

THE CITY OF EDINBURGH COUNCIL

MEETING 7

22 NOVEMBER 2018

QUESTIONS AND ANSWERS

Item no 5.1

QUESTION NO 1

By Councillor Osler for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 22 November 2018

Question

Given reports in relation to the Council's newly-introduced garden waste removal service, that it has generated more revenue so far than was expected or budgeted for, on account of a higher number of residents signing up and paying for the service, will the Council commit to apply a proportion of that additional windfall revenue, to clear up the autumn leaf fall from trees on land that the Council is responsible for, and including clear up of Council pavements, footpaths and cycle paths?

Answer

The removal of leaf fall from Council pavements, footpaths and cycle paths is already undertaken as part of the core Street Cleansing service. As part of the 2018/19 budget additional funding was allocated to the Waste and Cleansing service for 'Clean and Green' initiatives. One of these initiatives is the employment of additional staff to focus on deep cleaning of areas which includes the removal of leaf fall

Item no 5.2

QUESTION NO 2

By Councillor Osler for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 22 November 2018

Question

In the period since the introduction of the Council's revised Waste collection timetable as of October 2018, how many collection "runs" for waste and were not completed on the timetabled collection day?

Information to be broken down by

- a) Ward (for each category of Waste)
- b) Number of households affected for each category of waste

Answer

This information is not currently available at ward level. However, a number of actions are being progressed by the service, working with the relevant parties such as CGI, ICT, Customer, Strategy and Communications, to revise the performance reporting following the introduction of Routesmart Route Management System.

An update on progress will be reported to Transport and Environment Committee on 6 December 2018.

Item no 5.3

QUESTION NO 3

By Councillor Osler for answer by the Convener of the Finance and Resources Committee at a meeting of the Council on 22 November 2018

Question

In the period since May 2017, how many requests has the Council received under the Community Empowerment (Scotland) Act 2015 for possible transfer of Council Owned Assets?

Information to be broken down for all Wards.

Answer

Community Asset Transfer Requests by Ward

Period May 2017 to November 2018

| WARD | NUMBER OF INITIAL ENQUIRIES | NUMBER OF EXPRESSIONS OF INTEREST (STAGE 1) | NUMBER OF FORMAL REQUESTS (STAGE 2) |
|---------|-----------------------------|---|-------------------------------------|
| 1 | 1 | 0 | 0 |
| 2 | 2 | 2 | 0 |
| 3 | 1 | 0 | 0 |
| 4 | 3 | 2 | 0 |
| 5 | 3 | 2 | 0 |
| 6 | 3 | 0 | 0 |
| 7 | 8 | 0 | 0 |
| 8 | 2 | 0 | 0 |
| 9 | 2 | 1 | 0 |
| 10 | 3 | 1 | 0 |
| 11 | 3 | 2 | 0 |
| 12 | 0 | 0 | 0 |
| 13 | 2 | 0 | 0 |
| 14 | 1 | 0 | 0 |
| 15 | 2 | 0 | 0 |
| 16 | 6 | 2 | 1 |
| 17 | 0 | 0 | 0 |
| General | 6 | 0 | 0 |

NOTES:

Initial Enquiries – Initial contact (email, phone etc) to discuss potential asset transfer request

Expression of Interest Stage 1 – Applicants submit Stage 1 Expression of Interest Form (comprising a pre-application process which does not in itself constitute a formal asset transfer application) for consideration.

Formal Request Stage 2 – Applicants submit Stage 2

Sustainable Business Case is a detailed submission which constitutes a formal application under the Act for a Community Asset Transfer.

General queries are those seeking a particular type of asset, with no specific location expressed.

List correct as of 12 November 2018.

Item no 5.4

QUESTION NO 4

By Councillor Whyte for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 22 November 2018

In a recent response to my request for an update on an Active Travel project in Inverleith Ward I was told

“the level of staff resources currently available is insufficient to manage our entire Active Travel programme. As a result, we have had to suspend work on a number of projects ...”

Question

Given that Active Travel is a priority for the Council and 10% of the Transport Budget has been allocated to progress it can the Convener please provide a full list of the Transport projects that

- a) have been suspended,
- b) whether they are Active Travel or another category of project (e.g. junction safety improvements or parking),
- c) the date they were suspended,
- d) the date of any consultation that has been undertaken and the date that work is expected to recommence?

Answer

There is not a comprehensive list of transport projects which have been suspended or delayed. The information provided below is based on the 2018 -19 [programme of active travel improvements](#) which is updated periodically. The programme includes 49 projects, of which work is currently suspended on 14.

A review of programme management arrangements has been undertaken with a view to bringing projects forward on a phased basis from March 2019.

The information requested for the 14 suspended projects is contained in the following table:

| Project | Work suspended | Consultation |
|--|-----------------------|---------------------|
| Broughton Street/East London Street | May 2017 | n/a |
| Dean Park Crescent | May 2017 | Feb-Mar 2017 |
| Morrison Street | May 2017 | n/a |
| Guardrail Removal | Sep 2017 | n/a |
| QuietRoute 6 (Meadows to Castle Terrace) | Sep 2017 | Nov-Dec 2016 |
| QuietRoute 8 (Roseburn - Gyle -links to Saughton park) | Sep 2017 | May-Jun 2017 |
| QuietRoute 20 (Craigleith to Leith Walk) | Sep 2017 | Jul-Dec 2016 |
| QuietRoute 30 - Holyrood Park to Ratcliffe Terrace | Sep 2017 | May-Jun 2017 |
| Forthquarter - Silverknowes Promenade (Granton Link) | Sep 2017 | n/a |
| Leith - Portobello (Water of Leith to Links Place) | Sep 2017 | n/a |
| Cultins Road shared footway | Sep 2017 | n/a |
| Crewe Road South/Orchard Brae | Sep 2017 | n/a |
| One-way street exemptions (Phase 1) | Sep 2017 | n/a |
| A8 Gyle - Newbridge (QuietRoute 9) | Sep 2017 | n/a |

Item no 5.5

QUESTION NO 5

By Councillor Burgess for answer by the Convener of the Housing and Economy Committee at a meeting of the Council on 22 November 2018

Question

What is the current status of the proposal to retrofit Edinburgh's tenements (not only council-owned buildings) with low energy LED stair-lighting?

Answer

The Council has upgraded the lighting in over 3,700 common stairs where it continues to own a property, and therefore has part ownership in the asset. This was funded through capital investment and was carried out between 2015 and 2018.

On 21 January 2016 the Council decided to withdraw from providing a repair and maintenance service for wholly privately owned common stairs.

The ownership and responsibility for stair lighting in common stairs is the responsibility of the property owners.

Item no 5.6

QUESTION NO 6

**By Councillor Johnston for answer
by the Leader of the Council
Committee at a meeting of the
Council on 22 November 2018**

Question

Can the Council leader confirm, following his answer at Leader's Questions on 25th October, that none of the project management staff who will be recruited at a cost of £1 million per year (as approved by Full Council on 25th October) will work directly or indirectly on the Tram Extension Project should it be approved in March 2019?

Answer

Yes.

Item no 5.7

QUESTION NO 7

By Councillor Booth for answer by the Convener of the Housing and Economy Committee at a meeting of the Council on 22 November 2018

Question

What steps have been taken to ensure that the effects of the implementation of Universal Credit, due to be rolled out on 28th November, cause minimum hardship to those in receipt of this benefit?

Answer

Transitional support for those moving on to Universal Credit (UC) is available through the Personal Budgeting Service and Assisted Digital Support schemes. These services are currently delivered by local authorities, however, from April 2019 the services will be delivered by the Citizens Advice Bureau, which is being directly funded by the Department for Work and Pensions (DWP) to undertake these responsibilities.

The Council continues to offer various measures to provide support for claimants and maximise appropriate income opportunities:

- Discretionary Housing Payments to meet financial hardship as a result of shortfalls between housing costs payment and rent charges.
- Scottish Welfare Fund payments. The team responsible for the fund administration has recently been bolstered to meet the anticipated increase in demand.
- Simplified evidence procedures to support Council Tax Reduction claims.
- Ongoing assessments to ensure other eligible benefits such as Free School Meals, Clothing Grants and Educational Maintenance Allowance are in place
- Dedicated support for Council tenants, with regular communication to raise awareness and encourage early engagement when payment difficulties are experienced. Council officers are currently working alongside energy

and employability advisers to provide appropriate advice to tenants. A report surrounding the support to Council tenants was considered by the [Housing and Economy Committee](#) on 1 November 2018.

- Programme of multi-agency awareness sessions is underway aimed at partnership locality teams, private landlords, through care and after care teams, family support agencies, foodbanks, benefit practitioners and elected members. This is being complemented by further DWP training on technical aspects of UC.
- A cross Council action plan is in place to support UC claimants. Council officers will continue to engage with key agencies throughout the implementation and regular welfare reform updates will be provided to the Corporate Policy and Strategy Committee, included UC. The next such update report will be considered at the Committee's meeting on 4 December 2018.
- The Council will signpost appropriate queries to DWP telephone service who, as the administering body, are best placed to provide detailed advice on the eligibility of a UC claim.

Item no 5.8

QUESTION NO 8

By Councillor Burgess for answer by the Chair of the Edinburgh Integration Joint Board at a meeting of the Council on 22 November 2018

- Question** (1) To ask what role the Council has in the future of the Astley Ainslie Hospital site.
- Answer** (1) Planning will produce a Place Brief (with input from the Community and NHS Lothian (NHSL) to help inform the sale of the site, and this will act as approved guidance for any forthcoming planning application.
- Question** (2) What issues have been discussed with the NHS about the Astley Ainslie site.
- Answer** (2) A wide range of issues have been discussed so far including: the scope of the supporting environmental information that Planning will expect to be forthcoming in the preparation of the Place Brief; and the drafting of a memorandum of understanding between NHSL and the Council in terms of the expectations of each body.
- Question** (3) Will the council ensure a Masterplan is developed for the site, including taking account of the asserted rights of way for pedestrians and cyclists through the site.
- Answer** (3) The rights of way are safeguarded for cycleway/footways in the adopted Edinburgh Local Development Plan and will be addressed within the Place Brief prepared. The next Council/NHSL/community workshop is taking place in January 2019 and is looking at specific active travel and transport issues.
- Question** (4) How will the local community be involved and consulted about the future of the site.
- Answer** (4) Various local bodies are currently engaged in the process, including the Community Engagement Group (chaired by Roger Kellett), the Grange Association, the Community Trust and representatives from all the adjoining community councils.

Item no 5.9

QUESTION NO 9

By Councillor Lang for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 22 November 2018

Question (1) How many officials are currently employed in the central team which deals with draft traffic regulation orders (TROs)?

Answer (1) There are currently four members of staff within the TRO team. Those staff are involved in the processing of not only TROs, but also TTROs for roadworks and events, as well as Stopping Up and redetermination orders across the Edinburgh area.

Question (2) How many draft TROs are currently with the central Traffic Regulation Order team awaiting publication for consultation, broken down by (a) ward and (b) the month on which the TRO was submitted to that team either from locality officers or the road safety team.

Answer (2) TROs are recorded by originating section, for example the Locality area, rather than the wards affected. As of 15 November 2018, there are 21 traffic orders which are to be advertised. A breakdown of those outstanding orders, and the month in which they were received by the TRO team, can be found appended to this response.

Question (3) What is the average turnaround time between draft TROs being submitted by locality officers to the central traffic regulation order team and that team publishing them for consultation?

Answer (3) There are a range of factors which can affect the time taken to process TROs and other legal processes for which the TRO team is responsible. As a result, it would be extremely difficult to determine an average turnaround period. However, we have a KPI to advertise 70% of all TROs within 9 months of receipt. In 2017, 94% of our TROs were advertised within this timescale and for 2018, (up to 15 November 2018), we have achieved 83%.

Question (4) What performance targets are in place for the central team dealing with draft TROs?

Answer (4) The TRO team has a single KPI in place, recognising that there are a range of factors outwith the teams (and the Councils) control that can affect the time taken to process and complete TROs. The KPI requires that 70% of all TROs received be progressed to advert within 9 months of receiving the TRO request.

Item no 5.10

QUESTION NO 10

By Councillor Lang for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 22 November 2018

Question (1) How many of the roads prioritised for (a) road strengthening, (b) resurfacing and (c) surface treatment in the 2018/19 capital programme have had this work completed so far and what percentage does this represent in terms of the total number of roads prioritised in each case?

Answer (1) The 2018/19 capital carriageway programme consists of strengthening, resurfacing and surface treatment schemes. The Road Footway and Bridges capital investment programme was approved by the Transport and Environment Committee on [9 March 2018](#) and schemes that have been carried forward from previous financial years (as reported to the Transport and Environment Committee on [20 June 2018](#)).

The total number of carriageway schemes in the 2018/19 are as follows:

| 2018/19 | Total | Carried Forward | 2018/19 |
|--------------------|-------|-----------------|---------|
| Strengthening | 45 | 25 | 20 |
| Resurfacing | 96 | 43 | 53 |
| Surface Treatments | 159 | 52 | 107 |

The number of schemes that have been delivered in 2018/19 to date are as follows:

| 2018/19 | Delivered | % of Total Delivered to date in 2018/19 |
|--------------------|-----------|---|
| Strengthening | 7 | 16% |
| Resurfacing | 15 | 16% |
| Surface Treatments | 45 | 28% |

Question (2) What percentage of roads prioritised for (a) road strengthening, (b) resurfacing and (c) surface treatment in the 2018/19 capital programme are expected to be complete by the end of March 2019?

Answer (2) The estimated figures at this stage are:

| 2018/19 | 18/19 Delivery | m ² | % of Total |
|--------------------|----------------|----------------|------------|
| Strengthening | 15 | 110,000 | 33% |
| Resurfacing | 35 | 67,000 | 36% |
| Surface Treatments | 57 | 137,000 | 36% |
| | 107 | 314,000 | |

The total that will be delivered in 2018/19 is an increase on 2017/18 delivery on both the number of schemes delivered and the area treated.

| 2017/18 | Delivered | m ² | % of Total |
|--------------------|------------|----------------|------------|
| Strengthening | 11 | 23,000 | 28% |
| Resurfacing | 28 | 48,000 | 27% |
| Surface Treatments | 65 | 118,000 | 38% |
| Total | 104 | 189,000 | |

The June 2018 report (referenced in question 1) indicated that it would take two to three years to clear the backlog of schemes.

Question (3) How many of the (a) main footways and (b) local footways prioritised for resurfacing in the 2018/19 capital programme have had this work completed and what percentage does this represent in terms of the total number prioritised in each case?

Answer

- (3) The 2018/19 capital footway programme consists of main footway and local footway schemes (as outlined in the March and June 2018 reports in under question 1).

| 2018/19 | Total | Carried Forward | 2018/19 |
|----------------|-------|-----------------|---------|
| Footways | 75 | 54 | 21 |
| Local Footways | 100 | 32 | 68 |

The number of schemes that have been delivered in 2018/19 to date are as follows:

| 2018/19 | Delivered | % of Total |
|----------------|-----------|------------|
| Footways | 10 | 13% |
| Local Footways | 0 | 0% |

The local footways programme is programmed to start in quarter 4 of 2018/19.

Question

- (4) What percentage of (a) main footways and (b) local footways prioritised for resurfacing in the 2018/19 capital programme are expected to be complete by the end of March 2019?

Answer

- (4) The estimated figures at this stage are:

| 2018/19 | 18/19 Delivery | m ² | % of Total |
|----------------|----------------|----------------|------------|
| Footways | 20 | 17,000 | 27% |
| Local Footways | 36 | 32,400 | 36% |
| | | 49,400 | |

The total that will be delivered in 2018/19 is an increase on 2017/18 delivery on both the number of schemes delivered and the area treated.

| 2017/18 | Delivered | m ² | % of Total |
|----------------|-----------|----------------|------------|
| Footways | 6 | 5,100 | 27% |
| Local Footways | 28 | 25,200 | 30% |
| Total | 34 | 30,300 | |

The June 2018 report (referenced in question 1) indicated that it would take two to three years to clear the backlog of schemes.

Item no 5.11

QUESTION NO 11

By Councillor Doggart for answer by the Convener of the Finance and Resources Committee at a meeting of the Council on 22 November 2018

Question (1) Has the Convener written to the Scottish Government requesting additional funding for the Lothian Valuation Joint Board in anticipation of the implementation of the Barclay proposals?

Answer (1) Yes.

Question (2) If the Scottish Government provides additional funding to Councils to mitigate the additional costs arising from Barclay implementation, will the Convener ring-fence the additional funding for the Lothian Valuation Joint Board?

Answer (2) Yes.

Item no 5.12

QUESTION NO 12

By Councillor Doggart for answer by the Convener of the Education, Children and Families Committee at a meeting of the Council on 22 November 2018

Question

Has the Council, or any Council employees, issued communication suggesting who a "Named Person" would be for any specific children?

Answer

No, neither the Council, nor any council employees have issued communication around who the Named Person should be for any specific children.

We do follow Scottish Government Advice which sets out who the Named Person should be in general (e.g. for children of pre-school age it is the Health Visitor and for children/young people of school age, it is the Head Teacher).

Item no 5.13

QUESTION NO 13

**By Councillor Jim Campbell for
answer by the Convener of the
Transport and Environment
Committee at a meeting of the
Council on 22 November 2018**

Since the 1st October 2018 and the 18th November 2018 (or the latest date for which data can be gathered), can the Convener quantify:

- Question** **(1)** How many unique references have been issued to residents in response to reports of failed waste uplifts
- a) online
 - b) by phone
 - c) any other way
- Answer** **(1)** Reporting timescale: 8 October 2018 to 11 November 2018
- a) Online: 4740
 - b) by phone: 1455
 - c) by email: 1582
 - d) social media 276
 - e) other: 78.
- Question** **(2)** How many unique reference are tracked through to the completion of a remedial waste uplift?
- Answer** **(2)** All are tracked through to completion (which in the majority of cases includes a remedial waste uplift).
- Question** **(3)** What analysis has been done on:
- a) the average response time from a unique reference being generated to a remedial waste uplift taking place
 - b) the proportion of reported failed uplifts that are reported more than once and result in multiple unique references being issued

Answer (3) Analysis is undertaken by the department regularly to report on both issues.

Question (4) How many complaints have been recorded relating to alleged failures in our waste service?

Answer (4) Between 8 October 2018 and 11 November 2018 there has been:

906 Stage 1 missed individual bin complaints

191 Stage 2 missed individual bin complaints

It should be noted that Stage 1 figures includes those that have been escalated through the complaints procedure to a Stage 2 complaint.

Item no 5.14

QUESTION NO 14

**By Councillor Jim Campbell for
answer by the Leader of the Council
at a meeting of the Council on 22
November 2018**

Councillors have previously been advised that the use of mygovscot to provide a login for our online functions that require such identification was not a matter of free choice for Council, despite the shortcomings of the mygovscot infrastructure provided by the Improvement Service

Question (1) Can the Leader confirm if NHS Lothian, one of our Edinburgh Partnership Partners, are making use of mygovscot as the login method for patient eCommunications (eComms) that are presently being rolling out to citizens in Edinburgh?

Answer (1) Our understanding is that NHS Lothian do not use mygovscot login.

Question (2) Can the Leader shed light on what discussions on the benefits of using a common login, as provided by mygovscot, took place at the Integrated Joint Board, prior to the roll out of eComms?

Answer (2) There have been no formal discussions at the IJB regarding eComms.

Item no 5.15

QUESTION NO 15

By Councillor Jim Campbell for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 22 November 2018

- Question** (1) Following the introduction of the new waste collection rounds at the beginning of October, can the Convener confirm:
- a) That residents of West Harbour Road should have been entitled to expect their waste collection would continue
 - b) The collection days and collection route references for West Harbour Road
 - c) The date of the first report that no waste had been uplifted from West Harbour Road
 - d) The date of the first waste collection was made from West Harbour Road
- Answer** (1) This is a ward-specific, indeed road-specific, series of questions which I am happy to answer separately from Council Questions.
- Question** (2) What quality assurance process was used to ensure that no streets were omitted when designing the new waste collection routes?
- Answer** (2) The new waste collection systems were designed on the basis of property rather than by street. Although great care was taken to ensure that the information transferred correctly, following implementation a small percentage of properties/streets were identified as being omitted. This meant that residents at these locations did not receive updated calendars and collections were not scheduled. As soon as these locations were identified, collections were arranged and routes amended to include these locations.

Item no 5.16

QUESTION NO 16

**By Councillor Rust for answer by the
Leader of the Council at a meeting of
the Council on 22 November 2018**

Question

Can the Council Leader please detail all extant working groups/task force/fora as follows:

- Name of Working Group/task force/fora
- Parent Committee
- Political / Other composition
- Duration e.g. Short-term/Fixed Period etc

Answer

Please see the attached list of existing working groups

| Name of Group | Appointing Committee | Membership | Duration |
|---|-------------------------------|--|------------|
| | | | |
| Redford Barracks Working Group | Corporate Policy and Strategy | 2 SNP, 2 Conservative, 1 Labour, 1 Green, 1 SLD | Long Life |
| All Party Oversight Group on Edinburgh Waterfront | Corporate Policy and Strategy | Convener or Vice-Convener of Housing & Economy Convener or Vice-Convener of Transport & Environment Convener or Vice-Convener of Culture & Communities Convener of Planning Convener or Vice-Convener of Education, Children & Families Convener or Vice-Convener of North East Locality Convener or Vice-Convener of North West Locality Granton Regeneration Locality Group A representative from Conservative, Green and Liberal Democrat Group (if not included in the representation above) | Long Life |
| All Party Oversight Group on West Edinburgh | Corporate Policy and Strategy | Convener or Vice-Convener of Housing & Economy Convener or Vice-Convener of Transport & Environment Convener of Planning Convener or Vice-Convener of Education, Children & Families Convener or Vice-Convener of South West Locality Convener or Vice-Convener of North West Locality | Long Life |
| Welfare Reform Working Group | Corporate Policy and Strategy | 2 SNP, 2 Con, 1 Lab, 1 Green, 1 SLD | Long Life |
| Equalities Working Group | Corporate Policy and Strategy | 1 SNP, 1 Lab, 1 Cons, 1 Green, 1 SLD | Long Life |
| Brexit Working Group | Corporate Policy and Strategy | 2 SNP, 2 Con, 1 Lab, 1 Green, 1 SLD | Long Life |
| | | | |
| Edinburgh Extension Act 1920 | Council/Lord Provost | 2 SNP, 1 Con, 1 Lab, 1 Green, 1 SLD | Short Life |

| | | | |
|---|----------------------------------|--|------------|
| | | | |
| Meadowbank Sports Centre and Stadium Working Group | Culture and Communities | 1 Lab, 1 SNP, 1 Lib Dem, 1 Green, 1 Cons - Councillors Wilson (Chair), McNeese-Mechan, Osler, Staniforth, Brown | Short Life |
| Music is Audible Working Group | Culture and Communities | 1 SNP, 1 Lab, 1 Lib Dem, 1 Green, 1 Cons - Councillors McNeese-Mechan (Chair), Wilson, Osler, Staniforth, Mitchell | Short Life |
| Tourism and Communities Working Group | Culture and Communities | 6 members (2 each from Housing and Economy Committee, Transport and Environment Committee and Culture and Communities Committee): Councillors Wilson (Chair), McNeese-Mechan | Short Life |
| CCTV Working Group | Culture and Communities | 1 SNP, 1 Lab, 1 Cons, 1 Green - Councillors McNeese-Mechan (Chair), Brown, Staniforth, Wilson | Short Life |
| Graffiti Working Group | Culture and Communities | 3 Coalition and 3 Opposition - Councillors McNeese-Mechan (Chair), Mitchell, Osler, Rae, Wilson, 1 Coalition vacancy | Short Life |
| | | | |
| Consultative Committee with Parents | Education, Children and Families | Convener & Vice-Convener of the Education, Children and Families Committee and 2 Cons, 1 SNP, 1 Green, 1 SLD | Long Life |
| Duncan Place Working Group | Education, Children and Families | Elected Members from Leith Ward | Long Life |
| Gaelic Implementation Steering Group | Education, Children and Families | Vice-Convener & Gaelic Champion (as Convener), 1 Lab, 1 Cons, 1 Green, 1 SLD | Long Life |
| Wester Hailes Working Group | Education, Children and Families | Convener & Vice-Convener of the Education, Children and Families Committee and 1 Cons, 1 Green, 1 SLD | Short Life |
| Towerbank Primary - On Site Cooking of School Meals Working Group | Education, Children and Families | 1 SNP, 1 Lab, 1 Cons, 1 Green, 1 SLD (or Local Ward Member) | Short Life |

| | | | |
|---|----------------------------------|---|------------|
| Corporate Parenting of Looked After Children Member/Officer Group | Education, Children and Families | Convener & Vice-Convener of the Education, Children and Families Committee and 2 Cons, 1 SNP, 1 Lab, 1 Green, 1 SLD & 1 Religious Rep | Long Life |
| | | | |
| Health and Safety Consultation Working Forum | Finance and Resources | Vice-Convener of the Finance and Resources Committee | Long Life |
| Elected Members ICT and Digital Sounding Board | Finance and Resources | 2 SNP, 2 Cons, 2 Labour, 1 Green and 1 SLD | Long Life |
| Joint Consultative Group | Finance and Resources | 2 SNP, 2 Cons, 1 Labour, 1 Green and 1 SLD | Long Life |
| Edinburgh Shared Repairs Service and Legacy Programme Board | Finance and Resources | Officer only | Long Life |
| | | | |
| Edinburgh Affordable Homes | Housing and Economy | Convener & Vice-Convener (as Chair) of Housing & Economy Committee and 3 Cons, 2 SNP, 1 Lab, 2 Green, 1SLD | Long Life |
| Edinburgh Homelessness Forum | Housing and Economy | Convener of Housing & Economy Committee (as Chair) and 1 SNP, 1 Lab, 2 Cons, 1 Green, 1 SLD | Long Life |
| Homelessness Task Force | Housing and Economy | Convener of Housing & Economy Committee (as Chair) and 1 Lab, 1 Cons, 1 Green, 1 SLD | Short Life |
| Short Term Lets Working Group | Housing and Economy | 3 SNP, 2 Lab, 2 Cons, 2 Green, 1 SLD | Long Life |
| Multi Storey Working Group | Housing and Economy | Officer Only | |
| | | | |
| City Centre Vision Member Officer Group | Planning | | Long Life |
| Civic Forum | Planning | Officer Only | Long Life |
| Edinburgh Development Forum | Planning | Officer Only | Long Life |

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|--|-------------------------------|--|------------|
| | | | |
| Active Travel Forum | Transport and Environment | Convener of the Transport and Environment Committee | Long Life |
| Local Access Forum | Transport and Environment | Convener of the Transport and Environment Committee | Long-Life |
| Member/Officer Working Group on Carbon, Climate and Sustainability | Transport and Environment | Convener and Vice-Convener of the Transport and Environment Committee, 1 Conservative, 1 Green and 1 SLD. | Long-Life |
| Tram All Party Oversight Group | Transport and Environment | Leader and Deputy Leader of the Council, Convener and Vice-Convener of the Transport and Environment Committee, Opposition Group Leaders, Opposition Transport Spokespersons. | Long-Life |
| Tram Operations Group | Transport and Environment | | Short Life |
| Transport Forum | Transport and Environment | Councillors Macinnes, Booth, Burgess, Cook and Gloyer. | Long-Life |
| Water of Leith Phase 2 | Transport and Environment | | |
| Tram Extension and Leith Programme Board | Transport and Environment | Officer Only | Long-Life |
| Single Use Plastics Working Group | Transport and Environment | Councillors Doran (Convener), Bird Burgess, Cook and Gloyer. | Short-Life |
| Cammo Estate Advisort Committee | Transport and Environment | Councillors Hutchison and Work. | Long-Life |
| Central Edinburgh Development Working Group | Transport and Environment | Convener and Vice-Conveners of the Transport and Environment Committee and the Housing and Economy Committee, Convener of the Planning Committee, 2 Conservative, 1 Green and 1 SLD. | Long-Life |
| Zero Waste Cross Party Group | Transport and Environment | 1 SNP, 1 Labour, 1 Conservative, 1 Green, 1 SLD. | Long-Life |
| | | | |
| NW Waterfront Working Group | North West Locality Committee | Elected Members from Almond and Forth Wards | Short-Life |

Item no 5.17

QUESTION NO 17

**By Councillor Neil Ross for answer
by the Convener of the Transport and
Environment Committee at a meeting
of the Council on 22 November 2018**

Question (1) As the Convener will be aware, there have been numerous instances where residents who have paid the Garden Tax have not received their bin sticker.

Can the Convener please explain what are the principal reasons for the non-issue of bin stickers?

Answer (1) The principal reasons for the non-issue of bins stickers are:

- Registrations not being logged onto the system;
- Mailing issues (e.g. customers not receiving the letter, letters not being delivered and letters being destroyed or disposed of by the resident); and
- Eligibility issues (e.g. commercial properties registering for the service and registrations from outwith the Edinburgh boundary).

Question (2) One reason given to residents is that the address on the Council's database is incorrect and problems appear to arise with correcting the address for example if it involves a number and a letter, such as 8C.

Can the Convener confirm that this is correct and, if so, explain what is being done to ensure that the system is amended to resolve this issue so that it will not recur in future, in particular, during the next registration window in February?

Answer (2) There have been issues with addresses not being correctly registered on the system. For the February registration period the online form will be updated to include a validation check on any addresses. There is also a confirmation field being added that will ensure citizens confirm that the address they have added is correct for the property for the collection and for the sticker to be issued to.

Item no 5.18

QUESTION NO 18

By Councillor Corbett for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 22 November 2018

Question (1) In the period 1 October 2017 to 30 September 2018 how many complaints were logged about overflowing communal bins or missed pick-ups of communal bins?

Answer (1) 17,751

Question (2) What systems does the council have in place to collect feedback and review capacity or siting of communal bins where there are consistent overflow problems?

Answer (2) Regular reviews of the capacity and siting of communal bins is undertaken and changes are made where appropriate. The process includes reviewing information gathered from complaints, smart sensors, weekly missed bins reports and the schedule for emptying the bins.

Question (3) What plans does the council have to review communal bins?

Answer (3) A project is underway to review the communal bin service in the city and a pilot project has been undertaken in Ward 12 (Leith Walk). The most recent update on the project was presented to Transport and Environment Committee on [9 August 2018](#).

Item no 5.19

QUESTION NO 19

By Councillor Bridgman for answer by the Conveners of the Finance and Resources and Transport and Environment Committees at a meeting of the Council on 22 November 2018

With the Consultation for the future of George Street under way, please can the Convenor's confirm the following:

- Question** (1) What was the total income from parking meters and parking tickets on George Street in the last full financial year?
- Answer** (1) The total revenue income from parking on George Street for 2017/18 was £1,421,976.10 from pay and display, and £160,214.96 from parking tickets.
- Question** (2) How many weeks of the year (or part weeks) was parking: 1: fully restricted and 2 partially restricted (if partially what was the approximate percentage of the street that was not available for parking?
- Answer** (2) Large scale events on the street accounted for suspension of parking. In the winter period, approximately 59 pay and display parking bays (31.6%) were suspended for 61 days. In summer period, approximately 78 pay and display bays (41.7%) were suspended for 31 days. Each year there are a range of smaller scale suspensions for short or one-off events, or other reasons.
- Question** (3) What is the minimum cost that the Convenor of TEC anticipates for even the simplest changes to be put in place on George Street?
- Answer** (3) Of course, no work has been undertaken to assess any costs at this stage, given that this is a consultation on a CONCEPT only. Once the design is finalised, a cost estimate will be prepared for consideration within the business case.

Item no 5.20

QUESTION NO 20

By Councillor Booth for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 22 November 2018

Question (1) What is the cost, including both labour and materials, of replacing broken paving slabs on the footway, in each of the last three years, broken down by ward?

Answer (1) We do not hold this information at this detailed level.

Question (2) What is the method of assessing whether a broken paving slab needs to be replaced?

Answer (2) Individual broken paving slabs will be detected during regular safety inspections and will be categorised for repair depending on the nature of the damage.

In addition, the requirement for larger numbers of replacement paving slabs is also undertaken as part of the visual inspection process for capital application.

Item no 5.21

QUESTION NO 21

By Councillor Booth for answer by the Convener of the Culture and Communities Committee at a meeting of the Council on 22 November 2018

For each of the venues which are owned by the Council and operated on our behalf by Edinburgh Leisure, will the Convener please:

Question (1) List the number and type of cycle parking spaces at each venue

Answer (1)

| Venue | Total no. of cycle spaces for public* | Type of cycle spaces | City bike scheme in operation in close proximity? |
|--|---------------------------------------|--|---|
| Ainslie Park Leisure Centre | 14 | 1 x commie games legacy rack holds 10 bikes 7 x 'u' shaped racks hold 14 bikes | No |
| Craiglockhart Tennis & Leisure Centre | 34 | Leisure Centre has 7 toastracks for 14 bikes Tennis Centre has 10 toastracks for 20 bikes | Closest bike station at Fountainbridge or Bruntsfield |
| Dalry Swim Centre | Up to 8 | U design racks | Closest is at new Boroughmuir High School |
| Drumbrae Leisure Centre | 20 | U shaped | Nearest is at The Gyle |
| Edinburgh International Climbing Arena | 30 | 15 x inverted 'u' bars. Also handrail round reception posts is used for chaining bikes | No |
| Glenogle Swim Centre | 12 | U-design racks plus plenty of railings which customer chain bikes to | No |
| Gracemount Leisure Centre | 12 | U shaped | Nearest is at Kings Buildings |
| Jack Kane Centre | Up to 8 | 2 x Sustrans racks | Nearest is at Fort Kinnaird |

| | | | |
|-------------------------------|------------------|--|--|
| Kirkliston Leisure Centre | 10 | 5 x U-shaped | No |
| Leith Victoria Swim Centre | 14 | 7 x U-shaped racks 3 x U-shaped racks | Nearest one is 0.9km at Victoria Quay |
| MEGGETLAND | 10 | 5 U-shaped racks | No |
| TUMBLES @ Portobello | 10 | 10 Commie Games legacy bike rack | Yes <i>(12 Just Eat bikes on promenade)</i> |
| Portobello Swim Centre | 12 | Bike racks currently out of use due to maintenance work to frontage of building (6 x u shaped racks) | Nearest at Tumbles (on promenade) |
| Royal Commonwealth Pool (RCP) | 40 for customers | U frames | Yes at RCP frontage, 10 bikes |
| Warrender Swim Centre | 18 | 3 racks for approx. 12 bikes plus 6 railing type racks and hoops attached to wall for chaining approx. 8 | 3 nearby stations at Meadows East, Bruntsfield Terrace & the RCP |
| GOLF | 0 | No bike racks at any golf venues | |

*venues have alternative arrangements in place for staff who cycle to work

- Question** **(2)** Identify whether a travel plan has been produced for each venue, and if so, list:
- a) the date of that travel plan;
 - b) the main recommendations, and
 - c) which of the recommendations have been carried out, and which are outstanding

Answer

- (2)** Edinburgh Leisure have confirmed that no travel plans have been produced for their venues. However, as part of the Council's Smarter Choices, Smarter Places activity, sustainable travel advice has been provided to two Edinburgh Leisure facilities for both visitors and employees. A new Travel Plan and Research/Monitoring Officer has recently been appointed by the Council and she will be meeting with Edinburgh Leisure in due course to discuss how the Council might support them in their travel planning.

In addition, school travel planning is carried out on a site by site basis, with support from the Council's road safety team

Item no 5.22

QUESTION NO 22

By Councillor Gloyer for answer by the Convener of the Finance and Resources Committee at a meeting of the Council on 22 November 2018

- Question** (1) What assessment was made before the introduction of the garden-waste charge to ensure that Best Value (as identified in the Scottish Public Finance Manual) was achieved?
- Answer** (1) As is the case with all of our proposed service changes, a Best Value test is applied to ensure that the service change will deliver Best Value for the Council. This included a comparison with other local authorities that have introduced a charge for garden waste and their respective charges, a challenge of the potential risks that may arise from introducing the charge, consultation as part of the budget setting process and an assessment of delivery models.
- Question** (2) What evaluation is being made to ensure that Best Value is still being achieved?
- Answer** (2) A review of the service and the garden waste charge will be undertaken after the first year.
- Question** (3) What are the results of this evaluation to date?
- Answer** (3) Not applicable.

Item no 5.23

QUESTION NO 23

By Councillor Young for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 22 November 2018

- Question** (1) When will the formal review of the city wide 20mph roll out commence?
- Answer** (1) The monitoring programme for the citywide 20mph rollout is an ongoing process that involves assembling data over a period of several years. Baseline information was captured prior to the commencement of the phased rollout and post implementation information has been gathered at various stages since. A concluding speed survey and a full final public perception survey is planned for early spring 2019, one year after the completion of the network.
- Question** (2) What is the scope and objective of the review, what are the questions to be asked/answered, and what are the expected outcomes/next steps?
- Answer** (2) The scope of the monitoring programme was reported to the Transport and Environment Committee on [17 March 2015](#).
- Question** (3) How long is it expected that the review will take and when will the conclusions be shared with councillors and the wider public?
- Answer** (3) In addition to the Council's own monitoring, we are currently discussing the incorporation of relevant material emerging from a major independent research project by the Scottish Collaboration for Public Health Research and Policy (University of Edinburgh). When the timescales attached to that discussion are properly established then likely publication dates for the 20 mph review will be reported back to the Transport and Environment Committee.
- Question** (4) What are the methods that (a) community councils and (b) the general public can contribute to that review?

Answer

- (4)** The Council has been recording and continues to record all comments received regarding the 20mph implementation and these will form part of the final report on the project.

Any interested stakeholder organisations or individuals can submit comments via the project email address 20mph@edinburgh.gov.uk.

Item no 5.24

QUESTION NO 24

By Councillor Booth for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 22 November 2018

- Question** (1) What is the process for removal of a vehicle which is parked in a bay for which it is not designed or approved, for example a City Car Club bay?
- Answer** (1) A Parking Attendant will observe a vehicle parked incorrectly and will do the required checks for permits/badges. If the vehicle should not be there, a parking ticket is issued and the vehicle is authorised for removal. Removal trucks are then allocated to specific vehicle lifts in accordance with the availability of resources and the Council's [removal priority list](#).
- Question** (2) How can members of the public, including Car Club members, request removal of a vehicle parked in a City Car Club bay?
- Answer** (2) They can phone/email the Council or they can phone/email the Car Club who will contact the Council.
- Question** (3) How many vehicles have been removed from such bays in each of the last 12 months?

Answer

(3) Please find a table showing the details below

| Month | Vehicles removed from car club bay | Vehicles removed from motorcycle bay |
|--------|------------------------------------|--------------------------------------|
| Sep-18 | 10 | 5 |
| Aug-18 | 11 | 1 |
| Jul-18 | 5 | 0 |
| Jun-18 | 5 | 1 |
| May-18 | 3 | 2 |
| Apr-18 | 6 | 3 |
| Mar-18 | 3 | 6 |
| Feb-18 | 9 | 4 |
| Jan-18 | 8 | 9 |
| Dec-17 | 11 | 1 |
| Nov-17 | 10 | 6 |
| Oct-17 | 11 | 9 |

Item no 5.25

QUESTION NO 25

By Councillor Booth for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 22 November 2018

Question (1) In what circumstances does the council use “cyclists dismount” signs, either on a temporary and permanent basis?

Answer (1) Cyclists dismount signs would be used at the junction/intersection of an area where cyclists are permitted to cycle and an area where they are not i.e. where a shared use surface meets a pedestrian only surface.

In a temporary traffic management situation, a sign of this nature would only be considered appropriate if it was deemed unsafe for cyclists to continue the route, and should only be accepted as a last option to manage conflict with pedestrians.

Question (2) How many of such signs are currently in place, and does the council have any plans to remove them?

Answer (2) There is no inventory of these signs. If the signs have been correctly placed there would be no intention to remove them.

Item no 5.26

QUESTION NO 26

By Councillor Booth for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 22 November 2018

Question (1) What action is the council taking to ensure its own staff drive responsibly, stick to the speed limit and respect vulnerable road users while driving as part of their job?

Answer (1) The Council's Code of Conduct and Disciplinary procedure do set out the responsibilities of employees in undertaking their duties (including driving). A new driver policy is being prepared for consideration by Finance and Resources Committee in December 2018. This reinforces the responsibilities for anyone driving as part of their Council duties.

Question (2) What action is the council taking to encourage its employees to walk or cycle to work?

Answer (2) The Council has incentives in place for staff to walk or cycle to work including the bike to work scheme and secure cycle parking at workplaces.

Using funding from the Scottish Government's 'Smarter Choices, Smarter Places' programme a Travel Plan and Research/Monitoring Officer has very recently been recruited. This work will include developing a travel plan for the Council's staff, promoting existing initiatives (also relating to public transport), making recommendations and putting in place new initiatives to encourage people to walk, cycle and use public transport.

Item no 5.27

QUESTION NO 27

By Councillor Mowat for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 22 November 2018

Question

Given the bringing online of the Millerhill facility could the Convener provide details of where and how the different streams of waste are being treated; food, residual, plastic, card, paper, metal, glass, small electrical and textiles given the significant public concern being expressed about what happens to waste once it is collected?

Answer

Comprehensive information on the recycling of individual waste streams has been provided on the Council website for some time
http://www.edinburgh.gov.uk/info/20001/bins_and_recycling/12/what_happens_to_your_recycling.

Item no 5.28

QUESTION NO 28

By Councillor Doggart for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 22 November 2018

Question

Will the Convener in her capacity as Chair of Transport for Edinburgh request that tram and bus services in the City of Edinburgh mark the silence on Armistice Day, Remembrance Sunday, and any other official declared silences?

Answer

Both Lothian Buses and Edinburgh Trams report they halt at 11.00am on Armistice Day and Remembrance Sunday, when the two do not fall on the same day. The Control Rooms remind drivers ahead of 11.00am that they should prepare to “go static” when it is safe to do so and call the start and end of the silence. Arrangements for any other official declared silences are made by both organisations as appropriate.

Item no 5.29

QUESTION NO 29

By Councillor Whyte for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 22 November 2018

Since the change to schedules and routes for the waste collection service which no longer deploys collections on Monday's:

Question (1) Can the Convener detail how many teams have been tasked with Monday collections.

Answer (1) Since 8 October 2018, there have been five Mondays and on each there have been crews operating to catch-up on collections. There has been a maximum of five crews across various waste streams on any one of these Mondays.

Question (2) What are the payment rates for working these routes on a Monday?

Answer (2) Overtime payments are paid at time and a half for these shifts.

Question (3) What, if any are the additional costs to the Council budget?

Answer (3) Overtime is paid a month in arrears so we unable to provide details of additional costs at this time.

Item no 5.30

QUESTION NO 30

By Councillor Mowat for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 22 November 2018

In the Post Tram Construction – Review of Traffic Management and Interfaces report to Transport and Environment Committee 18th March 2014 recommendation 3.1.14 was agreed which read “agrees to allow a period of 12 months after commencement of tram passenger operations to monitor traffic movements around the city centre in order to identify emerging issues after this period and that a further report be submitted to Committee which assesses the situation and brings forward proposals as appropriate”; and in the Post Tram City centre Review – West End report of 26th August 2014 noted the recommendation at 1.1.6 “the ongoing monitoring of traffic operations in the broader city centre area in line with the recommendations of the report presented to the Transport and environment Committee on 18 March 2014” which was expected to report in 2015/16 – the only subsequent report that can be found is one relating to the Review of Infrastructure at the West End of Princes street on 5th October 2017 which does not report on the city centre monitoring could the Convenor detail:

Question (1) Where the results of the monitoring have been reported and what actions have been proposed as a result of this monitoring?

Answer The report in [March 2014](#) set out a series of recommendations on changes proposed, including monitoring of issues following implementation.

In [August 2014](#), a follow up report was considered which addressed the issues raised to date and proposed changes for implementation.

In [January 2015](#) a report was considered to make permanent the changes agreed in August 2014 on Hope Street.

Question (2) If this has not been reported to Committee who took the decision not to continue with this work?

Answer

- (2)** Following Council Transformation in 2016, this activity was incorporated into Council's on-going routine management of the road network and associated issues have been responded to as they have arisen.

Item no 5.31

QUESTION NO 31

By Councillor Cook for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 22 November 2018

Question (1) How many TROs, TTROs and ETROs have been subject to a delay in the start of their respective legal processes due to the switch to a map based system, (please break down by type)?

Answer

(1)

| Year | Total Number of TROs | Total Number of TROs delayed due to switch to map based system |
|------|----------------------|--|
| 2017 | 101 | 8 |
| 2018 | 102 | 12 |

The switch to map-based traffic orders has had no impact on the processing of TTROs or Experimental Traffic Orders received by the TRO team.

Question (2) What measures are being undertaken to ensure that staff are now equipped with the resources to tackle any backlog in a timely manner?

Answer

(2) Now that the switch to map-based traffic orders is complete, the TRO team have had training in the use of the new system and are fully equipped to process any and all traffic orders received from other sections, as well as those generated within the Parking function.

Item no 5.32

QUESTION NO 32

By Councillor Whyte for answer by the Leader of the Council at a meeting of the Council on 22 November 2018

Question (1) Given the Council has a policy of formal annual appraisal process (Annual Performance Conversation) for all staff can the Leader outline the appraisal process for Senior Officers?

Answer (1) The process for senior officers, including Executive Directors and Heads of Service, employed by the Council is the same as that outlined for other Council employees, in accordance with the Council's Performance Framework. The Chief Executive's appraisal process differs slightly when compared to that of other officers, given that the Chief Executive is uniquely accountable to the whole Council, in its capacity as employer, through the Leader of the Council

Question (2) Can the Leader indicate when the Chief Executive was last subject to an appraisal process and had performance objectives set?

Answer (2) The Chief Executive has an ongoing discussion with the Leader of the Council about performance and delivery of objectives. The objectives for the Chief Executive are aligned to the Council's Business Plan and our statutory obligations as a local authority. Objectives for the Chief Executive have therefore been the subject of discussion by the Leader of the Council and the Chief Executive since the Council elections and formation of the Administration last year.

Question (3) Can the Leader inform Council of when this will next take place and indicate how Group Leaders from all political parties on the Council can contribute to the process as has been the case with previous Chief Executives?

Answer

(3) In accordance with the Council's Performance Framework, the annual appraisal for the Chief Executive will occur as follows:

- The forward-looking conversation and objective setting will take place in March 2019.
- The independent 360 feedback process, developed by the Local Government Association will be used and will include all Group Leaders and other appropriate stakeholders and will be undertaken during March 2019.
- The looking back discussion between the Leader of the Council and the Chief Executive, following the 360-degree feedback report being received, will take place in April 2019.

Item no 5.33

QUESTION NO 33

By Councillor Booth for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 22 November 2018

- Question** (1) 1) What time restrictions does the council impose on noise from construction sites?
- Answer** (1) Construction sites are normally required to restrict any works that create noise to the period 07:00 to 19:00 Monday to Saturday with no noisy activities audible beyond the site boundary outwith these times.
- Question** (2) What is the legislative basis for those hours?
- Answer** (2) The Control of Pollution Act 1974 is the legislative basis however it does not specify specific hours.
- Question** (3) When were those hours last reviewed?
- Answer** (3) These hours are based upon a recognised British Standard and World Health Organisation (WHO) guidance on the impact of noise pollution. The hours have not changed since 1975. The latest guidance was issued by the WHO in October 2018 and these hours continue to be compliant with it.
- Question** (4) When was the public last consulted on any changes to those hours?

Answer

- (4) The Act requires a local authority to consider each case on its merits before deciding to take enforcement action. Any decision to adopt a policy with more stringent hours than the recognised standards is highly unlikely to withstand a legal challenge.

Court decisions under the Act have reinforced this position and have made clear that the local authority must

- a) have regard to any recognised guidance and standards and
- b) not fetter the discretion that the Act provides by adopting a fixed policy on enforcement.

For those reasons a public consultation on any modification to the hours would not be appropriate.