yellow line restrictions.
- Residents must supply proof of residence and a copy of the vehicle registration document showing that the vehicle is owned by them. If the vehicle is not registered in the applicants name then the applicant must produce:
 - A letter from the registered keeper declaring that they are the main user and keeper of the vehicle
 - The insurance certificate detailing their name, address, postcode and vehicle registration or a recent letter from the insurance company verifying the vehicle is usually kept by them at an address within the Controlled Parking Zone
 - If the vehicle is owned by a leasing or hire company, the applicant must provide a written declaration from the hirer or leaser of the vehicle advising that the vehicle is for the applicant's sole use.
- Charges for residents parking permits are based on the zone in which the applicant's property is located and on either the vehicle CO2 emissions (g/km) or engine size (cc). The first permit is issued at the standard price (Permit 1 charge) additional permits will incur a 25% surcharge (Permit 2 charge).
- A maximum of two permits can be issued to a household; however each person is only eligible for a single permit.
- Residents can apply for a merged residents permit, two vehicles will be registered to the permit, however, only one vehicle can use the permit to park at any one time.
- Blue badge holders and motorcyclists are entitled to an exempt (free) residents parking permit, please see section 10 – Virtual Parking Permits.
- Trailers, vehicle carrying more than 12 passengers and vehicles over 2.5m in height are not eligible for residents parking permits
- Residents parking permits do not guarantee the resident a parking place, however, it does give them priority over people without permits during the operating hours.

Trades Parking Permit Scheme

- Trades permits are available to qualifying tradespeople such as plumbers, joiners, roofers etc.
- Trades parking permits allow the vehicle to park in a pay and display parking place at all times and in permit holders parking places from 9.00am to 4.30pm. Trades permits can also be used in residential mews if dispensation is obtain beforehand.
- Applicants must sign a declaration confirming that their vehicle is fully liveried and essential for business use.
- The applicant must supply a copy of the vehicle registration document/hire or lease agreement and a copy of their insurance document proving that the vehicle is insured for business use. The business rates bill should be provided if available.
- There is no limit to the number of permits that a business can apply for and no limit to the number of vehicles that can be registered to use a trades parking permit. All vehicles must meet the requirements of the scheme.

Retailers Parking Permit Scheme

- Retailers parking permits are available to retailers in peripheral (zones 5 – 8) and extended (zones N1 – N5 & S1 – S4) zones only.
- Retailers' parking permits allow the vehicle to park in permit holders or shared use parking places within the zone in which the business is located.

APPENDIX 2 – PARKING PERMIT SCHEMES

- The business must be carrying out a class 1 retail activity as specified by the Town & Country Planning (Use Classes Scotland) Order 1997.
- The applicant must supply a copy of the vehicle registration document/hire or lease agreement and a copy of their insurance document proving that the vehicle is insured for business use. The business rates bill should be provided if available.
- Peripheral Retailers Parking Permits
 - Applicants must declare that their vehicle is fully liveried and essential for business use.
 - Only 1 permit is permitted per business, there is no limit to the number of vehicles that can be registered to use a retailers' parking permit. All vehicles must meet the requirements of the scheme.
 - The permit will display the business name
- Extended Retailers Parking Permits
 - Applicants must declare the vehicle is essential for business use. There is no requirement for the vehicle to be liveried.
 - There is a maximum of 2 permits permitted per business, with a maximum of 2 vehicles per permit.
- The permit will display the registration numbers of the registered vehicles

Business Parking Permit Scheme

- Business parking permits are only available to businesses located in the extended controlled parking zones (zones N1 – N5 & S1 – S4)
- Business parking permits allow the vehicle to park in permit holders or shared use parking places within the zone in which the business is located.
- The business must be carrying out a class 2 business activity as specified by the Town & Country Planning (Use Classes Scotland) Order 1997.
- The applicant must supply a copy of the vehicle registration document/hire or lease agreement and a copy of their insurance document proving that the vehicle is insured for business use. The business rates bill should be provided if available.
- Applicants must declare the vehicle is essential for business use. There is no requirement for the vehicle to be liveried.
- There is a maximum of 2 permits permitted per business, with a maximum of 2 vehicles per permit.
- The permit will display the registration numbers of the registered vehicles

Essential User Permits Scheme

- Essential User Permits (EUPs) are provided to Healthcare professionals to allow them to park more easily whilst carrying out domiciliary visits across Edinburgh.
- The EUP allows parking on a single or double yellow line provided there is no loading prohibition and in pay and display bays within the Peripheral and Extended Controlled Parking Zones.
- There are 3 types of Essential User Permits (EUPs):
 - Those provided to NHS Lothian. The permit number is prefixed by a number 1.
 - Those provided to GP practices. The permit number is prefixed by a number 2.
 - Those provided to the Royal Hospital for Sick Children (RHSC). The permit number is prefixed by a number 3
- EUPs are only valid for a maximum period of 2 hours in any one location.
- EUPs are not vehicle specific. The permit number and the expiry date are printed on the permit.

APPENDIX 2 – PARKING PERMIT SCHEMES

Visitors Parking Permit Scheme

- Residents residing in the Extended Controlled Parking zones N1 – N5 & S1 – S4 are entitled to purchase visitors parking permits.
- Visitors parking permits can be used to park in permit holders or shared use parking places within the appropriate zone. Visitor permits are not valid in mews areas.
- Visitors parking permits are sold in books of 10. A maximum of 15 books (150 visitor permits) can be purchased per annum.
- Residents meeting disability criteria can purchase a book of 10 permits at a reduced cost of 50%. A maximum of 30 books (300 visitor permits) can be purchased per annum.
- Residents residing in Priority Parking Areas can purchase visitor permits on a pro rata basis. A maximum of 3 books (30 visitor permits) can be purchased per annum. Residents meeting disability criteria can purchase a maximum of 6 books (60 visitor permits) per annum.
- Residents do not need to own a vehicle to purchase these permits.
- A single visitors' parking permit allows 90 minutes of parking.
- Visitors' need to scratch out the details on the permit including the day, date, month, year, hour and time of arrival. More than one permit can be displayed. The same 6 boxes should be scratched out on each permit.

Doctors Parking Permit Scheme

- Doctors are eligible to apply for a residents parking permit if the surgery is located within the Controlled Parking Zone (CPZ).
- Residents parking permits allow parking within permit holders or shared use parking place within the specified zone.
- Charges for residents parking permits are based on the zone in which the surgery is located and on either the vehicle CO2 emissions (g/km) or engine size (cc). The first permit is issued at the standard price (Permit 1 charge) additional permits will incur a 25% surcharge (Permit 2 charge).
- A maximum of 5 residential parking permits can be issued to the surgery.

Daily Scratch Cards

- Daily scratch cards are available to residents residing in the Central (zones 1 - 4) and Peripheral (zones 5 – 8) parking zones.
- The scratch card allows the vehicle to park within a residents parking place and in public parking places between 8.30am and 9.00am in the specified zone. In addition permit holders resident within zones 1 to 4 can also park in public parking places between 5.30pm and 6.30pm Mondays to Fridays and between 1.30pm and 6.30pm on Saturdays.
- Daily scratch cards are intended for use by those residents who do not require to park regularly in residents' parking places in their zone of residence.
- The scratch card is valid for one day of parking only.

Temporary Residents Parking Permit Scheme

- A temporary, virtual residents parking permit is available to residents when they have a temporary vehicle, for example a courtesy vehicle or to a resident when they are moving home.
- The temporary permit allows a resident the same concessions as an ordinary permit holder.

APPENDIX 2 – PARKING PERMIT SCHEMES

- Temporary permits are issued free of charge for either 5, 10 or 14 days
- In order to obtain a temporary residents permit the customer must already be in possession of a valid residents parking permit and will have met the eligibility criteria in order to obtain said permit.
- The permit holder must produce proof that a temporary permit is required, for example proof that repairs are to be carried out on the existing vehicle etc.

Virtual Parking Permits

- Virtual permit were introduced in July 2011 to reduce the problems associated with the owner finding a suitable place to display a permit and for the Parking Attendant if the motorcycle has a cover which needs to be removed to check for a valid permit.
- Virtual permits are available to residents who own motorcycles and reside in the Controlled Parking Zone.
- A virtual permit allows a motorcyclist the same concessions as an ordinary permit holder without having to display a physical permit.
- Motorcyclists are eligible for an exempted residents parking permit, which means the permit is free of charge.
- The virtual permit reduces the problems associated with displaying a residents parking permit on a motorcycle as all the relevant details are recorded in the Parking Attendant's handheld computer.

APPENDIX 3 – VEHICLE REMOVAL PRIORITIES

VR 19

VEHICLE REMOVALS PRIORITIES

Vehicles can be removed if they are parked in contravention of the regulations, irrespective of the actual contravention committed. The Council does, however, prioritise vehicles for removal in the following order:

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Priority	Manner of Parking
HIGH	Where the vehicle presents a risk to safety and/or is obstructing traffic flow, such as Greenways and Bus Stop Clearways.
	Persistent Evaders
	Applies to all vehicles with 5 or more open tickets on the High Value Debtor list. For all persistent evaders with a monetary value of £500 or more awaiting payment , in such circumstances, there is no restriction on the number of times a vehicle can be impounded. This should continue until the monetary value is reduced to £150 or until otherwise advised by Parking Services.
	Foreign Vehicles
	Applies to all foreign vehicles with 5 or more open tickets on the High Value Debtor list
MEDIUM	Where the vehicle is parked in a disabled bay without displaying a valid blue badge
	Where the vehicle is parked in a permit parking bay (e.g. residents' or doctors bay), without displaying a valid permit * (see note below)
	Where the vehicle is parked on a double yellow line when loading or unloading is prohibited ** (see note below)
	Where the vehicle is parked on a single yellow line when loading or unloading is prohibited ** (see note below)
	Where the vehicle is parked in a bay for which it is not designed or approved, e.g. motor cycle or City Car Club bays
	Where a vehicle is parked on a length of street where loading and unloading is prohibited due to a Temporary Traffic Regulation Order (TTRO) and Suspended Bays
	Where a vehicle is parked on a double yellow line, outwith any loading prohibition (arrangements must be made to remove the offending vehicle on the same day the PCN is issued)
	Where the vehicle is parked in a public parking bay and upon issue of the 2 nd PCN for the same contravention.
LOW	Where the vehicle is parked on a waiting restriction (single yellow line where loading is permitted but the vehicle is not being loaded or unloaded). The vehicle should not be removed until 1 hour has elapsed since the issue of the PCN.

* Where a vehicle is parked in a residents' bay, solo motorcycle bay or on a waiting restriction, but is also displaying a valid voucher, it should not be removed until 15 minutes after the voucher has expired **(unless the vehicle belongs to a persistent offender)**.

Non City Car Club vehicles parked in a City Car Club Bays should be removed regardless of the fact that it may be displaying a valid voucher.

** For vehicles issued with a PCN for an O2, arrangements to be made to remove the offending vehicle prior to the offence changing to a O1 offence

APPENDIX 4 – GUIDELINES FOR OUTWITH THE BAY MARKINGS



bay markings



bay where vehicle should be parked



Within bay markings –
Do not PCN.



Two wheels on line-
within bay markings
– Do not PCN.



Two wheels outside
bay- outside bay
markings and causing
an obstruction to other
vehicles. Issue PCN.
This would also apply
if the vehicle had two
wheels on a length of
yellow line.



Two wheels spanning gap
between two bays. Not
encroaching on other bay – do not
PCN.



Two wheels outside bay spanning gap
between two bays. Encroaching on
other bay, outside bay marking and
causing an obstruction to other
vehicles. Issue PCN. This would also
apply if the vehicle had two wheels on
a length of yellow line.



Within bay markings –
Do not PCN.



Two wheels on the white
line – within bay
markings – Do not PCN.



Two wheels outside bay.
Outside bay markings and
causing an obstruction to
other vehicles. Issue PCN.
This would also apply if the
vehicle had two wheels on a
length of yellow line.



Two wheels spanning gap between
two bays. Not encroaching on other
bay – Do not PCN.



Two wheels outside bay, spanning gap
between two bays. Encroaching on other
bay. Outside bay marking and causing
obstruction to other vehicles. Issue PCN.
This would also apply if vehicle had two
wheels on a stretch of yellow line.

**Supplementary
Question**

Thank you. I thank the Convener for her response. You state that the Parking Action Plan is a dynamic document and will be reported back at six monthly intervals. Could you advise when we will see improvements in provision of parking spaces in the central and peripheral parking zones given the massive disparity between permits issued and spaces provided? Thank you.

**Supplementary
Answer**

As you can see from the pages attached to the answers to this question, it is an incredibly detailed process. I would be happy to meet with you afterwards and with officials to discuss the issues raised by you. Thank you.

QUESTION NO 17

**By Councillor Mowat for answer by
the Convener of the Transport and
Environment Committee at a meeting
of the Council on 24 August 2017**

Question

When will the pedestrian crossing at Hope Street be installed given that this was identified as required in August 2014?

Answer

There is no date set for the installation of the pedestrian crossing at Hope Street.

A working group is currently progressing a range of options to introduce signal controlled pedestrian facilities on Queensferry Street. Implementation of any changes will require alternations to the existing road layout and traffic signal configurations in Hope Street and Queensferry Street, which could impact on traffic flows through Princes Street, Lothian Road, Shandwick Place and Queensferry Street junctions and therefore require a significant amount of investigatory work prior to any changes being made.

In addition, a road safety review of the whole west end junction area is currently underway. This review is looking at measures which could be introduced in the short term, and more significant changes, to improve safety for all users. A package of short term measures are being considered currently for introduction in late September.

QUESTION NO 18

**By Councillor Rust for answer by the
Convener of the Education, Children
and Families Committee at a meeting
of the Council on 24 August 2017**

Question (1) In relation to the Scottish Government's Education Governance Review published in June, what contact has the Convener or other member of the minority Council Administration had (a) with Scottish Government Ministers or officials and (b) with COSLA?

Answer (1) The Education Vice Convener has attended an informal discussion with the Cabinet Secretary for Education and Skills. The matter has also been previously discussed at the COSLA Leaders Meeting and COSLA Education, Children and Young People Executive Meeting

Question (2) How does the Convener view the attempts by the Scottish Government to roll back 10 years of decline in Scottish Education by offering Head Teachers new Statutory Powers over attainment, staffing, curriculum and funding and by establishing new "regional improvement collaboratives/boards" which will impact on the powers and functions of Education Authorities?

Answer (2) All efforts to provide more effective, efficient services should be welcomed in this time of increased financial pressure. The nationwide moves to regional collaboratives mirrors the approach taken to provide best value in other service areas, so must be considered.

In City of Edinburgh, attainment has been improving in the majority of measures for years now, so we are extremely keen to ensure that the significant strengths in our system are not lost or diluted in any move. The council already devolves a substantial part of the school budget to Head Teachers as well as providing support to ensure that attainment continues to rise. It is important the local authority continue to scrutinize performance and schools remains accountable to the communities they serve.

The implications of the Governance Review will require that Head Teachers will need to be further supported as autonomy increases and that many of the functions relating to finance, procurement and Human Resources cannot be completely remitted to Heads.

In conclusion, we must carefully investigate all possible means of narrowing the poverty related attainment gap and demonstrating efficiency and would welcome the opportunity to do this in collaboration with our neighboring authorities.

Question (3) Will a report in relation to this significant area be brought to the next meeting of the Education, Children and Families Committee?

Answer (3) Yes a report is scheduled for discussion for October Committee.

Supplementary Question Thank you Lord Provost. I thank the Convener for the answer which was rather pre-empted by my question at Education, Children and Families so I certainly welcome the fact that we are getting a report in October. I think it was also mentioned at Education, Children and Families Committee that officers were willing to give briefings to Groups. If that remains the case we would certainly take that up but we welcome the positive answer.

Supplementary Answer I can confirm if you want a briefing before the meeting in October that that's acceptable.

QUESTION NO 19

**By Councillor Rust for answer by the
Convener of the Education, Children
and Families Committee at a meeting
of the Council on 24 August 2017**

Question Why have the self-service kiosks at Oxfangs Library been non-operational for weeks and how many self-service kiosks situated in City of Edinburgh Council Libraries are currently 'out of use'?

Answer (1) The original request for this work was not carried out as quickly as it should have been, due to communication around the process and a change in personnel responsible. This has prompted a review of the process. A new self-service kiosk has been purchased and this is being connected week beginning 21 August 2017.

Question (2) What steps have been/are being taken to ensure all libraries have self-service kiosks which can be utilised by borrowers?

Answer (2) Many kiosks are beyond end of life and the service would wish to refresh and modernise the estate, in line with the development of Open Plus technology. Work is underway to scope out Open Plus technology and £350k has been allocated to take this work forward.

Question (3) How many borrowers have been impacted by the implementation of changes to the libraries reservations system since IT changes?

Answer (3) Unfortunately it isn't technically possible to produce a precise figure from the computer system. However, a significant proportion of borrowers who made reservations have been impacted since IT changes but this proportion has reduced as Axiell (the IT Supplier) has implemented fixes. There is still work to do and Axiell, CGI and the Council IT team are committing additional resources to address this and the stock supply issue.

Question (4) For how long have library staff been unable to acquire new stock and why is this the case?

Answer (4) Since February. The reason for this is that the Electronic Data Interchange (EDI) needed to be configured in partnership with library stock suppliers, Axiell, CGI and the library Resources team. Axiell and CGI have committed additional staff resources to accelerate this process and there will be new stock into libraries by mid September. Staff are planning to promote the availability of new stock to customers while apologising for loss of service and thanking them for their patience during this challenging time.

Question (5) Please provide a brief synopsis of the technical and or project management issues that have prevented the cataloguing/ reservations library IT system not providing library staff or library users the expected service?

Answer (5) As part of the transition to CGI in March this year a new ICT system was introduced into Libraries to support the management of stock circulation, reservations, catalogues, and book acquisitions. The product supplied by Axiell, an established libraries management system provider, was selected by CGI as part of their ICT transformation programme.

The implementation is being project managed by CGI and involves close cooperation between Libraries management, the Council ICT team, and Axiell.

In accordance with standard governance the project is led by a Board including senior stakeholders and supplier representatives. The Board meets monthly and is supported by a weekly working group to oversee delivery activities.

Due to the complexity of the programme a phased delivery approach was adopted with the planned launch of the core library management system in March followed by the implementation of the book acquisitions module.

The phased approach reduced technical risk, lessened the potential impact on business change and allowed lessons learned in first phase to be incorporated in the planning for the acquisitions rollout.

Technical constraints precluded operating the Axiell and legacy databases together and a joint decision was reached

to invoke a managed process to defer book acquisition activities until phase 2 was complete.

By May the system was fully configured and unit tested, extensive activity was underway to link the acquisitions module to the book suppliers via their standard EDI (Electronic Data Interface) and work commenced to complete end to end testing.

The supplier EDI testing however revealed several system issues impacting invoice processing which were immediately escalated to CGI and Axiell as a matter of highest priority. Accordingly, special measures were put in place to track and expedite the resolution of these issues. Subsequently a number of single orders have been successfully processed however work remains underway to process bulk orders.

As a result of the extended delays the Axiell Managing Director attended a meeting with the Council on the 14 of August 2017, and committed to providing additional support and resources at no cost to the Council.

Plans are now in place to support trial orders in August with the Council's largest books supplier, Bertrams, and subject to successful testing, bulk orders will commence shortly after.

These orders will be closely supervised by the project team in cooperation with Axiell and Libraries staff.

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|-----------------|---|
| Question | (6) What recourse is available to the Council in relation to the technical issues over the period since implementation, against the new IT system supply company, the Council's ICT contractor and other partners involved in implementation? |
| Answer | (6) Given the issues over the period since implementation, the ICT provider has committed to providing extended service support up to December 2017 at no additional cost to the Council. The supplier's performance will also be reviewed through the terms of the ICT contract obligations |
| Question | (7) What steps have been put in place to avoid the Council finding itself in a similar position with any future IT implementations? |

Answer

- (7)** A lessons learned review will be undertaken as part of the project closure phase. This will ensure experiences and issues encountered in the course of the implementation are captured, and recommendations developed will be applied on future projects.

QUESTION NO 20

By Councillor Webber for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 24 August 2017

Question (1) How many Living Landscapes are there in each Council Ward?

Answer (1) Living landscapes take many forms and are of very variable size. If the definition is limited to just grassland maintained as meadow, there are a total of 226 locations in the city, broken down by Ward:

Ward	LL Sites
Morningside	0
City Centre	4
Southside/Newington	4
Craigentiny/Duddingston	5
Inverleith	7
Leith	9
Portobello/Craigmillar	9
Corstorphine/Murrayfield	10
Forth	11
Colinton/Fairmilehead	12
Fountainbridge/Craiglockhart	12
Drum Brae	14
Leith Walk	14
Liberton/Gilmerton	15
Sighthill/Gorgie	28
Almond	32
Pentland Hills	40
Total City Wide	226

Question (2) How many gardeners are currently employed in each Ward to maintain and manage the upkeep of living landscapes?

Answer (2) There are currently 84 gardeners employed by the Council and operating across 18 multi-ward squads. Their duties include a range of horticultural tasks, including maintaining meadow and amenity grasslands.

- Question** (3) What resident consultation was carried out prior to assignation of each area as a Living Landscape?
- Answer** (3) Over the last three years a series of consultations have taken place with Community Councils, Neighbourhood Partnerships, Elected Members, schools, friends of parks groups, resident groups, park users and individuals as well as through Local Improvement Plan exhibitions and via social media. We estimate that over 1,000 people have engaged in consultation exercises to date.
- Question** (4) What level of investment (sowing flowering plants & bulbs) has been required to quicken the biodiversity in each Living Landscape area?
- Answer** (4) Over the last two years the Council has invested £20,970 in purchasing wildflower seed and bulbs for the city. It is not possible to break down this investment to individual areas.
- Question** (5) What capital budget is available for investment and replacement of equipment (e.g. Lawn mowers, strimmers etc.) to allow for adequate long term maintenance of the City of Edinburgh's green spaces?
- Answer** (5) The cost of investment and replacement of equipment is contained within the Parks, Greenspace and Cemeteries revenue budget.
- Question** (6) How many Living Landscapes have been reverted to full Council maintenance?
- Answer** (6) All publicly accessible green spaces in Council ownership are maintained. Different landscape features have different maintenance requirements.

It is estimated that over the last three years around ten grasslands maintained as meadow have been returned to amenity grassland maintenance. Others have been re-shaped to the needs of users and adjacent residents.

**Supplementary
Question**

Thank you Convener for your answer it goes some way to explain why I have had so many complaints about the number of issues in the living landscapes in the Pentland Hills Ward given that 18% of the City's living landscapes are in my remit. It states in here that I have asked for questions about the number of gardeners that are deployed per Ward and in a meeting I have had recently I was advised that we have three gardeners in Pentland Hills which equates to 3.5% of the manpower.

I'm just curious and concerned a little bit as to why there is a need for so much green space to be developed into a living landscape in Pentland Hills which isn't a truly urban area when it, by its design and location, is surrounded by countryside, woodlands and green spaces and green belts. So getting more to my question, you've also said that over three years you've had over 1000 people engaged in the consultation but I was just wondering if that was really a solid base for selection of the areas to be identified as living landscapes. There's been a little bit of local action and in seven days I've received 27 responses of which only 2 were positive to the areas in Currie specifically. So my question is what plans do you have to re-engage with the residents in the areas from where such negative feedback is being received. Thank you.

**Supplementary
Answer**

There was a great deal in that question. To address a couple of points. Clearly in terms of the number of people who have been engaged and consulted with during this process in establishing the existing living landscape whether it is in your Ward or elsewhere, I think we could carry on consultations as widely and as deeply as we would choose to but there has to be a limit to it. I would be happy to discuss with officials whether or not we could move forward with further steps in consultation on this issue, particularly in your Ward, but I wouldn't like to give an undertaking on that particular point at the moment. Thank you.

QUESTION NO 21

By Councillor Whyte for answer by the Leader of the Council at a meeting of the Council on 24 August 2017

- Question** The Council Leader gave an unequivocal commitment at Full Council on 29th June to release the agreement and yet as at the date of submission of this question (15th August) this has not been published/made available publicly. Why?
- Answer** (1) The coalition agreement was widely publicised in the press on the 16th of June. The agreement was uploaded to the respective party websites of the signatory parties prior to the papers for this Council being published.
- Question** (2) Please provide the exact copy of the document which was signed by Councillor Adam McVey and Councillor Cammy Day on 16th June 2017 before the media and as advertised the day before by the City Council here:
http://www.edinburgh.gov.uk/news/article/2306/leaders_sign_coalition_agreement_to_run_the_capital
- Answer** (2) This agreement has no official standing in Council decision making until its content is ratified. The political management arrangements in the document are a matter for the parties themselves and not the Council. The pledges contained in the agreement are being put before the Council on 24th August 2017 as the Administration's "Programme for the Capital".
- Question** (3) Please provide a copy of the Full coalition agreement between the Edinburgh SNP and Edinburgh Labour Groups, including all schedules and appendices and if not available, please explain why.
- Answer** (3) This is available in full on the respective party websites.
- Question** (4) What subsequent discussions have there been by either of the two minority coalition partners with the Green Group regarding support by that group for the minority coalition administration?

Answer

- (4) As Council Leader I've frequently met with a number of Green, Liberal Democrat and Conservative members to discuss Council business. I will continue to engage constructively with any elected member willing to engage positively.

Supplementary Question

Thank you Lord Provost. I thank the Leader for his partially illuminating answer to my questions. Given that it's about the Coalition Agreement, and that didn't go up on even party political websites until a week before this meeting, perhaps he can explain, given his commitments to openness and transparency, why it took two months to publish that document very publicly on websites. And perhaps he can also explain, given that he refers in his answers to the papers before us today which purport to be a report from the Chief Executive, whether that report is an officer or elected member document and precisely what its status is.

Supplementary Answer

Thank you very much. Later on today is the Administration's paper and, if the concept of administration is lost on the Conservatives, I think it's because their memories don't quite stretch back far enough to remember what it was like. In terms of why it took two months, I think the timeline has actually been okay. When we signed our coalition document it was widely publicised in the Press in terms of the key pledges that we put forward since the documents are on our respective websites. And obviously the pledges are hopefully going to be ratified later on today. But when you compare a timeline to us publishing our internal agreement with each other's respective parties, it compares pretty favourably when you compare it to, oh I don't know, when you compare it to, for example, the Conservative Government which has taken more than a year, fifteen months, to tell the thousands of EU nationals in this City what their status is going to be. So I think the people of Edinburgh will look at the two months, well actually less than two months it took us to get it on our Party websites, and will look favourably in comparison to the Tories' continual xenophobia I think.

QUESTION NO 22

By Councillor McLellan for answer by the Convener of the Culture and Communities Committee at a meeting of the Council on 24 August 2017

Question (1) Can the Convener provide a list of all the organisations in receipt of Council funds over the previous year to support residents in the North East Locality.

Answer (1) A summary analysis of grant expenditure in 2016/17 that is specific to the North East (NE) Locality is attached at Appendix 1. Total expenditure during 2016/17 is £1,149,941.

The [Youth Work Participatory Budgeting Project](#), agreed at Education, Communities, and Families Committee on 15 August 2017, can be broken down by locality.

In addition, information on Neighbourhood Partnership Community Grants for 2016/17, which can be analysed by the NE Locality, is provided at Appendix 2. A total of £90,121 was spent in NE locality during 2016/17.

In addition contract awards and grants awarded on a city-wide basis will indirectly support residents in the NE Locality. A list of the contracts awarded is available on the Council's [Contract Register](#) and a register of Grant Funding will be available on the Council website by the end of 2017.

Question (2) Can the Convener include a brief outline of the purpose of the organisation, the funding objectives, the amount and the Department budget from which the funds originated.

Answer (2) The information supplied in appendices 1 and 2 together with the published information on the Youth Work Participatory Budgeting Project and the Contract Register shows all the information held in relation to the funding allocated. In relation to Appendix 3, the Edinburgh Voluntary Organisations Council '[red book](#)' provides information on many third sector organisations across the city.

Grant Recipient - Organisations full Name	Brief Description of Grant Purpose (including programme name if different from organisation)	Area Provided for e.g. City wide or specify locality/neighbourhood	Grant Start Date	Grant End Date (including any extensions e.g +1)	Grant Annual Value	Budget Owner (Division / Service Area if applicable)
Alma Project (The)	Arts Project for people with mental health issues	North East	01/04/2015	31/03/2018	£ 30,400.00	Health and Social Care
Calton Welfare Services Project	Older people's day service	North East	01/04/2015	31/03/2018	£ 13,763.00	Health and Social Care
Caring in Craigmillar	Older people's phonelink	North East	01/04/2015	31/03/2018	£ 59,135.00	Health and Social Care
Children 1st	East Early Years Parents Group	Portobello/Craigmillar	01/04/2016	31/03/2017	£ 9,483.00	Communities and Families / Schools & Lifelong Learning
Citadel	Families Project	Leith	01/04/2016	31/03/2019	£ 34,500.00	Communities and Families / Schools & Lifelong Learning
Citadel Youth Centre	Community Based Youth Work Service	Leith	01/04/2016	31/03/2019	£ 48,840.00	Communities and Families / Schools & Lifelong Learning
Craightinny Duddingston Neighbourhood Partnership	Neighbourhood Partnership (NP) Community Grants Fund	Craightinny Duddingston Neighbourhood Partnership	01/04/2016	31/03/2017	£ 22,810.00	Communities & Families
Craightinny Playgroup	Playgroup	Craightinny & Duddingston	01/04/2016	31/03/2017	£ 2,500.00	Communities & Families - Early Years

Craigmillar Books for Babies	Family Support at Home programme (families with young children)	Portobello/Craigmillar	01/04/2016	31/03/2019	£ 9,165.00	Communities and Families / Schools & Lifelong Learning
Craigmillar Business Incubator Project (CBIP)	Specialist advice and training to support individuals to get their business off the ground, tailored to specific needs and provided prior to business start up or expansion and prior to engagement with Business Gateway	Craigmillar	01/04/2016	31/03/2017	£ 14,021.00	IJB, Social Justice Fund
Dr Bells Family Centre	Community Creche	Craightinny/Duddingston, Leith	01/04/2016	31/03/2019	£ 47,123.00	Communities and Families / Schools & Lifelong Learning
Edinburgh Voluntary Organisation Council (EVOC)	(East Holiday Programme) Youth Work Services	Portobello/Craigmillar	01/04/2016	31/03/2019	£ 27,500.00	Communities and Families / Schools & Lifelong Learning
Holyrood Abbey Wednesday Centre	Older people's day service	North East	01/04/2015	31/03/2018	£ 600.00	Health and Social Care
Home Start - Leith & North East Edinburgh	Support to families with young children	Craightinny/Duddingston, Leith Portobello/Craigmillar	01/04/2016	31/03/2019	£ 99,750.00	Communities and Families / Schools & Lifelong Learning

Jack Kane Centre Comm Wing - 208 Youth State	Youth Work Services	Portobello/Craigmillar	01/04/2016	31/03/2019	£ 67,560.00	Communities and Families / Schools & Lifelong Learning
Jack Kane Community Centre -	The Drop In Youth Work Services (disabled young people)	Portobello/Craigmillar	01/04/2016	31/03/2017	£ 9,771.00	Communities and Families / Schools & Lifelong Learning
Leith Neighbourhood Partnership	Neighbourhood Partnership (NP) Community Grants Fund	Leith Neighbourhood Partnership	01/04/2016	31/03/2017	£ 44,184.00	Communities & Families
Leith St Andrews Playgroup	Playgroup	Leith	01/04/2016	31/03/2017	£ 2,000.00	Communities & Families - Early Years
MECOPP	Asian Carer Support	North East	01/04/2016	31/03/2018	£ 20,722.00	Health and Social Care
Northfield & Willowbrae Community Services Group	Older people's day service	North East	01/04/2015	31/03/2018	£ 14,300.00	Health and Social Care
PASDA	Carer Communication Worker	North East	01/04/2016	31/03/2018	£ 24,857.00	Health and Social Care
Pilmeny Development Project	Day Services	North East	01/04/2015	31/03/2018	£ 50,829.00	Health and Social Care
Pilmeny Development Project	NEECAG Leith Older Men's Project	North East	01/04/2015	31/03/2018	£ 8,200.00	Health and Social Care
Pilmeny Development Project	Youth Work Services	Leith	01/04/2016	31/03/2019	£ 32,259.00	Communities and Families / Schools & Lifelong

						Learning
Pilmey Youth Centre	Youth Work Services	Leith	01/04/2016	31/03/2019	£ 21,700.00	Communities and Families / Schools & Lifelong Learning
Portobello Monday Centre	Older people's day service	North East	01/04/2015	31/03/2018	£ 2,090.00	Health and Social Care
Portobello Neighbourhood Partnership	Neighbourhood Partnership (NP) Community Grants Fund	Portobello Neighbourhood Partnership	01/04/2016	31/03/2017	£ 21,737.00	Communities & Families
Portobello Older People's Project	Older people's day service	North East	01/04/2015	31/03/2018	£ 13,952.00	Health and Social Care
Ripple Project (The)	Various services for older people	North East	01/04/2015	31/03/2018	£ 39,269.00	Health and Social Care
Shelter Scotland	Edinburgh Gypsy/Traveller Children and Families Project	Portobello/Craigmillar	01/04/2016	31/03/2017	£ 9,989.00	Communities and Families / Schools & Lifelong Learning
The Junction	Drug Education Initiative - Young People's Worker	North East	01/04/2016	31/03/2018	£ 23,406.00	Health and Social Care
The Junction - Nested Provision	Activities to support young people aged 12 - 21 at risk of engaging in harmful behaviour to make positive choices that promote their	Craightinny/Duddingston, Leith	01/04/2016	31/03/2019	£ 93,202.00	Communities and Families / Schools & Lifelong Learning

	health and wellbeing.					
The Ripple	Youth Work Services	Craigtinny/Duddingston	01/04/2016	31/03/2019	£ 101,207.00	Communities and Families / Schools & Lifelong Learning
Venchie	Breakfast Club	Portobello/Craigmillar	01/04/2016	31/03/2018	£ 36,132.00	Communities and Families / Schools & Lifelong Learning
Venchie Children and Young Peoples' Project	Youth Work Services	Portobello/Craigmillar	01/04/2016	31/03/2018	£ 91,015.00	Communities and Families / Schools & Lifelong Learning
WPC Residents' Association	Running cost grant for tenants and residents' group	North East	15/03/2016	15/03/2017	£ 1,970.00	Jennifer Hunter, Tenant & Resident Services Manager, Place

North East Locality - Community Grants

NAME OF GROUP	PURPOSE OF GRANT	AWARD
Northfield Willowbrae Community Centre Asscn	Family summer event Here comes summer	£ 1,795.00
Lochend Community Growing Project	For toddlers group forgaing workshops Open Pizza days Secret Garden project	£ 1,370.00
Craigentenny Lochend Social Centre	Activity for older peole	£ 1,862.00
St Ninians School Community Council	Bike racks & playground paint	£ 2,000.00
Craigentenny Garden Allotments Asscn	Allotments project	£ 1,363.00
Hermitage Park School Asscn	Community playground improvement	£ 2,000.00
Royal High Primary School Parent Council	Vandal proof signs for garden growing area	£ 1,560.00
St Johns RC School Parent Council	Play in a Pod programme	£ 2,000.00
Link up womens Support Centre	Feel Good Fridays activity for people with mental health issues	£ 1,973.00
Northfield Willowbrae Community Centre Asscn	Trips activities for mothers toddlers carers	£ 1,346.00
Cavalry Park Sport Club	Football training equipment	£ 1,052.00
Ripple Project	Pool equipment and coaching	£ 821.00
Craigentenny Lochend Playgroup	Art materials for playgroup	£ 976.00
Upward mobility	Music & artistic equipmenti	£ 1,346.00

Craigentiny Primary School PTA	Install mile marking in playground	£ 1,346.00
Kids in the Street	Football school July 2016	£ 1,500.00
Towerbank Parent School As	Exercise track in open playground	£ 1,500.00
Portobello Toddler Hut	Sand water tables art island	£ 1,500.00
Full Circle	Circus theatre day for families	£ 1,475.00
Lifecare Vintage Vibes	Tea Party to recruit new volunteers	£ 1,263.00
Edinburgh Beach Volleyball Club	Install 2 permanent volleyball courts on the beach	£ 1,400.00
Tribe Party Youth Theatre	Make a feature film	£ 1,500.00
Art Walk Party	Three day art festival in Portobello	£ 1,500.00
Venchie	Residential for disadvantaged children Hopscotch Ardgour	£ 1,500.00
Bingham 50 Plus	Day trip to Dumfries including meals	£ 1,015.00
Breadshare Community Bakery	Baking events for local people	£ 1,500.00
Jack Kane Community Centre older People	Constantly connecting older people events	£ 1,500.00
Jack Kane CC	Summer residential trip for children prep for High Schol	£ 830.00
Bridgend Inspiring Growth	Cafe training for BME young people	£ 1,500.00

St Teresas Youth Club	Youth programme dance archery, bowls	£ 1,390.00
Shindigs Scottish Artspace	Promotion of poetry spoken word as well	£ 255.00
East Edinburgh Older Peoples Forum	Hold a tea dance and a healthy living day	£ 500.00
Hunters Hall Community Development Group	Gardening tools for garden project	£ 500.00
Joppa Tennis Court	Tennis ball feeder machine	£ 500.00
Newcraighall Parent School Asscn	Create an outdoor learning space and a green space in the playground	£ 499.00
North Edinburgh Dementia Care	Improving overall health & wellbeing	£ 650.00
Leith St Andrews Play Group	For outdoor educational equipment for the children	£ 1,000.00
Stanwell Nursery Parents Council	For resources for children with additional needs	£ 755.00
Dr Bells Family Centre	Nature Connection sessions for children & families in Leith	£ 1,000.00
Pilrig St Paul's Leith Community Cinema	Community Cinema for leith	£ 1,000.00
Newhaven Heritage Cent Community Garden	Improve the environment	£ 955.00
North Edinburgh Childcare 1	Fun activities for children aged 5 to 12	£ 1,000.00
Leith Primary Parent Council	After school drama at Leith Primary	£ 400.00

Bethany Christian Trust Dry Dock	Recovery for those with drink misues issues	£ 404.00
Friends of Pilrig Park	For a mural in Pilrig Park	£ 836.00
North Edinburgh Dementia Care	Help people stay active provision of Podiatrist service	£ 2,880.00
Lifecare	Respite for carers	£ 2,990.00
Friends of Prospect Bank School	Transform outdoor play area for children with special needs	£ 1,726.00
Edinburgh Tool Library	Building a community workshop for the benefit of all leith	£ 2,924.00
Milan Senior Welfare Organisation	Active fun for older people in Leith	£ 1,930.00
Dr Bells Family Centre	Summer programme of activities for families in Leith	£ 3,000.00
Citadel Youth Centre	Intergenerational cafe for young and older people in Leith together	£ 2,998.00
Leith Community Crops in Pots	A week long child led play village an increased growing spaces	£ 3,000.00
Hermitage Park School Asscn 1 astro turf	Astroturf pitch for community playground	£ 3,000.00
ELREC	To raise awareness of Hate Crime and support available	£ 2,380.00
YMCA Edinburgh	Free after school play for Leith primary school children	£ 3,000.00
Hermitage Park School Asscn 2 Play objects	Purchase loose play objects and sports equipment for playground	£ 3,000.00
Leith Theatre Trust	Art and oral history at Leith Theatre	£ 2,360.00

Central leith After School Project	Challenging project for older children	£ 996.00
Total		£90,121.00

Supplementary Question

Thank you very much Lord Provost and thanks to the Convener for the answer given. Just two very brief supplementaries. One, what measures have been taken to ensure there is no overlap and duplication between the four localities. And secondly, what measures have been taken to ensure there is consistent communication to the availability of grants because from my answer and subsequent answers it seems there is a great deal of inconsistency of their awarding. Thank you.

Supplementary Answer

First of all I would thank, and there are four questions which are pretty much the same because this represents a substantial piece of work and the reason for that, of course, is that grants aren't awarded in terms of locality – they are awarded in response to application. But you do hit on an interesting point which is that, if you look at it by locality, we can look at overlap and duplication. But also it's the capacity of groups to apply for these grants and that's something that I do think needs work. It is completely artificial to look at the localities and see how much in grants has been awarded to one and another because that's not the way they are awarded. It's not by geographical area, it's according to need and according to application. But the capacity of organisations to make those applications, because there is money sitting in grants that has been unclaimed as we speak, and in other cases oversubscribed. So we can look at that and how we capacity build in local groups and organisations to make sure that everyone has an equal opportunity to apply for these grants.

QUESTION NO 23

**By Councillor Jim Campbell for
answer by the Convener of the
Culture and Communities Committee
at a meeting of the Council on 24
August 2017**

Question (1) Can the Convener provide a list of all the organisations in receipt of Council funds over the previous year to support residents in the North West Locality.

Answer (1) A summary analysis of grant expenditure in 2016/17 that is specific to the North West (NW) Locality is attached at Appendix 1. Total expenditure during 2016/17 is £1,955,512.

The [Youth Work Participatory Budgeting Project](#), agreed at Education, Communities, and Families Committee on 15 August 2017, can be broken down by locality.

In addition, information on Neighbourhood Partnership Community Grants for 2016/17, which can be analysed by the NW Locality, is provided at Appendix 2. A total of £114,414 was spent in NW locality during 2016/17.

In addition contract awards and grants awarded on a city-wide basis will indirectly support residents in the NW Locality. A list of the contracts awarded is available on the Council's [Contract Register](#) and a register of Grant Funding will be available on the Council website by the end of 2017

Question (2) Can the Convener include a brief outline of the purpose of the organisation, the funding objectives, the amount and the Department budget from which the funds originated.

Answer (2) The information supplied in appendices 1 and 2 together with the published information on the Youth Work Participatory Budgeting Project and the Contract Register shows all the information held in relation to the funding allocated. In relation to Appendix 3, the Edinburgh Voluntary Organisations Council '[red book](#)' provides information on many third sector organisations across the city.

Grant Recipient - Organisations full Name	Brief Description of Grant Purpose (including programme name if different from organisation)	Area Provided for e.g. City wide or specify locality/neighbourhood	Grant Start Date	Grant End Date (including any extensions e.g +1)	Grant Annual Value	Budget Owner (Division / Service Area if applicable)
Almond Mains Initiative	Older people's day service	North West	01/04/2015	31/03/2018	£ 37,532.00	Health and Social Care
Almond Neighbourhood Partnership	Neighbourhood Partnership (NP) Community Grants Fund	Almond Neighbourhood Partnership	01/04/2016	31/03/2017	£ 21,904.00	Communities & Families
CIRCLE - Haven/ISSEP	Individual and groupwork family support	Forth	01/04/2016	31/03/2019	£ 137,310.00	Communities and Families / Schools & Lifelong Learning
Cramond Playgroup	Playgroup	Almond	01/04/2016	31/03/2017	£ 300.00	Communities & Families - Early Years

Drylaw Neighbourhood Centre	Drylaw Neighbourhood Centre (DNC) is a local community centre managed by local people. Provides educational, social, recreational classes & activities for all in Inverleith and surrounding area e.g. clubs for the elderly and vulnerable, adult keep fit classes, adult computer classes, healthy cooking class, community café, gardening group and junior and senior youth clubs. Hosts a breakfast club at Ferryhill Primary School and delivers Duke Edinburgh award Scheme and Youth Achievement Awards. Other partner organisations that use the centre include Stepping Stones, Community Employability, NW Carers, Edinburgh Support Services, Community Council, parent toddler groups.	5	01/04/2016	01/03/2017	£ 45,759.00	Wendy Dale - Health & Social Care
Drylaw/Telford Community Association	Breakfast Club	Forth, Inverleith	01/04/2016	31/03/2018	£ 18,726.00	Communities and Families / Schools & Lifelong Learning
Drylaw/Telford Community Association - Neighbourhood Centre	Community centre offering youth work provision & work with families	Forth, Inverleith	01/04/2016	31/03/2018	£ 37,205.00	Communities and Families / Schools & Lifelong Learning

Feniks	Feniks delivers three 'Conversation Café's' encouraging cultural bridging in Leith and bringing together people from different ethnic backgrounds for mutual support on immigration and health issues. The part time Volunteer Coordinator (two days per week) recruits, supervises and provides prevention training suitable to the needs of 10 - 15 volunteers. The volunteers deliver the conversation sessions in a welcoming, safe spaces for people to participate in activities relating to health and wellbeing depending on their needs. This project also provides 3 workshops per month for people at risk of low mood, depression or isolation and complements Feniks's 'See Me'-funded project tackling stigma and mental health within the Polish community by training Polish Community Champions.	6	01/04/2016	01/03/2017	£ 9,413.00	Wendy Dale - Health & Social Care
Forth Neighbourhood Partnership	Neighbourhood Partnership (NP) Community Grants Fund	Forth Neighbourhood Partnership	01/04/2016	31/03/2017	£ 26,444.00	Communities & Families

Granton Information Centre	Provision of welfare rights and debt advice	Forth ward focus	01/04/2016	31/03/2017	£ 50,160.00	Homelessness and Assessment Support
Granton Information Centre	The project provides responses to problem levels of debt, including establishment of debt repayment programmes and court representation; responses to enquiries relating to income maximisation, income maintenance, health benefits and other issues, including casework and tribunal representation; Crisis Drop in' enquiries, including the provision of emergency food parcels where required	3,4,5	01/04/2016	01/03/2017	£ 138,239.00	Wendy Dale - Health & Social Care
Granton Youth Centre	Youth Work Services	Forth	01/04/2016	31/03/2017	£ 107,207.00	Communities and Families / Schools & Lifelong Learning
Inverleith Neighbourhood Partnership	Neighbourhood Partnership (NP) Community Grants Fund	Inverleith Neighbourhood Partnership	01/04/2016	31/03/2017	£ 26,301.00	Communities & Families
Kirkliston Playgroup	Playgroup	Almond	01/04/2016	31/03/2017	£ 2,000.00	Communities & Families - Early Years

Link Up	<p>Provide a women only support group in the evening for women living with a mental health condition or illness for a minimum of 6 and a maximum of 12 registered members. Delivery of a weekly 'Saturday Coffee Morning' aimed at women living with a mental health condition or illness. Creche provision provided. The 'Saturday Coffee Morning' provides a socially connecting, safe space during weekend hours when access to other services is restricted. The following examples have all been taken from recent programmes within the Centre: emotional wellbeing – positive affirmation work, mindfulness meditation, life management skills, laughter workshop, physical wellbeing – food and it's relation to mood, walking activities, opportunities to try things such as 'armchair pilates', badminton and zumba as a group, opportunities to learn new skills, try new things and build confidence – creative writing, craft based workshops such as stained glass window work using</p>	3	01/04/2016	01/03/2017	£ 14,814.00	Wendy Dale - Health & Social Care
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	paper and card making , knitting and crochet.					
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Muirhouse Millenium Centre	<p>The project provides training in numeracy /literacy /computing /Internet and life skills and job placements & college placements to motivate and help self development. Provides access for Community Employability/Community Renewal, Telford/Stevenson College to see clients and also make referrals. Enables children to access healthy snacks at no cost on a regular basis. Provides cooking classes for all ages producing low cost nutritional healthy meals. Provides opportunities for local residents to access various health and fitness programmes and live in a healthy environment and have access to green space and information and support for local residents from the Chest Heart & Stroke Association Scotland whom we are affiliated to. The project aims to improve mental health and well-being of older people. It offers support to single parents from the Muirhouse area through social and group work sessions and provides a safe and secure environment</p>	5	01/04/2016	01/03/2017	£ 49,659.00	Wendy Dale - Health & Social Care
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	for counselling/mediation sessions. It also provides weight management and exercise groups.					
Muirhouse Youth Development Group	Youth Work Services	Forth	01/04/2016	31/03/2019	£ 81,905.00	Communities and Families / Schools & Lifelong Learning
Murrayfield Dementia Project	Older people's day service	North West	01/04/2015	31/03/2018	£ 54,815.00	Health and Social Care
North Edinburgh Arts Centre	Cultural Grant	Wards 1, 4 and 5	01/04/2016	31/03/2017	£ 153,574.00	Cultural Strategy
North West Carers Centre	Alternatives to Day Care	North West	01/04/2016	31/03/2018	£ 25,000.00	Health and Social Care
Pilton Community Health Project	Young people's counselling service	Forth	01/04/2016	31/03/2017	£ 7,398.00	Communities and Families / Schools & Lifelong Learning

Pilton Community Health Project	<p>PCHP is a generic community health project. It provides a range of activities including support to volunteers, providing the Women Supporting Women project which delivers interventions to vulnerable women living in the North Edinburgh area experiencing ranging mental health issues and abuse related issues including individual therapeutic and group supports with a high quality crèche service to allow parents access to the services. The project offers individual and group Parenting Early Education Programme (PEEP) sessions to mothers and children to improve their attachment and strengthen the bonding. The project also provides healthy eating services which aims to overcome identified barriers to healthy eating. It delivers outreach work with food stalls and cooking demonstrations and 'taster' cooking sessions. The project follows this outreach work up with in house cooking sessions, food hygiene and food nutrition courses.</p>	4,5	01/04/2016	01/03/2017	£ 74,741.00	Wendy Dale - Health & Social Care
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Pilton Community Health Project -	Growing Together - range of activities to children and their families aiming to prevent family breakdown	Forth	01/04/2016	31/03/2019	£ 23,319.00	Communities and Families / Schools & Lifelong Learning
Pilton Equalities Project	Day Services	North West	01/04/2015	31/03/2018	£ 53,885.00	Health and Social Care
Pilton Equalities Project	Neighbourhood Group	North West	01/04/2015	31/03/2018	£ 81,506.00	Health and Social Care
Pilton Equalities Project	Preventative Services	North West	01/04/2015	31/03/2018	£ 82,598.00	Health and Social Care
Pilton Equalities Project	Day Services	North West	01/04/2015	31/03/2018	£ 37,373.00	Health and Social Care
Pilton Youth and Children's Project - Intensive Support	1 to 1 support for young people	Forth	01/04/2016	31/03/2019	£ 78,106.00	Communities and Families / Schools & Lifelong Learning
Reindeer playgroup	Playgroup	Almond	01/04/2016	31/03/2017	£ 2,500.00	Communities & Families - Early Years
Royston Wardieburn Community Centre	Breakfast Club	Forth	01/04/2016	31/03/2019	£ 25,874.00	Communities and Families / Schools & Lifelong Learning
Scottish Veterans Garden City Association	Part fund housing for disabled veterans	Forth	21/08/2014	31/11/2016	£ 250,000.00	Place / Housing and Regulatory Services
Stepping Stones (North East)	support services to young parent families, children and pregnant women	Forth, Inverleith	01/04/2016	31/03/2019	£ 83,434.00	Communities and Families / Schools & Lifelong Learning

The Ripple	<p>The project aims to improve health & wellbeing for all ages in Restalrig, Lochend, Craigentenny. It runs a daily Lunch Club and weekly Social Clubs for older people; Toddler groups; Children's performing arts group; range of youth services including Drop in Youth Café; Mobile Youth Facility; Restalrig Open Spaces for targeted young people in partnership with police; Sexual Health Clinic; Detached Streetwork; Ripple Buddies (referred children linked with supported youth mentors); Listening support for adults in crisis; Gentle exercise; Creative writing; Knitting network and Walking groups; Community newspaper and Community café. It is managing and developing the Restalrig Lochend Community Hub as a vibrant community venue for health and wellbeing accommodating appropriate agencies and support services for adults with learning difficulties; Tenants' arrears advice; Employment projects; Benefits advice, Food co-op; Creche, Third Age computer classes;</p>	3	01/04/2016	01/03/2017	£ 36,092.00	Wendy Dale - Health & Social Care
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English language classes;
Zumba Public meetings,
Restalrig Festival. The project
works with 80+ volunteers
and numerous partnerships.

Volunteer Centre Edinburgh	<p>This project supports Timebanks which is an assets-based approach in which individuals and communities share skills for reciprocal benefit. This builds social capital & strong community networks, reduces isolation & health inequalities, & improves health and wellbeing. VCE supports a timebank in North Edinburgh. The project supports 100 timebank members to use/share their skills and talents to help other timebank members through Individual “good neighbour” activities such as shopping, helping to move furniture, booking train tickets on-line, small DIY tasks; Collective activities such as community meals, reflecting the diversity of North Edinburgh, a community choir, a knitting Group which provides multicultural interaction and inter-generational learning, and the Community Chat Café which acts as a cultural bridging project where BME women are able to practice conversational English, and make local connections.</p>	4	01/04/2016	01/03/2017	£ 26,899.00	Wendy Dale - Health & Social Care
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West Granton Community Trust	Playgroup	Forth	01/04/2016	31/03/2017	£ 9,520.00	Communities & Families - Early Years
West Granton Community Trust - The Prentice Centre	Playgroup/Supporting Young People at Risk	Forth	01/04/2016	31/03/2019	£ 44,000.00	Communities and Families / Schools & Lifelong Learning

North West Locality - Community Grants

NAME OF GROUP	PURPOSE OF GRANT	AWARD
Corstorphine Fair	Develop annual fair to encourage and support wider community participation	£ 5,000.00
Polish Family Support Centre	Support activities and youth based development aimed at Polish residents	£ 840.00
North West Carers Centre	Provision of carer support and respite for carers across NW locality	£ 2,933.00
Places for People Scotland Care & Support	National organisation providing care and support in communities	£ 2,600.00
Sutherland Street Tenants Asscn	Supporting activities for local residents to engage in community life	£ 2,580.00
Rannoch Centre West edin C & Family Programme	Community centre supporting activities aimed at all age groups - in receipt of CEC core funding	£ 2,000.00
Youth Decides initiative	Supporting local young people to help identify and decide on projects using Participatory budgeting approaches	£ 4,500.00
Rannoch Centre	Community centre supporting activities aimed at all age groups - in receipt of CEC core funding	£ 323.00
Craigmount HS Pipe Band	Supporting and encouraging young people to get involved with traditional music	£ 3,200.00
Carrickknowe Parish Church	Church based activities aimed at all age groups and communities	£ 2,620.00
Friends of Roseburn Park	To develop and support activities that will enhance the park and increase park use	£ 1,000.00

Salveson Comm Football Club	Football club	£ 2,000.00
Craigmount Comm Wing	Community resource attached to Craigmount high school providing services for all age groups	£ 4,279.00
Munro Centre	Independent and volunteer run organisation providing a range of community based activities	£ 2,410.00
Edinburgh Park Leisure	Supports activities in a small facility using a small pool to support community active lifestyle	£ 3,336.00
North West Carers Centre	Several projects for carers groups Barge Trips and taking part in Kirkliston Gala Day	£ 1,660.00
Priory Church South Queensferry	Portacabins for community services foodbank counselling activity space storage	£ 2,000.00
South Queensferry Rosebery Hall CE Centre	Summer activities	£ 1,500.00
Cramond Asscn	For fingerposts waymarkers for Cramond Heritage Trail	£ 2,472.00
Queensferry Mosaic Mural	Mural in the grounds of Priory Church South Queensferry	£ 2,000.00
Christmas in Queensferry	Electrics for Xmas Lights	£ 1,000.00
Kirkliston Comm Centre	Contribute to Spirit of Adventure Programme	£ 3,550.00
Queensferry High School Parent Council	Extra curricular activity bridge 8 centre	£ 1,500.00

Davidsons Mains District Pipe Band	Drum harnesses and stands	£ 2,592.00
Kirkliston Scout Group	Tents	£ 400.00
Queensferry Library	Guest speaker reading workshop	£ 300.00
SQ Rosebery hall CE Centre	Games console	£ 500.00
Kirkliston Library	Guest speaker reading workshop	£ 300.00
SQ Rosebery hall CE Centre	All weather basketball stands	£ 500.00
Queensferry Churches Care in the Community	Day trips for day care users of the Haven inc staff and volunteers	£ 1,631.00
Granton Community Gardeners	Develop two back greens	£ 2,650.00
North Edinburgh Chldcare	Physical & outdoor activities Forthview Primary out of sch	£ 2,270.00
Granton Youth Centre North Edin Alcohol Initiative	Provide three pronged prog risk reducing young people	£ 3,500.00
Royston Wardieburn Community Centre	Provide 6 week hol programme for children low income families	£ 2,741.00
Royston Wardieburn Community Centre	Provide 6 month spring chickens activity older adults	£ 2,730.00
North West Carers Centre	Produce carers info pack and newsletter	£ 3,400.00
North Edinburgh Arts Centre	Arts crafts group environmental thmem	£ 2,996.00
Muirhouse Youth Dev Group	Support North Edinburgh Youth Work Games	£ 2,850.00

Friends of Granton Library	Enhanced learning experience increase comm use	£ 500.00
Lauriston Thistle Football Club	Rode on mower line marker	£ 500.00
Muirhouse Millenium Community Centre	Residential trips for local childreb	£ 500.00
West granton Comm Trust	range of cultural educational recreational activities	£ 500.00
Wardie bay Residents Asscn	Notice Board Display boards	£ 500.00
Friedns of West Pilton Park group	Marquee and run engagement events	£ 807.00
Granton Community Gardeners	Develop two back greens	£ 2,650.00
North Edinburgh Chldcare	Physical & outdoor activities Forthview Primary out of sch	£ 2,270.00
Granton Youth Centre North Edin Alcohol Inititative	Provide three pronged prog risk reducing young people	£ 3,500.00
Royston Wardieburn Community Centre	Provide 6 week hol programme for children low income families	£ 2,741.00
Royston Wardieburn Community Centre	Provide 6 month spring chickens activity older adults	£ 2,730.00
North West Carers Centre	Produce carers info pack and newsletter	£ 3,400.00
North Edinburgh Arts Centre	Arts crafts group environmental thmem	£ 2,996.00
Muirhouse Youth Dev Group	Support North Edinburgh Youth Work Games	£ 2,850.00
Friends of Granton Library	Enhanced learning experience increase comm use	£ 500.00

Lauriston Thistle Football Club	Rode on mower line marker	£ 500.00
Muirhouse Millenium Community Centre	Residential trips for local childreb	£ 500.00
West granton Comm Trust	range of cultural educational recreational activities	£ 500.00
Wardie bay Residents Asscn	Notice Board Display boards	£ 500.00
Friedns of West Pilton Park group	Marquee and run engagement events	£ 807.00
	Total	£114,414.00

Supplementary Question

Thank you Convener for the answer and for the work that has gone in to answering the four similar questions. Recently in the North West Locality residents were asked to consider where they wanted the Locality to be five years from now in helping draft the Locality Improvement Plan. Could the Convener tell us what proportion of the £2m budget that was spent last year he would like to see spent through the forthcoming North West Locality Committee in five years.

Supplementary Answer

Well that's an interesting question. I wouldn't like to guess a percentage at this moment in time. But it's certainly worth thinking about and, as we go into consultation, as we're in consultation, over the summer about the structure of the Localities and how it's going to look on the ground, that is certainly something we should consider. But we have to consider it across all four Localities.

QUESTION NO 24

By Councillor Mowat for answer by the Convener of the Culture and Communities Committee at a meeting of the Council on 24 August 2017

Question (1) Can the Convener provide a list of all the organisations in receipt of Council funds over the previous year to support residents in the South East Locality.

Answer (1) A summary analysis of grant expenditure in 2016/17 that is specific to the South West (SW) Locality is attached at Appendix 1. Total expenditure during 2016/17 is £655,545.

The [Youth Work Participatory Budgeting Project](#), agreed at Education, Communities, and Families Committee on 15 August 2017, can be broken down by locality.

In addition, information on Neighbourhood Partnership Community Grants for 2016/17, which can be analysed by the SE Locality, is provided at Appendix 2. A total of £139,135 was spent in SE locality during 2016/17.

In addition contract awards and grants awarded on a city-wide basis will indirectly support residents in the SE Locality. A list of the contracts awarded is available on the Council's [Contract Register](#) and a register of Grant Funding will be available on the Council website by the end of 2017.

Question (2) Can the Convener include a brief outline of the purpose of the organisation, the funding objectives, the amount and the Department budget from which the funds originated.

Answer (2) The information supplied in appendices 1 and 2 together with the published information on the Youth Work Participatory Budgeting Project and the Contract Register shows all the information held in relation to the funding allocated. In relation to Appendix 3, the Edinburgh Voluntary Organisations Council '[red book](#)' provides information on many third sector organisations across the city.

Grant Recipient - Organisations full Name	Brief Description of Grant Purpose (including programme name if different from organisation)	Area Provided for e.g. City wide or specify locality/neighbourhood	Grant Start Date	Grant End Date (including any extensions e.g +1)	Grant Annual Value	Budget Owner (Division / Service Area if applicable)
Art On Scotland	To create a public art installation made in close collaboration with local community participants, incorporating 3D sculpture and 2D painted murals, to transform the underused Arches site into a striking attraction, which will pose as the perfect setting for the continued development of the Arches.	City Centre	25/10/2016	30/06/2017	£ 2,107.50	Economic Development
Broomhouse Strategy Group	The aim of the B&SCHH is to reduce health inequalities and improve the health and well-being of residents of Broomhouse and Sighthill. The B&SCHH offers a drop-in service of advice and signposting from Tuesday to Friday, co-ordinates an advisory group for local people to address opportunities and put into action health initiatives for the area. The Hub also organises classes and activities to encourage health and well-being, healthy eating and preventive measures. The B&SCHH has health groups, organises open days and had a Time Bank which provides opportunities for volunteering and mentor/supervise volunteers.	11	01/04/2016	01/03/2017	£24,735.00	Wendy Dale - Health & Social Care

CAE	Deliver practical and emotional support to clients seeking advice. Refer clients appropriately for ongoing support with mental/emotional health. Refer clients appropriately for specialist debt advice. Deliver advice on income maximisation and financial capability. Deliver welfare rights advice to protect individual rights (tackling discrimination). Promote availability of advice to relevant agencies, particularly those working with minority groups, and to potential service users (reducing stigma).	11	01/04/2016	01/03/2017	£17,100.00	Wendy Dale - Health & Social Care
Centre for Moving Image (EIFF & Filmhouse)	Cultural Grant	City-wide (Wards 10 and 11)	01/04/2016	31/03/2017	#####	Cultural Strategy
Chessels Court Area Association (CCAA)	To enhance the appearance of Pirrie's Close through creation of a community-themed mural decoration. The mural design will be developed in consultation with local residents.	City Centre	25/10/2016	30/04/2017	£ 5,750.00	Economic Development
City Centre Neighbourhood Partnership	Neighbourhood Partnership (NP) Community Grants Fund	City Centre Neighbourhood Partnership	01/04/2016	31/03/2017	£21,878.00	Communities & Families

Community One Stop Shop (COSS)	COSS addresses Health Inequalities through the positive work of the Foodbank plus model. The Broomhouse Foodbank plus model is part of the three main services available at COSS which provide a holistic approach to clients using the foodbank including foodbank provision, Citizen's Advice Broomhouse outreach and an employability service. The client base is predominantly people in poverty and at risk of homelessness and debt. The service has a wide impact on clients and helps them through a particularly vulnerable period in their lives. This in turn helps reduce the risk of further health issues due to lack of nutrition, and improves their financial situation. The project works with an average 130 foodbank clients per month and Citizens Advice see around 110 clients per month. There are on average 30 employability visits per month		11	01/04/2016	01/03/2017	£ 6,659.00	Wendy Dale - Health & Social Care
Craigour Drive & Green Residents & Owners' Association	Running cost grant for tenants and residents' group	South East		02/08/2016	02/08/2017	£ 1,150.00	Jennifer Hunter, Tenant & Resident Services Manager, Place
Edinburgh Art Festival	To commission an established contemporary artist to create a piece of work that responds directly to the environment of the New Waverley Development at the railway bridge situated at New Street/Calton Road	City Centre		05/10/2015	02/02/2017	£12,500.00	Economic Development

Edinburgh Art Festival - New Waverley Commission 2017 project	To create a piece of work that responds directly to the environment of the New Waverley Development. As Edinburgh celebrates the 70th anniversary of the Edinburgh International Festival, and the founding of Edinburgh as a festival city, the 2017 programme will engage with the founding principles of the festival, and champion the role of culture as a tool to heal in the wake of a devastating conflict, and to promote a 'reflowering of the human spirit'.	City Centre	25/10/2016	30/09/2017	£ 5,000.00	Economic Development
Edinburgh Old Town Development Trust	To develop a community garden within the Waverley Valley on Calton Road beside Jacob's Ladder.	City Centre	05/10/2015	-	£ 2,500.00	Economic Development
Edinburgh UNESCO City of Literature Trust	To install a series of bespoke lightboxes on windows of the Canongate, inspired by Edinburgh's literary heritage, with a print map, digital app and extensive online research supporting the project.	City Centre	30/10/2016	30/04/2019	£12,500.00	Economic Development
Edinburgh UNESCO City of Literature Trust	To increase footfall to, and engagement with, New Waverley by illuminating the area with light installation inspired by Edinburgh's literary heritage	City Centre	05/10/2015	06/10/2016	£12,500.00	Economic Development

Edinburgh World Heritage	To undertake enhancement work to Jacob's Ladder, making the path useable outside daylight hours for the first time, safer and more pleasant to use at all times. The project aims to enhance connectivity and increase footfall between the New Waverley development site and the surrounding area, providing a direct route to Calton Hill and the New Town.	City Centre	25/10/2016	30/06/2018	£12,500.00	Economic Development
Edinburgh World Heritage (on behalf of volunteer group)	To create a planting and educational project in the Calton Burial Ground, maintained by a "friends of" group	City Centre	05/10/2015	12/07/2016	£ 4,538.00	Economic Development
Edinburgh World Heritage Trust	EWB provides support to the historic environment through the conservation and repair of historic buildings in partnership with communities across the World Heritage Site	City Centre Neighbourhood	01/04/2016	31/03/2017	£46,000.00	Planning & Transport
Eric Liddell Centre	Short Breaks/Day Trips/Information and Advice	South East	01/04/2016	31/03/2018	£23,744.00	Health and Social Care

Health All Round	Health All Round (HAR) is a Community Health Project situated in the Gorgie Dalry area of Edinburgh. Using a Community Development approach HAR seeks to improve and maintain health and well-being in Gorgie Dalry and surrounding areas and to contribute to the reduction of health inequalities within the city of Edinburgh. HAR averages around 5000 visits (service episodes) per year and sees 100-150 people per week. Activities include: exercise and walking groups; gardening, cookery & healthy eating/weight management; a range of activities to improve mental wellbeing, cultural bridging and employability.	10,11	01/04/2016	01/03/2017	£58,142.00	Wendy Dale - Health & Social Care
Inch Golden Years	Older people's day service	South East	01/04/2015	31/03/2018	£ 508.00	Health and Social Care
Liberton Gilmerton Neighbourhood Partnership	Neighbourhood Partnership (NP) Community Grants Fund	Liberton Gilmerton Neighbourhood Partnership	01/04/2016	31/03/2017	£29,595.00	Communities & Families
Libertus Services	Older people's support service	South East	01/04/2015	31/03/2018	£25,684.00	Health and Social Care
Lung Ha Theatre Company	Cultural Grant	City-wide (Ward 11 City Centre)	01/04/2016	31/03/2017	£16,990.00	Cultural Strategy
National Trust for Scotland	Provide assistance to the formulation of planning policies, and/or advice on development proposals	City Centre Neighbourhood	01/04/2016	31/03/2017	£ 2,850.00	Planning & Transport
Newington Nursery	Playgroup	South Central	01/04/2016	31/03/2017	£ 400.00	Communities & Families - Early Years
NKS	Playgroup	South Central	01/04/2016	31/03/2017	£ 9,500.00	Communities & Families - Early Years

OPEN CLOSE Edinburgh – select Royal Mile Closes transformation project	To transform select series of Edinburgh Royal Mile Closes into culturally rich routes during the summer 2017 festival period, using sound, light, and visual art. The project seeks to promote better circulation of pedestrians through the fabric of the Old Town, helping to make these spaces feel cleaner, more interesting, safer, and vibrant.	City Centre	25/10/2016	31/01/2018	£ 5,000.00	Economic Development
Pakistan Society Advice and Information Service	Older people's day & information service (BME)	South East	01/04/2015	31/03/2018	£36,100.00	Health and Social Care
SABRO	Running cost grant for tenants and residents' group	South East	07/08/2016	07/08/2016	£394.50	Jennifer Hunter, Tenant & Resident Services Manager, Place
Safe Zone	Provision of support and advice during the night time economy	City Centre	01/04/2016	30/06/2016	-	Community Justice
South Central Neighbourhood Partnership	Neighbourhood Partnership (NP) Community Grants Fund	South Central Neighbourhood Partnership	01/04/2016	31/03/2017	£57,373.00	Communities & Families
Spectrum Arts	To create community art projects, installations, murals and workshops around the New Waverley site, primarily utilising the hoardings	City Centre	05/10/2015	10/11/2016	£11,370.00	Economic Development
St Mary's playgroup	Playgroup	City Centre	01/04/2016	31/03/2017	£ 2,000.00	Communities & Families - Early Years
The Arches collective	To lighten up the 10 Arches during the winter/ festive period using festoon lights. The winter months will be dark, and the purpose for this project is to draw more footfall and attraction to this area of city.	City Centre	25/10/2016	30/03/2018	£ 4,000.00	Economic Development

The Friends of Calton Old Burial Ground'	To undertake a Graveyard Planting scheme, a Repointing project, a Sign at the Calton Road entrance, and other public engagement activities to enhance the current appearance of the New Calton Burial Ground. The New Calton Burial Ground is a nationally important heritage, and local community asset. The project will run for 10 months between September 2016 and June 2017	City Centre	25/10/2016	30/06/2017	£ 5,993.00	Economic Development
VOCAL	Carers Support Project South Edinburgh	South East	01/04/2016	31/03/2018	£24,994.00	Health and Social Care
WHALE	WHALE Arts delivers a range of creative activities to engage and inspire people who live in an area which is in the lowest 5% on the SIMD Health rank and who experience a wide range of health inequalities. The project runs regular groups and classes in Drama, Dance, Visual Arts, Textiles, Creative Gardening, Music, Book Groups, and supports people to access creative/cultural events outwith their own community. All activities are part of an integrated approach to local issues; engage and empower the community; and relate to Nationa/City of Edinburgh/Local Neighbourhood priorities to reduce Health Inequalities.	11	01/04/2016	01/03/2017	£41,357.00	Wendy Dale - Health & Social Care

South East - Community Grant
Fund

NAME OF GROUP	PURPOSE OF GRANT	AWARD
6VT Youth Cafe	Targeted youth work at Princes Mall and Waverley station	£ 2,467.00
Edinburgh Old Town Development Trust	Consultation & workshops for Stevenlaws Close-Up Project	£ 3,615.00
Edinburgh Street Pastors	Recruitment & training of additional team	£ 5,000.00
Grassmarket Community Project	Activities for isolated people	£ 4,850.00
Muslim Womens Asscn Edinburgh	Multicultural celebration event	£ 904.00
Royal mile Primary School Parent Council	Playground & outdoor classroom equipment	£ 3,000.00
Tron Square Comm Asscn	Summer gala weekend	£ 1,786.00
Gilmerton Comm Centre	Older & Wiser bus trips	£ 2,600.00
South Edinburgh Youth Cluster Group	Adventure Camp Lagganlia	£ 2,000.00
Gilmerton Comm Centre	Summer holiday programme	£ 5,000.00
Inch Comm Centre Mgt Cttee	Summer event	£ 750.00
Bridgent Allotment Asscn	Bee project	£ 1,353.00
Gilmerton Comm Centre	Xmas Programme & Fair	£ 2,700.00
Friends of Seven Acre Park	Extension of nature trail	£ 2,770.00
Liberton After School Club	Develop community choir	£ 2,422.00
VOCAL Carers organisation	Create & support Conversation cafes Lib Gil	£ 1,113.00

Homelink Family Support	Stay & Play for vulnerable parents healthy eating	£ 925.00
Gilmerton Community Centre	Cross generational art project	£ 2,400.00
Bridgend Inspiring Growth	Workshops make own cosmetics and beauty product all ages	£ 1,936.00
LOOPs Phonenumber Project	Intergenerational events workshops	£ 2,209.00
Inch Community Education Centre	Intergenerational garden project	£ 2,231.00
Goodtrees Neighbourhood Centre	Older & younger service users new prog inc Tea Dance	£ 2,359.00
Valley Park Community Centre	Vintaged themed events arts crafts make do mend	£ 2,100.00
Transition South Edinburgh	Open day future planning Gracemount Mansion link	£ 1,680.00
TEENS Transition Extra Needs Support	Adults complex comm issues Activity group	£ 800.00
Liberton Vaulters	Gymnastics on a horse Open day	£ 1,748.00
Vintage Vibes Broomhouse Centre	Activity intergenerational	£ 2,499.00
Cameron House Comm Centre	Summer activity programme young people	£ 4,500.00
Canongate Youth	Summer activity programme young people	£ 2,480.00
Southside Cc 3ms Youth Group	Summer activity programme young people	£ 5,000.00
Southside Community Centre	Summer youth theatre	£ 997.00

Meadows Festival	Festival 2016	£ 5,000.00
Royal Blind Forward Vision	Purchase instrall birds nest swing	£ 2,500.00
Access to Industry Transitions	Tutors for Dumbiedykes Garden Project	£ 2,276.00
Homelink Family Support Antenatal Project	Train volunteers to support families	£ 2,100.00
Tap Into It Where ever you are	Sheltered housing classes in I pads etc	£ 2,500.00
Crags Sports Centre	Sports equipment	£ 2,000.00
Canongate Youth Old School Cafe group	Intergenerational project run by young people	£ 2,400.00
Friends of Meadows Bfield Link s Bandstand Garden	Improve bandstand area at top of Midle Meadow Walk	£ 2,263.00
Grange Prestonfield Comm Council	Re - erect angel in roundel Newington Cemetery	£ 2,191.00
Friends of Sciennes Primary	Create willow tunnel on derelict site	£ 2,310.00
Old Edinburgh Club	Reerect flattended gravestones in Grange Cemetery	£ 2,450.00
Priestfield Parish Church	Clear site around church for garden	£ 1,010.00
Space Artworks	Supported weekly art club	£ 1,909.00
Meadows Exploreres	Camping equipment	£ 1,930.00
Braids Bowling Club	Junior bowling Club	£ 1,160.00
Cheyne Gang Choir	Tutor musican venue hire advertising	£ 3,300.00

Falcon Bowling & tennis Club	Disabled facilities	£ 2,800.00
Eric Liddell Centre	Interactive music group for the elderly	£ 907.00
Friends of Meadows & Bruntsfield Links	Information Lectern at Prince Albert Victor Sundial	£ 1,026.00
Tower Power	Create stock of energy saving items	£ 2,000.00
Broomhouse Centre Vintage Vibes	Activities with older & younger people together	£ 2,499.00
Canongate Youth	Celebration 40 years with intergen film project memories of project	£ 2,400.00
LOOPS Phone line project	Intergen events recipe swap, etcc	£ 915.00
Access to Industry	Community garden in Dumbiedykes	£ 2,000.00
The Open Door	Music therapy for Saturday Break Club cross generational	£ 1,215.00
Grange Pfield Comm Council Newington Cemetery	Create nature trail around Cemetery for all ages	£ 1,500.00
Mayfield Salisbury Playgroup	Invite local people to music session	£ 651.00
Shrub Swap & Reuse Hub	Develop work with older people workshops new from old	£ 2,400.00
Braidwood Bikepark group	Create new community garden	£ 2,500.00
Greening our Street Friends of Meadows & Bruntsfield Links	Develop orchard and allotment project in the Meadows	£ 1,920.00
25th Braid Scouts	For four shelter tents and flagpole	£ 909.00
	Total	£139,135.00

QUESTION NO 25

By Councillor Webber for answer by the Convener of the Culture and Communities Committee at a meeting of the Council on 24 August 2017

Question (1) Can the Convener provide a list of all the organisations in receipt of Council funds over the previous year to support residents in the South West Locality.

Answer (1) A summary analysis of grant expenditure in 2016/17 that is specific to the South West (SW) Locality is attached at Appendix 1. Total expenditure during 2016/17 is £927,388.

The [Youth Work Participatory Budgeting Project](#), agreed at Education, Communities, and Families Committee on 15 August 2017, can be broken down by locality.

In addition, information on Neighbourhood Partnership Community Grants for 2016/17, which can be analysed by the SW Locality, is provided at Appendix 2. A total of £103,372 was spent in SW locality during 2016/17.

In addition contract awards and grants awarded on a city-wide basis will indirectly support residents in the SW Locality. A list of the contracts awarded is available on the Council's [Contract Register](#) and a register of Grant Funding will be available on the Council website by the end of 2017

Question (2) Can the Convener include a brief outline of the purpose of the organisation, the funding objectives, the amount and the Department budget from which the funds originated.

Answer (2) The information supplied in appendices 1 and 2 together with the published information on the Youth Work Participatory Budgeting Project and the Contract Register shows all the information held in relation to the funding allocated. In relation to Appendix 3, the Edinburgh Voluntary Organisations Council '[red book](#)' provides information on many third sector organisations across the city.

Grant Recipient - Organisations full Name	Brief Description of Grant Purpose (including programme name if different from organisation)	Area Provided for e.g. City wide or specify locality/neighbourhood	Grant Start Date	Grant End Date (including any extensions e.g +1)	Grant Annual Value	Budget Owner (Division / Service Area if applicable)
Balgreen Playgroup	Playgroup	South West	01/04/2016	31/03/2017	£ 2,500.00	Communities & Families - Early Years
Bingham & District 50+ Project	To deliver a service of educational adult learning classes, health / fitness classes/activities and social events for local people aged 50+. Employing trained tutors to teach and guide participants and structure their classes to suit a mixed ability group situation. Use community transport of to take older and disabled participants to and from their chosen class and activities.	9	01/04/2016	01/03/2017	£ 9,536.00	Wendy Dale - Health & Social Care
Broomhouse Centre	Lunch club/befriending/advice	South West	01/04/2015	31/03/2018	£45,200.00	Health and Social Care
Broomhouse Centre	Young carers, youth befriending and youth counselling services	Pentlands, South West, Western Edinburgh	01/04/2016	31/03/2019	£15,805.00	Communities and Families / Schools & Lifelong Learning

Carr Gomm	<p>Carr Gomm delivers an enhanced model of community referral (social prescribing) in Craigmillar, to improve the health, wellbeing and life chances of local people. The project takes a person-centred approach to identify issues, and offers 1-to-1 support to attend relevant services or groups. This funding integrates evidence-based psychological training into existing work and further develops the project's community catalyst approach. The project takes referrals from a wide range of local agencies, including Primary Care (the Craigmillar Medical Group (CMG); Niddrie Medical Practice (both Deep End practices); the Minority Ethnic Health Inclusion Service (MEHIS)), statutory services (including Housing and Social Work), Third Sector organisations and self-referrals. Support provided is diverse - attending specialist health appointments; accessing therapeutic activities such as arts or music groups; getting support to return to work or help with sorting benefits or debt issues. The service is tailor-made for the individual, depending on their needs, wishes and barriers.</p>	9	01/04/2016	01/03/2017	£29,009.00	Wendy Dale - Health & Social Care
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Community Ability Network (CAN)	To facilitate and signpost individual members to improve quality of life and to empower local residents to move on from lives impaired by disability, poverty and disadvantage. Provide information, advice and guidance on opportunities for training, education, skills development and employment for people with disabilities. Provide opportunities and support for disabled people and others to adopt healthier more active lifestyles. Provide volunteering opportunities and encourage volunteering. Provide money and debt advice to disadvantaged groups. Provide employment advice and support.	9	01/04/2016	01/03/2017	£97,035.00	Wendy Dale - Health & Social Care
Compass Playgroup	Playgroup	Pentlands	01/04/2016	31/03/2017	£ 2,000.00	Communities & Families - Early Years
Crossreach	To provide a Postnatal Depression Counselling Service to parents/carers of babies who are affected by Postnatal Depression and living in Burdiehouse, Southhouse, Gracemount, Liberton, Moredun, and the Inch, where a high instance of PND has been identified. To provide Creche facilities for clients attending the PND Counselling sessions to ensure they can have time away from their baby to talk in a counselling setting. To offer support and counselling near to where people live to ensure ease of access.	7	01/04/2016	01/03/2017	£ 9,513.00	Wendy Dale - Health & Social Care
Currie Day Centre	Older people's day service	South West	01/04/2015	31/03/2018	£ 8,595.00	Health and Social Care
Dove Centre (The)	Older people's day service	South West	01/04/2015	31/03/2018	£79,135.00	Health and Social Care

Forever Young Club	Older people's day service	South West	01/04/2015	31/03/2018	£26,120.00	Health and Social Care
Hailesland Neighbourhood Council	Running cost grant for tenants and residents' group	South West	01/07/2016	01/07/2017	£ 1,710.00	Jennifer Hunter, Tenant & Resident Services Manager, Place
Hailesland Park Neighbourhood Council	Running cost grant for tenants and residents' group	South West	29/07/2016	29/07/2017	£ 2,128.00	Jennifer Hunter, Tenant & Resident Services Manager, Place
Harlaw Monday Group	Older people's day service	South West	01/04/2015	31/03/2018	£ 5,353.00	Health and Social Care
Juniper Green playgroup	Playgroup	Pentlands	01/04/2016	31/03/2017	£ 2,000.00	Communities & Families - Early Years
Laichfield Residents Association	Running cost grant for tenants and residents' group	South West	01/03/2016	01/03/2017	£945.00	Jennifer Hunter, Tenant & Resident Services Manager, Place
Murrayburn Residents' Organisation	Running cost grant for tenants and residents' group	South West	12/05/2016	12/05/2017	£ 2,150.00	Jennifer Hunter, Tenant & Resident Services Manager, Place
North Merchiston Playgroup	Playgroup	South West	01/04/2016	31/03/2017	£ 2,000.00	Communities & Families - Early Years
Oxgangs Care	Befriending	South West	01/04/2015	31/03/2018	£56,169.00	Health and Social Care
Oxgangs Care	Community Resource - early intervention service	South West	01/04/2015	31/03/2018	£77,900.00	Health and Social Care
Oxgangs Care	Dementia Support	South West	01/04/2015	31/03/2018	£22,824.00	Health and Social Care
Oxgangs Care	Sure Start project - family support with children under 3	Pentlands	01/04/2016	31/03/2019	£45,607.00	Communities and Families / Schools & Lifelong Learning
Oxgangs Neighbourhood Centre	Community centre offering early years services & support to families.	Pentlands	01/04/2016	31/03/2017	£38,006.00	Communities and Families / Schools & Lifelong Learning
Pentlands Neighbourhood Partnership	Neighbourhood Partnership (NP) Community Grants Fund	Pentlands Neighbourhood Partnership	01/04/2016	31/03/2017	£43,583.00	Communities & Families
Redhall Tenants and Residents' Group	Running cost grant for tenants and residents' group	South West	30/07/2016	30/07/2017	£ 1,500.00	Jennifer Hunter, Tenant & Resident Services Manager, Place
Riccarton playgroup	Playgroup	South West	01/04/2016	31/03/2017	£ 2,000.00	Communities & Families - Early Years
ScoreScotland	Youth Work Services	Pentlands, South West, Western Edinburgh	01/04/2016	31/03/2019	£38,000.00	Communities and Families / Schools & Lifelong Learning

<p>South Edinburgh CHI (Virtual Community Flat Network)</p>	<p>The South Edinburgh Virtual Community Flats Network provides a forum for local people and partner agencies to engage effectively with each other and to enhance partnership working between the local community and multi agency services. The project delivers local training sessions for partner organisations, provides health information sessions in the format of Drop-Ins via libraries and community centres and encourages increased access to NHS Inform and other appropriate health and social care resources. It works with volunteers and holds community events around health and well being themes. It supports a local Survivors group, the South Edinburgh Domestic Abuse Action group & THE Older Peoples Action Group. The project is also developing a social prescribing service with local GP practices.</p>	<p>7</p>	<p>01/04/2016</p>	<p>01/03/2017</p>	<p>£42,810.00</p>	<p>Wendy Dale - Health & Social Care</p>
<p>South Edinburgh Amenities Group (SEAG)</p>	<p>SEAG provides a with-driver transport service to 30 registered groups in South Edinburgh in specially adapted, mobility accessible minibuses. This allows groups of the elderly, disabled and those (of any age) living in areas of deprivation to access day centres, lunch clubs, and other social, leisure and health activities. This vital enabling service principally underpins the health inequalities work of our registered user groups in the Liberton Gilmerton and South Central Neighbourhood Partnership areas.</p>	<p>7</p>	<p>01/04/2016</p>	<p>01/03/2017</p>	<p>£74,165.00</p>	<p>Wendy Dale - Health & Social Care</p>

South West Neighbourhood Partnership	Neighbourhood Partnership (NP) Community Grants Fund	South West Neighbourhood Partnership	01/04/2016	31/03/2017	£50,249.00	Communities & Families
St Fillan's playgroup	Playgroup	Pentlands	01/04/2016	31/03/2017	£ 2,500.00	Communities & Families - Early Years
Stableroom playgroup	Playgroup	Pentlands	01/04/2016	31/03/2017	£ 2,500.00	Communities & Families - Early Years
The Big Project	Youth Work Services	South West	01/04/2016	31/03/2019	£25,500.00	Communities and Families / Schools & Lifelong Learning
Wester Hailes Youth Agency	Youth Work Services	Pentlands, South West, Western Edinburgh	01/04/2016	31/03/2019	£34,291.00	Communities and Families / Schools & Lifelong Learning
WHALE	Youth Work Services/Arts	Pentlands, South West	01/04/2016	31/03/2019	£29,000.00	Communities and Families / Schools & Lifelong Learning

NAME OF GROUP	PURPOSE OF GRANT	AWARD
Broomhouse Young Carers	Activities for young carers	£1,332
Pregnancy & Parent	Install small kitchen and redecorate	£1,598
Sighthill Broomhouse Parkhead Community Council	Purchase of IT equipment	£750
Wester Hailes Health Agency	Series of training courses publicity & directory production	£1,737
Sighthill Community Centre Management Cttee	Sports equipment	£2,000
Broomhouse Health Strategy Group	Duo exercise in pairs	£2,000
Foursquare	Healthy living programme	£1,609
Community One Stop Shop	Alleviate dependance on food banks over holiday period	£1,520
Friends of Craiglockhart Nature Trail	Nature improvements	£3,428
The Health Agency	Health classes	£2,000
St Martins Community Resource Centre	Dance Clases and events	£1,815
Good Morning Gorgie Health All Round	Programme of morning events activities for older people	£5,000
WHALE Without a Cause Drama group	Reduces social isolation and anxiety	£4,536
Health Agency Willow Garden Project	Friendships connections improved well being	£5,000
Broomhouse Centre Friendship Pools	New befriending service link isolated older people to each other	£4,736
Dalry Primary School Bus Project	To convert a double decker bus into an outdoor classroom and develop garden skills	£5,000
Dunedin Canmore Housng Bumps to Baby Group	New skills healthy cooking for young parents	£4,360
About Youth Choose Health	Ten week programme for unemployed young people develop sport, cookery, access	£2,938

Westerhaven Cancer Info Centre Care exchange	Match volunteers to cancer patients buddying service	£4,970
Reunion Canal Boats	Monthly walks to enhance well being & health	£2,650
EPIC Edinbrgh Girls Project	Mental health mentoring mindfulness	£810
West Edin Asian Womens Group APNA	Support Work & activities	£2,200
Clovenstone Boxing Club	Equipment & storage	£1,815
Currie Horticultural Society	Exhibition tables	£760
Pentland CC Mangt Cttee	Memorial bench	£1,500
51st Pentland Balerno Scout Group	Storage container lock shelving	£4,000
Oxgangs Neighbourhood Centre	Start up costs after school club	£2,100
Balerno CommC entre Mgt Cttee	Noticeboard	£585
Cheyne Gang Choir	Pilot to set up choir	£3,000
7TH Boys Brigade	Smoothie maker & materials	£300
Pentlands Probus Club	Printing a book	£500
Oxgangs Neighbourhood Centre Lunch Club	Dishwasher	£2,000
Friends of Buckstone Park and Woods	Plant a 20 to 30 tree orchard	£1,705
Firrhill High School Parent Teacher Council	Set up an event & carry out research	£1,400
Colinton Village Ventures	Start up costs trying to buy shop for comm use	£500
Ratho Childrens Gala Committee	Equipment & materials for this year's event	£3,448
Colinton Village Events	Planters for the village	£3,500
3rd Balerno Brownies	Trip to Perthshire for activity weekend	£910

Currie Fair & Common Good Fund	Equipment	£260
Clovenstone Community Centre	Employability cookery classes	£2,861
Green Team	Course & equipment	£1,449
Dove Centre	Day trips	£3,390
42nd Pentland Currie Scouts	Tents & equipment	£1,000
Girlguiding Currie District	Educational trip	£800
Edinburgh Lothina Greenspace Trust	Mapping exercise for skatepark	£1,500
Nether Currie Piper PC	Equipment & activities	£1,000
Girlguiding Fairmilehead District	Activities & transport	£1,100
	Total	£103,372

Item no 5.1

QUESTION NO 1

**By Councillor Neil Ross for answer
by the Convener of the Transport and
Environment Committee at a meeting
of the Council on 21 September 2017**

Question

Under point 18 in the Waste and Cleansing Improvement Plan, the Technical Team investigated the use of QR codes to allow residents to easily report missed or overflowing communal bins but this was abandoned after it was found to require a high level of administration to maintain. Until such time when QR code technology becomes simpler to administer, could the Council investigate the simpler alternative of setting up a new Waste telephone number and placing it, along with a unique identifying number, on each on-street communal bin so that members of the public could report a full or overflowing bin to the Waste Department, either by text or phone call?

Answer

Item no 5.2

QUESTION NO 2

**By Councillor Neil Ross for answer
by the Convener of the Transport and
Environment Committee at a meeting
of the Council on 21 September 2017**

Question (1) Under Section 130 of The New Roads and Street Works Act 1991, a utility company must ensure that the reinstatement of the road surface conforms to such performance standards as may be prescribed. In the case of permanent reinstatement, the road surface must conform for a prescribed period after the completion of the reinstatement. How long is the prescribed period for permanent reinstatements to the road surface carried out in the City of Edinburgh?

Answer (1)

Question (2) The Council has a number of powers to ensure that the quality of a reinstatement of the road surface meets its performance standards.

On how many occasions in the past twelve months, and also in the past five years, has the Council:

- a) issued notices to utility companies to require them to carry out remedial works with respect to an inadequate reinstatement of the road surface?
- b) carried out the necessary remedial works?
- c) recovered the costs, which it reasonably incurred in carrying out remedial works, from these utility companies and how much was recovered?

Answer (2)

Item no 5.3

QUESTION NO 3

By Councillor Lang for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 21 September 2017

Question

What action is being taken to address the flooding issues in the Binks Car Park in Queensferry?

Answer

Item no 5.4

QUESTION NO 4

By Councillor Lang for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 21 September 2017

Question

The Edinburgh and South East Scotland Region City Deal Heads of Term states that the Scottish Government will provide “£20m investment to support public transport infrastructure improvements identified by the Council’s West Edinburgh Transport Appraisal, alongside investment from partners and the private sector.”

Can the Convener explain which projects this funding to likely to finance and which partners are expected to contribute additional investment?

Answer

Item no 5.5

QUESTION NO 5

By Councillor Lang for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 21 September 2017

Question (1) On what date was the decision taken to commence the resurfacing and improvement works at the Silverknowes roundabout on 11 September?

Answer (1)

Question (2) Why were local ward councillors not informed of the commencement date or provided with detailed project drawings until just a few days before the works?

Answer (2)

Question (3) What assessment has been made of the effectiveness of the neighbour notification procedure for these works?

Answer (3)

Question (4) What potential exists to complete the works within a shorter period than the expected 14 weeks?

Answer (4)

Item no 5.6

QUESTION NO 6

By Councillor Rust for answer by the Convener of the Education, Children and Families Committee at a meeting of the Council on 21 September 2017

- Question** (1) What outstanding issues remain to be resolved to ensure Firrhill High School Hockey Club has an adequate pitch on which to train and play?
- Answer** (1)
- Question** (2) What is the anticipated timescale for resolving these issues?
- Answer** (2)
- Question** (3) Will the Convener give assurance that he and department officials will engage with Firrhill High School and Oxfords Primary School to ensure a long term future for Firrhill High School Hockey Club with as minimal disruption as possible?
- Answer** (3)
- Question** (4) Why are new pitches which are being laid in Edinburgh schools such as Firrhill not suitable for competitive hockey beyond S2?
- Answer** (4)

Item no 5.7

QUESTION NO 7

By Councillor Rust for answer by the
Convener of the Finance and
Resources Committee at a meeting
of the Council on 21 September 2017

Question (1) In relation to the Council owned properties at 5 Ratho Park, Ratho Station occupied by Cheque Centres Limited please advise of any outstanding sums due to the Council?

Answer (1)

Question (2) What steps are being taken to recover said sums?

Answer (2)

Question (3) What was the Council's total contribution during the term of occupation of Council owned premises at Ratho Station or elsewhere by Cheque Centres Limited, in terms of

(a) agreed rental reduction,

(b) fitting out of premises and

(c) any other net benefit to the company?

Answer (3)

Item no 5.8

QUESTION NO 8

By Councillor Rose for answer by the Convener of the Housing and Economy Committee at a meeting of the Council on 21 September 2017

The current update to housing statistics for Scotland published by the Scottish Government include the following qualification to the figures:

"Figures for the private sector new build completions for the City of Edinburgh have been estimated from 2015 Quarter 4 onwards due to quality concerns of data derived from building completion certificates. Estimates for Edinburgh have instead been based on private new build house sales data from Registers of Scotland, with further assumptions on self-builds and private sector led Section 75 completions which are not captured in this data source. The estimates for Edinburgh are being investigated further and are subject to change in future publications."

Question (1) What is the extent of delays in issuing building completion certificates over the last five years?

Answer (1)

Question (2) When will this be resolved?

Answer (2)

Question (3) What measures are being taken to resolve this failure of service

Answer (3)

Question (4) Please give the information requested above in relation to the timely issue building warrants

Answer (4)

Item no 5.9

QUESTION NO 9

By Councillor McLellan for answer by the Convener of the Education, Children and Families Committee at a meeting of the Council on 21 September 2017

Question **(1)** To ask the convener for an update on a feasibility study into the possible amalgamation of services provided by the Northfield Community Centre, Gilmerton Community Centre and Piershill Library, conducted by Edinburgh University on behalf of CEC, and for which Northfield Community Centre continues to provide data.

Answer **(1)**

Question **(2)** To ask the convener to confirm that amalgamation of community centre and library services in Northfield and Gilmerton will not take place

Answer **(2)**

Item no 5.10

QUESTION NO 10

**By Councillor Johnston for answer
by the Convener of the Corporate
Policy and Strategy Committee at a
meeting of the Council on 21
September 2017**

Question

What procedures are in place to deal with potential conflicts of interest in terms of an elected member's role and their role as a champion, and what additional powers or budgets do champions have access to?

Answer

Item no 5.11

QUESTION NO 11

By Councillor Mowat for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 21 September 2017

The Scottish Government announced on 6th September 2017 that it will support the introduction of a Low Emission Zone in Edinburgh by 2020 and the Administration has made a commitment to introduce one in the Council's business plan. It appears from the press reports and Government Consultation that this is likely to be fines for vehicles entering the zone. There have been reports that Edinburgh would like to be one of the first LEZ in Scotland. Could the Convener indicate:

- Question** (1) When will the Council publish their plans showing where the LEZ will be?
- Answer** (1)
- Question** (2) Which vehicles will be affected?
- Answer** (2)
- Question** (3) Whether will be exemptions for residents who live within the zone?
- Answer** (3)
- Question** (4) What is the timescale for introduction so that people can begin to plan for any introduction of a Low Emission Zone given the extremely short timescales being proposed for the introduction of said zones by the Scottish Government?
- Answer** (4)
- Question** (5) How are the decisions regarding the above matters to be taken and what empirical evidence will be used as the basis for taking these decisions?
- Answer** (5)

Item no 5.12

QUESTION NO 12

**By Councillor Johnston for answer
by the Convener of the Finance and
Resources Committee at a meeting
of the Council on 21 September 2017**

Question

Given the guidance regarding repairs in shared buildings has not been updated in some time, will the administration consider a fresh public awareness campaign, to further explain both the rights and responsibilities for owners and occupants?

Answer

Item no 5.13

QUESTION NO 13

**By Councillor Hutchison for answer
by the Convener of the Finance and
Resources Committee at a meeting
of the Council on 21 September 2017**

The 'Overtime working and working time payments' section of the Orb states that 'No function should be routinely reliant on overtime working in order to deliver its service.'

Question (1) In light of the first quarter budget overspend and the projected overspend for the 2017/18 financial year, can the Convener please advise the total spend on overtime in the year to date and the projected budget for overtime for the remainder of the financial year.

Answer (1)

Question (2) Can the Convener please confirm the contributions of individual departments to the total overtime spend as given in the answer to Question 1 and provide details of the circumstances under which overtime working is authorised.

Answer (2)

Question (3) Are the reasons for overtime working as given in the answer to Question 2, deemed to be exceptional or is overtime working seen as a long-term solution?

Answer (3)

Question (4) Can the Convener please confirm what actions are currently in place or planned to be put in place to manage and reduce the overtime spend.

Answer (4)

Item no 5.14

QUESTION NO 14

**By Councillor Campbell for answer
by the Convener of the Housing and
Economy Committee at a meeting of
the Council on 21 September 2017**

Question

What are the missing conditions that have resulted in large areas of undeveloped land remaining void of new housing in the Edinburgh Waterfront, in our otherwise economically successful City?

Answer

Item no 5.15

QUESTION NO 15

By Councillor Webber for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 21 September 2017

Question

The boundary fence between Baberton Mains Housing Estate and the A720 City Bypass is in a terrible state of repair. The bypass boundary fence has never had any maintenance work carried out since it was built to prevent trespass onto the A720 during its construction in the mid to late 1980s.

Can The Convener confirm that she will contact AMEY to request its engagement with residents to ensure the integrity of this boundary and repair and assist the 1,000s of residents of this area?

Answer

Item no 5.16

QUESTION NO 16

By Councillor Doggart for answer by the Chair of the Edinburgh Integration Joint Board at a meeting of the Council on 21 September 2017

Question (1) Following the departure of Rob McCulloch-Graham as Chief Executive Officer (CEO) of the EIJB, could the Chair provide a timetable to Council for the recruitment of a replacement CEO?

Answer (1)

Question (2) In light of the Care Inspectorate Report into health and social work for older people in Edinburgh, what steps has the Chair of the EIJB taken to ensure that the new CEO will address the quality indicators that the Care Inspectorate found to be less than adequate?

Answer (2)

Question (3) Following the Council Leader's verbal commitment at the last Council meeting to implement the 17 recommendations of the Care Inspectorate report, what representations has the Chair of the EIJB made to the Convener of the Finance and Resources Committee for an increase in the 2018/19 Budget to meet the recommendations?

Answer (3)

Item no 5.17

QUESTION NO 17

By Councillor Miller for answer by the Convener of the Culture and Communities Committee at a meeting of the Council on 21 September 2017

Question

Given the successful community-led buy-out by Action Party of the former church on Bellfield Street in Portobello, the first exercise of right to buy powers in urban Scotland, what support does the council plan to provide to other community groups considering using the right to buy provisions or considering transfer of ownership of a local asset?

Answer

Item no 5.18

QUESTION NO 18

**By Councillor Main for answer by the
Chair of the Edinburgh Integration
Joint Board at a meeting of the
Council on 21 September 2017**

Question

How many hours of required care at home per week, have the Council and its contracted partner providers each been unable to provide over the last year, broken down week by week?

Answer

Item no 5.19

QUESTION NO 19

By Councillor Burgess for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 21 September 2017

Question

As a category one responder, expected to be among the first to deal with any incident, has the council assessed the possible impact of a release of radioactive material from 1) military convoys carrying nuclear warheads and high explosives by road, and 2) radioactive waste transports by rail, that pass through or near to the City?

Answer

Item no 5.20

QUESTION NO 20

By Councillor Booth for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 21 September 2017

Question

What plans does she have to reform the Council's Cycle Forum?

Answer

Item no 5.21

QUESTION NO 21

By Councillor Booth for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 21 September 2017

Question

What conversations has the council had with the Scottish Government regarding taking forward a low emission zone for Edinburgh?

Answer

Item no 5.22

QUESTION NO 22

By Councillor Booth for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 21 September 2017

Question

What quality assessment does the council undertake to ensure that cycle and pedestrian infrastructure projects adhere to the council's own design guidelines, and to Scottish Government design guidelines?

Answer

Item no 5.23

QUESTION NO 23

By Councillor Young for answer by the Convener of the Planning Committee at a meeting of the Council on 21 September 2017

Question

The Council's Planning and Building Standards Customer Service Charter includes a commitment to "respond within 10 working days or tell you if we need longer." What percentage of correspondence to Planning and Building Standards have met this commitment in each of the last 5 years?

Answer

Item no 5.24

QUESTION NO 24

By Councillor Young for answer by the Convener of the Finance and Resources Committee at a meeting of the Council on 21 September 2017

Question (1) What income has been generated by the fees paid from Cruise Liners visiting the port at South Queensferry, in each of the last 5 years?

Answer (1)

Question (2) What budget area do these fees contribute to?

Answer (2)

Question (3) How much of this income, in each of the last 5 years, has been specifically used to fund projects or make improvements in South Queensferry, and what were these?

Answer (3)

Item no 5.25

QUESTION NO 25

By Councillor Young for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 21 September 2017

Question What consultation takes place between CEC, Event Organisers and the local community on the annual Pedal Scotland event which goes through Kirkliston every year?

Answer

Question (2) How has this engagement influenced traffic management and residential access decisions over the years?

Answer (2)

Question (3) What consideration has been given to variations in route, considering the growing size of Kirkliston's population?

Answer (3)

Item no 5.26

QUESTION NO 26

By Councillor Bruce for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 21 September 2017

Question

Is the Council aware of the impending HW students traffic study of the Lanark Road area and does the Council have any plans to consider this in light of future developments in Balerno?

Answer



A very Social Sleep-Out

Homelessness remains a key priority for us in the Council but it takes a citywide commitment to really support those at risk in our city. By working together with partner agencies and charities, we can make an even bigger difference.

That is why I have high hopes for Social Bite's fundraising Sleep-Out. Billed as 'Live Aid' for Scotland's homeless, the event looks set to become the world's biggest ever charity sleepover and raise millions of pounds in the process.

The Council will help to host the event in West Princes Street Gardens this December, and I'm looking forward to taking part. I'll be joined by Depute Leader Cammy Day and the Council's Chief Executive Andrew Kerr as we sleep under the stars on a cold winter's night in Edinburgh. You can [support our fundraising here](#) or why not sign up to take part yourself at [Sleep in the Park](#).

New lease of life for Meadowbank

As one of the city's flagship sports venues, the [renewal of Meadowbank Sports Centre](#) is a major project for the Council and for the many thousands of people who will benefit from our plans for new, state-of-the-art facilities.

The old Meadowbank has served us well in its almost 50-year lifespan and its closure on 3 December will be bittersweet for some as we reach the end of an era.

But this is also the start of a new and improved Meadowbank. If you haven't seen the latest designs – released earlier this week – you can [find them here](#). They will be considered later this year by the Council's Planning Committee.

New Queensferry High School set to make a bigger splash

As councillors, we all know that listening to the views of local people is a vital part of political life. So I'm proud that that's exactly what we've done in the case of the swimming pool at the new Queensferry High School.

The initial proposal was for four lanes but, after feedback from the public, the planning application has been submitted (earlier today) with an additional two. With the population of the Queensferry area expanding, there is a need for improved sporting facilities and that's what we're providing. In addition to the six-lane swimming pool, there will be a larger games hall, new fitness centre, dance studio and floodlit 3G and 4G pitches – all of which will be available for use by the local community.

This is a great example of local democracy in action and, now that the planning application has been submitted, there is still more time for public feedback before it goes before the planning committee early next year.

Protecting our Festivals' legacy

Edinburgh's festivals have been breaking records and welcoming visitors from all over the world for 70 years so, in this crucial anniversary year, it is important that we protect their legacy.

That is why I am delighted that we've joined forces with the Festivals and the Scottish Government to secure [an additional £15m investment](#) to help our festivals thrive over the next five years.

This is an important move following many months of negotiations with the Scottish Government to secure the future success of our festivals. Not only do the events support our jobs market and economy to the tune of £313m every year, they are at the heart of Edinburgh's cultural offering and make us unique. Here's to the next 70 years!

More speed, less waste

So, there's little doubt about the positive impact our festivals have on the city. But the influx of visitors, tourists and performers also significantly increases pressure on our services, particularly waste management.

I'm delighted, therefore, to see complaints over issues like litter, dog fouling, overflowing communal bins and fly-tipping across the city have [dropped by 32% compared to the same time last year](#) – and have more

than halved in the city centre. This is testament to the hard work of our staff, and demonstrates the impact our efforts to manage demand can have.

But while we rely on additional street cleansing staff and extra bin collections during this period, we also count on the public to do their bit. By encouraging everyone to take pride in the Capital by binning their litter, cleaning up after their dogs and disposing of large items responsibly, we want to keep Edinburgh the welcoming place it should be all year round.

Tram to Newhaven

Since being [approved in principle](#) by the Transport and Environment Committee earlier this month, it's now up to all 63 councillors to decide the necessary next steps towards taking the tram to Newhaven and completing line 1a.

All members have had the opportunity to scrutinise the Outline Business Case in minute detail over the past weeks, with officers and an independent expert on hand to give further information or advice.

Of course, no final decision would be made until autumn 2018, giving ample time to incorporate findings from Lord Hardie's Inquiry. We'd also make the most of the intervening time to ensure we build up and maintain useful and transparent two-way relationships with residents and businesses who would be most likely to be impacted by the works.

Leith Street Bridge

Leith Street will take an important step back towards its former self this weekend thanks the removal of the footbridge between the Omni Centre car park and (what was) the St James Centre.

At 120 tonnes and 15m high, this will be no mean feat, but contractors will work through the night on Friday to remove the structure piece by piece, ensuring access to Leith Street for pedestrians and businesses by Saturday morning.

In many ways, the bridge and the current road layout are relics of a different age when the car was king. The new design, part of the wider St James Quarter development, will return the street to a bustling retail area, far more suited to all types of road user, however they may be travelling.

Edinburgh Award

Having spent over 15 years at the helm of Scotland's biggest University, Principal Timothy O'Shea will retire from his role early next year.

He will be thanked by the Lord Provost on behalf of the city with our most prestigious annual accolade – the [Edinburgh Award](#). Sir Timothy is a very worthy recipient of the honour and leaves the University of Edinburgh in good health as an internationally renowned centre of academic excellence.

He will have a cast of his handprints set in stone outside the City Chambers alongside previous recipients J.K Rowling, Sir Chris Hoy, Professor Peter Higgs and Sir Tom Farmer, to name but a few. I congratulate him on behalf of the Council and wish him well for his retirement.

The Outlander effect

With Edinburgh once again taking centre stage on screen, the city is set to reap the rewards of a boom in location tourism.

Close to 1.5 million households across the world are expected to tune in to watch the latest series of [Outlander](#), which features star appearances from Edinburgh's Hopetoun House, Craigmillar Castle and Bakehouse Close, which houses the Council's Museum of Edinburgh. We fully expect to see a spike in 'set-jettlers' to Edinburgh as a result.

This is, of course, the latest in a string of silver screen appearances for the city. Thanks to the Council's establishment of Film Edinburgh, the city is increasingly becoming the Golden Girl of Hollywood. At almost £8m annually in economic benefit to the city, filming in Edinburgh is well worth tuning in to.

Get involved

Keep up to date with all council news via our [news section online](#). You can watch live council and committee meetings via our [webcast](#) service and join the debate on Twitter using #edinwebcast. If you wish to unsubscribe, please [email](#) us.

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The City of Edinburgh Council

10.00am, Thursday 21 September 2017

Appointment of Parent Representative to the Education, Children and Families Committee

Item number	7.1
Report number	
Executive/routine	
Wards	All
Council Commitments	Delivering for Our Children and Families

Executive Summary

The Council is requested to confirm the appointment of Alexander Ramage as the parent representative to the Education, Children and Families Committee.

Appointment of Parent Representative to the Education, Children and Families Committee

1. Recommendations

- 1.1 The Council is requested to confirm the appointment of Alexander Ramage as the parent representative to the Education, Children and Families Committee, term of office to run from 21 September 2017 to 30 April 2022.
- 1.2 To note that the appointment is conditional upon confirmation that the appointee will comply with the Councillors' Code of Conduct and membership of the Protection of Vulnerable Groups (PVG) Scheme.

2. Background

- 2.1 The Council, on 22 June 2017, agreed changes to the membership of the Education, Children and Families Committee. It was agreed not to re-appoint teacher representatives to the Committee and to retain the parent representative but in a non-voting capacity, while noting the need to significantly strengthen engagement with teachers, pupils and parents through the decision making process.
- 2.2 Only members of the Consultative Committee with Parents (CCWP), duly appointed from schools and parent councils, are eligible to be nominated as the parent representative to the Education, Children and Families Committee.

3. Main report

- 3.1 At a meeting of the CCWP on 14 September 2017, nominations were sought for the position of the parent representative to the Education, Children and Families Committee.
- 3.2 The CCWP recommended that Alexander Ramage be appointed as the parent representative to the Committee. Alexander Ramage was the parent representative on the Committee in the previous Administration and has significant experience in the role.

4. Measures of success

- 4.1 Appointment of the parent representative to the Education, Children and Families Committee strengthens engagement of parents in education and continued participation with key stakeholder representatives.

5. Financial impact

- 5.1 The parent representative will be able to claim travel and subsistence for attendance at meetings.

6. Risk, policy, compliance and governance impact

- 6.1 Appointment of a parent representative is key in fulfilling committee business and decision making processes for the Education, Children and Families Committee.

7. Equalities impact

- 7.1 There are no direct equalities impacts as a result of this report.

8. Sustainability impact

- 8.1 There are no direct sustainability impacts as a result of this report.

9. Consultation and engagement

- 9.1 Consultation and engagement took place with parent council representatives within each Locality.

10. Background reading/external references

[Minute of the City of Edinburgh Council 22 June 2017 \(item 2\)](#)

Andrew Kerr

Chief Executive

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11. Appendices

None.

The City of Edinburgh Council

10.00am, Thursday, 21 September 2017

Appointment of Chief Social Work Officer

Item number	8.1
Report number	
Executive/routine	
Wards	
Council Commitments	

Executive Summary

The report asks the Council to note the decision by the Chief Executive under urgency provisions to appoint Alistair Gaw as Chief Social Work Officer.

Appointment of Chief Social Work Officer

1. Recommendations

- 1.1 To note the appointment of Alistair Gaw as Chief Social Work Officer under urgency provisions.

2. Background

- 2.1 Provision is made within the Committee Terms of Reference and Delegated Functions (paragraph 4.1) for the Chief Executive or appropriate Director, in consultation with the Convener or Vice-Convener, to take decisions normally made by committee under urgency provision. The decision has then to be reported to the next meeting.

3. Main report

- 3.1 Following the departure of the Chief Officer of the Edinburgh Integration Joint Board, Michelle Miller who was the Chief Social Work Officer was appointed interim Chief Officer. Scottish Government guidance states that these posts should not be fulfilled by the same individual. As a result, the Chief Executive, under urgency provisions and in consultation with the Lord Provost, appointed Alistair Gaw, the Executive Director of Communities and Families to also fulfil the role of Chief Social Work Officer. Alistair Gaw meets the statutory requirements for the Chief Social Work Officer in terms of professional social work qualification and registration, and the requirements of the Scottish Government in terms of experience and seniority.

4. Measures of success

- 4.1 The Council meets its statutory requirements and complies with best practice.

5. Financial impact

- 5.1 There are no financial implications as a result of this report.

6. Risk, policy, compliance and governance impact

- 6.1 The City of Edinburgh Council must have a suitably qualified Chief Social Work Officer which is a statutory role.

7. Equalities impact

- 7.1 There are no equality impacts as a result of this report.

8. Sustainability impact

- 8.1 There is no sustainability impact as a result of this report.

9. Consultation and engagement

- 9.1 Consultation took place with the Lord Provost on this decision.

10. Background reading/external references

- 10.1 None

Andrew Kerr

Chief Executive

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11. Appendices

10.00am, Thursday, 21 September 2017

Edinburgh Festivals 70th Anniversary Legacy

Item number	8.2
Report number	
Executive	
Wards	All

Executive summary

At its meeting on [24 August 2017](#), City of Edinburgh Council approved a Coalition Motion on Edinburgh Festivals 70th Anniversary Legacy report which was presented. The motion called for Council to:

- Approve, in principle a financial contribution of £1m per annum for the five financial years 2018-2023 towards the Platforms for Creative Excellence (PlaCE) programme, on the understanding that this will be matched by equal contributions from the Scottish Government and the Edinburgh Festivals.
- Agree to work with Scottish Government and Festivals Edinburgh to create an independent short-life Investment Advisory Group to interrogate options and to recommend a future fundraising vehicle to support Edinburgh's cultural ecosystem including its major festivals.
- Note that any Council contribution to this programme will be subject to the full budget process and full details of the PlaCE proposal coming back to full Council in September 2017.

In addition, an element of the Green Group Addendum on this report was also approved:

- To provide a further report on the detail of these funding proposals to include how the impact on other Council activities can be mitigated given the Council's existing funding for festivals and also how inclusive opportunities, including community-based arts and skills development can be realised.

Following Council approval in principle to support the PlaCE programme the Scottish Government subsequently confirmed their support for the scheme as have the 11 member festivals of Festivals Edinburgh. Details of the PlaCE Programme are set out below.

Edinburgh Festivals 70th Anniversary Legacy

1. Recommendations

- 1.1 That the Council notes the PlaCE programme outlined below, to be delivered in partnership with the Scottish Government and the 11 major Edinburgh Festivals.
- 1.2 The Council's contribution to this programme will be subject to the full budget process 2018-2023.

2. Background

- 2.1 [Thundering Hooves 2.0](#) is a ten-year strategy to sustain the success of Edinburgh's Festivals from 2015 to 2025, endorsed by all the key stakeholders represented on the [Festivals Forum](#), including the City of Edinburgh Council and the Scottish Government. The report recognises the significant challenges facing public finances but urges that funders maintain core and project funding while alternative funding models are considered. The [Edinburgh Tourism Action Group \(ETAG\) 2020 Strategy Mid-Term Review](#) reinforced this call for continued investment in Edinburgh's Festivals as key city assets in terms of growing jobs and impact for the tourism economy.
- 2.2 Thundering Hooves 2.0 recognised how innovation in programme, enterprise and investment had successfully allowed the festivals to weather the economic downturn. In the five-year period leading up to the report, core grant funding to the Festivals was eroded by 15% or £1.16m in real terms.
- 2.3 In the same period the Festivals increased earned income by 35% or £6.3m, including replacing all major financial services sponsors and securing new corporate and individual support.
- 2.4 Costs continued to rise well above inflation, including in areas of charging such as travel and artists' costs, licensing, policing, traffic management and visa administration. At the same time, management capacity has been stretched to protect programming and engagement work, while servicing the increased requirements of diverse funders.
- 2.5 Now, two years after Thundering Hooves 2.0 was published, the PlaCE programme offers the first opportunity to address core funding issues, while policy discussions continue about how to realise longer-term sustainable funding mechanisms that lever up support from a wider range of beneficiaries.

3. Main report

- 3.1 Thundering Hooves 2.0 characterised the past five years as a period where short-term project grants increasingly replaced core grants. The forward five-year horizon of this investment programme is therefore critical to enable the Festivals to enter into longer-term and more innovative programming partnerships.
- 3.2 It is proposed that the design of the PlaCE programme avoids a short-term project proposal structure and focuses on an in-principle commitment of risk funding for the programme lifetime against a statement of purpose from each Festival. Impacts of the investment across the Festivals will vary according to their missions – the range of potential impacts is illustrated below:
1. **Global reputation** increased and the standing of Scotland enhanced as international partner of choice for culture and creativity.
 2. **Inclusive opportunities** created in disadvantaged areas, with schools, clubs and communities sharing world class experiences that increase motivation, confidence and cohesion for diverse new audiences – helping to raise aspiration and attainment.
 3. **Strengthened communities** benefiting from local artists and cultural activists connecting with national and international partners and developing their ability to use culture for inclusive social and economic development.
 4. **New export platforms** developed for creative product, live and digital, to share the best of Scottish work from local organisations country-wide with wider audiences.
 5. **New markets** opened up for Scotland in key countries which are targets for talent attraction, investment promotion and national reputation.
 6. **Visitor numbers** increased through strengthening the Festivals as one of Scotland's most powerful 'reasons to visit' and providing a platform for Scotland-wide growth.
 7. **Tourism season** extended through initiating new focal points during shoulder seasons in winter and late spring.
- 3.3 The programme award decisions will look to achieve portfolio balance across the range of potential outcomes and the different drivers for the three funding partners, based on the need to address the Thundering Hooves 2.0 competitiveness and sustainability themes around National and Global Positioning, Deep and Wide Engagement, and Digital Ways and Means.
- 3.4 The PlaCE programme set out below will activate the further cultural, social and economic benefits that can be delivered by the full spectrum of Festivals Edinburgh members by supporting them to focus on two critical success factors for continued growth in impact:
- the quality and innovation of the festivals' core cultural offer, without which the wider impacts for audiences, businesses and communities cannot be realised; and
 - the development of a range of skills opportunities for school leavers, graduates and early career workers, to develop the skills base for the festivals and improve young people's chances for employment in wider service industries.

- 3.5 In the area of inclusive opportunities, including community-based arts and skills development, Festivals have the opportunity to bring forward proposals building on their current outreach work to address wellbeing, attainment and aspiration challenges. Examples of current good practice models that illustrate the potential to enhance community engagement and open up access to new thinking, role models and opportunities include Edinburgh International Science Festival's [Generation Science](#) programme, Edinburgh International Film Festival's [Young Film Programmer](#) team, the Fringe Society's support for participation by [looked after children](#), Edinburgh International Children's Festival [Wee Night Out](#), Edinburgh International Festival's [Castlebrae High School](#) collaboration and Edinburgh International Book Festival's [Booked!](#) programme. The programme also presents the opportunity to build on the annual engagement with nearly 500 local independent artists and over 80 local arts organisations by our major Festivals, as mapped out in a presentation to the [CEC Culture and Sport Committee](#) in October 2016.

Programming innovation strand (75% of programme funds)

Objective	To secure world-leading status of Edinburgh's festivals as creative partners and unique places of cultural discovery for visiting audiences
Outputs	Number of global and European premieres; number of new co-commissions; number of multi-year national and international programming partnerships; number of onward tours of work; growth trend of economic and qualitative impacts in 2020 Impact Study; number of employment opportunities for artists and production staff
Value	£11.25m over five years - £2.25m gross per annum (per annum – City of Edinburgh Council £0.75m, Scottish Government £0.75m and £0.75m total match funding across the Festivals from generating partner income and covering additional costs and staffing)

Skills development strand (25% of programme funds)

Objective	To increase skills development and employment opportunities for school leavers, graduates and early career workers using the Edinburgh festivals platform
Outputs	Number of additional full time employment (FTE) placements and opportunities generated per year; number of additional people completing skills programmes; number of career development opportunities for artists
Value	£3.75m over five years - £0.75m gross per annum

	(per annum – City of Edinburgh Council £0.25m, Scottish Government £0.25m and £0.25m total match funding across the Festivals from generating partner income and covering additional costs and staffing)
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- 3.6 The skills strand reflects the capacity of the Festivals to manage high quality additional skills development opportunities given the development and supervisory time required.
- 3.7 The Festivals and the cultural infrastructure that supports and enables them to thrive and grow are some of Scotland's world-leading cultural brands and are critical to Edinburgh's success. They are also a cornerstone to the Edinburgh and wider Scottish tourism and business sectors as they act as economic powerhouses and tourism gateways, boost civic pride and give the city and Scotland an international profile.
- 3.8 With this proposed investment, the substantial benefits that Edinburgh's tourism and cultural sector brings will inevitably be enhanced over the period 2018-2023. Currently the budget framework 2018-2023 includes provision of £1m per annum to meet the Council's share of this partnership agreement.

4. Measures of success

- 4.1 Number of additional full time employment (FTE) placements and opportunities generated per year.
- 4.2 Number of additional people completing skills programmes.
- 4.3 Number of employment opportunities for artists and production staff.
- 4.4 Number of career development opportunities for artists and creatives.

5. Financial impact

- 5.1 The 2018-2023 revenue budget framework includes provision of £1m per annum to meet the Council's share of this partnership agreement. This expenditure requirement will be considered against the wider Council's residual savings and commitments to the City Region Deal programme to which a detailed year by year resource plan is currently being prepared.
- 5.2 This expenditure will be the subject of a detailed business plan, to be approved by the Culture and Communities committee. The expenditure and resulting impacts will also be reported during the term of the agreement.

6. Risk, policy, compliance and governance impact

- 6.1 There are no risk, compliance or governance impacts arising from this report's recommendations.

7. Equalities impact

7.1 There are no direct equalities impact from his report.

8. Sustainability impact

8.1 The impacts of this report have been considered in relation to the three elements of the Climate Change (Scotland) Act 2009 Public Bodies Duties, and the outcomes are positive; supporting the Festivals sustains the city's economic health.

9. Consultation and engagement

9.1 Consultation and engagement with the 11 Festivals Directors who make up the membership of Festivals Edinburgh, and Festivals Edinburgh Executives have informed this report.

10. Background reading/external references

None

Paul Lawrence

Executive Director of Place

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11. Appendices

None.

10.00am, Thursday, 21 September 2017

Report of Pre-Determination Hearing – Old Dalkeith Road, Edinburgh (South East Wedge Development Site) – referral from the Development Management Sub-Committee

Item number	8.3
Report number	
Executive/routine	
Wards	
Council Commitments	

Executive Summary

To consider the recommendation of the Development Management Sub-Committee on a planning application which was the subject of a pre-determination hearing under the procedures set out on the Town and Country Planning (Development Management Procedures) (Scotland) Regulations 2008.

Terms of Referral

Report of Pre-Determination Hearing – Old Dalkeith Road, Edinburgh (South East Wedge Development Site) – referral from the Development Management Sub-Committee

1. Terms of Referral

- 1.1 In December 2009, the Council approved procedures for dealing with planning applications requiring to be considered by means of a pre-determination hearing.
- 1.2 On 30 August 2017, the Development Management Sub-Committee conducted a pre-determination hearing in respect of an application for planning permission in principle submitted by Springfield Properties Plc for a proposed residential development, community parkland and a new primary school on Land at Edmonstone, the Wisp at Old Dalkeith Road, Edinburgh (South East Wedge Development Site).
- 1.3 The Sub-Committee received:
 - a presentation on the report by the Chief Planning Officer (Appendix 1)
 - a presentation by Bob Giulianotti– Community Alliance Trust
 - a presentation by Norrie Davies – Craigmillar Community Council and Community Regeneration Forum
 - a presentation by the applicants in support of the proposals.

Report by the Chief Planning Officer

- 1.4 The Chief Planning Officer provided details of the application and the planning considerations involved for planning permission in principle.
- 1.5 The development proposes a new school, community facilities, green spaces and approximately 750 residential dwellings.
- 1.6 In assessment of the application, there are a number of issues that could be addressed through the submission of subsequent Approval of Matters Specified in Conditions (AMC) applications, if planning permission was granted. These relate to technical matters such as air quality, archaeology, noise and ground conditions. Further information would be required regarding transport and cumulative impacts.
- 1.7 The proposal would deliver approximately 750 residential units, of which 25% would be affordable and would contribute towards meeting Edinburgh's housing needs.

The proposed parkland would provide benefits to the local community and would improve footpaths and cycle links to the area. The applicant is also proposing a site for a new primary school.

- 1.8 However, the principle of housing on this site is not supported and the development is contrary to the Edinburgh Local Development Plan (LDP) or the Strategic Development Plan (SESplan) in that it would prejudice the delivery of the green network.
- 1.9 The land is allocated as green belt in the LDP and has been identified as a greenspace proposal in order to provide a landscaped, multi-functional parkland, woodland and country park, linking to Midlothian. Although the applicant is proposing to deliver and maintain a proportion of the site as a parkland, construction of houses would result in the loss of a significant part of the park. This would remove the opportunity to provide a strategic parkland for the benefit of the City as well as the immediately adjoining neighbourhood areas, which are among the most deprived in Scotland.
- 1.10 In terms of landscape, it is acknowledged that there are a number of urban interventions around the site that impact on the overall landscape setting and character of the site. However, this reinforces the site as an area of strategic importance in providing parkland and cycle/footpath links between the Edinburgh BioQuarter and new housing developments at Greendykes/Craigmillar and forms an important visual link to Craigmillar Castle. This would be impacted to a significantly detrimental degree if the site was developed.
- 1.11 On balance, the principle of the development is not supported. Development of this site would prejudice the development of the parkland, which would be detrimental to future communities in the area. The visual impact on the landscape has been assessed and is not acceptable. Although there is a recognised need to provide new housing in Edinburgh, the site has been assessed during preparation of the LDP, but it was not supported due to its importance as a strategic greenspace. There are no overriding material considerations which outweigh this conclusion.
- 1.12 Due to the fact that the development is a significant departure from the development plan and currently in Council ownership, the application requires to be referred to Scottish Ministers if granted.
- 1.13 The Chief Planning Officer requested that the Sub-Committee recommend to the Council that the application be refused for the following reasons:
 - 1) The proposal is contrary to SDP Policy 12, Edinburgh Local Development Plan Policies Env 10 and Hou 1 as there are no compelling reasons to override the strong policy presumption against development in the Green Belt.
 - 2) The proposal is contrary to Policy Des 2 of the Edinburgh Local Development Plan as it would compromise the comprehensive development and regeneration of the wider area, specifically the South East Wedge Parkland, as provided for in the Local Development Plan and the Craigmillar Urban Design Framework.

- 3) The proposals were contrary to Greenspace Proposal GS4 of the Edinburgh Local Development Plan which states that the land around Craigmillar and Greendykes is retained in the green belt and will be landscaped to provide multi-functional parkland, woodland and country paths, linking with parallel developments in Midlothian. This proposal would not support GS4 and would prejudice the delivery of the parkland.
- 4) The proposal was contrary to Edinburgh Local Development Plan Policies Des 1 and Des 4 as the development will not have a positive impact on its setting, the wider landscape and views.

Presentation by Community Alliance Trust

- 1.14 Bob Giulianotti gave a presentation on behalf of the Community Alliance Trust.
- 1.15 The proposals would bring new housing to the area, support the regeneration of the area and create new jobs.
- 1.16 The developer has agreed to resource and support setting up a community owned social enterprise employment and training scheme which would deliver factoring services in the local community.
- 1.17 Greenspace in the area which was currently derelict would be transformed into useable community space that could be used for training in the future.
- 1.18 A proposed new primary school would help to meet the demand from new families moving into the area and reduce pressure on the existing local schools.
- 1.19 To conclude, the Community Alliance Trust supported the planning application because of the housing, employment and regeneration benefits to the community.

Presentation by Craigmillar Community Council and the Community Regeneration Forum

- 1.20 Norrie Davies gave a presentation on behalf of Craigmillar Community Council and the Community Regeneration Forum.
- 1.21 The proposals support regeneration of the area and would create 40 apprenticeships in an area with the highest rate of unemployment in Edinburgh.
- 1.22 The parkland is in poor condition and is currently not used by the local community. The proposals would create parkland which the local community would be able to use.
- 1.23 Castlebrae High School, old and new, would be supported by the developer in creating training and job opportunities for young people.
- 1.24 There had been very few objections to the proposals from the local area. Craigmillar Community Council had received a presentation from the developers on the proposals and was supportive of them, and the Castlebrae Parents Group was also supportive of the proposals.
- 1.25 It was requested that planning permission for the application be granted.

Presentation by Applicant

- 1.26 Ewan McIntyre from EMA Architects and Mark Hamilton from Springfield Properties Plc gave a presentation.
- 1.27 The development of the parkland would be carried out with no cost to the Council and as the land was partly owned by the Council would provide them with a capital receipt from the sale of land which could go towards building the new Castlebrae High School. The application would deliver the park that has been unused for a number of years.
- 1.28 Council policy for the greenbelt indicated that one purpose was to direct planned generation on the most appropriate location and support regeneration. The masterplan for the area was for housing and this was a sustainable location for development providing housing where jobs were located. Scottish Enterprise would deliver 16,000 jobs right on the edge of Craigmillar.
- 1.29 This proposal would take place in a less affluent area of the city, where a large proportion of the community were in favour of the development. The application presented an opportunity to bring a long period of inactivity to an end and create a development of real benefit to the community.
- 1.30 There had been only 2 objections to the development and the Community Council and other local groups were supportive of the application because of the benefits it would bring to the community in terms of education, employment and local amenities.
- 1.31 Assurance was provided that the developer would have the capacity to deliver the development and that the developer had significant experience of delivering similar projects across the country.
- 1.32 In conclusion, the applicant requested that the planning application was granted.

Deliberation by Sub-Committee Members

- 1.33 Copies of the representations received during the consultation period had been made available to members of the Sub-Committee for inspection.
- 1.34 Both parties were questioned on their presentations by members of the Sub-Committee.
- 1.35 The Development Management Sub-Committee agreed:
To refuse planning permission for the following reasons:
 - 1) The proposal is contrary to SDP Policy 12, Edinburgh Local Development Plan Policies Env 10 and Hou 1 as there are no compelling reasons to override the strong policy presumption against development in the Green Belt.
 - 2) The proposal is contrary to Policy Des 2 of the Edinburgh Local Development Plan as it would compromise the comprehensive development and regeneration of the wider area, specifically the South East Wedge Parkland, as provided for in the Local Development Plan and the Craigmillar Urban Design Framework.

- 3) The proposals as contrary to Greenspace Proposal GS4 of the Edinburgh Local Development Plan which states that the land around Craigmillar and Greendykes is retained in the green belt and will be landscaped to provide multi-functional parkland, woodland and country paths, linking with parallel developments in Midlothian. This proposal would not support GS4 and would prejudice the delivery of the parkland.
- 4) The proposal was contrary to Edinburgh Local Development Plan Policies Des 1 and Des 4 as the development will not have a positive impact on its setting, the wider landscape and views.
- 5) To refer the application to Full Council on 21 September 2017 for a decision.

2. For Decision/Action

- 2.1 The Council is asked to consider the recommendation of the Development Management Sub-Committee to refuse planning permission in principle for the reasons outlined in paragraph 1.35 above.

Background reading/external references

Development Management Sub-Committee 30 August 2017

Laurence Rockey

Head of Strategy and Insight

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3. Appendices

Appendix 1 – Application for Planning Permission in Principle 16/05417/PPP At South Wedge Development Site, Old Dalkeith Road, Edinburgh

Development Management Sub Committee

Wednesday 30 August 2017

**Application for Planning Permission in Principle
16/05417/PPP**

**At South East Wedge Development Site, Old Dalkeith Road,
Edinburgh**

**Proposed residential development, community parkland and
a primary school on land at Edmonstone, the Wisp, South
East Edinburgh**

Item number	6.2
Report number	
Wards	A17 - Portobello/Craigmillar (Pre May 2017)

Summary

The development proposes residential development, a new school, community facilities and green spaces.

The proposal would deliver approximately 750 residential units, of which 25% would be affordable and would contribute towards meeting Edinburgh's housing needs. The proposed parkland would provide benefits to the local community and would improve footpaths and cycle links into the area. The applicant is also proposing a site for a new primary school.

The application raises a number of issues which do not need to be resolved at this stage and could be addressed through the submission of subsequent AMC applications, if planning permission was granted. These relate to technical matters such as air quality, archaeology, noise and ground conditions. Further information would be required regarding biodiversity, transport and cumulative impacts.

However, the principle of housing on this site is not supported and the development is contrary to the Edinburgh Local Development Plan (LDP).

The land is allocated as green belt in the LDP and has been identified as a greenspace proposal in order to provide a landscaped, multi-functional parkland, woodland and country park, linking to Midlothian. Although the applicant is proposing to deliver and maintain a proportion of the site as a parkland, the construction of houses would result in the loss of a significant part of the park. This would remove the opportunity to provide a strategic parkland for the benefit of the City as well as the immediately adjoining neighbourhood areas, which are among the most deprived in Scotland.

The development is also not supported by the Strategic Development Plan (SESPlan) in that it would prejudice the delivery of the green network.

In terms of the landscape, it is acknowledged that there are a number of urban interventions around the site that impact on the overall landscape setting and character of the site. However, this reinforces the site as an area of strategic importance in providing parkland and cycle/footpath links between the Edinburgh BioQuarter and new housing developments at Greendykes/Craigmillar and forms an important visual link to Craigmillar Castle. This would be impacted to a significantly detrimental degree if the site was developed.

Therefore, on balance, the principle of the development is not supported. Development of this site would prejudice the development of the parkland, which would be detrimental to the future communities in the area. The visual impact on the landscape has been assessed and is not acceptable. Although there is a recognised need to provide new housing in Edinburgh, this site has been assessed during the preparation of the LDP, but it was not supported due to its importance as a strategic green space. There are no overriding material considerations which outweigh this conclusion.

It is recommended that planning permission is refused subject to referral to Council.

Due to the fact that the development is a significant departure from the development plan and currently in Council ownership, the application requires to be referred to the Scottish Ministers if it is granted.

Links

<u>Policies and guidance for this application</u>	LDPP, LDEL01, LDES01, LDES02, LDES03, LDES04, LDES05, LDES06, LDES07, LEN03, LEN07, LEN08, LEN09, LEN10, LEN11, LEN16, LEN21, LEN22, LHOU01, LHOU02, LHOU04, LHOU06, LHOU10, LTRA01, LTRA08, LTRA09, LTRA10, OTH, NSGD02,
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Report

Application for Planning Permission in Principle 16/05417/PPP

At South East Wedge Development Site, Old Dalkeith Road, Edinburgh

Proposed residential development, community parkland and a primary school on land at Edmonstone, the Wisp, South East Edinburgh

Recommendations

1.1 It is recommended that this application be Refused for the reasons below.

Background

2.1 Site description

The site covers approximately 65 hectares of green belt land in the Edmonstone area of south-east Edinburgh. It comprises open grassland and scrubland with occasional mature trees and informal paths and desire lines traversing the site. Areas of dense woodland exist in the far north and south-west portions of the site. The site undulates throughout, sloping from east to west into the valley at Little France Drive.

The Edinburgh Royal Infirmary and the initial phases of the Edinburgh BioQuarter development are situated to the west of the site, beyond which lies the A7 Old Dalkeith Road and the suburb of Moredun. Residential properties forming the area of Danderhall (within the jurisdiction of Midlothian Council) are located adjacent to the south east, immediately beyond The Wisp. The A6106 (The Wisp) is adjacent to the east of the site and forms the boundary with Midlothian Council. The areas of Craigmillar, Greendykes and Niddrie are situated to the north. New residential properties are currently under construction adjacent to the north of the site in the vicinity of Greendykes.

The Edmonstone Local Biodiversity Site straddles part of the southern boundary and is noted for its mixture of woodland, grassland and arable habitats that support a number of locally notable plants. The Craigmillar Castle Hill and Hawkhill Wood Local Biodiversity sites overlap with the north-western part of the site and are noted for a mixture of woodland and grassland habitats.

The southern portion of the site is contained within a Special Landscape Area and is a Nature Conservation Site. The northern portion of the site includes Hawkhill Wood and this is part of an Inventory Historic Garden and Designed Landscape.

The East Lodge is a category B listed building (LB reference: LB49519, listed on 10 July 2003) and is located within the site at the partially constructed road on the south east corner. Also within the site is the Home Farm Enclosure, which is a scheduled ancient monument (SAM).

The ruins of the former Edmonstone House are located to the south of the site.

2.2 Site History

This site:

8 August 2013 - The Craigmillar Urban Design Framework is approved.

4 November 2016 - Application withdrawn for proposed residential development, community parkland and a primary school on Land at Edmonstone, the Wisp, South East, Edinburgh (application number: 15/05074/FUL).

11 January 2017 - Application withdrawn for the development of an area of existing open space into public parkland, to include new active travel links with lighting, paths, landscaping, habitat creation/enhancement and tree planting (application number: 16/02661/FUL).

Other relevant applications within the area:

14 February 2008 - outline planning permission for an 80 bed private hospital on the site of the former house, granted subject to a legal agreement to secure the reinstatement of the designed landscape including use of the policies as a country park and transport contributions (application number: 04/03551/OUT).

27 July 2010 - outline planning permission for a residential care village on the field to the south of the hospital site (and south and west of this application site), granted subject to a legal agreement to secure a landscape strategy and transport contributions (application number: 08/00934/OUT).

27 July 2010 - outline planning permission for the erection of a care home in the walled garden (to the west of this site), granted subject to a legal agreement to secure a landscape strategy and transport contributions (application number: 08/00936/OUT).

6 December 2011 - Proposal of Application Notice for residential development of two storey houses with associated roads and landscaping on land to the west of the site (and access to the north) (application number: 11/03928/PAN).

8 November 2011 - full planning permission granted to form access road at the north of the site to serve private hospital, care home, care village (application number: 11/02143/FUL).

11 November 2011 - listed building consent granted to relocate existing stone gate posts at the East Lodge (application number: 11/02145/LBC).

11 October 2012 - planning permission for residential development with associated roads and landscaping refused on land largely to the west of the site in the walled garden and eight acre field. The decision to refuse the application was appealed to the Scottish Ministers. The appeal was allowed, subject to a legal agreement, and a decision notice was issued on 20 September 2013 (application number: 12/01624/FUL).

15 April 2014 - listed building consent granted to alter and renovate derelict listed south lodge (545 Old Dalkeith Road) to form single dwellinghouse, with associated access and landscaping (application number: 14/00695/LBC).

24 April 2014 - application granted for renovations and alterations to the listed south lodge (545 Old Dalkeith Road) to form single dwellinghouse with associated accesses and landscaping (application number: 14/00694/FUL).

25 November 2014 - application granted to amend existing consent 12/01624/FUL (residential development) to revise housing mix and elevations (application number: 14/00578/FUL).

12 February 2015 - Reporter from the Department of Planning and Environmental Appeals granted planning permission in principle for residential development, ancillary uses and associated development (application number: 14/01057/PPP).

23 April 2015 - planning permission was granted for ground stabilisation works (application number: 14/01166/FUL).

23 April 2015 - application granted for a cemetery (including provision for woodland burials), memorial garden, chapel of rest and associated development (application number: 13/05235/PPP).

24 April 2015 - application granted on the same site for a cemetery, crematorium, memorial garden, chapel of rest and associated development (application number: 13/05302/PPP).

2 February 2017 - section 42 application granted to extend the outline hospital consent (04/03551/OUT) for a further 3 years (application number: 12/00764/FUL).

Main report

3.1 Description Of The Proposal

Planning permission in principle is sought for the erection of approximately 750 residential units, the development of community parkland and a new primary school.

An indicative development layout and supporting Design and Access Statement have been submitted to show how the site could be developed. It shows a block of housing in the northern section with a frontage onto The Wisp, and two further wedges of housing areas around roads in a series of concentric arcs with frontage onto the green space north of the BioQuarter. There is an additional area of proposed housing in the southern part of the site adjacent to the BioQuarter.

The units are indicatively shown as a mix of flats and houses. The flats are up to six storeys in height along the frontage facing the parkland and up to four storeys fronting The Wisp. The rest of the units comprise two and three storey dwellings.

Affordable housing is proposed to be provided at a rate of 25% of the total number of units.

The proposed new primary school is located in the southern part of the site.

Vehicular access is proposed to be taken from two points along the new Greendykes access, with a third point of access being taken from an existing access road along The Wisp. A new primary street is proposed to connect the Greendykes access with the existing access road to the south of the site.

Pedestrian access is proposed to be taken from a number of points along The Wisp, with a series of connections to the new Greendykes development to the north, the BioQuarter to the south and north-westerly towards Craigmillar Castle.

Open space for the site is proposed to be provided within the parkland, as well as within new areas of woodland on the northern boundary along the primary access road and within the scheduled ancient monument (SAM). The space between the proposed housing units and the BioQuarter at its narrowest point is approximately 130 metres (although only 60-70 metres is within the application site boundary; the rest is within the ownership of the BioQuarter and is currently in the form of a landscaped bund). Within the remaining parkland, paths are proposed to be formed, linking the park to the BioQuarter and other adjoining areas.

Supporting Information

An Environmental Statement was submitted in support of the application. It examined the landscape and visual impact of the proposal, as well as the impact on traffic and transport and ecology. It also covered the following topics:

- Socio-Economic Assessment;
- Transportation and Access Appraisal;
- Noise and Vibration Assessment;
- Air Quality Assessment;
- Tree Survey;
- Archaeology and Cultural Heritage Impact Assessment;
- Ground Conditions and Water Resources Assessment; and
- Cumulative Impact Assessment.

A Transport Assessment was submitted with the application and this examined the cumulative impact assessment of other developments within the Edinburgh Council boundary and Midlothian.

Other supporting documents include:

- Planning Statement;
- Pre-application Consultation Report;
- Park Delivery Statement;
- Design and Access Statement;
- Sustainability Statement, and
- Drainage Report and Engineering Assessment.

These documents are available to view on the Planning and Building Standards Online Service.

3.2 Determining Issues

Section 25 of the Town and Country Planning (Scotland) Act 1997 states - Where, in making any determination under the planning Acts, regard is to be had to the development plan, the determination shall be made in accordance with the plan unless material considerations indicate otherwise.

Do the proposals comply with the development plan?

If the proposals do comply with the development plan, are there any compelling reasons for not approving them?

If the proposals do not comply with the development plan, are there any compelling reasons for approving them?

3.3 Assessment

To address these determining issues, the Committee needs to consider whether:

- a) the principle of residential development is acceptable;
- b) there is an effective 5 year housing land supply;
- c) this is an effective housing site;
- d) the proposed development would prejudice the wider strategic development of other land, including land within the adjoining local authority areas;
- e) there are any infrastructure constraints;
- f) the proposal would have acceptable transport impacts;
- g) the scale, design and layout of the proposed development is acceptable;
- h) the development would have an adverse impact on the landscape, including the historic landscape;
- i) the proposal would have an adverse impact on the biodiversity or ecology of the area;
- j) there is sufficient amenity for existing neighbours and future occupiers, and the affordable housing provision is acceptable;
- k) the proposal would raise drainage, flooding, ground stability or contamination issues;
- l) the proposal would have any detrimental air quality impacts;
- m) the development would have any adverse impact on any archaeological remains or the scheduled ancient monument;

- n) the proposal would meet sustainability criteria;
- o) the proposal would have any equalities or human rights impacts; and
- p) the comments raised by third parties have been addressed.

a) The Principle of the Development

Section 25 of the Town and Country Planning (Scotland) Act 1997 states that any determination under the Planning Acts should be made in accordance with the development plan, unless material considerations indicate otherwise. In this case, the development plan comprises the South East Scotland Strategic Development Plan (SESplan) and the adopted Edinburgh Local Development Plan (LDP). Other material considerations include Scottish Planning Policy (SPP) and the Craigmillar Urban Design Framework.

Conformity with SESplan

SESplan was approved in June 2013. The Spatial Strategy sets out locational priorities for development up to 2024 and gives a broad indication of the scale and direction of growth up to 2032. Policy 1A, supported by Figure 1, identifies the Strategic Development Areas (SDAs) where there will be a focus on development and to which new strategic development is to be directed. These locations maximise the potential for development, meeting sustainability and environmental objectives. The site falls within the South East Edinburgh SDA.

Policy 1B (Spatial Strategy Development Principles) sets out the broad principles for LDPs in bringing development forward. Broadly, these principles seek to protect areas with national and local environmental designations and conserve and enhance the natural and built environments.

As noted, the application site is located within the South East Edinburgh SDA. Although this means that the location of the site does not conflict with SESplan's overall spatial strategy, this does not mean that all land within the SDA is required for housing or suitable for housing development in principle. The SDP requires the provision in LDPs of a green belt around Edinburgh for a number of stated purposes, namely to direct planned growth to the most appropriate locations; support regeneration objectives; protect and enhance the quality, character, landscape setting and identity of towns and the City; and protect and give access to open space within and around Edinburgh. Several areas of significance to the Edinburgh Green Belt lie within the South East Edinburgh SDA, and SDP Policy 1A requires LDPs to take account of such environmental constraints. This is assessed further below.

SDP Policy 12 (Green Belts) continues to require that the relevant Local Development Plans define and maintain a green belt around Edinburgh. Paragraph 129 of the SDP further states that in preparing Local Development Plans, authorities should seek to minimise the loss of land from the green belt and effort should be made to minimise the impact on green belt objectives and secure long term boundaries. The policy contains four criteria.

Criterion a) of Policy 12 aims to maintain the identity and character of Edinburgh and Dunfermline and their neighbouring towns, and prevent coalescence, unless otherwise justified by the local development plan settlement strategy. In assessing this proposal against Policy 12, it has the potential to undermine the identity and character of Edinburgh due to its prominent ridge location. It would have an impact on the greenspace leading into Midlothian and prejudice the delivery of the Holyrood to Dalkeith green network as set out in the SESplan Main Issues Report. It would also result in the coalescence of settlements due to the proximity of Danderhall and other local plan allocations in the Proposed Midlothian Local Development Plan.

The development would therefore not meet the first criterion.

Criterion b) states that one of the purposes of the defined Edinburgh Green Belt is to 'direct planned growth to the most appropriate locations and support regeneration'. Since the proposal does not conform in principle to the development plan, this application does not constitute planned growth. The Environmental Report (2013) that supports the LDP assessed part of this site in terms of its suitability for development (identified as South East Wedge Parkland, North). The assessment concluded that through the realisation of the parkland proposals, this site will have an important role in providing open space and path routes connecting the settlements of Little France, Danderhall and Craigmillar. It was therefore not considered appropriate for housing development. In addition, a release of additional greenfield sites would be likely to undermine the redevelopment of brownfield sites, and so would not support regeneration.

The proposal does not meet the second criterion.

Criterion c) states that maintaining the landscape setting of Edinburgh is one of the purposes of the green belt. Although a masterplan and development principles have been submitted showing sensitive planting throughout the site and along prominent ridgelines, the development of the site's ridge top location would impact upon the wider landscape setting of the City. The site is visually prominent in views from Craigmillar Castle and throughout the City skyline (including from Queen's Drive) and from the surrounding road network. The landform visually contains the existing urban edge and provides an undeveloped skyline in eastward views. In views from within the site, parkland forms a foreground element in views towards the City with a near continuous backdrop of Edinburgh's hills.

The impact on the landscape is further assessed in 3.3(h) below.

Criterion d) states that green belts should 'provide opportunities for access to open space and the countryside'. The proposals would remove 17 hectares (42 acres) of strategic parkland. While some areas of open space would remain between the proposed housing and the BioQuarter, the main consideration is whether the area of open space that is left would provide adequate opportunities for access to open space and the countryside. Opportunities would remain on the wetland area and upper meadow, where the applicant is not proposing to develop, and the resultant areas of parkland between the proposed housing and the BioQuarter would provide some amenity. Furthermore, it is noted that the masterplan submitted in support of the application shows a network of paths and routes connecting the surrounding residential areas and there is potential for connections to Midlothian. The applicant also submitted a supporting document outlining how the parkland could be delivered. It included the formation of meadowlands between the BioQuarter and the proposed development and all associated planting of grass and trees to be carried out within the first phase of the housing development. The major pathways, being the Active Travel Route and the main pathway to the north between the proposed development and the Greendykes development would be delivered as part of the first phase, making the whole area accessible and functional. The area of the proposed housing would be landscaped on an interim basis until such time as it is developed.

In addition, the existing bund running along the northern boundary of the BioQuarter is proposed to be reconfigured by the developer and the meadow grassland would be extended into the BioQuarter land where a border of trees would be planted along the edge of its proposed development area as per the layout in the BioQuarter Masterplan.

These actions are supported in principle, particularly the formation of the paths and routes at an early stage, and these would improve the current accessibility and provide opportunities to access open space.

However, at the narrowest point, only 60 metres of open space is provided between the boundary of the BioQuarter and the proposed housing. The delivery of a strategic area of open space in this location has been a fundamental aim of the LDP (and proceeding adopted local plans), as well as the Craigmillar Urban Design Framework, which underwent significant local community consultation. The loss of the large area of parkland would remove an opportunity to create strategic open space for residents of Edinburgh and beyond. The applicants have pointed out that the resultant area of parkland between the edge of the proposed housing and the edge of the buildings in the BioQuarter would be similar in width to that of the Braidburn Valley Park near Morningside. While the Braidburn Valley Park is an attractive urban park, the scale of the South East Wedge Parkland is identified in the LDP to provide a strategic area of parkland to benefit the whole of the City and Midlothian.

The site also forms an important part of the Central Scotland Green Network (CSGN), as contained within National Planning Framework 3 (NPF3) and the removal of the parkland would prejudice the delivery of the CSGN in this location.

Therefore, despite its benefits in terms of providing linkages and retaining some areas of open space, the application does not accord with this objective.

The provisions of SDP policy 12 confirms that:

- Despite an increased need for more housing land, the Edinburgh LDP must also designate land as green belt in places where it will help meet green belt objectives.
- This process should not be undermined by approving housing proposals on land identified as green belt in the emerging LDP.

As stated above, granting planning permission on this site would undermine green belt objectives in a number of ways. Overall, the proposal does not comply with SDP Policy 12.

Conformity with the LDP

The site is within the green belt in the adopted LDP. It is also identified as a specific greenspace proposal (GS4).

With regards to the green belt, policy ENV 10 (Development in the Green Belt and Countryside) only permits new development for the purposes of agriculture, woodland and forestry, or where a countryside location is essential. Development of this site for housing would not comply with policy ENV 10.

The greenspace proposal (GS4) seeks to retain the land around Craigmillar/Greendykes in the green belt, in order to provide a landscaped multi-functional parkland, woodland and country paths, linking to Midlothian. In assessing the proposal against GS4, a degree of parkland is proposed to be provided and enhanced as part of the proposal.

The main issue that requires consideration is whether the narrowing of the parkland to form a green corridor as a result of the development would provide a sufficient area of land in order to provide a multi-functional parkland for the future residents of the adjacent housing developments, as well as providing an area of valuable strategic open space for the City. It could be argued that ground levels and poor environmental management currently prevent this area of land from realising its full potential as a parkland, and the fact that the site is subject to large amounts of fly-tipping prevents it from being utilised to its full extent.

However, in assessing the appropriateness of the area of resultant parkland, it is important to consider that, at present, the wider area is undergoing considerable amounts of regeneration. At Greendykes there are over 1000 homes with planning permission under construction, as well as the development of the BioQuarter and new Royal Hospital for Sick Children. The character and function of the area will intrinsically change as a result of all this development. This will have a consequential impact on the function, use and need of the parkland. Although the application site is currently not attractive or particularly well-used, housing development on this site would remove this land from the green belt in perpetuity and would prevent this site from realising its full potential in the future as a multi-functional parkland which would benefit the new residents of the adjoining housing areas, as well as providing a landscape setting for the BioQuarter. Development of the land would also prejudice the green link from Holyrood Park to Shawfair and hence prejudice the function of the green belt at this location.

It is noted that despite consistent allocation of this site for parkland in previous adopted local plans, the Council has not delivered a strategic parkland. This has mainly been due to the fact that the land was not entirely within Council ownership. However, this has been resolved and some work has already been carried out by the Council in order to deliver the parkland. The park consists of two main sections on each side of the restored Niddrie Burn; the northern section has benefitted from works carried out by the Council, including new footpaths, lighting and planting. The applicant has indicated that the southern section between the proposed housing and the BioQuarter will be integrated with these existing works, with the aim of delivering a fully functioning park at an early date.

The applicant is proposing a series of works to be undertaken in the southern section, including the formation of managed meadowland between the proposed development and the BioQuarter, along with the pathways that run through and along it linking it to the residential areas and the BioQuarter. An Active Travel Route is shown on the plans and proposes to link up to the existing path that terminates at the Niddrie Burn. This new path will take the Active Travel Route through the Park to the Wisp linking it to Midlothian. Alongside the pathways, amenity grass and tree planting is proposed.

Therefore, the applicant is proposing to connect to the existing paths and effectively deliver a parkland on the remaining land outwith the housing areas. The provision of paths and linkages is fully supported.

However, during the LDP examination process, the Reporter considered representations from the applicant (Springfield Homes) regarding the area of land that they own within this application site. Springfield Homes stated that the South East Wedge Parkland Greenspace Proposal and green belt boundary should be amended to exclude land at The Wisp (South) in order that the site could be allocated for housing with a capacity of 250 units.

The Reporter considered this and concluded that whilst the planned open space will be substantially reduced by the housing allocations to the north and south, this site forms part of a continuous green wedge running from the wider green belt westwards between Greendykes and the BioQuarter. The Reporter considered that its retention is important in providing open space and recreational routes connecting through these areas, and that development of this site would effectively dislocate the green belt to the west with the wider countryside in Midlothian to the east, to the significant detriment of green belt objectives.

Furthermore, whilst development at the Wisp results in a consequent change to the green belt to the north, the Reporter stated the circumstances for this site are different given that the objective of open space proposal GS4, South East Wedge Parkland is described as multifunctional parkland, woodland and country paths linking with parallel developments in Midlothian. The site forms part of the City's green network in the Open Space Strategy and secures a green link through to Midlothian. Development of the sites to the north and south will accentuate the importance of this remaining area in maintaining continuity of this green corridor and its contribution to green belt objectives in terms of recreational access. Consequently, the Reporter concluded that he did not consider the site should be identified for housing and that it should be retained in the greenbelt and as open space.

Therefore, at this stage, the proposal cannot be justified in terms of policy ENV 10 and greenspace proposal GS4 on the basis that it is not an appropriate form of development in the green belt and is not proposing adequate space for a multi-functional strategic parkland.

Scottish Planning Policy 2014 (SPP)

SPP introduces a presumption in favour of development that contributes to sustainable development. Paragraph 110 of SPP states that the planning system should:

- identify a generous supply of land for each housing market area within the plan area to support the achievement of the housing land requirement across all tenures, maintaining at least a five-year supply of effective housing land at all times;
- enable provision of a range of attractive, well-designed, energy efficient, good quality housing, contributing to the creation of successful and sustainable places; and
- have a sharp focus on the delivery of allocated sites embedded in action programmes, informed by strong engagement with stakeholders.

SPP Paragraph 29 lists a number of sustainable development principles which should be used to guide decisions. It states that the planning system should support economically, environmentally and socially sustainable places by enabling development that balances the costs and benefits of a proposal over the longer term. The aim is to achieve the right development in the right place; it is not to allow development at any cost.

In terms of assessing the proposal against the principles of SPP, the applicant has provided justification as to why this site is suitable for development based on its contribution to the economy in that investment in construction would occur as jobs are created during the construction period. In addition, the appellant argues that the site would result in an increase in economically active people in the area, which would support increased expenditure on local services. The applicant has also committed to providing apprenticeships for school leavers in the local community.

While it is acknowledged that construction jobs could be created as a result of this development, this site has been considered in line with green belt objectives and SPP. The key aim of SPP is to deliver sites in a plan-led manner and as SPP sets out, the aim is to achieve the right development in the right place; it is not to allow development at any cost. The potential economic benefits of developing this site cannot outweigh the environmental cost and irreversible impact on the landscape setting of the City. This is examined further below. At this stage, development of the site is not in accordance with the principles of SPP.

Craigmillar Urban Design Framework (Updated 2013) and the BioQuarter and South East Wedge Parkland Supplementary Guidance

The Craigmillar Urban Design Framework (CUDF) sets out a vision and planning principles for development of the Craigmillar area. This application site is within the CUDF and is identified as a being retained as a parkland.

Similarly, the BioQuarter and South East Wedge Parkland Supplementary Guidance contains development principles which relate to the parkland. These detail that the parkland should have a clearly defined landscape structure; maximise biodiversity throughout the design; be a visually stimulating environment which provides a clear transition between the urban area and Edinburgh's rural hinterland; and through its design, walkways and planting, protect views to Craigmillar Castle, Arthur's Seat and Edinburgh Castle.

The proposal to build houses on the parkland does not accord with the CUDF or the Supplementary Guidance.

Conclusion

The principle of residential development is not acceptable on this site. It is therefore important to assess whether there are other material considerations which could indicate acceptability of the proposal. These are examined below.

b) The Five Year Housing Land Supply

The five-year effective land supply is defined as the expected number of completions on all effective sites over the following five-year period.

The latest assessment of the housing land supply in the City of Edinburgh is the 2016 Housing Land Audit and Delivery Programme (HLADP) which was reported to Planning Committee on 6 October 2016. With the exception of a single site, the supply of effective housing land and the delivery programme within the HLADP were agreed as reasonable with Homes for Scotland.

The 2016 HLADP concludes that there is sufficient effective housing land for the next five years, and in the longer term, to meet the housing land requirements set by the SDP.

The HLADP examines both the supply of effective housing land (the input) and the expected delivery of new homes (the output). The 2016 HLADP recorded a significant increase in the five year delivery programme compared to previous audits. However, the delivery of new homes anticipated over the next five years is still below the five year delivery target (88%). This is due to market forces, and the fact that the contribution to the effective land supply of a particular site is dictated to a large extent by the developer. A site may be completely clear of any form of planning or physical constraint but if, for marketing or other reasons, a developer intends to limit the pace of development, only a fraction of the site contributes to the effective supply. This then has the contradictory effect of requiring additional land to be identified and allocated. Planning Advice Note (PAN) 2/2010 provides additional advice to aid with this.

Planning Advice Note (PAN) 2/2010 provides guidance to planning authorities on Affordable Housing and Housing Land Audits (HLA). With regard to HLAs, the PAN notes that in order that a five-year ongoing effective land supply is available to meet the identified housing land requirements, planning authorities should carry out regular monitoring of housing completions and the progress of sites through the planning process. Programming of sites is an important element of the audit. Programming is an indication of the expected annual completions on each site, taking account of the lead-in times, the ability of the site to be developed, and the capacity of the local housing market. The housing land audit should show the expected completions on sites over the following five years. The contribution of any site to the effective land supply is that portion of the expected output from the site which can be completed within the five-year period. It will be important that the programming is also related to the expected timing of housing land allocations in the local development plan.

However, PAN 2/2010 also notes that the delivery of new homes is affected by many economic and demand factors unrelated to the supply of effective land available for development. The anticipated output programme, therefore, is not the only assessment that the Council considers to measure the adequacy of the land supply. Land supply is also considered in terms of the capacity of unconstrained land available for development. The 2016 HLADP recorded a supply of effective housing land for 25,748 units - more than sufficient for the next five years and sufficient to meet the housing land requirement for the entire LDP period (to 2026).

Therefore, while there may be a shortage in housing land per se based on the 'input' (i.e. the physical amount of land), there is no shortage in the number of units that could be delivered over the next five years to meet housing land requirements, based on an agreed level of 'output'. The release of this site is therefore not required in terms of providing more land for housing.

In addition, this application is for planning permission in principle. In terms of timescales for the delivery of housing on this site, this would not happen for at least another two years (based on the typical timescales for the conclusion of a legal agreement, and the subsequent applications for matters specified in conditions). Therefore, the contribution that this site could potentially make to any shortfall in the housing land supply would be minimal.

Strategic Development Plan Context

SDP Policy 7 (Maintaining a Five Year Housing Land Supply) is relevant in this instance. This policy sets out the basis for maintaining a 5 year supply of housing land. It states that greenfield housing proposals either within or outwith identified SDAs may be allocated in LDPs or granted planning permission to maintain a five year effective housing land supply subject to the following three criteria being satisfied:

- (a) Development will be in keeping with the character of the settlement and local area;
- (b) Development will not undermine green belt objectives and
- (c) Additional infrastructure required as a result of the development is either committed or to be funded by the developer.

In terms of these criteria, the form of the development could be in-keeping with the character of the local area, although this is mainly due to the fact that a comprehensive redevelopment of the adjoining Greendykes site is underway and there is currently no settled townscape character. So within its immediate context, development of this site would be in-keeping with the character of the local area. However, with regards to the impact of the development on the character of the settlement, it is important to consider the contribution the site currently makes to provide a large area of green belt and visual separation from Midlothian. The site is visible from a number of key viewpoints across the City and development would not form a suitable edge to the settlement. Consequently, green belt objectives will be undermined if development is permitted at this site. With regards to part c) of this policy, this is assessed below. However at this stage, the proposal is contrary to criteria a) and b) of SDP Policy 7 and is not supported.

Adopted Local Development Plan Position

Policy Hou 1 (Housing Development) of the adopted LDP relates to the location of housing development and consists of two parts. The first part gives priority to housing development in the urban area as defined in the Plan.

The application site lies in the green belt as defined in the Plan and so is not supported by part 1 of Policy Hou 1. Should there be a deficit in the maintenance of the five year housing land supply, the site may be assessed in terms of part 2 of Policy Hou 1.

Where a deficit in the maintenance of the five year housing land supply is identified (as evidenced through the housing land audit) greenfield/greenbelt housing proposals may be granted planning permission where:

- a) The development will be in keeping with the character of the settlement and the local area;
- b) The development will not undermine green belt objectives;

- c) Any additional infrastructure required as a result of the development and to take account of its cumulative impact, including cross boundary impacts, is either available or can be provided at the appropriate time;
- d) The site is effective or capable of becoming effective in the relevant timeframe; and
- e) The proposal contributes to the principles of sustainable development.

As noted in the sections above, the proposal does not accord with parts a) and b) of policy Hou 1 part 2. Parts c) to e) are assessed in sections below. However, at this stage, due to the failure of the proposal to accord with parts a) and b), it fails to accord with policy Hou 1.

Summary of Housing Land Position

In summary, the 2016 HLADP concludes that although there is a shortage in the five year supply, there is sufficient effective housing land for the next five years (based on a rate of housing output), and in the longer term, to meet the housing land requirements set by the SDP. There is no justification for this development with regards to releasing additional land for housing.

c) Effectiveness of the Site

Where there is a shortage in the five-year supply, Planning Advice Note (PAN) 2/2010 sets out a number of criteria which should be used to establish whether a site is effective. It notes that not all of the sites in the housing land audit will be effective, and it is important that the audit distinguishes effective, i.e. unconstrained sites, from those that are affected by constraints which cannot be overcome in time to contribute to the housing land requirement. The decisions and assumptions around effectiveness and programming are crucial to the accuracy and usefulness of the data in the audit and therefore merit careful consideration.

To assess any site (or a portion of a site as being effective), it must be demonstrated that within the five-year period beyond the date of the audit, the site can be developed for housing (i.e. residential units can be completed and available for occupation) and will be free of constraints on the following criteria of ownership, physical, contamination, deficit funding, marketability, infrastructure and land use. These are discussed in turn.

Ownership: The majority of this site is within the ownership of the Council (with a portion being owned by Scottish Enterprise) and therefore not solely in the ownership of the applicant. However, the land may be sold to the applicant if planning permission was granted. Thereafter, the applicant would be expected to submit further applications for matters specified in conditions. It is not clear if the site could then be developed within a reasonable timescale in order to make an effective contribution to the five year housing land supply for the period under consideration.

Physical: This site has a number of physical constraints relating to slope, aspect, flood risk, ground stability, former mine workings and vehicular access. These would require to be resolved prior to the construction of development.

Contamination: The site may have some level of contamination. This is examined in (k) below.

Deficit funding: There is no public funding required to make residential development economically viable on this site. Although the site contains an area for a new school, a new primary school would only be required if the development were to proceed; a new school would not be required if the development was refused planning permission. In addition, the delivery of the school would have to be linked with the construction of the housing in order to ensure that there is sufficient space to accommodate the additional pupils arising from the development.

Marketability: The proposal is for approximately 770 units. Current build rates per site are around 50 units per site per year and therefore there is no evidence to suggest that this site will be entirely developed in the five-year period under consideration.

Infrastructure: This is examined in (e) below as the required infrastructure should be provided by the developer to accommodate the development.

Land Use: The site is identified in the LDP as a new parkland in order to serve the new Greendykes housing to the north and the Edinburgh BioQuarter to the south, as well as providing a green network from Holyrood to Dalkeith. This site is important in maintaining greenspace linking to Midlothian Council's area, and in particular the Shawfair development. Housing is therefore not the preferred use of this site.

On balance, it can be concluded that this site is not effective in terms of the criteria contained within PAN 2/2010. This is based on the assumption that physical site constraints and land ownership would prevent the site in making a contribution to the housing land supply.

d) Cross-Boundary Implications of Development on this Site

The location of this site is important in strategic terms due to the proximity of the boundary with Midlothian Council (MLC). Immediately across The Wisp are housing allocations within Midlothian for an extension to Danderhall and a new development at Cauldcoats. In addition, the Shawfair development site lies to the east.

The proposed Midlothian Local Development Plan (MLDP) shows a large area of green space extending from The Wisp to the Borders Railway Line. The text accompanying the MLDP regarding Shawfair states that:

"The Shawfair development was designed to fit in the landscape avoiding development which might breach ridgelines. The Masterplan includes substantial open space provision to form the setting for the communities, including a central 'green' corridor, which provides a link through to open space in the Edmonstone area of Edinburgh. This is a valuable green network which should be safeguarded and enhanced where possible." (Proposed Midlothian Local Development Plan, chapter 8 'Settlement Statements'.)

The Shawfair Masterplan shows a green network of paths across the open space, and in particular it shows a path connecting to The Wisp. The overall aspiration for this large green network is to provide safe off-road routes from Midlothian through to Edinburgh and into the City Centre.

While this aspiration could still be achieved through the delivery of a housing proposal if appropriate paths and connections were provided, development of the application site would create a severely narrowed section of green space which would erode the potential for a robust green link between the two local authority areas. The visual impact of the narrowed green space is seen to the greatest extent from viewpoints on the north east of the site. According to the applicant's Landscape and Visual Impact Assessment, views from Queen's Drive and Craigmillar Castle are where the greatest impact on the narrowing of the green link is particularly prevalent. The visual impression of the green space is that of a considerably narrowed area. This would discourage walkers or cyclists from utilising the green link, and while sensitive design could improve a reduced green link, the width is not sufficient within its context.

In its consultation response, Midlothian Council (MLC) reiterated its response that the application site is part of the South East Wedge development area and was to be undeveloped parkland/open space, linking to strategic open space within Midlothian. MLC has noted that this site is an important cross border location and that the landscape impact of the development on Midlothian and Edinburgh must be fully considered. MLC has concerns regarding inappropriate scale and massing of development on land close to The Wisp, and the landscape impact this would create. If this development were to be supported, then MLC would wish to work with the City of Edinburgh Council at the detailed planning stage to address any issue of concern in this very important cross border location.

In summary, there are significant implications for allowing housing development on this site, namely the impact on the potential for good visual and physical connections and the erosion of the strategic green link. While the connectivity impacts could be mitigated if paths and networks from the site connected to Midlothian at appropriate locations, the contextual and visual impact cannot be mitigated and there is no compelling argument to suggest that the narrowed green link is appropriate.

e) Infrastructure Constraints

The two main infrastructure issues relating to this site are transport and education.

The Council has assessed the impact of the growth set out in the LDP through an Education Appraisal (Updated December 2016), taking account of school roll projections. To do this, an assumption has been made as to the amount of new housing development which will come forward ('housing output'). This takes account of new housing sites allocated in the LDP and other land within the urban area. The Council's assessment has identified where additional infrastructure will be required to accommodate the cumulative number of additional pupils from development. Education infrastructure 'actions' are set out in the Action Programme and current Supplementary Guidance on 'Developer Contributions and Infrastructure Delivery'.

LDP Policy Del 1 requires proposals to contribute towards education and transport infrastructure where relevant and necessary, in order to mitigate any negative additional impact arising from a development. In accordance with the consultation Draft Supplementary Guidance Developer Contributions and Infrastructure Delivery (December 2016), there are site-specific actions identified for this application site.

Education

In line with the draft supplementary guidance, the site falls within two contribution zones. The majority of the site lies within the Castlebrae contribution zone, while the small pocket of development on the southern part of the site falls within the Liberton/Gracemount contribution zone.

Actions to provide new education infrastructure to accommodate additional pupils expected to be generated by new development have been prepared for these zones. The actions within the Castlebrae zone include the provision of additional secondary school capacity at Castlebrae High School, an additional three classrooms to Castlevew Primary School and a new dining hall at Castlevew. Within the Liberton/Gracemount zone, there is a requirement to make a contribution towards additional secondary school capacity at Gracemount High School or Liberton High School, plus four new primary school classes at the Roman Catholic schools within the area, as well as two new primary classes at Craigour Park Primary School.

However, the Education Appraisal did not account for housing development on this site and the education infrastructure actions are not sufficient to accommodate an increase in the cumulative number of new pupils expected in the area as a result of the proposed development. The Council has therefore assessed the impact of the proposed development on the identified education infrastructure actions and current delivery programme, as set out in the Action Programme and Supplementary Guidance.

There would be a requirement for additional primary school capacity to accommodate the 165 additional non-denominational primary school pupils expected to be generated by this development. The applicant has suggested that this could be delivered by providing a new primary school on the development site. If that were to be the option which were to be progressed in order to provide the necessary additional capacity, a new single stream (seven class) school and 30/30 nursery on a 2 hectare site would be required to accommodate the pupils generated by this development. This assessment is therefore based on the assumption that a new primary school of this size would be required. However if there was a more efficient way of delivering the extra capacity at the time of development (for example, extending existing schools), then this may be progressed.

Using the pupil generation rates set out in the Supplementary Guidance, 26 Roman Catholic (RC) primary pupils would be expected to be generated by the development. The site is within the catchment of St John Vianney RC Primary School. This school is expected to face accommodation pressures and contributions towards increasing its capacity are being taken for developments in Liberton/Gracemount. However, the RC primary school which generally serves the Craigmillar area is St Francis' RC Primary School. A catchment review would be required to put the site within the St Francis' RC Primary School catchment area and additional accommodation would be required as committed developments are expected to take up the spare capacity at this school (which shares a campus with Niddrie Mill Primary School). An additional classroom at either St Francis' RC Primary School or St John Vianney Primary School is therefore assessed as being required to mitigate the impact of the proposed development.

If planning permission was granted for this development, there would be a requirement for additional secondary school capacity to accommodate 125 more pupils at either Castlebrae Community High School or, depending on the timing, the new Craigmillar High School which would replace it.

If a new primary school was required, it is likely that a new Contribution Zone Sub-Area would be established with its own contribution requirements (in accordance with the provisions of the Supplementary Guidance). The applicant is therefore required to contribute the following:

- £7,591,930 (as at Q1 2015) to deliver a single stream primary school and 30/30 nursery;
- 2 ha fully serviced and remediated primary school site (at a location to be agreed with Communities and Families);
- £350,000 (as at Q1 2015) for a one class RC primary school extension; and
- £6,419 per house and £963 per flat (as at Q1 2015) towards the provision of additional secondary school capacity (as at Q1 2015) towards the provision of additional secondary school accommodation.

For the southern portion of the site within the Liberton/Gracemount catchment area, a contribution of £1498 per flat and £8711 per house is required.

(All contributions shall be index linked based on the increase in the BCIS All-in Tender Price Index from Q1 2015 to the date of payment).

If the appropriate contributions and the necessary fully serviced and remediated site for a new primary school (at a location to be agreed with Communities and Families) is to be provided by the developer, Communities and Families does not object to the application in principle.

It is further noted that the school roll of Castlebrae High School is expected to rise significantly as a result of other committed developments in the area, including Brunstane and Greendykes and developer contributions are sought through the LDP Action Programme.

The applicant has agreed to pay the appropriate levels of contributions towards the relevant education infrastructure actions.

Transport

The Council's Transport Action Programme indicates that any development in this area will require to contribute to transport measures. However, it is unclear whether the additional traffic from this site can be accommodated within the improvement works set out in the Action Programme. Additional information will be required at the detailed design stage if planning permission was granted, and will be developed in conjunction with Midlothian Council. Potential improvement works include a contribution to the Sheriffhall Transport Contribution Zone; upgrading of the The Wisp/Old Dalkeith Road signals (including MOVA); installation of traffic signals at the northern and southern ends of The Wisp (including The Wisp/Millerhill Road as necessary).

The Wisp is within Midlothian Council's area and therefore the impact of a substantial part of the proposed development will be outside the City of Edinburgh Council's responsibilities. The junction of The Wisp and the A7 (Old Dalkeith Road) has been highlighted as an issue in the Transport Appraisal work undertaken by Midlothian Council for its Proposed Midlothian Local Development Plan. If the application is supported, Midlothian has requested a number of transport improvements that would require to be carried out in order to mitigate the impacts of the proposal. These include:

- Two additional traffic signalled controlled pedestrian / cycling crossing points should be provided by the developer on The Wisp linking the proposed footpath network within the development with the existing pedestrian footpath on the southern side of the Wisp. This is very important for providing access to the future Shawfair development - the path connections from Shawfair on to The Wisp are highlighted in the Shawfair masterplan. These two crossings could be to the path links highlighted on the indicative layout, submitted in support of the proposal, that come out on to The Wisp in between the A7/The Wisp junction and the new road on to The Wisp from the Greendykes development.
- The existing The Wisp/Millerhill Road junction should be converted to a traffic signal controlled junction with pedestrian crossing facilities with details of the proposed design being submitted for approval.
- The improvements to the A7/The Wisp junction identified in the Transport Assessment's drawing TP299/SK/102 in Appendix F (as referred to in paragraph 9.26, page 42 of the Transport Assessment) should be provided by the developer, together with the conversion to MOVA signal controls at the junction, also identified in the Transport Assessment. Details of the final design should be submitted for approval.
- Provision of a fully adoptable 2m wide public footway with street lighting along the southern boundary of The Wisp. Work has commenced on the footway and street lighting construction. However, this work has not been completed and the footway and lighting is not currently to an adoptable standard.

These requirements could be negotiated through a legal agreement if planning permission was granted.

Conclusion

The educational infrastructure for the site requires a significant financial contribution. If the costs as above can be met fully by the applicant, this is acceptable.

f) Transport Impacts

This proposal requires to be assessed against relevant transport policies in the LDP, primarily Tra 8 (Provision of Transport Infrastructure).

This site is not proposed within the LDP and, therefore, its transport impact on the strategic road network has not been assessed cumulatively. Whilst the applicant has considered the impact of committed development of this site in along with other developments in the area, it is clear that additional traffic will have an impact on existing junctions, in particular the junction of Old Dalkeith Road and The Wisp. The LDP states that development proposals relating to major housing or other development sites which would generate a significant amount of traffic must demonstrate that individual and cumulative transport impacts can be timeously addressed.

Midlothian Council has notable concerns regarding the cumulative impact on the transport network arising from this proposal. The proposal is in addition to developments that are in accordance with the development plans of the City of Edinburgh and Midlothian Councils, and other windfall developments in this part of south east Edinburgh that have come forward. Midlothian Council is aware that a number of improvements have been made to the local road network. However, these were primarily to accommodate the new Greendykes development. Additional windfall developments in this area, such as this proposal, will place increased burdens on the existing road network and junction capacities. This gives Midlothian Council significant cause for concern and considers that these capacity issues require to be mitigated in an appropriate manner. This is noted above with regards to the developer contributions.

The anticipated traffic impacts of the site have been assessed as being minimal in relation to the existing and anticipated flows resulting from committed developments, and cumulative and cross-boundary impacts. For example, the development traffic on Old Dalkeith Road is anticipated to be 1.6% of traffic in the morning peak. Therefore, whilst the proposed development will clearly have an impact on the existing road network, it is likely that the overall effect will be minor and it is considered unreasonable to expect this development to address all the cumulative impacts of that development. The conclusion is that, whilst the proposed site raises a number of transport concerns, the submitted Transport Assessment for the site does not provide any clear evidence to justify recommending refusal on transport impact grounds.

However, there is a wider issue whereby the LDP policies and objectives seek to minimise travel demand and encourage a shift to more sustainable forms of travel. Major travel-generating developments should take place in locations well served by public transport, walking and cycling networks, and development in non-central locations with limited sustainable travel options will not be supported. The proposed site is not well served by public transport and it is unlikely that public transport improvements will be in place when required to serve the development.

Transport Scotland also made comments on the proposal. It stated that with regards to policy Tra 8, the Transport Assessment (TA) does not undertake a cumulative *and* a cross boundary transport assessment. The assessment has included a number of committed developments in the immediate vicinity to the proposed development (New Greendykes; the new hospital for sick children; Edmonstone Policies & Walled Garden); Edinburgh BioQuarter and Shawfair but does not appear to include allocations in the adopted LDP that have not yet obtained consent. The road network considered only extends as far south as the A7 Old Dalkeith Road/Link Road/Shawfair Park and Ride roundabout and does not go as far south as the A720 Sheriffhall Roundabout.

Transport Scotland notes that the site is not allocated in the LDP and the related policy requires the applicant to do a cumulative, cross boundary transport assessment. Transport Scotland considers that this hasn't been undertaken. However, it is difficult to conclude that this development has an effective role in delivering the cumulative, cross boundary transport assessment referred to in LDP Policy Tra 8, given the fact it contributes only 1.6% of the traffic on the A7 and therefore significantly less than this in terms of overall impact on Sheriffhall.

Transport Conclusion

Overall, the junction of Old Dalkeith Road and The Wisp is currently operating over capacity at present and would be worsened when all the committed developments in the area are fully constructed and operational. The proposed development would have an impact on this junction. However, the developer is proposing improvements, which would be beneficial. Midlothian Council have requested a number of improvements and these could be secured by a legal agreement if planning permission was issued. However, the wider issue of public transport accessibility, if planning permission was granted, remains unresolved.

g) Scale, Layout and Design

The application is for planning permission in principle and therefore detailed designs of the houses and flats have not been submitted. However, the application was supported by an indicative development layout and a Design and Access Statement, showing principles of how the site could be developed. For the avoidance of doubt, the assessment of the scale, design and layout of the proposal has been based on the submitted indicative development layout.

Scale and Layout

In terms of the scale of the proposed development, the main consideration is the distance between the proposed housing and the BioQuarter to the south. This visual separation is important as it provides an adequate landscape setting for the BioQuarter, as well as providing a visual transition between the BioQuarter and the new housing at Greendykes.

The previous application for this site (reference: 15/05074/PPP) showed a distance of approximately 30 metres between the housing and the BioQuarter site boundary. This application is proposing 60 metres at the nearest point. Taking into account the green space within the BioQuarter boundary (which is currently a bund), the total distance between the buildings at the edge of the BioQuarter and the proposed housing is 120 metres. While this application is an improvement on the previous (15/05074/PPP) with regards to the amount of space between the sites, it remains a very narrow strip of green space at this location.

In assessing whether this scale of development is appropriate, the Craigmillar Urban Design Framework states that the edge of the housing areas facing parklands should be well designed and should take into account the surrounding landscape. The proposal in this case is for a strong urban edge, with buildings up to six storeys in height, dropping to four storeys as it approaches the ridge. This is an appropriate scale in order to be commensurate with the BioQuarter buildings, which could be up to 20 metres in height. It will provide the remaining parkland with a sense of enclosure albeit the character of the park will be of a more urban landscape, rather than a natural parkland. However, the urban design response of having higher density along the parkland edge is appropriate.

Design

Scottish Planning Policy 2014 (SPP) contains policy principles in relation to design and placemaking. It states that 'planning should take every opportunity to create high quality places by taking a design-led approach'. This application includes an indicative layout and a design statement. If this site is to be developed, it should be done on the basis of a set of plans and principles which ensures that this will form a high quality and successful place. The Design and Access Statement provides a robust set of principles that could be further developed through further applications. To create a high quality place, sufficient detail is required at this stage to ensure that key aspects, such as connections, views, landscaping and levels, and can be suitably resolved and delivered. The Design and Access Statement is sufficient in providing comfort at this stage with regards to the design of the proposals.

However, a further principle is that 'planning should direct the right development to the right place'. The design and access statement indicates that there are very few amenities for residents within a 10 minute walk distance. This would suggest that the site is not suitable for a predominantly residential development with the obvious result being high car dependency and a negative impact on infrastructure and air quality. Although there may be scope for a local shop or doctor surgery within the site, there are no details on this in terms of size or location.

Nevertheless, while it is noted that the site is remote from many services, it is also noted that there is the potential to create a sustainable transport network through this site, which in conjunction with a higher density solution could support a range of amenities within the site. A robust place-led masterplanning exercise could set out how this site could create a sustainable, well connected community which would complement the adjoining Edinburgh BioQuarter and Shawfair development and be served by off-road cycle routes, existing bus services, Shawfair rail halt and potentially the future tram proposal.

Design Conclusion

The scale and layout as shown on the indicative framework is appropriate as it takes into account the topographical constraints on the site, as well as providing linkages and connections through to other areas. Further details would be required with regards to the final layout and design of the units, if planning permission was granted.

The proposals were not presented to the Edinburgh Urban Design Panel on the basis that the Panel do not wish to see proposals that are contrary to the development plan.

h) Impact on the Landscape

The impact on the landscape is an important consideration in the assessment of the application. Firstly, there is the consideration of the impact of development on the landscape character of the site. Then there is the impact of the development on the wider landscape setting of the City, as well as the impact of the development at a more local level. Further to these considerations is the weight which is given to the overall potential of the site to deliver a quality parkland for the residents of surrounding approved housing developments, users of the BioQuarter and the wider City. These are assessed in turn.

Landscape Character

The landscape has the potential to provide many services for the population of Craigmillar and beyond. It is part of a strategic network of green corridors and parks, designed to complement existing and new urban development. Currently, the character of the landscape is semi-rural and whilst development has encroached into the parkland, this section of the parkland remains intact. The semi-rural nature of the character has the potential to provide an open landscape that is characterised by wildlife that is associated with the countryside. This will be damaged by the loss of parkland area. In the future, a large park would allow for recreational activities to be developed for the benefit of local residents and other residents of Edinburgh that would not be possible in a smaller area. Loss of this landscape to development prevents the creation of a semi-rural park.

Parkland is proposed, but of a different scale. The resultant park would comprise the area at the north west of the site, the existing wetland adjacent to the hospital car park and a linear area of green space between the BioQuarter and the proposed new development. The wetland would not be useable open space in its current form and the application does not propose any changes to the wetland in terms of increasing permeability through the use of boardwalks etc. The linear area of green space between the BioQuarter and the proposed development would not provide a sufficient buffer between the developments, or provide a parkland that would provide a strategic City-wide amenity space. The larger scale landscape could also provide recognised significant health benefits, particularly for the nearby communities.

As this large-scale landscape character is part of the setting of the City, the significant reduction in the parkland would impact on the setting of the City and the remaining setting of Craigmillar Castle.

LDP policy Des 1: 'Design Quality and Context' states that planning permission will not be granted for... 'proposals that would be damaging to the character or appearance of the area around it particularly where this has special importance'. The proposals damage the open landscape character that is important as a location for recreation and amenity and is part of the National Planning Framework 3. Part of the landscape character is the experiential aspects of the character.

It is acknowledged that the site is surrounded by urban interventions and encroachment, and views across the site looking west are interrupted by urban developments such as the hospital, BioQuarter and Greendykes. However, from higher points at the western end of the site looking eastwards, there are sweeping views of greenspace and countryside beyond. A development of the extent proposed would have a detrimental impact on these important views and the landscape setting of the City.

The proposal is therefore contrary to policy Des 1.

Visual Amenity

The sweeping views across the landscape from Craigmillar Castle and Hawkhill Wood draw the eye to the green areas beyond. These would be affected by the development on this site. The undeveloped landscape connection between Craigmillar Castle parkland and the ridge is a strong visual characteristic and the views lead the eye down and then back up the valley. The proposal narrows this green space and it no longer appears as a strategic landscape between developments, but as a green link, not a parkland.

The existing development at Greendykes nestles into the valley bottom and its setting is the landscape that surrounds it.

LDP policy Des 4: 'Development Design: Impact on Setting' states that development will be permitted where it is demonstrated that it will have a positive impact on its surroundings, including the character of the wider townscape and landscape, and impact on existing views, having regard to height and form; scale and proportions; position of buildings; materials and detailing.

The proposals do not have a positive impact on the views and do not enhance the setting of the City. This is noted in the applicant's Landscape and Visual Impact Assessment, which indicates that the development will have a major adverse effect on many views. Also, it will not have a positive impact on the landscape character as, for a large part of the site, the open landscape is lost and replaced with an urban character that is not suitable for this area of landscape due to its function as potential parkland and part of the setting of the City and the role it plays in providing strategic green infrastructure of the City.

The proposal is therefore contrary to policy Des 4.

LDP policy Env 11: 'Special Landscape Areas' states that planning permission will not be granted for development which would have a significant adverse impact on the special character or qualities of the Special Landscape Areas (SLA). The proposed development falls within the SLA and has been designated for its landscape character and visual amenity, both of which will be damaged by this development.

Future Potential of the Site to Deliver Parkland

The LDP Action Programme, adopted in December 2016, identified specific funding towards the delivery of the parkland. It states that the delivery of an 86 hectare multi functional parkland, woodland and country paths will be carried out by the Council in collaboration with the Edinburgh and Lothians Greenspace Trust and would link in to parallel developments in Midlothian.

LDP Policy Des 2: 'Co-ordinated Development' states that planning permission will not be granted for development which might compromise the effective development of adjacent land or the comprehensive development and regeneration of a wider area as provided for in a masterplan or development brief approved by the Council.

The Craigmillar Urban Design Framework showed this area for the future development of parkland to provide recreation and a setting for the designed development of Greendykes, the BioQuarter and the City. There is no open space provision within the New Greendykes development as it was envisaged that the open space for this development would be provided by the parkland. It was never envisaged that this would be lost.

While it is acknowledged that some parkland is proposed to be retained as part of the proposals, it is not sufficient to provide the useable open space for New Greendykes or the strategic parkland as envisaged in the Craigmillar Urban Design Framework, nor the multi-functional parkland/woodland, linking with parallel developments in Midlothian, as stated in Greenspace Proposal (GS 4) of the LDP.

The proposal is therefore contrary to policy Des 2.

Historic Landscape

The Council's 2013 Craigmillar Urban Design Framework recognises the significance of the historic landscapes occupying this site, identifying them as an area of valuable open space and parkland. This is the last piece of landscape setting that was part of the original setting for Craigmillar Castle.

As noted previously, there are a number of urban interventions that are prevalent in various views across the site towards the castle. However, the sweeping nature of the remaining landscape forms an appropriate visual link to the castle and the urban developments around the castle reinforces the need to retain a substantial landscape setting.

Policy ENV 7 (Historic Gardens and Designed Landscapes) states that development will not be permitted if it has a detrimental impact upon views to and from the site.

Historic Environment Scotland (HES) commented on the application in relation to the scheduled ancient monuments within the site. Although HES did not object to the proposed development in principle, it held some concerns regarding the potential development of paths and walkways across the scheduled monuments located within the development site boundary and recommended future engagement regarding the positive management of these scheduled monuments.

HES also noted that the proposed development will have an indirect impact on the setting of Craigmillar Castle and its gardens. HES does not consider, however, that the proposals will challenge the castle for dominance within its setting or disrupt the key relationship between the castle and its policies. While acknowledging that there will be an impact on setting, HES does not consider that this impact will raise issues of national significance.

Landscape Conclusion

It is acknowledged that the landscape has been eroded by urban developments surrounding the site. However, this reinforces the strategic importance of the parkland in delivering an appropriate landscape setting for these urban developments and the wider City. The land is also rich in features supporting biodiversity (this is discussed below), which contributes towards the character of the landscape and perceptions/experience while within the site.

While there may be some landscape capacity for development within this site at appropriate locations, the proposals in their current form are not appropriate or acceptable.

i) Biodiversity and Ecology

The site is rich in biodiversity and supports a range of species due to the habitats on the site.

Grassland Habitat

The grassland habitats of the site provide feeding and foraging opportunities for a variety of birds typical of open grassland, scrub and woodland areas. Some of the species are on the Scottish Biodiversity List included in Edinburgh Biodiversity Action Plan and are Birds of Conservation Concern. Much of this habitat would be lost if the site was developed. The housing has the potential to provide some biodiversity interest and the new proposed parkland would provide a reduced habitat. The scale of the development means the numbers of these birds using the site would potentially decrease and this habitat would not be replaced.

Japanese knotweed

Japanese Knotweed, an invasive non native species, has been identified on site. A condition should be added, if planning permission is granted, for its removal.

Breeding Birds

The Environmental Statement (ES) recorded a number of common birds on site and also noted that given the habitats present it was likely to provide nesting and foraging opportunities for a range of breeding birds associated with open grassland, scrub and woodland areas. The ES identified a requirement for further survey to be undertaken during the determination period. No further survey data has been submitted to date. This information should form part of any further applications.

Clearance of vegetation from the proposed construction area has the potential to disturb nesting birds. Therefore, clearance should be carried out outside the bird nesting season (March to August inclusive). Should it be necessary to clear ground during the bird nesting season the land should be surveyed by a suitably qualified ecologist and declared clear of nesting birds before vegetation clearance starts.

Biodiversity Enhancements

Policy Des 3 (Development Design) and the Edinburgh Design Guidance (Chapter 3) aim to identify opportunities, through development, to enhance local biodiversity. This also accords with the Edinburgh Biodiversity Action Plan 2016-18. This application has the potential to provide opportunity for swifts by incorporating swift bricks in to the buildings. In addition, any connections which can be made with this application site and the aims and objectives of the Edinburgh Living Landscape Project, such as using the Edinburgh Meadow Mix within the scheme, should be given due consideration. These actions also support the objectives of the Edinburgh Biodiversity Action Plan.

Biodiversity Conclusion

The site benefits from a wide range of plant species that supports a number of wildlife habitats, foraging and commuting. While the impact of development on these habitats can be alleviated to some degree by appropriate mitigation (such as replacement habitats and appropriate landscaping), the remaining parkland would not provide the same level of biodiversity that is currently supported on the site.

Within the context of the development of other greenfield sites, and subsequent loss of biodiversity and habitats across the City, development on this site would further erode the City's biodiverse landscape. On a site that is not allocated for development, and where there is no justification for housing development, the loss of biodiversity and habitats is unacceptable and the development is therefore contrary to policy Des 3 (Development Design).

j) Amenity for Existing and New Residents

The design policies in the LDP are supported by the Edinburgh Design Guidance, which provides more specific advice on site development with regards to providing appropriate levels of amenity.

Existing Residents

The residents most affected by the proposals will be located to the north in the New Greendykes development. However, due to considerable distances between the properties, there would be no impact on privacy or amenity.

However, the proposal to remove an area of parkland, will have an impact on the wider area. The areas around the site are within the most deprived areas in Scotland (the immediately adjoining areas in Craigmillar and Niddrie are in the 10% most deprived communities in Scotland, based on 2016 SIMD deciles). Reducing the parkland to such a degree would remove the potential for these deprived communities to access a strategic area of countryside parkland.

New Residents

The main impact on new residents will be noise arising from road traffic and nearby hospital operations.

Environmental and Scientific Services advised that road traffic, helicopter (from the hospital operations), industrial, commercial and general hospital operations noises require to be fully assessed in a noise impact assessment. The development is proposed to be situated directly beneath an existing flight path as presently utilised by the emergency helicopters coming to and going from the hospital. The new Royal Hospital for Sick Children (RHSC), which is under development, includes a new helipad. The new helipad is likely to increase the number of flights over the proposed development albeit two other routes to and from the hospital are available for use by the helicopter pilots. In this regard, the developer was advised that an assessment of the current helicopter operations is difficult but must be carried out in due course and post development of the RHSC, as this may ultimately impact the layout and design of the scheme, if planning permission was granted.

Environmental and Scientific Services supports this approach of an updated assessment which will then include the new helipad operations. Therefore in summary, the applicant must submit further detailed assessments in relation to industrial, commercial and general hospital operations, helicopter and road traffic noise with mitigation measures designed and recommended at a further detailed stage, if planning permission was granted.

In relation to community facilities, the applicant has indicated that there is a site for a new primary school within the application site. There may also be scope for some local shops within the site. This would be secured through further applications if planning permission was granted.

The applicant has also indicated that 25% of the total number of dwellings on site will be affordable.

It is assessed that amenity for existing and new residents may be acceptable, but this will be examined through further applications if planning permission is granted.

k) Drainage, Flooding, Ground Stability and Contamination

Drainage and Flooding

A high level Flood Risk Assessment (FRA) was submitted as part of this planning application. SEPA supports the recommendations presented in the FRA which state that no development takes place within the 1:200 year flood level, and that finished floor levels should be elevated above ground levels. SEPA recommends that no land-raising or built development should take place within the existing 1:200 year flood level and that development should not take place over field drains that are to remain active.

Based on the output from the Simple Index Approach tool (CIRIA 753), SEPA is satisfied with the drainage strategy and that the proposals for Sustainable urban Drainage Systems (SUDS) are appropriate and adequate.

Therefore, at this stage, it can be concluded that issues of flood risk have been addressed, although further details would be required in future applications in relation to ground levels and SUDS, if permission was granted.

Contamination

The Environmental Statement submitted with the application contained information regarding ground conditions. It found that the site is underlain by strata that has been extensively worked in the past.

Environmental and Scientific Services recommends that a condition is attached to any consent to ensure that contaminated land is fully addressed.

Ground Stability

The application was supported by a report on ground stability and includes a report from the Coal Authority for the site. The report indicates that the site is in the likely zone of influence from workings in eight seams of coal at 210 metres to 800 metres depth and last worked in 1925. It also states that within the site or within 20 metres of the site boundary, there is one mine entry. The Coal Authority's online interactive map also shows that the eastern extent of the site is in a high risk area of probable shallow coal mine workings coinciding with a number of coal outcrops.

The Coal Authority notes from the Proposed Development Framework that the area of the site within which the recorded mine entry is present is to form open space/landscaping. Nevertheless, building over or within the influencing distance of a mine entry raises significant safety and engineering risks and exposes all parties to potential financial liabilities. The Coal Authority has adopted a policy where, as a general precautionary principle, the building over or within the influencing distance of a mine entry should wherever possible be avoided.

The applicant should ensure that the exact form of any intrusive site investigation, including the number, location and depth of boreholes, is agreed with The Coal Authority's Permitting Team as part of their permit application. The findings of these intrusive site investigations should inform any measures, including stabilisation works, which may be required in order to remediate mining legacy affecting the site and to ensure the safety and stability of the proposed development.

The Coal Authority considers that the content and conclusions of the Phase 1 Desk Study Report are sufficient for the purposes of the planning application and demonstrate that the application site is, or can be made, safe and stable for the proposed development. The Coal Authority therefore has no objection to the proposed development subject to the imposition of a suitable condition to secure the above if planning permission was granted.

l) Air Quality

The Local Authority is required under Part IV of the Environment Act 1995 to monitor, review and assess air quality in its area by way of staged processes. In this regard, a number of pollutants require to be assessed against national air quality objectives. Where these objectives are unlikely to be met by the target dates, the Local Authority must declare Air Quality Management Areas (AQMAs). It also prepares and implements an Air Quality Action Plan to manage and improve air quality in pursuit of the objectives. With respect to this process, there are currently no AQMAs in close proximity to the application site. As there are a number of committed developments and land allocated in the LDP for future residential developments, Environmental and Scientific Services has concerns regarding local air quality in the area. The applicant's air quality impact assessment has not taken all these proposals into consideration therefore the submitted air quality impact assessment cannot be deemed a worst case scenario.

There are also concerns due to the pressure this proposal would have on the transport infrastructure. If planning permission is granted, this development would lead to increased congestion and local air pollution. Policy ENV 22 of the LDP states that planning permission will only be granted for development provided it does not have a significant adverse impact on air, water or soil quality, and where appropriate mitigation can be provided. In relation to this policy, further details would be required in order to assess what mitigation would be appropriate, based on the detailed layout of the houses, if planning permission was granted.

m) Archaeology

In terms of archaeology, this application must be considered under terms of the Scottish Government's Scottish Planning Policy (SPP), PAN2/2011 and Scottish Historic Environment Policy (SHEP) and also the LDP policies Env 7, Env 8 and Env 9 and 2013 Craigmillar Urban Design Framework. The aim should be to preserve archaeological remains in situ as a first option, but alternatively where this is not possible, archaeological excavation or an appropriate level of recording may be an acceptable alternative.

Archaeological evidence (detailed in the environmental statement accompanying this application) shows that the Edmonstone Estate polices surrounding the former house, and which include part of the southern portion of the application site, have been part of an important designed landscape since the 17th century. Contained within the site and sharing its boundary are the remains of the house's former stables, icehouse, ha-ha, dovecot, walled-garden, the estates main farm Edmonstone Mains (Home Farm) and the category (B) listed gate-piers and lodge.

Archaeological investigations carried out in 2013 provided further evidence for potentially nationally significant early industrial mining with the discovery of widespread late medieval/post-medieval bell pits. These early mines dating to the 16th -17th centuries were first identified at Edmonstone in 2008 across the southern part of the estate and are expected to cover the upper Edmonstone Ridge, following the vertical seams of coal which are known to extend across the ridge.

Listed Buildings

It is not specified in the submitted plans if the East Lodge and gate-piers are to be retained within any subsequent development. Any proposals to demolish these listed buildings would be considered contrary to planning policy. Clarification would require to be sought that these buildings will be retained in any subsequent phases of development arising from this application.

Historic Artefacts

Outwith the listed structures and scheduled ancient monument, the area identified for housing contains significant stone boundary walls, of particular significance is the wall running north-south from the East Lodge towards Niddrie Marischal. This wall, probably dating to between the 17th and early 19th centuries, is a key component to the area's historic landscape, possibly forming Edmonstone Estate's eastern boundary. Accordingly, it is recommended that a condition is attached if permission is granted to ensure that this wall is repaired and reused within this development.

Buried Archaeology - Scheduled Sites Hawkhill Wood and Home Farm Enclosure

The application will impact upon two Scheduled Ancient Monuments at Hawkhill Wood and Home Farm enclosure. At this stage, the proposals are not significantly designed out to assess fully the impact upon these two nationally significant sites, although the proposals do indicate that these sites will remain undeveloped. However, given potential impacts which occur as a result of designing and constructing open space and parkland it is necessary, in consultation with Historic Environment Scotland, that both detailed management plan(s) are submitted for approval which will secure not only their protection during development (if granted) but also the long term management, protection and interpretation.

Non-designated Remains

Given the significant archaeological resources occurring across the proposed area (outlined above and in the environmental statement), an archaeological mitigation strategy is required to be undertaken prior to submission of any further detailed applications and development. In essence, this strategy will require the undertaking of a phased programme of archaeological investigation, the first phase of which will be the undertaking of an archaeological evaluation (minimum 10%) linked to comprehensive metal detecting surveys. The results from this initial phase of work will allow for the production of appropriate more detailed mitigation strategies to be drawn up to ensure the appropriate protection and/or excavation, recording of any surviving archaeological remains is undertaken if planning permission is granted.

Archaeology Conclusion

The site contains areas of archaeological significance. Further details would be required in order to understand how the proposals would impact upon archaeological remains and what level of mitigation would be appropriate. This could be dealt with in subsequent applications if planning permission was granted.

n) Sustainability

The proposal is for planning permission in principle and is not at the detailed stage, in terms of building design. Sustainability measures will require further consideration if a detailed application comes forward. Should Committee be minded to grant permission, a condition is recommended to ensure sustainability measures are considered at the detailed design stage.

o) Equalities and Human Rights

The application has been assessed for any potential impacts on equalities and human rights. Air quality and noise issues are largely short-lived matters during the construction stage that can be mitigated through good working practices.

The proposal would lead to the loss of the existing open space and remove the potential for future generations to enjoy a designed parkland, although the development would provide new housing, including 25% affordable which could aid in improving the standard of life.

Equalities and human rights would be considered at a further detailed stage if permission was granted.

p) Representations

Material Representations - Objections

- Loss of open space and green belt (assessed in 3.3a);
- Traffic impact (assessed in 3.3f);
- Ecological impact (assessed in 3.3i);
- Impact on the landscape (assessed in 3.3h);
- Visual impact (assessed in 3.3h);

- Impact on amenity (assessed in 3.3j);
- Lack of community facilities (assessed in 3.3j), and
- Lack of public transport serving the site (assessed in 3.3f).

There were also concerns over the lack of public consultation.

Material Representations - Support

- Delivery of a new primary school.
- Delivery of parkland and pedestrian/cycle links.
- Socio-economic benefits of construction jobs and apprenticeships.

In addition to this there is a commitment by the developer to support local community initiatives such as a social enterprise being developed by the Community Alliance Trust (CAT) to deliver a factoring scheme for the Edmonstone Home Farm development, including the park. The developer has proposed that it will work with all relevant parties to deliver the factoring scheme which will be set up and run as a social enterprise by CAT.

Overall Conclusion

The development proposes residential development, a new school, community facilities and green spaces.

The proposal would deliver approximately 750 residential units, of which 25% would be affordable and would contribute towards meeting Edinburgh's housing needs. The proposed parkland would provide benefits to the local community and would improve footpaths and cycle links into the area. The applicant is also proposing a site for a new primary school.

The application raises a number of issues which do not need to be resolved at this stage and could be addressed through the submission of subsequent AMC applications, if planning permission was granted. These relate to technical matters such as air quality, archaeology, noise and ground conditions. Further information would be required regarding biodiversity, transport and cumulative impacts.

However, the principle of housing on this site is not supported and the development is contrary to the Edinburgh Local Development Plan (LDP).

The land is allocated as green belt in the LDP and has been identified as a greenspace proposal in order to provide a landscaped, multi-functional parkland, woodland and country park, linking to Midlothian. Although the applicant is proposing to deliver and maintain a proportion of the site as a parkland, the construction of houses would result in the loss of a significant part of the park. This would remove the opportunity to provide a strategic parkland for the benefit of the City as well as the immediately adjoining neighbourhood areas, which are among the most deprived in Scotland.

The development is also not supported by the Strategic Development Plan (SESPlan) in that it would prejudice the delivery of the green network.

In terms of the landscape, it is acknowledged that there are a number of urban interventions around the site that impact on the overall landscape setting and character of the site. However, this reinforces the site as an area of strategic importance in providing parkland and cycle/footpath links between the Edinburgh BioQuarter and new housing developments at Greendykes/Craigmillar and forms an important visual link to Craigmillar Castle. This would be impacted to a significantly detrimental degree if the site was developed.

Therefore, on balance, the principle of the development is not supported. Development of this site would prejudice the development of the parkland, which would be detrimental to the future communities in the area. The visual impact on the landscape has been assessed and is not acceptable. Although there is a recognised need to provide new housing in Edinburgh, this site has been assessed during the preparation of the LDP, but it was not supported due to its importance as a strategic green space. There are no overriding material considerations which outweigh this conclusion.

It is recommended that planning permission is refused subject to referral to Council.

Due to the fact that the development is a significant departure from the development plan and currently in Council ownership, the application requires to be referred to the Scottish Ministers if it is granted.

It is recommended that this application be Refused for the reasons below.

3.4 Conditions/reasons/informatives

Reason for Refusal:-

1. The proposal is contrary to SDP Policy 12, Edinburgh Local Development Plan Policies Env 10 and Hou 1 as there are no compelling reasons to override the strong policy presumption against development in the Green Belt.
2. The proposal is contrary to policy Des 2 of the Edinburgh Local Development Plan as it would compromise the comprehensive development and regeneration of the wider area, specifically the South East Wedge Parkland, as provided for in the Local Development Plan and the Craigmillar Urban Design Framework.
3. The proposals are contrary to Greenspace Proposal GS4 of the Edinburgh Local Development Plan which states that the land around Craigmillar/Greendykes is retained in the green belt and will be landscaped to provide multi-functional parkland, woodland and country paths, linking with parallel developments in Midlothian. This proposal would not support GS4 and would prejudice the delivery of the parkland.
4. The proposal is contrary to Edinburgh Local Development Plan Policies Des 1 and Des 4 as the development will not have a positive impact on its setting, the wider landscape and views.

Financial impact

4.1 The financial impact has been assessed as follows:

As the Council currently own the land, there would be a capital receipt from the sale.

Risk, Policy, compliance and governance impact

5.1 Provided planning applications are determined in accordance with statutory legislation, the level of risk is low.

Equalities impact

6.1 The equalities impact has been assessed as follows:

This application was assessed in terms of equalities and human rights. The impacts are identified in the Assessment section of the main report.

Sustainability impact

7.1 The sustainability impact has been assessed as follows:

The site has the potential to meet the sustainability requirements of the Edinburgh Design Guidance. However, there is a wider issue of whether the site is in a sustainable location.

Consultation and engagement

8.1 Pre-Application Process

This application relied on the previous Proposal of Application Notice (PAN) for the site.

This PAN was submitted and registered on 2 July 2015. Copies of the Notice were also issued to:

- Craigmillar Community Council;
- Liberton and District Community Council;
- Danderhall and District Community Council;
- Gilmerton and Inch Community Council;
- Craigmillar Neighbourhood Alliance;
- Portobello and Craigmillar Neighbourhood Partnership;
- Liberton and Gilmerton Neighbourhood Partnership;
- South Neighbourhood Office;
- Inch Community Association;
- Castlebrae Community High School;
- Ward Councillors;
- Local MSP; and
- Local MP.

A presentation was made to the Gilmerton and Inch Community Council's Planning Sub-Group on 5 August 2015 and Craigmillar Community Council on 11 August 2015. A community engagement event was undertaken on 18 August 2015 at the Hays Business Centre.

Full details can be found in the Pre-Application Consultation report, which sets out the findings from the community consultation. This is available to view on the Planning and Building Standards online services.

A pre-application report on the proposals was presented to the Committee on 12 August 2015. The Committee noted the key issues in the report and requested that this application should be considered in tandem with the application for parkland on the same site.

8.2 Publicity summary of representations and Community Council comments

The application was advertised on 18 November 2016. Following the advertisement and neighbour notification, four letters of representation were received, comprising two letters of support and two letters of objection.

A full assessment of the representations can be found in the main report in the Assessment section.

Background reading/external references

- To view details of the application go to
- [Planning and Building Standards online services](#)
- [Planning guidelines](#)
- [Conservation Area Character Appraisals](#)
- [Edinburgh Local Development Plan](#)
- [Scottish Planning Policy](#)

Statutory Development

Plan Provision

The site is within the green belt and is in an area designated for a greenspace proposal (GS4). Also within the site is an area of importance for flood management (Env 21) and two local nature conservation sites. A tram route safeguard also bisects the site.

Date registered

3 November 2016

Drawing numbers/Scheme

01-08, 09A, 10, 11, 12A,

David R. Leslie

Chief Planning Officer

PLACE

The City of Edinburgh Council

Contact: Lesley Carus, Senior Planning Officer

E-mail:lesley.carus@edinburgh.gov.uk Tel:0131 529 3770

Links - Policies

Relevant Policies:

Relevant policies of the Local Development Plan.

LDP Policy Del 1 (Developer Contributions and Infrastructure Delivery) identifies the circumstances in which developer contributions will be required.

LDP Policy Des 1 (Design Quality and Context) sets general criteria for assessing design quality and requires an overall design concept to be demonstrated.

LDP Policy Des 2 (Co-ordinated Development) establishes a presumption against proposals which might compromise the effect development of adjacent land or the wider area.

LDP Policy Des 3 (Development Design - Incorporating and Enhancing Existing and Potential Features) supports development where it is demonstrated that existing and potential features have been incorporated into the design.

LDP Policy Des 4 (Development Design - Impact on Setting) sets criteria for assessing the impact of development design against its setting.

LDP Policy Des 5 (Development Design - Amenity) sets criteria for assessing amenity.

LDP Policy Des 6 (Sustainable Buildings) sets criteria for assessing the sustainability of new development.

LDP Policy Des 7 (Layout design) sets criteria for assessing layout design.

LDP Policy Env 3 (Listed Buildings - Setting) identifies the circumstances in which development within the curtilage or affecting the setting of a listed building will be permitted.

LDP Policy Env 7 (Historic Gardens and Designed Landscapes) protects sites included in the national Inventory of Gardens and Designed Landscapes and other historic landscape features.

LDP Policy Env 8 (Protection of Important Remains) establishes a presumption against development that would adversely affect the site or setting of a Scheduled Ancient Monument or archaeological remains of national importance.

LDP Policy Env 9 (Development of Sites of Archaeological Significance) sets out the circumstances in which development affecting sites of known or suspected archaeological significance will be permitted.

LDP Policy Env 10 (Development in the Green Belt and Countryside) identifies the types of development that will be permitted in the Green Belt and Countryside.

LDP Policy Env 11 (Special Landscape Areas) establishes a presumption against development that would adversely affect Special Landscape Areas.

LDP Policy Env 16 (Species Protection) sets out species protection requirements for new development.

LDP Policy Env 21 (Flood Protection) sets criteria for assessing the impact of development on flood protection.

LDP Policy Env 22 (Pollution and Air, Water and Soil Quality) sets criteria for assessing the impact of development on air, water and soil quality.

LDP Policy Hou 1 (Housing Development) sets criteria for assessing the principle of housing proposals.

LDP Policy Hou 2 (Housing Mix) requires provision of a mix of house types and sizes in new housing developments to meet a range of housing needs.

LDP Policy Hou 4 (Housing Density) sets out the factors to be taken into account in assessing density levels in new development.

LDP Policy Hou 6 (Affordable Housing) requires 25% affordable housing provision in residential development of twelve or more units.

LDP Policy Hou 10 (Community Facilities) requires housing developments to provide the necessary provision of health and other community facilities and protects against valuable health or community facilities.

LDP Policy Tra 1 (Location of Major Travel Generating Development) supports major development in the City Centre and sets criteria for assessing major travel generating development elsewhere.

LDP Policy Tra 8 (Provision of Transport Infrastructure) sets out requirements for assessment and mitigation of transport impacts of new development.

LDP Policy Tra 9 (Cycle and Footpath Network) prevents development which would prevent implementation of, prejudice or obstruct the current or potential cycle and footpath network.

LDP Policy Tra 10 (New and Existing Roads) safeguards identified routes for new roads and road network improvements listed.

Other Relevant policy guidance

Non-Statutory guidelines Edinburgh Design Guidance supports development of the highest design quality and that integrates well with the existing city. It sets out the Council's expectations for the design of new development, including buildings and landscape, in Edinburgh.

Appendix 1

Application for Planning Permission in Principle 16/05417/PPP

**At South East Wedge Development Site, Old Dalkeith Road,
Edinburgh**

**Proposed residential development, community parkland and
a primary school on land at Edmonstone, the Wisp, South
East Edinburgh**

Consultations

The Coal Authority Response 22 November 2016

The Coal Authority is a non-departmental public body sponsored by the Department for Business, Energy & Industrial Strategy. As a statutory consultee, The Coal Authority has a duty to respond to planning applications and development plans in order to protect the public and the environment in mining areas.

I have reviewed the proposals and confirm that the application site falls within the defined Development High Risk Area; therefore within the application site and surrounding area there are coal mining features and hazards which need to be considered in relation to the determination of this planning application.

The Coal Authority records indicate that there is a recorded mine entry on the application site and one within 20m of the site boundary. The site is also in an area of likely historic unrecorded underground coal mine workings at shallow depth.

I have reviewed the Environmental Statement which supports the planning application and note that in Chapter 11 reference is made to a Report on Ground Investigations' prepared by Mason Evans in January 2016 (Ref. P15-178- 01/AW/CF) and a Mason Evans Report from 2015, which is states is included in Appendix 11.1. Unfortunately I have been unable to locate the Appendices to the Environmental Statement on the LPA website.

It is requested that copies of both of the Mason Evans Reports (2015 and 2016) referred to in Chapter 11 of the Environmental Statement are provided for the Coal Authority in order that the contents and conclusions of these reports can be considered in detail.

On this basis please consider this letter a holding objection from the Coal Authority.

Coal Authority revised response 01 March 2017

The Coal Authority previously commented on this planning application in a letter to the LPA dated 22 November 2016.

You have now indicated that this is a resubmission of previous application, reference 15/05074/PPP, and have indicated that the Mason Evans Report submitted to support the 2015 submission is relevant and available to support this current proposal.

The Coal Authority notes that the Environmental Statement which has been submitted in support of this planning application draws upon, and includes in Appendix 11.1, the contents of a Phase 1 Desk Study Report (September 2015, prepared by Mason Evans).

The Phase 1 Desk Study Report correctly identifies that the application site has been subject to past coal mining activity. In addition to the mining of deep coal seams, The Coal Authority records indicate that a mine entry (shaft, CA ref. 330670-009) is present within the application site, adjacent to the eastern boundary and the zone of influence of any off-site mine entry (shaft, CA ref. 330670-008) encroaches across the eastern boundary of the site. In addition, our information indicates that a number of thick coal seams outcrop at or close to the surface of the site which may have been worked in the past and historic unrecorded underground coal mining is also likely to have taken place at shallow depth beneath the eastern part of the site.

The Phase 1 Desk Study Report has been informed by an appropriate range of sources of information including a Coal Authority Mining Report, historical OS mapping and BGS data. Based on a review of these sources of geological and mining information, Section 6.5.1 of the Report indicates that surface instability due to mining in the south-east of the site is considered possible and should be taken into consideration in the future development of the site.

Accordingly, the Report goes on to recommend that Phase II investigations are undertaken including consideration of mining instability affecting the site and mine gas emissions. The Coal Authority concurs that intrusive investigations, including the drilling of rotary boreholes, are required in order to ascertain ground conditions and to establish the presence or otherwise of shallow mine workings. These investigation works should also seek to identify the precise position and condition of the recorded entry.

I note from the Proposed Development Framework that the area of the site within which the recorded mine entry is present is to form open space/ landscaping. Nevertheless, I take this opportunity to advise the applicant that building over or within the influencing distance of a mine entry raises significant safety and engineering risks and exposes all parties to potential financial liabilities. The Coal Authority has adopted a policy where, as a general precautionary principle, the building over or within the influencing distance of a mine entry should wherever possible be avoided. Our adopted policy can be found at: www.gov.uk/government/publications/building-on-or-within-the-influencing-distance-of-mine-entries

I noted in my previous correspondence that Chapter 11 of the Environmental Statement makes reference to a 'Report on Ground Investigations' prepared by Mason Evans in January 2016 (Ref. P15-178- 01/AW/CF), a copy of this report has still not be made available and therefore I assume that investigations into coal mining legacy issues have not been carried out on site.

On this basis the applicant should ensure that the exact form of the required intrusive site investigation, including the number, location and depth of boreholes, is agreed with The Coal Authority's Permitting section as part of the permissions process. The findings of these intrusive site investigations should inform any measures, including stabilisation works, which may be required in order to remediate mining legacy affecting the site and to ensure the safety and stability of the proposed development.

The Coal Authority would also expect the applicant to afford due consideration to the prior extraction of any remnant shallow coal as part of any mitigation strategy. Prior extraction of remnant shallow coal can prove to be a more economically viable method of site remediation than grout filling of voids.

The Coal Authority Recommendation to the LPA

The Coal Authority concurs with the recommendations of the Phase 1 Desk Study Report; that coal mining legacy potentially poses a risk to the proposed development and that intrusive site investigation works should be undertaken prior to development in order to establish the exact situation regarding coal mining legacy issues on the site.

The Coal Authority recommends that the LPA impose a Planning Condition should planning permission be granted for the proposed development requiring these site investigation works prior to commencement of development.

In the event that the site investigations confirm the need for remedial works to treat the recorded mine entry and any areas of shallow mine workings to ensure the safety and stability of the proposed development, these should also be conditioned to be undertaken prior to commencement of the development.

A condition should therefore require prior to reserved matters/ approval of matters applications:

- The submission of a scheme of intrusive site investigations for the mine entry for approval;*
- The submission of a scheme of intrusive site investigations for the shallow coal workings for approval; and*
- The undertaking of both of those schemes of intrusive site investigations.*

A condition should require as part of the reserved matters/ approval of matters application:

- The submission of a layout plan which identifies appropriate zones of influence for the mine entry on site, and the definition of a suitable 'no-build' zone;*
- The submission of a scheme of treatment for the mine entry on site for approval; and*
- The submission of a scheme of remedial works for the shallow coal workings for approval.*

A condition should also require prior to the commencement of development:

- The implementation of those remedial/treatment works.*

The Coal Authority considers that the content and conclusions of the Phase 1 Desk Study Report are sufficient for the purposes of the planning system and demonstrate that the application site is, or can be made, safe and stable for the proposed development. The Coal Authority therefore has no objection to the proposed development subject to the imposition of a condition or conditions to secure the above.

Historic Environment Scotland 30 November 2016

Thank you for the above consultation which we received on 09 November. We have considered it and its accompanying Environmental Statement (ES) for our role as a consultee under the terms of the above regulations and for our historic environment remit as set out under the Town and Country Planning (Development Management Procedure) (Scotland) Regulations 2013. That is world heritage sites, scheduled monuments and their setting, category A-listed buildings and their setting, gardens and designed landscapes (GDLs) and battlefields in their respective Inventories.

Our Advice

Historic Environment Scotland does not object to the proposed development. We do, however, have some concerns regarding the potential development of paths and walkways across the scheduled monuments located within the development site boundary and would strongly recommend future engagement regarding the positive management of these scheduled monuments moving forward. We have provided further comments on the application and its accompanying Environmental Statement in the attached Annex.

We recommend that you seek further advice from your archaeology and conservation advisory service. They will be able to advise on the adequacy of the assessment for the historic environment and of the likely impacts and mitigation proposed for matters including unscheduled archaeology and category B- and C-listed buildings.

Further Information

Guidance about national policy can be found in our 'Managing Change in the Historic Environment' series available online.

Archaeology 13 December 2016

Further to your consultation request I would like to make the following comments and recommendations concerning this application in principal for proposed residential development, community parkland and a primary school on land at Edmonstone, The Wisp.

The site connects the three historic estates of Edmonstone, Craigmillar and Niddrie Marischal overlooking the valley of the Niddrie Burn. Archaeological evidence (detailed in Waterman's EIA accompanying this application) shows that the area has been occupied since the prehistoric period and still contains the nationally important Home Farm Enclosure (Ref 6038) on Edmonstone ridge. Roman occupation is possible with a Roman finds discovered from Hawkhill Wood. The remains of an old road were tentatively identified by GUARD in 2008 as the remains of a Roman Road thought to be in this area, though following subsequent post-excavation the road is seen now to be medieval/post-medieval in date.

The medieval Edmonstone is mentioned in charters from AD 1248 onwards and it is possible that the site has acted as estate centre since the 12th century. Harris (Harris S, Place Names of Edinburgh) records that a Henry de Edmundistun was witness in 1200 to a charter signed by a Henry de Brade with tradition associating the site with Edmond Count of Flanders, a companion of Queen Margaret and future wife of Malcolm Canmore in 1071. The recent archaeological work by GUARD in 2013, along the route of a new access road running across the western boundaries of this site, to the east & north of the former house, have uncovered significant remains of a possible settlement dating from the 13th century which extend into this application site.

By the 14th century Edmonstone was the centre of an important estate. The original house, destroyed and rebuilt in 1800, was built around an earlier mansion recorded in a charter of 1613, which may have been originally a late-medieval tower-house.

The Edmonstone Estate polices surrounding the former house and which form the southern half of the application site have been part of an important designed landscape since the 17th century. Contained within the site and sharing its boundary are the remains of the house's former Stables, Icehouse, Ha-Ha, Dovecot, Walled-Garden, the estates main farm Edmonstone Mains (Home Farm) and the listed (c) gate-piers and lodge. The coach-house & stable-block is presumed to date from the reconstruction of the House following a fire in 1800. The Icehouse, Ha-ha and wall-garden may be earlier in date, possibly dating to the 18th century with the dovecot likely to date from the 16/17th century.

The 2013 archaeological investigations by GUARD have also provided further evidence for potentially nationally significant early industrial mining with the discovery of widespread late medieval/post-medieval bell pits. These early mines dating to the 16th -17th centuries were first identified at Edmonstone by Headland Archaeology in 2008 across the southern part of 'Area 1' and area expected to cover the upper Edmonstone Ridge following the vertical seams of coal which are known to extend across the ridge. Metal detecting surveys carried out by local amateurs and as part of CEC Braid Burn Flood Prevention scheme, have provided evidence for the use of the area as training grounds during both WWI & WW II.

This application must be considered under terms of the Scottish Government's Scottish Planning Policy (SPP), PAN2/2011 and Historic Environment Scotland Policy Statement (HESPS) 2016 and also CEC's Edinburgh City Local Plan policies ENV3, ENV7, ENV8 & ENV9, Edinburgh LDP (as modified) policies ENV2, ENV 3, ENV7, ENV8 & ENV9 and CEC's 2013 Craigmillar Urban Design Framework. The aim should be to preserve archaeological remains in situ as a first option, but alternatively where this is not possible, archaeological excavation or an appropriate level of recording may be an acceptable alternative.

Listed Buildings

It is not specified in the submitted plans if the B-listed East Lodge and listed Gate-piers are to be retained within any subsequent development. Any proposals to demolish these listed buildings would be considered contra to planning policy ENV2. Clarification must be sought that these buildings will be retained in any subsequent phases of development arising from this PPP application.

Historic Landscape

The Council's 2013 Craigmillar Urban Design Framework recognises the significance of the historic landscapes occupying this site identifying it as an area of valuable open space and parkland. As such it contains several design criteria to ensure the preservation/conservation and enhancement of the areas key historic landscape and archaeological features. As such it is essential that these important design principals are followed within this application. Out-with the listed structures and SAM' discussed below, it the area identified for housing contains significant stone boundary walls, of particular being the wall running north-south from the listed East Lodge towards Niddrie Marischal.

This wall probably dating to between the 17th and early 19th centuries is a key component to the areas historic Landscape possibly forming Edmonstone Estates eastern boundary. Accordingly it is recommended that that a condition is attached to ensure that this wall is repaired and persevered within this development using a condition based upon the following;

'The applicant shall ensure the repair and preservation of the Edmonstone Ridge historic estate wall in accordance with detailed designs which have been submitted by the applicant and approved by the Planning Authority.'

Buried Archaeology:

Scheduled Sites Hawkhill Wood & Home Farm Enclosure:

The application will impact upon two Scheduled Ancient Monuments, Hawkhill Wood and Home Farm enclosure. At this stage the proposals are not significantly designed out to fully gauge the impact upon these two nationally significant sites although the proposals do indicate that these sites will remain undeveloped. However given potential impacts which occur as a result of construction and designing open space and parkland it is essential, in consultation with Historic Environment Scotland, that both detailed management plan(s) are submitted for approval which will secure not only there protection during development (if granted) but also there long term management, protection and interpretation.

It is recommended that this Archaeological/Heritage Management Plan is secured using a condition based upon the following;

'No development shall take place on the site until the applicant has secured the implementation of an Archaeological Conservation & Management Plan for both Home Farm Enclosure (Ref 6038) and Hawkhill Wood (Ref 90129) which has been submitted by the applicant and approved by the Planning Authority.'

Non-designated Remains

Given the significant archaeological resources occurring across the proposed area (outlined above and in Waterman's EIA, Chapter 10), it is essential that an archaeological mitigation strategy is undertaken prior to submission of any further detailed (FUL/AMC) applications and development. In essence this strategy will require the undertaking of a phased programme of archaeological investigation, the first phase of which will be the undertaking of an archaeological evaluation (min 10%) linked to comprehensive metal detecting surveys. The results from this initial phase of work will allow for the production of appropriate more detailed mitigation strategies to be drawn up to ensure the appropriate protection and/or excavation, recording of any surviving archaeological remains prior to construction commencing is undertaken.

Interpretation & Public Engagement

In addition to the interpretation / preservation of Home Farm enclosure & Hawkhill Wood discussed above, the site has the potential for unearthing important archaeological remains. Accordingly it is essential that the archaeological mitigation strategy contain provision for public/community engagement (e.g. site open days, viewing points, temporary interpretation boards), the scope of which will be agreed with CECAS.

It is recommended that these programmes of work be secured using a condition based upon the model condition stated in PAN 42 Planning and Archaeology (para 34), as follows;

'No development shall take place on the site until the applicant has secured the implementation of a programme of archaeological work (Excavation, reporting and analysis, publication, interpretation, protection & conservation, management & public engagement) in accordance with a written scheme of investigation which has been submitted by the applicant and approved by the Planning Authority.'

The work must be carried out by a professional archaeological organisation, either working to a brief prepared by CECAS or through a written scheme of investigation submitted to and agreed by CECAS for the site. Responsibility for the execution and resourcing of the programme of archaeological works and for the archiving and appropriate level of publication of the results lies with the applicant.

Waste and Cleansing 14 December 2016

Having looked at the application, it shows that there will be 750 domestic properties with a mix of high and low density property types, as well as a school.

The Council does not provide a trade waste service now, except to its own properties and the School would be included in this, but clearly we would provide a domestic collection service. In the case of a development such as this I would assume that we would be servicing the domestic properties as well as the School.

Commercial Waste (Including School):

With regards to the majority of property, although the Council will not be responsible for collecting their waste arisings, I will nevertheless highlight that:

- *For these waste arisings a contract or contracts must be put in place for all the waste arisings if the Council trade waste service is not used;*
- *Any arrangements will need to take cognisance of the access, health and safety and other operational requirements of the waste contractors and Council (e.g. how far does the bin have to move, and over what type of surface);*
- *the School or other organisations are required by law to put in place separate collections of certain materials for recycling, including paper, card, glass, metals, plastics and food. Other materials could also potentially be segregated, and indeed in an environment such as that proposed they may also require to segregate chemicals and other materials such as bulky wastes too;*
- *Not only should there be segregated collection bins, but these arrangements are should also be mirrored in the building itself;*
- *Bins MUST be stored off street.*

Household Waste

As above we will only collect household waste under certain circumstances.

However the situation would be similar to that described above in that they need to consider:

- *The various types of bins/recycling boxes, and their sizes, must be split to allow recycling of food, paper and other dry recyclables, and glass, as well as the disposal of residual waste, and where appropriate garden waste (probably not in this case as there appears to be no garden!!)- each of these requires its own bin (food and glass are collected in recycling boxes for kerbside collection properties, and smaller bins than the other materials from communal bin properties);*
- *What facilities will there be to store and present bulky waste streams;*
- *Off street storage of bins;*
- *The extent to which the Council's requirements with regard to vehicle access and operational safety are met;*
- *The extent of any existing engagement with the Community Waste Officer for the area.*

Please note in particular that where some households receive communal bin collections and some kerbside it would not be our policy to "mix and match". For example if a property is intended to receive a kerbside landfill bin, then they should also receive the full complement of kerbside recycling services AS WELL, and have adequate space provision to allow this.

The level of information provided does not allow me to say whether the arrangements for the collection and segregation of waste, access to collect bins, movement of waste along inclines, etc, at this location are likely to be adequate either operationally or in terms of compliance with the Council's waste management strategy.

Every developer should engage with our Technical Team to ensure that these objectives (and indeed legal requirements) are built into a development and I would advise that the developer should engage with the Technical Team at the soonest possible opportunity.

SNH 16 December 2016

This new proposal which includes residential development, a school and associated infrastructure is against Plan policy and objectives for this site. We continue to support the Plan policy and objectives which aim to deliver a substantial area of parkland in the South East Wedge. We do note that the proposal could partially contribute to the objectives providing information on the detail and delivery of the parkland proposal and the Green Infrastructure (GI) is secured by the council in the most appropriate manner.

Background

This proposal occupies the greenspace proposal area GS 4: South East Wedge Parkland, as outlined in the Second Local Development Plan (LDP)). Supplementary planning guidance for the Bioquarter and South East Wedge Parkland sets out its proposed function as green network. The site has also been identified on a city wide basis in the 'Open space 2021 Edinburgh's Draft Open Space Strategy as an area 'to be retained in the greenbelt and to be landscaped to provide multifunctional parkland, woodland and paths linking with parallel developments in Midlothian', and more recently the parkland proposals have been taken forward in a planning application to the council. We have consistently supported these development principles throughout the current Local Plan period and more recently as set out in the Adopted Plan.

The Council's proposed intention to take forward the site as the South East Wedge Parkland would secure and enhance a valuable and substantial area of green infrastructure for the City of Edinburgh, with direct benefit to new and emerging strategic development sites surrounding the site.

The relationship of this site to existing and proposed communities and neighbourhoods also contributes towards delivery of the current SESplan policy 11 (Delivering the Green Network). This policy sets out requirements for connectivity at a variety of spatial scales including between proposed new strategic development sites and existing communities and neighbourhoods. Furthermore, this site also lies within an area defined in the SESplan Proposed Plan as a Strategic Green Network Priority Area. The Green Network Technical Note accompanying the Proposed Plan highlights this area within the wider context of the city region and its growth, and as being an "Area important to setting of the city and surrounding settlements, green belt character and gateways". It also emphasises that "A co-ordinated approach to green network development which establishes and maintains a sense of place and delivers cross boundary connections will be important".

Appraisal

Landscape and visual impacts and parkland creation:-

We consider the introduction of the housing and school to areas of proposed parkland as set out in the LDP will have adverse impacts on local landscape character and visual amenity, as well as impacts on related issues regarding the scale and functionality of remaining parkland. We believe this will compromise the Council's ambitions for the creation of a strategic open space as set out in the second Local Development Plan, the Bio-quarter and South East Wedge Parkland supplementary guidance, and the Open Space Strategy.

Primarily, we highlight the overall impact of the proposed housing on the scale and functionality of the proposed parkland. The reduction in the proposed size of the parkland in this area of the city will weaken its potential future role as a large scale area of open space, providing diverse and multiple functions both for the local neighbourhoods, which it is adjacent to, and for the wider population within South-East Edinburgh for which the area would serve as a part of a larger strategic green network.

While the current proposal does allow linkage of open space, and important access from surrounding communities, it nonetheless reduces the scale of the proposed open space as set out in the LDP supplementary guidance. This will in turn reduce the ability of the remaining open space to develop over time and provide a wide range of functions for this area of the city.

We highlight the likely landscape and visual impacts arising from development of 3 and 4 storey housing along the Wisp. Although we acknowledge the role that some form of built development and avenue planting could play in providing an urban frontage to this road, the placement of higher buildings on the more elevated and prominent parts of the site, increases the magnitude of landscape and visual impacts of the overall development. Viewpoint 3 from Craigmillar Castle, highlights the relative prominence of the housing proposed along the higher ground along the Wisp, emphasising the somewhat awkward juxtaposition of the proposal with the lower density and lower lying development to the north of the application area. Viewpoint 9 highlights the restriction of views out from elevated positions along the Wisp and towards the regionally important landmark of Arthur's Seat and beyond.

We consider, that if the Council was minded to consent this application, alternative heights for development along the Wisp would reduce landscape and visual impacts in certain views looking towards the development. Such revisions to the spacing or layout, for example to create some open areas along the Wisp, could also usefully reduce landscape and visual impacts and allow framed views towards important landmarks of Arthur's Seat, and other landscape features such as the Pentlands.

We also highlight the narrowing of proposed parkland in areas between the proposed housing development and the BioQuarter development. Although the cross sections (drawing 15047(PL)100, Indicative Sections) highlight a minimum width of circa 130m between built form, we note this dimension doesn't include roads and other forms of built infrastructure that may further reduce the perceived scale of the parkland in this location. The proposed height of the development fronting the parkland is also likely to add to the perception of narrowing of the Parkland at this point. Again we would advise that there is potential for alternative heights and layouts to widen the park in certain locations and provide a greater variety of urban form along this important edge.

In terms of other aspects of the proposed layout, we would draw attention to the potential for the primary road route connecting to the Wisp across the parkland, to act as a compromising factor to the functionality and amenity value of the parkland. Not only is such a road likely to have an implication for the sense of scale and openness within the parkland, it could have a potential negative influence to the ease of active travel connectivity and the sense of naturalness within the parkland. We consider alternative arrangements to the siting and design of this primary route, including an alternative arrangement solely using the existing access road, should be explored if the council is minded to consent this application.

Funding and delivery of parkland proposals, including long term management and maintenance

The Landscape Design Statement gives an indication of the measures that could be in place to secure delivery, management and maintenance of the proposed remaining areas of parkland. While this information is helpful in giving some sense of possible funding and long term maintenance and management, we advise that further information and detailed evidence will be needed to ensure that the measures set out are practical, robust and deliverable in terms of their funding and administration. We would advise that, if the Council is minded to approve this application, that further details on these important matters are secured in advance of any consent.

Ecology

We are content with the information contained within the Ecology chapter of the ES, and in particular the Protected Species Mitigation section. We recommend these mitigation measures are implemented in order to avoid any future offences being committed.

Communities and Families 26 January 2017

The application is for planning permission in principle for a residential development, community parkland and a primary school. While it is possible for the developer to submit a planning application which includes a new primary school, it should be noted that for the establishment of any new school, including determination of its location and catchment area, a statutory consultation requires to be undertaken in accordance with the requirements of the Schools (Consultation) (Scotland) Act 2010 as amended by the Children and Young People (Scotland) Act 2014. This would involve the Education, Children and Families Committee considering and approving a proposed statutory consultation paper followed by an official consultation period with final recommendations made to a full Council meeting in an "Outcomes of the Consultation Report" at the end of the consultation process.

Background to Education Infrastructure Requirements

The Council has assessed the impact of the growth set out in the LDP through an Education Appraisal (Updated December 2016), taking account of school roll projections. To do this, an assumption has been made as to the amount of new housing development which will come forward ('housing output'). This takes account of new housing sites allocated in the LDP and other land within the urban area.

The Council's assessment has identified where additional infrastructure will be required to accommodate the cumulative number of additional pupils from development. Education infrastructure 'actions' are set out in the Action Programme and current Supplementary Guidance on 'Developer Contributions and Infrastructure Delivery'.

Residential development is required to contribute towards the cost of the required education infrastructure to ensure that the cumulative impact of development can be mitigated. To ensure that the total cost of delivering the new education infrastructure is shared proportionally and fairly between developments, Education Contribution Zones have been identified and 'per house' and 'per flat' contribution rates established.

Assessment and Contribution Requirements

Assessment based on:

150 Flats

600 Houses

This site falls within Sub-Area C-2 of the 'Castlebrae Education Contribution Zone'.

The Education Appraisal did not account for housing development on this site. The Council has therefore assessed the impact of the proposed development on the identified education infrastructure actions and current delivery programme, as set out in the Action Programme and Supplementary Guidance.

The education infrastructure actions are not sufficient to accommodate an increase in the cumulative number of new pupils expected in the area as a result of the proposed development.

There would be a requirement for additional primary school capacity to accommodate the 165 additional non-denominational primary school pupils expected to be generated. The applicant has suggested that this could be delivered by providing a new primary school on the development site. If that were to be the option which were to be progressed in order to provide the necessary additional capacity, a new single stream (seven class) school and 30/30 nursery on a 2 hectare site would be able to accommodate the pupils generated by this development. This assessment is therefore based on the assumption that a new primary school of this size would be required however if there was a more efficient way of delivering the extra capacity at the time of development then this may be progressed.

Using the pupil generation rates set out in the Supplementary Guidance, 26 Roman Catholic (RC) primary pupils would be expected to be generated by the development. The site is within the catchment of St John Vianney RC Primary School. This school is expected to face accommodation pressures and contributions towards increasing its capacity are being taken for developments in Liberton/Gracemount. However, the RC primary school which generally serves the Craigmillar area is St Francis' RC Primary School. A catchment review would be required to put the site within the St Francis' RC Primary School catchment area and additional accommodation would be required as committed developments are expected to take up the spare capacity at this school (which shares a campus with Niddrie Mill Primary School). An additional classroom at either St Francis' RC Primary School or St John Vianney Primary School is therefore assessed as being required to mitigate the impact of the proposed development.

If planning permission was granted for this development, there would be a requirement for additional secondary school capacity to accommodate 125 more pupils at either Castlebrae Community High School or, depending on the timing, the new Craigmillar High School which would replace it.

If a new primary school was required, it is likely that a new Contribution Zone Sub-Area would be established with its own contribution requirements (in accordance with the provisions of the Supplementary Guidance). The applicant is therefore required to contribute the following:

- *£7,591,930 (as at Q1 2015) to deliver additional primary school and nursery capacity (based on the cost of delivering a new seven class primary school and nursery);*
- *2 hectare fully serviced and remediated primary school site (at a location to be agreed with Communities and Families);*
- *£350,000 (as at Q1 2015) for a one class RC primary school extension;*
- *£6,419 per house and £963 per flat (as at Q1 2015) towards the provision of additional secondary school capacity.*

It should be noted that all contributions would require to be index linked based on the increase in the forecast BCIS All-in Tender Price Index between Q1 2015 and the date of payment.

If the Council is 'minded to grant' the application then delivery mechanisms for the school and the transfer of the 2 hectare primary school site will need to be agreed with the developer through an appropriate planning agreement.

If the appropriate contribution and the fully serviced and remediated site for a new primary school is to be provided by the developer, Communities and Families does not object to the application in principle.

Midlothian Council's 16 February 2017

Midlothian Council wishes to raise the following concerns in relation to Green Belt, transport and landscape impact matters of the proposal.

As you are aware the proposed site is within the original South East Wedge development area and was to be undeveloped parkland/open space. Midlothian Council considers there are important cross border issues associated with this significant proposal. This is particularly the case given the site is on the Edinburgh Midlothian boundary and would, if developed, have implications for key vehicular and pedestrian/cyclist cross boundary routes.

The Shawfair Master Plan (also called the Shawfair Design Framework) sets out details of these cross border connections. It can be accessed from Midlothian Council's website to planning application ref: 02/00660/OUT. Midlothian Council considers it very important that these connections are not prejudiced by this development.

Green Belt

The application site has no planning policy support for this development as it is designated as Green Belt. If the City of Edinburgh Council is satisfied that sufficient new housing land is available, there would appear to be no justification in supporting the release of this application site for development.

Transport

Vehicular Transport

Midlothian Council has strong concerns regarding the cumulative impact on the transport network arising from this proposal. The proposal is in addition to developments that are in accordance with the development plans of the City of Edinburgh and Midlothian Councils, and other windfall developments in this part of south east Edinburgh that have come forward.

Midlothian Council is aware that a number of improvements have been made to the local road network. However, they were primarily to accommodate the new Greendykes development. Additional windfall developments in this area, such as this proposal, will place increased burdens on the existing road network and junction capacities. This gives Midlothian Council significant cause for concern and considers these capacity issues require to be mitigated in an appropriate manner.

Midlothian Council considers that the expected impact of traffic flows of all existing, committed and proposed residential development in this part of Edinburgh and the Shawfair area of Midlothian should be considered in the assessment of this proposal. The committed and emerging development allocations in the Shawfair area of Midlothian, and from the Proposed Midlothian Local Development Plan, are highlighted on the final page of this response. Midlothian Council is unclear if all of the committed and emerging development identified in local development plans have been taken into account in the transport assessment.

The junction of The Wisp and the A7 has been highlighted as an issue in the Transport Appraisal work undertaken by Midlothian Council for its Proposed Midlothian Local Development Plan. Midlothian Council asks that the findings of this Transport Appraisal work are taken into account in the assessment of this proposal.

The Midlothian Local Development Plan Transport Appraisal work is available on Midlothian Council's website.

Midlothian Council requests that the following also be taken into account in the assessment of the proposal:

- *Demonstration that the proposal has good access to public transport and provides good walking and cycling routes; and*
- *investigate how public transport might be improved along The Wisp.*

Midlothian Council would have concerns about new vehicular road access on to The Wisp from this proposal.

Pedestrian/ Cycle facilities

If this proposal is supported, then Midlothian Council requests that full provision of good multi-user foot and cycle paths is made in order that the development supports and helps facilitate reciprocal connections between local and wider Edinburgh and Midlothian networks. Midlothian Council considers links between Edinburgh and Midlothian in this location an important part of delivering its green network. Further details are set out below:

Access point on the northern edge of Danderhall, by the East Lodge at Edmonstone - shown on Figure 11.4 of the Shawfair Master Plan:

If this proposal were supported Midlothian Council would consider it essential that widened footpaths and crossing points be provided to connect with the links into Shawfair indicated on Figure 11.4 of the Shawfair Master Plan Framework.

Multi-user path along The Wisp

Midlothian Council requests a multi-user path along The Wisp through the development be provided, that connects with the Greendykes development, and in turn with Hunter's Hall Park to the north, to provide links to Niddrie Mains Road.

Craigmillar Castle Road

Full consideration should be given to the provision of safe crossing and access at Craigmillar Castle Road to off-road foot/cycle paths along this road.

Developer Obligations - Transport

With regard to impacts on the road network, Midlothian Council is seeking developer obligations from committed and proposed development identified in the Proposed Midlothian Local Development Plan in the Shawfair and Danderhall area for the upgrade and improvement of the Sheriffhall junction on the A720 City Bypass, Borders Railway and other education and infrastructure requirements. These sites includes the:

- *approximately 4000 homes and 32.5 ha. of economic development associated with the committed new Shawfair community (sites h43-h45 and e25, e26 and e28 respectively);*
- *Shawfair Park (ref. e27), a 9 ha. business allocation from the Midlothian Local Plan (2008); and*

- allocations made in the Proposed Midlothian Local Development Plan (2014). This includes housing sites Cauldcoats (ref. site Hs0 - which partly fronts on to The Wisp: allocated for 350 houses with possible potential for a further 200 houses beyond 2024), Newton Farm (ref. Hs1: allocated for 480 houses with possible potential for a further 220 houses beyond 2024) and Shawfair Park Extension (ref. Ec1, a 20 ha. business allocation).

If this development were to be supported, Midlothian Council requests that developer obligations are sought to help contribute to the upgrade of the Sheriffhall junction on the A720 City Bypass, as well as to other necessary improvements that may be required to the local road network. Midlothian Council would expect there to be potential for cumulative implications from this proposal, and other nearby developments, on the Sheriffhall junction and the local road network.

Finally, if the development were to be supported then the above multi-user foot/cycle paths should be secured through the appropriate mechanism. This could include developer obligations.

Landscape

As stated already in this letter, the proposed development site is part of the South East Wedge development area and was to be undeveloped parkland/open space. It is an important cross border location and the landscape impact of the development on Midlothian and Edinburgh must be fully considered. Midlothian Council would have concerns about inappropriate scale and massing of development on land close to The Wisp, and the landscape impact this would create. If this development were to be supported, then Midlothian Council would wish to work with City of Edinburgh Council at the detailed planning stage to address any issue of concern in this very important cross border location.

SEPA 01 March. 2017

We would also like to thank Douglas Kirkby for providing the Simple Index Approach output for roads, driveways and roofs in support of the proposals for Sustainable urban Drainage Systems (SuDS) which form part of this application

Advice for the planning authority

We have no objection to this planning application, subject to the conditions outlined in Sections 1 and 6 forming part of planning permission in principle, should the planning authority be minded to grant planning permission.

1. Flood Risk

1.1 We have no objection to the proposed development on flood risk grounds provided that, should the Planning Authority be minded to approve this application, the following conditions form part of the planning permission.

- *No built development or land-raising to take place within the existing 1:200 year flood extent as detailed within the Flood Risk Assessment which takes into account the nearby developments and the latest modifications made to the nearby restoration scheme.*
- *No built development should be constructed over an existing drain (including a field drain) that is to remain active.*
- *Any water-crossings should be designed to convey the 1:200 year peak flow giving due consideration to a suitable freeboard and climate change. Any water-crossing should not alter the flooding mechanisms of the Niddrie burn restoration scheme.*

1.2 In the event that the planning authority proposes to grant planning permission contrary to this advice on flood risk, the Town and Country Planning (Notification of Applications) (Scotland) Direction 2009 provides criteria for the referral to the Scottish Ministers of such cases. You may wish to consider if this proposal falls within the scope of this Direction.

1.3 Notwithstanding our position we expect the City of Edinburgh Council to undertake its responsibilities as the Flood Prevention Authority.

Technical Review

1.4 We previously provided comments on the request for a Scoping Opinion by Waterman for a mixed use development, including up to 700-750 dwellings, a school, community parkland, infrastructure, and landscaping. We noted the potential risk from the Niddrie Burn, groundwater levels/ rebound, and surface water.

1.5 The flood risk assessment (FRA) makes reference to the Niddrie burn restoration project. We emphasise that this is not a formal Flood Protection Scheme as it has not been progressed through the relevant legislation. Part of the site allocation extends through the restoration area. Ground levels adjacent to the Niddrie Burn are noted as being around 47-48mAOD. Figure 3 of the FRA indicates that development will take place on ground levels above 50mAOD. The area of development as noted in the Indicative Section E-E drawing closest to the Niddrie Burn is situated on ground levels of approximately 56.5mAOD which is sufficiently elevated above the watercourse. No development is to take place within the Niddrie Burn restoration area or on the opposite bank of the Niddrie Burn.

1.6 There are drains flowing through the site which were previously connected to the Niddrie Burn and these are noted in Figure 5 as being in poor condition. The planning authority should be satisfied that there is no increase in runoff to these ditches to ensure there is no increase in flood risk downstream and that development is set back from any drainage feature.

1.7 We support the recommendations presented in the FRA which state that no development takes place within the 1:200 year flood level, and that finished floor levels should be elevated above ground levels. We also recommend that no land-raising or built development should take place within the existing 1:200 year flood level and that development should not take place over field drains that are to remain active. The recommendation that ground levels should be set no less than 600mm above the 1:200 year flood level is potentially ambiguous and we emphasise that there should be no built development or land-raising below the 1:200 year flood level. The FRA makes reference to the predicted flood levels produced by Jacobs in May 2011. We recommend that the consultant confirms that the information provided is the most recent information and includes the modifications made to construct the nearby Sick Children's Hospital.

1.8 The FRA identifies that the proposed school on site is elevated well above the Niddrie Burn (around 80mAOD). It is not clear, however, where it will be located on-site and we advise that applications for Matters Specified in Conditions locate the school away from any drainage feature.

1.9 Groundwater measurements will be undertaken during site investigations and we recommend a sufficient period of monitoring to establish whether there are any notable fluctuations in levels. Should elevated groundwater be detected, a suitable and sustainable mitigation design should be outlined the City of Edinburgh Council and SEPA.

1.10 We would note that based on information provided for an adjacent development within the Bioquarter, Little France Drive is shown to be at risk of flooding from the Niddrie Burn. Hence, it is recommended that development is set back from the Niddrie Burn, as shown in the indicative masterplan to avoid any potential flood risk.

1.11 The Magdalene Burn is located away from the proposed development and it is at a lower elevation than the site: we are satisfied that the site is not at flood risk from this watercourse.

1.12 No information has been provided on any water-crossings over the Niddrie Burn to access the opposite bank. We advise that a condition is necessary that any water-crossings proposed in applications for matters specified in conditions are sized to convey the 1:200 year peak flood including a freeboard and an allowance for climate change and to ensure that they do not increase flood risk elsewhere or interrupt the operation of the flood storage area.

1.13 As the site allocation extends across the restoration area, the planning authority should be satisfied that the development will not interfere with the maintenance or operation of the flood storage area.

1.14 We would recommend that a holistic approach is taken to the development of this site. A piecemeal approach could cause alterations to existing flow paths which may restrict further development.

Caveats & Additional Information for Applicant

1.15 The SEPA Flood Maps have been produced following a consistent, nationally-applied methodology for catchment areas equal to or greater than 3km² using a Digital Terrain Model (DTM) to define river corridors and low-lying coastal land. The maps are indicative and designed to be used as a strategic tool to assess flood risk at the community level and to support planning policy and flood risk management in Scotland.

1.16 We refer the applicant to "Technical Flood Risk Guidance for Stakeholders". This document provides generic requirements for undertaking Flood Risk Assessments. Please note that this document should be read in conjunction Policy 41 (Part 2).

1.17 Please note that we are reliant on the accuracy and completeness of any information supplied by the applicant in undertaking our review, and can take no responsibility for incorrect data or interpretation made by the authors.

1.18 The advice contained in this letter is supplied to you by SEPA in terms of Section 72 (1) of the Flood Risk Management (Scotland) Act 2009 on the basis of information held by SEPA as at the date hereof. It is intended as advice solely to the City of Edinburgh Council as Planning Authority in terms of the said Section 72 (1). Our briefing note "Flood Risk Management (Scotland) Act 2009: Flood risk advice to planning authorities" outlines the transitional changes to the basis of our advice in line with the phases of this legislation.

2. Surface and Foul Water Drainage

2.1 Based on the output from the Simple Index Approach tool (CIRIA 753) we are happy to accept the drainage strategy and that the proposals for Sustainable urban Drainage Systems (SuDS) are appropriate and adequate.

2.2 There is mention in Drainage Report Engineering Assessment, Part 1: S3.0, page 5 of routing flows to Magdalene Burn. SEPA has received complaints in the past regarding a perceived lack of flow in the watercourse since work began on nearby development(s) which are believed to have intercepted historic land drains and re-routed flows to the Niddrie Burn instead. It is alleged that this has a knock-on effect via lack of dilution for private septic tank discharges and has led to a build-up of silt in the watercourse (which again is perceived to have increased flood risk). Although this is not something we can require of this proposed development, this proposal may be an opportunity to re-introduce flows to the Magdalene Burn and address these local concerns. We welcome confirmation at S5.0 (page 18) that there is an intention to route some surface water flows to the Magdalene Burn.

2.3 We note Scottish Water's assessment that the Combined Sewer Overflows at Restalrig Avenue (1.0% ~ 315m³) and Milton Road West (0% - 0m³) both show a relatively minor potential impact from the development. The proposals for new foul sewer connections could be an opportunity for first time sewerage provision for local residents using private septic tanks.

3. Pulverised Fuel Ash (PFA) Grouting and Groundwater

3.1 If stabilisation works are identified as being required to facilitate the development, we recommend an appropriate risk assessment for the proposed stabilisation of mine workings with PFA grout is produced prior to this activity being undertaken on site.

3.2 The pouring of grout below the water table is a controlled activity under General Binding Rule (GBR) 16 of the Water Environment (Controlled Activities) (Scotland) Regulations 2011 (CAR). GBR 16 includes a requirement that no material coming into contact with groundwater shall cause pollution of the water environment. SEPA considers that an assessment should be undertaken to assess whether the use of PFA grout will meet the requirements of GBR 16. If the activity causes pollution, SEPA may take enforcement action in accordance with these regulations.

3.3 We recommend that the assessment is undertaken in line with Stabilising mine workings with PFA grouts. Environmental code of practice. 2nd Edition, BRE Report 509.

3.4 In general, a detailed review of the assessment by SEPA is not considered necessary and the document should primarily serve the developer to ensure no pollution occurs as a result of the activity. However, in circumstances that the assessment identifies that a complex risk assessment is required due to the site being identified, through the preliminary and simple risk assessments, as higher risk and conceptually complex it may be prudent for the developer to highlight this to SEPA through additional consultation.

3.5 Further details relating to CAR requirements can be found on SEPA's website at http://www.sepa.org.uk/water/water_regulation/regimes.aspx

3.6 Consultation with The Coal Authority is recommended.

3.7 Key points to note in relation to the water environment when undertaking mine workings grouting:

- An adequate hydrogeological conceptual model is required (e.g. an assessment of ground conditions, depth to groundwater, likely flow of groundwater, depth/size of old mines workings, etc). Ideally, the conceptual model would be backed up with site specific ground investigation and monitoring data.

- It is recommended that the applicant/agent carries out an appropriate water features survey to identify what there is in the surrounding area that might be affected by the grout.

- Note that potential hazards and impacts may not necessarily be confined to the proposed development site. Applicants should consider and mitigate as necessary risks both within and out with the development site.

- It should be noted that even if mine waters are currently low (i.e. below workings to be grouted), groundwater levels might, in the future, rebound into the grouted zone if mine water pumping were to cease. SEPA would recommend that both scenarios are considered.

- If the excavation works require dewatering, the applicant may be required to demonstrate that this will not adversely affect the hydrogeological regime. Any adverse effects will depend on the size and duration of the excavation works.

4. Air Quality and Greenhouse Gas Emissions

Air quality

4.1 The proposed development will be in an area that is currently not affected by poor air quality. An air quality modelling assessment has been undertaken and the findings are reported. We note and welcome the decision to use ADMS Roads to assess the impact of traffic on local air quality. The modelling assessment has shown that the completed development is unlikely to have a significant impact on local air quality.

Greenhouse gas emissions

4.2 We note that the development is located some distance from local amenities, and, therefore, there is likely to be an increase in the number of journeys made by car. While this figure may appear to be insignificant, when considered alongside other developments across Scotland, the cumulative increase in the distance travelled by car, and subsequent emissions of carbon dioxide, could undermine the Scottish Government's commitment to reduce emissions of greenhouse gases.

4.3 Scottish Planning Policy sets out an approach to integrating transport and land use planning by supporting a pattern of development and redevelopment that "reduces the need to travel and as a consequence reduce emissions from transport sources". It also states that "Planning permission should not be granted for significant travel-generating uses at locations which would increase reliance on the car and where the transport assessment does not identify satisfactory ways of meeting sustainable transport requirements."

4.4 Greenhouse gas emissions from road traffic are expressed as grams of carbon dioxide emitted per kilometre travelled (g/km), therefore every additional km travelled will increase the emissions of greenhouse gases. Road transport emissions account for 72.4% of all transport emissions of greenhouse gases and cars account for over half road emissions. "The Climate Change (Scotland) Act 2009 sets a target of reducing greenhouse gas emissions by at least 80% by 2050, with an interim target of reducing emissions by at least 42% by 2020. Annual greenhouse gas emission targets are set in secondary legislation". Section 5 of the Scottish Government's Climate Delivery Plan describes the issue in detail.

Cumulative effects of development

4.5 When considered in isolation, a single development will appear to have a negligible impact on local air quality. When the same development is considered alongside other developments in the area, however, the cumulative impact could be more significant, particularly along main commuter routes. SEStran has warned "the allocation of extensive new land for development underlines the importance of integrating land-use and transport planning in the SEStran area, building these links into the forthcoming City Region plan and other development plans. Failure to do so will lead to further significant increases in car use", and " It has been demonstrated that the SEStran area faces particular challenges in catering for the travel volumes and patterns resulting from the anticipated growth in population and employment in the area. In addition to the forecast increase in the number of jobs, the trend of dispersal of jobs, services and homes will, if it continues, bring further pressure to bear on the transport network." Transport Scotland advises: "With several proposals in close proximity, a more detailed Transport Assessment of the cumulative impact of the proposals may be more appropriate than one for each proposal in isolation".

4.6 The City of Edinburgh Council should be satisfied that the assessment has considered the cumulative impact of all development that will add traffic to the road network, particularly along main commuter routes. 'Land-Use Planning and Development Control: Planning for Air Quality'(Produced by Environmental Protection UK and Institute of Air Quality Management, 2015) explains how a cumulative impact should be undertaken.

5. Ecology

5.1 *The information accompanying and supporting this application confirms that there are no Groundwater Dependent Terrestrial Ecosystems or peat soils in the footprint of this proposed development. The supporting information also identifies means for the eradication of invasive species. We have no further comments to make on the ecology of this site.*

6. District Heating

6.1 *We consider a condition of planning permission in principle should be that applications for matters specified in conditions are accompanied by proposals for district heating and should include a feasibility study. We are more than happy to discuss the potential for district heating with the applicant and following is some background information.*

Heat Map

6.2 *The Scotland Heat Map is available at <http://heatmap.scotland.gov.uk/> and includes information on heat demand and potential heat supply, as well as existing and in-development heat networks.*

Scottish Futures Trust

6.3 *Through Stratego, Scottish Futures Trust has been providing information on funding models for developing district heating networks.*

6.4 *Scottish Enterprise may also have useful information or contacts on this matter.*

CIBSE

6.5 *The Chartered Institute of Building Services Engineers (CIBSE) published a "Code of Practice" document which outlines essentially a project management approach towards developing a district heating network. It details every stage from design and layout of the network, product and material choice to ongoing maintenance and management of an operational network.*

7. Regulatory requirements

7.1 *Details of regulatory requirements and good practice advice for the applicant can be found on the Regulations section of our website.*

TRANSPORT 01 March 2017

It is recommended that the application be refused.

Reasons:

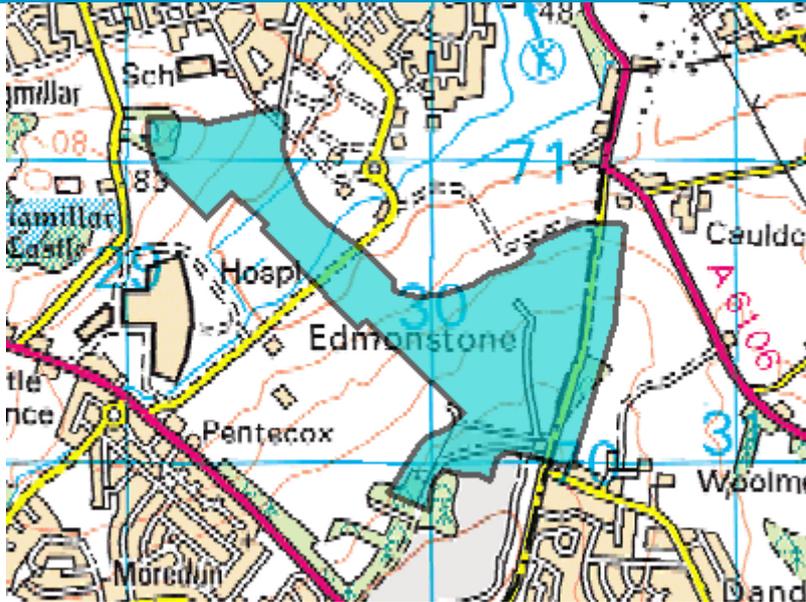
The transport infrastructure enhancement needs arising from the planned growth set out in the Local Development Plan (LDP) have been assessed by a transport appraisal which accompanies the LDP and informs its Action Programme. The Transport Infrastructure Appraisal provides a cumulative assessment of the additional transport infrastructure required to support the new housing development identified within the LDP. Where cumulative impacts have been identified, transport infrastructure to mitigate the impact of the development are established. Contribution Zones are used to collect developer contributions equitably towards these actions.

This site is not proposed within the LDP and, therefore, its transport impact on the strategic road network has not been assessed cumulatively. Whilst the applicant has considered the impact of committed development of this site in combination with other developments in the area, it is clear that traffic will have a significant impact on existing junctions, in particular Old Dalkeith Road / The Wisp. The Local Development Plan states that development proposals relating to major housing or other development sites which would generate a significant amount of traffic must demonstrate that individual and cumulative transport impacts can be timeously addressed. It is unclear whether the additional traffic from this site can be so addressed within the improvement works set out in the Action Programme.

It should be noted that The Wisp is within Midlothian Council's area and therefore the impact of a substantial part of the proposed development will be outside the City of Edinburgh Council's responsibilities.

In addition, the LDP policies support the transport strategy by seeking to minimise travel demand and encourage a shift to more sustainable forms of travel. Major travel generating developments should take place in locations well served by public transport, walking and cycling networks, and development in non-central locations with limited sustainable travel options will be resisted. The proposed site is not considered to be well served by public transport and it is likely that public transport improvements will not be in place when required to serve the development.

Location Plan



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END

10.00am, Thursday, 21 September 2017

Edinburgh Tram – York Place to Newhaven – Updated Outline Business Case - referral from the Transport and Environment Committee

Item number 8.4

Report number

Executive/routine

Wards

Council Commitments

Executive Summary

On 4 September 2017 the Transport and Environment Committee considered a report by the Executive Director of Place on the updated Outline Business Case for the Edinburgh Tram York Place to Newhaven project. The report has been referred to the City of Edinburgh Council for approval to commence Stage 2 activities of the project.

Terms of Referral

Edinburgh Tram - York Place to Newhaven – Updated Outline Business Case - referral from the Transport and Environment Committee

1. Terms of Referral

- 1.1 In December 2015, the Council approved in principle the option of completing the existing tram line to Newhaven, and approved the commencement of Stage 1 activities. A commitment was made to update and refine the project financials during Stage 1, and to bring a report back to Council by summer 2017 recommending a way forward.
- 1.2 The Outline Business Case included at Appendix 1 of the report had been prepared in accordance with Transport Scotland Guidance, which implemented the business case development process set out in Office of Government Commerce and HM Treasury guidance. The updated Outline Business Case built on the work done for the Outline Business Case reported to Council in November 2015. The work to update the Outline Business Case was overseen by the cross-party Transport Projects Working Group, in conjunction with an officer led Project Board to monitor progress and the approved project budget for Stage 1.
- 1.3 A Public inquiry led by the Right Honourable the Lord Hardie was underway into the original Edinburgh Trams project. The inquiry aimed to establish why the project incurred delays, cost more than originally budgeted and through reductions in scope delivered significantly less than projected. Oral hearings were expected to commence in September 2017, and these would be followed by a final report that would make recommendations as to how major tram and light rail infrastructure projects of a similar nature might avoid such failures in the future.
- 1.4 The Outline Business Case recommended that a gateway approval process was put in place to ensure all recommendations from the Edinburgh Tram Inquiry would be incorporated into the project plans and governance arrangements before contracts for the main construction works were signed.
- 1.5 The Transport and Environment Committee agreed:

Motion

- 1) To note the findings and recommendations set out in the Updated Outline Business Case.

- 2) To note the estimated costs for Stage 2 of the project up to the award of the main contract was £2 million and this could be funded through the Council's Strategic Priorities' Fund.
- 3) To agree in principle the commencement of Stage 2 activities, subject to Council approval, which would keep the project on programme and:
 - (a) Allow affordability to be tested based on tender prices.
 - (b) Provide a further 12 months of evidence of tram patronage build up.
 - (c) Allow the recommendations of the Edinburgh Tram Inquiry to be incorporated into the project plans and governance arrangements through a gateway approval process, before contracts for the main construction works were signed.
 - (d) Allow the project to develop options for financing the funding gap in the worst-case sensitivity case.
- 4) To agree that, prior to any contracts for the main construction works being signed, they would be reviewed by an independent assessor from outwith the City of Edinburgh Council and further approvals would then be sought.
- 5) To note the decision of Full Council on 29 June 2017 that the design of any future tram line extension would reflect the Council's policies to prioritise pedestrian and cyclist safety and convenience, including consideration of segregated cycle lanes, and therefore agrees to consult with key stakeholders including pedestrian and cycle groups in developing detailed plans for the extension to Newhaven.
- 6) To note that prior to implementing any traffic management, all proposals would be full modelled in consultation with Lothian Buses, the emergency services, businesses, residents and elected members.
- 7) To note that a compensation support scheme for businesses along the route would be put in place prior to any works commencing.
- 8) To note that significant new housing developments around the city would have an impact on Edinburgh's Local Transport Strategy and that the tram project must be linked to the broader transport requirements across the city.
- 9) To refer the report to Council to approve the commencement of Stage 2 activities at its meeting on 21 September 2017.
 - moved by Councillor Macinnes, seconded by Councillor Doran

Amendment

- 1) To note the contents of the report.
- 2) To note with regret that the Updated Outline Business Case had not changed fundamentally from proposals considered by Council at several junctures in 2015.

- 3) To agree to take no action due to the fact that the proposals continued to:
- Expose the Council to a high degree of financial and reputational risk.
 - Present poor value and failed to constitute prudent use of taxpayers' money, particularly at a time of continued public sector funding pressures.
 - Rely too heavily on a wide variety of assumptions.
 - Proceed prior to publication of the full findings of the Hardie Inquiry into what went so badly awry with the previous project; considered the proposals presented in respect of the Inquiry findings to be presumptive and wholly inadequate to ensure lessons were learned meaningfully and comprehensively.
 - Impact negatively upon Lothian Buses and remained likely to lead to higher fares for passengers.
- moved by Councillor Cook, seconded by Councillor Douglas

Voting

The voting was as follows:

For the motion - 8 votes
For the amendment - 3 votes

(For the motion - Councillors Arthur, Barrie, Booth, Burgess, Kate Campbell, Doran, Gloyer and Macinnes.

For the amendment: Councillors Bruce, Cook and Douglas.)

Decision

To approve the motion.

2. For Decision/Action

- 2.1 The City of Edinburgh Council is asked to approve the commencement of Stage 2 activities.

Background reading/external references

Transport and Environment Committee, 4 September 2017

Laurence Rockey

Head of Strategy and Insight

Contact: Veronica MacMillan, Committee Services

E-mail: veronica.macmillan@edinburgh.gov.uk | Tel: 0131 529 4283

3. Appendices

Appendix 1 - Edinburgh Tram – York Place to Newhaven Updated Outline Business Case – report by the Executive Director of Place

2.00pm, Monday, 4 September 2017

Edinburgh Tram – York Place to Newhaven Updated Outline Business Case

Item number	4.1(b)
Report number	
Executive/routine	
Wards	

Executive summary

This report provides a summary of the Updated Outline Business Case for the Edinburgh Tram York Place to Newhaven project. The Updated Outline Business Case concludes that the project:

- Complies with all key strategic regional and city-wide plans and can create employment opportunities by linking priority investment zones. The Edinburgh Local Development Plan strategies direct most of the planned growth of the city to the four strategic development areas identified in the 2013 Strategic Development Plan: West Edinburgh; the City Centre; Edinburgh Waterfront; and South East Edinburgh. The project will result in three of these strategic development areas being directly linked by a fast, frequent and reliable transport service.
- Supports the sustainable development of housing on brownfield sites for a growing population. Over the next decade Edinburgh and its surrounding area is expected to be home to a faster growing population than anywhere else in Scotland. National Records of Scotland projections published in 2016 suggest that the city should be planning for an additional 47,000 people by 2024 and an additional 102,000 by 2039.
- Supports employment growth in the city which is projected to grow by 7.6% between 2013 and 2022.
- Serves a corridor of comparatively high unemployment and deprivation and the tram will provide improved accessibility to residents along the corridor to the range of job opportunities in the city centre and along the existing tram corridor.

- Provides high capacity and high quality public transport which is a key dependency of the spatial strategy

The capital cost of the project is estimated to be £165.2m including risk and inflation through to project completion.

The overall construction programme is estimated to be approximately three years plus four months for testing and commissioning. The line is projected to be open to passengers in the second quarter of 2022.

The project has a positive economic impact on the city with every £1 spent providing a return of £1.64.

There are potentially significant wider benefits associated with continuing the tram line into North Edinburgh and supporting the overall level of economic growth of the city through enhancing the viability and attractiveness of major housing and employment sites identified in the local development plan. The tram can help support economic activity (jobs, development, and housing) at a greater level than would otherwise be the case.

Patronage is forecast to double in opening year to over 13million passenger journeys.

In the short to medium-term, an estimated additional funding gap of £1million exists after utilising £20million of assumed extraordinary dividend from Lothian Buses. In the longer term, tram revenues can fund the extension and provide additional income to the Council.

The project team currently engaged by the Council includes personnel responsible for successfully delivering the first phase of tram following mediation in 2011. The delivery strategy for the project has been developed based on lessons learned on the first phase of tram and from other tram projects in the UK and internationally.

Based on lessons learned, the Updated Outline Business Case concludes that traffic management will need to be deployed which facilitates opening large sections of the work site at any one time. This will involve closing three lanes of Leith Walk for approximately 18 months and diverting south bound traffic via Easter Road and Bonnington Road. Sections of road between Constitution Street and Tower Street will also need to be closed to traffic during construction.

A compensation and support scheme for businesses along the route will be put in place and dedicated pedestrian crossing points will be installed every 150 to 200 metres to provide access to both sides of Leith Walk.

Prior to implementing any traffic management, all proposals will be fully modelled in consultation with Lothian Buses, the emergency services, businesses, residents and elected members.

The Updated Outline Business Case also recommends that a gateway approval process is put in place to ensure all recommendations from the Edinburgh Tram Inquiry will be incorporated into the project plans and governance arrangements before contracts for the main construction works are signed.

Edinburgh Tram – York Place to Newhaven Updated Outline Business Case

1. Recommendations

- 1.1 That the Committee:
- 1.1.1 Notes the findings and recommendations set out in the Updated Outline Business Case;
 - 1.1.2 Notes the estimated costs for Stage 2 of the project up to the award of the main contract is £2million and this can be funded through the Council's Strategic Priorities' Fund;
 - 1.1.3 Agrees in principle to the commencement of Stage 2 activities which will keep the project on programme and:
 - Allow affordability to be tested based on tender prices;
 - Provide a further 12 months of evidence of tram patronage build up; and
 - Allow the project to take cognisance of any recommendations arising from the Edinburgh Tram Inquiry currently underway.
 - 1.1.4 Notes that prior to any contracts being signed for the main construction works further approvals will be sought;
 - 1.1.5 Notes that prior to implementing any traffic management, all proposals will be fully modelled in consultation with Lothian Buses, the emergency services, businesses, residents and elected members;
 - 1.1.6 Notes that a compensation and support scheme for businesses along the route will be put in place prior to any works commencing; and
 - 1.1.7 Refers this report to Council to approve the commencement of Stage 2 activities at its meeting on 21 September 2017.

2. Background

- 2.1 The Edinburgh tram system currently operates between Edinburgh Airport and a temporary terminus at York Place in the city centre. Passenger services commenced on 31 May 2014 and passenger numbers have grown consistently over the first three years of operations, reaching 5.6m in 2016.
- 2.2 The Edinburgh Tram York Place to Newhaven route is 4.6km long and includes a mix of shared and segregated running on-street. The junctions at Picardy Place and London Road are reconfigured to allow for the safe operation of tram and general traffic movements.
- 2.3 The existing temporary terminus at York Place is de-commissioned and replaced by a new tram stop at Picardy Place. A further seven tram stops are provided along the route.
- 2.4 In December 2015, the Council approved in principle the option of completing the existing tram line to Newhaven, and approved the commencement of Stage 1 activities.
- 2.5 A commitment was made to update and refine the project financials during Stage 1, and bring a report back to Council by summer 2017 recommending a way forward.
- 2.6 The Outline Business Case (OBC) included at Appendix 1 has been prepared in accordance with Transport Scotland guidance, which implements the business case development process set out in Office of Government Commerce and HM Treasury guidance. The updated Outline Business Case builds on the work done for the Outline Business Case reported to Council in November 2015.
- 2.7 The work to update the Outline Business Case was overseen by the cross-party Transport Projects Working Group, in conjunction with an officer led Project Board to monitor progress and the approved project budget for Stage 1.
- 2.8 A public inquiry led by the Right Honourable the Lord Hardie is underway into the original Edinburgh Trams project. This inquiry aims to establish why the project incurred delays, cost more than originally budgeted and through reductions in scope delivered significantly less than projected.
- 2.9 Oral hearings are expected to commence in September 2017, and these will be followed by a final report making recommendations as to how major tram and light rail infrastructure projects of a similar nature might avoid such failures in future.
- 2.10 The OBC recommends that a gateway approval process is put in place to ensure all recommendations from the Edinburgh Tram Inquiry will be incorporated into the project plans and governance arrangements before contracts for the main construction works are signed.

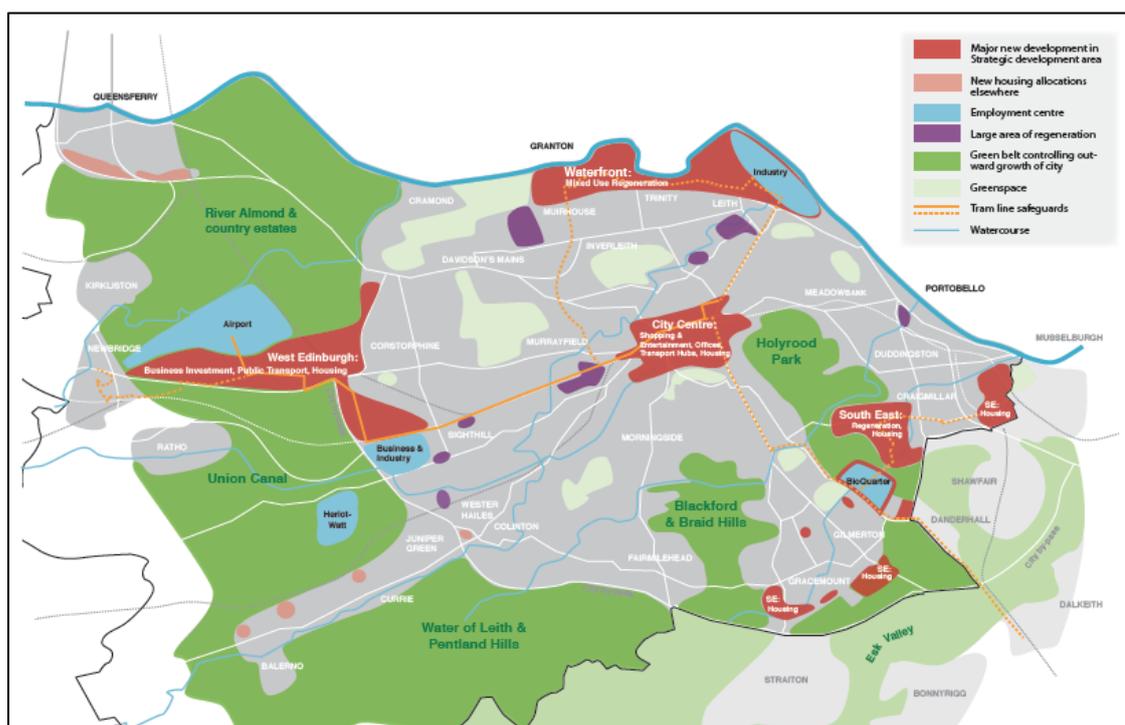
3. Main report

The Strategic Case

- 3.1 The development of transport infrastructure plays a key role in shaping the pattern of future growth and development, and hence in delivering the spatial strategy and the long-term economic growth that this will support.
- 3.2 The project supports the spatial development strategy and the wider economic objective of supporting the planned population and jobs growth within Edinburgh in a sustainable manner.
- 3.3 The OBC sets out the rationale for investment in the Edinburgh Tram York Place to Newhaven project, by reference to existing strategic developments and transport strategies and plans including:
 - The Edinburgh City Region Strategic Development Plan;
 - The Edinburgh Local Development Plan;
 - A Strategy for Jobs;
 - Edinburgh Local Transport Strategy 2014 – 2019;
 - Transport 2030 Vision; and
 - Transport for Edinburgh’s Strategy for Delivery 2017 – 2021.
- 3.4 The proposed Strategic Development Plan (SDP) sets out a vision for a city region where it is easier to move around, and where there are better public transport options. It proposes a spatial strategy focused on growth corridors with good public transport options.
- 3.5 Edinburgh Waterfront is a high priority location for growth under the proposed SDP, which notes that the tram is fundamental to achieving a thriving low carbon waterfront community connected to the city.
- 3.6 The proposed SDP identifies significant business clusters as key areas for investment based on their potential contribution to the city region’s economy, and identifies opportunities for continued growth associated with redevelopment of the city centre and expansion in Leith supported by the tram project.
- 3.7 Over the next decade Edinburgh and its surrounding area is expected to be home to a faster growing population than anywhere else in Scotland. National Records of Scotland projections published in 2016 suggest that the city should be planning for an additional 47,000 people by 2024 and an additional 102,000 by 2039, taking the total population from 492,610 to 594,712 over the 25-year period from 2014 to 2039.
- 3.8 Edinburgh is a major employment hub which attracts a workforce from both within the city and surrounding areas. The city’s economy has been relatively resilient during the economic downturn and is set to grow strongly as economic conditions improve. The latest ‘central’ forecast from Oxford Economics predicts

that total employment in the city will grow by 7.6% between 2013 and 2022 (from 324,900 to 349,700).

- 3.9 The Edinburgh Local Development Plan (LDP) strategies direct most of the planned growth of the city to the four strategic development areas identified in the 2013 Strategic Development Plan: West Edinburgh; the City Centre; Edinburgh Waterfront; and South East Edinburgh, as shown below. The Edinburgh Tram York Place to Newhaven project will result in three of these strategic development areas being directly linked by a fast, frequent and reliable transport service.



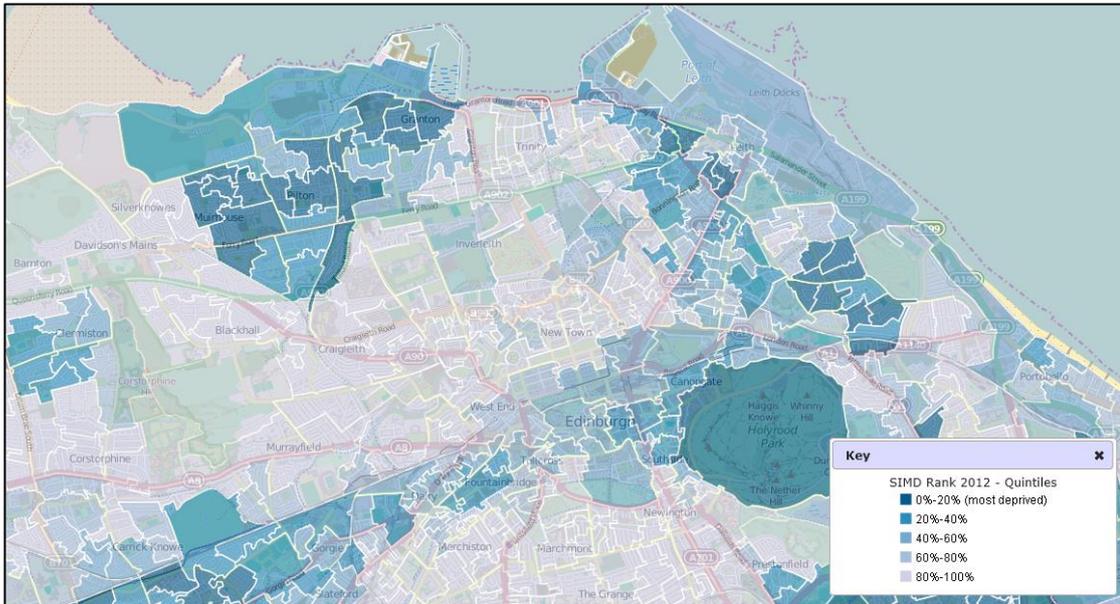
- 3.10 The LDP prioritises housing delivery on brownfield sites, particularly in the waterfront areas of Leith and Granton. Completion of the tram connection to these areas would help boost that delivery. In addition, Leith is one of the defined strategic business centres to which major office development is directed, and a location with significant employment land potential.
- 3.11 The LDP strategy for retail centres prioritises the city centre, including Edinburgh St James and Leith Walk, as well as defined commercial centres including Ocean Terminal.
- 3.12 The tram line to Ocean Terminal and Newhaven offers the potential to:
- Increase the attractiveness of major development sites, enhancing their overall viability and potentially bringing them forward at a faster rate than would otherwise be the case; and
 - Support the nature and scale of development, by supporting higher density development with a lesser requirement for parking than would be the case without tram.

- 3.13 The City of Edinburgh Council's Economic Strategy for 2012-17 notes that high quality infrastructure and public spaces are vital to Edinburgh's continuing competitiveness.
- 3.14 The Strategy notes that successful completion of the tram project is important for the transport benefits it will bring and is also vital to the city's confidence and its reputation with potential investors:
- "the tram project is transformational and will benefit the city's image, unlock new development, and raise property values along the planned routes. Integration with other transport modes will be the key to realising these benefits."*
- 3.15 Completing the Edinburgh Tram York Place to Newhaven project will link Edinburgh Airport, the city centre and the Waterfront area: three of the Council's four priority investment zones under its strategy for jobs.
- 3.16 The Edinburgh Local Transport Strategy 2014 to 2019 sets the policy context for the completion of the tram route to Newhaven.
- 3.17 The Strategy notes that Edinburgh City Centre forms the commercial heart of south east Scotland and indeed the entire country. It is a centre for finance and business, retail, entertainment, tourism and Leisure. Its World Heritage Site status provides unique opportunities and challenges.
- 3.18 The Strategy notes that one of the key challenges facing Edinburgh is that city centre streets are dominated by motor traffic, and recognises that completion of the first phase of the tram project presents a great opportunity to change this.
- 3.19 The project will facilitate the Council's plans to:
- improve the pedestrian experience in the core city centre area and increase space for pedestrians;
 - improve access to the city centre;
 - increase space for other uses (e.g. street cafes, entertainment, markets);
 - offer dedicated cycle provision in the area; and
 - reduce the detrimental impact of motor vehicles on the city centre environment.
- 3.20 Out-with the city centre, the Strategy notes that Edinburgh's growth is focussed in three areas, West Edinburgh (including Edinburgh Park/Gyle and the Airport area), South East Edinburgh and the Waterfront. The Strategy concludes that to grow in a way that protects the city's environment, these areas need supporting transport investment focussed on public transport, walking and cycling.

The Economic Case

- 3.21 The economic appraisal of the Edinburgh Tram York Place to Newhaven project has been revised to take account of updated planning assumptions, scheme design, costs and forecasts.

- 3.22 The economic appraisal has been carried out in accordance with Scottish Government requirements set out in Scottish Transport Appraisal Guidance (STAG).
- 3.23 The forecasting models have been updated to address findings of the independent audit undertaken of the 2015 options assessment business case.
- 3.24 The model has been updated to include calibration to new bus patronage counts in the tram corridor, new traffic count data, observed tram demand, and observed public transport journey times. The forecasting methodology and results have been independently audited.
- 3.25 The annual modelled demand for the existing system is 7.24million for 2022. This compares with observed demand of 5.6million in 2016 and 5.8million for the 12 months from April 2016 to April 2017. With the York Place to Newhaven line the overall demand in the opening year almost doubles to 13.69million, an incremental annual demand of 6.45million trips.
- 3.26 The key findings of the economic appraisal set out in the OBC is that the Edinburgh Tram York Place to Newhaven would deliver a positive economic case, delivering over £1.60 of benefit for each £1 spent. The benefit to cost ratio remains positive under all the sensitivity tests considered.
- 3.27 There are potentially significant wider benefits associated with continuing the tram line into North Edinburgh and supporting the overall level of economic growth of the city through enhancing the viability and attractiveness of major housing and employment sites identified in the local development plan. The tram can help support economic activity (jobs, development, and housing) at a greater level than would otherwise be the case.
- 3.28 In particular the project serves a corridor of comparatively high unemployment and deprivation, as shown below. The tram will provide improved accessibility to residents along the corridor to the range of job opportunities in the city centre and along the existing tram corridor (e.g. Edinburgh Park).



Index of Deprivation (from Scottish Index of Multiple Deprivation Interactive Map)

The Financial Case

- 3.29 The detailed financial model produced for the 2015 OBC has been revised and updated to assess the financial benefits of a tram extension to Newhaven and whether it is affordable to the City of Edinburgh.
- 3.30 The capital cost estimate has been updated by Turner & Townsend for this business case to take into account changes arising from further design development, the latest programme, inflation, and a comprehensive quantitative risk assessment. The capital cost estimate has been independently audited.
- 3.31 The capital cost estimate for the project is based on construction works starting in 2019 and services commencing on the line in Q2 2022.
- 3.32 The results of the updated capital cost estimate are summarised in the table below:

Element	Cost
Construction costs	£114.1m
Risk	£32.8m
Inflation	£18.3m
Projected out-turn capital cost estimate	£165.2m

- 3.33 The financial modelling in the OBC also takes account of projected revenues, operating and maintenance costs and capital replacement costs.
- 3.34 In the short to medium-term, an estimated additional funding gap of £1million exists after utilising £20million of assumed extraordinary dividend from Lothian Buses, compared to the gap if no extension were to be built.
- 3.35 In the longer term, tram revenues can fund the extension and provide additional income to the Council.

3.36 Sensitivity testing has been undertaken on the key assumptions. This shows that increases in capital costs or reductions in passenger numbers of 15% or more would create a significant financial challenge to the Council. The Council has discussed the results of its financial modelling extensively with the management of Edinburgh Trams and is investigating a number of efficiency and income-generating measures which could be implemented to mitigate financial pressures. Further modelling of these actions will be undertaken as part of the next phase of the project and will be reported to Council as part of the next iteration of the business case.

The Commercial Case

3.37 The project team currently engaged by the Council includes personnel responsible for successfully delivering the first phase of tram following mediation in 2011.

3.38 The procurement strategy for the project has been developed based on key procurement objectives and a consideration of the lessons learned on the first phase of tram and from other tram projects in the UK and internationally. These lessons include:

- The use of industry standard contracts to govern the project;
- Rigorous project governance with highly qualified key personnel with experience of delivering light rail projects in the UK and abroad;
- Setting up cross industry networks with other cities including Manchester, Birmingham and Dublin to ensure best practice is being adopted at each stage of project development;
- Adopting traffic management plans that provide the contractor with expanded sites to ensure that works can continue in the event that problems are encountered during construction as well as adopting a strategy of only opening up roads once and completing all works prior to reinstatement - no double-dig;
- Carrying out robust quantitative risk analysis and ensuring the contingencies set aside for unforeseen events;
- Ensuring robust measures are incorporated into the construction contracts to ensure build quality, and a strong client team is present on site to monitor build quality; and
- Carrying out comprehensive formal consultation with the market to road test the overall delivery strategy for the project and encourage strong competition.

3.39 The OBC recommends that the project is delivered under a design and build contract, incorporating tram infrastructure and tram control and communications systems

- 3.40 It also concludes that utility conflicts should be carried out in conjunction with the main infrastructure works, either by the main contractor or under a separate contract.
- 3.41 The suitability of the project for a private finance initiative was examined. There is likely to be little or no market appetite for taking full construction risk which would negate a private finance approach.
- 3.42 Consideration has been given to the appropriate form of contract and the OBC recommends that an industry standard NEC Option C target price contract is adopted.
- 3.43 A comprehensive risk identification and assessment has been carried out, and recommendations are made in the OBC on an appropriate allocation of risks.

The Management Case

- 3.44 The management case in the OBC sets out how the Council plans to deliver the project to ensure the objectives in terms of cost, time and quality are achieved. The key points are set out below.

Traffic Management

- 3.45 The OBC concludes that traffic management will need to be deployed which facilitates opening large sections of the work site at any one time. This will involve closing three lanes of Leith Walk for approximately 18 months and diverting south bound traffic via Easter Road and Bonnington Road. Sections of road between Constitution Street and Tower Street will also need to be closed to traffic during construction.
- 3.46 The advantages of this approach are as follows:
- Overall programme savings;
 - Economies of scale through completing utility diversions in single phase;
 - Fewer traffic management changes allowing all road users adapt to revised arrangements;
 - Allows for fixed logistic points and well planned support including pedestrian crossing points;
 - Savings on traffic management costs;
 - Flexibility to solve site issues as they arise;
 - More efficient construction and testing; and
 - Better quality road surfacing with fewer transverse joints.
- 3.47 Customer and service access to local businesses will be provided at all times and a detailed logistics and access plan will be developed in consultation with business owners and residents.
- 3.48 Logistic points will be located at centres every 150m to 200m along the areas impacted by traffic management and logistic support officers deployed along the route to assist with deliveries.

- 3.49 A compensation and support scheme for businesses along the route will also be put in place and dedicated pedestrian crossing points will be installed every 150 to 200 metres to provide access to both sides of Leith Walk.
- 3.50 Prior to implementing any traffic management, all proposals will be fully modelled in consultation with Lothian Buses, the emergency services, businesses, residents and elected members.

Construction

- 3.51 Based on lessons learned from the first phase of tram a continuous approach to construction will be deployed wherever possible avoiding the need to excavate twice.
- 3.52 During the construction, testing and commissioning of the project there will be a requirement to terminate services at West End Princes Street tram stop to carry out activities to tie-in the new route with the existing line. This curtailment of passenger service however can be kept to a minimum
- 3.53 A programme has been developed based on the recommended construction delivery strategy and procurement strategy. This concludes that the overall design and construction will take approximately three years plus four months to test and commission the line.

Communications & Governance

- 3.54 A stakeholder management and communication plan has been developed that includes measures such as
- Dedicated communications & engagement team for the project;
 - Dedicated points of contact for residents and businesses;
 - Standard weekly updates during construction;
 - Regular drop in sessions; and
 - Partnership working with the Contractor.
- 3.55 Strong project governance and project management arrangements are in place for the project and these will be developed further during Stage 2.

Way Forward

- 3.56 The 2015 Outline Business Case recommended a staged delivery approach to the project. The Stage 1 activities agreed by Council in December 2015 have been completed within budget and the OBC recommends that the project proceeds to Stage 2.
- 3.57 Stage 2, which is scheduled to take approximately 12 months, is the procurement phase. During this phase a formal OJEU prequalification for the main works will be conducted and a tender shortlist drawn up. This will be followed by a formal tender process; the evaluation of tenders; and the updating of the OBC.

- 3.58 Public consultation will also commence during Stage 2 in relation to Traffic Regulation Orders, traffic management proposals and outline designs.
- 3.59 Turner & Townsend have estimated the costs for Stage 2 of the project up to the award of the main contract at £2million. These costs can be accommodated within the allowances for these elements in the estimates set out in the OBC. In the short-term, this can be funded through the Council's Strategic Priorities Fund. Should the project be approved following completion of Stage 2 and the presentation of a Final Business Case, the majority of this cost could be capitalised allowing for the Strategic Priorities Fund to be replenished.
- 3.60 The OBC recommends that the project proceeds to Stage 2. This will keep the project on programme and:
- Allows affordability to be tested based on tender prices; and
 - Provides a further 12 months of evidence of tram patronage build up.
- 3.61 This approach will also allow the project take cognisance of any recommendations arising from the Edinburgh Tram Inquiry currently underway.
- 3.62 Prior to any contracts being signed for the main construction works further approvals will be sought.

4. Measures of success

- 4.1 The findings of the Updated OBC demonstrate that that an economic case for extending the current tram line would accrue positive benefits to the City. These are set out in this report and in more detail in the Updated OBC.

5. Financial impact

Outline Business Case

- 5.1 The estimated cost of the line from York Place to Newhaven is £165.2million. After allowing for developer contributions of £7.8million and costs already incurred in developing the OBC, there is a net capital investment requirement of £156.6million. The associated financing cost of this investment is estimated to be £9.5million per annum over a 30 year period, based on an indicative loans fund interest rate of 4.1%.
- 5.2 The OBC demonstrates that, in the longer-term, tram revenues can fund the cost of financing and operating the extension and provide additional income to the Council. However, in the short to medium-term, the detailed financial model produced for this updated OBC suggests a likely funding gap of £8million, after utilising £20million of assumed extraordinary dividend from Lothian Buses. The Council will need to finance this from its revenue budget. The break-even point occurs in 2029.
- 5.3 It should be noted however, that the majority of this funding gap (£7million) is associated with the operation of the existing Airport to York Place line, and, if all things remain equal in terms of current operation of the tram network, is

projected to arise in any event. The York Place to Newhaven project thus would only have a marginal impact (additional £1million) on the anticipated short to medium term funding gap.

- 5.4 Sensitivity testing has been undertaken on the key assumptions. This shows that increases in capital costs or reductions in passenger numbers of 15% or more would create a significant financial challenge to the Council.

Stage 2

- 5.5 Turner & Townsend have estimated the costs for Stage 2 of the project up to the award of the main contract at £2million. These costs can be accommodated within the allowances for these elements in the estimates set out in the OBC. In the short-term, this can be funded through the Council's Strategic Priorities Fund. Should the project be approved following completion of Stage 2 and the presentation of a Final Business Case, the majority of this cost could be capitalised allowing for the Strategic Priorities Fund to be replenished.

6. Risk, policy, compliance and governance impact

- 6.1 The recommendations set out in this report are in alignment with all key strategic regional and city wide plans.
- 6.2 Although there are a number of risks which require careful management through the project lifecycle, including risks associated with traffic management and design, the capital cost estimate includes a substantial allowance for risk. This has been calculated using a quantitative risk modelling tool.
- 6.3 The cost plan and economic appraisal and patronage forecasts have been independently audited by Atkins and Faithful & Gould and are thus considered robust at this stage of project development.
- 6.4 Robust governance arrangements are required if the project were to proceed. A key lesson learned from the first phase of tram delivery related to the project governance and contract management structures. The OBC sets out proposal dealing with these issues

7. Equalities impact

- 7.1 The proposals and recommendations described in this report could contribute to the public sector general equality duty to: (i) advance equality of opportunity. There is no distinct relevance in respect of the general duties to; (ii) eliminate unlawful discrimination, harassment and victimisation, or; (iii) foster good relations.
- 7.2 An Equalities and Rights Impact Assessment has been prepared and is available as background reference. There are no direct negative equalities or human rights impacts anticipated.

8. Sustainability impact

- 8.1 The project will be undertaken in consideration of the three elements of the Climate Change (Scotland) Act 2009 Public Bodies Duties. This aligns with the requirements of the Local Transport Strategy. The potential to expand the tram network aligns with and is cognisant of the requirement to reduce carbon emissions and the need to travel. In doing so, this will promote a shift to more sustainable modes of transport that will bring reduced carbon dioxide and nitrogen oxide emissions.
- 8.2 The promotion of a high capacity, high quality public transport system aligns with the LTS and draft Local Development Plan and will help achieve a sustainable Edinburgh, as both documents' actions include improving the extent of the public transport offered in Edinburgh, thus enhancing social inclusion and equality of opportunity.
- 8.3 The proposals to integrate with the St James Quarter redevelopment and Leith Programme initiatives aim to improve facilities for cyclists and pedestrians, thus promoting personal wellbeing.

9. Consultation and engagement

- 9.1 The recommendations set out in this report have been discussed with representatives of the Capital Coalition, Opposition Groups, Transport for Edinburgh, Edinburgh Trams, Lothian Buses as well as between relevant services within the Council.

10. Background reading/external references

- 10.1 Please refer to November 2015 and December 2015 Council papers.

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Appendices

- 1 – Updated Outline Business Case (June 2017)

Edinburgh Tram York Place to Newhaven Project

Updated Business Case

June 2017

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1 Introduction

Chapter summary

- The Edinburgh Tram York Place to Newhaven project completes the originally envisaged Phase 1a of the Edinburgh tram network
- Edinburgh tram has performed well since its opening, carrying 5.6 million passengers in 2016
- This updated Outline Business Case builds on the work done for the Outline Business Case reported to Council in November 2015, and takes into account the outputs of the Stage 1 design and site investigation activities, and market consultation
- The Outline Business Case has been prepared in accordance with Transport Scotland guidance
- The Council has the powers under the Edinburgh Tram (Line One) Act to complete the Edinburgh Tram York Place to Newhaven project

Project description

- 1.1 The Edinburgh Tram York Place to Newhaven project is a continuation of the tram line, commencing at the current York Place temporary stop and running along Leith Walk, Constitution Street and through the Port of Leith via Ocean Terminal to Newhaven. The project completes the originally envisaged Phase 1a of the Edinburgh tram network.
- 1.2 The route is 4.6km long and includes a mix of shared and segregated running on-street. The junctions at Picardy Place and London Road are reconfigured to allow for the safe operation of tram and general traffic movements.
- 1.3 The existing temporary terminus at York Place is de-commissioned and replaced by a new tram stop at Picardy Place. A further seven tram stops are provided along the route at the following locations:
 - McDonald Road
 - Balfour Street
 - Foot of the Walk
 - Constitution Street/Bernard Street
 - Port of Leith
 - Ocean Terminal
 - Newhaven
- 1.4 The design of the tram alignment takes cognisance of other current and planned projects on the corridor, including the Edinburgh St James development, the Leith Programme and Places for People at Shrubhill.
- 1.5 The route alignment and tram stop locations are illustrated in Figure 1. The alignment is consistent with the route defined in the Edinburgh Tram (Line One) Act, which was developed after consideration of several alternatives. The alignment was reviewed as part of the work to prepare this updated business case and is still considered appropriate.

Edinburgh Tram system

- 1.6 The Edinburgh tram system currently operates between Edinburgh Airport and a temporary terminus at York Place in the city centre. Passenger services commenced on 31 May 2014 and passenger numbers have grown consistently over the first three years of operations, reaching 5.6 million in 2016.
- 1.7 The performance to date in terms of patronage and revenues is shown in Figure 2. This performance is in line with projections made in 2013 prior to the opening of the system, which forecast 5.6 million passenger journeys and revenue of £10.1m for 2016.



Figure 1: Existing tram route and York Place to Newhaven route (blue)

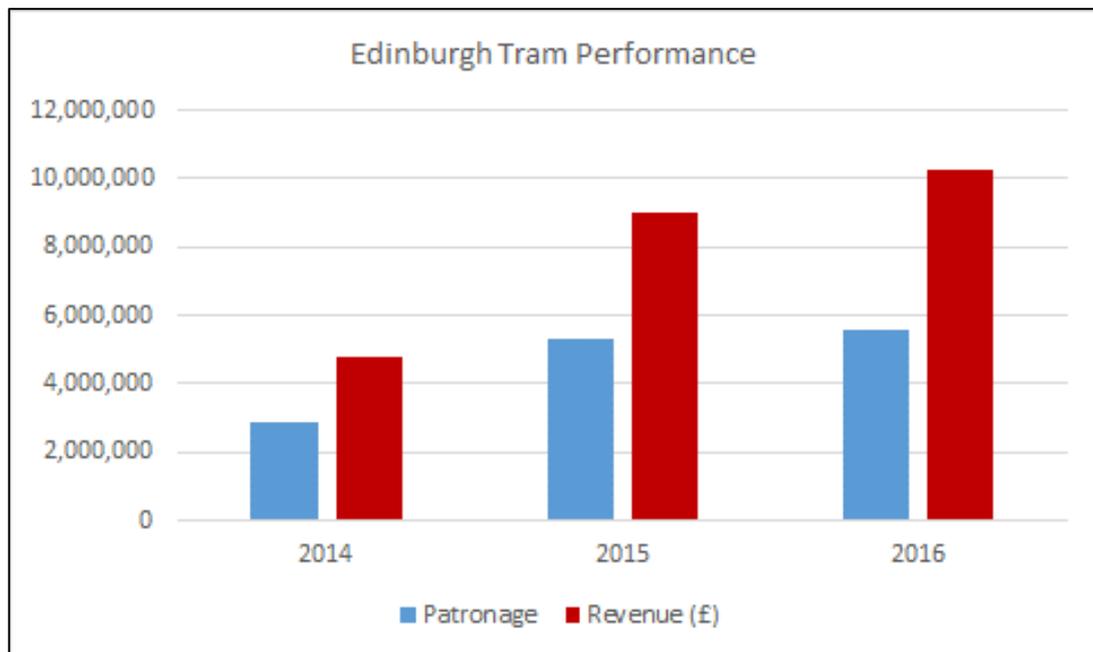


Figure 2: Performance of Edinburgh Trams since opening

- 1.8 The success of the tram to date has seen the introduction of a new timetable in January 2017, with additional peak hour services being provided to meet the growing demand.

Project history

- 1.9 On 11 December 2014, the Council approved the recommendations presented in the report 'Future Investment in Public Transport – Potential Tram Extension', which were that the Council:
- noted that investment in public transport and active travel is a key enabler in supporting and sustaining the anticipated growth in the capital city, and is a catalyst in driving economic development and employment opportunities in Edinburgh
 - noted against this background and context that it may be appropriate at this time to consider the implications of extensions to the current Edinburgh Tram network and further integration opportunities with other public transport companies, including bus and rail operators
 - noted the expiry dates associated with certain powers as set out in the Edinburgh Tram (Line One) and (Line Two) Acts (2006); and
 - acknowledged the requirement for further design work and ground investigation survey work to integrate any future extensions to the tram network with the St James Quarter redevelopment and the Leith Programme projects.
- 1.10 The Council authorised officers to prepare a detailed assessment of the economic, financial, business case, procurement and programme implications of extending the tram network. This work was completed and the findings were set out in an Outline Business Case, which was considered by Council at its meetings in November and December 2015.
- 1.11 In December 2015, the Council approved in principle the option of extending the existing tram line to Newhaven, and approved the commencement of Stage 1 of the project, including the mobilisation of internal and external resources, the carrying out of site investigations and the preparation of procurement documentation for the project.
- 1.12 A commitment was made to update and refine the project financials during Stage 1, and bring a report back to Council by summer 2017 recommending a way forward.

Scope of the updated Outline Business Case

- 1.13 This updated Outline Business Case has been prepared in accordance with Transport Scotland guidance, which implements the business case development process set out in Office of Government Commerce and HM Treasury guidance.
- 1.14 This updated Outline Business Case builds on the work done for the Outline Business Case reported to Council in November 2015:
- The transport modelling and economic appraisal have been updated in line with Scottish Transport Appraisal Guidance (STAG) to take account of the most up-to-date available travel and planning data, and new transport schemes such as Edinburgh Gateway rail/tram interchange and the 20mph programme
 - The cost estimates have been updated based on the outcome of the Stage 1 design and site investigation activities, and detailed quantitative cost and schedule risk assessments

- The financial modelling has been updated to incorporate the updated cost estimates and the performance of the tram system in 2016, and the funding solutions have been updated following discussions with potential lenders
- The commercial case has been updated following development work on the procurement strategy with the project advisers, and consultations with the market

1.15 As before, the updated Outline Business Case takes cognisance of lessons learned from the previous tram planning and construction phases, and covers the following scope:

- Interfaces with other projects in the area, including integrating the design with the Edinburgh St James development and the Leith Programme to balance the requirements of all road users
- Confirming the extent of utility diversion requirements for interfacing construction works, based on up-to-date site investigations
- Development of key elements of the design to inform updated cost estimates and ensure a complete design package through to procurement
- Updating the capital and life-cycle cost estimates based on the emerging design work, a review of available materials and equipment from the original tram project, and incorporating the results of comprehensive cost and schedule quantitative risk assessments
- Reporting on the governance, contract and risk management strategy options
- Reporting on procurement strategy taking cognisance of the need to ensure compatibility with existing proprietary tram control and communications systems while meeting procurement and best value tests
- Updating the outline construction programme and delivery strategy.

1.16 The work to update the Outline Business Case was overseen by the cross party Transport Projects Working Group, in conjunction with an officer led Project Board to monitor progress and the approved project budget for Stage 1.

Availability of Parliamentary Powers and Land Assembly

1.17 The Edinburgh Tram (Line One) Act defines a route accommodating Princes Street, Leith Walk, Leith Docks, Newhaven and Granton, looping back towards the city via an off-street section following the disused railway line between Granton and Roseburn and joining the existing route at Roseburn delta.

1.18 The (Line Two) Act overlaps Line One from the City Centre and follows a route adjacent to the Edinburgh/Glasgow railway line to Edinburgh Park, then north towards Edinburgh Airport, with a spur line heading west towards Newbridge.

1.19 The Council retains powers under both Tram Acts to acquire land under compulsory purchase powers and to commence construction on new sections of tramway. The expiry dates for these powers are set out in Table 1.

1.20 While the powers to acquire land under the Line One Act have now expired, the Council has acquired, or has entered into binding legal agreements to acquire, all the land needed for Line One, including the Edinburgh Tram York Place to Newhaven project.

Table 1: Powers under Edinburgh Tram Acts

Edinburgh Tram Acts (2006)	Powers to Acquire Land Expiry Date under Section 40(1)	Powers to Commence Construction Expiry Date under Section 74
Line One	May 2016	March 2021
Line Two	April 2021	March 2026

Edinburgh Tram Inquiry

- 1.21 A public inquiry led by the Right Honourable the Lord Hardie is underway into the original Edinburgh Trams project. This inquiry aims to establish why the project incurred delays, cost more than originally budgeted and through reductions in scope delivered significantly less than projected.
- 1.22 Oral hearings are expected to commence in September 2017, and these will be followed by a final report making recommendations as to how major tram and light rail infrastructure projects of a similar nature might avoid such failures in future.
- 1.23 The York Place to Newhaven project team is recommending that a gateway approval process is put in place to ensure all recommendations from the Edinburgh Tram Inquiry will be incorporated into the project plans and governance arrangements before contracts for the main construction works are signed.

2 The Strategic Case

Chapter summary

- The development of transport infrastructure plays a key role in shaping the pattern of future growth and development, and hence in delivering the spatial strategy and the long-term economic growth that this will support
- The Edinburgh Tram York Place to Newhaven project supports the delivery of SESPlan's new Proposed Strategic Development Plan (SDP) for the Edinburgh city region, and is specifically identified in the proposed SDP as a strategic project that is likely to have region-wide benefits
- Over the next decade Edinburgh and its surrounding area is expected to be home to a faster growing population than anywhere else in Scotland. The Edinburgh Local Development Plan (LDP) directs most of the planned growth of the city to strategic development areas directly served by tram
- The project is consistent with, and supports the delivery of, the spatial strategy and the overall growth of Edinburgh in a sustainable manner as set out in the Local Development Plan
- Completing the Edinburgh Tram York Place to Newhaven project will link Edinburgh Airport, the city centre and the Waterfront area: three of the Council's four priority investment zones under its strategy for jobs
- The project is fully consistent with the Edinburgh Local Transport Strategy which recognises that improved connections to the city centre are needed to unlock the sustainable regeneration of Edinburgh Waterfront.
- The project supports all the vision outcomes set out in the Council's transport strategy, Transport 2030 Vision

Strategic context

- 2.1 The development of transport infrastructure plays a key role in shaping the pattern of future growth and development, and hence in delivering the spatial strategy and the long-term economic growth that this will support.
- 2.2 The project supports the spatial development strategy and the wider economic objective of supporting the planned population and jobs growth within Edinburgh in a sustainable manner.
- 2.3 This chapter sets out the rationale for investment in the Edinburgh Tram York Place to Newhaven project, by reference to existing strategic developments and transport strategies and plans.

Edinburgh City Region Strategic Development Plan

- 2.4 The Strategic Development Plan (SDP) for the Edinburgh city region is prepared by SESPlan, the Strategic Development Planning Authority for Edinburgh and South East Scotland. The SDP, last published in 2013, is in the process of being updated, and SESPlan published its new Proposed Strategic Development Plan in October 2016.
- 2.5 The proposed SDP sets out a vision for a city region where it is easier to move around, and where there are better public transport options. It proposes a spatial strategy focused on growth corridors with good public transport options.

- 2.6 Edinburgh Waterfront is a high priority location for growth under the proposed SDP, which notes that the tram is fundamental to achieving a thriving low carbon waterfront community connected to the city.
- 2.7 The proposed SDP identifies significant business clusters as key areas for investment based on their potential contribution to the city region's economy, and identifies opportunities for continued growth associated with redevelopment of the city centre and expansion in Leith supported by the tram project.
- 2.8 The tram line from York Place to Newhaven is specifically identified in the proposed SDP as a strategic project that is likely to have region-wide benefits.

Edinburgh Local Development Plan

- 2.9 There is significant growth planned for Edinburgh over the coming decades. This reflects its status as Scotland's capital city, its quality of life and its role in key economic growth sectors including finance and business services, legal, bio-science and others.
- 2.10 Over the next decade Edinburgh and its surrounding area is expected to be home to a faster growing population than anywhere else in Scotland. National Records of Scotland projections published in 2016 suggest that the city should be planning for an additional 47,000 people by 2024 and an additional 102,000 by 2039, taking the total population from 492,610 to 594,712 over the 25-year period from 2014 to 2039. The LDP sets out the spatial strategy for how this growth should be planned for and accommodated.
- 2.11 Edinburgh is a major employment hub which attracts a workforce from both within the city and surrounding areas. The city's economy has been relatively resilient during the economic downturn and is set to grow strongly as economic conditions improve. The latest 'central' forecast from Oxford Economics predicts that total employment in the city will grow by 7.6% between 2013 and 2022 (from 324,900 to 349,700).
- 2.12 The Edinburgh Local Development Plan (LDP), published in November 2016, sets out sets out the spatial strategy for how this growth should be planned for and accommodated.
- 2.13 The spatial strategies direct most of the planned growth of the city to the four strategic development areas identified in the 2013 Strategic Development Plan: West Edinburgh; the City Centre; Edinburgh Waterfront; and South East Edinburgh, as shown in Figure 3. The Edinburgh Tram York Place to Newhaven project will result in three of these strategic development areas being directly linked by a fast, frequent and reliable transport service.
- 2.14 The LDP prioritises housing delivery on brownfield sites, particularly in the waterfront areas of Leith and Granton. Completion of the tram connection to these areas would help boost that delivery. In addition, Leith is one of the defined strategic business centres to which major office development is directed, and a location with significant employment land potential.
- 2.15 The LDP strategy for retail centres prioritises the city centre, including Edinburgh St James and Leith Walk, as well as defined commercial centres including Ocean Terminal.
- 2.16 The tram line to Ocean Terminal and Newhaven offers the potential to:

- Increase the attractiveness of major development sites, enhancing their overall viability and potentially bringing them forward at a faster rate than would otherwise be the case
- Support the nature and scale of development, by supporting higher density development with a lesser requirement for parking than would be the case without tram.

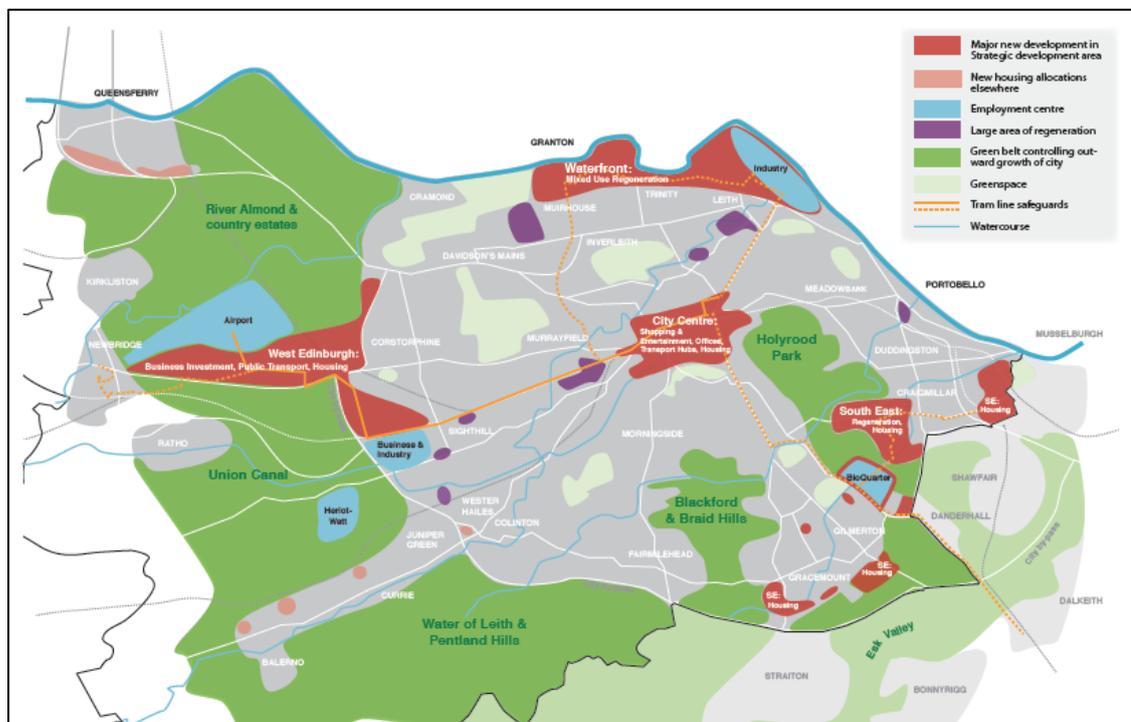


Figure 3: Edinburgh LDP Spatial Strategy Summary Map

- 2.17 Through each of the above, the wider economic objective of supporting the planned population and jobs growth within Edinburgh in a sustainable manner may be realised.
- 2.18 The proposed project is thus consistent with, and supports the delivery of, the spatial strategy and the overall growth of Edinburgh in a sustainable manner as set out in the Local Development Plan.

A Strategy for Jobs

- 2.19 The City of Edinburgh Council's Economic Strategy for 2012-17 notes that high quality infrastructure and public spaces are vital to Edinburgh's continuing competitiveness.
- 2.20 The Strategy notes that successful completion of the tram project is important for the transport benefits it will bring and is also vital to the city's confidence and its reputation with potential investors: "the tram project is transformational and will benefit the city's image, unlock new development, and raise property values along the planned routes. Integration with other transport modes will be the key to realising these benefits."
- 2.21 Completing the Edinburgh Tram York Place to Newhaven project will link Edinburgh Airport, the city centre and the Waterfront area: three of the Council's four priority investment zones under its strategy for jobs.

Edinburgh Local Transport Strategy 2014-19

- 2.22 The Edinburgh Local Transport Strategy 2014 to 2019 sets the policy context for the completion of the tram route to Newhaven.
- 2.23 The Strategy notes that Edinburgh City Centre forms the commercial heart of south east Scotland and indeed the entire country. It is a centre for finance and business, retail, entertainment, tourism and Leisure. Its World Heritage Site status provides unique opportunities and challenges.
- 2.24 The Strategy notes that one of the key challenges facing Edinburgh is that city centre streets are dominated by motor traffic, and recognises that completion of the first phase of the tram project presents a great opportunity to change this.
- 2.25 The project will facilitate the Council's plans to:
- improve the pedestrian experience in the core city centre area and increase space for pedestrians;
 - improve access to the city centre;
 - increase space for other uses (e.g. street cafes, entertainment, markets);
 - offer dedicated cycle provision in the area; and
 - reduce the detrimental impact of motor vehicles on the city centre environment.
- 2.26 Out-with the city centre, the Strategy notes that Edinburgh's growth is focussed in three areas, West Edinburgh (including Edinburgh Park/Gyle and the Airport area), South East Edinburgh and the Waterfront. The Strategy concludes that to grow in a way that protects the city's environment, these areas need supporting transport investment focussed on public transport, walking and cycling.
- 2.27 The Strategy also notes that improved transport connections will drive the renewal of Edinburgh's waterfront and that while much of the required urban infrastructure is already in place, improved connections to the city centre are needed to unlock the area's sustainable regeneration.
- 2.28 The completion of the tram to Newhaven thus is fully consistent with, and is key to the delivery of the Edinburgh Local Transport Strategy.

Transport 2030 Vision

- 2.29 The development of transport infrastructure will play a key role in shaping the pattern of future growth and development, and hence in delivering the spatial strategy and the long-term economic growth that this will support.
- 2.30 The Edinburgh Tram York Place to Newhaven project supports all the vision outcomes set out in the Council's transport strategy, Transport 2030 Vision, shown in Table 2.

Table 2: Transport 2030 Vision Outcomes

Vision Outcome	Tram impact
By 2030 Edinburgh's transport system will be environmentally friendly - reducing the impacts of transport, in particular playing its full part in reducing greenhouse gas emissions	Tram supports this outcome by encouraging modal shift to more sustainable transport modes.
By 2030 Edinburgh's transport system will be healthy - promoting Active Travel with streets appropriately designed for their functions, with an emphasis on encouraging walking, cycling and public transport use and a high quality public realm; improving local air quality.	Tram supports this outcome by providing accessible public transport, public realm improvements along the route, and improvements in local air quality through reduced emissions. Bicycles are carried on trams, opening up wider transport choices for cyclists.
By 2030 Edinburgh's transport system will be accessible and connected, supporting the economy and providing access to employment, amenities and services.	Tram supports this outcome by connecting the large population in the Victoria Quay and Leith areas to centres of employment in the city centre and in South Gyle Business Park with a fast and frequent transport link.
By 2030 Edinburgh's transport system will be smart and efficient providing reliable journey times for people, goods and services.	Tram supports this outcome through delivery of reduced journey times and less journey time variability, and providing increased public transport capacity.
By 2030 Edinburgh's transport system will be part of a well planned, physically accessible, sustainable city that reduces dependency on car travel, with a public transport system and walking and cycling conditions to be proud of.	Tram supports this outcome by offering an attractive and accessible alternative to the private car, encouraging modal shift to public transport modes.
By 2030 Edinburgh's transport system will be safe, secure and comfortable.	Trams have an excellent safety record compared to other road vehicles. The tram offers a high level of security, through the presence of Ticketing Sales Assistants and on board and on street CCTV and passenger emergency help points. The fixed rail guideway offers significant levels of comfort compared to tyred vehicles.
By 2030 Edinburgh's transport system will be inclusive and integrated.	Tram supports this outcome by providing accessible public transport for people with no car access, and improving quality and availability of public transport information for elderly and visually impaired customers. High quality interchanges will be provided with bus at key locations along the route.
By 2030 Edinburgh's transport system will be customer focussed and innovative.	Studies have shown that people are more likely to transfer from cars to tram than to other modes of public transport.
By 2030 Edinburgh's transport system will be responsibly and effectively maintained.	The Outline Business Case includes all short, medium and long term maintenance and lifecycle costs. Tram maintenance is carried out under a competitively tendered contract with appropriate performance measures.

Strategy for Delivery 2017-2021

- 2.31 The project is consistent with Transport for Edinburgh's *Strategy for Delivery 2017 – 2021* to extend, adapt and develop an integrated public transport network that is reliable and convenient throughout the City Region throughout the day, and week

Measuring the Strategic Benefits

- 2.32 A post-project review will be carried out to demonstrate the achievement of the strategic benefits of the project. This review will include an appraisal of how the project has performed in terms of delivering the following benefits:
- Build out of strategic development areas
 - Population and employment growth on tram corridor
 - Accessibility to employment for socially disadvantaged areas
 - Journey time savings
 - Journey time reliability
 - Modal shift
 - Reduction in accidents
 - Cost efficiency (cost per passenger kilometre)
- 2.33 As many of these benefits will take time to be realised following the opening of the tram route to Newhaven, it is recommended that this review is carried out at least 24 months after the opening of the new route.

Conclusions

- 2.34 The development of transport infrastructure plays a key role in shaping the pattern of future growth and development, and hence in delivering the spatial strategy and the long-term economic growth that this will support.
- 2.35 The York Place to Newhaven project is fully consistent with, and supports the delivery of the key strategies that will shape the future development of Edinburgh, including:
- The Edinburgh City Region Strategic Development Plan
 - Edinburgh Local Development Plan
 - A Strategy for Jobs
 - Edinburgh Local Transport Strategy 2014 to 2019
 - Transport 2030 Vision
 - TfE Strategy for Delivery 2017 to 2021

3 The Economic Case

Chapter summary

- The economic appraisal of the Edinburgh Tram York Place to Newhaven project has been revised to take account of updated planning assumptions, scheme design, costs and forecasts
- The economic appraisal has been carried out in accordance with Scottish Government requirements set out in Scottish Transport Appraisal Guidance (STAG) and WebTAG
- The forecasting models have been updated to address findings of the independent audit undertaken of the 2015 options assessment business case
- The model has been updated to include calibration to new bus patronage counts in the tram corridor, new traffic count data, observed tram demand, and observed public transport journey times. The forecasting methodology and results have been independently audited
- The project is forecast to generate an incremental demand of 6.45m passenger journeys in its opening year
- The project has a positive economic case, delivering over £1.60 of benefit for each £1 spent
- The benefit to cost ratio remains positive under all the sensitivity tests considered
- There are potentially significant wider benefits associated with continuing the tram line into North Edinburgh and supporting the overall level of economic growth of the city through enhancing the viability and attractiveness of major housing and employment sites identified in the local development plan. The tram can help support economic activity (jobs, development, and housing) at a greater level than would otherwise be the case.

Introduction

- 3.1 In 2015 a comparative business case assessment was undertaken of four options for continuing Phase 1a of the Edinburgh Tram network (to Newhaven, Ocean Terminal, Foot of the Walk and McDonald Road respectively). This assessment showed that continuing the route to Newhaven performed best in terms of meeting the overall strategic and economic rationale for the corridor. On the basis of this assessment, the Council approved the further development of the Edinburgh Tram York Place to Newhaven project.
- 3.2 This chapter sets out the economic case for the project, taking account of updated planning assumptions, scheme design, costs and forecasts. Its focus is on the economic analysis (the benefit-cost ratio based on the present value of costs and benefits), but also includes a high-level assessment of wider appraisal criteria in line with Scottish Transport Appraisal Guidance (STAG).
- 3.3 The modelling and appraisal work has been carried out by JRC, a joint venture of Jacobs and Steer Davies Gleave¹.

¹ Reported in Edinburgh Tram York Place to Newhaven Project Outline Business Case, *Steer Davies Gleave/Jacobs*, May 2017

Modelling inputs

3.4 The forecasts are based on the following set of modelling inputs, which have been agreed with the Council’s project board, and Edinburgh Trams.

Table 3: Modelling inputs

Factor	Input	Source
Opening year	2022	Turner & Townsend
Peak service pattern in opening year	8 trams per hour between Edinburgh Airport and Newhaven, overlapping with 4 trams per hour between Haymarket and Newhaven.	Edinburgh Trams
Peak service pattern in future forecast year -2032	8 trams per hour between Edinburgh Airport and Newhaven, overlapping with 8 trams per hour between Haymarket and Newhaven.	Edinburgh Trams
Tram journey times	Airport to York Place – 37 minutes York Place to Newhaven (peak) – 17 minutes York Place to Newhaven (off-peak) – 19 minutes	Measured actuals and VISSIM model
Tram peak vehicle requirement	Opening year – 20 Future year – 23 Current fleet is 27 trams, so no additional trams are required.	Edinburgh Trams
Capital costs	Updated capital costs as shown in chapter 4.	Turner & Townsend
Operating and maintenance costs	Actual costs scaled up for additional services being operated as shown in chapter 4.	Edinburgh Trams and CEC Finance
Life cycle costs	Updated life cycle costs as shown in chapter 4.	Turner & Townsend
Bus peak vehicle requirement	Reduction of 6 buses	Lothian Buses
Future year network assumptions	The modelled future year transport network includes: <ul style="list-style-type: none"> Edinburgh Gateway Edinburgh-Glasgow Improvement Programme Queensferry Crossing Leith Programme City-wide 20mph zones 	

Forecasting approach

3.5 The JRC forecasting framework has been used to support the preparation of demand, revenue and benefit forecasts for tram since the mid-2000s. The models are updated and enhanced on a periodic basis to ensure the models are up-to-date and fit-for-purpose.

3.6 The models have been updated to support this outline business case, and these updates address specific points made as part of the independent audit undertaken of the 2015 options assessment business case work. The updates include:

- Calibration to new bus patronage counts in the tram corridor

- Calibration of highway demand to new count data in both the existing tram and Newhaven corridors.
- Validation of model to observed tram demand data for 2016 and 2017
- Updating of tram journey times
- Updating of bus journey times
- Revised forecast years of 2022 and 2032 with updated planning data assumptions

3.7 The forecasting methodology and results have been independently audited by Atkins.

Population and Employment Projections

3.8 Within Edinburgh, growth and development have been included in the model in line with the Council's development plans. Outside of Edinburgh, future year forecasts of background demand growth are based upon the latest available Transport Model for Scotland (TMfS) data. There is a high degree of consistency between TMfS and the Council's assumptions.

3.9 In Edinburgh as a whole, the number of households are forecast to increase by over 38,000 (16%) from 2016 to the future forecast year of 2032. Almost a quarter of this growth is predicted to occur in the Leith Docks and Western Harbour area.

3.10 There is significant employment growth forecast across Edinburgh, of 34,000 city-wide by 2032. Edinburgh Park is forecast to expand significantly by 11,000 jobs between 2016 and 2032. The city centre will also experience a significant increase in employment of 6,000 jobs over the same period.

3.11 The development of Leith Waterfront therefore has a strategically important role to play in mitigating the increase in in-commuting, by providing new dwellings on brownfield sites within the city with good public transport access to the city centre and Edinburgh Park. This role would be enhanced through the development of the York Place to Newhaven tram by improving public transport accessibility and helping to bring forward developments at a potentially faster rate and higher density than would otherwise be the case.

Demand, revenue and benefits forecasts

3.12 The modelled demand is prepared for two forecasts years – 2022 (the opening year), and a second forecast year of 2032. The annual forecasts are based on:

- The application of annualisation factors to grow modelled period demand to annual demand. The annualisation factors reflect the usage profile on the existing tram route
- A straight-line interpolation between 2022 and 2032 to obtain annual 'modelled' demand
- Adjustment to the modelled demand to reflect demand ramp-up on the line, representing the period in the early years when people get accustomed to the tram, and demand builds up to its potential level. Demand build-up is assumed to be 80% in year of opening, increasing to 90% in year 2 and 100% by year 3.
- Patronage growth beyond 2032 is assumed to be 1.5% per annum to 2042, and 1% between then and 2052. No demand growth is assumed beyond 2052 (i.e. demand over the second half of the 60-year appraisal period is assumed to be constant).
- Real increase in revenues over time at a rate of 1% per annum.

3.13 The current and modelled annual demand is shown in Table 4.

Table 4: Demand forecasts

	2016	2022	2032
Existing system	5.60m	7.24m	10.41m
System including York Place to Newhaven	-	13.69m	21.05m
Incremental demand	-	6.45m	10.64m

3.14 Annual modelled demand for the existing system is 7.24m for 2022. This compares with observed demand of 5.6m in 2016, and 5.8m for the 12 months from April 2016 to April 2017.

3.15 With the York Place to Newhaven line the overall demand almost doubles to 13.69m, an incremental annual demand of 6.45m trips.

Capital costs, operating costs, lifecycle costs and revenues

Capital costs

3.16 The capital costs have been prepared by Turner & Townsend, and are presented as out-turn costs in Chapter 4. These are converted into 2010 discounted cashflows through:

- Developing a cost profile based on the Turner & Townsend monthly construction spend schedule
- Deflating the out-turn costs into 2010 prices using a GDP deflator
- Discounting the costs for a 2010 discount year based on the standard appraisal discount rate of 3.5%

3.17 The Turner & Townsend cost estimates include risk allowance based on a Quantitative Risk Assessment as summarised in Chapter 4. In addition, an optimism bias level of 20% has been applied in the economic appraisal. This is lower than the standard optimism bias level of 44%, reflecting the fact that many of the areas of cost uncertainty do not apply to the project costs, in particular:

- Full powers have been secured to build the project, reducing the risk of delay or re-scoping
- There are no land costs, and therefore no associated risks around land purchase
- Some utilities have already been diverted along the Leith corridor as part of tram enabling work already undertaken during first phase of tram
- A detailed design for the York Place to Newhaven corridor was developed during the original project, reducing the design risk.

Lifecycle costs

3.18 Lifecycle costs have been estimated by Turner & Townsend. This includes renewal and replacement of all system elements.

3.19 Lifecycle and operating costs have been prepared in 2016 prices, and the estimates include a profiling of these costs over the 60-year economic appraisal period, as detailed within the T&T cost report. A real increase (i.e. increase above inflation) in lifecycle costs of 1% per annum has been applied throughout the appraisal period.

Operating and maintenance costs

- 3.20 Operating and maintenance costs for the York Place to Newhaven route have been calculated by CEC Finance, based on the costs of the existing tram system. These costs are summarised in Table 5 and represent the incremental operating and maintenance costs over those for the existing tram system.
- 3.21 The calculations take account of all costs required to operate, manage and maintain the tram system, taking account of costs incurred by Edinburgh Trams as well as those incurred directly by CEC.
- 3.22 The costs also include payments made by CEC to Edinburgh Trams for concessionary travel on the tram. Within the economic appraisal these are taken to be the net costs from additional public transport usage, as the concessionary payments from former bus users are included in the Do Minimum and, in economic terms, are transfer payments rather than costs.

Table 5: Incremental operating and maintenance costs

Service pattern	Incremental operating and maintenance cost (£m per annum, 2016 prices)
12 tph operating between Haymarket & Newhaven (2022 opening year assumptions)	5.73
16 tph operating between Haymarket & Newhaven (2032 second forecast year assumptions)	6.94

Summary

- 3.23 For the purposes of the economic appraisal all costs are converted to 2010 prices (the price base in which guidance suggests appraisal be conducted in). The cost profile for the project over the appraisal period is shown in Figure 4.

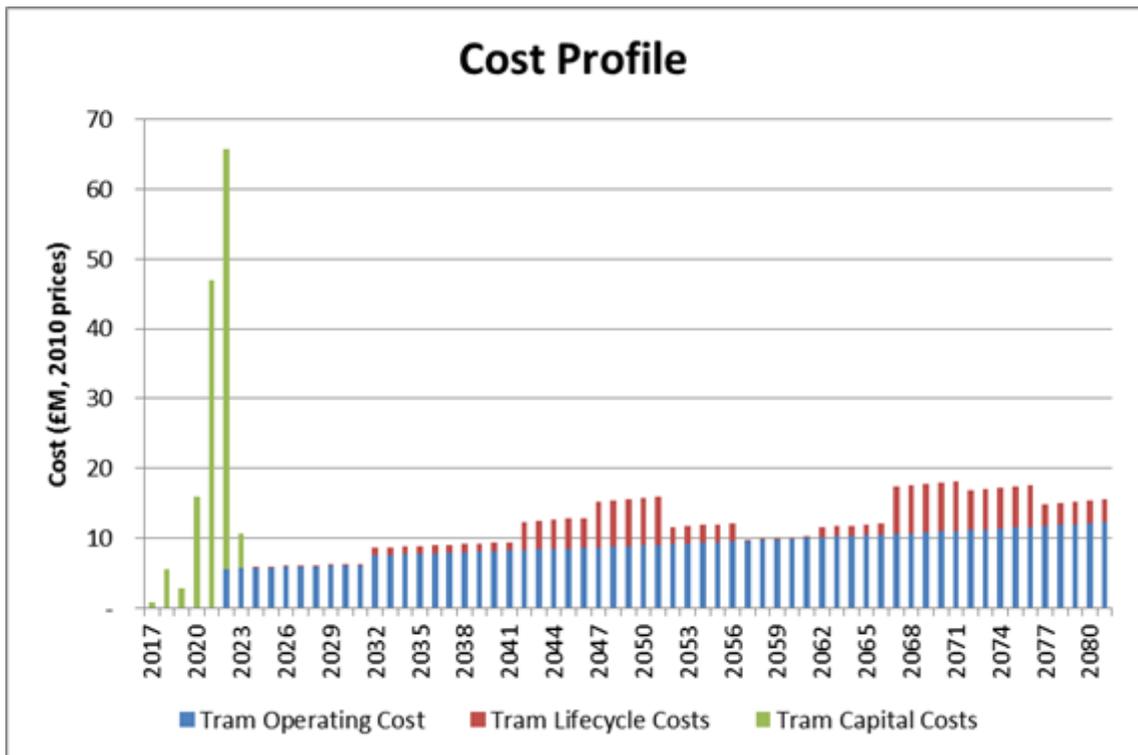


Figure 4: Undiscounted Tram Costs over 60-year appraisal period

Revenues

- 3.24 The forecast tram and bus fare box revenues are estimated based on the modelled tram demand (which also includes an assessment of the modes from which tram demand is transferred), and average yields based on 2016 data provided by Edinburgh Trams. Public transport fares are assumed to increase by 1% per annum in real terms such that the cash fare of £1.60 in 2016 translates to a fare of £1.99 by 2032.
- 3.25 No additional revenues, other than the farebox revenue generated by the new line, are assumed.

Economic Appraisal

- 3.26 The update of the economic appraisal for the project has been prepared in line with Scottish Transport Appraisal Guidance (STAG). The appraisal considers the flows of monetised discounted costs and benefits over the appraisal period, and compares these to provide economic performance metrics including the benefit to cost ratio.
- 3.27 The monetised elements of the appraisal are only part of the wider STAG criteria, and there are additional benefits that need to be considered to support informed decision making. An assessment of the wider STAG benefits follows in later sections.
- 3.28 The key assumptions employed in the appraisal are shown in Table 6.

Table 6: Economic appraisal assumptions

Factor	Assumption
Opening year	2022
Appraisal period	60 years (2022 to 2081)
Discount rate	3.5% per annum, reducing to 3% from 30 years after the current year

3.29 The Department for Transport's (DfT's) Transport User Benefits Analysis (TUBA) software has been used to calculate scheme benefits. These include WebTAG default assumptions on parameters such as the value of time.

3.30 The appraisal is presented in 2010 prices, and discounted to 2010 (as per DfT guidance and included in TUBA). All other cost and revenues have been converted to 2010 prices.

3.31 The results of the economic appraisal are presented in Table 7.

Table 7: Economic appraisal results

EDINBURGH TRAM YORK PLACE TO NEWHAVEN	
BENEFITS (£'000s)	
Public transport user benefits	£544,165
Highway user impacts	-£54,416
Private provider revenue impacts	-£29,302
Tax impacts	-£2,357
Total benefits	£458,089
COSTS AND FINANCIAL IMPACTS (£'000s)	
Capital costs	-£133,103
Net tram and bus operating and maintenance costs	-£148,771
Tram lifecycle costs	-£41,351
Net tram and bus revenues	£44,066
Total costs and financial impacts	-£279,159
ECONOMIC PERFORMANCE	
Net Present Value (NPV)	£178,930
Benefit to Cost Ratio (BCR)	1.64

3.32 The key findings of the economic appraisal is that the Edinburgh Tram York Place to Newhaven project would deliver a positive economic performance, delivering over £1.60 of benefit for each £1 spent.

Sensitivity tests

3.33 A number of sensitivity tests have been undertaken to test the robustness of the economic performance of the project under a range of scenarios. The sensitivity tests undertaken are:

- Highway impacts tests:
 - An 'optimistic' case where highway impacts are neutral (the central case assumes disbenefits are equivalent to 10% of the level of public transport benefits)
 - A 'pessimistic' case where disbenefits are equivalent to 20% of the level of public transport benefits
- Public transport benefits tests:
 - Upside: +30% in public transport benefits
 - Downside: -30% in public transport benefits
- Growth sensitivity test looking at the impact of future developments on Leith Waterfront not coming forward at the same rate or level as assumed.
- Capital cost sensitivity based on 44% optimism bias.

3.34 The outputs from the sensitivity tests are summarised in Table 8.

Table 8: Sensitivity test results

Sensitivity Test	BCR
Central scenario	1.64
Highway impacts of zero (neutral)	1.84
Highway disbenefits at 20% of PT benefit	1.45
Public transport benefits +30%	2.22
Public transport benefits -30%	1.06
Lower development growth	1.32
Higher capital costs 44% optimism bias	1.50

3.35 The BCR for the project remains positive (above 1:1) under all the sensitivity tests considered.

Wider economic benefits

3.36 Wider economic benefits are productivity benefits that are not captured within a traditional cost benefit analysis based on generalised time savings. This is because other markets impacted by a transport scheme (e.g. labour market, output market) are not operating under conditions of perfect competition. Wider Impacts are completely additional to standard transport user benefits.

3.37 The Department for Transport has published draft guidance on Wider Impacts² which aims to quantify the potential economic impacts of transport improvements upon business and workers' productivity and the resulting increase in output.

3.38 The wider benefits applicable to Edinburgh Tram are agglomeration and labour supply - move to more productive jobs. Each of these is described below.

² https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/370532/webtag-tag-Reducing-unit-a2-1-wider-impacts.pdf

Agglomeration

- 3.39 Agglomeration benefits value the productivity benefits of firms being 'effectively' closer together. The concept of 'effective density' is a measure of the employment density of a place and the other places around it, scaled by the distances between them. There is a positive relationship between effective density and productivity. Some sectors and hence locations have higher agglomeration elasticities – meaning that a given improvement in 'effective density' results in a higher productivity benefit. Edinburgh supports a number of specialised clusters in areas such as financial and business services, legal services, technology and bio-science.
- 3.40 Transport investment can increase effective density in two ways:
- First, **by reducing transport costs** and thereby improving accessibility around and between jobs. This, in effect, brings firms closer together. This effect can be measured for all transport investment, and there is a direct linkage between the transport accessibility changes (from transport modelling) and the agglomeration effect.
 - Second, **where transport investment changes the scale or location of employment** in an area or between areas. In this case the change in the number of jobs in an area directly affects the 'effective density'.
- 3.41 The Edinburgh Tram York Place to Newhaven project would reduce the transport costs between a number of key employment locations including:
- Around Leith Waterfront including the Scottish Government
 - The city centre via five stops between Picardy Place and Haymarket.
 - Reduction in travel time via direct tram connection to major employment locations on the Phase 1 line, notably Edinburgh Park and Edinburgh Airport.
 - Reduction in travel times to a range of locations within the city and beyond, via interchange with rail at Waverley, Haymarket and Edinburgh Gateway, and bus (city centre).
- 3.42 The project also supports the change in scale and location of jobs through:
- Directly supporting the bringing forward of employment related development in the Leith Waterfront area.
 - Increasing the attractiveness of the employment locations in the city centre and Edinburgh Park by expanding the effective labour market catchment through reduced travel costs, and through helping bring forward major residential development in Leith Waterfront.
- 3.43 The agglomeration benefits have not been quantified as part of this update of the business case. However, the inclusion of agglomeration benefits for public transport projects in large urban areas (UK outside London) typically adds in the range of 15% to 25% above conventional transport benefits.

Labour Supply

- 3.44 The Edinburgh Tram York Place to Newhaven project connects major existing and planned employment destinations (city centre, Edinburgh Park) with the Leith corridor, which has among the highest population density in the city, and major planned areas for new residential developments along Leith Waterfront towards Newhaven.

- 3.45 Through this the tram will connect existing and new jobs with existing and new residents, ensuring that labour market accessibility is enhanced (businesses will find it easier to recruit, and workers have access to more jobs), and that the economic growth that this support will be delivered in a sustainable manner, though integrated transport and land use planning.
- 3.46 There will be locations that are not served by tram that will, as a result of the scheme, exhibit worse *comparative* accessibility, and this logically will result in some displacement or relocation of activity from elsewhere to the tram corridor, at least in the shorter term.
- 3.47 However, the purpose of the Edinburgh Tram York Place to Newhaven project is to support the overall level of economic growth of Edinburgh through enhancing the viability and attractiveness of major housing and employment sites identified in the spatial strategy. In this context, employment should not be viewed as ‘zero-sum’ (where tram only results in distributional effects). Rather, the tram project can help support economic activity (jobs, development, and housing) at a greater level that would otherwise be the case.

Summary

- 3.48 JRC’s assessment of wider economic benefits is presented in Table 9.

Table 9: Wider economic benefits assessment

Criteria	Assessment
Agglomeration	√√√
Improved labour supply	√√√

Outline STAG Assessment

- 3.49 This section provides an outline assessment against the range of objectives set out in Scottish Transport Appraisal Guidance (STAG). The assessment is a high-level assessment based on informed judgement about likely potential impacts of the project.
- 3.50 A full STAG assessment was undertaken to support the case presented as part of acquiring powers under the Tram Act that forms the basis of securing powers to build the project. The nature of the scheme is largely unchanged and the strategic policy context within which the scheme has been developed has been re-informed by the statutory policy documents adopted since the enactment of the Tram Act.
- 3.51 For this report SDG has therefore updated, at a high-level, the assessment of how the scheme performs against STAG appraisal criteria. This provides a validation that the project remains consistent with, and supportive of, the wider spatial planning and policy objectives that it was originally developed to meet. Performance against planning objectives
- 3.52 The policy context discussed in Chapter 2 sets the context for the assessment of the Edinburgh Tram York Place to Newhaven project against planning objectives, presented in Table 10.

Table 10: Assessment against planning objectives

Planning Objective	Assessment	Comment
Supporting the Spatial Strategy	√√√	The project has the strong potential to support the delivery of identified housing and employment opportunities.
Sustainable Economic Development	√√√	The spatial strategy is developed to support the overall growth of Edinburgh in a sustainable manner.

3.53 The project offers the potential to:

- Increase the attractiveness of major development sites, enhancing their overall viability and potentially bringing them forward at a faster rate than would otherwise be the case.
- Support the nature and scale of development, by supporting higher density development with a lesser requirement for parking than would be the case without the tram.

3.54 The project also supports the spatial development strategy and the wider economic objective of supporting the planned population and jobs growth within Edinburgh in a sustainable manner.

Environment

3.55 A detailed environmental impact statement was prepared for the securing of powers for the project. The EIS sets out the results of an appraisal of the environmental impacts and identifies appropriate mitigation measures that are included in the design and development.

3.56 The granting of powers implicitly suggests that there were no unacceptable environmental impacts for the tram to Newhaven.

Accidents and security

3.57 The Edinburgh Tram York Place to Newhaven project has the potential to reduce accidents through the transfer of car trips to tram. However, the Leith corridor already has a high public transport mode share so the absolute change in vehicle kilometres will be modest.

3.58 The tram offers a high level of security, in particular through the presence of Ticket Sales Assistants and on board and on street CCTV and passenger help points.

Transport economic efficiency

3.59 The assessment of transport economic efficiency is the economic appraisal presented above.

Economic activity and locational impact

Local economic impacts

3.60 Local economic impacts are concerned with which geographic locations and which sectors are likely to gain or lose as a result of the project. In geographic terms, the project will support existing businesses and expansion of activity in key employment locations, in particular the city centre and Edinburgh Park.

- 3.61 The growth in these locations will be driven by the expansion of higher-value service sector jobs which would probably only locate in the city centre or high-grade premises such as those in Edinburgh Park. It is therefore unlikely that other locations within Edinburgh would be material losers as a result of the project.
- 3.62 The Edinburgh Tram York Place to Newhaven project aims to support the delivery of planned jobs and housing growth. Without tram this growth would either be at a lesser scale, take longer to come forward or need to be accommodated in a less sustainable manner (i.e. growth would have to be supported by greater levels of in-commuting).

National Economic Impacts

- 3.63 Net impacts at the national level are unlikely to be significant. However, key sectors such as business and financial services and bio-science / technology are mobile and internationalised, and enhancing the attractiveness of Edinburgh as a location to locate (through good transport, access to a large labour pool, and direct access to the Airport) will help maintain and enhance Edinburgh’s competitive position as a place that high-value internationally mobile businesses want to locate and expand in.

Distributional impacts

- 3.64 The project serves a corridor of comparatively high unemployment and deprivation, as shown in Figure 5. The tram will provide improved accessibility to residents along the corridor to the range of job opportunities in the city centre and along the existing tram corridor (e.g. Edinburgh Park).

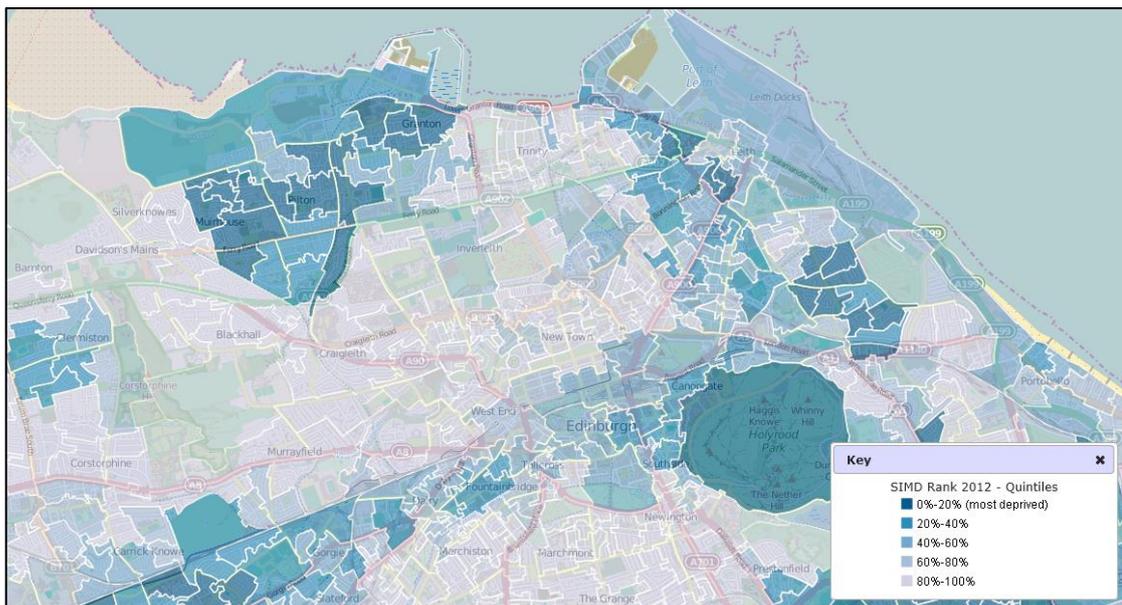


Figure 5: Index of Deprivation (from Scottish Index of Multiple Deprivation Interactive Map)

- 3.65 SDG’s assessment of the Economic Activity Location Impact (EALI) s is presented in Table 11.

Table 11: EALI assessment

Criteria	Assessment
Local Economic Impacts	√√
National Economic Impacts	√
Distributional Impacts	√√

Integration

- 3.66 The Edinburgh Tram York Place to Newhaven project provides more direct journey opportunities avoiding interchange, as well as interchange opportunities at a range of destinations including the city centre (rail at Waverley and Haymarket, bus), Edinburgh Gateway and at Ingliston Park and Ride.
- 3.67 The project supports the city's spatial strategy and hence wider economic policy objectives. All options fully support the city's transport policy objectives.
- 3.68 JRC's assessment of integration is presented in Table 12.

Table 12: Assessment of Integration Impacts

Criteria	Assessment
Transport Interchange	√√√
Land Use Transport Integration	√√√
Policy Integration	√√√

Accessibility and social inclusion

- 3.69 The Edinburgh Tram York Place to Newhaven project enhances accessibility and social inclusion.
- 3.70 In terms of community accessibility, the public transport network coverage and access to local facilities is reasonably good throughout the corridor, reflecting the good existing bus network coverage. Tram will improve this accessibility but will not transform any specific movement from being 'inaccessible' to 'accessible'.
- 3.71 The tram improves the comparative accessibility by public transport for a range of movements, in particular those from the northern end of the route, and from the whole route to a range of employment and other opportunities on the existing tram corridor.
- 3.72 JRC's assessment of accessibility and social inclusion is presented in Table 13.

Table 13: Accessibility and social inclusion assessment

Criteria	Assessment
Community Accessibility	√
Comparative Accessibility	√√√

Measuring the Economic Benefits

- 3.73 A post-project review will be carried out to demonstrate the achievement of the economic benefits of the project. This review will include a full post-facto cost benefit analysis.
- 3.74 As the patronage on the route is expected to build up over time, it is recommended that this review is carried out at least 24 months after the opening of the new route, and may be done in conjunction with the review of strategic benefits.

Conclusions

- 3.75 The economic appraisal shows that the central case delivers a benefit to cost ration of 1.64 to 1, and that the BCR would remain positive under a range of sensitivity tests undertaken.
- 3.76 The outline STAG assessment demonstrates how the project contributes to a range of wider policy objectives and outcomes, in particular supporting the spatial planning and development strategies for the city, and improving transport accessibility in areas of comparative high deprivation.

4 The Financial Case

Chapter summary

- The detailed financial model produced for the 2015 OBC has been revised and updated to assess the financial benefits of a tram extension to Newhaven and whether it is affordable to the City of Edinburgh
- In the short to medium-term, an estimated additional funding gap of £1m exists after utilising £20m of assumed extraordinary dividend from Lothian Buses, compared to the gap if no extension were to be built
- Options for reducing the funding gap have been identified
- In the longer term, tram revenues can fund the extension and provide additional income to the Council
- Sensitivity testing has been undertaken on the key assumptions showing the financial impact of changes.

Introduction

- 4.1 In order to assess whether the Edinburgh Tram York Place to Newhaven project is affordable to the City of Edinburgh, costs and income have been assessed in terms of:
- financial impact of the project on both the bus and tram businesses; and
 - affordability to CEC in the short, medium and long term
- 4.2 The detailed financial model produced for the 2015 OBC has been revised and updated to incorporate actual costs and revenue data provided by Edinburgh Trams based on performance in 2016, updated capital cost estimates detailed elsewhere in this chapter, and patronage assumptions per the transport modelling detailed in Chapter 3.
- 4.3 The model utilises the 2016 base actual costs and revenue data and projects these forward to 2053, taking account of the impact of constructing and operating the line to Newhaven, inflation forecasts from the Office of Budget Responsibility and current short term tax rates as provided by the appointed tax adviser, Grant Thornton. The model provides detailed annual cashflow forecasts for Edinburgh Trams and the City of Edinburgh Council to assess the affordability of the investment in, and operation of, an extended tram line to Newhaven.

Capital cost

Introduction

- 4.4 The capital cost estimate has been updated by Turner & Townsend for this business case to take into account changes arising from further design development, the latest programme, and a comprehensive quantitative risk assessment.

Assumptions

- 4.5 Based on the experience of the original tram project, and the work done by Atkins, a number of assumptions have been made and agreed with the project board. Key assumptions include:
- The construction delivery strategy will be as set out in Chapter 6, including traffic management arrangements which allow the opening up of large areas of the site to

facilitate a one-dig approach and flexibility to deal with unforeseen underground obstructions

- The procurement strategy will be broadly as set out in Chapter 5
- No bridge replacements will be required
- Road reconstruction and public realm improvements will be limited to those necessitated by the tram project and no allowance is made for additional general improvements
- No land costs will be incurred

Design basis

4.6 The cost plan is based upon the detailed design for the York Place to Newhaven corridor produced for the original tram project, supplemented by design work and alignment plans completed by Atkins during Stage 1.

4.7 The works and equipment, such as the trackform, ducting, drainage and OLE, are similar to that implemented on the original tram project.

4.8 The scope of utility diversions is based on the utility conflict schedule developed in 2015. This schedule was developed as a desktop study and since 2015 has been augmented by a series of advanced intrusive and non-intrusive site investigation works.

4.9 Several design and scope changes have been made since the cost estimate for the 2015 business case was prepared. These changes have been agreed with the project board. The most significant changes are:

- A reduction in the scope of utility diversions and public realm works in the Picardy Place area due to works being carried out by the Edinburgh St. James developer
- Addition of a bus interchange at Picardy Place
- An increase in scope of public realm works in Elm Row
- Introduction of segregated cycleway on Leith Walk
- More conservative assumptions in relation to requirement for road reconstruction
- Reassessment of value of materials available from original tram project
- Removal of third platform at Ocean Terminal and associated provision of replacement tram stabling at Newhaven
- Provision of tram driver facilities at Newhaven.

Programme

4.10 The capital cost estimate is based on the current programme, which includes the key dates shown in Table 14.

Table 14: Programme milestones

Milestone	Date
Council approval to commence Stage 2 (procurement)	September 2017
Issue OJEU notice for main construction works	October 2017
Complete evaluation of tenders for main construction works	October 2018
Council approval to commence Stage 3 (construction)	Q4 2018
Commence construction	Q2 2019
Services commencement	Q2 2022

- 4.11 The programme duration from contract award to the line opening for revenue service is 40 months.

Risk Management, Evaluation and Quantification

- 4.12 The updated risk allowance includes assessments of the main sources of uncertainty to the project, including:
- Discrete cost risks
 - Estimate uncertainty
 - Cost of schedule delay
 - Unknowns
- 4.13 The discrete cost risk estimate is based on a quantitative cost risk assessment of the project risk registers. Each risk in the risk register is assigned a probability of occurring and a range of estimated costs impacts, which are then modelled using a stochastic risk model to generate an estimate of the likely cost of risk at varying degrees of confidence. It is generally accepted best practice to adopt the P80 risk estimate, i.e. the risk cost which the model predicts will not be exceeded 80% of the time.
- 4.14 Every cost plan is developed based on the best information available at the time and therefore there is always an element of uncertainty. An allowance of 3% of the construction costs which were not market tested (64% of the capital cost) has been made for estimate uncertainty.
- 4.15 The cost of schedule delay is based on a quantitative schedule risk assessment (QSRA) of the programme risk register to estimate the delay cost of discrete risk events, and duration uncertainty. The QSRA provided a range of confidence levels for milestone completion dates. The P80 outputs were used to estimate the cost of delay for each stage of the project.
- 4.16 Despite undertaking a robust approach to developing and assessing the risk register, cost plan and programme it is possible that a currently unforeseen event could occur. An allowance has been made for such unknowns by incorporating the standard deviation of the QCRA from the tram construction risk register.
- 4.17 The above approach to assessment of the risk estimate, including utilising the P80 estimate for the risk contingency to be included in the project budget, was presented to and adopted by the project board.

Inflation

- 4.18 The most recently published data available from the Building Cost Information Services All in Tender indices rate was used to calculate the inflation uplift for the period between 2015 (previous cost plan) and 2017 (current cost plan). This inflation uplift was applied to construction costs which were not subject to market testing in 2017.
- 4.19 The uplift based on BCIS indices is circa 3% per annum during the construction period. However, as a result of the UK withdrawing from the single Market and Customs Union, there is an increased likelihood of restrictions on the movement of labour and pressures on sterling that has the effect of increasing the rate of inflation in the latter years of the BCIS all in tender price five year forecast. Therefore a conservative approach has been adopted and 4% inflation has been included in the cost plan.

Results

4.20 The results of the updated capital cost estimate are summarised in Table 15.

Table 15: Capital cost estimate

Element	Cost
Construction costs	£114.1m
Risk	£32.8m
Inflation	£18.3m
Projected out-turn capital cost estimate	£165.2m

4.21 The above capital cost estimate has been audited and verified by Faithful & Gould.

Lifecycle costs

4.22 The following general assumptions have been made in the development of the life cycle cost model:

- The life cycle cost period is 60 years³
- Costs are based upon 2017 price levels
- No discount factors have been applied to later years
- There is no requirement to return infrastructure to a “Day 1” condition at the end of the 60 year lifecycle

4.23 The lifecycle renewal assumptions are:

- Replacement periods are generally assumed to match the design lives in the employer’s requirements. In some cases, such as structures, costs have been added for partial renewals within the design lives
- Base unit costs from the current capital cost estimate have been used with normal allowances for contractor’s preliminaries and client on-costs for design and project management.
- Allowances are made for tram refurbishment within the lifecycle cost estimate. This does not allow for a major overhaul potentially required at the half-life stage of the tram or the complete renewal required at 30 years as these costs will be incurred with or without the project being constructed.

4.24 The lifecycle costs amount to £118.5m over 60 years.

Revenue and Cost Assumptions

4.25 The updated tram financial model is based on a large number of detailed assumptions. The most significant ones are detailed below. Key assumptions have been signed off by appropriate officers in the Council and Edinburgh Trams to ensure the robustness of the financial projections.

³ Life cycle costs have been calculated over 60 years to match the economic appraisal period

Revenues

- 4.26 The most significant revenue stream is from tram fares. This income stream is based on projected passenger numbers derived from the JRC transport modelling work described in Chapter 3. This modelling shows significant growth in tram patronage due to forecast passenger increases at Edinburgh Airport and planned housing growth in the city.
- 4.27 Edinburgh Trams have provided data on current ticket yields and the proportion of passengers using different ticket types (cash single, airport cash single, Ridacard, concession travel cards, etc). This information is used alongside the passenger projections to calculate estimated fare revenue, which has been increased by RPI + 1% on a 3 year step basis to take account of future fare increases.
- 4.28 Currently the Scottish Government contributes to free bus travel for the over 60s and the Council pays for concessionary travel on trams. The model assumes that these arrangements will continue, with concessionary revenue being calculated as a percentage of overall patronage and adjusted for the increase in the rate of inflation.
- 4.29 In addition to fare income, the projections include developers' contributions of £7.8m towards the construction of the extended tram line. This is based on contributions received or agreed to date as well as an estimate of future contributions based on assumed development along the tram corridor.
- 4.30 The financial model for the 2015 OBC assumed annual net tram advertising income of approximately £1m. In this update, based on current proposed arrangements for the advertising contract, this is reduced to £0.06m.

Operating and Maintenance Costs

- 4.31 Edinburgh Trams have provided details of all their current operating costs. Tram maintenance costs have been taken from existing Council contracts. These costs have been uplifted by appropriate inflation indices.
- 4.32 In the 2015 OBC, tram costs had been increased proportionately to the additional track length for each of the options being considered. For this update, this methodology has been reconsidered and, in consultation with officers within Edinburgh Trams, refined to be based on a combination of what are considered more appropriate cost drivers including track length, annual tram kilometrage, peak vehicle requirement and one-off increases.
- 4.33 The impact of refining the cost drivers used to estimate future operating and maintenance costs, coupled with the proposed increased service frequency, is that in overall terms, operating and maintenance costs are increased when compared to the 2015 OBC.

Capital replacement costs

- 4.34 In addition to annual operating and maintenance costs, the model allows for capital replacement of tram assets. Replacement costs for the existing tram line are taken from the business case approved by Council in August 2013 and the costs for the proposed line from York Place to Newhaven have been calculated by Turner and Townsend.

Taxation

- 4.35 Taxation has been modelled using existing tax rates, capital allowances and company structures. Grant Thornton, appointed as specialist tax adviser, made recommendations around refining the tax calculations within the model, particularly around timing and settlement of corporation tax liabilities. These recommendations have been included in the model.
- 4.36 Grant Thornton have also recommended further work and analysis around the tax efficiency of the current company structure and tram infrastructure payment mechanism. Progressing this will be considered as part of any wider decision to review the current company and contractual structure of Transport for Edinburgh and the Council.

Dividend policy and transfer payments

- 4.37 Monies are transferred between Transport for Edinburgh and the Council by way of dividend payments and a number of access fees detailed in the tram operating agreement, for the use of tram assets. This enables the Council to fund tram maintenance and life-cycle replacement as well as the capital financing costs for the project.
- 4.38 Dividend policy does not affect the financial benefits of the overall project, as it is simply a transfer of cash to the Council from its subsidiary. However, it is important when assessing the project's affordability, as the Council requires cash to be transferred in order to service any borrowing.

Lothian Buses Dividends

- 4.39 The Council's draft budget framework for the period 2016-2021 assumes a continuing additional annual dividend of £6m. This comprises the existing £3m, which helps fund the existing line, and an additional £3m dividend payment as approved by Council in October 2015. For the purposes of this business case update, it is assumed that this money is not available for the York Place to Newhaven project. However, it is assumed that the dividend will increase in line with inflation, and these increases are assumed to be available for the extension along with an assumed one-off extraordinary dividend of £20m from Lothian Buses, receivable between 2017 and 2021.

Capital costs and financing

Capital advance

- 4.40 In order to extend the tram line to Newhaven, the Council needs to fund capital costs of up to £165.2m as described in more detail in the 'Capital Cost' section of this chapter. Within the trams financial model, the capital advances associated with the spend profile, net of developer contributions, have been charged as interest only during the construction phase, followed by a 30 year repayment profile using an income-based repayment approach. The interest associated with repaying the capital advances has been charged at an indicative marginal cost of borrowing rate of 4.1%. The repayment profile modelled, based on an income approach rather than the default Equal Instalment Payment complies with current regulations guiding local authority borrowing, lending and loans fund administration.

- 4.41 The capital costs, net of projected developer contribution, together with an averaged annual 30 year borrowing requirement based on the indicative borrowing rate of 4.1% are stated in Table 16.

Table 16: Net capital cost and borrowing requirement

Description	Cost
Net capital cost estimate	£156.6m
Averaged annual borrowing cost	£9.5m

Borrowing

- 4.42 The Council's treasury management strategy focuses on borrowing to fund its overall capital financing requirement rather than specific project financing. Through this approach, the Council can achieve economies of scale and efficiency ensuring that borrowing required is secured at advantageous rates of interest. Prudential borrowing using the Public Works Loan Board is how the majority of Council capital expenditure is funded and its interest rates are currently viewed as being competitive.
- 4.43 Discussions are currently underway with commercial lenders to understand other types of competitive borrowing packages the Council could get access to. This will continue in tandem with a wider exercise to understand what the Council's capital financing requirement will be over the next five year timeframe. The latter exercise requires understanding the capital advance profile of the Council's approved five-year capital programme and other potential major projects that may be approved in the short to medium term, including the proposed tram project.
- 4.44 Once more certainty is reached on both these exercises, a treasury management strategy will be formulated to consider the overall Council borrowing plan to be pursued. So, should the tram project proceed to the next stage and on to financial close, the output of this overall Council borrowing strategy will be used to inform the actual rate of interest to be applied to the tram project, which will then replace the indicative 4.1% rate used in the current financial model.
- 4.45 Although the aim is that this indicative rate is maintained or reduced once a Council borrowing strategy has been agreed, there is a risk that uncontrollable economic and market factors adversely affect the type, structure and overall cost of borrowing the Council is able to gain access to. Two significant events that are likely to be factor in this are the impact of Brexit and the announcement and timing of any potential second Scottish Independence Referendum. The Council's Treasury section will manage this risk as far as possible through a combination of monitoring market trends and consideration of the timing of any borrowing strategy.

Modelling results

Affordability and funding

- 4.46 In order to assess whether the Council can afford the tram project, the Council cash flows during the construction period and over the subsequent borrowing repayment period have been modelled separately. Figure 6 details the cumulative cash flows to the Council to 2036 comparing both the York Place to Newhaven project against the operation of the existing Airport to York Place line (the do nothing option).

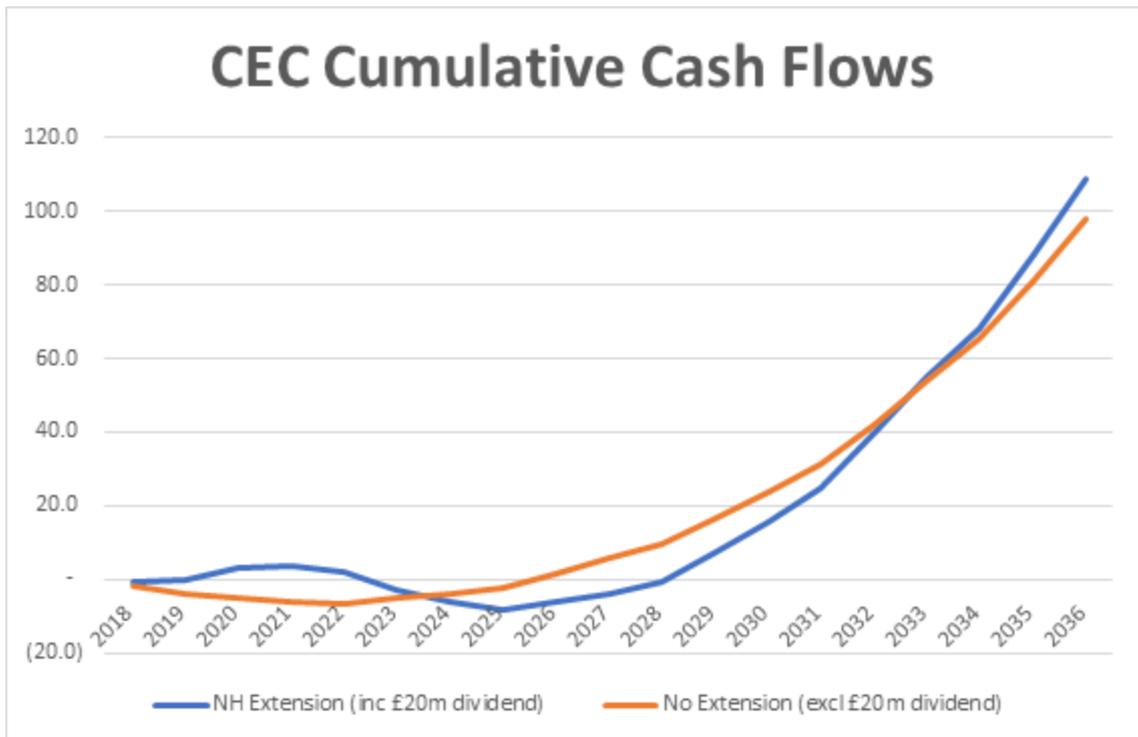


Figure 6: CEC Cumulative Cash Flows

- 4.47 Under the income-based repayment profile, capital financing costs are repaid as interest only in the construction period, with principal and interest repayments for the 30 years following commencement of operations. However, the increased revenue generated from extending the tram line grows over a longer period presenting a challenge in terms of short to medium term affordability.
- 4.48 The model suggests a likely total funding gap of £8m in the short to medium term, after utilising £20m of assumed extraordinary dividend from Lothian Buses. The Council will need to finance this from its revenue budget. The break-even point occurs in 2029.
- 4.49 However, it is important to note that the majority of this funding gap (£7m) is associated with the operation of the existing Airport to York Place line, and, if all things remain equal in terms of current operation of the tram network, is projected to arise in any event. The York Place to Newhaven project thus would have only a marginal impact on the anticipated short to medium term funding gap. The timing of the initial funding gap differs between the extension and do nothing options as the latter does not include the one-off £20m extraordinary dividend or debt servicing, which are assumptions relevant to the extension option only.

Lothian Buses Viability

- 4.50 It is recognised that the York Place to Newhaven tram line will have an impact on the Lothian buses business as a significant proportion of bus passengers on the proposed route could be expected to transfer to the tram. In addition, based on real experience from the construction of the previous on-road sections of the tram line, the company is also highly likely to lose revenue and incur additional operational costs during the construction phase with corresponding impacts on financial out-turn.

- 4.51 The counter balance is the positive impact of the development of an integrated public transport system aimed at continuing the growth of the public transport market to the benefit of the city.
- 4.52 The Council has discussed its proposals with Lothian Buses and both parties recognise the points above. The company continues to operate in a challenging commercial environment and the tram works will add to these challenges significantly. The company is confident that with the full support of the Council it can continue to operate its business successfully as well as develop it for the future.
- 4.53 Furthermore, the Council will continue to work with Lothian Buses closely in the development of traffic management arrangements including the development of bus priority measures to speed up journey times and will also seek to minimise the impact on Lothian Buses and its passengers by keeping the city moving and the provision of public transport high on the agenda.

Risks and sensitivity

Risks and opportunities

- 4.54 The detailed trams financial model is based on a large number of assumptions. There are risks in relying on any financial model, particularly one covering such a long time period and with multimillion pound costs and income streams.
- 4.55 There is a risk that logical errors in the modelling result in misleading projections. To mitigate this risk, PWC have performed a high level review of the model and its outputs. The review highlighted a small number of minor formula inconsistencies and errors that were rectified prior to running the model for this business case update.
- 4.56 As noted above, there is a risk that the tram works will impact on the ability of Lothian Buses to pay the modelled level of dividend due to the challenging commercial environment in which it operates as well as the disruption caused by the construction works. In order to mitigate this risk, the Council continues to work closely with Lothian Buses to minimise any negative impact on its operations.
- 4.57 There is also a risk that key assumptions regarding costs and income prove to be inaccurate. Assumptions which could significantly change the financial impact of the project, either negatively or positively, include:
- The capital cost of the project
 - Passenger number estimates (the model assumes significant increases in tram use over the next 30 years)
 - Tram premium fares as a percentage of total tram cash fares
 - The effects of inflation on both costs and income.
- 4.58 In order to reduce this risk, all model inputs have been signed off by appropriate officers within the Council and Edinburgh Trams.
- 4.59 In addition, sensitivity analysis has been carried out to determine the financial impacts to the Council should costs and incomes change.

Sensitivity analysis

- 4.60 To improve confidence in modelling outputs, the following sensitivities have been tested:

- Changes in tram passenger forecasts on the total extended line of plus/minus 15%
- Changes in future tram airport passenger forecasts of plus and minus 15%
- Changes in capital costs of plus and minus 15%, based on existing profile of spend
- Reduction in inflation by 1%

4.61 These sensitivities were used to test the affordability of the project to the Council. This analysis shows that if the estimates of the number of passengers prove to be overly optimistic or if capital costs increase, then the Council will have to find additional resources to fund the project.

4.62 Figure 7 illustrates the impact of the sensitivities for affordability on the maximum funding gap.

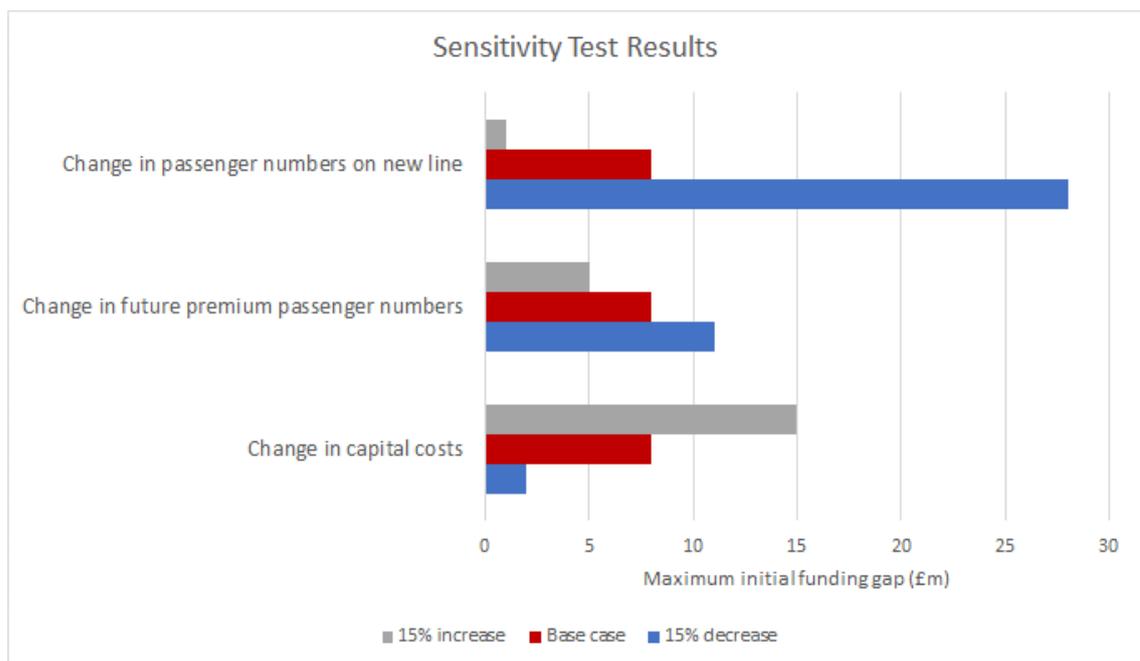


Figure 7: Results of sensitivity tests

4.63 Table 17 quantifies the revised funding gap which would arise for each of the sensitivities when compared to the base case of £8m.

Table 17: Sensitivity test results

Sensitivities	Revised funding gap	Break Even Point (Year)
Base case	£8m	2029
Capital cost +15%	£15m	2030
Capital cost -15%	£2m	2026
Tram patronage on Airport to Newhaven route +15%	£1m	2024
Tram patronage on Airport to Newhaven route -15%	£28m	2035
Future premium passenger numbers +15%	£5m	2027
Future premium passenger numbers -15%	£11m	2028
Reduction in inflation of 1%	£9m	2030

4.64 The sensitivities demonstrate that additional capital costs or reduced patronage would create a financial challenge to the Council in funding the York Place to Newhaven project. Options for addressing this possible financial challenge have been identified.

4.65 The model is also sensitive to inflation, as funding costs would remain constant. In order to manage this risk, Edinburgh Trams will have to carefully monitor its fare policy to ensure that the business continues to be profitable over the 30 year period of the financial model.

Potential funding options

4.66 In the event that one or more of the sensitivity scenarios arose, the Council could consider a number of options to reduce the funding gap. These options may include:

- Reducing tram service frequency to reflect any reductions in patronage
- Reviewing and re-tendering maintenance contracts to achieve more competitive prices
- Generating additional revenues either within Edinburgh Trams or within the wider Council.

4.67 More detailed analysis is required to assess both the financial impact of these options and also their impact on wider Council policies. This analysis can be undertaken during the next phase of the project.

Conclusions

4.68 The financial analysis supports the following conclusions:

- In the short to medium-term, an additional funding gap of £1m exists after utilising £20m of assumed extraordinary dividend from Lothian Buses, compared to the gap if no extension were to be built
- Sensitivity testing has shown that should capital costs be higher than anticipated or patronage less than forecast, the affordability gap would be considerably greater
- Options for improving the financial position have been identified, but will require further detailed analysis
- In the longer term, Tram revenues can fund the extension and provide additional income to the Council.

5 The Commercial Case

Chapter summary

- The procurement strategy has been developed based on key procurement objectives and a consideration of the lessons learned on the first phase of tram and from other tram projects in the UK and internationally
- It is recommended that the project is delivered under a design and build contract, incorporating tram infrastructure and tram control and communications systems
- Utility diversions should be carried out in conjunction with the main infrastructure works, either by the main contractor or under a separate contract
- The maintenance of the York Place to Newhaven line should be procured separately
- The suitability of the project for a private finance initiative was examined. There is likely to be little or no market appetite for taking full construction risk which would negate a PFI approach
- Consideration has been given to the appropriate form of contract and it is recommended that the NEC3 Option C target price contract is adopted
- A comprehensive risk identification and assessment has been carried out, and recommendations are made on an appropriate allocation of risks.

Introduction

- 5.1 The commercial case identifies the procurement and contracting strategy for the project, and outlines the proposed approaches to incentivising contractor performance, and to risk allocation.
- 5.2 Determining the appropriate procurement strategy involves an understanding of the procurement objectives; a consideration of the lessons learned on the first phase of tram and from other tram projects in the UK and internationally; and an appraisal of options available against the objectives and the lessons learned.

Procurement objectives

- 5.3 All projects classically have three objectives against which the success of the project is measured: cost, time and quality. These are shown in Table 18 along with a brief explanation of each one.

Table 18: Project objectives

Objective	Description
Cost	<p>There are two aspects to the cost objective:</p> <ul style="list-style-type: none">• Value for money - which will be driven by market appetite, competitive tension, contractor innovation and a balanced approach to risk• Cost certainty – which will be driven by the form of contract, and the apportionment of risk
Time	<p>The strategy should allow the project to be delivered within efficient but realistic timescales. Consideration is given to both preconstruction and construction timescales.</p>

Quality	<p>There is a need to ensure that the Council receives a quality finished product for such a significant intervention in the city. Quality encompasses a range of factors, including:</p> <ul style="list-style-type: none"> • system performance and reliability, which underpin the economic case • construction quality • safety and compliance with statutory obligations, including the environmental obligations set out in the Tram Act. <p>The procurement strategy needs to balance control with risk apportionment and elements of self-certification.</p>
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Lessons learned

- 5.4 In establishing the project team for the tram to Newhaven the Council has retained a number of individuals who successfully delivered the Airport to York Place project following mediation in 2011. In retaining this knowledge, the project is drawing on a number of lessons learned and these have been incorporated into the planning for the extension. These lessons include:
- The use of industry standard contracts to govern the project
 - Rigorous project governance with highly qualified key personnel with experience of delivering light rail projects in the UK and abroad
 - Setting up cross industry networks with other cities including Manchester, Birmingham and Dublin to ensure best practice is being adopted at each stage of project development
 - Adopting traffic management plans that provide the contractor with expanded sites to ensure that works can continue in the event that problems are encountered during construction as well as adopting a strategy of only opening up roads once and completing all works prior to reinstatement - no double-dig
 - Carrying out robust quantitative risk analysis and ensuring the contingencies set aside for unforeseen events
 - Ensuring robust measures are incorporated into the construction contracts to ensure build quality, and a strong client team is present on site to monitor build quality
 - Carrying out comprehensive formal consultation with the market to road test the overall delivery strategy for the project and encourage strong competition
- 5.5 The project team is also recommending that a gateway approval process is put in place to ensure all recommendations from the Edinburgh Tram Inquiry will be incorporated into the project plans and governance arrangements before contracts for the main construction works are signed . The approval being sought at present is to run a tender process for the project and then seek further approval from Council prior to the award of contract.

Procurement strategy

- 5.6 The procurement strategy considers how the project should be divided into different contracts. Figure 8 shows the various works involved in constructing a tram system, broadly following the sequence of construction.



Figure 8: Project work breakdown

5.7 In developing the procurement strategy for the project, the following specific questions were addressed:

- Who should be responsible for design: Council or the contractor?
- Should enabling works packages be carried out prior to the main track, civil works and tram systems works commencing?
- Should utility diversions be carried out as a separate contract or included with the main works?
- How should the proprietary tram control and communication systems be extended and integrated?
- Who should be responsible for maintenance of the extension?

Design responsibility

5.8 In broad terms two procurement models have been considered in developing the procurement strategy for the extension:

- Client design
- Design and build

5.9 Both models were evaluated against the objectives and lessons learned. The results of the evaluation are set out in Table 19, using a green, amber, red colour coding system to show how well the options perform against each objective.

Table 19: Design responsibility – evaluation of options

Objective	Client Design	Design and Build
Cost	<ul style="list-style-type: none"> • There are significant design interfaces to be managed, between the various work elements. The Council retains these risks under the Client Design approach • Requires strong technical expertise not available within Council to deliver value for money 	<ul style="list-style-type: none"> • More likely to deliver value for money • Complex design interface risks lie with Contractor, who is best able to manage them. • Greater scope for private sector innovation
Time	<ul style="list-style-type: none"> • Council has more control over the Contractor’s work sequences and traffic management • Council more exposed to delay risks associated with unforeseen site conditions • Council exposed to delay risks associated with design interfaces 	<ul style="list-style-type: none"> • Provision can be made in the Contract for rigorous Council approvals and for the Contractor to work with the Council in finalising and implementing its traffic management and project phasing proposals. • Contractor can respond more efficiently to delay risks associated with unforeseen site conditions, and will carry most of this risk

Quality	<ul style="list-style-type: none"> • Council have complete control over all design decisions • Requires strong technical expertise not available within Council to supervise works to ensure quality 	<ul style="list-style-type: none"> • Contractor is responsible for quality in accordance with the specified requirements. • Quality is monitored through ISO9000 and 9001 and the Council has right to intervene if the quality falls below that specified. • Contractor is incentivised to provide a quality product as completion of the works and final sign off by the Council will depend on it. This model for ensuring quality is used successfully throughout the UK and overseas on a range of infrastructure projects, including tram projects
Lessons Learned	<ul style="list-style-type: none"> • The design from the first phase of tram is approximately 85% complete and the Council has retained the right to use the design for the extension to Newhaven. • However, that there is very limited resource in the Council to manage a detailed tram design. By its nature tram design is complex and requires coordination across a range of disciplines including civil design, mechanical and electrical, systems and design integration with trams and the existing system. • While the actual design would be outsourced to a technical partner there is a significant risk that the Council would, in effect, be a poorly informed client without the necessary expertise to deal with complex design issues as they arose. It is also worth noting that other tram systems in the UK and Ireland have adopted a Design and Build approach to mitigate against this risk, even when there is a level of expertise embedded within the client organisation. 	<ul style="list-style-type: none"> • Adopting a Design and Build approach puts the responsibility for design, including integration, with the Contractor and it would be the responsibility of the Council to define its requirements through a series of outputs in a Performance Specification. • The 85% design from the first phase would not be wasted as this would be provided to all bidders in the form of an unwarranted reference design. It would then be the responsibility of the Contractor to either carry out the necessary due diligence on the existing design or to discard it and develop a design from scratch. • Based on experience from other schemes, it is likely the Contractor would utilise parts of the design and re-design other elements. Either way the Council would not be responsible if the design failed to meet the output requirements set out in the Performance Specification.

5.10 The Design and Build approach performs similarly to or better than the Client Design approach under all criteria.

5.11 In relation to the primary procurement objectives, the Design and Build model will provide the Council with more opportunity to drive value for money and more opportunity to transfer delay risk and interface risks to the contractor. The models perform similarly in terms of delivering quality.

- 5.12 In order to achieve the most benefit from the design done during phase 1, it is recommended that this is issued as an unwarranted client's 'reference design' to all bidders.
- 5.13 The Client Design model carries significant risks in relation to the Council's in-house technical capability and while both models are similar in respect of managing wider in-house support and third party interfaces the Client Design model would import an almost unmanageable risk to the Council in relation to technical compatibility and systems integration.
- 5.14 Based on the above the Design and Build model is recommended.

Enabling Works

- 5.15 Options to carry out advanced enabling works at Bernard Street and Constitution Street have been explored and market tested during Stage 1 although a decision has been taken not to pursue these further.
- 5.16 A detailed programming exercise has been carried out and has concluded that the Bernard Street and Constitution Street works can be included in the main contract without adversely affecting the programme, so long as the detailed design for the wall is carried out during Stage 2. This approach is also consistent with the principle of "one dig" which has been developed in more detail during Stage 1, particularly in relation to the temporary traffic management arrangements.
- 5.17 Some minor enabling works have been carried out during Stage 1 and these are summarised in Table 20.

Table 20: Enabling works packages

Package	Description
Traffic management modelling	Following discussions with the Transport Working Group and agreement with the Project Board around the traffic management approach, plans have been developed and a level of traffic modelling has been carried out on the traffic management approach to ensure a workable solution is available.
Advanced Utility Site Investigation	A series of advanced site investigation works have been carried out in key areas identified by the utility conflict schedule.
Lindsay Road Sewer	An advanced site investigation has been carried out to inform the tender documentation, level of risk transfer and inform the accuracy of the as built information currently available
Advanced Archaeological Site Investigation	Discussions have been held with the City Archaeologist to understand the likely finding of archaeological arising's of interest during the project. A series of advanced site investigation works have been carried out in key areas identified through these discussions including the 1817 Dock structure at Ocean Terminal and Queen Charlotte Street to Baltic Street.
Edinburgh St James interface	Agreement has been reached with Edinburgh St James on programme and scope and this is reflected in the GAM agreement.

Utility diversions

- 5.18 Two options have been considered for the utility diversions:

[Redacted]

■

[Redacted]

■

[Redacted]

- [Redacted]
- [Redacted]

■

[Redacted]

- [Redacted]

- [Redacted]

- [Redacted]

- [Redacted]

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[Redacted]

- [Redacted]

- [Redacted]

- [Redacted]

- [Redacted]

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[Redacted]

- [Redacted]

[Redacted text block]

Form of Contract

5.39 A construction contract will need to be entered into between CEC and the preferred bidder chosen after a competitive procurement procedure. The provisions of the construction contract will need to be drafted and reviewed to ensure they reflect an appropriate risk allocation (see later in this chapter for a review of the risk allocation), and that the balance of risk and reward for the contractor drives a value for money and affordable solution.

5.40 The first phase of the Edinburgh Tram project used a bespoke form of contract, which was complex and burdensome to manage. It is not recommended that this form is

adopted for the York Place to Newhaven project. A revised bespoke form of contract may be considered, but this would be expensive to produce and administer and will be unpopular with the bidding community.

5.41 There are a number of 'standard form' construction contracts which provide a more appropriate alternative for a design and build contract of this nature. These fall into two basic types:

- Recourse or adversarial style contracts such as the FIDIC contract
- Collaborative style contracts such as NEC 3

5.42 The advantages and disadvantages of each type are summarised in Table 21.

Table 21: Comparison of collaborative and recourse style contracts

Collaborative (NEC3)	Recourse (FIDIC)
<p>Advantages: Familiar to bidders Focused on collaboration and early warning/resolution of issues Has been used extensively by government on infrastructure schemes, e.g. Crossrail "Risk share" as opposed to "risk transfer" approach</p>	<p>Advantages: Familiar to bidders Relatively clear allocation of risks and liabilities Used extensively and well tested (leading to fewer issues as to interpretation) Less amendment required to produce balanced contract</p>
<p>Disadvantages: Will require a proactive (and intensive) approach to managing the contract Sometimes considered to be more contractor-friendly than FIDIC Attempted to be written in "plain English"; accordingly can potentially lead to some ambiguity unless amended appropriately</p>	<p>Disadvantages: Less focus on collaboration and the proactive resolution of issues More likely to lead to protracted contractual disputes, particularly on complex projects</p>

5.43 There are significant heavy rail procurements currently in the market which are being procured under the NEC3 standard form contracts, including Crossrail and High Speed 2. In 2009 the Office of Government Commerce announced that the NEC3 is the only form of contract it endorses.

5.44 Informal contact by CEC with other public sector light rail operators such as Docklands Light Railway Limited, Transport for London and Transport for Greater Manchester have demonstrated that there is strong support for the use of NEC3 in the light rail sector.

5.45 From the market consultation, there was broad support from the contracting community for the use of NEC3, though some of the European based contractors were less familiar with it.

5.46 There are two NEC3 forms which are possibly suitable, depending on the risk allocation adopted:

- Option A is a lump sum priced contract with activity schedule, where the contractor provides the works described in the contract for a sum of money. The contractor prepares an activity schedule where each activity is priced as a lump sum that the contractor is paid once it has completed that particular activity. The contractor takes

the assessing and pricing risk under option A, although the lump sum will be adjusted if certain compensation events occur.

- Option C is a target cost contract with activity schedule. The contractor uses an activity schedule to tender a target price, which is the sum of the price for each activity and a fee. Payment is made on the basis of actual costs incurred, meaning that activities not initially included in the activity schedule will increase the target cost. Since the risk of savings and over-runs is shared between the parties in option C, the contractor takes less risk than under option A.

5.47 The unknown nature of the ground conditions risk and third party risks, and the significant potential for additional works being required would make it very difficult for bidders to quote a fixed lump sum.

5.48 A target cost contract is thus more appropriate, but even this will be difficult to cost accurately given the limited design work the market will be able to undertake during the tender period. To mitigate this, consideration is being given to a two-stage procurement process whereby a preferred bidder is selected based on the published award criteria, including target price, and is given a preliminary contract to work up a detailed design and refine the target price prior to the full construction contract being signed. This approach has the added benefit of ensuring the detailed system interfaces are fully designed for the final target price.

5.49 Given the UK Government support for NEC3, the experience of its use on other rail projects, and the support from the market, and the level of unquantifiable risk, it is recommended that the NEC3 Option C form of contract is used, subject to CEC being comfortable on the risk share approach and the need for proactive management of the contract. A number of amendments will be made to the contract to ensure that the risk allocation reflects the recommendations set out later in this chapter.

Private Finance Suitability

5.50 A Private Finance Initiative (PFI) or Public Private Partnership (PPP) can offer significant advantages over a traditional approach to project delivery, through design and construction innovation, incentivised performance, long term asset management and deferred funding. In developing the procurement strategy, an assessment was made of the suitability of the project for a PFI/PPP approach.

5.51 The primary concern when assessing private finance suitability is to ensure a PFI approach is only adopted if it offers the potential to deliver better value for money than a conventional procurement approach. This involves ascertaining that the project has the right scale and operational performance requirements, certainty of future demand and has scope for significant risk transfer.

5.52 The Edinburgh Tram York Place to Newhaven project has a number of the necessary characteristics to make it suitable for a PPP/PFI approach. It is of suitable scale to justify the additional procurement costs, demand is likely to continue to grow over time, the long term maintenance availability could be included in the scope and performance can be specified and measured in output terms.

5.53 However, the scope for significant construction risk transfer is likely to be compromised by a number of factors:

- The time and cost overruns experienced on the original Edinburgh tram project

- The inclusion of residual utility diversions within the scope of the contract, and the volume of known remaining conflicts with utilities and other below ground assets
- The significant construction and programme interfaces with other developments, including Edinburgh St. James and the Leith Programme.

5.54 There is likely to be little or no market appetite for the risks imposed by these factors. An inability to transfer construction risks would prove fatal to a PFI/PPP approach.

5.55 In addition, the existence of a detailed design, and the fact that much of the equipment for the extension has already been acquired, severely limits the scope for value for money through private sector innovation.

5.56 A conventional procurement process is thus recommended. The appropriate form of contract is discussed elsewhere, however, the recommended Design and Build approach will allow the contractor the scope for some innovation in construction and delivery methods.

Risk apportionment

5.57 A comprehensive assessment of risks has been carried out, following the risk management process described in Chapter 6.

5.58 The main risks associated with the delivery of the project are summarised in Table 22, along with recommendations on how each risk should be apportioned between the Council (CEC) and the Main Contractor (MC). The table also notes actions being taken to mitigate the risks.

Table 22: Recommended risk allocation

Risk	CEC	MC	Actions
Site access and possession			
Site possession	✓		Access Protocol to be prepared setting requirements in relation to sufficient design completion prior to MC being granted access to site.
Off-site access and possession rights		✓	
Exercise of third party access rights to Site.		✓	Review of third party agreements.
Protester action		✓	
Road closure and traffic management approvals		✓	TRO approval to be sought prior to tendering main contract. Time only relief where CEC cause delay.
Access to existing Tram System	✓		Existing System Access Protocol
Usability of existing free issue equipment		✓	Bidders to be given access to materials during tender
Site conditions			

Completion of enabling works to specified standard	✓		
Condition of existing structures	✓	✓	Consideration being given to sharing this risk to avoid bidders pricing for unnecessary works in their tenders
Archaeology	✓	✓	Consideration being given to appropriate risk sharing approach.
Contaminated ground		✓	Appropriate site investigation.
Diversion of known utilities	✓	✓	Consideration being given to appropriate risk sharing approach, including appointment of a specialist contractor to carry out advanced works.
Diversion of unknown utilities	✓	✓	Consideration being given to appropriate risk sharing approach, including appointment of a specialist contractor to carry out advanced works.
Necessary Consents			
Adequacy of Powers	✓		Legal review of Tram Act carried out
Obtaining of all necessary consents		✓	CEC resources to ensure timely response to Prior Approval requests
Building fixing consents		✓	
Design			
Ability of CEC Specification to meet CEC business objectives	✓		Peer reviews of specifications
Inconsistency / ambiguity within CEC Specification		✓	Obligation on bidders to review specifications at tender stage
Accuracy of "Relied Upon Information" relating to the Existing System	✓		Verification of information by survey or with relevant authority (e.g. Edinburgh Trams)
Development of design		✓	Previous design being made available on an unwarranted basis
Construction			
Build quality		✓	Include appropriate measures in contract and ensure strong client team on site.
Site security		✓	
Traffic management		✓	Advance TRO approval being sought.
Adverse weather conditions		✓	
Force majeure events	✓	✓	Define FM on a "closed list" basis

Late completion of the Works		✓	
Public liaison		✓	Collaborative approach recommended
Damage to existing system		✓	Close collaboration between contractor and operator
Disruption to operations		✓	Close collaboration between contractor and operator
Third party claims		✓	
Testing, commissioning and bringing into service			
Provision of trams and staff	✓		Close collaboration between contractor and operator
System integration		✓	Availability of existing systems supplier to contractor
System performance		✓	
Safety Case	✓		Edinburgh Trams

Conclusions

- 5.59 It is recommended that the project is delivered under a design and build contract, incorporating tram infrastructure and tram control and communications systems.
- 5.60 Utility diversions should be carried out in conjunction with the main infrastructure works, either by the main contractor or by a specialist contractor working in advance of the main contract.
- 5.61 The maintenance of the York Place to Newhaven line should be procured separately
- 5.62 It is recommended that the NEC3 Option C target price contract is to be adopted subject to CEC being comfortable on the risk share approach and the need for proactive management of the contract
- 5.63 It is recommended that risks are allocated as set out in Table 22.

6 The Management Case

Chapter summary

- Traffic management will be deployed which facilitates opening large sections of the work site at any one time. A detailed logistics and access plan will be developed, in consultation with key stakeholders, prior to any works going to tender.
- A continuous approach to construction will be deployed wherever possible avoiding the need to excavate twice.
- A desktop exercise has identified in excess of 1200 conflicts with utilities and other below ground assets. Additional site investigations have now been completed and the results have fed in to the costs and risk assessments and have also informed the construction strategy
- There are a number of heritage items that are impacted by the works, including archaeological areas of interest, listed buildings and monuments. The strategy for dealing with these heritage items and archaeological remains has been agreed with the City Archaeologist.
- During the construction, testing and commissioning of the project there will be a requirement to terminate services at West End Princes Street tram stop to carry out activities to tie-in the new route with the existing line. This curtailment of passenger service however can be kept to a minimum
- A programme has been developed based on the recommended construction delivery strategy and procurement strategy. This concludes that the overall design, construct, test and commission duration for the project will be in the region of 40 months.
- The 40 month programme duration is based on the traffic management assumptions set out herein. If these cannot be delivered it is highly likely that the overall project duration will increase.
- Strong project governance and project management arrangements are in place
- A stakeholder management and communication plan has been developed

Introduction

6.1 The management case sets out how the Council plan to deliver the project to ensure that the objectives in terms of cost, time and quality are achieved. The following topics are covered:

- Construction delivery strategy
- Programme
- Project management
- Risk and opportunity management
- Stakeholder management
- Post-project review

Construction delivery strategy

Introduction

6.2 In developing the Outline Business Case in 2015 a review of the existing design was carried out which determined that it was sufficiently detailed to generally be adopted for the business case. The review noted areas of the design which required further development, including:

- the tram alignment from York Place to Picardy Place, including the upgrade of the Picardy Place junction and the interface with the Edinburgh St James development
- the reconfiguration of the London Road – Leith Walk junction
- the track slab design over the following structures:
 - Scottish Power tunnel on Leith Walk
 - Network Rail overbridge on Leith Walk
 - Tower Place bridge
 - Victoria dock bridge
- design of Ocean Terminal tramstop
- review of building fixing locations

6.3 Further design work has now been done on each of these areas and this has fed in to the costs and risk assessments in this update of the outline business case and has also informed the following construction strategy.

6.4 The construction delivery strategy also includes general principles which should be adopted and recommendations on several key issues:

- Traffic management
- Utilities and other below ground assets
- Advanced site investigation
- City heritage
- Third party interfaces
- Tie in to the existing tramway

6.5 The recommendations of the strategy are summarised in the following sections.

Core principles

6.6 Based on lessons learned from the construction of the first phase of tram the strategy is underpinned by the following core principles:

- Traffic management will be deployed which facilitates opening large sections of the work site at any one time. This will require significant traffic management planning over a large geographic area to accommodate diversion routes and changes to junction operations
- A continuous approach to construction will be deployed wherever possible whereby the diversion of utilities and the installation of the tramway are combined avoiding the need to excavate twice thus minimising disruption, minimising cost and speeding up the construction process. This is consistent with the recommended procurement strategy set out in Chapter 5
- Recognising the impact this approach is likely to have on local businesses and residents impacted by the works, a detailed logistics and access plan will be developed, in consultation with key stakeholders. A compensation scheme for business affected by the works will also be put in place.

Traffic Management

6.7 The principle of adopting a traffic management plan which facilitates opening large sections of the work site at any one time was driven primarily by lessons learned from the construction of the existing route and experience in other cities both in the UK and

Europe. The factors considered by the working group in arriving at this decision are summarised in Table 23.

Table 23: Advantages and disadvantages of proposed traffic management approach

Advantages	Disadvantages
<ul style="list-style-type: none"> • Overall programme saving • Economies of scale through completing utility diversions in single phase • Savings on traffic management costs • Fewer traffic management changes allowing all road users adapt to revised arrangements • Flexibility to solve site issues as they arise • More efficient track construction • More efficient testing of built infrastructure • Continuity of access and dedicated logistics support for business deliveries and collections • Better quality road surfacing with fewer transverse joints 	<ul style="list-style-type: none"> • Disruption over a wider area at any point in time • Impact of traffic diversions on a wider area • Additional road modifications to support diversion routes • Some reduction in public transport accessibility due to bus route diversions

6.8 To facilitate the works there is a need to provide significant traffic management. The current proposals are to deliver the project in substantial sections with wider city traffic management required to facilitate the required closures. These will be supplemented by provision for parking and loading, pedestrian crossings and logistics support for local businesses.

6.9 From a traffic management perspective, the route has been split into four sections, with a different approach being adopted in each section, as set out in Table 24.

Table 24: Traffic management proposals by route section

Route section	Proposals
York Place to London Road	Carry out works in sub-phases to maintain traffic in both directions at all times: <ul style="list-style-type: none"> • Picardy Place to Union Street • Union Street to London Road • York Place tie-in
London Road to Foot of the Walk	Close 3 lanes of Leith Walk for approximately 18 months Introduce a temporary gyratory system with single direction running on Leith Walk and traffic in opposite direction diverted to Easter Road and Bonnington Road. This will be supported with the provision of loading areas, logistics support and pedestrian crossings to minimise disruption.
Constitution Street to Tower Street	Given the constraints in relation to road width, and the availability of diversionary routes, the strategy is to close the full width of the road in sections to allow the works to take place. Access to all business and residential premises will be maintained at all times.
Forth Port to Newhaven	Carry out works in phases to maintain traffic in both directions at all times: <ul style="list-style-type: none"> • Newhaven to Ocean Terminal West Side • Ocean Terminal West to Ocean Terminal East • Ocean Terminal East to Rennie's Isle • Rennie's Isle to Tower Place • Tower Place to Constitution Place

- 6.10 This approach has been tested using the Council's traffic model. The final traffic management proposals will be developed in detail by the Contractor and will be subject to scrutiny by a Traffic Management Review Panel chaired by Council officials and including representatives of the emergency services and public transport operators. Members will be consulted as detailed proposals are developed. Further modelling work will also be carried out during Stage 2 to assess the impact of this approach.
- 6.11 The 40 month programme duration used to develop this OBC is based on the traffic management assumptions set out herein. If these cannot be delivered it is highly likely that the overall project duration will increase.

Utilities and other below ground assets

- 6.12 A major part of the works involved in building a tram system is the clearing of obstructions from the tram construction path including all required utility diversions. It is understood that a significant number of utility diversions have been carried out by previous contractors however it is known residual issues remain to be resolved.
- 6.13 A desktop utility assessment has been carried out to identify utilities, basements, archaeological works, monuments, obstructions and other underground assets that may impact the tram works. A schedule has been prepared detailing the likely conflicts and the action required to mitigate them.
- 6.14 The desktop exercise has identified in excess of 1200 potential conflicts with utilities and other below ground assets along the route. An impact assessment of the conflicts was also carried out with over 75% being considered medium to high impact. As well as those conflicts identified there are likely to be further conflicts that are currently unknown and will only become apparent when the excavation works occur. The site investigation information provided by the Leith Programme team was used to verify the desktop exercise in areas where trenches had been excavated.
- 6.15 The conflict schedule has informed the procurement strategy set out in Chapter 5, which recommends that the utility diversions should be carried out in conjunction with the main infrastructure works, either by the main contractor or by a specialist contractor working in advance of the main contract.

Advanced site investigations

- 6.16 To support the desktop assessment the technical working group reviewed site investigation information provided by the Leith Programme team. This information was gathered during the construction works on Leith Walk and identified utility apparatus as well as its location. This information was used to verify the desktop exercise.
- 6.17 Given the conclusions set out in the procurement section of this business case and the need to provide good quality, comprehensive ground investigation information to bidders, an assessment based on the outputs of the desktop exercise, was carried out and identified additional areas that should be investigated further through site investigation in the pre-contract stage of the project.
- 6.18 These additional site investigations have now been completed and the results have fed in to the costs and risk assessments in this update of the outline business case and have also informed the construction strategy.

City heritage

6.19 There are a number of heritage items that need to be considered when developing the construction delivery strategy, including archaeological areas of interest, listed buildings and monuments.

6.20 The strategy for dealing with archaeological remains has been agreed with the City Archaeologist and is set out in Table 25.

Table 25: Strategy for dealing with city heritage items

Archaeology		
Area	Description	Strategy
York Place to Foot of the Walk	Some archaeological remains	Maintain an archaeological watching brief during the works and record features of interest
Foot of the Walk to Constitution Place	Significant level of archaeological interest, including graveyard	Include an allowance in the programme for resolution of archaeology. Carry out heritage works at the Constitution Street church, including wall stabilisation and exhumation and reinterment of bodies currently lying under roadway.
Constitution Place to Newhaven	Varying sections of archaeological interest including 1817 dock structure at Ocean Terminal and archaeological findings between Queen Charlotte Street and Baltic Street	Maintain an archaeological watching brief during the works and record features of interest. Carry out heritage works at the 1817 dock structure and between Queen Charlotte Street and Baltic Street.

6.21 There are a number of listed buildings and structures that will be encountered during the works. These have been categorised as buildings or structures needing improvement works; protection works or no work. All costs associated with the improvement or protection works are included in the capital cost estimate.

6.22 There are four monuments within public realm spaces which conflict with the tram construction path. These are:

- Paolozzi sculptures at Picardy Place;
- Sherlock Holmes statue at Picardy Place
- Queen Victoria statue at the Foot of the Walk; and
- Robert Burns statue at Bernard Street

Each of these monuments has been assessed in relation to its current location, condition and revised road alignments to determine how it will be dealt with. With the exception of the Queen Victoria statue which can be protected during construction, the monuments will need to be permanently relocated. The new locations will be as close as possible to the existing, and will be agreed with the Council. The Paolozzi sculptures and the Sherlock Holmes statue will be relocated as part of the Edinburgh St. James project.

Tie-in to the existing tramway

- 6.23 The project includes the demolition of the existing temporary tramstop at York Place. The platform of this stop sits on the line of the future inbound track of the extended line. This stop will thus have to be shut for a period of time to construct the tie-in of the existing track to the new line.
- 6.24 To mitigate the impact on passenger services, it is proposed to bring the new stop at Picardy Place into service prior to decommissioning the York Place stop, with single line running from York Place to Picardy Place while the temporary stop platform is being demolished and the second track constructed.
- 6.25 Current analysis shows that the existing line can be kept open, but that there will be some service disruption, including a requirement for trams to turn back at West End Princes Street stop for a period of up to two weeks.
- 6.26 This sequencing is being reviewed with Edinburgh Trams to see if services could continue to operate in this period to St. Andrew's Square by using a temporary crossover.

Programme

- 6.27 An outline programme has been developed based on the general principle of continuous working and adopting a traffic management plan which facilitates opening up large sections of the work site at any one time. The programme has been informed by actual observed timescales on the first phase of tram post mediation, feedback from market consultation, and the additional design work carried out.
- 6.28 The outline programme concludes that the overall design, construction, testing and commissioning of the York Place to Newhaven project will take approximately 40 months from award of contract. This duration is within industry norms for a tram project of this scale and complexity and is consistent with the views expressed during the market consultation.
- 6.29 The pre-contract award phase is estimated to be 13 months, as shown in Table 26.

Table 26: Pre-contract award programme

Milestone	Date
Issue OJEU notice for main construction works	October 2017
Complete evaluation of tenders for main construction works	September 2018
Council approval to commence Stage 3	November 2018
Award main construction contract	November 2018

Project governance

- 6.30 A key lesson learned from the first phase of tram delivery related to the project governance and contract management structures. Following mediation, revised governance structures were put in place that served the project well through to passenger service. It is essential that similar arrangements are put in place from the outset for any future projects. The key principles underpinning the project governance structure are:

- Strong leadership from the top of the client body, key stakeholders and the contractors selected to carry out the works;
- Strong political support and regular reporting by officers on risks, issues and costs;
- Clearly defined roles and responsibilities within the client organisation with clear reporting lines;
- Clear management information used to report through all project levels; and
- Professional project management support within the client organisation.

6.31 Following the decision to proceed with Stage 1 activities in December 2015 a governance structure, based on lessons learned from the first phase of tram, post mediation, was established.

6.32 The day to day responsibility for the project resides with the Project Director with core decisions being taken within the project, by the Project Board or by the Council's Corporate Leadership Team, as appropriate. Political oversight resides with the Transport Projects Working Group. Updates to the Governance, Risk and Best Value Committee will be provided as required. It is recommended that similar governance arrangements continue into Stage 2.

6.33 The current meeting schedule, attendees and agendas are given in Table 27.

Table 27: Project meeting schedule

Meeting	Frequency	Attendees	Agenda
CLT Briefing	As Required	CEO (chair) CLT Members Project Director	To provide oversight of all areas of the project and to highlight and resolve key issues that remain unresolved at CEC Tram Board
Project Board	Monthly	Director of Place (chair) Project Director Head of Finance External independent technical advisor Head of Place (Planning) Head of Procurement Head of Legal Senior Communications Officer Transport for Edinburgh CEO Edinburgh Tram Managing Director	To provide clear oversight of all areas of the Project as client, to provide challenge to issues and change requests and to be the client sign off point for change requests.
Working Group	Fortnightly	Project Director (chair) Finance Transport & Planning Communications Property Procurement	Day to day management of the project and to agree on matters to be escalated to Project Board

		Legal External Advisors	
Transport Projects Working Group	Monthly	Leader of the Council Deputy Leader of the Council Convener and Vice-Convener of the Transport and Environment Committee (or equivalent) Opposition Group Leaders Opposition Transport Spokespersons Senior Council Officers Project Director	Updates on project progress and current issues

Project management

- 6.34 A comprehensive Project Execution Plan (PEP) has been prepared for the Edinburgh Tram York Place to Newhaven project. This is a living document which continues to be updated as the project progresses from one stage to the next. The PEP defines the project objectives and the strategy for the management of the project and the procedures for its successful implementation and completion in line with those objectives.
- 6.35 An audit of the PEP and wider project governance is currently being carried by the Strategy and Insight team.
- 6.36 The PEP sets out the processes to be followed for a range of project disciplines, including:
- Overall project governance and organisation
 - Project communications management
 - Cost management
 - Programme management
 - Risk management
 - Quality management
 - Change management
 - Design management
 - Health and safety management
 - Environmental management
 - Stakeholder management
 - Document control
- 6.37 The change management, risk management and stakeholder management approaches are elaborated on in the following sections.

Change management

- 6.38 A robust change management process will be implemented which recognises that good change control relies upon accurate identification and assessment of proposed changes

at the earliest possible stage. The implications of changes must be considered relative to the project objectives.

- 6.39 Sometimes decisions will have to be made quickly and it is recommended that a mechanism should be put in place to allow this to be done. Delegated authority will be put in place for approval of changes, with delegated limits approved by the Project Board.
- 6.40 A Change Register will be maintained and used for Board approval in advance of agreeing Compensation Events with the contractor.
- 6.41 The change management process will include for an element of project contingency reserved to the Board.

Risk and opportunity management

Risk management overview

- 6.42 This section sets out the risk management process being implemented on the project. It details the structure, management responsibilities, risk activities and reporting activities needed to successfully and proactively manage risk on the project. Risk is considered in terms of both threats and opportunities.
- 6.43 The risk management process represents common best practice for identifying and understanding the range of risks faced by the project and setting out actions to manage them. It consists of the following iterative steps:
 - **Identification** – new risks are identified and incorporated into a risk register
 - **Analysis & evaluation** – each risk is assessed in terms of likelihood and impact
 - **Treatment** – actions identified and implemented to actively manage risk
 - **Review** – on-going monitoring progression of risks over the life of the project
- 6.44 This is supplemented by the ongoing monitoring, review, management, reporting, communication and improvement of the risk process and its deliverables against the project objectives throughout the life of the project. This assists with establishing and maintaining the process, creating a risk management culture, assigning accountability, allocation of risk and allows for risk activity and reporting arrangements to adapt to emerging changes in the project.
- 6.45 Comprehensive risk registers have been developed for each of the work packages identified in the procurement strategy, as well as an overarching programme risk register. A process is in place for escalating risks to the programme risk register when appropriate. The risk registers provide full details in relation to the description, classification, assessment, and mitigation of all risks to the project. The registers remain as live documents, subject to regular amendment as new risks are documented and current risks are managed out. Individual risks will be regularly reviewed with the risk owners and the project team and updated as required. This process will provide an ongoing assessment of the risks in the light of project development and the impact of control actions taken.
- 6.46 In order to maintain continuous review and communication, the project is subject to a schedule of risk activities and reporting as shown in Table 28

Table 28: Risk reporting

Activity	Report Frequency
Risk Register Reviews	Monthly
Risk Register QCRA's	Following risk register Issue As required for Business Case updates
Risk Dashboard report	Monthly
QSRA	Quarterly or following significant change
Risk Forum	As required

6.47 The results of the monthly risk review, QCRA update and any other risk activity in the month are summarised in a monthly risk dashboard report. This summarises details of the top risks to the project and provides an overview of the current estimated risk exposure.

6.48 A risk forum will be established to meet as appropriate to discuss and obtain quick resolution to key risks to the project or table key risk findings.

Stakeholder management

6.49 A draft Stakeholder and Communications Management Plan⁴ has been prepared for the project which describes the processes for ensuring an effective strategy for the management of stakeholders on the Edinburgh Tram York Place to Newhaven project. It details how the project team will identify and manage all stakeholders impacted by the works, engage with them and optimise their experience of the project.

6.50 The activities within the stakeholder management process include:

- **Identification** of stakeholder organisations and key decision makers
- **Analysis** of the stakeholders to understand their needs and position in relation to the project
- **Strategy & planning** to identify the most effective means of communicating with different stakeholders in order to minimise risk and maximise opportunity
- **Implementation, engagement and review** including the establishment of different engagement channels, production of stakeholder specific communications materials, and the implementation of reporting and reviewing procedures.
- **Evaluation** following review in order to identify positive engagement, minimise disputes where necessary and amend methods of communication.
- **Recording and monitoring** stakeholder requirements throughout the lifecycle, assigning tangible actions and deadlines for completion with the aim of maximising overall stakeholder satisfaction.

6.51 The stakeholder identification process takes into account the stakeholder analysis done for the original tram project; the Third Party Agreements between the Council and various stakeholders to resolve issues raised during the Tram Act process; and a wider

⁴ Edinburgh Tram Extension and Leith Programme Stakeholder Management & Communications Plan, City of Edinburgh Council, October 2016.

exercise undertaken to identify stakeholders impacted by the Tram project using a combination of local business directories and site reconnaissance work.

- 6.52 The tram project communications team works closely with the Leith Programme and Edinburgh St. James projects to ensure a coherent and consistent message is being communicated to all stakeholders.
- 6.53 The objectives of the communications strategy are:
- to provide residents and businesses with relevant, timely and up to date information about the project
 - to provide residents and businesses with accessible communications channels to ensure their concerns are given appropriate consideration in developing the timing and phasing of the project
 - to highlight the benefits of the tram project to the local communities its serves and to the city as a whole
 - to ensure, where possible, any conflict is avoided through open and transparent communication.

Lessons learned

- 6.54 As outlined in section 5.4, the project is drawing on a number of lessons learned and these have been incorporated into the planning for the extension. These lessons include:
- The use of industry standard contracts to govern the project
 - Rigorous project governance with highly qualified key personnel with experience of delivering light rail projects in the UK and abroad
 - Setting up cross industry networks with other cities including Manchester, Birmingham and Dublin to ensure best practice is being adopted at each stage of project development
 - Adopting traffic management plans that provide the contractor with expanded sites to ensure that works can continue in the event that problems are encountered during construction as well as adopting a strategy of only opening up roads once and completing all works prior to reinstatement - no double-dig
 - Carrying out robust quantitative risk analysis and ensuring the contingencies set aside for unforeseen events
 - Ensuring robust measures are incorporated into the construction contracts to ensure build quality, and a strong client team is present on site to monitor build quality
 - Carrying out comprehensive formal consultation with the market to road test the overall delivery strategy for the project and encourage strong competition

Conclusions

- 6.55 Traffic management should be deployed which facilitates opening large sections of the work site at any one time. A detailed logistics and access plan will be developed, in consultation with key stakeholders, prior to any works going to tender.
- 6.56 A continuous approach to construction will be deployed wherever possible avoiding the need to excavate twice.
- 6.57 The strategy for dealing with heritage items and archaeological remains has been agreed with the City Archaeologist.

- 6.58 During the construction, testing and commissioning of the project there will be a requirement to terminate services at West End Princes Street tram stop to carry out activities to tie-in the new route with the existing line. This curtailment of passenger service however can be kept to a minimum.
- 6.59 The overall design, construct, test and commission duration for the project will be in the region of 40 months. This is based on the traffic management assumptions set out herein. If these cannot be delivered it is highly likely that the overall project duration will increase.
- 6.60 Strong project governance and project management arrangements are in place.
- 6.61 A draft stakeholder management and communication plan has been developed and work will continue to update this plan in conjunction with Council Officers and Elected Members.
- 6.62 Processes have been put in place to ensure lessons learned on phase 1 of the tram project have been incorporated into the planning for the York Place to Newhaven line.

7 Way Forward

Chapter summary

- The 2015 Outline Business Case recommended a staged delivery approach to the project.
- The Stage 1 activities agreed by Council in December 2015 have been completed within budget
- It is recommended that the project proceeds to Stage 2
- This will keep the project on programme while allowing for a further affordability test based on actual tender prices to be carried out prior to awarding the main contract
- This approach will also allow the project take cognisance of any recommendations arising from the Edinburgh Tram Inquiry currently underway.

Introduction

- 7.1 The 2015 Outline Business Case recommended a staged delivery approach to the project. This updated Outline Business Case represents the completion of Stage 1, which also included a significant body of work, as described below.

Review of Stage 1 activities

- 7.2 Table 29 sets out the Stage 1 activities agreed by Council in December 2015 along with their status. The budget for Stage 1 was £3.25m and the tasks have been completed within budget.

Table 29: Review of Stage 1 activities

Stage 1 Activity	Status	Complete
Establish Project Governance & set up project team	Activity complete and project team established	✓
Develop Financing Solution	Financing options appraisal set out in Chapter 4	✓
Risk Analysis & Apportionment	Full quantitative risk analysis undertaken to inform OBC	✓
Stakeholder Engagement & Review of 3rd Party Agreements	Review of all 3 rd party agreements complete and stakeholder engagement has commenced	✓
Review Phase 1 Contract Documentation including technical & prior approvals	Review complete to inform contract documentation for next phase	✓
Site Investigation	Additional site investigation work complete	✓
Commence Leith Walk Roadway and Footway Enabling Works – Phase 4	Works have commenced and are scheduled to be delivered in summer 2017	✓
Preliminary Draft ITT including works information	Draft documentation complete	✓

Partial completion of PQQ for Main Works and Residual Enabling Works	PQQ documentation for main works complete and PQQs finalised for all enabling works	✓
Complete designs and specifications for Leith Walk Footway Enabling Works – Phase 5	Complete	✓

Stage 2

- 7.3 Stage 2, which is scheduled to take approximately 12 months, is the procurement phase.
- 7.4 During this phase a formal OJEU prequalification for the main works will be conducted and a tender shortlist drawn up. This will be followed by a formal tender process; the evaluation of tenders; and the finalisation of financing arrangements.
- 7.5 Table 30 sets out the recommended Stage 2 activities and the expected outcomes at the end of the stage.

Table 30: Stage 2 activities

Activity	Outcome
Final review of tender documentation	Upon completion of the technical and legal documentation a thorough “claims” review will be carried out wherein the documentation will be reviewed for potential contractual claims. This can only be done once all documentation is complete and will be done by a body/person independent of the team that drafted the documentation.
Procurement of main contractor	The project will run a prequalification process in accordance with OJEU rules and shortlist a number of contractors for tender. Tender documents will be issued to the shortlisted contractors. Tenders will be received and evaluated and a preferred tenderer selected.
Finalise funding arrangements	Work will conclude with prospective lenders during this stage with facilities being put in place at contract award stage.
Public consultation	Public consultation processes and arrangements will be established and implemented and recommendations for business support measures will be developed.
Continue stakeholder consultation process	The stakeholder consultation process will run continuously throughout the life of the project.
Modelling impact of revised service pattern	The revised service pattern proposed by Edinburgh Trams in response to the funding gap will be modelled to determine its impact on costs and revenues, and hence the funding gap
Affordability test	This Outline Business Case will be reviewed using the actual tender prices received for the main works, and the results of the modelling of the revised service pattern, to confirm that the project can be delivered within the Council’s affordability envelope.

Estimated costs

- 7.6 Turner & Townsend have estimated the costs for Stage 2 of the project up to the award of the main contract. This estimate is summarised in Table 31 and is broken down into

two elements: resource costs (internal staff and consultancy); and the costs for design of Constitution Street wall.

Table 31: Stage 2 budget

Element	Budget (£m)
Resources (including external advisors & CEC)	£1.90
Constitution Street Wall Detailed Design	£0.10
Total	£2.00

7.7 The above costs can be accommodated within the allowances for these elements in the estimates set out in Chapter 4.

Recommendation

7.8 It is recommended that the project proceeds to Stage 2 as described above.

7.9 This will keep the project on programme while facilitating the affordability test by:

- Providing accurate construction costs through a competitive tender process
- Allowing time for the impact of the revised timetable, which is being tested this summer by Edinburgh Trams, to be assessed
- Providing a further 12 months of evidence of tram patronage build-up
- Development of TROs to reduce design risk and allow more economical tenders
- Development of an advertising strategy that may generate revenues to contribute to the project costs
- Examination, in conjunction with Edinburgh Trams, of options for reducing maintenance costs

7.10 This approach will also allow the project take cognisance of any recommendations arising from the Edinburgh Tram Inquiry currently underway.

The City of Edinburgh Council

10.00am, Thursday 21 September 2017

Revenue Monitoring 2016/17 – Outturn Report - referral from the Finance and Resources Committee

Item number	8.5
Report number	
Wards	All

Executive summary

On 5 September the Finance and Resources Committee considered a report on the provisional 2016/17 revenue outturn position for the Council based on the unaudited financial statements. The report has been referred to the City of Edinburgh Council for ratification for use of funds to and from the General Fund.

Terms of Referral

Revenue Monitoring 2016/17 – Outturn Report

Terms of referral

- 1.1 The Council's statement of accounts for 2016/17 was passed to the external auditor by the statutory deadline of 30 June 2017. The unaudited financial statements were published on the Council website by 30 June 2017 and made available for public inspection from 3 July 2017 for 15 working days, in accordance with relevant regulations.
- 1.2 For 2016/17, the unaudited outturn position showed an overall underspend of £1.058m, which equated to 0.11% of the Council's total net expenditure.
- 1.3 The Finance and Resources Committee agreed:
 - 1.3.1 To note the contents of the report and the provisional revenue underspend of £1.058 million for the year ended 31 March 2017 and that these monies had been set aside within the Council's Priorities Fund.
 - 1.3.2 To note the contributions in 2016/17 to and from the General Fund as detailed in the report and refer the report to Council for ratification for use of funds.
 - 1.3.3 To note the Housing Revenue Account was balanced after making a contribution of £11.9m to the Renewal and Repairs Fund.
 - 1.3.4 To note that a report on the Common Good Fund was also considered by the Finance and Resources Committee on 5 September 2017.
 - 1.3.5 To refer the report to the Governance, Risk and Best Value Committee as part of its workplan.
- 1.4 Council is also asked to note that any reference in the Executive Director's report to the "Strategic Acquisition Fund" (e.g. paragraph 3.8) should have referred to the "City Strategic Investment Fund".

For Decision/Action

- 2.1 The Finance and Resources Committee has referred the report to the City of Edinburgh Council on 21 September 2017 for ratification for use of funds to and from the General Fund.

Background reading / external references

Finance and Resources Committee 5 September 2017.

Laurence Rockey

Head of Strategy and Insight

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Links

Appendices

Appendix 1 - report by the Executive Director of Resources

Finance and Resources Committee

10.00am, Tuesday, 5 September 2017

Revenue Monitoring 2016/17 – outturn report

Item number	7.2
Report number	
Executive/routine	
Wards	

Executive summary

The report sets out the provisional 2016/17 revenue outturn position for the Council based on the unaudited financial statements. The statement of accounts shows an overall underspend of £1.058m.

Revenue Monitoring 2016/17 – outturn report

1. Recommendations

- 1.1 Members of the Finance and Resources Committee are asked to:
 - 1.1.1 note the contents of this report and the provisional revenue underspend of £1.058m for the year ended 31 March 2017 and that these monies have been set aside within the Council Priorities Fund;
 - 1.1.2 note the contributions in 2016/17 to and from the General Fund as detailed in the report and refer to Council for ratification for use of funds;
 - 1.1.3 note the Housing Revenue Account was balanced after making a contribution of £11.9m to the Renewal and Repairs Fund;
 - 1.1.4 note the Common Good Annual Performance Report will be considered elsewhere on the agenda; and
 - 1.1.5 refer this report to the Governance, Risk and Best Value Committee as part of its workplan.

2. Background

- 2.1 The Council's statement of accounts for 2016/17 was passed to the external auditor by the statutory deadline of 30 June. This report sets out the provisional outturn position for the revenue budget as detailed within the unaudited statement.
- 2.2 The unaudited financial statements were published on the Council website by 30 June 2017 and made available for public inspection from 3 July 2017 for 15 working days, in accordance with relevant regulations.

3. Main report

- 3.1 The unaudited outturn position for 2016/17 shows an overall underspend of £1.058m, equating to 0.11% of the Council's total net expenditure. The table below outlines the constituent elements of this variance, with additional details provided in Appendices 1 and 2. Executive Committees will receive outturn commentaries for their areas of responsibility, along with the period 3 monitoring reports.

	Outturn Variance
Service Variance	£000
Communities and Families	(875)
Place	1,708
Resources	(1,166)
Health and Social Care	1,140
Chief Executive	(136)
Safer and Stronger Communities	(124)
Service Variances	547
Additional funding	(1,140)
Total Service Variances	(593)
Corporate Variances	
Early Release Costs	1,610
Net Cost of Benefits	(307)
Other non-service specific costs	482
Interest and investment income	(750)
Loan Charges	(883)
Contribution to Earmarked Funds	3,000
Council Tax / CTRS	(3,617)
Total Corporate Variances	(465)
In-year (surplus)	(1,058)

- 3.2 There was an overspend within service areas of £0.547m. Additional funding of £1.140m was approved to support Health and Social Care at the Finance and Resources Committee on 19 January 2017, resulting in an adjusted service underspend of £0.593m. Within this amount, four of the six main service areas returned underspends against their approved budgets.
- 3.3 The net underspend of £1.058m has initially been set aside within the Council Priorities Fund, for the purposes of closing the 2016/17 accounts. Members are therefore asked to refer set-aside of the underspend within the Council Priorities Fund to Council for approval.
- 3.4 Service variances are outlined in more detail in Appendix 2.

Other variances

- 3.5 In addition to the service-specific position summarised above, the overall outturn reflected a number of other variances, the main elements of which are summarised below:

Early Release Costs (centrally funded)

Costs relating to staff early release under the Transformation programme in 2016/17 were met, as planned, through central funding, amounting to £15.610m against a budget of £14m, resulting in an overspend of £1.610m however this

was within the planned overall provision. The costs include those for staff leaving during the financial year and any pre-approved exits even if the leaving date is in a subsequent period, in accordance with IAS 19 and will therefore differ to costs shown in the monthly dashboards reported to this Committee. The costs were funded using the planned budgets, non-service specific surplus incomes and underspends.

The table below summarises voluntary severance and pension strain costs relating to the release of staff as part of the Transformation programme during the year to enable approved savings to be delivered.

Service	Total £000	Number of staff
Communities and Families Place Resources	1,396	72
Chief Executive	1,261	72
Safer and Stronger Communities	1,902	78
Non-service specific	668	24
	998	41
	9,385	62
Sub-Total	15,610	349
Health and Social Care	2,428	116
Total	<u>18,038</u>	<u>465</u>
Pension Strain Costs	7,789	

The costs incurred within Health and Social Care were reported as part of the services outturn position, in order to account for all costs within the Edinburgh Integration Joint Board on a consistent basis.

Recurring savings of £38.1m will be realised as a result of these and prior year staffing reductions and the overall payback period of 14 months is in line with planning assumptions.

Council Tax Reduction Scheme

The majority of funding for this scheme is included within the Local Government Finance Settlement. The entirely demand-led nature of this scheme exposes the Council to risks, however the sums paid out in 2016/17 were £2.951m lower than the level of budgetary provision. The underspend, along with favourable Council Tax income, enabled £3m to be set aside in earmarked reserves, including £2m to address welfare reform-related pressures in 2017/18.

Loan Charges

There was an overall favourable variance of £0.883m, largely attributable to the Council's ongoing strategy not to undertake external borrowing to finance capital investment.

Council Tax

Increased property numbers and lower than budgeted levels of exemptions and discounts contributed to a favourable overall variance of £0.666m.

Approved budget savings delivery

- 3.6 The final outturn position for 2016/17 indicates that 88% of approved savings by value were delivered, with non-delivery primarily as a result of shortfalls in Health and Social Care and a small number of other savings, including Tram advertising income and non-receipt of dividend from EDI Limited. The shortfall in delivery of savings was offset by a variety of one-off mitigating management actions throughout the year, including vacancy management, acceleration of saving proposals and controlling discretionary expenditure.

Housing Revenue Account (HRA)

- 3.7 The HRA achieved a balanced position for 2016/17 after making a contribution of £11.886m to the Renewal and Repairs Fund, which represents sums set aside for the provision of new affordable homes through the 21st Century Homes programme and as a contingency to manage the impact of welfare reform.

Reserves

- 3.8 Details of the opening and closing amounts in the General Fund, including earmarked balances are shown in Appendix 3. The unallocated General Fund balance remained unchanged at £13.025m, while there was a net increase in reserves held for specific purposes by £13.430m. The main elements of this movement were:

Net contributions to Reserves

Council Tax Discount Fund - £2.64m - monies set aside as a result of reducing Council Tax second home and long-term empty property discounts from 50% to 10% as permitted in statute. Use of the fund is prescribed by the Scottish Government and is restricted to supporting the development of affordable housing. These funds are allocated in the Council's approved house-building plan to deliver at least 16,000 new affordable homes by the Council and its not-for-profit housing association partners over the next ten years.

Balances set aside for specific investment - £13.09m – various additional contributions for specific projects received prior to and during 2016/17 that were set aside in year, including for welfare reform, funds for additional works arising from the programme of inspection undertaken in light of the PPP1 schools emergency and the transformational programme, including ICT.

Council Priorities Fund – the increase of £2.97m primarily comprised a combination of (i) approved funding of £1.70m to support future priorities and (ii) the additional revenue surplus of £1.058m outlined at paragraph 3.3, together resulting in a year-end balance of £4.102m. The revenue monitoring report elsewhere on today’s agenda proposes use of the 2016/17 underspend in mitigating current-year pressures, with up to £1.127m also previously earmarked to support the further development of the City Region Deal.

Contributions from Reserves

Unspent Grants – net reduction of £2.88m – the balance represents monies received as income in advance of expenditure that is expected to be incurred in 2017/18.

Strategic Acquisition Fund - £1.28m – drawdown of funds in respect of capital investment at Sighthill Industrial Units, as approved by Council on 28 May 2015.

National Performance Centre for Sport - £2m – fully drawn down funds set aside to contribute to funding of the Oriam sports complex.

Common Good

- 3.9 During 2016/17, the Council generated two capital receipts for the Common Good. 6-8 Market Street and land at St James Quarter were sold with a total receipt of £0.225m, which was credited to the Common Good Fund. Further details are included in the report elsewhere on today’s agenda.
- 3.10 In 2015/16, £2m of the Common Good Fund was earmarked to fund a property maintenance programme. To date £0.110m has been utilised to fund Scott Monument lighting works, with the remaining £1.890m being retained for planned property maintenance.

4. Measures of success

- 4.1 The Council has a statutory duty to set a balanced budget each year and the Financial Regulations further set out the Directors’ responsibilities in maintaining expenditure within approved levels. This has in overall terms been achieved for the tenth successive year and has allowed the level of unallocated reserves to be maintained in accordance with the Council’s reserves strategy whilst also forming a solid basis from which to deliver subsequent years’ savings requirements.

5. Financial impact

- 5.1 There is no additional financial impact arising from the report’s contents but a range of pressures and the corresponding ways in which they were managed during the year is set out.

6. Risk, policy, compliance and governance impact

- 6.1 Risk-based monitoring, including regular tracking of the delivery of approved savings and active management of risks and pressures, forms a key element of effective financial management. This, in turn, serves as a vital aspect of the Council's wider governance framework.

7. Equalities impact

- 7.1 There are no direct equalities impact implications arising from this report.

8. Sustainability impact

- 8.1 There is no direct relevance of the report's contents to impacts on carbon, adaptation to climate change and sustainable development.

9. Consultation and engagement

- 9.1 There is no direct relevance to the report's contents.

10. Background reading/external references

[Revenue monitoring 2016-17 - month nine position](#) – Finance and Resources Committee, 19 January 2017

[Unaudited annual accounts 2016-17](#) - Report to Council, 29 June 2017

Stephen S. Moir

Executive Director of Resources

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11. Appendices

Appendix 1 - Unaudited outturn statement, 2016/17

Appendix 2 - Service outturn commentaries

Appendix 3 - General Fund – movements in usable reserves

THE CITY OF EDINBURGH COUNCIL

UNAUDITED OUTTURN STATEMENT 2016-17

Service	Adjusted Budget £000	Outturn £000	Outturn Variance £000
Communities and Families	342,682	341,807	-875
Place	66,679	68,387	1,708
Resources	132,027	130,861	-1,166
Health and Social Care	186,698	187,838	1,140
Chief Executive	41,438	41,302	-136
Safer and Stronger Communities	25,610	25,486	-124
Lothian Valuation Joint Board	3,744	3,744	0
General Fund Services	798,878	799,425	547
Additional contribution to Health and Social Care	1,140	0	-1,140
General Fund Services	800,018	799,425	-593
Other income and expenditure			
Early Release Costs	14,000	15,610	1,610
Net Cost of Benefits	-62	-369	-307
Other non-service specific costs	14,833	15,315	482
Interest and investment income	-8,802	-9,552	-750
Loan Charges	113,071	112,188	-883
Contribution to Repairs and Renewals	60	60	0
Contribution from Capital Fund	-2,120	-2,120	0
Contribution to Earmarked Funds	6,345	9,345	3,000
Income from council tax	-244,131	-244,797	-666
- Council Tax Reduction Scheme	26,357	23,406	-2,951
Revenue support grant	-344,919	-344,919	0
Distribution from NDRI pool	-374,650	-374,650	0
In-year Surplus	0	-1,058	-1,058

Communities and Families

Communities and Families returned an underspend of £0.875m against budget for 2016/17, which represents 0.25% of the net budget.

A number of unfunded budget pressures were managed by Communities and Families during 2016/17, the most significant of which included:

- additional out of council residential care and secure unit provision;
- home to school transport and general transport recharges;
- schools and lifelong learning review, delayed implementation.

Management actions and service underspends related to vacancy control and some service demand reductions in specific areas enabled the service to mitigate these pressures and deliver an underspend of £0.875m.

Place

Place returned an overspend against budget of £1.708m, representing 2.6% of the net budget. There were a number of significant pressures primarily in the Environment division amounting to £5.7m, including the closure of Mortonhall Crematorium for a significant part of the financial year. These pressures were partly offset by management actions and underspends in service areas including Transport and Planning and Housing and Regulatory Services and by the use of £1.75m of service reserves, however the loss of income from Mortonhall was unable to be contained.

Resources

Resources achieved an underspend of £1.166m for 2016/17, being 0.88% of the service net budget.

The underspend was primarily derived from Property and Facilities Management, through project slippage on the Asset Management Strategy (AMS) project and staff vacancies. Funds have been set aside in reserves to manage the delays in implementing the AMS savings.

The service had small underspends in Customer and HR service areas offset in part by an overspend in Legal, Risk and Compliance.

Health and Social Care

Health and Social Care overspent by £1.140m in 2016/17, representing 0.61% of the annual net service budget.

Additional one-off funding of £1.140m was approved by the Finance and Resources Committee in January 2017, to assist with mitigating the overspend. Health and Social Care were able to report an overall balanced budget after application of this funding.

The principal overspends were in employee costs linked to delays in implementation of organisational reviews, and purchasing, particularly demand-led Individual Service Fund and Direct Payments.

Chief Executive

The Chief Executive services achieved an underspend of £0.136m in 2016/17, mainly from staffing, which represents 0.33% of the net service annual budget.

Safer and Stronger Communities

Safer and Stronger Communities returned an overall underspend of £0.124m, representing 0.48% of its annual net budget.

In-year pressures totalling £4.5m, mainly affecting Community Justice and Homelessness and Housing Support services, were contained through a combination of management actions in both of these areas and acceleration of savings in Regulation and Professional Governance.

General Fund - movement in usable reserves

Appendix 3

	Balance at 31.3.16		Balance at 31.3.17	
	£m	£m	£m	£m
Unallocated General Fund		13.025		13.025
<u>Balances set aside to manage future risks</u>				
Balances set aside for specific investment	12.565		25.659	
Council Priorities fund	1.129		4.102	
Contingency funding, workforce management	18.075		18.094	
Dilapidations fund	12.094		12.343	
Insurance fund	<u>13.539</u>		<u>14.667</u>	
		57.402		74.865
<u>Balances set aside from income received in advance</u>				
Licensing and registration income	1.393		3.092	
Lothian Buses	5.704		3.795	
Other minor funds	0.240		0.237	
PPP monies	1.729		2.155	
Recycling monies	1.371		1.160	
National Performance Centre for sport	1.996		0.000	
Council Tax discount fund	21.596		24.234	
Unspent grants	5.814		2.934	
Strategic Acquisition Fund	<u>7.458</u>		<u>6.180</u>	
		47.301		43.787
<u>Balances set aside for investment in specific projects which will generate future savings</u>				
IT transformation	3.133		2.047	
Energy efficiency	0.847		0.098	
Salix / Energy efficiency Fund	0.000		1.324	
Spend to save	<u>3.884</u>		<u>3.992</u>	
		7.864		7.461
Devolved School Management		2.804		2.688
Total General Fund		<u><u>128.396</u></u>		<u><u>141.826</u></u>

The City of Edinburgh Council

10.00am, Thursday 21 September 2017

Treasury Management: Annual Report 2016/17 - referral from the Finance and Resources Committee

Item number	8.6
Report number	
Wards	All

Executive summary

On 5 September 2017 the Finance and Resources Committee considered a report on Treasury Management Activity in 2016/17. The report has been referred to the City of Edinburgh Council for approval and its subsequent referral to the Governance, Risk and Best Value Committee for its scrutiny.

Terms of Referral

Treasury Management: Annual Report 2016/17

Terms of referral

- 1.1 The Council had adopted the CIPFA Code of Practice on Treasury Management in the Public Sector, and under the code, the Annual Report on Treasury Management had to be submitted to the Council after the end of each financial year. A separate mid-term report would also be produced during the financial year.
- 1.2 In the Strategy set in March 2016 the Council stated that there would be no borrowing completed during the financial year and capital expenditure would be funded temporarily from investments. The overall approach generated significant short-term savings in Loans Charges for the Council and formed part of a successful and sustainable long term borrowing strategy.
- 1.3 The Finance and Resources Committee agreed:
 - 1.3.1 To note the Annual Report on Treasury Management for 2016/17.
 - 1.3.2 To refer the report to Council for approval and its subsequent referral by Council to the Governance, Risk and Best Value Committee for scrutiny.

For Decision/Action

- 2.1 The Finance and Resources Committee has referred the report to the City of Edinburgh Council on 21 September 2017 for approval and its subsequent referral by Council to the Governance, Risk and Best Value Committee for its scrutiny.

Background reading / external references

Finance and Resources Committee 5 September 2017.

Laurence Rockey

Head of Strategy and Insight

Contact: Louise Williamson, Assistant Committee Clerk

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Links

Appendices

Appendix 1 - report by the Executive Director of Resources

Finance and Resources Committee

10.00am, Thursday, 5 September 2017

Treasury Management: Annual Report 2016/17

Item number	7.9
Report number	
Executive/routine	
Wards	

Executive Summary

The purpose of this report is to give an update on Treasury Management activity in 2016/17.

As a part of the Strategy set in March 2016 the Council stated there would be no borrowing completed during the financial year and capital expenditure would be funded temporarily from investments. This overall approach generated significant short-term savings in Loans Charges for the Council and forms part of a successful and sustainable long term borrowing strategy.

The investment return for 2016/17 continued to show out-performance against the Fund's benchmark, although low in absolute terms, while maintaining the security of the investments.

Treasury Management: Annual Report 2016/17

1. Recommendations

- 1.1 It is recommended that the Committee:
- 1.1.1 Notes the Annual Report on Treasury Management for 2016/17; and
 - 1.1.2 Refers the report to Council for approval and subsequent referral by Council to the Governance, Risk and Best Value Committee for their scrutiny.

2. Background

- 2.1 The Council has adopted the CIPFA Code of Practice on Treasury Management in the Public Sector, and under the code, an Annual Report on Treasury Management has to be submitted to the Council after the end of each financial year. A separate mid-term report will also be produced during the financial year.

3. Main report

3.1 Key Points

- 3.1.1 The key points in this report are that:
- For the third year in a row, the Council's capital repayments were greater than its new capital expenditure funded by borrowing, so the Council's need to borrow reduced by £9.3m during the year;
 - £52m of Public Works Loan Board and £1m market debt naturally matured during the year and was not replaced, reducing overall borrowing costs to the Council;
 - the Council continued its successful long-term strategy of funding capital expenditure from a reduction in temporary investments and was £92.9m under-borrowed at the year-end;
 - the Council has not borrowed Public Works Loan Board or market debt since December 2012; and,
 - the average interest rate on the Cash Fund for the year was 0.40%, which continued to outperform the benchmark, which was 0.20% for the year.

3.2 Prudential Indicators

3.2.1 (a) Prudential Indicator 1 - Estimate of Capital Expenditure

This gives a breakdown of the actual capital expenditure incurred during 2016/17.

	2015/16 Actual £'000	2016/17 Original £'000	2016/17 Revised £'000	2016/17 Actual £'000
Children & Families	48,181	0	0	0
Corporate Governance	7,407	0	0	0
Economic Development	42	0	0	0
Health & Social Care	5,680	0	0	0
Services for Communities	77,149	0	0	0
SfC Asset Management Programme	14,516	0	0	0
Other Capital Projects	3,014	0	0	0
Chief Executive	0	17,291	15,789	1,184
City Strategy and Economy	0	508	397	838
Communities and Families	0	50,436	45,781	41,816
Edinburgh Integration Joint Board	0	4,229	4,167	4,527
Place	0	98,896	83,362	90,704
Resources – Asset Management Works	0	24,044	10,936	18,908
Total General Services	155,989	195,404	160,432	157,977
Housing Revenue Account	35,626	48,508	44,334	43,627
Total	191,615	243,912	204,766	201,604

Table 1 – Capital Expenditure 2016/17

The capital programme is re-phased annually once the unaudited out-turn of the previous year is known. The original estimates above reflect the budget position as at January 2016, with the revised figures representing the projected position reported to the Finance and Resources Committee in August 2016 following the re-phasing of the programme.

The following table shows how the £201.6m of capital expenditure incurred in 2016/17 was funded:

	Gen Services £'000	HRA £'000	CEC Total £'000	Police £'000	Fire £'000	Total £'000
Net Cap Adv (01/04/16)	1,048,613	357,602	1,406,215	16,151	2,052	1,424,417
Gross Cap Ex	157,977	43,627	201,604	0	0	201,604
Cap Income	109,653	23,262	132,915	0	0	132,915
Net Cap Ex	48,324	20,365	68,689	0	0	68,689
Debt transfer	-3,552	3,552	0	0	0	0
Capital Repaid	-58,454	-16,585	-75,039	-1,953	-1,009	-78,001
Net Cap Adv (01/04/17)	1,034,931	364,934	1,399,865	14,198	1,043	1,415,106

Table 2 – Source of Funding for Capital Expenditure 2016/17

The CEC Total column shows expenditure of £201.6m being partly funded by capital grants and capital receipts, leaving £68.7m to be funded by borrowing. However, the Council repaid principal of £75.0m for previous capital advances, giving a net reduction in the need to borrow of £6.3m. In addition, previous capital advances of £3.0m were repaid on behalf of the former Police and Fire joint boards, giving a total reduction in the need to borrow of £9.3m.

(b) Indicator 2 - Ratio of Financing Costs to Net Revenue Stream

This gives an indication of the cost of the Council's debt relative to its income.

	2015/16 Actual %	2016/17 Estimate %	2016/17 Revised %	2016/17 Actual %
General Services	11.51	12.00	12.00	11.63
Housing Revenue Account	37.31	36.64	35.38	35.21

Table 3 – Ratio of Financing Costs to Net Revenue Stream

The General Services ratio remained fairly static compared to last year, with the reduction in the HRA ratio being due to voluntary contributions made towards outstanding capital advances.

(c) Indicator 3 - Capital Financing Requirement (CFR)

This shows the Council underlying need to borrow / take on other forms of Capital funding.

	2015/16 Actual £'000	2016/17 Original £'000	2016/17 Revised £'000	2016/17 Actual £'000
General Services (incl. finance leases)	1,275,213	1,297,933	1,267,088	1,250,818
Housing Revenue Account	357,602	377,947	364,047	364,934
Total	1,632,815	1,675,880	1,631,135	1,615,752

Table 4 – Capital Financing Requirement

The reduction in the out-turn is mainly due to the reduction in General Services underlying need to borrow as for the third year in a row, repayments for previous capital advances were greater than new capital advances.

In preparing Tables 4 and 5, all finance lease liabilities have been included for both current and prior year figures as required by the new Borrowing Regulations in Scotland, rather than other long term liabilities as defined by CIPFA's Prudential Code.

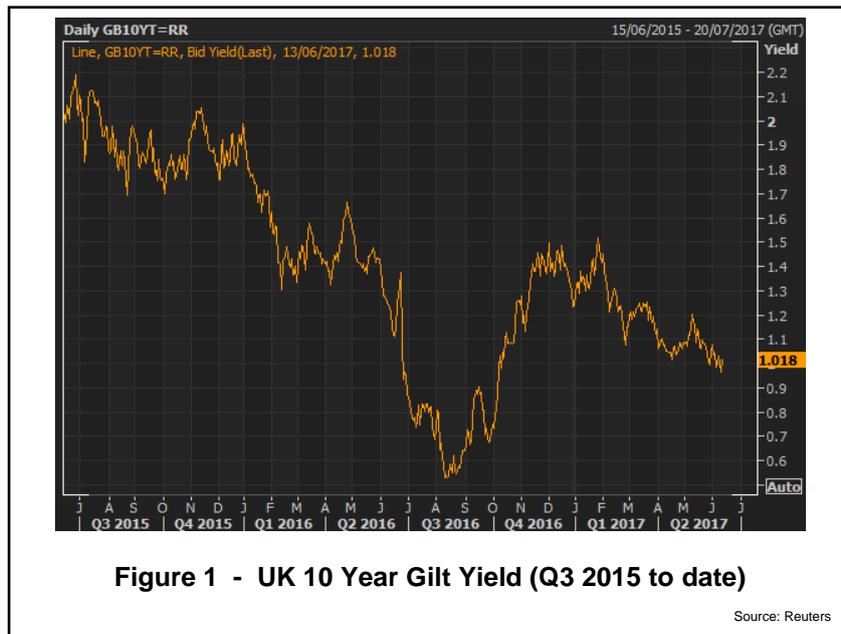
	2015/16 Actual £'000	2016/17 Actual £'000
General Services Capital Advances	1,048,613	1,034,931
HRA Capital Advances	357,602	364,934
Total CEC Borrowing CFR	1,406,215	1,399,865
Other Finance Lease Liabilities	226,600	215,887
Total CEC Debt CFR	1,632,815	1,615,752

Table 5 – Split of Capital Financing Requirement

3.2.2 The Council operated within both the Authorised Limit and the Operational Boundary at all times during the year and there were no breaches of the Council's Treasury Management Policy.

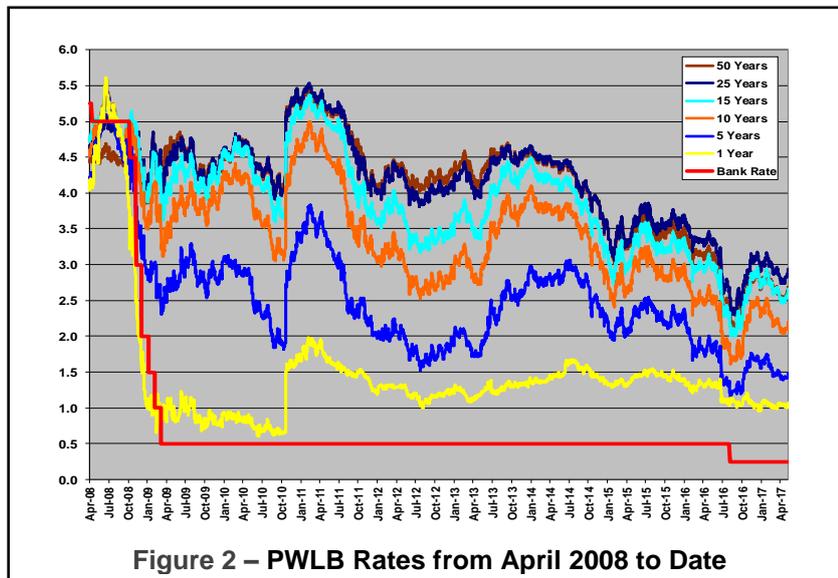
3.3 Borrowing Overview

3.3.1 UK gilt yields fell dramatically after the result of the EU referendum in June 2016. They then recovered and finished the calendar year around the same as pre-referendum levels. Since the turn of the year they have lost some momentum and remain low. As can be seen in Figure 1 below, after the announcement of the snap General Election in April, yields rose and then fell as each poll emerged predicting a tighter outcome. With the result of the snap General Election being a hung parliament there remains market uncertainty and yields remain very low.



3.3.2 The UK economy is challenging. Rising inflation and contracting real wages will give pressure to household spending and quarter one GDP was just 0.2%. The inconclusive election result left the UK economy more uncertain. The result left the Conservative party without the anticipated majority leaving it to form a “confidence and supply” agreement with Northern Ireland’s Democratic Unionist Party.

3.3.3 Figure 2 shows PWLB borrowing rates since 2008. This shows the drop in rates immediately after the result of the EU referendum. The one year borrowing rate has stayed relatively static since with the longer years recovering some of the fall.



3.3.4 The strategy for 2016/17 approved in March 2016 was to continue to fund capital expenditure in the short term by reducing the level of temporary investments. Other than a small amount of interest free loans taken in 2015 there has been no borrowing completed since December 2012. However, as detailed in Table 2, the total underlying need to borrow fell by £9.3m during the year. Table 6 below summarises the outstanding debt portfolio during the year.

Type of Loan	Balance	Borrowing	Borrowing	Balance
	01.04.2016	Raised	Repaid	31.03.2017
	£m	£m	£m	£m
PWLB - fixed	1,072.846	0.000	-50.68	1,022.166
PWLB - variable	0.000	0.000	0.000	0.000
Salix Finance Ltd	2.138	0.000	-0.303	1.835
Market	276.900	0.000	-1.000	275.900
Temp	17.86	13.350	-8.863	22.347
	<u>1,369.744</u>	<u>13.350</u>	<u>-60.846</u>	<u>1,322.248</u>
Capital Advances	<u>1,424.418</u>			<u>1,415.106</u>
Under-borrowed	<u>54.674</u>		Under-borrowed	<u>92.858</u>

Table 6 – Outstanding Debt Portfolio 2016/17

3.3.5 £50.68m of PWLB and £1m of Market debt naturally matured during the year, and this was not replaced. The Council’s borrowing therefore fell by £47.5m over the year.

3.3.6 The net capital advances fell by £9.3m. The Council’s under-borrowed position therefore increased from £55m to £93m. Figure 3 below shows how much the Council has been over or under borrowed at financial year end since 2006/07.

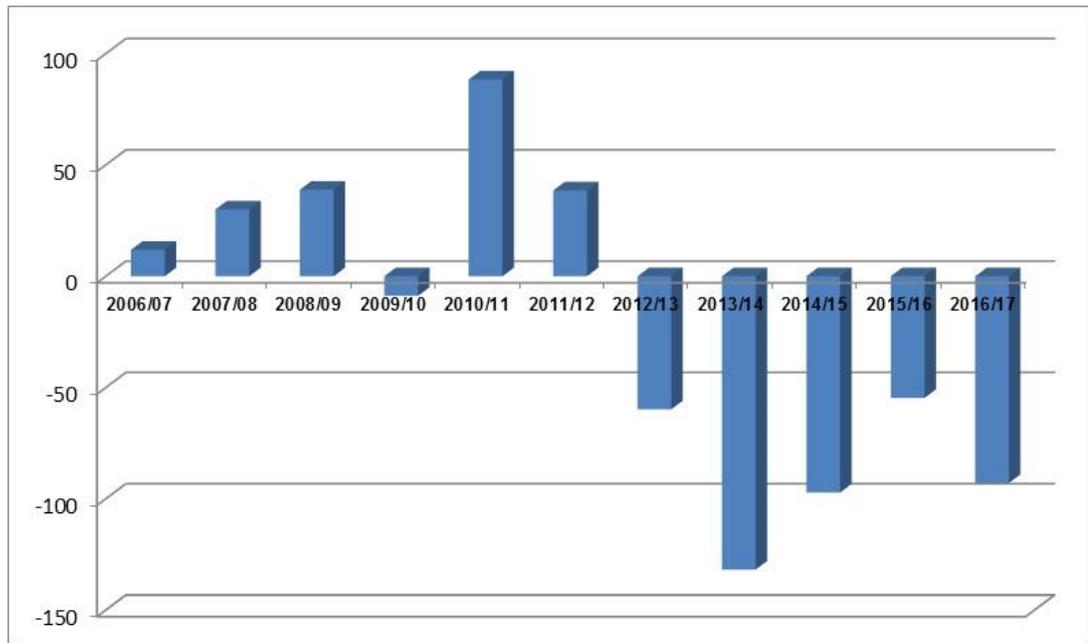


Figure 3 - Over / Under Borrowed position at year end

3.3.7 2016/17 was the third year in a row that the repayment of previous capital advances were greater than new capital advances funding by borrowing, reducing the Council’s underlying need to borrow. This, and the underborrowing strategy to not replace maturing debt, has meant that over the last four years the Council’s external debt has fallen by £138m. Figure 4 below shows the Council’s total borrowing and cost of the borrowing.

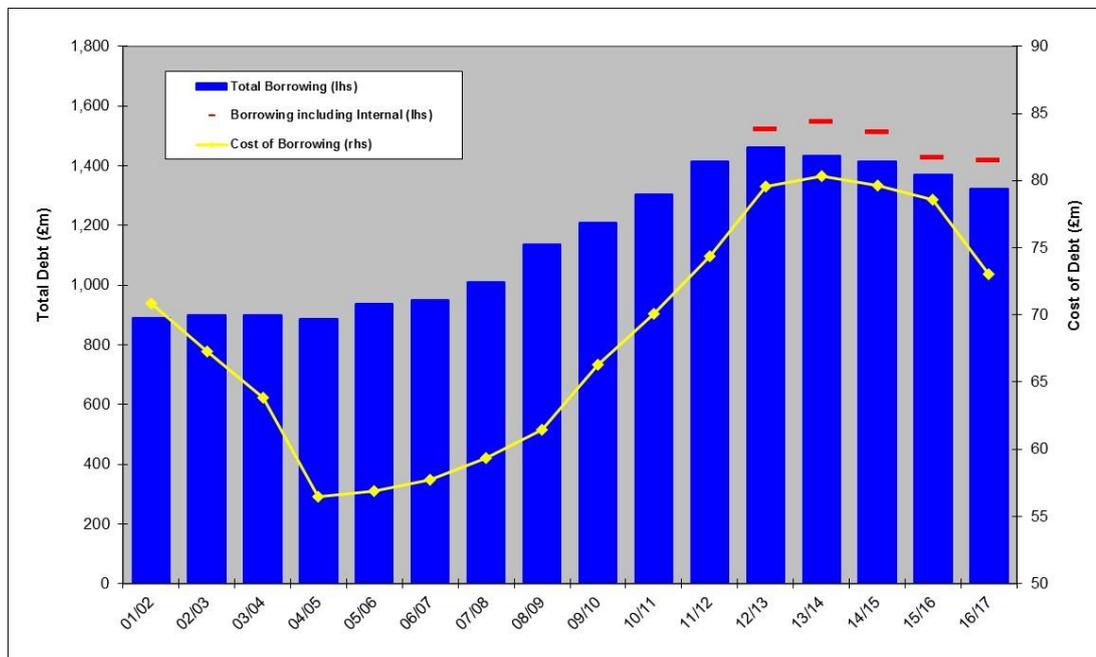


Figure 4 - Value and Cost of the Council’s Borrowing

3.3.8 The total interest cost in servicing the Council's debt fell from £78.6m to £73.0m. This is the result of a combination of the lower underlying need to borrow, some high interest rate debt from the 90s maturing and the strategy to temporarily fund capital expenditure by reducing investment balances.

3.4 Investment Out-turn 2016/17

3.4.1 The Council's money is invested via the Treasury Cash Fund. The Cash Fund encompasses a number of organisations, including Lothian Pension Fund. Interest is accrued on a monthly basis and performance is evaluated against a benchmark, which is 7-day LIBID.

3.4.2 Figure 5 below shows the investment performance since April 2011.

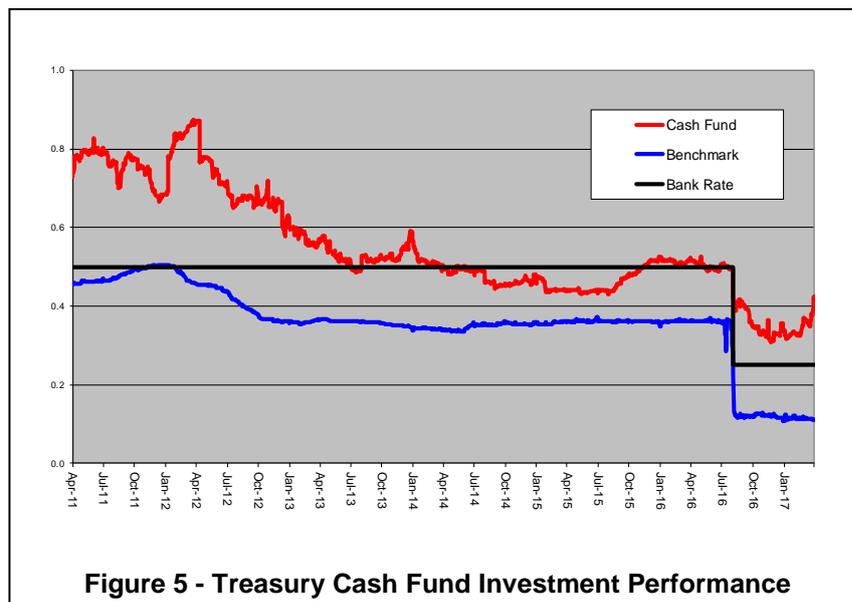
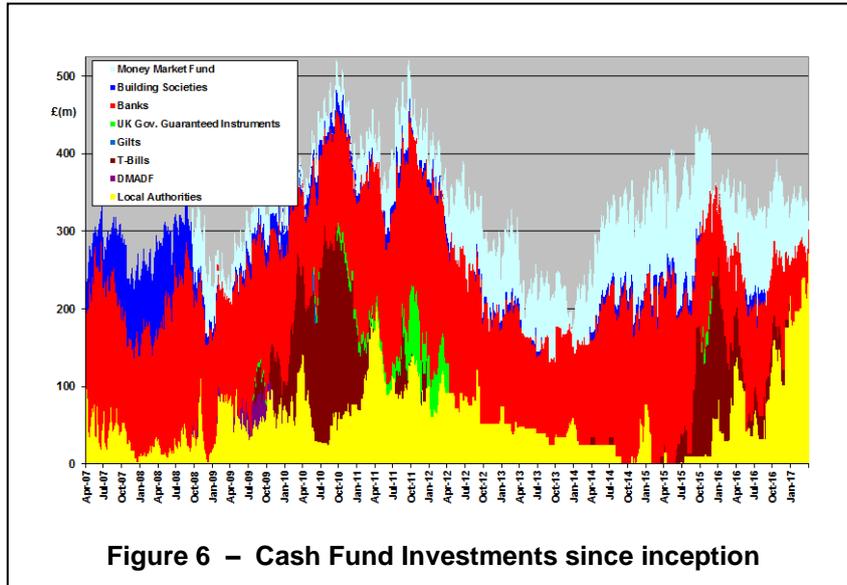


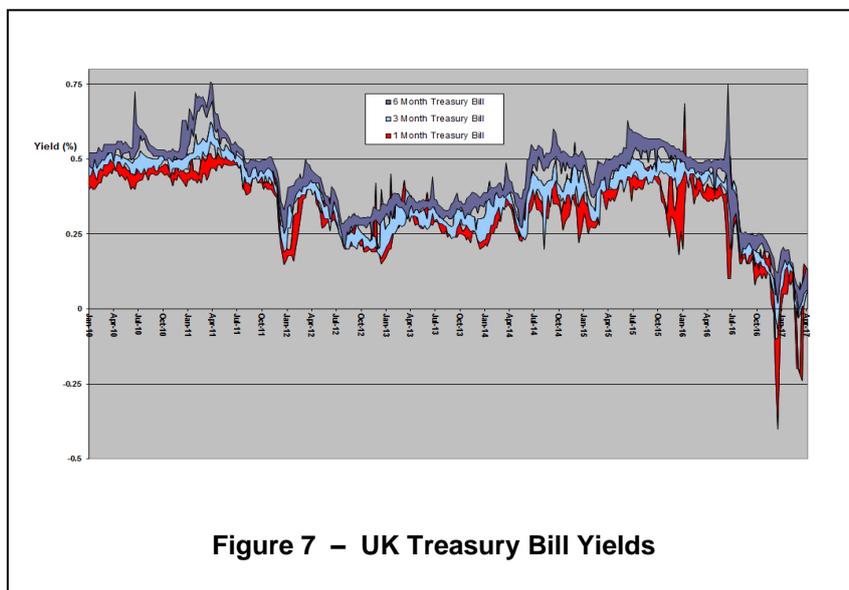
Figure 5 - Treasury Cash Fund Investment Performance

3.4.3 The average interest rate on the Fund for the year was 0.40%, which continued to outperform the benchmark which was 0.20% for the year. The Fund generated income of just under £870k for the financial year to CEC.

3.4.4 The emphasis remained on security during the financial year with the return of the principal sum being the main concern. With the Strategy being around the security of the investments, Cash Fund money invested with banking institutions was held mostly on call or on short term fixed deposit. Figure 6 below shows the distribution of the Cash Fund investments since April 2007



3.4.5 As can be seen in Figure 7 the rates on offer on Treasury Bills decreased substantially during the year. Rates being achieved with Local Authority deposits have remained low during the year. However, there were seasonal opportunities in December and at the end of the financial year which the Council was able to take advantage of this albeit the investments were only relatively short duration. At the end of the financial year the Council had over £216m on deposit with other Local Authorities.



3.4.6 The Cash Fund’s Investment Strategy continued to be based around the security of the investments. Figure 8 below shows the weighted average life (WAL) of the Cash Fund since inception.

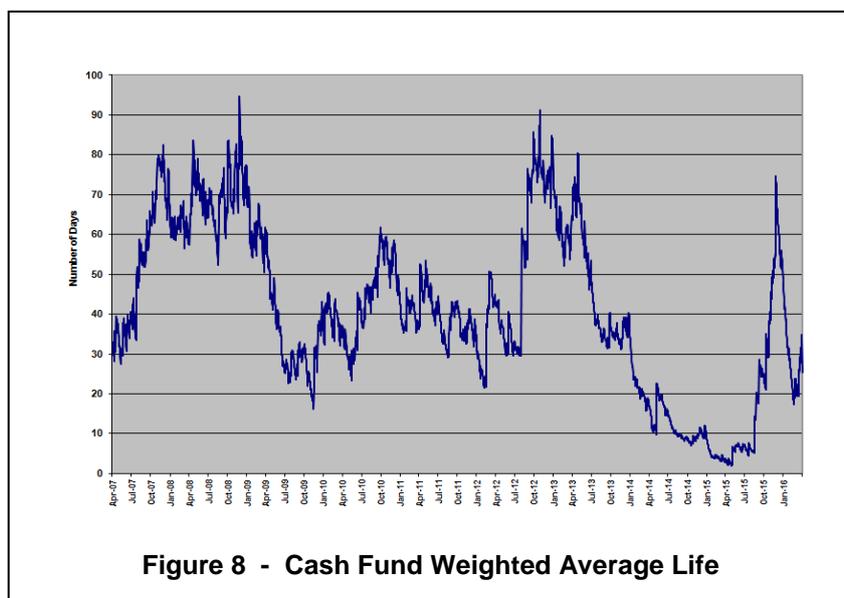


Figure 8 - Cash Fund Weighted Average Life

3.4.7 The Fund's weighted average life – i.e. the average time to maturity of the Cash Fund investments – was 51 days at the end of the financial year. The WAL increased towards the end of the financial year due to fixed deposits being agreed with Local Authorities at attractive rates of interest.

3.5 Other Issues

3.5.1 There are two other issues which have progressed since they were previously reported to Elected Members.

3.5.2 Firstly, the Financial Conduct Authority (FCA) undertook a consultation on the implementation of the EU's Markets in Financial Instruments Directive (MiFID) II earlier this year. The consultation included the FCA's intention to reclassify local authorities as Retail Investors. The FCA has now issued their policy document following the consultation which has confirmed the default client classification of local authorities as Retail. It also outlines the criteria to be met for a local authority to opt up to Professional Classification. It is the intention of the authority to seek to opt up to Professional Investor status and further work will be undertaken over the next few months to ensure that the Council can demonstrate it meets the requirements for opting up.

3.5.3 Also as previously reported, the Chartered Institute of Public Finance Accountants (CIPFA) issued a consultation earlier in the year on both the Treasury Management Code of Practice and the Prudential Code. Although no issues on the consultation were raised by the Council's Elected Members, a response was submitted. It seems likely that there will be some significant changes to the Codes, particularly the Prudential Code, in relation to commercial activities undertaken by Councils. There will be a further consultation on the new drafts of the Codes during Q3 2017.

3.6 Conclusions

- 3.6.1 The Strategy set in March 2016 the Council stated there would be no borrowing completed during the financial year and capital expenditure would be funded temporarily from investments rather than borrowing.
- 3.6.2 The investment return for 2016/17 continued to show out-performance against the Fund's benchmark, although low in absolute terms, while maintaining the security of the investments.

4. Measures of success

- 4.1 The success of the Treasury Section can be measured by the out-performance of the Treasury Cash Fund against its benchmark and managing the Council's debt portfolio to minimise the cost to the Council while mitigating risk.

5. Financial impact

- 5.1 The Council continues to manage its debt portfolio so as to minimise the medium term cost of funding its capital projects.
- 5.2 The Treasury Cash Fund has generated significant additional income for the Council.

6. Risk, policy, compliance and governance impact

- 6.1 The Council complies with the relevant CIPFA code of practice whilst undertaking Treasury Management activities. The significant financial risks associated with Treasury Management activities have been successfully managed during 2016/17.

7. Equalities impact

- 7.1 There are no adverse equality impacts arising from this report.

8. Sustainability impact

- 8.1 There are no adverse sustainability impacts arising from this report.

9. Consultation and engagement

- 9.1 None.

10. Background reading/external references

10.1 None.

Stephen S. Moir

Executive Director of Resources

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11. Appendices

Appendix 1 - PWLB, MARKET, SALIX DEBT PORTFOLIO

Appendix 1 – PWLB, MARKET, SALIX DEBT PORTFOLIO

PWLB

Start Date	Loan Type	Maturity Date	Principal Outstanding	Interest Rate	Annual Interest
				%	£
02/12/2011	M	02/06/2017	5,000,000.00	2.28	114,000.00
27/03/1992	M	25/09/2017	10,000,000.00	10.625	1,062,500.00
09/10/2008	M	09/10/2017	5,000,000.00	4.39	219,500.00
03/04/1992	M	25/03/2018	30,000,000.00	10.875	3,262,500.00
23/04/2009	M	23/04/2018	15,000,000.00	3.24	486,000.00
17/09/1992	M	15/05/2018	8,496,500.00	9.75	828,408.75
09/06/2009	M	09/06/2018	5,000,000.00	3.75	187,500.00
17/09/1993	M	15/11/2018	5,000,000.00	7.875	393,750.00
23/03/1994	M	15/11/2018	5,000,000.00	8	400,000.00
14/03/1994	M	11/03/2019	2,997,451.21	7.625	228,555.65
18/10/1993	M	25/03/2019	5,000,000.00	7.875	393,750.00
30/03/2009	M	30/03/2019	5,000,000.00	3.46	173,000.00
21/04/2009	M	21/04/2019	10,000,000.00	3.4	340,000.00
23/04/2009	M	23/04/2019	5,000,000.00	3.38	169,000.00
12/11/2008	A	12/11/2019	1,583,825.88	3.96	77,256.58
23/03/1994	M	15/11/2019	5,000,000.00	8	400,000.00
07/12/1994	M	15/11/2019	10,000,000.00	8.625	862,500.00
01/12/2008	A	01/12/2019	1,566,340.12	3.65	70,501.07
01/12/2009	M	01/12/2019	5,000,000.00	3.77	188,500.00
14/12/2009	M	14/12/2019	10,000,000.00	3.91	391,000.00
15/02/1995	M	25/03/2020	5,000,000.00	8.625	431,250.00
21/04/2009	M	21/04/2020	10,000,000.00	3.54	354,000.00
12/05/2009	M	12/05/2020	10,000,000.00	3.96	396,000.00
21/10/1994	M	15/05/2020	5,000,000.00	8.625	431,250.00
07/12/1994	M	15/05/2020	5,000,000.00	8.625	431,250.00
21/11/2011	M	21/05/2020	15,000,000.00	2.94	441,000.00
16/08/1995	M	03/08/2020	2,997,451.21	8.375	251,036.54
09/12/1994	M	15/11/2020	5,000,000.00	8.625	431,250.00
10/05/2010	A	10/05/2021	2,250,909.52	3.09	80,227.02
21/10/1994	M	15/05/2021	10,000,000.00	8.625	862,500.00
10/03/1995	M	15/05/2021	11,900,000.00	8.75	1,041,250.00
12/06/1995	M	15/05/2021	10,000,000.00	8	800,000.00
02/06/2010	M	02/06/2021	5,000,000.00	3.89	194,500.00
16/08/1994	M	03/08/2021	2,997,451.21	8.5	254,783.35
28/04/1994	M	25/09/2021	5,000,000.00	8.125	406,250.00
23/04/2009	M	23/04/2022	5,000,000.00	3.76	188,000.00
12/06/1995	M	15/05/2022	10,200,000.00	8	816,000.00
14/06/2010	M	14/06/2022	10,000,000.00	3.95	395,000.00
31/03/1995	M	25/09/2022	6,206,000.00	8.625	535,267.50
16/02/1995	M	03/02/2023	2,997,451.21	8.625	258,530.17
24/04/1995	M	25/03/2023	10,000,000.00	8.5	850,000.00
05/12/1995	M	15/05/2023	5,200,000.00	8	416,000.00

PWLB cont

Start Date	Loan Type	Maturity Date	Principal Outstanding	Interest Rate %	Annual Interest £
20/09/1993	M	14/09/2023	2,997,451.21	7.875	236,049.28
20/09/1993	M	14/09/2023	584,502.98	7.875	46,029.61
08/05/1996	M	25/09/2023	10,000,000.00	8.375	837,500.00
13/10/2009	M	13/10/2023	5,000,000.00	3.87	193,500.00
05/12/1995	M	15/11/2023	10,000,000.00	8	800,000.00
10/05/2010	M	10/05/2024	10,000,000.00	4.32	432,000.00
28/09/1995	M	28/09/2024	2,895,506.10	8.25	238,879.25
14/05/2012	M	14/11/2024	10,000,000.00	3.36	336,000.00
14/12/2009	A	14/12/2024	6,002,174.17	3.66	237,165.61
17/10/1996	M	25/03/2025	10,000,000.00	7.875	787,500.00
10/05/2010	M	10/05/2025	5,000,000.00	4.37	218,500.00
16/11/2012	M	16/05/2025	20,000,000.00	2.88	576,000.00
13/02/1997	M	18/05/2025	10,000,000.00	7.375	737,500.00
20/02/1997	M	15/11/2025	20,000,000.00	7.375	1,475,000.00
01/12/2009	A	01/12/2025	9,482,868.43	3.64	369,162.00
21/12/1995	M	21/12/2025	2,397,960.97	7.875	188,839.43
21/05/1997	M	15/05/2026	10,000,000.00	7.125	712,500.00
28/05/1997	M	15/05/2026	10,000,000.00	7.25	725,000.00
29/08/1997	M	15/11/2026	5,000,000.00	7	350,000.00
24/06/1997	M	15/11/2026	5,328,077.00	7.125	379,625.49
07/08/1997	M	15/11/2026	15,000,000.00	6.875	1,031,250.00
13/10/1997	M	25/03/2027	10,000,000.00	6.375	637,500.00
22/10/1997	M	25/03/2027	5,000,000.00	6.5	325,000.00
13/11/1997	M	15/05/2027	3,649,966.00	6.5	237,247.79
17/11/1997	M	15/05/2027	5,000,000.00	6.5	325,000.00
13/12/2012	M	13/06/2027	20,000,000.00	3.18	636,000.00
12/03/1998	M	15/11/2027	8,677,693.00	5.875	509,814.46
06/09/2010	M	06/09/2028	10,000,000.00	3.85	385,000.00
14/07/2011	M	14/07/2029	10,000,000.00	4.9	490,000.00
14/07/1950	E	03/03/2030	3,286.13	3	104.27
14/07/2011	M	14/07/2030	10,000,000.00	4.93	493,000.00
15/06/1951	E	15/05/2031	3,398.21	3	107.22
06/09/2010	M	06/09/2031	20,000,000.00	3.95	790,000.00
15/12/2011	M	15/06/2032	10,000,000.00	3.98	398,000.00
15/09/2011	M	15/09/2036	10,000,000.00	4.47	447,000.00
22/09/2011	M	22/09/2036	10,000,000.00	4.49	449,000.00
10/12/2007	M	10/12/2037	10,000,000.00	4.49	449,000.00
08/09/2011	M	08/09/2038	10,000,000.00	4.67	467,000.00
15/09/2011	M	15/09/2039	10,000,000.00	4.52	452,000.00
06/10/2011	M	06/10/2043	20,000,000.00	4.35	870,000.00
09/08/2011	M	09/02/2046	20,000,000.00	4.8	960,000.00
23/01/2006	M	23/07/2046	10,000,000.00	3.7	370,000.00
23/01/2006	M	23/07/2046	10,000,000.00	3.7	370,000.00

PWLB cont

Start Date	Loan Type	Maturity Date	Principal Outstanding	Interest Rate %	Annual Interest £
19/05/2006	M	19/11/2046	10,000,000.00	4.25	425,000.00
07/01/2008	M	07/01/2048	5,000,000.00	4.4	220,000.00
27/01/2006	M	27/07/2051	1,250,000.00	3.7	46,250.00
16/01/2007	M	16/07/2052	40,000,000.00	4.25	1,700,000.00
30/01/2007	M	30/07/2052	10,000,000.00	4.35	435,000.00
13/02/2007	M	13/08/2052	20,000,000.00	4.35	870,000.00
20/02/2007	M	20/08/2052	70,000,000.00	4.35	3,045,000.00
22/02/2007	M	22/08/2052	50,000,000.00	4.35	2,175,000.00
08/03/2007	M	08/09/2052	5,000,000.00	4.25	212,500.00
30/05/2007	V	30/11/2052	10,000,000.00	4.6	460,000.00
11/06/2007	M	11/12/2052	15,000,000.00	4.7	705,000.00
12/06/2007	M	12/12/2052	25,000,000.00	4.75	1,187,500.00
05/07/2007	M	05/01/2053	12,000,000.00	4.8	576,000.00
25/07/2007	M	25/01/2053	5,000,000.00	4.65	232,500.00
10/08/2007	M	10/02/2053	5,000,000.00	4.55	227,500.00
24/08/2007	M	24/02/2053	7,500,000.00	4.5	337,500.00
13/09/2007	M	13/03/2053	5,000,000.00	4.5	225,000.00
12/10/2007	M	12/04/2053	5,000,000.00	4.6	230,000.00
05/11/2007	M	05/05/2057	5,000,000.00	4.6	230,000.00
15/08/2008	M	15/02/2058	5,000,000.00	4.39	219,500.00
02/12/2011	M	02/12/2061	5,000,000.00	3.98	199,000.00
			1,022,166,264.56		55,440,591.05

Market Debt (non LOBO)

Start Date	Loan Type	Maturity Date	Principal Outstanding	Interest Rate %	Annual Interest £
21/08/1992	M	21/08/2017	500,000.00	9.75	48,750.00
21/08/1992	M	21/08/2017	500,000.00	9.75	48,750.00
30/06/2005	M	30/06/2065	5,000,000.00	4.4	220,000.00
07/07/2005	M	07/07/2065	5,000,000.00	4.4	220,000.00
21/12/2005	M	21/12/2065	5,000,000.00	4.99	249,500.00
28/12/2005	M	24/12/2065	12,500,000.00	4.99	623,750.00
14/03/2006	M	15/03/2066	15,000,000.00	5	750,000.00
18/08/2006	M	18/08/2066	10,000,000.00	5.25	525,000.00
01/02/2008	M	01/02/2078	10,000,000.00	3.95	395,000.00
			63,500,000.00		3,080,750.00

**Market Debt
(LOBO)**

Start Date	Loan Term	Maturity Date	Principal Outstanding	Interest Rate %	Annual Interest £
12/11/1998	M	13/11/2028	3,000,000.00	4.75	142,500.00
15/12/2003	M	15/12/2053	10,000,000.00	5.25	525,000.00
18/02/2004	M	18/02/2054	10,000,000.00	4.54	454,000.00
28/04/2005	M	28/04/2055	12,900,000.00	4.75	612,750.00
01/07/2005	M	01/07/2065	10,000,000.00	3.86	386,000.00
24/08/2005	M	24/08/2065	5,000,000.00	4.4	220,000.00
07/09/2005	M	07/09/2065	10,000,000.00	4.99	499,000.00
13/09/2005	M	14/09/2065	5,000,000.00	3.95	197,500.00
03/10/2005	M	05/10/2065	5,000,000.00	4.375	218,750.00
23/12/2005	M	23/12/2065	10,000,000.00	4.75	475,000.00
03/04/2006	M	01/04/2066	10,000,000.00	4.875	487,500.00
03/04/2006	M	01/04/2066	10,000,000.00	4.875	487,500.00
03/04/2006	M	01/04/2066	10,000,000.00	4.875	487,500.00
07/04/2006	M	07/04/2066	10,000,000.00	4.75	475,000.00
06/03/2006	M	04/03/2066	5,000,000.00	4.625	231,250.00
17/03/2006	M	17/03/2066	10,000,000.00	5.25	525,000.00
05/06/2006	M	07/06/2066	20,000,000.00	5.25	1,050,000.00
05/06/2006	M	07/06/2066	16,500,000.00	5.25	866,250.00
26/02/2010	M	26/02/2060	5,000,000.00	7.751	387,550.00
26/02/2010	M	26/02/2060	10,000,000.00	7.751	775,100.00
25/02/2011	M	25/02/2060	15,000,000.00	7.781	1,167,150.00
25/02/2011	M	25/02/2060	10,000,000.00	7.781	778,100.00
			212,400,000.00		11,448,400.00

SALIX INTEREST FREE

Start Date	Loan Type	Maturity Date	Principal Outstanding	Interest Rate %	Annual Interest £
07/01/2015	E	01/09/2021	355,307.13	0	0.00
31/03/2015	E	01/04/2023	1,171,883.31	0	0.00
22/09/2015	E	01/10/2023	307,719.58	0	0.00
			1,834,910.02		0.00