

Notice of meeting and agenda

The City of Edinburgh Council

10.05 am, Thursday, 7 February 2019

(or at the conclusion of the Special Meeting of the Council, whichever is later)

Council Chamber, City Chambers, High Street, Edinburgh

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

Contact

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1. Order of business

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

2. Declaration of interests

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

3. Deputations

- 3.1 If any

4. Minutes

- 4.1 The City of Edinburgh Council of 13 December 2018 – submitted for approval as a correct record

5. Questions

- 5.1 By Councillor Corbett - Fair Funding Settlement – for answer by the Convener of the Finance and Resources Committee
- 5.2 By Councillor Corbett – Council Tax Rise – for answer by the Convener of the Finance and Resources Committee
- 5.3 By Councillor Osler – Traffic Signal Installations – for answer by the Convener of the Transport and Environment Committee
- 5.4 By Councillor Osler – Waste Collection – Inverleith Ward – for answer by the Convener of the Transport and Environment Committee
- 5.5 By Councillor Osler – Communal Recycling Units - Uplifts – for answer by the Convener of the Transport and Environment Committee
- 5.6 By Councillor Johnston – Parking Enforcement – for answer by the Convener of the Transport and Environment Committee
- 5.7 By Councillor Laidlaw – A1 Arterial Route – for answer by the Convener of the Transport and Environment Committee
- 5.8 By Councillor Mowat – Enforcement Cases – for answer by the Convener of the Planning Committee

- 5.9 By Councillor Booth – Provision of Cycle Racks – for answer by the Convener of the Transport and Environment Committee
- 5.10 By Councillor Lang – Scottish Government Budget – for answer by the Leader of the Council
- 5.11 By Councillor Lang – Views of the Housing and Economy Vice-Convener – for answer by the Depute Leader of the Council
- 5.12 By Councillor Lang – Parking in Newbridge - for answer by the Convener of the Transport and Environment Committee
- 5.13 By Councillor Brown – Small Business Saturday – for answer by the Convener of the Housing and Economy Committee
- 5.14 By Councillor Jim Campbell – Edinburgh Integration Joint Board Budget – for answer by the Chair of the Edinburgh Integration Joint Board
- 5.15 By Councillor Webber – Budget Process – for answer by the Convener of the Finance and Resources Committee
- 5.16 By Councillor Young – Safer Routes to School – Follow-up – for answer by the Convener of the Transport and Environment Committee
- 5.17 By Councillor Young – Street Lighting Repairs - for answer by the Convener of the Transport and Environment Committee
- 5.18 By Councillor Rose – Tram Costs – for answer by the Convener of the Finance and Resources Committee
- 5.19 By Councillor Bruce – Oversight of Waste Collections – for answer by the Convener of the Transport and Environment Committee
- 5.20 By Councillor Bruce – School Placements – for answer by the Convener of the Education, Children and Families Committee

6. Leader's Report

- 6.1 Leader's report

7. Appointments

- 7.1 Resignation of Councillor/Appointments – report by the Chief Executive (circulated)
- 7.2 Appointment to Outside Organisation/Joint Board – report by the Chief Executive (circulated)

- 7.3 Education, Children and Families Committee - Appointment of Religious Representative – report by the Chief Executive (circulated)

8. Reports

- 8.1 Council Diary 2019/20 – report by the Chief Executive (circulated)
- 8.2 Review of Locality Committees – report by the Chief Executive (circulated)
- 8.3 Planning Statutory Scheme of Delegation – report by the Executive Director of Place (circulated)
- 8.4 Edinburgh Transient Visitor Levy Consultation 2018 – report by the Chief Executive (circulated)
- 8.5 Edinburgh Living LLPs - Acquisition of Homes – referral from the Finance and Resources Committee (circulated)
- 8.6 Care Inspectorate Progress Review Findings – report by the Chief Officer, Edinburgh Health and Social Care Partnership (circulated)

9. Motions

- 9.1 By Councillor Doggart – Provision of Services for Older People

“Council

- 1) Notes the publication on 4 December 2018 of the Care Inspectorate’s progress review following a joint inspection into the provision of services for older people in the City of Edinburgh (originally published May 2017);
- 2) Is disappointed that the Edinburgh Health and Social Care Partnership has been unable to “develop and deliver an overall programme of improvement”;
- 3) Believes the failure to adopt a suitable strategic approach to an improvement plan has been detrimental to the care provision for older residents of Edinburgh;
- 4) Recognises the changes made in senior operational leadership to improve performance, even though the Inspectorate “found leadership weaknesses had continued following the inspection”;
- 5) Has no confidence in the political leadership of Councillor Ricky Henderson to deliver the changes required to improve services.”

9.2 By Councillor Mary Campbell – Menstrual Conditions

“Council commends the work of Dionne McFarlane, and her campaign to implement better menstrual education and endometriosis awareness in schools.

Council Notes:

That there are many people in Edinburgh who will be suffering from a variety of menstrual conditions.

That an estimated 3-8% of menstruators have Premenstrual dysphoric disorder (PMDD), which causes severe irritability, depression, or anxiety in the weeks before a period. An estimated 15% of people with this condition will commit suicide.

That around 10% of menstruators have Endometriosis, where the tissue that lines the womb is found outside the womb, such as in the ovaries and fallopian tubes, causing severe pain and can lead to difficulties getting pregnant. It is believed to take 7.5 years to get a diagnosis for the condition.

That there are many other serious conditions that effect menstruators, including abnormal uterine bleeding, dysmenorrhea, amenorrhea and menorrhagia, and that awareness of these conditions is generally very low, which can lead to people being undiagnosed for years and unable to get effective treatment and support.

Therefore Council:

Asks that the current review of guidance and resources for Living and Growing will include information on rarer menstrual conditions.

Requests that posters be designed with basic information on menstrual conditions like PMDD and Endometriosis for display in appropriate places in schools.

Requests a guidance note for all school staff about menstrual conditions and how they can support young people within education who have these conditions, which can often lead to time away from school.

Requests the Council Leader write to the Cabinet Secretary for Education and Skills to request that consideration is given to including more menstrual conditions in the PSE curriculum.

Requests that the Council Leader writes to the IJB to ask that there is a review of the awareness and training for staff, and the level of support available for the

public in rarer menstrual conditions across Edinburgh's Health and Social Care Partnership.

Requests the Council Leader write to the Cabinet Secretary for Health and Sport to request that consideration is given to increasing awareness and training in rarer menstrual conditions among doctors, especially GPs.”

9.3 By Councillor Corbett – Waste Collection Service Over the Festive Period 2018-19 –

“Council

- 1) Notes significant public concern regarding waste service collections over the festive period 2018-19 and the backlog since then.
- 2) Recognises the twin pressures of increased volumes during the festive period and ensuring staffing capacity at the same time.
- 3) Therefore calls for a report to the May 2019 Transport and Environment Committee:
 - Reviewing key lessons from the festive period 2018-19
 - Highlighting changes in volumes in each collection stream over that period
 - Setting out recommendations for festive period 2019-20 and beyond
 - Specifically, assessing options for dealing with christmas trees post festive period.”

9.4 By Councillor Burgess – Climate Emergency 2030

“Council;

- 1) Notes the recent United Nations IPCC report advising that climate-changing pollution must be very significantly reduced over the next 11 years to 2030, in order to prevent global average temperatures increasing beyond 1.5 degrees C and to reduce irreversible, catastrophic impacts of climate change;
- 2) Notes that other local authorities, including Bristol, Scarborough and the London Assembly, have responded to the UN report by declaring a Climate Emergency and setting targets and action plans in-line with the reduction of climate-changing pollution necessary;

- 3) Notes the draft Climate Bill going through the Scottish Parliament that will require local authorities to act in accordance with increased targets for reducing climate-changing pollution by at least 90% by 2050 and also the pressure to increase this target to zero carbon by 2050;
- 4) Further notes the first conclusion from the recent Sustainability Audit by of Professor Andy Kerr of the ECCI that:

‘The City of Edinburgh Council has an unprecedented opportunity to set Edinburgh on a course that will deliver rapid improvements in social and economic wellbeing for its citizens, as well as meeting stretching climate and environmental targets. This would put Edinburgh at the forefront of global cities’.
- 5) Therefore calls for a report to the Corporate Policy and Strategy Committee, within one cycle, on a Climate Emergency 2030 target for Edinburgh in-line with the latest UN IPCC advice on remaining within a global average temperature rise of 1.5 degrees C above pre-industrial levels, including a detailed assessment of annual emissions from 1990 to date, interim targets consistent with the 1.5 degree limit, and an action plan setting out how this can be achieved.”

9.5 By Councillor Mowat - Purchase of Land at Granton

“Council

- 1) Notes the Council’s purchase of the land at Granton and its aspirations, as stated in the press, for this land to create a world-class new place incorporating mixed-use development and supporting infrastructure.
- 2) Notes comments by the Council’s Depute Leader that Edinburgh should emulate Dundee’s significant achievements in waterfront regeneration, anchored by the addition of the new V&A museum and creation of a promenade.
- 3) Recognises the success of the competition of 1766 where the then Edinburgh Town Council, under Lord Provost George Drummond, instigated a public competition for architectural submissions for the scheme now known as the New Town.
- 4) Calls for a report in one cycle to the whole council detailing progress on the master plan to date and when and how Competitions and other forms of public submission such as Housing Expos; could be used for elements of the scheme to deliver Edinburgh’s own world class waterfront.”

9.6 By Councillor Staniforth - Ensuring Venues Follow the Fair Fringe Charter

“Council:

- 1) Notes that the council has accepted the principles of the Fair Fringe Charter.
- 2) Notes the Fair Fringe’s damning report of C Venues’ apparent disregard for the Fair Fringe Charter.
- 3) Believes it should do everything it can to ensure venues engage in the good employment practices of the Fair Fringe Charter and the Festival Workers Welfare Commitment.
- 4) Therefore calls for a briefing to be sent to all members within two cycles detailing what enforcement practice the council could engage in to ensure good workers’ welfare at the Fringe. This should include, but not be limited to, potential measures to avoid letting council premises to venues which fail to abide by the Fair Fringe Charter and potential measures to enforce good employment practice via licensing.”

9.7 By Councillor Laidlaw - Sponsorship of Built Environment and Land Assets

“Council

- 1) Notes the significant budget pressures that the City of Edinburgh Council faces, with anticipated cuts of over £41 million for 2019/2020.
- 2) Recognises that, while it has been proposed, the Council has not implemented, or formally reported, on sponsorship of built environment and land assets, such as roundabouts, hard and soft landscaping, parks and seasonal decorations, to help maintain, add and improve assets, provide benefit to communities and reduce capital and revenue costs to City of Edinburgh Council.
- 3) Notes the experience of the Head of Place Management at City of Edinburgh Council in delivering such projects, and asks the Director of Place to bring a report within two cycles to Full Council that outlines options available including cost modelling and specific examples.

9.8 By Councillor Whyte – Intelligent Traffic Signals

“Council:

Notes the adoption of Pedestrian Countdown Timers in other UK Cities.

Further notes the effectiveness and advantages of such systems whereby pedestrians feel less rushed when crossing and have greater certainty to decide whether they have enough time to cross. This is particularly the case for those with mobility issues who may cross more slowly and can gain greater confidence from such systems. In addition, these road installations can allow a small reduction in delay to motorised vehicle traffic – a particular issue for public transport in Edinburgh.

Also notes that some traffic light installations in Edinburgh have been adjusted to show a red crossing signal to pedestrians some time before the green signal for vehicle traffic in order to deter pedestrians from starting to cross and that this can cause confusion and frustration for pedestrians that would be eliminated by the use of Intelligent Traffic Signals.

Acknowledges that Edinburgh, as a growing City, needs to maintain traffic flow whilst ensuring pedestrian safety.

Therefore, instructs the Director of Place to report within two cycles on the possibility of installing Intelligent Traffic Signals in Edinburgh as an initial pilot using at least one a City Centre and one suburban test site. The report to outline desk research on the variant models operated by other UK local authorities, full costings involved, suitable junctions and pedestrian crossings as trial locations both within and outwith the city centre, a timeframe for installation and a timeline for collecting and analysing the pilot data.”

9.9 By Councillor Jim Campbell - EIJB (Health and Social Care Partnership) Budget Considerations

“Council

Require an urgent report from the Chief Executive to detail:

- 1) Any discussions between Council Officers and the Edinburgh Integrated Joint Board on the level of budget contributions from the Council to the Board for financial year 2019 / 2020;
- 2) The level of budget contributions that the Edinburgh Integrated Joint Board has suggested it will require from the City of Edinburgh Council for the coming financial year;

- 3) The process by which any dispute over the required level of budget contribution from City of Edinburgh Council to the Edinburgh Integrated Joint Board would be resolved;
- 4) An explanation of how the City of Edinburgh Council shall manage such a dispute over budget contributions, including details of any financial contingencies and temporal mismatches in the budget timelines of the Council and the Board.
- 5) An opinion from the Council's Section 95 Chief Financial Officer on the impact of Council setting a budget that may not include our best understanding of in year expenditure pressures."

9.10 By Councillor Jim Campbell – Budget Consultation

"Council

Notes the amendment Councillor Corbett placed before the Finance and Resources Committee on 27 September 2018, which received cross-party support and the Committee wisely agreed.

Thanks Officers for their efforts in trying to discharge the amendment.

But is disappointed that public feedback in the budget deliberations of Council this year has been significantly constrained by the lack of any effective choice. Requires future budget consultations to detail individual budget savings that the Edinburgh residents could support or oppose, where the sum of all the individual savings adds to at least 120% of the total saving that has been identified as being required.

Implores this Council Administration to issued budget consultation for public feedback in a way and in a timescale in which that feedback can influence the final budget decisions over the days, weeks and months ahead."

9.11 By Councillor Booth – Settled Status for EU Citizens

"Council:

- 1) Warmly welcomes the positive impact made by EU Nationals to the cultural, economic and social life of our city, agrees they should be made to feel welcome here, and is honoured and delighted that so many EU Nationals have chosen to make their home in Edinburgh;
- 2) Notes the settled status scheme run by the UK Government which requires 3.5 million EU nationals resident in the UK to apply for "settled status" or risk deportation;

- 3) Welcomes the U-turn announced by the UK Government in January 2019 that the proposed £65 for the settled status application has been withdrawn;
- 4) Nonetheless condemns the retrospective nature of any applications, which forces EU Nationals who have already made their homes in the UK to apply for a right that they already have; further condemns in the strongest terms the implication that those EU Nationals resident in the UK who do not apply may be subject to deportation;
- 5) Condemns the fact that a number of EU Nationals who have lived here for many years have been refused settled status by an online system for unspecified reasons and with no apparent appeal process;
- 6) Agrees the Council Leader will write to UK Home Secretary raising concerns about the settled status scheme & urging them to amend the scheme urgently to ensure that people who have chosen to make their lives here under the auspices of the EU's Freedom of Movement should be welcome to stay without any further documentation and should be entitled to retain the rights they currently have after the UK leaves the EU."

Laurence Rockey

Head of Strategy and Communications

Information about the City of Edinburgh Council meeting

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

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

Further information

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

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

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

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The City of Edinburgh Council

Edinburgh, Thursday 13 December 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
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
Amy McNeese-Mechan
Adam McVey
Claire Miller
Max Mitchell
Joanna Mowat
Gordon J Munro
Hal Osler
Ian Perry
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 Health and Safety Compliance - Motion by Councillor Cameron

a) Deputation from UNISON

The deputation indicated that they were committed to ensuring that the health, safety and wellbeing of its members, colleagues and service users should be at the forefront of everything the Council did. They felt that the current arrangements for Health and Safety Working Groups were unstructured, unaccountable and did not engage with the Trade Unions and as a result they had withdrawn them.

The deputation raised concerns regarding risk assessments, lack of training, the issue of personal protective clothing, the lack of fire wardens and first aiders, the increase of threats of abuse towards staff and service-users, issues with office lighting and single home-care working.

The deputation called for the re-introduction of Health and Safety Committees and would welcome constructive and meaningful engagement in moving forward this issues for the benefit of all concerned.

b) Motion by Councillor Cameron

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

“Asks that Council:

- 1) Agrees that the Health and Safety of our Council staff and our service users is paramount.
- 2) Seeks a report to be submitted to the Health and Safety forum (and thereafter to Finance and Resources Committee) on the effectiveness of current governance arrangements; and monitoring and reporting procedures for health and safety.

This report should:

- a) advise on how swiftly the reintroduction of formally constituted Health and Safety Committees throughout all Council service areas* can happen. All trade unions with representation in this Council should be involved and consulted on this.
- b) contains assurance (from all Directorates) that the Council is compliant with all pertinent health and safety legislation.

* In keeping with the Health and Safety Executive's Code of Practice and Guidance covered by the Safety Representatives and Safety Committees

Regulations 1977 (as amended) and the Health and Safety (Consultation with Employees) Regulations 1996 (as amended).”

Motion

To approve the motion by Councillor Cameron.

- moved by Councillor Cameron, seconded by Councillor Rankin

Amendment 1

- 1) Agrees that the health and safety of our Council staff and our service users is paramount. As such, welcomes the Council’s current review of Health and Safety governance arrangements.
- 2) Seeks a report to be submitted to the Health and Safety Forum (and thereafter to Finance and Resources Committee) on the effectiveness of current governance arrangements; and monitoring and reporting procedures for health and safety.

With a view to contributing to on-going compliance with all pertinent health and safety legislation, working in partnership with all trade unions with representation in this Council, this report should include a reintroduction of formally constituted Health and Safety Committees throughout all Council service areas in keeping with the Health and Safety Executive’s Code of Practice and Guidance covered by the Safety Representatives and Safety Committees Regulations 1977 (as amended) and the Health and Safety (Consultation with Employees) Regulations 1996 (as amended).

- moved by Councillor Doran, seconded by Councillor Fullerton

In accordance with Standing Order 21(11), the amendment was accepted as an addendum to the motion.

Amendment 2

To approve the motion by Councillor Cameron as originally submitted.

- moved by Councillor Whyte, seconded by Councillor Jim Campbell

Voting

The voting was as follows:

For the Motion (as adjusted)	-	36 votes
For Amendment 2 (the motion as originally submitted)	-	24 votes

(For the motion (as adjusted): The Lord Provost, Councillors Arthur, Barrie, Bird, Booth, Burgess, Cameron, Ian Campbell, Kate Campbell, Mary Campbell, Child, Corbett, Day, Dickie, Dixon, Doran, Fullerton, Gardiner, Gordon, Graczyk, Griffiths,

Henderson, Howie, Key, Macinnes, McNeese-Mechan, McVey, Main, Miller, Munro, Perry, Rankin, Staniforth, Watt, Wilson and Work

For Amendment 2: Councillors Aldridge, Bridgman, Brown, Bruce, Jim Campbell, Cook, Duggart, Douglas, Gloyer, Hutchison, Johnston, Laidlaw, Lang, Mitchell, Mowat, Osler, Ritchie, Rose, Neil Ross, Rust, Smith, Webber, Whyte and Young.)

Decision

To approve the following adjusted motion by Councillor Cameron:

- 1) To agree that the health and safety of our Council staff and our service users was paramount. As such, to welcome the Council's current review of Health and Safety governance arrangements.
- 2) To seek a report, to be submitted to the Health and Safety Forum (and thereafter to Finance and Resources Committee) on the effectiveness of current governance arrangements; and monitoring and reporting procedures for health and safety.

With a view to contributing to on-going compliance with all pertinent health and safety legislation, working in partnership with all trade unions with representation in this Council, this report should include a reintroduction of formally constituted Health and Safety Committees throughout all Council service areas in keeping with the Health and Safety Executive's Code of Practice and Guidance covered by the Safety Representatives and Safety Committees Regulations 1977 (as amended) and the Health and Safety (Consultation with Employees) Regulations 1996 (as amended).

2 Minutes

Decision

To approve the minute of the Council of 22 November 2018 as a correct record.

3 Questions

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

4 Leader's Report

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

- Edinburgh – Best City in the World to Live/Best City in the UK to Work
- Proposed Film Studio in Leith
- Transient Visitor Levy – Consultation

- Comments by Jeremy Balfour MSP regarding West Lothian Council's weather preparedness

The following questions/comments were made:

- | | |
|--------------------------|--|
| Councillor Whyte | - Council Services – progress on older peoples services |
| Councillor Mary Campbell | - Budget cuts – action to improve Council's budget position |
| Councillor Aldridge | - Budget – real terms increase in funding |
| Councillor Day | - Disappointment at draft Budget –continuation of lobbying ministers |
| Councillor Key | - Thanks to officers and members for donations to fundraiser
- Staff at Bruntsfield Primary School – support for his child
- Edinburgh Culture and Arts – imporatance of delivering the best |
| Councillor Johnston | - Consultation on Tourist Tax – Future Leader's report – issues which can be delivered |
| Councillor Booth | - Professor Andy Kerr – Review of the Council's approach to Sustainable Development |
| Councillor Lang | - Delivery of core services |
| Councillor Munro | - Two child cap – budget cuts/budget pressures/formal representations |
| Councillor Howie | - Successful year for the City of Edinburgh Council |
| Councillor Rose | - Edinburgh Integration Joint Board – projected overspend – qualities of Chair to lead this crisis |
| Councillor Nick Cook | - Concerns regarding changes to waste services in October 2018 |
| Councillor Watt | - Local Government Funding |
| Councillor Arthur | - Colinton Community Council – proposed closure of Colinton public toilets |

Councillor Burgess - Health and Social Care Grants – proposed actions in response to concerns

5 Grant Standing Orders and Scheme of Delegation to Officers

Details were provided on proposed Grant Standing Orders to provide guidance, controls and regulate the grant application and award process throughout the Council and on behalf of the Edinburgh Integration Joint Board. Proposals to amend the Scheme of Delegation to Officers to implement these changes were outlined.

Motion

- 1) To approve the introduction of Grant Standing Orders and agree Appendix 1 to the report by the Chief Executive to take effect from 14 December 2018.
- 2) To repeal the Scheme of Delegation to Officers and approve in its place Appendix 2 to the report, such repeal and approval to take effect from 14 December 2018.
- 3) To delegate authority to the Chief Executive to take such actions and make such minor adjustments to the documents set out in Appendices 1 and 2 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.

- moved by Councillor McVey, seconded by Councillor Day

Amendment 1

To insert a new paragraph 3) to the motion by Councillor McVey as follows and renumber existing 3) to become 4):

- “3) To request that an amendment be made to the Scheme of Delegation so that officers shall have delegated powers to make Traffic Regulation Orders under the Road Traffic Regulation Act 1984 where there had been not more than 6 material objections”

- moved by Councillor Main, seconded by Councillor Booth

In accordance with Standing Order 21(11), the amendment was accepted as an addendum to the motion.

Amendment 2

To approve the motion as moved by Councillor McVey

- moved by Councillor Cook, seconded by Councillor Mowat

Voting

The voting was as follows:

For the Motion (as adjusted)	-	36 votes
For Amendment 2	-	24 votes

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

For Amendment 2: Councillors Aldridge, Bridgman, Brown, Bruce, Jim Campbell, Cook, Daggart, Douglas, Gloyer, Graczyk, Hutchison, Johnston, Laidlaw, Lang, Mitchell, Mowat, Osler, Rose, Neil Ross, Rust, Smith, Webber, Whyte and Young.)

Decision

To approve the following adjusted motion by Councillor McVey:

- 1) To approve the introduction of Grant Standing Orders and agree Appendix 1 to the report by the Chief Executive to take effect from 14 December 2018.
- 2) To repeal the Scheme of Delegation to Officers and approve in its place Appendix 2 to the report, such repeal and approval to take effect from 14 December 2018.
- 3) To request that an amendment be made to the Scheme of Delegation so that officers shall have delegated powers to make Traffic Regulation Orders under the Road Traffic Regulation Act 1984 where there had been not more than 6 material objections
- 4) To delegate authority to the Chief Executive to take such actions and make such minor adjustments to the documents set out in Appendices 1 and 2 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.

(Reference - report by the Chief Executive, submitted)

6 Edinburgh Learns

Details were provided on the approach taken to ensure that the City of Edinburgh schools improved performance and delivered the highest quality education, particularly for children impacted by poverty or the care system. This had culminated in a strategy entitled Edinburgh Learns which positioned the City as one which valued and promoted learning in a dynamic and enduring way.

Decision

- 1) To note the development of the strategic guidance known as Edinburgh Learns.
- 2) To note the arrangements for stakeholder engagement.
- 3) To approve the arrangements for governance.
- 4) To request further updates on an annual basis.

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

7 Treasury Strategy: Mid-term Report 2018/19 – referral from the Finance and Resources Committee

The Finance and Resources Committee had referred a report which provided an update on Treasury Management Activity undertaken in the first half of 2018/19, to the Council, for approval of the Treasury Management Strategy.

Decision

- 1) To approve the Treasury Management Strategy.
- 2) To refer the report to the Governance, Risk and Best Value Committee for scrutiny.

(References – Finance and Resources Committee 4 December 2018 (Item 12); referral from the Finance and Resources Committee, submitted.)

8 Senior Councillor Allowances

The Council had agreed senior Councillor remuneration to Councillor Mary Campbell as co-leader of the Green Group with effect from 29 June 2018. Details were provided on a proposal that this be allocated to Councillor Booth to take effect from 29 December 2018.

Decision

To agree to transfer the Senior Councillor Allowance relating to the Green Group Leader from Councillor Mary Campbell to Councillor Booth, with effect from 29 December 2018.

(References – Act of Council No 8 of 28 June 2018; report by the Chief Executive, submitted.)

9 Scottish Government Funding Offer for Rapid Access Accommodation

Details were provided on a proposal by Streetwork to deliver additional rapid access accommodation in Edinburgh for a period of a year as part of the winter initiative programme. The Scottish Government had offered funding of 50% of the costs of the programme on the condition that the Council funded the remainder.

Decision

To agree in principle to support the initiative and to consider the Council's financial contribution through the 2019/20 budget process.

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

10 Later Living Housing – Motion by Councillor Jim Campbell

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

“Council

- 1) Anticipates an increase in demand for housing suitable for later living across all tenures.
- 2) Recognises that building standards have improved the adaptability of modern houses for flexible use, including later living.
- 3) But notes that many individuals look to downsize as they approach later living.
- 4) Therefore, asks Officers to prepare a report for the Housing and Economy Committee within two cycles outlining the potential opportunities and barriers for individuals to move into the most suitable later living accommodation provided through open market, RSL, and Council-led provision.”

Motion

To approve the motion by Councillor Jim Campbell

- moved by Councillor Jim Campbell, seconded by Councillor Webber

Amendment 1

That Council:

- 1) Accepts points “1)” to “3)” of the motion by Councillor Jim Campbell

- 2) Deletes all from "4)" and adds
 - 4) Recognises that the SHIP report to the Housing and Economy Committee in November 2018, included the following information:
 - Around 9% of the homes approved in the first two years of the SHIP are specifically designed for older people and those with complex needs.
 - That the majority of new build properties funded through the AHSP are designed to meet the Housing for Varying Needs Standard.
 - The SHIP includes grant funding of £500,000 annually for RSLs to carry out adaptations to homes to enable people to remain in their own homes and to live independently.
 - 5) Therefore, asks Officers to prepare a progress report for the Housing and Economy Committee in three cycles that updates the Committee on the success of these existing policies and whether further steps can be taken to accelerate the delivery of later living accommodation, including the identification of any barriers across all tenures.

- moved by Councillor Kate Campbell, seconded by Councillor Cameron

Amendment 2

Insert new paragraph at the end of the motion by Councillor Jim Campbell as follows:

“The report referred to above should also explore opportunities for co-housing in Edinburgh, as it is currently a popular choice for retirement in several other European countries.”

- moved by Councillor Miller, seconded by Councillor Main

In accordance with Standing Order 21(11), Amendments 1 and 2 were accepted as addendums to the motion.

Decision

To approve the following adjusted motion by Councillor Jim Campbell:

- 1) To anticipate an increase in demand for housing suitable for later living across all tenures.
- 2) To recognise that building standards had improved the adaptability of modern houses for flexible use, including later living.

- 3) To note that many individuals looked to downsize as they approached later living.
- 4) To recognise that the SHIP report to the Housing and Economy Committee in November 2018, included the following information:
 - Around 9% of the homes approved in the first two years of the SHIP are specifically designed for older people and those with complex needs.
 - That the majority of new build properties funded through the AHSP are designed to meet the Housing for Varying Needs Standard.
 - The SHIP includes grant funding of £500,000 annually for RSLs to carry out adaptations to homes to enable people to remain in their own homes and to live independently.
- 5) Therefore, asks Officers to prepare a progress report for the Housing and Economy Committee in three cycles that updates the Committee on the success of these existing policies and whether further steps could be taken to accelerate the delivery of later living accommodation, including the identification of any barriers across all tenures. The report should also explore opportunities for co-housing in Edinburgh, as it was currently a popular choice for retirement in several other European countries.

11 On-the-Spot Litter Fines – Motion by Councillor Cook

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

“Council

Acknowledges the importance of discouraging people from dropping litter; supports recent calls to increase the fixed penalty notice for littering from £80 to £100; agrees that a letter from the local authority will be sent to the Scottish Government making clear the City of Edinburgh Council’s support for increasing the default on-the-spot litter fine from £80 to £100 and to request that Ministers implement this change as quickly as possible.”

Motion

To acknowledge the importance of discouraging people from dropping litter; support recent calls to increase the fixed penalty notice for littering; agree that a letter from the local authority would be sent to the Scottish Government making clear the City of Edinburgh Council’s support for increasing the default on-the-spot litter fine, and to request that Ministers implement this change as quickly as possible.

- moved by Councillor Cook, seconded by Councillor Johnston

Amendment

To delete paragraph 1) of the motion by Councillor Cook and replace with

“To acknowledge the importance of discouraging people from dropping litter and agree that the Convener of the Transport and Environment Committee write to the Scottish Government making clear the City of Edinburgh Council’s support for increasing the default on-the-spot litter fines including fines for dog fouling and fly tipping.”

- moved by Councillor Macinnes, seconded by Councillor Doran

In accordance with Standing Order 21(11), the wording “including fines for dog fouling and fly tipping“ in the amendment was accepted as an addendum to the motion moved by Councillor Cook.

Decision

To approve the following adjusted motion by Councillor Cook:

To acknowledge the importance of discouraging people from dropping litter; support recent calls to increase the fixed penalty notice for littering; agree that a letter from the local authority would be sent to the Scottish Government making clear the City of Edinburgh Council’s support for increasing the default on-the-spot litter fine, including fines for dog fouling and fly tipping, and request that Ministers implement this change as quickly as possible.

12 Modelling Externalities – Motion by Councillor Jim Campbell

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

“Council

- 1) Recognises the externalities that transport impose.
- 2) Is concerned to understand the displacement externalities of closing streets to through traffic.
- 3) Therefore, will impose a moratorium on any street closure until such time as the best endeavours of Council Officers show any negative impact on other streets will not breach current or future air quality objectives.”

Motion

To approve the motion by Councillor Jim Campbell.

- moved by Councillor Jim Campbell, seconded by Councillor Mowat

Amendment

To delete all of the motion and replace with:

“Council

- 1) Notes that road closures can improve the safety, health and well-being of pedestrians and cyclists and create improved city living spaces;
- 2) Notes that road closures may generate positive or negative changes in the road network. In some cases there may be modal shift and/or vehicle displacement: these patterns can be complex and traffic flows should be looked at as a whole, with opportunities taken to reduce overall traffic volumes and to improve conditions for those travelling by sustainable modes;
- 3) Notes that there are times when roads are closed temporarily: sometimes for very short periods such as Playing Out schemes, sometimes to allow for vital development or infrastructure work;
- 4) Agrees that for permanent road closures, council officers will consider possible implications for the transport mode hierarchy (prioritising pedestrians, followed by cyclists and then public transport users), and for traffic displacement, at the same time as opportunities for traffic reduction. Where displacement is identified as an issue, officers shall identify and implement measures to mitigate the effects of that displacement, taking into account the transport mode hierarchy.

- moved by Councillor Booth, seconded by Councillor Burgess

In accordance with Standing Order 21(11), the amendment was adjusted and accepted as an addendum to the motion moved by Councillor Jim Campbell.

Decision

To approve the following adjusted motion by Councillor Jim Campbell:

- 1) To note that road closures could improve the safety, health and well-being of pedestrians and cyclists and create improved city living spaces.
- 2) To note that road closures may generate positive or negative changes in the road network. In some cases there may be modal shift and/or vehicle displacement: these patterns can be complex and traffic flows should be looked at as a whole, with opportunities taken to reduce overall traffic volumes and to improve conditions for those travelling by sustainable modes.
- 3) To note that there were times when roads were closed temporarily: sometimes for very short periods such as Playing Out schemes, sometimes to allow for vital development or infrastructure work.

- 4) To agree that for permanent road closures, council officers would consider possible implications for residents and for the transport mode hierarchy (prioritising pedestrians, followed by cyclists and then public transport users), and for traffic displacement, at the same time as opportunities for traffic reduction. Where displacement was identified as an issue, officers should identify and implement measures to mitigate the effects of that displacement, taking into account the transport mode hierarchy.

13 Post-Study Work Visa – Motion by Councillor Staniforth

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

“Council:

- 1) Notes that the post-study work visa, which allowed international students to remain in the UK for work up to two years after their studies concluded, was abolished in 2012.
- 2) Notes that Edinburgh is a university city and that its universities attract students from all over the world.
- 3) Notes the recent launch of the ‘Post Study Work Visa Now!’ campaign calling for the return of the post study work visa.
- 4) Notes that international students are of social, cultural and economic benefit to Edinburgh both during and after their studies.
- 5) Notes that the UK’s withdrawal from the EU may mean a great many more international students will lose the right to seek work in the UK after their studies.
- 6) Supports the call for a return of the post study work visa.
- 7) Instructs the Council Leader to write to the Home Secretary making clear Edinburgh’s support for a post study work visa and asking the government to reintroduce the post study work visa by the end of the current academic year.”

Decision

To approve the motion by Councillor Staniforth.

14 HMS Edinburgh — Motion by Councillor Douglas

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

“Council

- 1) Welcomes the announcement of the name of the new HMS Edinburgh, one of the new Type 26 Frigates to be built on the Clyde;
- 2) Recognises the huge boost the building of the Type 26 Frigates brings to the Scottish economy, securing hundreds of skilled jobs for the next twenty years;
- 3) Acknowledges the important role the HMS Edinburgh will play in protecting our new aircraft carriers and in helping keep British interests safe across the world;
- 4) Understands the proud history the name ‘Edinburgh’ carries in our navy, with six previous ships having carried the name between 1707 and 2013, with the last ship having an operational career that included deployment in the Atlantic, Baltic, Mediterranean, Gulf and Indian Ocean during 28 years of service.”

Motion

To approve the motion by Councillor Douglas.

- moved by Councillor Douglas, seconded by Councillor Rust

Amendment

To welcome the announcement of the name of the new HMS Edinburgh, one of the new Type 26 Frigates to be built on the Clyde.

- moved by Councillor Wilson, seconded by Councillor McNeese-Mechan

Voting

The voting was as follows:

For the motion	-	22 votes
For the amendment	-	34 votes

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

For the amendment: The Lord Provost, Councillors Arthur, Bird, Booth, Burgess, Cameron, Ian Campbell, Kate Campbell, Mary Campbell, Child, Corbett, Day, Dickie, Dixon, Doran, Fullerton, Gardiner, Gordon, Griffiths, Henderson, Howie, Key,

Macinnes, McNeese-Mechan, McVey, Main, Miller, Munro, Perry, Rankin, Staniforth, Watt, Wilson and Work.

Abstentions: Councillors Barrie, Bridgman, Graczyk and Ritchie.)

Decision

To approve the amendment by Councillor Wilson.

15 Chair

At this point in the proceedings the Lord Provost left the meeting and the Depute Convener assumed the Chair for the remaining items of business.

16 Physical Activity Strategy – Motion by Councillor Aldridge

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

“Council notes that the most recent physical activity and sport strategy for the Council ended in 2017.

Council further notes the decision of the Culture and Communities Committee in June 2018 that a new strategy should be developed.

Council further notes that aspects of physical activity for the city are incorporated in different departments of the Council and with partners (Communities and Families, IJB, Edinburgh Leisure, Place etc).

Council believes that a co-ordinated strategy with common objectives and agreed priorities will be an essential element to achieve a number of the council’s objectives.

Council therefore calls for the new Physical Activity and Sport Strategy to be drawn up with co-operation of all relevant partners both within and outside the Council and to be reported to the Corporate Policy and Strategy Committee in 3 cycles to ensure a co-ordinated approach to Physical Activity and Sport across Council departments and the Council’s partners.”

Motion

To approve the motion by Councillor Aldridge.

- moved by Councillor Aldridge, seconded by Councillor Osler

Amendment

Council:

Accepts paragraphs 1-4 of the motion by Councillor Aldridge:

Amends paragraph 5 to replace 'Corporate Policy and Strategy Committee' with 'Culture and Communities Committee';

Adds a new paragraph 6) "The strategy should include arrangements which strive to include all of our citizens in terms of access to all forms of physical activity in line with the equality legislation"; and

Adds a new paragraph 7) "Council further instructs Committee Services to invite Councillor Aldridge to the relevant Culture and Communities meeting when the report is included on the agenda".

- moved by Councillor Wilson, seconded by Councillor McNeese-Mechan

In accordance with Standing Order 21(11), the amendment was accepted as an addendum to the motion.

Decision

To approve the following adjusted motion by Councillor Aldridge:

Council notes that the most recent physical activity and sport strategy for the Council ended in 2017.

Council further notes the decision of the Culture and Communities Committee in June 2018 that a new strategy should be developed.

Council further notes that aspects of physical activity for the city were incorporated in different departments of the Council and with partners (Communities and Families, IJB, Edinburgh Leisure, Place etc).

Council believes that a co-ordinated strategy with common objectives and agreed priorities would be an essential element to achieve a number of the Council's objectives.

Council therefore calls for the new Physical Activity and Sport Strategy to be drawn up with co-operation of all relevant partners both within and outside the Council and to be reported to the Culture and Communities Committee in 3 cycles to ensure a co-ordinated approach to Physical Activity and Sport across Council departments and the Council's partners.

The strategy should include arrangements which strove to include all of our citizens in terms of access to all forms of physical activity in line with the equality legislation.

Council further instructs Committee Services to invite Councillor Aldridge to the relevant Culture and Communities Committee meeting when the report was included on the agenda.

17 Bethany Christian Trust – Motion by Councillor Day

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

“Given the continued rise in homelessness across the UK and Scotland, with an estimated 80-120 individuals sleeping rough on the streets of Edinburgh on any one night, asks that Council:

- 1) Recognises the vital work of the ‘Bethany Christian Trust’ to alleviate homelessness across Scotland and;
- 2) in particular, thanks the Bethany Christian Trust for their services provided to the City of Edinburgh to help those at risk of, or currently experiencing, homelessness or rough sleeping. The Bethany Christian Trust, established in 1983, provide emergency assistance and resettlement projects, alongside continued visiting support and community development projects. Established in 1996, the Trust’s Care shelter in the city has provided over 91,500 bed spaces in total, with over 8,000 beds provided during last year’s winter.
- 3) Notes the urgent call made for various items for the Winter care shelter this year: <http://www.bethanychristiantrust.com/news-article/items-urgently-needed-bethanys-winter-care-shelter/>
- 4) Considers donating key items (particular those urgently needed such as sleeping bags, socks & mens underwear) directly to the Bethany Trust during the December Council session.”

Decision

To approve the motion by Councillor Day.

18 30th Anniversary of UN Convention on the Rights of the Child – Motion by Councillor Bird

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

“Council notes:

That 2019 marks the 30th Anniversary of the UN Convention on the Rights of the Child, which contains the four core principles of non-discrimination; devotion to the best interests of the child; the right to life, survival and development; and respect for the views of the child.

The work that has already been undertaken within the Council over this Year of Young People to prioritise the needs of our children and young people, including the Children’s Services Plan, the 1 in 5: Raising Awareness of Child Poverty Campaign and our Care Experienced Champion’s Board.

Council:

Welcomes the announcement by the Scottish Government in their Programme for Government that the UNCRC is to be incorporated into Scots Law to make it binding and not just guiding, as well as promoting a rights-based approach that gives children and young people the power to know what is wrong.

Recognises the role of both staff and Elected Members in enshrining the 54 articles across all Council decision making and service delivery.”

Motion

To approve the motion by Councillor Bird.

- moved by Councillor Bird, seconded by Councillor Perry

Amendment

In paragraph three of the motion by Councillor Bird, delete “Welcomes the announcement by the Scottish Government in their Programme for Government that the UNCRC is to be incorporated into Scots Law to make it binding and not just guiding, as well as promoting a rights-based approach that gives children and young people the power to know what is wrong.”

And insert

“Believes the full UNCRC should be incorporated into Scots law and not just the “principles” as stated in the Scottish Government’s Programme for Government, and seeks confirmation from Scottish Ministers that the relevant legislation will be tabled in time for it to be passed in this term of the Scottish Parliament.”

- moved by Councillor Lang, seconded by Councillor Young

Voting

The voting was as follows-

For the motion	-	53 votes
For the amendment	-	6 votes

(For the motion: The Depute Convener, Councillors Arthur, Barrie, Bird, Booth, Bridgman, Brown, Bruce, Burgess, Cameron, Ian Campbell, Jim Campbell, Kate Campbell, Mary Campbell, Child, Cook, Corbett, Day, Dickie, Dixon, Duggart, Doran,

Douglas, Fullerton, Gardiner, Gordon, Graczyk, Henderson, Howie, Hutchison, Johnston, Key, Laidlaw, Macinnes, McNeese-Mechan, McVey, Main, Miller, Mitchell, Mowat, Munro, Perry, Rankin, Ritchie, Rose, Rust, Smith, Staniforth, Watt, Webber, Whyte, Wilson and Work.

For the amendment: Councillors Aldridge, Gloyer, Lang, Osler, Neil Ross and Young.)

Decision

To approve the motion by Councillor Bird.

19 Boroughmuir High School – Motion by Councillor Arthur

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

“Asks that Council:

- 1) Notes that Boroughmuir High School has been consistently rated as one of Scotland’s top state schools and that this can be attributed to an excellent partnership between staff, parents, pupils and the wider community.
- 2) Notes that the new Boroughmuir High School building is an excellent facility which resulted from staff, parents, pupils and the wider community being involved in the design process.
- 3) Aspires to maintaining this excellent record and is working to ensure all schools in Edinburgh support their pupils to help them reach their full potential.
- 4) Congratulates Boroughmuir High School for being recognised as “Scottish State Secondary School of the Year” by the authoritative “Sunday Times Schools Guide 2019” as published on 25th of November 2018. It is notable that the school’s exam results are sector leading across all levels of ability.
- 5) Recognises that the school community achieved this accolade at the same time as maintaining pupil achievement whilst relocating to new premises midway through the academic year.

Asks that the Lord Provost marks this significant achievement in an appropriate manner.”

Decision

To approve the motion by Councillor Arthur.

Declaration of Interests

Councillor Arthur declared a non-financial interest in the above item as the parent of a young person attending Boroughmuir High School.

20 Fast Food Advertising on Council Owned Sites – Motion by Councillor Lang

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

- “1) Council notes:
 - that 29% of children in Scotland are considered overweight with 14% at risk of being obese.
 - research from Food Standards Scotland that shows nine out of ten people in Scotland think obesity is a serious problem in the country.
 - the Scottish Government’s target to half childhood obesity levels in half by 2030.
- 2) Council notes the decision of the Mayor of London to ban fast food advertising across the London public transport network after 82% of respondents to a public consultation supported such a change in policy.
- 3) Council further notes that a similar ban came into force in Amsterdam last January.
- 4) Council seeks a feasibility report to the Finance & Resources Committee within two cycles setting out;
 - the legal powers available to ban fast food advertising on sites owned by the Council, including bus and tram stops.
 - a draft timetable for a public consultation to determine residents’ and stakeholders’ views of such a ban in the Capital.
 - a financial appraisal of any new restrictions, including the projected loss of annual income and the opportunities which may exist to replace such revenue from other advertising sources.”

Decision

To note that Councillor Lang had withdrawn his motion.

Appendix 1

(As referred to in Act of Council No 3 of 13 December 2018)

QUESTION NO 1

By Councillor Mary Campbell for answer by the Convener of the Education, Children, and Families Committee at a meeting of the Council on 13 December 2018

Question

Following the announcement from the Scottish Government on the 21st of November 2018, of £1 billion for new school building programmes beginning in 2021, what representations has the Convener made to Scottish ministers to ensure that schools in Edinburgh are a high priority for funding?

Answer

The Council's Wave 4 investment plan has been shared with Scottish Ministers. The Convener has written to the Deputy First Minister twice to request a timescale for the funding announcement and emphasise its importance for the Edinburgh school replacement programme.

The Vice-Convener has raised the matter informally with the Deputy First Minister on a number of occasions and welcomes the Scottish Government announcement of £1 billion for the new school buildings programme.

Appropriate engagement with the Scottish Government at both political and officer level will continue as the programme develops and we look forward to working together to help deliver the Council's Wave 4 investment plan.

Supplementary Question

Thank you Lord Provost and I thank the Convener for his answer. I would like to get some clarification for the communities in Trinity, Currie, Wester Hailes, Liberton and Balerno that the Council will be looking to start preparatory work on new secondary schools in advance of the 2021 fund to ensure that work on schools can begin as soon as funding certainty is secured.

**Supplementary
Answer**

Thank you very much for your supplementary question. I think I remember that at the last Committee, when there was a report on Wave 4, we agreed to start preparatory work in all the Wave 4 schools. What we did do is agree to take Trinity and Castlebrae to the design phase and hopefully in the second stage we can get the others to the design phase too.

QUESTION NO 2

By Councillor Corbett for answer by the Convener of the Finance and Resources Committee at a meeting of the Council on 13 December 2018

Question

What representations on behalf of the City Council did the Convener make in his meeting about the budget settlement with the Minister for Public Finance and Digital Economy on 22 November 2018 and any subsequent meetings or correspondence; and what feedback has he had following those meetings?

Answer

The meeting with the Minister covered the Council's financial position, the Barclay review recommendations, the main pressures on the budget, such as health and social care and rising school rolls, and our request that the Scottish Government take these fully into consideration in formulating the Local Government Financial Settlement.

This was a productive meeting where our points were taken on board by the Government. I will be following any relevant actions up with the Council Leader through the budget process.

Supplementary Question

Thanks to the Convener for the answer which was about the meetings with the relevant Minister in regard to the budget settlement. Obviously my question was lodged and the answer prepared before the draft statement on the Scottish budget yesterday. So just by way of clarification and in advance of the draft Edinburgh settlement coming this Monday, does the Convener feel now that COSLA has argued that the core local government settlement has been cut in cash terms by 2% and our own budget assumption assumes a budget cut of 0.4%, does he feel confident that Edinburgh will get the settlement it needs on Monday?

**Supplementary
Answer**

I thank Councillor Corbett for his question. This is of course a very early stage and I understand that a lot of the figures are being verified at the moment and as you remember there was a correction that had to be made last year. I'm hoping we don't have to have a procedure like that and that the figures turn out to be what they were originally stated to be. We are at an early stage in the process, there are still negotiations to go on in the Scottish Parliament and I don't want to pre-empt and I certainly can't predict what those are going to be, but I think when it comes to the position at the moment it's probably best to suspend judgment until we've gone through the figures in detail. Interesting that COSLA came out so early with the figures they did, I don't know if they've done all their checking or whatever, I don't know whether that's something that will stand the test of time or closer scrutiny of the figures that the Scottish Government's provided and it is early days and as you say Councillor Corbett, we will be in much better position to look at the figures in more detail with more confidence in them on Monday.

QUESTION NO 3

By Councillor Corbett for answer by the Convener of the Finance and Resources Committee at a meeting of the Council on 13 December 2018

Question

Given the estimated £28m gap in budget for 2019-20 and the estimated cumulative gap of £106m by 2022-23, can the Convener outline for the current year, 2018-19, what the impact on the city's budget would be if the 85% floor rule were applied before rather than after the inclusion of estimated council tax receipts.

Answer

Revenue funding available from Council Tax forms an integral part of the needs assessment underpinning the Local Government Finance Settlement. By extension, it is not appropriate for the 85% per capita sum to be calculated without similar reference to each authority's domestic tax base.

Supplementary Question

I thank the Convener for the answer. I'd like to seek clarification. I did some of my own sums on this and estimated the Edinburgh would be almost £50m better off if the 85% floor was applied before Council Tax receipts were taken into account. So given the Convener's somewhat loyal answer, I wondered if he'd undertake to verify whether my sums are accurate?

Supplementary Answer

Well I thank Councillor Corbett for bringing a very technical issue about Local Government finance to this Chamber. I think if you look at the way in which the formula is done, it has to take all these considerations into account, including the Council Tax revenue and I don't think it would make a great deal of sense to come up with a figure which excludes one crucial element of the overall calculation, that would certainly be hypothetical and I don't think it would end up being material.

QUESTION NO 4

**By Councillor Lang for answer by the
Convener of the Transport and
Environment Committee at a meeting
of the Council on 13 December 2018**

Question (1) How many street lights currently have a reported fault needing repaired, broken down by ward?

Answer (1) There are 2,850 street lighting faults outstanding. This equates to 5% of the total street lighting stock and is a reduction from 4,218 in November 2017.

A breakdown by ward is shown below:

Ward	Number of Current Faults
1	208
2	166
3	164
4	160
5	189
6	107
7	113
8	154
9	99
10	106
11	468
12	100
13	110
14	116
15	162
16	216
17	212
Total	2,850

Question (2) What is the current turnaround time for repairing street lights after they are reported as faulty?

Answer (2) The average turnaround time for lights reported and repaired (in November) was 10 days. Taking into account all repairs (including long standing faults) the average repair time in November was 48 days.

Question (3) Of the current list of faulty street lights, how many are:

- a) more than 3 month outstanding.
- b) more than 6 months outstanding.
- c) more than one year outstanding

Answer (3) a) 1,044
b) 796
c) 535

These totals include a variety of faults (some of which do not mean that the light is not working at night time).

Supplementary Question Thank you very much and thank you to the Convener for all of the information that was provided. I think it should still be a matter of some concern that overall the average repair time for faulty street lights is something like seven weeks Lord Provost, but my question to the Convener is really around her confidence in the system of repairs. Last month I reported 23 separate faulty street lights in Muirhouse in my wards and some weeks later I received a written assurance from the team that all of them had been fixed, but when I went to check only six of them had been fixed. So can I ask her what confidence does she have in the repairs programme when faulty street lights are reported?

**Supplementary
Answer**

Thank you Councillor Lang for your supplementary question. I have reasonable confidence. I am well aware of the fact that we are in a position of transition around street lighting. Moving to a brand new system is one of the reasons why we have brought that in, a new three-year roll out on LED street lighting, to enable us to put in a centralised management system which will allow us to really remove the part of the process that you're describing which is the requirement for people who are moving around the streets to have to report lights.

Now clearly that's a programme that will take some time to roll out across the city so in the meantime we are left with the existing system. There are various ways of looking at this. I am dismayed to hear what you've just said and that's obviously worth looking into in a lot more detail. I'd be happy to get more details from you on that, but we do have quite precise ways of categorising a street light repair.

The requirement upon us, the sort of service standard that we have is quite clear. Depending on the particular problem that's highlighted, sometimes it's not our issue, sometimes it's Scottish Power, often that's a case if there's more than five or six lights in a row it's often not our issue.

We are aware of issues in the system. We have problems with trying to recruit suitable electricians in this area. It's a problem that we are trying to deal with as best we can and I agree with you that there are sometimes moments when I wish it to be a little better, but hence the reason for the major structural change in the LED street lighting programme. I think it's something that people in Edinburgh can look forward to, I think it's going to improve things considerably and take away one of those nuisance aspects of people's lives.

**Comments by
the Lord
Provost**

Can I just remind members that supplementary questions are for clarification not for bringing new topics. We're pushing the envelope just a little bit today.

QUESTION NO 5

**By Councillor Lang for answer by the
Leader of the Council at a meeting of
the Council on 13 December 2018**

Question (1) How many freedom of information requests have been submitted to the Council in each of the last three years?

Answer (1)

Year:	2016	2017	2018 (to date)
Total:	2711	2714	2515

Question (2) What percentage of freedom of information requests have been responded to within 20 working days in each of these three years?

Answer (2)

Year:	2016	2017	2018 (to date)
Percentage:	89%	90%	76%

Question (3) Using the most up to date figures available, how many current freedom of information requests are

- a) more than three months outstanding,
- b) more than six months outstanding and
- c) more than one year outstanding?

Answer (3) a) 14
b) 0
c) 0

**Supplementary
Question**

So, can I clarify Lord Provost then, on the basis of the figures that appear provided, has the Council Leader been provided with any explanation as to why it is that when we've had the lowest number of FOI requests in the last three years, the Council's performance in meeting its 20 working day response time has got markedly worse this year?

**Supplementary
Answer**

Can I thank Councillor Lang for the supplementary. Actually the full year projected number will be slightly higher this year in terms of full FOI. Obviously when this was calculated at a point in time it didn't take in the full effect of December for example. The explanation is that the same team are dealing with a whole range of things that they weren't having to deal with last year, the number of data requests that are going into the same Department has more than doubled from last year to this year, fuelled predominantly by GDPR obligations, there's also been additional requests made to the service, I'm sure members will understand through things like historical child sex abuse and lots of other things going on that are going through that Department and the Department are working very hard to work through it.

Now next year I would expect that percentage to increase. I agree it's an issue, the introduction this year of GDPR has caused a bit of an influx shall we say in terms of that demand and I'm sure the Department will be able to settle down and find a modus operandi that gets that number back up by next year.

QUESTION NO 6

By Councillor Mitchell for answer by the Convener of the Finance and Resources Committee at a meeting of the Council on 13 December 2018

Please could the Convener confirm:

- Question** (1) The amount of money currently held by the Council from overpayments by residents for Council Tax.
- Answer** (1) For 2017/18 the value of Council Tax 'credits' that remain unclaimed is £1,099,599.
- Question** (2) What is the process for reclaiming an overpayment?
- Answer** (2) Following the identification of credit the Council contacts the resident by way of a credit note which advises citizens how to progress a refund. A regular review of credits of £2000 or more is undertaken and further contact is made with these customers.
- Question** (3) Why is this not automatic?
- Answer** (3) The process is partially automated, with credits applied to new accounts when an existing account holder moves within the Edinburgh area. In some instances manual intervention is required e.g. dual account holders, or where there is no validated payment method to enable the refund etc. The process remains under review and this will consider the scope for further automation.
- Question** (4) What is done with the monies (i) whilst unclaimed, and (ii) if they remain unclaimed?
- Answer** (4) Monies are ring fenced on the Council's balance sheet and remain there until claimed.

**Supplementary
Question**

Thank you Lord Provost and I thank you Convener for your answer and given how lenient you have been Lord Provost I hope that when I asked my supplementary for clarification even though it might sound like two it's actually one, mainly because it is quite serious and the reason I brought this forward to our Convener was because one of my constituents was made homeless as a result of the Council Tax refund system. So Part A of the one question then is, with the monies that the Department are unable to allocate at all, over whether it's a number of years or indeed they happen to move out of the City of Edinburgh, what is done with them - that's in relation to Part 4. In 2 and 3, when trying to seek a refund is this only done at the end of the financial year? When errors are made by overpayment or whatever, what happens, because this could eventually be passed to debt collectors and indeed people can become homeless.

**Supplementary
Answer**

Well I think the answer to the first part of Councillor Mitchell's question is contained in the one sentence reply which is that moneys are ring-fenced on the Council's balance sheet and remain there until claimed.

The supplementary to supplementary - I am sure if you want more fine-grained answer that that can be provided in due course but I think for the moment the answer that is given at number 4 is sufficient. On the other point about refunding in the financial year, it's my understanding that that isn't necessarily the case but I need to confirm that with the Head of Finance.

QUESTION NO 7

**By Councillor Booth for answer by
the Convener of the Planning
Committee at a meeting of the
Council on 13 December 2018**

Question (1) When was the Technical Manual factsheet on 'Cycle Parking in New Developments', as referenced on page 55 of the Edinburgh Design Guidance, published?

Answer (1) The Edinburgh Design Guidance (EDG) was published in October 2017. Chapter 4 of the EDG is the Edinburgh Street Design Guidance.

The minimum number of cycle parking spaces that are to be provided in new developments is specified in the EDG in the table on page 61.

There are two factsheets currently being developed for publication in late Spring 2019 which are relevant to cycle parking:

- C6 Cycle Parking in New Developments; and
- C7 Cycle Parking.

Question (2) What consultation was carried out prior to its publication?

Answer (2) Development of the ESDG has been undertaken over a period of several years and extensive consultation was carried out during the development of Parts A and B.

We are keen to publish the technical factsheets as quickly as possible, to assist designers in implementing the ESDG, and further consultation is not therefore being undertaken as part of their production.

The Detailed Design Manual is intended to be a 'live' document and will be updated to reflect best practice, policy and legislative change. As part of this, the factsheets will be reviewed regularly in response to comments received.

Question (3) Will the Convener please provide the URL for download of this factsheet from the Council website?

Answer

- (3) The technical fact sheets that have been published to date can be viewed on the Council's website via the link below:

http://www.edinburgh.gov.uk/info/20069/local_development_plan_and_guidance/1755/edinburgh_design_guidance

The two factsheets above will be added to this site when ready.

Supplementary Question

Thank you Lord Provost, I thank the Convener for his answer and while I am disappointed that the technical fact sheets on cycle parking for new developments haven't yet been published more than a year after the Edinburgh Design Guidance was approved, I am glad to hear that this work is in progress. Could I seek clarification from the Convener on the specific point of consultation. In his response he says that no further consultation is being undertaken since speed is of the essence, and while I welcome that speed is of the essence, I hope that he will consider approaching Sustrans and Transform Scotland for advice, since they already have published technical guidance on cycle parking.

Supplementary Answer

Thank you Lord Provost and thank you Councillor Booth for your question. In response, I don't want to reinvent the wheel and as these organisations have a degree of expertise in that area, I think it is quite appropriate that we should consider consulting with them and that would then enable this to move quickly and as I know Councillor Booth has an informal interesting timekeeping I'll restrict that to my answer right now thank you.

QUESTION NO 8

**By Councillor Laidlaw for answer by
the Convener of the Education,
Children and Families Committee at a
meeting of the Council on 13
December 2018**

Question (1) Why was the retention of the St John's Primary School building and its repurposing as a community asset as part of the new Treverlen park not part of the Consultation on the St John's/Portobello High school site?

Answer (1) The statutory consultation for the new St John's Primary School was only progressed once the Parliamentary Bill which allowed the development of the new Portobello High School was in place. During the development of the new Portobello High School the Council committed to providing a park (not including retention of the old St John's building) around a new St John's Primary school if it was developed on the former site of Portobello High School. All the options in the statutory consultation for the new St John's Primary School honoured this commitment for a park.

Question (2) Can the Convener confirm if the new Treverlen park will still include a dedicated facility for skate sports and BMX and is the Council willing to engage with local participants in these activities to ensure the park best meets the requirements of those who will use this long-awaited facility? If not, can the Convener confirm why this was included in the Planning submission which stated, "the design team intend to work with a steering group and specialist skate park designers to develop proposals for this area which respond to the specific requirements of end users."

Answer (2) The park is to include a facility which can be used by all types of non-motorised wheeled vehicles, for example bikes, scooters and skateboards. If further engagement with specific user groups is required then I am happy to request this is progressed by the project team.

**Supplementary
Question**

Thank you Lord Provost and I thank the Convener for his answer. I think we've all seen our in boxes being flooded with significant opposition to the demolition of the old St John's school building, and certainly the community feels that the initial consultation was perhaps not as thorough as it could be, particularly given the change in ward boundaries. It appears clear from your answer to the first part of my question, that it was not made clear in that consultation that the new park would entail the destruction of the historic St John's building and while work has begun on that demolition with regards the outbuildings, the main building does remain intact and obviously there is a changing context now with the removal of the artists from St Margaret's and the opportunity exists to provide alternative accommodation.

Clearly this campaign has built some momentum and has formed the Association of Friends to St John's as a registered company. So I wondered if in this context and given the lack of clarity in the consultation, if the Convener would consider a halt to the demolition while a Community Asset Transfer might be explored over the coming weeks which would absolve the Council of its financial obligations for the building and provide facilities for those artists. Thank you.

**Supplementary
Answer**

The short answer is no. The long answer is I think the confusion may have come in because in the original consultation about moving Portobello to the park, there was not the original discussion about building a new primary school. So the original part was going to go on the old Portobello site. However, those further discussions said could we then build a new primary school. That was agreed so we moved the primary school to where the secondary school was, the park would then be on the primary school. This has gone through planning, if anybody would want object then they should have objected at that stage, but I assure you, the communities were all well versed in what we are trying to do in terms of building a new primary school and moving the park to a different site. The size of the park has remained the same it's just on a different site.

QUESTION NO 9

By Councillor Laidlaw for answer by the Convener of the Housing and Economy Committee at a meeting of the Council on 13 December 2018

Question

Can the Convener detail which specific businesses, groups, organisations or associations she has met across public, private or third sector since her appointment to the Convenership?

Answer

Since becoming Convener of the Housing and Economy Committee in March 2018, I have met with many organisations and key stakeholders across the public, private and third sector.

Over the last nine months I have met with housing associations; Government Ministers; MPs and MSPs; small businesses; third sector organisations working across homelessness, housing, employability, children's services, advice services and women's services; social enterprises; private sector stakeholders; private enterprise and business across a range sectors including businesses involved in sciences, finance, communications, design, hospitality, corporate property, developers and house builders; industry bodies; international investors; other local authorities; public bodies; tenant representatives; the NHS; universities and union representatives in order to listen to the priorities of stakeholders, share our strategy and objectives and to build the relationships we need to deliver the best outcomes for every resident in every neighbourhood in the city.

QUESTION NO 10

**By Councillor Jim Campbell for
answer by the Convener of the
Finance and Resources Committee at
a meeting of the Council on 13
December 2018**

For each High School, please provide the ICT provision for student learning in terms of:

- Question** **(1)** The number of
- a) desk top computers
 - b) lap top computers
 - c) tablet computers
 - d) any other type of computer

Answer **(1)** Please refer to the table below.

High School	Desktop	Laptop	Tablet	Other Types Desktop	Other Types Laptop
	(1a)	(1b)	(1c)	(1d)	(1d)
Balerno Community High	139	36	78	116	13
Boroughmuir High	228	19	155	26	201
Broughton High	201	1	251	100	46
Castlebrae Community High	81	8	323	1	2
Craigmount High	239	20	415	114	5
Craigroyston Community High	136	13	358	10	

Currie Community High	171	15	249	70	53
Drummond Community High	148	3	584	59	10
Firrhill High	201	21	29	83	108
Forrester High	151	23	821	90	38
Gracemount High	110	60	896	29	187
Holy Rood RC High	286	18	561	3	35
James Gillespie's High	285	19	151	109	66
Leith Academy	229	23	870	42	14
Liberton High	156	14	429	114	
Portobello High	267	12	2039	65	89
Queensferry Community High	162	16	44	29	1
The Royal High	214	220	1817	20	21
St Augustine's RC High	169	14	764	112	12
St Thomas of Aquin's RC High	108	32	83	65	45
Trinity Academy	179	18	146	104	45
Tynecastle High	223	15	845	44	22
Wester Hailes Education Centre	165	7	417	38	43

Question (2) The number of computers CGI are contractually obliged to replace as part of the agreed refresh programme, where no additional payments are required for upgrade or maintenance, that are:

- a) desk tops
- b) lap tops
- c) tablets
- d) of any other type

Answer (2) a) 4,248

b) 627

c) This is not applicable to be replaced by CGI. These are not centrally managed devices.

d) This is not applicable to be replaced by CGI. These are not centrally managed devices

Question (3) The number of computer suites, to include the following information:

- a) the number of individual computer / terminals for students use per suite
- b) the principle area of the curriculum supported by the suite
- c) any additional charges CGI are entitled to make, to refresh and maintain each suite?

Answer (3) a) 20 for pupils plus 1 for the Teacher (NB: exception is Boroughmuir which is 25 for pupils plus 1 for the teacher).

b) Computing, Business Studies and CDT (Graphics Comms courses mainly). These suites are also used for general IT use by other subjects when available.

c) No additional charges are applicable, unless these suites are made up of non-centrally managed devices, which would be a school consideration for replacement.

**Supplementary
Question**

Thank you Lord Provost and I thank the Convener for his answer. Last night I circulated to the Convener just a data table and I asked him if he was confident in the figures that had been provided to him because it does seem to show up a number of very strange anomalies; for example there are 9 secondary schools where the number of tablets exceeds the number of students and yet in our least well provided secondary school 3.4 students have to share each piece of equipment whether that's a tablet, a laptop or a PC and in the case of 1 secondary school they are going to have to fund 227 new computers just to maintain a level of provision that is half that of the city average. So I wonder if the Convener could just confirm that the figures he has been provided with are accurate?

**Supplementary
Answer**

Yes they are accurate. I appreciate what you say about the number of tablets exceeding the number of pupils. That's partly because the number of pupils in any school varies from year to year and the tablets are held by the school. If there is a way of doing this more efficiently, like redistributing some to another school then I'm sure that's something that the relevant officers will look at.

QUESTION NO 11

**By Councillor Jim Campbell for
answer by the Convener of the
Transport and Environment
Committee at a meeting of the
Council on 13 December 2018**

Since the introduction of the new waste collection rounds at the beginning of October, can the Convener break down by home waste depot:

- Question**
- (1) a) The number of unique property references recorded on Routesmart at the point the new routes went live.
- b) The number of unique property references recorded on Routesmart on 7th December 2018.
- c) Any instances where all domestic properties on a street and had previously received waste uplifts, were omitted from Routesmart at the point the new routes when live?
- Answer**
- (1) a) There were 130,581 properties on Routesmart for the kerbside service at the point the new routes went live (which increases to 156,488 when this includes properties which only have a kerbside food waste collection).
- b) On the 6 December 2018 there were 132,433 properties on Routesmart (a 1.4% increase from the 130,581 at the point when the new routes went live).
- c) The addition of the properties above has impacted 124 streets, bringing the total street numbers on Routesmart to 3,628. This will include a mix of streets that had individual properties and full streets omitted.

- Question**
- (2) a) The average time between a failed waste uplift reference being generated and it being closed.
- b) The number of unique properties recorded on Routesmart that have had more than one failed waste uplift reference generated.
- c) The number of failed waste uplift reference that appear to have been closed before the remedial uplift took place?

- Answer**
- (2) a) For the period 8 October to 2 December 2018 the average time between a service requested being opened and closed was 9 days (including weekends) for kerbside collections. It is important to note that service requests are not closed at the point when collection takes place. Notification of uplift is provided to a central team who will then close the service request.
- b) Missed bin reports are managed via the Confirm system rather than Routesmart. However, 2,077 unique households have reported two or more missed kerbside collections between 8 October and 2 December. These totalled 5,833 reports (0.19% of the scheduled uplifts during this period).
- c) It is not possible to identify reports that have been closed before the remedial uplift took place.

Supplementary Question

Thank you Lord Provost and I thank the Convener for her answer. I've actually got a lot of sympathy for the Convener having read this answer and to discover that the omission of a mere 1.4% of properties from the new waste rounds has created so much difficulty for us as a Council and generated so many complaints from residents. So what I would say to the Convener is that you know the margins between success and failure are extremely narrow in this case and I just wonder in retrospect, what oversight we should have put in place given that we now learn that the difference between success and failure with such a small percentage?

**Supplementary
Answer**

Thank you Councillor Campbell for your supplementary. I find it interesting when you express sympathy that such a small margin of error has produced really an opportunity for the opposition to make hay with this particular instance. It's certainly been exploited quite dramatically, I would have suggested in the pages of the Evening News and indeed in some of the questions that have come forward. I think in terms of governance and oversight, on this rather I should say oversight, I think we tend to forget, very clearly, that whenever a major service like this, particularly in a capital city of our size takes place, there is inevitably going to be those teething problems. There doesn't seem to be an acceptance of that element of reality in any of these questions that come forward and I would suggest therefore that actually we're managing the process relatively well. We see that the complaints are coming down again this week. From the latest complaints figures we're returning to below the 2015 levels, this week we've seen them drop by 12% and over the last four weeks has dropped by 47%.

I would counsel though when we're looking at the whole question of waste collections and the wider issues that are attached to this is that we are likely to see stresses again on the system over Christmas - it happens every year. Given that that is the case, I have already asked officials and I will be expecting to see a return to the levels that we were having in the earlier part of this year before this transition took place and I will be watching very carefully for those as we move through January, thank you.

QUESTION NO 12

**By Councillor Staniforth for answer
by the Convener of the Education,
Children and Families Committee at a
meeting of the Council on 13
December 2018**

Question (1) Is it the case that children living on Council school bus routes, not normally eligible for home to school transport, have recently been barred from taking up empty seats on school buses?

Answer (1) In certain circumstances pupils who are not eligible for home to school transport support can be offered transport places if one is available. As the contracts and means of providing home to school transport changes depending on supply, demand and procurement so does the opportunity to provide places to non-eligible pupils.

Question (2) What is the reason for any change in school busing policy and how was this change considered and approved?

Answer (2) There has been no recent change in the home to school transport policy and any proposed change to the policy would have to be subject of appropriate Committee reports for consideration.

Question (3) Has there been any assessment of the environmental impact from the increase in car journeys to and from school as a result of empty seats on school buses not being filled?

Answer (3) No. The provision of home to school transport for non-eligible pupils is not a consideration taken into account when the home to school transport provision is determined or procured. The most efficient solution for eligible pupils is put in place in line with policy without an assessment of environmental impact that may result from no longer providing travel support for non-eligible pupils.

**Supplementary
Question**

Lord Provost, thank you and I thank the Convener for his answer, but some parents in my ward will be puzzled by the answer to Question 2. Parents in my ward have regularly in August applied for spare places on school buses and received their answer on whether or not they will get them by the end of the October break. This year they've applied in August as usual and yet, as of right now, have received no response either way. If there's been no change in the home-to-school transport policy, can the Convener explain this discrepancy and if not will he look into it?

**Supplementary
Answer**

Thank you for your supplementary question. The short answer is no I can't explain it and I will look into it. What I thought you were going to do is ask me to explain the Answer 3 which I don't understand, but reading between the lines which may help the answer to Question 2 is, this is quite a difficult thing logistically to do and I think they're saying it's far too difficult therefore they don't want to try. However, I will give the assurance, I will get officials to look at this again and see if we can open some of these places up.

QUESTION NO 13

By Councillor Mowat for answer by the Convener of the Finance and Resources Committee at a meeting of the Council on 13 December 2018

Question

To ask the Convener how much money in grants and project funding has been received by the Place Directorate in the last 24 months;

- a) which organisation has this money/benefit in kind come from;
- b) what this money has been used for ie to which project it has been assigned;
- c) how much of the grant has been spent?

Answer

It has not been possible to prepare the requested information within the timescale to respond to Council Questions. A report, detailing all of the requested information, will be prepared for the Finance and Resources Committee on 1 February 2019.

Supplementary Question

Thank you Lord Provost and I thank the Convener for his answer and for the promise of a report coming to the Finance and Resource Committee on 1 February 2019. I'm not sure my colleagues on the Finance and Resources Committee will thank me for that. I wanted to ask the Convener if he shared my concern that this information was not easily accessible from the council accounts and had to have a special report prepared to in order to secure this information and make it public, thank you.

Supplementary Answer

Thank you Lord Provost and I thank Councillor Mowat for her question. We obviously hold a wealth of statistics and financial figures within the Council and you can cut them in various different ways and it seems that this particular request means we're having to look at the data in a way that we don't regularly and that's the reason why it's proven to be more complicated, why it will take longer. I'd be happy to give Councillor Mowat as early a copy of that report as would be helpful.

QUESTION NO 14

By Councillor Burgess for answer by the Leader of the Council at a meeting of the Council on 13 December 2018

Question

Given the recent UN report on the need for urgent action to reduce climate-changing pollution, what progress has been made towards providing climate change literacy training for council staff and councillors?

Answer

The Transport and Environment Committee received an update on the Carbon Literacy Project in [August 2018](#).

The Corporate Policy and Strategy Committee considered the independent review of sustainability carried out by Professor Andy Kerr of the Centre for Carbon Innovation at the University of Edinburgh sustainability audit on [4 December 2018](#). The recommendations contained in the research will be responded to by the Council with a follow up report at Corporate Policy and Strategy committee in February. Leadership, skills and training in the Council will form part of that response.

Supplementary Question

I thank the Council Leader for his answer. It's welcome that the Council will be considering leadership skills and training on sustainability at corporate policy committee in February but can I just clarify that at this time of a global call to action to reduce climate changing pollution that the Leader will ensure specifically that training on carbon literacy is considered so that our staff and members are supported to be as effective as possible in contributing to action on climate changing pollution?

**Supplementary
Answer**

I thank Councillor Burgess for that supplementary. The report, which was very thorough by Professor Andrew Kerr which was presented to the last Corporate Policy and Strategy Committee outlined a whole range of issues and I've named just 3 of them actually in terms of leadership skills and training. The full plethora of ways that we take that forward in those 3 regards are the most relevant in terms of carbon literacy training. It will be part of the consideration of overall package that we respond with. The Council's response to that report will not be an isolated document looking at one or two specific proposals but hopefully should identify a full range of actions for us to fully take account of Professor Andrew Kerr's fantastic work. Also thank I should say to Councillor Booth, Councillor Burgess' colleague for getting a commitment from Professor Andrew Kerr that he would continue to help us and our endeavours in this regard.

QUESTION NO 15

By Councillor Young for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 13 December 2018

The bus gate camera on Kirklands Park Street is understood to continue to generate a significant number of penalty fines on a monthly basis. Please provide the following statistics where known:

Question (1) The number of vehicles fined, each calendar month from 1st January 2018 until 30th November 2018?

Answer (1) The number of vehicles fined, each calendar month from 1 January 2018 until 30 November 2018:

Jan 18	198
Feb 18*	173
March 18*	0
April 18*	69
May 18	103
June 18	193
July 18	136
Aug 18	176
Sept 18	162
Oct 18	150
Nov 18	147

* camera was not operational between 26 February and 17 April due to winter weather and a subsequent equipment fault.

- Question** (2) How many of these vehicles are repeat offenders versus first time fines?
- Answer** (2) 1,032 were first time offenders, 477 were repeat offenders.
- Question** (3) How many of the drivers fined, have paid within the deadline and prior to passing for third party collection?
- Answer** (3) 1,095 Bus Lane Charge Notices were paid before being passed to the Sheriff Officers.
- Question** (4) How many drivers appeal the fine?
- Answer** (4) Between 1 January and 30 November 2018, five cases were appealed at the Parking Adjudicator.
- Question** (5) How many appeals are successful?
- Answer** (5) Of these five cases, four were not successful and one is awaiting a decision from the Adjudicator.

QUESTION NO 16

By Councillor Young for answer by the Convener of the Education, Children and Families Committee at a meeting of the Council on 13 December 2018

As we reach the end of the 2018, can you please provide information on events and projects which have taken place this year, up until 30th November by the Convenor/Vice Convenor, by the Council Leader and by the Young People Champion, specifically in relation to the “Year of young people” (YoYP)celebration, broken down as follows:

Question (1) Number of events hosted by any of the above councillors specifically for YoYP, split by Host.

Answer (1) Numerous events throughout the year have been hosted and attended by the Councillors mentioned. A report to the Education, Children and Families Committee in March 2019 will include a detailed programme of events and the involvement of elected members but much more importantly, the gathered issues that matter to the young people and the action we have taken in response.

Question (2) Number of external YoYP events attended by each of the councillors above.

Answer (2) See answer 1.

Question (3) List of projects or initiatives specifically dedicated to YoYP objectives or commitments, and whether these have concluded or continue into 2019.

Answer (3) See answer 1.

YoYP objectives were incorporated into existing events for young people to make use of networks and ensure a holistic approach, reaching a wide range of young people and collecting a breadth of opinion.

YoYP 2018 has inspired a number of plans to further involve and consult with young people which will be realised in 2019

and beyond. This includes work that is already underway to more directly involve schools and young people in the policies of the Education, Children and Families Committee, and legacy projects are beginning to emerge with schools and lifelong learning partners in arts, sport, and third sector partners, and also with planning, transport and city development colleagues and partners.

Child Friendly City will also be officially launched in 2019 as a key legacy to the YOYP, embedding the rights of children and young people into all related decision making across the life of this city.

What Kind of Edinburgh will also end in March 2019 and the youth participation team are currently in discussion with Youth Talk (leads) in localities to explore the potential for creating a citywide group of young people who would meet with the What Kind of Edinburgh Champions.

Further details on the above will also be included in the March 2019 report

- | | |
|-------------------------------|---|
| Question | (4) Budget allocated and spent to cover each of items 1-3. |
| Answer | (4) There was no budget allocated to Year of Young People 2018 and all activity was covered from within service budgets and with reduced staff capacity. |
| Supplementary Question | Thank you very much to the Education Convener for the answer. I very much appreciate the advice on how to improve my question to make it more important but I'm quite happy to wait until the March report that's coming to the Education, Children and Families Committee if I can just get assurances that the statistics I've requested will be included in that report. |
| Supplementary Answer | They will. |

Item no 5.1

QUESTION NO 1

By Councillor Corbett for answer by the Convener of the Finance and Resources Committee at a meeting of the Council on 7 February 2019

Question

In light of the draft budget settlement for Edinburgh issued on 18 December 2018 which has increased the provisional budget gap faced by the city council in 2019-20 from £28m to £39m and, given the absence of any commitment in the draft budget for Scotland on greater fiscal flexibility for Scottish local authorities, what impact does the convener believe that he and senior colleagues have had in making the case for Scotland's capital to get a fair funding settlement?

Answer

Item no 5.2

QUESTION NO 2

By Councillor Corbett for answer by the Convener of the Finance and Resources Committee at a meeting of the Council on 7 February 2019

Question

In light of the £17.9m cut on like for like government revenue funding for Edinburgh in 2019-20, by how much would council tax have to rise to offset that reduction, both as a percentage rise and as an amount within each band?

Answer

Item no 5.3

QUESTION NO 3

By Councillor Osler for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 7 February 2019

In November 2017 I asked a question of the Convener of Transport and Environment, regarding the number of pedestrian crossings in Edinburgh which had been fitted with a pedestrian signalling box with rotating cones underneath which enable partially sighted individuals to know when it is safe to cross. As a follow up I asked how many of these cones were actually functioning. The Convener was unsure at the time but assured me that she would come back to me in an individual basis and if necessary to the Chamber, with information about the working cones. In her words "If there is a problem, a widespread problem, we'll put in place a programme to make sure that those are fitted correctly."

Question (1) Has any further research been done on the 409 traffic signal installations in the city that have rotating cones to see if they are functioning?

Answer (1)

Question (2) Has a programme been put into place to make sure that they are fitted correctly?

Answer (2)

Item no 5.4

QUESTION NO 4

By Councillor Osler for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 7 February 2019

Question (1) Since the introduction of the new service last October there have been delays on a weekly basis to the Friday collection of waste, in particular food waste, right across the Inverleith Ward, why is this happening?

Answer (1)

Question (2) What is being done to improve the situation?

Answer (2)

Item no 5.5

QUESTION NO 5

By Councillor Osler for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 7 February 2019

Question

Over the Christmas period what contingencies were put in place to make sure that communal recycling units were emptied more frequently to reflect seasonal demand?

Answer

Question

What checks were done to make sure these uplifts were carried out by our contractors?

Answer

Question

What sanctions were put in place or applied in the event of performance failures?

Answer

Item no 5.6

QUESTION NO 6

**By Councillor Johnston for answer
by the Convener of the Transport and
Environment Committee at a meeting
of the Council on 7 February 2019**

Could the Convener advise of the following:

Question (1) How many parking enforcement officers are deployed at any one time

Answer (1)

Question (2) How many problem parking 'hot-spots' are currently designated?

Answer (2)

Question (3) How many tickets were issued in 2018?

Answer (3)

Question (4) Can answers to 1 to 3 be provided on a ward by ward basis?

Answer (4)

Item no 5.7

QUESTION NO 7

By Councillor Laidlaw for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 7 February 2019

Question (1) Can the Convener confirm when the proposed clear-up of the A1 arterial route (within City of Edinburgh boundaries) will be complete and why this work which she stated at September Council “is anticipated that this work will be undertaken in October 2018.” Is still outstanding?

Answer (1)

Question (2) Can the Convener please provide a broader update on the timescale procurement for routine grounds maintenance of arterial routes (identified at October Council as the A1, A199, A8, A70, A71, A90) following the meeting of officers with Transport Scotland to discuss the potential for collaborative working for these activities, confirmed at Full Council in October?

Answer (2)

Item no 5.8

QUESTION NO 8

By Councillor Mowat for answer by the Convener of the Planning Committee at a meeting of the Council on 7 February 2019

Question

Could the Convener provide a table showing:

- a) the number of enforcement cases registered each month in 2018 regarding short term lets;
- b) the number of enforcement actions taken;
- c) the number of enforcement actions appealed and the outcome of the appeals?

Answer

Item no 5.9

QUESTION NO 9

By Councillor Booth for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 7 February 2019

- Question** (1) Please list the number of cycle racks that have been installed by the Road Safety and Active Travel team since 1 January 2016, listed by
- a) those installed on the roadway,
 - b) those installed on the footway, and
 - c) those installed elsewhere?

Answer (1)

- Question** (2) Please list the number of cycle racks that have been installed by each locality since 1 January 2016, listed by
- a) those installed on the roadway,
 - b) those installed on the footway, and
 - c) those installed elsewhere?

Answer (2)

- Question** (3) Please list the number of Edinburgh cycle hire docking points that have been installed, listed by
- a) those installed on the roadway,
 - b) those installed on the footway, and
 - c) those installed elsewhere?

Answer (3)

- Question** (4) Does the council consider that a TRO is required to install a cycle rack on
- a) the roadway, and
 - b) the footway, and what is the reason in each case?

Answer (4)

Question (5) What is the approximate cost of providing a build-out to accommodate on-road cycle racks, and are these required in every instance where a cycle rack is installed on the roadway?

Answer (5)

Question (6) What is the approximate budgeted cost of pursuing

- a) a TRO;
- b) an RSO for a cycle rack on the roadway?

Answer (6)

Item no 5.10

QUESTION NO 10

**By Councillor Lang for answer by the
Leader of the Council at a meeting of
the Council on 7 February 2019**

Question (1) How many press releases or press statements has he issued since 12 December 2018 criticising the Scottish Government's proposed reduction in the Council's revenue grant for 2019/20 and will he provide links to such statements?

Answer (1)

Question (2) How many blogs or opinion articles has he had published since 12 December 2018 criticising the Scottish Government's proposed reduction in the Council's revenue grant for 2019/20 and will he provide links to such articles?

Answer (2)

Question (3) How many tweets has he issued on Twitter since 12 December 2018 criticising the Scottish Government's proposed reduction in the Council's revenue grant for 2019/20 and will he provide the dates and times of any such tweets?

Answer (3)

Question (4) How many speeches has he made since 12 December 2018 criticising the Scottish Government's proposed reduction in the Council's revenue grant for 2019/20 and will he publish the text of any such speeches given?

Answer (4)

Item no 5.11

QUESTION NO 11

By Councillor Lang for answer by the Deputy Leader of the Council at a meeting of the Council on 7 February 2019

Question

On 17 January, the Vice Convener of the Housing and Economy Committee said: "I cannot begin to describe how furious, frustrated, and let down I feel by the ineptitude of the SNP Edinburgh Council Leadership in relation to standing up for Edinburgh". Does the deputy leader of the Council share this view?

Answer

Item no 5.12

QUESTION NO 12

By Councillor Lang for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 7 February 2019

Question

What progress has been made to implement the actions which arose from the parking monitoring report provided to Almond ward councillors on 12 July 2018? (please note that this information has been sought from parking officials through repeated emails since 2 December but none have been answered or acknowledged).

Answer

Item no 5.13

QUESTION NO 13

By Councillor Brown for answer by the Convener of the Housing and Economy Committee at a meeting of the Council on 7 February 2019

Can the Convener:

Question (1) Confirm the number and nature of events it undertook to promote Small Business Saturday on 1st December 2018?

Answer (1)

Question (2) Confirm the number and nature of social media posts (including which platform) used to promote Small Business Saturday?

Answer (2)

Question (3) Confirm the number and nature of other media and non-media activities used to promote Small Business Saturday?

Answer (3)

Item no 5.14

QUESTION NO 14

**By Councillor Jim Campbell for
answer by the Convener of the
Edinburgh Integrated Joint Board at
a meeting of the Council on 7
February 2019**

Question (1) Has the Edinburgh Integrated Joint Board had any discussions on what it sees its budget requirements being for financial year 2019 / 2020?

Answer (1)

Question (2) As a result of any such discussions, what at this stage is the lowest level of expenditure the Edinburgh Integrated Joint Board estimates is required to discharge its statutory duties in financial year 2019 / 2020?

Answer (2)

Question (3) Given the range of any estimated expenditure that has been discussed, what are the minimum contributions that the Edinburgh Integrated Joint Board would be minded to accept from both the City of Edinburgh Council, and from NHS Lothian, for the financial year 2019 / 2020?

Answer (3)

Question (4) On what date will the Edinburgh Integrated Joint Board finalise its budget requirements for financial year 2019 / 2020?

Answer (4)

Item no 5.15

QUESTION NO 15

By Councillor Webber for answer by the Convener of the Finance and Resources Committee at a meeting of the Council on 7 February 2019

Question (1) When was it first determined that the budget report would be published on Friday 18th January?

Answer (1)

Question (2) When were each of the opposition groups first contacted to arrange a meeting with the Chief Executive to review the budget report and what dates/times were offered?

Answer (2)

Question (3) When was the press briefing with the Leader and Depute Leader which took place on Friday 18th January arranged?

Answer (3)

Question (4) Is there a budget process timetable and do opposition groups feature on this?

Answer (4)

Question (5) Why was it verbally indicated to elected members that the budget papers were embargoed, yet no embargo was included on issuing?

Answer (5)

Question (6) Is the budget report the Administration's proposals?

Answer (6)

Item no 5.16

QUESTION NO 16

By Councillor Young for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 7 February 2019

At the 20 September 2018 Council meeting I asked the Convener about the pavement deterioration next to Kirkliston Primary school (Q5.16). This was the latest in a series of attempts at securing repairs:

- August 2017 - first raised with officers and advised it would be the new budget year
- February 2018 - pushed back to April school holidays
- April 2018 - pushed back to summer holidays
- September 2018 - advised now due spring 2019

At the September meeting I asked for this timescale to be reviewed considering the poor condition of the pavement and while October was not possible, I was to expect to hear back from officers on options for an escalated timescale. I have received no updates and it was not carried out during the Christmas recess.

Question (1) What discussions have taken place since September to try and bring the timescale forward?

Answer (1)

Question (2) Is this repair being done during the midterm break in February?

Answer (2)

Question (3) If not and it remains as 'Spring' can I get assurances that this will definitely go ahead?

Answer (3)

Question (4) Why has it taken 17 months to secure a fairly straightforward pavement repair which is part of an established route to school, for one of the largest primary schools in the entire Edinburgh school estate?

Answer

(4)

Item no 5.17

QUESTION NO 17

By Councillor Young for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 7 February 2019

Can the Convener please provide an update on the current backlog of street lighting faults logged:

- | | |
|-----------------|--|
| Question | (1) How many individual lights have been outstanding for over 21 days? (City wide and by ward) |
| Answer | (1) |
| Question | (2) How many individual lights have been outstanding for over 3 months?(city wide and by ward) |
| Answer | (2) |
| Question | (3) What efforts are in place to reduce this backlog? |
| Answer | (3) |
| Question | (4) Is the department still prioritising overdue faults where there are 2 or more lights out in the same location? If so, how long is this approach expected to continue? |
| Answer | (4) |
| Question | (5) When is it anticipated that the backlog will be cleared? |
| Answer | (5) |

Item no 5.18

QUESTION NO 18

**By Councillor Rose for answer by the
Convener of the Finance and
Resources Committee at a meeting
of the Council on 7 February 2019**

Question

Please detail the total amount, in cash and resource, which has been spent in the last five years on tram extension, either directly or otherwise?

Answer

Item no 5.19

QUESTION NO 19

By Councillor Bruce for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 7 February 2019

- Question** (1) Any resident trying to contact you over the Festive Period received an out of office reply stating: "I will be away from the office over the Christmas recess and not answering emails from Fri 14/12/2018 until Mon 7/1/2019".
- What arrangements did you put in place for oversight of this service during its busiest time of year, and following the poorly implemented route changes in October 2018?
- Answer** (1)
- Question** (2) Would you like to elaborate on your apology, published in the Edinburgh Evening News on 23 January, regarding the poor service that residents have received?
- Answer** (2)
- Question** (3) What lessons would you pass on to any other Convener of a Council Committee, in terms of overseeing a significant operation change in a Council Service?
- Answer** (3)
- Question** (4) For each week since 1 October till 1 February, please break down the number of uplifts recorded on route smart, failed uplifts and complaints by week and waste stream.
- Answer** (4)

Item no 5.20

QUESTION NO 20

By Councillor Bruce for answer by the Convener of the Education, Children and Families Committee at a meeting of the Council on 7 February 2019

Question (1) How many children have been refused entry into their catchment Primary school since 2016?

Please sort by Ward and name each school

Answer (1)

Question (2) How many children have been refused entry into their catchment Secondary school since 2016?

Please sort by Ward and name each school

Answer (2)



Tourist and workplace parking levy success

We're another step closer to gaining the powers to introduce a Transient Visitor Levy (TVL) or 'tourist tax'. This comes courtesy of the Finance Minister's welcome announcement yesterday that the Scottish Government will bring forward the necessary legislation in Parliament as part of the SNP/Green budget deal.

After many months of robust research and feedback, and assuming councillors approve the [finalised case](#) following our consultation, we will submit our proposals to Ministers and MSPs for their consideration with a view to Edinburgh becoming the first council in the UK to introduce a levy.

We have been clear throughout that an Edinburgh TVL should reflect the needs and interests of everyone in the city, including our citizens, businesses and the hospitality industry. I'm confident our proposals offer a fair scheme which will be simple to implement but we'll continue to work closely with industry to ensure our scheme works for everyone.

The Scottish Government's indication of acceptance of the Green amendment to the Transport Bill will also allow us to explore further the introduction of a 'Workplace Parking Levy', which could provide much-needed revenue to invest in public transport, active travel and other key public services while tackling congestion. This policy already formed part of our [Programme for the Capital](#) so I'm looking forward now to having a more thorough conversation with the city about the prospects of taking this forward.

Still time to have your say on our budget proposals

What also became clear yesterday in Holyrood was an improvement in the grant settlement we are set to receive from the Scottish Government.

We are currently analysing the figures in more detail but we will now have more flexibility when considering our spending and saving options when we set our budget for the next financial year (on 21 February).

While we will undoubtedly still have to make some tough decisions, this doesn't mean we've lost our ambition for our city or our commitment to protect those services that we know our most vulnerable residents rely upon.

A number of the proposals have already been well documented in the press but I would urge you to read directly what is being proposed in our [change strategy](#) and give us your feedback on what this will mean for you. You can [take part online](#) until 11 February and [contact your local councillor](#) ahead of our budget meeting later this month.

New Edinburgh Living homes welcome first tenants

Our new and very welcome housing partnership with Scottish Futures Trust is already delivering much-needed affordable housing in the city. Edinburgh Living will deliver around 1,500 new affordable homes over the next five years with the first 44 high quality energy efficient homes at Clermiston now ready for tenants.

The new development has 22 flats to be let at mid-market rent while the rest will be retained by the Council for social rent. There's already been huge interest – with over 50 viewings – and I'm sure the tenants will be delighted with their new homes when they move in. There's been a real effort, not only to provide quality homes, but also the facilities that people value, such as drying greens, storage and terraced landscape gardens.

The proposal to set up the Edinburgh Living partnership formed part of the City Region Deal, signed in August 2018. The initial homes will be delivered as part of our award-winning housebuilding programme, which is targeting 20,000 new affordable homes over the next 10 years, as part of a joint commitment for the city with housing association partners.

Top marks for new Queensferry High School

We've reached another major milestone in our latest school project with a special topping out ceremony held for the [new Queensferry High](#), which is due to open in spring 2020.

It's a great example of what we are trying to achieve around designing and building our schools for the future – much-needed community facilities easily accessible to the public, a more inclusive environment promoting greater health and wellbeing and above all a modern, fit-for-purpose building.

There's plenty more on the drawing board, with six more high schools identified in our £207m Wave 4 programme, and planning applications submitted for a replacement Victoria Primary School, a new primary in south east Edinburgh and a new nursery at Craigentenny Primary – all ensuring we can give our children the best start in life.

Garden waste – sign up for this year’s service

Gardeners all over Edinburgh will be eagerly anticipating milder temperatures and the chance to get their green spaces spruced back up. If you haven’t already signed up for our fortnightly garden waste collection service, we’re opening another registration window from 4 to 19 February. This is your last opportunity to sign up for collections running throughout the summer until October.

The price remains fixed at £25 per brown bin and the revenue raised is enabling us to channel over £1.4m into essential services. We introduced the new service back in October alongside a significant shake-up in household waste and recycling collections. A change on this scale was always going to prove challenging, however residents are quite right to be frustrated by the level service they’ve received in recent months.

My colleague Cllr Lesley Macinnes left senior management in no doubt as to what is expected of them and a number of actions are underway to get collections back on track. I’m pleased that these are having an impact, with complaints dropping substantially week-on-week since the middle of last month. We’re keeping a very close eye on progress to make sure these improvements continue so that we can deliver the high standard of service residents deserve and expect.

Brexit – EU Nationals are Edinburghers on equal terms

As an international capital city, Edinburgh’s workforce depends on the contribution and talent of staff from all over the globe. In this highly uncertain time, when the wrangling and debating over Brexit continues to dominate the news agenda, people are understandably anxious about what this all means for family members, friends and work colleagues.

It’s a mark of Edinburgh’s continued appeal as place to live, work, visit and study that the Capital is home to far more EU nationals – around 40,000 – than any other Scottish city. And the Council employs more staff hailing from EU countries than any other Scottish local authority – five per cent of our workforce.

We’re acutely aware that as citizens of EU countries, many of our residents face a period of uncertainty. We’re working hard to provide timely and relevant support and guidance to our own staff throughout this unsettling period, and we’d urge all organisations in the city to do likewise.

No-one yet knows for certain how the Brexit saga will play out and these are worrying times for us all. I want to reassure all our residents that we will do whatever we can to make sure the Capital is in the strongest possible position – and continues to offer the warmest possible welcome – whatever the outcome.

Burnshot Bridge replacement

The reconstruction of Burnshot Bridge is a major project for the Council, and I know how much this transport link means to the community too, so I’m delighted that we’ve now completed the design, and are aiming to begin construction before summer.

This is an extremely complex project and its progress is dependent on a number of factors, but we’ve been liaising with residents, businesses and local groups throughout to keep them up-to-date with its development. We’ve also been consulting closely with active travel groups and other stakeholders to ensure the new design meets the needs of all users – which I’m confident it does.

I’d like to take the opportunity to thank the local community for their patience as we deliver this essential improvement to our transport infrastructure.

A century of Lothian buses

It’s hard to imagine the city without them – from the moment they appeared on our streets 100 years ago, Lothian buses have been serving all corners of the Capital continuously. Edinburgh – and the buses – might have changed immeasurably since then, but what hasn’t changed is the quality of the award-winning service, which has gone from strength-to-strength.

As we celebrate Lothian’s centenary, it’s a chance to look forward, and this week, they’ll launch their ambitious Bus 2020 strategy. Lothian, the largest bus provider in the city, is already making great strides towards reducing air pollution in Edinburgh and I’m looking forward to working with them on their commitment to replace their whole fleet with low emission vehicles by 2020.

Sustainable travel is central to our vision for Edinburgh, where residents and visitors benefit from a reliable, environmentally-friendly and integrated public transport system worthy of a major Capital, and where trams run alongside buses to connect people seamlessly from A to B. It’s clear that Lothian is essential to achieving this, and I’m confident that they will continue to evolve to meet the city’s needs for many years to come.

Counting down to Chinese New Year

Scotland’s largest ever celebration of Chinese New Year will kick off tomorrow (2 February), promising a fortnight of live music, lectures, bright lanterns and a brand new gallery of East Asian history at the National Museum of Scotland.

Recognising the steady growth of the Capital’s Scots-Chinese community and the city’s appeal to Chinese visitors, the festival aspires to develop and amplify Edinburgh as a vibrant place to enjoy Chinese New Year with a Scottish twist. And from bespoke Chinese New Year cocktails in bars along George Street to gifts of lucky red envelopes in shops like Harvey Nichols, I’m pleased to see the business community actively joining in the celebrations too.

As we celebrate the Year of the Pig on 6 February, it will be a great chance to learn more about Chinese culture and I hope people from all backgrounds and all walks of life feel welcome to take part in what is going to be our best [Chinese New Year Festival](#) yet.

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

10.05am, Thursday 7 February 2019

Resignation of Councillor/Appointments

Item number	7.1
Report number	
Executive/routine	
Wards	None

Executive summary

Councillor Marion Donaldson has submitted her resignation as a councillor of the City of Edinburgh Council for Ward 12, Leith Walk.

This report provides information on the arrangements necessary for the resulting by-election. Polling will be held on 11 April 2019, with the votes counted electronically at the close of poll. It also invites Council to appoint replacement members on the committees and outside body to which Councillor Donaldson was appointed.

Resignation of Councillor/Appointments

1 Recommendations

- 1.1 To note that arrangements will now be put in place for a by-election for the vacancy in Leith Walk ward (no 12), with polling on 11 April 2019.
- 1.2 To note that officers working on preparations for the by-election, the poll itself, postal vote processing and the count will require to be released from normal duties.
- 1.3 To authorise the Chief Executive to make any revisions to polling arrangements, including polling places, as may be required, in consultation with the remaining Leith Walk elected members.
- 1.4 To appoint a Labour Group member to the vacancy on the Finance and Resources Committee.
- 1.5 To appoint a member as vice-convener of the Finance and Resources Committee.
- 1.6 To appoint a Labour Group member to the vacancy on the Committee on the Jean F Watson Bequest.
- 1.7 To appoint one member to the vacancy on the board of Spartans Community Football Academy.

2 Background

- 2.1 Following the resignation of Councillor Donaldson on 29 January 2019, a by-election will take place for Electoral Ward No.12 Leith Walk.
- 2.2 The by-election must be called within 3 months of the vacancy occurring, with the date determined by the Returning Officer. Potential dates for a by-election have been considered in the light of the Easter recess and forthcoming Council meetings.
- 2.3 Councillor Donaldson's resignation as an elected member results in a number of vacancies at committee and on one outside body.
- 2.4 In terms of the Committee Terms of Reference and Delegated Functions, the replacement committee members should be Labour Group members.

3 Main report

- 3.1 Having reviewed potential dates for the required by-election the Returning Officer has determined that the poll will be held on 11 April 2019, with votes counted electronically at close of poll. This will allow the successful candidate to attend Council on 2 May 2019, following Easter recess.

- 3.2 Council will be informed of further details with respect to polling, postal vote opening and the count, as these are still being determined. However an election timetable for key tasks and deadlines has been created, set out in appendix 1.
- 3.3 Some officers will require to be released from their normal duties to assist in the preparation for and delivery of the election. As the budget for by-elections is strictly limited, there will be little scope to pay overtime for work out of hours. No additional payment will be made for tasks carried out within the working day. Staff who have been asked to carry out evening work will be granted time in lieu, to be taken later as agreed with their own line managers.
- 3.4 Authority is also sought to make such changes to polling arrangements, including polling places, as are necessary. This will be done in consultation with the three remaining elected members for this ward.
- 3.5 Councillor Donaldson was a member of the Finance and Resources Committee and the Committee on the Jean F Watson Bequest. She was also vice-convenor of the former.
- 3.6 As ward member, she was also a member of the North East Locality Committee and Leith Neighbourhood Partnership. These vacancies will automatically be filled by whoever is elected to replace her as a Leith Walk ward councillor.
- 3.7 Councillor Donaldson also represented the Council on the board of one outside organisation, Spartans Community Football Academy. Council is invited to appoint a replacement to this organisation.

4 Measures of success

- 4.1 Appropriate arrangements are put in place for a replacement member for Leith Walk ward to be elected, in accordance with the relevant rules and legislation.
- 4.2 Appointments are made to all vacancies on Council committees, and the board of one outside organisation.

5 Financial impact

- 5.1 All of the associated costs of the by-election will be met from within existing Council budgets.

6 Risk, policy, compliance and governance impact

- 6.1 It is the responsibility of the Returning Officer to deliver secure and transparent polls for the electors of Edinburgh with results in which the voters can have full confidence.
- 6.2 Electoral events are to be delivered in accordance with all relevant legislation. The Returning Officer is personally accountable for the conduct of the event.

7 Equalities impact

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

8 Sustainability impact

8.1 None.

9 Consultation and engagement

9.1 None.

10 Background reading / external references

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

10.2 [Scottish Local Government Elections Order 2011](#)

10.3 [The Representation of the People Act 1983](#)

10.4 [Local Government \(Scotland\) Act 1973](#)

Andrew Kerr

Chief Executive

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11 Appendices

Appendix 1 Election Timetable for Leith Walk (Ward no. 12) by-election.

City of Edinburgh Council
Local Government By-Election Ward 12 Leith Walk

Election Timetable

Date of Poll: Thursday 11 April 2019

	Event	Date
-35	Publication of Notice of Election	21 February 2019
-34	Nomination period commences	22 February 2019
<i>Delivery of Nomination Papers each working day (between 10.00am and 4.00pm) from Friday 22 February until Monday 11 March</i>		
-23	Deadline for lodging Nomination Papers - Not later than 4.00pm on	11 March 2019
-23	Deadline for lodging appointment of Election Agents – Not later than 4.00pm on	11 March 2019
-23	Latest time for withdrawal of Nomination Paper - Not later than 4.00pm on	11 March 2019
-23	Publish Statement as to Persons Standing Nominated/ Notice of Poll/Notice of Situation of Polling Stations or Notice in case of uncontested election	As soon as practicable after 4.00pm on 11 March
	<i>Poll Cards issued</i>	<i>To be determined</i>
-12	Last day for applications to be included on the register of electors to be used at this election	Midnight 26 March 2019
-11	Deadline for requests for a new postal vote or to change or cancel an existing postal vote or proxy appointment - Not later than 5.00pm on	27 March 2019
	Postal Vote Issued	<i>To be determined</i>
-6	Deadline for new applications to vote by proxy (not postal proxy), except for medical emergencies - Not later than 5.00pm on	3 April 2019
-5	Last day for the appointment of Polling, Postal Voting and Counting Agents	4 April 2019

-4	First day to issue ballot papers in response to requests to replace lost postal ballot papers	5 April 2019
0	Postal Vote Processing commences	<i>To be determined</i>
0	Polling Day (7.00am - 10.00pm)	11 April 2019
0	Deadline for the issue of replacement for spoilt or lost postal ballot papers - Not later than 5.00pm on	11 April 2019
0	Deadline for new applications to vote by proxy on the grounds of a medical emergency - Not later than 5.00pm on	11 April 2019
0	Last day to make alterations to the register to correct a clerical error or to implement a court (registration appeal) decision - Not later than 9.00pm on	11 April 2019
0	Verification and Counting of votes <i>(Electronic Count at the close of poll)</i>	11 April 2019
	First Council Meeting	2 May 2019
+35	Latest date for delivery of return of declarations as to election expenses	Friday 17 May 2019

The City of Edinburgh Council

10.05am, Thursday 7 February 2019

Appointment to Outside Organisation/Joint Board

Item number	7.2
Report number	
Executive/routine	
Wards	None

Executive summary

Councillor Ian Campbell has tendered his resignation as the Council's representative on the Board of NHS Lothian. A replacement member is sought.

Councillor Campbell has also resigned as a Council appointee on the Integration Joint Board (IJB). A replacement appointee is also sought for this position.

Appointment to Outside Organisation/Joint Board

1 Recommendations

- 1.1 To agree to appoint one member to replace Councillor Ian Campbell as the Council's representative on the Board of NHS Lothian.
- 1.2 To appoint one member to replace Councillor Campbell as a Council representative on the Integration Joint Board.

2 Background

- 2.1 Appointments to outside organisations were made at the Council meeting on 18 May 2017.
- 2.2 Councillor Ian Campbell was appointed to replace Councillor Henderson as the Council's representative on the Board of NHS Lothian at the Council meeting on 15 March 2018.

3 Main report

- 3.1 The Council is entitled to appoint one elected member to serve on the Board of NHS Lothian.
- 3.2 Councillor Campbell has now tendered his resignation from this position, with immediate effect. He has also resigned as one of the Council's representatives on the Integration Joint Board, again with immediate effect.
- 3.3 Replacement members are sought for both positions. There is no requirement for this to be the same member, although since the inception of the IJB the Council's representative on the NHS Lothian Board has also been appointed an IJB member.

4 Measures of success

- 4.1 The Council is represented on the Board of NHS Lothian.
- 4.2 The Council is fully represented on the Integration Joint Board.

5 Financial impact

- 5.1 None.

6 Risk, policy, compliance and governance impact

- 6.1 Any nomination to the NHS Lothian Board will require to be notified to Scottish Ministers.
- 6.2 Legislation requires the Council and NHS Lothian to have an equal number of members on the IJB.

7 Equalities impact

7.1 There are no equalities issues arising from the appointments.

8 Sustainability impact

8.1 None.

9 Consultation and engagement

9.1 None.

10 Background reading / external references

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

10.2 [Council minute of 15 March 2018](#)

Andrew Kerr

Chief Executive

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The City of Edinburgh Council

10.05am, Thursday 7 February 2019

Education, Children and Families Committee Appointment of Religious Representative

Item number	7.3
Report number	
Executive/routine	
Wards	None

Executive summary

In terms of Section 124 of the Local Government (Scotland) Act 1973 (as amended), the Church of Scotland and the Roman Catholic Church may each nominate one representative to any committee whose purposes include advising the authority on any matter relating to the discharge of its functions as education authority and discharging any of those functions of the authority on its behalf.

Following the resignation of Dr Rita Welsh as the Church of Scotland representative on the Education, Children and Families Committee, the Council is required to formally appoint the replacement Church of Scotland representative,

Education, Children and Families Committee Appointment of Religious Representative

1. Recommendations

- 1.1 To note the resignation of Dr Rita Welsh as the Church of Scotland representative on the Education, Children and Families Committee and to record appreciation for her commitment to the work of the Committee during her tenure.
- 1.2 To note the nomination by the Church of Scotland of Mrs Fiona Beveridge and to formally appoint her to the Education, Children and Families Committee.

2. Main report

- 2.1 In terms of Section 124 of the Local Government (Scotland) Act 1973 (as amended), the Church of Scotland and the Roman Catholic Church may each nominate one representative to any committee whose purposes include advising the authority on any matter relating to the discharge of its functions as education authority and discharging any of those functions of the authority on its behalf.
- 2.2 Following the resignation of Dr Rita Welsh, the Church of Scotland has advised that with effect from 20 December 2018 the Church of Scotland representative will be Mrs Fiona Beveridge.
- 2.3 Mrs Beveridge's appointment will be subject to her agreement to meet the terms of the Councillors' Code of Conduct and, in terms of the Protection of Children (Scotland) Act 2003, to a satisfactory Protected Vulnerable Group disclosure check.

3. Measures of success

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

4. Financial impact

- 4.1 Not applicable.

5. Risk, policy, compliance and governance impact

- 5.1 The appointment of a replacement Church of Scotland representative will ensure all statutory appointments to the committee are complete.

6. Equalities impact

- 6.1 Not applicable.

7. Sustainability impact

7.1 Not applicable.

8. Consultation and engagement

8.1 Not applicable.

9. Background reading / external references

9.1 [Minute of Council of 24 August 2017](#)

Andrew Kerr

Chief Executive

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The City of Edinburgh Council

10.05am, Thursday 7 February 2019

Council Diary 2019/20

Item number	8.1
Report number	
Executive/routine	
Wards	All
Council Commitments	

Executive Summary

This report proposes meeting dates for all Council and Committee meetings from August 2019 to August 2020. It also includes proposed dates for recess periods and Council meetings from August 2020 to August 2021.

Council Diary 2019/20

1. Recommendations

- 1.1 To agree the Council Diary for August 2019 to August 2020 as set out in appendix 1, and authorise the Chief Executive to make minor adjustments, as necessary.
- 1.2 To agree the recess and Council meeting dates for August 2020 to August 2021 as set out in appendix 2.

2. Main report

- 2.1 Standing Order 4.2 states that committees will hold such meetings as the Council prescribes.
- 2.2 Under the current political management arrangements, there are six Executive Committees and a number of statutory and other committees and sub-committees. The diary at appendix 1 includes dates of meetings of each of these committees, Council meetings and recess periods.
- 2.3 The proposed dates mostly reflect current arrangements. In some cases dates are subject to confirmation by the parent board/committee (eg Edinburgh and South East of Scotland City Region Deal Joint Committee; Integration Joint Board; Lothian Valuation Joint Board; Licensing Board). Where known these dates have been marked as *provisional*.
- 2.4 Special Meetings have been included where requested by directorates in order to meet required timescales.
- 2.5 It is normal practice for the Council to agree the timing of recess periods and Council meetings a year in advance. The proposed recess periods and Council meeting dates for August 2020 to August 2021 are included at appendix 2. School term dates for 2020/21 have been agreed by the Education, Children and Families Committee and the recess periods reflect these.

3. Measures of success

- 3.1 A structured meetings programme supports the Council's democratic functions.

4. Financial impact

- 4.1 There are no financial implications from this report.

5. Risk, policy, compliance and governance impact

- 5.1 Failure to agree meeting arrangements could open the Council to legal challenge where timescales apply.

6. Equalities impact

- 6.1 Not applicable.

7. Sustainability impact

- 7.1 Not applicable.

8. Consultation and engagement

- 8.1 Consultation was undertaken with conveners, group leaders and directors as appropriate.

9. Background reading/external references

None.

Andrew Kerr

Chief Executive

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10. Appendices

- 10.1 Proposed Council diary 2019/20
10.2 Proposed outline diary 2020/21

(Summer Recess until w/c 29 July 2019)
Licensing Sub-Committee – 22 July 2019

Wk 1	Mon	29	July	a.m.	<i>Licensing Board</i>
				p.m.	
	Tue	30	July	a.m.	
				p.m.	
	Wed	31	July	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	1	August	a.m.	
			p.m.		
Wk 2	Fri	2	August	a.m.	
				p.m.	
	Mon	5	August	a.m.	
				p.m.	
	Tue	6	August	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE
				p.m.	Joint Consultative Group
	Wed	7	August	a.m.	The City of Edinburgh Planning Local Review Body (Panel 2)
			p.m.	Planning Committee	
Wk 3	Thu	8	August	a.m.	TRANSPORT AND ENVIRONMENT COMMITTEE
				p.m.	
	Fri	9	August	a.m.	
				p.m.	
	Mon	12	August	a.m.	
				p.m.	
	Tue	13	August	a.m.	Governance, Risk and Best Value Committee
			p.m.		
Wk 4	Wed	14	August	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	15	August	a.m.	FINANCE AND RESOURCES COMMITTEE
				p.m.	
	Fri	16	August	a.m.	EDUCATION, CHILDREN AND FAMILIES COMMITTEE
				p.m.	Edinburgh Integration Joint Board
	Mon	19	August	a.m.	
			p.m.	Regulatory Committee Licensing Sub-Committee	
Wk 4	Tue	20	August	a.m.	Licensing Sub-Committee
				p.m.	
	Wed	21	August	a.m.	The City of Edinburgh Planning Local Review Body (Panel 1)
				p.m.	Planning Committee Site Visits
	Thu	22	August	a.m.	CITY OF EDINBURGH COUNCIL
				p.m.	
	Fri	23	August	a.m.	North West Locality Committee
			p.m.		

Wk 5	Mon	26	August	a.m.	<i>Licensing Board</i>
				p.m.	
	Tue	27	August	a.m.	
				p.m.	
	Wed	28	August	a.m.	Development Management Sub-Committee
				p.m.	
Wk 6	Thu	29	August	a.m.	HOUSING AND ECONOMY COMMITTEE
				p.m.	
	Fri	30	August	a.m.	
				p.m.	
	Mon	2	September	a.m.	<i>Lothian Valuation Joint Board</i>
				p.m.	
Wk 7	Tue	3	September	a.m.	
				p.m.	North East Locality Committee
	Wed	4	September	a.m.	The City of Edinburgh Planning Local Review Body (Panel 2)
				p.m.	Planning Committee Workshop
	Thu	5	September	a.m.	South East Locality Committee
				p.m.	
Wk 8	Fri	6	September	a.m.	<i>City Region Deal Joint Committee</i>
				p.m.	
	Mon	9	September	a.m.	
				p.m.	
	Tue	10	September	a.m.	CULTURE AND COMMUNITIES COMMITTEE
				p.m.	
Wk 8	Wed	11	September	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	12	September	a.m.	South West Locality Committee
				p.m.	
	Fri	13	September	a.m.	
				p.m.	
	Mon	16	September	a.m.	
			p.m.	Licensing Sub-Committee	
Tue	17	September	a.m.	Licensing Sub-Committee Governance, Risk and Best Value Committee	
			p.m.		
Wed	18	September	a.m.	The City of Edinburgh Planning Local Review Body (Panel 1)	
			p.m.	Planning Committee Site Visits	
Thu	19	September	a.m.	CITY OF EDINBURGH COUNCIL	
			p.m.		
Fri	20	September	a.m.		
			p.m.		

Wk 1	Mon	23	September	a.m.	
				p.m.	
	Tue	24	September	a.m.	
				p.m.	Pensions Audit Sub-Committee
	Wed	25	September	a.m.	Development Management Sub-Committee
				p.m.	Pensions Committee
	Th	26	September	a.m.	FINANCE AND RESOURCES COMMITTEE (SPECIAL MEETING)
			p.m.		
Wk 2	Fri	27	September	a.m.	
				p.m.	
	Mon	30	September	a.m.	<i>Licensing Board</i>
				p.m.	
	Tue	1	October	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE
				p.m.	
	Wed	2	October	a.m.	The City of Edinburgh Planning Local Review Body (Panel 2)
			p.m.	Planning Committee	
Wk 3	Th	3	October	a.m.	TRANSPORT AND ENVIRONMENT COMMITTEE
				p.m.	
	Fri	4	October	a.m.	
				p.m.	
	Mon	7	October	a.m.	
				p.m.	Planning Committee Site Visits
	Tue	8	October	a.m.	EDUCATION, CHILDREN AND FAMILIES COMMITTEE
			p.m.		
Wk 4	Wed	9	October	a.m.	Development Management Sub-Committee
				p.m.	
	Th	10	October	a.m.	FINANCE AND RESOURCES COMMITTEE
				p.m.	
	Fri	11	October	a.m.	
				p.m.	
	<i>(October School Week Recess until w/c 21 October 2019)</i>				
Wk 4	Mon	21	October	a.m.	
				p.m.	Regulatory Committee Licensing Sub-Committee
	Tue	22	October	a.m.	Licensing Sub-Committee
				p.m.	
	Wed	23	October	a.m.	Development Management Sub-Committee
				p.m.	
	Th	24	October	a.m.	CITY OF EDINBURGH COUNCIL
			p.m.		
Wk 4	Fri	25	October	a.m.	North West Locality Committee
				p.m.	

Wk 5	Mon	28	October	a.m.	<i>Licensing Board</i>
				p.m.	
	Tue	29	October	a.m.	Governance, Risk and Best Value Committee
				p.m.	
	Wed	30	October	a.m.	The City of Edinburgh Planning Local Review Body (Panel 1)
				p.m.	Planning Committee Workshop
	Thu	31	October	a.m.	HOUSING AND ECONOMY COMMITTEE
			p.m.		
Wk 6	Fri	1	November	a.m.	
				p.m.	
	Mon	4	November	a.m.	<i>Lothian Valuation Joint Board</i>
				p.m.	
	Tue	5	November	a.m.	
				p.m.	North East Locality Committee
	Wed	6	November	a.m.	Development Management Sub-Committee
			p.m.		
Wk 7	Thu	7	November	a.m.	South East Locality Committee
				p.m.	
	Fri	8	November	a.m.	
				p.m.	
	Mon	11	November	a.m.	
				p.m.	
	Tue	12	November	a.m.	CULTURE AND COMMUNITIES COMMITTEE
			p.m.	Joint Consultative Group	
Wk 8	Wed	13	November	a.m.	The City of Edinburgh Planning Local Review Body (Panel 2)
				p.m.	Planning Committee Site Visits
	Thu	14	November	a.m.	South West Locality Committee
				p.m.	
	Fri	15	November	a.m.	
				p.m.	
	Mon	18	November	a.m.	
			p.m.	Licensing Sub-Committee	
Wk 8	Tue	19	November	a.m.	Licensing Sub-Committee
				p.m.	
	Wed	20	November	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	21	November	a.m.	CITY OF EDINBURGH COUNCIL
				p.m.	
	Fri	22	November	a.m.	
			p.m.		

Wk 1	Mon	25	November	a.m.	<i>Licensing Board</i>
				p.m.	
	Tue	26	November	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE
				p.m.	
	Wed	27	November	a.m.	The City of Edinburgh Planning Local Review Body (Panel 1)
				p.m.	Planning Committee Workshop
	Thu	28	November	a.m.	
				p.m.	
	Fri	29	November	a.m.	
				p.m.	
Wk 2	Mon	2	December	a.m.	
				p.m.	
	Tue	3	December	a.m.	Governance, Risk and Best Value Committee
				p.m.	
	Wed	4	December	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	5	December	a.m.	TRANSPORT AND ENVIRONMENT COMMITTEE
				p.m.	
	Fri	6	December	a.m.	FINANCE AND RESOURCES COMMITTEE
					<i>City Region Deal Joint Committee</i>
				p.m.	
Wk 3	Mon	9	December	a.m.	
				p.m.	Planning Committee Site Visits
	Tue	10	December	a.m.	EDUCATION, CHILDREN AND FAMILIES COMMITTEE
				p.m.	Pensions Audit Sub-Committee
	Wed	11	December	a.m.	The City of Edinburgh Planning Local Review Body (Panel 2)
				p.m.	Planning Committee Pensions Committee
		Thu	12	December	a.m.
				p.m.	
	Fri	13	December	a.m.	<i>Edinburgh Integration Joint Board</i>
				p.m.	

Wk 4	Mon	16	December	a.m.	
				p.m.	Regulatory Committee Licensing Sub-Committee
	Tue	17	December	a.m.	Licensing Sub-Committee
				p.m.	
	Wed	18	December	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	19	December	a.m.	
			p.m.		
Fri	20	December	a.m.	North West Locality Committee	
			p.m.		
<i>(Christmas and New Year Recess until w/c 13 January 2020)</i>					
Wk 5	Mon	13	January	a.m.	
				p.m.	
	Tue	14	January	a.m.	Governance, Risk and Best Value Committee
				p.m.	
	Wed	15	January	a.m.	The City of Edinburgh Planning Local Review Body (Panel 1)
				p.m.	Planning Committee Site Visits
	Thu	16	January	a.m.	
			p.m.		
Fri	17	January	a.m.		
			p.m.		
Wk 6	Mon	20	January	a.m.	HOUSING AND ECONOMY COMMITTEE
				p.m.	
	Tue	21	January	a.m.	
				p.m.	North East Locality Committee
	Wed	22	January	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	23	January	a.m.	FINANCE AND RESOURCES COMMITTEE (SPECIAL MEETING)
			p.m.	South East Locality Committee	
Fri	24	January	a.m.		
			p.m.		
Wk 7	Mon	27	January	a.m.	<i>Licensing Board</i>
				p.m.	
	Tue	28	January	a.m.	CULTURE AND COMMUNITIES COMMITTEE
				p.m.	Joint Consultative Group
	Wed	29	January	a.m.	The City of Edinburgh Planning Local Review Body (Panel 2)
				p.m.	Planning Committee Workshop
	Thu	30	January	a.m.	South West Locality Committee
			p.m.		
Fri	31	January	a.m.		
			p.m.		

Wk 8	Mon	3	February	a.m.	<i>Lothian Valuation Joint Board</i>
				p.m.	Licensing Sub-Committee
	Tue	4	February	a.m.	Licensing Sub-Committee
				p.m.	
	Wed	5	February	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	6	February	a.m.	CITY OF EDINBURGH COUNCIL
			p.m.		
Fri	7	February	a.m.	<i>Edinburgh Integration Joint Board</i>	
			p.m.		
<i>(February Recess until w/c 17 February 2020)</i>					
Wk 1	Mon	17	February	a.m.	
				p.m.	Planning Committee Site Visits
	Tue	18	February	a.m.	Governance, Risk and Best Value Committee
				p.m.	
	Wed	19	February	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	20	February	a.m.	CITY OF EDINBURGH COUNCIL (BUDGET)
			p.m.		
Fri	21	February	a.m.		
			p.m.		
Wk 2	Mon	24	February	a.m.	<i>Licensing Board</i>
				p.m.	
	Tue	25	February	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE
				p.m.	
	Wed	26	February	a.m.	The City of Edinburgh Planning Local Review Body (Panel 1)
				p.m.	Planning Committee
	Thu	27	February	a.m.	TRANSPORT AND ENVIRONMENT COMMITTEE
			p.m.		
Fri	28	February	a.m.		
			p.m.		
Wk 3	Mon	2	March	a.m.	
				p.m.	
	Tue	3	March	a.m.	EDUCATION, CHILDREN AND FAMILIES COMMITTEE
				p.m.	
	Wed	4	March	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	5	March	a.m.	FINANCE AND RESOURCES COMMITTEE
			p.m.		
Fri	6	March	a.m.	<i>City Region Deal Joint Committee</i>	
			p.m.		

Wk 4	Mon	9	March	a.m.	
				p.m.	Regulatory Committee Licensing Sub-Committee
	Tue	10	March	a.m.	Licensing Sub-Committee
				p.m.	Joint Consultative Group
	Wed	11	March	a.m.	The City of Edinburgh Planning Local Review Body (Panel 2)
				p.m.	Planning Committee Workshop
	Thu	12	March	a.m.	CITY OF EDINBURGH COUNCIL
			p.m.		
Wk 5	Fri	13	March	a.m.	North West Locality Committee
				p.m.	
	Mon	16	March	a.m.	
				p.m.	
	Tue	17	March	a.m.	
				p.m.	
	Wed	18	March	a.m.	Development Management Sub-Committee
			p.m.		
Wk 6	Thu	19	March	a.m.	HOUSING AND ECONOMY COMMITTEE
				p.m.	
	Fri	20	March	a.m.	
				p.m.	
	Mon	23	March	a.m.	<i>Licensing Board</i>
				p.m.	
	Tue	24	March	a.m.	Governance, Best Risk and Value Committee
			p.m.	North East Locality Committee	
Wk 7	Wed	25	March	a.m.	The City of Edinburgh Planning Local Review Body (Panel 1)
				p.m.	Pensions Committee Planning Committee Site Visits
	Thu	26	March	a.m.	South East Locality Committee
				p.m.	
	Fri	27	March	a.m.	<i>Edinburgh Integration Joint Board</i>
				p.m.	
	<i>(Easter Recess until w/c 20 April 2020)</i>				
Wk 7	Mon	20	April	a.m.	<i>Lothian Valuation Joint Board</i>
				p.m.	Licensing Sub-Committee
	Tue	21	April	a.m.	CULTURE AND COMMUNITIES COMMITTEE
				p.m.	
	Wed	22	April	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	23	April	a.m.	South West Locality Committee
			p.m.		
	Fri	24	April	a.m.	
				p.m.	

Wk 8	Mon	27	April	a.m.	<i>Licensing Board</i>
				p.m.	
	Tue	28	April	a.m.	Licensing Sub-Committee
				p.m.	
	Wed	29	April	a.m.	The City of Edinburgh Planning Local Review Body (Panel 2)
				p.m.	Planning Committee Site Visits
	Thu	30	April	a.m.	CITY OF EDINBURGH COUNCIL
			p.m.		
	Fri	1	May	a.m.	
				p.m.	
Wk 1	Mon	4	May	a.m.	
				p.m.	
	Tue	5	May	a.m.	Governance, Risk and Best Value Committee
				p.m.	
	Wed	6	May	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	7	May	a.m.	
			p.m.		
	Fri	8	May	a.m.	Planning Committee Site Visits
				p.m.	
Wk 2	Mon	11	May	a.m.	
				p.m.	
	Tue	12	May	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE
				p.m.	
	Wed	13	May	a.m.	The City of Edinburgh Planning Local Review Body (Panel 1)
				p.m.	Planning Committee
	Thu	14	May	a.m.	TRANSPORT AND ENVIRONMENT COMMITTEE
			p.m.		
	Fri	15	May	a.m.	
				p.m.	
Wk 3	Mon	18	May	a.m.	
				p.m.	Regulatory Committee Licensing Sub-Committee
	Tue	19	May	a.m.	EDUCATION, CHILDREN AND FAMILIES COMMITTEE
				p.m.	
	Wed	20	May	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	21	May	a.m.	FINANCE AND RESOURCES COMMITTEE
			p.m.		
	Fri	22	May	a.m.	
				p.m.	

Wk 4	Mon	25	May	a.m.	<i>Licensing Board</i>
				p.m.	
	Tue	26	May	a.m.	Licensing Sub-Committee
				p.m.	
	Wed	27	May	a.m.	The City of Edinburgh Planning Local Review Body (Panel 2)
				p.m.	Planning Committee Site Visits
	Thu	28	May	a.m.	CITY OF EDINBURGH COUNCIL
				p.m.	
	Fri	29	May	a.m.	North West Locality Committee
				p.m.	
Wk 5	Mon	1	June	a.m.	
				p.m.	
	Tue	2	June	a.m.	
				p.m.	Joint Consultative Group
	Wed	3	June	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	4	June	a.m.	HOUSING AND ECONOMY COMMITTEE
				p.m.	
	Fri	5	June	a.m.	<i>City Region Deal Joint Committee</i>
				p.m.	
Wk 6	Mon	8	June	a.m.	
				p.m.	
	Tue	9	June	a.m.	Governance, Risk and Best Value Committee
				p.m.	North East Locality Committee
	Wed	10	June	a.m.	Planning Committee Workshop
				p.m.	Planning Committee Workshop
	Thu	11	June	a.m.	South East Locality Committee
				p.m.	
	Fri	12	June	a.m.	
				p.m.	
Wk 7	Mon	15	June	a.m.	<i>Lothian Valuation Joint Board</i>
				p.m.	Licensing Sub-Committee
	Tue	16	June	a.m.	CULTURE AND COMMUNITIES COMMITTEE
				p.m.	
	Wed	17	June	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	18	June	a.m.	South West Locality Committee
				p.m.	
	Fri	19	June	a.m.	<i>Edinburgh Integration Joint Board</i>
				p.m.	
Wk 8	Mon	22	June	a.m.	<i>Licensing Board</i>
				p.m.	
	Tue	23	June	a.m.	Licensing Sub-Committee
				p.m.	Pensions Audit Sub-Committee
	Wed	24	June	a.m.	The City of Edinburgh Planning Local Review Body (Panel 1)
				p.m.	Pensions Committee Planning Committee Site Visits
	Thu	25	June	a.m.	CITY OF EDINBURGH COUNCIL
				p.m.	
	Fri	26	June	a.m.	
				p.m.	
<p>(Summer Recess until w/c 27 July 2020) Licensing Sub-Committee – 20 July 2020</p>					

Wk 1	Mon	27	July	a.m.	<i>Licensing Board</i>
				p.m.	
	Tue	28	July	a.m.	
				p.m.	
	Wed	29	July	a.m.	Development Management Sub-Committee
				p.m.	
	Thu	30	August	a.m.	
			p.m.		
Wk 2	Fri	31	August	a.m.	
				p.m.	
	Mon	3	August	a.m.	
				p.m.	
	Tue	4	August	a.m.	CORPORATE POLICY AND STRATEGY COMMITTEE
				p.m.	
Wk 3	Wed	5	August	a.m.	The City of Edinburgh Planning Local Review Body (Panel 2)
				p.m.	Planning Committee
	Thu	6	August	a.m.	TRANSPORT AND ENVIRONMENT COMMITTEE
				p.m.	
	Fri	7	August	a.m.	
				p.m.	
Wk 4	Mon	10	August	a.m.	
				p.m.	
	Tue	11	August	a.m.	EDUCATION, CHILDREN AND FAMILIES COMMITTEE
				p.m.	
	Wed	12	August	a.m.	Development Management Sub-Committee
				p.m.	
Wk 5	Thu	13	August	a.m.	FINANCE AND RESOURCES COMMITTEE
				p.m.	
	Fri	14	August	a.m.	<i>Edinburgh Integration Joint Board</i>
				p.m.	
	Mon	17	August	a.m.	
				p.m.	Regulatory Committee Licensing Sub-Committee
Wk 6	Tue	18	August	a.m.	Licensing Sub-Committee
				p.m.	
	Wed	19	August	a.m.	The City of Edinburgh Planning Local Review Body (Panel 1)
				p.m.	Planning Committee Site Visits
	Thu	20	August	a.m.	CITY OF EDINBURGH COUNCIL
				p.m.	
Wk 7	Fri	21	August	a.m.	North West Locality Committee
				p.m.	

Outline Diary 2020-21			
W/C	Month	Year	Week
27	July	2020	1
3	August	2020	2
10	August	2020	3
17	August	2020	4 – Council meeting on 20 August
24	August	2020	5
31	August	2020	6
7	September	2020	7
14	September	2020	8 – Council meeting on 17 September
21	September	2020	1
28	September	2020	2
5	October	2020	3
12	October	2020	4 – Council meeting on 15 October
19	October	2019	<i>Recess (schools week)</i>
26	October	2020	5
2	November	2020	6
9	November	2020	7
16	November	2020	8 – Council meeting on 19 November
23	November	2020	1
30	November	2020	2
7	December	2020	3 – Council meeting on 10 December
14	December	2020	4
21	December	2020	<i>Recess (schools week)</i>
28	December	2020	<i>Recess (schools week)</i>
4	January	2021	<i>Recess (schools week)</i>
11	January	2021	5
18	January	2021	6
25	January	2021	7
1	February	2021	8 – Council meeting on 4 February
8	February	2021	<i>Recess (schools week)</i>
15	February	2021	1 – Council meeting on 18 February (Budget)
22	February	2021	2
1	March	2021	3
8	March	2021	4 – Council meeting on 11 March
15	March	2021	5
22	March	2021	6
29	March	2021	<i>Recess</i>
5	April	2021	<i>Recess (schools week)</i>
12	April	2021	<i>Recess (schools week)</i>
19	April	2021	7
26	April	2021	8 – Council meeting on 29 April
3	May	2021	1
10	May	2021	2
17	May	2021	3
24	May	2021	4 – Council meeting on 27 May
31	May	2021	5
6	June	2021	6
14	June	2021	7
21	June	2021	8 – Council meeting on 24 June
28	June	2021	<i>Recess (schools week)</i>
5	July	2021	<i>Recess (schools week)</i>
12	July	2021	<i>Recess (schools week)</i>
19	July	2021	<i>Recess (schools week)</i>

The City of Edinburgh Council

10.05am, Thursday, 7 February 2019

Review of Locality Committees

Item number	8.2
Report number	
Executive/routine	
Wards	
Council Commitments	

Executive Summary

In June 2018, Council had instructed a review of locality committees to take place at the beginning of 2019. This report reviews locality committees, considers the future of neighbourhood partnerships and makes recommendations on the next steps.

Review of Locality Committees

1. Recommendations

- 1.1 To agree to implement option A – to dissolve the locality committees on 1 April 2019 and to concentrate resources on community engagement to the Edinburgh Partnership Community Planning Framework.
- 1.2 To formally dissolve Neighbourhood Partnerships from 1 April 2019 to allow for their successor Neighbourhood Networks.
- 1.3 To delegate authority to the Chief Executive to make any such changes to the Council's governance documentation to implement these changes.
- 1.4 To note that officer support to community planning and community councils was being reviewed to explore how community engagement with the Council's decisions could be better supported.

2. Background

- 2.1 At a locality and neighbourhood level the Council has four locality committees and twelve neighbourhood partnerships.

Locality Committees

- 2.2 Locality committees were established in October 2017, although they did not meet until February 2018.
- 2.3 Locality Committees were established to provide scope to:
 - 2.3.1 Recognise the facilitation/leadership role of elected members in supporting and promoting participation
 - 2.3.2 Support capacity building of all stakeholders - elected members, communities and officers
 - 2.3.3 Support better/more meaningful relationships between the community and the Council - based on transparency and open and honest communication
 - 2.3.4 Provide scope for innovation and creativity - recognising the strengths and role communities have in improving outcomes and providing solutions to difficult problems
 - 2.3.5 Foster diversity and inclusiveness – supporting and removing barriers to participation, enabling all affected citizens and communities to be involved

2.3.6 Demonstrate impact – show clearly the difference the participation has made to the decision-making process

2.4 In June 2018 the Council agreed that locality committees should be reviewed at the beginning of 2019.

Neighbourhood Partnerships

2.5 Neighbourhood partnerships were established in 2007. As well as being Council committees, these groups form part of the community planning framework, led by the Edinburgh Partnership. Neighbourhood partnerships were retained when locality committees were established pending a review by the Edinburgh Partnership into its governance arrangements.

Edinburgh Partnership Review of Governance

2.6 In December 2017 the Edinburgh Partnership Board recognised that existing community planning arrangements in the city, having evolved over time, were complex and needed to be simplified. The Edinburgh Partnership agreed to review these structures with the aim of making the Partnership more streamlined, accountable and open, and improve the approach to working with communities.

2.7 Following a period of review and consultation, a set of proposals were approved in October 2018. The agreed model was designed to meet the aims of the review and consultation process, together with the statutory requirements placed on community planning partnerships and public bodies as set out in the Community Empowerment (Scotland) Act 2015.

2.8 The agreed structure comprises the Board, four city level partnerships, four locality community planning partnerships and neighbourhood networks. The locality community planning partnerships will be responsible for leading, delivering and progress on the locality improvement plan which forms one part of requirements placed collectively on public bodies as part of the community planning legislation.

2.9 The neighbourhood networks will be based around the existing Neighbourhood Partnership boundaries subject to local consideration and confirmation by the Edinburgh Partnership Board. The role of the networks will be to identify the priorities and outcomes for community planning through building effective and meaningful community participation.

2.10 To inform the implementation of these decisions, a further period of engagement is taking place with stakeholders involved in the current partnerships in the city. The feedback from the engagement will help shape the final remits and memberships of the groups, and to identify the resources that will be needed to support them. The Edinburgh Partnership Board will consider the final arrangements and resource requirements in March 2019 with a view to having the new model in place from April 2019.

Impact of changes

- 2.11 The four locality community planning partnerships will be responsible for planning, overseeing and accountability for the development and delivery of the locality improvement plan. There will be Council representation on these groups but work will be taken forward on a partnership based approach. This should be more effective than individual partners considering the Plan, as it allows an efficient, partnership and outcome focussed approach which can identify solutions no matter the service provider. The Council will consider its position in the same way as it does Edinburgh Partnership decisions through its own executive committees.
- 2.12 Locality Committees have been tasked with the scrutiny of Council health and social care services in their area so they can provide feedback to the Integration Joint Board on the services they oversee. Since the remit was agreed the Edinburgh Integration Joint Board has reviewed its governance and will be looking at how scrutiny is undertaken across its services. This will also involve discussions with the Council, the EIJB and NHS Lothian to identify where scrutiny should best take place.

Resources

- 2.13 Locality committees meet five times a year, similarly to executive committees. It is difficult to quantify the cost of meetings especially as the time spent in meetings is, while significant, just one element of the total resource spent on servicing the committee. It does not for example, include the preparation of reports and presentations for each meeting or the agenda planning meetings that support the public meetings. The table below seeks to give an indication therefore of the basic or core resource spent facilitating locality committees. An average of elected member and officers attending committee meetings is included as further illustration. The impact of this resource commitment by all parts of the council should be considered against the overall evaluation considered in paras 3.3-3.12

	Hours	Items	Core Staff commitment	Additional Staff attendance	Elected Members Attendance
Average per meeting	12.20	14	Director, Locality Manager, Clerk Facilities Management	Based on an average of 15 items – 10 additional staff are estimated	14

- 2.14 The South-East Locality Committee has also agreed sub-committees which will require additional capacity and resource to meaningfully support. This option is

available to all of the locality committees and as a result there is potential for significant increases in meetings and all the associated costs.

- 2.15 As part of the change programme, officers are carrying forward a review of the current locality model. This will include the relationship between services delivered locally and city wide, and the balance between Council development and engagement and day to day services. This is likely to lead to a rebalancing of locality staff teams.
- 2.16 The Council has also considered a review of the Scheme of Community Councils in February 2019. It should be noted that the resources supporting community councils will also be looked at in the current year to reflect the outcome of the process and to explore if and where further support is necessary.

3. Main report

- 3.1 Given the changing environment since locality committees were established any review of the committees should include neighbourhood partnerships. This report seeks to examine the previous year's operations, the impact of the changing environment and make proposals on the next steps.

Locality committees

- 3.2 Locality committees have each met five times at the time of writing, since they were established, considering between eight and twenty-two items per meeting. There has been a range of business considered including presentations on best practice, performance reports, reports on the locality improvement plan, police and fire and consideration of traffic regulations orders. Motions have also been used by the committees although over half of all motions have originated from the North-West Locality Committee.

Benefits

- 3.3 Locality Committees have provided an avenue for elected member leadership at a local level. This was a missing ingredient in the locality model and resolving that democratic deficit was a key reason in establishing the committees. The principle of bringing decision making to a local level is also valuable and is core to the Council's approach to participatory democracy.
- 3.4 Feedback from officials has highlighted the usefulness and value of best practice discussions at committee. Traffic Regulation Orders (TROs) in particular have also been considered successfully with more time for discussion than in executive committee and the added benefit of making use of local elected member knowledge.
- 3.5 Locality committees have most notably provided scrutiny of the locality improvement plan which was thought necessary due to a gap in oversight as the Edinburgh Partnership reviewed its governance. However, the consultation process associated with the Edinburgh Partnership review showed that a council committee

taking on this role has caused some confusion amongst city partners due to the Plan's status as a partnership document rather than a Council document and the Council not being able to scrutinise partner contributions.

Challenges

- 3.6 The main challenges for localities committees are two-fold, the structure and the expansive unfocused remit and the capacity and resource challenges. These are underpinned by the impact of the changes in the environment which have affected both the structure and the ability to effectively resource.
- 3.7 Locality committees were also considered as part of the consultation and engagement phase of the Edinburgh Partnership governance review. Locality committees were new when this consultation took place and were still to bed in but the comments highlighted that they were often very political, were Council and not partnership orientated and their role in community planning appeared complex.
- 3.8 The remit of the committees is extensive and this has been shown in the wide-ranging business considered. An impact has been that it has been difficult for locality committees to manage the breadth of their remit in the short amount of time they have to discuss matters. Many meetings have been two to three hours long often finishing near or after 9pm. This has meant pressure on the committee to finish business but also has resource implications for all officers and partners involved in the committee process.
- 3.9 While the value of the locality committees shouldn't be judged solely on the number of decisions taken, the specific actions arising out of locality committees has been low. The committee with the most actions per item has been 25% with one committee only taking an action in 7% of the items. When looking at actions compared to the number of decisions taken, then these figures are even lower, with the highest number of actions per decision being taken by committee being 10% and the lowest 5%.
- 3.10 For delegated decisions other than TROs there has been confusion with the remit and where it interacts with executive committees. This has resulted in limitations in the powers undertaken by locality committees and in other cases some duplication, with issues considered by the executive committee then locality committee and then back through both committees again. This is inefficient and resource intensive for elected members and officials as well as confusing for the public and stakeholders.
- 3.11 While there have been community representatives present at most locality committee meetings, the overall level of public engagement has been low. Again, during the Edinburgh Partnership review consultation there was criticism over the lack of community representation on the membership, which although not legally possible due to the financial decision-making powers has resulted in the community feeling excluded from decision making at a local level.
- 3.12 Webcast figures have also been disappointing with live viewers ranging from nine to forty-seven, in comparison the Finance and Resources Committee which has four times the viewers than the most watched locality committee.

Neighbourhood Partnerships

- 3.13 Neighbourhood partnerships have a dual role as Council committees and part of the Edinburgh Partnership's community planning framework. They were also the primary method of involving community representation in the formal governance and decision-making structures of the Council. Neighbourhood partnerships have continued to meet whilst locality committees have operated, with the community grants fund often being distributed through the partnerships rather than the locality committees.
- 3.14 The Edinburgh Partnership has agreed that instead of neighbourhood partnerships there will be neighbourhood networks which are based around the existing neighbourhood partnerships. The role of the networks will be to identify the priorities and outcomes for community planning through building effective and meaningful community participation. To be effective, the membership of the networks will need to be inclusive and open to all community bodies in the area.
- 3.15 The Council agreed in November 2018 to participate in the Edinburgh Partnership structure and the neighbourhood networks. As successors to the neighbourhood partnerships, and to avoid duplication it is proposed that the partnerships are dissolved as Council committees to allow for greater support to the new networks. The status of the neighbourhood networks as groups rather than committees, will allow greater flexibility on membership but there may still be scope to push some powers down to these meetings.

Options

- 3.16 Due to the factors outlined above two options are presented:
- 3.16.1 Option A – dissolve locality committees on 1 April 2019 to allow for Council resources to be allocated to support community engagement through the agreed community planning framework.
- 3.16.2 Option B –retain locality committees but remove the scrutiny of the locality improvement plan and health and social care services from the remit.
- 3.17 Option A is recommended by officers. Dissolving the committees would mean greater focus and resources could be targeted at the executive committees and the community planning framework, allowing the Council to drive forward service change, efficiencies and local based improvements all informed and guided by meaningful public engagement. Failing to make this change presents a high risk of overstressing resources, duplicating decision making and confusing partners and the public around community engagement.

4. Measures of success

- 4.1 To fulfil the Council's obligations under the Community Empowerment (Scotland) Act 2015 and to ensure the Council operates in an efficient, democratic structure which engages with the public.

5. Financial impact

- 5.1 The financial impact of locality committees has not been identified. However, if locality committees are retained with the Council continuing to resource and support the Edinburgh Partnership structure this will result in an increase in costs in supporting this work.

6. Risk, policy, compliance and governance impact

- 6.1 There is a risk that the Council does not have sufficient resources available to ensure that it is fully contributing to the Edinburgh Partnership community planning structures and that it then struggles to comply with its duties under the Community Empowerment Act.

7. Equalities impact

- 7.1 There are no equalities impacts as a result of this report.

8. Sustainability impact

- 8.1 There is no sustainability impact as a result of this report.

9. Consultation and engagement

- 9.1 This report used data from the consultation and engagement phases from the Edinburgh Partnership's review of governance.

10. Background reading/external references

- 10.1 The City of Edinburgh Council – 22 November 2018 - [Edinburgh Partnership Review and Consultation of Governance Arrangements](#)
- 10.2 The City of Edinburgh Council – 23 November 2017 – [Establishment of Locality Committees 2017](#)
- 10.3 The City of Edinburgh Council – 26 October 2017 – [Locality Committees 2017](#)

Andrew Kerr

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11. Appendices

None.

10.05am, Thursday, 7 February 2019

Planning Statutory Scheme of Delegation

Item number	8.3
Report number	
Executive/routine	
Wards	All
Council Commitments	10-15

Executive Summary

The statutory scheme of delegation on planning applications allows officers to make decisions on local developments. Changes were agreed by the Council on [23 August 2018](#) to allow more delegated powers in respect of householder development and representations in support of local developments. Other changes mean that objections from statutory consultees, such as community councils, would require a Planning Committee decision if the application is recommended for approval.

The proposed changes were sent to Scottish Ministers on 11 September 2018 and approval has now been given. They are now presented to full Council for formal adoption.

Planning Statutory Scheme of Delegation

1. Recommendations

- 1.1 That the Council agrees to adopt the amended Statutory Scheme of Delegation with immediate effect; and
- 1.2 That the Council agrees to make the scheme available for inspection in accordance with the regulations and forward the link to the published version to Scottish Ministers.

2. Background

- 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 requires 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](#).
- 2.2 At its meeting on 23 August 2018, the Council agreed to changes which allow officers to determine applications for approval with up to 20 objections on householder development and applications for refusal with up to 20 support comments on local development. Other changes included ensuring applications are determined by Planning Committee where there are unresolved objections from statutory consultees.
- 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 full Council on [27 June 2018](#).

3. Main report

- 3.1 Currently around 95% of planning applications are determined by officers, meaning that the Development Management Subcommittee 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 changes agreed by Scottish Ministers are as follows:
- 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 statutory scheme of delegation agreed by Scottish Ministers is set out in Appendix 1.

4. Measures of success

- 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

- 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

- 6.1 There are no perceived risks associated with this report.

7. Equalities impact

- 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

- 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

- 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

- 10.1 [Planning and Building Standards Service Improvements](#) – report to Planning Committee 14 March 2018
- 10.2 [Statutory Scheme of Delegation](#) – report to full Council 23 August 2018
- 10.3 [The Town and Country Planning \(Schemes of Delegation and Local Review Procedure\) \(Scotland\) Regulations 2013](#)

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11. Appendices

Appendix 1 – Statutory Scheme of Delegation to be adopted.

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 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 permission¹
 - 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;

¹ 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 adopted by Council on 7 February 2019 and will take effect from that date.
- 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.

10.05am, Thursday, 7 February 2019

Edinburgh Transient Visitor Levy Consultation 2018

Item number	8.4
Report number	
Executive/routine	
Wards	
Council Commitments	

Executive Summary

This paper relates to the Council Commitment to progress the Edinburgh Transient Visitor Levy (TVL). This paper outlines the findings from a consultation on the Edinburgh Transient Visitor Levy which ran from 15 October to the 10 December 2018 and seeks endorsement of an amended proposal and next steps. The paper also provides members with a copy of the evidence submitted to the Scottish Government's national conversation on the tourist tax which closed on 25 January.

Edinburgh Transient Visitor Levy

1. Recommendations

- 1.1 Note the findings of the summary report on the Edinburgh Transient Visitor Levy Consultation.
- 1.2 Note the written evidence submitted to the Scottish Government National Conversation on a Tourist Tax
- 1.3 Agrees the amended Edinburgh TVL proposal, detailed in Paragraph 3.7
- 1.4 Agrees that, on the condition that the Scottish Government gives the City of Edinburgh the powers to raise revenues through a Transient Visitor Levy, the Council will take the next steps as detailed in the report, and
- 1.5 Agrees that the Leader and Deputy Leader formally write to Scottish Government to share the Council proposal for an Edinburgh scheme and the agreed ways of working to implement the Edinburgh TVL and to inform any ongoing consideration of this issue.

2. Background

- 2.1 The City of Edinburgh Council agreed, after local government elections in 2017, a Council Commitment to continue to make the case to the Scottish Government for the introduction of the Edinburgh transient visitor levy.
- 2.2 To take this commitment forward the Council undertook a range of activities to help scope and identify the key issues around TVL. The Council:
 - 2.2.1 Produced a comprehensive research paper on the potential Edinburgh TVL published in May 2018.
 - 2.2.2 Commissioned a survey using an independent research firm to test the views of visitor and residents on a potential Edinburgh TVL.
 - 2.2.3 Held over 20 different informal meetings one to one with stakeholders, within the Edinburgh tourism and business sectors, to discussion the issue of a TVL.
 - 2.2.4 Held a series of roundtable discussion with tourism stakeholders to hear their views and present the finding of the research.
 - 2.2.5 Officers further presented to stakeholder business groups around Edinburgh, and took part in a national roundtable discussion hosted by COSLA.
 - 2.2.6 Used stakeholder feedback to develop a draft proposal for an Edinburgh TVL

- 2.2.7 Conducted a formal engagement process and consultation on the draft proposal for an Edinburgh TVL supported by further roundtable events open to all groups, residents and businesses.
- 2.2.8 Gave evidence to the Scottish Parliament Committee on Culture Tourism Europe External Affairs alongside other LA leaders and COSLA on 25 October 2018.
- 2.2.9 Attended the Scottish Government national conversation event on the tourist tax and further submitted written evidence attached in [Appendix 1](#)
- 2.3 It should be noted that COSLA are also campaigning for LAs to have the legal power to implement a TVL, subject to consultation with stakeholders. This national activity is targeting national stakeholders, the Scottish Government and the Scottish Parliament.
- 2.4 Support for the principle of a TVL has been growing in local authorities across the UK with The Local Government Association also recently voting in favour of having such a power.

3. Main report

- 3.1 The underlying rationale for the TVL is that overnight tourists who pay to stay in the city and use public spaces and public services across the city should contribute more to help manage the impact of a successful tourism economy and to secure sustainable investment into its future success.
- 3.2 The purpose of the TVL would be to:
 - 3.2.1 Ensure Edinburgh's status as one of the world's great cities in terms of culture and heritage is sustainable
 - 3.2.2 Ensure that future investment in culture heritage, arts and sport, which benefit the city and enhance tourism
 - 3.2.3 Ensure sustainable investment in promotion of Edinburgh as one of the world's best cities to visits all year round.
 - 3.2.4 Ensure that tourist and visitors equitably invest in public services and ensure visiting this city is an enjoyable ad safe experience
 - 3.2.5 Support the Council to manager the impact of a successful tourism industry.
- 3.3 In keeping with this purpose and following several informal stakeholder engagement sessions, the Corporate Policy and Strategy Committee agreed to progress a consultation on the detail of a draft Edinburgh Scheme which proposed a '£2 or 2% per room charge, for all types of accommodation, all year round, across the whole of Edinburgh for a maximum of 7 consecutive nights stay'
- 3.4 This proposal would raise a projected sum of between £11.6m and £14.6m based on current figures. The consultation indicated that the revenue raised by any new levy would be re-invested into managing, supporting and increasing tourism in the

city. Investment would be targeted at infrastructure and public services improvements to improve the visitor experience of Edinburgh, increase its attractiveness and competitiveness as a destination, and managing the consequences of that success for residents.

The consultation findings

- 3.5 A summary of consultation findings and the roundtable discussion that accompanied it are noted below. A fuller account of the findings are presented in [Appendix 2](#).
- 3.5.1 85% of all respondents expressed strong support for the introduction of a TVL in Edinburgh, as did the majority of all category stakeholders, including Edinburgh businesses and Edinburgh accommodation providers.
- 3.5.2 67% of respondents felt that Edinburgh should introduce a TVL at a rate of around £2/2% of the cost of accommodation while 18% felt this was too low.
- 3.5.3 The majority of respondents (47%) preferred a flat £ per night per room rate but a high number of respondents (38%) wanted to see a charge based on the percentage of the room fee introduced.
- 3.5.4 Respondents felt there should be no significant exemptions or variations to this rate based on quality of accommodation, time of year, type of accommodation or length of stay.
- 3.5.5 The majority of respondents (81%) wanted to see a cap on charges of no less than seven days to help protect festival performers and other non-leisure visitors.
- 3.5.6 Consideration should be given to how those not staying overnight could also make a fair contribution to the maintenance of Edinburgh as a major tourist destination, given that day visitors to the city significantly outnumber overnight visitors while spending less with local businesses.
- 3.5.7 TVL should be considered alongside the rate of value-added tax applied to accommodation.
- 3.5.8 While respondents largely supported the purpose of the TVL, it was felt that a narrower set of objectives for funding should be identified and that the Council must be able to demonstrate clear outcomes and visible success in the short term.
- 3.5.9 In setting priorities for investment, respondents felt that revenue from TVL should be prioritised to street cleaning and transport in the first instance, then to parks and policing of tourist areas.
- 3.5.10 Concerns were high that TVL revenue will be reallocated to fill gaps in Council spending or effectively removed in any Scottish Government funding settlement.

Council Response to the consultation

- 3.6 Building on the consultation insight, the draft proposal has been amended as follows. Councillors are asked to endorse an Edinburgh TVL with the following components:

Type of charge

- 3.6.1 There was no overwhelming majority during the consultation for either a flat rate or a percentage charge. 47% of respondents favoured a flat rate and 38% preferred a percentage. Delving into these results showed that accommodation providers were however strongly in favour of a flat rate as this was felt to be the most straightforward approach – easiest to administer and easiest to communicate. It also raises more than a percentage charge – with expected revenue of £14.6m. As such, it is recommended that the scheme applies a flat rate room charge.

Size of charge

- 3.6.2 There was general consensus within the consultation that £2 or 2% was 'about right'. There was no strong views in favour of either increasing or decreasing this and feedback during roundtable events suggested that stakeholders felt it was enough to be 'worth it' but also proportionate enough to have no detrimental impact on the competitiveness of Edinburgh's Tourism offer. As such, it is recommended that the Scheme applies a £2/2% per room charge.

Scope of charge

- 3.6.3 The charge would apply to all paid accommodation including hotels, apartments, shared accommodation providers, student accommodation, guest houses, B&Bs and hostels. However, all stakeholders responding had a significant percentage (31%) in favour of exempting campsites from the scheme. Given the percentage of the market that campsites hold and the low budget nature of the business, it is recommended that the Council agree to exempt them from the charge.
- 3.6.4 The charge would therefore apply to all accommodation providers sites except for campsites located with the Edinburgh City boundary defined as the local authority boundary.
- 3.6.5 In Scotland, there is a statutory duty on local authorities to find permanent accommodation for all applicants who are unintentionally homeless or threatened with homelessness. It is recommended that the Council commits to looking at ways to mitigate any impact on those in need of emergency temporary accommodation as part of the implementation of the TVL.

Length of charge

- 3.6.6 The charge would apply to a maximum of 7 consecutive nights (therefore capping the total amount per one continuous stay to £14 per room). This was strongly supported at consultation and would ensure that a degree of

protection is offered to those staying in the city for extended periods for business or to support the cultural offering of the city in respect of festival workers and performers.

Revenue use

- 3.6.7 Members are invited to agree that as proposed, the revenue raised from the Edinburgh TVL will provide additional sustainable investment in supporting and managing the impacts of tourism within the city.
- 3.6.8 However, given that respondents of the consultation, while in favour of the broad purpose of the scheme, felt that more detailed prioritisation for investment options should be presented, it is recommended that a further, more detailed consideration on investment options is explored with key stakeholders and in particular, the new multi stakeholder group that is proposed below.

Governance

- 3.6.9 The consultation strongly supported the proposal that the Council should establish an advisory group of multiple stakeholders who would advise and inform council decision making on investment priorities, and have a wider role monitoring implementation and impact of the scheme. This would demonstrate the council's commitment to partnership working and transparent governance while maintaining the responsibility for taking those decisions and the management of the scheme within the Council.
- 3.6.10 If the council is empowered to progress with an Edinburgh TVL then the Council is asked to agree that officers take steps to establish the multi-stakeholder group bringing back the suggested membership and full remit to Corporate Policy and Strategy committee for approval.

Administration and implementation

- 3.6.11 To reflect the costs incurred in setting up new administration and collection mechanisms for the scheme, it is proposed that committee agree that the Edinburgh scheme allows for percentage fee of 1.5% of raised revenue to be retained by the providers collecting the charge for the first 2 years after which this policy would be reviewed.
- 3.6.12 In considering this recommendation it should be noted that there was not strong support during the consultation for providers to retain a fee for administering the tax. Indeed, there has been some concern about the precedent this would set. However, implementing a new tax such as this will, in the first years of the scheme, have an impact on the business administration of providers. It is also true that a well run implementation process requires the support and good will of our industry partners. For these reasons it is proposed that the council – building on established practice in the likes of Lisbon - enables accommodation providers to retain 1.5% for the

first 2 years of implementation. At this point it would be proportionate and appropriate to review the policy.

3.6.13 Council is further asked to agree that should the council gain the power to implement a TVL, council officers take steps to establish an implementation working group and seek a lead partner from the accommodation sector for the implementation phase. A paper would be developed identifying the appropriate stakeholders and full remit for consideration by Corporate Policy and Strategy committee as appropriate. The Edinburgh TVL consultation results will initially inform the priorities for this group and the insight from the consultation will continue to shape further details of the scheme.

Next steps

3.7 Having considered these proposals, the council is asked to agree as detailed above, an Edinburgh TVL scheme of £2 per room charge applying all year round for all accommodation types within the council boundary except for campsites and for a maximum of 7 consecutive nights.

4. Measures of success

4.1 The measures of success in terms of the work specified in this report relate to securing the right to introduce a transient visitor levy.

5. Financial impact

5.1 There was no immediate financial impact to the Council other than officers time. Financial impact to the city should the council get the power to implement the scheme would cost as part of the implementation working group's activities and reported back to council. All appropriate implementation costs would be met by the scheme.

6. Risk, policy, compliance and governance impact

6.1 The recommendation in this report is consistent with existing policies and aspirations of the Council, as detailed in the Council Commitments and Council Business Plan.

7. Equalities impact

7.1 There are no immediate equalities impact from the recommendations related to this paper. An Integrated Impact Assessment at this stage are conditional on the TVL being implemented in Edinburgh through legislative permitted by the Scottish Government.

8. Sustainability impact

8.1 The proposals in this report will have no immediate sustainability impact but should the Edinburgh Transient Visitor Levy be introduced there would be sustainability outcomes related to the decision on the additional income choices, but these are

beyond the scope of this paper and are conditional on the TVL being implemented in Edinburgh

9. Consultation and engagement

- 9.1 In addition to the formal consultation on the Edinburgh TVL which concluded on the 10 December 2018, further consultation with other partners and users will be undertaken where appropriate.

10. Background reading/external references

- 10.1 [City of Edinburgh Council Commitments](#)

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11. Appendices

Appendix 1 – Council Submission to the Scottish Government national conversation

Appendix 2 - Summary of results from CEC Transient Visitor Levy Consultation

An Edinburgh Transient Visitor Levy

Submission to the Scottish Government National Discussion on the Transient Visitor Tax.

What would be the reasons for introducing a transient visitor tax?

Edinburgh has strong tourism trends that need additional secure resources to support, manage and maintain.

Tourism is an important contributor to the city economy, with more than four and a half million visitors annually and spending £1.8bn. Edinburgh visitor numbers exhibit a strong seasonal pattern, and spend per visitor is high and increasing.

From 2011 to 2017, the number of visitors to Edinburgh and the Lothians rose by 18 per cent, while total expenditure from visitors rose by 53 per cent over the same period.¹ In Edinburgh there are very high hotel occupancy rates. The average occupancy rate in Edinburgh hotels was 83.7% in 2017, the highest in the UK.²

During 2017, Edinburgh welcomed over 10.7 million bed nights from international visitors and 6.9 million bed nights are from domestic visitors. Edinburgh has witnessed a growing overseas tourism with the number of visitor nights increasing by 47% from 2011 to 2017, compared to an increase of 2% from domestic visitor nights.³ Successful expansion of new routes to Edinburgh Airport has contributed to this growth. From 2011 to 2017 the growth of Edinburgh airport passenger numbers increased from 9.4 million to 13.4 million.⁴ Edinburgh clearly has a strong appeal internationally to the global tourism market.

Edinburgh draws in more overseas visitors per year than other UK cities, excluding London. There were on average 1 million more overseas visitors a year than Glasgow and Liverpool, and even 0.5 million more than Manchester and Birmingham. Many of the overseas visitors are for leisure tourism who come to Edinburgh on holiday at 71%, which is larger than other major UK cities including Glasgow 54.5% and London 50.7%.⁵ This means that Edinburgh as a destination is starting from a strong base with a high amenity value for tourism (culture, attractions, events). In 2017, seven out of the top ten most visited tourist attractions in Scotland are in Edinburgh.⁶

This growth in tourism needs additional resources to support sustainable investment into the future and, in order to manage the impact of the success of tourism on the city and its residents.

Current levels of support and investment

The City of Edinburgh Council has a strong track record of investing in and supporting tourism, culture and the City's heritage. This is in addition to core services that might be expected or the council is statutorily required to provide. Council funds a range of cultural bodies in Edinburgh through grants from the Edinburgh Festival organisations, to its music and theatre venues. The council also provides funds to support destination promotion and

¹ Visit Scotland 2017 [Tourism Performance Visitor to Edinburgh & the Lothians](#).

² [Edinburgh by Numbers 2018](#), data provided from Colliers UK publication.

³ Visit Scotland 2017 [Tourism Performance Visitor to Edinburgh & the Lothians](#).

⁴ [Edinburgh by Numbers 2018](#), data provided from Civil Aviation Authority.

⁵ [Edinburgh by Numbers 2018](#), data provided from the International Passenger Survey, ONS.

⁶ [Edinburgh by Numbers 2018](#), data provided from Association of Scottish Visitor Attractions.

management, funding for museums and galleries, and events like the Winter Festivals and Hogmanay. In addition to core services the Council provides funds for additional bin emptying, nightshift cleaner and sweepers, pavement sweeping, washing and repairs in city centre area including improvement to parks and open spaces and funds to enhance community safety during busy visitor times of the year.

In addition, the City of Edinburgh Council has also committed funds on key capital projects, including the Collective Gallery on Calton Hill, Leith Theatre, Kings Theatre, and IMPACT, the first new concert hall in Edinburgh in over 100 years on St Andrew's Square. The Council also continue to work with the Ross Development Trust on a refurbished Ross Band Stand. Through this partnership, the council also delivered a fully refurbished Ross Fountain, located on the West End of Princes Street Gardens.

Tourism challenges in Edinburgh

As detailed Edinburgh City Council has a strong track record of investing in and supporting tourism, culture and general services which provide the environment and context for a successful tourism industry. This investment has supported the delivery of the Edinburgh 2020 tourism strategy. The 2020 strategy was led by a cross industry body with central government representation from Scottish Enterprise.⁷ There were three priority objectives:

- to increase the number of visitor to the city by one third;
- to increase the average spend of visitors to the city by 19% and
- to reduce seasonality across the sector.

However, the financial situation in Scotland remains challenging and most public bodies are operating in an environment that anticipates further reductions. Public sector funding has been in decline over successive years and this has placed pressure on supporting Scotland's infrastructure and tourism. In the pre-budget scrutiny undertaken by the Local Government and Communities Committee of the Scottish Parliament in 2018 it was observed that "for councils, the last decade has been about doing more with less."⁸

The new Edinburgh tourism strategy for 2030 is currently being developed. The emerging themes coming out of this work relate to how the city can ensure better quality and sustainability in growth. This reflects the similar themes from the Scottish Government's Economy Strategy. The proposed Edinburgh tourism strategy, is therefore, not only focussing on visitor related metrics but is understanding that services related to transport and infrastructure and the city centre transformation play an important role to the visitor economy.

⁷ The ETAG group comprises of a cross representation of the tourism industry, including Scottish Enterprise, Marketing Edinburgh, Edinburgh Hotel Association, the Federation of Small Businesses, City of Edinburgh Council, the Scottish Tourism Alliance, and other Edinburgh business and tourism groups or businesses.

⁸ Scottish Parliament Letter to Minister for Local Government, [Budget 2019-20: Pre-Budget Scrutiny](#), December 2018

As many other European cities attest, managing the consequences of a thriving tourism economy creates challenges arising from increased demand on public services, city congestion, pressure on waste collection and a need to provide enhanced community safety. This need to be financially supported in addition to investments made in more obvious activity such as events and attractions.

To continue to build on and manage the success we have had as a city to date the Council needs a secure revenue raising mechanism that can assist in adapting to new economic challenges, as well as manage the impacts and opportunities arising from a growing sector.

The main aim of the TVL would be to create the conditions for Edinburgh to sustainably invest and manage the success of an expanding tourism sector, helping to ensure Edinburgh is a more attractive destination for people to visit and to continue to work.

Why a TVL

During the last Council term starting from 2012, the Council worked with the Edinburgh Tourism Action Group (ETAG) and identified other funding models for tourism promotion. A variety of funding models were considered which could be used to generate additional funding such as Tax Increment Financing (TIF) and a Tourism Business Improvement District (TBID).

A TVL is favourable over these alternatives because it has fewer restrictions in spending scope and has greater long-term security of funds. For example, a BID has the potential to be discontinued and is not considered a secure source of income. This would limit the flexible use of any resource raised to potentially invest in innovative income raising or capital projects should those opportunities arise.

The legislative approach of a TVL, where the Scottish Parliament legislates to enable local government to introduce such a levy, is more flexible in this regard and would make the mechanism more durable and responsive to local circumstance and city-wide issues. The Scotland Act, has devolved significant new powers to Scotland and presents the opportunity to take a more innovative approach to taxation. COSLA continues to argue for more devolved taxation powers to Scottish Councils.

Edinburgh's citizens have also showed support for and promoted the concept of a TVL in the city as part of budget and citizen engagement survey's and consultations. In the 2017 budget consultation, where the Council seeks feedback on its specific budget proposals, 42 per cent of all ideas submitted referred to some form of a tourist tax, more than any other suggestion received that year, or previously. This was despite it not being mentioned in any of the engagement material.

Progressing the TVL in Edinburgh

The City of Edinburgh Council agreed, after local government elections in 2017, a Council Commitment to continue to make the case to the Scottish Government for the introduction of the Edinburgh transient visitor levy. To take this commitment forward the Council undertook a range of activities to help scope and identify the key issues around TVL. The Council

- Produced a comprehensive research paper on the potential Edinburgh TVL published in May 2018.
- Commissioned a survey using an independent research firm to test the views of visitor and residents on a potential Edinburgh TVL.
- Held over 20 different informal meetings one to one with stakeholders, within the Edinburgh tourism and business sectors, to discuss the issue of a TVL.
- Held a series of roundtable discussions with tourism stakeholders to hear their views and present the findings of the research.
- Officers further presented to stakeholder business groups around Edinburgh, and took part in a national roundtable discussion hosted by COSLA.
- Gave evidence to the Scottish Parliament Committee CTEEA alongside other LA leaders and COSLA.
- Conducted a formal engagement process and consultation on a draft proposal for an Edinburgh TVL supported by further roundtable events open to all groups, residents and businesses.

Summary reasons for introducing a transient visitor tax

The City of Edinburgh Council is responding to the needs of residents, businesses and visitors who would all like to see Edinburgh as a well managed tourist destination.

The Council is also seeking to ensure the future sustainable success of the City as the visitor accommodation sector and tourism continues to grow at a time when public spending is reducing.

To remain a successful and world leading tourist destination, Edinburgh needs to compete with other global cities as a destination into the future and that the growing tourism economy retains the support of Edinburgh's residents.

If the current growth continues, without a corresponding source of sustainable investment then there is a credible risk that the City offer for both visitors and residents will be damaged. A failure to secure TVL could pose its own risks to the sustainable growth of the industry.

What would a well-designed and operated transient visitor tax look like?

Tourism taxes

Edinburgh is not alone in looking at the options for implementing a transient visitor levy and there are a significant number of best practice examples to learn from. The idea has been used in many cities, including very recently in Porto which introduced a city tax in April 2018 and Athens in January 2018. The UK is one of only nine countries from the EU-28 with no tourist tax as of 2018.

Despite the differences in fiscal and regulatory systems applying a tourist charge on overnight accommodation stays in popular city destinations is overwhelming preferred option for income generation. Tourism taxes in other countries are usually a devolved issue and are determined and administrated locally by the municipal authority.

The international tourism sector has observed a rapid uptake of cities adopting a tourist tax since 2012. For example, a few of these cities are: in 2012 Barcelona, Budapest, Hamburg, Milan; 2013 Berlin; 2014 Turin, Dubai, Rome 2014; 2016 Lisbon, Palma Majorca, Abu Dhabi; 2017 Baden Baden; and in 2018 Athens, Porto and Vilnius.

Hotel taxes can vary by city within the same country. Italy for example has over 60 destinations with a tourist charge. Tariffs vary from one location to another, the highest charges are reserved for the art-rich cities of Venice, Milan, Florence, Siena and Rome charge top rates of up to €7 per person per day.

If a tourism tax were to be implemented in the UK, it would be visible in the booking process. The fact that pricing on accommodation is made public on grounds of no hidden charges is a benefit to consumers.

There are many different tourist tax models currently in use with different charge types. These are briefly mentioned below and illustrate the ability to select a specific option relevant to their city economy rather than blunt option such as reducing VAT charge rate or a fixed entry charge to a destination.

Tourist taxes apply across many of the most popular Italian towns and cities. The tariffs vary from one location to another. Rome charges up to €7 per person per night, Venice, Milan, Florence, Naples and Turin charge up €5 per person per night and Verona charge up to €3 per person per night. There is also considerable discrepancy in the number of nights which the tourist tax is applied: in Naples and Rome, it is applied to the first 10 days of your stay while it is lower in other cities like Florence 7 nights, Verona 5 nights and Turin 4 nights.

A **progressive tourist tax model** is a charge that varies by size on the type of accommodation. This means that it varies by hotel grade or price band, so staying in a more expensive or better-quality establishment will incur a higher charge than a budget or less well service establishments. An example of this visitor levy type applies in Rome, guests staying in a 3-star hotel are required to pay between €4 per person per night, and €7 per person per night if they are staying in a 5-star hotel.

The **fixed rate or fee model** is a charge applied equally across all types and grades of accommodation. It is used in cities like Lisbon, Prague, Dubrovnik who charge a fee person per night. Variations of this model also include a **charge per room** (e.g. Dubai) and a **charge based on a percentage of the room cost** (e.g. Amsterdam, Berlin, Budapest, Vienna).

Characteristics of an Edinburgh TVL

Having listened to feedback from key industry partners through a number of informal individual and group discussions, the Council developed a draft proposal for a £2 or 2% per night per room charge on all accommodation types, across the whole city all year round but capped at 7 consecutive nights stay.

This draft proposal has been subject to an 8-week public consultation which invited detailed consideration of each characteristic including administration and collection, use of resources raised and governance and accountability for the scheme.

Purpose of the Edinburgh TVL

The underlying rationale for the TVL is that overnight tourists who pay to stay in the city and use public spaces and public services across the city should contribute more to help manage the impact of a successful tourism economy and to secure sustainable investment for the future. The Council believes it is necessary to introduce a charge to:

- Ensure Edinburgh's status as one of the world's great cities in terms of culture and heritage is sustainable
- Ensure that future investment in culture heritage, arts and sport, which benefit the city and enhance tourism
- Ensure sustainable investment in promotion of Edinburgh as one of the world's best cities to visits all year round.
- Ensure that tourist and visitors equitably invest in public services and ensure visiting this city is an enjoyable and safe experience
- Support the Council to manage the impact of a successful tourism industry.

Investing Resources and Accountability

The revenue raised by any new levy should be re-invested into managing, supporting and increasing tourism in the city. Investment should be targeted at infrastructure and public services improvements which businesses and stakeholders believe will improve the visitor experience of Edinburgh and increase its attractiveness as a destination.

We have heard from the consultation results that decisions about how or where the revenue raised should be spent should be made in partnership with the tourism industry and accommodation providers.

Further examples of what the revenue raised could be deployed on include: to support promotional tourism activity to market Edinburgh to new markets, support destination management; such as to invest in improved digital connectivity and public transport projects relied upon by tourists and tourism-related businesses; or to support improved public services in key tourist zones of the city, such as refuse collection, public conveniences, and community safety.

Public accountability for the effective use of resources is a critical component of the scheme. While the council to be legally responsible for taking decisions related to raising

income locally, there are many ways which stakeholder engagement, transparent decision making and public accountability can be enhanced. The Edinburgh TVL consultation specifically seeks feedback on the roles and responsibilities of a stakeholder advisory group or forum for the proposed Edinburgh TVL.

Summary of consultation findings.

- 85% of all respondents expressed strong support for the introduction of a TVL in Edinburgh, as did the majority of all category stakeholders, including Edinburgh businesses and Edinburgh accommodation providers.
- 67% of respondents felt Edinburgh should introduce a TVL at a rate of around £2/2% of the cost of accommodation while 18% felt this was too low.
- The majority of respondents (47%) preferred a flat £ per night per room rate but a high number of respondents (38%) wanted to see a charge based on the percentage of the room fee introduced.
- Respondents felt there should be no significant exemptions or variations to this rate based on quality of accommodation, time of year, type of accommodation or length of stay.
- Exceptionally, respondents wanted to see a cap on charges of no less than seven days to help protect festival performers and other non-leisure visitors.
- Consideration should be given to how those not staying overnight could also make a fair contribution to the maintenance of Edinburgh as a major tourist destination, given that day visitors to the city significantly outnumber overnight visitors while spending less with local businesses.
- TVL should be considered alongside the rate of value-added tax applied to accommodation.
- While respondents largely supported the purpose of the TVL, it was felt that a narrower set of objectives for funding should be identified and that the Council must be able to demonstrate clear outcomes and visible success in the short term.
- Concerns are high that TVL revenue will be reallocated to fill gaps in Council spending or effectively removed in any Scottish Government funding settlement.
- In setting priorities for investment, respondents felt that revenue from TVL should be prioritised to street cleaning and transport in the first instance, then to parks and policing of tourist areas.

The [full report of the Edinburgh TVL consultation findings is available here](#). The Council will consider its response to the consultation and a final draft proposal for an Edinburgh TVL Scheme in February.

What positive and negative impacts could a transient visitor tax have?

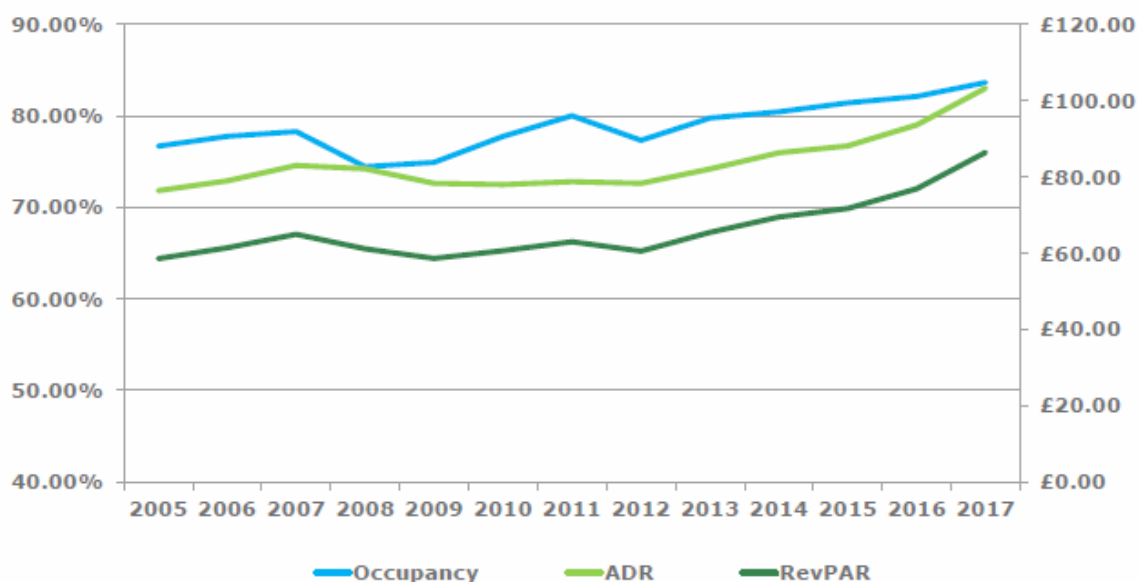
Challenges and costs to tourism sector

The performance of the accommodation sector within the visitor economy is very strong which has resulted in considerable growth in the sector historically. Observing the future supply and recent openings of accommodation in Edinburgh, it is clear that the two growth areas are hotels and serviced apartments.

There are different metrics that can be reported when showing the performance of the accommodation sector. One of the most readily available relates to hotel accommodation. The three main indicators are occupancy rates, average daily rate and revenue per available room.

The chart illustrated below was taken from a piece of work the Council commissioned as part of the City Plan work to research the commercial needs of the accommodation sector in Edinburgh, the information was sourced from STR.

Edinburgh Hotel Performance



Occupancy levels in Edinburgh have continued to increase since 2012, this is in despite of continued supply growth in hotel rooms. Occupancy is a measure on the percentage of all rooms occupied, or sold in, a given period to the total available rooms in that period. The market does show seasonality with typically lower rates in the winter months. The highest occupancy achieved in the market was 93.6% in August 2017.

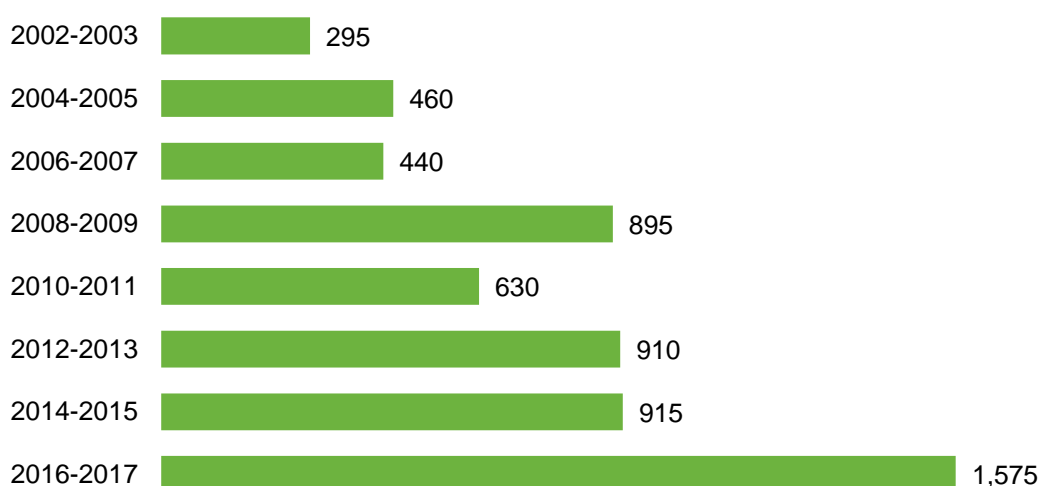
The revenue per available room, is also known as 'yield', is calculated by multiplying the occupancy rate by the average daily room rate. The average daily room rate is the total hotel room revenue divided by the number of rooms sold. As also shown in the chart both these measures have been increasing over time and more prominently since 2012.

It should be noted that fluctuations in the occupancy rate are influenced by the introduction of new rooms added to the existing stock. For example, the October 2018 YTD occupancy

rate shows a 1.4 percentage-point drop on the same period in 2017, but there was a 5.6 per cent increase year on year growth in supply of new hotel rooms over that period.

The next chart depicts the scale of the increase in the supply of new hotel rooms in Edinburgh. There were on the latest estimate in 2018, 167 hotels or just over 13,000 rooms in Edinburgh. The continued growth in the level of hotel occupancy despite the recent increased in hotel supply is evidence of the considerable growth of the sector and hotel operator and developer demand in Edinburgh. This also speaks to industry confidence in Edinburgh's tourism economy.

Hotel development completions in Edinburgh 2002 to 2017 (number of rooms)



Comparing year on year occupancy rates is one way of showing the performance of the sector. The relative performance of the Edinburgh hotel market is also strong. The average occupancy rate in Edinburgh hotels was 83.7% in 2017, the highest in the UK. Recent data published by European Cities Marketing shows that in the first 9 months of 2018, Edinburgh is ranked 1st in terms of the best occupancy rate in Europe, with London (2nd), Liverpool (9th) and Hamburg (10th).⁹

International comparisons

Many hospitality industries have thrived due to the public investment that tax take has contributed to. Therefore, the negative perceptions towards a tax among businesses can depend on how supported the industry feels by the public sector in sustaining the area's tourism product.

Edinburgh is not alone in looking at the options for implementing a transient visitor levy. The idea has been used in many cities, including in cities like Porto who introduced a city tax in April 2018, and Athens in January 2018. The UK is one of only nine countries from the EU-28 with no tourist tax as of 2018.

⁹ [European Cities Marketing](#) Press Release – European Hotel Industry Growth – first 9 months of 2018.

Despite the differences in fiscal and regulatory systems the tourist charge on overnight accommodation stays is an overwhelming popular choice of local taxation. The underlying rationale for the TVL is that overnight tourists who pay to stay in the city and use public spaces and public services across the city should contribute more to help manage the impact of a successful tourism economy.

If the cumulative fiscal burden placed on accommodation providers and consumers should be accounted for in the evidence base for any new levy then greater attention is needed in what we are comparing. There are indeed many moving parts to taxation in general, only observing the size of one tax rate ignores exemptions or reliefs that could apply.

There is very little supporting evidence that the UK is at a competitive disadvantage to other locations because of a lower VAT. Any suggestions that this is true ignores exemptions, and other taxes impacting on businesses and providers in the UK.

The following points should be considered in relation to the UK collective tax regime relative to the rest of the Europe.

- The UK has the highest VAT registration threshold in the EU and the OECD, so many small businesses providing goods and services to tourists across the UK are not charged VAT at all.
- The UK has lower rates of corporate (and personal income) taxation compared to most of Europe.
 - The overarching Corporate income tax rates across the EU-28 range from as low as 9% (in Hungary) to up to 35.53% (in Belgium), however the average rate across is around 21%. In the UK the charge is currently 19% going down to 17% in April 2020.
 - The marginal personal income tax rates for average earners across the EU-28 range from 10% in Bulgaria to up to 54.5% in Belgium, with an average of just below 30% across all. The UK average rate is currently at 20%.
- The World Economic Forum ranks the UK 40th out of 136 on overall tax, “real tax rate. This tax measures the level of personal income tax and social security contributions in each OECD country by calculating the "tax wedge" - personal income tax, employer and employee social security contributions, minus family benefits received as a proportion of total employer labour costs.

Wider research on visitor behaviour

The Council commissioned a specific piece of research into the views of residents and visitors on the TVL which was conducted independently by Marketing Edinburgh. This was the first-time residents and visitors to Edinburgh have been asked for their views on the issue.

Over 500 residents (evenly split between those living in and around the city centre, and those living in other parts of the city) and over 500 paying overnight visitors (10% from Scotland, 35% from the rest of the UK, 56% overseas) were asked for their views in the survey.

This provided us with the views of residents and importantly the views of visitors. The results showed that there would be no impact of a £2 tourist tax on overnight stays on 88% of visitors coming to Edinburgh. Only 3% said they would change their plans to come to Edinburgh if a TVL was applied. However, given we know that it is budget visitors who are most likely to be price sensitive, it would be erroneous to suggest that this would equate to 3% of the total economic yield of tourism.

These results indicate that an overwhelming majority of visitors would still come to Edinburgh if a levy was introduced – speaking to the question of price elasticity. Indeed, in the survey, around 78% reported that they would still come to Edinburgh, even if the tax was as high as £4 per room, per night.

In November 2018 STR's Tourism Consumer Insights team used their Edinburgh Visitor Survey to poll recent visitors to the city to gauge their perceptions on a tourism tax and to capture additional data to enable a deeper understanding of the economic impact such a tax might have on the city.¹⁰

The research set out to evaluate the potential impact of the possible introduction of Transient Visitor Levy of £1 to £2 per night for shorter-stay travellers. In Edinburgh three out of every four visitors to Edinburgh said that a tourism tax would have no effect on their stay. Another positive sign for the acceptance of the TVL is that only 2% of travellers said they would not travel to Edinburgh. Around 9% of travellers who would choose cheaper accommodation to help deal with the cost of the tax and a further 6% of tourists indicated they would have visited the city but stayed outside of it to avoid paying the tourism tax. These findings need to be set against the general acceptance that tourism to the city is projected to continue to grow.

In addition to evaluating the impact of the tax on the accommodation sector, the research examined if the tax might have associated impacts on visitor spending in other aspects of the visit. The results showed that there was only a small cross-section of travellers (14% of sample) were likely to reduce their spending during the trip.

A strong majority of respondents, reported that such a charge of £1 or £2 per night would not reduce their non-accommodation spend (73%), a further 14% were unsure. It was further found that domestic travellers and those aged 25-34 years, an age-group arguably more likely to be travelling on a budget, were the most likely to adapt their budget to compensate for any additional cost.

¹⁰ Tourism tax: a blessing or a curse [STR November 2018](#)

Impact

It is important that when looking at the potential impact of introducing a TVL scheme that specific characteristics of the markets are considered when interpreting the results. Any research findings should be set in the specific context that:

- Accommodation owners have flexibility to vary pricing by the day of week, month or year, time of booking or booking agent. The dynamic pricing systems creates a degree of uncertainty over the potential impacts on consumer behaviour. A strong case could be made that as consumers are already used to paying incredibly variable price changes in the rates of accommodations they will not be as deterred from a marginal rise in prices.
- There is also the relevance of scale, will the charge of £8 be impactful enough when the price of 3* hotel over four nights in Edinburgh can be as high as £1,589 on average.¹¹
- Accommodation costs may represent a large proportion of overall average visitor spend, around 50%,¹² but not all of it. Other costs include: food and drink, travel, events, tours etc.
- Origin of visitors, destination, the modelling method and time-period are all relevant factors when calculating demand elasticities in research and all of these factors significantly influence the estimates.
- Research results from an independent Edinburgh survey from STR concluded minimal impact on final visitor decision and impact on non-accommodation spend. Under the presence of a £1-£2 tourist tax on overnight stays, 91% of visitors to Edinburgh said they would not change their plans, and 73% said it would not reduce non-accommodation spend.

Competitiveness is not just about price

When interpreting any measure of price competitiveness, it is important to understand how the measure has been derived. The World Economic Forum for example, create a range of index values and rank countries relative to each other. Creating almost a league table of countries depending on different measured data points.

Most of the measures for overall international competitiveness are at the national level. The World Economic Forum's Travel and Tourism Competitiveness index placed the UK 5th out of 136 economies in 2017 for competitiveness. This ranking was based on a broad range of factors including business environment, prioritisation of travel and tourism, Cultural resource and business travel, international openness, and price competitiveness.

¹¹ Average cost of 4-night break in Edinburgh taken from Scottish Government [Transient Visitor Taxes in Scotland: Supporting a National Discussion](#), November 2018, figures based on Moffat Centre Analysis of Scottish Accommodation Occupancy Survey.

¹² Figure sourced from the Edinburgh Visitor Survey 2018.

This reinforces the position that the UK and within that, Edinburgh, remains competitive when all factors are considered alongside price.

The measure for international tourism price competitiveness are comprised of four indicators. The measure includes indicators for: value for money, the cost of travel (i.e. airport tax and fuel), and the cost of a brand hotel. This covers only a few of the many considerations for visitors, and ignores the destination's attractiveness.

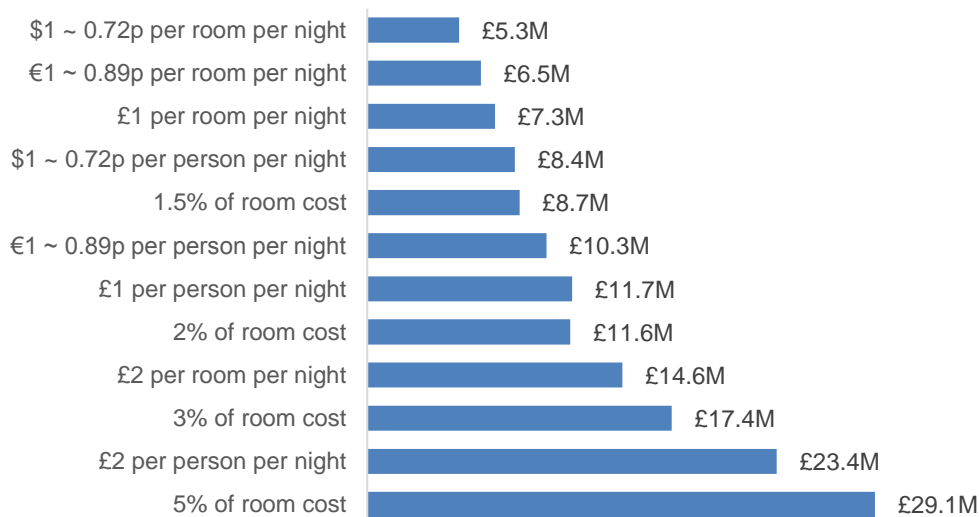
Edinburgh has a high amenity value rich in scenery; history & culture; architecture; attractions, and an international programme of events. Tourists consider a -destination's overall appeal, affordability, the overall quality of the tourist experience, events, cultural and other attractions. With its packed events and festivals calendar, historic city centre, free museums and art galleries and wealth of outdoor attractions, Edinburgh is extremely well placed in this regard.

These **pull factors** are not captured within a generic measure or within a price based analysis of competitiveness. Edinburgh is a global destination and its competitiveness relative to other destinations should not just be based on cost and stay costs and relative affordability but a more holistic assessment of all the relevant factors.

How could a transient visitor tax be used, and how can revenue be distributed fairly?

Potential Revenue

The introduction of either a small charge of 2% of the room cost or £2 per room per night could generate between £11.6 to 14.6 million per annum to invest within the City.



This estimate is based on new information gathered in 2018 as part of a commercial needs assessment on the accommodation sector in Edinburgh. It includes hotels, services and self-catering apartments, short term lets (from Airbnb) and guesthouses and B&B's and hostels within the City of Edinburgh geography. The analysis factors in the differences in prices and occupancy rates across the different accommodation types.

The analysis does not show the expected revenue to be raised from the 35 student accommodation units that are available to rent over the summer. There are an estimated 19,000 student bed spaces in the city, almost a third of student hall sites are rented out exclusively over the festival period in August. The analysis does not also reflect the possible differences that exist between the different hotel types and uses average variables of occupancy and room cost for that sector. We are aware that 4 and 5 star graded hotels make up around 40% of the supply of bedroom in that sector, with the budget sector making up 34% of bedrooms in the Edinburgh hotel market.

The estimates quoted in the chart could be higher than reported above, if seasonal factors in occupancy and price were to be incorporated into the analysis, using monthly average occupancy and average room rates. Edinburgh is a seasonal destination with typically higher prices and occupancy rates over the summer period, and relatively lower prices and occupancy early in the calendar year.

Use of the revenue

Within the results from the Edinburgh TVL consultation, there was strong consensus around the priorities for investing any revenue generated by TVL. 76% of all respondents cited street

cleaning as their priority for spending. This was the number one ranked priority for all stakeholder groups and followed by transport (58%), which was also the second priority for all stakeholders.

During roundtable events stakeholders also pressed for fewer priorities that would have a significant impact on the city and could be visibly identifiable as a direct gain or achievement of the TVL. Stakeholders also raised the view that any TVL must count as “additional” rather than displacing Scottish Government core funding. This means in practice it should not be subtracted from the total estimated expenditure, like the council tax, or centralised and redistributed from the Scottish Government like non-domestic rates or indeed centralised into a pot.

The revenues raised from international cities with a similar TVL arrangement are typically reinvested into services that support tourism. Lisbon raised around 15 million a year and that is targeted at reinforcing revenues for mobility and transportation, urban hygiene and new skills protocols in addition to issues of security that are of concern to the city.

It is clear that in an environment of reducing public funding and declining National Lottery funding, something needs to be done to ensure that the Council and our partners can continue to invest in, and benefit from, tourism to the city. The current levels of investment and support for those things that make a city attractive – from clean streets to historic and cultural activities – will be more challenging into the future.

Edinburgh welcomes around 64% of the total volume of international visitors of Scotland and 22% of the total volume of domestic visitors, not investing adequately in improving the quality of offer of the City may, as a consequence, adversely impact on tourism in Edinburgh and across Scotland.

Establish Administration, Enforcement

In the Edinburgh TVL consultation, the Council asked for views on a number of issues in relation to how any TVL should be administered. 49% of all respondents favoured a monthly collection mechanism rather than an annual collection.

Almost a third (30%) of all respondents felt there should be an industry-led team to design the collection and administration of the scheme with the council. This figure did not substantially vary by stakeholder group, with 31% of accommodation providers supporting this. By contrast, 56% of all respondents agreed there should be a forum of stakeholders to help oversee TVL with a role to make spending recommendations and review investments and monitor the effects of TVL on the local economy.

If a visitor levy were progressed in Edinburgh, then it is possible that accommodation providers would be required to register with the Council and would be responsible for collecting the levy and transferring it to the Council. Depending on the model used they would be required to maintain appropriate records of rooms occupied, or number of eligible people staying overnight, room rate charged and the amount of levy paid. This would include short-term lets.

Keeping the visitor levy simple would reduce the burden of information required from accommodation providers. For example, a charge per room is more straightforward than a charge per person, as the latter would require the accommodation providers to collect details on all visitors who stay.

Method of collection

Accommodation providers would be required to make their tourism levy payment to certain agreed timescales. Simplicity would suggest that this should be done electronically into a tourism levy body account. If this were to be the case then to ensure compliance, the following information would be required:

- the accommodation providers that are liable for the tourism levy
- the number of rooms occupied during the period for payment or revenue raised from rooms sales
- number of rooms or revenue amount under any exemption

Overseeing the implementation

For the Council to effectively perform its role of overseeing the implementation it will need to have access to necessary information to validate returns. This would include information on current and historic hotel and other accommodation providers, this would be ascertained by the registration process.

Amsterdam request businesses to register online every year to keep their records up to date. Other cities like Lisbon, Porto and Budapest requested information to be submitted by providers every month, using before the end of the 15th of the month for the month previous.

Based on other examples internationally and in the case of discrepancies, the accommodation provider would have a duty to provide a reason to the authority. Further, the visitor levy administering body, the local authority, would reserve the right to conduct financial audits of the returns in the same way as assessors have access to this when assessing rateable values of hotels. This would be done on the basis of risk and not as a matter of course.

These provisions should be included in any legal process and the control of this would be set by central government during the formation of the legislation to implement the TVL or tourist tax.

The Council has given several assurances that it would work closely with industry to establish the best and most efficient administrative and collection process for a TVL.

Conclusion

Edinburgh has a strong and growing tourism industry that is continuing to build and invest in the city. In light of public funding pressures there is a need to secure a mechanism to raise additional income into the future to continue to sustainably invest in tourism and manage the consequences of a thriving tourism industry on the city and its people.

The City of Edinburgh Council has taken a political position to progress an Edinburgh TVL. In taking this commitment forward the Council conducted several months of informal engagement and consultation. The input from industry stakeholders was used to develop the details of a draft scheme which could then be subject to further formal consultation.

A full and detailed public consultation which was heavily promoted amongst stakeholders and in the press concluded on 10 December. The consultation received over 2,500 responses across the city and showed that there is overwhelming support from all stakeholders for the TVL.

A final proposal for an Edinburgh TVL Scheme will now be considered by the Council in February 2019.

Transient Visitor Levy

SUMMARY OF THE RESPONSE TO THE CITY OF EDINBURGH
COUNCIL'S DRAFT PROPOSAL FOR A TRANSIENT VISITOR LEVY

Executive summary

More than 2,560 individuals took part in a survey or public discussion forums as part of the Council consultation on a draft proposal for an Edinburgh Transient Visitor Levy (TVL). This report includes the feedback from the public consultation events with industry stakeholders and residents. All quantitative findings are from the survey alone.

The consultation was intended to advance a practical discussion about whether and how Edinburgh should introduce a TVL to ensure sustainable funding for the long-term success of Edinburgh and Scottish tourism and to invest in managing the impact of tourism on the city, its residents and visitors.

In summary, the results of the consultation showed that:

- 85% of all respondents expressed strong support for the introduction of a TVL in Edinburgh compared to only 9% who expressed strong opposition.
- The majority of all category stakeholders supported the introduction of a TVL in the city:
 - Edinburgh residents – 90%
 - Edinburgh businesses – 77%
 - Edinburgh tourist attractions – 67%
 - Edinburgh accommodation providers – 51%
- 67% of respondents felt Edinburgh should introduce a TVL at a rate of around £2/2% of the cost of accommodation while 18% felt this was too low.
- The majority of respondents (47%) preferred a flat £ per night per room rate but a high number of respondents (38%) wanted to see the introduction of a charge based on the percentage of the room fee.
- Respondents felt there should be no significant exemptions or variations to this rate based on quality of accommodation, time of year, type of accommodation or length of stay.
- Exceptionally, respondents wanted to see a cap on the duration of the charge of no less than seven days to help protect festival performers and other non-leisure visitors.
- Consideration should be given to how those not staying overnight could also make a fair contribution to the maintenance of Edinburgh as a major tourist destination, given that day visitors to the city significantly outnumber overnight visitors while spending less with local businesses.
- TVL should be considered alongside the rate of value-added tax applied to accommodation.
- While respondents largely supported the purpose of the TVL it was felt that a narrower set of objectives for funding should be identified and that the Council must be able to demonstrate clear outcomes and visible success in the short term. Concerns were high that TVL revenue would be reallocated to fill gaps in Council spending or be effectively removed in any Scottish Government funding settlement.
- In setting priorities for investment, respondents felt that revenue from TVL should be prioritised to street cleaning and transport in the first instance, then to parks and policing of relevant tourist areas.

Response to the consultation

The Council received 2,560 responses to the TVL consultation through a survey, with categories of respondent shown below.

The Council also conducted public events with stakeholders to discuss and understand attitudes towards the proposed levy.

This report is based on all responses received by any method, but percentages are only shown for responses to the survey, which was hosted online, with paper copies made available in libraries and on request.

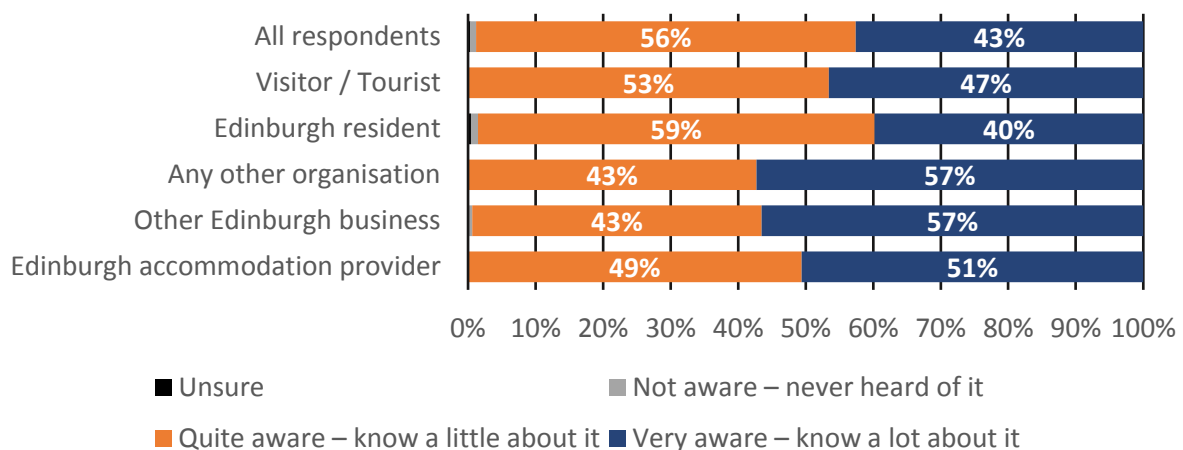
Fig 1. Number of respondents to online survey by type

Respondent type	Number
Edinburgh-based accommodation provider	170
Other Edinburgh business, including visitor attractions	162
Any other organisation, including non-Edinburgh-based accommodation providers	103
Edinburgh resident	1,996
Visitor to Edinburgh / tourist	88
Not stated / prefer not to say	41
Total	2,560

Awareness of the proposed transient visitor levy

Almost all respondents to the online survey had some level of awareness of the proposed TVL. This would suggest that the results of the survey reflect the views of a more interested and informed group of stakeholders.

Fig 2. 'How aware are you of the concept of a 'tourist tax' or 'transient visitor levy' (TVL)?' (2,551)



Attitude to the proposed levy

Respondents were given two opportunities at the beginning and at the end of the consultation to register their opinion about the desirability of a TVL within Edinburgh. The answers given were consistent. All groups of respondents were supportive of introducing a TVL in Edinburgh, with 85% of all respondents saying they strongly supported the levy, compared to 9% who strongly opposed it. Edinburgh residents were the most supportive group, with 91% expressing strong support and only

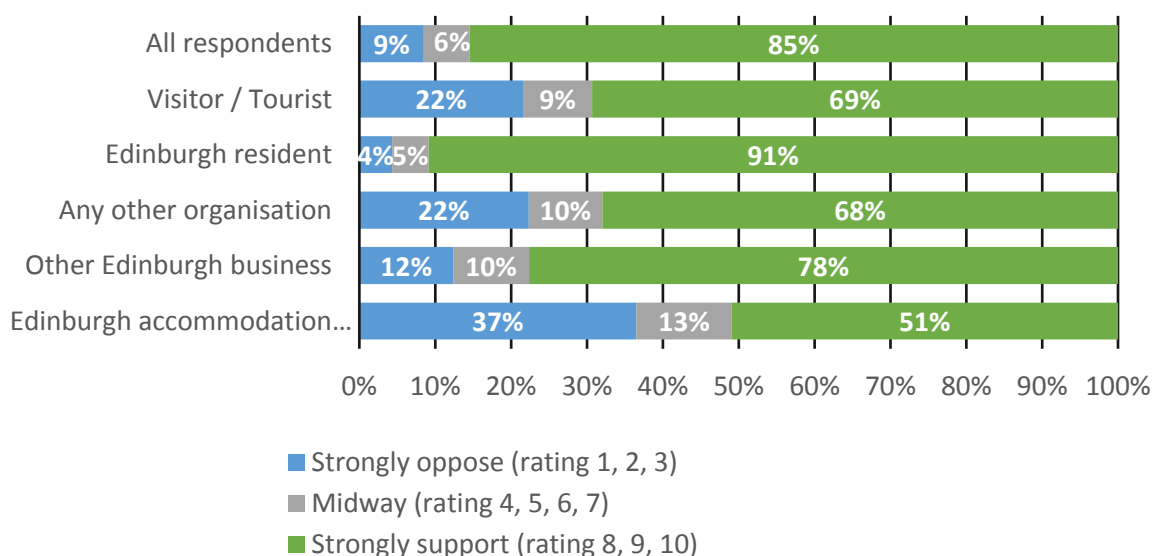
4% expressing strong opposition. The majority of Edinburgh-based accommodation providers supported the introduction of a TVL (51%) but were also most likely (37%) to oppose it.

Fig 3. 'Overall, on a scale of 1 to 10, where 10 is totally in favour and 1 is totally against, how would you rate your general support for introducing a Transient Visitor Levy in Edinburgh?' (min 2,539)

	Edinburgh accom. provider	Other Edinburgh business	Any other org.	Edinburgh resident	Visitor / Tourist	All
Strongly support (rating 8, 9, 10)	51%	78%	68%	91%	69%	85%
Strongly oppose (rating 1, 2, 3)	37%	12%	22%	4%	22%	9%

While the overall response is skewed by the high number of resident respondents, a majority of all Edinburgh businesses, other organisations and visitors rated their support as '10 – totally for'. Edinburgh Accommodation providers were most polarised in terms of responses with 51% strongly supporting and 37% strongly opposing a TVL.

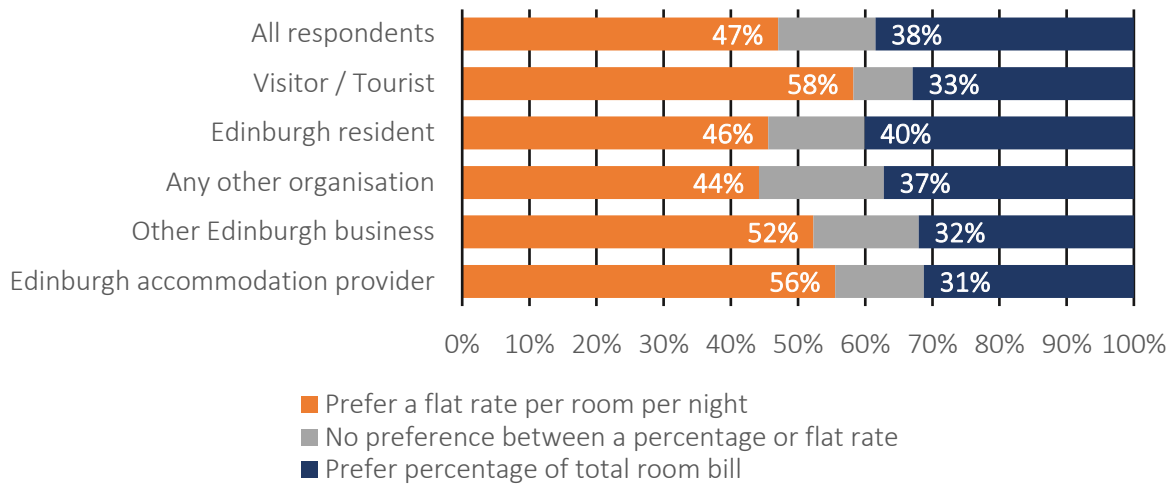
Fig 4. 'Having considered the different aspects of the proposal, we want to check if your opinion has changed. Overall, on a scale of 1 to 10, where 10 is totally in favour and 1 is totally against, how would you rate your general support for introducing a Transient Visitor Levy in Edinburgh?' (2,539)



Type and level of charge

Of those who expressed an opinion on the format of a TVL, 47% felt the charge should be a flat rate, while 38% felt it should be a percentage. The flat rate was felt to be easier to understand – this feedback was noted in both market research and the consultation – and was especially favoured by accommodation providers in Edinburgh and those who described themselves as visitors to the city.

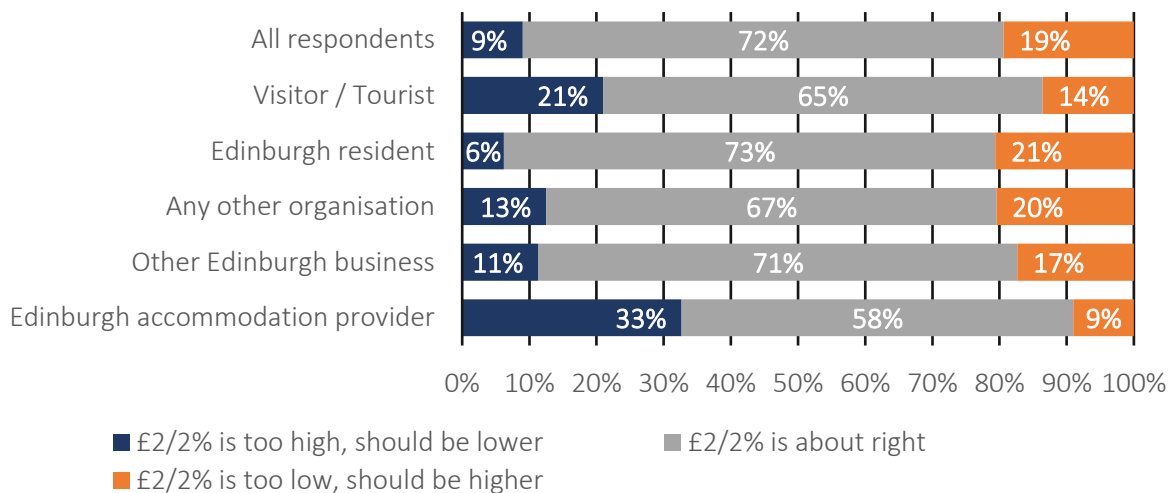
Fig 5. 'If a transient visitor levy were to be introduced in Edinburgh, which charging mechanism would you prefer?' (2,425; excludes 'unsure')



When asked whether luxury accommodation should pay a higher rate, 46% (base 2,523) felt that it should. While the consultation suggested that there could be a peak rate and an off-peak rate, respondents were also clear that any charge should be imposed year-round (89% supported this; base 2,539).

Amongst those who expressed an opinion about the level of the charge, 72% supported a charge that was either £2 flat rate per night or 2% of the total bill, with a majority of respondents in all groups also supporting this level of charging. 33% of Edinburgh accommodation providers felt that £2/2% was too high, however within this category 9% of respondents also felt that it was not high enough. 21% of residents felt that the charge should be higher than £2/2%.

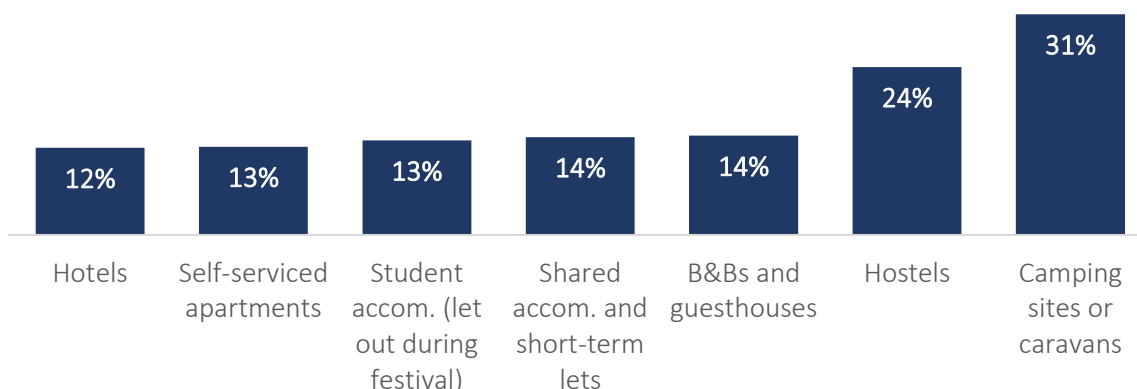
Fig 6. 'What level should the charge be?' (2,379; excludes unsure)



Exemptions from TVL

The Council asked respondents to consider, if a TVL were introduced, should any types of accommodation be exempt from this charge. There was no majority level of support for any exemption for any accommodation type, though there was significantly more support for exempting camp sites and hostels across all categories of respondent.

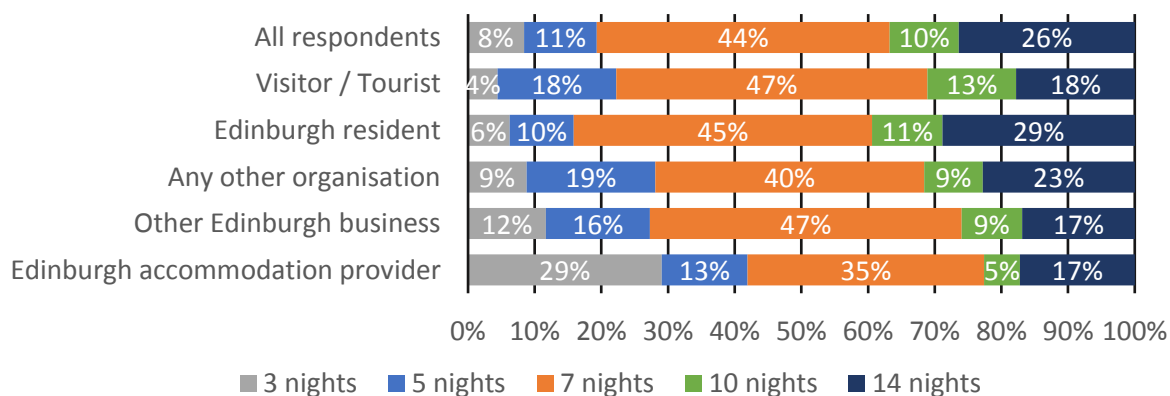
Fig 7. 'If a transient visitor levy were introduced in Edinburgh, are there any types of paid accommodation you feel should be exempted from this charge?' (2,560)



There was less support for exempting the room charges based purely on the cost of accommodation. Only 13% of all respondents felt that budget properties (those charging less than £50 per night) should be exempt. As with exemption by types of property, there was no significant variation between stakeholder groups.

There was more support for any charges to be capped. 48% of all respondents felt that there should be a cap on the duration of the charge period, rising to 60% of accommodation providers. Amongst those who felt that there should be a cap, the highest level of support was for that cap to be based on a stay of seven nights (44%) followed by a stay of 14 nights (26%). While these periods also correspond to one week and two weeks, they may also have been chosen to reflect normal holiday periods – though the average overnight visitor to Edinburgh is much more likely to stay for only three nights.

Fig 8. 'If yes, after how many nights should a charge be capped?' (1,238; those who felt there should be a cap, excludes unsure about duration)



The response to both of these questions suggests that there would only be broad support for a cap which applied to a small minority of visitors, rather than one which materially impacted the average visitor in any way.

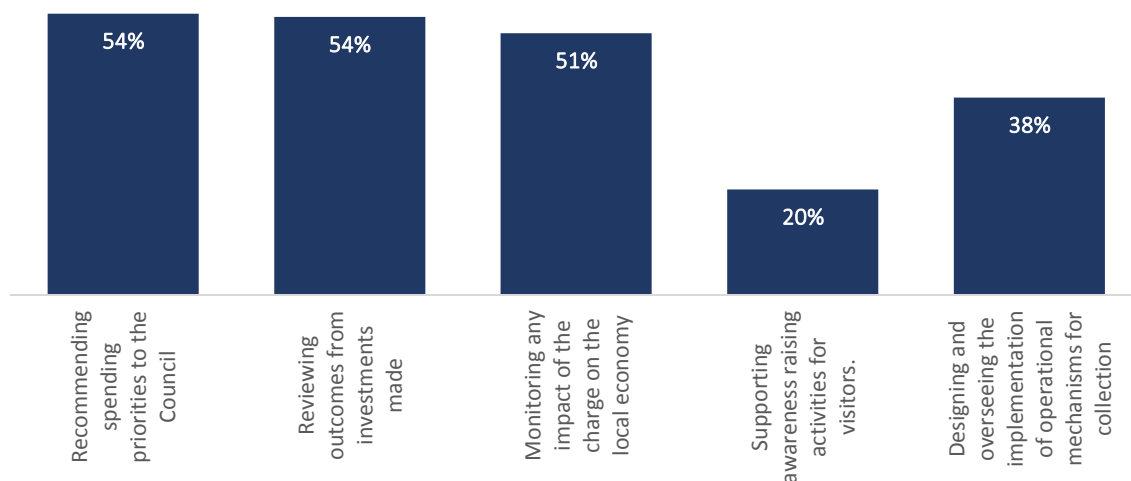
Administration of the TVL scheme

The Council asked for views on a number of issues in relation to how any TVL should be administered. 49% of all respondents favoured a monthly collection mechanism rather than an annual collection. But only 16% of all respondents wanted to see a portion of revenues retained by industry to pay for

the collection – amongst accommodation providers this figure was a little higher, with 21% supporting it.

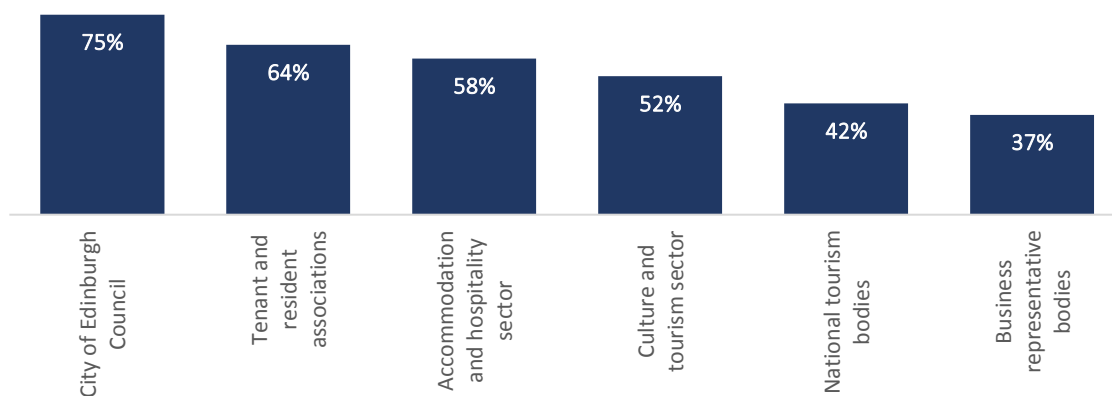
Almost a third (30%) of all respondents felt there should be an industry-led implementation process for an Edinburgh TVL. This figure did not substantially vary by stakeholder group, with 31% of accommodation providers supporting this. By contrast, 56% of all respondents agreed there should be a forum of stakeholders to help oversee TVL with a role to make spending recommendations to the Council; review investments and monitor the effects/impact of TVL on the local economy.

Fig 9. 'If a forum were established, what role should it have? (Please tick all that apply)' (2,560)



The Council sought views about membership of such a forum, with majority support amongst all respondents for involvement of the Council, tenant and resident associations, the accommodation and hospitality sector, and the culture and tourism sector. These views were broadly consistent across stakeholder groups. There was less support for the inclusion of national tourism bodies and other representative business groups. Even amongst accommodation providers, support for these members was 46% and 45% respectively.

Fig 10. 'If a TVL forum were established, who should be involved? (Please tick all that apply)' (2,560)

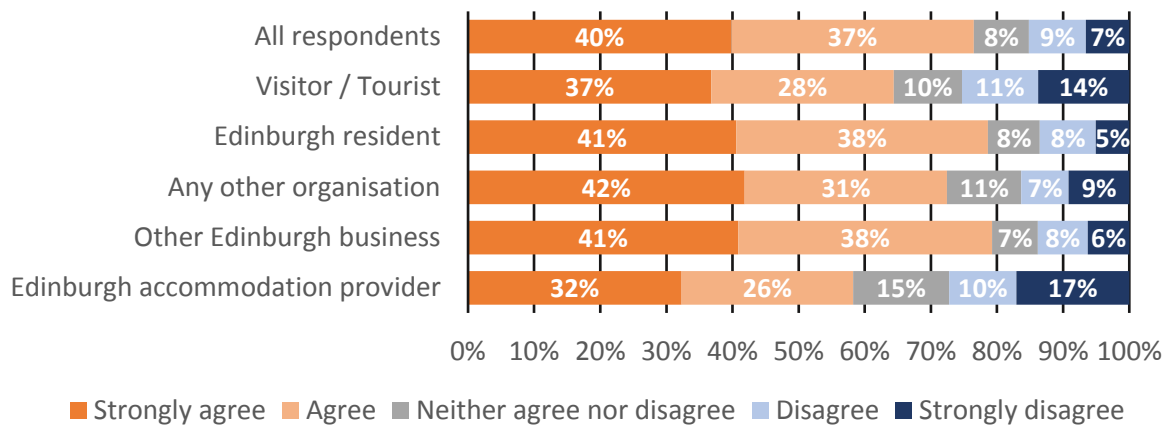


How revenues should be invested

The Council set out a list of priorities for the TVL. Respondents were asked the extent to which they agreed or disagreed that the priorities were correct – 76% of respondents (base 2,499) agreed or strongly agreed, while only 15% disagreed or strongly disagreed.

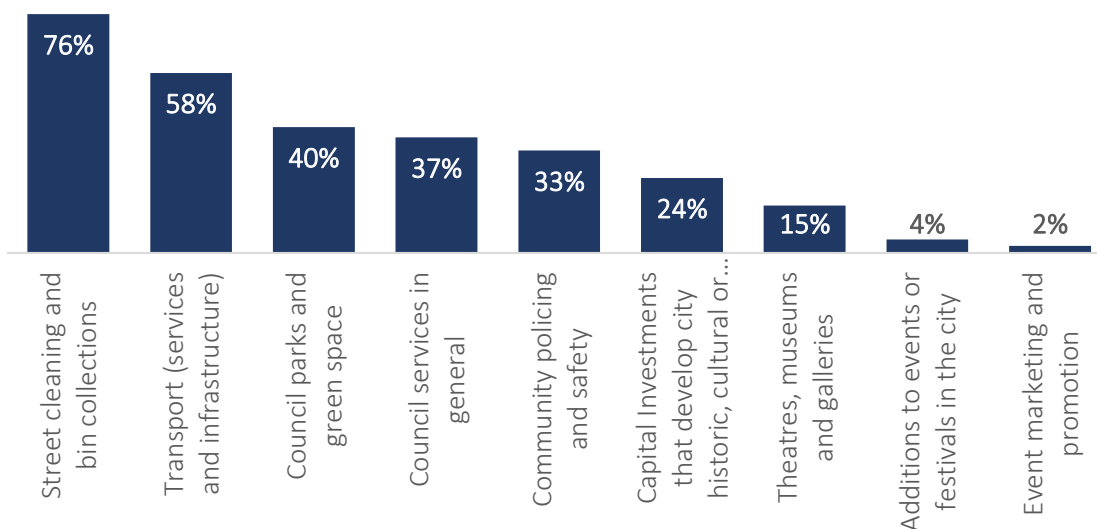
There was broad support for the priorities amongst all stakeholder groups, with the lowest level of agreement (58%) amongst accommodation providers, while the highest was residents and other Edinburgh businesses (both 79%).

Fig 11. 'To what extent do you agree or disagree with the priorities as set out above?' (2,499; excludes unsure)



There was strong consensus around the priorities for investing any revenue generated by TVL. 76% of all respondents cited street cleaning as their priority for spending. This was the number one ranked priority for all stakeholder groups, followed by transport (58%), which was also the second priority for all stakeholders. The least preferred choices for all groups were additional events (4% overall) and promotions (2% overall). Additional priorities for funding included public toilets, access to drinking water, and improving disabled access to historic buildings and festival venues.

Fig 12. 'If a transient visitor levy were introduced, which three areas would you prioritise to receive funding from the revenue raised? (Choose up to three options)' (2,560)



While the survey identified a substantial minority (37%) who were in favour of the TVL revenue being used to fund Council services in general, feedback from others – particularly industry stakeholders – indicated strong opposition towards this idea.

Roundtable feedback

The Council arranged and facilitated 7 roundtable events across the City during the consultation period. Roundtable discussions ranged from small meetings of 3-4 to larger meetings of 10-15 participants with individual residents, business people, organisations and membership bodies and groups in attendance. To ensure the same anonymity provided by the survey, the feedback has been compiled as a single report. Attribution is made to stakeholder groups and not to individuals or organisations.

Support for TVL

It was generally acknowledged by residents and industry participants that Edinburgh would benefit from additional funding to support its tourist sector and manage the consequences of a thriving tourism economy on the city and its residents.

Recognising the need for additional funding, all groups stressed the importance of tourism to the Edinburgh economy. It was generally well-understood that the City enjoys enormous economic benefits from tourism and has an important national role in the tourism sector. However, this should not be interpreted as absolute endorsement of tourism in the City, resident attendees expressed a feeling that the growth in visitor numbers, hotels and short-term lets is to the detriment of residents and some communities. For example, Old Town residents report that year-round tourism has a significant negative impact on their quality of life as well as the quality of their local environment.

Overall opinions of an Edinburgh TVL were mixed across the group sessions. Residents, local businesses and event/visitor stakeholders offered most support, while Industry attendees were most likely to be strongly opposed - although this opposition was sometimes in principle, it was also often caveated dependent upon whether the revenue raised would be additional and ringfenced to support tourism.

Industry opposition to an Edinburgh TVL reflected a concern about the overall burden of taxation on businesses and providers, competitiveness with other tourist destinations and the practicalities and cost of implementation. Industry stakeholders spoke against the idea that tourism is booming in Edinburgh and Scotland; participants felt that large tourism sector businesses were 'struggling to maintain profits' with concerns raised about future prosperity – particularly in respect of conference and business visitors.

While some attendees held firmly entrenched views that they would not support a TVL under any circumstances, most expressed targeted concerns about how a TVL would operate cost effectively and how resources would be invested.

Not including alternative methods of raising revenue as part of the consultation raised specific criticism from some stakeholders that the Council had "already made up its mind" and was focused on one option to the exclusion of others.

Overnight and Day visitors

A number of participants at the public events observed that day visitors significantly outnumber overnight visitors – and that cruise ship and coach party visitors make as much use of the infrastructure in the City as overnight visitors while spending relatively little.

Though it was acknowledged that charging day visitors was more difficult without also penalising residents, it was otherwise seen as a large potential revenue source left untapped by an overnight TVL

with the total burden of a levy falling on overnight visitors. Accommodation providers in particular felt this should be further explored citing Hoi-An in Vietnam as an example.

All respondents suggested that a small charge on tourist attractions where an entry fee is already requested should be explored. An additional charge on all festival tickets was also suggested although how this was targeted towards tourists without also encompassing city residents was an identified concern.

Setting a charge

Fairness was considered important in setting the charge, and it was not clear that stakeholders necessarily considered a flat rate to be the fairest outcome. It was observed that Edinburgh's hotel prices in key locations can multiply between peak and off-peak seasons and that a flat rate might be 'too much' during the off-peak period as well as 'too little' when Edinburgh is at its busiest. It was also suggested that a flat rate might have a disproportionate impact on budget providers and budget tourists.

Attendees suggested that a percentage of the total bill might be the fairest way of deciding the charge. This, it was felt, would take reasonable account of variations in quality of accommodation and demand for accommodation across the year and inflation on an ongoing basis.

However, simplicity of administration was also a major concern for industry and all accommodation types who attended felt that a flat rate would be easier to administer and be simpler to understand. Concerns about the administrative burden of the system of charging also meant any scheme of in-year variation was seen as less workable and less desirable regardless of whether a variation had some merit.

Criticism of a flat rate system was around the potential administrative implication of having to set a fee each year that would take account of inflation.

Level of charge

Attendees, that discussed the level of charge, felt that whatever level was set needed to raise an 'impactful' amount of resources. Residents questioned whether an annual return of (the estimated) £11m to £13m was enough to achieve a meaningful impact in the City.

By contrast, accommodation providers and businesses focused on how the resource would be spent. In terms of the level of the charge accommodation providers focused on consideration of the overall tax burden rather than seeing the TVL as 'stand alone'. It was suggested that if TVL were introduced, there should be some reduction in the VAT rate on accommodation.

Use of resource raised

While there was agreement that the Council's proposed priorities were important and welcome, stakeholders expressed a range of points on how resources should be invested. The priorities were seen as reasonable for a local authority to have, but were felt to be too broad for a TVL to fund.

The priorities were viewed to be focused on tourism from the Council's perspective - providing a financial buffer for the Council to make choices about commercialisation of the city space and not necessarily reflecting the concerns of residents – such as addressing issues of quality of life .

As presented, respondents felt that the draft priorities were worded to enable the Council to spend the money raised in any way it wanted. Further prioritisation and specific investment proposals were

sought and a stakeholder group looking at this in more detail was strongly supported by industry and resident attendees alike.

There was broad concern across stakeholder groups that the resources raised

- Would be spread too thinly across a large number of priorities to be felt to make an impact.
- That in 'pleasing everyone' the scheme would impact no one.
- That the Council would absorb the TVL to meet its wider funding pressures.
- That any revenue raised by Edinburgh through a TVL would simply be removed in the funding settlement from Scottish Government, creating effort and raising expectations but resulting in little improvement.

Industry respondents in particular were looking for mechanisms and guarantees from the Council that would ensure resources raised would be spent to support tourism. It was also accepted that using the resources to manage the impact of tourism in the city would be positive for visitors and residents alike. Industry attendees suggested assurances such as these would increase levels of support for the TVL.

Exemptions

The impact of charging on different customer groups (and price elasticity) was, understandably, a larger concern to accommodation providers. While it was acknowledged that leisure travellers would be largely unaffected by a modest charge, the cumulative effect on corporate customers could be more noticeable. Bulk bookings for businesses and conferences would result in noticeably higher total bills that could impact on demand. Part of the reason for the higher level of support for a cap appears to be due to how uncapped charges would impact on non-leisure visitors. For example, international businesses often use hotel accommodation for extended stays for staff based in other countries, and the Edinburgh festivals (notably the Fringe) require four weeks of accommodation for many performers and other essential staff.

Finally, self-catering accommodation providers, residents and other accommodation providers expressed similar concerns about the relationship between the TVL and the council position on short term lets. Other accommodation providers and residents welcomed the potential requirement for short term lets to register and be visibly contributing to the sustainable future of the City's tourism while self-catering accommodation providers felt that the TVL would disproportionately impact upon them and have a greater administrative and financial burden than on larger, established businesses.

Next Steps

The responses to this consultation will be used to inform further council consideration of a TVL in Edinburgh, its design and implementation. The findings will also be submitted to the Scottish Government National Conversation on Tourist Tax/Transient Visitor Levy.

The City of Edinburgh Council

10.05am, Thursday 7 February 2019

Edinburgh Living LLPs: Acquisition of Homes 2019/20 – referral from the Finance and Resources Committee

Item number	8.5
Report number	
Wards	All
Council Commitments	

Executive summary

On 4 December 2018, the Finance and Resources Committee considered a report which sought approval to the transfer of mid-market and market rent homes being constructed through the Housing Revenue Account (HRA) as part of the Council's mixed tenure housebuilding programme to Edinburgh Living on an annual basis. The report has been referred to the City of Edinburgh Council for approval.

Terms of Referral

Edinburgh Living LLPs: Acquisition of Homes 2019/20 – referral from the Finance and Resources Committee

Terms of referral

- 1.1 On 4 December 2018, the Finance and Resources Committee considered a report which sought approval to the transfer of mid-market and market rent homes being constructed through the Housing Revenue Account (HRA) as part of the Council's mixed tenure housebuilding programme to Edinburgh Living on an annual basis.
- 1.2 The Finance and Resources Committee agreed:
 - 1.2.1 To agree the transfer of 222 homes constructed as part the Council's housebuilding programme, from the Housing Revenue Account (HRA), to Edinburgh Living in 2019/20.
 - 1.2.2 To note the requirement for the Council
 - (a) To lend up to £25.901m to the mid-market rent LLP to purchase 222 Homes.
 - (b) To provide a corresponding capital advance from the Loans Fund based on a repayment profile using the funding / income method, as set out in paragraph 3.19 of the report.
 - 1.2.3 To refer the report to Full Council on 7 February 2019 for approval of the above.
 - 1.2.4 To note that a contract was awarded to Wheatley Group to provide Management and Maintenance services to the Edinburgh Living LLPs, under delegated authority, as agreed by the Finance and Resources Committee in October 2018.

For Decision/Action

- 2.1 The City of Edinburgh Council is asked to approve the transfer of 222 homes to Edinburgh Living in 2019/20, with associated funding arrangements, all as set out in the report by the Executive Director of Place.

Background reading / external references

Finance and Resources Committee, 4 December 2018.

Laurence Rockey

Head of Strategy and Communications

Contact: Stuart Johnston, Committee Services

E-mail: stuart.johnston@edinburgh.gov.uk | Tel: 0131 529 7035

Links

Appendices

Appendix 1 - report by the Executive Director of Place

Finance and Resources Committee

3.00pm, Tuesday, 4 December 2018

Edinburgh Living LLPs: Acquisition of Homes 2019/20

Item number	
Report number	
Executive/routine	
Wards	All
Council Commitments	1 , 6 , 10

Executive Summary

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 mid-market rent to be let to households on low to moderate incomes. Governance is now in place and following a procurement exercise, Wheatley Group have been appointed to manage the homes for Edinburgh Living.

As part of the governance arrangements, the Finance and Resources Committee will be asked to approve the transfer of mid-market and market rent homes being constructed through the Housing Revenue Account (HRA) as part of the Council's mixed tenure housebuilding programme to Edinburgh Living on an annual basis.

In June 2018, this committee approved the transfer of 105 mid-market rent homes to be completed in 2018/19. Twenty-two of these homes were purchased by Edinburgh Living November 2018, the remainder of the homes in the first tranche will be completed and transferred in the next four months. The homes due to be transferred on completion in 2019/20 are currently under construction and will be transferred from April 2019 onwards at a price based on total development costs; including construction cost, land value and related short-term funding costs. Committee is asked to note the lending and capital advances required for Edinburgh Living to complete the purchase and refer the report to City of Edinburgh Council in February 2019 for approval. The purchase will be funded through a mix of borrowing and Scottish Government grant. The HRA will receive a capital receipt for expenditure it has already incurred in delivering the homes.

Edinburgh Living LLPs: Acquisition of Homes 2019/20

1. Recommendations

- 1.1 It is recommended that the Finance and Resources Committee:
 - 1.1.1 Agrees the transfer of 222 homes constructed as part the Council's housebuilding programme, from the Housing Revenue Account (HRA), to Edinburgh Living in 2019/20;
 - 1.1.2 Note the requirement for the Council
 - 1.1.2.1 to lend up to £25.901m to the mid-market rent LLP to purchase 222 homes; and
 - 1.1.2.2 to provide a corresponding capital advance from the Loans Fund based on a repayment profile using the funding / income method, as set out in paragraph 3.19;
 - 1.1.3 Refers this report to Full Council on 07 February 2019 for approval of the above; and
 - 1.1.4 Notes that a contract was awarded to Wheatley Group to provide Management and Maintenance services to the Edinburgh Living LLPs, under delegated authority, as agreed by this Committee in October 2018.

2. Background

- 2.1 On [17 September 2015](#), the City of Edinburgh Council agreed to enter into a partnership with SFT to accelerate housebuilding through acquisition of homes for market rent and mid-market rent.
- 2.2 This proposal formed part of the housing programme in the Edinburgh and South East Scotland City Region Deal in 2017. This included Scottish Government consent for the City of Edinburgh Council to on-lend up to £248 million to two LLPs, one for market rent and one for mid-market rent, for the purpose of delivering a minimum of 1,500 homes in Edinburgh.
- 2.3 On 18 January 2018, the Housing and Economy Committee agreed that the Council could enter into agreements with SFT to establish the LLPs.
- 2.4 The same Committee agreed, in principle, that homes developed by the Council within mixed tenure developments for market rent and mid-market rent could be transferred to the LLPs on vacant possession, subject to agreement by the Finance and Resources Committee.

- 2.5 This report was referred to the City of Edinburgh Council on 01 February 2018 to confirm the appointment of elected members and an Executive Director to represent the Council on the LLPs' Corporate Body, alongside a Director from SFT.
- 2.6 The Council entered into agreements with SFT on 28 March 2018 and the first meeting of the LLP's Corporate Body took place on 04 June 2018.
- 2.7 In June 2018 the Finance and Resources Committee agreed that 105 homes constructed as part of the Council's mixed tenure housebuilding programme would be transferred on completion to the Edinburgh Living mid-market rent LLP in the financial year 2018/19.
- 2.8 The report was referred to Council to agree a facility allowing the Council to lend money to the LLP to purchase the homes.
- 2.9 Wheatley Group was appointed as the management and maintenance supplier for Edinburgh Living in October 2018 following this Committee's decision to delegate the award of contract to the Executive Director of Place, in consultation with the Convenor and Vice Convenor of the Finance and Resources Committee.

3. Main report

- 3.1 The Edinburgh Living LLPs are now operational and following the decision taken by this Committee in June 2018 allowing the Council to transfer 105 homes to the LLPs in 2018/19, Edinburgh Living MMR LLP purchased its first 22 homes at Clermiston on x November 2018. The remaining 83 homes from the first tranche, at Greendykes, North Sighthill and Hailesland, are nearing completion and are due for transfer and let in 2019.
- 3.2 It was agreed as part of the Edinburgh Living governance structure that on an annual basis, the Finance and Resources Committee would approve the transfer of mid-market rent and market rent homes being constructed by the Council from the HRA to Edinburgh Living.
- 3.3 The purpose of this report is to seek Committee approval to continue the growth of Edinburgh Living by approving the transfer of mid-market rent homes scheduled for completion in 2019/20, from the HRA to the mid-market rent LLP. The homes will be transferred on completion and let to tenants on low to moderate incomes.
- 3.4 The Council currently has 899 homes under construction as part of the mixed tenure council house building programme. In total, 222 of the homes to be delivered by the programme in 2019/20 have been earmarked for mid-market rent. These are detailed within Appendix 1. The homes will be delivered on five sites across the city at North Sighthill, Dumbryden, Royston, Pennywell phase 3 and Pennywell Town Centre. The homes are located within mixed tenure developments which include housing for social rent to be held on the HRA and managed by the Council.
- 3.5 Once transferred, the homes will be owned by the LLP and let and managed by the newly appointed lettings, management and maintenance service provider, Wheatley

Group. The Council has a 99.9% share in the mid-market rent LLP with the remaining 0.01% held by SFT.

- 3.6 It is anticipated that a report on the transfer of the third tranche of homes to Edinburgh Living will be brought to this committee at the end of 2019.

Management and Maintenance of the homes

- 3.7 The operational model for the day to day management of Edinburgh Living is based on the successful approach in use under the National Housing Trust (NHT) initiative. Edinburgh Living has no staff and in order to provide a consistent level of service, the Council will supply the services that allow the LLPs to operate. Where the Council cannot supply a required service, it will procure them on the LLPs behalf.
- 3.8 The Council does not currently have the requisite experience in delivering management and maintenance services to mid-market and market rent homes let under a Private Rented Tenancy agreement. As a result, a service provider experienced in this field was required.
- 3.9 A procurement exercise took place between June and October 2018 to select an organisation with suitable experience to manage and maintain the homes on behalf of Edinburgh Living. On 5 November 2018, Wheatley Group, an organisation experienced in managing homes across a number of tenures throughout Scotland, was appointed as the lettings, management and maintenance service provider for Edinburgh Living. Wheatley Group will provide services to the LLPs over the next three to six years.
- 3.10 The Council will manage the contract, which includes monthly progress meetings, and ensure that the tenants and Edinburgh Living receive a high level of customer service from the procured supplier. Wheatley will attend the Edinburgh Living Senior Management Team meeting on a quarterly basis.
- 3.11 In addition to meeting the cost of the day to day management and maintenance, a proportion of the rents collected will be held by Edinburgh Living as a lifecycle reserve. This will ensure that funds are in place to enable Edinburgh Living to maintain the homes in future years and carry out large lifecycle maintenance programmes; including the replacement of kitchens, bathrooms and door entry systems, for example, at the appropriate times.

Lending and corresponding capital advances

- 3.12 In the case of the mid-market rent LLP, it is intended that the acquisition of each tranche of housing units is funded by a combination of grant from the Scottish Government and a loan from the Council. In the case of the market rent LLP, the acquisition of each tranche of housing will be funded purely by loan from the Council.
- 3.13 The loans to the LLPs will be a 40-year annuity repayment structure, similar to a mortgage. For the mid-market rent LLP, the rate of interest on the loan will be based on the Public Works Loan Board (PWLB) 40-year annuity rate available to the Council on the day each loan is advanced. For the market rent LLP, the rate of

interest will be slightly higher than PWLB 40-year annuity rate to take account of the higher rent that will be charged through this initiative and the funding risk (100% loans).

Ministerial Consent and funding by capital advance

- 3.14 Scottish Government Ministers have the power to allow Councils to borrow for purposes other than the strict criteria outlined in the Local Authority (Capital Financing and Accounting Scotland) Regulations 2016, including giving consent to lend to third parties. The Council has been given consent by the Scottish Government to borrow for the loans to both LLPs, which in turn permits capitalisation of this lending. This means that the loans will be funded by a capital advance from the Council's Loans Fund in the same way that any other capital expenditure made by the Council (and funded by borrowing) would be.
- 3.15 The loans will increase the Capital Financing Requirement (CFR) of the Council and hence the Council's underlying need to borrow. The anticipated loans have been included as a separate line in the borrowing CFR approved as part of the budget process and 2019/20 Treasury Strategy. The loans have also been included in the Authorised Limit and Operational Boundary Prudential Indicators.
- 3.16 The Council does not need to borrow externally specifically to make the loans to the LLPs but the consent allows it to borrow if it chooses to do so. However, while the Council may wish to make the advantageous PWLB interest rates available to the LLPs to assist them in delivering the provision of affordable housing for rent, the Council will wish to mitigate the interest rate risk in doing so. As set out in the 2019/20 Treasury Strategy, it is likely that matching back to back arrangements for external borrowing will be considered when each loan to the LLPs is made.

New Borrowing Regulations

- 3.17 In 2016, the Scottish Government introduced a new set of regulations governing local authority borrowing in Scotland. Some the changes brought in by the regulations were required to support the City Deal structures in Scotland, and one of these key changes was the introduction of a range of options available to repay the principal on capital advances.
- 3.18 Until now, the Council has continued to apply the statutory repayment profile to advances from the loans fund which is the same method used before the introduction of the new Regulations. However, the funding / income method gives the Council the ability to sculpt capital advance repayments to the income that will be generated by the expenditure or other future funding. In granting their consent to borrow on behalf of the LLPs, the Scottish Government have provided formal consent on the basis that the funding / income repayment method be used.
- 3.19 It is therefore intended that the repayment profile for the capital advance is a 40-year annuity to match the loan to the LLP, based on the life cycle maintenance provision proposed. It should be noted, however, that should the LLPs fail to make their loan principal or interest repayments, the Council's General Fund will need to fund the shortfall from elsewhere in its own budget.

4. Measures of success

- 4.1 The establishment of two LLPs to deliver 1,500 homes for households on low to moderate incomes.
- 4.2 The LLPs have a key role to play in delivering the Council's housing strategy and the coalition commitment to deliver 20,000 homes over ten years. The development of the LLPs will also have a positive impact on the local economy, through creating opportunities for local businesses as well as jobs in construction.
- 4.3 Support the delivery of more affordable homes by operating at scale.
- 4.4 Support the delivery of mixed tenure housing led regeneration of brownfield sites.
- 4.5 High quality, well managed homes and outstanding customer service for tenants.
- 4.6 Positive impact on the local economy through creation of jobs and regeneration opportunities.

5. Financial impact

Housing Revenue Account

- 5.1 The mid-market rent LLP will purchase 222 completed homes from the HRA for a Capital Receipt of £30.785m. The transfer price is based on total development costs; including construction cost, land value and related short-term funding costs. The financial impact of this mechanism on the HRA will be cost neutral and the capital expenditure associated with funding the construction forms part of the approved Housing Revenue Account Budget Strategy for 2017/18 to 2021/22. This approach will also be applied to future transfers as it ensures that the HRA is not impacted financially as a result of front-funding these developments.

LLPs

- 5.2 The mid-market rent LLP will fund the purchase of these homes from £25.901m in borrowing received through Council lending and £4.884m of Scottish Government grant funding. Approval is required from the City of Edinburgh Council to lend funds to the LLP in order to fund the purchase of these homes. The costs associated with the lending will be recharged to the LLP, who will meet these costs from net rental income generated from letting the properties.
- 5.3 A viability test has been carried out to ensure that the 222 homes purchased by the mid-market rent LLP are capable of generating a sustainable income stream that can cover running costs and repayment of principal and interest on the lending provided by the Council's General Fund. A prudent allowance is also required to be earmarked to cover future life-cycle maintenance.
- 5.4 The test uses Debt Service Cover Ratio (DSCR) as a measure of financial viability. DSCR is a measure of the cash flow available to pay debt servicing and is calculated as:

Net Income (excluding lifecycle provision) = DSCR

Debt Servicing costs

- 5.5 A minimum DSCR of 1.02 times is used to measure financial viability to the LLPs. This is defined as the net cash flow available after all running costs have been met (excluding lifecycle provision) being at least 2% higher than debt servicing costs. If the DSCR is 1.02 times or greater, the acquisition is considered to have met the minimum financial viability criteria. The test will be run for every acquisition made by the LLPs.
- 5.6 The viability test requirements for this tranche of acquisitions were met, with projected net rental income (excluding lifecycle reserve provision) against loan repayments representing a debt service cover ratio of 1.10 times. On a total portfolio basis, including the 105 homes acquired in 2018/19, the projected DSCR is 1.12 times. Furthermore, the proposed rent levels for these homes have been compared to local housing market rents and considered to be appropriate and affordable. Rent levels will be within local housing allowance levels. Detail of the output of the financial viability test is included within Appendix 2.
- 5.7 The lending to the mid-market LLP in order to acquire 222 homes for mid-market rent will be £25.901m, supplemented with £4.884m of grant funding from the Scottish Government (£0.022m per mid-market unit has been provided through City Region Deal). The overall indicative loan charges associated with this capital advance over a 40-year period will be a principal amount of £25.901m and interest of £22.579m, resulting in a total cost to the LLPs of £48.48m based on an average facility interest rate of 3.6%. The annual loan charges will be £1.212m and will be fixed for the 40-year borrowing period. The annual loan charges will be repaid through the net rental income generated from letting the homes. This is projected to be £1.329m per annum in the first full year of operation and will be subject to annual inflationary increases.

General Fund

- 5.8 The viability test results project that the LLPs will generate sufficient net rental income to repay the Loans Fund capital advances relating to borrowing provided for the acquisition of homes and meet life-cycle maintenance requirements. The LLPs will monitor the actual operating position and adapt their business plan on an ongoing basis to ensure that this remains the case. It should be noted, however, that should the LLPs fail to make their loan principal or interest repayments, the Council's General Fund will need to fund the shortfall from elsewhere in its own budget.
- 5.9 Financial risk to the General Fund in the event of LLP default is mitigated by the Council having first ranking security on the homes after repayment of Scottish Government Grant provided for the mid-market rent LLP.

6. Risk, policy, compliance and governance impact

- 6.1 The LLP is made up of two partners, the City of Edinburgh Council and SFT.
- 6.2 The day to day management of the LLPs is delivered by a Senior Management Team made up of Senior Officers of the Council and a Senior Officer from SFT. The LLPs are governed by the two Members, the Council and SFT, and meet as a Corporate Body represented by four elected members, the Executive Director of Place and a Director from SFT.
- 6.3 Reports will be delivered to both the Housing and Economy Committee and the Governance, Risk and Best Value Committee providing updates on the operations of the LLPs.
- 6.4 Scottish Government consent is required to allow the Council to transfer land out of the HRA. In 2016, the Scottish Government published guidance setting out the procedures that the Council should follow when disposing of land on the HRA.
- 6.5 The majority of disposals are now dealt with through a General Consent rather than needing to apply to the Scottish Government for consent on an individual basis.
- 6.6 This disposal will fall under the General Consent, ensuring that best consideration has been achieved for the HRA.
- 6.7 Financial risk to the Council in the event of LLP default is mitigated by the Council having first ranking security on the homes after repayment of Scottish Government Grant provided for the mid-market rent LLP. For example, if demand for rented homes was to diminish in the future and demand for homes for ownership increased, the homes could be sold.

7. Equalities impact

- 7.1 An integrated impact assessment has been carried out for this project. A range of positive impacts have been identified. These include:
 - 7.1.1 More accessible homes that are suitable for people who have mobility difficulties;
 - 7.1.2 More affordable homes to enable people to have a good standard of living;
 - 7.1.3 More people able to access housing which enhances rights in relation to privacy and family life; and
 - 7.1.4 Community benefits secured through housing contracts can enhance rights to education and learning through development of links with schools.

8. Sustainability impact

- 8.1 The partnership will support the delivery of new homes on brownfield sites, reducing pressure on Edinburgh's green belt.

- 8.2 New build homes are built to high standards in terms of energy efficiency and sustainability. There will be a strong emphasis on providing homes that are cheap to heat and affordable to manage for tenants.
- 8.3 Community benefits secured through housing contracts can enhance the local environment.

9. Consultation and engagement

- 9.1 Consultation has taken place on accelerating house building and establishing housing LLPs with a range of partners including; RSLs, housing developers, land agents, institutional investors, Scottish Government and the SFT.
- 9.2 There is strong support from Council tenants for delivery of more affordable homes and strong demand for housing at mid-market rent levels.

10. Background reading/external references

- 10.1 [Accelerating House Building – referral from the Health, Social Care and Housing Committee, City of Edinburgh Council, Thursday 17 September 2015](#)
- 10.2 [21st Century Homes – Housing Development at Fountainbridge and Meadowbank, Health Social Care and Housing Committee, Tuesday 19 April 2016](#)
- 10.3 [City Housing Strategy Update, Health, Social Care and Housing Committee, Tuesday 13 September 2016](#)
- 10.4 [City Deal – Proposal for New Housing Partnership with Scottish Futures Trust, Housing and Economy Committee, Thursday 02 November 2017](#)
- 10.5 [City Deal – New Housing Delivery Partnership Implementation, Housing and Economy Committee, Thursday 18 January 2018](#)
- 10.6 [City Deal – New Housing Delivery Partnership Implementation – Referral from the Housing and Economy Committee, City of Edinburgh Council, 01 February 2018](#)
- 10.7 [Annual Treasury Strategy 2017-18 - referral from the Finance and Resources Committee, City of Edinburgh Council, Thursday 16 March 2017](#)
- 10.8 [Annual Treasury Strategy 2018-19, City of Edinburgh Council, Thursday 15 March 2018](#)
- 10.9 [Edinburgh Living: Management, Maintenance and Letting Services – Award of Contract Under Delegated Authority, Finance and Resources Committee, Thursday 11 October 2018](#)

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11. Appendices

- | | |
|------------|---|
| Appendix 1 | List of homes to be transferred on completion |
| Appendix 2 | Output of financial viability test |

Mid-market rent homes to be delivered in 2019/20

Site	Number of homes for mid-market rent	Approximate date of first phase handovers
North Sighthill	72	April 2019
Pennywell Town Centre	11	April 2019
Dumbryden Phase 1	19	May 2019
Royston	22	September 2019
Pennywell Phase 3	97	January 2020
Total	222	

Output of Financial Viability Test

Site	Total acquisition price £m	Scottish Government grant £m	Projected Net Income (per annum – first full year of operation) £m	Debt Servicing costs (per annum) £m	DSCR
North Sighthill Phase 2	9.873	1.584	0.422	0.385	1.10
Dumbryden	2.767	0.418	0.120	0.111	1.08
Royston	2.504	0.484	0.110	0.095	1.16
Pennywell Town Centre	1.551	0.264	0.065	0.057	1.14
Pennywell Phase 3	14.090	2.134	0.612	0.564	1.09
Total	30.785	4.884	1.329	1.212	1.10

10am, Thursday 7 February 2019

Update Report – Care Inspectorate Progress Review Findings

Item number	8.6
Report number	
Executive/routine	
Wards	
Council Commitments	

Executive Summary

This report provides an update to the Full Council on progress with implementation of the findings from the Care Inspectorate progress review that was published on 4 December 2018.

Update Report – Care Inspectorate Progress Review Findings

1. Recommendations

It is recommended that the City of Edinburgh Council:

- 1.1 Notes the progress made to date by the Edinburgh Integration Joint Board and the Health and Social Care Partnership (the Partnership) to implement the recommendations made in the Care Inspectorate's progress review.
- 1.2 Notes that the action plan in relation to the review report will come to the Edinburgh Integration Joint Board for approval following scrutiny by its Audit and Risk Committee.

2. Background

- 2.1 From October to December 2016, the Care Inspectorate and Healthcare Improvement Scotland carried out a joint inspection of health and social work for older people in Edinburgh to find out how well the Partnership achieved good personal outcomes for older people and their unpaid carers. The inspection findings were publicised and 17 recommendations for improvement were identified.
- 2.2 Where there is a grade of "weak" in any joint inspection, it is normal practice that the Care Inspectorate and Healthcare Improvement Scotland will return within a year to review progress against each recommendation. The review visit will not be a further inspection or result in any new recommendations.
- 2.3 The Care Inspectorate and Health Improvement Scotland announced there would be review inspection between May and July 2018 and the outcome was published in December 2018.
- 2.4 An emergency motion was submitted to the City of Edinburgh Council on 13 December from Cllr Doggart with the following points:
 - 2.4.1 noting the publication on 4 December 2018 of the Care Inspectorate's progress review following a joint inspection into the provision of services of older people in the City of Edinburgh
 - 2.4.2 is disappointed that the Edinburgh Health and Social Care Partnership has been unable to "develop and deliver an overall programme of improvement"

- 2.4.3 Believes the failure to adopt a suitable strategic approach to an improvement plan has been detrimental to the care provision for older residents of Edinburgh
- 2.4.4 Recognises the change made in senior operational leadership to improve performance, even though the Inspectorate “found leadership weaknesses had continued following the inspection”
- 2.4.5 Has no confidence in the political leadership of Cllr Ricky Henderson to deliver the changes required to improve service.
- 2.5 The emergency motion was ruled not urgent at the City of Edinburgh Council and it was agreed that it would be considered at the next meeting on 7 February 2019 and requested a report to update members on the progress with the 17 recommendations.

3. Main report

- 3.1 The inspection review highlighted some areas where good or reasonable progress had been made including improving the falls pathway, the joint approach to quality assurance, quality improvement and assurance processes, risk assessments, management plans and the implementation of pilot projects including “good conversations”
- 3.2 However, there were areas of limited or poor progress in the following areas:
- Engagement and consultation with stakeholders
 - Development approaches for early intervention and prevention services
 - Delivering on planned exit strategies for interim care services at Gylemuir and Liberton Hospital
 - Develop of intermediate care / step up and step-down services
 - Producing a carer strategy and collaborating with carers to improve how their needs are met
 - Diagnosis and post diagnostic support for people with dementia
 - Producing a joint strategic commissioning plan
 - Developing a financial recovery plan
 - Communicating eligibility criteria and pathways for accessing services
 - Understanding and effective use of self-directed support
 - Workforce development strategy
 - Working with community groups to support a sustainable volunteer recruitment, retention, and training model
- 3.3 It is recognised that the review took place at a time of significant change for the Partnership with the appointment of the new Chief Officer and Head of Operations. Since the initial inspection, the Partnership did develop an improvement plan to

address the finding and has continued to place significant focus on addressing some of its key challenges in performance and services delivery.

- 3.4 Recognising that good strategic governance is a fundamental component of any organisation and that the Edinburgh Integration Joint Board (EIJB) has been operational for just over two years, it was recognised as being important to review the governance arrangements to ensure these were still fit for purpose. The EIJB agreed to fund an independent review of the EIJB governance arrangements. The review highlighted several areas where the governance should be strengthened in terms of strategic leadership and direction and support a new transformation and change programme in support of the longer-term vision and sustainability of the Partnership. This EIJB formally agreed to the implementation of the recommendations in December 2018, with a resourcing plan to be presented to the EIJB in March 2019.
- 3.5 To improve outcomes for people and communities and to reshape a health and care system that is fit for a sustainable future a proposal being taken to the EIJB in February 2019 recommending a new strategic transformation model and a reshaping of approach aligned to a “3 Conversations model”. This model supports a shift and change in the delivery of our services which, when implemented with drive further improvement against the inspection recommendations as part of a “whole system” approach and will provide longer term sustainability of good health and care services.

Engagement and consultation with stakeholders

- 3.6 Work is ongoing to develop a communications plan for the partnership including a new website as the current site does not fit the ambitions or needs of the Partnership. A programme of staff engagement sessions is in place, which are also open to third sector organisations, alongside the more bespoke engagement and involvement work undertaken by the Partnership. Work is also being taken forward to develop a cohesive engagement and consultation strategy as part of the development of the Strategic Plan.

Developing approaches of early intervention and prevention services

- 3.7 The impact of the “3 conversations” model will deliver improvements as part of a whole system approach which is fit for purpose and supports a radical shift in the Partnership’s relationship with the community, communities and the third and independent sector.
- 3.8 The IJB also agreed to allocate funding to increase community care capacity which is now in place with providers reporting this is having a positive impact. The additional capacity will support people in the community to remain at home and reducing delays.

- 3.9 Other decisions made by the EIJB have supported the development of new housing and care solutions for people in support of them moving from hospital care into the community. As an example, the opening of St Stephens Court, part of the EIJB's strategic planning approach to supporting people with a Mental Health problem, will support 16 people access high quality accommodation with support. The outline strategic commissioning plan sets out wider ambitions in this area of work.

Delivering on planned exit strategies for interim care services

- 3.10 It is recognised that to deliver a sustained health and care model, the Partnership will have to look at different delivery models and work is ongoing to shape and develop the right exit strategy for these services. Solid progress on these plans can be demonstrated and will come to the EIJB in due course as part of its strategic decision making in relation to the blend of bed based and community supports it commissions as part of its change model.

Develop of intermediate care / step up and step-down services

- 3.11 Work has begun to scope out what the Partnership will need in the future in terms of a bed base, intermediate care and step up / step down services and this will support the provision of the right services in the right place and at the right time for people .
- 3.12 The set up for a smart house in conjunction with Blackwood Housing Association highlights the latest technologies and encourages individuals to visit to see and test out what might be available to support them maintaining independence.
- 3.13 In addition, the number of community-based respite capacity has increased by 20 places in 2018 in support of the needs of carers.

Producing a carer strategy and collaborating with carers to improve how their needs are met

- 3.14 The EIJB has set out its support for Carers through a wide range of work. A Carers' strategy is being developed in collaboration with carers and carer organisations and this will come to the IJB in March. This will seek to ensure that carer needs are identified and that provision is in place to support and maintain them in their important caring role.
- 3.15 The IJB has also supported John's Campaign and rolled out to all our services and care homes. This advocates for carers to be involved with planning and decision making for the person they care for. The EIJB agreed its support to this campaign and to the work which supports its roll out.

Diagnosis and post diagnostic support for people with dementia

- 3.16 The Partnership has in place an Older People's Working Group (OPWG) which has agreed the work to be taken forward to support post diagnostic dementia support. This includes supporting the post diagnostic support service in Edinburgh, the national innovation test site in North East Edinburgh and work to scope and support

the implementation of improvements to dementia assessment and service pathways.

Producing a joint strategic commissioning plan

- 3.17 There has been significant progress to develop the new strategic plan and the outline strategic commissioning plans, with the Final Strategic Plan due to go to Edinburgh Integration Joint Board in March 2019.
- 3.18 As part of the development of the strategic plan, there has been engagement and participation with over 750 people and was recognised as good practice by Audit Scotland in its recently Published update on progress in health and social care in Scotland.

Developing a financial plan

- 3.19 The IJB are developing their financial plans in preparation for discussions on its budget for 2019/20. Significant change will be required to shape the services the EIJB plans and directs, to ensure sustainability in future years. The transformational change which will be delivered through the implementation of the “3 Conversations” model supports this as well as further improvement in service delivery and outcomes for people.

Communicating eligibility criteria and pathways for accessing services

- 3.20 There has been work done to improve and streamline processes, develop tools for the screening, assessment, and review of individuals. This has had a positive impact on the number of people waiting for an assessment and people waiting for a package of care.
- 3.21 The service has also piloted and tested a new simplified carers’ assessment tool which can be used by all sectors to assess someone’s need and support they may be entitled to. Feedback from this has been very positive and we have seen a reduction in the waiting time for support as a result of its use.

Understanding and effective use of self-directed support

- 3.22 The new “3 Conversations” model (if implementation is agreed by the EIJB) will coach, mentor, and empower staff to support people to exercise greater choice and control over how they live their lives which should encourage more innovative use of self -directed support funding rather than focussing on traditional models.

Workforce development strategy

- 3.23 The workforce plan for the Partnership has been developed and based on a six-step methodology and was agreed and endorsed by the EIJB in December 2018. Key actions were identified with the plan and a cross service workforce planning group has been established and will take forward those key workstreams and development.

Working with community groups to support a sustainable volunteer recruitment retention and training model

3.24 The volunteer recruitment, retention and training model will be developed as part of the “3 Conversations” model; however, the Partnership is supporting Edinburgh Compact in developing the Edinburgh Third Volunteering and Active Citizenship strategy (VACS) through which it supports and encourages the development of volunteering and capacity building in communities.

Performance Improvement

- 3.25 Since the review, there has now been clear trajectories for delayed discharges and this has led to a consistent drop in delayed discharge figures and the improvement targets set have consistently been exceeded. There have also been reductions:
- in the number of delays in acute beds
 - the number of people waiting for an assessment
 - the length of time people wait for care following an assessment
 - People waiting for a Package of Care across NHS Lothian acute sites
- 3.26 There is significant progress being made to ensure those recommendations identified in May 2017 and the report shows that there is plans in place to implement those recommendations as soon as practical.

4. Measures of success

4.1 Measure of success include a health and care system that is fit for the future and support a radical shift from our current service delivery model focussed on outmoded forms of care and enable this funding to be used on community facing and embedded care and support models.

5. Financial impact

5.1 The level of unmet needs across services and the resource required to make improvements in the areas highlighted will have significant cost implications to the Partnership. This will be a consideration in the Partnership’s five-year sustainable financial plan which will have clear links to the strategic plan and will underpin the “3 conversations” model.

6. Risk, policy, compliance and governance impact

6.1 The quality of services delivered by the Partnership is closely linked to performance and resource and where some improvements can be made through improved compliance with procedure, the risks will remain if the Partnership is unable to bring the financial position into balance and identify any additional resource requirement to drive forward improvement.

7. Equalities impact

- 7.1 The progress review highlights areas of unmet need across services in Edinburgh which is likely to impact on health inequalities for service users.

8. Sustainability impact

- 8.1 There are no sustainability implications arising from this report.

9. Consultation and engagement

- 9.1 The Partnership values the input from service users and third and voluntary sector organisations and is committed to involving the appropriate representatives in the proposed transformation and change model workstreams.

10. Background reading/external references

- 10.1 [Older People's Inspection Report](#)

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11. Appendices
