

# Notice of meeting and agenda

## **The City of Edinburgh Council**

**10.00 am, Thursday, 23 August 2018**

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**

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- 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**

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- 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**

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- 3.1 If any

## **4. Minutes**

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- 4.1 The City of Edinburgh Council of 28 June 2018 (circulated) – submitted for approval as a correct record

## **5. Questions**

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- 5.1 By Councillor Lang - Housing Developments in the North West Locality for answer by the Convener of the Planning Committee
- 5.2 By Councillor Jim Campbell - Garden Waste Payments by Phone - for answer by the Convener of the Transport and Environment Committee
- 5.3 By Councillor Jim Campbell – Tree Works Orders - for answer by the Convener of the Transport and Environment Committee
- 5.4 By Councillor Brown – Eurocities Conference - for answer by the Convener of the Transport and Environment Committee
- 5.5 By Councillor Webber – Subsidised Bus Service Between St John's Hospital and SW Edinburgh - for answer by the Convener of the Transport and Environment Committee
- 5.6 By Councillor Webber – Major Developments with Permissions that are Due to Expire - for answer by the Convener of the Planning Committee
- 5.7 By Councillor Hutchison – Kirkliston Bus Service - for answer by the Convener of the Transport and Environment Committee
- 5.8 By Councillor Hutchison – Queensferry Road Roadworks - for answer by the Convener of the Transport and Environment Committee

- 5.9 By Councillor Hutchison – Maybury Road – Cammo Development - for answer by the Convener of the Transport and Environment Committee
- 5.10 By Councillor Mowat – Council Tax in the City Centre Ward - for answer by the Convener of the Finance and Resources Committee
- 5.11 By Councillor Rust – School Lets Team - for answer by the Convener of the Education, Children and Families Committee
- 5.12 By Councillor Rust – Champions - for answer by the Leader of the Council
- 5.13 By Councillor Douglas – Funding to Replace Old Electrical Charging Units Across the City- for answer by the Convener of the Transport and Environment Committee
- 5.14 By Councillor Laidlaw – Possible Influx of Pupils following Scottish Government Changes - for answer by the Convener of the Education, Children and Families Committee
- 5.15 By Councillor Hutchison – Non-compliant Chicanes - for answer by the Convener of the Planning Committee
- 5.16 By Councillor Douglas – Community Parking Zone in Murrayfield - for answer by the Convener of the Transport and Environment Committee
- 5.17 By Councillor Douglas – Replacement of Bins - for answer by the Convener of the Transport and Environment Committee
- 5.18 By Councillor Webber – Student Accommodation - for answer by the Convener of the Planning Committee
- 5.19 By Councillor Bruce – City Deal Park and Ride - for answer by the Leader of the Council
- 5.20 By Councillor Rose – Road Repairs - for answer by the Convener of the Transport and Environment Committee
- 5.21 By Councillor Bruce – Dalmahoy Junction - - for answer by the Convener of the Transport and Environment Committee
- 5.22 By Councillor Mitchell – Members Waste VIP E-mail Address - for answer by the Convener of the Transport and Environment Committee
- 5.23 By Councillor Mary Campbell – Active Travel Action Plans - for answer by the Convener of the Education, Children and Families Committee
- 5.24 By Councillor Lang - Roadworks - for answer by the Convener of the Transport and Environment Committee

- 5.25 By Councillor Lang – Fairtrade Signs - for answer by the Convener of the Transport and Environment Committee
- 5.26 By Councillor Rust – Recycling Depots - for answer by the Convener of the Transport and Environment Committee
- 5.27 By Councillor Burgess – Festival Waste and Litter - for answer by the Convener of the Transport and Environment Committee
- 5.28 By Councillor Booth – Pedestrian Waiting Times at Key Crossings in the City Centre - for answer by the Convener of the Transport and Environment Committee
- 5.29 By Councillor Booth – Use of Leith Street - for answer by the Convener of the Transport and Environment Committee
- 5.30 By Councillor Booth – Active Travel - for answer by the Convener of the Transport and Environment Committee
- 5.31 By Councillor Staniforth – Closure of the Footpath beside Princes Street Gardens during “Summer Season” - for answer by the Convener of the Transport and Environment Committee
- 5.32 By Councillor Staniforth – Misuse of Firearms by Police - for answer by the Convener of the Culture and Communities Committee
- 5.33 By Councillor Miller – Short Term Holiday Lets - for answer by the Convener of the Planning Committee
- 5.34 By Councillor Osler – Surface Dressing of Roads - for answer by the Convener of the Transport and Environment Committee
- 5.35 By Councillor Rae – Student Housing Developments - for answer by the Convener of the Planning Committee

## **6. Leader’s Report**

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- 6.1 Leader’s report

## **7. Appointments**

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- 7.1 Appointment of Members to Committees – report by the Chief Executive (circulated)
- 7.2 Appointments to Outside Organisations – report by the Chief Executive (circulated)
- 7.3 Appointment to the Local Authority Pension Fund Forum (LAPFF) – report by the Executive Director of Resources (circulated)

## 8. Reports

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- 8.1 Office of Lord Provost – Year One Report 2017/18 – report by the Chief Executive (circulated)
- 8.2 Planning Statutory Scheme of Delegation– report by the Executive Director of Place (circulated)
- 8.3 The City of Edinburgh Council Performance 2017-18 – referral from the Corporate Policy and Strategy Committee (circulated)
- 8.4 Treasury Management: Annual Report 2017/18 – referral from the Finance and Resources Committee (circulated)
- 8.5 Spend to Save Funding Application – Lagganlia Outdoor Centre - referral from the Finance and Resources Committee (circulated)

## 9. Motions

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- 9.1 By The Lord Provost - Freedom of the City - Daw Aung San Suu Kyi

“Council:

- 1. Notes the motion passed unanimously by Council on 26<sup>th</sup> October 2017
- 2. Notes the letter written by the Lord Provost dated 9<sup>th</sup> November 2017 following the passing of the motion
- 3. Notes that despite sending a copy of the letter directly and subsequently sending copies through diplomatic and Armed Services contacts there has been no response to the letter.
- 4. Notes the ongoing humanitarian crisis in Northern Rakhine and in the refugee camps of neighbouring Bangladesh.
- 5. Notes the ongoing calls from the United Nations, Amnesty International and many governments to the Burmese government to stop the violence and allow UN scrutiny and safe return of those fleeing Rakhine.
- 6. Expresses disappointment that there has been no communication from Daw Aung San Suu Kyi

Therefore agrees to remove the award the “Freedom of the City” from Daw Aung San Suu Kyi effective immediately.”

## 9.2 By Councillor Jim Campbell – Police Stations

“Council

- 1) Is concerned that only two Police Stations are certain to have a physical Police Officer presence available to the public 24hrs a day.
- 2) Invites Police Scotland to review why Police numbers in Edinburgh do not support the growth in population, and requests a report is made to each Locality Committee within 3 cycles on plans to increase Police Officers in line with the relative population growth in each Locality, relative to the Scottish average.
- 3) Makes clear that Council financial support for Local Police Officers is additional to an acceptable level of provision, and should not be used to make up for unacceptable basic Police provision in the City of Edinburgh.
- 4) Instructs Officers to confirm and update data on Local Police numbers relative to the best fit population estimates for each Police Division in Scotland, now that the midyear 2018 population data has been published, as agreed by Council, Motion 9.6 – Local Police (amended) on 15 March 2018, and make a report including this data, and adding historic & projected population levels split by Locality, available to all members of Locality Committees within one cycle.

### Local Police Numbers and mid-year Population by Police Scotland Division, 2013 and 2017

	2013			2017			2013 to 2017, change on population basis
	Local Police Officers (1)	Population (2)	Police per 10,000 citizens	Local Police Officers (1)	Population (2)	Police per 10,000 citizens	
North East	1,132	579,200	19.54	1,189	586,380	20.27	3.73%
Tayside	968	412,160	23.49	951	416,090	22.86	-2.68%
Highlands & Islands	632	305,090	20.72	641	307,210	20.87	0.76%
Forth Valley	633	299,670	21.12	634	305,580	20.74	-1.82%
Edinburgh	1,180	487,460	24.21	1,155	513,210	22.50	-7.07%
Lothians & Borders	964	476,140	20.25	922	491,260	18.77	-7.30%
Fife	839	366,900	22.87	810	371,410	21.80	-4.66%
Greater Glasgow	2,714	702,360	38.64	2,626	729,150	36.01	-6.80%
Aryshire	862	372,240	23.16	835	370,410	22.54	-2.65%
Lanarkshire	1,465	652,590	22.45	1,439	658,130	21.86	-2.62%
Argyll & W Dunbartonshire	570	177,850	32.05	564	176,420	31.97	-0.25%
Renfrewshire & Inverclyde	678	345,760	19.61	674	350,350	19.23	-1.93%
Dumfries & Galloway	371	150,280	24.69	359	149,200	24.08	-2.47%
TOTAL	13,008	5,327,700	24.42	12,798	5,424,800	23.59	-3.38%
Ex Edinburgh	11,828	4,840,240	24.44	11,643	4,911,590	23.71	-2.99%

- (1) <http://www.scotland.police.uk/about-us/police-scotland/212598/>
- (2) Population is taken from the mid-year Council population data (<https://www.nrscotland.gov.uk/statistics-and-data/statistics/statistics-bytheme/population/population-estimates>), with each Council population added to the Police Division area with the best fit.”

### 9.3 By Councillor Jim Campbell – Participatory Budgeting

“Council

Notes the desire to increase the level of Participatory Budgeting in the City and further recognises that a true democratic engagement with budgets decisions must include an option to forgo spending and instead hold monies in reserve. Accordingly, instructs that including an option to place all or part of the Participatory Budget in a Participatory Budget Reserve Fund (PBRF) is available to citizens in all Participatory Budgeting choices. Any monies in this PBRF shall not be considered or included when setting the next Council Budget, but shall be used to reduce the rate of Council Tax from what it would otherwise have been, in light of the agreed Council Budget, from the start of the following financial year.”

### 9.4 By Councillor Doran – Green Flag Awards

“Council;

- 1) Recognises that following the annual Keep Scotland Beautiful Green Flag Awards, the City of Edinburgh now has 32 parks awarded the Green Flag, an increase of two from 2017, and that this is the highest number of Green Flag parks in a single Local Authority in Scotland.
- 2) Recognises and commends the hard work of all staff involved in managing and improving our parks, leading to continued success in Green Flag awards.
- 3) Further, recognises and commends the hard work of the many Friends of Edinburgh Greenspace groups who play a crucial role in achieving Green Flag awards through volunteering their time to get involved in the many projects and activities leading to high quality greenspace throughout our city.”

#### 9.5 By Councillor Cameron – Equalities Working Group

“To support the Inclusion and Innovation aims of the Council’s Economy Strategy; and, to improve citizens’ access to:

- 1) Council services, including services operated on the Council’s behalf;
- 2) Events, meetings and visits to Council owned buildings, parks and land; and
- 3) Employment and training opportunities within the Council,

Council agrees:

- 1) To establish a Cross Party Elected Member Working Group on Equalities;
- 2) That membership includes one representative from each political group;and
- 3) That this Equalities Working Group have its first meeting before 30th September.”

#### 9.6 By Councillor Henderson – Balerno Fairtrade

“Council;

- 1) Congratulates the community of Balerno on the recent renewal of its Fairtrade status. Council is justifiably proud of its various Fairtrade initiatives and remains committed to Fairtrade principles.
- 2) Asks the Lord Provost to write to Fairtrade Balerno and mark their recent achievement in the appropriate manner.”

#### 9.7 By Councillor Miller – National Barrier Asset

- “1) Notes the National Barrier Asset, which was originally deployed in Edinburgh during 2017, is in use for the 2018 summer festivals and welcomes the protection it provides from security risks.
- 2) Notes that the Centre for the Protection of National Infrastructure (CPNI) has concluded its review into the requirements for security solutions in Edinburgh.
- 3) Calls for a working group to be created to develop proposals for security infrastructure, taking account of the need for flexibility of deployment, suitable locations, and designs that are appropriate for the world heritage sites.”



## 9.8 By Councillor Bird – World Suicide Prevention Day

“Council

- (i) notes that September 10th marks World Suicide Prevention Day, an event organised by International Association for Suicide Prevention (IASP) and the World Health Organisation (WHO) to raise awareness of the risks of suicide and to fund suicide prevention activities;
- (ii) notes that the 2018 theme is a continuation of last year’s, Cycling Around the Globe, to encourage the global community to engage with each other and beat the record of collectively circumnavigating the globe nine times;
- (iii) notes that a person dies every 40 seconds by suicide and up to 25 times as many again make a suicide attempt;
- (iv) recognises the work of other organisations such as SAMH, Breathing Space, Samaritans and Bipolar Scotland in reaching out to people who are suffering from mental illness and supporting those that have been affected by it;
- (v) calls for a report within 3 cycles outlining actions currently being taken and what further actions are required to offer training sessions to elected members, council officers and within schools in mental health first aid to enable informed and supportive conversations.”

### **Laurence Rockey**

Head of Strategy and Insight

### **Information about the City of Edinburgh Council meeting**

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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

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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](mailto: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](http://www.edinburgh.gov.uk/cpol).

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If you have any queries regarding this, and, in particular, if you believe that use and/or storage of any particular information would cause, or be likely to cause, substantial damage or distress to any individual, please contact Committee Services ([committee.services@edinburgh.gov.uk](mailto:committee.services@edinburgh.gov.uk)).

## The City of Edinburgh Council

Edinburgh, Thursday 28 June 2018

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 Former Lord Provost George Grubb

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The Council observed a minute's silence in memory of former Lord Provost George Grubb who had died on 10 June 2018.

The Lord Provost, Councillor Aldridge, Councillor Main and Councillor Whyte all paid tribute to his 13 years of service to the city and his constituents as a member of the City of Edinburgh Council and former Lord Provost.

## 2 PPP Schools and Non-Core Charges – Motion by Councillor Staniforth

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### a) Deputation – Clubsport Edinburgh

The deputation stressed the importance of physical activity and sport and its value as a tool to develop communities, tackle inequality, provide positive places and diversionary activities for vulnerable people, both children and adults, and improve society when the most important connection for clubs was the connection with their local school delivering programmes that targeted young people particularly the vulnerable.

They indicated that an increase in charges would have a massive impact on clubs as some had already indicated that they would need to move outwith Edinburgh. They felt that there needed to be robust school to Club links with school facilities being at the heart of this. The deputation stressed that programmes which tackled local inequalities and issues would stop.

The deputation asked the Council to support the motion by Councillor Staniforth and put a pause on price increases for schools until an impact assessment had been carried out.

### b) Motion by Councillor Staniforth

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

“Council:

- 1) Notes that from August PPP1 and PPP2 schools will be charging clubs and societies leasing premises outside of core hours an additional £35/hour.
- 2) Notes that sports clubs have not been fully consulted on this price increase and have warned that it could cause clubs to have to close.
- 3) Notes that no assessment of the impact on sports clubs on other users was carried out in advance of the proposal being rolled out.

- 4) Notes that Edinburgh Leisure have tried to resolve this by offering clubs alternative premises but that this is not always possible and/or desirable; and only a matter of days before the end of school term clubs are reporting no clarity on lets available.
- 5) Therefore agrees to delay the imposition of the £35/hour non-core-hour extra charge at PPP schools while a full consultation with sports clubs and other affected bodies is carried out and for a report to be presented to full council or appropriate committee setting out the potential impacts and detailing options for mitigation.”

### **Motion**

To approve the motion by Councillor Staniforth.

- moved by Councillor Staniforth, seconded by Councillor Mary Campbell

### **Amendment**

Council

Incorporates Clauses 1 to 4 of the Motion by Councillor Staniforth.

Deletes Clause 5 and replaces with;

Therefore agrees to carry out a full consultation with sports clubs and other affected bodies, with a report to be presented to Full Council within three cycles setting out the potential impacts and detailing options for mitigation.

Further, allocates £60,000 from the Council Priorities Fund to cover the costs of the consultation and to delay the increase in charges until the consultation process is completed and the report to be produced has returned to Full Council.

- moved by Councillor Hutchison, seconded by Councillor Brown

### **Voting**

The voting was as follows:

For the motion	-	45 votes
For the amendment	-	18 votes

(For the motion: 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, Osler, Perry, Rae, Rankin, Ritchie, Neil Ross, Staniforth, Watt, Wilson, Work and Young.

For the amendment: 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 Staniforth.

### **Declaration of Interests**

Councillors Bruce, Dixon, Osler and Staniforth declared a non-financial interest in the above item as Directors of Edinburgh Leisure.

Councillors Ritchie declared a non-financial interest in the above item as a member of Triathlon Scotland.

Councillor Webber declared a non-financial interest in the above item as President of East District Hockey.

Councillor Rose declared a non-financial interest in the above item as a member of CEC Holdings and the Pensions Committee.

## **3 Corporate Parenting Plan**

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### a) Deputation – Looked After Champions Board

The deputation asked the Council to support the work of the Champions Board to provide Corporate Parenting to improve the lives of young people going into care. They indicated that they hoped that through the Champions Board they could make things better for everyone else. They stressed that the Council could help by providing suitable staff training, better engagement with young people and more support for throughcare and aftercare.

### b) Report by the Executive Director for Children and Families

The Children and Young People (Scotland) Act 2014 conferred duties upon the local authority and other corporate parents to publish a corporate parenting plan, setting out the Council's vision for Looked After children and young people, the outcomes they were trying to achieve, the actions needed to do this and the governance arrangements for monitoring progress.

The current plan had been in place since 2012 and details were provided on a proposed updated version.

## Decision

- 1) To approve the 2018-20 corporate parenting plan.
- 2) To note the arrangements in place to increase the engagement and participation of looked after children and young people in the co-production of future plans.

(Reference - report by the Executive Director for Communities and Families, submitted)

## Declaration of Interest

Councillor Ian Campbell declared a non-financial interest in the above item as a member of the Dean Orphanage and Cauvin's Trust Board.

## 4 India Quay Update

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- a) Deputation – Tollcross Community Council and Fountainbridge Canalside Initiative

The deputation indicated that they would like to see more housing within the India Quay development on plot E2 and that they felt that Fountainbridge was already well served with visitor accommodation, serviced apartments and student accommodation. They felt that the development on the canalside area should contribute to the quality of life for local residents and that any further hotel development would increase the transient population and further diminish the fragile sense of community which already existed.

They stressed that there would be a further impact on services, transport, parking and air quality and that affordable housing which was desperately needed in Edinburgh could be built on this Council owned site.

The deputation indicated that EICC's proposals for plot E2 had totally disregarded the plans which had been drawn up with the Council and local groups' collaboration.

- b) Referral from the Housing and Economy Committee

The Council agreed to take the following item in public.

The Housing and Economy Committee had referred a report on the ability to deliver more social rented accommodation within the scheme, the ability of the Council to secure owner occupation in perpetuity on the parts of the site that the Council intended to sell to a development partner, the findings from the 'soft market' testing undertaken in relation to Plot E2, and the project management arrangements to the City of Edinburgh Council for consideration.

## **Motion**

- 1) To agree the proposed increase in the proportion of social housing provided on plots W3 and W4.
  - 2) To note the limitations in relation to ability to restrict a home owner from renting out their property and agree that all possible steps would be taken through the procurement process.
  - 3) To agree the proposed approach to the delivery of the development of plot E2, set out in paragraph 3.14 of the report by the Executive Director of Place, in principle, subject to due diligence of the proposed office development and delegate the final decision to the Executive Director of Place in consultation with the Convener and Vice Convener of Housing and Economy Committee, and one Housing and Economy political spokesperson from each party.
  - 4) To agrees the project management and resourcing arrangements set out in the report by the Executive Director of Place.
  - 5) To agree to work with EICC on their future development needs.
- moved by Councillor Kate Campbell, seconded by Councillor Cameron

## **Amendment**

- 1) To agree the proposed increase in the proportion of social housing provided on plots W3 and W4.
  - 2) To note the limitations in relation to ability to restrict a home owner from renting out their property and agrees that all possible steps will be taken through the procurement process.
  - 3) To agree that due diligence of all options for the E2 plot be conducted before consideration by the committee, to include documentation behind the evidence provided in 3.12 of the report by the Executive Director of Place, a full evaluation of the recommendation in 3.14, and an evaluation of the EICC proposal.  
  
To agree that the final decision should be taken by the full Housing and Economy Committee.
  - 4) To agrees the project management and resourcing arrangements set out in the report by the Executive Director of Place.
  - 5) To agree to work with EICC on their future development needs.
- moved by Councillor McLellan, seconded by Councillor Whyte



## **Voting**

The voting was as follows:

For the motion	-	38 votes
For the amendment	-	25 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, 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, Ritchie, Neil Ross, Rose, Rust, Smith, Webber, Whyte and Young.)

## **Decision**

To approve the motion by Councillor Kate Campbell.

(References – Housing and Economy Committee 7 June 2018 (item 3); referral from the Housing and Economy Committee, submitted)

## **Declaration of Interests**

Councillors Kate Campbell declared a non-financial interest in the above item as the Chair of EICC.

Councillor Smith declared a non-financial interest in the above item as a member of the Board of EICC.

Councillor Cameron declared a non-financial interest in the above item as a member of the Boards of EICC and CEC Holdings.

Councillor Rose declared a non-financial interest in the above item as a member of CEC Holdings.

## **5 Minutes**

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### **Decision**

To approve the minute of the Council of 31 May 2018 as a correct record.

## 6 Questions

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

## 7 Leader's Report

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

- Former Lord Provost George Grubb
- First year of current Administration
- Best wishes for summer recess

The following questions/comments were made:

- |                     |  |
|---------------------|--|
| Councillor Whyte    | - Former Lord Provost Grubb  |
|                     | - Year of current Administration – day to day services   |
| Councillor Main     | - Former Lord Provost Grubb  |
|                     | - Matchfunding for improvements to roads, footways and cyclepaths  |
| Councillor Aldridge | - Former Lord Provost Grubb  |
|                     | - Garden Tax – additional charges for non-statutory services   |
| Councillor Day      | - Valedictory - Carmel Riley – best wishes for the future  |
| Councillor Howie    | - Disability hate crime  |
| Councillor Webber   | - Convener of Education, Children and Families Committee – ability to discharge his office appropriately |
| Councillor Booth    | - Climate change – active travel   |
| Councillor Lang     | - Fife Council charges for Ferrytoll Park and Ride – proposals for Edinburgh                             |
| Councillor Munro    | - Local Government underspend – representation for a share of this                                       |
| Councillor Macinnes | - Dancing in George Street   |

Councillor Laidlaw	-	Business conducted at Council meetings
Councillor Gardiner	-	Commiserations to Glasgow Council regarding fire at Glasgow College of Art
Councillor Cameron	-	Social Enterprise
Councillor Johnston	-	Hardy inquiry into Tram Project and tram extension project
Councillor Hutchison	-	Congratulations to Councillor Cameron for selection for candidacy for Edinburgh East
Councillor Mitchell	-	Broughton High School – Council Leader

## 8 Appointments to Committees and Outside Organisations

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The Council had agreed its political management arrangements and made appointments to a range of Committees, Boards, Joint Boards and outside organisations. A number of Councillors had resigned from their positions on various Committees and organisations and the Council was required to appoint members in their place.

### Decision

- 1) To appoint Councillor Rae in place of Councillor Miller on the Culture and Communities Committee.
- 2) To appoint Councillor Booth in place of Councillor Main on the Corporate Policy and Strategy Committee.
- 3) To appoint Councillor Mary Campbell in place of Councillor Burgess on the Corporate Policy and Strategy Committee.
- 4) To appoint Councillor Graczyk in place of Councillor McLellan on the Corporate Policy and Strategy Committee.
- 5) To appoint Councillor McLellan in place of Councillor Graczyk on the Planning Committee and the Local Review Body (Panel 2).
- 6) To appoint Councillor Mary Campbell as Edinburgh Green Councillors' Group representative on COSLA.
- 7) To appoint Councillor Corbett as Green Group representative on Lothian Valuation Board.

- 8) To note that the Green Group were pleased to announce that Councillor Mary Campbell and Councillor Booth were appointed Co-conveners of the Group on Tuesday 27<sup>th</sup> June, and agree that Councillor Mary Campbell would receive the Group Leaders Senior Allowance (£24,121) for the Green Group from 29 June 2018.

## 9 Transport for Edinburgh – Appointment of Director and Non-Executive Directors of Lothian Buses Ltd

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Appointments to the boards of Lothian Buses Limited (LB) and Edinburgh Trams Limited (ET) were made in 2015 after a recruitment exercise carried out by Transport for Edinburgh (TfE). These appointments had been made for a period of three years, and were now coming to an end. Details of proposed alternative appointments or re-appointments to the boards of LB and ET were provided.

### Motion

- 1) To approve the appointment of Graham Moorhouse as Executive Director of Lothian Buses Ltd.
- 2) To approve the re-appointment of Susan Deacon, Tony Rose, (**Charlene Wallace**), Mark Yexley and Jim McFarlane as Non-executive Directors to the board of Lothian Buses Ltd for the period 1 July 2018 to 30 June 2020.
- 3) To approve the re-appointment of Jim McFarlane as Non-executive Director to the board of Lothian Buses Ltd for the period 1 July 2018 to 30 June 2020, and acknowledge that he would continue as Chairman.
- 4) To approve the re-appointment of Charlene Wallace and Andrew Neal as Non-executive Directors to the board of Edinburgh Trams Ltd for a period of two years from 30 June 2018 to 29 June 2020.
- 5) To acknowledge the appointment of Charlene Wallace as Chair of Edinburgh Trams Ltd from 1 July 2018, following Charles Monheim's stepping down as Non-executive Director and Chair on 30 June 2018, and acknowledge that her appointment as Non-executive Director of Lothian Buses Ltd would not be progressed in these circumstances.
- 6) To acknowledge that Edinburgh Trams Ltd had commissioned Fast Forward to recruit two Non-Executive Directors, one Non-executive Director to replace Charles Monheim, and the other would bring additional construction and development expertise to the board.
- 7) To acknowledge that Lothian Buses Ltd had commissioned FWB Park Brown Limited to recruit one Non-executive Director with financial expertise to replace Donald MacLeod from 30 June 2018.

- 8) To agree to delegate authority to the Executive Director of Place (or such other officer as he shall nominate) to exercise all voting rights and powers of control available to the Council to procure or facilitate the foregoing.
- 9) To note that the term of office for the current Lothian Buses employee director ended this June and ask the Board to establish due process to enable the workforce to choose their appointed representative.

- moved by Councillor Macinnes, seconded by Councillor Doran

### **Amendment**

To add to the motion

To request that updates be provided to the Transport and Environment Committee via the business bulletin, setting out the principles of Member involvement in Board Level succession planning at Transport for Edinburgh and its subsidiary companies.

- moved by Councillor Cook, seconded by Councillor Laidlaw

In accordance with Standing Order 20(7), the amendment was accepted as an addendum to the motion.

### **Decision**

To approve the following adjusted motion by Councillor Macinnes:

- 1) To approve the appointment of Graham Moorhouse as Executive Director of Lothian Buses Ltd.
- 2) To approve the re-appointment of Susan Deacon, Tony Rose, (**Charlene Wallace**), Mark Yexley and Jim McFarlane as Non-executive Directors to the board of Lothian Buses Ltd for the period 1 July 2018 to 30 June 2020.
- 3) To approve the re-appointment of Jim McFarlane as Non-executive Director to the board of Lothian Buses Ltd for the period 1 July 2018 to 30 June 2020, and acknowledge that he would continue as Chairman if re-appointed.
- 4) To approve the re-appointment of Charlene Wallace and Andrew Neal as Non-executive Directors to the board of Edinburgh Trams Ltd for a period of two years from 30 June 2018 to 29 June 2020.
- 5) To acknowledge the appointment of **Charlene Wallace** as Chair of Edinburgh Trams Ltd from 1 July 2018, following Charles Monheim's stepping down as Non-executive Director and Chair on 30 June 2018, and acknowledge that her appointment as Non-executive Director of Lothian Buses Ltd would not be progressed in these circumstances.

- 6) To acknowledge that Edinburgh Trams Ltd had commissioned Fast Forward to recruit two Non-Executive Directors, one Non-executive Director to replace Charles Monheim, and the other would bring additional construction and development expertise to the board.
- 7) To acknowledge that Lothian Buses Ltd had commissioned FWB Park Brown Limited to recruit one Non-executive Director with financial expertise to replace Donald MacLeod from 30 June 2018.
- 8) To agree to delegate authority to the Executive Director of Place (or such other officer as he shall nominate) to exercise all voting rights and powers of control available to the Council to procure or facilitate the foregoing.
- 9) To note that the term of office for the current (Lothian Buses) employee director ends this June and asks the Board to establish due process to enable the workforce to choose their appointed representative.
- 10) To request that updates be provided to the Transport and Environment Committee via the business bulletin, setting out the principles of Member involvement in Board Level succession planning at Transport for Edinburgh and its subsidiary companies.

(References – Act of Council No 8 of 28 May 2015; report by the Executive Director of Place, submitted.)

### **Declaration of Interests**

Councillor Macinnes declared a financial interest in the above item as Chair of Transport for Edinburgh.

Councillors Booth, Doran and Laidlaw declared a non-financial interest in the above item as Directors of Transport for Edinburgh.

## **10 Review of Political Management Arrangements**

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The Council had agreed its political management arrangements in June 2017. Details were provided on the outcome of the annual review of the key documents that supported internal controls, accountability and transparent operation of the Council together with proposed changes to ensure that the key operational governance documents of the Council were comprehensive, relevant, up-to date and supported good governance.

### **Motion**

- 1) To repeal the existing Procedural Standing Orders for Council and Committee Meetings, Committee Terms of Reference and Delegated Functions, Scheme of Delegation to Officers and Financial Regulations and approve in their place

Appendices 2-6 in the report by the Chief Executive, such repeal and approval to take effect from 29 June 2018.

- 2) To delegate authority to the Chief Executive to take such actions and make such minor adjustments to the documents set out in Appendices 2-6 to the report as might be necessary to implement the decision of the Council in relation to this report and to produce a finalised version of the documents, making them available to members for information ahead of publication.
- 3) To note that the Member/Officer Protocol was being reviewed and would be reported to a future meeting of Council.
- 4) To note that the Executive Committee system agreed in June 2017 was balanced and effectively carrying out its remit.
- 5) To agree that Locality Committees should be reviewed at the beginning of 2019.
- 6) To consider whether to establish principles for Council Questions.
- 7) To agree that work programmes should be rolled out across all Executive Committees, replacing key decision forward plans.
- 8) To note that committees should ensure that reports were only requested when necessary and if appropriate briefing notes should be utilised.
- 9) To request that the Chief Executive reviews the report template and guidance, in consultation with elected members, with the aim of providing clearer, more efficient and effective, higher quality reporting.
- 10) To note that the Chief Executive was exploring methods to improve report processes across the Council and would report on progress to the Governance, Risk and Best Value Committee in August 2018.
- 11) To agree a six-month pilot of increased contract monitoring reports with a report reviewing the pilot and considering whether further amendments to the Scheme of Delegation to Officers should be implemented.
- 12) To note the current political balance of the Personnel Appeals Committee, Regulatory Committee and Licensing Sub-Committee.
- 13) To agree to move political responsibility of Strategic development (LDP) from the Housing and Economy Committee to the Planning Committee.

- moved by Councillor McVey, seconded by Councillor Day

## **Amendment 1**

- 1) To repeal the existing Procedural Standing Orders for Council and Committee Meetings, Committee Terms of Reference and Delegated Functions, Scheme of Delegation to Officers and Financial Regulations and approve in their place Appendices 2-6 in the report by the Chief Executive, such repeal and approval to take effect from 29 June 2018.
- 2) To delegate authority to the Chief Executive to take such actions and make such minor adjustments to the documents set out in Appendices 2-6 to the report as may be necessary to implement the decision of the Council in relation to this report and to produce a finalised version of the documents, making them available to members for information ahead of publication.
- 3) To note that the Member/Officer Protocol was being reviewed and would be reported to a future meeting of Council.
- 4) To note that the Executive Committee system agreed in June 2017 was balanced and effectively carrying out its remit.
- 5) To agree that Locality Committee should be reviewed at the beginning of 2019.
- 6) To take no action on establishing principles for Council Questions.
- 7) To agree that work programmes should be rolled out across all Executive Committees, replacing key decision forward plans.
- 8) To note that committees should ensure that reports were only requested when necessary and if appropriate briefing notes should be utilised.
- 9) To request that the Chief Executive reviews the report template and guidance, in consultation with elected members, with the aim of providing clearer, more efficient and effective, higher quality reporting.
- 10) To note that the Chief Executive was exploring methods to improve report processes across the Council and would report on progress to the Governance, Risk and Best Value Committee in August 2018.
- 11) To agree a six-month pilot of increased contract monitoring reports with a report reviewing the pilot and considering whether further amendments to the Scheme of Delegation to Officers should be implemented.
- 12) Agrees to restore political balance on all Committees (Appendix 3 of the report) by:-



- i) appointing three Conservatives to each of the nine-member Committees, namely
    - Personnel Appeals Committee
    - Regulatory Committee and
    - Licensing Sub-Committee
  - ii) to note the changes to the committees with five councillor members to reflect political balance
- 13) i) To note that in relation to the limits of delegation, (para 3.20 and Appendix 4 of the report) the report provided no detail as to how raising the thresholds for consultancy, services and works would allow for 'a greater focus on higher value projects'.
- the report provided no detail as to how the proposed thresholds had been calculated
  - the proposed increases were significant, and noted that an increase in delegated authority by a multiplier of 20 and 5 respectively was substantial
  - the report would put the burden upon councillors to verbally scrutinise actions taken below the thresholds via report, rather than in public in Committee
  - there was, accordingly, the potential for Council Tax payers to have less visibility as to how the Council took decisions, and the potential impact on the Council's long- standing commitment to transparency.
- ii) Instructs that a report be produced within one cycle for the Finance and Resources Committee showing how the proposed thresholds were calculated, and that no changes be made to the limits of delegation prior to such further scrutiny and consideration.

- moved by Councillor Whyte, seconded by Councillor Mowat

## **Amendment 2**

- 1) To repeal the existing Procedural Standing Orders for Council and Committee Meetings, Committee Terms of Reference and Delegated Functions, Scheme of Delegation to Officers and Financial Regulations and approve in their place Appendices 2-6 in the report by the Chief Executive, such repeal and approval to take effect from 29 June 2018.
- 2) To delegate authority to the Chief Executive to take such actions and make such minor adjustments to the documents set out in Appendices 2-6 to the report as may be necessary to implement the decision of the Council in

relation to this report and to produce a finalised version of the documents, making them available to members for information ahead of publication.

- 3) To note that the Member/Officer Protocol was being reviewed and would be reported to a future meeting of Council by the end of 2018.
- 4) To note that the Executive Committee system agreed in June 2017 was balanced and effectively carrying out its remit.
- 5) To agree that Locality Committee should be reviewed at the beginning of 2019.
- 6) To agree that work programmes should be rolled out across all Executive Committees, replacing key decision forward plans.
- 7) To note that committees should ensure that reports were only requested when necessary and if appropriate briefing notes should be utilised.
- 8) To request that the Chief Executive reviews the report template and guidance, in consultation with elected members, with the aim of providing clearer, more efficient and effective, higher quality reporting.
- 9) To note that the Chief Executive was exploring methods to improve report processes across the Council and would report on progress to the Governance, Risk and Best Value Committee in August 2018.
- 10) To agree a six-month pilot of increased contract monitoring reports with a report reviewing the pilot and considering whether further amendments to the Scheme of Delegation to Officers should be implemented.
- 11) To consider the political balance of the Personnel Appeals Committee, Regulatory Committee and Licensing Sub-Committee and agree to the changes as set out in paragraph 3.25 of the report.

- moved by Councillor Lang, seconded by Councillor Aldridge

### **Amendment 3**

- 1) To repeal the existing Procedural Standing Orders for Council and Committee Meetings, Committee Terms of Reference and Delegated Functions, Scheme of Delegation to Officers and Financial Regulations and approve in their place Appendices 2-6 in the report by the Chief Executive, such repeal and approval to take effect from 29 June 2018.
- 2) To delegate authority to the Chief Executive to take such actions and make such minor adjustments to the documents set out in Appendices 2-6 to the report as may be necessary to implement the decision of the Council in

relation to this report and to produce a finalised version of the documents, making them available to members for information ahead of publication.

- 3) To note that the Member/Officer Protocol was being reviewed and would be reported to a future meeting of Council.
- 4) To note that the Executive Committee system agreed in June 2017 was balanced and effectively carrying out its remit.
- 5) To agree that Locality Committee should be reviewed at the beginning of 2019.
- 6) To note that Council Questions were a matter for political groups and individual members and should not be restricted.
- 7) To agree that work programmes should be rolled out across all Executive Committees, replacing key decision forward plans.
- 8) To note that committees should ensure that reports were only requested when necessary and if appropriate briefing notes should be utilised.
- 9) To request that the Chief Executive reviews the report template and guidance, in consultation with elected members, with the aim of providing clearer, more efficient and effective, higher quality reporting.
- 10) To note that the Chief Executive was exploring methods to improve report processes across the Council and would report on progress to the Governance, Risk and Best Value Committee in August 2018.
- 11) To agree a six-month pilot of increased contract monitoring reports with a report reviewing the pilot and considering whether further amendments to the Scheme of Delegation to Officers should be implemented.
- 12) To note the current political balance of the Personnel Appeals Committee, Regulatory Committee and Licensing Sub-Committee.

- moved by Councillor Main, seconded by Councillor Burgess

In accordance with Standing Order 20(7), Amendment 1, excluding Paragraph 13) was accepted as an addendum to the motion; Amendment 2 was accepted as an addendum to the motion; and Addendum 3 was adjusted and accepted as an addendum to the motion.

## Decision

To approve the following adjusted motion by Councillor McVey:

- 1) To repeal the existing Procedural Standing Orders for Council and Committee Meetings, Committee Terms of Reference and Delegated Functions, Scheme of Delegation to Officers and Financial Regulations and approve in their place Appendices 2-6 in the report by the Chief Executive, such repeal and approval to take effect from 29 June 2018.
- 2) To delegate authority to the Chief Executive to take such actions and make such minor adjustments to the documents set out in Appendices 2-6 to the report as may be necessary to implement the decision of the Council in relation to this report and to produce a finalised version of the documents, making them available to members for information ahead of publication.
- 3) To note that the Member/Officer Protocol was being reviewed and would be reported to a future meeting of Council by the end of 2018.
- 4) To note that the Executive Committee system agreed in June 2017 was balanced and effectively carrying out its remit.
- 5) To agree that Locality Committee should be reviewed at the beginning of 2019.
- 6) To note that Council Questions were an integral part of the democratic process for political groups and individual members and should not be restricted.
- 7) To agree that work programmes should be rolled out across all Executive Committees, replacing key decision forward plans.
- 8) To note that committees should ensure that reports were only requested when necessary and if appropriate briefing notes should be utilised.
- 9) To request that the Chief Executive reviews the report template and guidance, in consultation with elected members, with the aim of providing clearer, more efficient and effective, higher quality reporting.
- 10) To note that the Chief Executive was exploring methods to improve report processes across the Council and would report on progress to the Governance, Risk and Best Value Committee in August 2018.
- 11) To agree a six-month pilot of increased contract monitoring reports with a report reviewing the pilot and considering whether further amendments to the Scheme of Delegation to Officers should be implemented.

- 12) Agrees to restore political balance on all committees (appendix 3 of the report) by:-
- i) appointing three Conservatives to each of the nine-member Committees, namely
    - Personnel Appeals Committee
    - Regulatory Committee and
    - Licensing Sub-Committee
  - ii) noting the changes to the committees with five councillor members to reflect political balance (paragraph 3.25).
- 13) To agree to move political responsibility of Strategic development (LDP) from the Housing and Economy Committee to the Planning Committee.

(References – Act of Council No 2 of 22 June 2017; report by the Chief Executive, submitted.)

## **11 Implementing the Programme for the Capital Coalition Commitments Progress to June 2018**

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The Council had approved its business plan (A Programme for the Capital: The City of Edinburgh Council's Business Plan 2017-22) in August 2017. The plan had been built around 52 commitments the Council Administration had pledged to deliver over the next five years.

Details were provided on the progress of the plan against the 52 Coalition commitments in the first year of the Administration.

### **Motion**

- 1) To review the progress against the 52 Coalition commitments as outlined in Appendix 1 to the report by the Chief Executive;
- 2) To note that the Coalition commitments formed part of the wider Council Performance Framework, which included corporate performance indicators covering corporate performance and council service delivery.
- 3) To note that 2017/18 corporate performance indicators and Local Government Benchmarking Framework (LGBF) 2016/17 ranking data would be presented to the Corporate Policy and Strategy Committee in August 2018.

- 4) To refer this report to the Corporate Policy and Strategy Committee for further scrutiny at its meeting in August 2018.

- moved by Councillor McVey, seconded by Councillor Day

### **Amendment 1**

Council:

1. Notes the report “Implementing the Programme for the Capital” and considers that this report was potentially misleading and confusing;
2. Specifically considers many of the actions, measures, metrics and targets in the report were unclear or so general in assigning an outcome to cover a number of specific measures contained within a larger plan to render them meaningless;
3. Is concerned that so many commitments had yet to have a target, metric or baselines measure defined over a year into this Council term;
4. Further notes the report contained only part of the Council’s performance framework;
5. Agrees that a performance framework should measure outcomes and improvements to improve the transparency and accountability of the Council to residents so they could easily assess how the Council was managing the city;
6. Regrets the lack of measures in the Appendix to determine the status of each commitment and therefore instructs the Chief Executive to (a) include in the Progress Report in Appendix 1 the latest metric for each measure as at August 2017, in order to assess progress from the date the Council adopted each commitment; and (b) to replace the words “increasing trend” and “decreasing trend” with specific measures that reflect the specific Council target for each commitment;
7. In addition specifically requests that clarification/comment was made in relation to the following commitments continued in the last report to form part of the referral to the Corporate Policy and Strategy Committee:
  - a) A Vibrant City C2 - request data against each measure for the last two years available, to back up the “on track” assertion. Seeks clarity on what Employees in Employment is actually measuring, if not employment.
  - b) A Vibrant City C7 - notes that the failure to start any work on this commitment until August 2018 will give the opportunity to build on

Councillor Graczyk's motion Disability Employment Gap, item motion 9.4 on this Council meeting's agenda

- c) A Vibrant City – C37 and C38: numbers should be stated (rather than solely percentage which can be misleading) along with the starting metric so progress can be assessed by both percentages and actual numbers and status should be changed to reflect the deterioration in performance in health and social care measures since the minority Administration took office;
- d) A Vibrant City – C39: amend the status to “off track” to reflect the expected reduction in use of leisure facilities by sports clubs as a result of cost increases;
- e) A City of Opportunity – C1: a measure of approvals is not a measure of delivery and the “on track” reference needs to be clarified given approvals are running at less than required for this year and 1,475 of approvals for 2017/18 equates to 14.75% of the 10,000 homes required and the report does not make it clear how these figures, even with the future plans indicated, constitute ‘on track’;
- f) A City of Opportunity – C10: the competence of appearing to change site allocations within LDP outwith the LDP process to be assessed;
- g) A City of Opportunity – C30: questions the “on track” reference when the baseline requires to be established;
- h) A City of Opportunity – C33: questions the meaningfulness of the “on track” reference to the entire item when the actions refers to a previous plan;
- i) A Resilient City – C18: replace “increase” in the target for this commitment with “decrease” or otherwise explain figures;
- j) A Resilient City – C19: explanation of how identifying funding requirements is a metric;
- k) A Resilient City – C22: questions why the assumption of tram delivery is assumed and dependent on full consultation rather than examination of the business case;
- l) A Resilient City – C23: further evidence to be provided of the “decreasing trend”;
- m) A Resilient City – C24: explanation as to how “Increase Reporting / Decrease Incidents” is a target and replaces with a specific measurable target;

- n) A Resilient City – C51: questions why this notes the ‘number of antisocial behaviour complaints per 10K population was 41.39% for 16/17’ and the target is to have a ‘Decreasing Trend’, yet a Briefing note to ECSP on January 25th 2018 notes that there had been an increase;
- o) An Empowering Council – C52: considers there remains a lack of clarity in relation to the formation and remit of localities committees and also that non-attendance at Locality meetings is a serious concern;
- p) A Forward Looking Council C21 could it be explained what failure has led to this commitment not gaining an achieved status in this report.

- moved by Councillor Doggart, seconded by Councillor Mowat

## **Amendment 2**

- 1) To review the progress against the 52 Coalition commitments as outlined in Appendix 1 to the report by the Chief Executive;
- 2) To note that the coalition commitments formed part of the wider Council Performance Framework, which included corporate performance indicators covering corporate performance and council service delivery.
- 3) To note that 2017/18 corporate performance indicators and Local Government Benchmarking Framework (LGBF) 2016/17 ranking data would be presented to the Corporate Policy and Strategy Committee in August 2018
- 4) To refer this report to the Corporate Policy and Strategy Committee for further scrutiny at its meeting in August 2018.
- 5) To further note the scale of transformation needed in Edinburgh to advance a greener, fairer, and more open city; and the need for radical change in active travel and public transport, in tackling the need for lower cost housing, in developing an economic prospectus which has sustainability at its heart, and many other areas; and notes the disappointing performance of the Council Administration in a number of key areas - including programme delays and wrong choices on active travel; continuing problems with waste services and waste reduction; major challenges with developing a school estate with community schools at their heart; significant shortfalls in capacity for social care; and the need to increase confidence in the planning system; among many others; and therefore looks forward to working constructively with all councillors to effect the scale of improvement expected by residents.

- moved by Councillor Main, seconded by Councillor Burgess



## Voting

The voting was as follows:

For the Motion	-	30 votes
For Amendment 1	-	18 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, Watt, Wilson and Work.

For Amendment 1: Councillors Brown, Bruce, Jim Campbell, Cook, Doggart, 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

Abstained: Councillors Aldridge, Gloyer, Lang, Osler, Neil Ross and Young.)

## Decision

To approve the motion by Councillor McVey.

(References – Act of Council No 7 of 24 August 2017; report by the Chief Executive, submitted.)

## 12 Sustainability

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Details were provided on proposals for the Council to make progress on sustainability and climate change across the work of the organisation. The Council currently had a breadth of activity progressing across a number of directorates, however, it was felt that the approach could potentially benefit from more strategic co-ordination and focus that reflected the wide Council ambitions of the Edinburgh 2050 Vision, and better prepare the Council to deliver on the council business plan and associated legislative commitments and Council strategies.

### Motion

- 1) To note the intention to work with external partners who were experts in climate change and sustainability to provide an independent audit of council activity and recommendations as to how the Council might continue to improve the cumulative impact it has on sustainability.

- 2) To note that the outcome of this audit and its recommendations would be taken to the Corporate Policy and Strategy Committee by December 2018.

- moved by Councillor Macinnes, seconded by Councillor Doran

### **Amendment**

To approve the motion by Councillor Macinnes and add:

- 3) To recognise and welcome the work on sustainability across the council and further note;
- that the Council may strengthen its own target for reducing climate-changing pollution in agreement with revised national targets;
  - the opportunity for the Council to contribute to and support the work of the Edinburgh Sustainable Development Partnership;
  - the reduction of dedicated staff capacity to work on Sustainability, from a unit of officers with a manager in 2007 to one officer by 2018;
  - the potential to reconvene the Carbon, Climate & Sustainability Member Officer Working Group set up in the last council term;
  - an outstanding requirement to report annually on the council's Carbon Management Plan, the driver for reducing the council's climate-changing pollution and also the Sustainable Edinburgh 2020 Vision;
  - the challenge for the Sustainable Energy Action Plan in being able to achieve its 2020 carbon reduction target;
  - the latent potential for the council's energy services company to deliver carbon-saving and income generating projects;
  - the need for the council to be able to respond to emerging environmental challenges such as the reduction of throwaway plastics about which the council has requested several reports.

In accordance with Standing Order 20(7), the amendment was accepted as an addendum to the motion.

### **Decision.**

To approve the following adjusted motion by Councillor Macinnes:

- 1) To note the intention to work with external partners who were experts in climate change and sustainability to provide an independent audit of council activity and recommendations as to how the Council might continue to improve the cumulative impact it has on sustainability.

- 2) To note that the outcome of this audit and its recommendations would be taken to the Corporate Policy and Strategy Committee by December 2018.
- 3) To recognise and welcome the work on sustainability across the council and further note;
  - that the Council may strengthen its own target for reducing climate-changing pollution in agreement with revised national targets;
  - the opportunity for the Council to contribute to and support the work of the Edinburgh Sustainable Development Partnership;
  - the reduction of dedicated staff capacity to work on Sustainability, from a unit of officers with a manager in 2007 to one officer by 2018;
  - the potential to reconvene the Carbon, Climate & Sustainability Member Officer Working Group set up in the last council term;
  - an outstanding requirement to report annually on the council's Carbon Management Plan, the driver for reducing the council's climate-changing pollution and also the Sustainable Edinburgh 2020 Vision;
  - the challenge for the Sustainable Energy Action Plan in being able to achieve its 2020 carbon reduction target;
  - the latent potential for the council's energy services company to deliver carbon-saving and income generating projects;
  - the need for the council to be able to respond to emerging environmental challenges such as the reduction of throwaway plastics about which the council has requested several reports.

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

## 13 Edinburgh Poverty Commission

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Details were provided on proposals for the key stages to establish an Edinburgh Poverty Commission to define the long-term actions and responses needed to reduce poverty and inequality in Edinburgh.

### **Motion**

- 1) To approve the establishment of an Edinburgh Poverty Commission.
- 2) To agree that recommendations proposed by the Commission would be used to inform the Council Change Strategy, and future Council policies and actions to prevent, reduce, and mitigate poverty in Edinburgh.

- 3) To agree the principles for identifying an area to support the agile, action research element of the project.
- 4) To agree the proposals for Commission membership and in particular that both a chair with relevant expertise, alongside a suitable co-chair, would be sought.
- 5) To note that progress was dependent upon identifying sufficient resources, including support from partner agencies, to support this commission approach.

- moved by Councillor Day, seconded by Councillor McVey

### **Amendment 1**

Council:

Notes the report by the Chief Executive, and:-

- 1) Acknowledges the need to review its efforts, alongside those of partners, to tackle poverty in the City but notes that the report does not address the significant efforts and spending already underway, the considerable past work in this area such as the Commission on Social Exclusion that led to the creation of the One City Trust.
- 2) Recognises that this previous commission approach was one of the first in the UK and led to 85 recommendations but that the report neither reviews these nor gives an indication of what has been learnt from the 30 or so commissions elsewhere, specifically whether there are any significant differences in their learning.
- 3) Notes that the Action Research approach has been tried previously in the City with mixed results and without evidence of enduring success.
- 4) Notes that the report does not define the poverty it seeks to address or consider whether this is relative or absolute or consider the dynamic impact.
- 5) Therefore, agrees to defer a decision on this issue until these matters are addressed in a report from the Chief Executive that clearly sets out the value for money the expenditure and time required would bring as opposed to an internal and research based review and a refocusing of Council actions.

- moved by Councillor Whyte, seconded by Councillor McLellan

## **Amendment 2**

To approve the motion by Councillor Day with the substitution of Paragraph 4) as follows:

- 4) To agree (i) to proceed with the recruitment of the chair of the commission with a final appointment to be made by the Corporate Policy and Strategy Committee, and (ii) that the chair shall undertake the recruitment of the other commissioners subject to final appointment by the Corporate Policy and Strategy Committee.

In accordance with Standing Order 20(7), Amendment 2 was accepted as an addendum to the motion.

## **Voting**

The voting was as follows:

For the motion (as adjusted)	-	44 votes
For Amendment 1	-	18 votes

(For the motion (as adjusted): 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, Osler, Perry, Rae, Rankin, Neil Ross, Staniforth, Watt, Wilson, Work and Young.

For Amendment 1: 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 following adjusted motion by Councillor Day:

- 1) To approve the establishment of an Edinburgh Poverty Commission;
- 2) To agree that recommendations proposed by the Commission would be used to inform the Council Change Strategy, and future Council policies and actions to prevent, reduce, and mitigate poverty in Edinburgh.
- 3) To agree the principles for identifying an area to support the agile, action research element of the project.
- 4) To agree (i) to proceed with the recruitment of the chair of the commission with a final appointment to be made by the Corporate Policy and Strategy Committee, and (ii) that the chair shall undertake the recruitment of the other

commissioners subject to final appointment by the Corporate Policy and Strategy Committee.

- 5) To note that progress was dependent upon identifying sufficient resources, including support from partner agencies, to support this commission approach.

(Reference – report by the Chief Executive, submitted)

## **14 Edinburgh and South East Scotland City Region Deal**

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Details were provided on the City Region Deal documentation which was set out in Appendices 1 and 2 of the report by the Chief Executive and was consistent with the Heads of Terms document that was signed in July 2017.

### **Motion**

- 1) To note the content of Deal documentation, which included the approach to inclusive growth, the summary of programmes and projects and the Governance Framework.
- 2) To note that the content of the Deal documentation was consistent with the Heads of Terms document that was signed in July 2017.
- 3) To notes that once the Deal documentation was agreed by all regional partners, the Deal Document could be signed by regional partners, the Scottish Government and UK Government.
- 4) To approve the Financial Agreement, and thereby agree to the role of City of Edinburgh Council as the Accountable Body for the City Region Deal.
- 5) To note that projects that had a financial impact on the City of Edinburgh Council would be subject to approval by the relevant Council Committee.
- 6) To notes that a capital contribution of £5 million set out in the 2018/19 five-year Capital Investment Programme, was approved by Council on 22 February 2018 to support delivery of the IMPACT project subject to the approval of a “Green Book” accredited business case by the Scottish and UK Governments.
- 7) To note that a capital contribution of £16 million also set out in the 2018/19 five-year Capital Investment Programme was approved to support the delivery of Public Transport improvements documented in the West Edinburgh Transport Appraisal. This was subject to the approval of a business case by Scottish Government.
- 8) To note that in February 2018, the City of Edinburgh Council agreed to enter into agreements with Scottish Futures Trust (SFT) to establish two Limited Liability Partnerships (LLPs) to deliver 1,500 homes for market and midmarket

rent to be let to households on low to moderate incomes, under powers offered through the City Region Deal.

- moved by Councillor McVey, seconded by Councillor Day

### **Amendment 1**

- 1) To note the content of Deal documentation, which included the approach to inclusive growth, the summary of programmes and projects and the Governance Framework.
- 2) To note that the content of the Deal documentation was consistent with the Heads of Terms document that was signed in July 2017.
- 3) To notes that once the Deal documentation was agreed by all regional partners, the Deal Document could be signed by regional partners, the Scottish Government and UK Government.
- 4) To approve the Financial Agreement, and thereby agree to the role of City of Edinburgh Council as the Accountable Body for the City Region Deal.
- 5) To note that projects that had a financial impact on the City of Edinburgh Council would be subject to approval by the relevant Council Committee.
- 6) Notes that a capital contribution of £5 million set out in the 2018/19 five-year Capital Investment Programme, was approved by Council on 22 February 2018 to support delivery of the IMPACT project subject to the approval of a “Green Book” accredited business case by the Scottish and UK Governments.
- 7) To note that a capital contribution of £16 million also set out in the 2018/19 five-year Capital Investment Programme was approved to support the delivery of Public Transport improvements documented in the West Edinburgh Transport Appraisal. This was subject to the approval of a business case by Scottish Government.
- 8) To note that in February 2018, the City of Edinburgh Council agreed to enter into agreements with Scottish Futures Trust (SFT) to establish two Limited Liability Partnerships (LLPs) to deliver 1,500 homes for market and midmarket rent to be let to households on low to moderate incomes, under powers offered through the City Region Deal.
- 9) To recognise that the overarching aim of accelerating growth and the projected need to build 140,000 homes in the City Region by 2037 presents opportunities and challenges, and that it is in the interests of the Council to start planning for these possibilities now.
- 10) To ask officers to prepare a concise report to scope the impact this could have on the City of Edinburgh to be circulated to all Executive Committees and

Council prior to the 2019/20 budget cycle to inform medium term financial planning. This report should identify the projected house building needs in the City, the impacts of this and the wider growth forecasts this would have on infrastructures and services provided by this Council, and the opportunities to benefit citizens in Edinburgh through joint projects with other Partners of the City Region Deal to improve the productivity of the Council and the Region.

- (i) The report should draw on the recently published Scottish Fiscal Commission's medium term financial strategy report and the Audit Scotland's Challenges and Performance reports, with a focus on the medium term budget and demographic pressures through to 2039.
  - (ii) While accepting a Just In Time (JIT) approach to delivering infrastructure and services was an acceptable approach by the Council to these pressures, the report should include a thorough analysis of all the enabling provisions that would be required for a JIT infrastructure/service delivery model through to 2039. Any weaknesses in the capability of the Council to scale up to deliver a JIT solution should be identified.
  - (iii) The report should consider how to make the Council a leader in Data Driven Innovation (DDI) in its provision of services for the citizens of Edinburgh, leveraging the rich data the Council holds and the world class academic and research ambitions of the City Region Deal in DDI.
  - (iv) To that end, potential projects and collaborations between the Council & The Edinburgh Futures Institute should be identified, broken down by overseeing Executive Committee. Possible projects and collaborations that the IJB might consider taking forward with The Usher Institute should also be identified.
  - (v) The report should analyse what long term opportunities might arise for any collaboration between the proposed large scale developments in West Edinburgh and the Waterfront, and The National Robotarium, in terms of what a robot enabled development might look like.
- 11) To foster a better understanding in Council of the possibilities of DDI, the Chief Executive be asked to arrange a briefing for Councillors to hear from senior leaders representing the Universities in the City Region Deal how they think DDI could benefit the city and its citizens.
- 12) That an open forum was arranged for Councillors, Officers and Academics to come together and discuss with each other the issue, opportunities, and solutions that might achieve the goals of the City Region Deal in regard of DDI in this city.

- moved by Councillor Jim Campbell, seconded by Councillor McLellan



## Amendment 2

- 1) To note the content of Deal documentation, which included the approach to inclusive growth, the summary of programmes and projects and the Governance Framework.
- 2) To note that the content of the Deal documentation was consistent with the Heads of Terms document that was signed in July 2017.
- 3) To notes that once the Deal documentation was agreed by all regional partners, the Deal Document could be signed by regional partners, the Scottish Government and UK Government.
- 4) To approve the Financial Agreement, and thereby agree to the role of City of Edinburgh Council as the Accountable Body for the City Region Deal.
- 5) To note that projects that had a financial impact on the City of Edinburgh Council would be subject to approval by the relevant Council Committee.
- 6) To notes that a capital contribution of £5 million set out in the 2018/19 five-year Capital Investment Programme, was approved by Council on 22 February 2019 to support delivery of the IMPACT project subject to the approval of a “Green Book” accredited business case by the Scottish and UK Governments.
- 7) To note that a capital contribution of £16 million also set out in the 2018/19 five-year Capital Investment Programme was approved to support the delivery of Public Transport improvements documented in the West Edinburgh Transport Appraisal. This was subject to the approval of a business case by Scottish Government.
- 8) To note that in February 2018, the City of Edinburgh Council agreed to enter into agreements with Scottish Futures Trust (SFT) to establish two Limited Liability Partnerships (LLPs) to deliver 1,500 homes for market and midmarket rent to be let to households on low to moderate incomes, under powers offered through the City Region Deal.
- 9) To agree that full business cases in each project area would be presented to the relevant subject committee for scrutiny, prior to being taken to full Council for approval.
- 10) To note the need for continuing development of proposals to ensure:
  - Recognition of the importance of active travel, public transport and electric vehicle infrastructure in transforming regional transport choices,
  - Delivery of the mix of active travel and public transport proposals within the West Edinburgh Transport Appraisal Refresh,

- The full contribution of the region's social enterprise sector;
- A strengthened focus on the need for the city region economy to lead the way on low carbon, sustainable investment and the circular economy,
- The urgent case outlined in the Council's Housing Needs and Demand Assessment for focus on homes at well below market levels,
- The development of a regional food strategy which recognises the increasing importance of local producers, sustainable agriculture and regional food brands.

11) To note the continuing case for greater regional say and co-ordination over matters such as local taxation, energy master-planning and a regional land assembly.

- moved by Councillor Corbett, seconded by Councillor Miller

In accordance with Standing Order 20(7), Amendment 2 was adjusted and accepted as an addendum to the motion.

### **Voting**

The voting was as follows:

For the motion (as adjusted)	-	44 votes
For Amendment 1	-	18 votes

(For the motion (as adjusted): 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, Osler, Perry, Rae, Rankin, Neil Ross, Staniforth, Watt, Wilson, Work and Young.

For Amendment 1: 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 following adjusted motion by Councillor McVey

- 1) To note the content of Deal documentation, which included the approach to inclusive growth, the summary of programmes and projects and the Governance Framework.
- 2) To note that the content of the Deal documentation was consistent with the Heads of Terms document that was signed in July 2017.

- 3) To notes that once the Deal documentation was agreed by all regional partners, the Deal Document could be signed by regional partners, the Scottish Government and UK Government.
- 4) To approve the Financial Agreement, and thereby agree to the role of City of Edinburgh Council as the Accountable Body for the City Region Deal.
- 5) To note that projects that had a financial impact on the City of Edinburgh Council would be subject to approval by the relevant Council Committee.
- 6) To notes that a capital contribution of £5 million set out in the 2018/19 five-year Capital Investment Programme, was approved by Council on 22 February 2019 to support delivery of the IMPACT project subject to the approval of a “Green Book” accredited business case by the Scottish and UK Governments.
- 7) To note that a capital contribution of £16 million also set out in the 2018/19 five-year Capital Investment Programme was approved to support the delivery of Public Transport improvements documented in the West Edinburgh Transport Appraisal. This was subject to the approval of a business case by Scottish Government.
- 8) To note that in February 2018, the City of Edinburgh Council agreed to enter into agreements with Scottish Futures Trust (SFT) to establish two Limited Liability Partnerships (LLPs) to deliver 1,500 homes for market and midmarket rent to be let to households on low to moderate incomes, under powers offered through the City Region Deal.
- 9) To agree that full business cases in each of Edinburgh’s project areas would be presented to the relevant subject committee for scrutiny, prior to being taken to full Council for approval.
- 10) To note the need for continuing development of proposals to ensure:
  - Recognition of the importance of active travel, public transport and electric vehicle infrastructure in transforming regional transport choices,
  - Delivery of the mix of active travel and public transport proposals within the West Edinburgh Transport Appraisal Refresh,
  - The full contribution of the region’s social enterprise sector;
  - A strengthened focus on the need for the city region economy to lead the way on low carbon, sustainable investment and the circular economy,
  - The urgent case outlined in the Council’s Housing Needs and Demand Assessment for focus on homes at well below market levels,

- The development of a regional food strategy which recognises the increasing importance of local producers, sustainable agriculture and regional food brands.
- 11) To note the continuing case for greater regional say and co-ordination over matters such as local taxation, energy master-planning and a regional land assembly.

(Reference - report by the Chief Executive, submitted)

### **Declaration of Interest**

Councillor Arthur declared a financial interest in the above item as a member of staff at Heriot Watt University.

## **15 City Deal New Housing Partnership Acquisition of Homes 2018-19 – referral from the Finance and Resources Committee**

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The Finance and Resources Committee had referred a report on the partnership with Scottish Futures Trust (SFT) to accelerate housebuilding through the acquisition of homes for market rent and mid market rent to the Council for approval.

### **Decision**

- 1) To agree to lend up to approximately £13m to the mid market rent LLP to purchase 105 homes.
- 2) To agree to provide a corresponding capital advance from the Loans Fund based on a repayment profile using the funding/income method repayment as set out in paragraph 3.12 of the report by the Executive Director of Place.
- 3) To amend the Loans Fund Repayment Policy to include the funding/income method repayment as set out in paragraph 3.14 of the report by the Executive Director of Place.

(References - Finance and Resources Committee 12 June 2018 (item 18); referral from the Finance and Resources Committee, submitted).

## **16 Edinburgh 2050 City Vision**

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Details were provided on the progress on the development of an Edinburgh 2050 City Vision with proposals that the Council provide a match-funded contribution to undertake a public engagement campaign to reach every Edinburgh resident and invite them to create the Edinburgh 2050 City Vision.

## **Decision**

- 1) To note the progress on the development of an Edinburgh 2050 City Vision.
- 2) To agree to allocate £0.100m from the Council Priorities Fund to match-fund the external financial contribution predicated on this basis.
- 3) To agree that a full report be presented to the Council for debate prior to the finalisation of the City Vision in February 2019.

(Reference: report by the Chief Executive, submitted)

## **17 Unaudited Annual Accounts 2017/18**

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The unaudited annual accounts for 2017/18 were submitted for the Council's consideration.

## **Decision**

- 1) To note that the unaudited annual accounts for 2017/18 would be submitted to the external auditor by the required date.
- 2) To note that the provisional revenue outturn position showed an overall in-year underspend of £2.416m and that this sum would be set aside within the Council Priorities Fund.
- 3) To note the more detailed revenue and capital outturn reports would be considered by the Finance and Resources Committee in August 2018.
- 4) To further note that the audited annual accounts and the auditor's report would be submitted initially to the Governance, Risk and Best Value Committee and be presented for approval thereafter by the Finance and Resources Committee in September 2018.
- 5) To approve, subject to the outcome of the audit process, an increase of £7.463m in the level of the Council's offer to the Edinburgh Integration Joint Board in respect of 2017/18, in line with the actual service outturn for the year.
- 6) To approve an allocation of £0.480m from the Council Priorities Fund to support additional investment in the city's roads network.

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

## **18 Lothian Pension Fund, Lothian Buses Pension Fund and Scottish Homes Pension Fund Annual Report 2018 (and Financial Statement) Unaudited – referral from the Pensions Committee**

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The Pensions Committee had referred a report on the unaudited Annual Report for the year ended 31 March 2018 for the Lothian Pension Fund, Lothian Buses Pension Fund and Scottish Homes Pension Fund to the City of Edinburgh Council for information, in its role as administering authority of the Pension Funds.

### **Decision**

To note the unaudited Annual Report for the year ended 31 March 2018 for the Lothian Pension Fund, the Lothian Buses Pension Fund and the Scottish Homes Pension Fund.

(References - Pensions Committee 27 June 2018 (item 3); referral from the Pensions Committee, submitted)

### **Declaration of Interests**

Councillor Aldridge declared a financial interest in the above item as the recipient of a Lothian Pensions Fund pension.

## **19 Lothian Buses Pension Fund – referral from the Finance and Resources Committee**

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The Finance and Resources Committee had referred a report on the proposal by the Lothian Buses Pension Fund to assimilate the Lothian Buses Fund to the City of Edinburgh Council for approval for the Council to act as a guarantor for contributions to the Pensions Fund, in relation to the proportion of its shareholding.

### **Decision**

To agree that the Council act as a guarantor for contributions to the Pensions Fund, in relation to the proportion of its shareholding.

(References - Finance and Resources Committee 12 June 2018 (item 11); referral from the Finance and Resources Committee, submitted)

### **Declaration of Interests**

Councillor Bridgman declared a financial interest in the above item as the potential beneficiary of a Lothian Buses Pensions Fund pension.

## **20 Proposed Compulsory Purchase Orders – Pennywell Town Centre**

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The Planning Committee Committee had agreed to use Compulsory Purchase Orders for three residential and eight commercial properties at Pennywell Road and Pennywell Court, Edinburgh.

Approval was sought for the Council to exercise compulsory purchase powers in relation to the properties which formed part of the Pennywell Town Centre regeneration and was central to the success of the wider award winning 21st Century Homes Pennywell and Muirhouse regeneration which was well underway.

### **Decision**

- 1) To note the decision of the Planning Committee of 30 May 2018 regarding this matter.
- 2) To agree to make a Compulsory Purchase Order for the homes at 41/6 Pennywell Road, 47/9 Pennywell Road and 47/10 Pennywell Road and instruct the Head of Legal, Risk and Compliance to commence proceedings.
- 3) To agree to make a Compulsory Purchase Order for the commercial leases at 61 Pennywell Road, 59 Pennywell Road, 55a-57 Pennywell Road, 53a Pennywell Road, 39 Pennywell Road, 45a Pennywell Road, 47a Pennywell Road and, 9 Pennywell Court and instruct the Head of Legal, Risk and Compliance to commence proceedings.
- 4) To approve the draft Compulsory Purchase Order at Appendix 1 of the report by the Executive Director of Place.
- 5) To note that the Council would continue to seek a negotiated purchase of the homes and leases in parallel with the Compulsory Purchase Order process.

(References - Planning Committee, 30 May 2018 (item 5); report by the Executive Director of Place, submitted)

## **21 Implementation of Full Cost Charges in Care Homes for Older People Managed by the Council – referral from the Finance and Resources Committee**

---

The Finance and Resources Committee had referred a report on a proposed increase in care home charges for existing self-funding residents with effect from 1 September 2018, to the City of Edinburgh for approval of this charge.

## **Decision**

To approve the proposed increase in care home charges for existing self-funding residents with effect from 1 September 2018.

(References: Finance and Resources Committee 12 June 2018 (item 7); referral from the Finance and Resources Committee, submitted)

## **22 Spend to Save – Funding Applications – referral from the Finance and Resources Committee**

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The Finance and Resources Committee had referred a report on the agreement in-principle by Council, as part of the approved budget motion for 2018/19, to use Spend to Save Funding to take forward investment in two projects concerned with LED lighting in public spaces and buildings (indicative allocation £0.300m) and cultural venue equipment (indicative allocation £0.200m) respectively, to the City of Edinburgh Council for ratification of the use of the Fund for the projects concerned.

## **Decision**

To approve the the use of the Spend to Save Fund for two projects concerned with LED lighting in public spaces and buildings (indicative allocation £0.300m) and cultural venue equipment (indicative allocation £0.200m) respectively.

(References: Finance and Resources Committee 12 June 2018 (item 9); referral from the Finance and Resources Committee, submitted)

## **23 Kings Theatre – Request for additional Capital Funding by Capital Theatres – referral from the Finance and Resources Committee**

---

The Finance and Resources Committee had referred a report requesting up to £5 million additional capital funding, supported prudentially by Capital Theatres, towards redevelopment of the King's Theatre, subject to funding being raised to meet the remaining costs, to the City of Edinburgh Council for ratification of the additional capital funding.

## **Decision**

To approve the use of up to £5million additional funding for the King's Theatre from Capital Theatres.

(References: Finance and Resources Committee 12 June 2018 (item 17); referral from the Finance and Resources Committee, submitted)



## **Declaration of Interests**

Councillors McNeese-Mechan, Main and Mitchell declared a non-financial interest in the above item as members of the Board of Capital Theatres Trust.

## **24 Code of Conduct on the Use of Volunteers at Festivals and Events – referral from the Culture and Communities Committee**

---

The Culture and Communities Committee had referred a report in response to a motion by Councillor Staniforth on a code of best practice on the use of volunteers at events, to the City of Edinburgh Council for approval of the Code of Conduct as policy for inclusion, where relevant, within procurement.

### **Decision**

To approve the Code of Conduct as policy for inclusion, where relevant, within procurement.

(References: Culture and Communities Committee 19 June 2018 (item 4); referral from the Culture and Communities Committee, submitted)

## **25 Doddie Foundation – Motion by Councillor Doggart**

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

“Council:

- 1) Notes the significant work undertaken by the “My Name’s Doddie Foundation” into raising funds to aid research into the causes of, and potential cures for, Motor Neurone Disease.
- 2) Congratulates those from around the city who have already participated in fundraising activities for the Foundation.
- 3) Sends its best wishes to former rugby internationalists Iwan Tukalo, Roger Baird and Rob Wainwright in their 24 Hour Spinathon for the Foundation on 7 July at the Glasgow Road David Lloyd Centre.
- 4) Recognises the selfless manner in which Doddie has approached his illness, congratulating him, his wife and sons on their willingness to use his fame to seek cures for others
- 5) Further recognises the vital work being carried out by the Euan MacDonald Centre at The University of Edinburgh, and the indomitable spirit displayed by Euan since his diagnosis 15 years ago, aged just 29.”

## **Decision**

To approve the motion by Councillor Doggart.

## **26 EICC – Motion by Councillor McLellan**

---

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

“Council

- 1) Agrees the Edinburgh International Conference Centre is a vital tool in attracting business tourism and in selling the city to international markets.
- 2) Notes that in 2017 the EICC welcomed 94,000 delegates, doubled its operating profit to £1.2m and generated an economic impact of £55m for the City.
- 3) Congratulates its Chief Executive Marshall Dallas for continuing to work positively to secure its future as the most sustainable conference centre in the world and to increase its dividend to the council.
- 4) Instructs the Executive Director of Place to submit a report in the next cycle to the Housing and Economy Committee to detail measures the Council has taken, and is taking, to work with the EICC to meet its ambition to raise annual profitability to £3m.
- 5) Requests that the report contains full details about the problems encountered with the Exchange 2 project, and any possible solutions.
- 6) Further instructs the Executive Director of Place to include the report into the EICC’s capital expenditure requirements over the next 20 years agreed at the last Housing & Economy Committee.”

## **Motion**

To approve the motion by Councillor McLellan

- moved by Councillor McLellan, seconded by Councillor Smith

## **Amendment.**

- 1) Agrees the Edinburgh International Conference Centre is a vital tool in attracting business tourism and in selling the city to international markets.
- 2) Notes that in 2017 the EICC welcomed 94,000 delegates, doubled its operating profit to £1.2m and generated an economic impact of £55m for the City.

- 3) Congratulates its Chief Executive Marshall Dallas for continuing to work positively to secure its future as the most sustainable conference centre in the world and to increase its dividend to the council.
- 4) Notes the report going to the Housing and Economy Committee as detailed in the Coalition amendment to the Green motion on Demand for Business Class Hotel Accommodation which asks for “a report to include a detailed appraisal of the capital expenditure requirements for EICC over the next 20 years”. The report should identify potential solutions to any funding shortfall and support that could be given to EICC to meet the shortfall.

- moved by Councillor Kate Campbell, seconded by Councillor Cameron

### **Voting**

For the motion	-	23 votes
For the amendment	-	38 votes

(For the motion: Councillors Aldridge, Brown, Bruce, Jim Campbell, Cook, Doggart, 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, Staniforth, Watt, Wilson and Work

### **Decision**

To approve the amendment by Councillor Kate Campbell.

### **Declaration of Interests**

Councillor Cameron declared a non-financial interest in the above item as a members of EICC and CEC holdings.

Councillor Kate Campbell declared a non-financial interest in the above item as the Chair of EICC

Councillor Smith declared a non-financial interest in the above item as as a member of EICC.

## 27 Disability Employment Gap – Motion by Councillor Graczyk

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

“Council:

- 1) Notes, the City of Edinburgh Council has only 2% disabled and 78% of non-disabled employees out of the total employee headcount of 18,667, whilst acknowledging 19% provided no information and 1% preferred not to say;
- 2) Further notes, City of Edinburgh Council only has 0.4% disabled and 84.8% of non-disabled employees in senior roles out of the total employee headcount of 541, whilst acknowledging 12.9% provided no information and 1.8% preferred not to say;
- 3) Recognises, the importance of employment extends beyond having an income; it is about fulfilment, development, and good mental health. It allows people to set themselves goals and achieve aspirations;
- 4) Further recognises, employers play a critical role in ensuring that disabled employees succeed and progress in the workplace;
- 5) Calls, for a report in two or three cycles to the Finance and Resources Committee on exploring the best way of closing the disability employment gap, and maximising inclusive promotion opportunities;
- 6) Requests that said report includes, but is not limited to:
  - a) Review clear factors for improving the disability employment gap going forward;
  - b) Design strategies to overcome barriers to work and come up with tangible actions to tackle the disability employment gap;
  - c) Set goals with regards to helping increase and retain the number of disabled people in the City of Edinburgh Council employment;
  - d) Explore the development of a communication strategy with the aim to improve the declaration rates to enable better analysis of relevant data;
  - e) Determine a list of indicators to evaluate the success of each of the relevant performance measurements as part of the commitment to increase the number of disabled people in the City of Edinburgh Council employment;

- 7) To sign up, and partner with, the Disability Confident Scheme Scotland as a City of Edinburgh Council employer.

- moved by Councillor Graczyk, seconded by Councillor Johnston.

### **Amendment**

Council:

- 1) Notes the motion from Councillor Graczyk.
- 2) Agrees points 1 to 6 of the motion.
- 3) Notes that the City of Edinburgh Council is already signed up to the Disability Confident Scheme Scotland employer scheme.

- moved by Councillor Rankin, seconded by Councillor Donaldson

In accordance with Standing Order 20(7), the amendment was accepted as an addendum to the motion.

### **Decision**

To approve the following adjusted motion by Councillor Graczyk:

Council:

- 1) Notes, the City of Edinburgh Council has only 2% disabled and 78% of non-disabled employees out of the total employee headcount of 18,667, whilst acknowledging 19% provided no information and 1% preferred not to say;
- 2) Further notes, City of Edinburgh Council only has 0.4% disabled and 84.8% of non-disabled employees in senior roles out of the total employee headcount of 541, whilst acknowledging 12.9% provided no information and 1.8% preferred not to say;
- 3) Recognises, the importance of employment extends beyond having an income; it is about fulfilment, development, and good mental health. It allows people to set themselves goals and achieve aspirations;
- 4) Further recognises, employers play a critical role in ensuring that disabled employees succeed and progress in the workplace;
- 5) Calls, for a report in two or three cycles to the Finance and Resources Committee on exploring the best way of closing the disability employment gap, and maximising inclusive promotion opportunities;
- 6) Requests that said report includes, but is not limited to:

- a) Review clear factors for improving the disability employment gap going forward;
  - b) Design strategies to overcome barriers to work and come up with tangible actions to tackle the disability employment gap;
  - c) Set goals with regards to helping increase and retain the number of disabled people in the City of Edinburgh Council employment;
  - d) Explore the development of a communication strategy with the aim to improve the declaration rates to enable better analysis of relevant data;
  - e) Determine a list of indicators to evaluate the success of each of the relevant performance measurements as part of the commitment to increase the number of disabled people in the City of Edinburgh Council employment;
- 7) Notes that the City of Edinburgh Council is already signed up to the Disability Confident Scheme Scotland employer scheme.

## **28 Public Drinking Water – Motion by Councillor Whyte**

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

“Council

- 1) Notes the widespread public concern over pollution caused by plastics and the actions the Council and others are taking to reduce and recycle plastic, in particular through the use of reusable drinking bottles which avoid plastic waste.
- 2) Therefore, instructs Council officers to work with Scottish Water and the organisers of Edinburgh’s summer festivals to attempt to make public drinking water fountains available throughout the City Centre during the festivals to give residents and visitors access to free drinking water for immediate use and to allow the refilling of reusable containers.
- 3) Requests Officers to report back on the outcome of discussions through a briefing note to Councillors in July with a full report later detailing how any such scheme could be supported on a broad scale in future years.”

### **Motion**

To approve the motion by Councillor Whyte.

- moved by Councillor Whyte, seconded by Councillor Cook

## **Amendment**

### Council

- 1) Notes the widespread public concern over pollution caused by plastics and the actions the Council and others are taking to reduce and recycle plastic, in particular through the use of reusable drinking bottles which avoid plastic waste.
- 2) Notes that there is a report being brought forward to the Transport and Environment Committee in August, currently titled Reducing Plastic Bottle Pollution, which will deal with the many facets of this issue, including the provision of water bottle refill points.
- 3) Recognises the timing difficulties in provision of public drinking fountains before the summer Festivals this year but recognises the significant role that the Council may have on the numbers of plastic bottles used in Edinburgh through similar measures.
- 4) Recognises the role that other organisations can play in the city including, for example, the University of Edinburgh which is, commendably, expanding the number of water fountains on their campus to approximately 200 in the course of the next 18 months.
- 5) Instructs officers to include discussion and recommendations on the provision of water fountains as part of the August report to the Transport and Environment Committee.

- moved by Councillor Macinnes, seconded by Councillor Doran

### **Voting**

For the motion - 17 votes  
For the amendment - 44 votes

(For the motion: Councillors Brown, Bruce, Jim Campbell, Cook, Duggart, Graczyk, Hutchison, Johnston, Laidlaw, McLellan, Mitchell, Mowat, Rose, Rust, Smith, Webber and Whyte.

For the amendment:

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, Osler, Perry, Rae, Rankin, Neil Ross, Staniforth, Watt, Wilson, Work and Young.)

## Decision

To approve amendment by Councillor Macinnes.

## 29 Cricket Scotland – Motion by Councillor Brown

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

“Council:

- 1) Congratulates all at Cricket Scotland on their recent historic 6 run One Day International (ODI) victory over ICC’s No.1 ranked England at The Grange Club.
- 2) Records its recognition of the magnificent 140 Not Out innings from Calum MacLeod that helped take Scotland to their highest ever ODI score of 371, just one of several Scottish Cricket records that tumbled in the Stockbridge sunshine.
- 3) Notes the half century knocks by Kyle Coetzer and George Munsey along with a three wicket haul for Matt Watt that guided Scotland to their maiden ODI win over England.”

## Decision

To approve the motion by Councillor Brown.

## 30 Community Event Advertisements – Banners on Pedestrian Guard Rails – Motion by Councillor Webber

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

“Council:

- 1) Notes with disappointment that a number of community groups and volunteer organisations across the City recently had their promotional banners for their community-based events removed, damaged, lost and/or destroyed by Council representatives without any prior consideration or consultation.
- 2) Notes that these banners are costly and subsequent repairs or replacements will have to be met by said community groups, largely run by volunteers.
- 3) Recognises that there is a process in place in respect of approved placement of banners <http://eventsedinburgh.org.uk/Events-Planning-Partners.html>



- 4) Recognises that the advice in point 3 is not common knowledge and is neither advertised nor proactively provided to organisations upon their application to hold local events. This has resulted in an inconsistent approach to the removal of the aforementioned banners.
- 5) Recommends that a review takes place of the application and approval process to hold community based events to include an approval provision for advertising banner placement.
- 6) Recommends further review of the Approved Banner Locations in each Locality to ensure consistency is applied throughout the City.
- 7) Recommends that this review paper is referred to the Culture and Communities Committee for approval within 1 cycle.”

- moved by Councillor Webber, seconded by Councillor Brown

### **Amendment**

Council:

- 1) Notes with regret that 4 community groups and volunteer organisations in the North West and South West of the city recently had promotional banners for their community events removed from pedestrian guard rails by Council officers.
- 2) Recognises that there is already a process in place for approved placement of banners which can be found at <http://eventsedinburgh.org.uk/Events-Planning-Partners.html>.
- 3) Notes that it is the responsibility of organisations to meet expectations around the safe placement and removal of banners and other promotional materials.
- 4) Recognises that advice, as contained at <http://eventsedinburgh.org.uk/Events-Planning-Partners.html>, could be made clearer to organisations and requests that officers review how that advice is communicated to event planners.
- 5) Instructs officers, within two cycles, to clarify on which fixtures and in which position promotional material may be fixed and to provide such clarification on the above website and in a briefing to elected members.

- moved by Councillor Macinnes, seconded by Councillor Doran

In accordance with Standing Order 20(7), the amendment was adjusted and accepted in place of the motion together with paragraph 2 of the motion.

## Decision

To approve the following adjusted amendment by Councillor Macinnes:

- 1) Notes with regret that 4 community groups and volunteer organisations in the North West and South West of the city have reported recently had promotional banners for their community events removed from pedestrian guard rails by Council officers
- 2) Recognises that there is already a process in place for approved placement of banners which can be found at <http://eventsedinburgh.org.uk/Events-Planning-Partners.html>
- 3) Notes that it is the responsibility of organisations to meet expectations around the safe placement and removal of banners and other promotional materials
- 4) Recognises that advice, as contained at <http://eventsedinburgh.org.uk/Events-Planning-Partners.html>, could be made clearer to organisations and requests that officers review how that advice is communicated to event planners
- 5) Instructs officers, within two cycles, to clarify on which fixtures and in which position promotional material may be fixed and to provide such clarification on the above website and in a briefing to elected members.
- 6) Notes that these banners are costly and subsequent repairs or replacements will have to be met by said community groups, largely run by volunteers.

## **31 70<sup>th</sup> Anniversary of the NHS – Motion by Councillor Cameron**

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

“Council:

- i) Notes the forthcoming 70th anniversary in July 2018 of the establishment in 1948 of a UK wide National Health Service, free at the point of need to everyone;
- ii) Conveys its gratitude and deepest appreciation, on behalf of the people of Edinburgh, to all who have worked in, volunteered for, represented NHS staff, raised funds for, and bequeathed legacies to our beloved NHS over the past 70 years; and
- iii) Asks the Lord Provost to write to the Chief Executive and Board of NHS Lothian on behalf of the Council in these terms.”

## **Motion**

To approve the motion by Councillor Cameron

- moved by Councillor Cameron, seconded by Councillor Howie

## **Amendment**

Add "(iv) Agrees that the best tribute which can be made to the NHS in this 70th anniversary year is to ensure it is properly funded and therefore calls for a open and honest debate on solving the long term funding challenges facing the NHS."

- moved by Councillor Lang, seconded by Councillor Aldridge

In accordance with Standing Order 20(7), the amendment was accepted as an addendum to the motion.

## **Decision**

To approve the following adjusted motion by Councillor Cameron:

Council:

- i) Notes the forthcoming 70th anniversary in July 2018 of the establishment in 1948 of a UK wide National Health Service, free at the point of need to everyone;
- ii) Conveys its gratitude and deepest appreciation, on behalf of the people of Edinburgh, to all who have worked in, volunteered for, represented NHS staff, raised funds for, and bequeathed legacies to our beloved NHS over the past 70 years; and
- iii) Asks the Lord Provost to write to the Chief Executive and Board of NHS Lothian on behalf of the Council in these terms.
- iv) Agrees that the best tribute which can be made to the NHS in this 70th anniversary year is to ensure it is properly funded and therefore calls for a open and honest debate on solving the long term funding challenges facing the NHS.

## **32 Charter Against Modern Slavery – Motion by Councillor Day**

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

“Council notes the terms of the Co-operative Party’s Charter Against Modern Slavery which commits each participating Council to:

1. Train its corporate procurement team to understand modern slavery through the Chartered Institute of Procurement and Supply's (CIPS) online course on Ethical Procurement and Supply.
2. Require its contractors to comply fully with the Human Trafficking and Exploitation (Scotland) Act 2015 and the Modern Slavery Act 2015 wherever they apply, with contract termination as a potential sanction for non-compliance.
3. Challenge any abnormally low-cost tenders to ensure they do not rely upon the potential contractor practising modern slavery.
4. Highlight to its suppliers that contracted workers are free to join a trade union and are not to be treated unfairly for belonging to one.
5. Publicise its whistle-blowing system for staff to blow the whistle on any suspected examples of modern slavery.
6. Require its tendered contractors to adopt a whistle-blowing policy which enables their staff to blow the whistle on any suspected examples of modern slavery.
7. Review its contractual spending regularly to identify any potential issues with modern slavery.
8. Highlight for its suppliers any risks identified concerning modern slavery and refer them to the relevant agencies to be addressed.
9. Refer for investigation via the National Crime Agency's national referral mechanism any of its contractors identified as a cause for concern regarding modern slavery.
10. Report publicly on the implementation of this policy annually.

Council agrees to sign up to the Charter and asks the Director of Resources to report to the September meeting of the Corporate Policy and Strategy Committee on how this will be implemented.”

### **Motion**

To approve the motion by Councillor Day

- moved by Councillor Day, seconded by Councillor McVey

## **Amendment**

Council

Adds in as 11 and 12

11. Encourages close cooperation with Police Scotland and other relevant Scottish and UK Government Agencies;
12. If Council practice risks a breach of any Employment Legislation in this regard then it is immediately informed.

In accordance with Standing Order 20(7), the amendment was accepted as an addendum to the motion.

## **Decision**

To approve the following adjusted motion by Councillor Day:

“Council notes the terms of the Co-operative Party’s Charter Against Modern Slavery which commits each participating Council to:

1. Train its corporate procurement team to understand modern slavery through the Chartered Institute of Procurement and Supply’s (CIPS) online course on Ethical Procurement and Supply.
2. Require its contractors to comply fully with the Human Trafficking and Exploitation (Scotland) Act 2015 and the Modern Slavery Act 2015 wherever they apply, with contract termination as a potential sanction for non-compliance.
3. Challenge any abnormally low-cost tenders to ensure they do not rely upon the potential contractor practising modern slavery.
4. Highlight to its suppliers that contracted workers are free to join a trade union and are not to be treated unfairly for belonging to one.
5. Publicise its whistle-blowing system for staff to blow the whistle on any suspected examples of modern slavery.
6. Require its tendered contractors to adopt a whistle-blowing policy which enables their staff to blow the whistle on any suspected examples of modern slavery.
7. Review its contractual spending regularly to identify any potential issues with modern slavery.

8. Highlight for its suppliers any risks identified concerning modern slavery and refer them to the relevant agencies to be addressed.
9. Refer for investigation via the National Crime Agency's national referral mechanism any of its contractors identified as a cause for concern regarding modern slavery.
10. Report publicly on the implementation of this policy annually.
11. Encourages close cooperation with Police Scotland and other relevant Scottish and UK Government Agencies;
12. If Council practice risks a breach of any Employment Legislation in this regard then it is immediately informed.

Council agrees to sign up to the Charter and asks the Director of Resources to report to the September meeting of the Corporate Policy Strategy Committee on how this will be implemented.

### **33 Self Build Projects – Motion by Councillor Child**

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

“Council:

- congratulates the Bath Street Collective Customers Build self builders and architect John Kingsley on their Edinburgh award winning Bath Street development, now also shortlisted for a national Saltire Award,
- notes the Planning Committee and Housing and Economy Committee members recently visited the building as part of their Annual Tour 2018 with the Urban Design Panel Members,
- calls for a report identifying any suitable Council-owned sites which might be wholly or partially used for self-build projects without compromising our commitment to provide more affordable housing.”

#### **Decision**

To approve the motion by Councillor Child.

## Appendix 1

(As referred to in Act of Council No 6 of 28 June 2018)

### QUESTION NO 1

**By Councillor Jim Campbell for answer by the Convener of the Education, Children and Families Committee at a meeting of the Council on 28 June 2018**

#### Question

Accepting the 2027 projected roll for every Edinburgh high school, reported to Committee in December 2017, please provide the total anticipated cost to:

- 1) increase school building capacity to satisfy the roll projections for August 2027;
- 2) achieve a condition rating of “B”, or better, in 2028 across the Council owned and maintained high school estate, assuming all high school buildings in use this year are retained in use until then.

In both case, the costs should be from the start of this financial year, and be broken down by school.

#### Answer

Please see the answer to 1) in APPENDIX 1 attached.

- 2) The table below indicates the level of spend required to achieve A or B condition ratings in CEC’s non-PPP/DBFM high school estate over the next five years. Further spend will be required beyond this period but that is unquantified as the surveys only cover a five year period. In addition, the Council pays an annual charge of around £42m for the provision and operation of the PPP and DBFM schools estate, of which an element will cover the maintenance work undertaken by the PPP/DBFM providers to keep the schools in good condition. The proportion of the annual charge that will be spent on maintenance to 2028 is not available, however.

<b>High School</b>	<b>Total Cost of Work</b>
BALERNO HIGH SCHOOL	£5,250,390
CASTLEBRAE HIGH SCHOOL	£2,991,008
CURRIE HIGH SCHOOL	£6,847,394
LEITH ACADEMY	£1,862,368
LIBERTON HIGH SCHOOL	£1,520,941
NEW PORTOBELLO HIGH SCHOOL	£81,556
ST THOMAS OF AQUINS RC HIGH SCHOOL	£1,303,763
TRINITY ACADEMY HIGH SCHOOL	£2,202,532
WESTER HAILES EDUCATION CENTRE - WHEC	£4,269,748
<b>Grand Total</b>	<b>£26,329,700</b>

**Supplementary Question**

Thank you Lord Provost, I thank the Convener for his answer. I just wondered if the Convener could give a little bit of reasoning as to the inability to produce figures beyond five years for the likely maintenance cost of schools. He'll remember that one of the first issues this Council faced was the £180 million backlog of school repairs, something we were told had built up over many years. I would suggest to the Convener that a failure to get answers from officers as to the long term maintenance costs of schools will just lead to another backlog in the future.

**Councillor Perry**

Is that a statement or a question?

**Councillor Jim Campbell**

The question was, what did you do to make sure officers answered the question going beyond five years?

**Supplementary Answer**

No idea, I'll have to ask the officers.



APPENDIX 1

	Notional Capacity	2027 Projected Roll	Planned Capacity Increase (Wave 4, Rising Rolls or LDP Action Programme)	Estimated Area (m2) -	Construction Cost - £2,970.72 / m2 (as at Q4 2017)	Other Project Costs (estimated 15%)	Total Estimated Capital Costs	Running costs - £94 /m2 (includes facilities management, maintenance, utilities and non-domestic rates).
<b>Balerno Community High School</b>	850	915	150	750	£2,228,040	£334,206	£2,562,246	£70,500
<b>Currie Community High School</b>	900	920	100	500	£1,485,360	£222,804	£1,708,164	£47,000
<b>Boroughmuir High School</b>	1,300	1591	300	1200	£3,564,864	£534,730	£4,099,594	£112,800
<b>James Gillespie's High School</b>	1,300	1796	500	1800	£5,347,296	£802,094	£6,149,390	£169,200
<b>West Edinburgh</b>	0	1200	1,200	13200	£39,213,915	£5,882,087	£45,096,002	£1,240,800
<b>Gracemount High School</b>	650	739	522	5742	£17,057,874	£2,558,681	£19,616,555	£539,748
<b>Liberton High School</b>	850	1201						
<b>Trinity Academy</b>	950	979	250	2750	£8,169,480	£1,225,422	£9,394,902	£258,500
<b>St Augustine's RC High School</b>	900	1107	78	858	£2,548,878	£382,332	£2,931,209	£80,652

## QUESTION NO 2

**By Councillor Staniforth for answer  
by the Convener of the Transport and  
Environment Committee at a meeting  
of the Council on 28 June 2018**

In 2015 a decision was taken to close 10 public toilets across the city. To mitigate this council agreed to approach businesses about making their toilets publicly accessible in exchange for an annual payment from the council.

- Question** (1) How many business are currently registered with the Community Toilet Scheme?
- Answer** (1) There are over 70 publicly accessible toilets across the city listed on the council website. These include specialist Changing Places facilities, toilets in Council buildings such as community centres, libraries and leisure facilities along with 9 local businesses who have signed up to the Community Toilet Scheme.
- Question** (2) How much does the Community Toilet Scheme cost the council annually?
- Answer** (2) £4,500 as each business receives an annual payment of £500.
- Question** (3) How are toilets registered with the Community Toilet Scheme signposted?
- Answer** (3) A window sticker is displayed on the premises and all are on the following web page here:  
[http://www.edinburgh.gov.uk/directory/61/public\\_toilets](http://www.edinburgh.gov.uk/directory/61/public_toilets)
- Question** (4) How are publicly available toilets in council buildings (such as libraries) signposted?
- Answer** (4) As above.
- Question** (5) What are the opening times for the city's public toilets, council buildings with publicly available toilets and businesses registered with the Community Toilet Scheme?

**Answer** (5) This varies depending on the building. All opening times are detailed on the webpage.

**Supplementary Question** Thank you Lord Provost. For the benefit of the webcast, I asked a question on public toilets and public accessible toilets. I'd like to further ask the Convener, given that only nine businesses of the thousands in Edinburgh have signed up for the Community Toilet Scheme, would she consider this scheme a success?

**Supplementary Answer** Thank you Councillor Staniforth for the supplementary. I have to say I have a certain degree of disappointment about the numbers of businesses that have signed up for this. I would however mention the fact that, as was agreed in the 2015 decision, a lot of our Council offices in the shape of libraries for example and all other types of Council facilities are open so we actually have over 70 public toilet facilities across Edinburgh. Is that enough? It's a question that we need to answer and in fact I've actually asked the officers to start to look at exactly how we could expand the scheme, whether or not it's to encourage more businesses to come forward, or whether or not it is to look at further development of toilet facilities. I am for example aware of the fact that we have five changing places which are specialist toilet facilities, which has become an increasingly apparent need across the city and indeed across the country and we'll be looking at that in the weeks to come.

**Lord Provost** Just for clarity and to save members time, there's no need to "for the webcast tell you what the question is", the questions and answers are actually posted on the Council's website.

**QUESTION NO 3**

**By Councillor Lang for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 28 June 2018**

At the 15 March 2018 meeting of the Council and in response to question 5.5, the Convener said that the new annual charge for the collection of garden waste would commence in July 2018.

On 5 June 2018, members received an email communication stating that the introduction of the new charge had been moved back to October 2018.

**Question** (1) When was the decision taken to delay the introduction to October?

**Answer** (1) The decision was made on Tuesday 8 May at a meeting of the project team where details of the process and associated timelines were discussed. It became clear that the original timetable could not be achieved.

**Question** (2) Who made this decision and on what date was the Convener informed?

**Answer** (2) It was decision taken by the service area on the basis of the advice and information provided at the above meeting. The Convener was formally advised on 31 May 2018.

**Question** (3) What changed between 15 March and 5 June so as to account for the delay to the introduction of the charge?

**Answer** (3) When the project team met in early May, it became clear that the process and timetable to establish the online registration and payment process would take longer than had been anticipated.

**Question** (4) Is it still the intention to charge for a full 12 months in the first year of operation?

**Answer** (4) The first year of operation will run from Monday 8 October 2018 until Monday 7 October 2019.

**Question** (5) Will free Christmas trees collection continue to be available for households which have not paid the garden waste charge?

**Answer** (5) It is intended to offer a free Christmas tree collection service to all residents.

**Supplementary Question** Thank you very much Lord Provost, I'm very grateful to the Convener for the answers that she provided. With only 179 days to go until Christmas, I was particularly glad to see the welcome news that Christmas tree recycling will escape the new charge. Can I ask though the Convener for clarification; the letters, Lord Provost which have been sent out last week and this week and contain this rather ominous statement I thought, where it said "Why are we charging? The collection of garden waste is not paid for by Council tax as it's not a statutory service". Now, Lord Provost, this has inevitably led some people to question whether there are plans for other charges for other non-statutory services. So can the Convener clear up perhaps any confusion and provide a guarantee that any other non-statutory services that fall within her responsibility, that they will remain free at the point of use and there will not be any new charges for any of those.

**Supplementary Answer** Thank you Councillor Lang for your supplementary. I am glad that you found the information contained in the written response so useful. I will just take this opportunity to indicate that in the short period of time that registration's been open and indeed the correlation then with the letters hitting the mat mainly this week, we have as of yesterday already had a total sign up of 10,346 residents. It's early days clearly but it's probably an indication that the residents of Edinburgh understand very well the need and accept this garden charge rather more readily than some of my political opponents in this chamber. In terms of the guarantee, what you're actually asking me to do as the guarantee, absolutely everything about our next few years' worth of budgeting process. I think in that case I'd probably defer to Councillor Rankin's greater expertise and length of experience in terms of the budgeting process but I think it's a guarantee that Councillor Lang recognised that I would not be able to deliver on anything before that, thank you.

**QUESTION NO 4**

**By Councillor Lang for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 28 June 2018**

At the 3 May 2018 meeting of the Council and in response to question 5.6 on the subsidence on Braehead Grove, the Convener said it was "*hoped that the work will be completed within the next six weeks.*"

Since that date, residents have raised concerns that no further work appears to have taken place and my correspondence with relevant officials has gone unanswered.

**Question** (1) Can the Convener confirm what work has been undertaken on Braehead Grove since 3 May?

**Answer** (1) The cast roof slabs are now ready however there have been difficulties in securing appropriate resource to complete the installation and this has delayed the start of the works.

**Question** (2) When is it now estimated that work will be complete?

**Answer** (2) It is intended to begin work at this site in early July 2018 with completion by mid July.

**Supplementary Question** Thank you, very grateful to the Convener for her answer and if anyone ever doubted the power of a Council question Lord Provost, I was delighted to see that within mere hours of this question appearing on the order paper, the temporary TRO appeared for the works to be done the week after next. So I'm very grateful to the Convener for all of her help, thank you very much.

**Supplementary Answer** If I can respond. I think you'll find that that was coincidence rather than a deliberate move. I would just like to take the opportunity to express the fact that I appreciate that from a local community point of view there might be some small degree of frustration attached to the one month's delay in achieving this, but it has been a practical delay for the reason, the work will be completed we trust by mid-July.

**Lord Provost**

Can I just remind members that Supplementaries are for questions not for statements.

**QUESTION NO 5**

**By Councillor Mowat for answer by  
the Convener of the Transport and  
Environment Committee at a meeting  
of the Council on 28 June 2018**

**Question**

Could the Convener provide details of the weed treatment that has been carried out this year to control the weeds and what methods of treatment have been used and an assessment of their effectiveness given the commitment to trial new treatments last year?

**Answer**

An update on the Integrated Weed Control Programme is due to be discussed at Transport and Environment Committee in August and will cover all of the requested information.

**Supplementary  
Question**

Thank you. As there has been no answer given, there can be no supplementary, so I have no supplementary on this one.



**QUESTION NO 6**

**By Councillor Mowat for answer by  
the Convener of the Planning  
Committee at a meeting of the  
Council on 28 June 2018**

**Question**

How many appeals for non-determination have been lodged with DPEA in the City of Edinburgh Council area in each of the last 12 months?

**Answer**

Within the last 12 months, there has been single appeals against non-determination lodged with the DPEA in the months of December 2017; March 2018; and May 2018. There have been four appeals lodged in the month of June 2018.

**Supplementary  
Question**

Thank you. If I could ask the Convener of Planning, does he have any explanation for the 400% increase in the number of appeals lodged this month and what will he be doing to ensure that June remains an exception and is not the beginning of a trend?

**Supplementary  
Answer**

I thank the Councillor for her question first of all and bring it to her attention that there are approximately 4,000 applications brought to the city each year and so there is a minor uplift in this but the number said, that statistically it's quite low, so any change can then appear large. In terms of answering your question, 3 of the appeals are actually related to one application, that was the recent one for Edinburgh Academy, and the reason why that was extended was because the Committee first had to go on a site visit given the amount of public attention concerned with that application. After the site visit the Committee then felt it was appropriate to hold a hearing to fully understand the issues at stake, which I think is entirely appropriate and in that time then the applicant launched an appeal and that is actually three of the appeals, one is for planning consent and two for listed Building consent, so that's one explanation why it's gone up to seven, so that's more than half of the situation. As I've previously said to Council, we are continually working to improve the Planning Service and that work will go on, thank you.

## QUESTION NO 7

**By Councillor Mowat for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 28 June 2018**

**Question** (1) What consultation or notification was held with/given to the following prior to the appearance of a story in Scotland on Sunday and the Evening News about the proposed closures of Cockburn Street and Blair Street for the duration of the Edinburgh Festival?

- a) The Community Council
- b) Businesses operating from the affected streets
- c) Residents of the affected streets
- d) Councillors

**Answer** (1) Although these proposals had been discussed in detail by the Events Planning and Operations Group (EPOG) in the Council and was included within a Red Flag Communication to Councillors on 23 February 2018, no formal consultation or notification has taken place in respect of proposed closures on Blair Street or Cockburn Street.

Now that the two license applications have been considered, Council officers have met with the holder of the Street Traders licences and they have agreed to submit the necessary TTRO applications to close the section of road between the Bridges and Cockburn street between 10:00 to 17:00 each day and to steward this area. They will carry out the necessary consultations for these applications to be progressed. Blair Street was only going to be closed if approval from Licensing to use the Hunter Square area for performances had been granted. As a licence was not given approval, this street no longer requires to be closed.

**Question** (2) Given the decision taken by the Licensing Sub-Committee regarding the Hot Food Traders Licenses outside the Tron and the subsequent affect this has had on the Theatre Operators License for the Royal Mile from its junction with George IV Bridge to North Bridge and from Cockburn Street to Blair Street will any of these closures require to be reviewed and what will the consultation process be going forward?

**Answer** (2) As a condition of licence, the street trader is required to put in place measures to control traffic on the section of road between the bridges and Cockburn Street. As the temporary street theatre licence was amended to remove Hunter's Square from the footprint, measures proposed on Blair Street are no longer required and closure of the street will no longer require to be pursued. Licensing would expect the licence holder to follow the Council's normal processes for obtaining a TTRO.

**Supplementary Question** Thank you, I thank the Convener for her answer. If I could ask whether the hot food licence trader has put in an application for the temporary road closure and if the Councillors, the local ward Councillors could be kept informed of when this is put in?

**Supplementary Answer** Thank you Councillor Mowat for the supplementary. I'm not particularly aware of that detail but I'll follow it up post this meeting and I will ensure that ward Councillors are informed.

**QUESTION NO 8**

**By Councillor Whyte for answer by  
the Leader of the Council at a  
meeting of the Council on 28 June  
2018**

**Question** (1) Please provide details of all travel to other countries on official Council business, paid for by the Council or otherwise in their capacity as an elected member by councillors since the Council election in May 2017 and planned for the future.

For each occasion please provide:

- a) The name of the councillor
- b) The capacity in which they travelled
- c) The full costs of the trip and who paid these
- d) How and where authorisation was sought
- e) The dates of the trip
- f) The intended purpose
- g) The outcomes achieved

**Answer** (1) See **Table 1** attached.

**Question** (2) Whether a report was created to explain the outcomes (as is Council protocol for trips and conference attendances) and where these can be accessed.

**Answer** (2) Outcomes from trips outlined in **table 1** have been reported, to committee, where appropriate, and are publicly available at: <http://www.edinburgh.gov.uk/cpol>

**Supplementary Question** (1) Thank you Lord Provost. I see that the Leader has chosen to answer around foreign travel when I put other countries in here, and he's decided to designate England and Wales as other countries. It's slightly surprising and I'm surprised that his deputy leader from a different party with a different view on this isn't complaining to him but we shall see about that. But it's very instructive Lord Provost because it shows and I'd be angry if I was a Lothian Pension Fund member, that you can manage to go to London for just over £100 where the Convener of Finance often spends up to £500 and certainly over £400, so it is instructive information. However

the substantive point Lord Provost on my supplementary is, why on major foreign trips to places like China, potentially controversial places in human rights issues terms, and presumably expensive because they're further away, why are these trips being approved by a Director rather than coming to Committee when they seem to be about long-standing planned engagements?

**Supplementary Answer (1)** Thank you very much. All trips go to Committee and the details of those Committee times are set out in the outcomes in the response. I should say, although this isn't part of the question that Councillor Whyte is asking but it's worth mentioning, in the next term of the Council we will be bringing forward plans on our international strategy. We need to look at not only where we engage but how we engage, and on what level is the most appropriate and to crystallise that as an example, in terms of MIPIM which we sent officer delegation to last time round, because of our representations and discussions that we've started and I've started around the table at the Scottish Study Alliance, the Scottish Government are looking to take forward a National Team Scotland approach. So some of these trips are as a result of Edinburgh's direct engagement and that's the most appropriate way to go, and those will go to Committee as a matter of course. But we are looking at how we engage and who we engage with to strategically meet our needs as a city and we're also looking to see whether we are in many cases best placed to take that forward and in the case of MIPIM the Team Scotland approach I think we'll be bought into by the cities of Scotland it will be more economical for us, it will maximise our ability and impact to be able to leverage in additional foreign direct investment, an area which obviously this city's hugely successful in being the second highest level of foreign direct investment of any city outside London.

**Supplementary Question (2)** Lord Provost, the Council Leader has just told us all of these go to Committee, he didn't answer my question. The first two answers, large and substantive trips on the issue say approved by the Executive Director of Place in consultation with the Leader of the Council the Chief Executive - can he say why these weren't planned well in advance and taken to Committee?

**Supplementary Answer (2)** I mean some of these are on the timings of the invitations Lord Provost so when the timings preclude us being able to do that then obviously we have a procedure where we go through the vast majority when we can, in fact all of them when we can go through the normal Committee process.

Name/Capacity	Where/When	Costs/Who Paid	Authorisation	Purpose	Outcomes
Councillor Wilson Convener of Culture and Communities	Shanghai 13-18 September 2017	Costs unknown Jing'an Province, Shanghai	Approved by Executive Director of Place in consultation with Leader of the Council and Chief Executive under urgency provisions (paragraph 4.1 of the Committee Terms of Reference) Retrospective report to committee - <a href="http://www.edinburgh.gov.uk/download/meetings/item_910_-_invitation_to_shanghai">http://www.edinburgh.gov.uk/download/meetings/item_910_-_invitation_to_shanghai</a>	To attend the official launch of 2 new festivals in Shanghai	This visit was developed to deepen the relationship between Edinburgh and Shanghai and built on the existing relationship between the two cities. The delegation provided the potential to explore mutual learning and sharing of skills and experience
Councillors Wilson and McNeese- Mechan Convener and Vice Convener of Culture and Communities Committee	Shanghai 20-25 May 2018	Costs unknown Jing'an Province, Shanghai	Approved by Executive Director of Place in consultation with Leader of the Council and Chief Executive under urgency provisions	Signing a Memorandum of Understanding between the Jing'an District of Shanghai and City of Edinburgh Council following initial visit in September 2017. Taking part in full itinerary which included a presentation on the 'Spirit of	Further developing a cultural collaboration between the Jing'an Drama Valley Festival and the Edinburgh Festival Fringe, which will benefit both Edinburgh and Shanghai

Name/Capacity	Where/When	Costs/Who Paid	Authorisation	Purpose	Outcomes
			(paragraph 4.1 of the Committee Terms of Reference)	Edinburgh's festival' by the Convener at a specially organised 1-day forum and the presentation of one of the awards at the Jing'an Drama Valley Festival Awards Ceremony	
Councillor Griffiths Depute Lord Provost	Kyoto Tea Festival November 2017	Flight - £811.54 Accommodation - Kyoto Region	<u>Item 8.2 - Civic International Programme – Reports, 1.14 MB</u>	20 <sup>th</sup> anniversary of Kyoto Region link with Edinburgh	<u><a href="#">Item 6.1 - Housing and Economy Business Bulletin – Reports, 1.22 MB</a></u>
Councillors Ross, Barrie and Cameron Lord Provost and Convener and Vice Convener of Housing and Economy Committee	Ljubljana, Slovenia 15-17 November 2017	£697.21 per person The Economic Development Service budget from the sum set aside from the Eurocities membership fee for 2018	Reported to H&E Committee in September 2017: <u><a href="https://bit.ly/2K55hGt">https://bit.ly/2K55hGt</a></u>	To present a strong political City of Edinburgh delegation –led by the Lord Provost, at the EUROCITIES 2017 annual conference and to accept the handover from Ljubljana to Edinburgh as the next host for EUROCITIES 2018.	Strengthen Edinburgh's position as a key member of EUROCITIES and bring economic benefits including hotel occupancy and visitor spend. Raise the international profile of the city.
Councillor Barrie Convener of Housing and Economy	Vienna 27 Feb-1 March 2018	£627.07 The Economic Development Service budget from the sum set aside from the Eurocities membership fee for 2018.	Authorised by the Director in consultation with the Council Leader. Reported to H&E Committee 22 March: <u><a href="https://bit.ly/2MXi7ED">https://bit.ly/2MXi7ED</a></u>	Eurocities ExCom Meeting and Urban Futures Conference	Strengthen Edinburgh's position as a key member of EUROCITIES and host city of Eurocities 2018. Bring economic benefits including hotel occupancy and visitor spend. Raise the international profile of the city.



<b>Name/Capacity</b>	<b>Where/When</b>	<b>Costs/Who Paid</b>	<b>Authorisation</b>	<b>Purpose</b>	<b>Outcomes</b>
Councillors Gardiner, Kate Cambell and Cameron Convener of the Planning Committee and Convener and Vice Convener of Housing and Economy Committee,	North West England (Manchester & Liverpool) 25–27 April 2018	Unknown – Full cost including travel paid by the Scottish Futures Trust	Director of Place – approved duty	Field trip to examine and discuss Build to Rent schemes in North West England	Better understanding of the issues arising from the build to rent housing sector and the contribution it can make to housing delivery
Councillors Ross and Kate Campbell Lord Provost and Convener of Housing and Economy Committee	Xi'an and Shenzhen, China 9 – 15 May 2018	Cost of accommodation and local expenses paid by Xi'an. Cost of air travel and cost of accommodation in Shenzhen met from International Relations budget.	Approved by H&E Committee, 22 March 2018	Economic Business Delegation.	Feedback report will be brought to 30 August 2018 H&E Committee.
Councillor Rankin Member of Local Authority Pension Fund Forum (LAPFF) Executive Committee	London 30-31 May 2017	£376.37 Lothian Pension Fund	Individual trips not authorised by Committee by Pensions Committee on 6 Dec 2016 and Council on 16 March 2017 approved Cllr Rankin's appointment to LAPFF	Lothian Authority Pension Fund Forum (LAPFF) business meeting	Discussion and sharing of ideas and working practices in relation to investment issues and shareholder engagement with other local authority pension funds

<b>Name/Capacity</b>	<b>Where/When</b>	<b>Costs/Who Paid</b>	<b>Authorisation</b>	<b>Purpose</b>	<b>Outcomes</b>
			Executive. These reports included reference to the travel requirements		
Councillor Rankin Member of Local Authority Pension Fund Forum (LAPFF) Executive Committee	London 11-12 July 2017	£340.56 Lothian Pension Fund	See above	LAPFF company engagement training	Improved understanding of engagement
Councillor Rankin Member of Local Authority Pension Fund Forum (LAPFF) Executive Committee	London 28-29 September 2017	£366.87 Lothian Pension Fund	See above	LAPFF strategy meeting	Discussion and sharing of ideas and working practices in relation to investment issues and shareholder engagement with other local authority pension funds
Councillor Rankin Member of Local Authority Pension Fund Forum (LAPFF) Executive Committee	London 3-4 October 2017	£491.02 Lothian Pension Fund	See above	LAPFF executive meeting	Discussion and sharing of ideas and working practices in relation to investment issues and shareholder engagement with other local authority pension funds
Councillor Rankin Member of Local Authority Pension Fund Forum (LAPFF) Executive Committee	London 16-17 October 2017	£281.37 Lothian Pension Fund	See above	LAPFF meeting	Discussion and sharing of ideas and working practices in relation to investment issues and shareholder engagement with other local authority pension funds

<b>Name/Capacity</b>	<b>Where/When</b>	<b>Costs/Who Paid</b>	<b>Authorisation</b>	<b>Purpose</b>	<b>Outcomes</b>
Councillor Rankin Member of Local Authority Pension Fund Forum (LAPFF) Executive Committee	London 21-22 November 2017	£389.78 Lothian Pension Fund	See above	LAPFF meeting	Discussion and sharing of ideas and working practices in relation to investment issues and shareholder engagement with other local authority pension funds
Councillor Rankin Member of Local Authority Pension Fund Forum (LAPFF) Executive Committee & Pensions Convener	Bournemouth 6-8 December 2018	£343.59 Lothian Pension Fund	See above	22 <sup>nd</sup> LAPFF annual conference	Discussion and sharing of ideas and working practices in relation to investment issues and shareholder engagement with other local authority pension funds
Councillor Rankin Member of Local Authority Pension Fund Forum (LAPFF) Executive Committee	London 16-17 January 2018	£464.04 Lothian Pension Fund	See above	LAPFF executive meeting	Discussion and sharing of ideas and working practices in relation to investment issues and shareholder engagement with other local authority pension funds
Councillor Rankin Member of Local Authority Pension Fund Forum (LAPFF) Executive Committee	London 27-28 February 2018	£512.14 Lothian Pension Fund	See above	LAPFF meeting	Discussion and sharing of ideas and working practices in relation to investment issues and shareholder engagement with other local authority pension funds
Councillor Rankin Member of Local Authority Pension Fund Forum (LAPFF) Executive Committee	London 27-28 March 2018	£342.04 Lothian Pension Fund	See above	LAPFF AGM and business meeting	Discussion and sharing of ideas and working practices in relation to investment issues and shareholder engagement with other local authority pension funds

<b>Name/Capacity</b>	<b>Where/When</b>	<b>Costs/Who Paid</b>	<b>Authorisation</b>	<b>Purpose</b>	<b>Outcomes</b>
Councillor Rankin Member of Local Authority Pension Fund Forum (LAPFF) Executive Committee	London 10-11 July 2018	£489.06 Lothian Pension Fund	See above	LAPFF All Party Parliamentary Group (APPG) on Pensions meeting	See above
Councillor Rankin Member of Local Authority Pension Fund Forum (LAPFF) Executive Committee	London 18-19 July 2018	Yet to be booked Lothian Pension Fund	See above	LAPFF AGM and business meeting	See above
Councillor Day Poverty Champion	Trust for London 27-28 April 2018	£330.81 CEC	Head of Strategy and Insight – Approved duty	Part of a series of visits to organisations tackling poverty	To inform approach to the Poverty Commission
Councillor Gordon – Chair of Edible Edinburgh	Cardiff 26 June 2018	£191.11 Members’ Services	Head of Strategy and Insight	Sustainable Food Cities Conference 2018	Report pending
Lord Provost	Krakow 29/09/17 - 02/10/17	See Committee Report	<a href="https://bit.ly/2K55hGt">https://bit.ly/2K55hGt</a>	Promotion of Scotland and Scottish Tartan Festival - subsequent report submitted.	To present the City with an official tartan to strengthen links and relations with the Polish Community in Edinburgh
Lord Provost	London 09/10/2017	Costs met by Lord Provost's Office - £117.03	Direct invitation from Prime Minister's Office	Celebration of Edinburgh International Festivals 70th Anniversary	Effective present Edinburgh and promote the role of Edinburgh international festival in the UK
Lord Provost	Portsmouth 12/10/2017	Costs met by Lord Provost's Office - £182.89	Direct invitation from the Royal Navy	Tour of HMS Queen Elizabeth (Edinburgh an affiliated city)	To represent City of Edinburgh & role of the city in UK Royal Navy

<b>Name/Capacity</b>	<b>Where/When</b>	<b>Costs/Who Paid</b>	<b>Authorisation</b>	<b>Purpose</b>	<b>Outcomes</b>
Lord Provost	Cologne 19/10/17 - 20/10/17	See Committee Report	<a href="https://bit.ly/2K55hGt">https://bit.ly/2K55hGt</a>	Conference and Speech and discussions with regional governments - subsequent report submitted.	See report
Lord Provost	Portsmouth 07/12/2017	Costs met by Lord Provost's Office - £123.89	Direct invitation from the Royal Navy	Commissioning of HMS Queen Elizabeth (Edinburgh an affiliated city)	Returning as delegation from Edinburgh for commissioning of HMS Queen Elizabeth
Lord Provost	London 11/12/2017	Costs met by Lord Provost's Office - £267.96	Direct invitation from USA Ambassador	The Ambassador of the USA - WW1 Centenary Commemoration	Effective represented Edinburgh in WW1 commemoration
Lord Provost	Fuzhou 25/03/18 - 30/03/18	See Committee Report	<a href="https://bit.ly/2tx0AuK">https://bit.ly/2tx0AuK</a>	Civic visits on mutual economic and social benefits - subsequent report submitted.	See report
Lord Lieutenant	London 04/06/18 - 05/06/18	Costs met by Lord Provost's Office - £237.82	Direct invitation	AGM of the Association of Lord Lieutenants and Buckingham Palace Garden Party	Effective representation of the City of Edinburgh
Lord Provost	Krakow 12/06/18 - 13/06/18	See Committee Report - Costs later adjusted to £771.30	<a href="https://bit.ly/2KeBYI">https://bit.ly/2KeBYI</a>	UNESCO Creative Cities Summit - Report pending.	Report pending

**QUESTION NO 9**

**By Councillor Rust for answer by the  
Convener of the Transport and  
Environment Committee at a meeting  
of the Council on 28 June 2018**

**Question** (1) Please confirm all costs (to date or anticipated) associated with implementation of the delayed new charging system for garden waste collection, including:

- a) postage;
- b) production of stickers;
- c) advertising/promotion;
- d) registration;
- e) collection/removal of brown bins from non-participants;
- f) any other known costs.

**Answer** (1) a) Postage costed £90,205.26.

b) The total cost of producing stickers will be calculated depending on the number of stickers required. The cost per thousand is £39.

c) £13,286 has been spent to date on advertising and marketing.

d) The registration system is part of a wider project and it is not possible to calculate the cost of setting up this part of the system.

e) This will be dependent on the number of residents who do not register for the new collection service.

f) Costs in the region of £18,000 have been incurred to date. There are no other costs expected.

**Question** (2) If residents register in October how long are they signing up for?

**Answer** (2) The sign up period is 12 months.

**Question** (3) If this is for less than 12 months will the charge be calculated on a pro-rata basis?

- Answer** (3) No, the charge of £25 will be applied whenever the registration is received and will be valid for the period to 7 October.
- Question** (4) If residents are paying a one-off charge for garden waste uplift that spans more than one financial year, how will the receipts be apportioned between the financial years?
- Answer** (4) Under the accrual concept within accounting, the proportion of income that relates to the future year would be carried forward to match the service period and incurrence of expenditure.
- Question** (5) How many staff/what is amount of staff time involved in implementation?
- Answer** (5) The project team is drawn from across the Council and partners. It is not possible to provide an accurate breakdown of the time spent on this project.
- However, four additional call centre agents have been employed for the duration of the registration period to handle this process.
- Question** (6) As per previous requests to officers and promised in answer to March 2018 written questions, please confirm progress in respect of discussions with Tiphereth regarding its agreement with the Council and future arrangements for garden waste collections in the area of Colinton it currently serves.
- Answer** (6) Tiphereth will continue to operate garden waste collections in the parts of Colinton it currently serves. Following discussion with Tiphereth, the Council will contact residents serviced by the existing agreement advising them to register and pay through the Council's website in order to continue receiving the service.
- These details will be shared with Tiphereth to undertake the collections.

**Supplementary  
Question**

Thank you are Lord Provost and I thank the Convener for her answers. I'm sure she will agree that the postage costs might have been slightly less had those without gardens or those in factored developments or individuals in care home accommodation not received the letters. But my question really relates to the registration process referred to under Answer (d) and specifically in terms of the, for those who are not online as I've been contacted by a number of residents who are possibly elderly, are housebound, and the advice seems to be that they telephone a number which is not given in the letters which are issued, they then go through Option 1, Option 9, Option 1, they get terms and conditions issued by the Council which the residents to sign and return and at that point the resident receives a telephone call from the City Council to take payment. So aside from the cumbersome and inefficient nature of this process, can the Convener guarantee the robustness of this payment system and assure Council that is not open to fraud, malpractice or abuse, thank you.

**Supplementary  
Answer**

Thank you Councillor Rust. I think it's worth saying at the top of my answer that this is one of the largest exercises of this nature that we've undertaken as a Council for some years and as such we have to approach it very carefully. We've been making adjustments around how we interact with individuals particularly those who have difficulties in accessing the mainly online registration service and we've been putting in place several options for people. For example the ability to visit a library and get assistance from staff there is one possibility although clearly perhaps not for the group that you described and I understand that only too clearly. We have added 4 personnel to our telephone customer service, which will help to allay the difficulties that there might be in absorbing this into our normal structure. In terms of the question of the integrity of payments or the payment structure and so on, you talk about having to get calls back etc that's one of the reasons for doing precisely that. We have built in as much as we can in terms of flexibility and responsibility attached to both the taking of payments and how we deal with individuals who have difficulty in using the online registration form, thank you.



**QUESTION NO 10**

**By Councillor Gloyer for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 28 June 2018**

It is now eight months since, in response to my question about improvements to pedestrian accessibility and safety on Ellersly Road, the Convener assured me that the solutions that had been identified as 'quick wins' would be "delivered in the next six months."

**Question** (1) Can she explain why residents are still waiting for five of the ten 'quick wins' to be implemented and indicate when they might expect the work to be completed?

**Answer** (1) The North West Roads team have been prioritising essential road and footpath repairs following the Winter period. It is intended to resource the remaining actions over the Summer period.

The lay-out changes effected during the resurfacing works at Western Corner have made it easier for pedestrians to cross Ellersly Road at that junction, and are welcome.

**Question** (2) What progress has been made on developing solutions to the other longer-term improvements, such as widening pavements further up Ellersly Road?

**Answer** (2) Further design time is required to carry out the feasibility work and to retrieve accident history statistics. Funding for the solutions will be secured once identified.

**Supplementary Question** Thank you Lord Provost, I thank the Convener for her answer and of course we all appreciate that we had a hard winter and it wrought havoc with the surfaces of our roads and pavements which is why I gave the Convener an extra two months grace. I hope she understands how frustrating these delays are for residents. On the question of the improvements to Ellerslie Road, this has been ongoing since at least 2015 as Murrayfield Community Council were told

by the council officer who accompanied them on the site visit in September last year. I'll roll my supplementary on my next question into this one because similarly it's also been several years that residents have been asking for a pedestrian crossing at Kaimes Road. It's even had the funding secured since November 2016 and yet now we find that even the preliminary design isn't ready. In both these cases residents and Community Councils have been trying for years to improve safety for pedestrians, encourage people to walk and use public transport instead of driving, and it's really unfair to them if these proposals are constantly getting kicked into the long grass. Could the Convener take this opportunity to assure the residents and the Community Councils that this isn't the case and that there isn't long grass that they're are being kicked into, thank you.

**Supplementary  
Answer**

Thank you Councillor Gloyer for your supplementary. You know I appreciate the fact you recognised right at the top of your supplementary that in fact we've had a pretty harsh winter and inevitably in order to deal with the potholes etc that have developed as a result of that, we have been having to reprioritise. I would note the fact that at least half of the work that was outlined in this original has actually been completed, there are others that are going to be completed quite soon and I'm happy to talk in more detail with you about that on an individual basis rather than go through it at the moment. I understand that there are always frustrations within local communities about how quickly things are done, what the nature of them as how we approach it. I can simply assure you that our roads teams are working as hard as they possibly can, both the localities and centrally, to meet the needs of the demands of communities across Edinburgh, thank you.

**QUESTION NO 11**

**By Councillor Gloyer for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 28 June 2018**

It is now eight months since, in response to my question about the pedestrian crossing of the A8 at Kaimes Road, the Convener assured me that a Section 75 contribution towards it had been secured in November 2016, that “preliminary design work for this is currently underway” and that “Consultation on the proposals is planned to take place shortly”.

**Question** (1) At what stage is the design work for this long-delayed and much-needed pedestrian crossing and related improvements for pedestrian access to it?

**Answer** (1) A consultant has been procured to design and deliver the crossing. Work on producing a preliminary design, suitable for use in consulting with the local community, is nearing completion.

**Question** (2) What consultation has taken place and with whom?

**Answer** (2) It is intended to consult with the local community and other stakeholders on the preliminary proposals at the end of the summer holiday period to maximise the opportunity for people to be able to contribute to the process.

A detailed consultation plan has not yet been developed, but normal consultees would include: all frontagers directly affected by the proposals, along with residents of nearby streets and a variety of stakeholder organisations, including local community groups.

**Question** (3) By what date is it expected that the crossing will be installed?

**Answer**

- (3)** Following the consultation and making any changes to the design that might arise from this, it will be necessary to promote a Traffic Regulation Order (TRO) to remove the existing Greenways parking bays at this location.

The crossing cannot be constructed until the statutory procedures associated with the TRO have been successfully completed. The timescale for this can vary, but normally takes between 9 and 12 months.

**Supplementary  
Question**

The Kaimes Road supplementary seems to be rolled up into the previous one.

**QUESTION NO 12**

**By Councillor Booth for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 28 June 2018**

Regarding the proposals on extending the tram to Newhaven:

**Question** (1) Does the council intend to review the preferred tram designs to determine how well they address issues and opportunities outlined in the street life survey for Leith Walk published by the council in December 2017?

**Answer** (1) The issues and opportunities outlined in the street life survey for Leith Walk will be considered in preparing the preferred designs.

**Question** (2) What scenarios were used in considering the design options for Leith Walk in relation to traffic levels, including potential for reductions?

**Answer** (2) The option now being developed for Leith Walk between Pilrig Street and Foot of the Walk assumes that general traffic will share with public transport. All options presented at workshops were based on the 2017 traffic data within the traffic model.

**Question** (3) At those locations on Leith Walk where the designed footway width fails to meet the Edinburgh Street Design Guidance standard – an ‘absolute minimum’ of 2m (only allowed in short sections) and a ‘desirable minimum’ of 4m or wider – what alternatives were considered in order to meet the standard, and why were these alternatives rejected?

**Answer** (3) The design being taken forward following workshop 1 (option 3b) has no footways that are below a width of 2m as per the ‘absolute minimum’ in the street design guidance. Areas where the footway falls below 4m are in short sections to accommodate loading and bus stops.

A final audit of the updated design will be carried out against the Street Design Guidance.

- Question**
- (4)** What are the current traffic flows on Constitution Street, Duke Street and Laurie Street, and what modelling has the council carried out on the likely future traffic flows on those streets in the event of:
- a) a tram stop in Constitution Street, as per the designs that went to consultation
  - b) moving the tram stop to Foot of the Walk without filtered permeability on Constitution Street
  - c) moving the tram stop to Foot of the Walk with filtered permeability to restrict general traffic at the south end of Constitution Street?

- Answer**
- (4)**
- a) The modelling carried out is based on the 2017 traffic data currently available, therefore no assumption has been made in relation to traffic reduction.
  - b) The project team is developing a response to the suggestion that the tram stop proposed for the south end of Constitution Street be moved to the north end of Leith Walk. This is being developed in the context of the emerging design in this area.
  - c) As with b above, the project team is developing a response to the suggestion that the tram stop proposed for the south end of Constitution Street be moved to the north end of Leith Walk. This is being developed in the context of the emerging design in this area.

**Supplementary Question**

Thank you Lord Provost and I thank the Convener for her answer to my question. My understanding is that Leith Walk should be classified as a retail high street under the street design guidance and therefore should have a minimum footway width of two and a half metres, so I'd be grateful if she could clarify that point if necessary in writing after the meeting. On the broader point of trams and Newhaven I warmly welcome the recent workshops involving Community Councillors, representatives from active travel organisations and other key stakeholders, on the section of the route from Pilrig Street to the Foot of the Walk and a consensus does seem to be emerging on that section, however there has

been very little discussion with stakeholders so far on the section from the Foot of the Walk to Newhaven. I hope the Convener will confirm that discussions with Community Councillors and active travel organisations and other relevant stakeholders will take place on the remainder of that route as soon as possible and specifically I hope the Convener will agree to investigate the feasibility of partial or complete pedestrianisation of Constitution Street as suggested by some far-sighted Community Councillors, and will she agree to undertake modelling of that proposal?

**Supplementary  
Answer**

Thank you Councillor Booth for that multifaceted supplementary question. You may have to bear with me if I miss any pieces out, it will not be deliberate. In terms of the workshops that you reference, I'd like to take this opportunity to say a public thank you to the stakeholders and the local residents who have taken part in those workshops to date. We've had one in the Elm Row charette and we've also looked obviously at the Pilrig to foot of the Walk basis. It's been incredibly important to the development of the designs, we found those workshops to be broadly very positive. I think people recognise how much we are trying to move to accommodate the myriad competing needs of all of the different stakeholders. I would like to say thank you to all those who have taken part in these workshops. In terms of the clarification of the 2.5metre footpath width, I'll be happy to pick that up later with both the tram team and yourself to confirm that in writing. The stakeholders' meeting that looks at Foot of the Walk to Newhaven, my understanding is that they are attempting to find dates at this point, I'm not sure they've been entirely pinned down it's always a problem of the summer period, but I understand that that is certainly under way and that is our intention to find a suitable date. On the feasibility of pedestrianisation of Constitutional Street, that is again a live topic within the Tram Team discussions and we'll be moving forward on that as and when we can, thank you.

## Item no 5.1

### QUESTION NO 1

**By Councillor Lang for answer by the  
Convener of the Planning Committee  
at a meeting of the Council on 23  
August 2018**

#### Question

Can you publish a table showing:

1. All the major housing developments in the North West Locality which have been approved in the last 15 years and where the Council has entered into a legal agreement with a developer with respect to Section 75 contributions.
2. The individual projects as covered by the legal agreement for each individual housing development and the agreed financial contribution for each project.
3. The current status of each project where the S75 contribution has been paid.
4. The projects where the S75 contribution is still to be paid and what, if any, trigger points exist for payment.

#### Answer



## Item no 5.2

### QUESTION NO 2

**By Councillor Jim Campbell for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 23 August 2018**

Regarding the Council's ill considered proposal to call residents to ask for £25 payment for the Garden Waste Tax, can you confirm:

**Question** (1) When first you became aware of the potential for fraud and the breach of good practice?

**Answer** (1)

**Question** (2) On what date the process was changed, so that the Council would not place calls asking for payment, but only accept payments on inbound calls?

**Answer** (2)

**Question** (3) Explain why it took so long to close this potential security breach, when the exact nature of this issue was highlighted to senior Officer as early as 22 June\*.

\* text of email sent to Senior Officers and copied to Director, 22 June:

I was keen to catch a word with you today regarding the proposed process for collecting the fee for garden waste.

As I understand it, residents will get a letter explaining that they need to contact us to have T&Cs sent out, which they need to agree to these Ts&Cs and return a signed copy, at which point we will call them to take payment over the phone.

Leaving aside the inefficiency of this process, it seems to me to be fundamentally flawed in terms of security.

I think it is safe to assume that it will be no secret that residents in Edinburgh will be expected to pay a known amount to a known payee over a known period.

**Question**

- (3)** \*\*I have drafted a script that a malicious caller could use below. How can residents check the validity of a caller, given all the key information is public?

I understand that we do have an opinion that this is a compliment process. Can this opinion be shared?

As it stands, I don't see how I could advise any constituent to do other than decline to make any payment to CEC over the phone after receiving a call, but instead suggested they call CEC back using the number on the letter to make payment.

Your thoughts would be appreciated.

I apologise if I have not gained an accurate understanding of the process. I am surprised that these letters are now going out, and that we are already receiving contact from constituents on what they need to do, before any briefing has been made or offered to Members.

Kind Regards

*\*\*A draft script was outlined in the question to highlight the risk of fraud and this has been redacted for security reasons.*

**Answer**

**(3)**

## Item no 5.3

### QUESTION NO 3

**By Councillor Jim Campbell for  
answer by the Convener of the  
Transport and Environment  
Committee at a meeting of the  
Council on 23 August 2018**

- Question** (1) How many trees has the Council recorded as requiring some work, but where that work had still to be completed on 31 July, 2018?
- Answer** (1)
- Question** (2) How does this figure compare with the same figure from the end of July 2017?
- Answer** (2)
- Question** (3) How many of these trees have had work outstanding for (i) over 1 year, and (ii) over 2 years?
- Answer** (3)
- Question** (4) What resources would the Forestry Service required to clear all the outstanding tree works by the end of this financial year? What level of additional resources does this imply?
- Answer** (4)
- Question** (5) How many trees are growing on land for which the Council is responsible, but the trees have not been included as part of the Council's Tree Management Plan?
- Answer** (5)

## Item no 5.4

### QUESTION NO 4

**By Councillor Brown for answer by the Convener of the Housing and Economy Committee at a meeting of the Council on 23 August 2018**

**Question** (1) What is the value of sponsorship secured around Edinburgh hosting the EUROCITIES 2018 conference?

**Answer** (1)

**Question** (2) What is the most recent projected surplus from hosting this important event?

**Answer** (2)

**Question** (3) What are the arrangements for Officers and Councillors from this Council to attend this event?

**Answer** (3)

## Item no 5.5

### QUESTION NO 5

**By Councillor Webber for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 23 August 2018**

#### **Question**

In the Feb budget 2018, approved on 22<sup>nd</sup> February 2018 there was an allocation of £100k for a subsidised bus service to provide a service between St John's Hospital and south west Edinburgh, specifically Balerno, Currie and Juniper Green.

What plans are currently being put in place to provide this essential service to this area?

#### **Answer**

## Item no 5.6

### QUESTION NO 6

**By Councillor Webber for answer by the Convener of the Planning Committee at a meeting of the Council on 23 August 2018**

**Question** (1) How many major development sites with more than 50 units have planning permissions that are due to expire within the next three years, broken by year, whether permission in full or in principle, including the number of units?

**Answer** (1)

**Question** (2) What is the reasonable foreseeable demand for permissions due to expansion of Edinburgh's educational estate?

**Answer** (2)

**Question** (3) What are the resource implications for the Planning and Building Control if developers bring forward further applications in advance of any existing applications expiring? What level of additional resources would this represent over the resources deployed in June 2018?

**Answer** (3)

**Question** (4) What Planning and Building Control resource are anticipated to be required to support the expansion of the Education estate?

**Answer** (4)

**Question** (5) What Planning and Building Control resource are anticipated to be required to support the announced and anticipated developments in West Edinburgh, including Parabola, Garden District, Cammo estate, IBG and Edinburgh Airport?

**Answer** (5)

**Question** (6) What plans has the Convener put in place to secure any additional resources a reasonable person would deem prudent in light of these anticipated demands?

**Answer** (6)

## Item no 5.7

### QUESTION NO 7

**By Councillor Hutchison for answer  
by the Convener of the Transport and  
Environment Committee at a meeting  
of the Council on 23 August 2018**

In response to my motion on Kirkliston Congestion at the Full Council meeting on 24<sup>th</sup> August 2017, a coalition amendment was passed which included the following;

*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.*

**Question** (1) Can the Convener please advise what actions she has taken over the past year to secure a direct Lothian Bus Service for Kirkliston?

**Answer** (1)

**Question** (2) Does the Convener accept that these efforts have been a failure?

**Answer** (2)

**Question** (3) Given recent announcements of a further diminished service to the village from third party providers, what does the Convener now intend to do to secure this much needed service and to finally put the residents of Kirkliston on a par with the rest of our city?

**Answer** (3)

## Item no 5.8

### QUESTION NO 8

**By Councillor Hutchison for answer  
by the Convener of the Transport and  
Environment Committee at a meeting  
of the Council on 23 August 2018**

**Question** (1) When did the Convener first become aware of the decision by the City Wide Traffic Management Group to allow two sets of roadworks, both involving lane closures, to run concurrently on Queensferry Road?

**Answer** (1)

**Question** (2) Did the Convener support this decision? and if so what was her justification for this support?

**Answer** (2)

**Question** (3) Does the Convener believe that a 90 minute bus journey time from the City Centre to Cramond is acceptable?

**Answer** (3)

**Question** (4) In hindsight does the Convener believe that the decision to allow the roadworks to take place concurrently was a mistake?

**Answer** (4)

**Question** (5) Given the fact that the roadworks were regularly unmanned during the closure period and that neither set of roadworks was fully completed and both will have to return, does the Convener accept that the Council has a fundamental issue with contractor management?

**Answer** (5)



## Item no 5.9

### QUESTION NO 9

**By Councillor Hutchison for answer  
by the Convener of the Transport and  
Environment Committee at a meeting  
of the Council on 23 August 2018**

The Council's Roads team made two submissions on the planning portal in relation to the proposed development at Cammo suggesting that the status of Maybury Road be downgraded.

**Question** (1) Given that Maybury Road currently exists as a de facto extension of the City Bypass, can the Convener please advise what modelling has been undertaken by the Council to support this transformational change to the roads hierarchy in North West Edinburgh.

**Answer** (1)

**Question** (2) Can the Convener please provide the justification for the proposed downgrading of a key arterial route with no viable alternative?

**Answer** (2)

**Question** (3) Does the Convener believe that displacement of traffic onto established residential streets such as Drum Brae and Clermiston Road is desirable?

**Answer** (3)

**Question** (4) Can the Convener please explain the decision to include a bus lane on the plans for Maybury Road given that it is currently served by no buses?

**Answer** (4)

## Item no 5.10

### QUESTION NO 10

**By Councillor Mowat for answer by the Convener of the Finance and Resources Committee at a meeting of the Council on 23 August 2018**

**Question** (1) Could the Convener provide the number of people registered to pay Council Tax in the City Centre Ward for each of the last 10 years broken down by data zone?

**Answer** (1)

**Question** (2) Please provide detail of the number of properties that have had their council tax status changed for the reasons of

- a) becoming uninhabitable,
- b) becoming a second home,
- c) or empty property

**Answer** (2)

**Question** (3) Detail the number of new properties registered for Council Tax?

**Answer** (3)

## Item no 5.11

### QUESTION NO 11

**By Councillor Rust for answer by the Convener of the Education, Children and Families Committee at a meeting of the Council on 23 August 2018**

- Question** (1) In terms of let holders invoiced by the School Lets Team how many have been invoiced 4 months or more after their let for years 2016 and 2017?
- Answer** (1)
- Question** (2) What is the reason for the delays in invoicing by the School Lets Team?
- Answer** (2)
- Question** (3) Due to late invoicing (a) how much has had to be written off; and (b) how many payment plans have had to be drawn up?
- Answer** (3)
- Question** (4) What steps are being taken to improve the service levels offered by the School Lets Team?
- Answer** (4)

## Item no 5.12

### QUESTION NO 12

**By Councillor Rust for answer by the  
Leader of the Council at a meeting of  
the Council on 23 August 2018**

#### **Question**

In respect of each Elected Member Champion appointed by Council in August 2017 please advise from period of appointment to date:

- (a) The number of meetings or events attended/hosted;
- (b) Any travel or other expenses incurred by the Council;
- (c) Any outcomes achieved?

#### **Answer**

## **Item no 5.13**

### **QUESTION NO 13**

**By Councillor Douglas for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 23 August 2018**

#### **Question**

What progress has been made with regards to finding funding to replace old electrical vehicle charging units across the city?

#### **Answer**

## Item no 5.14

### QUESTION NO 14

**By Councillor Laidlaw for answer by the Convener of the Education, Children and Families Committee at a meeting of the Council on 23 August 2018**

**Question** (1) What steps has the Convener taken to prepare for disproportionate increase in the uptake of places at Council schools in the event of Independent schools not expanding in line with the City's population growth?

**Answer** (1)

**Question** (2) Should the Scottish Government change the tax arrangement for Scottish Independent Schools, and this resulted in an increase in fees or a reduction in subsidised places, both with the effect of reducing the number of Students attending Independent Schools in Edinburgh, what preparation has the Convener instructed so that the education of any students in this position can continue uninterrupted in their local Council School.

**Answer** (2)

**Question** (3) In addressing these question, could the Convener provide:

- Average per pupil cost to Council (secondary and primary)
- Figures for how many school age children are educated independently within each catchment (secondary and primary).
- Details on how many children would have to leave the independent sector in each catchment for state schools to be over-capacity

**Answer** (3)

## Item no 5.15

### QUESTION NO 15

**By Councillor Hutchison for answer  
by the Convener of the Planning  
Committee at a meeting of the  
Council on 23 August 2018**

**Question**           (1) Can the Convener please confirm whether any plans for chicanes in new housing developments are reviewed by planning officers against the Cycling by Design Guidance prior to consideration of the relevant application?

**Answer**             (1)

**Question**           (2) Are chicanes inspected by the Council to confirm compliance following installation by developers?

**Answer**             (2)

**Question**           (3) How many non-compliant chicanes have been installed across the city in the last 5 years?

**Answer**             (3)

## Item no 5.16

**QUESTION NO 16**

**By Councillor Douglas for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 23 August 2018**

**Question**

What progress has been made regarding the introduction of a community parking zone in Murrayfield on match days where large crowds are expected?

**Answer**



## Item no 5.17

### QUESTION NO 17

**By Councillor Douglas for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 23 August 2018**

- Question** (1) To ask, broken down by type of bin:-  
How many bins the council has had to replace in the past three years broken down by each type of bin?
- Answer** (1)
- Question** (2) What the cost of replacing these bins was?
- Answer** (2)
- Question** (3) How many of these were replaced due to damage caused by collection teams?
- Answer** (3)

## Item no 5.18

### QUESTION NO 18

**By Councillor Webber for answer by the Convener of the Planning Committee at a meeting of the Council on 23 August 2018**

**Question** (1) How many approvals have been granted for Student accommodation since 2000? Provided by year

**Answer** (1)

**Question** (2) And subsequently, again given by the total number each year since 2000, how many bedrooms are now available?

**Answer** (2)

## Item no 5.19

### QUESTION NO 19

**By Councillor Bruce for answer by the Leader of the Council at a meeting of the Council on 23 August 2018**

#### **Question**

1. What discussions or representations did the administration make to the UK & Scottish Governments to secure funding from the Edinburgh and South East Scotland City Region Deal for enhancing:

- (a) the Hermiston and Ingliston Park & Rides?
- (b) new Park & Rides at Lothianburn, Edinburgh Park & Edinburgh Gateway stations?

#### **Answer**

## Item no 5.20

### QUESTION NO 20

By Councillor Rose for answer by the  
Convener of the Transport and  
Environment Committee at a meeting  
of the Council on 23 August 2018

**Question** (1) What proportion of road repairs and resurfacing has been outsourced in each of the last five years?

**Answer** (1)

**Question** (2) What is the anticipated proportion for the current year?

**Answer** (2)

## Item no 5.21

### QUESTION NO 21

**By Councillor Bruce for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 23 August 2018**

**Question** (1) What have the administration done in the last 15 months to improve safety at the Dalmahoy junction?

**Answer** (1)

**Question** (2) With only one landowner having agreed in the last 3 years and with less than 14 months before the section 75 monies have to be handed back – how confident is the Convenor that agreement will be reached with the other two landowners?

**Answer** (2)

**Question** (3) Has any design work for the junction been carried out? and if so, please can you share this detail?

**Answer** (3)

**Question** (4) What is the estimated timeframe from agreeing a deal with the other landowners to completion of the improvements to the junction?

**Answer** (4)

## Item no 5.22

### QUESTION NO 22

**By Councillor Mitchell for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 23 August 2018**

Regarding the VIP Waste email address, please may the Convener confirm:

**Question** (1) Since January 2018 to date, per month and by ward:

a) How many were responded to within the agreed designated response timeframe?

b) How many are outstanding?

**Answer** (1)

**Question** (2) The follow-up procedure for informing councillors/staff of the status/progress of requests received.

**Answer** (2)

## Item no 5.23

### QUESTION NO 23

**By Councillor Mary Campbell for answer by the Convener of the Education, Children and Families Committee at a meeting of the Council on 23 August 2018**

#### **Question**

Which schools have active travel action plans, and when were they produced, and last reviewed?

#### **Answer**

## Item no 5.24

### QUESTION NO 24

**By Councillor Lang for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 23 August 2018**

**Question** (1) What legal powers does the Council have to influence the timetabling of utility works on adopted roads in the City?

**Answer** (1)

**Question** (2) What requirements are placed on utility companies and bus operators to place notices on bus stops which are either closed or where services have been diverted as a result of planned road works?

**Answer** (2)



## Item no 5.25

### QUESTION NO 25

**By Councillor Lang for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 23 August 2018**

**Question** (1) On what date did she write to the chief executive of Transport Scotland following Council's approval of motion 9.2 on 15 March 2018?

**Answer** (1)

**Question** (2) Will be publish a copy of her letter and the reply received from the chief executive of Transport Scotland?

**Answer** (2)

**Question** (3) What assessment has officials made of the legality of current Fairtrade road signs in Edinburgh in light of the written parliamentary answer given by the Transport Secretary on 26 June 2018 (reference S5W-17275)?

**Answer** (3)

## Item no 5.26

### QUESTION NO 26

**By Councillor Rust for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 23 August 2018**

#### Question

In response to March 2018 Questions on Garden Waste Collection it was noted that only 46% of eligible households were predicted to opt-in to the new scheme and that the Council's Household Waste Recycling Centres are being prepared for increased demand.

Given refurbishment works at Seafield Depot due to complete September 2018 and Sighthill (Bankhead) Depot due to complete June/July 2019:

- (a) What is the current capacity at both depots while work is ongoing, in relation to garden waste and other approved waste?
- (b) In each case how does this compare to the capacity prior to work commencing?
- (c) In each case what will the capacity be once the work is completed in September 2018 and June/July 2019 respectively?

#### Answer

## **Item no 5.27**

**QUESTION NO 27**

**By Councillor Burgess for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 23 August 2018**

**Question**

What actions are taken to ensure that streets are clean and bins are not overflowing during Edinburgh's summer festivals and other times of peak demand?

**Answer**

## Item no 5.28

### QUESTION NO 28

**By Councillor Booth for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 23 August 2018**

#### **Question**

When did the council last undertake a review of pedestrian waiting times at key crossings in the city centre, what were the findings, and what action was taken as a result of the review?

#### **Answer**

## Item no 5.29

### QUESTION NO 29

**By Councillor Booth for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 23 August 2018**

**Question** (1) When does the council intend to open the cycle path on Leith Street for use by cyclists?

**Answer** (1)

**Question** (2) How will the council evaluate the experience of users of Leith Street, including disabled people, other pedestrians and cyclists?

**Answer** (2)

## **Item no 5.30**

**QUESTION NO 30**

**By Councillor Booth for answer by  
the Convener of the Transport and  
Environment Committee at a meeting  
of the Council on 23 August 2018**

**Question**

What training has been provided to locality transport officers in active travel and provision of active travel infrastructure over the last three years?

**Answer**

## Item no 5.31

### QUESTION NO 31

**By Councillor Staniforth for answer  
by the Convener of the Transport and  
Environment at a meeting of the  
Council on 23 August 2018**

**Question** (1) The reason given for the closure of the footpath beside Princes Street Gardens during the 'Summer Sessions' events is public safety. Has there been an assessment into the possibility of closing the road to traffic instead, keeping the way open for pedestrians?

**Answer** (1)

**Question** (2) What degree of public consultation has there been on the safety measures put in place during the 'Summer Sessions' events?

**Answer** (2)

## Item no 5.32

### QUESTION NO 32

**By Councillor Staniforth for answer  
by the Convener of the Culture and  
Communities Committee at a  
meeting of the Council on 23 August  
2018**

#### **Question**

Given the recent reported misuse of firearms by police in Edinburgh (by the Edinburgh Evening News and the BBC), what discussions have been had with the police via our community partnership or otherwise regarding the deployment of armed police in Edinburgh?

#### **Answer**



## Item no 5.33

### QUESTION NO 33

**By Councillor Miller for answer by  
the Convener of the Planning  
Committee at a meeting of the  
Council on 23 August 2018**

**Question**           **(1)** Since April 2016, how many applications have there been for planning consent for change in use to Short Stay Commercial Visitor Accommodation; how many have been granted; how many have been refused?

**Answer**           **(1)**

**Question**           **(2)** Since April 2016, how many enforcement cases have been logged in relation to the use of residential accommodation for holiday letting?

**Answer**           **(2)**

## Item no 5.34

### QUESTION NO 34

**By Councillor Osler for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 23 August 2018**

As Council will recall, after a detailed investigation by the Council into problems with the surface dressing in 2017 of roads at 10 sites across four Wards including Craigcrook Road and three others in Inverleith, we were told that surface dressings need 3-4 months of good temperatures to fully bed in before the winter frosts arrive.

The Council's response at the time was to call on the contractor to do remedial works using the same approach under the existing contract.

**Question** (1) What lessons have been learned from this exercise of investigating reported issues with surface dressing of roads?

**Answer** (1)

**Question** (2) What measures are in place for monitoring how these remedial works perform?

**Answer** (2)

**Question** (3) If there is a recurrence of these issues, how will that be addressed?

**Answer** (3)

## Item no 5.35

### QUESTION NO 35

**By Councillor Rae for answer by the  
Convener of the Planning Committee  
at a meeting of the Council on 23  
August 2018**

#### **Question**

Of student housing developments given planning consent since February 2016, what is the total gross floor area occupied by a) student accommodation b) by residential accommodation?

#### **Answer**



### ***Sharing in our success***

August in Edinburgh is a unique atmosphere that can be found nowhere else on earth. For four weeks, we welcome the world to share in our festival spirit and sample some of the thousands of performances taking place in this unique and beautiful city.

This constant flow of new people and talent helps keep the festivals fresh, and it's great to see the weather isn't dampening anyone's festival spirits. In fact, according to our People's Survey, more residents are attending the festival performances than ever before and the vast majority of us believe they make Edinburgh a better place to live.

But with that popularity, success and acclaim, comes the other side of the same coin: the pressure on our core services and on the people who live and work here.

This has been brought into sharp focus in recent days with the debate over the use of Princes Street Gardens, a hugely valuable space for residents to relax, play, eat and enjoy events. This is why we are keen to promote a [citywide discussion around the vibrancy of the Gardens](#) and the role they play in Edinburgh's cultural scene.

Of course, we're glad that so many people want to visit our beautiful city and we recognise the importance of tourism to our economy. But we also recognise the impact this has on residents and that we have a responsibility to manage that impact – which is why we are taking steps to control the use of short terms lets, such as Air BnB, exploring new ways of better managing footfall and 'keeping the city moving' during busy periods, while continuing to build a compelling case to introduce a Transient Visitor Levy.

Depute Leader, Cammy Day, and I have set out our [priorities for the six months ahead](#) – and beyond – and a key theme running through all of this is the need to balance the undoubted potential of this thriving city alongside the needs of our residents.

Edinburgh will continue to grow, to thrive – of that there is no doubt. But our focus must be on promoting fair and sustainable growth. We live in a city full of opportunity and, as a coalition, we are working extremely hard to ensure that all residents can share in that success.

### ***Truly transformational***

Last week I joined the Prime Minister, First Minister, University colleagues and my fellow council leaders in signing the [transformative £1.3bn City Region Deal](#).

The impressive Bayes Centre, Edinburgh University's brand-new research facility, provided a fitting backdrop for the ceremony, marking the start of an exciting period for Edinburgh and the South-East of Scotland, with unprecedented levels of investment driving inclusive economic growth.

This is a deal designed to deliver real, tangible opportunities for everyone across the region, allowing us to unlock our potential to become a global powerhouse in data-driven innovation through our exceptional research & development activities. The commitment, meanwhile, to a skills programme will allow us to capitalise on the opportunities created by new technologies and innovation as well as opportunities in construction as we deliver 20,000 new affordable homes in the Capital.

It will also greatly enhance the region's infrastructure through significant funding for transport projects and housing development, building a vibrant region for our people and businesses to thrive in.

### ***A city centre that works for everyone***

Staying on the subject of transformation, we will soon be launching a major public consultation to find out how Edinburgh people want the heart of their city to look, feel and function. Under the banner of ['Edinburgh: connecting our city, transforming our places'](#), we'll be putting forward a series of options and ideas which have come directly from preliminary conversations with stakeholders.

These range from more or less the status quo to a more radical proposal involving things like bus and freight hubs and pedestrianised streets. Everyone should take the time to have their say. We've got an incredible opportunity here to make sure our streets and public spaces really do put people first.

Then, towards the end of September, we'll be coming back with refreshed designs and plans for taking trams to Newhaven following the invaluable help and feedback from the public during our consultation. This is another project which has the potential to deliver real benefits for our growing Capital and we're on track to have a final business case ready for Council's consideration by the end of 2018.

## Top marks

Once again, the positive exam results achieved by our pupils demonstrate what a great learning environment our schools provide here in Edinburgh.

Results by pupils at the end of S5 and S6 either improved or were maintained at all levels, which is very encouraging, and, although National 5 passes did drop slightly, SQA statistics show that this was mirrored across the country.

And let's not forget the dedicated teachers and staff who worked so hard to prepare pupils and parents/carers who supported their children over the past year. For some the results may not have been what they were hoping for but there are still many opportunities to explore, such as our own Edinburgh Guarantee, and [advice available on choosing a career path](#) #nowrongpath

## Social Care progress

This month, the Edinburgh Integration Joint Board published its second [annual performance report](#), setting out progress against its six main priorities and key performance indicators set by the Scottish Government.

There were many positives: performance in terms of reducing emergency admissions to hospital is the best in Scotland and 80% of those surveyed rated the care they received as good, an increase from the previous survey undertaken two years ago.

Noticeable improvement has also been made in the average length of wait for an assessment – reduced from a high of 93 days last year to 44 (in June). Now, of course, these numbers are still far higher than they should be but I'm pleased to see things moving in the right direction. Elsewhere, it was encouraging also to see our additional [£4.5m investment in the service](#) bearing fruit. This has already helped fund 50 additional care home places and created a team to address the assessment waiting lists of approximately 750 cases.

It is reassuring to see clear priorities being set for next year and how the challenges facing the services will be met. There's still a long way to go, but these successes and the innovation and hard work of colleagues in the Partnership should be recognised.

## Meadowbank: have your say

I'm pleased that our plans for a new Meadowbank Sports Centre took a leap forward in June with the approval of the [planning application](#).

The £47m project will see a state-of-the-art community sports facility built on the site of the original Meadowbank, which closed last December. On reopening in 2020, the accessible new venue will become one of the top centres for community sport in the country, helping to support participation in sport and physical activity for all ages and abilities for generations to come.

Of course, there are much wider considerations in terms of the future of the area and we're now starting to gather views on the wider regeneration of the site starting with [two public meetings](#) next week. If you have an interest in or live in the area I would really encourage you to go along and share your views. For anyone who can't make the meetings you can also have your say online from Monday (August 20).

The online survey and events are the first step in the process to help us shape our plans to deliver more much-needed affordable homes and local amenities that people want. We're also hoping to bring some of the history of the area back to life and deliver quality public realm that the community can all benefit from.

## 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 23 August 2018

## Appointment of Members to Committees

Item number	7.1
Report number	
Executive/routine	
Wards	None

### Executive summary

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At its meeting on 28 June 2018, the Council confirmed its political management arrangements for 2018/19. It agreed to restore political balance to all committees, specifically in relation to the nine-member committees and sub-committee. This report invites Council to make the appointments necessary to implement this decision.

Following Councillor Graczyk's resignation from the Conservative Group and Councillor Bridgman's from the SNP Group, replacements are sought on three executive committees, and on the Personnel Appeals Committee. In addition a replacement is sought following Councillor Gardiner's resignation as the Sustainability Champion.

## Appointment of Members to Committees

### 1. Recommendations

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- 1.1 To appoint one Conservative group member in place of an SNP group member on the Personnel Appeals Committee; Regulatory Committee and Licensing Sub-Committee.
- 1.2 To appoint one Conservative group member to each of the Conservative group vacancies on the Corporate Policy and Strategy and Culture and Communities Committees.
- 1.3 To appoint one SNP group member to each of the SNP vacancies on the Finance and Resources and Governance, Risk and Best Value Committees.
- 1.4 To appoint a Convener for the Personnel Appeals Committee.
- 1.5 To appoint a replacement for Councillor Gardiner as Sustainability Champion.

### 2. Background

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- 2.1 The appointment of committees, joint committees and joint boards is a reserved matter for full Council.
- 2.2 At its meeting on 28 June 2018 Council confirmed the political balance on its committees, and agreed that the membership of the existing nine-member committees should be adjusted to reflect the political balance on the Council.
- 2.3 Subsequently two members, Councillors Bridgman and Graczyk, have resigned from the SNP and Conservative groups respectively, leaving vacancies on the Finance and Resources, Culture and Communities, Personnel Appeals and Corporate Policy and Strategy Committees.

### 3. Main report

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- 3.1 In order to implement the decision regarding the nine-member committees, Council is asked to remove one SNP group member from each of these committees and sub-committee, appointing one Conservative group member in their place.
- 3.2 In each case the members appointed will require to complete the appropriate training.
- 3.3 Additionally, an SNP member requires to be appointed to the Finance and Resources Committee and to the Governance, Risk and Best Value Committee in place of Councillor Bridgman, and a Conservative group member appointed to

each of the Corporate Policy and Strategy and Culture and Communities Committee in place of Councillor Graczyk.

- 3.4 A convener requires to be appointed for the Personnel Appeals Committee.
- 3.5 Councillor Gardiner has submitted his resignation as Sustainability Champion and a replacement member is sought.

#### **4. Measures of success**

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- 4.1 The Council's political managements arrangements are robust, and encourage effective decision-making.

#### **5. Financial impact**

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- 5.1 Not applicable.

#### **6. Risk, policy, compliance and governance impact**

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- 6.1 Standing Orders require appointments to Council committees and sub-committees to be proportionate to the political representation of groups on the Council, unless expressly agreed otherwise by Council.

#### **7. Equalities impact**

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- 7.1 Not applicable.

#### **8. Sustainability impact**

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- 8.1 Not applicable.

#### **9. Consultation and engagement**

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- 9.1 Not applicable.

#### **10 Background reading / external references**

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- 10.1 [Minute of the City of Edinburgh Council of 28 June 2018](#)

**Andrew Kerr**

Chief Executive



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# The City of Edinburgh Council

10.00am, Thursday 23 August 2018

## Appointments to Outside Organisations

Item number	7.2
Report number	
Executive/routine	
Wards	None

### Executive summary

---

At its meeting on 1 February 2018 Council confirmed agreements with the Scottish Futures Trust to establish two Limited Liability Partnerships (LLPs) to own and manage housing for market and mid-market rent. Five members were appointed to the LLP, including Councillor Barrie, in his then role as Convener of Housing and Economy Committee. A replacement member is now sought.

Councillor Kate Campbell has submitted her resignation as the representative on the Edinburgh Alcohol and Drugs Partnership and Council is asked to appoint a replacement.

Councillor Douglas was appointed to represent the Council on the board of Corstorphine Youth and Community Centre. This board has recently decided to dissolve itself, and to transfer all assets to a new organisation, Corstorphine Community Centre (CCC). The Council has been invited to appoint one member to the CCC board.

## Appointments to Outside Organisations

### 1 Recommendations

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- 1.1 To agree that as convener of the Housing and Economy Committee, Councillor Kate Campbell should replace Councillor Barrie on the LLP Corporate Body.
- 1.2 To note that the remaining members of the Corporate Body were Councillor Cameron (as Vice-Convener of the Housing and Economy Committee) Councillor Rankin (as Finance and Resources Committee Convener), and Councillor Doggart, as well as the Executive Director of Place.
- 1.3 To appoint one member to the board of Corstorphine Community Centre.
- 1.4 To appoint one member to the Edinburgh Alcohol and Drugs Partnership.

### 2 Background

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- 2.1 Appointments to outside organisations were made at the Council meeting on 18 May 2017.
- 2.2 A report by the Executive Director of Place agreeing the establishment of two LLPs was referred from the Housing and Economy Committee on 18 January 2018 to full Council on 1 February 2018 for confirmation of the arrangements, and appointment of five members to the LLP Corporate Body.

### 3 Main report

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- 3.1 The legislation overseeing LLPs requires the establishment of a Corporate Body representing the interests of the partners.
- 3.2 The Housing and Economy Committee on 18 January 2018 agreed this approach, and recommended that the Council appoint five members to the Corporate Body: the Convener and Vice-Convener of the Housing and Economy Committee; the Convener of the Finance and Resources Committee; one other member, one other elected member, and the Executive Director of Place.
- 3.3 Following the appointment of Councillor Kate Campbell as Convener of the Housing and Economy Committee, Council is asked to confirm her appointment to the LLP Corporate Body in place of Councillor Barrie.
- 3.4 Council is also asked to note that the appointments of Councillors Cameron and Rankin are by way of office, rather than on an individual basis.

- 3.5 The Council has also been asked to nominate one member to the board of Corstorphine Community Centre (CCC), the successor to Corstorphine Youth and Community Centre (CYCC). CCC is a registered charity, and Councillor Douglas has expressed a willingness to serve on its board, having previously served on CYCC.
- 3.6 Following the resignation of Councillor Kate Campbell from the Edinburgh Alcohol and Drugs Partnership, Council is asked to agree a replacement.

#### **4 Measures of success**

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- 4.1 Appropriate appointments are made to the LLPs.
- 4.2 The Council is represented on the successor organisation to Corstorphine Youth and Community Centre.

#### **5 Financial impact**

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- 5.1 None.

#### **6 Risk, policy, compliance and governance impact**

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- 6.1 Council appointments to the LLPs are required by the Limited Liability Partnerships Act 2000.
- 6.2 CCC is a registered charity with SCIO, so no personal liability will fall on any Council appointee.

#### **7 Equalities impact**

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- 7.1 There are no equalities issues arising from the appointments.

#### **8 Sustainability impact**

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- 8.1 None.

#### **9 Consultation and engagement**

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- 9.1 None.

## 10 Background reading / external references

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10.1 [Council minute of 18 May and 25 May 2017](#)

10.2 [Council minute of 1 February 2018](#)

### **Andrew Kerr**

Chief Executive

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# The City of Edinburgh Council

10.00am, Thursday, 23 August 2018

## Appointment to the Local Authority Pension Fund Forum (LAPFF)

Item number	7.3
Report number	
Executive/routine	
Wards	All
Council Commitments	

### Executive summary

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The Lothian Pension Fund is a founding member of the Local Authority Pension Fund Forum (LAPFF) when it was established in 1990. The Pensions Committee agreed to submit Councillor Rankin's name for nomination to the LAPFF Executive. The nomination was submitted to the LAPFF Executive at the Annual General Meeting in July 2018 and was approved. The Council are now asked to approve the appointment.

## Appointment to the Local Authority Pension Fund Forum (LAPFF)

### 1. Recommendations

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- 1.1 Council is requested to approve the appointment of Councillor Rankin to the Executive Committee of the LAPFF.

### 2. Background

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- 2.1 LAPFF provides an opportunity for local authority pension funds across the UK to come together for focused discussion and the sharing of ideas and working practices in relation to investment issues and shareholder engagement.
- 2.2 The LAPFF promotes the long-term investment interests of local authority pension funds and aims to maximise their influence as shareholders to promote corporate social responsibility and high standards of corporate governance amongst the companies in which they invest, commensurate with statutory regulation. Its membership has increased over the recent years with over 70 of the 110 UK local government pension schemes.
- 2.3 Councillor Rankin has served on the Executive Committee of the LAPFF since January 2017.

### 3. Main report

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- 3.1 The Pensions Committee of 12 December 2017 endorsed the nomination of Councillor Rankin to the LAPFF Executive Committee. At its Annual General Meeting in July 2018, the LAPFF appointed Councillor Rankin to its Executive Committee. This report seeks ratification of this appointment by the City of Edinburgh Council.
- 3.2 The role involves travel to Executive meetings, meetings with companies and other entities such as regulatory bodies, primarily within the UK and occasionally overseas. The Pension Funds meet associated costs from within their budget.

### 4. Measures of success

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- 4.1 The interests of Lothian Pension Fund are served by the constructive engagement on key issues affecting local government pension schemes.

## 5. Financial impact

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- 5.1 There are no direct financial implications arising from this report. The costs of Councillor Rankin's participation in LAPFF are included in the pension funds' budget.

## 6. Risk, policy, compliance and governance impact

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- 6.1 The Environmental Social and Governance (ESG) activity of the Fund, that is being responsible informed and involved investors, is expected to reduce risk.

## 7. Equalities impact

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- 7.1 There are no adverse equalities impacts arising from this report.

## 8. Sustainability impact

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- 8.1 ESG activity is expected to contribute to the sustainability of the Funds' investments.

## 9. Consultation and engagement

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- 9.1 Approval by the City of Edinburgh Council will ensure the Lothian Pension Fund continues to engage and consult with partners and stakeholders.

## 10. Background reading / external references

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- 10.1 Responsible Investment [http://www.lpf.org.uk/info/68/responsible\\_investment](http://www.lpf.org.uk/info/68/responsible_investment)  
10.2 Local Authority Pension Fund Forum <http://www.lapfforum.org/>

### **Stephen S. Moir**

Executive Director of Resources

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## 11. Appendices

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None.



# The City of Edinburgh Council

10am, Thursday, 23 August 2018

## Office of Lord Provost: Year One Report 2017/18

<b>Item number</b>	8.1
<b>Report number</b>	
<b>Executive/routine</b>	
<b>Wards</b>	
<b>Council Commitments</b>	2, 6, 7, 9, 15, 18, 31, 46, 47, 51, 52

### Executive Summary

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The Lord Provost and Lord Lieutenant of Edinburgh is the city's "First Citizen" responsible for the civic leadership of Edinburgh's communities.

These two distinct roles are supported by a civic network which includes the Depute Lord Provost, 5 Bailies from the various political groupings and up to 28 Deputy Lieutenants for Edinburgh.

A team of Business Development, Lieutenancy and City Officers supports all the civic representatives across these functions.

Taken together, and for the purposes of this report, the Lord Provost and this wider network comprise the Office of Lord Provost (OLP).

This report describes and analyses activity and outcomes in the first year of the current administration from May 2017 to May 2018.

A high volume of output and effective delivery is recorded in this context.

## Office of Lord Provost: Year One Report 2017/18

### 1. Recommendations

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It is recommended that the Council:

- 1.1 welcomes this report from the Office of the Lord Provost and notes the range and variation of the work undertaken in year one of the current administration;
- 1.2 endorses the direction of travel for 2018/19 as set out in paragraph 3.20; and
- 1.3 calls for subsequent annual reports commensurate with the routine Council Annual Report in June each year.

### 2. Background

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- 2.1 The historic and key position of the Provost of Scotland's Capital City dates from 1376.
- 2.2 The position was elevated to that of Lord Provost, with the same rank and precedence as the Lord Mayor of London in 1667 by order of the then King in 1667.
- 2.3 Today, the title of Lord Provost is enshrined within the Local Government (Scotland) Act 1994.
- 2.4 In terms of function, the Lord Provost is the:
  - 2.4.1 Convener of the City of Edinburgh Council for the purposes of Section 4 of the Local Government etc (Scotland) Act, 1994;
  - 2.4.2 Civic head of Edinburgh and spokesperson for the city on key issues;
  - 2.4.3 City's key representative on numerous bodies and organisations;
  - 2.4.4 City's 'First Citizen' in the active promotion of Edinburgh at home and abroad.
- 2.5 The Lord Provost is also ex officio the Lord Lieutenant of the City of Edinburgh. Her Majesty's Lord Lieutenants are the representatives of the Crown for each county in the United Kingdom. In Edinburgh, Glasgow, Aberdeen and Dundee, the Lord Provost is Lord Lieutenant whilst in office.
- 2.6 It is the duty of the Lord Lieutenant to meet and attend Her Majesty The Queen and members of the Royal Family when on official business in the city.

- 2.7 The only official Royal residence in Scotland is sited in Edinburgh at the Palace of Holyrood House. This provides the base for a comprehensive programme of Royal visits and engagements in the Capital City throughout the year.
- 2.8 The Lord Lieutenant is also responsible for conferring honours including the Queen's Awards for Enterprise and the Queen's Awards for Voluntary Service.
- 2.9 In terms of scale, it is important to note that the role of Lord Provost is actively supported by the Depute Lord Provost and a nominated Bailie from each of the political groups. For the Lieutenancy, up to 28 Deputy Lieutenants are in place at any time in Edinburgh to support the Lord Lieutenant in carrying out related duties.
- 2.10 A staffing team comprising an Executive Assistant/Clerk to the Lieutenancy, Business Support Officers and City Officers is therefore in place to develop and sustain both the civic and Royal functions of the Office of Lord Provost.

### 3. Main report

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- 3.1 In line with the Council's approach on accountability and transparency, this report provides information on the breadth and reach of the work of the Office of Lord Provost (OLP) in the first year of the administration.

#### **Civic Priorities**

- 3.2 The Civic Diary in 2017/18 has been driven by strategic priorities arising from:
  - 3.2.1 the implementation of key Council decisions on matters including Civic Recognition of both individuals and organisations, and the bestowing of special awards such as the Edinburgh Award and the Edinburgh Medal;
  - 3.2.2 the unfolding of the Scottish World War One Commemorative Programme, notably the special events held to mark the 100 years since the funeral of Dr Elsie Inglis;
  - 3.2.3 the responsibility for key civic elements of major annual undertakings including the General Assembly of the Church of Scotland and the Edinburgh Riding of the Marches;
  - 3.2.4 the Royal programme of events and engagements in Edinburgh and the opportunity to influence the design of major occasions such as the Opening of the new Queensferry Crossing on 4 September 2017;
  - 3.2.5 the development of the Lord Provost's special roles as Veterans' Champion, with a particular focus on the Armed Forces Covenant, and Volunteering Ambassador for the city which underpins the Lord Provost's Inspiring Volunteer of the Year Award;
  - 3.2.6 the Lord Provost's active role on some 90 outside bodies including Trustee of the Scottish National War Memorial, Patron of Diwali, Vice Patron of the Royal Edinburgh Military Tattoo, and President of the One-City Trust which tackles inequality and social exclusion across the City;

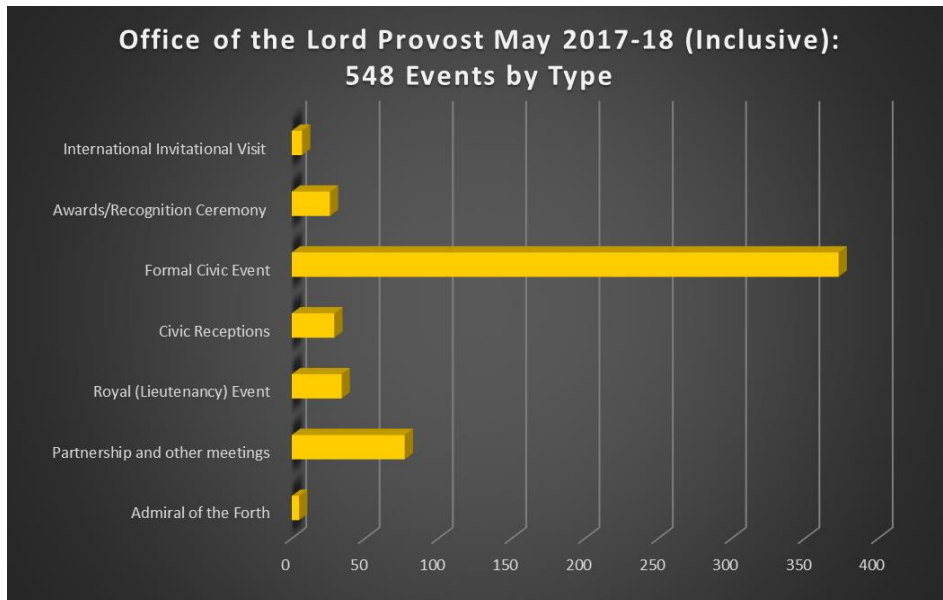
- 3.2.7 the commitment of the Lord Provost to developing and promoting all of Edinburgh's Festivals;
- 3.2.8 the diplomatic relationship with the significant consular corps in Edinburgh, demonstrated by, for example, the decision of the new USA Ambassador to the UK (Robert Wood Johnson) to pay a courtesy call to the Lord Provost on his first official visit to Scotland in October 2017;
- 3.2.9 the measures necessary to promote the city on the international stage including twinning and partner arrangements with cities such as Krakow, which the Lord Provost visited in October 2017 to mark The Scottish Tartan Festival, and Kyoto which the Depute Lord Provost visited in November 2017 for the Prefecture Conference; and
- 3.2.10 the Lord Provost's policy commitment to City Vision 2050 and the interface with stakeholders across the city to develop innovative ideas and to gain external financial support for the initiative.

### **Summary of Activity 2017/18**

- 3.3 Over the year May 2017- May 2018, and in total:
  - 3.3.1 548 events have taken place (including more than 100 standing Lord Provost annual events) with an average of 42 per month;
  - 3.3.2 194 speeches have been made at these events with requisite briefing material also provided;
  - 3.3.3 ~~Some~~ 198,500 people have attended events where a Civic Representative has participated, averaging over 15,000 attendees per month;
  - 3.3.4 The City has been represented at local, Scottish, UK and international level;
  - 3.3.5 Across the events, the work of diversity groups has been a major theme; and
  - 3.3.6 In support of these events, 607 Lord Provost related business and pre-planning meetings also took place during this period.

### **Analysis of Activity 2017/18**

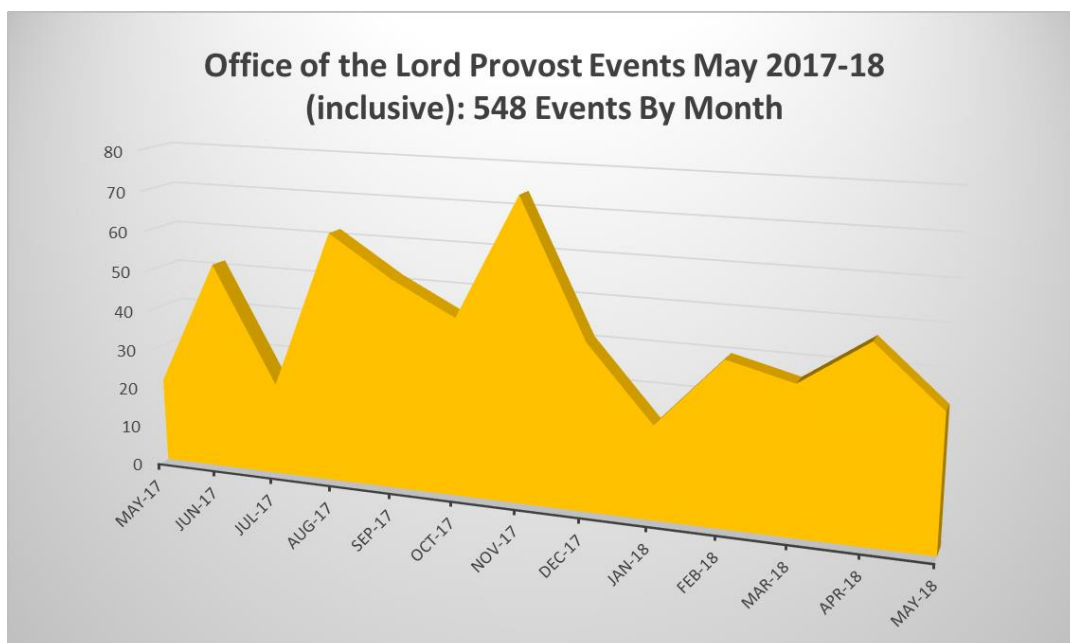
- 3.4 The following bar-chart indicates that:
  - 3.4.1 373 events (68%) were of a formal civic nature with a requirement to wear the Civic Chain of Office;
  - 3.4.2 89 events (16%) comprised award/recognition activity, undertaking lieutenancy duties, and hosting civic receptions;
  - 3.4.4 7 events (1.3%) of activity constituted overseas visits.



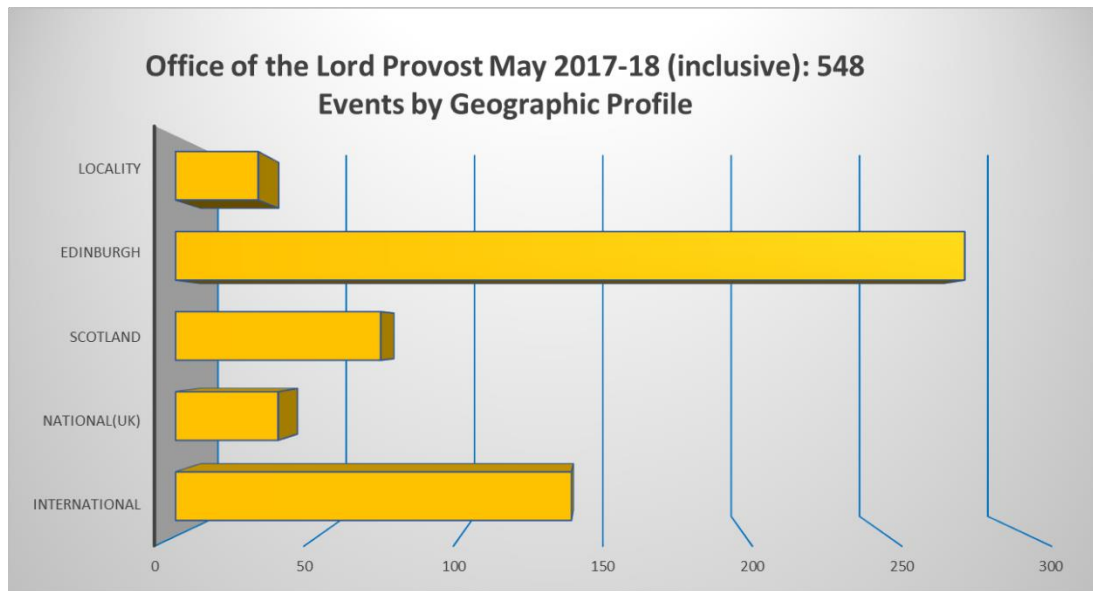
3.5 With a total number of 548 events held throughout this period:

3.5.1 the pattern in the chart below reflects the timing of key cultural and community festivals, with larger numbers of events taking place in spring (17%), summer (21%) and the winter festive period (21%);

3.5.2 an average of around 42 events occurs per month, with related briefings and speeches provided by Office of Lord Provost staff, with assistance from other staff groupings across the Council as necessary.



- 3.6 Across the year, events were attended by around 198,500 people. Most events (47.5%) were attended by up to 1,000 people, with small gatherings (up to 100 attendees) representing the balance of events (49.6%).
- 3.7 The graphic below outlines the pattern of work undertaken geographically across the 548 events. The chart indicates that:
- 3.7.1 272 (50%) focused upon the City;
  - 3.7.2 139 (25%) were of an international dimension, for example when the Lord Provost meets foreign dignitaries, and visiting groups from other countries;
  - 3.7.3 108 (20%) celebrated the City's capital role in Scotland and as a leading city within the UK, including military, memorial and charitable causes; and
  - 3.7.4 29 (5%) are locality activity, consisting of visits to schools, care centres and community groups.



### Lieutenancy Duties

- 3.8 Outwith London, Edinburgh as Capital City and home to the only official Royal Residence in Scotland is one of the busiest Lieutenancies in the UK. In 2017/18, 34 Royal engagements took place in the city involving some 15 senior members of the Royal Family. Initial comparator information is that the volume of Royal duties in Edinburgh is more than three times that of Cambridgeshire or Oxfordshire for example, and, more locally, ten times that of Midlothian.
- 3.9 This means that the Office of Lord Provost has major responsibilities for the formulation, planning and implementation of an intense programme of Royal activity throughout the year which peaks in early July with "Royal Week. A key requirement is close partnership working with the various Royal Households and Police Scotland through Gold and Silver Command Structures.

- 3.10 Demand for Royal visits comes from a wide range of sources including Public Sector bodies and the Third Sector as a way of raising awareness and building support for their ventures. Many of these bids are developed, prioritised and submitted through the Office of Lord Provost.
- 3.11 Events that are particularly high profile also contribute hugely to the promotion of Edinburgh as a major tourist and inward investment location across the globe. Whilst not precisely measured, the value of such activity is immense and recent key examples in the past year include:
- 3.11.1 [opening of the Queensferry Crossing - September 2017](#);
- 3.11.2 [the first visit to Edinburgh of Prince Harry and Meghan Markle - March 2018](#);
- 3.12 In addition, the Lord Lieutenant presented a number of awards on behalf of The Queen. This included the Presentation of British Empire Medals in December 2017: [Presentation of British Empire Medal – December 2017](#)
- 3.13 In the year, 7 individuals and 3 SMEs were awarded Queens Honours and Jubilee Awards respectively. To improve the volumes of Edinburgh nominations for these schemes, discussions with partners are underway to maximise high quality impact-based submissions from the Lieutenancy.

### **Assessment**

- 3.14 The Office of Lord Provost delivers on high profile activity which exposes the City to intense media and public scrutiny throughout the year. Key to success in achieving the standards required is a meticulous level of planning and preparation in partnership with all the stakeholders. This is reflected in the scale of business and pre-planning meetings also highlighted in this report.
- 3.15 For the more complex undertakings, a high level of diplomacy and negotiation skills are also needed to ensure that key initiatives run smoothly and achieve the intended outcomes. Recent examples include the Opening of the Queensferry Crossing on the Edinburgh side of the new Bridge, and The Princess Royal's visit to the City Chambers in November for the Commemoration of Dr Elsie Inglis.
- 3.16 Underestimated is the dual role of the Lord Provost in relation to the Lieutenancy which is subject to a high level of confidentiality. This is necessary because of security arrangements and the protection of the Royal Family but the position undoubtedly places a significant demand on the Office of Lord Provost.
- 3.17 On occasion, a considerable amount of staff time (up to 21 days) has been spent on the detailed planning and organisation of visits. At the very least, one prior visit is required beforehand. For the actual visits, members of the Royal Family are always received by the Lord Lieutenant or a Deputy Lieutenant with active support from City Officers. The scale of the Royal programme in the City is likely to increase in the foreseeable future.

- 3.18 The overall result is that the City benefits hugely from the public interest in the monarchy and the media coverage that it generates. Through the Lieutenancy, the Council is also well placed to involve members of the Royal Family in key local initiatives and other major developments. There is scope too for more recognition of the many contributors to the City's communities through the Honours system.
- 3.19 The Office of Lord Provost also has capacity to progress key policy initiatives of the Council in relation to City Vision and the OneCity Trust through the leadership of the Lord Provost and supported by this office.

### **The Way Forward**

- 3.20 Whilst core annual elements of the civic role remain unaltered, major developments in the year 2018/19 will include:
- 3.20.1 the Rededication of the restored Mercat Cross on 30 May 2018, as a precursor to future Proclamations and key public announcements;
  - 3.20.2 the bestowing of the Freedom of the City on 603 (Edinburgh Squadron) Royal Auxiliary Air Force during Royal Week on 3 July 2018;
  - 3.20.3 the busiest Royal Week in a decade during early July 2018;
  - 3.20.4 the conclusion of the World War One Commemorative Programme with a particular emphasis on Armistice events in Edinburgh from 9 to 11 November 2018;
  - 3.20.5 the hosting of the major Eurocities Conference at the EICC from 28 to 30 November 2018, a direct product of the Lord Provost's participation at the 2017 event in Ljubljana;
  - 3.20.6 a review of current City Twinning relationships and the further development of civic links with Shenzhen in China;
  - 3.20.7 detailed planning for the succession of the current Monarch which has major resource and reputational risk implications for Edinburgh as the Capital City of Scotland;
  - 3.20.8 the hosting of the Scottish Provosts' Association and invigoration of the shared civic agenda;
  - 3.20.9 significant development of the OneCity Trust in a potential linkage with the new Edinburgh Poverty Commission; and
  - 3.20.10 the roll out of the City Vision initiative which is led by the Lord Provost.



## **4. Measures of success**

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- 4.1 A key output for this programme of work going forward will be the development of a monitoring framework including measures of success. This will add to the significant volume of positive feedback and anecdotal evidence received from a wide range of sources

## **5. Financial impact**

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- 5.1 The Office of the Lord Provost operates within the budget allocated in the Council's Financial Plan 2017-21. This amounted to a total budget of £432,494 in 2017/18. No additional costs to the Council are associated with this report.

## **6. Risk, policy, compliance and governance impact**

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- 6.1 No adverse risks or policy impacts have been identified as associated with this report. Outputs from the programme of work outlined in this report will be used to identify and mitigate potential risks to the Council

## **7. Equalities impact**

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- 7.1 The Office of Lord Provost assists both the Council and city partners to deliver key equality and rights outcomes, and to meet the Equality Act 2010 public sector equality duties to (i) eliminate unlawful discrimination, harassment, and victimisation, (ii) advance equality of opportunity and (iii) foster good relations.
- 7.2 The Lord Provost's stewardship of the One City Trust is also an important lever to address poverty and inequality across the Capital.

## **8. Sustainability impact**

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- 8.1 The Office of Lord Provost contributes to the Climate Change (Scotland) Act 2009 public sector duties and contributes to the delivery of Sustainable Edinburgh 2020 objectives, the advancement of vibrant flourishing communities, social and economic wellbeing and an efficient and effectively managed city.

## **9. Consultation and engagement**

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- 9.1 The Office of Lord Provost routinely undertakes engagement and co-production with a broad range of stakeholders, leading community representatives and business organisations.
- 9.2 Speeches and other inputs for events are developed in consultation with the organisers.

## 10. Background reading/external references

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- 10.1 [Council Appointment of the Lord Provost 2017-22, City of Edinburgh Council, 18 May 2017](#)

**Andrew Kerr**

**Chief Executive**

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## 11. Appendices

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None

10.00am, Thursday, 23 August 2018

## Planning Statutory Scheme of Delegation

Item number	8.2
Report number	
Executive/routine	
Wards	All
Council Commitments	<a href="#">10-15</a>

### Executive Summary

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The statutory scheme of delegation on planning applications allows officers to make decisions on local developments. It is proposed to make changes to the statutory scheme to allow more delegated powers in respect of householder development and representations in support of local developments. Other changes proposed mean that outstanding objections from statutory consultees such as community councils would require a Planning Committee decision if the application is recommended for approval.

The changes are consistent with the amendments agreed by the City of Edinburgh Council on [27 June 2018](#) in relation to the Scheme of Delegation under the Local Government (Scotland) Act 1973.

## Planning Statutory Scheme of Delegation

### 1. Recommendations

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- 1.1 To agree the proposed changes to the Statutory Scheme of Delegation; and
- 1.2 To refer the proposed changes to the Statutory Scheme of Delegation to Scottish Ministers for approval and thereafter to adopt the scheme should such approval be forthcoming.

### 2. Background

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- 2.1 In the main, delegated powers in respect of planning fall within the council's overall scheme of delegation to officers set out in terms of the Local Government (Scotland) Act 1973. However, the Planning etc (Scotland) Act 2006 required planning authorities to draw up a statutory scheme of delegation in respect of local developments. In planning terms, developments now fall within three categories – national developments, major developments and local developments. The statutory scheme in its current form was adopted by the Council, after the required referral to Scottish Ministers, on [22 August 2013](#). Changes to the scheme in 2013 allowed officers to determine applications for local developments made by the Council or where the Council has an interest in the land.
- 2.2 The Government requires planning authorities to keep the statutory scheme of delegation under review every five years and, on 14 March 2018, the Planning Committee agreed changes to the scheme subject to the approval of Council and Scottish Ministers.
- 2.3 The amendments in respect of the Chief Planning Officer's delegated functions in respect of the Local Government (Scotland) Act 1973 were approved by Council on 27 June 2018. The changes proposed as part of this report are consistent with those amendments.

### 3. Main report

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- 3.1 Currently around 95% of planning applications are determined by officers, meaning that the Development Management Sub-Committee can concentrate on the more complex and/or contentious cases. Increased delegation is one way of improving efficiency and performance and so improving customer satisfaction.

- 3.2 The current statutory scheme of delegation is generally fit for purpose but there are some opportunities to increase delegation and allow members to spend committee times on more significant cases. The following changes were agreed by the Planning Committee on 14 March 2018:
- 3.2.1 The Chief Planning Officer shall have delegated powers to determine householder development planning applications, where not more than 20 representations or a petition have been received, provided other parts of the scheme of delegation do not apply;
  - 3.2.2 The Chief Planning Officer shall have delegated powers to determine local applications for refusal, where not more than 20 representations in support have been received, subject to certain provisos, including the issues raised;
  - 3.2.3 The Chief Planning Officer shall have delegated powers to determine planning applications, other than householder development, where a petition has been submitted properly headed with material planning considerations and it has not more than 20 signatures of objection in relation to recommendations for approval and not more than 20 signatures of support in relation to recommendations for refusal;
  - 3.2.4 The Chief Planning Officer's delegated powers will not apply if there are outstanding unresolved objections from statutory consultees, including community councils, in relation to applications recommended for approval. Where the community council supports an application and it is recommended for refusal, delegated powers shall not apply;
  - 3.2.5 Full delegated powers shall be given to the Chief Planning Officer to determine whether a change to a granted planning application is material or not; and
  - 3.2.6 The term non-statutory Council adopted policy shall be removed from the Scheme of Delegation.
- 3.3 The current statutory scheme of delegation is set out in Appendix 1 and the proposed draft statutory scheme of delegation is set out in Appendix 2. Changes are also required to the naming of the appointed officer.

#### **4. Measures of success**

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- 4.1 A Planning service which makes service improvements to allow best value to be realised and a more efficient planning system created.

#### **5. Financial impact**

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- 5.1 There are no financial impacts arising from this report. There are no significant cost saving envisaged from these changes.

## **6. Risk, policy, compliance and governance impact**

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6.1 There are no perceived risks associated with this report.

## **7. Equalities impact**

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7.1 The Equalities and Rights Impact Assessment indicates the following:

- There are no infringements of Rights under these proposals;
- There are no identified positive or negative impacts on the duty to eliminate unlawful discrimination, harassment or victimisation;
- The proposals have been designed to ensure there is no impact on participation in public life; and
- The proposals promote the duty to foster good relations as they make clear the service standards that can be expected and so promote understanding.

## **8. Sustainability impact**

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8.1 The impact of this report in relation to the three elements of the Climate Change (Scotland) Act 2009 Public Bodies Duties has been considered, and the outcome is summarised below:

- The proposals in this report do not affect carbon emissions;
- The need to build resilience to climate change impacts is not relevant to the proposals in this report because it is concerned with procedural matters;
- The proposals in this report will help achieve a sustainable Edinburgh by improving the efficiency of council processes; and
- Environmental good stewardship is not considered to impact on the proposals in this report because there is no relevance to the use of natural resources.

## **9. Consultation and engagement**

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9.1 Changes to the scheme of delegation are for members to consider. No consultation or engagement has taken place on the proposed changes.

## 10. Background reading/external references

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- 10.1 [Planning and Building Standards Service Improvements](#) – report to Planning Committee 14 March 2018
- 10.2 [The Town and Country Planning \(Schemes of Delegation and Local Review Procedure\) \(Scotland\) Regulations 2013](#)

### **Paul Lawrence**

Executive Director of Place

Contact: David Leslie, Chief Planning Officer

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## 11. Appendices

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Appendix 1 – Current Statutory Scheme of Delegation

Appendix 2 – Proposed Statutory Scheme of Delegation (DRAFT)

## APPENDIX 1

### THE CITY OF EDINBURGH COUNCIL

#### LOCAL DEVELOPMENTS

#### SCHEME OF DELEGATION

##### Status

- 1 The Council, as planning authority, has made this Scheme of Delegation for the purposes of section 43A of the Town and Country Planning (Scotland) Act 1997 (the Act) and Part 2 of the Town and Country Planning (Schemes of Delegation and Local Review Procedure) (Scotland) Regulations 2013 (the Regulations). It provides for the determination of local developments by the Head of Planning subject to certain exceptions.
- 2 The Council has delegated other planning functions to the Director of City Development and the Head of Planning under section 56 of the Local Government (Scotland) Act 1973. These are listed in the Council's Scheme of Delegation to Officers published on the Council's website.

##### Appointed Officer

- 3 For the purposes of section 43A (1) of the Act, the Council authorises the Head of Planning to appoint suitable officers to determine applications for local developments in accordance with this Scheme.

##### Delegated Powers

- 4 Subject to the qualifications and exceptions listed below, the Council delegates authority to the appointed officer to determine
  - applications for planning permission
  - applications for consent, agreement or approval required by a condition imposed on a grant of planning permissionin respect of local developments, as defined by Sections 3A(4)(b) and 26A of the Town and Country Planning (Scotland) Act 1997 and the Town and Country Planning (Hierarchy of Developments) (Scotland) Regulations 2009.

##### Qualifications and Exceptions

- 5 In exercising authority under this Scheme, the appointed officer should be satisfied that: -
  - the decision is in accordance with the statutory development plan (Structure Plan and Local Plan);
  - the decision is in accordance with non-statutory Council adopted policy, or that the infringement of policy would be so minor that refusal or amendment would be unjustified;
  - the decision does not remove or amend conditions originally added by Committee.



- 6 An appointed officer shall not determine an application which has been submitted:
- by, or on behalf of, an elected member of the Council or by the partner, close friend or relative of an elected member of the Council;
  - by, or on behalf of, an officer involved in the statutory planning process or by a partner, close friend or relative of such officer.
- 7 An appointed officer shall not determine an application:
- which an elected member has requested, within 21 days from the date of neighbour notification, the date of the advertisement or the validation date whichever is the later, be referred to the Development Management Sub-Committee for material planning reasons; or
  - which the Head of Planning considers to be controversial, or of significant public interest, or has a significant impact on the environment.
- 8 An appointed officer shall not approve an application if more than six material objections have been received from third parties.
- 9 An appointed officer shall not refuse an application if more than six material representations in support of the proposals have been received from third parties.
- 10 Applications which are exempt from this Scheme by virtue of paragraphs 6 - 9 above shall be determined by the Development Management Sub-Committee.

**Effective Date**

- 11 This Scheme was approved by Council on 22 August 2013 and will take effect from 22 August 2013.
- 12 The Council will review the Scheme from time to time at intervals of no greater than five years or if required to do so by the Scottish Ministers.

## **APPENDIX 2**

### **THE CITY OF EDINBURGH COUNCIL**

#### **LOCAL DEVELOPMENTS**

#### **SCHEME OF DELEGATION**

##### **Status**

- 1 The Council, as planning authority, has made this Scheme of Delegation for the purposes of section 43A of the Town and Country Planning (Scotland) Act 1997 (the Act) and Part 2 of the Town and Country Planning (Schemes of Delegation and Local Review Procedure) (Scotland) Regulations 2013 (the Regulations). It provides for the determination of local developments by the Chief Planning Officer subject to certain exceptions.
- 2 The Council has delegated other planning functions to the Executive Director of Place and the Chief Planning Officer under section 56 of the Local Government (Scotland) Act 1973. These are listed in the Council's Scheme of Delegation to Officers published on the Council's website.

##### **Appointed Officer**

- 3 For the purposes of section 43A (1) of the Act, the Council authorises the Chief Planning Officer to appoint suitable officers to determine applications for local developments in accordance with this Scheme.

##### **Delegated Powers**

- 4 Subject to the qualifications and exceptions listed below, the Council delegates authority to the appointed officer to determine
  - applications for planning permission<sup>1</sup>
  - applications for consent, agreement or approval required by a condition imposed on a grant of planning permissionin respect of local developments, as defined by Sections 3A(4)(b) and 26A of the Town and Country Planning (Scotland) Act 1997 and the Town and Country Planning (Hierarchy of Developments) (Scotland) Regulations 2009.

##### **Qualifications and Exceptions**

- 5 In exercising authority under this Scheme, the appointed officer should be satisfied that:
  - the decision is in accordance with the statutory Development Plan (Strategic Development Plan and Local Development Plan);
  - the decision does not remove or amend conditions originally added by Committee;

<sup>1</sup> The meaning of "application" shall be taken to include applications for planning permission; planning permission in principle; applications for consent, agreement or approval required by condition imposed on a grant of consent for local developments.

- 6 An appointed officer shall not determine an application which has been submitted:
- by, or on behalf of, an elected member of the Council or by the partner, close friend or relative of an elected member of the Council;
  - by, or on behalf of, an officer involved in the statutory planning process or by a partner, close friend or relative of such officer.
- 7 An appointed officer shall not determine an application:
- which an elected member has requested, within 21 days from the date of neighbour notification, the date of the advertisement or the validation date whichever is the later, be referred to the Development Management Sub-Committee for material planning reasons; or
  - which has outstanding unresolved objections from statutory consultees and the application is recommended for approval;
  - which has support comments from the local community council as a statutory consultee and is recommended for refusal.
  - which the Chief Planning Officer considers to be controversial, or of significant public interest, or has a significant impact on the environment.
- 8 An appointed officer shall not approve an application if more than six material objections have been received from third parties except if the application is for householder development.
- 9 An appointed officer shall not approve an application for householder development if more than 20 material objections have been received from third parties.
- 10 An appointed officer can determine an application for householder development if a petition is submitted;
- 11 An appointed officer shall not refuse an application if more than 20 material representations in support of the proposals have been received from third parties.
- 12 An appointed officer shall not determine an application where a petition has been submitted properly headed with material planning considerations and it has more than 20 signatures of objection in relation to recommendations for approval and more than 20 signatures of support in relation to recommendations for refusal.
- 13 An appointed officer can determine whether changes to an approved local development are material or not;
- 14 Applications which are exempt from this Scheme by virtue of paragraphs 6 - 13 above shall be determined by the Development Management Sub-Committee.

#### **Effective Date**

- 15 This Scheme was approved by Council on xxxx and will take effect from xxxx.
- 16 The Council will review the Scheme from time to time at intervals of no greater than five years or if required to do so by the Scottish Ministers.

# The City of Edinburgh Council

10.00am, Thursday 23 August 2018

## The City of Edinburgh Council Performance 2017-18 - referral from the Corporate Policy and Strategy Committee

Item number 8.3

Report number

Wards

### Executive summary

The Corporate Policy and Strategy Committee on 7 August 2018 considered a report which provided a detailed overview of council performance in 2017/18 against the Council Business Plan Strategic Aims and Objectives.

The report has been referred to the City of Edinburgh Council for consideration.

# Terms of Referral

## The City of Edinburgh Council Performance 2017-18

### Terms of referral

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- 1.1 On 7 August 2018 the Corporate Policy and Strategy Committee considered a report which provided a detailed overview of council performance in 2017/18 against the Council Business Plan Strategic Aims and Objectives, drawing on corporate performance indicators, Local Government Benchmarking Framework 2016/17 data, complaints analysis and wider achievements.
- 1.2 The Corporate Policy and Strategy Committee agreed that the report be referred to the City of Edinburgh Council without recommendation.

### For Decision/Action

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- 2.1 The City of Edinburgh Council is asked to consider the attached City of Edinburgh Council Performance 2017-18 report.

### Background reading / external references

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[Webcast of the Corporate Policy and Strategy Committee of 7 August 2018](#)

### Laurence Rockey

Head of Strategy and Insight

Contact: Louise Williamson, Assistant Committee Officer

Email: [louise.p.williamson@edinburgh.gov.uk](mailto:louise.p.williamson@edinburgh.gov.uk) | Tel: 0131 529 4264

### Links

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#### Appendices

Appendix 1 – The City of Edinburgh Council Performance 2017-18

# Coporate Policy and Strategy Committee

10am, Tuesday, 7 August 2018

## The City of Edinburgh Council Performance 2017/18

Item number	8.1
Report number	
Executive/routine	
Wards	
Council Commitments	

### Executive Summary

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This report provides a detailed overview of council performance in 2017/18 against the Council Business Plan Strategic Aims and Objectives, drawing on corporate performance indicators, Local Government Benchmarking Framework 2016/17 data, complaints analysis and wider achievements.

## The City of Edinburgh Council Performance 2017/18

### 1. Recommendations

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- 1.1 It is recommended that members of the Corporate Policy and Strategy Committee:
  - 1.1.1 note this annual performance report for the 2017/18 financial year.

### 2. Background

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- 2.1 Following the approval of the Council Business Plan 2017-22, a revised internal performance framework was developed to monitor delivery of the Business Plan's five Strategic Aims. This sits alongside, and in addition, to the monitoring of Commitments, which was reported to the City of Edinburgh Council on 28 June 2018.
- 2.2 The following report provides a summary of Council performance in 2017/18 drawing on corporate indicators performance, benchmarking data, complaints analysis and wider strategic achievements.

### 3. Main report

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#### Performance Framework

- 3.1 The Council Business Plan describes our Commitments to the city, our Strategic Aims and Outcomes, our challenges, how we'll measure success and the future of our organisation.
- 3.2 At the heart of the plan are five Strategic Aims:
  - A Vibrant City** - we want Edinburgh to be a vibrant and thriving city with a unique heritage, leading economy and a world-renowned reputation for culture and sport.
  - A City of Opportunity** - we want Edinburgh to be a city in which everyone has access to opportunities to live fulfilling lives and ensure no one is left behind.
  - A Resilient City** - we want Edinburgh to be a city that is resilient with citizens that are protected and supported with access to sustainable and well-maintained facilities.
  - A Forward Looking Council** - we are an organisation that collaborates effectively with our partners, focuses on prevention and ensures we are fit for the future.
  - An Empowering Council** - we are a council which empowers our citizens to take action, participate and make decisions for themselves.

3.3 Within each of these five Strategic Aims are the Outcomes which we want to achieve. These are detailed in the diagram below:



3.4 A suite of Corporate Performance Indicators have been developed to monitor the delivery of our Strategic Aims and Objectives. These are embedded within the organisation, and regular monitoring and challenge of corporate indicators and service performance is undertaken by the Council Leadership Team and senior service management teams.

3.5 A detailed overview of our performance against the Strategic Aims and Objectives, along with our performance against each corporate indicator is detailed in this paper.

3.6 The performance framework will be reviewed annually and we will identify new and/or improved measures and targets resulting from the implementation of new service models, strategies or service improvement plans. This annual cycle will ensure that the framework remains agile, relevant and flexible.

### Local Government Benchmarking Framework

3.7 In addition to our own performance measures, the Local Government Benchmarking Framework (LGBF) allows us to compare our performance against other Local Authorities in Scotland. The Framework includes a suite of efficiency, output and outcome indicators that cover a wide spectrum of our services. The latest LGBF report was published in February 2018 and covers the reporting period for 2016/17. Our performance in 2016/17 for each of the LGBF indicators is detailed in Appendix One.

### Edinburgh People Survey

3.8 In addition to benchmarking, we undertake an annual survey of Edinburgh residents aged 16 and over, The Edinburgh People Survey (EPS). We ask questions about local government services, quality of life, issues and perception of the Council. The EPS is the largest face-to-face satisfaction survey undertaken by any UK council and is been designed to give reliable results at Ward and Locality level.



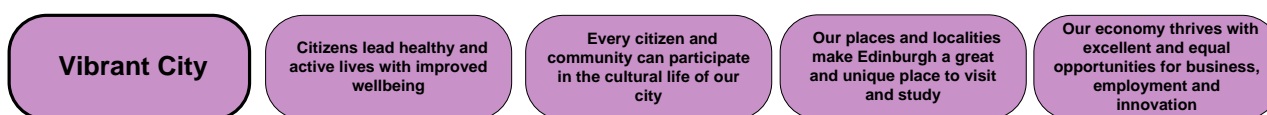
## Complaints

3.9 The Council values complaints and uses the information from them to help us develop and improve our services. To ensure a coherent and strategic approach to complaints management we have established a strategic complaints function within the Information Governance Unit. The unit provides a central support and reporting role for service areas. A report providing an update on complaints management was presented to the Governance, Risk and Best Value Committee in June 2018. Included as an appendix was analysis on complaints received in 2017/18, including comparative figures for the last three years. This analysis has been repeated in this report and is detailed in Appendix Two.

## Performance Against Strategic Aims

3.10 The following sections of the report provides an overview of our performance and achievements against our Strategic Aims.

### 3.11 Vibrant City - 2017/18 Corporate Indicators



**Green** - Performance has met or exceeded the target

**Amber** - Performance has not met the target but is within tolerance

**Red** - Performance has not met the target

**Blue** - No target has been set for that period

Monthly Measures	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	2018 Target
Number of people waiting in community for a package of care	381	414	442	471	509	558	595	639	719	770	811	837	n/a
Percentage of people choosing direct payments or individual service funds under SDS legislation	22.9 %	27.7 %	23.8 %	19.5 %	25.5 %	28.6 %	22.7 %	21.9 %	18.6 %	27.2 %	27.9 %	27.7 %	n/a
Number of people who have received a carers' assessment	34	61	46	29	31	27	54	57	40	77	70	70	n/a
Late discharge from hospital	183	168	187	161	173	175	159	171	157	219	227	267	50
Balance of care for adults – local measure (18+)	56.9 %	57.2 %	57.3 %	57.3 %	57.4 %	57.5 %	57.8 %	57.5 %	57.7 %	57.1 %	57.1 %	57.3 %	59 %

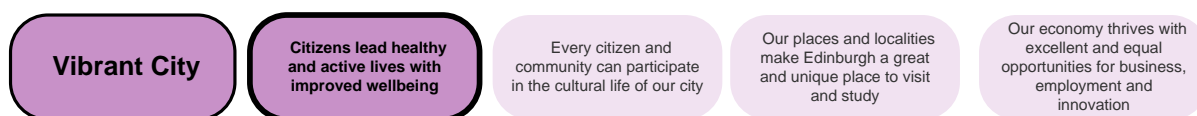
Quarterly Measures	Q1 17/18	Q2 17/18	Q3 17/18	Q4 17/18	17/18 Target
Substance misuse: timely treatment	85%	84%	81%	86%	90%

## Annual Measures

	2015/16	2016/17	2017/18	17/18 Target
Proportion of business rates (NDR) collected	97.3%	95.9%	96.8%	97%
Museums and Galleries total annual attendances	853,784	720,003	624,323	750,000
Number of young people participating in music, arts, cultural and creative learning activities	New indicator from 16/17	24,071	Available Sept 18	n/a
Number of young people participating in sport, physical activity and outdoor learning	New indicator from 16/17	22,431	Available Sept 18	n/a

Performance for some of the indicators is not yet available due to different timescales for data collection and reporting.

Not all indicators have historic data



3.12 The Edinburgh Health and Social Care Partnership (EHSCP) was established in 2016. It brings together the strategic planning and operational oversight of a range of adult social care services, previously managed by the Council, with a number of NHS Lothian community health and hospital based services. The Integrated Joint Board (IJB) is the Public Body, established at the same time. This Board controls the integrated budget for community health and social care delegated to it by the NHS and Council and makes decisions regarding use of resources and strategically plans integrated services which are then managed and delivered by the Edinburgh Health and Social Care Partnership.

3.13 The Partnership has now established Locality working with:

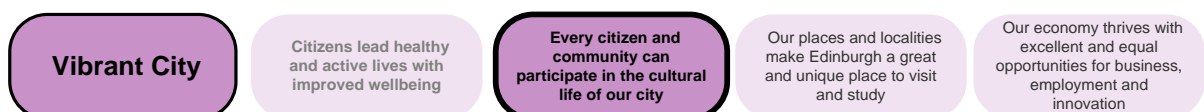
- a single Hub team focused on avoiding hospital admission, supporting timely discharge and supporting people to live as independently as possible;
- two Cluster teams aligned to a GP cluster with a focus on providing longer term care and support; and
- a mental health and substance misuse team.

3.14 The number of people waiting in the community for a package of care rose during 2017/18, from 381 in April 2017 to 837 in March 2018. Although the number of people whose discharge from hospital was delayed had reduced towards the end of 2017, there was a significant increase in the first three months of 2018, with 267 people being delayed in March 2018 compared to 183 people in April 2017.

3.15 To address these pressures, one off funding was provided in 2017/18 to fund more care home places. However, despite the additional investment, the ability of the social care providers within the care at home market to expand to meet the demand continues to be compromised by the wider market climate within social care. There remains a limit to the ability of the residential and Care at Home sectors within the

current contract to expand to meet the growing demand, and the gap continues to widen.

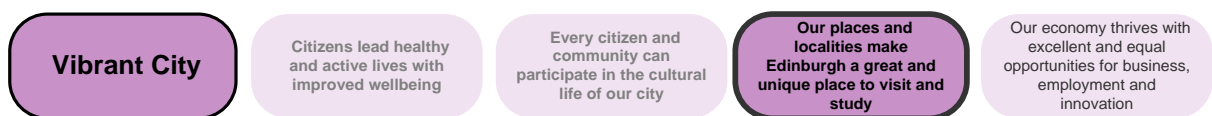
- 3.16 This reality clearly suggests that investment in the existing paradigm of delivery will not yield the level of returns required to reduce existing legacy levels and constrain future growth of demand. This indicates a more radical whole-systems approach is required to ensure that the Partnership optimise community care and support capacity through new and innovative models of market shaping and social care commissioning, alongside new approaches to the impact the locality-based models can have. For example, the Localities need to be focusing in on wider partnership, community and citizen-level approaches to condition self-management, personal investment in health and wellbeing, community capacity and alternatives to hospital-based clinical care. This renewed focus is squarely targeted at constraining the growth of expectation and usage to more realistic levels.
- 3.17 In relation to reducing the levels of individuals awaiting assessments, the Partnership recently established a temporary team to assist in reducing the assessment waiting list using a person-centred and assets based approach and commenced a wide scale programme of process redesign work to ensure key business processes are lean and effective and make best use of available resources. However, as the report indicates, the number awaiting assessments continued to rise significantly.
- 3.18 There is a recognition that there is a degree of correlation between the increased pressures on waiting lists for assessment and the embedding of the new locality model of delivery. Inconsistencies of approach have developed across the four locality models, and the delegation of resources into sectors of the assessment process, including the Hub teams, have also been inconsistent, and therefore not had the hoped-for effect on the position by his stage. This is being reviewed with the intention to re-prioritise the impact of the Hub service, and to ensure that it is at the correct proportions to maximise the throughput of assessments.
- 3.19 In anticipation of the new Carers (Scotland) Act, to be implemented in 2018, the profile of carer assessments and the support available for carers has increased. This has resulted in an increasing number of carers' assessments being undertaken. Work will continue in 2018/19 to implement the Act, which will see a new assessment tool being piloted in the North West Locality.
- 3.20 Progress on shifting 'the balance of care' from acute/ institutional to community based settings, has remained relatively static over 2017/18.
- 3.21 We have seen an increase, from 22.9% in April 2017 to 27.7% in March 2018, in the proportion of people choosing to manage their care via self-directive support Direct Payment or an Individual Service Fund.



- 3.22 Visitor numbers to the Council's museums and galleries declined by 13% in 2017/18. This reduction coincided with the five-month closure for refurbishment of the Museum

of Childhood and a change in opening hours to six museums who moved from a six and seven day a week operation to five-day opening in October 2016.

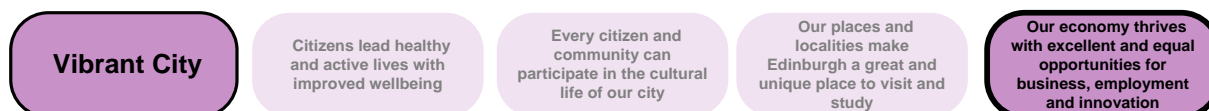
- 3.23 We undertook a review in October 2017 which highlighted that the new hours were having a negative impact on visitor numbers, income and visitor experience. As a result, a one year pilot of increasing opening hours from five days a week to seven days a week throughout the year commenced in June 2018.
- 3.24 Balancing the needs of residents and visitors is vital to furthering Edinburgh's success as a city that provides a high quality of life for residents, whilst offering a unique visitor experience. Satisfaction with museums and galleries remains amongst the highest in Scotland, 89.7% of adults in 2016/17 satisfied compare to the Scottish average of 72% (Benchmarking data – LGBF, 2016/17).
- 3.25 Participation in cultural activities, as measured by the 2017 Edinburgh People's Survey was also high. Two thirds (67%) of respondents had attended a festival in the last 2 years, (an increase from 62% in 2016), and 79% had attended a cultural event or venue in the last year – also an increase from 71% last year.
- 3.26 To stimulate artistic and cultural events across the length and breadth of the Capital, we introduced a pilot one-off 'Local Events Fund' in 2017/18 to inspire audiences and artists who might otherwise not have the chance to participate in cultural ventures to take up the artistic challenge. Sixteen applications received support: four in the North East Locality; four in the North West; five in the South East; and three in South West. The full value of the Fund was awarded.



- 3.27 We work flexibly with creative learning partners such as arts organisations, artists, festivals and teachers to strategically develop and grow relationships between schools and organisations. This includes advising organisations on their learning offers, shaping partnership projects to ensure the best outcomes for all are achieved and delivering professional learning on creative learning and teaching approaches.
- 3.28 Our Instrumental Music Service (IMS) is the largest in Scotland and we are one of a small number of authorities who do not charge for the service, providing pupils across the city the opportunity to learn instrumental music, necessary to impact on wider achievement and music attainment in secondary school. In the last academic session 2016/17, 5,089 pupils were taught through IMS which is around 11% of the eligible school roll (P4 – S6).
- 3.29 The Youth Music Initiative (YMI), funded by Scottish Government via Creative Scotland, is now in its 15th year. In 2016/17, Edinburgh's YMI continued to develop and strengthen, with 14,733 pupils benefited from the extensive programme which has no cost to families.
- 3.30 We support children, young people and adults to engage in sport and physical activity both in schools and in community settings. The number of distinct participants taking part in Active Schools clubs in 2016/17 (the most recent academic session) rose to

38% of the school roll, an increase of 6% from the previous year, underlining the significant impact the programme is having on young people. This equates to 17,878 pupils getting active through Active Schools, (12,163 primary; 4598 secondary) and in total 59 different sports and activities took place across the city.

- 3.31 Active Schools are currently working with 1200 volunteers who either lead or assist in the delivery of the activities and this figure includes over 400 senior pupils. There are 120 local community clubs who work in partnership with Active Schools in Edinburgh developing and supporting sustainable pathways from school to club.

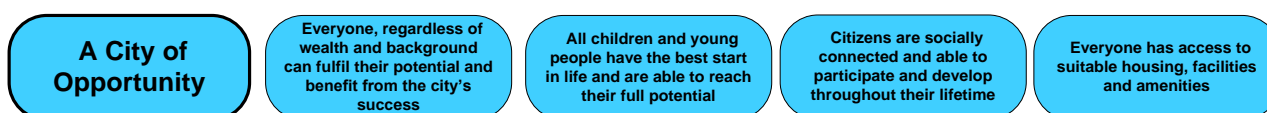


- 3.32 Over the next three years, Edinburgh is expected to grow more quickly than the Scottish average and that of other Scottish cities. Edinburgh remains one of the strongest local economies in the UK. Even here, however, there are challenges - output per capita remains 8% below the pre-recession peak in 2015, and has shown little real terms change over the past 5 years.
- 3.33 By contrast, jobs growth has been strong, with growth rates well ahead of Scottish and UK trends. Edinburgh's economy had 334,000 people in employment in 2016 which equated to 13% of all jobs in Scotland. Overall, Edinburgh's economy added 34,000 jobs since mid 2010.
- 3.34 In 2017/18 there were over 3,300 clients supported through the Council's funded or operated employability activities. Around 34% of these were aged between 16 and 24 years old.
- 3.35 Unemployment in Edinburgh was 2.4% in 2017, substantially lower than the rest of Scotland at 4.1%, and the UK at 4.5%. The Edinburgh labour market retains a relatively high wage, high productivity, high skilled workforce. In 2016, 56% of residents are educated to NVQ4 and above, with wages 8% above the Scottish average.
- 3.36 Despite this, there are skills gaps in key sectors with 32% of employers with vacancies reporting difficulties in finding appropriately skilled applicants. There has also been slow wage growth among average earners, which remain below pre-recession levels in real terms, and very slow growth for the low-paid. An estimated 19% of Edinburgh residents earn below the living wage.
- 3.37 Driving much of this strength in the labour market is the growth of new firms. The city retains a strong entrepreneurial culture with a high business birth rate and positive attitudes to entrepreneurship. Performance on inward investment remains strong, Edinburgh accounts for 25% of all Scottish Foreign Direct Investment (FDI) projects. Edinburgh Council promotes the city as an investment location across the city's key business sectors. This forms part of a collaborative effort aimed at attracting inward FDI. This involves international companies locating to the city, providing a continued churn of jobs for the highly skilled and productive workforce.
- 3.38 Although marginally below target, the proportion of business rates (NDR) collected by the Council in 2017/18 improved by 0.91% on the previous year, despite the Scotland-

wide revaluation of business rates resulting in significant changes in the amounts due for many customers. The Council is continuing to support customers through this period of change.

- 3.39 Through the City of Edinburgh Council’s Business Gateway activity, over 1,000 start-up businesses received support over 2017/18. The Service has also provided bespoke advisor support to over 150 high growth potential businesses in Edinburgh over the same period.
- 3.40 The Economy Strategy seeks to maintain that strength by inclusion. All aspects of our strategy are designed to focus on improving inclusion. This means that we aim to ensure all citizens benefit from the city’s growth and reduce poverty and inequality. This is a strategy that will address poverty by delivering new ways to deliver benefits to households living in poverty, raise incomes and address the cost of living for vulnerable households.
- 3.41 The outlook for Edinburgh is enhanced by the improvements included in the Edinburgh and South East Scotland City Region Deal, which commits £1.3bn of investment across the region over the next 15 years.

### 3.42 A City of Opportunity - 2017/18 Corporate Indicators



**Green** – Performance has met or exceeded the target

**Amber** - Performance has not met the target but is within tolerance

**Red** - Performance has not met the target

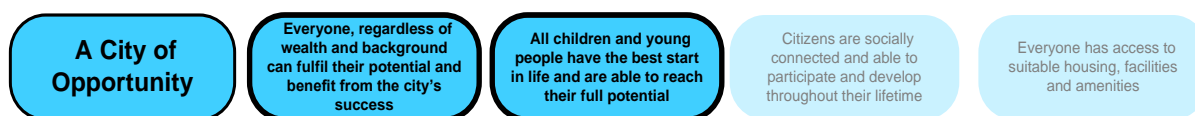
**Blue** - No target has been set for that period

Monthly Measures	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	2018 Target
Days to process new benefit claims	25.78	26.70	25.96	27.66	27.72	30.34	32.64	33.70	32.12	38.86	33.90	35.54	28.00
Days to process benefit Change of Circumstances	6.29	6.22	6.31	6.72	7.86	8.25	8.84	9.39	10.47	8.46	7.26	4.50	10.00
Asset Management works capital expenditure	£324k	£891k	£1.4m	£1.63m	£4.54m	£5.4m	£4.59m	£5.67m	£8.19m	£8.89m	£9.82m	£11,27m	£11.39m
Average homelessness case length	264	273	270	290	286	269	310	320	301	313	329	327	200
Customer interaction with Library Services	547,786	591,718	569,508	540,122	607,791	579,607	662,719	616,668	505,177	618,779	579,668	615,599	n/a
Number of Looked After Children (rate per 1,000)	15.9	15.7	15.6	15.6	15.7	15.5	15.6	15.6	15.8	15.7	15.6	15.5	15.5
Placements with Council foster carers	64.6%	65.0%	64.3%	63.2%	64.5%	63.9%	63.8%	63.9%	63.6%	63.4%	62.7%	63.2%	66.0%
Percentage of Primary pupils with low attendance	New reporting mechanism introduced in February 2018										6.7%	7.2%	6.3%
Percentage of Secondary pupils with low attendance	New reporting mechanism introduced in February 2018										14.2%	14.7%	14.1%

Annual Measures	2015/16	2016/17	2017/18	2017/18 Target
Approvals of new affordable homes for the year	1,167	1,308	1,475	1,500
Percentage of Primary 1 pupils achieving CfE Early Level Reading	82%	82%	Available Sept 18	85.0%
Percentage of all leavers achieving Literacy and Numeracy Level 5	62%	64.6%	Available Feb 19	65.0%
Percentage of all leavers achieving 5 or more awards at SCQF Level 6 or higher	35%	35.5%	Available Feb 19	35.3%
Percentage of all leavers from deprived areas achieving 5 or more awards at SCQF Level 5 or higher	39%	40.7%	Available Feb 19	41.0%
Percentage of all school leavers in positive initial destination	94%	92.5%	Available Nov 18	94.0%
Percentage of Early Years settings providing 1140 hours of funded Early Learning & Childcare	1140 hours only applicable from 2017/18		29%	25.0%
Percentage of Primary Schools operating above 80% capacity	New indicator from 2016/1	69%	77%	70.0%
Percentage of Secondary Schools operating above 80% capacity	New indicator from 2016/17	61%	70%	65.0%
Number of adults achieving personal learning goals through participation in targeted education programmes	New indicator from 2016/17	2,500	Available Sept 18	n/a
Percentage of children allocated to the Disability team that have a Self Directed Support package	New indicator from 2016/17	53%	Available Sept 18	n/a

Performance for some of the indicators is not yet available due to different timescales for data collection and reporting.

Not all indicators have historic data.

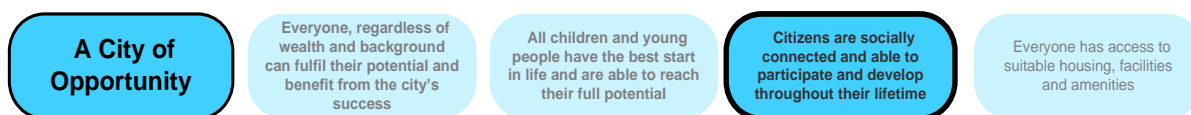


- 3.43 Education measures and indicators are aligned to academic years, as such, the most recent data available relates to 2016/17.
- 3.44 Communities and Families work with partners across the city through the Edinburgh Children’s Partnership to ensure children have the best start in life and achieve their potential. The Children’s Services Plan, developed in 2017, sets out our vision of how this will be achieved.
- 3.45 A key priority of the City of Edinburgh Council’s Schools and Lifelong Learning Service is to narrow the attainment gap between those living in our most and least deprived communities. The Council is committed to ensuring everyone, regardless of wealth and background, fulfil their potential and benefit from the city’s success.
- 3.46 The percentage of pupils from deprived areas achieving 5 or more awards at SCQF Level 5 has risen each year since 2011 and was 40.7%, in the academic year 2016/17, falling just short of the 41% target.
- 3.47 We monitor and track the attendance of all primary and secondary school pupils. This is recorded locally at each school on a daily basis and is monitored centrally on a monthly basis as ‘the percentage of pupils with an attendance of less than 85%’. Attendance statistics are shared with individual headteachers who use the data in discussions with staff and at child planning meetings to ensure that all appropriate supports measures are in place.

- 3.48 In the period February to March 2018, we did not achieve our primary and secondary school attendance targets. This is partially explained by the increase in unauthorised absences around the Easter holiday period. In March 2018, 7.2% of primary pupil recorded low attendance (<85% attendance), against a target of 6.3% and 14.7% secondary pupils recorded low attendance, against a target of 14.1%. This is a new indicator for 2017/18 which we applied from February 2018. It was felt to be more representative than the previous indicator, which measured the overall pupil attendance rate. Benchmarking data for the overall attendance rate (LGBF, 2017/16) puts us above the Scotland average of 93.3% with an attendance rate of 93.9%.
- 3.49 Adults satisfaction with schools is captured both at national and a local level. Benchmarking data (LGBF 2016/17) highlights that satisfaction, as recorded by the Scottish Household Survey has dropped to 62.7%, the lowest in Scotland. As improved parental engagement is a key driver for raising attainment, we have been undertaking service planning to develop clear strategic guidance to support schools. As part of this development, we are consulting and capturing best practice from the third sector, school leaders and parents. Work is ongoing to embed this within school improvement planning.
- 3.50 Good progress continues to be made in efforts to shift the balance of care towards preventative services that safely reduce the need for children to come into care. The Looked After Children transformation programme, a five year programme which commenced in 2013, has allowed more children to be supported to remain the community with their families. Despite a rising child population and increases in Unaccompanied Asylum-Seeking Children, the number and rate of Looked After Children per 1000 population has reduced.
- 3.51 We have made significant progress to increase in-house foster care capacity through increased recruitment activity and by providing housing adaptations for existing carers to increase the number of placements they can support. Over the 5 years, the national position has seen a reduction in the percentage of council provided foster placements from 75% to 67%. Over the same period, Edinburgh's position has improved from 55% to 63%, with the gap to the national position reducing from 20% to 4%. Should this trend continue, Edinburgh's performance will be in line with the national position in the coming year.
- 3.52 We are developing a new strategy to continue to reduce the need for children to become Looked After. This will address current pressures which include: rising child population, the implications of implementing Self Directed Support and the Children & Young People (Scotland) Act 2014 and increases in Unaccompanied Asylum Seeking Children.
- 3.53 To deliver the Scottish Government's commitment to increase funded nursery hours to 1140 to all eligible 2, 3 and 4 year olds by August 2020, we began a phased expansion plan in August 2017. Twenty-five local authority settings now offer 1,140 hours to eligible 2, 3 and 4 year olds and approximately 11,000 children have access to the increased hours.

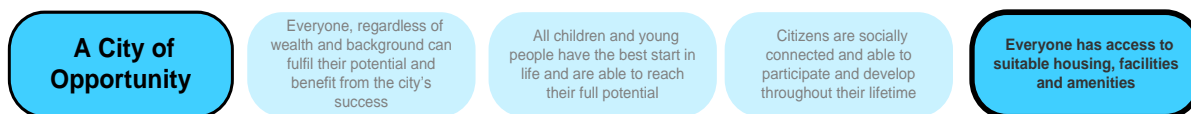


- 3.54 The popularity of the additional hours has led to an increase in demand at settings where there has previously been a low uptake of places. Criteria for identifying settings and allocating places has been adopted to ensure the provision of the additional hours is accessed by those who will benefit the most. Phase 2 of the planned expansion will begin in August 2018. In addition to the Phase 1 settings, a further twenty-one council settings are being considered to provide additional hours from August.
- 3.55 The Council works proactively with a wide range of partners to assist young people enter a positive destination (further education, employment and training or voluntary work) upon leaving school. In 2016/17, 92.5% of pupils entered a positive destination. After four years of increases, this is a drop in the percentage achieving positive destinations and is below the Scotland average of 93.7% (benchmarking data, LGBF 2016/17).
- 3.56 To identify actions to address this, we have undertaken focus visits to secondary schools to identify good practice and areas for improvement. Findings include:
- a need for better engagement with children (from as early as P4) via transition programmes, to build strong links with the secondary school;
  - the importance of effective tracking of young people's career aspirations and their progress towards meeting any entry requirements; and
  - the need for effective communication with further education providers, to identify and support young people who drop out of college courses.
- 3.57 These will be shared with all senior leaders and our Developing the Young Workforce Strategic Plan will be reviewed to reflect the actions that require to be taken to improve the number of school leavers entering a positive destination.



- 3.58 The number of adults achieving their personal learning goals in targeted education programmes was maintained in 2016/17. Around 3,300 adults participated in literacy, numeracy and ESOL (English as a Second Language) and 260 adults and children from Syrian Resettlement Programme participated in ESOL and Family Learning programmes to develop English language and communication skills and support community integration.
- 3.59 Whilst numbers of adults participating in literacy and numeracy services were down in 2016/17, due to 33% reduction in adult learning staff, Lifelong Learning have been taking steps to reverse this trend through internal joint working initiatives and consultation with Community Learning and Development (CLD) partners. External funding for ESOL and Family Learning has helped to maintain target numbers. Syrian families attending ESOL classes, as part of the Home Office Resettlement Programme, continue to demonstrate good progress and maintain 83% attendance in classes. The CLD- ESOL offer to 260 adults and families was highlighted as an exemplar within the recent CLD Inspection from Education Scotland and received positive feedback during recent visits from Home Office and COSLA.

3.60 Lifelong Learning maintained 90% of its ESOL programme, delivering English language support to 861 adults with CLD partners. Community guidance and integration events continue to attract a further 900 adults and children per annum.



3.61 The Council processed 17,500 claims for new benefit last year. In the period April to August 2017, it took on average 27 days for us to process new claims. This was an improvement on the previous year and better than the target of 28 days.

3.62 Following a Scottish Public Service Ombudsman (SPSO) recommendation in August 2017 that suspended claims should be notified as soon as action is taken, additional resources were required to be allocated to address this. This meant that maintaining new benefit claims processing performance during the remainder of 2017/18 was challenging, and performance declined to an average of 34 days in the period September 2017 to March 2018.

3.63 As a result of this, we have investigated ways to improve performance and worked with the Department for Work and Pensions (DWP) Performance Review Team to explore best practice opportunities. Improvement activities we have implemented include a new process of intervention to contact citizens for the necessary evidence immediately upon receipt of a claim, as well as identifying claims requiring no additional information. This has helped reduce the overall time from claim submission to final processing, and prevents claims being revisiting when only partial evidence has been submitted. The service now has access to HMRC live data for the Verification of Earnings and Pensions (VEP), reducing the need for some citizens to provide evidence of their earnings, and allowing for quicker processing by reducing the time to wait for the request and return of information.

3.64 In addition, the removal of paper claims in favour of an online application, will reduce the time for the processing of a benefit claim and reduce the risk of manual errors. The launch of an evidence portal, where citizens can upload images of their supporting evidence will be available soon, and citizens will be prompted to submit this at the end of the online claim.

3.65 The Customer Manager for this area holds regular calls with staff from DWP to discuss current working practices. Early indications for 2018/19 show that these improvements are translating into a reduction in our processing time and, whilst the target of 28 days remains challenging, the Council is confident that this can be achieved.

3.66 Whilst we experienced some challenges in the processing time for new benefits claims last year, the Council achieved significant improvement in the time taken to process benefit change of circumstances. Processing time improved from an average of 6.29 days in April 2017 to 4.5 days in March 2018.

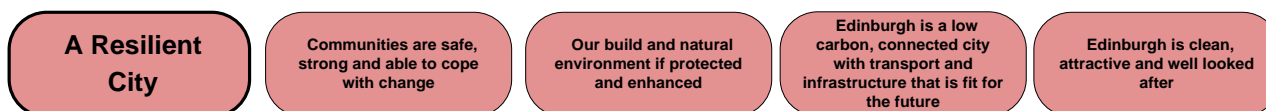
3.67 The Council has a statutory duty to provide temporary accommodation for anyone who presents and is assessed as homeless and requires it until an offer of settled housing is made. The Council are continuing to develop services so that early intervention and

prevention opportunities are maximised to ensure that, wherever possible, the need to present as homeless and access temporary accommodation are avoided.

- 3.68 In 2017/18, we rolled out a new Locality based service model focused on increasing prevention activity, with homelessness services now integrated with Locality based linked services, such as Family and Household Support, Housing Management team and Social Work services. We are currently developing a Locality model for our Advice Services which will provide further opportunity for integration and early intervention and the support to deliver more comprehensive housing options interviews at the point of contact with vulnerable service users.
- 3.69 Homelessness presentations continue to fall year on year in the city, due to our increased focus on prevention and early intervention from the Council and its partners. In 2017/18, 3,102 households presented as homeless, down from the peak of 5,517 in 2006/7. During the same period, the average homelessness case length increased from 109 days to 303 days, due to a lack of affordable housing options, the removal of non-priority status and a growing population, despite the delivery of 8,565 affordable homes in the city during that same period.
- 3.70 The Council acknowledges that addressing these pressures requires a city-wide partnership approach to ensure that sustainable solutions are found, and established a cross party Homelessness Task Force in November 2017 to investigate the homelessness problem in the city. Included in their recommendations is a review of the use of bed and breakfast premises and the exploration of alternatives that better meet the needs of individuals and families.
- 3.71 Edinburgh continues to be a pressured housing market, with high housing costs and high need and demand for affordable housing. The city is also growing, with the population projected to increase by 8%, between 2016 and 2026, more than twice the Scottish average (National Records of Scotland, March 2018).
- 3.72 Social rented homes account for 14% of the housing stock in Edinburgh, compared to the Scottish average of 23%. There are currently over 21,000 households registered on the common housing register for social housing in Edinburgh. In 2017/18 an average of 191 bids were received for every social rented home advertised.
- 3.73 Social rented homes are let to those in the highest levels of housing need. This includes homeless people, people unable to manage in their existing homes or unable to return to their existing homes from hospital and people who are living in homes that do not meet their needs, such as overcrowded households. During 2017/18, the Council and RSL partners let 1,323 homes to homeless households, from a total of 2,348 lets.
- 3.74 The EdIndex partnership have committed to providing an additional 275 homes through the choice based lettings system, over the period 1 April 2018 to 30 September 2019. These properties will be allocated to homeless households who successfully bid for properties, many of which will be families currently occupying temporary accommodation.

- 3.75 The Council, in partnership with housing associations, has accelerated the affordable housing programme to support the delivery of 20,000 affordable homes over ten years, with 1,500 homes approved for social rent, mid-market rent and low-cost home ownership in 2017/18. This is a 20% increase on the average over the last five years and is due to work that has taken place over a number of years to acquire sites, develop new investment models and deliver cost efficiencies. The Council secured an additional £9.3 million in grant funding in 2017/18 to bring forward sites for development. Council officers continue to work with the Scottish Government to secure additional resources for future years.
- 3.76 The affordable housing programme includes the £11.5 million housing development at Edinburgh's Leith Fort, a joint project between the Council and Port of Leith Housing Association. The 94 new homes, which were completed in December 2017, have been modelled on the Edinburgh colonies concept and are a mix of one, two, three and four-bedroom homes. 62 of the properties are owned by the housing association for mid-market rent, with 32 units owned by the City of Edinburgh Council for social rent.
- 3.77 This acclaimed development has won several prestigious awards across the housing sector, including the coveted Saltire Medal and the Multiple Dwellings Award category at this year's Saltire Housing Design Awards, a Royal Incorporation of Architects in Scotland (RIAS) Award and the Homes for Scotland Affordable Housing Development of the Year 2018. The development has been praised for its sustainable design, the energy efficiency of the homes and the large part the community played in taking forward the proposals.

### 3.78 A Resilient City - 2017/18 Corporate Indicators



**Green** – Performance has met or exceeded the target

**Amber** - Performance has not met the target but is within tolerance

**Red** - Performance has not met the target

**Blue** - No target has been set for that period

#### Monthly Measures

	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	2018 Target
Completed criminal justice orders	71.4%	70.6%	70.2%	59.7%	63.7%	68.3%	65.2%	66.0%	67.2%	66.0%	62.6%	72.8%	65%
% of emergency road defects made safe within 24 hours	49%	48%	40%	50%	56%	68%	55%	35%	80%	51%	60%	43%	90%

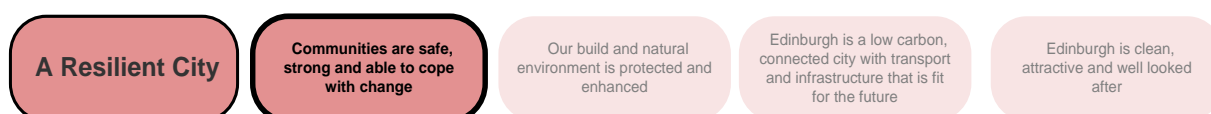
#### Quarterly Measures

	Q1 15/16	Q2 15/16	Q3 15/16	Q4 15/16	Q1 16/17	Q2 16/17	Q3 16/17	Q4 16/17	Q1 17/18	Q2 17/18	Q3 17/18	Q4 17/18	2017/18 Target
Re-offending: sexual or violent crimes	0	2	0	0	0	0	1	0	4	3	2	Available Sept 18	0

Annual Measures	2015/16	2016/17	2017/18	2017/18 Target
% of Waste recycled	42%	43%	42.6%	n/a
Individual domestic missed bin service requests	40,950	28,368	22,853	n/a
Communal domestic missed bin service request	11,905	19,354	15,155	n/a
Road condition index	35%	35%	36%	36%
Percentage of streets clean (LEAMS)	90.1%	92.4%	88.7%	95%

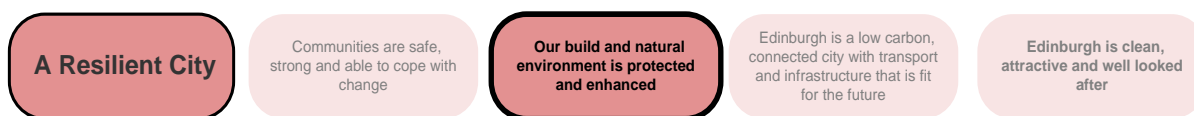
Performance for some of the indicators is not yet available due to different timescales for data collection and reporting

Not all indicators have historic data.



- 3.79 The number of criminal justice orders completed in time remains above target. This demonstrates an increased commitment to supporting offenders to successfully complete their orders. Underpinning this is the Edinburgh Community Justice Outcomes Improvement Plan 2017/18, which identifies priority areas for improvement. The Plan focuses on improving access to services such as health and wellbeing, welfare, housing and employability, all of which help prevent and reduce offending.
- 3.80 As a member of the Edinburgh Community Safety Partnership, the Council is committed to reducing the use of short-term custodial sentences by developing the services outlined in the 2017-18 Community Justice Outcome Improvement Plan (CJOIP), which enable early intervention when difficulties are identified, have a focus on prevention, and, when people are convicted, have a clear focus on the prevention of re-offending. An important part of this strategy has been to develop credible community-based alternatives to custody that have the support of the courts and local communities.
- 3.81 Clients/offenders/service users engaging with and completing Community Payback Orders have been shown to have a lower likelihood of re-offending. In addition, exit surveys conducted with offenders highlighted further positive outcomes in areas including reductions in alcohol and drug use; uptake of employment and training; improved relationships and stable accommodation.
- 3.82 The City of Edinburgh Council's move to a more locality-focused model in 2016 is reflected in community justice and related services' strong locality focus. Each locality has produced a Locality Improvement Plan and the Community Justice related outcomes will be aligned with those in the CJOIP. The localities each have a multi-agency community improvement partnership, responding to local expressed need, where priorities are set and aligned to this Plan. City-wide issues, such as motor cycle crime, begging, or hate crime have bespoke community improvement partnerships.

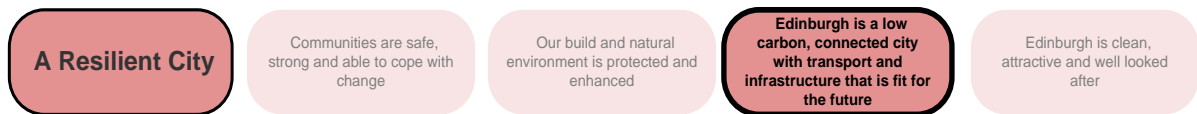
- 3.83 A communications framework has been developed to build relationships with key audiences regarding the positive contribution of the Multi-Agency Public Protection Arrangements (MAPPA). This framework is reflected in the Scottish Government's draft public consultation strategy on offender management. The framework has been translated into an action plan for Edinburgh, which focuses on raising awareness among the inter-agency workforce.
- 3.84 In Scotland, MAPPA brings together Police Scotland, Scottish Prison Service (SPS), Health and Local Authorities in partnership as the Responsible Authorities, to assess and manage the risk posed for violent and sexual offenders who pose a potential risk of harm by reason of their conviction. Where re-offending does occur the management of the case is scrutinised and reported to the Offender Management Committee to ensure that any lessons learned can be applied to future cases.



- 3.85 In response to low levels of resident satisfaction rates with our Waste and Cleansing Service, we have developed and delivered an action plan of improvements. The majority of these have been completed and we have seen a measurable improvement in performance within the service.
- 3.86 Satisfaction with refuse collection has increased from 62% in 2016 to 69% (Edinburgh Peoples Survey) and the number of bins that are reported as 'missed bins' have reduced by 19% compared to the previous year. In addition, the number of service requests that were subsequently required to be managed via the Council's formal complaints process reduced from 10,437 in 2016/17 to 2,788 in 2017/18, a reduction of 73% (Appendix 3). Further waste service improvements are planned over the 2018/19 period.
- 3.87 Recycling rates have increased year on year, up from 24.5% in 2006/07. Last year the recycling rate plateaued, and our overall recycling rate in 2017/18 was 42.6%. We saw marginal gains in some waste materials, but these were offset by reductions in others, notably garden waste and glass. This performance is reflected across Scotland, with some Councils reporting modest increases and others reporting reductions in performance, but overall recycling performance has broadly stabilised.
- 3.88 The percentage of streets assessed as being clean by Keep Scotland Beautiful has declined this year, from 92.4% in 2016/17 to 88.7% in 2017/18. Actions have been identified in the Cleansing Improvement Plan which will assist in improving this measure, along with an allocation of an additional £1M funding for cleansing operations in 2018/19. Improvements in cleanliness will be achieved by reviewing operational boundaries of each cleansing depot and moving away from current reliance on large sweepers and crew vans towards smaller mechanical sweepers and increased barrow beats. Litter bin frequencies and existing sweeping (both manual and mechanical) routes are currently being reviewed.
- 3.89 An awareness campaign to tackle litter, fly tipping, trade waste abuse and dog fouling was successfully rolled out as part of the waste improvement plan. The 'Our Edinburgh'

campaign was well received by the public and saw positive results, including a 50% increase in litter being put in bins, and helped to reduce the number of street cleansing enquiries. Following the campaigns success, a toolkit has been rolled out to Localities to enable them to run localised and targeted campaigns. The toolkit is now a key resource for Localities and is starting to have an impact on behaviours in locality areas.

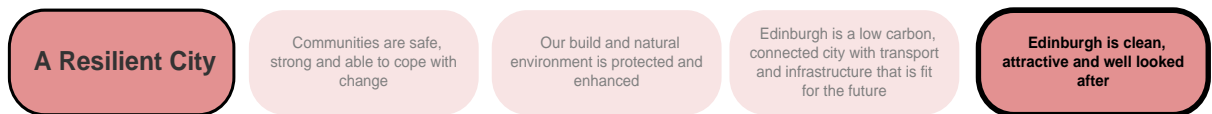
- 3.90 We are continuing our programme of significant investment to ensure a modern and efficient waste service. In April 2017, we opened a new, £9m depot at Seafield to serve the east of the city. The new depot is a significant improvement on existing facilities and has provided a single base for waste collection and street cleansing staff. The depot has been built to prioritise the health and safety of employees and to provide better shelter for vehicles, which will extend life expectancy and enhance day-to-day reliability. Productivity has increased, as the new depot provides a tipping facility at the end of shifts, which previously was undertaken off site.
- 3.91 Construction of a similar depot at Bankhead, Sighthill, to service the west of the city is underway and will be complete in 2018. Our investment in improving transport links for the transfer of waste will boost service efficiency and, in turn, customer satisfaction.
- 3.92 Both Seafield and Bankhead depots will serve a state-of-the-art energy-from-waste plant for Edinburgh and Midlothian, located at Millerhill. The Millerhill plant, due to be completed in 2019, sits alongside a new food waste treatment plant, and will help drive down the amount of waste sent to landfill.



- 3.93 The condition of Edinburgh’s roads is independently assessed annually and each council is provided with a Road Condition Index (RCI) which identifies the percentage of roads in need of maintenance. Edinburgh’s Road Condition Index has improved from 42.3% in 2005/6 to 36.4% in 2016-18. Whilst our Road Condition Index (RCI) demonstrates that the standard of our roads is better than the Scottish average, the latest figure is a deterioration from the previous 2015-17 figure of 34.6%.
- 3.94 The Council recognises that the Roads Service should be performing better and that performance in making safe emergency road defects was significantly below the target of 90%, with on average, 53% of emergency defects being repaired within 24 hours. Public satisfaction with Edinburgh’s roads and pavements, measured by the Edinburgh Peoples Survey is currently 51%.
- 3.95 In August 2017, the Council’s Transport and Environment Committee approved an improvement plan to address a number of the issues affecting service performance. This included improvements in our approach to inspecting and repairing road defects. As a result, a training programme for Inspectors has been implemented, to ensure defects are categorised correctly and that detailed information on the nature of the defect is being provided.
- 3.96 The number of road defects that are being categorised as a Category 1 defect is reducing as a result of this training, which is positive. However, there is still work to do

in improving the percentage of Category 1 defects made safe/repaired within 24 hours. In addition, work is being undertaken to ensure that our current process for recording performance in this area is consistent with other local authorities.

- 3.97 There are a number of major projects under development across the city to promote more active forms of travel. Work continues on the City Centre West to East Link, the highest priority project in the Active Travel Action Plan. The link will connect many cycle and walking routes in the city's western and northern suburbs to and through the city centre. Funding has also been secured for a further two major projects, the West Edinburgh Active Travel Network and the Meadows to George Street link.
- 3.98 As part of the Council's commitment to improving cycling facilities and promoting active travel, we have increased the level of the transport budget spent on cycling to 10% in 2018/19.



- 3.99 Edinburgh values its reputation as one of the most beautiful cities in Europe, renowned for its setting, history and built heritage and we acknowledge that ensuring our parks and greenspaces are clean, safe, colourful and diverse are integral to this. Using the Green Flag judging criteria, all of Edinburgh's parks are assessed on an annual basis and a Parks Quality Score is produced for each site. These scores are compared to the Edinburgh Minimum Standard which has been developed to benchmark our parks and record how they are improving.
- 3.100 We have seen a steady improvement year on year against this minimum benchmark of quality for each park with classification improving from 92% in 2013 to 97% in 2017. In 2017, 135 parks across the city met the Edinburgh Minimum Standard, leaving only four that failed to reach the mark. Thirty of our parks have been awarded with Green Flag status.
- 3.101 Satisfaction with Edinburgh parks and open space is high, with a satisfaction of 91% recorded in LGBF 2016/17 benchmarking data, significantly higher than the Scotland average satisfaction of 86%. This is also reflected in the Edinburgh Peoples Survey, with satisfaction with parks and green spaces increasing from 81% in 2016 to 86% in 2017.



### 3.102 A Forward-Looking Council - 2017/18 Corporate Indicators

**A Forward Looking Council**

We deliver value for money services through optimising our use of resources and building on the capabilities of our talented workforce

We provide are focused on prevention and early intervention

We plan our services to ensure we can continue to meet the needs of citizens and communities into the future

Our organisation is flexible and adaptable and embraces change

**Green** – Performance has met or exceeded the target

**Amber** - Performance has not met the target but is within tolerance

**Red** - Performance has not met the target

**Blue** - No target has been set for that period

#### Monthly Measures

	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	2018 Target
Percentage of non-householder planning applications dealt with within 2 months	63.4%	67.1%	65.0%	77.0%	65.6%	68.7%	51.4%	54.4%	46.4%	53.1%	50.0%	64.1%	70%
Percentage of building warrants issued in 10 days after receipt of all satisfactory information	21.5%	22.8%	26.8%	22.1%	22.8%	22.4%	29.4%	34.1%	42.8%	46.2%	60.9%	62.0%	90%
Commercial rental income - cumulative	No data available – end year processing	£3.15m	£4.64m	£5.26m	£5.98m	£7.88m	£8.37m	£9.30m	£10.82m	£11.36m	£11.83m	£12.14m	£12.14m
ICT - Severity 1 incidents where resolution is greater than 4 hrs	0	1	0	3	2	0	1	2	1	2	1	3	1
Indicator reporting Programme dashboard	17	19	22	22	23	23	23	23	23	21	19	16	n/a
Total FTE Count	14,157	14,173	14,320	14,132	14,560	14,588	14,633	14,683	14,614	14,652	14,645	14,562	n/a
Total Agency Cost	£820k	£1.99m	£1.50m	£1.30m	£1.97m	£1.29m	£1.66m	£2.11m	£714k	£1.64m	£2.14m	£2.03m	n/a

#### Quarterly Measures

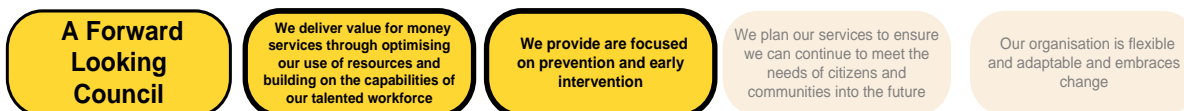
	Q1 15/16	Q2 15/16	Q3 15/16	Q4 15/16	Q1 16/17	Q2 16/17	Q3 16/17	Q4 16/17	Q1 17/18	Q2 17/18	Q3 17/18	Q4 17/18	2018 Target
Progress against delivery of current year's approved budget savings	£36.1m	£36.3m	£45.9m	£45.9m	£66.2m	£68.9m	£67.7m	£64.1m	£31.3m	£31.7m	£31.7m	£31.7m	£39.5m
Revenue: current year's projected outturn	100.1%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	99.9%	100.5%	100.0%	100.0%	100.0%	100.0%
Percentage of major planning application decisions within target	29%	100%	55%	20%	7%	0%	25%	0%	22%	0%	20%	17%	70%
Building Warrant Applications - % first report issued within 20 days	New indicator from 2016/17				55.9%	35.5%	14.3%	43.0%	67.4%	52.3%	73.5%	73.5%	95%
Average level of debt of tenants in rent arrears	New reporting mechanism introduced in 2017/18								£907	£906	£892	£930	n/a

#### Annual Measures

	2015/16	2016/17	2017/18	2017/18 Target
Proportion of Council Tax Collected	95.1%	96.4%	96.8%	96.5%
	2015	2016	2017	2017 Target
RIDDOR reportable injuries rate per 100 employees	0.37	0.27	0.23	n/a

Performance for some of the indicators is not yet available due to different timescales for data collection and reporting

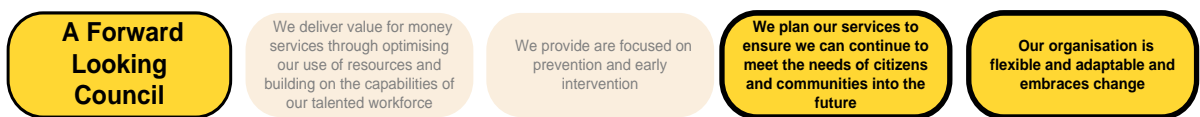
Not all indicators have historic data.



- 3.103 The Council has a strong track record of effective financial management and have saved £240m in the past five years by working more efficiently and prioritising services. The most recent external audit, which covered 2016/17, concluded that the Council has a strong track record of maintaining revenue expenditure within budgeted levels, effective financial management and a well-developed financial strategy. It additionally noted that the Council is open and transparent in the way it conducts its business and demonstrates strong self-awareness of areas of poor performance.
- 3.104 Rigorous monitoring and active management of financial risks and pressures were applied throughout 2017/8 and resulted in the Council's draft outturn position showing a net underspend against budget of £2.416m. This has been set aside within the Council Priorities Fund.
- 3.105 Council Tax Collection rates in 2017/18 exceeded both the target set and budget income assumptions, achieving the highest rate on record of 96.8%. The increase in collection rate has resulted in additional income of £900k over 2016/17. This increase in collection rate is a result of a number of cross team process improvements that we implemented throughout the year and improvements in the processing of Single Occupancy Discount entitlement.
- 3.106 The level of rent arrears amongst council tenants was £909 in 2017/18 (approximately nine weeks rent), though there was a reduction in the number of tenants in arrears from and an increase in the total amount of rental income collected from 98.6% to 99.1% over 2017/18. Services focused on prevention and early intervention are available to help tenants avoid getting into debt they cannot afford.
- 3.107 Our total agency spend for 2017/18 was £19.6m, with an average monthly cost of £1.63m. This is a reduction in spend of £920k over 2016/17. Due to the nature of the billing process, there are some significant month on month fluctuations in the cost data. Development of a workforce resourcing dashboard is in progress to provide further insight into agency resource utilisation.
- 3.108 The RIDDOR reportable injuries rate fell in 2017/18, with a year-on-year reduction of 16%. In 2017, efforts were focused on providing greater clarity on health and safety roles and responsibilities. The Council has made continued and substantial progress in improving health and safety performance and in the last three years has achieved a 49% decrease in the number of reportable injuries to employees.
- 3.109 In the year ahead, the Council will make significant additional investments in health and social care, homelessness and improving school buildings. We will continue to prioritise investment in key frontline services and in the services residents have told the Council are important to them, such as education, waste and recycling and services for our most vulnerable residents, while making significant savings.
- 3.110 The Council partners with CGI UK Ltd for the provision of ICT services and support. During the course of the last year, there have been a number of priority 1 incidents,

also known as severity 1, which have impacted upon the performance of the Council's network and ICT delivery arrangements, both within schools and core council services. These incidents are managed through a formal escalation and major incident response approach, which seeks to resolve the issue as quickly as possible, with a 4-hour service level agreement target for the resolution of these critical issues. In addition to resolving the issue, there is a post incident review process applied, to ensure that root cause analysis or opportunities for learning to prevent repeated problems are taken.

3.111 Whilst the process and management of these issues is robust, they can arise due to some of the legacy servers and operating systems that the Council utilises, which is being addressed through a 12-month programme of device refresh which is now underway. Following the recent re-set of the Council's partnership arrangement with CGI, a revised ICT programme performance dashboard will be implemented, which will replace this indicator with more meaningful targets, including end-user satisfaction.



3.112 The percentage of non-householder planning applications determined within two months was 64.1% in March 2018. Although this is below the target of 70%, performance is moving in the right direction, up from a low of 46.4% in December 2017. There were thirty major planning applications determined in 2017/18, with performance still well below target. The number of decisions in a given month are often small and delays in approval can be out with the Council's control.

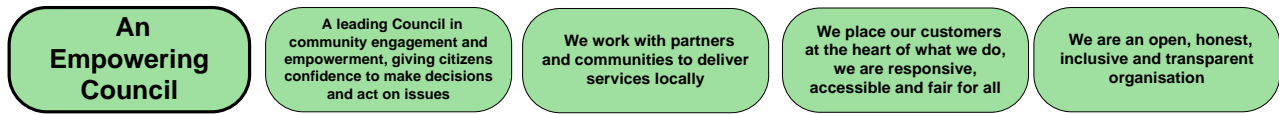
3.113 The Council's Planning Service Improvement Action Plan for 2018/2019 was approved by the Planning Committee in May 2018. It outlines a number of actions to improve performance in processing planning applications, including non-householder and major applications. These measures include: an increased use of processing agreements or agreed extensions of time, a review of protocols with key consultees to improve response times on consultations, the implementation of an updated model section 75 agreement and a process review of developer contributions.

3.114 At March 2018, the percentage of building warrants issued in 10 days after receipt of all satisfactory information was 62%. Whilst this figure is still well below the target of 90%, performance has improved considerably since April 2017 when it was 21.5%. The percentage of building warrant first reports issued within 20 days was 73.5% at March 2018. Whilst not yet achieving the target of 95%, service performance has improved in the second half of 2017/18 and is significantly better than the low point of 14.3% in Q3 2016/2017.

3.115 In May 2018, the Council submitted a three year Building Standards Improvement Plan to the Scottish Government. In it, we set out our strategy for improvement based on leadership and management, strategic planning and continuous improvement, response times for building warrants and customer experience. Our aim is to fully and consistently meet Building Standards national performance targets by 2021. In year

one, priorities will include an evaluation of the current “virtual” team operations to improve performance and a process review for site inspections.

### 3.116 An Empowering Council - 2017/18 Corporate Indicators



**Green** – Performance has met or exceeded the target      **Amber** - Performance has not met the target but is within tolerance  
**Red** - Performance has not met the target      **Blue** - No target has been set for that period

Monthly Measures	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	2018 Target
Sickness absence (Council)	5.20%	5.23%	5.27%	5.33%	5.31%	5.31%	5.35%	5.36%	5.41%	5.48%	5.49%	5.49%	4.00%
Information Compliance: FOI enquiries - % answered within statutory timescales	86%	89%	91%	91%	92%	88%	95%	89%	91%	97%	91%	87%	90%
Information Compliance: number of data breaches	2	5	12	8	15	11	11	9	13	13	12	15	n/a

Annual Measures	2015	2016	2017
Satisfaction with management of the city	68%	66%	69%
Satisfaction with management of the neighbourhood	76%	73%	76%
People from different backgrounds get on well together in their neighbourhood	83%	86%	85%
People feel able to have a say on local issues and services	33%	37%	39%
People feel the Council provides value for money	Question introduced in 2016	46%	40%

Performance for some of the indicators is not yet available due to different timescales for data collection and reporting

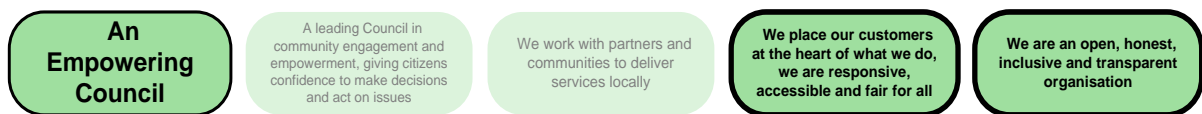
Not all indicators have historic data.



3.117 The Council has continued to support participatory budgeting in the city in the last year as a key approach to improving local democracy and strengthening the role of communities in the decision-making process. A number of initiatives were delivered including Choose Youth Work and Leith Chooses, which was a joint initiative between the Council and the community councils in Leith. Funding was also secured from the Scottish Government’s Community Choices programme to support the delivery of the Joined Up for Integration Project and a Participatory Budgeting Champions

Programme. Through this programme 38 people from public, voluntary and community sectors were trained and now form a core group of practitioners to assist in the development of the approach in the city.

- 3.118 The development of the Locality Improvement Plans, approved in November 2017, followed a period of extensive engagement with communities, and particularly those experiencing the greatest inequality, across the four localities. Through this process communities identified their priorities and will continue, through ongoing dialogue and engagement, to shape and influence service design and delivery to improve outcomes in their areas.
- 3.119 Community safety has been identified by communities across the city as a key issue, with all four of the Locality Improvement Plans including priorities to address anti-social behaviour, domestic abuse, drug misuse, hate crime and fear of crime. Communities are actively engaged in shaping the actions to address these priorities working in partnership with public and voluntary sector bodies in each of the areas.
- 3.120 The Council is committed to delivering the meaningful engagement with citizens and other stakeholders necessary to enable ambitious projects with communities at their heart. Significant engagement programmes are currently underway on the Council's Transport Strategy, the introduction of its first Low-Emission Zone, and the potential extension of Tram to Newhaven. In the coming year, the Council will continue its focus on citizen engagement. This will include engagement on City Vision 2050, the new Local Development Plan and the Council budget.



- 3.121 Awareness of data protection legislation with staff and the general public has significantly increased in 2017/18 due, in part, to the widespread publicity surrounding the new General Data Protection Regulations (GDPR).
- 3.122 The Council delivered data protection training sessions, published guidance and simplified breach reporting processes, all of which have improved awareness of staff data protection responsibilities. This increase in awareness is reflected in the trend of data breach referrals, which have increased in 2017/18.
- 3.123 In addition, the public are more informed about their data protection rights and are now more likely to raise any concerns. The Council are focused on maintaining high levels of awareness around data protection to ensure that the number of annual data breaches is reduced.
- 3.124 The Edinburgh People Survey (EPS) is used to enhance business and customer insight, and improve performance and outcome monitoring across the Council. Satisfaction with the Council's management of the city (69%) and their neighbourhood (76%) has increased compared to previous year. 39% of participants feel they are able to have a say on things happening or how services are run in their area, which is the highest figure recorded for this indicator over the past six years. 40% of participants

felt the Council provided value for money, lower than the 46% who felt this was the case in 2016.

- 3.125 Our ongoing Customer Transformation Programme has successfully identified and deployed new and improved technologies to make it easier for customers to use our services at any time of the day, replacing paper with online forms, reducing our print and moving to increased digital and scanning capability which also reduces our carbon footprint.
- 3.126 We have set up a centre of expertise to deliver these improvements and last year we:
- rolled out 21 self-serve kiosks across six local offices, increasing access to online services for those who have no online access at home;
  - introduced simpler “Pay as You Go” Council Tax – we have collected £300k of Council Tax from citizens who are not on direct debit and wish to pay Council Tax on a month by month basis;
  - partnered with PayPoint to make benefits easier to access – since the service was launched in March 2017, we have paid out £670k in Scottish Welfare Fund benefits through our PayPoint partners which are available across the city and open longer hours than our office;
  - involved our customers in service design. Engaging with our customers has helped us to reduce and simplify the number of telephone menu options and allow customers to more easily speak with an agent to resolve complex issues; and
  - developed more online forms – it’s now possible to order a special uplift for waste, request a repair to a council house or apply for an allotment using online forms. Customers can do this at a time that suits them, and it has helped increase online transaction volumes and reduce call demand to our contact centre with 40% of requests for special uplifts now coming through online forms.
- 3.127 The appendix to this report contains the Council’s Complaints Analysis for 2017-2018 which sets out comparative figures for the last three years. Based on the figures provided by service areas, the number of complaints received has decreased from 19,719 in 2016/17 to 10,541 in 2017/18. This welcome trend is also reflected in the number of complaints closed which has shown a decrease from 16,917 in 2016/17 to 9,863 in 2017/18. Nevertheless, of the total complaints received over the last financial year, only 61% were answered within the timescales set out by the Scottish Public Services Ombudsman. The Council continues to monitor and promote compliance with our complaints management framework and has developed a Corporate Complaint Improvement Plan to strengthen our performance in complaint management.
- 3.128 In 2017/18, absence due to sickness, increased from 5.20% in April 2017 to 5.49% in March 2018. This is above the Council target of 4%.
- 3.129 When comparing against the Scotland average (LGBF, 2016/17), we are above average for lost working days due to sickness absence per non-teacher employee, with 11.64 days against an average of 10.92 (LGBF, 2016/17). In contrast, our lost

working time due to sickness absence per teacher is below average, with 5.6 days recorded in 2016/17, against an average of 6.06 days.

- 3.130 The Council has been putting significant efforts into strengthening the arrangements to support staff to stay well at work and to reduce absence from work due to ill-health. During the last year, this has included the development and approval of a new Managing Sickness Policy, transitioning to a new Occupational Health Service provider, and improving the management information used to inform line managers across the organisation about 'hot spot' areas where sickness absence rates are particularly high.
- 3.131 Whilst this work has been led by HR, the responsibility of managing and reducing absence due to ill-health is a line management remit and requires consistent leadership and ownership of these issue. Executive Directors have each been required to produce Workforce Action Plans for their areas to ensure that this is being focussed upon and these are being complemented by Challenge and Support Panels to ensure that service managers are being held accountable for performance in their teams.
- 3.132 There is a need to maintain continued focus in this during the coming year to deliver improved performance. Progress in this area is regularly scrutinised by the Finance and Resources Committee and the Corporate Leadership Team.

#### **4. Measures of success**

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- 4.1 This report provides the Corporate Policy and Strategy Committee with an overview of performance against a range of measures for the year 2017/18 and identifies key issues for measuring success for the year ahead.

#### **5. Financial impact**

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- 5.1 Any additional financial implications arising from the performance improvements identified in this report will require to be considered through the Council budget development process.

#### **6. Risk, policy, compliance and governance impact**

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- 6.1 Risk, policy, compliance and governance impacts are set out in The Council Business Plan (A Programme for the Capital: The City of Edinburgh Council's Business Plan 2017-22).

#### **7. Equalities impact**

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- 7.1 Equalities impacts are detailed in The Council Business Plan (A Programme for the Capital: The City of Edinburgh Council's Business Plan 2017-22).

#### **8. Sustainability impact**

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- 8.1 Sustainability impacts are detailed in The Council Business Plan (A Programme for the Capital: The City of Edinburgh Council's Business Plan 2017-22).

## 9. Consultation and engagement

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- 9.1 Strategic Aims and Outcomes in The Council Business Plan (A Programme for the Capital: The City of Edinburgh Council's Business Plan 2017-22) have been developed in consultation with stakeholders and will continue to evolve based on continued engagement.

## 10. Background reading/external references

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- 10.1 [Programme for the Capital-the City of Edinburgh Council Business Plan 2017-22](#) City of Edinburgh Council, 24 August 2017
- 10.2 [Implementing the Programme for the Capital: Council Performance Framework 2017-22](#) City of Edinburgh Council, 23 November 2017
- 10.3 [2017 Edinburgh People Survey Headline Results](#), Corporate Policy and Strategy Committee, 15 May 2018
- 10.4 [Complaints Management – Update](#), Governance, Risk and Best Value Committee, 05 June 2018

## 11. Appendices

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- 11.1 Appendix One – Local Government Benchmarking Framework 2016/17
- 11.2 Appendix Two – Complaints Analysis 2017/18

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# Local Government Benchmarking Framework 2016/17

## Background

This report provides information on the publication of 2016/17 data provided by the Scottish Local Government Benchmarking Framework (LGBF). The publication and use of this data forms part of the Council's statutory requirements for public performance reporting as directed by the Accounts Commission.

Led by [SOLACE](#), with the support of the [Improvement Service](#), this project aims to provide a benchmarking toolkit to support the targeting of local government resources to areas of greatest impact. The framework allows the 32 Scottish local authorities to compare their own performance and outcomes against a suite of 75 indicators which cover all areas of local government activity. The indicators are spread across seven broad themes; Economic Development and Planning, Corporate Services, Environmental Services, Adult Social Care, Housing, Children's Services and Culture and Leisure.

For the purposes of this report, the LGBF themes have been aligned to the Council's five Strategic Aims: 'A Vibrant City', 'A City of Opportunity', 'A Resilient City', 'A Forward Looking Council' and 'An Empowering Council'.

The 2016-17 indicator data is the most recent current published data. Edinburgh placed in the top quartile (rank 1-8) for 16 of the 75 indicators and had 23 indicators in quartile two (ranks 9-16), 21 in quartile three (rank 17-24) and 15 in quartile four (rank 25-32).

The data published through the framework is an important resource to complement and inform the Council's corporate performance framework, providing national comparators and other benchmarks for the key performance indicators considered regularly by the Council's Corporate Leadership Team.

## 2016/17 Local Government Benchmarking Framework

The LGBF data is published online and the full dataset can be found online at [My Local Council](#) website. The website includes interactive tools which allow users to examine the most recent published datasets, look at trends over time, and compare City of Edinburgh Council performance against that of other Councils in Scotland.

Analysis on Scotland level results and trends data for the five years to 2016/17 was published by the Improvement Service in February 2018. The report, which sets out the national position, is available at the [Local Government Benchmarking website](#).

The report highlights that the total revenue funding for Scottish councils has fallen by 7.6% in real terms from £10.5 billion to £9.7 billion across the seven year period for which the data is presented. It outlines that nationally, education spending has been relatively protected in the time period however, child protection and social care spending have grown substantially. As these services account for some 70% of the benchmarked expenditure within the LGBF it highlights that other services have taken more substantial reductions. Nationally, expenditure on roads has fallen by 20% in real terms, planning by 33% and culture and leisure services by 17%.

# Local Government Benchmarking Framework 2016/17

## A Vibrant City 2016/17

	Edinburgh 2016/17	Scotland Average	Position
Over 65s home care costs per hour	£27.10	£22.54	24
SDS (Direct Payments) spend on adults over 18 as % of total social work spend on adults over 18	6.7%	6.5%	5
% of people 65+ with intensive needs receiving care at home	34.7%	35.3%	15
% of adults receiving any care or support who rate it as excellent or good	77.2%	81.0%	29
% of adults supported at home who agree that their services and support had an impact in improving or maintaining their quality of life	81.6%	84.0%	25
Over 65s residential care costs per week per resident	£360	£375	13
Cost per attendance at Sports facilities	£2.02	£2.90	10
Cost Per Library Visit	£0.81	£1.98	2
Cost of Museums per Visit	£1.95	£3.19	9
% of adults satisfied with leisure facilities	71.3%	74.0%	25
% of adults satisfied with libraries	75%	75%	21
% of adults satisfied with museums and galleries	89.7%	72%	3
% of unemployed people assisted into work	10.71%	14.00%	18
% of procurement spent on local small/medium enterprises	22.7%	20.3%	13
Number of business gateway start-ups per 10,000 population	20.4	16.6	12

## Key Points - A Vibrant City

**Library services** - The net cost per visit to Libraries in Edinburgh has reduced by 80% since 2010-11 and, at a net cost of £0.81 per visit, we are ranked 2<sup>nd</sup> in Scotland. The increased usage of libraries, museums and leisure facilities coupled with reduced costs, provides evidence of how widely valued council services are by the community across Edinburgh. 75% of adults were satisfied with our libraries, which is equal to the Scotland wide average.

**Provision of Care at Home** - The hourly net cost of providing care at home is £27.10 per person per hour. This is higher than the national average of £22.54 and places Edinburgh in the lower end of the ranking scale.

**Provision of residential care** - The net cost of residential care for the over 65s was £360 per person per week. This is lower than the national average of £375 and compares favourably to other urban Local Authorities which range between £339 (Falkirk) to £428 (Stirling).

**Sport and Leisure Facilities** – The cost per attendance to sports and leisure facilities is now £2.02; 30% below the national average of £2.90. However, the % of adults satisfied with leisure facilities at 71.3%, was below the Scotland average of 74%.

# A City of Opportunity 2016/17

	Edinburgh 2016/17	Scotland Average	Position
Cost per primary school pupil	£4,105	£4,804	1
Cost per secondary school pupil	£6,252	£6,817	2
Cost per pre school education registration	£2,911	£4,207	3
% of Pupils Gaining 5+ Awards at Level 5	60%	60%	18
% of Pupils Gaining 5+ Awards at Level 6	35%	33%	11
% of Pupils from deprived areas gaining 5+ Awards at Level 5 (SIMD)	38%	41%	19
% Pupils from deprived areas gaining 5+ Awards at Level 6 (SIMD)	13%	16%	19
Weekly cost of Looked After Children in a residential setting	£2,716	£3,404	7
Weekly cost of Looked After Children in a community setting	£337	£313	21
% of Looked After Children being looked after in the Community	91.9%	89.9%	6
% of adults satisfied with local schools	62.7%	75%	32
Proportion of pupils entering positive destinations	92.5%	93.7%	27
% of children meeting developmental milestones	79.2%	88.2%	8
% of early years provision rated good or better	92.3%	91.7%	22
School attendance rate	93.9%	93.3%	11
School attendance rate (looked after children)	91.8%	91.6%	14
School exclusion rates per 1000 children	21.70	26.84	14
School exclusion rates per 1000 Looked After Children	109.23	94.33	16
% of 16-19 year olds in learning, training or working (per 100)	90.80	91.10	21
% of child protection re-registrations within 18 months	4.97%	6.17%	13
% of Looked After Children with more than one placement in the last year	23.87%	20.68%	21
Overall Average Total Tariff	911.6	886.0	13
Average Total Tariff SIMD Quintile 1	579	624	18
Average Total Tariff SIMD Quintile 2	671	750	24
Average Total Tariff SIMD Quintile 3	800	880	27
Average Total Tariff SIMD Quintile 4	1031	999	14
Average Total Tariff SIMD Quintile 5	1,241	1,207	8
% of dwellings meeting Scottish Housing Quality Standards	75.7%	92.5%	26
Average time (days) to complete non emergency repairs	8.53	8.72	16
% of Council dwellings that are energy efficient	95.7%	96.6%	21

## Key Points - A City of Opportunity

**Cost of School places** - Costs per pre-school, primary and secondary places are all below the national average and are nationally ranked 3<sup>rd</sup>, 1<sup>st</sup> and 2<sup>nd</sup> respectively.

**Educational Attainment in Deprived areas** - The 'average total tariff' score for the most deprived areas in Edinburgh (SIMD quintile 1) is 579. This is below the Scotland average of 624 and places 18<sup>th</sup> in Scotland.

**Positive Destinations** - The percentage of school pupils entering positive destinations is 92.5%. This is below the Scotland average of 93.7%, and is ranked in the lower quartile.

**Looked After Children** – Good progress continues to be made in efforts to shift the balance of care towards preventative services that safely reduce the need for children to come into care, with 91.9% of children looked after in the community. This is higher than the Scotland average of 89.9%.

The gross cost of Looked After Children in community settings is £337 per child per week. This is 8% above the national average, but compares well with both Aberdeen (£416.22) and Glasgow (£351.26).

**Satisfaction with Schools** – Satisfaction with schools is at 62.7%, which is below the Scotland average of 75%. However, it should be noted that satisfaction data is taken from the Scottish Household Survey which records satisfaction levels for the public, rather than, specifically for parents of school children.

## A Resilient City 2016/17

	Edinburgh 2016/17	Scotland average	Position
Net cost per waste collection per premises	£64.36	£64.46	18
Net cost per waste disposal per premises	£93.97	£98.84	14
Net cost of street cleaning per 1,000 population	£15,967	£14,726	24
Cleanliness score (% age acceptable)	92.4%	94%	22
Cost of maintenance per kilometre of roads	£19,905	£10,456	30
% of A class roads considered for maintenance	24.2%	29.5%	14
% of B class roads considered for maintenance	19.9%	34.8%	4
% of C class roads considered for maintenance	25%	34.6%	6
% of unclassified class roads considered for maintenance	37.8%	39.5%	19
The % of total household waste arising that is recycled	44.7%	45.2%	20
% adults satisfied with refuse collection services	66.3%	82%	32
% adults satisfied with street cleaning services	64.7%	72.3%	29
Cost of parks and open spaces per 1,000 Population	£6,767	£21,581	2
% of adults satisfied with parks and open spaces	91.0%	86.0%	5
Cost of trading standards per 1,000 population	£3,478	£5,439	11
Cost of environmental health per 1,000 population	£24,091	£16,117	29

## Key Points – A Resilient City

**Street Cleaning** - Cost of Street Cleaning in 2016/17 is £15,967. While this is higher than the national average of £14,726 and places Edinburgh 24<sup>th</sup> in Scotland, the cost of street cleaning has reduced significantly in recent years.

The Street Cleanliness score of 92.4% of streets clean, whilst lower than Scottish average of 94%, compares favourably with Scotland's other urban Local Authorities such as Aberdeen (88%) and Glasgow (90.7%).

**Road Maintenance** - The cost of road maintenance is £19,905 per kilometre of road. Whilst this is above the national average (£10,456), it compares favourably with other urban Local Authorities which range from £16,174 (Glasgow) to £43,868 (Aberdeen City).

**Waste Collection** – The % of adults satisfied with waste collection is 66.3%, which is lower than the Scottish average of 82%. The cost of waste collection, at £64.36 per premises, is marginally lower than the Scottish average of £64.46.

**Cost of Parks and Open Spaces** – The net cost of parks and open spaces ranks Edinburgh 2<sup>nd</sup> in Scotland, at a cost of £6,767 per 1000 population. We are significantly out-performing our closest comparators Aberdeen (£17,855) and Glasgow (£38,691). The percentage of adults satisfied with parks and open spaces remains high at 91% and Edinburgh ranks 5<sup>th</sup> in Scotland.

**Environmental Health** - The cost of Environmental Health per 1,000 population was £24,091 in 2016/17. Edinburgh is ranked 29<sup>th</sup> nationally and is over the national average of £16,117. This is consistent with Scotland's other larger cities, Aberdeen (£19,635) and Glasgow (£24,101).

A Forward Looking Council 2016/17	Edinburgh 2016/17	Scotland average	Position
Support services as a % of total gross expenditure	6.50%	4.9%	27
The % of the highest paid 5% of employees who are women	48.7%	52.0%	23
Gender pay gap	3.31%	4.14	16
Cost per dwelling of collecting Council Tax	£9.76	£8.98	21
The % of Council Tax collected	96.4%	95.8%	10
% of rent due in the year that was lost due to voids	0.6%	0.93%	6
Gross rent arrears as % of rent due	9.0%	6.3%	21
% of invoices paid within 30 days	95.6%	93.1%	7
Cost per planning application	£4,106	£4,636	16
Average time (weeks) per commercial planning application	12.08	9.31	27
Asset Management – % of accommodation that is suitable for its current use	59.3%	79.8%	32
Asset Management - % of accommodation that is in a satisfactory condition	84.7%	84.5%	19

## Key points – A Forward Looking Council

**Cost of Collection Council Tax** – The cost of collecting Council Tax per dwelling dropped by 42% from 2015-16. This is significantly ahead of the 15.1% average reduction seen nationally. At the same time as the reduction in unit costs, the overall rate of in-year collection for council tax has remained high and shown steady improvement from 94.2% in 2010-11 to 96.4% in 2016-17. This has been achieved despite the challenges created by a difficult economic climate and significant welfare reform.

**Cost of Support Services** - The percentage of gross expenditure spent on support services is 6.5%, this is higher than the national average of 4.9%. It should be noted that Edinburgh Council has retained all services in-house in contrast to some other Local Authorities who have outsourced services or implemented alternative business models. This may cause Edinburgh Council's costs to look artificially elevated.

The Council is also undertaking a more detailed functional benchmarking exercise through CIPFA Corporate Services Benchmarking club. This will provide wider comparability opportunities with greater granularity.

**Female Top Earners** - The percentage of women amongst the Council's top earners is 48.7% which is below the Scotland average of 52%.

**Gender Pay Gap** – The Council's Gender pay gap in 2016-17 is 3.31% compared to the national average of 4.14%. However, higher than our closest city comparators, Aberdeen (0.26%), Dundee (0.52%) and Glasgow (-6.99%). It should be noted that in October 2016 the Council's analysis of the gender pay gap indicated that the pay gap in the Council for all grades of employees is within the + or – 3% threshold recommended by the Equalities and Human Rights Commission (EHRC) (Scotland). We will be undertaking our next Gender Pay Gap analysis this October, in-line with the recommendations from the EHRC (Scotland).

**Cost of Planning Applications** – Cost per planning application is £4,106. This is below the national average of £4,636. Edinburgh has moved from 20th in 2015-16 to 16th in 2016-17. In 2012-13, Edinburgh was ranked 31st and has made significant and consistent improvements every year since.

**Business Planning Applications** - The time taken per business planning application is 12.1 weeks compared to a national average of 9.3 weeks, placing Edinburgh 27th in the national rankings.

**Rent Arrears** - Gross rent arrears are now 9% in 2016/17 compared to the national average of 6.3%, placing us 21<sup>st</sup> in the ranking. Gross rent arrears have increased by at least 1% every year since 2013/14 when Edinburgh was 11th in the national rankings. This reflects a broader trend that has seen the national average rise from 5.6% to 6.5% over the same four-year period.

An Empowering Council 2016/17	Edinburgh 2016/17	Scotland average	Position
Sickness absence days per teacher	5.6	6.06	12
Sickness absence days per employee (non-teacher)	11.64	10.92	25

## Key Points – An Empowering Council

**Sickness Absence (teachers)** - Whilst sickness absence days per teacher is 5.6, this is still below the national average of 6.06, but ahead of our closest family group comparators (Glasgow City – 5.7, Aberdeen City – 6.10 and Dundee City – 7.60).

**Sickness Absence (non-teachers)** - Sickness absence for non-teaching staff is now 11.64 compared to the Scotland Average of 10.92%

# Edinburgh Council Complaints Analysis

1 April 2017 – 30 March 2018

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**A Forward Looking Council**



**An Empowering Council**

# Introduction

This year the Council has completed a corporate review of its strategic management of complaints, and has been implementing the Corporate Complaints Improvement Plan.

Key areas of developments include:

- Development of a Complaints Policy including stakeholder and public consultation.
- Review and revision of the Complaints Procedure.
- Review of Corporate Complaints Management Group (CCMG) to facilitate strategic oversight of complaints management.
- Development of training options and establishment of a Complaint Handlers Network to enable services who are invited to share best practice.
- Review of complaint recording to enable improved reporting and analysis (this includes the introduction of standard complaint categories and the establishment of a Capture User Group).
- Development of a Customer Satisfaction Survey to align with the SPSO's requirements.
- Development of a Quality Assurance process to monitor Stage 2 complaint investigations.
- Revised reporting to Corporate Leadership Team.



## Complaints closed

# 9,863

### Place

Q1 – 1887  
Q2 – 1806  
Q3 – 1684  
Q4 - 1886

### Resources

Q1 – 459  
Q2 – 324  
Q3 – 371  
Q4 - 303

### C&F

Q1 – 118  
Q2 – 91  
Q3 – 140  
Q4 - 140

### S&SC

Q1 – 87  
Q2 – 75  
Q3 – 87  
Q4 - 90

### Social Work

Q1 – 29  
**EHSCP**  
Q2 – 23  
Q3 – 44  
Q4 - 36

### Chief Exec

Q1 – 6  
Q2 – 14  
Q3 – 8  
Q4 - 26

### Multi

Q1 – 24  
Q2 – 55  
Q3 – 23  
Q4 - 25

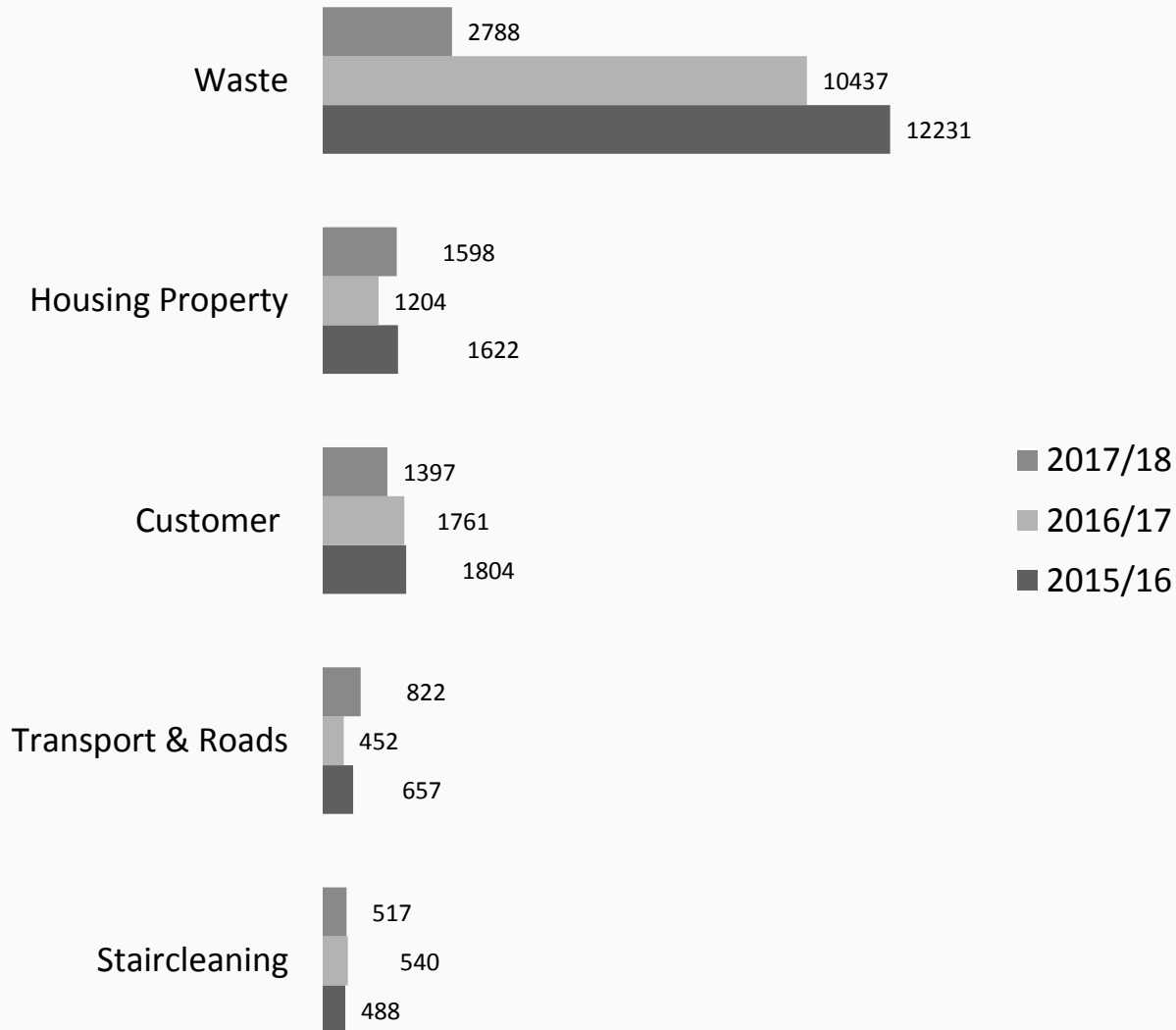
- 8,942 (91%) of the total number of complaints closed were frontline resolutions (stage 1) and 921 (9%) were investigations (stage 2).
- 2,788 complaints related to Waste (28%), followed by 1,598 complaints for Housing Property (16%).
- This is a significant improvement in comparison to previous years where the total number of complaints closed were 16,917 (2016/17) and 20,065 (2015/16).
- This improvement can primarily be attributed to the significant decrease in Waste complaints: 10,437 (2016/17) and 12,231 (2015/16).

# Performance against timescales

	Apr-Jun 17	Jul-Sept 17	Oct-Dec 17	Jan-Mar 18	2017/18
Chief Executive	33%	29%	63%	27%	33% (18/54)
Communities & Families	73%	62%	61%	72%	67% (328/489)
Resources	86%	90%	61%	77%	79% (1151/1459)
Place	58%	60%	64%	51%	58% (4214/7263)
Safer & Stronger	52%	53%	59%	43%	52% (175/339)
Social Work	14%	17%	N/A	N/A	14% (4/29)
EHSCP	N/A	N/A	16%	14%	16% (16/103)
Multi Directorate	70%	56%	65%	32%	56% (71/127)

- Overall, for 2017/18 for the total number of complaints, 61% of our customers received a response to their complaint within the timescales as set out by the SPSO. This is an improvement compared to 2016/17 where 54% were responded to within timescales. However it is a decrease in performance compared to 2015/16 with 69% of customers responded to.

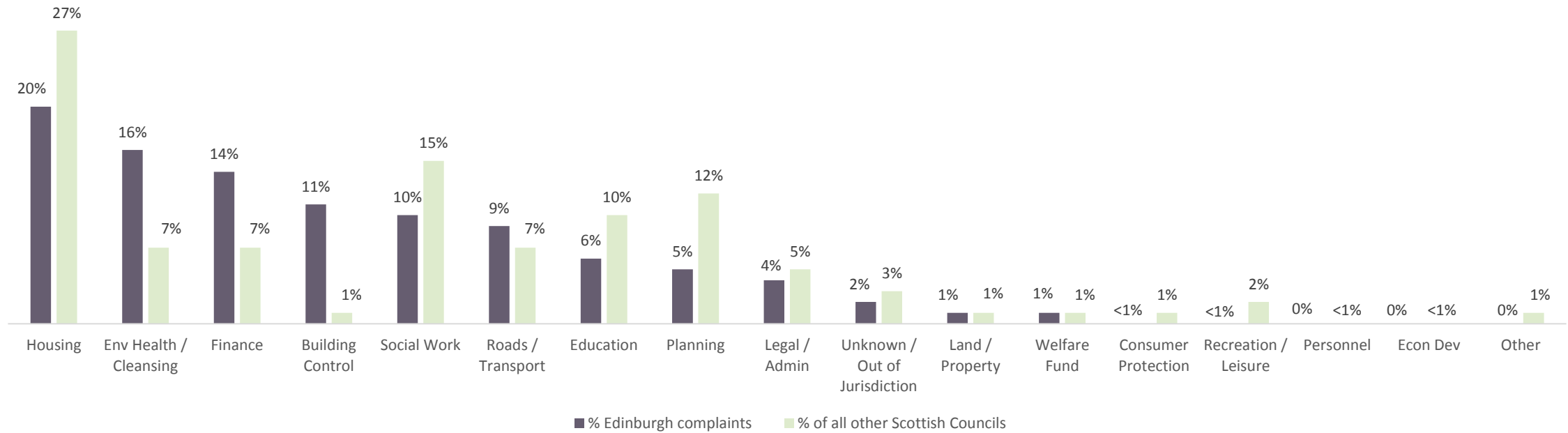
# Top 5 sources of complaints



- Waste complaints have significantly decreased over the last 3 years. The implementation of key actions from the Waste & Cleansing Improvement Plan (approved in Nov 16) have all had a positive impact on the overall performance of the service. Further service improvements are planned over the 2018/19 period.
- Customer (Council Tax, Benefits, Non-Domestic Rates, Customer Hub) has seen a steady decrease in the number of complaints over the last 3 years. This improvement can be attributed to improved customer care training; an improved automated service; channel shift; reduced backlogs and investment in internal resources.

# SPSO complaints comparison with whole sector

Edinburgh complaints to SPSO compared to all other Scottish Councils



- The total number of complaints received by the SPSO for all Scottish Local Authorities in 2016-17 was 1,499 (compared to 1,859 for 2015-16).
- 192 of these were about Edinburgh, followed by 138 for Glasgow.
- The majority of complaints from Edinburgh to the SPSO related to Housing (38), Environmental Health & Cleansing (31), Finance (26) and Building Control (21).
- Out of the 192 complaints made about Edinburgh, 21 (11%) were upheld / part upheld (compared to 15 out of 259 (8%) for 2015-16).

# Next Steps

- Launch of the Complaints Policy following Committee approval in summer.
- Finalise and roll out training programme for investigating officers (stage 2) to ensure a consistent approach. This will include a review of the complaints e-learning module for all staff.
- Quality Assurance programme to monitor stage 2 investigations will commence in summer.
- Agree reporting format to Senior Management Teams, to include more detailed analysis for each service.

For more information regarding Complaints please contact:  
Janette Young – [janette.young@edinburgh.gov.uk](mailto:janette.young@edinburgh.gov.uk); 0131 529 7544

For more information regarding the SPSO please contact  
Chris Peggie – [chris.peggie@edinburgh.gov.uk](mailto:chris.peggie@edinburgh.gov.uk); 0131 529 4494

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**A Forward Looking Council**



**An Empowering Council**

# The City of Edinburgh Council

10.00am, Thursday 23 August 2018

## Treasury Management: Annual Report 2017/18

<b>Item number</b>	8.4
<b>Report number</b>	
<b>Wards</b>	All
<b>Council Commitments</b>	

### [Executive summary](#)

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On 16 August 2018 the Finance and Resources Committee considered a report which provided an update on Treasury Management activity in 2017/18. The report has been referred to the City of Edinburgh Council for approval of the Treasury Management Annual Report for 2017/18.

# Terms of Referral

## Treasury Management: Annual Report 2017/18

### Terms of referral

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- 1.1 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 must 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.
- 1.2 The key points in the report are that:
- For the fourth 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 £29.0m during the year;
  - £53m of PWLB and £1m of market debt naturally matured during the year and was not replaced, reducing overall borrowing costs to the Council;
  - the Council continued its successful medium-term strategy of funding capital expenditure from a reduction in temporary investments and at the end of the financial year the Council's external borrowing was £139m under its Capital Financing Requirement;
  - the Council had not borrowed PWLB or market debt since December 2012; and
  - the average interest rate on the Cash Fund for the year was 0.38%, which continued to outperform the benchmark, which was 0.22% for the year.

The Finance and Resources Committee agreed:

1.4.1 To note the Annual Report on Treasury Management for 2017/18.

1.4.2 To refer the report to Council for approval and subsequent referral by Council to the Governance, Risk and Best Value Committee for their scrutiny.

### For Decision/Action

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- 2.1 The City of Edinburgh Council is asked to approve the Treasury Management for 2017/18 and refer it to the Governance, Risk and Best Value Committee for their scrutiny.



## Background reading / external references

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Finance and Resources Committee 16 August 2018.

### **Laurence Rockey**

Head of Strategy and Insight

Contact: Stuart Johnston, Committee Services

E-mail: [stuart.johnston@edinburgh.gov.uk](mailto:stuart.johnston@edinburgh.gov.uk) | Tel: 0131 529 7035

## Links

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### **Appendices**

Appendix 1 - report by the Executive Director of Resources

# Finance and Resources Committee

10.00am, Thursday, 16 August 2018

## Treasury Management: Annual Report 2017/18

Item number

Report number

Executive/routine

Wards

Council Commitments

### Executive Summary

---

The purpose of this report is to give an update on Treasury Management activity in 2017/18.

The Strategy approved in March 2017 stated there would be no borrowing completed during the financial year and capital expenditure would be funded temporarily from investments. This overall approach was implemented and 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 2017/18 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 2017/18

### 1. Recommendations

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- 1.1 It is recommended that the Committee:
- 1.1.1 Notes the Annual Report on Treasury Management for 2017/18; 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

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- 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 must 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

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#### 3.1 Key Points

- 3.1.1 The key points in this report are that:
- For the fourth 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 £29.0m during the year;
  - £53m of PWLB and £1m of market debt naturally matured during the year and was not replaced, reducing overall borrowing costs to the Council;
  - the Council continued its successful medium-term strategy of funding capital expenditure from a reduction in temporary investments and at the end of the financial year the Council's external borrowing was £139m under its Capital Financing Requirement;
  - the Council has not borrowed PWLB or market debt since December 2012; and
  - the average interest rate on the Cash Fund for the year was 0.38%, which continued to outperform the benchmark, which was 0.22% for the year.

## 3.2 Prudential Indicators

### (a) Prudential Indicator 1 - Estimate of Capital Expenditure

This gives a breakdown of the actual capital expenditure incurred during 2017/18.

	2016/17 Actual £'000	2017/18 Original £'000	2017/18 Revised £'000	2017/18 Actual £'000
<b>General Services</b>				
Chief Executive	1,184	1,125	0	0
City Strategy and Economy	838	0	0	0
Communities and Families	41,816	27,278	36,118	35,989
Edinburgh Integrated Joint Board	4,527	108	302	496
Place	90,704	125,659	86,071	91,737
Resources	0	0	15,470	3,503
Resources - Asset Management Works	18,908	11,132	10,885	10,990
Recommended Expenditure Priorities	0	4,202	0	0
Unallocated	0	2,278	0	0
General Slippage across programme	0	0	-3,834	0
Trams	0	0	0	2,383
Council Wide Projects	0	0	0	364
<b>Total General Services Capital Expenditure</b>	<b>157,977</b>	<b>171,782</b>	<b>145,012</b>	<b>145,462</b>
Housing Revenue Account	43,627	79,459	79,459	72,816
<b>Total</b>	<b>201,604</b>	<b>251,241</b>	<b>224,471</b>	<b>218,278</b>

**Table 1 – Capital Expenditure 2017/18**

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 reported in the Treasury Strategy in March 2017, with the revised figures representing the projected position reported to the Finance and Resources Committee in September 2017 following the re-phasing of the programme.

The following table shows how the £218.3m of capital expenditure incurred in 2017/18 was funded:

	Gen Services £'000	HRA £'000	CEC Total £'000	Police £'000	Fire £'000	Total £'000
Net Cap Adv (01/04/17)	1,034,448	363,833	1,398,281	14,198	1,043	1,413,522
Gross Cap Ex	145,462	72,816	218,278	0	0	218,278
Cap Income	130,946	37,738	168,684	0	0	168,684
Net Cap Ex	14,516	35,078	49,594	0	0	49,594
Capital Repaid	-57,810	-18,290	-76,100	-1,758	-724	-78,582
Net Cap Adv (01/04/18)	991,154	380,621	1,371,775	12,440	319	1,384,534

**Table 2 – Source of Funding for Capital Expenditure 2017/18**

The CEC Total column shows expenditure of £218.3m being partly funded by capital grants and capital receipts, leaving £49.6m to be funded by borrowing. However, the Council repaid principal of £76.1m for previous capital advances, giving a net reduction in the need to borrow of £26.5m. In addition, previous capital advances of £2.5m were repaid on behalf of the former Police and Fire joint boards, giving a total reduction in the need to borrow of £29.0m.

**(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.

	2016/17 Actual %	2017/18 Estimate %	2017/18 Revised %	2017/18 Actual %
General Services	11.63	11.78	11.72	11.63
Housing Revenue Account	35.21	37.61	36.33	37.88

**Table 3 – Ratio of Financing Costs to Net Revenue Stream**

**(c) Indicator 3 - Capital Financing Requirement (CFR)**

This shows the Council underlying need to borrow / take on other forms of Capital funding.

	2016/17 Actual £'000	2017/18 Original £'000	2017/18 Revised £'000	2017/18 Actual £'000
General Services (incl. finance leases)	1,250,818	1,272,527	1,222,218	1,195,243
Housing Revenue Account	364,934	398,199	391,106	380,621
<b>Total</b>	<b>1,615,752</b>	<b>1,670,726</b>	<b>1,613,324</b>	<b>1,575,864</b>

**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 fourth 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.

	<b>2016/17</b>	<b>2017/18</b>
	<b>Actual</b>	<b>Actual</b>
	<b>£'000</b>	<b>£'000</b>
General Services Capital Advances	1,034,931	991,154
HRA Capital Advances	364,934	380,621
<b>Total CEC Borrowing CFR</b>	<b>1,399,865</b>	<b>1,371,775</b>
Other Finance Lease Liabilities	215,887	204,089
<b>Total CEC Debt CFR</b>	<b>1,615,752</b>	<b>1,575,864</b>

**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 The Council's treasury advisors, Arlingclose, have provided the following economic commentary for the year:

*"2017-18 was characterised by the push-pull from expectations of tapering of Quantitative Easing (QE) and the potential for increased policy rates in the US and Europe and from geopolitical tensions, which also had an impact. The UK economy showed signs of slowing with latest estimates showing GDP, helped by an improving global economy, grew by 1.8% in calendar 2017, the same level as in 2016. This was a far better outcome than the majority of forecasts following the EU Referendum in June 2016, but it also reflected the international growth momentum generated by the increasingly buoyant US economy and the re-emergence of the Eurozone economies.*

*The inflationary impact of rising import prices, a consequence of the fall in sterling associated with the EU referendum result, resulted in year-on-year CPI rising to 3.1% in November before falling back to 2.7% in February 2018. Consumers felt the squeeze as real average earnings growth, i.e. after inflation, turned negative before slowly recovering. The labour market showed resilience as the unemployment rate fell back to 4.3% in January 2018. The inherent weakness in UK business investment was not helped by political uncertainty following the surprise General Election in June and by the lack of clarity on Brexit, the UK and the EU only reaching an agreement in March 2018 on a transition which will now be span Q2 2019 to Q4 2020. The Withdrawal Treaty is yet to be ratified by the UK parliament and those of the other 27 EU member states and new international trading arrangements are yet to be negotiated and agreed.*

*Economic activity in the Eurozone gained momentum and although the European Central Bank removed reference to an 'easing bias' in its market communications and had yet to confirm its QE intention when asset purchases end in September*

2018, the central bank appeared some way off normalising interest rates. The US economy grew steadily and, with its policy objectives of price stability and maximising employment remaining on track, the Federal Reserve Open Market Committee (FOMC) increased interest rates in December 2017 by 0.25% and again in March, raising the policy rate target range to 1.50% - 1.75%. The Fed is expected to deliver two more increases in 2018 and a further two in 2019. However, the imposition of tariffs on a broadening range of goods initiated by the US, which has led to retaliation by China, could escalate into a deep-rooted trade war having broader economic consequences including inflation rising rapidly, warranting more interest rate hikes.

Gilt yields displayed significant volatility over the twelve-month period with the change in sentiment in the Bank of England’s outlook for interest rates. The yield on the 5-year gilts which had fallen to 0.35% in mid-June rose to 1.65% by the end of March. 10-year gilt yields also rose from their lows of 0.93% in June to 1.65% by mid-February before falling back to 1.35% at year-end. 20-year gilt yields followed an even more erratic path with lows of 1.62% in June, and highs of 2.03% in February, only to plummet back down to 1.70% by the end of the financial year.”

3.3.2 Figure 1 below shows the comparison of UK and US gilt yields. This shows that the significant divergence which arose in the latter part of 2016 increased further during 2017/18. The US economy has continued to recover with the Federal Reserve increasing its interest rate on three occasions during the 2017/18 financial year leading to a further de-coupling of UK and US short term interest rates.

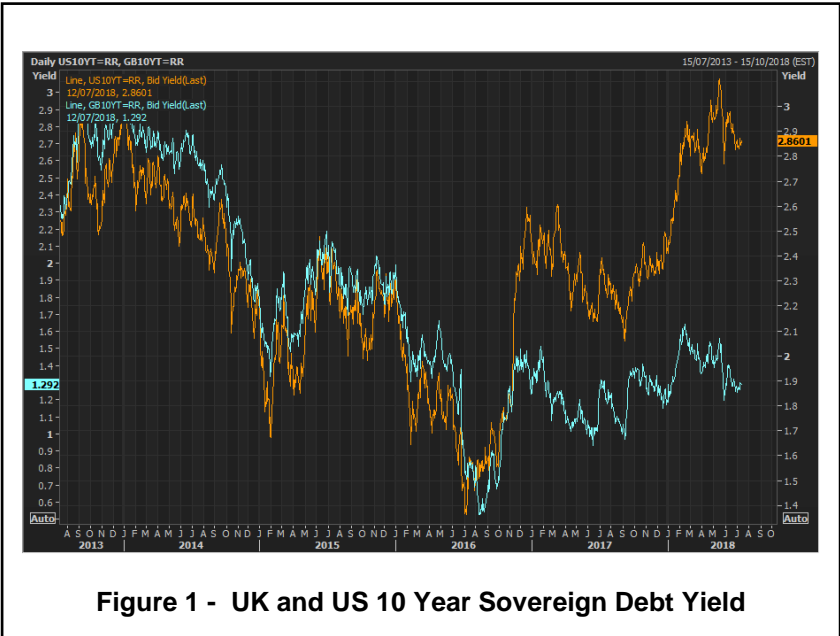
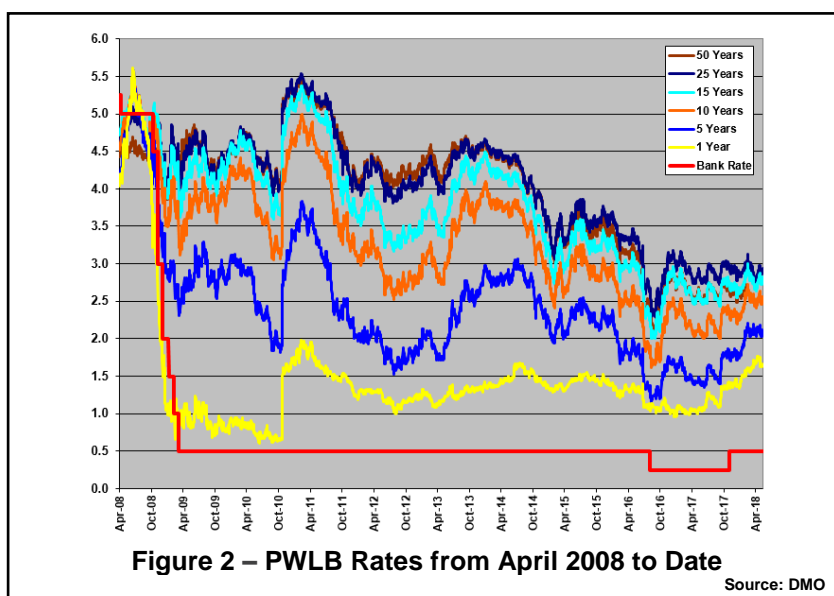


Figure 1 - UK and US 10 Year Sovereign Debt Yield

3.3.3 Figure 2 shows PWLB borrowing rates since 2008. This clearly shows an increase, particularly in the short dates, towards the financial year end. This was due partly to a rise in bond yields globally, and partly to market sentiment pointing towards a rise in UK Bank Rate in May, although the rise didn’t materialise.



3.3.4 The strategy for 2017/18 approved in March 2017 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 £29.0m during the year. Table 6 below summarises the outstanding debt portfolio during the year.

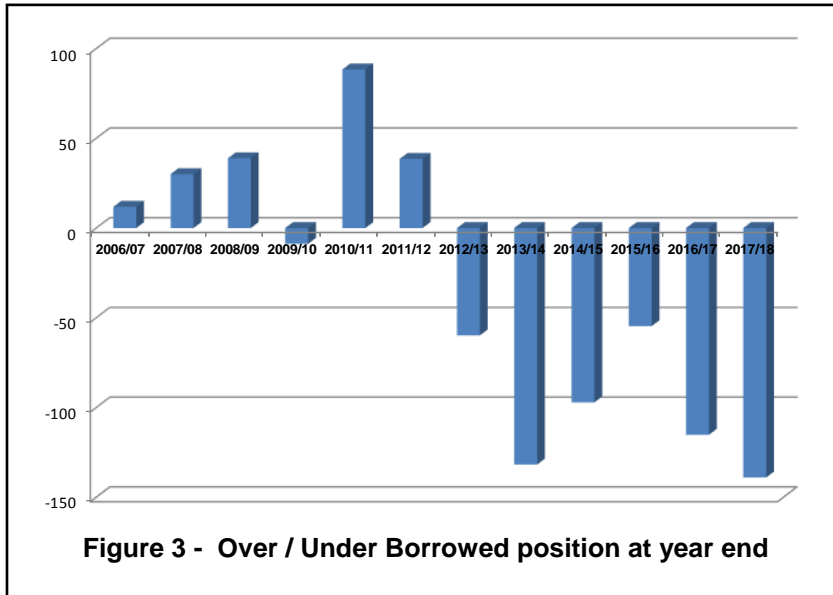
Type of Loan	Balance	Borrowing	Borrowing	Balance
	01.04.2017	Raised	Repaid	31.03.2018
	£m	£m	£m	£m
PWLB - fixed	1,022.166	0.000	-53.052	969.114
PWLB - variable	0.000	0.000	0.000	0.000
Salix Finance Ltd	1.835	0.000	-0.303	1.532
Market	275.900	0.000	-1.000	274.900
	<u>1,299.901</u>	0	-54.355	1,245.545
Capital Advances	<u>1,415.106</u>			<u>1,384.534</u>
Under-borrowed	<u>115.205</u>	Under-borrowed		<u>138.989</u>

**Table 6 – Outstanding Debt Portfolio 2017/18**

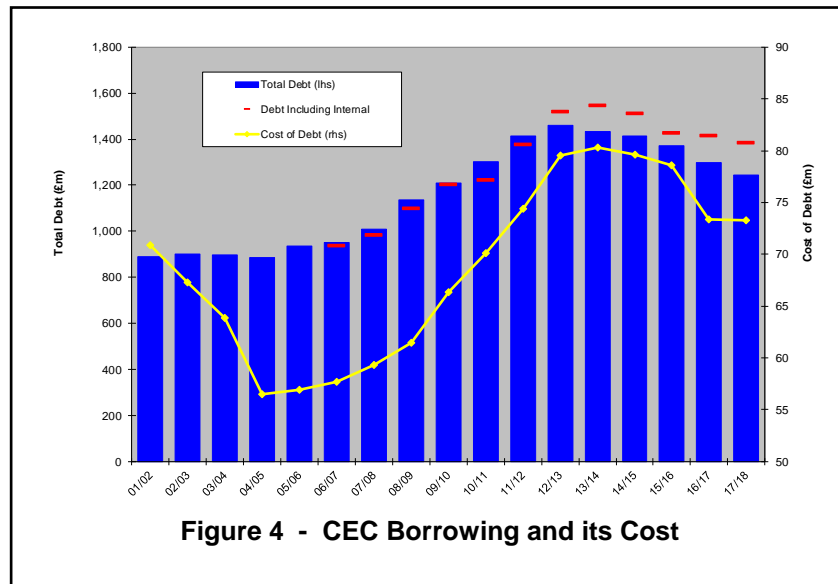
3.3.5 £53.052m of PWLB and £1m of Market debt naturally matured during the year, and this was not replaced. The Council’s borrowing therefore fell by £54.355m over the year.

3.3.6 The net capital advances fell by £29.0m. The Council’s under-borrowed position increased from £115m to £139m. Figure 3 below shows how much the Council has been over or under borrowed at financial year end since 2006/07.





3.3.7 2017/18 was the fourth 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 under-borrowing strategy to not replace maturing debt, has meant that over the last four years the Council’s external debt has fallen by £192m. Figure 4 below shows the Council’s total borrowing and cost of the borrowing.



3.3.8 The total interest cost in servicing the Council’s debt remained at £73m.

### 3.4 Investment Out-turn 2017/18

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.

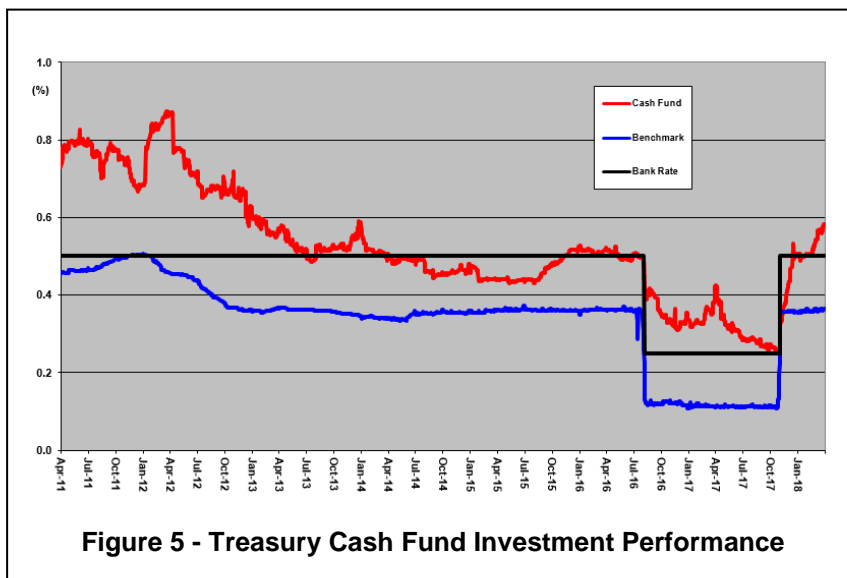
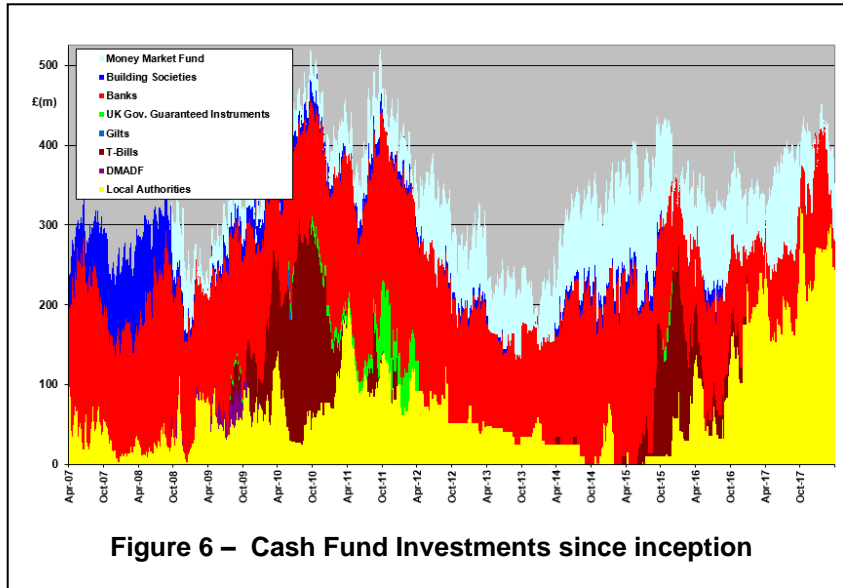


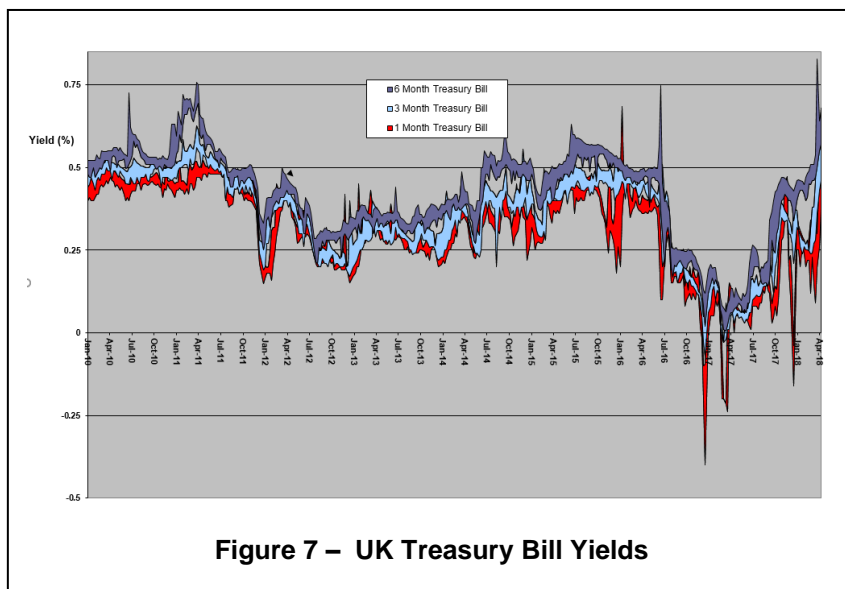
Figure 5 - Treasury Cash Fund Investment Performance

3.4.3 The average interest rate on the Fund for the year was 0.38%, which continued to outperform the benchmark which was 0.22% for the year. The Fund generated income of just under £950k 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 on instant access call and a large percentage of the fund was held with other Local Authorities on short term fixed deposits. Figure 6 below shows the distribution of the Cash Fund investments since April 2007



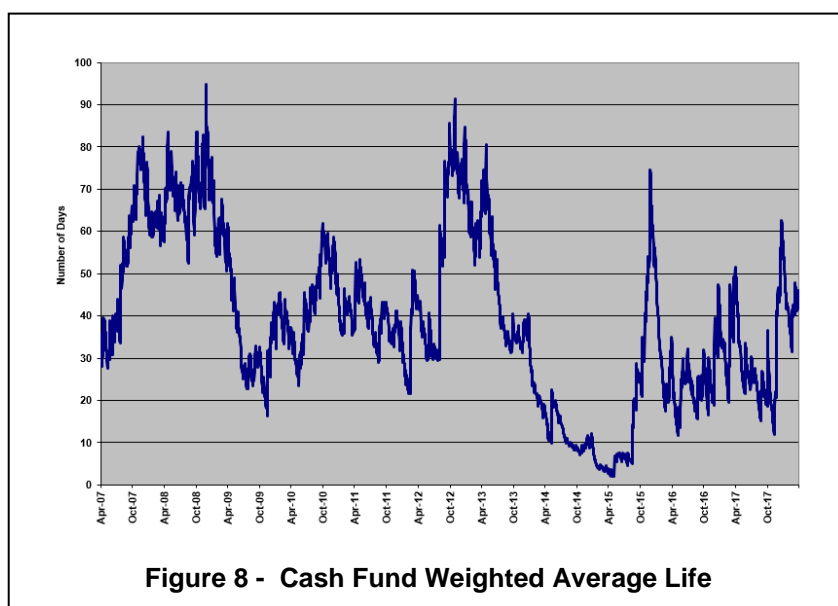
3.4.5 As can be seen in Figure 7 the rates on offer on Treasury Bills increased towards the end of the financial year as at that time there was an increased possibility of a rise in UK Bank Rate, however, rates being achieved with Local Authority deposits were more attractive than Treasury Bills. At the end of the financial year the Council had £244m on deposit with other Local Authorities. Some additional commentary on local authorities as an asset class was included in the 2018/19 Annual Treasury Strategy.



3.4.6 The Bank of England’s Monetary Policy Committee (MPC) increased Bank Rate by 0.25% in November 2017. It was significant in that it was the first-rate hike in ten

years, although in essence the MPC reversed its August 2016 cut following the EU referendum result. The February Inflation Report indicated the MPC was keen to return inflation to the 2% target over a more conventional (18-24 month) horizon with 'gradual' and 'limited' policy tightening.

3.4.7 As the Cash Fund's Investment Strategy is based around the security of the investments the weighted average life (WAL) is fairly short at 45 days, as can be seen in Figure 8. This also means the fund can react quickly to any change in UK Bank Rate. The WAL of only 11 days on the day of the MPC meeting in November meant the fund was perfectly placed to take advantage of the rise in UK Bank Rate. Thereafter the cash fund used the inter-authority market to lengthen the portfolio duration again.



**Figure 8 - Cash Fund Weighted Average Life**

### 3.5 Significant Post End of Year Events

3.5.1 The 2018/19 Treasury Strategy Report showed that the Council's underlying need to borrow was projected to increase by £427m between 2018/19 and 2022/23. Over the same period £258m of the Council's debt naturally matures, giving a total borrowing requirement of £685m over the five years. In line with the strategy approved the intention is to address this requirement (subject to appropriate rates being available) by:

- Funding the 2018/19 requirement by continuing to use cash deposits;
- Borrowing for each tranche of LLP housing subject to business cases meeting the set criteria;
- Reviewing options of locking out interest rates in advance of expenditure; and
- Seeking to mitigate risk on other major projects as the requirement becomes more certain.

### 3.6 Conclusions

- 3.6.1 The Strategy set in March 2017 regarding borrowing was fully implemented.
- 3.6.2 The investment return for 2017/18 continued to show out-performance against the Fund's benchmark, although low in absolute terms, while maintaining the security of the investments.
- 3.6.3 Significant work is being undertaken to implement the approved 2018/19 borrowing strategy, particularly in relation to mitigating the Council's future interest rate risk.

#### **4. Measures of success**

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- 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**

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- 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**

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- 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 2017/18.

#### **7. Equalities impact**

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- 7.1 There are no adverse equality impacts arising from this report.

#### **8. Sustainability impact**

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- 8.1 There are no adverse sustainability impacts arising from this report.

## 9. Consultation and engagement

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9.1 None

## 10. Background reading/external references

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10.1 None

### **Stephen S. Moir**

Executive Director of Resources

Contact: Innes Edwards, Principal Treasury and Banking Manager

E-mail: [innes.edwards@edinburgh.gov.uk](mailto:innes.edwards@edinburgh.gov.uk) | Tel: 0131 469 6291

## 11. Appendices

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Appendix 1 - Debt portfolio

## Appendix 1: Debt outstanding

PWLB PROFILE	START DATE	MATURITY DATE	PRINCIPAL OUTSTANDING £	INTEREST RATE %	ANNUAL INTEREST £
M	23/04/2009	23/04/2018	15,000,000.00	3.24	486,000.00
M	17/09/1992	15/05/2018	8,496,500.00	9.75	828,408.75
M	09/06/2009	09/06/2018	5,000,000.00	3.75	187,500.00
M	17/09/1993	15/11/2018	5,000,000.00	7.875	393,750.00
M	23/03/1994	15/11/2018	5,000,000.00	8	400,000.00
M	14/03/1994	11/03/2019	2,997,451.21	7.625	228,555.65
M	18/10/1993	25/03/2019	5,000,000.00	7.875	393,750.00
M	30/03/2009	30/03/2019	5,000,000.00	3.46	173,000.00
M	21/04/2009	21/04/2019	10,000,000.00	3.4	340,000.00
M	23/04/2009	23/04/2019	5,000,000.00	3.38	169,000.00
A	12/11/2008	12/11/2019	1,076,445.62	3.96	57,745.68
M	23/03/1994	15/11/2019	5,000,000.00	8	400,000.00
M	07/12/1994	15/11/2019	10,000,000.00	8.625	862,500.00
A	01/12/2008	01/12/2019	1,062,994.17	3.65	52,619.92
M	01/12/2009	01/12/2019	5,000,000.00	3.77	188,500.00
M	14/12/2009	14/12/2019	10,000,000.00	3.91	391,000.00
M	15/02/1995	25/03/2020	5,000,000.00	8.625	431,250.00
M	21/04/2009	21/04/2020	10,000,000.00	3.54	354,000.00
M	12/05/2009	12/05/2020	10,000,000.00	3.96	396,000.00
M	21/10/1994	15/05/2020	5,000,000.00	8.625	431,250.00
M	07/12/1994	15/05/2020	5,000,000.00	8.625	431,250.00
M	21/11/2011	21/05/2020	15,000,000.00	2.94	441,000.00
M	16/08/1995	03/08/2020	2,997,451.21	8.375	251,036.54
M	09/12/1994	15/11/2020	5,000,000.00	8.625	431,250.00
A	10/05/2010	10/05/2021	1,777,198.88	3.09	65,921.74
M	21/10/1994	15/05/2021	10,000,000.00	8.625	862,500.00
M	10/03/1995	15/05/2021	11,900,000.00	8.75	1,041,250.00
M	12/06/1995	15/05/2021	10,000,000.00	8	800,000.00
M	02/06/2010	02/06/2021	5,000,000.00	3.89	194,500.00
M	16/08/1994	03/08/2021	2,997,451.21	8.5	254,783.35
M	28/04/1994	25/09/2021	5,000,000.00	8.125	406,250.00
M	23/04/2009	23/04/2022	5,000,000.00	3.76	188,000.00
M	12/06/1995	15/05/2022	10,200,000.00	8	816,000.00
M	14/06/2010	14/06/2022	10,000,000.00	3.95	395,000.00
M	31/03/1995	25/09/2022	6,206,000.00	8.625	535,267.50
M	16/02/1995	03/02/2023	2,997,451.21	8.625	258,530.17
M	24/04/1995	25/03/2023	10,000,000.00	8.5	850,000.00
M	05/12/1995	15/05/2023	5,200,000.00	8	416,000.00
M	20/09/1993	14/09/2023	2,997,451.21	7.875	236,049.28
M	20/09/1993	14/09/2023	584,502.98	7.875	46,029.61
M	08/05/1996	25/09/2023	10,000,000.00	8.375	837,500.00
M	13/10/2009	13/10/2023	5,000,000.00	3.87	193,500.00
PWLB	START	MATURITY	PRINCIPAL	INTEREST	ANNUAL

PROFILE	DATE	DATE	OUTSTANDING £	RATE %	INTEREST £
M	05/12/1995	15/11/2023	10,000,000.00	8	800,000.00
M	10/05/2010	10/05/2024	10,000,000.00	4.32	432,000.00
M	28/09/1995	28/09/2024	2,895,506.10	8.25	238,879.25
M	14/05/2012	14/11/2024	10,000,000.00	3.36	336,000.00
A	14/12/2009	14/12/2024	5,343,622.56	3.66	213,708.47
M	17/10/1996	25/03/2025	10,000,000.00	7.875	787,500.00
M	10/05/2010	10/05/2025	5,000,000.00	4.37	218,500.00
M	16/11/2012	16/05/2025	20,000,000.00	2.88	576,000.00
M	13/02/1997	18/05/2025	10,000,000.00	7.375	737,500.00
M	20/02/1997	15/11/2025	20,000,000.00	7.375	1,475,000.00
A	01/12/2009	01/12/2025	8,574,733.44	3.64	336,986.91
M	21/12/1995	21/12/2025	2,397,960.97	7.875	188,839.43
M	21/05/1997	15/05/2026	10,000,000.00	7.125	712,500.00
M	28/05/1997	15/05/2026	10,000,000.00	7.25	725,000.00
M	29/08/1997	15/11/2026	5,000,000.00	7	350,000.00
M	24/06/1997	15/11/2026	5,328,077.00	7.125	379,625.49
M	07/08/1997	15/11/2026	15,000,000.00	6.875	1,031,250.00
M	13/10/1997	25/03/2027	10,000,000.00	6.375	637,500.00
M	22/10/1997	25/03/2027	5,000,000.00	6.5	325,000.00
M	13/11/1997	15/05/2027	3,649,966.00	6.5	237,247.79
M	17/11/1997	15/05/2027	5,000,000.00	6.5	325,000.00
M	13/12/2012	13/06/2027	20,000,000.00	3.18	636,000.00
M	12/03/1998	15/11/2027	8,677,693.00	5.875	509,814.46
M	06/09/2010	06/09/2028	10,000,000.00	3.85	385,000.00
M	14/07/2011	14/07/2029	10,000,000.00	4.9	490,000.00
E	14/07/1950	03/03/2030	3,033.31	3	96.69
M	14/07/2011	14/07/2030	10,000,000.00	4.93	493,000.00
E	15/06/1951	15/05/2031	3,163.83	3	100.19
M	06/09/2010	06/09/2031	20,000,000.00	3.95	790,000.00
M	15/12/2011	15/06/2032	10,000,000.00	3.98	398,000.00
M	15/09/2011	15/09/2036	10,000,000.00	4.47	447,000.00
M	22/09/2011	22/09/2036	10,000,000.00	4.49	449,000.00
M	10/12/2007	10/12/2037	10,000,000.00	4.49	449,000.00
M	08/09/2011	08/09/2038	10,000,000.00	4.67	467,000.00
M	15/09/2011	15/09/2039	10,000,000.00	4.52	452,000.00
M	06/10/2011	06/10/2043	20,000,000.00	4.35	870,000.00
M	09/08/2011	09/02/2046	20,000,000.00	4.8	960,000.00
M	23/01/2006	23/07/2046	10,000,000.00	3.7	370,000.00
M	23/01/2006	23/07/2046	10,000,000.00	3.7	370,000.00
M	19/05/2006	19/11/2046	10,000,000.00	4.25	425,000.00
M	07/01/2008	07/01/2048	5,000,000.00	4.4	220,000.00
M	27/01/2006	27/07/2051	1,250,000.00	3.7	46,250.00
M	16/01/2007	16/07/2052	40,000,000.00	4.25	1,700,000.00
<b>PWLB</b>	<b>START</b>	<b>MATURITY</b>	<b>PRINCIPAL</b>	<b>INTEREST</b>	<b>ANNUAL</b>
<b>PROFILE</b>	<b>DATE</b>	<b>DATE</b>	<b>OUTSTANDING</b>	<b>RATE</b>	<b>INTEREST</b>



			£	%	£
M	30/01/2007	30/07/2052	10,000,000.00	4.35	435,000.00
M	13/02/2007	13/08/2052	20,000,000.00	4.35	870,000.00
M	20/02/2007	20/08/2052	70,000,000.00	4.35	3,045,000.00
M	22/02/2007	22/08/2052	50,000,000.00	4.35	2,175,000.00
M	08/03/2007	08/09/2052	5,000,000.00	4.25	212,500.00
M	30/05/2007	30/11/2052	10,000,000.00	4.6	460,000.00
M	11/06/2007	11/12/2052	15,000,000.00	4.7	705,000.00
M	12/06/2007	12/12/2052	25,000,000.00	4.75	1,187,500.00
M	05/07/2007	05/01/2053	12,000,000.00	4.8	576,000.00
M	25/07/2007	25/01/2053	5,000,000.00	4.65	232,500.00
M	10/08/2007	10/02/2053	5,000,000.00	4.55	227,500.00
M	24/08/2007	24/02/2053	7,500,000.00	4.5	337,500.00
M	13/09/2007	13/03/2053	5,000,000.00	4.5	225,000.00
M	12/10/2007	12/04/2053	5,000,000.00	4.6	230,000.00
M	05/11/2007	05/05/2057	5,000,000.00	4.6	230,000.00
M	15/08/2008	15/02/2058	5,000,000.00	4.39	219,500.00
M	02/12/2011	02/12/2061	5,000,000.00	3.98	199,000.00
			969,114,653.91		

**NON LOBO**

PROFILE	START DATE	MATURITY DATE	PRINCIPAL OUTSTANDING £	INTEREST RATE %	ANNUAL INTEREST £
M	30/06/2005	30/06/2065	5,000,000.00	4.4	220,000.00
M	07/07/2005	07/07/2065	5,000,000.00	4.4	220,000.00
M	21/12/2005	21/12/2065	5,000,000.00	4.99	249,500.00
M	28/12/2005	24/12/2065	12,500,000.00	4.99	623,750.00
M	14/03/2006	15/03/2066	15,000,000.00	5	750,000.00
M	18/08/2006	18/08/2066	10,000,000.00	5.25	525,000.00
M	01/02/2008	01/02/2078	10,000,000.00	3.95	395,000.00
			62,500,000.00		2,983,250.00

LOBO PROFILE	START DATE	MATURITY DATE	PRINCIPAL OUTSTANDING £	INTEREST RATE %	ANNUAL INTEREST £
M	12/11/1998	13/11/2028	3,000,000.00	4.75	142,500.00
M	15/12/2003	15/12/2053	10,000,000.00	5.25	525,000.00
M	18/02/2004	18/02/2054	10,000,000.00	4.54	454,000.00
M	28/04/2005	28/04/2055	12,900,000.00	4.75	612,750.00
M	25/02/2011	25/02/2060	15,000,000.00	7.34	586,806.99
M	25/02/2011	25/02/2060	10,000,000.00	7.34	391,204.66
M	26/02/2010	26/02/2060	5,000,000.00	7.31	191,151.09
M	26/02/2010	26/02/2060	10,000,000.00	7.31	382,302.20
M	01/07/2005	01/07/2065	10,000,000.00	3.86	386,000.00
M	24/08/2005	24/08/2065	5,000,000.00	4.4	220,000.00
M	07/09/2005	07/09/2065	10,000,000.00	4.99	499,000.00
M	13/09/2005	14/09/2065	5,000,000.00	3.95	197,500.00
M	03/10/2005	05/10/2065	5,000,000.00	4.375	218,750.00
M	23/12/2005	23/12/2065	10,000,000.00	4.75	475,000.00
M	06/03/2006	04/03/2066	5,000,000.00	4.625	231,250.00
M	17/03/2006	17/03/2066	10,000,000.00	5.25	525,000.00
M	03/04/2006	01/04/2066	10,000,000.00	4.875	487,500.00
M	03/04/2006	01/04/2066	10,000,000.00	4.875	487,500.00
M	03/04/2006	01/04/2066	10,000,000.00	4.875	487,500.00
M	07/04/2006	07/04/2066	10,000,000.00	4.75	475,000.00
M	05/06/2006	07/06/2066	20,000,000.00	5.25	1,050,000.00
M	05/06/2006	07/06/2066	16,500,000.00	5.25	866,250.00
			212,400,000.00		9,891,964.94

**SALIX**

FIXED/ VAR	START DATE	MATURITY DATE	PRINCIPAL OUTSTANDING £	INTEREST RATE %	ANNUAL INTEREST £
F	07/01/2015	01/09/2021	276,349.99	0	0.00
F	31/03/2015	01/04/2023	991,593.57	0	0.00
F	22/09/2015	01/10/2023	263,759.64	0	0.00
			1,531,703.20		0.00

# The City of Edinburgh Council

10.00am, Thursday 23 August 2018

## Spend to Save Funding Application – Lagganlia Outdoor Centre – referral from the Finance and Resources Committee

Item number	8.5
Report number	
Wards	All
Council Commitments	

### Executive summary

On 16 August 2018 the Finance and Resources Committee considered a report for approval of an application for £40,000 of Spend to Save funding to facilitate the construction of a purpose-built outdoor learning resource at the Lagganlia Outdoor Centre. The report has been referred to the City of Edinburgh Council for ratification of the use of the Fund.

# Terms of Referral

## Spend to Save Funding Application – Lagganlia Outdoor Centre – referral from the Finance and Resources Committee

### Terms of referral

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- 1.1 The Lagganlia Outdoor Centre aimed to give individuals the opportunity to grow in confidence and develop personally through the medium of outdoor activities and adventures. Approximately 100 pupils (10 groups of 10 participants) visited Lagganlia for a residential experience each term-time week. 2017/18 visitor statistics recorded 3,500 pupil attendances, with 1,867 from City of Edinburgh schools. In line with increasing school roll trends, residential attendance was growing year on year, with the facility heavily booked up to two years in advance.
- 1.2 The proposed new development would create a purpose-built outdoor learning resource. The cabin-style building would be located at the foot of the Centre's existing dry ski slope, with its primary purpose to provide a snow sports teaching area, changing facility and equipment store. The building had, however, been designed as a flexible space to allow multifunctional use enabling additional revenue streams. The proposed facility would therefore enhance the range of facilities available to school and other visiting groups, supplement existing classroom capacity and additionally provide a bad-weather resource.
- 1.3 The total construction cost of the project was estimated to be £300,000, including a 14% contingency fund. It was proposed that this total was met from the following sources:
  - (i) the £107,000 of remaining funds in the Boyd Anderson Trust, the use of which was earmarked for construction of the facility by the Finance and Resources Committee on 23 January 2018;
  - (ii) a further £153,000 from the outdoor centre reserve, representing funds derived from previous years' surpluses; and
  - (iii) a £40,000 contribution which, subject to approval of this application, would be met from the Spend to Save fund.
- 1.4 The Finance and Resources Committee agreed:
  - 1.4.1 To approve the Spend to Save application and to refer the decision to Council for ratification of use of the Spend to Save Fund.

## For Decision/Action

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- 2.1 The City of Edinburgh Council is asked to ratify the use of the Spend to Save Fund.

## Background reading / external references

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Finance and Resources Committee 16 August 2018.

### Laurence Rockey

Head of Strategy and Insight

Contact: Stuart Johnston, Committee Services

E-mail: [stuart.johnston@edinburgh.gov.uk](mailto:stuart.johnston@edinburgh.gov.uk) | Tel: 0131 529 7035

## Links

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### Appendices

Appendix 1 - report by the Executive Director of Resources

# Finance and Resources Committee

10.00am, Thursday 16 August 2018

## Spend to Save funding application – Lagganlia Outdoor Centre

<b>Item number</b>	
<b>Report number</b>	
<b>Executive/routine</b>	Executive
<b>Wards</b>	n/a
<b>Council Commitments</b>	n/a

### Executive Summary

The report presents for members of the Committee's consideration an application for £40,000 of Spend to Save funding to facilitate the construction of a purpose-built outdoor learning resource at the Lagganlia Outdoor Centre. The proposed facility will enhance the range of facilities available to school and other visiting groups, supplement existing classroom capacity and additionally provide a bad-weather resource.

The proposed Spend to Save contribution of £40,000 would supplement other confirmed funding sources of £260,000, with the investment then repaid over a period of no longer than four years through additional venue hire income.

## Spend to Save funding application – Lagganlia Outdoor Centre

### 1. Recommendations

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- 1.1 It is recommended that members of the Finance and Resources Committee:
- 1.1.1 Consider the undernoted Spend to Save application and, subject to approval, refer this decision to Council for ratification of use of the Spend to Save Fund.

### 2. Background

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- 2.1 Members of the Committee will be aware of a number of recent approved uses of the Council's Spend to Save Fund which provides upfront revenue investment to support the taking forward of projects that will deliver savings in subsequent years.
- 2.2 Applications for use of the Fund should meet three main criteria:
- (i) the expenditure should be one-off (i.e. non-recurring) in nature;
  - (ii) the nature and value of the investment should be clearly shown, along with an indication of how it contributes to delivery of one or more of the Coalition's commitments or overarching Council outcome themes; and
  - (iii) the benefits of the investment, both financial and (where applicable) non-financial should be set out, along with an indication of the anticipated savings expressed in current-day prices. In general terms, the resulting payback period should be no longer than five years, although equally as important is the robustness of the underlying business case.
- 2.3 Following approval by the Finance and Resources Committee and subsequent ratification by Council in June 2018 of a total of £0.5m of investment in additional LED lighting and equipment upgrades at the Usher Hall, the uncommitted balance on the Spend to Save Fund currently stands at £0.7m.

### 3. Main report

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#### Lagganlia Outdoor Centre

- 3.1 The Lagganlia Outdoor Centre was opened by the Duke of Edinburgh on 30 June 1970. The land and original buildings were gifted to the citizens of Edinburgh by the philanthropist George Boyd Anderson as part of his vision to give the young people



of Edinburgh an opportunity to ski, a vision which also included the building of Hillend Dry Ski Slope on the outskirts of Edinburgh (at the time of its construction, the longest dry ski slope in Europe).

- 3.2 The Centre aims to give individuals the opportunity to grow in confidence and develop personally through the medium of outdoor activities and adventures. For Scottish schools/colleges, it delivers many aspects of the Curriculum for Excellence and for all groups offers high-quality residential opportunities for full-board outdoor learning courses and expeditions. The Centre also has self-catering accommodation where groups can hire an instructor/guide for a day activity of their choice. For special group events, the Centre furthermore offers day visitor activities and some conference-type facilities.
- 3.3 Approximately 100 pupils (10 groups of 10 participants) visit Lagganlia for a residential experience each term-time week. 2017/18 visitor statistics recorded 3,500 pupil attendances, with 1,867 from City of Edinburgh schools. In line with increasing school roll trends, residential attendance is growing year on year, with the facility heavily booked up to two years in advance. Lagganlia also provides residential resource to the Duke of Edinburgh programme.

#### **Proposed development of outdoor learning resource**

- 3.4 The new development will create a purpose-built outdoor learning resource. The cabin-style building will be located at the foot of the Centre's existing dry ski slope, with its primary purpose to provide a snow sports teaching area, changing facility and equipment store. The building has, however, been designed as a flexible space to allow multifunctional use enabling additional revenue streams. The proposed facility will therefore enhance the range of facilities available to school and other visiting groups, supplement existing classroom capacity and additionally provide a bad-weather resource.
- 3.5 Holiday and weekend availability will be targeted for commercial growth. The Cairngorms National Park attracted 1.8 million visitors in 2017, with the top attractions for these visitors being walking, snow sports and cycling. Winter usage of the new development will therefore be focused on snow sports whilst the day lodge can be used during all seasons by walkers, water sports participants, cyclists and other organisations.
- 3.6 The day lodge will complement the existing on-site accommodation. The five lodges currently lack a central venue/meeting space. Creation of this resource would therefore bring added value to the estate, widening the appeal of accommodation bookings. The development would also enable the venue to be marketed for conferences, training weekends and events. There is considerable potential to target the wedding market, as venues of this nature are limited in and around the location.

#### **Estimated costs and repayment of investment**

- 3.7 Centre staff have worked closely with Property and Facilities Management colleagues within the Council to develop robust cost estimates for the new facility.

- 3.8 The total construction cost of the project is estimated to be £300,000, including a 14% contingency fund. It is proposed that this total be met from the following sources:
- (i) the £107,000 of remaining funds in the Boyd Anderson Trust, the use of which was earmarked for construction of the facility by the Finance and Resources Committee on 23 January 2018;
  - (ii) a further £153,000 from the outdoor centre reserve, representing funds derived from previous years' surpluses; and
  - (iii) a £40,000 contribution which, subject to approval of this application, will be met from the Spend to Save fund.
- 3.9 After consultation with potential users, including firm intentions from a number of specific groups, it is estimated that the new facility will generate additional income of £35,000 per year. Annual running costs over the building's lifecycle (including energy, rates and maintenance expenditure) are estimated to be approximately £12,500, leaving additional income of £22,500 to repay the spend to save investment and invest in other small improvements at the centre to maintain existing facilities and their resulting competitiveness in the wider outdoor activity market.
- 3.10 The minimum proposed annual repayments of £10,000 provide some contingency should subsequent income and/or running cost assumptions vary from those above. Opportunities will be examined, however, to accelerate repayment wherever possible, such that the Spend to Save Fund may invest in further eligible projects.
- 3.11 Construction time for the facility is estimated at between four and five months. Subject to the Committee's approval and onward ratification by Council, it is intended that the facility be available for the latter half of the Winter 2018/19 season.

## **4. Measures of success**

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- 4.1 Subject to approval, the project will deliver the financial and service benefits set out within the business case.

## **5. Financial impact**

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- 5.1 Assuming approval, £0.040m of funding will be drawn down from the Spend to Save fund, with this investment then repaid over no more than four years, based on total projected lifecycle costs. This sum can be fully accommodated based on current Fund commitments.

## **6. Risk, policy, compliance and governance impact**

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- 6.1 The projections within the business case have been subject to review by both Finance and Property Management staff and incorporate an element of contingency in allowing the Fund investment to be repaid, should actual costs or income vary from these assumptions.
- 6.2 The proposed facility will contribute positively to the Council's aims of delivering a healthier city for all ages and, in particular, for children and families.

## **7. Equalities impact**

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- 7.1 Decked access to the ski slope, disabled changing facilities and an increased equipment store will support additional needs participation.
- 7.2 Friends of Lagganlia is a registered charity formed by a group of individuals who believe in the powerful impact that outdoor learning residentials can have on the personal and social development of young people. In these difficult financial times, more and more people from disadvantaged backgrounds may be excluded from accessing the benefits of residential experiences. Friends of Lagganlia initially aims to:
  - (i) raise funds to set up a bursary scheme to allow children to join their classmates on a school residential, where cost would otherwise be a barrier to participation; and
  - (ii) consider requests from Lagganlia for financial assistance towards improving the quality of the outdoor learning experience at the Centre.

## **8. Sustainability impact**

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- 8.1 The proposed lodge will be constructed with local materials and make use, wherever possible, of renewable energy sources, either specifically or as part of plans for the wider Lagganlia site.

## **9. Consultation and engagement**

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- 9.1 [Planning permission for the scheme](#) was granted by Highland Council in September 2017.

## 10. Background reading/external references

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- 10.1 [Winding Up of Boyd Anderson Charitable Trust](#), Finance and Resources Committee, 23 January 2018.

**Stephen S. Moir**  
**Executive Director of Resources**

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## 11. Appendices

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- 11.1 None.