

Notice of meeting and agenda

The City of Edinburgh Council

10.00am, Thursday, 30 May 2019

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 2 May 2019 – Special Meeting (circulated) - submitted for approval as a correct record
- 4.2 The City of Edinburgh Council of 2 May 2019 (circulated) - submitted for approval as a correct record

5. Questions

- 5.1 By Councillor Miller - City Region Deal - Project Funding for answer by the Leader of the Council
- 5.2 By Councillor Bruce - Recycling Centres – for answer by the Convener of the Transport and Environment Committee
- 5.3 By Councillor Rose - Periodic Predictable Increases in Recycling and Landfill Waste Bins in Student Areas - for answer by the Convener of the Transport and Environment Committee
- 5.4 By Councillor Jim Campbell - Development Management Sub-Committee - for answer by the Leader of the Council
- 5.5 By Councillor Jim Campbell - Private Number Plates Owned by Lothian Buses - for answer by the Convener of the Transport and Environment Committee
- 5.6 By Councillor Lang - Public Waste Bins - for answer by the Convener of the Transport and Environment Committee
- 5.7 By Councillor Lang - Fixed Penalty Notices Against Utility Companies - for answer by the Convener of the Transport and Environment Committee

- 5.8 By Councillor Brown - Show My Homework App - for answer by the Convener of the Education, Children and Families Committee
- 5.9 By Councillor Miller - Closure of Leith Street - for answer by the Convener of the Transport and Environment Committee
- 5.10 By Councillor Gloyer - Commercial Activities in Parks - for answer by the Convener of the Transport and Environment Committee
- 5.11 By Councillor Booth - Extension of Bus Lane Hours - for answer by the Convener of the Transport and Environment Committee
- 5.12 By Councillor Booth - Waiting Times at Pedestrian Crossings - for answer by the Convener of the Transport and Environment Committee

6. Leader's Report

- 6.1 Leader's report (circulated)

7. Appointments

- 7.1 Pensions Committee Appointments – report by the Chief Executive (circulated)

8. Reports

- 8.1 Review of Political Management Arrangements 2019 – report by the Chief Executive (circulated)
- 8.2 Added Members and Voting Rights on the Education, Children and Families Committee – Legal Opinion - report by the Chief Executive (circulated)
- 8.3 Report of Pre-Determination Hearing – 2 Eastfield Road, Edinburgh (At Land 160 Metres North Of) – referral from the Development Management Sub-Committee (circulated)
- 8.4 Revenue Budget Framework 2019/24 – Progress Update – referral from the Finance and Resources Committee (circulated)
- 8.5 2018 Edinburgh People Survey Headline Results - referral from the Corporate Policy and Strategy Committee (circulated)
- 8.6 Local Government Benchmarking Framework 2017/2018 – Edinburgh Overview – referral from the Corporate Policy and Strategy Committee (circulated)
- 8.7 Albion Equity Ltd - Disposition of Council's Preference Shares - referral from the Finance and Resources Committee (circulated)

9. Motions

9.1 By Councillor Doggart – Homeless Rugby International

“Council:

- 1) Recognises the great achievement in bringing Homeless Rugby International to Ainslie Park Edinburgh, the first venue outside England, on 15 June 2019;
- 2) Supports the value of Homeless Rugby International to “To transform the quality of life and opportunities of homeless people, using rugby as a catalyst to promote greater understanding, collaboration and support and by promoting lasting and life-enhancing relationships through clubs and charities”;
- 3) Wishes the officials, organisers and, most of all, players a successful tournament; and
- 4) Asks the Lord Provost to recognise the event in an appropriate manner.”

9.2 By Councillor Laidlaw - Subject Choice in Schools

“Council:

Acknowledges that serious concerns have emerged about whether the breadth of subject choice available as part of the Curriculum for Excellence (CfE) is sufficient to meet the needs of S4 pupils wishing to take a range of subjects to enable access to Higher or Further Education

Notes:

- 1) The report by Reform Scotland to the Scottish Parliament that found, through freedom of information requests, that the minority of Scottish schools allow pupils to sit more than six National 4 and 5s with a minority offering only five subjects as standard.
- 2) Survey finding by the Scottish Parliament’s Education Committee in which 56% of the pupils who responded said they had not been able to take all of the subjects they wanted to, while 76% of parents said this had been the case with their children.
- 3) That previously under the Standard Grade qualification pupils were routinely offered the opportunity to study and be qualified in seven or eight different subjects, with all City of Edinburgh High Schools offering eight subjects in 2016.

- 4) SCIS information that pupils attending independent schools (that use SQA qualifications) routinely offer pupils the opportunity to take eight or nine National 4 or 5 qualifications.
- 5) That Members of the Scottish Parliament have agreed an evaluation should be carried out over how Curriculum for Excellence (CfE) is being implemented in schools.

Requests a report within two cycles of the Education, Children and Families detailing:

- 1) The number of Nat 4/5 subjects available to be taken at S4 level at each City of Edinburgh high schools.
- 2) The number of subjects allowed to be taken by each pupil at each City of Edinburgh high schools.
- 3) The number offering the ability to take three sciences combined with Maths and English.
- 4) Information on which City of Edinburgh schools offer the ability to take Nat 5 qualifications in two or more languages
- 5) The Council's response to the report to the Scottish Parliament's Education Committee in June, and its recommendations."

9.3 By Councillor Webber - Waste Collection Service

"Council

- a) Notes our kerbside waste collection service requests that residents present their bins on the pavement for uplift for their scheduled collection. Bins are presented with consideration of the space they use on many of the very narrow pavements.
- b) Notes visually impaired people find great difficulty negotiating the streets and pavements on scheduled collections days. With the new routes, increased collections and uptake in recycling these occurrences are now more frequent with the potential to increase risk to those affected and in particular those who are Guide Dog Owners.
- c) Recognises the challenges the visually impaired face are further exacerbated by bins that are not returned to the place they were originally presented by waste operatives who erroneously scatter them across the pavements.

- d) Calls for a report to be presented to the Transport and Environment Committee in 2 cycles to investigate the feasibility of:
 - 1) Enforcing the existing policy that states they must be returned to the place they were presented.
 - 2) Providing training to the waste crews so that they can understand the issues their actions are posing
 - a) A simple blindfold walk down a bin littered street is all that it may need for them to appreciate the difficulties.

And to

- 3) Confirm the cost and number of replacement bins that have been damaged due to being discarded in this manner.”

9.4 By Councillor Staniforth - Full Council Does Not Welcome Trump

“Council:

- 1) Notes that Donald Trump is due to arrive in the UK on a state visit between 3rd and 5th of June.
- 2) Notes that it is not usual for an American President to be granted a state visit, only two previous presidents have been afforded the honour.
- 3) Notes that council has already agreed that Trump’s so-called ‘Muslim ban’ caused distress and chaos to US Muslim families, that his aim to build a wall between the US and Mexico is regressive and undesirable, that his tenure has been littered with misogynistic commentary and his ill-conceived ban on transgender people serving in the armed forces is deeply transphobic.
- 4) Notes that council has affirmed that Edinburgh is a welcoming and international city, which opens its arms to all ethnicities and religions; all sexualities and genders
- 5) Therefore, as representatives of Scotland’s capital, council does not welcome President Trump to Scotland and will not engage in any civic welcome extended to him.
- 6) Council notes that it cannot restrict the Lord Provost from fulfilling duties required of the Lord Lieutenant to the Queen and that no council staff or resources will be employed if he is required to attend a royal engagement with Donald Trump.
- 7) Council notes that in Scotland the monarch traditionally rules with the consent of the people and respectfully requests that the monarch

respect the decision of Council, as representatives of the city's people, and not include Edinburgh in arrangements for Donald Trump's state visit."

9.5 By Councillor McLellan - Stead's Place

"Council:

Following the decision by Edinburgh University to withdraw from the Stead's Place proposal, council agrees:

- 1) To ask the Director of Place to organise a summit before the start of the next academic year at which the four universities can be invited to discuss future student accommodation plans and needs.
- 2) Further requests the Director of Place to produce a city-wide student masterplan in conjunction with the universities and Edinburgh College, on a timescale to be agreed with the sector, which both addresses the accommodation needs of an expanding higher and further education sector and local concerns."

9.6 By Councillor McLellan - Dunard Concert Hall

"Council:

- 1) Recognises the valuable contribution a new concert hall will bring to Edinburgh's cultural and economy
- 2) Recognises the unique circumstances of this application
- 3) Further recognises the difficulties the project created for planning policy, in particular the use of exterior concrete in the World Heritage Site and traffic management in a pedestrianised environment at Multrees Walk and Elder Street
- 4) Agrees the Director of Place should provide a report to the Planning Committee in two cycles to update and clarify the council's policies in the World Heritage Management Plan and the council's supplementary guidance."

9.7 By Councillor Brown - Watsonian Ladies Rugby Football Club

"Council:

- Congratulates the Watsonians Ladies Rugby Football Club on their recent Sarah Beaney Cup Final victory over Hillhead Jordanhill at Murrayfield Stadium.

- Celebrates the success under the stewardship of Watsonians Ladies coach David Flynn to secure the top Women's domestic cup trophy for the first time.
- Invites the Lord Provost to suitably mark the occasion in the appropriate manner."

9.8 By Councillor Day - Legalisation of Same Sex Marriage in Taiwan

"Council acknowledges the historic decision of the Taiwanese government in being the first country in Asia to legalise same sex marriage.

Council joins the people of Taiwan in their celebrations and encourages other countries' leaders to follow to ensure fairness and equality.

Council requests the Lord Provost celebrates this historic event in an appropriate manner."

9.9 By Councillor Day – Screen Education Edinburgh Awards

"Council acknowledges the sterling work of the young people involved in the recent Screen Education Edinburgh awards.

Young people were involved in film making, theory exams, exploring creative and academic works and excellent quality films.

Council acknowledges the high standard of work from the young people which led to them achieving Moving Image Arts awards and British Film Institute awards with two being nominated for UK national awards.

Council requests that the Lord Provost celebrates the young people's success and achievements in an appropriate manner."

9.10 By Councillor McNeese-Mechan - International Fair Trade Charter

"Council:

- 1) Pledges to support the International Fair Trade Charter, produced to establish a common reference point for all the organisations and networks that share a common vision of a world in which everyone, through their work, can maintain a decent and dignified livelihood and develop their full human potential.
- 2) Requests a report to Corporate Policy and Strategy Committee in 2 cycles to recommend the undertakings that the Council can give in support of the Charter, and how it can best complement the Council's own Fair Trade Policy."

9.11 By Councillor Munro - Hibernian Ladies Football Club

“Council congratulates Hibernian Ladies Football Club on winning the Scottish Cup for a 4th year in a row.

Council requests that the Lord Provost marks this significant achievement in the women’s game in Scotland with a Civic Reception in the City Chambers.”

9.12 By Councillor McLellan - SESplan2

“Council:

- 1) Regrets the decision by the Scottish Government to reject a plan which has been years in the making
- 2) Recognises that the absence of a plan leaves the council vulnerable to “planning by appeal”
- 3) Further recognises the decision has serious implications for the ongoing Cityplan 2030 process.
- 4) Calls for an urgent report from the Director of Place to the next Planning Committee which explains how this position arose.
- 5) Agrees the report should outline the steps necessary to provide a clear development framework for Edinburgh, and a timetable for delivery.
- 6) Given the Scottish Government specifically blamed transport issues, that a further report be brought back to the next meeting of the Council to detail the implications for Edinburgh.”

9.13 By Councillor Mowat – Edinburgh Gateway

“Council:

- 1) Regrets the Edinburgh Gateway station only welcomed 58,386 passengers in 2016-17, according to the most up-to-date data available, despite costing over £40m.
- 2) Notes that this compares to the 2,780,004 who went through Haymarket and 869,978 who used Edinburgh Park.
- 3) Believes use of Gateway station could be increased by being directly linked to the main Glasgow-Edinburgh route.
- 4) Further regrets that the opportunity was lost when the Almond Chord project was cancelled by the Scottish Government in 2012.
- 5) Further notes that reinstating the Almond Chord could allow for a new station at Winchburgh where 5,000 homes are set to be built as part of

the City Deal and could create more pressure on Edinburgh's transport network.

- 6) Notes the potential for a new station serving Kirkliston and believes that the revival of the Almond Chord project would make a significant difference to transport choices in West Edinburgh and help address transport concerns raised by the Scottish Government in rejecting Sesplan 2.
- 7) Instructs the transport convener to open talks with the Scottish Government and Network Rail with a view to reviving the project and for a report to be provided to the Transport & Economy Committee within three cycles."

9.14 By Councillor Burgess - City of Edinburgh Climate Emergency Partnership

"This Council;

- 1) Notes the decision by the Corporate, Policy and Strategy committee on 14 May to agree a Climate Emergency target of net-zero carbon by 2030;
- 2) Notes that for Edinburgh to achieve this target it will be beneficial for the City's public bodies, businesses, institutions and organisations to work together and that this Council can play a key role in bringing these city-wide partners together;
- 3) Therefore agrees that the Council will approach potential partners a view to establishing a City of Edinburgh Climate Emergency Partnership and requests a report back to the Corporate, Policy and Strategy Committee on the responses received and on taking this partnership forward."

9.15 By Councillor Graczyk - Equal Right of Appeal

Council:

- 1) Notes, the planning bill is currently making its way to the Local Government and Communities committee at Holyrood and will soon be consulted upon;
- 2) Further notes, over the years a number of appeals by developers in the current planning system has been successful, while residents in local communities have had to live with the consequences of these decisions with no similar right of appeal;
- 3) Recognises, the planning system is unbalanced in the application of the right to appeal decisions;

- 4) Further recognises, Equal Right of Appeal balances out who can make appeals to include the people most affected by a decision to approve;
- 5) Acknowledges, Council believe that the interests of its residents would be best protected by supporting Equal Right of Appeal that brings communities to the heart of the decisions that they will have to live with;
- 6) Further Acknowledges, the righting of this injustice would substantially increase the communities' confidence in our political leadership;
- 7) Calls, Council to:
 - a) Notes commitment 14 in the Programme for the Capital includes support for Community Right of Appeal;
 - b) Request the Council Leader to write to the Committee Convenor, committee members, the Minister for Local Government and Housing and the Scottish Government's Chief Planner restating the Council's position."

9.16 By Councillor Rae – Funding for Action on Poverty

"Council

- 1) Notes:
 - 1.1 The European Aid to the Most Deprived fund makes £3.5m available to the UK for "lifting at least 20 million people out of the risk of poverty and social exclusion" by the end of 2020;
 - 1.2 The failure of the Home Secretary to meet the deadline to secure £600,000 of funding this year, and that all other EU members met the deadline to secure their share;
- 2) Welcomes the progress of the Edinburgh Poverty Commission towards addressing poverty, affecting an estimated 82,000 people in Edinburgh, including a fifth of children in the city;
- 3) Agrees the Council Leader will ask the Home Secretary what alternative sources of funding will be provided by the Home Office to fund recommendations made by the Edinburgh Poverty Commission."

9.17 By Councillor Watt – Threatening Behaviour Towards Councillors

"This Council

- Recognises that politicians are working in a febrile atmosphere which could lead to open hostility, verbal abuse and threats of physical violence;

- Deplores all such instances of verbal or physical intimidation;
- Advocates a zero tolerance approach to any such behaviour in our city; and
- Asks that a protocol be developed for Councillors to report incidents to the Council so that they can receive appropriate support.”

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 (Special Meeting)

Edinburgh, Thursday 2 May 2019

Present:-

LORD PROVOST

The Right Honourable Frank Ross

COUNCILLORS

Robert C Aldridge
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
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
John McLellan
Amy McNeese-Mechan
Adam McVey
Claire Miller
Max Mitchell
Joanna Mowat
Rob Munn
Gordon J Munro
Hal Osler
Ian Perry
Susan Rae
Alasdair Rankin
Lewis Ritchie
Cameron Rose
Neil Ross
Jason Rust
Stephanie Smith
Alex Staniforth
Mandy Watt
Susan Webber
Iain Whyte
Donald Wilson
Norman J Work
Louise Young

1. Review of Scheme for Community Councils

The outcome of the first statutory consultation period on the review of the City of Edinburgh Community Council Scheme was detailed.

Decision

- 1) To note that a ten-week consultation in line with the statutory process had concluded.
- 2) To approve the draft Scheme at Appendix 1 of the report by the Chief Executive for a final four-week consultation period from 6 May 2019 to 3 June 2019.

(References – Act of Council No 1 of the Special Meeting of 7 February 2019; report by the Chief Executive, submitted.)

The City of Edinburgh Council

Edinburgh, Thursday 2 May 2019

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
Gavin Corbett
Cammy Day
Alison Dickie
Denis C Dixon
Phil Doggart
Karen Doran
Scott Douglas
Catherine Fullerton
Neil Gardiner
Gillian Gloyer
George Gordon
Ashley Graczyk
Joan Griffiths
Ricky Henderson
Derek Howie
Graham J Hutchison

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

1 Minutes

Decision

To approve the minute of the Council of 14 March 2019 as a correct record.

2 Questions

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

3 Leader's Report

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

- Welcome to Councillor Rob Munn
- Urging members of the public to register to vote
- Historic abuse of young people
- Council delivery of social care
- Expansion of music venues

The following questions/comments were made:

Councillor Whyte	-	City's economic situation
Councillor Mary Campbell	-	Soaring housing costs - Rent Pressure Zones
Councillor Aldridge	-	Community Policing
Councillor Day	-	In-house legal services team – congratulations for award
Councillor Kate Campbell	-	Short term lets
Councillor Booth	-	Climate emergency - progress
Councillor Johnston	-	Availability of tram legal advice
Councillor Neil Ross	-	Climate Emergency – space heaters used externally and council building radiators
Councillor Cameron	-	Community safety events in south Edinburgh
Councillor Munn	-	Climate emergency – Independent Committee's climate change report – further steps

Councillor Webber	- Grant awards programme – access to transitional funds for unsuccessful groups
Councillor Key	- London Marathon - thanks for support for last six months
Councillor Main	- European elections
Councillor Munro	- Culture within the City - Meetings with the Finance Minister for resources for the city for housing, schools and roads
Councillor Smith	- Increased police presence in anti-social areas
Councillor Fullerton	- Citizens assemblies
Councillor McNeese-Mechan	- Proposals to limit EU student visas to 3 years
Councillor Doggart	- Financial difficulties faced by Four Seasons Care homes
Councillor Bird	- Youth participation in the city – legislation to incorporate United Nations Convention on the Rights of the Child into Scots Law
Councillor Lang	- Labour Group re-shuffle
Councillor Jim Campbell	- Developer contribution system – unclaimed funds
Councillor Macinnes	Inaugural open streets initiative

4 Review of Appointments to Committees, Boards and Joint Boards for 2019/20

The Council was invited to appoint members to Committees, Boards and Joint Boards for the municipal year 2019/2020.

Motion

To retain all existing appointments except:

- 1) Replace Councillor Smith with Councillor Howie on the Regulatory Committee as an SNP replacement in line with the revised committee entitlement following the Leith Walk by-election.

- 2) Replace Councillor Key with Councillor Work on the Governance, Risk and Best Value Committee.
- 3) Replace Councillor Howie with Councillor Kate Campbell on the Governance, Risk and Best Value Committee.
- 4) Replace Councillor Kate Campbell with Councillor Munn on the Finance and Resources Committee.
- 5) Replace Councillor Howie with Councillor Key on the Education, Children and Families Committee.
- 6) Replace Councillor Fullerton with Councillor Howie on the Licensing Board.
- 7) Replace Councillor Key with Councillor Child as Active Travel Champion.
- 8) Replace Councillor Howie with Councillor Gordon as Equalities Champion.
- 9) Replace Councillor Bridgman with Councillor Cameron as Small Business Champion.
- 10) Replace Councillor Dixon with Councillor Munn on the Planning Committee and Development Management Sub-Committee.
- 11) Replace Councillor Cameron with Councillor Watt on the Housing and Economy Committee.
- 12) Replace Councillor Watt with Councillor Cameron on the Finance and Resources Committee.
- 13) Appoint Councillor Watt as Vice Convener of the Housing and Economy Committee.
- 14) Appoint Councillor Cameron as Vice Convener of Finance and Resources Committee.
- 15) Appoint Councillor Child to the Finance and Resources Committee.
- 16) Appoint Councillor Henderson as Vice Chair of the Integration Joint Board with effect from 21 June 2019.
- 17) Note the outstanding remit for officers to review the Council's political management agreements and agree that any appointments made at this time are subject to review once any revised structure is adopted.
- 18) Note the membership of the Lothian Valuation Joint Board and Licensing Board.

- 19) Formally dissolve the Social Work Complaints Review Committee, and delegate authority to the Chief Executive to make the necessary changes to the Corporate Governance Framework.

- moved by Councillor Fullerton, seconded by Councillor Doran

Amendment

To agree changes to the Added Members for Education Matters on the Education, Children and Families Committee as follows –

- (a) To add an additional parent representative.
- (b) To add a senior pupil representative.
- (c) To make all Added Members for Education Matters non-voting members.

- moved by Councillor Mary Campbell, seconded by Councillor Corbett

In accordance with Standing Order 21(11), the amendment was continued to the next meeting for a further report on the legal opinion of such action.

Decision

To approve the following adjusted motion by Councillor Fullerton (the appointments to Committees, Boards and Joint Boards for 2019/20 are detailed in Appendices 2 to 5 of this minute):

To retain all existing appointments except:

- 1) Replace Councillor Smith with Councillor Howie on the Regulatory Committee as an SNP replacement in line with the revised committee entitlement following the Leith Walk by-election.
- 2) Replace Councillor Key with Councillor Work on the Governance, Risk and Best Value Committee.
- 3) Replace Councillor Howie with Councillor Kate Campbell on the Governance, Risk and Best Value Committee.
- 4) Replace Councillor Kate Campbell with Councillor Munn on the Finance and Resources Committee.
- 5) Replace Councillor Howie with Councillor Key on the Education, Children and Families Committee.
- 6) Replace Councillor Fullerton with Councillor Howie on the Licensing Board.
- 7) Replace Councillor Key with Councillor Child as Active Travel Champion.

- 8) Replace Councillor Howie with Councillor Gordon as Equalities Champion.
- 9) Replace Councillor Bridgman with Councillor Cameron as Small Business Champion.
- 10) Replace Councillor Dixon with Councillor Munn on the Planning Committee and Development Management Sub-Committee.
- 11) Replace Councillor Cameron with Councillor Watt on the Housing and Economy Committee.
- 12) Replace Councillor Watt with Councillor Cameron on the Finance and Resources Committee.
- 13) Appoint Councillor Watt as Vice Convener of the Housing and Economy Committee.
- 14) Appoint Councillor Cameron as Vice Convener of Finance and Resources Committee.
- 15) Appoint Councillor Child to the Finance and Resources Committee.
- 16) Appoint Councillor Henderson as Vice Chair of the Integration Joint Board with effect from 21 June 2019.
- 17) Note the outstanding remit for officers to review the Council's political management agreements and agree that any appointments made at this time are subject to review once any revised structure is adopted.
- 18) Note the membership of the Lothian Valuation Joint Board and Licensing Board.
- 19) Formally dissolve the Social Work Complaints Review Committee, and delegate authority to the Chief Executive to make the necessary changes to the Corporate Governance Framework.
- 20) To continue for a further report to the next meeting on the legal opinion of agreeing changes to the Added Members for Education Matters on the Education, Children and Families Committee as follows –
 - (a) To add an additional parent representative.
 - (b) To add a senior pupil representative.
 - (c) To make all Added Members for Education Matters non-voting members.

(Reference – report by the Chief Executive, submitted)

5 Appointments to Outside Organisations – Edinburgh Partnership

The Edinburgh Partnership had agreed a revised governance model following detailed consultation with stakeholders. The Council was invited to make appointments to this new structure.

Decision

- 1) To note the Council's membership of the Edinburgh Partnership Board of Councillors McVey (Chair), Day, Whyte, Main and Osler, with the Chief Executive as an Advisory Member.
- 2) To agree that the Chief Executive, in consultation with the councillors of each ward, should choose one member from amongst their number to act as the ward representative on their Local Community Planning Partnership area for the next 12 months.
- 3) To note the creation of 13 Neighbourhood Networks and agree the Council's membership as being all the elected members for each Council Ward.

(References – Act of Council No 8 of 29 June 2017; report by the Chief Executive, submitted.)

6 Amendment of Transport for Edinburgh Shareholder Agreement and Appointment to Board of Transport for Edinburgh and Lothian Buses

Approval was sought for the Council to enter into an Amendment Agreement, amending the Shareholder Agreement between Transport for Edinburgh and the Council. Details were provided of the proposed amendments.

Decision

- 1) To approve the entering into of an Amendment Agreement amending the Shareholder Agreement between Transport for Edinburgh (TfE) and the Council.
- 2) To grant delegated authority to the Executive Director of Place (or such other Proper Officer as he may nominate) to enter into the Amendment Agreement on behalf of the Council with such minor amendments as he might consider appropriate and to take all such other actions on behalf of the Council as might be necessary or desirable to implement any ancillary arrangements in relation to the Amendment Agreement.

- 3) To approve the appointment of two (2) Non-Executive Directors (NEDs), Daisy Narayanan (commencing on the completion of her secondment) and Donald Macleod (effective from 10 May 2019), to the Board of TfE for an initial period of three (3) years.
- 4) To approve the re-appointment of Steve Cassidy to the Board of Lothian Buses for the period 6 February 2009 to 30 April 2020.

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

Declaration of Interests

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

7 By-election – No 12 Leith Walk Ward

Decision

To note that Rob Munn (Scottish National Party) had been elected as a councillor for No 12 Leith Walk Ward).

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

8 Senior Councillor Allowances/Appointment of Vice-Conveners

Details were provided on the proposed creation of two new vice-convener positions which would acknowledge the associated responsibilities of each by payment of a Senior Councillor Allowance. Adjustments were also proposed to the allowances paid to the Convener of the Licensing Board and Opposition Group leaders.

Motion

- 1) To introduce a new senior councillor position of vice-convener of the Regulatory Committee/Licensing Sub-Committee.
- 2) To agree that this position be awarded a senior councillor allowance of £26,207, with effect from 3 May 2019.
- 3) To appoint Councillor Dixon to this position.
- 4) To adjust the convener of the Licencing Board's allowance to that of an Executive Committee convener (£32,758), with effect from 3 May 2019.
- 5) To adjust each of the Opposition Group Leader's allowance to that of an Executive Committee vice convener (£26,207), also with effect from 3 May 2019.

- 6) To agree that these changes be made without prejudice to any changes to the committee structure agreed at a subsequent Council meeting.

- moved by Councillor Fullerton, seconded by Councillor Doran

Amendment

- 1) To continue consideration of the matter until the review of committee structures was agreed.
- 2) To agree that the report reviewing committee structures should include justifications for any vice convener positions describing the special responsibilities for which they would receive their allowance.
- 3) To cease payments to locality conveners from 3 May 2019.

- moved by Councillor Aldridge, seconded by Councillor Lang

In accordance with Standing Order 21(11), the amendment was adjusted to include the wording “and review parity among Committee Conveners”, at the end of paragraph 2).

Voting

The voting was as follows;

For the motion	-	28 votes
For the amendment (as adjusted)	-	33 votes

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

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

Decision

To approve the following adjusted amendment by Councillor Aldridge:

- 1) To continue consideration of the matter until the review of committee structures was agreed.
- 2) To agree that the report reviewing committee structures should include justifications for any vice convener positions describing the special

responsibilities for which they will receive their allowance and review parity among Committee Conveners.

- 3) To cease payments to locality conveners from 3 May 2019.

(References – Act of Council No 14 of 7 February 2019; report by the Executive Director for Communities and Families, submitted.)

9 2050 Edinburgh City Vision

The Council had agreed to contribute to a public engagement campaign to reach every resident and invite them to inform the creation of a 2050 Edinburgh City Vision. Details were provided on the level of response to the campaign.

Motion

To note the level of response to the public engagement campaign to create the 2050 Edinburgh City Vision and the programmed activity to analyse contributions and frame the Vision.

- moved by Councillor McVey, seconded by Councillor Day

Amendment

- 1) To note the level of response to the public engagement campaign to create the 2050 Edinburgh City Vision and the programmed activity to analyse contributions and frame the Vision.
- 2) Notes the four broad approaches identified in the first round of public engagement, including 'Edinburgh becoming carbon neutral, eradicating poverty, re-imagining public space, and making Edinburgh more caring' and agrees these should be fully reflected in the final City Vision.
- 3) To agree that the findings from analysis of the second round of public engagement are reported to the Corporate Policy and Strategy Committee at the earliest opportunity before the draft City Vision is finalised for recommendation for approval.

- moved by Councillor Booth, seconded by Councillor Mary Campbell

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

Voting

For the motion (as adjusted)	-	46 votes
For the amendment	-	14 votes

(For the motion (as adjusted): The Lord Provost, Councillors Barrie, Bird, Bridgman, Brown, Bruce, Cameron, Ian Campbell, Jim Campbell, Kate Campbell, Child, Day, Dickie, Dixon, Duggart, Douglas, Fullerton, Gardiner, Gordon, Graczyk, Griffiths, Henderson, Howie, Hutchison, Johnston, Key, Laidlaw, Macinnes, McLellan, McNeese-Mechan, McVey, Mitchell, Mowat, Munn, Munro, Perry, Rankin, Ritchie, Rose, Rust, Smith, Watt, Webber, Wilson, Whyte and Work.

For the amendment: Councillors Aldridge, Booth, Burgess, Mary Campbell, Corbett, Gloyer, Lang, Main, Miller, Osler, Rae, Neil Ross, Staniforth and Young.)

Decision

To approve the following adjusted motion by Councillor McVey:

- 1) To note the level of response to the public engagement campaign to create the 2050 Edinburgh City Vision and the programmed activity to analyse contributions and frame the Vision.
- 2) Notes the four broad approaches identified in the first round of public engagement, including 'Edinburgh becoming carbon neutral, eradicating poverty, re-imagining public space, and making Edinburgh more caring' and agrees these should be fully reflected in the final City Vision.
- 3) To agree that the findings from analysis of the second round of public engagement are reported to the Corporate Policy and Strategy Committee at the earliest opportunity before the draft City Vision is finalised for recommendation for approval.

(References – Act of Council No 16 of 28 June 2018; report by the Chief Executive, submitted.)

10 Removal of Council Member as a Governor of the Charles Smith Trust Scheme 1991

Approval was sought to remove the requirement to appoint one member of the Council as a governor of the Charles Smith Trust Scheme 1991.

Decision

To approve the removal of the requirement to appoint one member of the Council as a governor of the Charles Smith Trust Scheme.

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

11 Outcomes of the Statutory Consultation Proposing to Realign the Catchment Areas of Currie Primary School, Nether Currie Primary School, Dean Park Primary School, Currie High School and Balerno High School – Further Information

The Council had continued consideration of the outcome of the statutory consultation undertaken on the proposed realignment of the catchment areas of Currie Primary School, Nether Currie Primary School, Dean Park Primary School, Currie High School and Balerno High School, to this meeting, for a further report on the proposals.

Further information was provided about the administrative error that had occurred during the production of the Outcomes report which had raised concerns about its integrity.

Decision

- 1) To note the report by the Executive Director for Communities and Families.
- 2) To agree that the catchment boundaries of Currie Primary School, Nether Currie Primary School, Dean Park Primary School, Currie High School and Balerno High School be realigned as per those set out in the consultation paper.
- 3) To agree that a sibling guarantee, as defined in the original report by the Executive Director for Communities and Families (Appendix 3 of the Outcomes paper), be applied to future P1 and S1 registrations from the areas affected under these proposals.
- 4) To note the intention to monitor demand for places at Currie Primary School and install temporary classrooms at the appropriate time should this be required.
- 5) Note the intention to review the requirement for a referencing system in future schools' consultations.
- 6) To agree that all pupils attending Currie, Nether Currie or Juniper Green Primary Schools at the time the catchment changes are implemented and who reside in the Dean Park and Balerno Extension Area will be guaranteed a place at Currie High School if they wish to attend that school so long as they continue to live in that area when they enter S1.

(References – Act of Council No 7 of 14 March 2019; report by the Executive Director for Communities and Families, submitted)

12 Outcomes of the Statutory Consultation Process on the Proposal to Relocate St Crispin's Special School to a New Building in the Burdiehouse Area

Details were provided on the outcome of the statutory consultation process undertaken on the proposal to relocate St Crispin's Special School to a new building in the Burdiehouse area.

Decision

To approve the proposal to relocate St Crispin's Special School to new purpose-built accommodation in the Burdiehouse area.

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

13 Centenary of Lothian Buses- Motions by Councillor Rust and Day

The following motions by Councillors Rust and Day were submitted in terms of Standing Order 16:

Motion 1 - By Councillor Rust

“Council:

- 1) Congratulates the award-winning Lothian Buses, the UK's largest publicly owned bus company, on its 100th year since its motorised buses first appeared on the streets of Edinburgh as part of Edinburgh Corporation Tramways;
- 2) Notes that Lothian Buses is now one of the city's largest employers with thousands of staff and has over the past 100 years adapted to the changing business and social environment;
- 3) Recognises its buses are an integral part of our capital city with a proud heritage and that the company and staff are celebrating this significant anniversary in numerous ways;
- 4) Asks the Lord Provost to mark this centenary year in an appropriate manner.”

Motion 2 – by Councillor Day

“Council:

Recognises the importance of Lothian’s 100 year anniversary and sends congratulations to all the employees and board members of Lothian, past and present, on their part in providing an iconic, highly successful part of Edinburgh life across the decades.

Council, as the majority shareholder, again commits to keeping Lothian in public ownership and to continue to work with partner local authorities to safeguard and develop the success of the company in years to come.

Recognises that, as Edinburgh changes, grows and develops, Lothian will face operating and strategic challenges and welcomes Lothian’s recognition of the need to respond positively and effectively to these challenges.

Welcomes continuing effective and detailed working arrangements between the City of Edinburgh Council and Lothian in both operational and strategic matters.

Asks the Lord Provost to recognise the contribution of Lothian to the last, and the next, 100 years of Edinburgh life in an appropriate manner at some point during 2019, the anniversary year of the formation of the Edinburgh Corporation Transport body (the original Lothian company).”

Decision

- 1) To approve Motion 1 by Councillor Rust.
- 2) To approve Motion 2 by Councillor Day.

Declarations of Interest

Councillor Booth declared a non-financial interest in the above item as a member of Transport for Edinburgh.

14 Scottish Rugby Men’s Team Retain the Calcutta Cup - Motion by Councillor Brown

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

“Council:

- 1) Offers its congratulations to the Scottish Rugby Union men’s side on recently retaining the Calcutta Cup against England at Twickenham.

- 2) Further congratulates Gregor Townsend and the squad on a comeback only superseded by Lazarus himself, that saw a 31-7 half time deficit result in a dramatic 38-38 draw in the final match of this year's Guinness Six Nations Championship.
- 3) Invites the Lord Provost to suitably mark this joyous sporting occasion in the appropriate manner."

Decision

To approve the motion by Councillor Brown.

15 Enforcement of the Council's Smoke Free Policy - Motion by Councillor Webber

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

"Council:

In December 2015, in response to the Scottish Government's document "Creating a Tobacco-Free Generation – A Tobacco Control Strategy for Scotland", the Council extended its Smoke Free Policy and its smoking restrictions from the workplace and vehicles to include surrounding areas of Council properties, including entrances, car parks and playgrounds in addition to other outdoor spaces under the Council's jurisdiction and used by children, such as play parks.

These restrictions also apply to the use of e-cigarettes (vapourisers), which are treated the same in the same way as cigarettes and other tobacco products.

As Elected Members we are bound to set exemplar behaviour and encourage adoption and enforcement of Council's health and wellbeing policies including the Smoke Free Policy

- 1) Recognises that smoking is the largest single cause of serious ill health and premature death in Scotland. Similarly, the effects of people breathing in other people's smoke - passive smoking - have emerged as an important health concern,
- 2) Welcomes the widespread adoption of these principles yet recognises that the enforcement of the policy, in relation to surrounding areas of Council properties, continues to be a challenge, and
- 3) Will actively enforce the Smoke Free Policy in the surrounding areas of Council properties, including entrances and carparks and signpost the individuals to smoking cessation services where appropriate."

Decision

To approve the motion by Councillor Webber.

16 University Challenge - Motion by Councillor Bruce

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

“Council:

Asks the Lord Provost to congratulate The University of Edinburgh on being crowned champions of University Challenge in this year’s long running BBC quiz show, noting the exceptional talent of students involved on beating Oxford University St Edmund Hall by 155 points to 140.”

Decision

To approve the motion by Councillor Bruce.

17 Support for Council Employees Subject to Domestic Abuse- Motion by Councillor McVey

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

“Council:

- 1) welcomes the introduction of the Domestic Abuse (Scotland) Act 2018, which came into force on 1 April 2019, which makes psychological abuse and coercive control in the home a criminal offence and reiterates that such abuse should never be tolerated.
- 2) notes that the Council’s domestic abuse policy introduced in 2010 included a clear provision for unlimited paid time off for the victims of domestic abuse and was the first of its kind when introduced.
- 3) requests that the Executive Director of Resources submits an updated domestic abuse policy relating to Council employees, within three cycles, to the Finance and Resources Committee which reconfirms the existing commitment to paid special leave, or safe leave, for people who are experiencing domestic abuse and updates and aligns the policy fully with the Domestic Abuse (Scotland) Act 2018.”

Decision

To approve the motion by Councillor McVey.

18 Edinburgh and Lothians Samaritans – 60th Anniversary - Motion by Councillor McVey

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

“Council recognises that Edinburgh and the Lothian Samaritans, the first branch in Scotland, opened its doors on 2nd June 1959. With around 150 volunteers in Edinburgh, Samaritans provide a safe place for people throughout our community, including those experiencing thoughts of distress and despair and who may be at risk of suicide, to talk openly and receive confidential emotional support at any time of the day or night. Samaritans in Edinburgh is open 24 hours a day, 7 days a week, and receives around 35000 calls, emails, text messages and face to face visits per annum.

Council notes that the 60th anniversary of Edinburgh and the Lothian Samaritans coincides with National Volunteer Week in June 2019. Council invites the Lord Provost to recognise the achievements of Samaritans in Edinburgh, to support the organisation in its work to attract new volunteers, and to mark the occasion of their 60th anniversary in the appropriate manner during National Volunteer Week in June 2019.”

Decision

To approve the motion by Councillor McVey

18 Voice of Carers Across Lothian (VOCAL) - Motion by Councillor Griffiths

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

“Council notes the invaluable contribution carers make to provide unpaid care to friends, relatives and wider family and the support given to Carers by VOCAL, and understands 2019 sees the 25th anniversary of VOCAL.

Council celebrates the anniversary in partnership with the City of Edinburgh Council and the NHS who have supported VOCAL from its inception as a carer-led charity.

Council will also support and promote the awareness-raising campaign focusing on 25 carer stories, a ceilidh at Lauriston Hall, a large employers’ event during Carers Week (10-16 June 2019), prospective partnership events with local businesses,

fundraising initiatives for VOCAL and an extensive programme of day trips and breaks from caring to directly benefit carers and their families.

Council request the Lord Provost and Carers Champion celebrate this occasion in an appropriate manner.”

Decision

To approve the motion by Councillor Griffiths.

19 High Constables of Edinburgh - Motion by the Lord Provost

The following motion by the Lord Provost was submitted in terms of Standing Order 16:

“Council:

notes that The High Constables of Edinburgh were founded in 1611.

Recognises the City of Edinburgh Council's role in modifying the constitution in 1997 to permit women to become members of the High Constables of Edinburgh.

Congratulates Jacqueline Easson on becoming the first lady Moderator of the High Constables of Edinburgh at their AGM held on Wednesday 3rd April 2019 in the City Chambers. This follows on from serving as the first female Vice Moderator.

Council further recognises the important role and contribution the High Constables provide to Civic Edinburgh, in supporting the LP, DLP and Baillies, and look forward to continuing and developing our working relationship.”

Decision

To approve the motion by the Lord Provost.

20 International Day Against Homophobia, Transphobia and Biphobia - 2019 - Motion by Councillor McVey

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

“Council:

- Recognises and supports this important event by flying the rainbow/pride flag at the City Chambers on 17 May 2019 as a symbol of our commitment to removing discrimination which may affect the people living, working, studying in or visiting Edinburgh.

- Formally agrees to recognise its ongoing support for the International Day Against Homophobia, Transphobia and Biphobia in future years by flying the rainbow/pride and trans flags on 17 May hereafter.”

Decision

To approve the motion by Councillor McVey.

21 Celebration of Sikh Sanjog - Motion by Councillor McNeese-Mechan

The following motion by Councillor McNeese-Mechan was submitted in terms of Standing Order 16:

“Council notes that Sikh Sanjog will be celebrating their 30th anniversary on the 12th of June 2019. ‘Sanjog’ is Punjabi for ‘links’, and Sikh Sanjog is a community organisation that was started by a group of women almost 30 years ago with the purpose of ‘Unlocking Potential and Transforming Lives’.

Sikh Sanjog’s mission is to empower marginalised women, and to give them the help they need to boost their confidence and skills so they can realise their full potential.

Council acknowledges the vital importance of the work that Sikh Sanjog undertakes in our city every day, to assist women whose needs may be ‘invisible. This includes women who need support to integrate fully into Scottish society, and also includes offering free advice on education, development of career skills and counselling services.

Council agrees to participate in hosting a celebration of the three decades of successful delivery of support to women and asks the Lord Provost to liaise with the relevant officers with a view to marking the date 12th of June 2019 with an appropriate event to be held in the City Chambers.”

Decision

To approve the motion by Councillor McNeese-Mechan.

22 Northern Brown Argus Butterfly - Motion by Councillor Child

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

“Council:

Notes that the Edinburgh Biodiversity Action Plan 2019-2021, approved by Corporate Policy and Strategy Committee, aims to raise awareness of Edinburgh’s rich

biodiversity and to encourage participation from partners and others to take action to protect and enhance the natural environment.

Welcomes, in particular, the rise in population of the Northern Brown Argus butterfly first identified as a separate species in Holyrood Park in 1793.

Notes this insect species was declared extinct in Edinburgh in 1869, due to predation by over-enthusiastic Victorian butterfly collectors, but was rediscovered in 2005 and has increased in numbers thanks to active conservation work.

Approves Edinburgh Living Landscape Partnership Board's proposal that Edinburgh adopt the Northern Brown Argus Butterfly as Edinburgh's official emblematic insect species."

Decision

To approve the motion by Councillor Child.

23 Displaying of Goods for Sale on Footways - Motion by Councillor Miller

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

"Council:

- 1) Notes the success of the ban of on-street advertising in reducing street clutter, improving accessibility, and increasing pavement space;
- 2) Notes that similar issues apply to merchandise displayed on pavements outside retail premises, and that these issues are especially acute on narrower and more crowded pavements;
- 3) Notes that displaying goods for sale by placing them in a footway or footpath is an offence under the Roads (Scotland) Act 1984; and
- 4) Calls for a report to the Transport and Environment Committee within two cycles summarising current policy and practice, and evaluating options to reduce or remove goods displayed on pavements."

Motion

To approve the motion by Councillor Miller

- moved by Councillor Miller, seconded by Councillor Rae

Amendment

To add to the motion:

- 5) Recognises the importance of retail and small businesses to the city and acknowledges it is a challenging time for retail businesses. Asks that the report take into account the importance of the 'life of the street' and refers the report onto the Housing and Economy Committee for information and comment.

- moved by Councillor Macinnes, seconded by Councillor Griffiths

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 Miller:

- 1) To note the success of the ban of on-street advertising in reducing street clutter, improving accessibility, and increasing pavement space.
- 2) To note that similar issues applied to merchandise displayed on pavements outside retail premises, and that these issues were especially acute on narrower and more crowded pavements.
- 3) To note that displaying goods for sale by placing them in a footway or footpath was an offence under the Roads (Scotland) Act 1984.
- 4) To call for a report to the Transport and Environment Committee within two cycles summarising current policy and practice, and evaluating options to reduce or remove goods displayed on pavements.
- 5) To recognise the importance of retail and small businesses to the city and acknowledges it was a challenging time for retail businesses. To ask that the report take into account the importance of the 'life of the street' and refer the report onto the Housing and Economy Committee for information and comment.

24 Delivery of Active Travel Infrastructure- Motion by Councillor Booth

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

“Council:

- 1) Notes the submission made by the Council to the Scottish Parliament’s Rural Economy & Connectivity (REC) Committee during their consideration of the Transport (Scotland) Bill at stage 1, as agreed at the Transport and Environment Committee on 4 October 2018;
- 2) In particular notes that the submission highlighted a number of recommended legislative changes to facilitate the delivery of active travel infrastructure: specifically, changes to the process for redetermination orders (RSOs), traffic regulation orders (TROs) and experimental traffic regulation orders (ETROs) which would streamline these processes;
- 3) Notes with disappointment that the REC committee did not comment on these suggestions in their stage 1 report on the Bill;
- 4) Nonetheless agrees that changes to the process for such orders are essential in order to allow the timely delivery of active travel infrastructure;
- 5) Therefore agrees that the Convener and Vice-Convener of the Transport and Environment Committee, together with relevant council officers, will engage with Scottish Government officials, Ministers and relevant MSPs to facilitate amendments to the Bill which would deliver the required improvements to the process for RSOs, TROs and ETROS, as outlined in the council’s submission on the Bill, and which would therefore speed up the delivery of active travel infrastructure.”

Motion

To approve the motion by Councillor Booth

- moved by Councillor Booth, scoded by Councillor Main

Amendment

To take no action on the motion by Councillor Booth.

- moved by Councillor Mowat, seconded by Councillor Bruce

Voting

The voting was as follows:

For the motion	-	44 votes
For the amendment	-	16 votes

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

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

Decision

To approve the motion by Councillor Booth.

Appendix 1

(As referred to in Act of Council No 2 of 2 May 2019)

QUESTION NO 1

By Councillor Booth for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 2 May 2019

Question

Further to the answer given to question 18 on 15 March 2018, please will the Convener provide a list of all current and pipeline projects in the active travel capital infrastructure programme with:

- a) original planned completion date;
- b) current planned completion date; and
- c) where the project is delayed, what action is being taken to get it back on track?

Answer

The project specific information requested is provided in the table below.

A review of the future delivery of the programme is currently underway and the outcome of this will be reported to Transport and Environment Committee on 20 June 2019.

Supplementary Question

Thank you Lord Provost and I thank the Convener for her answer which appears to show that 43 out of 53 active travel projects are either delayed or have no completion date. Please can the Convener clarify whether she feels that this level of delay is acceptable, and if not, what action and leadership is she taking to ensure the Council gets back on track?

Supplementary Answer

Thank you Councillor Booth. No I'm not happy which is precisely why I asked the Executive Director of Place to take a long hard look at this position in the past months, as a result of which there will be a review of the particular projects coming to the June Transport and Environment Committee, and have also asked him to deliver to me a plan that looks at exactly how we can accelerate delivery around

this, particularly in relation to resource planning. I don't think anybody looking at this list would be particularly happy and I am extremely aware of the fact that some of the projects in this list represent a great deal of effort on the part of community activists, on the part of individuals who have worked very hard to try and bring these to a particular stage.

We have had past reports to the Transport and Environment Committee which have clearly indicated that for quite a lot of these, particularly the larger projects, that we were expecting a period over of the last couple of years of an emphasis on design and consultation stages and that was acknowledged and accepted by the Transport and Environment Committee at a couple of different stages across the last couple of years. I think now is the time to start to put the focus on actually accelerating delivery where possible and that's the reason for the discussions that we've been having internally. When that plan comes forward from the Executive Director of Place which I hope will be relatively soon, in the next few weeks, I will be more than happy to share that with the other Group's transport spokespeople and then work out how we're going to deal with this at Committee stage in order to ensure an accelerated programme of delivery. I am well aware of the fact that we need to move on a lot of these projects. I would however indicate quite clearly that a close reading of this list of projects indicates that there are some quite entirely valid reasons why some of them have been held off, partly to do with funding resources, partly to do with work with other Departments etc. So I think it is well worth looking at this not only as an overall summary which I think you are quite correct to be concerned about but also to look at some of the individual reasons why some of those delays have taken place.

Suffice to say I am concerned about it, we're working on it and I hope to be able to return to report a useful path forward on many of these projects.

PROJECT TYPE	NAME / LOCATION	BRIEF DESCRIPTION	PROJECT SCALE (see note)	ORIGINAL PLANNED COMPLETION DATE	CURRENT PLANNED COMPLETION DATE	CURRENT (APRIL 2019) POSITION/ACTION BEING TAKEN/NOTES
cyc + walk	City Centre West to East Link	Segregated cycle lanes, crossings and street improvements	XL	2017 - 19	Phased implementation 2021 - 2023	Staff and consultant support in place to project manage and consultants to design. Completion programme allows for potential Public Hearings; if these are not necessary completion is likely to be possible by 2022.
cyc + walk	Meadows to George Street	Segregated cycle lanes and street improvements	XL	2022	2022 - detail tbc	Staff and consultant support in place to project manage. Consultants in place to design.
cyc + walk	West Edinburgh Link	Segregated cycle lanes, crossings, street improvements and new bridge over Fife Railway	XL	2022	2022 - detail tbc	Staff and consultant support in place to project manage. Consultants in place to design.
cyc + walk	Roseburn Path - Union Canal	New off-road path, bridges and park improvements	XL	Funding dependant, no original fixed date for construction	Nov-22	Staff and consultant support now in place to project manage enabling work on project to restart. Consultants in place to design.
cyc + walk	Pennywell Road	Segregation, landscaping, and links to North Edinburgh Path Network	XL	Project dependent on CEC housing development programme	tbc	Feasibility work 2017/18. Design work may start 2019/20, subject to Sustrans funding and programme review.
cyc + walk	Leith Walk / Leith Area Active Travel Links	Cycle and pedestrian improvements	XL?	NEW PROJECT	tbc	Feasibility study underway, led by Trams to Newhaven project team
cyc + walk	Powderhall Railway	Off-road path on disused railway and connections	XL?	NEW PROJECT	tbc	Staff in place to project manage. Project not yet programmed. Current ownership and leasing arrangement is a significant constraint and scale and cost of works yet to be established. Feasibility study 2019/20, subject to Sustrans funding.
cyc	Bioquarter to Dalkeith Road and Mayfield	Segregated cycleways and cycle/pedestrian paths	L	Funding dependant, no original fixed date for	Nov-23	Additional staff now in place to project manage. Consultants in place to design.

PROJECT TYPE	NAME / LOCATION	BRIEF DESCRIPTION	PROJECT SCALE (see note)	ORIGINAL PLANNED COMPLETION DATE	CURRENT PLANNED COMPLETION DATE	CURRENT (APRIL 2019) POSITION/ACTION BEING TAKEN/NOTES
				construction		
cyc + walk	Meadows to Union Canal (Innocent Path to Canal Phase 2b)	Segregated cycle lanes and toucan crossings on Home St and Brougham Place. Footway and cycle improvements on Lochrin Place and Tarvit Street.	L	2016/17	Dec-21	Staff now in place to project manage and consultants to design. Completion date allows for potential Public Hearing.
cyc + walk	North Edinburgh Path Network	Drainage and surface improvements	L	Winter 2017/2018	tbc	Phase 1 completed. Phase 2 currently on hold pending programme review.
cyc + walk	QuietRoute 5 Holyrood Park	Improved paths and new crossings	L	2017/18 (phase 1)	Nov 2020	Project currently on hold but, subject to Sustrans funding, expected to resume during 2019. Staff in place to project manage.
cyc + walk	QuietRoute 6 (Meadows to Castle Terrace)	Quiet Street improvements and new crossings	L	2017/18	tbc	Project currently on hold pending programme review.
cyc	QuietRoute 20 (Craigleith to Leith Walk)	Quiet Street improvements and new crossings	L	2017/18	tbc	Project currently on hold pending programme review.
cyc	Fountainbridge/Dundee Street	Cycle improvements - subject to feasibility study	L?	2017/18	tbc	Project currently on hold but, subject to Sustrans funding, expected to resume during 2019. Staff in place to project manage.
walk	Morrison Street	Pedestrian improvements, including at junctions	L?	2019/20	Dec-22	Project currently on hold but expected to resume during 2019. Staff in place to project manage. Consultants in place to design.
cyc	QuietRoute 9 A8 Gyle to Newbridge	Path widening between Ingliston Road and Eastfield Road and junction improvements at Ingliston Road and Gogarstone Road	M	2018/19	tbc	Subject to Sustrans funding, intend to progress design. Construction date subject to programme prioritisation and availability of CEC capital funding.
walk	Arboretum Place at Royal Botanic Gardens West Gate	Redesign street to prioritise walking	M	2018/19	Jul-20	Staff in place to project manage and consultants to design.

PROJECT TYPE	NAME / LOCATION	BRIEF DESCRIPTION	PROJECT SCALE (see note)	ORIGINAL PLANNED COMPLETION DATE	CURRENT PLANNED COMPLETION DATE	CURRENT (APRIL 2019) POSITION/ACTION BEING TAKEN/NOTES
walk	Broughton Street / East London Street	Pedestrian / cycle friendly modifications to junction	M	2019/20	tbc	Project currently on hold pending programme review
walk	Calton Road (Waverley Station to Leith Street)	Footway widening / street improvements.	M	2018/19	Jul-20	Staff in place to project manage and consultants to design.
cyc	City-wide public bike parking	cycle rack installations	M	Ongoing	Ongoing	Implementation paused in 2018 due to lack of staff to project manage. Replacement staff member recruited, which will enable implementation to resume during 2019/20.
cyc	Crewe Road South / Orchard Brae	On-road cycle provision	M	2017/18	tbc	Project currently on hold pending programme review.
cyc	Cultins Road shared footway	Construction of adoptable path on verge to west of Cultins Road (land)	M	2017/18	2025 (likely long delay due to land ownership issues)	Staff will be in place to project manage following current recruitment. Project progression dependant on land ownership issues being resolved. Considering appointment of a land agent to progress discussions.
walk	Dean Park Crescent	Junction redesign to prioritise walking	M	2018/19	tbc	Project currently on hold but expected to resume during 2019 following staff recruitment.
walk	Deanhaugh Street and Leslie Place	Pedestrian crossings upgrade at junction	M	2017/18	Apr-20	Staff in place to project manage and consultants to design.
walk	Dropped kerbs and raised crossings programme	Prioritised improvement programme	M	Rolling programme starting 2018/19	Ongoing	Project currently on hold but implementation expected to commence during 2019 following staff recruitment.
cyc	Forth Quarter to Silverknowes Promenade (Granton Link)	Path widening on West Granton Road at Morrisons. Path widening and crossing point on West Shore Road to link Forth Quarter Park with Silverknowes Promenade.	M	2015/16	tbc	Subject to Sustrans funding, intend to progress design. Construction date subject to programme prioritisation/availability of CEC capital funding.
walk	Guardrail removal	Citywide assessment / removal programme.	M	2018 - 20	Ongoing	Project currently on hold pending programme review.
cyc	Leith to Portobello (Water of Leith to Links Place)	On-road cycle provision	M	2017/18	tbc	Project currently on hold pending programme review.

PROJECT TYPE	NAME / LOCATION	BRIEF DESCRIPTION	PROJECT SCALE (see note)	ORIGINAL PLANNED COMPLETION DATE	CURRENT PLANNED COMPLETION DATE	CURRENT (APRIL 2019) POSITION/ACTION BEING TAKEN/NOTES
cyc + walk	Little France Park	New path from Little France Drive to The Wisp	M	2017/18	Complete	Complete
cyc + walk	Lower Granton Road	New / widened shared use path from Trinity Road to Granton Square.	M	2017/18	Jul-19	Currently under construction.
cyc	Marchmont Road to Kings Buildings	On-road cycling improvements	M	2015/16	Nov-22	Staff now in place to project manage and consultants to design.
cyc + walk	Niddrie Burn Bridge	Financial contribution to construction as wider, shared use, bridge rather than pedestrian only with steps	M	n/a	Complete	Complete
cyc	One-way street exemptions (Phase 1)	Signs, markings, traffic management	M	2018/21	Jun-21	Project currently on hold but, subject to Sustrans funding, expected to resume during 2019 following staff recruitment.
cyc	QuietRoute 30 Holyrood Park to Ratcliffe Terrace	Quiet Street improvements and new crossings	M	2017/18	tbc	Subject to Sustrans funding intend to progress design. Construction date subject to programme prioritisation and availability of CEC capital funding.
cyc + walk	QuietRoute 60 Clermiston Junction	Improved pedestrian and cycle crossings	M	NEW PROJECT	2021- 2022	Potential to deliver in 2 or 3 phases
cyc	QuietRoute 10 Russell Road Link	Improved segregated cycle provision	M	2017/18	Nov-22	Project currently on hold but, subject to Sustrans funding, expected to resume in 2020. Staff will be in place to project - manage.
cyc + walk	QuietRoute 6 Grange Road crossings	New crossings and improvements to Lovers Loan.	M	2017/18	Nov-19	Staff in place to project manage. Procurement of contractor for construction due to start shortly.
cyc + walk	QuietRoute 60 Davidson's Mains Park	Path link	M	2017/18	Jun-19	Currently under construction
cyc	QuietRoute 8 Roseburn to Gyle (main route)	Quiet Street improvements and new crossings	M	2017/18	2021 - 2024 (phased construction)	Staff will be in place to project manage following current recruitment. Bankhead Avenue to Bankhead Drive and South Gyle Access elements of project to be delivered as part of West Edinburgh Links project.

PROJECT TYPE	NAME / LOCATION	BRIEF DESCRIPTION	PROJECT SCALE (see note)	ORIGINAL PLANNED COMPLETION DATE	CURRENT PLANNED COMPLETION DATE	CURRENT (APRIL 2019) POSITION/ACTION BEING TAKEN/NOTES
cyc	QuietRoute 8 Roseburn to Gyle (links to Saughton park)	Quiet Street improvements and new crossings	M	2017/18	tbc	Project currently on hold pending programme review.
cyc + walk	QuietRoute 9 Corstorphine Road to South Gyle Broadway	Crossings and cycle provision/path improvements including segregation	M	2017/18	2021 - 2024 (phased delivery)	Project currently on hold but expected to resume during 2019 following staff recruitment. Some elements on hold due to land ownership issues.
cyc	Residential cycle parking	On-street secure cycle parking	M	2017 - 2020	Jun-20	Consultant in place to project manage. Design Consultants in place and first 90 sites identified for installation. Cyclehoop contracted to install / manage/ maintain.
cyc	St. Leonards to Canongate / Holyrood Drive	On-road cycle provision on Holyrood Road, crossings, path improvements at Viewcraigs to St Leonards, ramp	M	2018/19	2021 - 2024 (phased delivery)	Project currently on hold but expected to resume during 2019 following staff recruitment. Completion date subject to programme prioritisation and availability of CEC capital funding.
cyc	Tram Cycle Safety Improvements phases 1-3	Cycle safety works at tram track crossing points	M	2017 - 2019	2019 - Largely complete	Staff in place to project manage and consultants to design.
cyc	Tram Cycle Safety Improvements phase 4	Tram-related cycle safety works at West End junction. Crossing on Hope Street.	M	tbc	tbc	To be progressed as part of CCT proposals.
cyc	Union Canal to Telfer Subway	Cycle link on Dundee Street connecting canal and subway.	M	2017/18	May-22	Project currently on hold but, subject to Sustrans funding, expected to resume during 2019. Staff in place to project manage
cyc + walk	Waterfront Promenade (West Shore Road to Granton Harbour)	New off-road seafront shared use path	M	2017/18	tbc	Project delivery by another Council Service. Project delayed due to land ownership issues.
cyc	A90 Barriers	Extension of barrier between cycleway and road	S	NEW PROJECT	Aug-20	Staff in place to project manage.

PROJECT TYPE	NAME / LOCATION	BRIEF DESCRIPTION	PROJECT SCALE (see note)	ORIGINAL PLANNED COMPLETION DATE	CURRENT PLANNED COMPLETION DATE	CURRENT (APRIL 2019) POSITION/ACTION BEING TAKEN/NOTES
cyc + walk	City-wide route signs / map boards / courtesy signs	Installation of courtesy signage and wayfinding boards	S	2017 and ongoing	Ongoing	Project currently on hold but expected to resume during 2019 following staff recruitment.
cyc	Craiglockhart Road North (link to Union Canal)	Path widening and surfacing.	S	Dependent on Scottish Water agreement	Complete	Complete
cyc + walk	Innocent Path (tunnel lighting upgrade)	Installation of new lights within tunnel	S	2017	tbc	Awaiting staff resource from Street Lighting.
cyc	QuietRoute 61 Niddrie to Moredun via BioQuarter	Quiet Street improvements and new crossings.	S	2017/18	Dec-20	Project currently on hold but expected to resume during 2019 following staff recruitment.
cyc	Sighthill Crossing Link	Changing junctions to prioritise north - south cycle movements to and from the canal.	S	2018/19	Dec-20	Project currently on hold but expected to resume during 2019 following staff recruitment. If legal orders are needed this may delay implementation.

Note on project scale:

Scale as follows - amounts are approximate.

XL = >£2.5M
L = £1M - £2.5M
M = £0.1M - £1M
S = £10K - £100K
XS = <£10K

? = high degree of uncertainty due to project being at early design stage

QUESTION NO 2

**By Councillor Brown for answer by
the Convener of the Education,
Children and Families Committee at a
meeting of the Council on 2 May 2019**

Question Can the Convener advise of the total numbers, per school and as a percentage of school roll, how many school children across the Edinburgh were granted authorised absence by Parents / Guardians to attend the Climate Change event at Holyrood on March 15th 2019?

Answer Please see the attached spread sheet. Whilst these instances of authorised absence occurred on the day of the Climate Change protest, it does not imply that all absent pupils were in attendance at this event.

	School Name	ABS	Roll	% Roll
Primary	Blackhall Primary School	5	454	1.1%
Primary	Bonaly Primary School	1	509	0.2%
Primary	Broughton Primary School	18	456	3.9%
Primary	Bruntsfield Primary School	23	613	3.8%
Primary	Buckstone Primary School	4	511	0.8%
Primary	Bun-sgoil Taobh na PÃ irce (Parkside Primary)	51	449	11.4%
Primary	Canal View Primary School	3	407	0.7%
Primary	Carrick Knowe Primary School	9	434	2.1%
Primary	Corstorphine Primary School	9	653	1.4%
Primary	Craiglockhart Primary School	7	428	1.6%
Primary	Currie Primary School	9	608	1.5%
Primary	Dalry Primary School	2	294	0.7%
Primary	Dean Park Primary School	8	554	1.4%
Primary	Duddingston Primary School	11	477	2.3%
Primary	East Craigs Primary School	5	503	1.0%
Primary	Flora Stevenson Primary School	8	679	1.2%
Primary	Gilmerton Primary School	1	448	0.2%
Primary	Gylemuir Primary School	1	633	0.2%
Primary	Hermitage Park Primary School	14	378	3.7%
Primary	Holy Cross Roman Catholic Primary School	2	392	0.5%
Primary	James Gillespie's Primary School	41	678	6.0%
Primary	Longstone Primary School	3	329	0.9%
Primary	Parsons Green Primary School	4	390	1.0%

Primary	Pentland Primary School	3	527	0.6%
Primary	Prestonfield Primary School	5	237	2.1%
Primary	Ratho Primary School	2	312	0.6%
Primary	Roseburn Primary School	17	292	5.8%
Primary	South Morningside Primary School	9	684	1.3%
Primary	St Catherine's Roman Catholic Primary School	1	255	0.4%
Primary	St John Vianney Roman Catholic Primary School	1	312	0.3%
Primary	St John's Roman Catholic Primary School	3	436	0.7%
Primary	St Mary's Roman Catholic Primary School (Leith)	1	398	0.3%
Primary	St Ninian's Roman Catholic Primary School	2	305	0.7%
Primary	St Peter's Roman Catholic Primary School	8	441	1.8%
Primary	Stenhouse Primary School	2	424	0.5%
Primary	The Royal High Primary School	3	386	0.8%
Primary	Tollcross Primary School	1	235	0.4%
Primary	Towerbank Primary School	68	691	9.8%
Primary	Trinity Primary School	7	574	1.2%
Primary	Victoria Primary School	2	290	0.7%
Primary	Wardie Primary School	2	585	0.3%
Primary Total		376	35240	1.1%
Secondary	Balerno Community High School	10	729	1.4%
Secondary	Boroughmuir High School	220	1240	17.7%
Secondary	Broughton High School	37	1070	3.5%
Secondary	Castlebrae Community High School	3	187	1.6%
Secondary	Craigmount High School	87	1126	7.7%
Secondary	Currie Community High School	64	701	9.1%
Secondary	Drummond Community High School	68	348	19.5%
Secondary	Firrhill High School	151	1154	13.1%
Secondary	Forrester High School	56	690	8.1%
Secondary	Holy Rood Roman Catholic High School	27	1022	2.6%
Secondary	James Gillespie's High School	212	1254	16.9%
Secondary	Leith Academy	36	885	4.1%
Secondary	Liberton High School	45	585	7.7%
Secondary	Portobello High School	28	1332	2.1%
Secondary	Queensferry Community High School	42	833	5.0%
Secondary	St Augustine's Roman Catholic High School	41	705	5.8%
Secondary	St Thomas of Aquin's Roman Catholic High School	234	753	31.1%
Secondary	The Royal High School	81	1254	6.5%
Secondary	Trinity Academy	132	810	16.3%
Secondary	Tynecastle High School	2	603	0.3%
Secondary Total		1576	18706	8.4%
Special	Kaimes School	2	95	2.1%
Special	Rowanfield School	1	34	2.9%
Special Total		3	667	0.4%
Grand Total		1955	54613	3.6%

QUESTION NO 3

**By Councillor Jim Campbell for
answer by the Convener of the
Transport and Environment
Committee at a meeting of the
Council on 2 May 2019**

- Question** (1) What is the ownership structure of Lothian Buses?
- Answer** (1) 91% of Lothian Buses shares are owned by Transport for Edinburgh on behalf of the City of Edinburgh Council.
- The remaining 9% of shares are held by East Lothian Council (3%), Midlothian Council (5.5%) and West Lothian Council (0.5%)
- Question** (2) Will the Special Dividend be paid to all shareholders?
- Answer** (2) The extraordinary dividend will be paid to all shareholders in proportion to their shareholding.
- Question** (3) Have any discussions taken place with minority shareholders regarding:
- a) the Special Dividend?
 - b) any potential change in the percentage of shares held by minority shareholders?
- Answer** (3) a) Yes
- b) No

QUESTION NO 4

By Councillor Webber for answer by the Convener of the Finance and Resources Committee at a meeting of the Council on 2 May 2019

Can the Convener please confirm;

- Question** (1) Council expenditure on taxis for each Elected Member since May 2017 to date?
- a) Of this what has been deemed personal use and therefore repaid via salary deduction/payroll by each Elected Member during this period?

Answer (1) It has not been possible to collate this data in advance of this meeting and therefore an answer will be provided at the next Council meeting.

- Question** (2) For each Elected Member how many journeys during this period were from home address to City Chambers?

Answer (2) It has not been possible to collate this data in advance of this meeting and therefore an answer will be provided at the next Council meeting.

Supplementary Question I do have to stand despite there being no answer to the question I've asked. I suppose that the lack of an answer can perhaps be more of a concern to this Chamber, as does it mean that the systems that we have in place to support the process is poor and indeed unreliable and results in the Council signing off and paying the bills for these taxis without verification or validation that the journeys have in fact been legitimate and on Council business.

Comments by the Lord Provost Was there a question in there Councillor Webber?

Supplementary Answer Thank you very much Lord Provost. Well I think the answer that remains to be seen, that the Administration has offered to give a full and accurate answer, as full and accurate as the data allows at the next Council meeting and I think it would be a little precipitate to prejudge what is going to be said then.

QUESTION NO 5

By Councillor Mowat for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 2 May 2019

Could the Convener provide the following information;

- Question** (1) The shortfall in parking revenue for the following streets/areas against predicted revenue in the budget year 2018/19:
- George Street, St Andrew Square, Charlotte Square, Queen Street, Market Street, Cockburn Street, Stafford Street and Melville Street area, Morrison Street to Shandwick place and Old Town (including East market Street)
- Answer** (1) Please refer to the table below.
- Question** (2) The number of parking tickets issued in the same streets and areas above in the budget years 2017/18 and 2018/19?
- Answer** (2) Please refer to the table below
- Supplementary Question** Thank you Lord Provost and I ask this question to try and throw some light onto the outstanding pressure that has been identified in parking revenue. I'm not sure where this takes us, it clarifies the issue and hasn't shown what it might although it is helpful and I wanted to ask the Convener if there would be a further report coming forward so that we can try to tease out and better understand the pressures on parking revenue, the shortfall in parking revenue which is creating a budget pressure in this Department.
- Supplementary Answer** Thank you Councillor Mowat. I can't tell you a precise date for a further report but I am certainly concerned with the issues that sit behind it in the same way that you are. These are things that have arisen through all sorts of channels, notably the impact of change that might occur as a result of, for example the city centre transformation project and others. I am well aware of some of these issues that we have, I know that there is a briefing coming to Finance and

Resources Committee which was requested before, which will help to give a slightly bigger picture on this. As soon as we are in a position to talk in more detail I think about the forward momentum around parking and some of the changes that we can expect to see, I will be more than happy to convene a meeting of either the transport Group spokespeople or some other forum to discuss some of the issues that might arise from that. I do expect us to have a much clearer picture around some of the larger projects that we are looking at as we get further on in this year and so much of that will come together and provide us with a more detailed picture of future pressures and how we can handle those, thank you.

	Public Parking Income				Parking Tickets	
	2018/19 projections	2018/19 actual	Difference	% change	2017/18	2018/19
George Street	£1,578,574.17	£1,522,918.20	-£55,655.97	-3.53%	9,683	10,186
St Andrew Square	£166,942.29	£128,086.30	-£38,855.99	-23.28%	2,810	2,960
Charlotte Square	£367,148.99	£405,514.90	£38,365.91	10.45%	2,671	2,667
Queen Street	£210,092.30	£216,797.10	£6,704.80	3.19%	2,001	2,377
Market Street	£149,100.60	£120,608.50	-£28,492.10	-19.11%	1,518	1,145
Cockburn Street	£103,152.29	£99,500.80	-£3,651.49	-3.54%	974	858
Stafford Street	£68,655.60	£71,441.15	£2,785.55	4.06%	380	348
Melville Street	£554,362.23	£538,856.60	-£15,505.63	-2.80%	2,275	2,058
West Maitland Street	£0.00	£0.00	£0.00		9	12
OLD TOWN						
Central High	£4,129,281.00	£4,418,264.20	£288,983.20	7.00%	31,047	27,980

QUESTION NO 6

**By Councillor Rose for answer by the
Convener of the Finance and
Resources Committee at a meeting
of the Council on 2 May 2019**

Question

Can the Convener advise of the Council's total numbers and spend on Non-disclosure agreements secured as staff severance agreements from May 2013 to the present?

Answer

'Staff severance agreements' refers to settlement agreements, rather than any non-disclosure agreements which may be contained in commercial contracts.

The table below details the information requested:

Financial Year	Number of Settlement Agreement(s)	Expenditure (£)
2013/2014	7	143,326
2014/2015	0-5	120,000
2015/2016	0-5	0
2016/2017	0-5	0
2017/2018	0-5	41,000
2018/2019	0-5	49,000
April 2019	0	0

QUESTION NO 7

By Councillor Webber for answer by the Convener of the Education, Children and Families Committee at a meeting of the Council on 2 May 2019

By primary school (grouped by ward if possible) can you provide the following

- Question** (1) The number of P1 streams in each?
- Answer** (1) Please see 'Class Organisation' column. The abbreviation 'comp' is composite (P1/2 class – eg Dalmeny 1x20/5 is 20 in the P1 class and 5 in the P2). The abbreviation TT is team teaching.
- Question** (2) The number of children with confirmed places at each, clearly split by catchment / non-catchment?
- Answer** (2) See 'Catchment Registered by end February' column and 'Placing Requests Granted' column for non-catchment.
- Question** (3) The number of children currently waiting on list for P1 space at each, split by catchment / non-catchment?
- Answer** (3) See 'Catchment turned down (after end February)' column and 'Placing Requests turned down (on waiting list)' column.
- Supplementary Question** Yes thank you, I'd like to thank the Convener for the answers presented in a very nice colourful way, with lots of data albeit I have flagged and one of my other colleagues have a number of issues with the ward allocations not quite being correct, but I suppose it's just, I'm a bit concerned as to where some of these pupils that might move into areas will be expected to go to primary schools, and if you look specifically at Pentland Hills which is the ward I represent, there appears to be no spaces, no room at the inn, for any new pupils coming into the area for primary 1, and I was just wondering where they're expecting these children to go to given our policies for active school and travel?

**Supplementary
Answer**

Can I first apologise for the wrong information being sent round, I think you'll find this morning the right information was circulated because Susan and Jim texted me this morning and I made sure the right information was sent round and you should have received this. In relation to the question you're asking this is very very complicated this and I think I should offer Susan a briefing with the Executive Director for Communities and Families in order to get an answer to her question.

BY WARD

Ward (based on location of school)	School	Proposed P1 Intake Limit	Total	Catchment Registered (by end February)	Catchment TURNED DOWN (after end February)	Placing Requests GRANTED	Placing Requests TURNED DOWN (on waiting List)	P1 Class Organisation
Almond	Cramond	60	62	62		0	6	3x20
Almond	Dalmeny	20	11	4		7		1x20/5 comp
Almond	Davidson's Mains	85	81	72		9	12	3x25 +1x10/15 comp
Almond	Echline	69	49	43		6		2x25 +1x19/6 comp
Almond	Hillwood	20	12	11		1		1x20/5 comp
Almond	Kirkliston	99	100	100	1	0	2	1x25+3x24
Almond	Queensferry	88	76	76		0		2x25+1x38TT
Almond	St Margaret's RC	25	17	16		1		1x25
City Centre	Abbeyhill	25	24	21		3	9	1x25
City Centre	Royal Mile	25	24	21		3	0	1x25
City Centre	St Mary's RC (Edin.)	33	33	33	5	0	5	1x25 +1x8/17 comp
Colinton/Fairmilehead	Bonaly	58	56	56		0	8	2x25 +1x8/17 comp
Colinton/Fairmilehead	Buckstone	66	62	60		2	0	2x25 +1x16/9 comp
Colinton/Fairmilehead	Colinton	25	24	19		5	5	1x25
Colinton/Fairmilehead	Oxgangs	60	56	49		7	0	3x20
Colinton/Fairmilehead	Pentland	60	59	59		0	4	3x20
Colinton/Fairmilehead	St Mark's RC	31	26	26		0		1x25 +1x6/19 comp
Corstorphine/Murrayfield	Carrick Knowe	60	57	54		3	2	3x20
Corstorphine/Murrayfield	Corstorphine	75	72	61		11	3	3x25
Corstorphine/Murrayfield	Roseburn	30	34	34		0	3	1x25 +1x5/20 comp
Craigenitny/Duddingston	Craigenitny	58	51	44		7	0	2x25 +1x8/17 comp
Craigenitny/Duddingston	Duddingston	50	48	42		6	18	2x25

Craigeninny/Duddingston	Parsons Green	50	47	43		4	0	2x25
Craigeninny/Duddingston	St John's RC	50	50	50	18	0	13	2x25
Craigeninny/Duddingston	St Ninian's RC	34	34	34	6	0	1	1x25 +1x11/14 comp
Craigeninny/Duddingston	The Royal High	50	48	43		5	11	2x25
Drum Brae/Gyle	Clermiston	60	58	58		0	2	3x20
Drum Brae/Gyle	East Craigs	75	72	71		1	2	3x25
Drum Brae/Gyle	Fox Covert ND	33	30	30		0	9	2x25 +1x8/17 comp
Drum Brae/Gyle	Gylemuir	75	74	74		0	4	3x25
Drum Brae/Gyle	St Andrew's Fox Covert RC	25	25	25	5	0		1x25
Forth	Craigroyston	60	56	52		4	0	3x20
Forth	Forthview	60	62	62	3	0	7	1x25+1x35TT
Forth	Granton	99	95	93		2	2	1x25+3x24
Forth	Holy Cross RC	30	30	30	20	0	7	1x25 +1x5/20 comp
Forth	Pirniehall	50	41	23		18		2x25
Forth	St David's RC	57	57	57	6	0		2x25 +1x7/18 comp
Forth	Trinity	90	86	85		1	8	2x25+1x40TT
Forth	Wardie	75	73	73		0	23	3x25
Fountainbridge/Craiglockhart	Craiglockhart	50	48	41		7	10	2x25
Fountainbridge/Craiglockhart	St Cuthbert's RC	25	25	25	2	0	3	1x25
Fountainbridge/Craiglockhart	Tollcross	50	48	34		14	4	2x25
Inverleith	Blackhall	66	61	47		14		2x25 +1x16/9 comp
Inverleith	Ferryhill	50	48	47		1	13	2x25
Inverleith	Flora Stevenson	90	86	86		0	12	2x25+1x40TT
Inverleith	Stockbridge	50	50	46	1	4	4	2x25
Leith	Hermitage Park	50	42	35		7	0	2x25
Leith	Leith	75	56	53		3		3x25
Leith	St Mary's RC (Leith)	60	57	56		1	1	2x25 +1x10/15 comp
Leith	Victoria	36	34	31		3	6	1x25 +1x11/12 comp
Leith Walk	Broughton	50	48	45		3	4	2x25

Leith Walk	Bun-sgoil Taobh na Pairce	90	89	86		3		2x25+1x40TT
Leith Walk	Leith Walk	50	33	27		6		2x25
Leith Walk	Lorne	50	37	29		8	0	2x25
Liberton/Gilmerton	Craigour Park	90	98	98	2	0	9	2x22+2x23
Liberton/Gilmerton	Gilmerton	60	73	73	1	0	6	1x25+1x35TT
Liberton/Gilmerton	Gracemount	90	86	86		0	14	3x25 +1x15/8 comp
Liberton/Gilmerton	Liberton	60	66	66	1	0	14	1x25+1x35TT
Liberton/Gilmerton	St Catherine's RC	25	25	25	20	0	1	1x25
Liberton/Gilmerton	St John Vianney RC	50	50	50	4	0	2	2x25
Meadows/Morningside	Bruntsfield	99	102	102	1	0	5	2x25+1x40TT +1x9/16 comp
Meadows/Morningside	James Gillespie's	90	86	82		4	11	2x25+1x40TT
Meadows/Morningside	South Morningside	99	106	106	1	0	6	2x25+1x40TT +1x9/16 comp
Meadows/Morningside	St Peter's RC	59	56	48		8	1	2x25 +1x9/16 comp
Pentland Hills	Clovenstone	50	50	50		0	5	2x25
Pentland Hills	Currie	75	72	72		0	7	3x25
Pentland Hills	Dean Park	60	62	62	2	0	5	3x20
Pentland Hills	Juniper Green	60	67	67		0	10	3x20
Pentland Hills	Nether Currie	25	24	15		9	3	1x25
Pentland Hills	Ratho	50	48	48		0	2	2x25
Portobello/Craigmillar	Brunstane	50	48	43		5	2	2x25
Portobello/Craigmillar	Castleview	59	68	68		0	10	2x25 +1x9/16 comp
Portobello/Craigmillar	Newcraighall	25	23	16		7		1x25
Portobello/Craigmillar	Niddrie Mill	50	63	63	3	0	12	2x25
Portobello/Craigmillar	St Francis' RC	32	32	32	12	0	1	1x25 +1x7/18 comp
Portobello/Craigmillar	Towerbank	88	79	67		12		3x25 +1x13/11 comp
Sighthill/Gorgie	Balgreen	60	57	51		6	5	1x25+1x35TT
Sighthill/Gorgie	Broomhouse	45	43	38		5	0	1x25 +1x20/5 comp
Sighthill/Gorgie	Canal View	63	69	69		0	17	2x25 +1x13/12 comp

Sighthill/Gorgie	Dalry	50	41	37		4		2x25
Sighthill/Gorgie	Longstone	50	48	42		6		2x25
Sighthill/Gorgie	Murrayburn	50	52	52		0	21	2x25
Sighthill/Gorgie	Sighthill	50	41	39		2	0	2x25
Sighthill/Gorgie	St Joseph's RC	30	30	30	34	0	1	1x25 +1x5/20 comp
Sighthill/Gorgie	Stenhouse	50	48	46		2	4	2x25
Southside/Newington	Preston Street	38	43	43	2	0	13	1x30TT +1x8/17 comp
Southside/Newington	Prestonfield	25	24	15		9	4	1x25
Southside/Newington	Sciennes	90	89	89		0	16	2x25+1x40TT
	Totals		4703	4444	150	259	430	

BY SCHOOL

Ward (based on location of school)	School	Proposed P1 Intake Limit	Total	Catchment Registered by end Feb)	Catchment TURNED DOWN (on waiting list)	Placing Requests GRANTED	Placing Requests TURNED DOWN (on waiting List)	P1 Class Org
City Centre	Abbeyhill	25	24	21		3	9	1x25
Sighthill/Gorgie	Balgreen	60	57	51		6	5	1x25+1x35TT
Inverleith	Blackhall	66	61	47		14		2x25 +1x16/9 comp
Colinton/Fairmilehead	Bonaly	58	56	56		0	8	2x25 +1x8/17 comp
Sighthill/Gorgie	Broomhouse	45	43	38		5	0	1x25 +1x20/5 comp
Leith Walk	Broughton	50	48	45		3	4	2x25
Portobello/Craigmillar	Brunstane	50	48	43		5	2	2x25
Meadows/Morningside	Bruntsfield	99	102	102	1	0	5	2x25+1x40TT +1x9/16 comp
Colinton/Fairmilehead	Buckstone	66	62	60		2	0	2x25 +1x16/9 comp
Leith Walk	Bun-sgoil Taobh na Pairce	90	89	86		3		2x25+1x40TT
Sighthill/Gorgie	Canal View	63	69	69		0	17	2x25 +1x13/12 comp
Corstorphine/Murrayfield	Carrick Knowe	60	57	54		3	2	3x20
Portobello/Craigmillar	Castleview	59	68	68		0	10	2x25 +1x9/16 comp
Drum Brae/Gyle	Clermiston	60	58	58		0	2	3x20
Pentland Hills	Clovenstone	50	50	50		0	5	2x25
Colinton/Fairmilehead	Colinton	25	24	19		5	5	1x25
Corstorphine/Murrayfield	Corstorphine	75	72	61		11	3	3x25
Craigtinny/Duddingston	Craigtinny	58	51	44		7	0	2x25 +1x8/17 comp
Fountainbridge/Craiglockhart	Craiglockhart	50	48	41		7	10	2x25
Liberton/Gilmerton	Craigour Park	90	98	98	2	0	9	2x22+2x23
Forth	Craigroyston	60	56	52		4	0	3x20
Almond	Cramond	60	62	62		0	6	3x20
Pentland Hills	Currie	75	72	72		0	7	3x25

Almond	Dalmeny	20	11	4		7		1x20/5 comp
Sighthill/Gorgie	Dalry	50	41	37		4		2x25
Almond	Davidson's Mains	85	81	72		9	12	3x25 +1x10/15 comp
Pentland Hills	Dean Park	60	62	62	2	0	5	3x20
Craigentinny/Duddingston	Duddingston	50	48	42		6	18	2x25
Drum Brae/Gyle	East Craigs	75	72	71		1	2	3x25
Almond	Echline	69	49	43		6		2x25 +1x19/6 comp
Inverleith	Ferryhill	50	48	47		1	13	2x25
Inverleith	Flora Stevenson	90	86	86		0	12	2x25+1x40TT
Forth	Forthview	60	62	62	3	0	7	1x25+1x35TT
Drum Brae/Gyle	Fox Covert ND	33	30	30		0	9	2x25 +1x8/17 comp
Liberton/Gilmerton	Gilmerton	60	73	73	1	0	6	1x25+1x35TT
Liberton/Gilmerton	Gracemount	90	86	86		0	14	3x25 +1x15/8 comp
Forth	Granton	99	95	93		2	2	1x25+3x24
Drum Brae/Gyle	Gylemuir	75	74	74		0	4	3x25
Leith	Hermitage Park	50	42	35		7	0	2x25
Almond	Hillwood	20	12	11		1		1x20/5 comp
Forth	Holy Cross RC	30	30	30	20	0	7	1x25 +1x5/20 comp
Meadows/Morningside	James Gillespie's	90	86	82		4	11	2x25+1x40TT
Pentland Hills	Juniper Green	60	67	67		0	10	3x20
Almond	Kirkliston	99	100	100	1	0	2	1x25+3x24
Leith	Leith	75	56	53		3		3x25
Leith Walk	Leith Walk	50	33	27		6		2x25
Liberton/Gilmerton	Liberton	60	66	66	1	0	14	1x25+1x35TT
Sighthill/Gorgie	Longstone	50	48	42		6		2x25
Leith Walk	Lorne	50	37	29		8	0	2x25
Sighthill/Gorgie	Murrayburn	50	52	52		0	21	2x25
Pentland Hills	Nether Currie	25	24	15		9	3	1x25
Portobello/Craigmillar	Newcraighall	25	23	16		7		1x25

Portobello/Craigmillar	Niddrie Mill	50	63	63	3	0	12	2x25
Colinton/Fairmilehead	Oxgangs	60	56	49		7	0	3x20
Craigentinny/Duddingston	Parsons Green	50	47	43		4	0	2x25
Colinton/Fairmilehead	Pentland	60	59	59		0	4	3x20
Forth	Pirniehall	50	41	23		18		2x25
Southside/Newington	Preston Street	38	43	43	2	0	13	1x30TT +1x8/17 comp
Southside/Newington	Prestonfield	25	24	15		9	4	1x25
Almond	Queensferry	88	76	76		0		2x25+1x38TT
Pentland Hills	Ratho	50	48	48		0	2	2x25
Corstorphine/Murrayfield	Roseburn	30	34	34		0	3	1x25 +1x5/20 comp
City Centre	Royal Mile	25	24	21		3	0	1x25
Southside/Newington	Sciennes	90	89	89		0	16	2x25+1x40TT
Sighthill/Gorgie	Sighthill	50	41	39		2	0	2x25
Meadows/Morningside	South Morningside	99	106	106	1	0	6	2x25+1x40TT +1x9/16 comp
Drum Brae/Gyle	St Andrew's Fox Covert RC	25	25	25	5	0		1x25
Liberton/Gilmerton	St Catherine's RC	25	25	25	20	0	1	1x25
Fountainbridge/Craiglockhart	St Cuthbert's RC	25	25	25	2	0	3	1x25
Forth	St David's RC	57	57	57	6	0		2x25 +1x7/18 comp
Portobello/Craigmillar	St Francis' RC	32	32	32	12	0	1	1x25 +1x7/18 comp
Liberton/Gilmerton	St John Vianney RC	50	50	50	4	0	2	2x25
Craigentinny/Duddingston	St John's RC	50	50	50	18	0	13	2x25
Sighthill/Gorgie	St Joseph's RC	30	30	30	34	0	1	1x25 +1x5/20 comp
Almond	St Margaret's RC	25	17	16		1		1x25
Colinton/Fairmilehead	St Mark's RC	31	26	26		0		1x25 +1x6/19 comp
City Centre	St Mary's RC (Edin.)	33	33	33	5	0	5	1x25 +1x8/17 comp
Leith	St Mary's RC (Leith)	60	57	56		1	1	2x25 +1x10/15 comp
Craigentinny/Duddingston	St Ninian's RC	34	34	34	6	0	1	1x25 +1x11/14 comp
Meadows/Morningside	St Peter's RC	59	56	48		8	1	2x25 +1x9/16 comp
Sighthill/Gorgie	Stenhouse	50	48	46		2	4	2x25

Inverleith	Stockbridge	50	50	46	1	4	4	2x25
Craigtinny/Duddingston	The Royal High	50	48	43		5	11	2x25
Fountainbridge/Craiglockhart	Tollcross	50	48	34		14	4	2x25
Portobello/Craigmillar	Towerbank	88	79	67		12		3x25 +1x13/11 comp
Forth	Trinity	90	86	85		1	8	2x25+1x40TT
Leith	Victoria	36	34	31		3	6	1x25 +1x11/12 comp
Forth	Wardie	75	73	73		0	23	3x25
	Totals		4703	4444	150	259	430	

QUESTION NO 8

**By Councillor Jim Campbell for
answer by the Convener of the
Finance and Resources Committee at
a meeting of the Council on 2 May
2019**

We were told that the CLT away day on 10th April was focused on delivering the 2019/20 budget and first phase of the change strategy. Apparently, when you include pressures, the council needs to save over £1m a week.

Question (1) Is this a figure the Convener recognises?

Answer (1) As a total, yes.

Question (2) What is the value of the savings the Convener has agreed to in the 4 weeks since the start of the financial year?

Answer (2) Savings are being profiled on a quarterly basis and for Quarter 1 of 2019/20, savings of £12.7m have been forecast against full-year approved savings of £39.3m.

The remainder of the saving requirement reflects residual pressures within services totalling £8.8m and further required savings across the Edinburgh Integration Joint Board partners in 2019/20.

The Revenue Budget Framework 2019-24 – Progress Update reported to Finance and Resources Committee on 23 May 2019 will provide additional information.

**Supplementary
Question**

Thank you and I thank the Convener for his answer. Can the Convener confirm that education as our biggest single item of expenditure, about 40% of the Council budget that regrettably we have to find cuts in that budget of the order of £20 million over the year.

**Supplementary
Answer**

I thank Councillor Campbell for his question. No decisions have been taken about how the budget is going to be shaped for the coming financial year and I think it's far too early for us to come to any conclusions about that. I think it's fairly clear that though the overall you look at the extent of savings which are required that we'll have to look at all areas of the Council's budget. That should not lead anyone to conclude that any sums or reductions will fall to any particular part of the Council's budget but nevertheless we do have to consider the Council's budget as a whole in order to meet our legal requirement to balance the budget overall. But I would say about some of the other figures is the £13.8m figure which we have set as a saving overall against the IJB, the figure's £13.9m, and I am quite confident that the NHS will contribute to that and that sum will not entirely fall to the Council by any means and also the figure of £8.8m that's provided in the answer on residual pressures for which offsetting savings are required to be identified. I also expect that officers will manage that sum down in the course of the year.

QUESTION NO 9

By Councillor Laidlaw for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 2 May 2019

- Question** (1) What work is the Council doing to assess the impact of section four of the Transport (Scotland) Bill, in which the Scottish Government agreed in principle to a nationwide pavement parking ban?
- Answer** (1) The Transport Bill is still subject to change as it is currently working its way through parliament. Locally, officers have started to identify streets where footway parking may be an issue. Until the final Bill is approved by the Scottish Parliament, we cannot formulate an Edinburgh-specific analysis and response.
- Question** (2) How will this be enforced in areas, like central Portobello, where pavement parking is the norm in a number of streets?
- Answer** (2) Enforcement plans will be developed once the final Bill is approved.
- Supplementary Question** I thank the Convener for her answer and understand that the Transport Bill has not progressed quite as far as I thought it might have. I did wonder if the Convener agrees that the Council should be addressing the issue of footway parking given our commitments to more accessibility in line with the A board ban for example?
- Supplementary Answer** I wish I had some of the powers under my gift believe me Councillor Laidlaw. I think we do have to wait for the Transport Bill, we have to look at a lot of aspects of transport policy and particularly in terms of legalities etc etc, we clearly have to look at a degree of continuity between what happens here within the City and elsewhere within the in the country, and that it's important and appropriate that we do that through the auspices of the Transport Bill We have of course made representations about what we are

looking for as a city. I think however this is an very useful opportunity and I'm glad that you brought this forward around this question of pavement parking, because I think I'd make a bit of a plea, because it doesn't necessarily require legal frameworks to stop it, what it requires is a change in driver behaviour, and we see only too often in this city people taking selfish, sometimes to be fair short term actions it's the "I will only be 5 minutes" syndrome. The great problem with that is that those five minutes of selfish behaviour can produce enormous congestion issues, we see it time and time again with bus priority being ruined by somebody deciding to park in a bus lane. We see it time and time again where people are not able to pass safely on a pavement whether that's through somebody with mobility issues, sight impairment or pushing a buggy. All of those issues are very real in the city and I really wish that there was a greater degree of personal responsibility around this on the part of some of the drivers who reside and who visit this city. Having said that let's wait for the Transport Bill and as soon as we have those powers will be enacting them, thank you.

QUESTION NO 10

**By Councillor Rust for answer by the
Convener of the Culture and
Communities Committee at a
meeting of the Council on 2 May 2019**

Question (1) What representations have been made by the Council including communication between the Convener and Police Scotland in relation to community policing in the city following the February budget cut by the Administration?

Answer (1) The Service Level Agreement is currently under revision to reflect and refine recent changes. Initial discussions have taken place with Police Scotland representatives in order to revise the SLA accordingly. Once agreement has been reached, the SLA will be presented to the Culture and Communities Committee in June for consideration.

Question (2) When will communities be advised as to the impact of the budget cut on community police officer numbers in the city?

Answer (2) A Communication Plan will be developed as part of the SLA for all local Community Councils and Councillors and be distributed following committee approval. Communication will also be distributed via social media.

Supplementary Question Thank you Lord Provost and I thank the Convener for his answer. A number of colleagues have been advised by Police Scotland of a reduction in numbers of community police officers in their local areas following February's budget cut by the Administration. I'm not going to cause alarm by citing those figures now but I'm happy to provide the Convener with with these figures after the meeting.

Given this, does the Convener appreciate the urgency of the situation and recognise that councillors are required to be formally informed prior to June's public meeting at which time there will be much Community Council and resident interest to which we as elected members will be expected to respond?

**Supplementary
Answer**

I thank Councillor Rust for the question and would say yes I do understand that need and part of the problem here is that until this thing is agreed it is a draft and is subject to further negotiation. We have been meeting with the police and are meeting with the police again indeed next week to finalise the arrangements for the partnership agreement and there has been an issue with information and communications in the lead-up to that being frankly wrong so what I would urge people to wait for the finalised partnership agreement, which we are very close to agreeing with Police Scotland, and to come forward. But I will undertake to make sure that the house is kept completely informed on what are the major tenets of that as we go forward and what will be the priority. Obviously we're looking at exactly what the SLA covers and what is our priority and I don't think I given anything away to say that our priority would be community policing and how that is covered across the city. However, I understand the issue and will undertake to keep parties informed as we go towards June when we will finally agree this.

QUESTION NO 11

**By Councillor Lang for answer by the
Convener of the Transport and
Environment Committee at a meeting
of the Council on 2 May 2019**

Question

When will the accessibility of the footway on Craigoyston Place be addressed following the concerns raised with the locality team on 7 March?

Answer

The report of overgrown shrubs on Craigoyston Place was received from Councillor Lang on 7 March 2019. The Local Roads Inspector visited the site shortly after and identified the area of footpath affected was adjacent to a private shrub bed which the residents are responsible for maintaining. It is anticipated that these overgrown shrubs will be cut back by mid May 2019.

QUESTION NO 12

By Councillor Lang for answer by the Convener of the Housing and Economy Committee at a meeting of the Council on 2 May 2019

Question

Section 5 of the Council's Economy Strategy includes a commitment to consult on the relaunch of the Edinburgh Business Forum. What progress has been made on this since the strategy was approved 11 months ago?

Answer

Meetings of the Edinburgh Business Forum were suspended to await the creation of a Regional Enterprise Council arising from the Edinburgh and South East Scotland City Region Deal.

An annual report on the Economy Strategy will be presented to Housing and Economy Committee on 6 June 2019 with proposals to establish an Economic Advisory panel for the city.

Supplementary Question

Again I thank the Convener for the answer but it has left me slightly confused. A year ago the Housing and Economy Committee, which both of us sit on, approved the Economy Strategy which included a specific commitment to consult on the relaunch of the Edinburgh Business Forum. So, a year on, has any consultation actually been carried out and has this new economic advisory panel arisen because of that consultation, and if so, who specifically was consulted?

Supplementary Answer

I thank Councillor Lang for his question. We're lucky in Edinburgh to have a diverse and thriving economy and we do need to work with businesses to keep it that way and that includes addressing things like inequality and skills development at the living wage. So I have continued to have engagement with businesses throughout this time, individual businesses and also with bodies representing groups of businesses. So we are announcing plans for a formal arrangement which I do think needs to be put in place. That is going to be slightly different from the

business forum and I think that has not been running for the last two years I think probably there is a slightly different approach that we can take. As I said there will be a report, it's part of the economic strategy coming to Committee in June and I'm happy to discuss it with him in advance of that Committee.

QUESTION NO 13

**By Councillor Lang for answer by the
Convener of the Housing and
Economy Committee at a meeting of
the Council on 2 May 2019**

Question (1) How many tenants have made requests for repairs to their Council properties in each of the last five years, broken down by ward?

Answer (1) This information is not currently available on a ward basis. However, the information below provides the number of requests city wide in each of the last 5 years.

2014/15	105,068
2015/16	111,106
2016/17	90,751
2017/18	92,165
2018/19	101,669

Question (2) How many of these requests have come through a) the dedicated repairs direct telephone number, b) via the repairs direct email address and c) via the online repair form?

Answer (2) The information below shows customer enquiries which include repair requests and the form in which these were received. The information on calls and email requests is not available for 2019 and an online form has only been available since the beginning of April 2019.

Year	Calls to Repairs Direct	Email Requests	Online Forms
2014	129,795	7,810	N/A
2015	127,256	8,756	N/A
2016	128,500	10,252	N/A
2017	105,817	11,360	N/A
2018	112,529	13,208	N/A
April 2019	N/A	N/A	545

Question (3) What performance target exists for the Council to respond to tenant requests for repair work and how does current performance compare to those targets?

Answer (3) Performance to 1 April 2018 to 28 February 2019

	Operational Target	Performance
Initial Appointment in 5 days	92%	80%
Responsive repairs on time	99%	88%
Appointments kept	99%	87%

Question (4) How many repair requests are currently outstanding, broken down by ward and, of these, how many are a) more than one month outstanding and b) more than three months outstanding?

Answer (4) This information is not currently available. It is estimated that, city wide, around 3,700 repairs are currently open. The Council's ICT systems are in the process of being replaced and this functionality will be developed in the new system.

Question (5) Does the Council have a process for proactively seeking out feedback from tenants on their level of satisfaction with repair work after it is carried out?

Answer (5) A feedback survey of a sample of tenants who have had a repair carried out in the previous four weeks is carried out each month.

Regular inspections of repairs related services are carried out by tenants through a programme known as Tenant Led Inspections.

Tenants' views are sought each year regarding the repairs services through a comprehensive survey, focus groups and meetings with stakeholders. The results of this feedback are reported to Committee and Council as part of the budget and service planning process.

Tenants who have complained about aspects of the service are invited to quarterly workshops.

Quarterly meetings are also held with Edinburgh Tenants Federation and feedback received.

Regular estate walkabouts are carried out by Housing Officers and tenants.

Question (6) Will the Convener investigate the feasibility of creating a dedicated email account for elected members to raise issues in relation to outstanding council housing repairs, similar to what already exists for waste collection, planning and transport matters?

Answer (6) Yes. Members will be advised shortly of arrangements for a dedicated email account.

Supplementary Question Thank you Lord Provost. Firstly can I say how much I welcome the Convener's agreement to create a dedicated e-mail address for councillors to raise issues with delays to housing repairs. I think that's a very helpful step forward for us to act on behalf of our constituents. However, does she recognise that the figures which have been provided to me today, show a three year high when it comes to reported faults and repair work, and repair times which are falling significantly short of the Council's performance target? I know I am not the only Councillor who has constituents who feel like requests for repair work go into, as one constituent put to me, a big black hole. So what is she going to do to turn this situation around?

Supplementary Answer Again I thank Councillor Lang for his question. I am concerned about the rates that we've seen in terms of repairs in meeting our targets and getting services right for tenants around, I mean all services, but particularly around repairs, is an absolute priority, and as Councillor Lang will be aware because he is a diligent and conscientious councillor who always reads his papers, he will have seen the report that was part of the HRA budget strategy that went to Finance and Resources Committee and was at full Council in February and also the subsequent report on the HRA capital programme that was at Housing and Economy

Committee in March. Both of these set out the issues that we are facing and the actions that we're already taking but also the actions that we will be taking and there is quite a detailed plan over three years. So the short term actions include things like duty housing officers within locality offices, a Performance Officer role in the contact centre and online repairs reporting. These things are already happening and we've got a very detailed plan which will be looking at some of the bigger issues around systems change, ICT service redesign. There's four and a half million pounds that was in the HRA budget to deal with these issues and it will be a very detailed piece of work with research benchmarking, best practice and crucially I think tenant participation and stakeholder engagement to make sure that we shape the service that tenants need. As I said it will be a three year programme, it's going to be reported as he will know from the reports, every six months to Housing and Economy Committee and we have that report coming to the next Committee in June. Again I would be very happy to discuss in more detail, perhaps arrange a briefing in advance of that Committee.

QUESTION NO 14

**By Councillor Staniforth for answer
by the Convener of the Transport and
Environment Committee at a meeting
of the Council on 2 May 2019**

Question (1) For residents who wish to opt in to the garden waste collection scheme why can they only sign up during specific limited periods?

Answer (1) The forthcoming 'Review of Chargeable Garden Waste Policy' report, which will be presented to the next Transport and Environment Committee on 16th May 2019, sets out detailed information around the garden waste collection scheme.

If the system allowed for registration to be undertaken all year round it would potentially result in constant service rerouting and collection days being changed on a regular basis, which in turn would lead to a poor customer experience. Having defined registration windows reflects useful feedback from other local authorities who implemented their garden waste schemes ahead of us.

Question (2) What arrangements are in place for residents who move into an area where garden waste collection operates where that move takes place outside the sign up window?

Answer (2) The Council's website allows people register to receive an email reminder which will notify them of the next sign up period. The Council also offers garden waste disposal at household waste recycling centres and through the Special Uplift service.

Question (3) What arrangements are in place to allow residents to sign up outside the window where they have been faced with repeated service failure when trying to sign up?

Answer (3) None - see above.

Question (4) Is it the case that the previous sign up window was 4th February – 9th February? If so why is the sign-up window so small given that a single week might be when someone is away, has lost internet access, is unwell etc.?

Answer (4) This was the third and final sign up period until the next main registration window planned this summer, and was intended to provide an opportunity to register for those who had recently moved to the area. Otherwise the time to sign up would have been during the main registration window, which ran for 6 weeks last summer.

Question (5) Is it the case that next sign up window is July 2019? If so, what are residents who want to sign up but can't meant to do with garden waste meantime?

Answer (5) The Council offers garden waste disposal at household waste recycling centres and through the Special Uplift service.

Question (6) When does the service plan to operate continuous sign-up?

Answer (6) There are currently no plans to do so. This builds on experience and feedback from other local authorities.

Supplementary Question Thank you Lord Provost, I thank the Convener for her answers, but something does puzzle me. Judging by the Convener's answers, the reason we cannot do continuous sign up for garden waste collection is that it would potentially necessitate changes of routes. However I am given to understand that if someone who has already paid for the service moves house, we can accommodate that. So why can we accommodate people moving house within Edinburgh which may necessitate a change of routes, but not continuous sign up, especially for those people whose failure to sign up is no fault of their own but owing to an error in our systems when they attempted to sign up within the window?

Supplementary Answer Thank you Councillor Staniforth. I do appreciate that this has been quite a change for both residents and the Council in terms of introducing this waste service. We're seeing fewer and fewer people sign up within the revised sign up periods simply due to the fact that more and more people

are signed up. However it does not take into account those people who are coming new to the service for whatever reason.

The reason why we are able to accommodate those who have already signed up but are moving house within Edinburgh is quite simply that we have an ongoing contract obviously with them and we have to provide that continual service. We think that the numbers that fall into that category will be relatively low and that will then allow us to do that. When it comes to new signups, the decision to go with periods of sign up, and I appreciate exactly what you're saying about people who may have difficulty with registration so we've tried to make it as easy as we possibly can. This is based on consistent feedback from other local authorities who are undertaking this because of this concern. I don't think we should underestimate what happens when we have to re-route, it's a major change for the service and it can in fact then result in serious customer dissatisfaction for those people who are already on that route where we have to notify them of changes of days for example etc etc. So, we are working hard to try and avoid a number of potential consequential issues that would arise from that. We are obviously offering the chance for people who fall into the categories you are talking about, those who want to sign up but who can't, there is a possibility they can sign up for an alert to the next sign-up period to ensure that they don't run the risk of missing that, but we cannot legislate for every single aspect of it. I would however like to make this point, our garden service has delivered enormously for this Council, we had a target of 57,000 if my memory is correct, household signing up for that, we currently have 74,000 signed up for this. It is a signifier that we did get the right decision and that we have progressed on it. Other Councils are coming in behind us, Midlothian moved after we did to introduce exactly the same charge, Aberdeen have just announced charging, both instances at considerably more than we are charging for that service.

I appreciate it is new, the city has to get used to it and there will always be anomalies around that kind of system and we are working as hard as we can to accommodate those, thank you.

QUESTION NO 15

**By Councillor Jim Campbell for
answer by the Convener of the
Education, Children and Families
Committee at a meeting of the
Council on 2 May 2019**

Question (1) Can the Convener confirm how the efficiency target to save 1.5% relative to the 2018/19 budget will impact on the devolved budgets of individual schools?

Answer (1) There have been no decisions made on how any savings would be applied to a particular service area, the target applies across the Council. The council protected funding dedicated to tackling poverty and inclusion in setting the 19/20 budget. The coalition remains committed to prioritising these areas and will explore all available options. We are working on how these options would be managed and any decision will be reported back to the appropriate Committee for that service area.

Question (2) Have school Head Teachers been advised of any efficiencies savings they will need to accommodate and if so, when?

Answer (2) As above.

Question (3) Are any areas of ECF service delivery exempt from this savings target?

Answer (3) As above.

Supplementary Question Thank you Lord Provost, I thank the Convener for his answer. I am sure we are all looking forward to the summer break and the return of schools in August.

Will the Convener commit to ensuring that head teachers are informed of any savings that have to be made from devolved budgets, or not, before the break up this term?

Supplementary Answer Thank you for your supplementary question and the answer is yes.

QUESTION NO 16

**By Councillor Main for answer by the
Leader of the Council at a meeting of
the Council on 2 May 2019**

On 8th April the UK Government instructed Returning Officers across the UK to post a notice of Election for the European Elections on 23rd May 2019. Therefore Council resources, which are used to plan and run the elections, have now been committed.

Question (1) How many Council staff have and will be seconded from their normal work to plan and deliver the election, staff the polling places and take part in the count, and what are the associated costs?.

Answer (1) There are 12 council officers who have been seconded to the election team on either a part or full-time basis to plan and deliver the European Parliamentary Elections. This is a smaller team than usual. The count is on Sunday 26th May so council staff working there will not be taken from their normal duties. Around 60 staff will be needed for the two weeks prior to the poll to open and process postal votes. There will be around 600 polling staff on 23 May but the majority of these are not council employees. Any council staff working on polling are traditionally given special leave to work on polls.

Question (2) What is the estimated total cost of delivering the European election in Edinburgh, including staff resources?

Answer (2) There will be a "Fees and Charges" order made by the UK government which will allocate a Maximum Recoverable Amount (MRA) to the Returning Officer for the City of Edinburgh Local Counting Area. Qualifying costs incurred in delivering the election will be reclaimed from the government up to this amount. These costs include for example the printing of poll cards, ballot papers and postal vote packs, the hire of venues and the payment to polling and count staff. The final figures are not yet published but would be likely to be around £1 million. Some costs cannot be reclaimed against this amount, for example office accommodation for the election team, the salary costs of the

election team and the ICT resources used. For those costs the council in effect subsidises the delivery of national electoral events.

**Supplementary
Question**

Thank you Lord Provost and I thank the Leader for his response. I wonder if he could clarify and that once the 1,200 staff have been hired in Edinburgh alone and the costs of, most the cost of £1m have been incurred, what would be the repercussions were there a last minute cancellation by the UK's Tory Government and what would that mean for the Council, would it be left out of pocket?

**Supplementary
Answer**

Thanks for the supplementary. My understanding of the process is that the Home Office has made funding available irrespective of whether the election happens or not so, although in the answer I articulate some of the ways that the Council was already out of pocket and running the elections team and running the election for the city, we will not be under any additional financial strain by the cancelling. Of course as a democrat and a pro-European I would obviously not want these elections to be cancelled.

QUESTION NO 17

**By Councillor Booth for answer by
the Convener of the Transport and
Environment Committee at a meeting
of the Council on 2 May 2019**

Question

Please will the Convener outline whether the bustracker system is able to display information about the availability of wheelchair and/or childrens' buggy spaces on buses, and if not whether that functionality could be retrofitted?

Answer

The Bustracker system cannot display the availability of wheelchair and/or children's buggy spaces and this functionality cannot be retrofitted.

The existing Bustracker system will shortly be renewed. Officers will work with the bus operators to consider whether information can be accurately communicated to allow the system to be developed to display this information in future.

APPENDIX 2

(As referred to in Act of Council No 4 of 2 May 2019)

APPOINTMENTS FOR 2019/2020

CONVENERS AND VICE CONVENERS OF COMMITTEES

EXECUTIVE COMMITTEES		
Corporate Policy and Strategy	Convener: Vice-Convener:	Councillor McVey Councillor Day
Culture and Communities	Convener: Vice-Convener:	Councillor Wilson Councillor McNeese- Mechan
Education, Children and Families	Convener: Vice-Convener:	Councillor Perry Councillor Dickie
Housing and Economy	Convener: Vice-Convener:	Councillor Kate Campbell Councillor Watt
Finance and Resources	Convener: Vice-Convener:	Councillor Rankin Councillor Cameron
Transport and Environment	Convener: Vice Convener:	Councillor Macinnes Councillor Doran
OTHER COMMITTEES		
Governance, Risk and Best Value	Convener:	Councillor Mowat Councillor Main
Leadership Advisory Panel	Convener:	Councillor McVey
Pensions	Convener:	Councillor Rankin
Planning/Development Management Sub	Convener: Vice-Convener:	Councillor Gardiner Councillor Child
Regulatory/Licensing Sub	Convener:	Councillor Fullerton
Committee on the Jean F Watson Bequest	Convener:	Councillor Fullerton

APPEALS		
Committee on Discretionary Rating Appeals	Convener:	Councillor Rankin
Personnel Appeals Committee	Convener:	Councillor McNeese-Mechan
Committee on Pupil/Student Support	Convener:	Councillor Perry
Placing in Schools Appeals		Independent Chairperson
RECRUITMENT		
Recruitment Committee	Convener:	Council Leader

APPENDIX 3

(As referred to in Act of Council No 4 of 2 May 2019)

APPOINTMENTS FOR 2019/2020

MEMBERSHIP OF COMMITTEES, BOARDS AND JOINT BOARDS

EXECUTIVE COMMITTEES	
Corporate, Policy and Strategy Committee (11 members:- 3SNP, 3C, 2L, 2G, 1SLD)	
Councillor McVey (Convener) Councillor Macinnes Councillor Rankin Councillor Jim Campbell Councillor Doggart Councillor Whyte	Councillor Day (Vice Convener) Councillor Perry Councillor Booth Councillor Main Councillor Aldridge
Culture and Communities Committee (11 members:- 3SNP, 3C, 2L, 2G, 1SLD)	
Councillor Ian Campbell Councillor Howie Councillor McNeese-Mechan (Vice Convener) Councillor Brown Councillor Doggart Councillor Mitchell	Councillor Doran Councillor Wilson (Convener) Councillor Miller Councillor Rae Councillor Osler
Education, Children and Families Committee (11 members:- 3SNP, 3C, 2L, 2G, 1SLD)	
Councillor Dickie (Vice Convener) Councillor Bird Councillor Key Councillor Laidlaw Councillor Rust Councillor Smith	Councillor Griffiths Councillor Perry (Convener) Councillor Mary Campbell Councillor Corbett Councillor Young
Added Members for Education Matters	
Dr Rita Welsh (Church of Scotland) Rabbi David Rose	Monsignor Anthony Duffy (Roman Catholic Church of Scotland) Alexander Ramage (non-voting)

Finance and Resources Committee (11 members:- 3 SNP, 3C, 2L, 2G, 1SLD)	
Councillor Gordon Councillor Munn Councillor Rankin (Convener) Councillor Hutchison Councillor Johnston Councillor Whyte	Councillor Cameron (Vice Convener) Councillor Child Councillor Corbett Councillor Miller Councillor Neil Ross
Housing and Economy Committee (11 members:- 3SNP, 3C, 2L, 2G, 1SLD)	
Councillor Kate Campbell(Convener) Councillor Key Councillor Work Councillor Jim Campbell Councillor McLellan Councillor Rose	Councillor Munro Councillor Watt (Vice Convener) Councillor Miller Councillor Rae Councillor Lang
Transport and Environment Committee (11 members:- 3 SNP, 3C, 2L, 2G, 1SLD)	
Councillor Bird Councillor Key Councillor Macinnes (Convener) Councillor Bruce Councillor Cook Councillor Douglas	Councillor Arthur Councillor Doran (Vice Convener) Councillor Booth Councillor Burgess Councillor Gloyer
Other Committees	
Governance, Risk and Best Value Committee (11 members:- 3 SNP, 3C, 2L, 2G, 1SLD)	
Councillor Bird Councillor Kate Campbell Councillor Work Councillor Jim Campbell Councillor Doggart Councillor Mowat (Convener)	Councillor Munro Councillor Watt Councillor Main (Vice Convener) Councillor Rae Councillor Lang

Pensions Committee (5 members –1SNP, 1C, 1L, 1G, 1SLD)	
Councillor Rankin (Convener) Councillor Rose Councillor Child	Councillor Miller Councillor Neil Ross
External Members	
John Anzani	Richard Lamont
Planning Committee and Development Management Sub-Committee (11 members:- 3 SNP, 3C, 2L, 2G, 1SLD)	
Councillor Gardiner (Convener) Councillor Gordon Councillor Munn Councillor McLellan Councillor Mitchell Councillor Mowat	Councillor Child (Vice-Convener) Councillor Griffiths Councillor Booth Councillor Staniforth Councillor Osler
Planning Local Review Body All members of the Planning Committee (other than its Convener) comprising two panels of five.	
Panel 1 (5 members)	
Councillor Gordon Councillor Griffiths Councillor Mitchell	Councillor Mowat Councillor Staniforth
Panel 2 (5 members)	
Councillor Booth Councillor Child Councillor McLellan	Councillor Munn Councillor Osler
Regulatory Committee and Licensing Sub-Committee (9 members:- 3SNP, 2C, 2L, 1G, 1SLD)	
Councillor Dixon Councillor Fullerton (Convener) Councillor Howie Councillor Mitchell Councillor Rose	Councillor Arthur Councillor Wilson Councillor Burgess Councillor Neil Ross

Leadership Advisory Panel (5 members of the Council plus 3 statutory representatives, appointed by the committee dealing with education, when considering education business)	
Leader of the Council (Convener) Deputy Leader of the Council Conservative Group Leader	Green Group Leader Scottish Liberal Democrat Group Leader
Administration of Trust Funds	
Committee on the Jean F Watson Bequest (8 members - 2SNP, 2C, 2L, 1G, 1SLD) plus one nominee of Friends of the City Arts Centre and two nominees of Executive Director of Resources	
Councillor Fullerton (Convener) Councillor McNeese-Mechan Councillor Mitchell Councillor Mowat	Councillor Doran Councillor Munro Councillor Rae Councillor Aldridge
Reviews and Appeals	
Committee on Discretionary Rating Relief Appeals (5 members –1SNP, 1C, 1L, 1G, 1SLD)	
Councillor Rankin (Convener) Councillor Hutchison Councillor Day	Councillor Booth Councillor Gloyer
Personnel Appeals Committee (9 members – 3SNP, 2C, 2L, 1G, 1SLD)	
Councillor Bird Councillor McNeese-Mechan (Convener) Councillor Jim Campbell Councillor Rose Councillor Webber	Councillor Cameron Councillor Doran Councillor Rae Councillor Lang
Committee on Pupil Student Support (5 members and one religious representative –1SNP, 1C, 1L, 1G, 1SLD)	
Councillor Perry (Convener) Councillor Smith Councillor Dickie	Councillor Mary Campbell Councillor Young

Placing in Schools Appeal Committee

(3 persons drawn from three Panels as described in Committee Terms of Reference and Delegated Functions no.17)

Panel 1 – All members of Council and religious representatives on the committee dealing with education business

Recruitment Committee

Leader of Council (Convener), Deputy Leader of the Council, Convener of the Finance and Resources Committee and the appropriate Executive Committee Convener and relevant opposition spokespersons (or nominees)

APPENDIX 4

(As referred to in Act of Council No 4 of 2 May 2019)

APPOINTMENTS FOR 2019/2020

JOINT COMMITTEES AND BOARDS, THE LICENSING BOARD

Lothian Valuation Joint Board/Lothian Electoral Joint Committee (9 members – 3SNP, 2C, 2L, 1G, 1SLD)	
Councillor Gordon Councillor Key (Convener) Councillor Work Councillor Doggart Councillor Rust	Councillor Doran Councillor Henderson Councillor Booth Councillor Gloyer
Licensing Board (10 members)	
Councillor Howie Councillor Key Councillor Work (Convener) Councillor Cook Councillor Laidlaw	Councillor Mowat Councillor Cameron Councillor Day Councillor Mary Campbell Councillor Gloyer
Integration Joint Board (5 members)	
Councillor Aldridge Councillor Gordon Councillor Henderson (Vice-Chair with effect from 21 June 2019)	Councillor Main Councillor Webber
Integrated Children's Services Joint Board (Appointed March 2018) (3 members)	
Councillor Dickie Councillor Laidlaw	Councillor Perry

Edinburgh and South East of Scotland City Region Deal Joint Committee (1 member)	
Councillor McVey	
SEStran (South East of Scotland Regional Transport Partnership) (5 members – 2SNP, 1C, 1L, 1G)	
Councillor Key Councillor Macinnes Councillor Cook	Councillor Doran Councillor Booth
SESPlan Joint Committee (South East Scotland Regional Joint Committee – Planning) (2 members)	
Councillor Gardiner	Councillor Child
Shadow Joint Committee for Collaborative Road Services	
Substantive Member Councillor Macinnes	Substitute Member Councillor Doran
Hawes/Longcraig Piers User Committee (2 members)	
Councillor Work	Councillor Hutchison
Pentland Hills Regional Park Joint Committee (3 members)	
Councillor Gardiner Councillor Henderson	Councillor Bruce
Pentland Hills Regional Park Consultative Forum (2 members)	
Councillor Gardiner	Councillor Henderson

APPENDIX 5

(As referred to in Act of Council No 4 of 2 May 2019)

APPOINTMENTS FOR 2019/2020

CHAMPIONS

Active Travel Champion	Child
Built Environment and Sustainability Champion	Councillor Gordon
Canal Champion	Councillor Corbett
Carers Champion	Councillor Griffiths
Child Poverty Champion	Councillor Day
Equalities Champion	Councillor Gordon
Festivals Champions	Councillors Wilson and McNeese-Mechan
Gaelic Champion	Councillor Dickie
Homelessness Champion	Councillor Kate Campbell
Small Business Champion	Councillor Cameron
Veterans Champion	Lord Provost
Volunteering Ambassador	Lord Provost
Young People's Champion	Councillor Bird

Item no 5.1

QUESTION NO 1

By Councillor Miller for answer by the Leader of the Council at a meeting of the Council on 30 May 2019

Question

For each project in this local authority which is receiving funding through the City Region Deal, what will the measurable contribution be towards meeting climate targets?

Answer

Item no 5.2

QUESTION NO 2

By Councillor Bruce for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 30 May 2019

Question (1) Are records kept of the number of plant failures at Council Recycling Centres across the city?

Answer (1)

Question (2) Over the last five years, by year, how often has each centre had to cease normal public service due to:

- a. plant failure?
- b. staff shortages?
- c. any other reason?

Answer (2)

Question (3) What communication strategy is in place to inform the public when then recycling centre becomes inoperative?

Answer (3)

Question (4) Is there a plant servicing agreement for all three recycling centres and can you confirm servicing is carried out in-line with this agreement?

Answer (4)

Question (5) What contingency arrangements are in place in the event of plant failures?

Answer (5)

Question (6) What changes have there been to Council Recycling Centre opening hours, if any, over the last year?

Answer (6)

Question (7) What is the Convener doing to ensure Recycling Centres are available to residents in the most accessible way to aid recycling?

Answer

(7)

Item no 5.3

QUESTION NO 3

**By Councillor Rose for answer by the
Convener of the Transport and
Environment Committee at a meeting
of the Council on 30 May 2019**

Question **(1)** In wards with high numbers of residential students, at times of the year when the volume of waste is increased as students are

a) settling into and furnishing their accommodation?

b) leaving and clearing their accommodation?

Answer **(1)**

Question **(2)** What arrangements are in place to increase collections of waste?

Answer **(2)**

Item no 5.4

QUESTION NO 4

**By Councillor Jim Campbell for
answer by the Leader of the Council
at a meeting of the Council on 30
May 2019**

Question

The Leader may be aware of some disquiet in the development community regarding what they perceive as a lack of precision when contrasting advice given to them and subsequent commentary contained in reports or made in person to the Development Management Sub Committee.

If any such concern were evidenced through appeals to the Scottish Reporter, would the Leader agree that it would reflect poorly on the culture of the Planning Service?

Answer

Item no 5.5

QUESTION NO 5

**By Councillor Jim Campbell for
answer by the Convener of the
Transport and Environment
Committee at a meeting of the
Council on 30 May 2019**

Question **(1)** What is the book value of private number plates owned by Lothian Buses, or any subsidiary organisations?

Answer **(1)**

Question **(2)** What is the estimated market value of these private number plates?

Answer **(2)**

Question **(3)** Are the purchase of private number plates subject to any oversight by Transport for Edinburgh?

Answer **(3)**

Item no 5.6

QUESTION NO 6

By Councillor Lang for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 30 May 2019

Question (1) How many on-street public waste bins are there in the city, broken down by ward.?

Answer (1)

Question (2) How does this number compare to:

(a) 2014; and

(b) 2009?

Answer (2)

Question (3) How many Council maintained waste bins are located in public parks, broken down by ward?

Answer (3)

Question (4) How does this number compare to:

(a) 2014; and

(b) 2009?

Answer (4)

Item no 5.7

QUESTION NO 7

By Councillor Lang for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 30 May 2019

Question

Further to question 5.2 at the 14 March 2019 meeting of the Council, has she received a response from the Cabinet Secretary for Transport, Infrastructure and Connectivity to her letter of 18 December 2018 on fixed penalty notices against utility companies?

Answer

Item no 5.8

QUESTION NO 8

By Councillor Brown for answer by the Convener of the Education, Children and Families Committee at a meeting of the Council on 30 May 2019

Question

Homework tracking apps such as 'Show My Homework' have been successfully introduced by a number of Scottish local authorities.

This web based initiative ensures that all pupils, staff and particularly parents / carers can become more involved with homework issued by the school.

Can the Convener confirm what current progress is being made with regards to the introduction of a Homework App, either 'Show My Homework' or equivalent across all CEC secondary schools?

Answer

Item no 5.9

QUESTION NO 9

By Councillor Miller for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 30 May 2019

Question

What is the estimated cost to

- a) City of Edinburgh Council,
- b) Lothian Buses and
- c) local businesses due to the unexpected closure of Leith Street at the request of Edinburgh St James development?

Answer

Question

What is the mechanism for

- a) City of Edinburgh Council,
- b) Lothian Buses and
- c) local businesses to recover direct costs and appropriate compensation related to the closure?

Answer

Item no 5.10

QUESTION NO 10

By Councillor Gloyer for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 30 May 2019

Question (1) Over the last 12 months, how many times has permission been granted for commercial vehicles selling food, drink or merchandise to operate in the city's parks?

Answer (1)

Question (2) Please list the parks where such permission was granted and the dates when the vehicles operated there.

Answer (2)

Question (3) What is the process for consultation with the respective community council, Friends of the Park (where such a group has been constituted) and other users and neighbours of the park, in advance of a catering concession being granted?

Answer (3)

Item no 5.11

QUESTION NO 11

By Councillor Booth for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 30 May 2019

Question

When will the consultation be launched on extending bus lane hours to 7am-7pm, 7 days a week, as agreed at Transport & Environment Committee on 9 August 2018?

Answer

Item no 5.12

QUESTION NO 12

By Councillor Booth for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 30 May 2019

Question

Further to the answer to question 28 on 23 August 2018, will the council publish the waiting times for pedestrians at key pedestrian crossings in the city centre?

Answer

Item No 6.1



Edinburgh's just braw!

A whopping 95% of the 5,170 residents from all over the city who were interviewed as part of the [Edinburgh People Survey](#) said they were satisfied with Edinburgh as a place to live. A significant majority - two thirds - think the Council is doing a good job of running the city (compared to just 13% who disagree) and 73% think the area they live in is well managed (compared to just 10% who disagree).

The survey also found overwhelming agreement among respondents that the city is a welcoming, accessible and diverse place where people feel safe and included. Those surveyed praised Edinburgh's parks and greenspaces, the ease of travelling by public transport to and through the city centre and the quality of the library service citywide.

This exercise is hugely valuable to us as we plan ahead for future years, ensuring we're investing our resources where they're most needed. Areas flagged up in the survey as being in need of extra attention include waste collection and road maintenance, both of which we're making real progress in addressing.

Across the board, we'll gather the findings of the survey to drive forward our performance so that we're delivering the best possible services for this great city and the people who call it home.

Carbon neutral by 2030

Cities and towns all over the world are recognising the horrifying scale of the climate change challenge facing us all. We have to act and act fast. So, last week we threw down the gauntlet by setting an ambitious target of Edinburgh becoming [carbon neutral by 2030](#).

To be a success, we need this bold pledge to be adopted by everyone in the city – public, private and third sector organisations. If we all work together with this common goal we can achieve a zero-carbon city by 2030 – or, as an absolute back-stop, 2037.

We're already making great strides in cutting emissions in the Capital, with our pioneering electric vehicle strategy moving on apace and the recent launch of works on the Saughton Park micro-hydro scheme – together with the transport policies I described above.

I know we can achieve great things if we take an ambitious but realistic approach – we owe it to future generations to get it right.

Our carbon ambitions in action

This month we demonstrated our commitment to creating a sustainable, connected and people-friendly city, as we moved forward with not one but three bold strategies to improve liveability and accessibility in Edinburgh – Edinburgh City Centre Transformation (ECCT), Low Emission Zones (LEZ) and the City Mobility Plan.

Setting the scene for our ambitious vision was our first [Open Streets](#) event (on 5 May), when several streets in the Old Town were closed to traffic and opened up to the public for strolling, cycling and generally enjoying our beautiful built heritage. It was fantastic to see so many people turn out to enjoy the peaceful atmosphere, and I look forward to many more residents and visitors joining us to reclaim the streets as this monthly event evolves.

Now we want to hear your thoughts on our ambitions for a transformed Edinburgh, as consultations on [ECCT](#) and [LEZ](#) get under way. We've proposed some major changes to the way we use the city, and we want to make sure we bring the public along with us. Take a look at our plans and have your say!

Shaping our services in Gracemount

With the area set to benefit from £50m investment towards a new special school, primary schools and nursery in the coming years, it makes sense for us to review the services we deliver in Gracemount and how people feel about them.

[My Gracemount](#) is an exciting new approach to community engagement where we'll be asking residents to help us build a more complete picture of how and where we can make the most efficient use of our buildings in their area – helping us to prioritise spending on the services that matter most to them.

If we want to find solutions which genuinely meet a community's future needs, then we need to ask the people who know it best – the people who live and work there – to shape the decisions that are made about their area.

Find out more [about the project](#) and tell us what you think.

Getting ready for tram construction

Coordinated works began earlier this week to prepare for the start of construction of the new section of tramway from York Place to Newhaven. Our contractors are carrying out [ground and site investigation work](#) in several locations along and around the planned route to see how deep the bedrock is, allowing them to finalise designs and plans for putting the infrastructure in place.

Simultaneously the Council's roads team is resurfacing and improving the road network surrounding the new route to make sure it's in good condition for when traffic diversions come into effect.

Our [joined-up approach](#) and close collaboration between the tram project team, tram contractors and our own roads team are clear signs of 'lessons learned' and progress from the last project – a very encouraging start.

Have your say on future 'Prospects'

The [Edinburgh Poverty Commission](#) is progressing well and is on track to publish its interim recommendations over the summer.

The commissioners met earlier this week with representatives from the Capital City Partnership and City Region Deal as part of their consultation on 'Prospects' – focusing on the life chances and opportunities for people living in poverty in Edinburgh.

The Commission has also just published, and is seeking feedback on, the emerging findings from its first consultation on 'Pockets', which focused on the pressures that keep incomes low and living costs high in Edinburgh.

If you or your family has been affected by poverty or if you work or have experience in this field, I'd encourage you to give the Commission [your views](#).

We all need good Neighbourhood Networks

Community groups, voluntary sector organisations and local councillors have come together across the city this month for the inaugural meetings of our new Neighbourhood Networks.

Over the past year, the Edinburgh Partnership has been looking at how we organise ourselves in a more open and efficient manner and I firmly believe our newly-agreed structure will help us do just that.

In total, 13 Neighbourhood Networks are being set up with membership made up of community councils and other community groups in the area, such as residents' organisations and parent councils, together with councillors and voluntary groups. The final make-up of the membership and how it will operate will be for each network to decide.

This is an exciting time for the city and gives us a real opportunity to do things differently. Find out more about [community planning, the arrangements in your area and how you can get involved](#).

Get involved

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

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The City of Edinburgh Council

10.00am, Thursday, 30 May 2019

Pensions Committee Appointments

Executive/routine Wards Council Commitments	All
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1. Recommendation

- 1.1 It is recommended that the Council approves the appointment of John Anzani (member representative) and Richard Lamont (employer representative) as members of the Pensions Committee.

Andrew Kerr

Chief Executive

Contact: Lesley Birrell, Committee Services

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Pensions Committee Appointments

2. Executive Summary

- 2.1 Council is asked to appoint two non-councillor members to the Pensions Committee as required by the Local Government Pension Scheme. The appointments are being made after nominations were sought from the members and employer bodies with the Pension Funds.

3. Main report

- 3.1 The Pensions Committee is appointed under Section 57 of the Local Government (Scotland) Act 1973 to exercise all functions of the pension funds administered by the City of Edinburgh Council within the terms of the legislation.
- 3.2 The Pensions Committee is made up of 5 City of Edinburgh elected members and 2 external members, one employer representative and one member representative.
- 3.3 Following the required nomination process, applications were received from John Anzani, the existing external member representative on the Committee and Richard Lamont, the existing employer representative on the Committee.
- 3.4 Both individuals have been approved by the Fund's Review Panel in line with the Lothian Pension Fund Appointments and Nominations Policy.
- 3.5 Both representatives will serve a maximum term of two consecutive years whereupon they will either stand down or require to submit themselves as a candidate for further election.

4. Next Steps

- 4.1 Training will be provided to members as necessary.

5. Financial impact

- 5.1 Not applicable.

6. Stakeholder/Community Impact

- 6.1 The appointment of external members to the Pensions Committee ensures continued effective governance of the pension funds.

7. Background reading/external references

7.1 None.

8. Appendices

8.1 None.

The City of Edinburgh Council

10.00am Thursday, 30 May 2019

Review of Political Management Arrangements 2019

**Executive/routine
Wards
Council Commitments**

1. Recommendations

- 1.1 To agree either no change to the current structures, Option A or Option B as the new political management arrangements to take effect from 5 August 2019.
- 1.2 To note that governance documentation will be submitted for approval to the next Council meeting on 27 June 2019.
- 1.3 To agree the change to deputations included in paragraph 4.21 and delegate authority to the Chief Executive to make the required change in Procedural Standing Orders.
- 1.4 To agree that a report be submitted to the next Corporate Policy and Strategy Committee (or successor) in August 2019 reviewing the number and nature of working groups.
- 1.5 To appoint to the senior councillor allowances outlined in Appendix 4

Andrew Kerr

Chief Executive

Contact: Gavin King, Democracy, Governance and Resilience Senior Manager

E-mail: gavin.king@edinburgh.gov.uk | Tel: 0131 529 4239

Review of Political Management Arrangements 2019

2. Executive Summary

- 2.1 Options are provided on possible changes to the political management arrangements of the Council. The report addresses the decision by Council on 7 February 2019 to report on the re-alignment of the committee structure with a view to creating greater scope for scrutiny.

3. Background

- 3.1 The Council on 7 February 2019 agreed the following:
- 3.1.1 To acknowledge that there were further areas of improvement that could be made to the wider political management arrangements of the Council.
 - 3.1.2 To recognise that scrutiny of Council services to drive service improvement was a key role for elected members and executive committees.
 - 3.1.3 To request that the Chief Executive report to Council on a re-alignment of the political management arrangements which:
 - 3.1.3.1 Addressed the imbalances of workload between executive committees;
 - 3.1.3.2 Considered the use of working groups by committees;
 - 3.1.3.3 Addressed the lack of policy business at Council meetings;
 - 3.1.3.4 Created greater scope for scrutiny of key Council services by executive committees; and
 - 3.1.3.5 Should be capable of implementation by 1 August 2019.

4. Main report

- 4.1 Executive committees have a key role within the Council of being the main decision-making bodies for those matters within their remit. This traditional committee model groups Council services into logical synergies to enable clear accountability when taking decisions and effective scrutiny. The scrutiny function is an important

element of the committees' remit but one that can come under increased pressure to the number of decisions that committees can be required to make.

- 4.2 As outlined in previous reviews the number of reports across the Council is high in comparison to other Councils (appendix 1). This puts considerable pressure on resources, both in terms of officers and elected members. This high number of reports has now been combined with a significant increase in the length of meetings. It could be argued that this volume of executive business inhibits scrutiny by committees.
- 4.3 There are a number of committees with a significant number of reports, lengthy meetings and a considerable demand on the political leadership such as the Transport and Environment, the Housing and Economy, and the Education, Children and Families Committees.
- 4.4 All the executive committees have a sufficient level of business but there are also committees where it appears there is capacity to increase their remit; in particular the Culture and Communities Committee and the Corporate Policy and Strategy Committee.
- 4.5 The statistics show a considerable strain on the Council's political management arrangements. The length of meetings does show a level of healthy democratic debate and as a result there is already a level of scrutiny taking place at executive committees. However, the amount of business is high and leaves little room and flexibility to scrutinise all committee business on an agenda. There is a risk of scrutiny being rushed for less high-profile areas of work because of these pressures. This pressure is not across all committees but the current structure does not seem sustainable, unless measures are taken to re-align the business.
- 4.6 This report will set out two options exploring the re-alignment of the business considered by the executive committees. Significant re-alignment of the executive committee model is not suggested due to the Council currently being two years into the Council term and to avoid unnecessary disruption as a result of a change of remits and briefs.

Option A

- 4.7 The first option does not significantly change the current committee model but looks to fine tune remits to improve the balance between committees. This option aims to address the heavy workloads of both the Transport and Environment Committee and the Housing and Economy Committee whilst taking advantage of the additional capacity of the Corporate Policy and Strategy Committee and the Culture and Communities Committee. A change is also proposed to the Corporate Policy and Strategy Committee to reinforce its corporate, cross cutting role and to help ensure that, although executive committees retain accountability in their area of responsibility, the Council avoids silo working. To address this, it is suggested that all executive conveners are made members of the committee. To retain political balance, this will require the committee to be increased to 17 members, consisting

of 5 SNP, 5 Conservative, 3 Labour, 2 Green and 2 Liberal Democrats.

- 4.8 The following changes to remit are proposed:
- 4.8.1 Transfer of major economic strategy from the Housing and Economy Committee to the Corporate Policy and Strategy Committee – this will ensure a joined-up city wide approach to the economic and tourist strategy whilst retaining the key area of employability in Housing and Economy Committee.
 - 4.8.2 Transfer of Sustainability from the Transport and Environment Committee to the Corporate Policy and Strategy Committee – this will reflect the current process, allowing a corporate approach to an area of work that require cross-cutting change to be successful.
 - 4.8.3 Consolidation of cross-cutting regeneration projects – these projects are often considered across a number of executive committees meaning a consistent approach is difficult. This would provide a consistent, corporate approach to significant cross cutting regeneration projects within the City.
 - 4.8.4 Increase in Police and Fire reporting – following discussions with the divisional commanders of the Police and Fire services in Edinburgh, it is proposed that city-wide policy matters would be reported to the Corporate Policy and Strategy Committee. This would not affect community policing which would continue within the remit of the Culture and Communities Committee.
 - 4.8.5 Regular Health and Social Care reporting to the Corporate Policy and Strategy Committee – this would provide the Council with a regular update on health and social care activity within Edinburgh without replicating the scrutiny carried out by the Edinburgh Integration Joint Board.
 - 4.8.6 Transfer of HR policy from the Finance and Resources Committee to the Corporate Policy and Strategy Committee – this transfers corporate Council wide HR policy but workforce controls will remain with Finance and Resources Committee.
 - 4.8.7 Transfer of parks and green space from the Transport and Environment Committee to the Culture and Communities Committee – this will provide greater focus on the community use of parks and green space and provide a link to the usage of these spaces for events.
 - 4.8.8 Transfer of libraries and community centres from the Education, Children and Families Committee to the Culture and Communities Committee – this will provide a community focussed approach and help drive forward community engagement.
 - 4.8.9 It is proposed that Corporate Policy and Strategy Committee considers performance reporting including reporting on commitments on a six-monthly basis rather than separate reporting to executive committees. With all

executive committee conveners being present as members the committee will be able to provide holistic, cross service scrutiny in an efficient and focussed manner. The approach to performance reporting is currently being reviewed and will provide committee with a more flexible, accessible report that will be able to provide greater focus on specific projects and strategies and draw on case studies to explore key Council services.

- 4.9 Due to the changes in the remits outlined above it is suggested that the title of the Corporate Policy and Strategy Committee is changed to the Policy and Sustainability Committee and the Housing and Economy Committee is changed to the Housing, Homelessness and Fair Work Committee.
- 4.10 This structure aims to address the imbalances in the remits of the executive committees, providing more room for scrutiny, modernising the remits of committees to reflect current demands and political environment, and strengthening the corporate committee to enable a more consistent, joined up approach to major Council business.

Option B

- 4.11 The second option is a cabinet model which is different from a committee system in that it combines all the executive committees into one single all-encompassing decision-making committee.
- 4.12 The City of Edinburgh Council operated a cabinet system between 2003 and 2007 and combined this with seven scrutiny panels. The cabinet in this period was a one-party cabinet with no opposition elected members represented.
- 4.13 A cabinet model provides clear accountability and transparency for the public on who makes decision in the Council and who is responsible. Executive member representatives provide clear leadership in that area of responsibility, retaining the advantages of ownership that a committee system provides but with a more cross-cutting collective structure.
- 4.14 It provides a vehicle for improved strategic and corporate leadership across all service areas and can be the most efficient manner for which decisions can be taken forward. The cabinet allows effective cross-cutting decision making as opposed to the silo working that can be a feature of committee structures.
- 4.15 The scrutiny committees also provide greater focus and time for improved scrutiny and performance management. These committees have the time and focus to provide in-depth scrutiny that the cabinet would be unable to allocate time for. It also means that elected members can build skills and knowledge of the subject areas increasing the quality of the scrutiny.
- 4.16 It is recommended that any cabinet system established in 2019 should be an all-party cabinet and with an Administration majority. In terms of membership it is proposed that there are 19 members made up of 6 SNP, 5 Conservative, 4 Labour, 2 Green and 2 Liberal Democrat. This would be an additional SNP member than the

political balance would suggest. However, it is not recommended that a Cabinet is in place without a majority for the Administration.

- 4.17 This model would also include three scrutiny committees:
- 4.17.1 Quality of Life – education, children and young people, sport, culture and festivals, community safety and communities.
 - 4.17.2 Place – transport, housing, environment and economy.
 - 4.17.3 Governance, Risk and Best Value – governance, audit, risk and ALEOs.
- 4.18 The three scrutiny committees would be able to look at services and ensure they were being delivered in an efficient, joined up manner, taking advantage of the synergies of the different services included in their wider remit. They would be able to provide the mainly decision-making cabinet with in-depth scrutiny and challenge and be a place where policy could be developed and improved.
- 4.19 In this model there is no call-in process. This process allowed opposition groups to call in decisions by the executive to a scrutiny panel for further scrutiny. However, the scrutiny panel often just delayed the decision being taken rather than make any meaningful change. The reason for the call-in process was to ensure that opposition elected members could hold the Administration to account in a one-party cabinet. However, it did not prove to be an effective tool and due to the opposition being represented in the cabinet and scrutiny and performance committees in this model and with the Convener of the Governance, Risk and Best Value Committee remaining as an opposition councillor this feature is no longer required.

Council

- 4.20 There is a lack of major policy decisions considered at full Council meetings. However, this is partly a consequence of an effective committee structure. In a committee structure the aim is to have effective, accountable policy decision making in specific areas. If this system is working, then it is unlikely that the Council will consider a range of different policies and will mainly consider major issues. As a result, if the Council maintains a committee structure it is not recommended that there are any changes to the way Council operates.

Deputations

- 4.21 Standing Orders currently stipulate that an application for a deputation to Council will only be submitted if it relates to an item on the agenda or if the Lord Provost decides otherwise. It is proposed that this rule is widened out to include committees. Currently deputations at committee can be on any matter within its remit and there does not need to be a corresponding item on the agenda. However, in this situation the committee is unable to make any meaningful decision and as a result this can raise false expectations and give a poor perception to any attendees from the public.

Working Groups

- 4.22 Working groups remain a popular vehicle for policy development and wider discussion with partners and stakeholders. They tend to vary between short life working groups and long-standing groups such as the Joint Consultative Group. Working groups are reviewed each year by the relevant committee and approval for new working groups must be given by committee. However, the number of working groups has increased to 43, a significant number which exerts pressure on both officer and elected member time and resource. It is not recommended that working groups should cease as they still perform a flexible and important role within the Council. Committees though should give greater consideration to the need of working groups, setting objectives and a time period for short-life working groups and examining if a working group is the best way to achieve the stated objectives. It is proposed that a report is submitted to the Corporate Policy and Strategy Committee (or successor) in August 2019 reviewing working groups and determining if all should continue.

Senior Councillor Allowances

- 4.23 On 2 May 2019 Council agreed that the report reviewing committee structures should include justifications for any vice convener positions describing the special responsibilities for which they will receive their allowance and review parity among committee conveners.
- 4.24 The allocation of senior councillor allowances is a Council decision and one for elected members rather than officers. However, this report will seek to lay out an option for any current model or model A. A change to a cabinet model would require further changes.
- 4.25 The proposed Senior Councillor Allowances are attached as appendix 4 and they invite Council to create two new vice-convener positions. Neither the Licensing Board nor the Regulatory Committee/Licensing Sub-Committee are currently supported by a vice-convener. In view of the profile of licensing and regulatory issues within the capital city and the significant workload of these meetings it is proposed that these committees are supported by a vice-convener position.
- 4.26 In addition, the opposition group leaders and convener positions are increased to ensure parity across the different appointments.

5. Next Steps

- 5.1 The committee documentation alongside other governance documents will be presented to Council at its next meeting on 27 June 2019. Any changes agreed on this report will come into place on 5 August 2019.

6. Financial impact

6.1 There are no financial implications as a result of this report.

7. Stakeholder/Community Impact

7.1 An effective political management system as the main decision-making apparatus of the Council is a key component of its overall governance.

8. Background reading/external references

8.1 The City of Edinburgh Council 7 February 2019 – [Minute](#)

8.2 The City of Edinburgh Council 2 May 2019 – Minute

9. Appendices

Appendix 1 – Committee Statistics

Appendix 2 – Model A structural change

Appendix 3 – Terms of Reference and Delegated Functions

Appendix 4 – Senior Councillor Allowances

Appendix 1

Total Number of Reports

Total number of reports	2015	2016	2017	2018
Edinburgh	970	859	653	1069 (including locality committees)
Aberdeen	500- 650	607	442	n/a
Dundee	500 -650	417	447	n/a
Glasgow	682	596 (875 if area partnerships included)	465 (777 if area partnerships included)	n/a

Report Number by Committee

Name of Committee	2016 (first 6 months)	2016 (last 6 months)	2017 (first 6 months)	2017 (last 6 months)	2018 (first 6 months)	2018 (last 6 months)
City of Edinburgh Council	37	21	51	24	38	54
Communities and Neighbourhoods Committee (pre May 2017)	7	10	10			
Corporate Policy and Strategy Committee	40	31	56	32	31	36
Culture and Communities Committee (post May 2017)				24	38	9
Culture and Sport (pre May 2017)	11	29	10			
Economy Committee (pre May 2017)	32	15	15			
Education, Children and Families Committee	38	30	13	42	42	22
Finance and Resources Committee	140	116	68	91	103	76
Governance, Risk and Best Value Committee	41	42	25	39	29	71
Housing and Economy Committee (post May 2017)	N/A	N/A	31	31	35	37
Health, Social Care and Housing Committee (pre May 2017)	36	22	17			
Integration Joint Board			31	41	35	33
Planning Committee	15	21	18	17	12	22
Regulatory Committee	13	16	8	11	18	16
Transport and Environment Committee	57	39	44	46	42	45
Total	467	392	397	398	423	421

Reports Referred from another Council Committee in 2018

Committee that report was referred to	Number of Referral Reports Received
City of Edinburgh Council	29
Corporate Policy and Strategy Committee	7
Culture and Communities Committee	0
Education, Children and Families Committee	2
Finance and Resources Committee	3
Governance, Risk and Best Value Committee	19
Housing and Economy Committee	8
Integration Joint Board	0
Locality Committees	12
Planning Committee	4
Regulatory Committee	0
Transport and Environment Committee	0
Total	90

Council Questions and Motions

Month	Questions			Motions
	2016	2017	2018	2018
January	0	11	36	0
February (1)	3	0	3	8
February (2)	n/a	n/a	26	5
March	4	12	30	16
April	10	5	n/a	n/a
May (1)	5	0	30	22
May (2)	n/a	n/a	16	14
June (1)	9	0	12	10
June (2)	4	12	n/a	n/a
August	4	25	35	8
September	5	26	32	10
October	5	20	19	8
November	10	30	33	21
December	-	-	16	11
Totals	59	141	288	133

City of Edinburgh Council Meetings in 2018			
Date	Questions	Reports	Motions
01/02/2018	36	7	8
22/02/2018	3	9	5
15/03/2018	26	7	16
03/05/2018	30	9	22
31/05/2018	16	7	14
28/06/2018	12	20	10
23/08/2018	35	9	8
20/09/2018	32	4	10
25/10/2018	19	10	8
22/11/2018	33	4	21
13/12/2018	16	6	11
Totals	258	92	133

Corporate Policy and Strategy Committee

Reports

Develop and approve Council policies, including reform, community planning and partnership working;	13	19%
Planning, implementing, reporting and reviewing Council service delivery	30	45%
Best value	2	3%
Diversity and equalities	1	1%
Monitor implementation of the Council's business and service development plans, corporate strategies, change programmes, corporate initiatives and service reviews	7	10%
advise, agree, scrutinise and review Edinburgh Police and Fire and Rescue Service city-wide plans and performance	3	4%
Public participation and empowerment	4	6%
Governance & Revenue	7	10%
	67	100%

Culture and Communities Committee

Community Justice	3	6%
Community safety	4	9%
Health except those matters delegated to another committee or the Integration Joint Board	1	2%

Cultural development, festivals and events	18	38%
Sport and Recreation	4	8%
Arts and museums	9	19%
Community and locality planning	3	6%
Community empowerment	2	4%
Neighbourhood Partnerships and Community Councils	1	2%
Governance & Revenue	2	4%
	47	100%

Education, Children and Families Committee

Council's education, children and families services	49	77%
Lifelong Learning and Libraries	6	9%
Major capital programmes or projects implementation, asset planning and facilities management for the Council's education, children and families services	3	5%
Governance & Revenue	6	9%
	64	100%

Finance and Resources Committee

Council's revenue and capital budgets	32	18%
Council's expenditure and budget policy	13	7%
Monitoring the Council's Treasury Management policies and practices	4	2%
Council's long term financial plan	3	2%
Procurement and contracts	69	39%
Monitoring of Council debt and debt recovery	4	2%
Common Good Fund	1	1%
Human resources	18	10%
Disposal and development of Council owned property and land transactions	27	15%
All charitable and other trust funds vested in the Council except where the Council has expressly made other arrangements	3	2%
Governance & Revenue	5	3%
	179	100%

Housing and Economy Committee

Housing	23	32%
Homelessness and housing support	9	13%
Economic Development	5	7%
External relations and inward investment	21	29%
Inclusive growth	4	6%
Governance & Revenue	10	14%
	72	100%

Transport and Environment Committee

Strategic Transport Planning	11	13%
Traffic management, roads and parking	25	29%
Public transport	3	3%
Public Realm Projects	8	9%
Sustainability, carbon reduction and energy issues	7	8%
Flood Prevention	1	1%
Waste services	13	15%
Environmental health and trading standards	1	1%
Parks and green space	8	9%
Street cleaning and open space maintenance	5	6%
Governance & Revenue	5	6%
	87	100%

Totals Reports	516
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Political Management Arrangement Structures

Model A

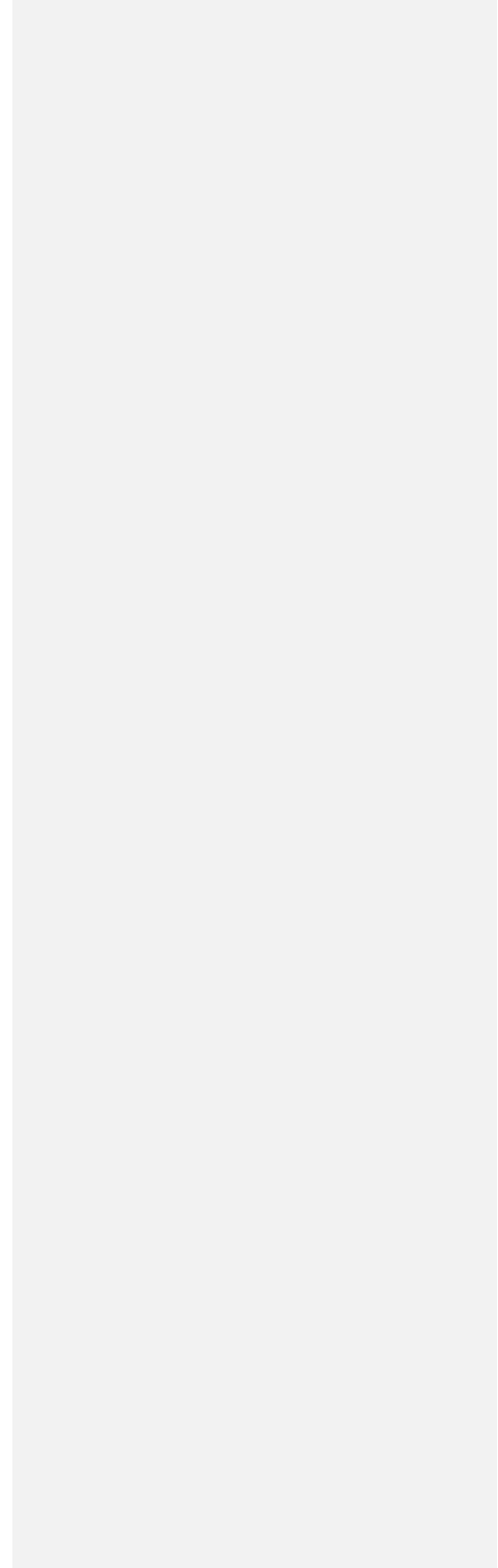
CP+S		C+C		ECF		F+R		H+E		T+E	
Current business	67	Current business	47	Current business	64	Current business	179	Current business	72	Current business	87
Police and Fire	4	Libraries and Community Centres	6	Libraries & Community Centres	6	HR Policy	6	Economic Strategy	5	Sustainability, Carbon + Energy	7
Health +SC	4	Parks + Green Space	8							Parks + Green Space	8
Sustainability, Carbon + Energy	7										
Economic Strategy	5										
HR Policy	6										
Total	93		61		58		173		67		72

Green – Added to remit

Red – Transferred from remit

CITY OF EDINBURGH COUNCIL

**COMMITTEE TERMS OF REFERENCE
AND
DELEGATED FUNCTIONS**



Contents

A. General	3
1. Delegation to committees	3
2. Reserved Matters	3
3. Committee Membership	4
4. Urgent decisions	4
5. Substitutes	5
6. Convener of Sub-Committee	5
B. Committee terms of reference and delegated powers	6
Executive Committees	6
Other Committees	17
Sub-Committees	32

COMMITTEE TERMS OF REFERENCE AND DELEGATED FUNCTIONS

A. GENERAL

These terms of reference and delegated functions ("**Committee Terms of Reference**") apply from 23 November 2017 and set out the powers delegated by the City of Edinburgh Council ("**Council**") to its committees and sub-committees ("**Committees**") pursuant to the Local Government (Scotland) Act 1973 (the "**Act**").

1. Delegation to Committees

- 1.1. Subject to law, to the provisions of these Committee Terms of Reference, and to any restriction, direction or instruction of Council, there shall be delegated to the respective Committees all the functions and matters contained in:
 - 1.1.1. these Committee Terms of Reference;
 - 1.1.2. any scheme made under the Act or statute; and
 - 1.1.3. any minute of the Council making specific delegation to the Committee.

2. Reserved matters

- 2.1. The following matters are reserved to the Council:
 - 2.1.1. all functions reserved by law to the Council;
 - 2.1.2. determining the strategic objectives of the Council;
 - 2.1.3. election of the Leader, Deputy Leader, Lord Provost, Depute Convener and Bailies;
 - 2.1.4. appointment of committees of the Council, agreeing and/or amending their terms of reference and delegation of functions to them;
 - 2.1.5. deciding the composition of committees of the Council and appointment of members to serve on them, including external members;
 - 2.1.6. appointment of members to serve on joint committees, joint boards and any outside body;
 - 2.1.7. making, amending, revoking, re-enacting or adopting standing orders and Committee Terms of Reference and Delegated Functions;
 - 2.1.8. approving or amending any scheme of delegation to officers;
 - 2.1.9. the annual review of the revenue budget and the fixing of council tax;
 - 2.1.10. the annual review of the capital investment programme and approval of any capital project with a value exceeding £50,000, not included in the capital investment programme;

- 2.1.11. any material expenditure which is not included in the annual revenue budget;
- 2.1.12. setting of special responsibility allowances;
- 2.1.13. making, amending, revoking, re-enacting or adopting, bye-laws, schemes, regulations or rules made under statute subject to confirmation by Scottish Ministers where applicable;
- 2.1.14. the formal adoption of Local Development Plans;
- 2.1.15. the approval of a Proposed Strategic Development Plan and the delegation of authority to the strategic development planning authority (SESplan);
- 2.1.16. the determination of an application for planning permission for a development of a class mentioned in A38A (i) of the Town and Country Planning (Scotland) Act 1997;
- 2.1.17. appointment and dismissal of the Chief Executive and appointment of a chief official;
- 2.1.18. any decision in relation to any proposal to delegate a power or duty to or accept a delegated power from any other local authority or to co-operate or combine with any other local authority in providing services;
- 2.1.19. promoting or opposing the making of local legislation;
- 2.1.20. creation of Council companies;
- 2.1.21. the preparation and review of the Scheme for Community Councils (Special Meeting);
- 2.1.22. amendments to the Treasury Policy Statement, and
- 2.1.23. approval of the annual Treasury Strategy and annual treasury management performance.

3. Committee Membership

- 3.1 Committee membership will be proportionate according to the elected representation of political parties unless expressly agreed otherwise at a meeting of the full Council.

4. Urgent decisions

- 4.1. If a decision which would normally be made by the Council or a Committee requires to be made urgently between meetings of the Council or Committee, the Chief Executive or appropriate Executive Director, in consultation with the Convener or Vice-Convener, may take action, subject to the matter being reported to the next meeting of the Council or Committee.

5. Substitutes

- 5.1. Where permitted by law and where specified in these Committee Terms of Reference, a member may, subject to paragraph 5.2 below appoint a substitute member from his or her political group to attend a meeting of the committee in his or her place, by email to the Clerk in advance of the meeting.
- 5.2. Any member proposed to be appointed as a substitute must, where specified in these Committee Terms of Reference, have completed the appropriate training for the committee concerned.
- 5.3. The substitute member will be a member of the committee for that meeting and will be entitled to take part in the meeting with the full powers, duties and responsibilities of a member.

6. Convener of Sub-Committee

- 6.1. The Convener of a sub-committee will be appointed by its parent committee.

B. COMMITTEE TERMS OF REFERENCE AND DELEGATED POWERS

Executive Committees

1. ~~Corporate Policy and Strategy~~ Policy and Sustainability Committee

1.1. **Constitution:** ~~44~~17 Members of the Council including:

- 1.1.1. ~~3~~5 SNP
- 1.1.2. ~~3~~5 Conservative
- 1.1.3. ~~2~~3 Labour
- 1.1.4. 2 Green
- 1.1.5. ~~4~~2 SLD

Convener and Vice-Convener

- 1.2. The Leader of the Council will be the Convener of the Policy and Sustainability~~Corporate Policy and Strategy~~ Committee.
- 1.3. The Deputy Leader of the Council will be the Vice-Convener of the Policy and Sustainability~~Corporate Policy and Strategy~~ Committee.

Quorum

- 1.4. ~~Four~~Six members of the ~~Corporate Policy and Strategy~~ Policy and Sustainability Committee will constitute a quorum.

Substitution

- 1.5. Substitutes are permitted.

Delegated functions

- 1.6. Power is delegated to the Policy and Sustainability ~~Corporate Policy and Strategy~~ Committee to:
 - 1.6.1. advise the Council on outcomes, strategic objectives and key priorities;
 - 1.6.2. develop and approve Council policies, including reform, smart city, human resources, community planning and partnership working;
 - 1.6.3. adopt and implement the management framework for planning, implementing, reporting and reviewing Council service delivery;
 - 1.6.4. ensure the Council meets its statutory responsibilities in terms of best value;
 - 1.6.5. ensure the Council meets its statutory responsibilities in terms of diversity and equalities;

- 1.6.6. monitor implementation of the Council's business and service development plans, corporate strategies, change programmes, corporate initiatives and service reviews;
- 1.6.7. facilitate and encourage public participation and empowerment ensuring the involvement of citizens, the community, neighbourhood networks, partners and key stakeholders in the committee decision-making process;
- 1.6.8. instruct such performance information as the committee requires to fulfil its remit and monitor overall performance in the delivery of services and the Council's financial performance;
- 1.6.9. set and monitor all relevant grants programmes and award grants;
- 1.6.10. Provide scrutiny of those services delegated to the Integration Joint Board. This should include scrutiny of internal controls, performance, quality and compliance with the law;

1.6.11. determine any reviews of community asset transfer requests;

provide oversight and take decisions on matters relating to sustainability and climate change

~~1.6.11.~~ Provide oversight and take decisions on major economic policy and strategy and significant cross-cutting regeneration projects;

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- 1.6.12. provide strategic oversight of Edinburgh City Region Deal;
- 1.6.13. advise, agree, scrutinise and review Edinburgh Police and Fire and Rescue Service city-wide plans, policies and performance;
- 1.6.14. consider petitions addressed to the City of Edinburgh Council on matters within the remit of committee, in accordance with the Council's approved Petitions procedure and determine the appropriate action;
- 1.6.15. determine differences between committees except where the difference involves a decision on an individual planning or licensing application; and
- 1.6.16. take all decisions which are not reserved to the Council or delegated to another committee of the Council.

2. Culture and Communities Committee

2.1. **Constitution:** 11 members of the Council as follows:

- 2.1.1. 3 SNP
- 2.1.2. 3 Conservative
- 2.1.3. 2 Labour
- 2.1.4. 2 Green
- 2.1.5. 1 SLD

Convener and Vice Convener

2.2. The Convener and Vice Convener will be members of the City of Edinburgh Council.

Quorum

2.3. Four members will constitute a quorum.

Substitution

2.4. Substitutes are permitted.

Delegated functions

2.5. Power is delegated to the Culture and Communities Committee in relation to the matters listed in paragraph 2.6, to:

- 2.5.1. develop and approve policies, strategies, programmes and projects and work with officers, communities and partners to implement them;
- 2.5.2. take all decisions which are not reserved to the Council or delegated to another committee of the Council;
- 2.5.3. set standards for service delivery and secure value for money;
- 2.5.4. set and monitor corporate standards, consider the necessity of existing service provisions and agree new service proposals;
- 2.5.5. monitor performance, including financial, instructing such performance information as the committee requires to fulfil its remit;
- 2.5.6. monitor arrangements to ensure best value and continuous improvement across all services;
- 2.5.7. facilitate and encourage public, engagement, consultation, participation and feedback;
- 2.5.8. set and monitor all relevant grants programmes and award grants;

2.5.9. consider petitions addressed to the City of Edinburgh Council on matters within the remit of committee, in accordance with the Council's approved Petitions procedure and determine the appropriate action to be taken;

2.5.10. review the impact of the committee's policies on the city

~~2.5.11. To determine the Council's response to recommendations by the Social Work Complaints Review Committee concerning complaints about adult social work services.~~

2.6. The matters referred to in paragraph 2.5 are as follows:

2.6.1. Community Justice;

2.6.2. community safety

2.6.3. health except those matters delegated to another committee or the Integration Joint Board;

2.6.4. Cultural development, festivals and events;

2.6.5. Sport and Recreation;

~~2.6.6. Arts and museums;~~

Libraries and community centres;

~~2.6.6. Parks and green spaces;~~

2.6.7. community and locality planning

2.6.8. community empowerment; and

2.6.9. Neighbourhood Partnerships and Community Councils.

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3. Education, Children and Families Committee

3.1. **Constitution:** 11 members of the Council as follows:

3.1.1. 3 SNP

3.1.2. 3 Conservative

3.1.3. 2 Labour

3.1.4. 2 Green

3.1.5. 1 SLD

Additional members for education items:

3.1.6. 3 Religious Representatives

3.1.7. 1 Parent Representative (non-voting)

Convener and Vice Convener

3.2. The Convener and Vice Convener will be members of the City of Edinburgh Council.

Quorum

3.3. Four members will constitute a quorum except in the case of education business where five members will constitute a quorum.

Substitution

3.4. Substitutes are permitted for all members of the Council.

Delegated functions

- 3.5. Power is delegated to the Education, Children and Families Committee to:
- 3.5.1. exercise all the functions of the Council as education authority (education business), within the terms of the relevant legislation; and
 - 3.5.2. exercise the functions as social work authority, within the terms of the relevant legislation, in relation to children.
- 3.6. In addition, in relation to the matters listed in paragraph 3.7, to:
- 3.6.1. develop and approve policies, strategies, programmes and projects and work with officers, communities and partners to implement them;
 - 3.6.2. take all decisions which are not reserved to the Council or delegated to another committee of the Council;
 - 3.6.3. set standards for service delivery and secure value for money;
 - 3.6.4. set and monitor corporate standards, consider the necessity of existing service provisions and agree new service proposals.
 - 3.6.5. monitor performance, including financial, instructing such performance information as the committee requires to fulfil its remit;
 - 3.6.6. monitor arrangements to ensure best value and continuous improvement across all services;
 - 3.6.7. facilitate and encourage public, engagement, consultation, participation and feedback;
 - 3.6.8. set and monitor all relevant grants programmes and award grants;
 - 3.6.9. consider petitions addressed to the City of Edinburgh Council on matters within the remit of committee, in accordance with the Council's approved Petitions procedure and determine the appropriate action; and
 - 3.6.10. review the impact of the committee's policies on the city.
 - 3.6.11. To determine the Council's response to recommendations by the Social Work Complaints Review Committee concerning complaints about children and young people social work services.
- 3.7. The matters referred to in paragraph 3.6 are as follows:
- 3.7.1. the Council's education, children and families services;
 - 3.7.2. Lifelong Learning ~~and Libraries~~; and
 - 3.7.3. major capital programmes or projects implementation, asset planning and facilities management for the Council's education, children and families services.

4. Finance and Resources Committee

4.1. **Constitution:** 11 members of the Council as follows:

- 4.1.1. 3 SNP
- 4.1.2. 3 Conservative
- 4.1.3. 2 Labour
- 4.1.4. 2 Green
- 4.1.5. 1 SLD

Convener and Vice Convener

4.2. The Convener and Vice Convener will be members of the City of Edinburgh Council.

Quorum

4.3. Four members will constitute a quorum.

Substitution

4.4. Substitutes are permitted.

Delegated functions

4.5. Power is delegated to the Finance and Resources Committee in relation to matters listed in paragraph 4.6 to:

- 4.5.1. develop and approve policies, strategies, programmes and projects and work with officers, communities and partners to implement them;
- 4.5.2. take all decisions which are not reserved to the Council or delegated to another committee of the Council;
- 4.5.3. set standards for service delivery and secure value for money;
- 4.5.4. set and monitor corporate standards, consider the necessity of existing service provisions and agree new service proposals;
- 4.5.5. monitor performance, including financial, instructing such performance information as the committee requires to fulfil its remit;
- 4.5.6. monitor arrangements to ensure best value and continuous improvement across all services;
- 4.5.7. facilitate and encourage public engagement, consultation, participation and feedback;
- 4.5.8. set and monitor all relevant grants programmes and award grants;
- 4.5.9. consider petitions addressed to the City of Edinburgh Council on matters within the remit of committee, in accordance with the Council's approved

Petitions procedure and determine the appropriate action to be taken;
and

4.5.10. review the impact of the committee's policies on the city.

4.6. The matters referred to in paragraph 4.5 are as follows:

4.6.1. Council's revenue and capital budgets;

4.6.2. Council's expenditure and budget policy;

4.6.3. Monitoring the Council's Treasury Management policies and practices;

4.6.4. Council's long term financial plan;

4.6.5. Procurement and contracts;

4.6.6. monitoring of Council debt and debt recovery;

4.6.7. Common Good Fund;

4.6.8. human resources (not including policy);

4.6.9. ICT

4.6.10. Disposal and development of Council owned property and land transactions;

4.6.11. All charitable and other trust funds vested in the Council except where the Council has expressly made other arrangements.

5. Housing, Homelessness and Fair Work and Economy Committee

5.1. **Constitution:** 11 members of the Council as follows:

5.1.1. 3 SNP

5.1.2. 3 Conservative

5.1.3. 2 Labour

5.1.4. 2 Green

5.1.5. 1 SLD

Convener and Vice Convener

5.2. The Convener and Vice Convener will be members of the City of Edinburgh Council.

Quorum

5.3. Four members will constitute a quorum.

Substitution

- 5.4. Substitutes are permitted.

Delegated functions

- 5.5. Power is delegated to the Housing, Homelessness and Fair Work Housing and Economy Committee in relation to matters listed in paragraph 5.6 to:

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- 5.5.1. develop and approve policies, strategies, programmes and projects and work with officers, communities and partners to implement them;
- 5.5.2. take all decisions which are not reserved to the Council or delegated to another committee of the Council;
- 5.5.3. set standards for service delivery and secure value for money;
- 5.5.4. set and monitor corporate standards, consider the necessity of existing service provisions and agree new service proposals;
- 5.5.5. monitor performance, including financial, instructing such performance information as the committee requires to fulfil its remit;
- 5.5.6. monitor arrangements to ensure best value and continuous improvement across all services;
- 5.5.7. facilitate and encourage public, engagement, consultation, participation and feedback;
- 5.5.8. set and monitor all relevant grants programmes and award grants
- 5.5.9. consider petitions addressed to the City of Edinburgh Council on matters within the remit of committee, in accordance with the Council's approved Petitions procedure and determine the appropriate action to be taken;
- 5.5.10. review the impact of the committee's policies on the city.

- 5.6. The matters referred to in paragraph 5.5 are as follows:

- 5.6.1. Housing;
- 5.6.2. Homelessness and housing support;
- 5.6.3. Economic Development Employability and fair work;
- ~~5.6.3.~~ Economic development projects and policies that are not reserved to the Policy and Sustainability Committee;
- 5.6.4. External relations and inward investment; and
- 5.6.5. Inclusive growth.

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6. Transport and Environment Committee

6.1. **Constitution:** 11 members of the Council as follows:

- 6.1.1. 3 SNP
- 6.1.2. 3 Conservative
- 6.1.3. 2 Labour
- 6.1.4. 2 Green
- 6.1.5. 1 SLD

Convener and Vice Convener

6.2. The Convener and Vice Convener will be members of the City of Edinburgh Council.

Quorum

6.3. Four members will constitute a quorum.

Substitution

6.4. Substitutes are permitted.

Delegated functions

6.5. Power is delegated to the Transport and Environment Committee in relation to the matters listed in paragraph 6.6, to:

- 6.5.1. develop and approve policies, strategies, programmes and projects and work with officers, communities and partners to implement them;
- 6.5.2. take all decisions which are not reserved to the Council or delegated to another committee of the Council or officers;
- 6.5.3. set standards for service delivery and secure value for money;
- 6.5.4. set and monitor corporate standards, consider the necessity of existing service provisions and agree new service proposals;
- 6.5.5. monitor performance, including financial, instructing such performance information as the committee requires to fulfil its remit;
- 6.5.6. monitor arrangements to ensure best value and continuous improvement across all services;
- 6.5.7. facilitate and encourage public, engagement, consultation, participation and feedback;
- 6.5.8. set and monitor all relevant grants programmes and award grants;

6.5.9. consider petitions addressed to the City of Edinburgh Council on matters within the remit of committee, in accordance with the Council's approved Petitions procedure and determine the appropriate action to be taken;

6.5.10. review the impact of the committee's policies on the city.

6.6. The matters referred to in paragraph 6.5 are as follows:

6.6.1. Strategic Transport Planning;

6.6.2. Traffic management, roads and parking;

6.6.3. Public transport;

6.6.4. Public Realm Projects;

~~6.6.5. Sustainability, carbon reduction and energy issues;~~

~~6.6.6.6.6.5.~~ Flood prevention;

~~6.6.7.6.6.6.~~ Waste services;

~~6.6.8.6.6.7.~~ Environmental health and trading standards;

~~6.6.9.6.6.8.~~ Parks and green space; and

~~6.6.10.6.6.9.~~ Street cleaning and open space maintenance.

7. Governance, Risk and Best Value Committee

7.1. **Constitution:** 11 members of the Council as follows:

7.1.1. 3 SNP

7.1.2. 3 Conservative

7.1.3. 2 Labour

7.1.4. 2 Green

7.1.5. 1 SLD

Convener

7.2. The Convener and Vice-Convener of the committee will be members of the opposition.

Quorum

7.3. Four members of the Governance, Risk and Best Value Committee will constitute a quorum.

Substitution

7.4. Substitutes are permitted from members of the Council who have undertaken and completed appropriate training specified by the Chief Executive.

Delegated functions

7.5. Power is delegated to the Governance, Risk and Best Value Committee to exercise the following functions:

7.5.1. To monitor the financial performance of the Council and its subsidiary undertakings, the effectiveness of the Council's audit and inspection, risk management and governance arrangements and of the control

environment of the Council and associated anti-fraud and anti-corruption arrangements; including:

- 7.5.2. Scrutinising information on:
 - (a) Council Budgets;
 - (b) Management of Council assets;
 - (c) The Council's Treasury Management strategy and policies;
 - (d) Control, monitoring and review of income and expenditure, both revenue and capital;
 - (e) Council subsidiaries;
 - (f) Council Companies (excluding those associated with the pension fund);
 - (g) Children's Panel; and
 - (h) Common Good Fund.
- 7.5.3. Monitoring the annual audit plan and reviewing all Council audit and inspection work against the plan.
- 7.5.4. Receiving and considering summaries of internal and external audit reports which relate to any issue falling within the remit of this committee.
- 7.5.5. Monitoring internal controls, corporate risk management and key operational governance areas.
- 7.6. Scrutiny on a specific issue should follow a committee decision.
- 7.7. To instruct a report on any matter within the remit of an executive committee but where a decision is yet to be taken; the report as instructed will initially be considered by the executive committee.
- 7.8. Referring back to the appropriate Executive Committee for its consideration any financial performance issue, which might have implications for policy development within the remit of the Executive Committee
- 7.9. To scrutinise the operational performance of all council services and Council subsidiaries in relation to the Council's agreed pledges, outcomes, policy objectives and statutory performance targets, including:
 - 7.9.1. considering information that relate to issues falling within the remit of Council services, including complaints handling, customer care and ombudsman reports;

- 7.9.2. monitoring employment, organisational development and equalities issues as they relate to the operation of the council corporately and to its individual services; and
- 7.9.3. scrutinising major projects and programmes, service reviews and transformational change.
- 7.10. To invite Conveners or Vice-Conveners to attend committee, and where appropriate, to question and hold them to account on the operational or financial performance of any service area falling within their remit.
- 7.11. To refer back to the appropriate Executive Committee for its consideration any service performance issues that might have implications for policy development coming within the remit of the Executive Committee
- 7.12. To initiate and undertake planned scrutiny reviews of any matter falling within the remit of this committee or specific scrutiny reviews requested by an Executive Committee.
- 7.13. To promote the observance by Councillors of high standards of conduct and assist them in observing the code of conduct, in accordance with any guidance issued by the Standards Commission for Scotland.
- 7.14. To report, as required, on any matter within the committee's remit to Council.

Other Committees

8. Committee on Discretionary Rating Relief Appeals

- 8.1. **Constitution:** 5 members of the Council as follows:

- 8.1.1. 1 SNP
- 8.1.2. 1 Conservative
- 8.1.3. 1 Labour
- 8.1.4. 1 Green
- 8.1.5. 1 SLD

Convener

- 8.2. The Convener will be a member of the City of Edinburgh Council.

Quorum

- 8.3. Two members of the Committee on Discretionary Rating Relief Appeals will constitute a quorum

Substitution

- 8.4. Substitutes are permitted.

Delegated functions

- 8.5. Power is delegated to the Committee on Discretionary Rating Relief Appeals:

- 8.5.1. To review decisions taken by the Executive Director of Resources to refuse discretionary rating relief;
- 8.5.2. To consider representations from organisations or individuals, justifying the granting of discretionary rating relief to them;
- 8.5.3. To decide whether or not to grant discretionary rating relief as a result of considering the organisation's or individual's representations; and
- 8.5.4. To decide what, if any, conditions should be fulfilled prior to discretionary rating relief being granted.

9. Leadership Advisory Panel

- 9.1. **Constitution:** 5 members of the Council as follows:

- 9.1.1. Leader of the Council
- 9.1.2. Deputy Leader of the Council
- 9.1.3. Conservative Group Leader
- 9.1.4. Green Group Leader
- 9.1.5. Scottish Liberal Democrat Group Leader
- 9.1.6. three statutory representatives, appointed by the Education, Children and Families Committee when considering education business

Convener

- 9.2. The Convener of the Committee will be the Leader of the Council.

Quorum

- 9.3. Two members of the Leadership Advisory Panel will constitute a quorum except on education business when the quorum will be three members.

Substitution

- 9.4. Substitutes are permitted for members of the Council only

Delegated functions

- 9.5. Power is delegated to the Leadership Advisory Panel:

- 9.5.1. To decide any matter of urgency arising during any recess period, subject to the provision of any relevant enactment, to exercise all functions of the Council or Committee, which would otherwise have dealt with the matter that:
 - (a) can not await the resumption of the normal meetings timetable; and
 - (b) can not appropriately be decided by the Chief Executive or Executive Director in accordance with urgency provisions within these Committee Terms of Reference.

10. Locality Committees

~~10.1. Constitution: all elected members situated in the locality area~~

Convener

~~10.2. The convener and vice convener will be a member of the City of Edinburgh Council and will be appointed by the committee annually. It will be usual practice for a member to serve for a maximum of one year as convener in each Council term.~~

Quorum

~~10.3. North East – 5 elected members~~

~~10.4. North West – 6 elected members~~

~~10.5. South East – 6 elected members~~

~~10.6. South West – 5 elected members~~

Substitutes

~~10.7. Substitutes are not permitted.~~

Delegated Functions

~~10.8. Power is delegated to the locality committees in relation to the matter listed in paragraph 10.9 to:~~

~~10.8.1. Develop and approve plans, programmes and projects;~~

~~10.8.2. Set and monitor local standards;~~

~~10.8.3. Monitor performance, providing local insight to advise how performance could be improved to meet local needs;~~

~~10.8.4. Monitor arrangements to ensure best value and continuous improvement;
and~~

~~10.8.5. consider petitions addressed to the City of Edinburgh Council on matters within the remit of committee, in accordance with the Council's approved Petitions procedure and determine the appropriate action.~~

~~10.9. The matters referred to in Paragraph 10.8 are as follows:~~

~~10.9.1. Community safety~~

~~10.9.2. Lifelong Learning and Libraries~~

~~10.9.3. Traffic management, roads and parking;~~

~~10.9.4. Parks and green space;~~

~~10.9.5. Street cleaning and open space maintenance;~~

~~10.9.6. Public realm projects;~~

~~10.10. All matters referred to in paragraphs 10.8 and 10.9 are subject to the following:~~

~~10.10.1. Decisions must be within policy and budget set by Council, executive committees and planning and regulatory committees.~~

~~10.10.2. The matter must not have a strategic or city wide impact.~~

~~10.11. To approve and agree the Neighbourhood Environment Programme and Community Grants Fund.~~

~~10.12. To refer back to the executive committees and planning and regulatory committees for their consideration any recommendations of proposed policy or service improvements that have a city wide or strategic impact.~~

~~10.13. To scrutinise Council services but ensuring duplication of scrutiny with other Council committees is avoided;~~

~~10.14. In regard to police and fire services in the locality, to:~~

~~10.14.1. Consider and recommend improvements in local policing and fire and rescue services.~~

~~10.14.2. recommend priorities and objectives for the policing of the area to the local commander;~~

~~10.14.3. scrutinise and review the outcomes, priorities and objectives set out in the local plan(s);~~

~~10.14.4. consider and monitor progress and performance on the implementation of the Edinburgh Police and Fire and Rescue Plans and services;~~

~~10.14.5. receive statistical reports on complaints about policing and fire and rescue in Edinburgh; and~~

~~10.14.6. invite external witnesses to aid in the scrutiny of police and fire and rescue services.~~

~~10.15. To scrutinise the performance of health and social care services in the local area and provide recommendations or feedback to the Integration Joint Board.~~

~~10.16. To scrutinise and oversee the delivery of Council services in the Locality Improvement Plans.~~

~~10.17. To facilitate and encourage public engagement, consultation, participation and feedback on the areas within the committee's remit.~~

~~10.18. To lead participatory budgeting within the locality on funds allocated by Council or committee, and to actively shape the Council's participatory budgeting framework~~

~~10.19. To decide whether Neighbourhood Partnerships or their equivalent should continue within their locality as advisory groups on local issues and spending priorities.~~

44.10. Planning Committee

~~44.1.10.1. Constitution: 11 members of the Council as follows:~~

- ~~44.1.1.10.1.1. 3 SNP~~
- ~~44.1.2.10.1.2. 3 Conservative~~
- ~~44.1.3.10.1.3. 2 Labour~~
- ~~44.1.4.10.1.4. 2 Green~~
- ~~44.1.5.10.1.5. 1 SLD~~

Convener

~~44.2.10.2. The Convener will be a member of the City of Edinburgh Council.~~

Quorum

~~44.3.10.3. Four members of the Planning Committee will constitute a quorum.~~

Substitution

~~44.4.10.4. Substitutes are permitted from members of the Council who have undertaken and completed appropriate training specified by the Chief Planning Officer.~~

Delegated functions

~~44.5.10.5. Power is delegated to the Planning Committee:~~

~~10.5.1. To exercise the functions of the Council as planning, building standards and statutory addressing authority and to determine planning policies including:~~

~~10.5.1.1. Development frameworks including public realm for place making:~~

~~10.5.1.2. Strategic Infrastructure;~~

~~10.5.1.3. Non-statutory planning guidance;~~

~~10.5.1.4. designate and review conservation areas;~~

~~44.5.1.10.5.1.5. management plans for world heritage sites.~~

~~44.5.2.10.5.2. To express and interpret these policies as specific tasks and projects and set service standards;~~

~~44.5.3.10.5.3. To review performance in the delivery of services, the achievement of service standards and the impact of the Committee's activities on the City;~~

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~~11.5.4-10.5.4.~~ To conduct relations with external bodies relevant to the Committee's service responsibilities, including approval of a response to proposals by other authorities or bodies on which the Council is being consulted;

~~11.5.5.~~ To refer to the Corporate Policy and Strategy Committee, prior to consideration by the Planning Committee, an annual report on the performance and customer focus of the planning process and its contribution to broader council agendas;

~~11.5.6-10.5.5.~~ To appoint representatives on outside bodies relevant to the committee's service responsibilities;

~~11.5.7-10.5.6.~~ To consider the ~~strategic development of the city and agree the Local Development Plan~~ development and use of land in the city and wider city region and approve relevant stages of the local development plan and to refer it to Council for adoption.;

~~11.5.8-10.5.7.~~ To take decisions in pursuit of the committee's policies, subject to compliance with corporate personnel and financial policies and regulations;

~~11.5.9-10.5.8.~~ To determine any charges for services provided by the committee; and

~~11.5.10-10.5.9.~~ To provide financial assistance, in pursuit of the committee's policies.

~~12.11.~~ Pensions Committee

~~12.1.11.1.~~ **Constitution:** 5 members of the Council as follows:

~~12.1.1.11.1.1.~~ 1 SNP

~~12.1.2-11.1.2.~~ 1 Conservative

~~12.1.3-11.1.3.~~ 1 Labour

~~12.1.4-11.1.4.~~ 1 Green

~~12.1.5-11.1.5.~~ 1 SLD

~~12.1.6-11.1.6.~~ 2 external members nominated by the Lothian Pension Funds Consultative Panel, 1 employer and 1 member representative.

Convener

~~12.2.11.2.~~ The Convener will be a member of the City of Edinburgh Council.

Quorum

~~12.3.11.3.~~ Three members of the Pensions Committee will constitute a quorum.

Substitution

~~42.4.11.4.~~ Substitutes are permitted from members of the Council who have undertaken and completed appropriate training specified by the Executive Director of Resources.

Delegated functions

~~42.5.11.5.~~ Power is delegated to the Pensions Committee to:

~~42.5.1.11.5.1.~~ exercise all functions of the pension funds, within the terms of the legislation;

~~42.5.2.11.5.2.~~ determine the overall policy objectives of the pension funds in accordance with the best interests of fund members and with relevant legislation;

~~42.5.3.11.5.3.~~ determine the strategy for the investment of pension funds monies including the variety and suitability of investments and to review and monitor investment arrangements;

~~42.5.4.11.5.4.~~ ensure appropriate investment management arrangements are in place for pension funds monies and to review investment manager performance;

~~42.5.5.11.5.5.~~ establish and maintain arrangements for the effective management and administration of the pension funds including staffing and budgetary arrangements.

~~42.5.6.11.5.6.~~ approve the allocation of resources to the Investment and Pensions Division from the Revenue Budget and Capital Investment Programme of the pension funds;

~~42.5.7.11.5.7.~~ approve responses to consultation papers issued by government and other authorities; and

~~42.6.11.6.~~ monitor overall performance of the pension funds in the delivery of services and financial performance, consider all matters in respect of the pension funds including:

~~42.6.1.11.6.1.~~ determining policies for the management and regulation of the Investment and Pensions Division within the strategic policy and planning framework approved by the Council;

~~42.6.2.11.6.2.~~ approving strategies, programmes and projects and work with officers and partners to implement them;

~~42.6.3.11.6.3.~~ setting standards for service delivery;

~~42.6.4.11.6.4.~~ securing best value in the provision of services;

~~42.6.5.11.6.5.~~ taking all executive decisions in respect of the pension funds which are not reserved to the Council or delegated to another committee of the Council;

~~42.6.6-11.6.6.~~ ensuring systematic appraisal of the control environment and framework of internal controls in respect of the Investment and Pensions Division to provide reasonable assurance of effective and efficient operations and compliance with laws and regulations;

~~42.6.7-11.6.7.~~ promoting the development of an appropriate risk management strategy and risk management procedures;

~~42.6.8-11.6.8.~~ ensuring highest standards of probity and public accountability;

~~42.6.9-11.6.9.~~ ensuring sound financial procedures are in place for authorising and monitoring expenditure;

~~42.6.10-11.6.10.~~ agreeing internal audit plans and to ensure internal audit work is properly planned with due regard to risk, materiality and coverage;

~~42.6.11-11.6.11.~~ overseeing and review action taken on internal audit recommendations;

~~42.6.12-11.6.12.~~ reviewing all matters relating to external audit, including audit plan, action points and reports, and to monitor implementation of external audit recommendations; and

~~42.6.13-11.6.13.~~ promoting, monitoring and developing continuous improvement.

43.12. Personnel Appeals Committee

~~43.1.12.1.~~ **Constitution:** 9 members of the Council as follows:

~~43.1.1.12.1.1.~~ 3 Conservative

~~43.1.2.12.1.2.~~ 2 SNP

~~43.1.3.12.1.3.~~ 2 Labour

~~43.1.4.12.1.4.~~ 1 Green

~~43.1.5.12.1.5.~~ 1 Scottish Liberal Democrat

Convener

~~43.2.12.2.~~ The Convener will be a member of the City of Edinburgh Council.

Quorum

~~43.3.12.3.~~ Three members of the Personnel Appeals Committee will constitute a quorum.

Substitution

~~43.4.12.4.~~ Substitutes are permitted.

Delegated functions

~~13.5.12.5.~~ Power is delegated to the Personnel Appeals Committee to:

~~13.5.1.12.5.1.~~ hear and decide appeals on a decision taken, or a failure to take a decision, by an Executive Director, or his/her nominee, under the Procedures for Hearing Employee Grievances.

~~13.5.2.12.5.2.~~ hear and decide appeals to a decision to:

~~13.5.2.1.12.5.2.1.~~ dismiss or take other forms of punitive disciplinary action; and

~~13.5.2.2.12.5.2.2.~~ issue a warning, oral or written under the Procedure for Consideration of Appeals by Executive Directors against Disciplinary Action and the Procedure for Consideration of Appeals against Disciplinary Action.

~~13.5.3.12.5.3.~~ hear and decide disputes under the Avoidance of Industrial Disputes Procedure.

~~13.5.4.12.5.4.~~ decide appeals from teaching staff in regard to the application and interpretation of the terms of the Scheme of Salaries and Conditions of Service for Teaching Staff in School Education.

14.13. Placing in Schools Appeals Committee

~~14.1.13.1.~~ **Constitution:** One person from each of the following panels:

~~14.2.13.2.~~ Panel 1: All members of Council and religious representatives on the Education, Children and Families Committee.

~~14.3.13.3.~~ Panel 2: Parents of children of school ages.

~~14.4.13.4.~~ Panel 3: Persons with experience in education and acquainted with educational conditions in the Council's area, nominated by the Executive Director of Communities and Families.

Chair

~~14.5.13.5.~~ Each meeting appoints a Chair.

Quorum

~~14.6.13.6.~~ Three members of the Placing in Schools Appeals Committee will constitute a quorum.

Substitution

~~14.7.13.7.~~ Substitutes are only permitted from the same Panel.

Delegated functions:

~~14.8.13.8.~~ Power is delegated to the Placing in Schools Appeals Committee:

~~14.8.1.13.8.1.~~ To hear and decide appeals against decisions of the Council to refuse placing requests and exclude pupils all in terms of Section 28 C, D, E, G and H of the Education (Scotland) Act 1980 as amended; and

~~14.8.2.13.8.2.~~ To consider appeals against decisions by the Executive Director of Communities and Families to refuse early admission to school.

~~15.14.~~ Committee on Pupil Student Support

~~15.1.14.1.~~ **Constitution:** 5 members of the Council as follows:

~~15.1.1.14.1.1.~~ 1 SNP

~~15.1.2.14.1.2.~~ 1 Conservative

~~15.1.3.14.1.3.~~ 1 Labour

~~15.1.4.14.1.4.~~ 1 Green

~~15.1.5.14.1.5.~~ 1 SLD

~~15.1.6.14.1.6.~~ 1 religious representative from the Education, Children and Families Committee

Convener

~~15.2.14.2.~~ The Convener will be a member of the City of Edinburgh Council.

Quorum

~~15.3.14.3.~~ Two members of the Committee on Pupil and Student Support will constitute a quorum.

Substitution

~~15.4.14.4.~~ Substitutes are permitted.

Delegated functions:

~~15.5.14.5.~~ To consider school placing requests, and decide the priority order of placing requests.

~~16.15.~~ Recruitment Committee

~~16.1.15.1.~~ **Constitution:** 7 members of the Council as follows:

~~16.1.1.15.1.1.~~ Leader of Council

~~16.1.2.15.1.2.~~ Deputy Leader of the Council

~~16.1.3.15.1.3.~~ Convener of the Finance and Resources Committee

~~16.1.4.15.1.4.~~ Appropriate Convener or Vice-Convener for the role

~~16.1.5.15.1.5.~~ A representative from each of the opposition groups

Convener

[46.2.15.2.](#) The Convener of the committee will be the Leader of the Council.

Quorum

[46.3.15.3.](#) Three members of the Recruitment Committee will constitute a quorum.

Substitution

[46.4.15.4.](#) Substitutes are permitted from members of the Council who have undertaken and completed appropriate training specified by the Chief Executive and in line with the relevant Council policy.

Delegated functions

[46.5.15.5.](#) Power is delegated to the Recruitment Committee to short list and interview candidates and recommend an appointment to the Council for posts at Chief Executive, Executive Director and Heads of Service Division level (Chief Officials).

47.16. Regulatory Committee

[47.1.16.1.](#) **Constitution:** 9 members of the Council as follows:

- [47.1.1.16.1.1.](#) 3 Conservative
- [47.1.2.16.1.2.](#) 2 SNP
- [47.1.3.16.1.3.](#) 2 Labour
- [47.1.4.16.1.4.](#) 1 Green
- [47.1.5.16.1.5.](#) 1 Scottish Liberal Democrat

Convener

[47.2.16.2.](#) The Convener will be a member of the City of Edinburgh Council.

Quorum

[47.3.16.3.](#) Four members will constitute a quorum.

Substitution

[47.4.16.4.](#) Substitutes are permitted from members of the Council who have undertaken and completed appropriate training specified by the Chief Executive.

Delegated functions

[47.5.16.5.](#) Power is delegated to the Regulatory Committee to:

- [47.5.1.16.5.1.](#) exercise the functions of the Council as Licensing authority under the Civic Government (Scotland) Act 1982 and other statutory provisions which are not within the remit of any other Committee.
- [47.5.2.16.5.2.](#) exercise the functions of the Council on all licensing functions which are not reserved to the Council, its officers or delegated to another Committee.

~~17.5.3-16.5.3.~~ determine individual applications for registration and licences under the Civic Government (Scotland) Act and other statutory provisions which are not delegated to officers, in accordance with approved policies.

~~17.5.4-16.5.4.~~ express and interpret licensing policies as specific projects, to set service standards and monitor performance in the delivery of services including financial performance relating to Regulatory Committee matters.

~~17.5.5-16.5.5.~~ liaise with external bodies relevant to the Committee's service area, considering and approving responses to consultation proposals.

~~17.5.6-16.5.6.~~ appoint representatives to outside bodies within the Committee's remit.

~~17.5.7-16.5.7.~~ approve charges as required by statute and determine licence fees.

~~17.5.8-16.5.8.~~ determine applications for road construction consent which are not delegated to the Executive Director of Place.

~~17.5.9-16.5.9.~~ determine applications for permission to place tables and chairs on footways which are recommended for refusal by the Executive Director of Place.

~~17.5.10-16.5.10.~~ exercise the Council's responsibilities in respect of safety at sports grounds.

~~17.5.11-16.5.11.~~ exercise the Council's functions regarding notification of parades and processions so far as not delegated to officers.

18. Social Work Complaints Review Committee

Constitution:

~~18.1. All trained members, other than members of the Education, Children and Families and the Culture and Communities; independent members appointed by Council.~~

Convener

~~18.2. Each meeting appoints a Convener, who should be an independent member.~~

Quorum

~~18.3. Any three members from the membership appointed by the Council, at least two of whom should be independent members.~~

Substitution

~~18.4. Substitutes are permitted.~~

Delegated functions

~~18.5. Power is delegated to the Social Work Complaints Review Committee to consider complaints with regard to the discharge of social work functions and make~~

~~recommendations to the Education, Children and Families Committee or Culture and Communities Committee as appropriate.~~

49.17. The City of Edinburgh Planning Local Review Body

~~49.1.17.1.~~ **Constitution:** 5 members of the Council as follows:

~~49.1.1.17.1.1.~~ Any five members who are also members of the Planning Committee but not the Convener of the Planning Committee.

Convener

~~49.2.17.2.~~ Each meeting appoints a Convener.

Quorum

~~49.3.17.3.~~ Three members of the City of Edinburgh Planning Review Body will constitute a quorum.

Substitution

~~49.4.17.4.~~ Substitutes are only permitted from the pool of trained members of the Planning Committee.

Delegated functions:

~~49.5.17.5.~~ Power is delegated to the City of Edinburgh Planning Local Review Body to fulfill the obligations of the Council, as planning authority, under section 43A of the Town and County Planning (Scotland) Act 1997 for the conduct of reviews.

20.18. Committee on the Jean F Watson Bequest

~~20.1.18.1.~~ **Constitution:** 8 members of the council as follows:

~~20.1.1.18.1.1.~~ 2 SNP

~~20.1.2.18.1.2.~~ 2 Conservative

~~20.1.3.18.1.3.~~ 2 Labour

~~20.1.4.18.1.4.~~ 1 Green

~~20.1.5.18.1.5.~~ 1 Scottish Liberal Democrat

~~20.1.6.18.1.6.~~ one nominee of Friends of City Art Centre

~~20.1.7.18.1.7.~~ two external members appointed by the Executive Director of Resources, in consultation with the Convener.

Convener

~~20.2.18.2.~~ The Convener of the Committee will be a member of the City of Edinburgh Council.

Quorum

~~20.3.18.3.~~ Four members of the Committee on the Jean F Watson Bequest will constitute a quorum.

Substitution

~~20.4.18.4.~~ Substitutes are permitted.

Delegated functions:

~~20.5.18.5.~~ Power is delegated to the Committee on the Jean F Watson Bequest to:

~~20.5.1.18.5.1.~~ Use monies from the Jean F Watson Bequest to purchase and commission for the City's collection works of artists and craftspeople born, practising in, or otherwise associated with Scotland, and in particular Edinburgh; all decisions to be guided by the Collection and Disposal Policy for the City Museums and Galleries.

~~20.5.2.18.5.2.~~ Use monies from the Catherine E Cowper Trust to purchase and commission items for the Museum of Childhood; all decisions to be guided by the Collection and Disposal Policy for the City Museums and Galleries.

21. — Neighbourhood Partnerships

21.1. — Constitution: Membership of each Neighbourhood Partnership should include:

21.1.1. — Councillors from the ward or wards which make up the Neighbourhood Partnership area;

21.1.2. — a representative from Police Scotland;

21.1.3. — a representative from the Scottish Fire and Rescue Service;

21.1.4. — a representative from NHS Lothian;

21.1.5. — representatives from Community Councils (from the Neighbourhood Partnership area), or representatives from another properly constituted community organisation in the area should there be no Community Council;

21.1.6. — a voluntary agency representative (from the Neighbourhood Partnership area);

21.1.7. — representatives from other bodies able to make a specific contribution may be invited to participate by the Partnership; and

21.1.8. — Neighbourhood Partnerships may invite other individuals and/or representatives of other public, private or voluntary organisations with expertise or interest in their area, either as regular participants or for a specific issue. These other individuals will not have voting rights.

21.2. — There will be an equal number of Councillors and Community Council representatives

Convener and Vice-Conveners

21.3. — The Convener will be a member of the City of Edinburgh Council
Quorum

21.4. — Subject to law the quorum of a Neighbourhood Partnership will be one third of the number of voting members of the Neighbourhood Partnership. In no case will any business be transacted unless at least two voting members are present.

Substitution

21.5. — Substitutes are permitted.

Delegated functions

21.6. — Power is delegated to the Neighbourhood Partnerships:

21.6.1. — to make recommendations to the relevant Locality manager on the services planned and/or delivered within that Neighbourhood Partnership area;

21.6.2. — to refer to the Culture and Communities Committee for consideration any financial or performance issue which might have implications for the policy or programme development within the remit of that Committee;

21.6.3. — To report, as required, on any matter within the Neighbourhood Partnership's remit to the Culture and Communities Committee;

21.6.4. — To create sub-groups as necessary to advise the Neighbourhood Partnership;

21.6.5. — To refer back to Council, the appropriate Executive Committee, executive director, directorate, partner authority or organisation guidance or feedback on the exercise of functions delegated to them; and

21.6.6. — Each Neighbourhood Partnership shall submit to the Culture and Communities Committee and the Edinburgh Partnership an annual report on progress that must include details of performance for the year past and a financial report covering the same period.

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Sub-Committees

22-19. Development Management Sub-Committee (Parent: Planning Committee)

~~22-1-19.1.~~ **Constitution:** All 11 members of the Planning Committee, as follows: -

- ~~22-1-1-19.1.1.~~ 3 SNP
- ~~22-1-2-19.1.2.~~ 3 Conservative
- ~~22-1-3-19.1.3.~~ 2 Labour
- ~~22-1-4-19.1.4.~~ 2 Green
- ~~22-1-5-19.1.5.~~ 1 Scottish Liberal Democrat

Convener

~~22-2-19.2.~~ The Convener will be a member of the City of Edinburgh Council.

Quorum

~~22-3-19.3.~~ Four members of the Development Management Sub-Committee will constitute a quorum.

Substitution

~~22-4-19.4.~~ Substitutes are permitted from members of the Council who have undertaken and completed appropriate training specified by the Chief Planning Officer.

Delegated Functions

~~22-5-19.5.~~ To discharge all functions of Management of Development Control required under the Planning Acts including the determination of planning applications (except for applications for National Developments and major developments significantly contrary to the Development Plan which require to be determined by full Council, or applications under the Council's Scheme of Delegation for Local Developments).

~~22-6-19.6.~~ To determine applications for High Hedge Notices and withdraw or vary such notices as prescribed under the High Hedges (Scotland) Act 2013.

~~22-7-19.7.~~ To determine cases for street naming and the numbering of properties.

23-20. Licensing Sub-Committee (Parent: Regulatory Committee)

~~23-1-20.1.~~ **Constitution:** 9 members of the Council as follows:

- ~~23-1-1-20.1.1.~~ 3 Conservative
- ~~23-1-2-20.1.2.~~ 2 SNP
- ~~23-1-3-20.1.3.~~ 2 Labour
- ~~23-1-4-20.1.4.~~ 1 Green
- ~~23-1-5-20.1.5.~~ 1 Scottish Liberal Democrat

Convener

[23.2-20.2.](#) The Convener of the Licensing Sub-Committee is the Convener of the Regulatory Committee.

Quorum

[23.3-20.3.](#) Three members constitute a quorum.

Substitution

[23.4-20.4.](#) Substitutes are permitted from members of the Council who have undertaken and completed appropriate training specified by the Chief Executive.

Delegated functions:

[23.5-20.5.](#) Power is delegated to the Licensing Sub-Committee to:

[23.5.1-20.5.1.](#) exercise the functions of the Council as Licensing authority under the Civic Government (Scotland) Act 1982 and other statutory provisions which are not within the remit of any other Committee;

[23.5.2-20.5.2.](#) exercise the functions of the Council on all licensing functions which are not reserved to the Council, its officers or delegated to another Committee;

[23.5.3-20.5.3.](#) determine individual applications for registration and licences under the Civic Government (Scotland) Act and other statutory provisions which are not delegated to officers, in accordance with approved policies;

[23.5.4-20.5.4.](#) determine applications for road construction consent not delegated to the Executive Director of Place;

[23.5.5-20.5.5.](#) determine applications for permission to place tables and chairs on footways recommended for refusal by the Executive Director of Place;

[23.5.6-20.5.6.](#) exercise the Council's responsibilities in respect of safety at sports grounds; and

[23.5.7-20.5.7.](#) exercise the Council's functions regarding notification of parades and processions so far as not delegated to officers.

[24.21.](#) Pensions Audit Sub-Committee (Parent: Pensions Committee)

Constitution

[24.1-21.1.](#) Three members from the Pensions Committee of which a minimum are two City of Edinburgh elected members.

Quorum

~~24.2-21.2.~~ Two members of the Pensions Audit Sub Committee will constitute a quorum.

Convener

~~24.3-21.3.~~ The Convener of the Pensions Audit Sub-Committee will be appointed from the membership of the Pensions Committee, excluding the Convener of that committee.

Substitution

~~24.4-21.4.~~ Substitutes are permitted from members of the Council who have undertaken and completed appropriate training specified by the Executive Director of Resources.

Delegated functions

~~24.5-21.5.~~ Power is delegated to the Pensions Audit Sub-Committee to consider and make appropriate recommendation(s) to the Pensions Committee:

~~24.5.1-21.5.1.~~ To ensure systematic appraisal of the control environment and framework of internal control of pension funds to provide reasonable assurance of the effective and efficient operations and compliance with laws and regulations;

~~24.5.2-21.5.2.~~ To promote the development of an appropriate risk management strategy and risk management procedures;

~~24.5.3-21.5.3.~~ To ensure the highest standards of probity and public accountability;

~~24.5.4-21.5.4.~~ To ensure sound financial procedures are in place for authorising and monitoring expenditure;

~~24.5.5-21.5.5.~~ To consider and scrutinise an annual report on any companies owned by the Council that are connected to the activities of the Pension Fund;

~~24.5.6-21.5.6.~~ To review the annual financial statements of the pension funds [and the International Standard on Auditing 260 (ISA 260) communication of audit matters];

~~24.5.7-21.5.7.~~ To agree internal audit plans and to ensure that internal audit work is planned with due regard to risk, materiality and coverage;

~~24.5.8-21.5.8.~~ To oversee in light of the audit plan the performance of the audit service;

~~24.5.9-21.5.9.~~ To oversee and review action taken on internal audit recommendations; and

~~24.5.10-21.5.10.~~ To review all matters relating to external audit, including audit planning, action points and reports, and to monitor the implementation of external audit recommendations.

25.22. Property Sub-Committee (Parent: Finance and Resources Committee)

~~25.1-22.1.~~ **Constitution:** 10 members of the Council as follows:

- ~~25.1.1-22.1.1.~~ 3 SNP
- ~~25.1.2-22.1.2.~~ 3 Conservative
- ~~25.1.3-22.1.3.~~ 2 Labour
- ~~25.1.4-22.1.4.~~ 1 Green
- ~~25.1.5-22.1.5.~~ 1 SLD

Convener

~~25.2-22.2.~~ The Convener will be a member of the City of Edinburgh Council.

Quorum

~~25.3-22.3.~~ Four members of the Property Sub-Committee will constitute a quorum.

Substitution

~~25.4-22.4.~~ Substitutes are permitted.

Delegated functions:

~~25.5-22.5.~~ Power is delegated to the Property Sub-Committee to:

- ~~25.5.1-22.5.1.~~ oversee the work of the Edinburgh Shared Repairs Service;
- ~~25.5.2-22.5.2.~~ to take decisions in relation to the Council's Shared Repair Service that fall within the remit of the Finance and Resources Committee in relation to financial and legal risks; and
- ~~25.5.3-22.5.3.~~ consider any outstanding issues that require detailed scrutiny in relation to the closure of the Property Conservation Programme Momentum project.

26.23. Special Sub-Committee on Adult Social Care (Parent: Culture and Communities Committee)

~~26.1-23.1.~~ **Constitution:** 5 members of the Council as follows:

- ~~26.1.1-23.1.1.~~ 1 Labour
- ~~26.1.2-23.1.2.~~ 1 SNP
- ~~26.1.3-23.1.3.~~ 1 Conservative

~~26.1.4-23.1.4.~~ 1 Green

~~26.1.5-23.1.5.~~ 1 SLD

Convener

~~26.2-23.2.~~ The parent committee appoints the Convener.

Quorum

~~26.3-23.3.~~ Two members of the Special Sub-Committee on Adult Social Care will constitute a quorum.

Substitution

~~26.4-23.4.~~ Substitutes are permitted.

Delegated functions

~~26.5-23.5.~~ Power is delegated to the Special Sub-Committee on Adult Social Care to:

~~26.5.1-23.5.1.~~ maintain an overview of the quality of social work experience for Edinburgh's citizens by considering reports of HMI, SWIA, and Care Commission inspections and internal reviews of health and social care establishments and services, and action taken;

~~26.5.2-23.5.2.~~ monitor the implementation of new initiatives relating to quality;

~~26.5.3-23.5.3.~~ maintain an overview of the implementation of national and local policies.

~~26.5.4-23.5.4.~~ address issues relating to the work of services which arise during the course of the business of the sub-committee and make recommendations to the Culture and Communities Committee;

~~26.5.5-23.5.5.~~ celebrate the success of services, including identification of examples of good practice; and

~~26.5.6-23.5.6.~~ provide a high quality experience for officers and sub-committee members by adopting an agreed set of protocols for the conduct of Special Sub-Committees.

~~27.24.~~ Sub-Committee on Standards for Children and Families (Parent: Education, Children and Families Committee)

~~27.1-24.1.~~ **Constitution:** 9 Members in total comprising of 1 religious representative and 8 Members of the Council as follows:

~~27.1.1-24.1.1.~~ 3 Conservative

~~27.1.2-24.1.2.~~ 2 SNP

[27.1.3-24.1.3.](#) 2 Labour

[27.1.4-24.1.4.](#) 1 Green

[27.1.5-24.1.5.](#) 1 Scottish Liberal Democrat

Convener

[27.2-24.2.](#) The parent committee will appoint the convener.

Quorum

[27.3-24.3.](#) Three members will constitute a quorum.

Substitution

[27.4-24.4.](#) Substitutes are permitted.

Delegated functions

[27.5-24.5.](#) Power is delegated to the Sub-Committee on Standards for Children and Families to:

[27.5.1-24.5.1.](#) Provide oversight of the quality of education and care experiences for young people in the City of Edinburgh by scrutinising the reports and follow up actions of Education Scotland inspections in schools;

[27.5.2-24.5.2.](#) Consider an annual report on Care Inspectorate inspections in early years provision;

[27.5.3-24.5.3.](#) Consider individual reports on Care Inspectorate inspections in residential schools, care services for children and local authority reviews of service areas, establishments and units;

[27.5.4-24.5.4.](#) Monitor the implementation of initiatives relating to quality improvement and assurance, and attainment and achievement;

[27.5.5-24.5.5.](#) Maintain an overview of the implementation of national and local policies specifically related to quality standards by officers, establishments and services;

[27.5.6-24.5.6.](#) Contribute to the support and challenge agenda within the context of establishment plans; and

[27.5.7-24.5.7.](#) Celebrate the success of establishments, units, teams and the service including recognising items of good practice.

APPOINTMENTS MAY 2019
SENIOR COUNCILLOR REMUNERATION

No.	Role	Pay - Percentage	Salary (as at 1 April 2019)	Councillor
1	Leader of the Council	Set by statute	£52,414	Adam McVey
2	Lord Provost	Set by statute	£39,310	Councillor Frank Ross
3	Depute Leader of the Council	75% (of leader's pay)	£39,310	Cammy Day
4	Depute Convener	50%	£26,207	Joan Griffiths
5	Convener – Culture and Communities	62.5%	£32,758	Donald Wilson
6	Convener – Transport and Environment	62.5%	£32,758	Lesley Macinnes
7	Convener – Housing and Economy	62.5%	£32,758	Kate Campbell
8	Convener – Education, Children and Families	62.5%	£32,758	Ian Perry
9	Convener – Finance and Resources	62.5%	£32,758	Alasdair Rankin
10	Vice-Convener – Culture and Communities	50%	£26,207	Amy McNeese-Meechen
11	Vice-Convener – Transport and Environment	50%	£26,207	Karen Doran
12	Vice-Convener – Housing and Economy	50%	£26,207	Lezley Marion Cameron
13	Vice-Convener – Education, Children and Families	50%	£26,207	Alison Dickie

14	Vice-Convener – Finance and Resources	50%	£26,207	Vacant
15	Convener - GRBV	62.5%	£32,750	Joanna Mowat
16	Licensing Board Convener	62.5%	£32,758	Norrie Work
17	Opposition Group Leader	50%	£26,207	Iain Whyte
18	Opposition Group Leader	50%	£26,207	Steve Burgess
19	Opposition Group Leader	50%	£26,207	Robert Aldridge
20	Planning Convener	62.5%	£32,758	Neil Gardner
21	Regulatory Convener	62.5%	£32,758	Cathy Fullerton
22	Convener or Vice-Convener of Integration Joint Board	62.5%	£32,758	Ricky Henderson
23	Vice-Convener - Planning	50%	£26,207	Maureen Child
24	Vice-Convener – Licensing Board	50%	£26,207	Vacant
25	Vice-Convener – Regulatory Committee	50%	£26,207	Vacant
26				
Total			£681,366	Does not include Leader of the Council or Lord Provost
Maximum			£681,366	
27	LVJB - Convener	Set by statute	£21,840	David Key

The City of Edinburgh Council

10.00am, Thursday, 30 May 2019

Added Members and voting rights on the Education, Children and Families Committee – Legal Opinion

Executive/routine
Wards
Council Commitments

1. Recommendations

- 1.1 To note the legal position that it is within the Council's powers to confer or remove voting rights of added members on the Education, Children and Families Committee.
- 1.2 To determine whether or not to remove the voting rights of added members.
- 1.3 To determine whether there should be further added members per the original motion (as set out in para 4.1) which would require the consequential change as detailed in para 4.3.

Andrew Kerr

Chief Executive

Contact: Nick Smith, Head of Legal and Risk

E-mail: nick.smith@edinburgh.gov.uk | Tel: 0131 529 4377

Added Members and voting rights on the Education, Children and Families Committee – Legal Opinion

2. Executive Summary

- 2.1 A legal opinion was sought from external Counsel, which confirms that it is competent for the Council to confer or remove voting rights from the added members on the Education, Children and Families Committee.

3. Background

- 3.1 At 2 May 2019 Council, an addendum was proposed making changes to the added members for education matters on the Education, Children and Families Committee.
- 3.2 The proposed changes included making all added members for education matters non-voting members.
- 3.3 The matter was continued to the next meeting of Council in order that a legal Opinion could be sought in relation to removing the voting rights from added members.
- 3.4 The Education, Children and Families Committee has 11 members of the Council and has three religious representatives and one parent representative. The parent representative is currently a non-voting member whilst the religious representatives have voting rights.

4. Main report

- 4.1 At 2 May 2019 Council the Green Group proposed an addendum to make changes to the added members for education matters on the Education, Children and Families Committee, as follows:

4.1.1 *To agree changes to the Added Members for Education Matters on the Education, Children and Families Committee as follows –*

(a) To add an additional parent representative.

- (b) To add a senior pupil representative.*
- (c) To make all Added Members for Education Matters non-voting members*

- 4.2 Following the decision by Council on 2 May 2019 a legal opinion was sought from external Counsel. The opinion confirms that it is competent for the Council to either confer or remove the voting rights of the added members on the Education, Children and Families Committee.
- 4.3 The Local Government (Scotland) Act 1973 requires that committees have at least two-thirds of the membership made up by elected members. If Council wishes to increase the membership of the Education, Children and Families Committee by 2 non-voting members then it will require to add an elected member who, in terms of the political balance, should either be from the SNP group or the Conservative group.

5. Next Steps

- 5.1 The next steps are dependent on the decision of Council.

6. Financial impact

- 6.1 There is no specific financial implication arising from this report.

7. Stakeholder/Community Impact

- 7.1 Preliminary discussions have taken place with the religious representatives on the Committee.
- 7.2 Any decision on membership must reflect what is set out in the Local Government (Scotland) Act 1973.
- 7.3 There is a risk of challenge if voting rights are removed from the religious representatives.

8. Background reading/external references

- 8.1 Report to Council dated 2 May 2019 "Review of Appointments to Committees, Boards and Joint Boards for 2019/2020".
- 8.2 Addendum by the Green Group, Item 7.1, Motions and Amendments – Full Council 2 May 2019.

9. Appendices

None.

The City of Edinburgh Council

10.00am, Thursday, 30 May 2019

Report of Pre-Determination Hearing – 2 Eastfield Road Edinburgh (At Land 160 Metres North Of) – referral from the Development Management Sub-Committee

Executive/routine
Wards
Council Commitments

1. For Decision/Action

- 1.1 To consider the recommendation of the Development Management Sub-Committee on a planning application, which was the subject of a pre-determination hearing under the procedures set out in the Town and Country Planning (Development Management Procedures) (Scotland) Regulations 2008, to grant planning permission in principle for the reasons outlined in the report by the Chief Planning Officer, and to refer the decision to Scottish Ministers.

Laurence Rockey

Head of Strategy and Communications

Contact: Jamie Macrae, Committee Officer

E-mail: jamie.macrae@edinburgh.gov.uk | Tel: 0131 553 8242

Referral Report

Report of Pre-Determination Hearing – 2 Eastfield Road Edinburgh (At Land 160 Metres North Of) – referral from the Development Management Sub-Committee

2. Terms of Referral

- 2.1 In December 2009, the Council approved procedures for dealing with planning applications requiring to be considered by means of a pre-determination hearing.
- 2.2 On 8 May 2019, the Development Management Sub-Committee conducted a pre-determination hearing in respect of an application for planning permission in principle for a proposed mixed use development at land 160 metres north of 2 Eastfield Road, Edinburgh.
- 2.3 The Sub-Committee received:
- a presentation on the report by the Chief Planning Officer (appendix 1)
 - a presentation by Alastair McKie (planning lawyer from Anderson Strathern) and Kevin Martin (transport consultant from Mott Macdonald) on behalf of Edinburgh Airport
 - a presentation by the applicants in support of the proposals

Report by the Chief Planning Officer

- 2.4 The Chief Planning Officer gave details of the application and the planning considerations involved for planning permission in principle.
- 2.5 The proposal for planning permission in principle was for a proposed business led, mixed use development as an initial phase of the Edinburgh International Gateway (IBG). A quantum of development for the site as whole comprising 211,511 metres square floor space was identified, with permission sought for the following mix of uses: Class 4 Business - 122,158 metres square (58%), Class 7 Hotel - 40,338 metres square (19%), Class 9 Residential and Sui Generis Flatted development - 43,574 metres square (21%). This would represent approximately 396 units including 25% affordable, Class 1, 2, 3, 10 and 11 - Ancillary Uses: - Retail, Financial and Professional and Services, Food and Drink, Assembly and Leisure (2%).

- 2.6 Two points of vehicular access would serve the proposed development. A signalised junction would be formed from Eastfield Road, at the location of the existing roundabout. This would form the western section of the proposed Gogar Link Road. To the south, the existing access serving the Park and Ride Site from the dumbbells junction would also be utilised. The existing northern access to the Park and Ride from Eastfield Road would be maintained and it is not envisaged that this would provide direct vehicular access into the IBG site at the current time.
- 2.7 Section 25 of the Town and Country Planning (Scotland) Act 1997 states - where, in making any determination under the planning Acts, regard is to be had to the development plan, and the determination shall be made in accordance with the plan unless material considerations indicate otherwise. The general principle of the development of the site for an International Business Gateway was underpinned by National Planning Framework 3 (NPF3), the Strategic Development Plan (SDP) and Local Development Plan Policy Emp 6. LDP Policy Emp 6 outlines specific planning policy requirements in respect on the International Business Gateway. The purpose of this policy is to support the development of this internationally important economic development opportunity and ensured that proposals accorded with NPF3.
- 2.8 The Chief Planning Officer considered that, subject to the conclusion of a suitable legal agreement requiring contributions in relation to tram, the delivery of transport infrastructure to support the development of the site and other contributions in relation to affordable housing, education and healthcare the principle of the proposed development was acceptable, and recommended that the application be granted.

Presentation by Edinburgh Airport

- 2.9 Alastair McKie (planning lawyer from Anderson Strathern) and Kevin Martin (transport consultant from Mott Macdonald) gave a presentation on behalf of Edinburgh Airport.
- 2.10 Edinburgh Airport did not oppose the principle of this development but argued that a compliant standalone transport assessment had not being carried out. Mr McKie stated that the main access to Edinburgh Airport was Eastfield Road which was already congested at peak times. The development's vehicular access was also from Eastfield Road. A compliant transport assessment was a requirement of adopted development plan, national guidance, and environmental impact assessment. Mr McKie stated that a comprehensive transport assessment must be submitted with planning applications for proposals generating significant amount of travel or in particular travel sensitive locations. Mr McKie argued the proposals would generate a significant amount of travel and was in a travel sensitive location. Weekly reports show delays are 45 minutes or more on Eastfield Road.
- 2.11 Mr McKie stated the indicative threshold for requiring a standalone transport assessment under national guidance was two and a half thousand square metres of business space. The proposed development was fifty times that size, at 122 thousand square metres. In similar applications in West Edinburgh, Mr McKie argued that the Council required standalone transport assessments.

2.12 Edinburgh Airport asked members to continue the application until such a time as the applicants provided as compliant and standalone transport assessment. Mr McKie requested the application be refused if the applicants did not provide a transport assessment or the Council did not require one on the basis that the application was contrary to local development plan, national guidance, and the environmental impact regulations 2017.

Presentation by Applicant

2.13 Peter Carus (Avison Young), Martin Dalziel (New Ingliston Ltd), Ewan Anderson (7N Architects) Douglas Bisset (WSP Group) were heard in support of the application.

2.14 The International Business Gateway (IBG) was an important strategic site for Edinburgh and the national economy. Identified ten years ago in Scottish Government's West Edinburgh Planning Framework from 2008 and the City of Edinburgh Council's West Edinburgh Strategic Design Framework from 2010. The economic significance of the site was due to its proximity to Edinburgh airport.

2.15 The site was allocated in statutory planning documents, including the National Planning Framework 3 (NPF3) and the Local Development Plan. Mr Dalziel stated the site therefore had statutory planning support of the Scottish Government and City of Edinburgh Council.

2.16 The West Edinburgh Partnership Development Board, established in 2008, had representation from the City of Edinburgh Council, Scottish Government, Scottish Enterprise, Transport Scotland, the Royal Highland Society, Edinburgh Airport and other landowners. The Board was set up with the purpose of enhancing the holistic development of West Edinburgh, of which the IBG was an important part.

2.17 Mr Dalziel argued that the proposals would have a positive economic impact on the city. 122,158 square metres of office accommodation would create jobs in the construction phase and work space for 12 thousand staff, and there would be excellent tram links to the city and airport. 396 residential units would ensure that a community would form. 99 of these would be affordable homes. 57% of the site formed public realm and landscaping. Active Travel was an important element of the site, and there was a strong emphasis on pedestrian and cycle routes throughout.

2.18 Mr Dalziel clarified that the Park and Ride was owned solely by the Council. The applicants had provided an indicative layout, should the site be relocated to Newbridge, following the extension of the tram. Consent was not being sought as part of this application and any decision would be for the Council to make.

Deliberation by Sub-Committee Members

2.19 Copies of representations received during the consultation period had been made available to members of the Sub-Committee for inspection.

2.20 Both parties were questioned on their presentations by members of the Sub-Committee.

Motion

To grant planning permission in principle, subject to referral to Full Council and the conditions, reasons, informatives and a legal agreement, as set out in section 3 of the report by the Chief Planning Officer.

- moved by Councillor Gardiner, seconded by Councillor Child

Amendment

To continue consideration of the application, to allow for a transport assessment to be undertaken.

- moved by Councillor Booth, seconded by Councillor Staniforth

Voting

For the motion - 9 votes

(Councillors Child, Gardiner, Gordon, Griffiths, McLellan, Mitchell, Mowat, Munn and Osler)

For the amendment - 2 votes

(Councillors Booth and Staniforth)

Decision

To grant planning permission in principle, subject to referral to Full Council and the conditions, reasons, informatives and a legal agreement, as set out in section 3 of the report by the Chief Planning Officer.

3. Background Reading/ External References

[Development Management Sub-Committee – 8 May 2019 – Webcast](#)

4. Appendices

Appendix 1 – report by the Chief Planning Officer

Development Management Sub Committee

Wednesday 8 May 2019

Application for Planning Permission in Principle 15/05580/PPP

**At Land 160 Metres North Of 2, Eastfield Road, Edinburgh
Mixed use development inc. business + employment uses
(class 4); hotels (class 7) + ancillary uses including retail
(Class 1), financial + professional services (Class 2), food +
drink (Class 3), residential (Class 9), non-residential
institutions (Class 10), assembly + leisure (Class 11), sui
generis flatted development; associated works inc. car
parking, servicing, access + public realm. (As Amended)**

Item number

Report number

Wards

A01 - Almond (Pre May 2017)

Summary

The application represents a National Development proposal in West Edinburgh, situated within close proximity to the A8 Corridor and Edinburgh Airport.

The development of an International Business Gateway (IBG) to the west of Edinburgh is supported by the National Planning Policy NPF3, the SDP and the Development Plan with site design principles articulated through the Local Development Plan (LDP) and the West Edinburgh Strategic Design Framework (WESDF).

The proposed mix of land uses are considered appropriate to the development of an International Business Gateway - subject to a range of planning controls to ensure the primacy of business uses are maintained as the site is developed whilst also delivering a suitable mix of complementary uses as identified through LDP Policy Emp 6.

The proposed masterplan framework and parameters plans are considered to provide a suitable basis for planning conditions to guide the long term development of the IBG Phase 1 site, promoting high quality development, placemaking and site infrastructure befitting of the aspirations for the international business development.

Subject to the conclusion of a suitable legal agreement requiring contributions in relation to tram, the delivery of transport infrastructure to support the development of the site and other contributions in relation to affordable housing, education and healthcare the principle of the proposed development is considered acceptable.

Links

<u>Policies and guidance for this application</u>	LDEL01, LDES01, LDES02, LDES03, LDES04, LDES05, LDES06, LDES07, LDES08, LDES09, LDES11, LEN08, LEN09, LEN12, LEN16, LEN20, LEN21, LEN22, LEMP01, LEMP06, LEMP10, LHOU01, LHOU02, LHOU03, LHOU06, LHOU10, LRET06, LRET08, LTRA01, LTRA02, LTRA03, LTRA04, LTRA06, LTRA07, LTRA08, LTRA09, LTRA10, NSGD02, NSGSTR, NP01,
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Report

Application for Planning Permission in Principle 15/05580/PPP

**At Land 160 Metres North Of 2, Eastfield Road, Edinburgh
Mixed use development inc. business + employment uses
(class 4); hotels (class 7) + ancillary uses including retail
(Class 1), financial + professional services (Class 2), food +
drink (Class 3), residential (Class 9), non-residential
institutions (Class 10), assembly + leisure (Class 11), sui
generis flatted development; associated works inc. car
parking, servicing, access + public realm. (As Amended)**

Recommendations

- 1.1 It is recommended that this application be Minded to grant - Scottish Ministers subject to the details below.

Background

2.1 Site description

The application site (36.7 hectares) is situated in West Edinburgh, approximately 12.4km to the west of Edinburgh City Centre.

This site is defined by Eastfield Road to the west, which connects with the A8 Glasgow Road that forms the southern edge of the site. A residential property with outbuildings lies to the southern site boundary, this being accessed from the A8 eastbound carriageway. Arable land and woodland occupies the area to the south of the A8 this designated as Green Belt with areas also safeguarded for the potential relocation of the Royal Highland Centre.

The northern edges of the site are bounded by a hotel and the Gogar Burn, with Edinburgh Airport occupying much of the area to the north. The Airport Terminal building lies approximately 1.2 km to the north.

The land lying immediately to the east of the site comprises open, uncultivated grassland. This extends eastwards towards the Gogar Burn and the Edinburgh Tram Depot.

The Ingliston Park and Ride site, managed by the Council, occupies the central and south western parts of the application site, this being accessed from Eastfield Road and the dumbbells junction to the south east. Originally opening in 2005, this now includes surface car parking for 1085 vehicles, a bus layby and hub building containing passenger facilities. The site edges are enclosed by maturing soft landscaping. A further area for the future expansion of the site lies to its eastern edge. Since 2014, the Park and Ride site has also been served by a tram stop, with the tram route (LDP Proposal T1) entering the application site from the north and east, to provide a high frequency public transport link between the Airport and Edinburgh City Centre. The tram stop also includes an electrical sub-station and dedicated parking area.

The remainder of the site to the north comprises open, uncultivated grassland, with land to the south and south west currently remaining in arable use. A number of hedgerows partially define the site edges and former field boundaries running across the site. A small pocket of mature trees are situated to the south western corner of the site, adjacent to the A8 dumbbells junction.

The prevailing land levels fall from 50 metres AOD to the southern edge of the site, reducing to approximately 32 metres AOD at the northern edges at the Gogar Burn. This results in an 18 metre level difference across the site.

The LDP identifies the north eastern part of the application site, adjacent to the Gogar Burn, as an Area of Importance for Flood Management. The application site is crossed by two drainage channels, these both entering the Gogar Burn. These include a drainage ditch to the eastern edge of site (referred to as the Ratho Channel) with a second watercourse (referred to as the Eastfield Road Tributary) flowing from the west, and crossing the northern part of the site. A SUDS detention basin is situated to the north of the Park & Ride Site, immediately to the west of the tram route.

A gas main crosses the western part of the site from north to south, this lying immediately to the west of the tram line before crossing the park and ride site. Building should not be located above this.

In terms of adjacent uses surrounding the application site, the nature of Eastfield Road is mixed in character. This includes the Royal Highland Showground and airport car parking to the west, these being interspersed by a small number of dwellings and former farmsteadings, some also operating as business premises. A number of hotels lie to the north and north east, including two recently developed sites at the Eastfield Road/Fairview Road roundabout.

The entirety of the application site is designated in the LDP as Special Economic Area. This designation embraces a number of the key strategic sites in West Edinburgh, including the International Business Gateway, Edinburgh Airport and the Royal Highland Centre. These sites are covered by specific planning policies, designed to help deliver the Council's Economic Strategy through promoting economic development in sustainable locations, with a particular focus on opportunities for office development and Edinburgh's special economic areas.

The area of land to the north west of the application site, situated to the east of the tram line is designated in the LDP as an Area of Importance for Flood Management. The WESDF also identifies the same area, to the south of the Gogar Burn, for potential future expansion of the Airport.

LDP Proposal GS6 identifies three areas of open space to be delivered within the extents of the application site. This includes two areas of open space - one crossing the northern part of the site and the second defining the eastern edge (these being referred to as the IBG Central Parkland). A further area of open space would define the southern edge of the site along the A8 corridor.

The alignment of a future tram route from Ingliston P&R tram stop to Newbridge is safeguarded (LDP Proposal T1) this forming a spur across the western part of the site from the tram stop towards Eastfield Road.

LDP Transport Proposal and Safeguard T8 - Eastfield Road and dumbbells junction, passes to the western edge of the site. Proposal and Safeguard T9 - Gogar Link Road crosses the northern part of the site to link Eastfield Road with land to the east and the Gogar roundabout.

2.2 Site History

21 August 2000 - Planning permission refused to erect hotel with conference facilities. Appeal subsequently dismissed. (Application reference:- 00/01588/FUL).

02 June 2004 - Planning permission granted for Park and Ride facility comprising car park, terminus building and dedicated bus access (Application reference:- 04/00362/CEC).

05 October 2007 - Application withdrawn for hotel incorporating conference and leisure facilities, car parking and associated landscaping (Application reference:- 01/01769/OUT).

08 August 2008 - Prior Approval granted for the Ingliston Park and Ride Tram Stop (Application reference:- 08/02250/PA).

08 December 2010 - Prior Approval granted for NIL Tram Crossing No.2 - a future proofed road crossing over tram alignment (Application reference:- 10/03024/PA).

IBG Applications

08 August 2013 - Proposal of Application Notice (PAN) submitted for IBG Phase 1 (34 hectares) this including land immediately to the east of Eastfield Road and the Ingliston Park + Ride site (Reference:- 13/03146/PAN).

21 January 2015 - Proposal of Application Notice (PAN) submitted by NIL Limited for IBG Phase East (75 hectares) this including land extending from the east of the Ingliston Park + Ride site to the Gogar Burn (Reference:- 15/00225/PAN).

29 February 2016 - Proposal of Application Notice (PAN) submitted by West Craigs Limited for land extending eastwards from the Gogar Burn towards the Tram Depot and Edinburgh Gateway (Reference:- 16/00927/PAN).

Main report

3.1 Description Of The Proposal

Scheme 2

Planning Permission in Principle (PPP) is sought for proposed business led, mixed use development as an initial phase of the Edinburgh International Gateway (IBG). A quantum of development for the site as whole comprising 211,511 metres square floorspace is identified, with permission sought for the following mix of uses:-

- Class 4 Business - 122,158 metres square (58%).
- Class 7 Hotel - 40,338 metres square (19%).
- Class 9 Residential and Sui Generis Flatted development - 43,574 metres square (21%). This would represent approximately 396 units including 25% affordable.
- Class 1, 2, 3, 10 and 11 - Ancillary Uses:- Retail, Financial + Professional Services, Food and Drink, Assembly and Leisure (2%).

A Concept Masterplan, series of Plot Parameters Plans and Development Guidance have been prepared in support of the application, these establish a masterplan framework, a range of design parameters and detailed design guidance to be observed throughout the development of the site. The overarching masterplan principles and design approach have been outlined in a supporting Design and Access Statement.

The Concept Masterplan approach establishes a site structure, based around a rectilinear grid to form 18 development blocks or plots (16 plots if the Council owned Park & Ride site is excluded). The proposed masterplan framework also identifies access routes, estate infrastructure including strategic public realm, open space and landscape with specific details presented through a suite of masterplan documents:-

- Masterplan Overview
- Estate Infrastructure and Landscape
- Landscape Framework
- Plot Framework
- Movement and Access
- Mix of Uses
- SUDS Strategy
- District Heating
- Implementation Strategy

The Concept Masterplan has presented an illustrative approach for the possible future redevelopment of the Council owned Ingliston Park and Ride site, although this does not form part of the application.

A suite of Plot Parameters Plans define the following on a site wide basis:-

- Development Parameters (Build Zone, primary frontage, green edge and landscape buffers).
- Height parameters (Maximum building heights on a sub plot basis).
- Use parameters (Extents and location of business/hotel led development, residential led development, active ground floor zone for leisure and retail development).

Detailed Development Guidance has also been prepared for:-

- Public realm on a site wide basis, this including landscape and open space.
- Plot Principles will provide a flexible framework for development through the use of plot parameters.
- Park and Ride Site - illustrative approach for future development.

The proposed development would be served by two points of vehicular access. A signalised junction would be formed from Eastfield Road, at the location of the existing roundabout. This would form the western section of the proposed Gogar Link Road. To the south, the existing access serving the Park and Ride Site from the dumbells junction would also be utilised. The existing northern access to the Park and Ride from Eastfield Road would be maintained and it is not envisaged would provide direct vehicular access into the IBG site at the current time.

It is anticipated that the following matters would be approved to support a Planning Permission in Principle:-

- Proposed mix of uses and development quantum. Restrictions would apply in terms of maximum floorspace relating to Business, Hotels, Food & Leisure and Residential uses (where a maximum number of units would also apply).
- Concept Masterplan, as depicted through the Estate Infrastructure and Landscape Plan, this outlining strategic site infrastructure requirements. Masterplan framework suite of supporting plans including landscape and plot framework, access routes, strategic public realm and SUDS.
- Points of access, street hierarchy, strategic cycle and pedestrian network.
- Development Parameters relating to Plot Parameters, Height Parameters, Use Parameters. Controls relating to the form and layout of buildings would be controlled through development Plot Parameters plans.
- Development Guidance - Public Realm, Plot Principles, Park & Ride Principles.

Scheme 1

Main scheme details as above, noting the following amendments:-

- Adjustment to the proposed level of development to the north eastern corner of the site to take account of flooding and drainage issues including SEPA objection.
- Change to maximum height of development blocks in two locations to take account of Airport height restrictions.

- Implementation Strategy submitted February 2019 following discussion with applicants.

Further public notification was undertaken in relation to the following:-

- Addendum to Transport Addendum (February 2018). The applicants subsequently prepared a Transport Technical Note (October 2018) to address a number of issues raised by the Council.
- Addendum to the EIA - Noise and Air Quality (March 2018), Ecology/Ecological Baseline Review (November 2018).

Supporting information

EIA Screening ascertained that an Environmental Statement would be required in relation to the development of the site. An Environmental Statement has been lodged in support of the application and this has considered the following areas:-

- Outline description of the proposed development
- Approach to the EIA
- Ecology and Nature Conservation
- Historic Environment
- Ground conditions, hydrogeology & contamination
- Transport & Access
- Noise & Vibration
- Air Quality
- Cumulative Impacts
- Conclusions, Schedule of Mitigation and Residual Effects

EIA Addendum were prepared in relation to Ecology and Nature Conservation, Noise & Vibration and Air Quality.

Other documents:-

- Design and Access Statement
- Planning Statement
- Implementation Strategy
- West Edinburgh Transport Study (WETS)
- Transport Appraisal Addendum
- Transport Technical Note
- Newbridge Air Quality Study
- Pre-Application Consultation (PAC) Report
- Flood Risk Assessment
- Drainage Strategy
- Sustainability Appraisal

The supporting information is available to view on the Planning and Building Standards Online Services.

3.2 Determining Issues

Section 25 of the Town and Country Planning (Scotland) Act 1997 states - Where, in making any determination under the planning Acts, regard is to be had to the development plan, the determination shall be made in accordance with the plan unless material considerations indicate otherwise.

Do the proposals comply with the development plan?

If the proposals do comply with the development plan, are there any compelling reasons for not approving them?

If the proposals do not comply with the development plan, are there any compelling reasons for approving them?

3.3 Assessment

To address these determining issues, the Committee needs to consider whether:

- a) The principle of development is acceptable;
- b) The proposed masterplan concept and design parameters are acceptable and in accordance with the International Business Gateway LDP Development Principles and the West Edinburgh Strategic Design Framework;
- c) The proposals raise issues relating to transport and accessibility;
- d) There are requirements for other developer contributions;
- e) Other matters:- Strategic Landscape impact, Flooding, Air Quality, Contamination, Amenity, Archaeology; are addressed;
- f) Equalities and human rights; and
- g) Issues raised in representations have been addressed.

a) Principle of Development

Policy Context

The general principle of the development of the site for an International Business Gateway is underpinned by National Planning Framework 3 (NPF3), the Strategic Development Plan (SDP) and Local Development Plan Policy Emp 6.

NPF3 identifies the requirement for an international business gateway development, related to the Airport in West Edinburgh. NPF3 acknowledges that 'given Scotland's location in Europe and the importance of wider global markets, maintaining and enhancing air connectivity is essential. Scotland's major airports provide a gateway to Scotland and particularly to the cities network. The enhancement of Scotland's five main Airports is supported as national development. These gateways are important for inward investment'. The national development includes reconfiguration of land uses around Edinburgh Airport to accommodate future expansion, relocation of the Royal Highland Showground and support for the creation of an International Business Gateway (IBG) to the west of Edinburgh. Annex A, sets out the criteria for national development. This identifies Strategic Airport Enhancements including Edinburgh Airport and adjoining land identified for mixed, industrial and business use. Criterion c) refers to the construction of buildings for business, general industrial or storage and distribution requiring a near airport location where gross floorspace exceeds 10,000 metres or 2ha in area are identified for associated business development.

The Spatial Strategy contained within SESPlan, the Strategic Development Plan, identifies 13 Strategic Development Areas (SDA's) including West Edinburgh, these form the main focus for future growth. These are intended to maintain and develop the areas established role as the Regional Core and the Capital City.

The West Edinburgh SDA is an internationally recognised area of economic importance incorporating Edinburgh Airport. The SDP identifies the area as an attractive location for inward investment and as well as airport expansion proposals includes the development of a new multi-modal station at Gogar (Edinburgh Gateway), the relocation of the Royal Highland Centre and the creation of an International Business Gateway. Strategic infrastructure relating to the development of the site includes Edinburgh Tram Line 1A, the development of Gogar Intermodal Station and upgrades at the Newbridge interchange.

LDP Policy Emp 6 outlines specific planning policy requirements in respect on the International Business Gateway. The purpose of this policy is to support the development of this internationally important economic development opportunity and ensure that proposals accord with NPF3.

The policy states that proposals for the development of an IBG within the boundary defined on the Proposals Map will be supported. The following uses are supported in principle:

- International business development
- Hotel and conference facilities
- Uses ancillary to international business development, such as child nursery facilities, restaurants and health and sports clubs

All IBG proposals must accord with the IBG development principles and other relevant local development plan policies, with further planning guidance set out in the West Edinburgh Strategic Design Framework (WESDF).

The WESDF establishes the vision for West Edinburgh to become the most successful employment led city extension in Europe. Its success will be measured in terms of international investment, new jobs and quality of place. In relation to the IBG, the Framework identifies "a unique opportunity for international businesses to locate alongside a vibrant mix of ancillary uses in a high quality environment, close to the airport and excellent public transport links".

Compliance with the WESDF, the IBG Development Principles and other relevant local plan policies will ensure IBG proposals are acceptable in terms of scale and location, accessibility by public transport, pedestrians and cyclists, traffic generation and car parking, landscaping, sustainable buildings, drainage and flood management, habitat protection and enhancement, place-making and design and impact on setting and views including wider townscape impacts.

The proposed masterplan proposals have identified the following mix of uses which are assessed as follows:-

Business + employment uses (Class 4)

The application proposals identify the development of new buildings as part of mixed use development to accommodate Class 4 business and employment uses of up to 122,158 square metres. This would represent 58% of development quantum or floorspace and has been tested through a concept masterplan to inform a series of parameters plans and accompanying design principles.

Class 4 business and employment uses would enable:- a) use as an office; b) research and development of products and processes; c) for any industrial process which can be carried out in a residential area without detriment to amenity by reason of noise, vibration, smell and fumes.

The main purpose of the Edinburgh International Business Gateway is to attract inward investment and create new jobs for Scotland. International business development may take various forms, including the development of global/European/UK headquarters and accommodation supporting high-value corporate functions for international organisations.

LDP Policy Emp 6 supports proposals for the development of an International Business Gateway and international business development. The nature of the Class 4 business and employment use class would facilitate these objectives. The nature of the proposal would be further supported by part b) of LDP Policy Emp1 relating to Office Development. This states that high quality office developments, will be supported in other strategic business centres identified in the LDP including the International Business Gateway, preferably as part of business led mixed use proposals.

The proposed level of Class 4 business floorspace (58%) would represent the predominant use within the development and is considered to provide a suitable level of emphasis to the primary role of the site as an International Business Gateway.

The location of business led development across the site is defined through the Development Plots - Use Parameters Plan. All Approval of Matters Specified in Conditions (AMC) applications for these plots will be required to indicate how Class 4 business uses, and other uses, will be delivered to demonstrate that a minimum threshold of business floorspace will be achieved across the wider IBG development.

Hotels (Class 7)

The application proposals identify hotel development of up to 40,388 square metres (or approximately 1150 rooms). This would represent 19% of the development quantum or floorspace which has been tested as part of the masterplan proposals.

LDP Policy Emp 6, International Business Gateway, states that the development of hotel and conference facilities will be supported in principle. This is further reinforced through LDP Policy Emp 10 b) which permits hotel development within the boundaries of Edinburgh Airport, the Royal Highland Centre and the International Business Gateway.

The proposed level of Class 7 hotel floorspace (19%) is considered to place an appropriate emphasis on hotel uses to support the development of the IBG, helping to create a mixed use place without undermining its primary business role and function. However, it is important that the overall level of hotel development is subject to planning controls to ensure that the primary business uses do not become diluted.

The location of hotel led development across the site is defined through the Development Plots - Use Parameters Plan. All AMC applications for these plots will be required to indicate how Class 7 hotel uses, and other uses, will be delivered to demonstrate that a maximum threshold of hotel floorspace will not be exceeded across the wider IBG development.

Housing - Residential (Class 9), Sui Generis flatted development

The application proposals identify 43,576 square metres of residential development. This would represent 21% of the development quantum and equate to approximately 396 homes.

The principle of housing as a component of a business-led mixed use proposal is supported through LDP Policy Emp 6, this being subject to further consideration through the masterplan process, appropriate infrastructure provision and where consistent with the objectives of NPF3.

LDP Policy Hou 1, Housing Development, further states that priority will be given to the delivery of housing land supply through sites allocated in the LDP. The IBG site is identified within LDP Table 4 whereby housing development is supported in principle subject to further consideration through the masterplan process in terms of extent that this would contribute to placemaking and sustainable development objectives and the primary role of the site in supporting strategic airport enhancement and international business development. The masterplan process will demonstrate the relative balance of uses that will be appropriate. This also cross references the requirement for proposals to accord with the provisions of LDP Policy Emp 6.

The masterplanning process undertaken in relation to this application has demonstrated that up to 396 residential units could be accommodated as part of IBG Phase 1. Given the masterplan approach has advocated an overall mix of uses and development quantum for the site, and modelled this in three-dimensional form, the proposed level of residential development (396 units or 21% floorspace) is considered appropriate and address relevant LDP requirements. However, maximum levels of residential development should be restricted by condition to ensure that the residential component does not dilute the business led development of the site.

LDP Policy Hou 2, Housing Mix, outlines that the Council will seek a mix of house types and sizes where practical to meet a range of housing needs, including those of families, older people and people with special needs and having regard. Given the nature of the PPP application, the proposed mix of housing has not yet been confirmed, although the assumption is this would be predominantly of a flatted typology (Sui Generis) and have the ability to meet a range of housing needs.

The applicants have also confirmed that residential components of development would also include 25% on-site affordable provision as per the requirements of LDP Policy Hou 6, Affordable Housing. In relation to this, the Council's Affordable Housing team have commented that the specific type, location and distribution would still need to be determined through further discussions with the department at detailed application stage. They have also remarked that these should be delivered across at least two separate plots of land to ensure there is no concentration of housing in any one part of the site. The affordable homes should be well integrated and offer a representative mix of the style and size presented across the wider site.

Particular requirements relating to affordable housing would be secured through legal agreement.

In summary, Class 9 Housing and Sui Generis flatted development would be supported subject to addressing relevant design requirements at AMC stage. The location of proposed residential development within the site is defined through the Development Plots - Use Parameters Plan. The floorspace and number of units identified would represent a maximum threshold.

Ancillary uses - Class 1 - Retail, Class 2 - Financial + professional services, Class 3 - Food +drink, Class 10 – Non-residential institutions, Class 11 - Assembly and Leisure

The application proposals identify 5,439 square metres of ancillary uses, which would represent 2% of the overall development quantum.

LDP Policy Emp 6, International Business Gateway, states that uses ancillary to international business development including child nursery facilities, restaurants, health and sports clubs will be supported in principle. The development of such uses is also highlighted through WESDF Principle IBG8, stating that in order to create an attractive place in which to invest, work and visit, proposals should incorporate a mix of uses, with consideration given to creating active frontages at ground floor level and avoiding areas of mono-use.

The development of ancillary uses could help support both business and residential uses within the site, reinforcing a mixed use character to the development. They could also establish the site as a destination, particularly in the early years of development, and contribute to activity and vitality outside normal working hours.

In relation to Class 1 uses, LDP Policy Ret 6, Out of Centre Development, would support small scale convenience stores up to 250 square metres floorspace, to complement the role of the identified centres and it is not therefore necessary to demonstrate the sequential policy test. A representation has been received in relation to proposed retail impact and potential competition with established retail centres in both City of Edinburgh and adjacent local authority areas including West Lothian. However, the proposed retail uses are intended to be ancillary to the primary business, hotel and residential based uses and would not compete with existing retail centres. Any retail proposal exceeding 250 metres square would be required to demonstrate the sequential policy test through a separate planning consent process.

Similarly, it is suggested that floorspace of individual premises for Class 2, Financial + Professional Services and Class 3, Food + Drink do not exceed 250 square metres. This requirement would be stipulated through condition.

In relation to Class 10 uses, the applicants have identified the possibility of a Creche or Nursery. This type of facility would be supported through LDP Policy Emp 6 which makes explicit reference to uses ancillary to international business development, such as child nursery facilities. Class 10 would also allow for the development of other forms of non-residential institution, including the provision of education, galleries, museums, libraries, exhibition halls and religious institutions. Although no details have been provided as part of the application, the limited development of such uses may be appropriate in terms of creating a successful mixed use place.

Class 11, Assembly and Leisure uses have been proposed by the applicants to allow for the development of stand-alone gym facilities. The development of such a facility, including health and sports clubs, as ancillary uses to international business development, would be supported by LDP Policy Emp 6. In order to control such a use, it is suggested that the maximum size of such a facility should be restricted to a maximum 1500 metres square floorspace.

Class 11 uses could also comprise other entertainment, conference or community facilities. Such uses could further help reinforce a mixed use character and establish the IBG development as a destination. The IBG has been discussed as a potential location for an indoor performance arena, and this was considered with the applicants during the development of the masterplan proposals. Whilst no specific proposals have been included for such a facility as part of this application, the masterplan framework could allow for the development of this type of facility, possibly through combining some of the development plots.

The limited development of Class 10 and Class 11 uses as ancillary uses would be acceptable in principle, subject to gross floorspace not exceeding 1500 metres square. Should a larger facility be proposed, e.g. an indoor performance arena or conference centre, the impact would need to be subject to a separate planning consent process and assessed against relevant policy requirements.

It is recommended that the various ancillary uses including retail and leisure development (Classes 1, 2, 3, 10 and 11) do not exceed 5,439 metres square floorspace or 2% of the overall development quantum.

Each AMC submission relating to individual plots would need to demonstrate the breakdown of proposed ancillary uses by individual use class.

Associated works including car parking, servicing, access and public realm

The concept masterplan proposals establish a framework and thereby the principle for the future development of the site. Development Guidance relating to landscape, open space, public realm and plot principles has also been lodged as part of the application.

Given the nature of the PPP application, detailed proposals for associated works including car parking, servicing and public realm would be considered at AMC stage, these being informed by the approved Development Guidance.

It is anticipated that proposals for strategic open space, landscaping, public realm and road access would be considered as part of an initial AMC application, this being agreed prior to the submission of further AMC's relating to the development of individual plots.

Ingliston Park and Ride site

The Ingliston Park and Ride site does not form part of the application and the Council is not a named applicant. However, its potential redevelopment has been considered as part of the masterplanning undertaken with this application to ensure a coordinated approach to development. If the redevelopment of this facility were to be progressed, the principle of any proposed change of use would need to be considered as part of a separate planning application process.

The future status of the Park and Ride site is further discussed as part of sections relating to Masterplanning and Transport.

Summary

The proposed mix of land uses are considered appropriate to the development of an International Business Gateway. Subject to suitable planning controls to ensure that the primacy of business uses are maintained, the proposed mix of uses including the level of residential and ancillary uses are considered appropriate. The proposals would address the particular requirements of NPF3, LDP Policy Emp6 and LDP Development Principles.

All AMC applications relating to individual plots will be required to indicate how the approved mix of uses will be delivered.

Applications for Class 4 business uses, will require to demonstrate that a minimum threshold of such uses will be achieved across the site. All other uses will be subject to a maximum floorspace threshold.

b) Masterplan Concept and Proposed Design Parameters - including landscape and open space, phasing and proposed design controls

Introduction

In recognition, of its national significance and in order to realise its potential, the LDP Development Principles and the West Edinburgh Strategic Design Framework (WESDF) 2010 identify that the IBG should be master planned and developed in a phased manner. The WESDF establishes a detailed vision for the area.

The West Edinburgh Landscape Framework (WELF) was subsequently commissioned by the Council in 2011 to augment the WESDF, this focussing on the various development areas along the A8 Corridor. This has provided a series of key landscape design objectives for the study area, including the IBG site.

The LDP Development Principles set out key design principles to be followed in development of the site, including the need for masterplans to incorporate an appropriate mix of uses to support the main purpose as IBG as a location for international business development.

Early design proposals were presented to the Edinburgh Urban Design Panel in June 2011. A number of comments made regarding the principle of development and development of the tram line are now outdated. However, the Panel were supportive of comprehensive masterplanning and the proposed concept based around a grid street pattern. They also saw an opportunity to create a destination rather than a transient zone between the airport and city's urban edge and felt that buildings should aspire to the highest international quality. But concern was noted that the form and location of the Park & Ride site could negatively impact on the overall design.

A series of Design Forum workshops to discuss the emerging masterplan proposals took place with Architecture and Design Scotland (A+DS) during 2015, prior to the application being lodged. A+DS advice concluded that the proposals could be supported by them if specific matters were addressed including:-

- The proposed delivery model, including the need to consider expansion of the Park and Ride Site;
- Public realm and street design;
- Building massing related to Landscape and Visual impact;
- Design controls and phasing;
- Sustainable infrastructure; and
- Distinction between IBG Phases 1 and IBG East.

The design team subsequently considered a number of these issues prior to the submission of the application.

Site and Contextual Analysis

LDP Policy Des 3 states that planning permission will be granted for development where it is demonstrated that existing site characteristics and features worthy of retention on the site, have been identified and incorporated through its design. WESDF Principle IBG6 also outlines that existing features of historic interest should be preserved or enhanced.

Comprehensive site analysis has been undertaken as part of the Design and Access Statement.

The site mostly comprises former agricultural land and surface parking for the Park & Ride, with little in the way of features within the site. A WW2 pill box to the north east corner of the site has been identified by the City Archaeological Officer as a feature of historic interest. A conservation plan for its preservation and enhancement would be secured through condition.

The site is surrounded by distinctive landscapes and landmarks, from expansive views to the Ochils and Pentland Hills, punctuated by views of the Forth Bridges to the north, Arthurs Seat and Corstorphine Hill to the east and the post-industrial Shale Bings to the west. Preserving and enhancing views from within and through the site were key drivers for the West Edinburgh Landscape Framework (WELF). Views out of the development have been considered as part of the masterplan development, with the position of the proposed distributor roads and avenues generally being aligned towards key views and features. The view along the tram corridor towards Corstorphine Hill and Arthur's Seat have also been safeguarded.

Masterplan Design Concept

The West Edinburgh Strategic Design Framework (WESDF) sets out an indicative layout for IBG Phase 1, identifying that development should accord with a range of design principles, this supplemented by the LDP Development Principles. These have provided a basis for detailed masterplanning to be undertaken.

The masterplan concept for IBG Phase 1 has evolved over a several years following engagement with the Edinburgh Urban Design Panel and Architecture and Design Scotland (A+DS).

The masterplan approach has adopted the following key principles:-

- Create a mixed use, business led, environment with an urban character, using the buildings to define streets and public spaces.
- Establish a flexible framework for development within a coherent network of high quality public realm.
- Implement a range of public parks, landscape spaces and green edges that integrate with and enhance the urban business environment.
- Integrate pedestrian and cycle movement patterns within the site with connections to existing public transport connections, future developments and the surrounding area.
- Limit parking numbers and encourage public transport use through regulated parking ratios for both commercial and residential developments.

WESDF Principle IBG1 requires that road and other infrastructure should be designed in the form of a hierarchical grid which allows development to intensify over time. The masterplan concept has been developed around the use of such a grid, this establishing an overall structure for the IBG Phase 1 site. It will also enable the formation of active street spaces, these designed to prioritise pedestrians and cyclists with efficient vehicular movement.

The masterplan has been organised around a landscape framework intended to both structure development and embed within its setting. The proposed grid has enabled streets to be aligned with distant views to connect the place with its wider context and refine the relationship between topography and landscape.

WESDF Principle IBG7 identifies that a network of civic spaces should be provided at key nodes such as tram stops. IBG Phase 1, would incorporate a civic square at the location of the existing tram stop, this creating a focal point for the wider site. Particularly, the masterplan concept has sought to grow a new place around the tram infrastructure that will become the principal arrival point for business visitors. In terms of proposed densities, WESDF Principle IBG4 states that the density of development should be highest on sites located close to tram stops in order to maximise accessibility by public transport. Although precise densities would be subject to further design development, the masterplan framework has adhered to the principle, envisaging a greater height and density of development along the tram corridor, Eastfield Road and the Gogar Link Road. The majority of the site area will lie within a 5 minute walk (400 metres) of the tram stop.

The hierarchy of design information prepared in support of the application, has been structured to provide a mix of fixed and flexible development principles.

The plot parameters and development guidance, will define the location and extents of the development plots and common estate infrastructure, with specific parameters for each plot that govern the extent of development, use classes, building heights and frontage treatments. The development guidance provides specifications for the design of common estate areas, landscape and infrastructure. It is considered that the hierarchy of supporting information will set a quality benchmark for the scale, character and quality envisaged for the built development over the longer term and within the framework of parameters and development guidance.

The planning status of the various design information and documents for approval are further discussed in the proposed design controls section below.

The masterplan proposals are considered to address the requirements of LDP Policy Des 1, Design Quality and Context, in that they have been based upon an overall concept that draws upon positive characteristics of the surrounding area. The proposed masterplan framework and design parameters will provide the necessary ingredients to achieve a strong sense of place.

The proposals pay cognisance to the requirements of LDP Policy Des 7, Layout Design, and the Edinburgh Design Guidance, in so far as they are relevant to the current stage of design development. These will need to be closely adhered to at the all subsequent stages of detailed design.

Building Heights and Massing

The LDP Development Principles state that the prevailing building height should be four storeys with some high landmark buildings and lower building heights adjacent to structural green spaces. Further guidance is set out within WESDF Principle IBG 11 which identifies that building heights should be designed to ensure a good quality townscape is created, and that reasonable levels of sunlight and daylight are achieved.

These requirements have informed the basis of the approach to massing of the masterplan. The height parameters plan has established a general development height across the site of 22 metres above adjacent ground level, this being equivalent to four storeys of commercial development. Frontages to primary spaces and routes, such as the Tram Corridor, Eastfield Road and the Gogar Link Road have then been structured to accommodate a maximum development height of 26-30 metres, which would equate to five or six storeys of commercial development. Key 'gateway' nodes at access points along Eastfield Road, to the south west corner of the site and plots adjacent to the Tram Square have been identified as possible site for buildings of up to a maximum of eight storeys or 38 metre height. Development addressing the peripheral parklands to the south and east may provide an opportunity to form a four to five storey zone, stepping the building height of the 'gateway' zones to blend into the parkland landscape adjacent.

This maximum building height scenario has been modelled as part of the Landscape Visual Impact Assessment (LVIA). Particular issues arising from the LVIA are discussed as part of Strategic Landscape Impacts.

In order to assess the acceptability of the proposed building heights in this context, it is necessary to consider LDP Policy Des 11, Tall Buildings. This states that permission will only be granted for development which rises above the building height prevailing generally in the surrounding area where; a) a landmark is created that enhances the skyline and surrounding townscape and is justified by the proposed use; b) the scale of building is appropriate in its context or c) there would be no adverse impact on important views of landmark buildings, the historic skyline, landscape features in the urban area and landscape setting of the city including the Firth of Forth.

Whilst the proposed building heights would be greater than the prevailing scale of built form in the immediate locality, these would be broadly comparable in scale and mass to the recently completed hotel developments on Eastfield Road to the north and larger buildings at the Airport. Given the proposed nature of the IBG and the desire to create a new urban place with a distinct identity, it is considered that the site could offer some potential for higher, landmark buildings. The positioning of taller buildings has been structured to reflect infrastructure nodes, highlight key access points and take advantage of site topography to create diverse townscape and a flexible framework for development.

Subject to further LVIA being undertaken at AMC stage to assess strategic visual impacts and detailed design implications relating to heights and massing, the proposed strategy in relation to building heights and massing is considered acceptable and address relevant requirements of LDP Policy Des 11 and WESDF.

The heights parameters plan would seek to establish and control maximum building heights across the site. However, in order to promote a degree of flexibility and address scenarios of potential under-build or over development, it is recommended that a height range be specified through condition. This would require that buildings are designed to achieve a range of heights from 4 storeys (12-22 metres AGL) to 8 storeys (24-38 metres AGL). Due to typical floor to floor heights employed in many residential and hotel developments, it is assumed these will generally be lower than the equivalent commercial building. The proposed wording of the condition would take in account the difference between domestic floor to floor heights and those found in many commercial buildings.

Conditions relating to building heights, will require that full regard be paid to LDP and WESDF requirements to ensure a good quality townscape is created, and that reasonable levels of sunlight and daylight are achieved, particularly to adjacent areas of public realm and open space. Building heights and the articulation of roofscape must also be carefully considered at detailed design stages.

Landscape, Open Space and Public Realm

The West Edinburgh Landscape Framework (WELF) identified a range of strategic principles relating to landscape design and open space requirements for development areas along the A8 corridor. These included strengthening the identity of A8 road experience, Initiating green infrastructure elements to structure the evolving development, creating and supporting habitat connections and developing new pedestrian/cycle connections from Gogar to the airport within the IBG designed landscape. Proposals should also seek to build upon the existing Policy Landscape character in the surrounding area and where possible, improve the Gogar Burn landscape.

IBG Principle 5 identifies that early provision should be made for a landscape framework and open space network for recreation, active travel and biodiversity purposes and to create an attractive setting for development. A Landscape Framework has been prepared as an integral part of the conceptual masterplan approach. This has sought to develop the strategic landscape proposals included in the WELF, to establish an appropriate setting and character for the development.

The Landscape Framework comprises the following components:-

- A parkland frontage to the A8 corridor and to the east of the development, with fingers of parkland extending into the development pattern.
- A pattern of north-south and east-west green infrastructure features extending through the site.
- A sequence of public hard and green spaces of varying scale spread throughout the development.
- Public realm spaces related to the tram corridor and stop.
- A vehicular and pedestrian/cycle hierarchy defined by variations in floorspace treatments and plant selections.

The Development Guidance prepared in support of the Landscape Framework has provided specifications for the design of common estate areas, landscape and public realm.

Open Space 2021; Edinburgh's Open Space Strategy outlines planned large greenspace extensions to the Edinburgh's green network to improve connections across the city. This includes LDP Proposal GS6, IBG Open Space, which requires that three areas of parkland be implemented as key landscape elements across the International Business Gateway, including 1) the A8 corridor; 2) central parkland and 3) the archaeology park. These areas would form a setting for development, provide amenity and recreational benefits and facilitating the delivery of active travel routes.

LDP Policy Env 20, Open Space in New Development, requires that the Council will negotiate the provision of new publicly accessible and useable open space in new development when appropriate and justified by the scale of development proposed and the needs its gives rise to, in particular, the Council will seek the provision of extensions and/or improvements to the green network.

The masterplan proposals and landscape framework identify the A8 Corridor and Central Parkland as principal areas of open space. The Council's Open Space Strategy would require these areas to be designed as '2ha large greenspace standard'. These would be partially delivered through the application, the areas being sub-divided with IBG Phase 2 or East. In relation to the site, the central parkland comprises two distinct areas; that running north-south to the eastern edge of the site and an area of parkland running east-west which will form part of the alignment for the Gogar Link Road or IBG Main Street. LDP Development Principles state that the central parkland area of open space will be of particular importance in meeting the Council's large greenspace standard and should be designed and maintained accordingly.

Although the delivery of and arrangements for ongoing maintenance of open space and public realm have yet to be confirmed, the Council will be unable to adopt these areas. Maintenance will therefore need to be undertaken through a private factored arrangement with legal clauses to ensure public access. Given the importance that these areas will play in establishing the IBG, these should be laid out at an early stage of development to provide usable and accessible space. These aspects will be addressed through conditions and legal agreement as required.

The Council's 'large greenspace standard' would normally incorporate play provision of 'very good' play value to cater for local residents. However, given the limited residential element within IBG, a specific requirement to deliver play equipment as part of the open space will not be sought and it is recommended that this be delivered more integral to any residential development should this be required.

In summary, the proposed provision of strategic landscaping and open space would meet the requirements of the LDP Development Principles, relevant parts of LDP Policy Env 20, Open Space in New Development and LDP Policy Des 9, Urban Edge Development. However, further design development will need to be undertaken to satisfy the various requirements of LDP Policy Des 7, Layout Design and Des 8, Public Realm and Landscape Design and the Edinburgh Design Guidance. It is recommended that the Landscape Framework and Development Guidance, prepared by the applicants in relation to public realm and landscape be approved as part of this application, this forms the basis for the preparation of detailed design proposals at AMC stages. These requirements will be stipulated through condition both in relation to the design of strategic landscape infrastructure and individual development phases.

Phasing of Development

The LDP Development Principles state that the IBG must be masterplanned and developed in a phased manner. The preferred location for initial phases of development is within 250 metres of tram stops, with a higher density of development and uses which attract high volumes of visitors being located close to a tram stop.

No phasing plan with timescales has been prepared as part of the PPP application, partly due to the existing pattern of site ownership, differing priorities amongst landowners and uncertainty to the eventual developers of the site. However, an Implementation Strategy has been prepared by the applicants. This identifies priorities for initial development which would include those plots fronting Eastfield Road, the Ingliston Park and Ride site and the proposed 'Tram Square'. Those plots situated to the north east and south east part of the application site would then form areas of secondary focus for development. This approach could help secure a critical mass and coherent sense of place to the site in the early years of development.

The Implementation Strategy has set out the following principles, which would be adhered to ensuring a level of certainty in terms of placemaking, quality, access and connectivity:-

1. Each development plot should have an operational vehicular connection to Eastfield Road prior to occupation.
2. Each development plot should have a useable pedestrian/cycle connection to the tram stop prior to occupation.
3. The surface water drainage for each development plot must be constructed in accordance with the SUDS strategy prior to occupation.
4. All landscape and public realm must be delivered in accordance with the design principles.
5. Common landscape and public realm immediately adjacent to each development plot must be completed prior to occupation.

The Implementation Strategy has made a distinction between strategic site infrastructure and plot infrastructure. Strategic site infrastructure would include areas for common SUDS and flood management, the central parkland, the Tram Square and the public realm link to Eastfield Road. Further infrastructure, including related plot access, primary access roads, other areas of public realm and landscape would then be delivered in association with individual plots.

It is recommended that the Implementation Strategy should form the basis for a detailed phasing plan, this being provided as part of an initial, site-wide AMC submission. This would include detail design proposals of strategic site infrastructure and supporting information. This application and masterplanning have been approached to ensure coordination with a further proposed masterplan for IBG Phase 2 (or East), although details for this development are still to be confirmed, with no application yet lodged. It is not considered that the IBG Phase 1 masterplan would not compromise the development of adjacent land, and would therefore address relevant requirements of LDP Policy Des 2, Co-ordinated Development.

Ingliston Park and Ride Site - Masterplanning

WESDF Principle IBG10 refers to the potential relocation of the P&R facility in the longer term or re-provision of the spaces on the site in a different format may provide the opportunity for a high quality gateway development at the entrance of Eastfield Road.

In view of this position, the future role of the Park and Ride site has been discussed extensively as part of the masterplanning process, particularly the negative impact that large expanses of surface parking could have upon placemaking, the setting of adjacent development and establishing a high quality destination.

The Ingliston Park and Ride Site has therefore been included in the scope of the masterplan proposals, to provide a potential framework for future development. Discussions as part of the A+DS Design Forum series affirmed the importance of considering those plots situated adjacent to the Tram Square for potential development/redevelopment.

Illustrative guidance for the redevelopment has been prepared by the applicant, this presented as part of the Plot Parameters guidance.

Proposed Design Controls

PAN 83 Master Planning outlines approaches that can be taken to embedding a masterplan in the planning system. This can be achieved through the adoption of the masterplan as supplementary planning guidance (SPG); endorsement as a material consideration or achieving planning consent and road construction consent (RCC).

In this instance, it is recommended that the concept masterplan (as depicted through the Estate Infrastructure and Landscape Plan), other relevant supporting masterplan documentation (e.g. Landscape Framework, Movement and Access and SUDS Strategy), plot parameters and development guidance be endorsed as material considerations and approved as part of the Planning Permission in Principle. This would allow the masterplan approach to be afforded the necessary planning status at this stage, thus informing future detailed proposals.

It is considered that the masterplan proposition would establish an appropriate structure and layout for the development including points of access, strategic access routes, public realm, open space and landscape infrastructure. The plot parameters and development guidance would provide a robust design framework, ensuring a continuity of approach through the long term development of the site.

However, the concept masterplan only presents built form on an indicative basis. Whilst the masterplan framework will establish the position of development plots, their layout and design of buildings will be subject to further detailed design development at AMC stages. Such proposals would be guided by the plot parameter plans, relating to land use, building heights and development parameters, and the development guidance. Conditions would require that detailed proposals are developed to be substantially in accordance with these approved plans and documentation.

An initial AMC package would require to be determined on a site-wide basis, prior to further AMC's being determined for component parts of the site. This would obtain the necessary approval for phasing and detailed design proposals for strategic site infrastructure - i.e. strategic access routes, public realm, open space and landscape infrastructure. This will establish a detailed framework for the long term development wider site and ensure that a high quality setting is provided at the early stages of development.

For subsequent AMC's relating to phased sub sections or individual plots, these must be submitted to demonstrate; a) the relationship with the approved masterplan context and planning permission in principle; b) where the development of a plot is proposed to be phased, design proposals should demonstrate the relationship with the context of the wider plot; and c) proposed disposition of uses within the plot, as relevant to the particular submission.

Conclusion - Masterplanning

It is considered that the masterplan proposition, plot parameters and development guidance would provide a suitable design framework, to guide the long term development of the IBG Phase 1 site, ensuring a continuity of approach to the delivery of a major urban extension to Edinburgh.

The proposals address requirements of the LDP Development Principles and WESDF, contributing to the creation of a sustainable extension of the city based on a grid pattern with a focus on place-making, good public transport, active travel connections, parkland and a strong landscape structure.

c) Transport and Accessibility

Strategic Transport Issues

The applicants originally submitted the West Edinburgh Transport Study (WETS) in support of their application in December 2015. The Roads Authority expressed concerns that this study did not adequately consider traffic impacts arising from airport growth, with a significant disparity in cost associated with transport mitigation. In view of this, the Roads Authority recommended that the application be continued in order to further examine the assumptions of the WETS study and the original WETA (West Edinburgh Transport Appraisal) Study prepared in 2010.

In response to this issue, the Council commissioned a refresh to the original WETA study, this being prepared by Jacobs during 2016. The technical working group steering group established by the Council saw the participation of Transport Scotland and a number of transport consultancy teams acting on behalf of respective developer interests in West Edinburgh, including those representing the applicants for IBG. Updated strategic traffic modelling was prepared as part of the study, this assessing two travel demand scenarios including:- a) demand model trip generation; b) Transport Assessment trip generation and mode share.

The WETA Refresh Study was approved by the Council in December 2016. The various transport mitigation measures identified as part of the study subsequently informed the interventions outlined in the LDP Action Programme and Supplementary Guidance. The total amount that developers will contribute towards transport infrastructure is based upon the AM/PM traffic peak generation and linked to the LDP Action Programme.

Further to the approval of the WETA Refresh Study, a Transportation Assessment Addendum was submitted by the applicant in February 2018. Whilst this Addendum acknowledged the general findings of the WETA Refresh Study, there were concerns that this did not adequately explain the transport mitigation to be delivered in conjunction with the development of the site. Following discussions with the Council, a Transport Technical Note, was submitted 30 October 2018. This has provided confirmation of the strategic transport package to be delivered as part of the development and a clear strategy relating to active travel.

The proposed transport infrastructure package is considered further in the section below.

Movement and Access Principles

The LDP Development Principles for IBG outline the creation of a sustainable extension of the city based on a grid pattern with a focus on placemaking, good public transport, footpath and cycle connections.

The masterplan proposals identify a grid structure with a hierarchy of routes, streets and spaces and a dense cycle/footpath network throughout the site this serving all the proposed development plots.

The masterplan has been designed to be primarily pedestrian and cycle priority environment to facilitate active streets and public spaces, building on the existing transport infrastructure of the tram stop at Ingliston Park & Ride. The proposals have been developed to ensure all buildings are within 400 metres of public transport in accordance with Scottish Planning Policy.

The vehicle priority routes generally run east-west along distributor roads from the junctions on Eastfield Road, whilst avenues will form the primary north-south access routes. These will have a range of characters based around vehicle priority (on street parking, segregated cycle lanes and pedestrian pavements integrated with landscape), and pedestrian and cycle priority comprising a more informal variety of shared spaces with limited on street parking.

Detailed Development Guidance has been prepared in relation to public realm and streets, this addressing key spaces within the site.

The proposals have been developed in full cognisance with the principles defined in the Scottish Government's 'Designing Streets' guidance - recognising that street design must consider place before movement, with streets having important public realm functions beyond those relating to motor traffic. Edinburgh Street Design Guidance sets out more detailed guidance and this should be adhered to at detailed AMC stage.

The masterplan and supporting transport assessment identify that the site would be served by two vehicular access points. Firstly, a northern access would be formed at the location of the existing roundabout on Eastfield Road. The eastern arm would also form the initial phase of the proposed Gogar Link Road. To the south, the existing access serving the Park and Ride site would be utilised as the second point of access. The existing northern access to the Park and Ride from Eastfield Road would be maintained and it is not envisaged would provide direct vehicular access into the IBG site at the current time.

LDP Proposal T9 and WESDF Principle IBG2 refer to the Gogar Link Road proposal, which seeks to provide enhanced connectivity between Eastfield Road and the airport via IBG to the Gogar roundabout. The initial phase of the Gogar Link Road (also referred to as the IBG main street) has been identified as part of the masterplan proposals would also be delivered as part of the development of the site. A vehicular crossing point over the northern section of the tram line was implemented as part of the tram construction in anticipation of the adjacent land being developed. This crossing would be utilised to facilitate the delivery of the Gogar Link Road.

The masterplan proposal would also address the requirements of WESDF Principle IBG3, in that it would allow for the development of an east - west bus corridor through the IBG, extending from Eastfield Road along the tram route and then the eastern section of the Gogar Link Road to the Gogar roundabout.

LDP Policy Tra 7 requires that the proposed alignment of the tram route linking Ingliston Park and Ride with Newbridge (as per LDP Proposal T1) which passes through the western part of the site be safeguarded from development. The masterplan proposal identifies that the alignment would be maintained within the proposed tram corridor - a linear area of public realm and active travel route linking Eastfield Road with the proposed Tram Square. This would be capable of being utilised for the purpose of a tram route in the future, should this be required.

The proposed arrangements in respect of site access and route safeguarding, would align with the WESDF principles and relevant requirements of the LDP, including Policy Tra 10 - New and Existing Roads, in that they would not prejudice the proposed new roads and network improvements. i.e. widening to Eastfield Road and an initial phase of the Gogar Link Road. These routes could include dedicated cycle provision and public transport priority where necessary.

Public Transport - Tram and Bus

The Edinburgh Tram network runs through the site, with the Ingliston Park and Ride stop located within the site boundary. The presence of a fixed, high capacity transport link complemented by existing bus services will greatly promote connectivity and accessibility of the site from the outset of the development. A developer contribution will therefore be sought in relation to Tram Line 1A, as per the requirements of Supplementary Guidance - Developer Contributions and Infrastructure Delivery.

The masterplan concept acknowledges the importance of growing a new place around the tram infrastructure that will become a principal arrival point for business visitors.

The LDP Development Principles state that the preferred location for initial phases of development is within 250 metres of tram stops. The masterplan identifies that majority of the application site would lie within 400 metres or 5 minute walk from the tram stop.

WESDF Principle IBG 7 identifies that a network of civic spaces at key nodes such as tram stops should be provided. The existing Ingliston Park and Ride Tram Stop would form the location for the 'Tram Square' - a civic square and a focal point for the development as a whole. In order to deliver the Square it is anticipated that the nature of the area around the existing tram stop would be subject to change, including re-grading of adjacent land levels to create an accessible and usable space.

It is anticipated that the tram alignment within the eastern part of the site would remain largely unchanged by the development, this being defined by existing boundaries to the north and south.

It is recommended that an informative be applied as a note to advise the applicants of technical and operational requirements relating to the Tram. These criteria will need to be considered in conjunction with the tram operator as part of the development of detailed design proposals at AMC stages.

In terms of bus access, existing services currently serve the site via Eastfield Road and the Park & Ride site. It is anticipated that the proposed development will facilitate the development of bus services through the site, particularly via the Gogar Link Road. The Park & Ride site will also provide a focus for the future development of bus services in West Edinburgh and this is further discussed in the Park & Ride section below.

Cycle and Pedestrian Network

The masterplan has sought to integrate pedestrian and cycle movement patterns within the site with connections to existing public transport, future developments and the surrounding area.

The proposed Implementation Strategy outlines that each plot would include infrastructure to connect with the pedestrian/cycle network. Outwith the network of dedicated cycle routes, other streets including access roads within plots and residential shared streets would feature pedestrian/cycle priority.

Although no specific cycle/footpath safeguards (as per LDP Policy Tra9, Cycle and Footpath Network) relate to the application site, the A8 'missing link' cycle route between Eastfield Road and the RBS Bridge, as outlined in the LDP Action Programme, would be delivered in conjunction with the IBG Phase 1 development. Other strategic routes would comprise dedicated pedestrian/cycle access to Eastfield Road, with an off-road route via the proposed central parkland to the eastern side of the site.

Full details of cycle and pedestrian access routes would be submitted at AMC stages, these being developed to be substantially in accordance with the concept masterplan proposals. Details of the strategic cycle network would need to form a fully integral part of the design approach for strategic landscape, public realm and infrastructure including the Eastfield Road upgrading.

Proposed Transport Infrastructure

LDP Policy Tra 8, Provision of Transport Infrastructure, requires that development proposals relating to major development sites, and which would generate a significant amount of traffic, shall demonstrate through an appropriate transport assessment and proposed mitigation that:

- a) Identified local and city wide individual and cumulative transport impacts can be timeously addressed in so far as this is relevant and necessary for the proposal.
- b) Any required transport infrastructure in Table 9 and in general and site specific principles have been addressed as relevant to the proposals.
- c) In order to minimise private car use, support air quality objectives and promote active travel, it is critical that supporting transport infrastructure is implemented.

Whilst the applicant has not undertaken further traffic modelling as part of the Transport Assessment Addendum, in this instance strategic traffic modelling had already been prepared as part of the WETA Refresh Study. Given the proposed long term build-out of the IBG site, it is not possible to fully predict the transport impacts associated with the development.

However, to address the requirements of this policy the applicant has identified the following mitigation measures as part of their Transport Technical Note:-

- 1) Walking/cycling infrastructure - completing the missing link from IBG to the RBS junction.
- 2) Public transport infrastructure - dedicated bus lanes around the Eastfield Road dumbells.
- 3) Road infrastructure - dualling of Eastfield Road to the IBG Northern Access, improvements to the dumbells and westbound off-slip.
- 4) Intelligent transport systems - MOVA is a strategy for the control of traffic light systems, proposed to be implemented at Newbridge, Eastfield Road dumbells, Gogar + Maybury in addition to Eastfield Road dualling works.

LDP Development Principles for IBG state that any necessary road infrastructure should be identified, taking into account the general development principles for West Edinburgh and the relevant transport proposals listed in LDP Table 9. In relation to the application site, specific measures include:- T1 - Edinburgh Tram, T8, Eastfield Road and dumbells junction, T9 - Gogar Link Road and T11 - Improvements to the Newbridge Roundabout.

Following discussions, it has been agreed that a package of specific targeted infrastructure improvements as described in the LDP Supplementary Guidance - Developer Contributions and Infrastructure Delivery, would be delivered in conjunction with the development of IBG Phase 1, these being funded through developer contributions, and implemented by the applicant.

These would include the upgrading of Eastfield Road and dumbbells roundabout as it relates to the application site. Works would comprise an additional carriageway to be provided on land to the east of the existing road, bus priority measures and segregated cycle/pedestrian provision. The existing dumbbells and approaches are to be upgraded and signalised giving bus priority.

It is also expected that the A8 North side cycle route would be delivered between the Eastfield Road dumbbells junction and RBS Gogarburn, this promoting active travel from the outset of development. This will represent a strategic cycle route linking IBG and destinations to the western edge of the city with the Gyle, Edinburgh Park and the City Centre. In order to ensure this route effectively serves the IBG site, it is recommended that an off-road cycle route be secured through the Central Parkland to the eastern edge of the site in the early stages of development, this providing more direct access between the proposed, the A8 cycle route and destinations to the east. This should be addressed through the legal agreement.

It is considered that the proposed elements of transport infrastructure would provide benefits to the operation of the local road network and also contribute to the sustainable transport options for the IBG development. It would be expected that full costs of site specific access measures and other internal transport networks that do not have wider traffic or public transport functions, would be funded through the specific developer(s).

The various measures identified in LDP Table 9, including the Gogar Link Road, would be delivered in conjunction with the development, these helping to mitigate the adverse traffic impacts. The various proposed infrastructure measures are considered to satisfactorily address the requirements of LDP Policy Tra 8, Provision of Transport Infrastructure, in so far as they are relevant and necessary to the proposal.

In terms of transport contributions, the total capital value of West Edinburgh LDP Action Programme items is £86.16 million - this figure being derived from the WETA Refresh Study. IBG Phase 1 will contribute 9.77% of the total AM and PM peak period trip generation of the developments in West Edinburgh. The IBG Phase 1 development would make a proportionate contribution.

The proposed package of transport interventions are considered appropriate to the scale of the IBG Phase 1 development and are welcomed by the Council. A level of highway work will be required to open up the IBG site for development and coordination of these works with the upgrading of Eastfield Road will achieve a coordinated approach. It is considered that the enhancement of Eastfield Road would create an appropriate setting for that of an international business gateway. The works will also secure access improvements to the principal route leading to Edinburgh Airport, to complement the proposed development of the Gogar Link Road.

The delivery of transport infrastructure would be secured through legal agreement, with conditions to secure delivery prior to occupation of the first building on the site.

Parking

The site is identified in the Council's current 2017 parking standards as Zone 2.

The LDP Development Principles state that car parking provision for all uses should be set at levels which helps achieve sustainable transport objectives in the context of LDP Policy Tra 2.

For the purposes of determining the maximum permissible level of parking for the development, the Council have calculated maximum aggregate figures based upon the proposed use classes and floorspace. For car parking, this would equate to 3299 spaces across the site. Cycle and motorcycle parking provision would require a minimum of 2387 spaces and 460 spaces respectively.

Given the phased approach to the construction of development over an extended timeframe, it is recommended that all parking provision (for car, cycle and motorcycle and any related Car Club spaces) is a reserved matter. Parking levels would be assessed and agreed for each individual AMC application as submitted, taking cognisance of the relevant Council standards applicable at the time or an agreed alternative developed specifically for West Edinburgh or the IBG development, whichever is lower. For AMC applications submitted where the Edinburgh Design Guidance (October 2017) parking standards apply, and in the absence of an agreed alternative, justification for the quantity of car, cycle and motorcycle parking being sought by the applicant will be required for each individual application irrespective of the agreed maximum provision for the land use or combinations thereof, in accordance with the Edinburgh Design Guidance. This approach will give overall control to the Council as individual AMC's are submitted.

It is considered that the use of Car Club spaces could play a significant role in reducing reliance upon private cars and overall parking provision within the development. Provision of Car Club spaces should be considered at AMC stage, as part of the overall assessment of parking levels. Contributions would be required for the promotion and introduction of the necessary orders for Car Club spaces and these would be secured by way of legal agreement.

Ingliston Park & Ride Site - Transport

WESDF, Principle IBG10 states that the potential relocation of the Ingliston Park & Ride facility in the longer term or re-provision of the spaces on the site in a different format may provide the opportunity for a high quality gateway development at the entrance of Eastfield Road.

The importance of the Ingliston site as a Park & Ride facility is recognised by the Council, particularly by virtue of its location on the tram route. Its current function would therefore be maintained for the foreseeable future, but it is anticipated the role as a Park & Ride facility would evolve. The WETA Study identifies the potential for an upgraded Park & Ride facility for bus and tram at Ingliston - this being a medium term intervention incorporating improvements to facilitate bus to bus interchange as well as the quality of bus and tram waiting facilities (including improved shelter) by 2027. The development of the IBG would complement this objective - serving both as an interchange and destination in its own right. Commercial development opportunities could also allow new parking facilities to be created, e.g. deck or multi-storey car parking thereby allowing existing surface parking to be reconfigured and/or redeveloped to provide a high quality setting for the development proposed as part of this application.

The management of parking on the Park & Ride site would also need to be further considered by the Council, to ensure objectives to both minimise and control parking levels through the IBG development are not undermined. Appropriate parking controls would therefore need to be introduced on the Park & Ride facility in response to build-out rates.

Conclusion - Transport

In relation to transport matters, the applicants have demonstrated, in accordance with the requirements of LDP Policy Tra 1, Location of Major Travel Generating Development that the proposed location is suitable with regards to access by walking, cycling and public transport and that measures will be taken to mitigate any adverse effects on networks and bring accessibility by and use of non-car modes up to acceptable measures of necessary.

The IBG Phase 1 site enjoys excellent connectivity, being well served by public transport by virtue of the Edinburgh Tram which passes through the site, and establishes a fixed link to the Airport and City Centre. Effective active travel links would be implemented from the outset of development, including the A8 missing link, providing access towards the city.

Conditions will require that the street network should be developed in accordance with the Concept Masterplan - Movement and Access and the principles contained in the Public Realm guidance.

It will be expected that further supporting transport information will be prepared at AMC stage, this acknowledging the context of the Planning Permission in Principle and the requirements arising including on-site transport issues including infrastructure delivery and proposed parking levels. Informatives would highlight and range of matters to be addressed at AMC including a quality audit for street design, street naming and numbering, traffic regulation orders, maintenance schedule for SUDS, etc.

d) Other Developer Contributions

The LDP Action Programme, 23 January 2019 and Supplementary Guidance, 'Developer Contributions and Infrastructure Delivery' coordinates development proposals with the infrastructure and services needed to support them.

The SPG explains that where multiple developments need to fund the delivery of strategic infrastructure actions, contribution zones have been established within which legal agreements will be used to secure developer contributions.

The following developer contributions are applicable to the IBG Phase 1 site and will need to be included as part of any future S.75 legal agreement:-

Affordable Housing

The applicant is seeking planning permission in principle for mixed use business led development, which would include an element of residential use to a maximum of 396 units. The masterplan proposals envisage that a majority would be flatted accommodation. Given the nature of the PPP application, discussions have not commenced regarding the delivery mechanism for affordable housing. However, in accordance with the AHP guidelines, the Council will seek homes of approved affordable housing tenures that meet an identified need.

Should consent be granted a minimum 25% of the total units (99 homes) should be secured on-site as approved affordable housing tenures through legal agreement. The applicant is in agreement to this requirement. This aspect of the proposal would address the requirements of LDP Policy Hou 6, Affordable Housing.

Education

The Council has assessed the impact of the proposed development (396 residential units) against the identified education infrastructure actions and current delivery programme. The site boundary includes part of the catchment area of Hillwood Primary School and Corstorphine Primary School, although the 'development zones' fall within the Hillwood catchment. The catchment high school is Craigmount High School. The site falls within Sub-Area W1 of the 'West Edinburgh Contribution Zone'.

The education infrastructure actions that are identified are appropriate to mitigate the cumulative impact of development that would be anticipated if the proposal progressed. The proposed development is therefore required to make a contribution towards the delivery of these actions. The required contribution should be based on established 'per house' and 'per flat' contribution figures set out below and secured through legal agreement:-

Flats	£3,216 (infrastructure)	£476 (land)
Houses	£16,186 (infrastructure)	£2,042 (land)

The infrastructure contribution element will be index linked and the land contribution will not.

Transport

The application is located within the West Edinburgh Transport Contribution Zone.

A developer contribution is to be secured by way of suitable legal agreement for specific targeted infrastructure contributions associated with, or as part of, the development proposals for wider strategic infrastructure improvements in West Edinburgh as described in the LDP Supplementary Guidance - Developer Contributions & Infrastructure Delivery.

Edinburgh Tram

Tram line 1 passes through the site and is served by the existing Ingliston Park and Ride Stop.

Transport have requested that a contribution to the Edinburgh Tram be sought in line with the LDP Supplementary Guidance. The calculated sum based on the current development proposals is **£13,172,090**.

The sum is to be indexed as appropriate and the use period to be 10 years from the date of final payment.

Health Care

The site lies within the West Edinburgh Health Care Contribution Zone. LDP Policy Hou 10 - Community Facilities states that permission for housing development will only be granted where there are associated proposals to provide any necessary health and other community facilities relative to the impact and scale of development proposed.

The Supplementary Guidance identifies new practice accommodation as part of a Health Centre to mitigate impact of new residential development in West Edinburgh (this includes Maybury, South Gyle, Edinburgh Park and IBG).

A sum of £1,050 per dwelling (£4m/8,000 = £500 per patient) will be payable in relation to the residential development.

Conclusion

This application will deliver the initial phase of Edinburgh's International Business Gateway, this representing a major strategic development project for both West Edinburgh and the City.

The proposed package of infrastructure and developer contributions, including those relating to transport, Edinburgh Tram, affordable housing, education and healthcare are considered commensurate with the proposed scale of development and address requirements of LDP Policy Del 1, Developer Contributions and Infrastructure Delivery, Supplementary Guidance and the LDP Action Programme.

e) Other matters:- Strategic Landscape Impact, Drainage and Flood Risk, Air Quality Management, Noise, Archaeology, Airport Safeguarding, Ecology and Protected Species, Trees, Amenity of Neighbours and future occupiers

Strategic Landscape Impact

The applicant has submitted a Landscape and Visual Impact Assessment (LVIA) as part of the Environmental Statement. This outlines the visual impact of the proposed development from seven strategic viewpoints looking towards the site. Modelling has been based upon maximum building heights in block form, this excluding landscape mitigation.

The LVIA methodology is considered to be sound and comprehensive in terms of viewpoint location and visualisations, with the LVIA findings informing the development of the proposed masterplan and landscape framework.

The West Edinburgh Landscape Framework (WELF), WESDF and LDP establish guiding principles for the development of the site, laying foundations for a strong landscape structure to support development in this part of Edinburgh. In relation to IBG, WESDF Principle 5 refers to early provision being made for a Landscape Framework, to create an attractive setting for development, this being further supported by LDP Policy GS6, IBG Open Space.

The proposed masterplan and landscape framework have sought to build upon policy landscape character in surrounding areas, and establish the identity of the A8 road experience to provide a coherent and positive image of arrival to Edinburgh.

The landscape framework stresses the importance of landscape edges in helping to assimilate the development into the landscape setting of the city and the Edinburgh Green Belt to the south. Specifically, that a structural landscape corridor should be provided to the north of the A8 (approximately 85 metres depth), to achieve a robust and attractive landscape setting for the development. These principles have been tested through the LVIA from both key approach routes to the site and within the site to the existing landscape beyond.

In relation to the setting of development, Scottish Natural Heritage (SNH) have remarked on the proposed building heights, these raising issues in respect of landscape impact and mitigation of large scale buildings within the context and the height parameters outlined in the LDP and guidance. Specific issues arising from the proposed height of development are further considered in section 3.3 b) masterplanning. However, the landscape framework has sought to punctuate and penetrate the scale of the development through a series of openings/spaces between buildings, which reduces the extent and appearance of the development within the wider landscape context. The built profile to the development is also varied in height, comprising a diverse roofline profile which assists in breaking the overall scale of development.

Following detailed assessment, it is recognised that the proposed scale of some of the larger blocks may result in limited impacts to strategic views, particularly towards the Pentlands from the north and Forth Bridge UNESCO World Heritage Site from the south and east (the date of this designation pre-dated the original EIA scoping exercise undertaken in 2015). The nature of the LVIA modelling has also suggested that some of the higher blocks could appear blocky and unarticulated. The design and appearance of subsequent AMC applications may also give rise to new visual impacts that were not assessed through the principle consent by virtue of materials, colour, modulation, glare etc.

To address these matters, conditions would require that further LVIA be undertaken in relation to individual AMC's. This would allow for modelling of individual blocks to be influenced at a detailed design stage.

In summary, whilst the development of the site will result in a significant change of character, creating a major urban extension and new district of the city, it is considered that the development will nestle into the overall landscape pattern, to provide a coherent and positive image of arrival to Edinburgh. The landscape framework proposals would address requirements of LDP Policy Des 4, Development Design - Impact on Setting, in that they have sought to demonstrate a positive impact on their surroundings, including the character of the wider townscape and landscape, and impact on existing views. This would be achieved through the provision of suitable landscape buffers and high quality open spaces, to mitigate the impact of development on the surrounding context, through diverse massing and the preservation of significant sightlines.

The proposals would also address LDP Policy Des 9, Urban Edge Development, part a) in that they would conserve and enhance the landscape setting and special character of the city and part c) would include landscape improvements that will strengthen the green belt boundary and contribute to multi-functional green networks by improving amenity.

Drainage and Flood Risk

The LDP Development Principles for IBG state that a flood risk assessment shall be carried out in order to inform the capacity, design and layout of development proposals.

A Flood Risk Assessment, which includes hydraulic modelling of the Gogar Burn and Drainage Strategy been submitted as part of the application. A Sustainable Urban Drainage Strategy (SUDS) has been considered as part of the masterplan, developing on the recommendations of the West Edinburgh Landscape Framework (WELF).

The north eastern part of the application site, lying adjacent to the Gogar Burn is identified in the LDP as an Area of Importance for Flood Management, with the SEPA Flood Map indicating a risk of flooding from the burn along the northern edge of the site. The application site is crossed by two drainage channels - the Ratho Channel and Eastfield Road Tributary these both discharging into the Gogar Burn to the north. The application outlines that the existing watercourses on the site are to be maintained as part of the development and incorporated as landscape features.

A SUDS Strategy has been presented as part of the conceptual masterplan information. This outlines site control features to manage runoff including the proposed use of porous or permeable surface drainage to hard surfaced areas with bio-retention measures including landscape swales, linear swales and detention beds. Treated and attenuated runoff from these features will be discharged into existing watercourses. Airport safeguarding restrictions relating to bird strike have informed SUDS approach.

In relation to flood risk, SEPA initially placed an objection to the application and further information was requested regarding predicted flood levels on the Gogar Burn and proposed mitigation measures to address flood risk. In response to these issues, the applicants have confirmed that restrictions would be placed on the forms of development within Plots 2 and 4 to the north east corner of the site. SEPA have now confirmed that they are satisfied with the design flows to estimate flood levels within the extents of the application site with no likely negative flood risk impacts elsewhere. There are no proposals to develop within the 1:200 functional floodplain on the east side of the tramline and it is recommended that this area should be landscaped to provide additional storage for floodwater to reduce the volume of water passing under the tramline to west. This area would also be retained for common SUDS and water management.

CEC Flood Prevention have remarked that details of surface water flow paths, both existing and proposed, would be required to understand if there is any significant re-direction of surface water flows to surrounding land and secondly identify if surface water will flow towards property entrances. However, it is not possible to confirm surface water flow paths at this stage as the layout of built form relating to individual plots has yet to be developed. Similarly, finalised site levels would also need to be confirmed as part of detailed design development.

The information provided by the applicant is considered sufficient information to establish flood risk for the purposes of a PPP application. The proposed development would not result in increased flood risk for the site or elsewhere, and would satisfactorily address the requirements of LDP policy Env 21 part a) in that the development will not be at risk of flooding itself, and part b) would not impede the flow of flood water or deprive a river system of flood water storage with areas identified as areas of importance for flood management.

However, several conditions have been requested by SEPA and CEC Flood Prevention, these relate to detailed design matters and where necessary would remain in perpetuity throughout the development of the site.

Detailed SUDS arrangements will still be subject to further design development. A condition will require that details of drainage, surface water management and site levels be prepared as part of an initial AMC submission for the entire site. This should demonstrate compliance with the Edinburgh Design Guidance 2018, be designed to accommodate 1:30 and 1:200 year flooding events and be easily maintained by a private factor.

During the course of assessing the application, the presence of a SUDS detention basin to the north of the Park and Ride Site has been confirmed, this lying immediately to the west of the tram route. This provides SUDS attenuation for the Council owned Park and Ride site and is due to be relocated to land within the control of the Council.

This matter would need to be satisfactorily addressed prior to the development of Plot 08. It is recommended that this matter be highlighted through informative.

The potential re-meandering of existing watercourses on the site has been identified as part of the assessment of the landscape proposals. Such a move, could seek to develop these as landscape features and maximise their potential as linear wetland. Whilst the presence of badger setts in certain parts of the site, may pose a constraint, it is still suggested that the potential re-meandering of watercourse is further explored as part of the detailed landscape design.

Air Quality Management

LDP Policy Env22, Pollution, Air, Water and Soil Quality identifies that planning permission will only be granted for development where there will be no significant adverse effects for health, the environment and amenity; and that there should be no significant adverse effect on air. The application site lies approximately 1.8km east of the closest Air Quality Management Area (AQMA) at Glasgow Road to the east of the Newbridge junction. A further AQMA is situated at St John's Road, Corstorphine approximately 4.0 km from the site.

The Council's Air Quality Action Plan contains measures to reduce vehicle emissions in these areas. Notwithstanding the proximity of the development to the tram route, Environmental Protection are concerned with regards to the cumulative impact of the large developments committed in this area, many of which include a considerable number of car parking spaces.

The applicant submitted an Air Quality Assessment as part of the EIA. Initial comments received from Environmental Protection in 2016 raised the following matters:-

- Air quality assessment work that adopts information from the Transportation Assessment (TA) is updated to reflect revised flow data adopted from the model prepared as part of the West Edinburgh Transport Appraisal (WETA) refresh (December 2016) and modelling should utilise the latest emission factors, tools and guidance.
- Air quality assessment work and modelling should utilise the latest emission factors, tools and guidance.

This request resulted in an addendum to the Environmental Statement being prepared in March 2018. The revised assessment included consideration to potential impacts during both site preparation/construction and operational phases of development. The work included appraisal of the following potentially significant effects:

- Potential increase in dust and particulate matter generated by on-site activities during the construction phase;
- Increase in pollutant concentrations as a result of exhaust emissions arising from construction traffic and plant; and
- Increase in pollutant concentrations as a result of exhaust emissions arising from traffic generated by the Proposed Development once operational.

The updated assessment concludes that the application will result in annual NO₂, PM₁₀ and PM_{2.5} objectives likely to be exceeded at 5 sensitive receptors. The report advises that the predicted changes of annual mean concentrations are all either 1% or less relative to the relevant AQAL level and the predicted concentrations are all below 90% of the AQAL. It concludes that as such impacts at all receptors are considered to be negligible.

SEPA also provided comment in respect of air quality in May 2018. Whilst they have no objection to the proposal, they have provided advice in relation to air quality, noting there is likely to be a direct, permanent, long-term effect on local air quality at the location of sensitive human receptors of moderate negative to minor negative significance.

At this stage the development proposals include a range of measures designed to encourage sustainable travel such as the proposed active travel routes and the dispersal of electric car parking charge points. However, as this is a PPP application the applicant will be required to submit further details in subsequent applications. Environmental Protection has advised that the submitted air quality impact is a strategic air quality assessment. Further consideration will be required to consider the potential adverse impact on local air quality as a consequence of vehicle exhaust emissions from road traffic generated by any of the forthcoming proposed detailed developments. This would also need to consider the possibility of air quality affecting the actual development site and future residents.

Environmental Protection advise that the following measures are included in future applications to help mitigate traffic related air quality impacts:

1. Keep car parking levels to a minimum;
2. Car Club facilities (electric and/or low emission vehicles);
3. Provision of electric vehicles charging facilities;
4. Public transport incentives for residents;
5. Improved cycle/pedestrian facilities and links; and
6. Taxi specific rapid electric vehicle charging points.

The proposals are considered to address LDP Policy Env22, Pollution, Air, Water and Soil Quality, part c) in that appropriate mitigation can be achieved to minimise adverse effects arising from the development. A series of conditions are recommended to address air quality matters in future AMC applications.

Noise

LDP Policy Des 5, Development Design - Amenity identifies that planning permission will only be granted for development where there will be no significant adverse effects on the amenity of neighbouring developments and that future occupiers have acceptable levels of amenity in relation to noise.

The application site is in close proximity to both Edinburgh Airport and the A8 Glasgow Road which imposes challenging environmental constraints on the site in terms of noise.

A Noise Assessment was prepared by the applicant as part of the EIA, with a further addendum prepared in March 2018. Environmental Protection advise that whilst the airport is in close proximity to the site, the application proposed is not located inside the airport noise contours due to the current orientation of the runway. Nevertheless, it was requested that the noise assessment still considered aircraft noise. This was done by the applicant and considered in the applicant's noise contour map and shows the aircraft impacts are limited. The Noise and Vibration assessment is included in the original Environmental Assessment and considered potential impacts during both site preparation, construction and operational phases of development.

Since the original noise assessment was carried out Edinburgh Airport updated its Masterplan for the period 2016-2040. The future baseline for noise was therefore explored given the possibility of a second runway at the airport during the period 2020-2040. A potential second runway would require land to the north of the existing runway; whilst this is currently safeguarded, the airport currently consider that the future growth of the airport can be sustained by the current main runway only.

With regards to aircraft noise the report concludes that internal noise level criteria specified by BS8233 and the WHO guidelines could be achieved during daytime and night time periods with commonly used building fabric mitigation measures such as double glazing and trickle ventilation acoustic rated where required.

The noise assessment concludes that no significant impact has been identified to the proposed development from industrial/commercial or fixed plant noise.

An assessment of noise from development generated road traffic was also undertaken. The results of these predictions have been compared to determine noise level changes associated with the Proposed Development in isolation and the proposed development and committed developments combined. It was identified that the noise level increases as a result of the proposed development range from 0 to +0.8dB at worst, corresponding to a significance of effect between None and Negligible at worst. Such effects would be Long Term, Direct and Local.

The layout of the proposed commercial aspects of the development within the masterplan takes cognisance of acoustic mitigation at a strategic level and is designed to be sufficiently flexible to allow for acoustic considerations to be incorporated into the layout design during the detailed design stages. However, it is recommended that further noise assessment be undertaken for any proposed residential development within the site.

Environmental Protection advise that once the detailed nature of future uses is confirmed, if considered necessary noise from any related operations can be reconsidered and an appropriate noise mitigation scheme devised and incorporated into the proposed development design.

Due to the site size and the potential for a long construction phase Environmental Protection have recommended that a Construction Environmental Plan be submitted at the detailed application stage to protect neighbouring receptors from construction noise level on the site.

Suitable conditions are recommended to address the various issues relating to noise.

Archaeology

The City Archaeological Officer has commented in relation to the application proposals and the EIA which has considered matters relating to the historic environment. There are no objections to the proposals subject to conditions requiring a programme of investigation to be undertaken prior to detailed (AMC/FUL) applications. A programme of archaeological work is required to secure the preservation and conservation of the former RAF Turnhouse WWII era pill box to the north east boundary of the site.

Subject to conditions, the proposals address the requirements of LDP Policy Env 8, Protection of Important Remains and LDP Policy Env 9, Development of Sites of Archaeological Significance.

Airport Safeguarding

Edinburgh Airport has been consulted in relation to the application given the sites proximity to the airport and flight paths. Following initial comments from the Airport, maximum building heights to the western side of the site (Plots 05 and 07) have been reduced by the applicant to address their concerns. The Airport have confirmed these amendments to be acceptable, subject to no building on the application site exceeding a maximum height of 75.2 metres AOD.

Public realm and landscape guidance prepared by the applicant identifies plant species which are compliant with Airport Safeguarding requirements. This must be adhered to in the development of detailed landscape design proposals and this can be stipulated through condition.

Edinburgh Airport has no further safeguarding objection to the proposals, subject to conditions being applied in relation to building heights, the submission of a Bird Hazard Management Plan, finalised details of landscaping and SUDS and informatives relating to cranes and lighting.

Ecology and Protected Species

WESDF IBG Principle 5 states that early provision should be made for a landscape framework and open space network for recreation, active travel and biodiversity purposes and to create an attractive setting for development.

The applicants have submitted ecological and habitat surveys as part of the Environmental Statement. An EIA addendum was subsequently prepared for Ecology and Nature Conservation in November 2018, this as a consequence of original survey information becoming outdated since the submission of the application.

Scottish Natural Heritage (SNH) have commented on the presence of protected species in and around the site including Badger, Otter, Bats and Birds.

The EIA suggests a Badger Protection Plan (BPP) be prepared and SNH have confirmed that licences will be required prior to development proceeding. SNH advise that Otter are active in the area, including the Gogar Burn to the northern edge of the site, however, no direct disturbance is identified as a consequence of development. In relation to Bats, on the basis of the survey information supplied, no bat licences will be required to allow development to proceed. The requirement for detailed bird surveys were ruled out at EIA scoping stage, with habitats supporting widespread species typical of open agricultural habitat.

SNH have advised that impacts on protected species are generally focused on the various watercourses and ditches which run through and beside the development area. In view of this, habitats should be maintained as landscaped corridors within the proposed development, enhanced with planting where appropriate. Such measures will help mitigate against impacts on species in the longer term, helping ensure that foraging and commuting routes, as well as suitable habitat will remain.

It is noted that maintenance of enhancement of watercourses and drains as part of green infrastructure should retain their function as quiet routes. Other standard mitigation for protecting mammals on construction site is proposed.

It is considered that the various matters relating to protected species, including a Badger Protection Plan, can be adequately dealt with through a Construction and Environmental Management Plan (CEMP). Given the proposed long term timescales for development, it is considered that a CEMP will provide the necessary level of control. All work will require periodic updating to ensure industry good practice and legislative compliance. This information can be secured through condition.

The CEMP should include mitigation as detailed in the Environmental Statement, Chapter 4 and updates as appropriate. It should also clearly link into relevant elements of the proposed landscaping plans, which forms part of the proposed landscape mitigation.

Each subsequent individual phase of development will need to refer to the whole site CEMP and ecological survey updates as appropriate to ensure compliance in relation to protected species and habitats legislation.

In summary, the ecological survey information submitted as part of the EIA provides a comprehensive assessment of ecology and protected species within the site. Subject to conditions and necessary mitigation, the proposals would address requirements of LDP Policy Env16, Species Protection, and would not have an adverse impact on species protected under European or UK law. The landscape framework and open space network would provide a suitable network for biodiversity purposes as identified through WESDF Principle 5.

Trees

The application site contains minimal trees, these mainly associated with hedgerows related to former field boundaries with landscaping in the vicinity of the Park and Ride Site and tram route. A small number of mature trees also occupy the area of elevated ground to the south west corner of the site.

It is not considered that the proposed development would impact upon trees or woodland of value and worthy retention. A new site landscape structure is proposed as part of development and levels of planting envisaged to offset the loss of any trees. However, a tree survey should be prepared on a site wide basis prior to the commencement of development. This information should be used to inform the development of detailed landscaping proposals, with any trees of value being retained where possible. These various requirements would be stipulated through condition.

The proposed development would therefore address the requirements of LDP Policy, Env 12, Trees, in that, the development would not have a damaging impact on trees or woodland worthy of retention. It should be noted that trees and landscaping within the confines of the Park and Ride site and along the tram route should be considered for retention as far as possible, however, these fall within land controlled by the Council rather than applicants and matters such as tree removal would therefore need to be addressed as part of a separate planning consent process.

The proposed establishment of a new landscape structure for the application site, as identified as part of the Landscape Framework and landscaping guidance, would provide an appropriate level of tree replacement and mitigation.

Amenity of Neighbours and Future Occupiers

A small number of residential properties are situated in the vicinity of the site, these fronting Eastfield Road with a single dwelling situated at the southern edge of the site on Glasgow Road.

Representations have expressed concern regarding potential overshadowing and loss of privacy arising from the proposed scale of development with the building heights being unsympathetic to the surroundings. It has also been remarked that proposed landscape measures to southern boundary should comprise mature tree planting rather than wild flower meadow, with concern that the proposed development may have a bearing on the future redevelopment of a neighbouring residential property.

In response to these issues, the conceptual masterplan layout is not considered to present any particular issues in respect of neighbour amenity. The existing character of the locality is not predominantly residential in nature, with residential uses on Eastfield Road interspersed with various business uses associated with the airport, including car parking and hotels. Whilst the development of the site will result in a significant change to the character of the area, it is considered that the overall scale of development and strategic landscape design proposals will achieve effective integration with the site context. The proposed nature of open space (Proposal GS6) to the southern edge of the site will form a substantial landscape buffer and acceptable level of separation with the adjacent residential property. It is not considered that the proposal would be prejudicial to the future redevelopment of any neighbouring residential property.

The masterplan proposals have identified three separate locations within the site for residential led development - these situated within the northern and eastern parts of the site. Individual AMC submissions, including those with a residential component, will be required to demonstrate effective mitigation in terms of noise attenuation and air quality.

To ensure that the high levels of residential amenity are achieved for future occupiers, detailed design development would need to address requirements of LDP Policy Des 5, Development Design - Amenity, and relevant requirements of the Edinburgh Design Guidance. WESDF Principle IBG11 also requires proposals to demonstrate that siting, height and mass of buildings will not result in adverse impact to daylighting and sunlighting levels, particularly amenity space and areas of public realm. The layout of any residential elements would need to demonstrate compliance with LDP Policy Hou 3 - Private Green Space in Housing Development to ensure adequate levels of greenspace are provided to meet the needs of future residents, including communal provision. A minimum 20% of total site area should comprise usable greenspace.

These various matters can be adequately addressed through conditions and dealt with at AMC stage.

Given the longstanding agricultural nature of the site, there are no known sources of significant land contamination. However, Environmental Protection has advised that ground conditions relating to potential contaminants in, on or under the soil as affecting the site will require investigation and evaluation, in line with current technical guidance such that the site is (or can be made) suitable for its intended new use/s.

Issues relating to land contamination are considered to satisfy relevant LDP Policy requirements, including Env22, Pollution, Air, Water and Soil Quality, in so far as they are relevant to a Planning Permission in Principle and the current stage of design development. A suitable condition is therefore recommended with initial site-wide assessment followed by detailed investigation on a per plot basis. The applicant will be required to submit a site investigation and evaluation in line with current technical guidelines suitable for its intended new use/s.

f) Equalities and Human Rights

A full impact assessment of the proposal in relation to equalities and human rights would be considered at subsequent detailed application stage.

g) Issues raised in representations

The application was advertised on 18 December 2015, with a 28 day period for comments to take account of the accompanying Environmental Statement. A total of four letters of representation were received including two letters of objections and two general representations - one of these being a detailed response from Edinburgh Airport.

The application was re-advertised on 30 March 2018 following submission of EIA Addendum relating to Air Quality and Noise and Transport Assessment Addendum. This prompted two further letters of representation from Edinburgh Airport Limited.

The application was further re-advertised 28 November 2018 following submission of an EIA Addendum relating to Ecology and Nature Conservation.

Scheme 2

Following the submission of EIA Addendum relating to Air Quality and Noise and Transport Assessment Addendum, further comments were received from Edinburgh Airport Limited, 27 April and 24 September 2018. Comments were also made regarding design amendments relating to flooding and drainage.

In summary, Edinburgh Airport offers support to the concept of IBG development and have expressed a desire to work in partnership with the developers of the West Edinburgh area. Through all their correspondence since the application was lodged with the Council, Edinburgh Airport has expressed concern that the proposal has fundamentally ignored the principles agreed by the West Edinburgh Partnership with respect to delivering infrastructure in advance of further development in the area. They are concerned that the proposal is at risk of undermining work of the West Edinburgh Partnership.

Edinburgh Airport call for a detailed Transport Assessment on IBG Phase 1, as required by WETA and the LDP. If not carried out, Edinburgh Airport will object to the application.

The key areas of concern set out Edinburgh Airport's response received 27 April 2018 relate to the following:

Transport Assessment Addendum dated February 2018

- The application only focuses on phase 1 of the IBG masterplan leaving ambiguity regarding future land uses for phase 2, and is thus contrary to LDP policy Emp 6 - assessed in section 3.3 b) - the extents of the application for IBG have largely been determined by land ownerships with the extents of IBG phase 1 is also considered a distinct entity in its own right.
- The Transport Assessment fails to assess the impact of development on the Eastfield Road corridor or the A8 Glasgow Road interchange. The application is not supported by information that models traffic impacts on the local road network (i.e. Eastfield Road) and is therefore contrary to the LDP - assessed in section 3.3 c).
- Edinburgh Airport are concerned regarding the impact of the development upon the Eastfield Road corridor which represents the one and only existing major traffic artery for the airport. The proposed development could place a material level of additional traffic onto the corridor which risks the operational efficiency and performance of nationally important infrastructure asset - assessed in section 3.3 c) - Eastfield Road and the dumbells junction would be subject to upgrading in conjunction with the development of IBG Phase 1.
- The WETA Refresh Study identifies the need for significant infrastructure to be in-situ to support further development in West Edinburgh, it includes a package of infrastructure targeted at all modes of transport, a Transport Assessment is required to inform site specific measures for the development - assessed in section 3.3 c) - these matters have been addressed through the Transport Technical Note prepared by the applicant, dated October 2018.

- The City Deal funding for West Edinburgh is limited, therefore Edinburgh Airport are concerned regarding the funding mechanism in WETA - assessed in section 3.3 c) and d) - costs for required transport infrastructure will be secured through legal agreement, this being separate to projects which may eventually be funded through City Deal.
- No road infrastructure mitigation is proposed associated with the planning application - assessed in section 3.3 c) - Not correct, road infrastructure mitigation will be delivered as part of the application.
- No public transport infrastructure or service improvement are being provided - assessed in section 3.3 c) - It should be noted that tram infrastructure is already in place. The WETA study also recommends that bus infrastructure is further upgraded at Ingliston P&R.

Noise and supporting information

- The ES fails to input noise measurement data collected by Edinburgh Airport in relation to the baseline measurements - assessed in section 3.3 e).
- The ES excludes the existing transportation and commercial noise on proposed residential development, therefore the suitability of the site for residential development is not properly tested - assessed in section 3.3 e).
- The introduction of a sensitive receptor of up to 396 residential units into phase 1 next to the airport should require a more robust Noise and Vibration Assessment - assessed in section 3.3 e) - the Noise Assessment Addendum is considered to be adequate. Further assessment will be undertaken in relation noise impacts at AMC application stage, particularly to demonstrate adequate noise mitigation.
- The Noise and Vibration Assessment fails to include consultation with CEC Environmental Health - assessed in section 3.3 c) - CEC Environmental Protection subsequently provided consultee response.
- Ecology and nature conservation information.
- This requires a consolidated assessment of both phase 1 and phase 2 of IBG - assessed in section 3.3 c).
- Lack of consideration of appropriate species within the Environmental Statement including Great Crested Newts, poor timings of surveys - assessed in section 3.3 e) - updated surveys undertaken as part of EIA Addendum.
- The habitat survey ES identifies four species currently classified on red listed species under Birds of Conservation concern 4 criteria but ES fails to assess this, a programme of breeding bird surveys is required - assessed in section 3.3 e).
- The ES does not include a Bat Survey - assessed in section 3.3 e).
- The ES does not include reference to otter holt protection - assessed in section 3.3 e).

Flood Risk and Drainage

This includes the ES chapter on Ground conditions, Hydrology and contamination, Flood Risk Assessment and Drainage Strategy

- The assessment should include cumulative effect of phase 1 and 2 and developments within the airport boundary, given the proximity to the Gogar Burn and flood areas to the east of the site - assessed in section 3.3 e) - the Flood Risk Assessment undertaken in relation to IBG phase 1 has been assessed by relevant consultees and is considered adequate.
- The modelling in the Flood Risk Assessment should follow the advice of SEPA and include modelling of the 3 additional bridges - assessed in section 3.3 e) - SEPA advice reflected and issue will need to be taken into consideration at AMC stage.

Scheme 1

The application was advertised on 18 December 2015. Four letters of representation have been received these including two letters of objection and two general representations - one these being a detailed response from Edinburgh Airport. These raise the following material issues:-

- Implications of proposed development for infrastructure provision in West Edinburgh - assessed in sections 3.3 c) and d).
- Lack of consideration of development of the wider site as a material consideration and concerns over reviewing Phase 1 and 2 in isolation - assessed in section 3.3 b) - Phasing of Development.
- Concerns in respect of the information provided and content of the Environmental Statement in relation to traffic, ecology and nature conservation, flood risk and noise information - assessed in sections 3.3 c) and e).
- Concern re. dates of notification to residents over the holiday period - consultation undertaken in accordance with statutory requirements.
- Impact of development on the surrounding roads network, particularly at peak times and air quality pollution - assessed in sections 3.3 c) and e).
- Insufficient parking provided as part of development, issues relating to commuter use of the Park & Ride by RBS staff - assessed in section 3.3 c).
- Concern re. proposed building heights and scale of development unsympathetic to the surroundings and would contrast poorly with the sensitive approach taken at RBS - assessed in section 3.3 b).
- Concern re. overshadowing and loss of privacy arising from the proposed scale of development - assessed in section 3.3 e).
- Concern re. noise disturbance from proposed development - assessed in section 3.3 e).
- Landscape measures to southern boundary should comprise mature tree planting rather than wild flower meadow - assessed in section 3.3 b).
- Future bearing that the proposed development may have on a neighbouring residential property, e.g. redevelopment - assessed in section 3.3 e).
- Impact to protected species, possible disturbance to habitats and whether impacts could be mitigated through design changes to the proposed masterplan - assessed in section 3.3 e).
- Concern re. the proposed retail element of the application, limited information provided on what is being proposed and that large stand-alone retail development will be allowed as part of the proposals - assessed in section 3.3 a).

- Supportive of small ancillary retail development within the masterplan site, but this should be restricted to a limited amount of retail floorspace that does not impact upon existing town centres – assessed in section 3.3 a).

Non-material

- Noise and disturbance during the construction stage.
- Access and sewer connection issues relating to a neighbouring residential property.

Duration of Consent- Formal Direction

Under Section 59 of the Town and Country Planning (Scotland) Act 1997 the following direction is promoted in relation to the duration of the planning permission. This direction is made in the recognition of the scale of the site and the phased approach to the development.

- A (i) Application for the approval of matters specified in conditions relating to strategic site infrastructure and plots for initial development fronting Eastfield Road and the Ingliston Park and Ride Site (Plots 01, 03, 05, 07, 08, 09, 11, 12, and 16 as defined through the Concept Masterplan and Implementation Strategy) shall be made before the expiration of 5 years from the date of the grant of planning permission in principle, unless an earlier application for such approval has been refused or an appeal against such refusal has been dismissed, in which case application for the approval of all outstanding matters specified in conditions must be made within 6 months of the date of such refusal or dismissal.
- A (ii) The approved development shall be commenced not later than the expiration of 5 years from the date of grant of planning permission in principle or 2 years from the final approval of matters specified in conditions, whichever is later.
- B (i) Application for the approval of matters specified in conditions relating to plots for later development (Plots 02, 04, 06, 10, 13, 14 and 15 as defined through the Concept Masterplan and Implementation Strategy) shall be made before the expiration of 10 years from the date of the grant of planning permission in principle, unless an earlier application for such approval has been refused or an appeal against such refusal has been dismissed, in which case application for the approval of all outstanding matters specified in conditions must be made within 6 months of the date of such refusal or dismissal.
- B (ii) The approved development shall be commenced not later than the expiration of 5 years from the date of grant of planning permission in principle or 2 years from the final approval of matters specified in conditions, whichever is later.

The site falls within a wider area that is subject to a Direction issued by the Scottish Ministers in March 2016. This Direction requires the notification of applications for major housing developments to the Scottish Ministers where the Council is minded to grant planning permission and prohibits the grant of planning permission for a period of 28 days.

The Direction is given in view of the national importance of West Edinburgh, which is identified in the National Planning Framework 3 as a significant location for investment, with Edinburgh Airport, the National Showground and the International Business Gateway.

The site falls within a wider area that is subject to a Direction issued by the Scottish Ministers in March 2016. This Direction requires the notification of applications for major housing developments to the Scottish Ministers where the Council is minded to grant planning permission and prohibits the grant of planning permission for a period of 28 days.

Conclusion

The application represents a National Development proposal in West Edinburgh, situated within close proximity to the A8 Corridor and Edinburgh Airport. Due to the status of the proposals as a National Development the proposals will require to be referred to Full Council for consideration and then referred to Scottish Ministers.

The development of an International Business Gateway (IBG) to the west of Edinburgh is supported by the National Planning Policy NPF3, the SDP and the Local Development Plan (LDP) with site design principles articulated through the LDP and the West Edinburgh Strategic Design Framework (WESDF).

The proposed mix of land uses are considered appropriate to the development of an International Business Gateway - subject to a range of planning controls to ensure the primacy of business uses are maintained as the site is developed whilst also delivering a suitable mix of complementary uses as identified through LDP Policy Emp 6.

The proposed masterplan framework and parameters plans are considered to provide a suitable basis for planning conditions to guide the long term development of the IBG Phase 1 site, promoting high quality development, placemaking and site infrastructure befitting of the aspirations for the international business development.

It is recommended that this application be Minded to grant - Scottish Ministers subject to the details below.

3.4 Conditions/reasons/informatives

Conditions:-

1. Following this grant of planning permission in principle the first application for the approval of matters specified in conditions submitted to the Council, shall obtain approval for all strategic site infrastructure including:
 - Open Space and Landscaping outwith the Development Plots;
 - Public Realm (Tram Square and Link to Eastfield Road);
 - Site Access (Details of all access points, the upgrading of Eastfield Road and the A8 dumbbells junction);
 - Primary Access Roads (including the Gogar Link Road);
 - Strategic Cycle Routes (to north of A8, to the eastern edge of the site within the Central Parkland and Eastfield Road); and
 - Common SUDS and Flood Management Infrastructure.

These details shall include all matters relating to the setting out, formation, layout and implementation and shall be substantially in accordance with the principles established through the following plans and documents, as approved as part of the planning permission in principle:-

- Plan 02 - Estate Infrastructure;
- Plan 08 - Conceptual Masterplan - Landscape Framework;
- Plan 10 - Conceptual Masterplan - Movement and Access;
- Plan 12 - Conceptual Masterplan - SUDS Strategy;
- Plan 14 - Conceptual Masterplan - Estate Infrastructure and Landscape;
- IBG Phase 1 Masterplan, Development Guidance February 2019;
- IBG Phase 1 Masterplan, Plot Principles, March 2019; and
- IBG Phase 1 Masterplan, Implementation Strategy, February 2019.

The submission of details for the Strategic Site Infrastructure as outlined in condition 1 above shall be accompanied by a detailed Phasing and Implementation Plan, this shall be substantially based upon the principles established through the Implementation Strategy. This information shall include:

- Finalised Site Levels;
 - Site Wide Tree Survey and Tree Constraints Plan;
 - Flooding and Drainage Information; and
 - Land Contamination.
2. No development shall be undertaken on sites, and no applications for the approval of matters specified in conditions (as required by condition 8 below) shall be submitted, until the matters outlined in condition one have been submitted. Any subsequent applications for the approval of matters specified in condition shall be submitted in accordance with the detailed strategic matters and phasing approved under condition one.
3. Any application for approval of matters specified in conditions (AMC application) made to the Council for any subsequent plot, or plots, within the planning permission in principle application (PPP application) site shall include a suitably updated version of the masterplan [implementation strategy] that identifies all previous AMC application consents and maintains the primacy of the class 4 business uses across the entirety of the application site.

All AMC applications shall be substantially in accordance with the requirements of the following approved documents:-

- Plan 02 - Estate Infrastructure;
- Plan 03B - Plot Parameters - Development Parameters;
- Plan 04B - Plot Parameters - Maximum Building Heights;
- Plan 05A - Plot Parameters – Uses;
- Plan 08 - Conceptual Masterplan - Landscape Framework;
- Plan 10 - Concept Masterplan - Movement and Access;
- Plan 12 - Conceptual Masterplan - SUDS Strategy;
- Plan 14 - Conceptual Masterplan - Estate Infrastructure and Landscape;
- IBG Phase 1 Masterplan, Development Guidance, February 2019;

- IBG Phase 1 Masterplan, Plot Principles, March 2019; and
 - IBG Phase 1 Masterplan, Implementation Strategy, February 2019.
4. All further applications for approval of matters specified in conditions (AMC application) shall ensure that the overall development of the site shall be comprised of:
- a minimum overall floorspace of class 4, 'business' uses of 58% of that development;
 - a maximum floorspace of class 7, 'hotel' uses of 40,388 square metres;
 - a maximum of 396 residential units comprised of either, townhouses (class 9 residential) or flatted residential units (*sui-generis* use); and
 - other ancillary uses comprised of: class 1, 'retail'; class 2, 'financial and professional services'; class 3, 'food and drink'; class 10, 'non-residential institution'; and class 11, 'assembly and leisure'; of a maximum of 5,439 square metres or 2% of the overall development of the site.
5. Any proposed development of classes 1, 2 or 3 shall be limited to a maximum individual unit size of 250 square metres. Any proposals in excess of this size shall be required to demonstrate compliance with the retail policies of the relevant Local Development Plan, through the submission of supporting information.
6. Any proposed individual unit for use within classes 10 or 11 shall be limited in size to 1,500 square metres.
7. Each AMC relating to phased sub sections or individual plots, must be submitted to demonstrate; a) the relationship with the approved masterplan context and planning permission in principle; b) where the development plot is proposed to be phased, design proposals should demonstrate the relationship with the context of the wider plot; and c) proposed disposition of uses within the plot, as relevant to the particular submission.
8. Prior to the commencement of works on each site for each phases of development, the details of under-noted matters shall be submitted to and approved in writing by the Planning Authority, in the form of a detailed layout of that phase of the site and include detailed plans, sections and elevations of the buildings and all other structures, including finished site levels. Each application for the development for phased sub sections or individual plots shall be supported by an updated Landscape and Visual Impact Assessment (LVIA) and shall demonstrate a range of building heights as per the principles outlined in the LDP and WESDF.

No building or structure shall exceed the maximum heights as depicted in Plan 04B - Plot Parameters - Maximum Building Heights. Buildings should be designed to achieve a range of heights from 4 storeys (12-22 metres AGL) to 8 storeys (24-38 metres AGL) to ensure a good quality townscape is created and that reasonable levels of sunlight and daylight are achieved, particularly to adjacent areas of public realm and open space. Visual impacts arising from building heights and the articulation of roofscape must also be considered.

Approval of Matters:

- (a) details of the siting, design and height of development, including design of all external features and glazing specifications (including acoustic capabilities);
 - (b) design and configuration of public and open spaces, all external materials and finishes, and details of the play equipment associated with residential;
 - (c) car, motorcycle and cycle parking, access, road layouts and alignment, including a Stage 2 Quality Audit, classification of streets, servicing areas, street lighting and electric charging points, further transport information;
 - (d) footpaths and cycle routes, including proposed multi-use paths and the signage of pedestrian and cycle access links, including lighting details;
 - (e) waste management and recycling facilities;
 - (f) surface water management plan and Sustainable Drainage Scheme (SuDS);
 - (g) site investigation/decontamination arrangements;
 - (h) full details of sustainability measures in accordance with Edinburgh Standards for Sustainable Building;
 - (i) hard and soft landscaping details, including:
 - (i) boundary treatments (overall site and individual plots);
 - (ii) walls, fences, gates and any other boundary treatments;
 - (iii) the location of new trees, shrubs and hedges;
 - (iv) a schedule of plants to comprise species, plant size and proposed number/density;
 - (v) programme of completion and subsequent maintenance;
 - (vi) existing and proposed services such as cables, pipelines, substations;
 - (vii) other artefacts and structures such as street furniture, including lighting columns and fittings, and play equipment;
 - (viii) details of phasing of these works; and
 - (ix) existing and finished ground levels in relation to Ordnance Datum.
9. No demolition or any other form of development shall take place on the site until the applicant has secured the implementation of a programme of archaeological work (including excavation, reporting and analysis, publication, interpretation, public engagement) in accordance with a written scheme of investigation which has first been submitted to and approved by the Planning Authority.
10. No development shall take place on the site until the applicant has secured the preservation and/or conservation of the former RAF Turnhouse, World War II era pill box in accordance with a conservation design which has first been submitted to and approved by the Planning Authority.
11. No development shall take place until:
 - (a) A site survey (including intrusive investigation where necessary) must be carried out to establish, either that the level of risk posed to human health and the wider environment by contaminants in, on or under the land is acceptable, or that remedial and/or protective measures could be undertaken to bring the risks to an acceptable level in relation to the development; and
 - (b) Where necessary, a detailed schedule of any required remedial and/or protective measures, including their programming, must be submitted to and approved in writing by the Planning Authority.

Any required remedial and/or protective measures, identified by the site survey, shall be implemented in accordance with the approved schedule and documentary evidence to certify those works shall be provided, for the approval of the Planning Authority, before the commencement of any construction works on the site.

12. No development shall commence on any residential plot until an acoustic scheme for the protection of the proposed residential development from transport and commercial noise (proposed and existing) has been submitted to and approved in writing by the Planning Authority. That acoustic scheme shall include full details of any proposed acoustic glazing or barrier(s) and, thereafter, all works, which form part of the approved acoustic scheme, shall be completed on site to the satisfaction of the Planning Authority before any part of the residential development is first occupied.
13. The applicant must prepare and identify all existing and proposed Surface Water Flow Paths on drawings, based upon the findings of the Flood Risk Assessment, including updated proposed site levels. By taking the post-development arrangement include runoff from outwith the site, from unpaved areas within the site, and from paved areas in events which would exceed the capacity of the drainage system.

The drainage strategy shall be designed in accordance with the following standards:-

- The construction industry research and information association (CIRIA), 'Sustainable Drainage System Manual', C753;
 - Scottish Water's, Sewers for Scotland, version 4; in terms of specification for the design, construction and vesting of new sewerage infrastructure assets; and
 - Micro drainage calculations to support the site showing no flooding during the 1:200 year, plus a 30% climate change event, when calculating attenuation storage on the site.
14. No development shall take place on the site until a Construction Environmental Management Plan: Biodiversity & Landscape (CEMP), has been submitted to and approved by the Planning Authority. The CEMP should include mitigation as detailed in the Environmental Statement, Chapter 4. (Table 4-7 Summary of Effects Table Ecology and Nature Conservation) and including updates as appropriate, from the report: "Edinburgh International Business Gateway, Ecological Baseline Review, WSP, v2.0 November 2018". It should also clearly link to the relevant elements of the proposed landscaping plans, which forms part of the proposed ecological mitigation. Thereafter, the CEMP shall be adhered to in full throughout the duration the construction phase of the proposed development.
 15. All further applications for approval of matters specified in conditions (AMC application) shall comply with the provisions as set out associated in the Air Quality Assessment report (as amended) (March 2018) and to provide further plot specific details in order to suitably reduce air quality assessment levels changes to a minimum in accordance with the Council's Air Quality Action Plan.

16. Development shall not commence until a Bird Hazard Management Plan has been submitted to and approved in writing by Edinburgh Airport and the Planning Authority. The submitted plan shall include details of:
- Monitoring of any standing water within the site temporary or permanent; Sustainable Drainage Schemes (SuDS) - Such schemes shall comply with Advice Note 3 'Wildlife Hazards' (available at: <http://.aoa.org.uk/policy-campaigns/operations-safety/>);
 - Management of any flat/shallow pitched/green roofs on buildings within the site which may be attractive to nesting, roosting and "loafing" birds. The management plan shall comply with Advice note 3 'Wildlife Hazards'.
 - Reinstatement of grass areas;
 - Maintenance of planted and landscaped areas, particularly in terms of height and species of plants that are allowed to grow;
 - Which waste material can be brought onto the site/what if any exceptions, e.g. green waste;
 - Monitoring of waste imports (although this may be covered by the site licence);
 - Physical arrangements for the collection (including litter bins) and storage of putrescible waste, arrangements for and frequency of the removal of putrescible waste; and
 - Signs deterring people from feeding the birds.

The Bird Hazard Management Plan shall be implemented as approved by Edinburgh Airport and the Planning Authority, on completion of development and shall remain in force for the life of the development. No subsequent alterations to the plan are to take place unless first submitted to and approved by the Planning Authority.

17. No development shall take place until full details of soft and water landscaping works have been submitted to and approved in writing by the Planning Authority, details must comply with Advice Note 3 'Potential Bird Hazards from Amenity Landscaping & Building Design' (available at: <http://www.aoa.org.uk/operations-safety/>). These details shall include:

- (i) any earthworks;
- (ii) grassed areas;
- (iii) the species, number and spacing of trees and shrubs;
- (iv) details of any water features;
- (v) drainage details including Sustainable Drainage Schemes (SuDS) - Such schemes must comply with Advice Note 6 'Potential Bird Hazards from SuDS' (available at: <http://www.aoa.org.uk/policy-safeguarding.htm>); and
- (vi) others that the applicant or the Planning Authority may specify and having regard to Advice Note 3: Potential Bird Hazards from Amenity Landscaping and Building Design and Note 6 on SuDS].

No subsequent alterations to the approved landscaping scheme are to take place unless submitted to and approved in writing by the Planning Authority. The scheme shall be implemented as approved.

18. Development shall not commence until details of the Sustainable Drainage Schemes (SuDS) have been submitted to and approved in writing by the Planning Authority. Details must comply with Advice Note 6 'Potential Bird Hazards from SuDS'. The submitted Plan shall include details of:
 - (i) attenuation times;
 - (ii) profiles & dimensions of water bodies; and
 - (iii) details of marginal planting.

No subsequent alterations to the approved SuDS scheme are to take place unless first submitted to and approved in writing by the Planning Authority. The scheme shall be implemented as approved.

19. No development shall take place on the site until a Construction Environmental Management Plan (CEMP): relating to Noise, has been submitted to and approved by the Planning Authority. Thereafter, the CEMP shall be adhered to in full throughout the duration the construction phase of the proposed development.

Reasons:-

1. In order to enable the planning authority to consider this/these matter/s in detail.
2. In order to enable the planning authority to consider this/these matter/s in detail.
3. In order to enable the planning authority to consider this/these matter/s in detail.
4. In order to allow the planning authority to suitably control the future development of the site ensuring a primacy of class 4, 'business' uses.
5. In order to allow the planning authority to suitably control the future development of the site ensuring a primacy of class 4, 'business' uses.
6. In order to enable the Head of Planning to consider this/these matter/s in detail.
7. In order to enable the planning authority to consider this/these matter/s in detail.
8. In order to enable the Head of Planning to consider this/these matter/s in detail.
9. In order to accord with the statutory requirements of the Town and Country Planning (Scotland) Act 1997 and to enable the Planning Authority to consider these matters in detail.
10. In order to safeguard the interests of archaeological heritage.
11. In order to safeguard the interests of archaeological heritage.
12. In order to ensure that the site is suitable for redevelopment, given the nature of previous uses/processes on the site.
13. In order to safeguard the amenity of neighbouring residents and other occupiers.

14. To ensure sustainable flood risk management is adopted in the long term development of the site, so as to identify and prevent any significant re-direction of surface flows to surrounding land and surface water flow towards neighbouring property entrances.
15. In order to ensure that the construction and development phases of the site works are undertaken in so as to mitigate its impact on and to protect the existing biodiversity and landscape of the site and its immediate surroundings.
16. In order to suitably address air quality matters resulting from the proposed development, specifically on sensitive receptors and to reduce emissions generated by traffic generated by the development of the site.
17. It is necessary to manage the development in order to minimise its attractiveness to birds which could endanger the safe movement of aircraft and the operation of Edinburgh Airport.
18. To avoid endangering the safe movement of aircraft and the operation of Edinburgh Airport through the attraction of birds and an increase in the bird hazard risk of the site.
19. In order to safeguard the amenity of neighbouring residents and other occupiers.

Informatives

It should be noted that:

1. No development shall take place on the site until a 'Notice of Initiation of Development' has been submitted to the Council stating the intended date on which the development is to commence. Failure to do so constitutes a breach of planning control, under Section 123(1) of the Town and Country Planning (Scotland) Act 1997.
2. As soon as practicable upon the completion of each phase of the development of the site, as authorised in the associated grant of permission, a Notice of Completion of Development' must be given, in writing to the Council.
3. A legal agreement is required to cover the following matters:

A minimum 25% of the total units (99 homes) should be secured on-site as approved affordable housing tenures through legal agreement. The applicant is in agreement to this requirement. This aspect of the proposal would address the requirements of LDP Policy Hou 6, Affordable Housing.

Education

The required contribution should be based on established 'per house' and 'per flat' contribution figures set out below and secured through legal agreement:-

Flats	£3,216 (infrastructure)	£476 (land)
Houses	£16,186 (infrastructure)	£2,042 (land)

The infrastructure contribution element will be index linked and the land contribution will not.

Transport

The application is located within the West Edinburgh Transport Contribution Zone- the following mitigation measures to be delivered by the applicant:

- 1) Walking/cycling infrastructure - completing the missing link from IBG to the RBS junction;
- 2) Public transport infrastructure - dedicated bus lanes around the Eastfield Road dumbbells;
- 3) Road infrastructure - dualling of Eastfield Road to the IBG Northern Access, improvements to the dumbbells and westbound off-slip; and
- 4) Intelligent transport systems - MOVA is a strategy for the control of traffic light systems, proposed to be implemented at Newbridge, Eastfield Road dumbbells, Gogar + Maybury in addition to Eastfield Road dualling works.

Edinburgh Tram

Transport have requested that a contribution to the Edinburgh Tram be sought in line with the LDP Supplementary Guidance. The calculated sum based on the current development proposals is £13,172,090.

The sum is to be indexed as appropriate and the use period to be 10 years from the date of final payment.

Health Care

The Supplementary Guidance identifies new practice accommodation as part of a Health Centre to mitigate impact of new residential development in West Edinburgh (this includes Maybury, South Gyle, Edinburgh Park and IBG).

A sum of £1,050 per dwelling ($\text{£}4\text{m}/8,000 = \text{£}500$ per patient) will be payable in relation to the residential development.

4. Should the applicant wish to construct greater than 1,000 car parking spaces then a 'Controlled Activities Regulation (CAR) Authorisation' will be required from the Scottish Environmental Protection Authority (SEPA). The applicant should seek the necessary authorisation at an appropriate time in the design process in order to accommodate SEPA's comments and potential requirements.
5. All car parking, where not controlled private off-street parking, will be subject to control as part of the West Edinburgh Controlled Parking Zone (CPZ). Suitable Traffic Order(s) will require to be promoted and implemented at no cost to the Council.

6. All accesses must be open for use by the public in terms of the statutory definition of 'road' and require to be subject of applications for road construction consent. The extent of adoptable roads, including footways, footpaths, accesses, cycle tracks, verges and service strips to be agreed. The applicant should note that this will include details of lighting, drainage, Sustainable Urban Drainage, materials, structures, layout, car and cycle parking numbers including location, design and specification. Particular attention must be paid to ensuring that refuse collection vehicles are able to service the site. The applicant is recommended to contact the Council's waste management team to agree details. The Council will expect to adopt any road constructed under a road construction consent.
7. The applicant must be informed that any proposed on-street parking spaces cannot be allocated to individual properties, nor can they be subject of sale or rent. The spaces will form part of the road and as such will be available to all road users. Private enforcement is illegal and only the Council as roads authority has the legal right to control on-street spaces, whether the road has been adopted or not. The developer is expected to make this clear to prospective residents.
8. All disabled persons parking bays should comply with the Disabled Persons Parking Places (Scotland) Act 2009. The Act places a duty on the local authority to promote proper use of parking places for disabled persons' vehicles. The applicant should therefore advise the Council if he wishes the bays to be enforced under legislation. A contribution of £2,000 will be required to progress each necessary traffic order but this does not require to be included in any legal agreement. All disabled persons parking places must comply with Traffic Signs Regulations and General Directions 2016 regulations of British Standards 8300:2009 as approved.
9. Electric vehicle charging outlets should be considered for this development including dedicated parking spaces with charging facilities to be readily accommodated in the future. For residential land uses, passive provision to be provided as a minimum, including ducting and infrastructure such that charging points can be readily accommodated in the future.
10. The proposed site is on or adjacent to the operational Edinburgh Tram. Therefore, the applicant shall consult with Edinburgh Trams regarding construction timing. This is due to the potential access implications of construction/delivery vehicles and likely traffic implications as a result of diversions in the area which could impact delivery to, and works at, the site. Tram power lines are over 5 metres above the tracks and do not pose a danger to pedestrians and motorists at ground level or to those living and working in the vicinity of the tramway. However, the applicant should be informed that there are potential dangers and, prior to commencing work near the tramway, a safe method of working must be agreed with Edinburgh Trams and authorisation to work obtained. Authorisation is needed for any of the following works either on or near the tramway:
 - Any work where part of the site such as tools, materials, machines, suspended loads of where people could enter the Edinburgh Tram

Hazard Zone. For example, window cleaning or other work involving the use of ladders;

- Any work which could force pedestrians or road traffic to be diverted into the Edinburgh Trams Hazard Zone;
- Piling, using a crane, excavating more than 2 metres or erecting and dismantling scaffolding within 4 metres of the Edinburgh Tram Hazard Zone (depending upon the extent of the proposed works, a separate Asset Protection Agreement may be required to be agreed);
- Any excavation within 3 metres of any pole supporting overhead lines;
- Any work on sites near the tramway where vehicles fitted with cranes, tippers or skip loaders could come within the Edinburgh Trams Hazard Zone when equipment is in use;
- The Council and Edinburgh Trams has issued guidance to residents and businesses along the tram route and to other key organisations who may require access along the line. See the full guidance on how to get permission to work near a tram way:
<http://edinburghtrams.com/information/working-around-trams>

11. Cranes: Given the nature of the proposed development it is possible that a crane may be required during its construction. We would, therefore, draw the applicant's attention to the requirement within the British Standard Code of Practice for the safe use of Cranes, for crane operators to consult the aerodrome before erecting a crane in close proximity to an aerodrome. This is explained further in Advice Note 4, 'Cranes and Other Construction Issues' (available at: <http://www.aoa.org.uk/operations-safety/>)
12. Lighting: The development is close to the aerodrome and the approach to the runway. We draw attention to the need to carefully design lighting proposals. This is further explained in Advice Note 2, 'Lighting near Aerodromes' (available at: <http://www.aoa.org.uk/operations-safety/>). Please note that the Air Navigation Order 2005, Article 135 grants the Civil Aviation Authority power to serve notice to extinguish or screen lighting which may endanger aircraft.
13. The Bird Hazard Management Plan must ensure that flat/shallow pitched roofs be constructed to allow access to all areas by foot using permanent fixed access stairs, ladders or similar. The owner/occupier must not allow gulls, to nest, roost or loaf on the building. Checks must be made weekly or sooner if bird activity dictates, during the breeding season. Outside the breeding season gull activity must be monitored and the roof checked regularly to ensure that gulls do not utilise the roof. Any gulls found nesting, roosting or loafing must be dispersed by the owner/occupier when detected or when requested by Edinburgh Airport Airside Operations staff. In some instances it may be necessary to contact Edinburgh Airport Airside Operations staff before the bird dispersal takes place. The owner/occupier must remove any nests or eggs found on the roof.
14. (a) All mobile plant introduced onto the site shall comply with the emission limits for off road vehicles as specified by EC Directive 97/68/EC. All mobile plant shall be maintained to prevent or minimise the release of dark smoke from vehicle exhausts. Details of vehicle maintenance shall be recorded.

- (b) The developer shall ensure that the risk of dust annoyance from the operations is assessed throughout the working day, taking account of wind speed, direction, and surface moisture levels. The developer shall ensure that the level of dust suppression implemented on site is adequate for the prevailing conditions. The assessment shall be recorded as part of the documented site management procedures.
 - (c) Internal un-surfaced temporary roadways shall be sprayed with water at regular intervals as conditions require. The frequency of road spraying shall be recorded as part of documented site management procedures.
 - (d) Surfaced roads and public road during all ground works shall be kept clean and swept at regular intervals using a road sweeper as conditions require. The frequency of road sweeping shall be recorded as part of documented site management procedure.
 - (e) All vehicles operating within the site on un-surfaced roads shall not exceed 15mph to minimise the re-suspension of dust.
 - (f) Where dust from the operations are likely to cause significant adverse impacts at sensitive receptors, then the operation(s) shall be suspended until the dust emissions have been abated. The time and duration of suspension of working and the reason shall be recorded.
 - (g) The dust management plan shall be reviewed monthly during the construction project and the outcome of the review shall be recorded as part of the documented site management procedures.
 - (h) No bonfires shall be permitted.
15. Applicant's attention is drawn to the EIA Noise Assessment report (sections 3.7.12 and 3.7.13) - regard shall be had to noise in the development of the residential layout - to ensure that noise issues are satisfactorily addressed. Noise assessment should be prepared on a per plot basis, this being prepared to take cognisance of the EIA findings. Regard shall be ad to noise issues in the development of layouts for residential development. The applicants attention is drawn to - Refer to EIA Addendum - Supplementary Environmental Information - Noise, March 2018 - 3.7.12 and 3.7.13) - Where such screening measures are incorporated, they will need to be imperforate, continuous, sealed at the base and selected to be compliant with B2 specification (or better) as defined within BS EN1793-2:2012: Road traffic noise reducing devices. Test Method for determining the acoustic performance. Intrinsic characteristics of airborne sound insulation under diffuse under sound field conditions.
16. No development shall take place in relation to Plot 8 until the Sustainable urban Drainage Scheme (SuDS) pond, situated to the north of the Park and Ride Site (also serving the Park and Ride Site), has been relocated at a position to be agreed with the Council. This is to ensure that the capacity of the existing SuDS scheme is maintained in a suitable location.

Financial impact

4.1 The financial impact has been assessed as follows:

The application is subject to a legal agreement for developer contributions.

Risk, Policy, compliance and governance impact

5.1 Provided planning applications are determined in accordance with statutory legislation, the level of risk is low.

Equalities impact

6.1 The equalities impact has been assessed as follows:

This application was assessed in terms of equalities and human rights. The impacts are identified in the Assessment section of the main report.

Sustainability impact

7.1 The sustainability impact has been assessed as follows:

This application meets the sustainability requirements of the Edinburgh Design Guidance.

Consultation and engagement

8.1 Pre-Application Process

A Proposal of Application Notice (13/03146/PAN) was submitted to City of Edinburgh Council on 08 August 2013. The development anticipates a city extension that is urban in character and in two distinct parts including Phase 1 to the west and Phase 2 to the east. Phase 1 is planned as a business led mixed-use development, with a business district focus, comprising:

- Business and employment uses (Classes 4 & 6);
- Hotels; and
- Ancillary uses including retail (Class 1), financial and professional services (Class 2), food and drink (Class 3), residential institutions (Class 8), non-residential institutions (Class 10), assembly and leisure (Class 11), sui-generis development and other related works including car parking, servicing, access arrangements and public realm.

The PAN was considered by the Council's Development Management Sub-Committee on 06 November 2013, and subsequently as part of the reporting for the PAN for IBG Phase 2 on 23 September 2015. The Committee noted the key issues at this stage in the process.

The PAN set out a proposed programme of pre-application consultation. A copy was sent to the Community Councils, Neighbourhood Partnership and Local Ward Members.

Public consultation events for IBG Phase 1 took place on 04 and 27 September 2013 at the Hilton Hotel, near Edinburgh Airport. The project team also met and presented proposals to the Ratho & District Community Council on 09 October 2013. The results of the community consultation have been submitted as part of the Pre-application Consultation Report.

Early design proposals were considered at pre-application stage by the Edinburgh Urban Design Panel (EUDP) on 29 June 2011. These were further considered through an Architecture + Design Scotland (A+DS) Design Forum series, with workshops taking place on 27 March, 19 June and 19 October 2015. Summary responses from the EUDP and A+DS Design Forum series are contained in the report appendices.

8.2 Publicity summary of representations and Community Council comments

The application was advertised on 18 December 2015, with a 28 day period for comments to take account of the accompanying Environmental Statement. A total of four letters of representation were received including two letters of objection and two general representations - one these being a detailed response from Edinburgh Airport.

The application was re-advertised on 30 March 2016 following submission of EIA Addendum relating to Air Quality and Noise and Transport Assessment Addendum. This prompted two further letters of representation from Edinburgh Airport Limited.

The application was further re-advertised 28 November 2018 following submission of an EIA Addendum relating to Ecology and Nature Conservation.

Following on from initial comment in early 2016, Edinburgh Airport reviewed the supplementary information received dated February 2018, including the Transport Assessment Addendum. Their response to these matters was dated 27 April 2018 and 24 September 2018.

Background reading/external references

- To view details of the application go to
- [Planning and Building Standards online services](#)
- [Planning guidelines](#)
- [Conservation Area Character Appraisals](#)
- [Edinburgh Local Development Plan](#)
- [Scottish Planning Policy](#)

Statutory Development Plan Provision

The site is predominantly allocated as Special Economic Area (Emp 6 - International Business Gateway) in the adopted Edinburgh Local Development Plan 2016. Other proposals and safeguards affecting the site include:- Green Space Proposal (GS 6) - corridors extending from Eastfield Road to the eastern edge of the application site, the eastern and southern peripheries. An Area of Importance for Flood Management (Env 21) is situated to the north east corner of the site.

Transport Proposals and Safeguards relating to the site include:- (T1) - Edinburgh Tram, (T8) - Eastfield Road and dumbbells junction, (T9) - Gogar Link Road.

National and Strategic Policy:-

National Planning Framework 3 (NPF3)
SESPlan 2013

Other relevant guidance:-

West Edinburgh Strategic Design Framework, May 2010

Finalised Supplementary Guidance: Developer Contributions and infrastructure Delivery, August 2018
Edinburgh Local Development Plan Action Programme, January 2019

Open Space 2021, Edinburgh's Open Space Strategy 2016

Other documents for approval:-

IBG Phase 1 Masterplan - Development Guidance, February 2019

Plot Principles, March 2019

Implementation Strategy, February 2019

Date registered	7 December 2015
Drawing numbers/Scheme	01, 02, 03B, 04A, 05A, 08, 10, 12, 14, Scheme 2

David R. Leslie
Chief Planning Officer
PLACE
The City of Edinburgh Council

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Links - Policies

Relevant Policies:

LDP Policy Del 1 (Developer Contributions and Infrastructure Delivery) identifies the circumstances in which developer contributions will be required.

LDP Policy Des 1 (Design Quality and Context) sets general criteria for assessing design quality and requires an overall design concept to be demonstrated.

LDP Policy Des 2 (Co-ordinated Development) establishes a presumption against proposals which might compromise the effect development of adjacent land or the wider area.

LDP Policy Des 3 (Development Design - Incorporating and Enhancing Existing and Potential Features) supports development where it is demonstrated that existing and potential features have been incorporated into the design.

LDP Policy Des 4 (Development Design - Impact on Setting) sets criteria for assessing the impact of development design against its setting.

LDP Policy Des 5 (Development Design - Amenity) sets criteria for assessing amenity.

LDP Policy Des 6 (Sustainable Buildings) sets criteria for assessing the sustainability of new development.

LDP Policy Des 7 (Layout design) sets criteria for assessing layout design.

LDP Policy Des 8 (Public Realm and Landscape Design) sets criteria for assessing public realm and landscape design.

LDP Policy Des 9 (Urban Edge Development) sets criteria for assessing development on sites at the Green Belt boundary.

LDP Policy Des 11 (Tall Buildings - Skyline and Key Views) sets out criteria for assessing proposals for tall buildings.

LDP Policy Env 8 (Protection of Important Remains) establishes a presumption against development that would adversely affect the site or setting of a Scheduled Ancient Monument or archaeological remains of national importance.

LDP Policy Env 9 (Development of Sites of Archaeological Significance) sets out the circumstances in which development affecting sites of known or suspected archaeological significance will be permitted.

LDP Policy Env 12 (Trees) sets out tree protection requirements for new development.

LDP Policy Env 16 (Species Protection) sets out species protection requirements for new development.

LDP Policy Env 20 (Open Space in New Development) sets out requirements for the provision of open space in new development.

LDP Policy Env 21 (Flood Protection) sets criteria for assessing the impact of development on flood protection.

LDP Policy Env 22 (Pollution and Air, Water and Soil Quality) sets criteria for assessing the impact of development on air, water and soil quality.

LDP Policy Emp 1 (Office Development) identifies locations and circumstances in which office development will be permitted.

LDP Policy Emp 6 (International Business Gateway) sets out uses that will be supported in principle for the development of an International Business Gateway within the boundary defined on the Proposals Map.

LDP Policy Emp 10 (Hotel Development) sets criteria for assessing sites for hotel development.

LDP Policy Hou 1 (Housing Development) sets criteria for assessing the principle of housing proposals.

LDP Policy Hou 2 (Housing Mix) requires provision of a mix of house types and sizes in new housing developments to meet a range of housing needs.

LDP Policy Hou 3 (Private Green Space in Housing Development) sets out the requirements for the provision of private green space in housing development.

LDP Policy Hou 6 (Affordable Housing) requires 25% affordable housing provision in residential development of twelve or more units.

LDP Policy Hou 10 (Community Facilities) requires housing developments to provide the necessary provision of health and other community facilities and protects against valuable health or community facilities.

LDP Policy Ret 6 (Out-of-Centre Development) identifies the circumstances in which out-of-centre retail development will be permitted.

LDP Policy Ret 8 (Entertainment and Leisure Developments - Other Locations) sets out the circumstances in which entertainment and leisure developments will be permitted outwith the identified preferred locations.

LDP Policy Tra 1 (Location of Major Travel Generating Development) supports major development in the City Centre and sets criteria for assessing major travel generating development elsewhere.

LDP Policy Tra 2 (Private Car Parking) requires private car parking provision to comply with the parking levels set out in Council guidance, and sets criteria for assessing lower provision.

LDP Policy Tra 3 (Private Cycle Parking) requires cycle parking provision in accordance with standards set out in Council guidance.

LDP Policy Tra 4 (Design of Off-Street Car and Cycle Parking) sets criteria for assessing design of off-street car and cycle parking.

LDP Policy Tra 6 (Park and Ride) sets out the circumstances park and ride facilities will be permitted.

LDP Policy Tra 7 (Public Transport Proposals and Safeguards) prevents development which would prejudice the implementation of the public transport proposals and safeguards listed.

LDP Policy Tra 8 (Provision of Transport Infrastructure) sets out requirements for assessment and mitigation of transport impacts of new development.

LDP Policy Tra 9 (Cycle and Footpath Network) prevents development which would prevent implementation of, prejudice or obstruct the current or potential cycle and footpath network.

LDP Policy Tra 10 (New and Existing Roads) safeguards identified routes for new roads and road network improvements listed.

Non-Statutory guidelines Edinburgh Design Guidance supports development of the highest design quality and that integrates well with the existing city. It sets out the Council's expectations for the design of new development, including buildings, parking, streets and landscape, in Edinburgh.

Non-statutory guidelines - EDINBURGH STREET DESIGN GUIDANCE - Edinburgh Street Design Guidance supports proposals that create better places through the delivery of vibrant, safe, attractive, effective and enjoyable streets in Edinburgh. It sets out the Council's expectations for the design of streets and public realm.

National Policy Designing Streets: This document sets out government aspirations for street design and the role of the planning system in delivering this as part of a wider agenda to improve urban design and placemaking generally.

Appendix 1

Application for Planning Permission in Principle 15/05580/PPP

**At Land 160 Metres North Of 2, Eastfield Road, Edinburgh
Mixed use development inc. business + employment uses
(class 4); hotels (class 7) + ancillary uses including retail
(Class 1), financial + professional services (Class 2), food +
drink (Class 3), residential (Class 9), non-residential
institutions (Class 10), assembly + leisure (Class 11), sui
generis flatted development; associated works inc. car
parking, servicing, access + public realm. (As Amended)**

Consultations

Edinburgh Urban Design Panel

Introduction

This report relates to the phase 1 masterplan for the EIBG. This is the first time that the proposals have been reviewed.

It was noted that the Panel had not reviewed the draft West Edinburgh Strategic Design Framework (WESDF) as the consultation on this document was carried out prior to the Panel's inception, but that this has been reviewed by A+DS.

Charles Strang advised he had been involved with the West Edinburgh Planning Framework SEA. This was not considered problematic with regard to Charles Strang's involvement on the review. No declarations of interest were made by any panel members in relation to this scheme.

This report should be read in conjunction with the pre meeting papers which provide an overview, context, concept, plans, sections and 3D visualisations of the scheme and a Planning Issues Paper.

This report is the view of the Panel and is not attributable to any one individual. The report does not prejudice any of the organisations who are represented at the panel forming a differing view about the proposals at a later stage.

The Panel's views on the principle of development.

In part, the Panel is concerned about the development of the area designated in planning policy (including the local plan of the Rural West Edinburgh Local Plan and its Alteration adopted June 2011) and guidance for the International Business Gateway and the proposed associated ancillary uses and the consequent development of green belt and loss of agricultural land.

The use of the term 'gateway' is of concern in trying to interpret the sense of place to be created either as a destination or as a transient zone between the airport and the city's urban edge.

A strong case will require to be demonstrated that the location proposed in the masterplan is the best location within the city area for the proposed arena.

The design proposal for the masterplan is based on the tram line being delivered. If the tram is not delivered, this will result in the main transport access to the site being by road. This would therefore require a re-evaluation of the appropriateness of developing this site and following this, if it remains as a development site, then a strategic redesign of the proposals along with a comprehensive re-evaluation of the transport infrastructure would be required.

The Panel's views on the masterplan approach

The Panel are supportive of the development of a masterplan for this strategic area as this will encourage a comprehensive and not piecemeal approach to development. Disparate development of hotels and other uses is occurring within the area and therefore the masterplan will be an important mechanism to help mitigate the adverse effects of this.

For the site to be an International Business Gateway it is important that international businesses and HQs are sought and that the buildings delivered of the highest international design quality. There should be no question of this being "just another business park".

The Panel recognises the importance of ensuring that the masterplan for this site is not developed in isolation but considered and developed to take account of the wider context within the WESDF area. The Panel finds it particularly disappointing that the masterplan does not extend to the airport as this could provide a physical link, benefiting airport users. The Panel therefore encourages the team to engage in further discussion with Edinburgh Airport and other land owners about the potential for this.

A landscape framework is currently being developed. The Panel welcomes this and considers this document to be critical in the design development of this and adjacent sites.

The Panel's views on the design

While there is some degree of reservation about the proposed use of an arena on this site (as expressed in 2.3 above) the Panel sees an opportunity to create a 'destination' towards the end of the tram line from the city and encourages the design team to consider this within their design. In addition to buildings there will be an opportunity to allow people easy access to the areas beyond.

Care will be required to ensure that the spaces within the development contribute to the sense of place. Consideration should be given to the microclimate (particularly around the west and south-west of the arena and the linking area to the park and ride facility), the numbers of people using the spaces, the scale of streets and the interfaces between surrounding uses such as the showground. The logic of spaces around the arena needs to be carefully thought through as they will require to accommodate large volumes of people as well as dealing with the design issue of maintaining a reserve area for the tram corridor. The spaces around the arena and transport hub will be pivotal in the creation of place.

There is a danger that the flexibility of the grid may be used to facilitate development of an inappropriate standard. If this is the case, the use of a grid layout is questioned as an appropriate design approach. If the grid concept is taken forward, in refining the proposal as it is developed, continued considerations will be the relationship the grid will form with the site landscape, topography and other features.

There is a significant likelihood that the retention of the park and ride facility in its current location will have a negative impact on the design. This is because of the adverse visual effects resulting from the expanse of hard surfacing that the facility has. The masterplan should demonstrate how such effects can be mitigated. Its long term and short term impacts should be fully considered.

The layout of the development should allow views to key city features to be protected and incorporated into the design of this area as far as possible to help link the development into the city and its surroundings as a place. Such features include Arthur's Seat, the Pentlands, the Forth bridges, the bings etc. Historic features such as Gogar Fort and the listed buildings should be protected. Protecting these features and buildings may be of greater significance in later phases of development which will come closer to them.

The Panel encourages the enhancement of Eastfield Road.

The Panel's views of movement and infrastructure

If the park and ride is retained, for it to function effectively in reducing modal share of private vehicular transport in to the city then a robust control mechanism will be required to ensure that it does not become a car park for the EIBG.

The Panel suggests that a fully integrated transport strategy is key to the successful development of the area. This should include the integration and improvement of the existing cycle network.

Pedestrian and cycle links to neighbouring areas need to be integrated into the proposals.

The design team is encouraged to progress with the development of their sustainable urban drainage strategy.

Summary

The Panel recognises the significant challenges facing the team in delivering a design which will provide a strong sense of place with quality spaces - for example the resolution of the space in and around the tram, park and ride and arena. However it should be a fundamental aim to create a special place - a destination which people would want to visit in itself - and not just a high quality business park with an arena.

Building Standards (Contaminated) comment

The only recorded possible contaminated land is on the boundary of this site with the Airport. As there is the possibility of made ground on the site in connection with the tramway park ride site, Building Standards would request a Geo-environmental assessment for the site.

Archaeology comment

The site lies on the south-western limits of the former RAF Turnhouse which forms the eastern half of the present day airport. The RAF base was open in 1915 and continued in service through the Cold War Period until 1966. Evidence for the base survives today on site in the form of a WW II pillbox recorded by GUARD as part of the Edinburgh Tram project.

Archaeological excavations by GUARD (see plan site 1 & 1A) along the route of the Edinburgh Tram have demonstrated that area has been extensively occupied since early prehistory. These excavations by GUARD immediately to the east of the site produced evidence for a complex sequence of occupation dating back to the start of the Neolithic Period (4000 BC) and which included two phases of Bronze Age settlement, an Iron Age Palisade enclosure and significantly Dark Age (British/Anglian) corn drying kilns dating to the 6th-8th centuries AD. In addition to the sites prehistoric and early medieval archaeology this site also occurs within an area associated with the 17th century Civil War battle known as the Field of Flashes.

This application must be considered under terms of the Scottish Government's Scottish Planning Policy (SPP), PAN2/2011 and Scottish Historic Environment Policy (SHEP) and also CEC's Edinburgh City Local Plan policies ENV8 & ENV9. The aim should be to preserve archaeological remains in situ as a first option, but alternatively where this is not possible, archaeological excavation or an appropriate level of recording may be an acceptable alternative.

Historic Building; RAF Turnhouse Pillbox

The site contains the upstanding remains of a WW II era pillbox associated with the former RAF Turnhouse Airfield on its NE boundary. This structure is one of the last remaining elements of this important RAF base and is considered to be of local archaeological significance. Accordingly it is recommended that this structure is not only persevered in situ within the landscaping associated within this development but that an associated interpretation scheme is undertaken describing its function and the role of RAF Turnhouse.

It is recommended that these programme of works be secured using a condition based upon the model condition stated in PAN 42 Planning and Archaeology (para 34), as follows;

'No development shall take place on the site until the applicant has secured the preservation / conservation of the former RAF Turnhouse World War II era pill box in accordance with a conservation design which has been submitted by the applicant and approved by the Planning Authority.'

Buried Archaeology

Given the potential significant archaeological outlined earlier, it is essential that an archaeological mitigation strategy is undertaken prior to submission of any further detailed (FUL/AMC) applications and development. In essence this strategy will require the undertaking of a phased programme of archaeological investigation, the first phase of which will be the undertaking of an archaeological evaluation (min 10%) linked to metal detecting surveys. The results from this initial phase of work will allow for the production of appropriate more detailed mitigation strategies to be drawn up to ensure the appropriate protection and/or excavation, recording of any surviving archaeological remains prior to construction commencing is undertaken.

Interpretation

In addition to the interpretation / preservation of the Pillbox discussed above, the site has the potential for unearthing important archaeological remains. Accordingly it is essential that the archaeological mitigation strategy contain provision for public/community engagement (e.g. site open days, viewing points, temporary interpretation boards), the scope of which will be agreed with CECAS.

It is recommended that these programmes of work be secured using a condition based upon the model condition stated in PAN 42 Planning and Archaeology (para 34), as follows;

'No demolition nor development shall take place on the site until the applicant has secured the implementation of a programme of archaeological work (Excavation, reporting and analysis, publication, interpretation, public engagement) in accordance with a written scheme of investigation which has been submitted by the applicant and approved by the Planning Authority.'

The work must be carried out by a professional archaeological organisation, either working to a brief prepared by CECAS or through a written scheme of investigation submitted to and agreed by CECAS for the site. Responsibility for the execution and resourcing of the programme of archaeological works and for the archiving and appropriate level of publication of the results lies with the applicant.

Economic Development comment

Edinburgh's economic strategy, 'A Strategy for Jobs 2012-17' aims to achieve sustainable economic growth through supporting the creation and safeguarding of jobs in Edinburgh. A key element of delivering jobs-driven economic growth is the provision of an adequate supply of workplaces.

Commentary on existing uses

The site in question is a 36.7 hectare of land bounded by Glasgow Road to the south; Eastfield Road to the west; the Hilton Edinburgh Hotel and Gogar Burn to the north; and farmland to the east. The Edinburgh tram line bisects the site, as does the route of the safeguarded Gogar Link Road.

Approximately 5 hectares of land to the west of the site is occupied by the Ingliston Park and Ride, which provides 1,085 parking places. The application does not propose any changes to the Park and Ride.

Approximately 9 hectares of land to the south of the site is arable land most recently used for the growing of cereal crops. Per the 'Economic Report on Scottish Agriculture 2015', in 2014, cereal farms in Scotland supported, on average, a farm gate value of £620 per hectare per annum and a standard labour requirement of 0.01 jobs per hectare. This indicates that the arable land could be expected to support a total farm gate value of £5,580 per annum and a negligible level of employment.

The remainder of the site is primarily unused open land.

Commentary on proposed uses

Class 1/3 - Shops/Food and drink

The development as proposed would deliver 3,652m² of class 1/3 space. Based on average employment densities, this could be expected to directly support 192-203 full-time equivalent jobs. Based on average gross value added per worker for workers in the retail and hospitality sectors, this could be expected to directly support annual gross value added of between £2.54 million and £5.37 million (2013 prices).

Class 4 - Business

The development as proposed would deliver 122,158m² of class 4 space. Based on average employment densities, this could be expected to directly support approximately 12,200 full-time equivalent jobs if fully-let. Based on an average gross value added per worker of £80,800 per annum for workers in the financial and business services sector, this could be expected to support annual gross value added of approximately £987.37 million (2013 prices).

Class 7 - Hotels and hostels

The development as proposed would deliver 1,415 hotel bedrooms. Based on average employment densities, this could be expected to directly support 472-1,132 full-time equivalent jobs. Based on average gross value added per worker for workers in the accommodation sector (£26,900), this could be expected to directly support annual gross value added of between £13.95 million and £33.47 million (2013 prices).

Given average occupancy rates in Edinburgh of 80.5% (as of 2014) and average daily spend for overnight visitors of £81.00 (as of 2009/10), this could be expected to represent 415,762 visitor bed-nights in Edinburgh per annum.

Class 9 - Houses

The development as proposed would deliver 396 residential units. The mean household size in Edinburgh as of 2014 was 2.06, indicating that the 396 new residential units could, once fully built and occupied, be expected to support approximately 816 residents.

The residential elements of the scheme can be expected to support jobs in the area via household expenditure. Based on data on the average expenditure of households in Scotland derived from the Office for National Statistics' Living Costs and Food Survey, the combined expenditure of the 396 new households within the development is projected to total approximately £9.25 million per annum. This includes areas of expenditure that could reasonably be expected to largely be made within the local economy, such as food and drink (£1.44 million); recreation and culture (£1.12 million); catering (£0.63 million); household goods and services (£0.55 million); clothing and footwear (£0.47 million); and personal care (£0.22 million). This £4.43 million of expenditure could be expected to directly support approximately 61 jobs as businesses expanded their workforces to enable them to meet increased demand, primarily in the retail and hospitality sectors, representing approximately £1.62 million of gross value added (2013 prices).

Class 11 - Assembly and leisure

The development as proposed would deliver up to 1,787m² of class 11 space. Based on average employment densities, this could be expected to directly support 15-60 full-time equivalent jobs. Based on average gross value added per worker for workers in the accommodation sector (£44,700), this could be expected to directly support annual gross value added of between £0.67 million and £2.68 million (2013 prices).

SUMMARY RESPONSE TO CONSULTATION

It is estimated that the development as proposed could, once fully-built and fully-let, directly support approximately 12,900 to 13,700 full-time equivalent jobs and support gross value added of £1,006 million to £1,031 million per annum.

Police Scotland comment

We recommended that the architect and client meet with a Police Architectural Liaison Officer to discuss Secured by Design principles and crime prevention through environmental design in relation to this development.

Scottish Natural Heritage comment

Summary

This is an important site in the expansion of the city westwards towards the airport. Together with the adjacent phase 2 part of the IBG site, this site will be strategically important in delivering the vision for expansion in this part of Edinburgh. We advise that although the proposal is to be commended on its design principles and good integration of green infrastructure, there will be some significant impacts on landscape and protected species. Further advice is provided below together with recommendations for future phases of development, mitigation and licence requirements. It will be for the planning authority to determine, within the context of its own policies, whether conditions are necessary to secure any recommendations.

Appraisal

Several documents such as the West Edinburgh Landscape Framework, West Edinburgh Strategic Design Framework and Local Development Plan (LDP) 2 provide guiding principles for development of the IBG site, laying the foundations of a strong landscape structure to support and accommodate development in this part of Edinburgh. This application has sought to expand on these principles, set parameters for the site and provide further detailed guidance to ensure that a well designed development is delivered. While we generally welcome these aspects of the proposal, particularly the aspects relating to the integration of green infrastructure, we note the general overall increase in the height of the proposed buildings from that which was set out in the West Edinburgh Strategic Design Framework and LDP2. The current proposal therefore does raise issues relating to landscape impact and the accommodation.

Landscape and Visual Impacts

Policy B3 of the West Edinburgh Strategic Design Framework (WESDF) states: 'Buildings should take advantage of existing features and infrastructure. The building layout should respond to the site context, topography and micro-climate and take advantage of these. The prevailing building height should be 4 storeys. Where buildings are adjacent to structural green spaces, it is expected that the building heights will be lower in order that they can be successfully integrated into the landscape.'

This principle has been further explained in the development principles for the complete IBG site as set out in LDP2:

- o The prevailing building height should be four storeys with some higher landmark buildings and lower building heights adjacent to structural green spaces.*

We note the submitted parameter plans relating to building height are stated in terms of height above ground level rather than number of storeys as required by the WESDF and LDP. It is therefore unclear from the submitted parameter plans how the development will address the requirements for buildings of 3 storeys next to structural green spaces nor whether the overall mix of built development proposed will meet the requirements for a "prevailing building height" of four storeys across the site.

We do however note that the landscape and visual impact assessment, ZTV drawing and the supporting visualisations are based on the height and development plot parameters submitted. From this information it is evident that the likely scale and extent of the proposed development (as set out within these submitted parameters) could result in a wide range of landscape and visual impacts within 2 kilometres, with the overall mass and extent of development prominent in wider views, including those out to and beyond 5km. The scale and extent of these effects are likely to be combined cumulatively with those arising from the proposed IBG phase 2 (recently submitted for EIA scoping) to create an overall combined form of development that is dominant to the local landscape character and of notable prominence from areas surrounding the development, including the A8 corridor approaching the City of Edinburgh.

Of particular note with regards the landscape and visual impacts of the phase 1 proposal is the location of a building, or buildings, up to 36m high on an elevated part of the site near the east bound A8 roundabout (as illustrated by wireline 4 on page 45 of the Design and Access Statement). The submitted information notes this as a "gateway" node' and while there is little definition to this aspect of the proposal we highlight the overall height and footprint of this aspect of the project. Due to its likely prominence, we consider a proposal of this size would have significant impact on the local landscape character and visual amenity of the area, potentially redefining the nature of this important approach to the City of Edinburgh.

While acknowledging that there is a lack of detailed design information and impact assessment for this important aspect of the proposal, at this stage in our understanding of the proposal, we query whether such a prominent building in this specific location would be an appropriate feature to define the gateway and approach to the City.

Green Infrastructure and development layout

Notwithstanding the issues raised above we do strongly welcome the proposals made for the green infrastructure to support this development. We consider the proposals, as outlined in the Design and Access Statement, are well integrated within and around the proposed development thereby positively supporting the overall place-making approach for the site. In particular, we consider that the variety of landscape design typologies proposed, the potential integration of SUDs and active travel measures within the green spaces and streets, and the broad layout of such features in forms which permeate the development and support the proposed street and building layout, has the potential to be a highly successful aspect of the scheme.

We highlight however the constraints that can be imposed on aspects of planting and SUDS development, through the requirements of the Civil Aviation Authority for Aerodrome Safeguarding. We advise that it would be prudent to establish any limitations on the current proposals, or modifications that may be required to current design proposals, prior to any approval of outline consent.

We also advise that, in securing and taking forward the positive intent and content of the proposed public realm and green infrastructure aspects of the application, there is likely to be merit in defining these issues in further detail and in standalone documents and layout plans. Such an approach if properly defined could set clear guidance and parameters, supporting the co-ordination and design quality between phases or for any future detailed applications for the area.

Similarly, we welcome the analysis and statements of importance on page 89 of the Design and Access Statement with regards the necessary role of landscape management to successfully establish planting and to maintain a good appearance for the development in the longer term. We recommend that a clear approach, specifications and funding proposals for these matters are secured.

Ecology

The surveys and assessment of impacts on protected species is thorough and clear, and to be commended. We would agree with assessment findings and recommendations, including licence recommendations, and these are discussed further in the Annex.

In general, impacts on species are focused on the various watercourses and ditches which run through and beside the development area. These habitats are used by various species for foraging and commuting, with some species also residing there. There will be some direct impacts on those species which reside in these areas particularly during the construction process, and this is discussed further in the Annex. However, these habitats will be maintained as landscaped corridors within the proposed development, enhanced with planting where appropriate. Therefore the retention of these corridors, alongside the additional planting, will help mitigate against impacts on species in the longer term, as foraging and commuting routes, as well as suitable habitat, will remain. Directional lighting, as proposed within the ES, will also be effective mitigation in reducing impacts on species in these areas.

Access and recreation

We support the creation of a new pedestrian and cycle link alongside the A8, as part of the green infrastructure proposals along the south of the site, which will form a much needed active travel corridor between Edinburgh and the west.

Annex

Potentially significant impacts on species are summarised in section 4.2.7, with section 4.5 detailing the assessment of effects on habitats and species as well as mitigation measures.

Badger

Survey results show significant badger presence and activity in the area with 24 setts identified and 2 clans, the Gogar Drain clan and the Castle Gogar clan.

Significant impacts are identified on the Gogar Drain setts, and possibly longer term to the clan. These impacts would be through disturbance, exclusion, loss of setts or abandonment, and are summarised below:

- o 4 setts have been identified for exclusion and loss, due to road and footpath construction: GD3, 6, 9 and 15. This will require a licence.*
- o Another sett is to be excluded for footpath construction, GD10, but re-instated after construction. This will require a licence.*
- o There is a recommended exclusion and destruction of another sett, GD8, to prevent badgers using this sett as new main sett. This would also need a licence.*
- o Licences for all work with 30m or piling within 100m*
- o Possibility of licences (for disturbance) for landscaping/planting along the Gogar Drain*

It is noted that there is a possibility of retention of some of the above setts, which will be determined at construction stage, although temporary exclusion would still require a licence.

Mitigation (section 4.5.27-4.5.39) proposed includes:

- o 30m exclusion buffer*
- o maintenance of Gogar Ditch as a foraging and commuting corridor with extra planting*
- o badger fencing and exclusion buffers at road and footpath junctions*
- o access pipes beneath roads and footpaths*
- o directional lighting*

- o *standard good practice methods during construction, such as escape ramps etc*

The EIA recommends that a Badger Protection Plan (BPP) is produced, outlining all the sett exclusions, licence requirements, mitigation and monitoring measures, and we would strongly recommend this as a practical and iterative way of addressing the complex situation at this site which may evolve and change over the development timescale. It would also help support any licence application. Our website has some advice on preparing BPPs: <http://www.snh.gov.uk/protecting-scotlands-nature/species-licensing/mammal-licensing/badgers-and-licensing/dev/>

Potential abandonment of the drain area by the clan is raised, as a result of ongoing disturbance and traffic once the area is fully developed. The EIA states that there is suitable setting habitat along the Gogar Burn and to the east for the badgers to move into but this land to the east forms Phase 2 of the IBG site and therefore may not be available in the long term. This potential constraint to any future badger movement is not acknowledged within the EIA and is perhaps something that future phases might have to consider in more detail. The EIA does recommend monitoring for 5 years to inform future mitigation or enhancements needed for this clan's long term future and we would recommend that this forms part of the BPP.

Our advice is therefore that if you approve this application, and with the mitigation set out in the EIA, a licence from SNH will be required by the applicant before they can proceed with the development. If you are minded to approve this application, you must satisfy yourself that the tests for a species licence under the relevant protected species legislation are likely to be met. If not, you could risk the applicant being unable to make practical use of the planning permission or committing an offence.

Based on the information currently available to us, it is likely that the tests would be met and therefore that a licence would be granted. Please note that this advice is given without prejudice to any later consideration of an application for a licence. Information on licensing tests can be found here (www.snh.gov.uk/docs/B876258.pdf) and how to apply for a licence here (<http://www.snh.gov.uk/protecting-scotlands-nature/species-licensing/>)

Otter

Survey results show that otters are active in the area, in particular on the Gogar Burn. No direct disturbance to holts on the Gogar Burn is identified, although disturbance and potential displacement is raised as an impact in the longer term. The maintenance and enhancement of the watercourses and drains, as part of the scheme's green infrastructure, should retain their function as quiet commuting routes, thereby reducing these impacts. Other standard mitigation working measures are proposed during construction such as escape ramps etc and pollution prevention controls will be in place to avoid spills to the watercourses. Based on the information in the ES, and with the stated mitigation in place, no licence will be required before development can proceed. With the timescales of development proposed over several years, further surveys will be required at future stages to assess any changes in otter distribution or holt locations, and therefore any changes to licence requirements.

Bats

Impacts are likely to be confined to foraging and commuting routes, in particular the linear burns and ditches. However mitigation in the form of maintenance and enhanced landscaping of these routes, together with directional lighting, should minimise these impacts in the longer term. Based on the information in the ES, no licence will be required before development can proceed.

Historic Environment Scotland comment

We do not wish to object to the above proposed development. We attach our comments on the adequacy of the ES and our views on the application as an appendix to this covering letter.

Historic Environment Scotland's advice

If you have not already done so, we recommend that you consult your council's archaeological and conservation advisors, who may also wish to comment on potential historic environment impacts.

Annex

Background

We understand that the proposal is for a mixed use development (known as the International Business Gateway Phase I) consisting of business and employment uses, hotels, retail, financial and professional services, food and drink, residential uses, non-residential institutions, assembly and leisure, sui generis flatted development and associated works including access and public realm at land 160m North of 2 Eastfield Road, Edinburgh. The proposal is at a masterplan stage and the submitted masterplan framework sets out general parameters to be observed in the proposed development. The environmental statement that has been prepared is based on these parameters.

Historic Environment Scotland's Interest

Our key interest in this proposal lies in the potential impact on the site and settings of the following heritage assets covered by our remit:

- o Gogar Mains, fort, palisaded enclosure and field system 850m SSE of (Scheduled Monument, Index No. 4573)*

At scoping stage we highlighted the fact that the scheduled monument: Gogar Mains, fort, palisaded enclosure and field system 850m SSE of (Index no. 4573) was located within the proposed site boundary and that direct impacts should be avoided. We are content that the proposed development at Phase One will not have any direct impacts on this scheduled site. We would also agree with the conclusions of the Environmental Statement that the impact of the proposal on the setting of Gogar Mains is unlikely to be significantly adverse.

However, I would reiterate our previous advice that in addition to the avoidance of direct impacts, it will be important that consideration of the future management of the monument is given at an early stage of planning the next phases of the proposed development.

- o Category A-listed Castle Gogar with cottage, gate house, stables, outbuildings, gate and gatepiers, Glasgow Road (HB No. 27092)*

The category A-listed tower-house at Gogar was built in 1625, with the original Gogar House dating back to c1300. This three-storey baronial mansion was probably designed by William Ayton and it was extended to the west circa 1700, and again in the 19th century. The castle was restored around 2005.

The castle lies in an area of rapid change, between the trunk road to the south and the Edinburgh Airport to the north and north-west. The building's vicinity has been heavily impacted by the existing and new infrastructure, including the new tram line that crosses its tree-lined drive. The enabling development for the restoration of the castle has also been completed in recent years. The large detached houses, which have been erected within the curtilage of this listed building have impacted considerably on its setting. As a result, Castle Gogar no longer dominates its immediate surrounds.

We note that the application site of the current proposal is in close proximity to this A-listed building (approximately 900m to its west). The historic environment assessment contained in the submitted Environmental Statement concludes that while the proposed development will not have an effect on the overall understanding and appreciation of the significance of the asset, there will be a slight change in its setting. In paragraph 5.5.21 the assessment also states that 'there is likely to be a direct, temporary, medium-term effect on the monument of minor negligible negative significance prior to the implementation of mitigation measures' (p.66). This conclusion is not very clear, as it is not explained in the methodology of assessment of chapter 5 what the 'negligible negative significance' means. We also consider that this chapter would benefit from a more thorough assessment of the main characteristics that contribute to the Castle's setting.

We note that the proposed development, due to its scale and close proximity to this A-listed building is likely to be visible in the outward views from the upper floors of the castle. However, the proposal would be located beyond the existing detached houses that form part of the enabling development and that have already impacted on the castle's immediate setting. Therefore, while we consider that the proposed development and its associated infrastructure is likely to have an impact upon the setting of the Castle, we do not consider that this impact would be of such a severity or significance as to raise issues of national importance. Given the above, Historic Environment Scotland does not object to this application.

However, it should be ensured that in planning the next phases of the proposed development, the setting of the castle is taken into account and appropriate mitigation measures are considered.

Summary

We are content that there is enough information in the ES to come to a conclusion on the application, and we do not wish to object to the proposed development.

SEPA comment

We object to this planning application on the grounds of lack of information. We will review this objection when the issues detailed in Sections 1.0, 2.5 and 2.11 below are adequately addressed. Please also see our advice in other sections.

Advice for the planning authority

1. Flood Risk

1.1 We object to the proposed development on the grounds that it may place buildings and persons at flood risk contrary to Scottish Planning Policy.

1.2 In the event that the planning authority proposes to grant planning permission contrary to this advice on flood risk, the Town and Country Planning (Notification of Applications) (Scotland) Direction 2009 provides criteria for the referral to the Scottish Ministers of such cases. You may wish to consider if this proposal falls within the scope of this Direction.

1.3 Review of the information provided indicates the site, or parts thereof, lies within the 0.5% annual probability (AP) flood extent of the SEPA Flood Map and is potentially at medium to high risk of flooding. The source of this flood risk is the Gogar Burn and surface water although there are also two small watercourses within the site which have not been included within the modelling for the SEPA Flood Map.

1.4 A Flood Risk Assessment (FRA) has been provided in support of this application. We previously agreed the methodology and design flows within the hydrological assessment. A 1D/2D model has been produced in Infoworks ICM with the Gogar Burn and Ratho Burn channels being modelled in 1D and floodplain in 2D which is an acceptable methodology. We note, however, that the Eastfield Road tributary has not been explicitly included within the model as a 1D channel and as such it is unclear how flood risk has been assessed from this source. Information on how the channel has been captured should be provided as LiDAR information would not be sufficiently accurate to represent the channel. It is noted that a capacity assessment of the culvert under the tram lines on this watercourse have been included but no information on any impact of backing up from the Gogar Burn is provided.

1.5 The FRA includes a sensitivity analysis for blockage of the Eastfield Avenue bridge downstream of the site. During the 0.5% AP, including climate change impacts, event and a 50% blockage of the bridge, the report states that water will overtop the Gogar Burn and flow through the pipework under the tram lines flooding the northwest part of the site. The report states that as this is an unlikely event they do not deem it necessary to consider flood protection works for the site. We do not agree with this assessment of flood risk and whilst the site may not be considered functional floodplain it should be designed to be protected against flood risk in the event of a bridge blockage. Details of the level of risk to the site and proposed mitigation measures should be provided.

1.6 It is noted that the model does not include some of the structures downstream of the site and it is indicated that as they are located some distance downstream of the site and a blockage scenario of the Eastfield Avenue culvert has been considered then these additional structures would not impact on flood risk. Whilst this may be the case, should any of these structures have a capacity less than 50% of the Eastfield Avenue culvert then they may pose a greater restriction to flow. Details of these structures should be provided to show that they will not pose a greater capacity restriction than the Eastfield Avenue culvert and therefore why they should not be included within the model.

1.7 SEPA has previously been consulted on applications in this area for the Edinburgh Airport Rail Link project. The FRA in this instance was carried out by Halcrow in 2004 (now CH2MHill) who used a model constructed by Black and Veatch (2004) to determine the combined risk to the airport from the Gogar Burn and River Almond. This model used slightly lower flows for the Gogar Burn and downstream level for the River Almond: the predicted flood levels on the Gogar Burn at the culvert under the runway (section g545), however, are higher. 0.5% AP flood level in the current FRA at g545 predicted to be 30.29mAOD and in the Halcrow FRA is predicted to be 30.96mAOD, which is a significant difference. The model used within the Halcrow FRA included proposed flood protection works for the airport from the River Almond as this was considered more conservative and representative of the future scenario. We have no information to indicate whether these works were carried out or are still proposed. We recommend, however, that further consideration is given to the predicted levels within the current model as we would advise a conservative approach should be taken in determining the flood risk to the site.

Summary

In summary, the site has been shown to be at flood risk and further clarification is required on aspects of the FRA. The following information is required before we can review our objection to the proposed development.

- o Information should be provided showing how the Eastfield Road tributary has been included within the 1D/2D model.
- o Details of the flood risk and proposed mitigation measures for the flood risk due to a blockage of the Eastfield Avenue culvert.
- o Details of the structures downstream of the Eastfield Avenue culvert to support the position that these have not been included within the model.
- o Further consideration of the predicted flood levels on the Gogar Burn following review of previous FRAs carried out on the Gogar Burn at Edinburgh airport.

Caveats & Additional Information

1.8 The SEPA Flood Maps have been produced following a consistent, nationally-applied methodology for catchment areas equal to or greater than 3km² using a Digital Terrain Model (DTM) to define river corridors and low-lying coastal land. The maps are indicative and designed to be used as a strategic tool to assess, flood risk at the community level and to support planning policy and flood risk management in Scotland.

1.9 We refer the applicant to the document *Technical Flood Risk Guidance for Stakeholders*. This document provides generic requirements for undertaking Flood Risk Assessments. Please note that this document should be read in conjunction SEPA Planning Authority protocol (Policy 41).

Continued'

1.10 Our Flood Risk Assessment checklist should be completed and attached within the front cover of any flood risk assessments issued in support of a development proposal which may be at risk of flooding. The document will take only a few minutes to complete and will assist our review process.

1.11 Please note that we are reliant on the accuracy and completeness of any information supplied by the applicant in undertaking our review, and can take no responsibility for incorrect data or interpretation made by the authors.

1.12 *The advice contained in this letter is supplied to you by SEPA in terms of Section 72 (1) of the Flood Risk Management (Scotland) Act 2009 on the basis of information held by SEPA as at the date hereof. It is intended as advice solely to the City of Edinburgh Council as Planning Authority in terms of the said Section 72 (1). Our briefing note entitled: Flood Risk Management (Scotland) Act 2009: Flood risk advice to planning authorities outlines the transitional changes to the basis of our advice in line with the phases of this legislation.*

2. *Drainage*

Proximity to Watercourses

2.1 *The documents supporting this application indicate two surface waters within the development boundary. These are referred to as drainage channels in the Environmental Statement and as watercourses in the Drainage Strategy.*

2.2 *The Environmental Statement (Section 4, Environmental Effects of the Proposed Development) is not clear on the effects of development on the surface waters but states "A corridor along the Gogar Ditch has been identified as not suitable for development due to its relative importance to wildlife." We assume that this refers to the surface water channel running south to north where it joins the Gogar Burn. There appears to be no mention of the smaller surface water within the development boundary. Unlike the Gogar Ditch, there is no commitment to keeping it free from development.*

2.3 *The Illustrative Masterplan appears to show these areas left undeveloped but with crossing points and development close by. The Conceptual Foul and Surface Runoff plan (refer to Drainage Strategy) appears to show that development for drainage lies very close to the watercourses in question.*

2.4 *The applicants' attention should be drawn to SEPA's LUPS Guidance Note 7 "Buffer strip requirements" as well as the general guidance in the CAR Practical Guide.*

2.5 *Clarification is required on the position and the proximity of development including foul and surface drainage to the two surface waters on the development site, taking into account buffer strip requirements.*

2.6 *The Gogar Burn flows along part of the northern boundary and there appears to be no development in the vicinity, which is acceptable.*

Sustainable urban Drainage Systems (SuDS)

2.7 *The Drainage Strategy covers the principles of SuDS and illustrates the positions of some SuDS features.*

2.8 *The Drainage Strategy conclusions include contradictory statements in relation to whether discharges will fall under General Binding Rules or will require an application for a licence. The applicants should identify which is necessary and make the appropriate application. If it is unclear which application is appropriate the applicants should contact SEPA's local team.*

2.9 *It is not possible to assess at this stage and from the information provided if the appropriate scale of SuDS has been planned for in this development. Nor is it clear that SUDs are situated outwith areas prone to flooding. These aspects of the proposal will be assessed by SEPA at a detailed design stage and as part of a licence application if necessary. A commitment to 2 levels of SUDs is acceptable in principle, however, as this meets current SEPA guidance. Early discussion with SEPA's local team, however, is recommended. In addition, attenuation requirements should be assessed by the planning authority.*

Foul Drainage

2.10 *The Drainage Strategy: "The report will also identify capacity constraints and discharge points for the foul drainage and surface water drainage. This element of work is reliant on information being made available by Scottish Water within the reporting timescales."*

2.11 *In principle, connection to Scottish Water network is acceptable and in line with SEPA expectations. There is no indication, however, that this is achievable and Scottish Water comments are necessary. No information (i.e. Scottish Water comments) has been provided that will allow SEPA to assess potential impacts on the water environment from foul drainage from the proposed development.*

3. River Basin Management Plan. The Gogar Burn.

3.1 *We note this planning application does not mention any alterations to the Gogar Burn.*

3.2 *SEPA would like to encourage any opportunity this proposed development provides for restoration of the Gogar Burn. With or without restoration, however, any proposed development should not lead to the deterioration of the neighbouring waterbodies or increase flood risk: please see Sections 1 and 2 above.*

3.3 *The River Basin Management Plan for Scotland published December 2015, classifies the Gogar Burn (Union Canal to River Almond) as being at bad ecological potential due to man-made barriers to fish migration, modifications to physical condition and water quality (urban diffuse pollution). The measures to improve these pressures are to be implemented 2016 - 2021. This information is available on the SEPA website - <http://www.sepa.org.uk/data-visualisation/water-environment-hub/>*

3.4 *Given this commitment in the River Basin Management Plan, any developments which include improvements to these pressures would be strongly encouraged. As there are a number of applications in this area, this restoration would ideally be addressed in a strategic manner along the whole burn. In summary, these developments provide an opportunity to restore the burn towards good ecological potential and as such would be strongly encouraged by SEPA.*

4. Air Quality and Greenhouse Gas Emissions

Air quality

4.1 *The proposed development will be in an area that is currently not affected by poor air quality. An air quality modelling assessment has been undertaken and the findings are reported. We note and welcome the decision to use ADMS Roads to assess the impact of traffic on local air quality. The modelling assessment has shown that the completed development is unlikely to have a significant impact on local air quality.*

Greenhouse gas emissions

4.2 We note that the development is located some distance from local amenities and, therefore, there is likely to be an increase in the number of journeys made by car. While this figure may appear to be insignificant, when considered alongside other developments across Scotland, the cumulative increase in the distance travelled by car, and subsequent emissions of carbon dioxide, could undermine the Scottish Government's commitment to reduce emissions of greenhouse gases.

4.3 Scottish Planning Policy sets out an approach to integrating transport and land use planning by supporting a pattern of development and redevelopment that "reduces the need to travel and as a consequence reduce emissions from transport sources". It also states that "Planning permission should not be granted for significant travel-generating uses at locations which would increase reliance on the car and where the transport assessment does not identify satisfactory ways of meeting sustainable transport requirements."

4.4 Greenhouse gas emissions from road traffic are expressed as grams of carbon dioxide emitted per kilometre travelled (g/km). Every additional km travelled, therefore, will increase the emissions of greenhouse gases. Road transport emissions account for 72.4% of all transport emissions of greenhouse gases and cars account for over half road emissions. "The Climate Change (Scotland) Act 2009 sets a target of reducing greenhouse gas emissions by at least 80% by 2050, with an interim target of reducing emissions by at least 42% by 2020. Annual greenhouse gas emission targets are set in secondary legislation". Section 5 of the Scottish Government's Climate Delivery Plan describes the issue in detail.

Cumulative effects of development

4.5 When considered in isolation, a single development will appear to have a negligible impact on local air quality. When the same development is considered alongside other developments in the area, however, the cumulative impact could be more significant, particularly along main commuter routes. SEStran has warned "the allocation of extensive new land for development underlines the importance of integrating land-use and transport planning in the SEStran area, building these links into the forthcoming City Region plan and other development plans. Failure to do so will lead to further significant increases in car use", and " It has been demonstrated that the SEStran area faces particular challenges in catering for the travel volumes and patterns resulting from the anticipated growth in population and employment in the area. In addition to the forecast increase in the number of jobs, the trend of dispersal of jobs, services and homes will, if it continues, bring further pressure to bear on the transport network." Transport Scotland advise "With several proposals in close proximity, a more detailed Transport Assessment of the cumulative impact of the proposals may be more appropriate than one for each proposal in isolation".

4.6 It is important, therefore, that the City of Edinburgh Council is satisfied that the assessment has considered the cumulative impact of all development that will add traffic to the road network- particularly along main commuter routes. 'Land-Use Planning and Development Control: Planning for Air Quality' (Produced by Environmental Protection UK and Institute of Air Quality Management, 2015) explains how a cumulative impact should be undertaken.

5. Ecology

5.1 No Groundwater Dependent Terrestrial Ecosystems were identified within the Development Site.

5.2 Non-native Invasive Species are mentioned (e.g. Giant Hogweed) but no mitigation measures to avoid their spreading are described. Developers have a legal responsibility to prevent the spread of invasive species. Guidance on measures and techniques for achieving this can be found on the UK government website: <https://www.gov.uk/japanese-knotweed-giant-hogweed-and-other-invasive-plants>. SEPA encourages the applicants to follow the guidance and include it in their application and Construction and Environmental Management Plan.

SEPA further comment

We previously objected to this application on the grounds of lack of information on flood risk and drainage on 27 January 2016 (our reference PCS/144200).

We are in a position to withdraw our objection on the grounds of lack of information on flood risk should conditions (set out in Section 1) be attached to any planning consent.

We must maintain our objection on the grounds of lack of information on drainage. Please see Section 2.

1. Flood Risk

1.1 We are now in a position to remove our objection to the proposed development on flood risk grounds provided that, should the Planning Authority be minded to approve this application, the following planning conditions are imposed:

- o There should no raising of existing ground levels below the 0.5% AP (1:200) flood level.
- o There should be no built development within the 0.5% AP (1:200) floodplain.
- o Finished floor levels should include an allowance for climate change impacts and 600mm freeboard allowance.

1.2 In the event that the planning authority proposes to grant planning permission contrary to this advice on flood risk, the Town and Country Planning (Notification of Applications) (Scotland) Direction 2009 provides criteria for the referral to the Scottish Ministers of such cases. You may wish to consider, therefore, if this proposal falls within the scope of this Direction.

1.3 Notwithstanding the removal of our objection subject to the above conditions, we expect the City of Edinburgh Council to undertake its responsibilities as the Flood Prevention Authority.

1.4 WSP has undertaken a flood risk assessment (FRA), which includes hydraulic modelling of the Gogar Burn, for the Phase 1 of the proposed Edinburgh International Business Gateway (IBG) to support the application for planning permission in principle. SEPA previously objected to the application on the basis of insufficient information to assess the potential risk of flooding to the development and elsewhere. SEPA previously responded to consultations in January and March 2016.

1.5 The consultant has assumed that any replacement crossings of watercourses in the 36.7ha site will be of equivalent size or larger to ensure that they do not create flow restrictions within and around the site. The SEPA Flood Map indicates a risk of flooding from the Gogar Burn along the north edge of the Phase 1 site. It should be noted that the SEPA Flood Map does not show any flood risk from the small tributaries of the Gogar Burn as these fall into the category of draining less than 3 km² catchments and are therefore excluded. This does not mean that there is no risk of flooding from these smaller watercourses.

1.6 In addition to the Gogar Burn there is the Ratho Channel which enters the site via a culvert under the A8 to the south of the site and flows north-west across the site before discharging to the Gogar Burn. There is also the Eastfield Road tributary which emerges from two culverts under Eastfield Road before flowing north-west to discharge to the Gogar Burn. The Gogar Burn flows north-west from this point before entering a culvert, approximately 400m long under the Edinburgh Airport runway before discharging to the River Almond.

1.7 The City of Edinburgh Council supplied the consultant with an ISIS 1D hydraulic model of the Gogar Burn. WSP has taken this model and produced a 1D/2D hydraulic model in Infoworks ICM. The Gogar Burn, the Ratho Channel and the small tributary emerging from under Eastfield Road are modelled in 1D while out of bank flows are modelled in 2D. The Gogar Burn gauging station at Turnhouse is set as the upstream boundary and the confluence with the River Almond is set as the downstream boundary. WSP has removed glass walls and added cross-sectional detail to the 1D model to improve it. The 2D ground model is an irregular triangular mesh element constructed using a combination of topographical survey and LiDAR data.

1.8 A stage hydrograph has been used as the downstream boundary to represent the backing up effect of the River Almond on the Gogar Burn at this location. It is noted that the water level rises gradually by 100 mm between the 2% AP (1:50) and 1% AP (1:100) floods and then by 2,450 mm between the 1% AP (1:100) and 0.5% AP (1:200) flood levels. It is assumed that this significant rise above the 1% AP (1:100) water level is not attributed solely to flood flows in the River Almond but also the limited capacity of the culvert under the airport runway.

1.9 Of note there are eight bridge/culvert structures in the model. Two of these bridge structures on the Gogar Burn, downstream of the site, have not had their openings surveyed and have been assumed, however these are large openings. The consultant has undertaken blockage scenario run on the two culverts g790 and g710 and at the Eastfield Bridge at the recommendation of SEPA and City of Edinburgh Council. Additional runs were also undertaken to investigate potential impact of flap valves on circular pipes to simulate the pipework beneath the tramlines.

1.10 The FRA is based on the hydrological assessments undertaken in 2015 and agreed with SEPA in an email dated 3 July 2015. We confirm that we remain satisfied with the design flows used to estimate flood levels and extents at the application site. In terms of design hydrographs for the purpose of the hydraulic model the consultant has applied ReFH hydrographs. Since 2015 when the hydrological assessment was undertaken ReFH has been replaced by ReFH2. We suggested in our July 2015 communication that the design hydrographs be based on observed floods at Turnhouse gauging station. The observed data for the Turnhouse gauging station could have been used to check that the hydrograph shape produced by theoretical methods was appropriate.

1.11 The model output suggests that at the 2% AP (1:50) flood and more extreme events floodwater will be conveyed through the dry culverts under the tramline embankment and into the north-west part of the site. The FRA advises that approximately 4,000 m³ of water will pond in this area up to a depth of 950 mm during a 0.5% AP (1:200) flood, including climate change. High water levels in the Gogar Burn prevent the flap valves on the Ratho Channel and Eastfield tributary from opening which results in waters backing up in the tributaries and spilling out over right and left banks during 2% AP (1:50) floods and greater. The SEPA flood Map extents for the 10% AP (1:10), 0.5% AP (1:200) and 0.1% AP (1:1,000) floods on the application site are similar to size and shape to the 0.5% AP (1:200) plus climate change flood extents presented in the FRA.

1.12 The consultant has undertaken blockage scenarios on a number of culverts as requested. A 10% blockage scenario at the culvert at the end of Eastfield Avenue will not impact on the site but a 25% and 50% blockage will result in raising flood levels by 30 mm and 120 mm respectively for a 0.5% AP (1:200) flood including climate change allowance. A 50% blockage at the Eastfield culvert under the tramline during a 0.5% AP (1:200) flood, including climate change allowance, will not result in water overtopping onto the site according to the FRA.

1.13 Model runs were also carried out to investigate 50% blockage scenarios at bridge structures g710 and g790. These are large structures and the model runs indicated that the blockage scenarios did not result in out of bank flows at the locations or result in increased flood extents at the application site for the 0.5% AP (1:200) flood including climate change.

1.14 A sensitivity analysis has been undertaken on the Manning's 'n' roughness coefficient only. This indicates that for a 20% variation in Manning's 'n' there is up to a 240 mm variance in Gogar Burn estimated flood levels and similar on the Eastfield tributary and 50 mm on the Ratho Channel. We would consider the results for the Gogar Burn and Eastfield tributary to be sensitive to the choice of Manning's 'n' but within the 600 mm freeboard allowance generally applied to new development. No similar sensitivity analysis has been undertaken for the flows or downstream boundary.

1.15 The consultant has considered the incorporation of flap valves on the drains under the tramline so that water could not flow westwards from the Gogar Burn. This scenario has been modelled to determine the potential impact. The model output for a 0.5% AP (1:200) flood, including climate change allowance, indicates that approximately 9,900 m³ would be stored immediately upstream of this location on the floodplain at a depth of up to about 1.2 m.

1.16 There is a drawing entitled "Development Parameters", drawing number L(PA)03 rev01, that indicates the proposed development layout. It indicates no proposal to develop within the 0.5% AP (1:200) floodplain on the east side of the tramline. The FRA recommends that this area should be landscaped to provide additional storage for floodwater and reduce the volume of water passing under the tramline to the west. There are no model results presented to demonstrate if this would be successful. Digging a hole in the floodplain will perhaps only provide a slight delay to the onset of flooding to land on the west side of the tramline. Once it has filled up by medium sized flood events there will be no storage volume left to attenuate the larger events. It is unlikely to provide benefit during a 0.5% AP (1:200) flood but it would require hydraulic modelling to confirm if this might be the case. However we can confirm that we are satisfied that there is no new development proposed on the functional floodplain in this area and no likely negative flood risk impacts elsewhere.

1.17 On the west side of the tramline the area identified as the 0.5% AP (1:200) floodplain is proposed as non-building development. Its uses would be limited to such things as landscaping, vehicle access and parking. We are concerned by the suggestion that avoidance of built development in this area may only be a temporary measure with flood mitigation measures to be proposed in the future. It is unknown if this refers to the proposal to provide additional storage on the east side of the tramline or something else. We would highlight that avoidance is the cornerstone of sustainable flood risk management.

1.18 The FRA refers to the proposed Gogar Burn diversion which would divert the Gogar Burn to the east of the airport runways and away from the application site. The diversion would have significant environmental and water quality benefits. (Please see Section 2.5.) While the diversion of the Gogar Burn would not directly impact on the application site there has to be some consideration of the flows currently discharging to the Gogar Burn via the application site. These include flows conveyed by the Ratho Channel and the Easterfield Road tributary. These flows would either need to discharge to the existing Gogar Burn channel and discharge to the River Almond as occurs at present or they would need to be directed through the site to link with the realigned channel. The upstream extent of the proposed Gogar Burn diversion is close to the 40 mAOD contour so it is unlikely that the flows could be linked to that location and any connection downstream would require culverting below an airport runway.

1.19 In summary the FRA has identified the areas of the application site that are at risk of flooding from a 0.5% AP (1:200) flood. We are satisfied that there is no proposal to locate built development within the functional floodplain and accept that areas currently at risk from a 2% AP (1:50) and greater floods may be suitable for landscaping and temporary car parking. We are therefore now in a position to withdraw our objection to the planning application. Limited sensitivity analysis indicates that the hydraulic model used to determine the flood levels and extent is sensitive to some blockage of the culvert at the end of Eastfield Avenue and to the selection of Manning's 'n' roughness coefficient. As such it is important that appropriate freeboard allowance in addition to a climate change allowance is incorporated in development levels. We recommend a minimum freeboard allowance of 600 mm and advise that there should be no land raising permitted within the defined 0.5%.

Summary

In summary, we are now in a position to remove our objection to the proposed development on flood risk grounds, subject to the following planning conditions being imposed:

- o There should no raising of existing ground levels below the 0.5% AP (1:200) flood level.
- o There should be no built development within the 0.5% AP (1:200) floodplain.
- o Finished floor levels should include an allowance for climate change impacts and 600mm freeboard allowance.

Caveats & Additional Information for Applicant

1.20 The SEPA Flood Maps have been produced following a consistent, nationally-applied methodology for catchment areas equal to or greater than 3km² using a Digital Terrain Model (DTM) to define river corridors and low-lying coastal land. The maps are indicative and designed to be used as a strategic tool to assess, flood risk at the community level and to support planning policy and flood risk management in Scotland. For further information please visit <http://www.sepa.org.uk/environment/water/flooding/flood-maps/>.

1.21 Please note that we are reliant on the accuracy and completeness of any information supplied by the applicant in undertaking our review, and can take no responsibility for incorrect data or interpretation made by the authors.

1.22 The advice contained in this letter is supplied to you by SEPA in terms of Section 72 (1) of the Flood Risk Management (Scotland) Act 2009 on the basis of information held by SEPA as at the date hereof. It is intended as advice solely to City of Edinburgh Council as Planning Authority in terms of the said Section 72 (1). Our briefing note "Flood Risk Management (Scotland) Act 2009: Flood risk advice to planning authorities" outlines the transitional changes to the basis of our advice in line with the phases of this legislation and can be downloaded from <http://www.sepa.org.uk/environment/land/planning/guidance-and-advice-notes/>

2. Drainage

2.1 In our response of 27 January 2016 we expressed concerns about (section 2.5) proximity to watercourses and (2.11) foul drainage. The additional information that has been submitted in support of this application includes an update note which refers to an updated "Parameters Plan and update of the corresponding D and A sections."

Proximity to watercourses

2.2 We identified the need for clarification on the position and proximity of development (including foul and surface drainage) to surface water, taking into account buffer strip requirements.

2.3 The updated parameters plan indicates that there is an apparently undeveloped area adjacent to stretches of watercourses lying outwith the marked development zones. However, this is at odds with the Design and Access Statement revision 1 Oct 2016 which shows SUDS drainage features of swales and bioretention beds built in the area outwith the development zones shown in the parameters plan adjacent to the watercourses and without evidence of a buffer strip. Further clarification is required.

Foul Drainage

2.4 *It is possible that we have overlooked some document or documents but we cannot find any additional information on proposals for foul drainage, such as confirmation that foul drainage will go to the Scottish Water foul sewer.*

Gogar Burn

2.5 *The Design and Access Statement indicates the proposed diversion of the Gogar Burn. We are uncertain if this indicates the intention that this improvement will be delivered by this development. This point should be clarified.*

SEPA further comment

There is no flood risk assessment (FRA) to review. What we have been sent is an independent review of the FRA and a self-certification of this document. SEPA does not comment on self-certification. We will provide comment on the FRA or a draft of the FRA when it is produced.

SEPA comment - Supplementary Environmental Information + Transport Assessment Addendum

Advice for the planning authority

From SEPA's perspective, the issue of relevance in this additional information is impacts on air quality and our advice on this follows at Section 1.

1. Air Quality

1.1 *The City of Edinburgh Council (CEC) currently has six Air Quality Management Areas (AQMA) due to exceedances of NO₂ and PM₁₀ objectives. Five of these AQMAs are due to transport emissions. The application site lies approximately 1.8km east of the closest AQMA (Glasgow Road 2013), designated due to exceedances of the objectives for NO₂. Annual mean NO₂ concentrations have approached or exceeded the AQ objective of 40 µg/m³ at four monitoring locations in the vicinity of the proposed development during recent years.*

1.2 *In agreement with CEC air quality monitoring, the dispersion model used as part of the air quality impact assessment for the proposed development indicates that the NO₂ and PM concentrations are above the objective levels within the vicinity of this development in the baseline year (2016) and are expected to remain in breach of the objectives by 2027.*

1.3 *This highlights that poor air quality is an issue in the CEC area and in the vicinity of the area of proposed development. Studies have shown that 88% of all NO_x in Edinburgh originates from road vehicles. For this reason SEPA strongly recommends that good practice to reduce emissions and exposure is incorporated into all developments.*

1.4 *It is SEPA's preference that air quality assessments use the same emission factors for the baseline and the future year scenario, which provides a worst-case assessment. In doing this a sufficient level of confidence can be placed within the predicted pollution concentrations, as no assumption has been made regarding future improvement in vehicle emissions.*

1.5 We recommend, therefore, that CEC focuses on the results of the 2027 sensitivity test as this is a worst-case scenario where emissions and background concentrations have been held at the baseline year of 2016, and no assumptions regarding future improvement to air quality have been made.

1.6 The results of the 2027 sensitivity test indicates that the annual NO₂, PM₁₀ and PM_{2.5} objectives are likely to be exceeded at 5 sensitive receptor locations. Considering this, there is likely to be a direct, permanent, long-term effect on local air quality at the location of sensitive human receptors of moderate negative to minor negative significance.

1.7 Mitigation measures, therefore, must be incorporated into the design of the development. EPUK and IAQM guidance; Land Use Planning and Development Control Planning for Air Quality provides a section on 'Principles of Good Practice'. The section outlines examples of good practice for air quality mitigation in the design and operational phases of development.

1.8 The air quality statement comments that "improvements in air quality will be achieved through the promotion of more sustainable modes of transport, for example walking, cycling and public transport which will help reduce the number of private car journeys associated with the Proposed Development". The applicants should be encouraged, therefore, to link the site with active travel routes planned for the West of Edinburgh or provide a contribution towards proposed measures. We would also encourage the applicants to commit to installing electric vehicle 7Kw chargers to support the uptake of low emission vehicle use and ensure there are appropriate facilities for cyclists and pedestrians accessing the site.

Environmental Assessment interim comment

We would advise using the air dispersion model ADMS-Roads for assessment purposes (using the most up to date emission factors), it should be noted that we do not accept DMRB models. The model should consider current year and the year of opening both with and without development to ensure for all scenarios. This may be a little bit more complicated for this proposal due to the extent of this development extended period of development time required.

Use the most up-to-date annual average NO₂ concentration for this location for verification purposes. The airport do also have a number of PSD in the area, you should be able to obtain data from them richard_townsend@edinburghairport.com . We can provide this data if required or click on the following link;
http://www.edinburgh.gov.uk/downloads/download/117/local_air_quality_management_reports

Maps showing the road links must be provided that consider A8 between the Gogar roundabout and the Newbridge junction on the M9 as mentioned and furthermore the following road links:

- o Eastfield Road
- o Fairview Road
- o Ingliston Road

The following parameters should be input into the ADMS - Roads model interface:-

- o Background NO₂, PM₁₀ and NO_x concentrations can be obtained from the Scottish Air Quality website for the relevant modelled years;*
- o Meteorological Data from the Edinburgh Gogarbank monitoring station is appropriate; and*
- o Annual Average Daily Traffic data including speeds calculated to the form 'vehicles per hour' for diurnal traffic flows.*
- o Monin Obukhov length can be determined through the verification process.*

The submitted AQIA must clearly show all the data used for each site used for verification purposes.

To assess the potential for impacts on local air quality from traffic emissions and construction phase impacts we advise that you use the criteria defined in Environmental Protection UK's document, Development Control: Planning for Air Quality (2010 Update).

All energy centres must also be taken into account, and must ensure that they comply with the Clean Air Act. We will not support the use of biomass. No other industrial sources are in close proximity as far as I'm aware.

We will also be pushing to ensure that sustainable green transport modes are fully incorporated with car parking numbers are kept to a minimum and Electric Vehicle charging facilities provided throughout.

It's been made clear that one of the main issues Environmental Assessment has about this proposal is the adverse impacts it will have on local air quality along with the introduction on new residential properties into areas of poor air quality. There have been many studies and reports carried out to assess transport impacts in this area. Environmental Assessment would need assurance that all these assessments complement each other and ensure that a worst case scenario is assessed with adequate mitigation measures are fully implemented.

It is my understanding that the Transport Infrastructure Study for West Edinburgh, Phase 1 (TISWEP) identifies the least cost infrastructure interventions needed to service the additional travel demand associated with the revised level of development in 2021, along with the infrastructure requirements for the new interim development levels in 2013 and 2017. This study area has only included the major junctions of Newbridge roundabout, Gogar roundabout and the A8 Dumbbells at Eastfield Road. The impact of the developments on the wider area was not considered. Any proposed development should take into account the Cammo, Maybury and Edinburgh Park/South Gyle proposed developments as well as other smaller committed developments in the area.

The TISWEP concluded that development could be supported if a range of transport mitigation measures were introduced. These interventions are due to the proposed level of development and it is therefore reasonable to expect the proposed developments to fund these interventions. However, it is understood that at the level of development expected beyond 2017, the Newbridge roundabout junction ceases to operate successfully and there is no 'low cost' solution to resolve this. There are plans to upgrade the signals on this roundabout which is discussed later in this email.

The TISWEP makes the following recommendations:

- o That the infrastructure interventions be implemented as detailed in the report (improvements to Gogar Roundabout, Newbridge Roundabout and the dumbbells roundabout underneath the A8 at the south of Eastfield Road);*
- o That sufficient bus service subsidy is applied and a Travel Planning Coordinator appointed to assist in the delivery of the Mode Share Target;*
- o That a performance monitoring tool is established to permit the impact of development traffic to be mapped against predictions, to inform traffic management strategy and assist decision making; and*
- o That the performance of Newbridge roundabout is reviewed when the quantum of development exceeds the levels considered by the report for 2017.*

It would be helpful to have a basic table highlighting the trigger points associated with the above recommendations and how this compares with what is currently being proposed under this phase of the development. It was my understanding that the quantum of development proposed under this phase would trigger all the transport mitigations measures as recommended in TISWEP.

TISWEP also comments on providing funding for local air quality monitoring, it highlights an inappropriate pollutant for monitoring and it should now be noted that the City of Edinburgh Council has already installed a air quality monitoring station so another station would not be required.

Transport Scotland prepared the Forth Replacement Crossing Refreshed Public Transport Strategy (1 August 2012) to assess the combined new and existing Forth crossings on the network. This work was carried out in partnership with SEStran and relevant local authorities, including the City of Edinburgh Council. The strategy seeks to ensure public transport integration and encourage modal shift from cars to public transport. To this end it includes a number of projects, including "Park & Choose" facilities at Halbeath and Rosyth (this has been completed), improvements to Newbridge interchange to prioritise buses and bus priority on the A8/A89. This Public Transport Strategy has stated that it will complement the impact of the IBG, this must be carried forward.

It should be noted that the proposed development site is located in very close proximity to an existing Air Quality Management Area which was declared on 26/04/2013 after TISWEP was concluded. The current area of concern is part length of A8, between Newbridge Roundabout and Ratho Station, to the depth of the building facades for NO2, see map below.

The City of Edinburgh Councils Air Quality Progress Report 2014 has commented on specific issues regarding the Newbridge roundabout. For example The traffic signalling which controls Newbridge roundabout is a 'non cable linked fixed time' system. It operates a fixed green time for each of the links of the junction. This system is very inflexible and is unable to respond to fluctuations in the volume of traffic on each approach, which results in losing time under low flow conditions and causing congestion under heavy flow conditions.

As mentioned earlier the local authority secured funding from the Scottish Government Air Quality Action Plan Grant Scheme to undertake a feasibility modelling study which considered three options for Newbridge Roundabout to reduce congestion on the A8 approach. The options were as follows:

- o Option 1 - Optimisation of Signal Timings*
- o Option 2 - Implementation of Microprocessor Optimised Vehicle Actuation (MOVA)*
- o Option 3 - Road Widening on A8 approach to 3 lanes.*

All three options were evaluated with respect to reduction in emissions of NOx, PM10, total carbon and traffic queue lengths for the PM period on the A8 approach. The modelling study showed significant emission reductions and reduced vehicle queue lengths for all three options. It is my understanding that the Council has now evaluated all three proposals with respect to cost and benefit, and a decision has been made to progress option 2.

Environmental Assessment would like confirmation that there is synergy between the above mention reports and the proposed development. Clearly a detailed air quality impact assessment will be required this must be linked in to what is agreed by transport and take into account the above mentioned developments in the local plan (Maybury, Cammo etcetera), it will also need to comment on committed developments in West Lothian. Details of the proposed energy plants must also be assessed, including the cumulative impacts of small boilers. It should be noted that Biomass will not be supported by Environmental Assessment. This air quality impact assessment must be submitted along with any PPP application.

Environmental Assessment do stress that parking numbers must be kept to a minimum and bold bespoke plans to integrate electric vehicle charging infrastructure throughout the development must be included. This should also include the provision of electric vehicle charging infrastructure for passenger buses. Agreements should also be made in regards to service vehicles meeting tight emissions standards.

Environmental Assessment would recommend that a basic noise impact assessment is carried out across the site in order to get an understanding of the existing background noise levels. This should be submitted with any PPP application. Further more detailed noise impact assessments can then be submitted when the detailed applications are submitted.

Other issues which can be addressed by condition for any PPP application are contaminated land, floodlighting and odours.

Environmental Assessment comment

The applicant has submitted a basic air quality impact assessment which Environmental Assessment would require a number of areas and assumptions clarified. However one of the most import aspects of the air quality model is the traffic data that is used. It is my understand that a review of the WETA is currently begin carried out.

The air quality impact assessment will need to be updated to take this review into account. It should be noted that a new traffic management system (MOVA) has just been installed on the Newbridge roundabout and has only now began operating optimally. I have attached a copy of the Newbridge Air Quality Improvement Study March 2014. Environmental Assessment would always be looking for a worst case scenario air quality impact assessment. Can we please be kept up-to-date with Transport issues as they evolve.

General Comments on AQIA;

- o On-site real time monitoring should be considered for the duration of the construction phase.*
- o Edinburgh Airport traffic numbers and projections must be accurate*
- o Predicting 30 years into the future is going to adversely impact the model output*
- o The AQIA states that no energy centre are proposed, this cannot be accurate any proposals with energy demands greater than 366Kw should be considered. We will not support Biomass.*
- o Construction Phase mitigation is basic, something bespoke must be developed looking at the detailed proposed phasing of the development over the 30 years construction period.*
- o We would question the method used when considering baseline traffic contributions*
- o We will need our Transport Planning Officers to fully agree with the traffic data being used.*
- o The scope may need to be increased and take into account St Johns Road Air Quality Management Area, we have issues with both annual and hourly mean NO2 levels in this AQMA*
- o There are no details of the proposed mitigation measures for the operational phase, I understand that the site will have a low number of parking provisions, but this is not mentioned in the AQIA. The site is well served by the Tram and there is no mention of electric vehicle charging facilities.*
- o WETA update should take into account new traffic management system installed on Newbridge roundabout.*

Affordable Housing comment

Services for Communities have developed a methodology for assessing housing requirements by tenure, which supports an Affordable Housing Policy (AHP) for the city.

- o The AHP makes the provision of affordable housing a planning condition for sites over a particular size. The proportion of affordable housing required is set at 25% (of total units) for all proposals of 12 units or more.*
- o This is consistent with Policy Hou 7 Affordable Housing in the Edinburgh City Local Plan.*

2. Affordable Housing Requirement

This application for a mixed use development is to include 396 residential units integrated within the site and as such the AHP will apply and a contribution for 25% of the total units (99 homes) should be provided. The applicant has mentioned that it is the developer's intention to provide affordable housing provision amounting to the 25% requirement onsite and this is welcomed by this department. However the specific type, location and distribution of the homes are still to be determined through discussions with this department.

In accordance with the AHP guidelines, the Council will seek homes of approved affordable housing tenures that meet an identified need. These should be delivered across at least two separate plots of land to ensure there is no concentration of affordable housing in any one corner of the site. Affordable homes should be well integrated and offer a representative mix of the style and size present across the wider site.

This department would request that the developer enter into early dialogue with the Council regarding the most suitable delivery mechanism for the affordable housing requirement.

The developer will be required to enter into a Section 75 legal agreement to secure these affordable homes.

Flood Prevention comment

Even though the applicant has not provided the certificate A1 or B1 covering the Surface Water Management Plan we have reviewed this application. Here are our other comments regarding outstanding information.

The applicant must provide a certificate Appendix A1 and B1 covering the Surface Water Management Plan. The Certificates provided for the Flood Risk Assessment have been received.

We are aware that the drainage strategy document has been written in November 2015. There are a number of design standards that have moved on since then. As a result we would request that the applicant confirms that they will design the site going forward in accordance with the following standards;

*C753 The SuDS Manual instead of C697 The SuDS Manual
Sewers for Scotland Version 3 instead of Sewers for Scotland version 2*

The applicant must identify existing and proposed surface water flow paths on drawings. This can be achieved by taking the existing site survey and over-marking arrows to denote falls and then completing the same with the post-development arrangement. This should include runoff from outwith the site, from unpaved areas within the site, and from paved areas in events which exceed the capacity of the drainage system. The purpose of these drawings is twofold. Firstly to understand if there is any significant re-direction of surface flows to surrounding land and secondly to identify if surface water will flow towards property entrances.

The allowance for climate change has been revised to be 30% when calculating attenuation storage. As a result please can the applicant submit updated Microdamage calculations to support the site showing no flooding during the 1:200 year + 30%cc event.

Should the applicant wish to construct >1000 car parking spaces then a CAR Authorisation will be required from SEPA. Upon planning determination a condition should be applied to this affect so that this authorisation is obtained at the appropriate time the design process so as to accommodate SEPA's comments and potential requirements.

Active Travel Team comment - ES Supplementary Doc+Addendum

Firstly, it may be worth noting that there are improvements in the pipeline for the A8 - more info can be found here:

http://www.edinburgh.gov.uk/info/20087/cycling_and_walking/1391/a8_route

Additionally, you may be aware that we won a bid for a significant improvement to active travel provision in the West of Edinburgh. It's not planned to extend quite as far as this site, but obviously it would be great if all of these developments tied in to provide cohesive routes or provided developer contributions:

http://www.edinburgh.gov.uk/download/downloads/id/10053/west_edinburgh_active_travel_network.pdf

I've also noted a few things below in response to the documents available on the planning portal:

- o The blue lines below would be required to be built to Edinburgh Street Design Guidance (factsheets now available online)*
- o I see a discrepancy between this and map and the illustrative masterplan in the Masterplan Implementation Strategy, which doesn't have any indication of shared footways, or even footpaths along the east side or Eastfield Road on the west.*
- o The paving along the frontages of the buildings along Eastfield Road don't seem to be connected by one continuous footpath - it's all a bit fragmented. Ideally any cycle paths would be direct, convenient, and safe.*
- o We should be promoting high active travel modeshare throughout, and take into account the new parking standards.*
- o Within the site, all buildings are to connect into the cycle paths. Convenient and secure cycle parking should be in every building and accessible directly from the routes. Entrances to buildings should consider pedestrians arriving from footpaths, and be located with this priority in mind.*
- o Ped crossings should be toucan crossings (at grade and single stage ideally) if connecting with segregation/shared footway.*
- o Showers, changing, lockers and clothes drying facilities will be provided in each office development building. Within the site, all buildings are to connect into the cycle paths directly, particularly for convenient and easy access to the internal secure cycle parking.*
- o Consideration needed for cyclists crossing tram tracks - should always be at >45 degrees, ideally at a right angle.*

Edinburgh Airport comment

The proposed development has been examined from an aerodrome safeguarding perspective and could conflict with safeguarding criteria unless any planning permission granted is subject to the condition detailed below.

Submission of a Bird Hazard Management Plan

Development shall not commence until a Bird Hazard Management Plan has been submitted to and approved in writing by Edinburgh Airport and the Planning Authority.

The submitted plan shall include details of:

- o monitoring of any standing water within the site temporary or permanent*
- o sustainable urban drainage schemes (SUDS) - Such schemes shall comply with Advice Note 3 'Wildlife Hazards' (available at <http://www.aoa.org.uk/policy-campaigns/operations-safety/>).*
- o management of any flat/shallow pitched/green roofs on buildings within the site which may be attractive to nesting, roosting and "loafing" birds. The management plan shall comply with Advice Note 3 'Wildlife Hazards.'*
- o reinstatement of grass areas*
- o maintenance of planted and landscaped areas, particularly in terms of height and species of plants that are allowed to grow*
- o which waste materials can be brought on to the site/what if any exceptions e.g. green waste - monitoring of waste imports (although this may be covered by the site licence)*
- o physical arrangements for the collection (including litter bins) and storage of putrescible waste, arrangements for and frequency of the removal of putrescible waste*
- o signs deterring people from feeding the birds.*

The Bird Hazard Management Plan shall be implemented as approved by Edinburgh Airport and the Planning Authority, on completion of the development and shall remain in force for the life of the development.

No subsequent alterations to the plan are to take place unless first submitted to and approved in writing by the Planning Authority.

Reason: It is necessary to manage the development in order to minimise its attractiveness to birds which could endanger the safe movement of aircraft and the operation of Edinburgh Airport.

The Bird Hazard Management Plan must ensure that flat/shallow pitched roofs be constructed to allow access to all areas by foot using permanent fixed access stairs ladders or similar. The owner/occupier must not allow gulls, to nest, roost or loaf on the building. Checks must be made weekly or sooner if bird activity dictates, during the breeding season.

Outside of the breeding season gull activity must be monitored and the roof checked regularly to ensure that gulls do not utilise the roof. Any gulls found nesting, roosting or loafing must be dispersed by the owner/occupier when detected or when requested by Edinburgh Airport Airside Operations staff. In some instances it may be necessary to contact Edinburgh Airport Airside Operations staff before bird dispersal takes place. The owner/occupier must remove any nests or eggs found on the roof.

The breeding season for gulls typically runs from March to June. The owner/occupier must obtain the appropriate licences where applicable from Scottish Natural Heritage before the removal of nests and eggs.

We would also make the following observations.

Cranes

Given the nature of the proposed development it is possible that a crane may be required during its construction. We would, therefore, draw the applicant's attention to the requirement within the British Standard Code of Practice for the safe use of Cranes, for crane operators to consult the aerodrome before erecting a crane in close proximity to an aerodrome. This is explained further in Advice Note 4, 'Cranes and Other Construction Issues' (available at <http://www.aoa.org.uk/operations-safety/>)

Lighting

The development is close to the aerodrome and the approach to the runway. We draw attention to the need to carefully design lighting proposals. This is further explained in Advice Note 2, 'Lighting near Aerodromes' (available at <http://www.aoa.org.uk/operations-safety/>). Please note that the Air Navigation Order 2005, Article 135 grants the Civil Aviation Authority power to serve notice to extinguish or screen lighting which may endanger aircraft.

The change in building heights within the development have been review and is accepted, as the maximum height does not exceed 75.2m AOD.

We, therefore, have no aerodrome safeguarding objection to this proposal, provided that the above conditions are applied to any planning permission.

As the application is for planning permission in principle, it is important that Edinburgh Airport is consulted on all applications for approval of matters specified in conditions to siting and design, external appearance (including lighting) and landscaping.

It is important that any conditions requested in this response are applied to a planning approval. Where a Planning Authority proposes to grant permission against the advice of Edinburgh Airport, or not to attach conditions which Edinburgh Airport has advised, it shall notify Edinburgh Airport, the Civil Aviation Authority and the Scottish Ministers as specified in the Safeguarding of Aerodromes Direction 2003.

Architecture and Design Scotland comment

Further to your recent request (11th January 2019) this letter provides a summary of the outcome of our earlier involvement in the masterplanning process for IBG phase 1 at a preapplication stage.

This letter summarises our view of the pre-application masterplan proposal as reviewed at the conclusion of a series of advisory workshops led by Architecture & Design Scotland in 2015. It should be noted therefore that subsequent developments in procurement intent, masterplan design or planning submissions have not been taken into account in this advice.

Scope of Advice

Our advice in 2015 related to the following aspects of place policy and deliverability:

The proposed delivery model

Public realm and street design

Building massing related to landscape and visual impact

Design controls and phasing

Sustainable infrastructure

Nature of IBG phase 1 in relation to current and future context

Issues

Our advice concluded that the proposals could be supported by A&DS if specific matters were addressed including procurement strategy, design proposals and supporting analysis.

These matters included:

Delivery Model

Improved commitments to early delivery of the designed and planned qualities of public realm, particularly at the key hub space around the tram stop. Deliverability of public realm proposals in this area to be more fully tested with tram operator and the council.

Commitment to remove P&R car park expansion area to allow the realisation of the masterplan proposals and consistency with the parameters drawings.

Commitment to early delivery of the proposed civic building.

Public Realm and Street Design

Preference for a more integral bus route south of P&R car park.

Further work to manage or remove the impact of 'back court' car parking on residents and office users. Including re-balance towards less off-street parking.

Further steps to reduce car dominance, improve pedestrian vibrancy and activate streets through stronger prioritisation of active frontage uses.

Mechanism for securing the local shops and amenities required to support a new resident community more fully defined and firmly established.

Better defined residential frontage and threshold along park edges and eastern edge.

Building Massing Related to Landscape and Visual Impact

Strengthen soft landscape structure proposals linked to local character.

Develop built form and landscape proposals to address findings of Landscape and Visual Impact Assessment.

Design Controls and Phasing

Stronger definition of critical qualities of place expected and design controls that prioritise delivery of these qualities.

Sustainable Infrastructure

Consolidate and embed planned innovations in sustainable infrastructure.

Distinction between IBG phases 1 and IBG East

Clearer distinction sought between relative role and characteristics of Phase 1 local centre/hub and the adjoining centre/hub planned for IBG east.

Stronger definition of uses required to achieve 'centre of gravity' at phase 1 centre/hub.

Improved 'High Street' route and east - west integration with IBG east across burn corridor/parkland. To facilitate resident use of planned future facilities located in IBG east.

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Summary

(The proposals were assessed by A&DS in relation to the question: "Have the building/s and the environs been successfully considered in terms of the needs of users and the wider community?" Levels of support: level 1- potential exemplar, level 2 - well considered, level 3 - with potential but unsupported, level 4 - outcome at risk and unsupported.)

Overall the panel found the developed proposals for IBG phase 1 positive and potentially exciting. The direction of travel in working closely with the City Council is excellent and it is clear that the level of ambition for both the project team and the council is very high. There is a need to keep the precedents in mind and to extract the lessons as the masterplan and quality controls documents are pulled together. There are potential steps back in some respects since the second workshop and there is a need to establish commitments related to the council's corporate role. Establishing greater clarity on sub-phasing and the early delivery elements is also essential. There is great potential for a high quality of development, however to secure the standards expected there is a need to extend the scope and content of design controls to secure delivery by third party developers. Furthermore there is a need to develop aspects of the masterplan in relation to the: park-and-ride (P&R) car park, location of parking, commercial block layouts, housing layout, the link with IBG East and the bus route.

Work on sustainable infrastructure and to reflect learning from the outcome of ongoing Landscape and Visual Impact work (which is ongoing and which was not presented to the panel) is also required.

We recognise and applaud the ambition for the project, however we feel that a significant amount of work is still required to ensure that the intended qualities are clearly defined or that suitable design controls or delivery mechanisms are in place to secure the intended quality of outcome. We therefore consider that the project is capable of reaching the standard of well-considered (level 2). However this level of support is subject to the conditions indicated under each topic below being fully addressed either by the Project Team or, in some cases, by the City of Edinburgh Council (CEC).

Recognising the ambition alongside the significant amount of work still required the project is supported as well-considered (level 2). However this support is subject to important and substantial conditions relating to issues that remained to be addressed either by the Project Team or, in some cases, by the City of Edinburgh Council (CEC). The conditional elements are indicated below each topic in the next section.

Topic Appraisal and Conditions

(This section indicates a concluding analysis and appraisal of the proposals in terms of the topics discussed during the Design Forum workshop series. Conditions of A&DS support are included as a footnote to each topic)

Delivery Model: Establishing Quality and Attracting Investment

Appraisal on this topic:

The direction of travel and intent are promising, however the critical strategic commitments indicated at workshop 2 remain to be secured. The panel emphasised the importance of certainty with regard to taking forward commitments to public realm delivery by the council (see (1) below), and the incorporation in the masterplan of land designated for the eastern expansion of the P&R car park (see (2) below). There is a need for a clear definition of subphasing, in particular what is to be delivered early around the tram stop (see (3) below). The potential for delivery of the civic buildings should be tested (see (4) below). Further work to consolidate the means of integrating the tram into the public realm (see (5) below) is also required.

(1) In relation to the delivery of public realm: the mechanism for delivery (e.g. via S75 contributions), the delivery sequence and the adoptability of the public realm as designed remain to be established with transportation officers and other relevant parties at CEC. The intent for the council to deliver the public realm was welcomed by A&DS when this was suggested at the second workshop. The city's early delivery of the quality of streetscape intended is seen as critical in ensuring a benchmark is set at an early stage for the quality aspired to across the site. However the form and scope of the streetscape and public realm to be adopted by the city remains to be endorsed by officers, including important details on the adoptability of what has been drawn and illustrated to date. If the masterplan and design controls need to be modified to meet adoptable standards then any modifications should meet the level of ambition and quality of design for these critical element as currently shown. Phasing proposals should be included that establish the need for up-front delivery of public realm at the hub space around the tram stop.

(2) The P&R eastern expansion area needs to be incorporated into the development to avoid phase 1 being reduced to a thin ribbon of sites that does not appropriately define the 'hub' space. The panel considered that the new development needs a minimum necessary depth of two blocks east-west between the linear park and the P&R to establish place qualities and to limit the short-term impact of retention of P&R surface car parking. It was noted that the parameters drawings conflict with the masterplan in showing differing extents of development; these should be revised to be consistent with one another. The panel encouraged urgent work to establish the council's corporate commitment to re-locate the P&R eastern expansion area to permit a necessary increase in the critical mass of masterplanned development in the short term [recognising that the tram extension to Newbridge and the relocation of the P&R are unlikely to be realised in the foreseeable future]. Adjustments to the documents need to reflect clarity and provide certainty on this important issue, allowing consistent masterplan and design control documents.

(3) Early delivery of the proposed civic building should be prioritised as a key benchmark. This use is currently identified in the masterplan on the P&R eastern expansion area.

Delivery of a key civic building in this location would help create a stronger place whilst implementation to the highest design standards would set a valuable quality benchmark for phase 1 as a whole.

(4) A more substantial critical mass of development needs to be defined in the masterplan and design controls. And an early sub-phase needs to be implemented at the outset, built up around the proposed hub at the tram stop. A phasing plan should be included for sub-phases within phase 1. See also 'parameters' topic in relation to sub-phasing.

(5) The handling of tram crossings has developed. Continuing efforts to work with the tram operator and council ahead of the application are welcomed as an important step in clarifying deliverability and integration of the tram line into the early public realm to be delivered by the council. The tram crossing and associated public realm proposals need to be established as acceptable and deliverable early by the council. Any modifications resulting need to maintain the current ambitions and intent as indicated for public realm generally (see (1) above).

Conditions of Support: Our support is conditional on these five matters being clearly established and defined in both the masterplan and parameters documents.

Public Realm and Urban Grain:

Appraisal on this topic:

The panel consider that there is now a clearer hierarchy and a better balance with greater emphasis on the east-west routes. There is an effective transition down the north-south routes from urban form to a landscape-edge form. There is a strong linkage north across the tram line towards the Hilton Hotel helping to bind-in the northwest part of the site. However the bus route has yet to be determined and the panel considered that this would be stronger and better integrated if located south of the P&R car park.

Conditions of Support: Our support is conditional on an integrated bus route.

Street Design: Place Qualities and Parking:

Appraisal on this topic:

The intent to achieve an urban environment as against a suburban campus approach is strongly supported by the panel. The limited imagery of the quality of places intended is convincing, and the direction of travel towards pedestrian priority, on-street parking and shared space streets was welcomed. However there were continuing concerns that the potential for innovative block formats, parking and distinctive place qualities could be more strongly pursued, learning from the models cited. Concerns remain that the local facilities and amenities to be provided may prove too limited under the parameters model or too inaccessible to support residential population

The panel were not convinced by the environmental quality of residential development proposed in phase 1. Whilst the workshop 2 advice on this topic remains to be fully addressed the relationship with the linear park and IBG East also needs to be looked at. The residential format as it meets parkland edges, and the linear park in particular should be more fundamentally re-considered. The aim should be to create a more united proposition for buildings along the parkland corridor, considering the relative relationship of each phase to the park. Within Phase 1, it is necessary to look at the design and layout of housing and commercial uses and how these relate to the opposite facing frontages of IBG East.

Proposals should also define how the threshold is to be handled between private or shared garden space and public structural parkland.

Car parking is not working yet and a re-balancing is needed with less off-street parking. The re-balancing between on-street and in-curtilage parking in both residential and commercial blocks has yet to be fully resolved. There is a perceived risk to vitality and vibrancy; of streets being inactive with little footfall due to parking being located away from the street front. The location of office entrances at the street front and the extent of public transport use anticipated will help mitigate this risk. However it was suggested that layouts for the design of typical blocks should be developed with parking formats more closely integrated with the street to strengthen on-street patterns of use and create fully activated street environments.

Similarly removing parking from the centre of commercial courts would create a more positive experience for workers within each block - i.e not just overlooking parking. The cited exemplars such as Accordia should be inquired into further to strengthen the linkage between innovative parking, streetscape and housing formats.

Further thinking is required about the local facilities needed for both resident and working populations alongside consideration of how to secure this provision. A recommendation was made to designate additional commercial ground floor uses south of the P&R and to be more specific in terms of use in the local centre.

The lack of multi-storey parking is disappointing given the intent to move away from suburban campus formats.

Conditions of Support: Our support is conditional on the further design development and documentation of: typical residential and commercial block formats highlighting critical qualities sought for placemaking; increased integration of parking into the streetscape generally; reduced centre-block car parking in commercial buildings with office entrances along main street frontages activating streets; improvement to the housing format to secure quality of life for residents in streets, semi-public and private amenity spaces, without parking impacting on private space; improvement to the housing format to create a coherent built edge to the linear park; and of the identification of non-negotiable locations for critical local facilities agreed with the council.

Massing, Landscape Structure and LVIA work:

Appraisal on this topic:

The panel welcomed the landscape skills brought in to address issues highlighted at the earlier workshops. However issues could not be discussed in depth at the workshop without the project landscape architect being present to provide an update on the proposals for landscape structure. The panel were satisfied that many aspects of earlier advice were in the process of being addressed if not yet fully demonstrated or articulated. However the panel were not yet persuaded that the intent for larger landscape structure has been fully tested, that planned views out from the site would be secured, or that the tree planting shown would be allowed in terms of airport restrictions. The need for built form, scale and massing proposals to be informed by and respond to the outcomes of the ongoing Landscape and Visual Impact Assessment (LVIA) was re-emphasised. The questions regarding adoptability, by the council and Scottish Water, of proposed soft planting/streetscape elements also requires to be addressed.

There is a need to look at typical boundary treatments and how these should be handled between public and private spaces e.g. ha-ha between private outdoor space and adjoining parkland to the south and east.

The following detailed point raised in earlier workshops remain to be demonstrated or articulated:

The approach to landscape form needs to consider the interaction between building massing, the characteristics of the site and the wider setting. The EIA process currently underway should inform the approach as it emerges.

The site is windswept, as evidenced by the tilted trees in recent planting schemes. There are also high levels of noise pollution that will need to be mitigated through landscape if the spaces and fringes of the development are to be pleasant environments to occupy.

The design of a viable and coherent landscape proposition will therefore be key to the establishment of a place.

The landscape treatment at the edges and the big landscape compositional elements of tree belts and avenues need to be strengthened. Also needing to be developed is the way in which the long distance views will be safeguarded and integrated as intended.

The scale of trees used to form the intended avenues needs to be tested, as does the impact of airport authority restrictions on species and the concept of 'wild' planting. The interaction between the present rural form of landscape and the intended urban character needs to be developed.

The space required for a large scale framing and environmentally enhancing landscape needs to be tested, if this is needed.

The means of integration of, for example, open space and playgrounds needs to be tested including pedestrian links across the tramline (see below)

The handling of these important considerations should influence the layout, built form and masterplan.

Conditions of Support: Our support is conditional on strengthening the soft landscape structure proposals and demonstrating that proposals respond to and/or benefit from the local landscape character, site constraints, the wider landscape context and views etc as set out above. Our support is also conditional on built form and landscape structure proposals that are responsive to the outcomes of the LVIA.

Design Controls and Phasing:

Appraisal on this topic:

The documentation needs to define both what type of place is to be achieved and what mechanisms will be in place to implement and achieve that, including phasing. The council has asked for a definition of "Phasing of development including delivery of off-site infrastructure to realise placemaking objectives. This would include the elements both within each phase as identified to date and between the individual phases."

The panel consider that the parameters approach and guidance intended are not enough to secure the intended qualities from third party developers, without more detail and a degree of coding. The documentation needs to set out a broader range of 'non-negotiable' elements critical for place quality such as: key marker buildings, phasing and delivery sequence required for parks, structure landscape and the central public square; and the location of critical elements for the community such as grocer's shop and bus stops. The document needs to set benchmarks critical for place quality for each use type - whilst housing was discussed this would also apply to commercial uses. For example, the type of garden boundary required alongside the eastern edge of the linear parkland needs to be set out to manage 3rd party developer expectations e.g. to secure the open aspect intended as opposed to close-boarded boundary fencing.

The document needs to set out sub-phases within IBG Phase 1 to clarify a planned sequence of development and infrastructure establishment. The document needs to set out the minimum heights required to form the type of place intended as well as the maximum heights.

Conditions of Support: Our support is conditional on the setting out of phasing plans and strong design controls that define first what the critical planned place qualities intended are then how these are to be secured and delivered, as noted above. A further more detailed development of design control documents is needed, articulated in sufficient detail to secure from 3rd party developers specific qualities and spatial criteria for buildings and spaces that are critical to secure the ambitions place qualities intended.

Sustainable Infrastructure:

Appraisal on this topic:

The additional skills appointed were welcomed and important as is the on-going work to embed the innovative forms of infrastructure intended. There is a need to continue to ensure that all skills are working effectively with one another.

Conditions of Support: Our support is conditional on the following-through of discussions and the planned infrastructure discussed at workshop 2. The extended ambitions in respect of SUDS, bio-retention, wetland, heatways, energy centres etc are particularly welcomed and should be maintained. The planned discussions with S Gov and with SE are helpful and should be pursued. An exploration of innovative water/waste and re-cycling infrastructure was previously encouraged and should be pursued, including the potential to extend CEC use of below ground waste storage.

Distinctiveness of IBG Ph1 relative to IBG East [Phase 2]:

Appraisal on this topic:

We have previously indicated that the role of the separate hubs must be clearly established. What are the differing demands and provision that each is serving in their differing context and their proximities to different adjoining centres - the airport and Ingliston to the west and South Gyle/ Maybury to the east? There is a need for distinct functions and identities, for each to serve a different purpose to avoid mutual dilution and to ensure they are each vibrant and commercially viable.

The distinctions between the business-led phase 1 and the housing-led IBG East phases have now been more clearly defined with the articulation of differing mixes and block structures between phase 1 and IBG East. However the location of core community facilities for IBG phase 1 residents within IBG East relies on strong integration east-west between the phases.

Stronger linkages are needed both across the intervening burn corridor/linear parkland and along the High Street. This needs to address restricted space for pedestrian access at the High Street tram/burn crossing. This point links to advice on housing format and the linear park as above.

The panel considered that the identity of the phase 1 centre required further strengthening through firmer definition of key uses planned in this local centre.

Conditions of Support:

Our support is conditional on a strengthened identity for the phase 1 local centre; strengthened linkages across the burn; and along the High Street.

Communities and Families comment

The Council has assessed the impact of the growth set out in the LDP through an Education Appraisal (August 2018), taking account of school roll projections. To do this, an assumption has been made as to the amount of new housing development which will come forward ('housing output'). This takes account of new housing sites allocated in the LDP and other land within the urban area.

In areas where additional infrastructure will be required to accommodate the cumulative number of additional pupils, education infrastructure 'actions' have been identified. The infrastructure requirements and estimated delivery dates are set out in the Council's Action Programme (January 2019).

Residential development is required to contribute towards the cost of delivering these education infrastructure actions to ensure that the cumulative impact of development can be mitigated. In order that the total delivery cost is shared proportionally and fairly between developments, Education Contribution Zones have been identified and 'per house' and 'per flat' contribution rates established. These are set out in the finalised Supplementary Guidance on 'Developer Contributions and Infrastructure Delivery' (August 2018).

Assessment and Contribution Requirements

Assessment based on: 396 Flats

This site falls within Sub-Area W-1 of the 'West Education Contribution Zone'.

The Council has assessed the impact of the proposed development on the identified education infrastructure actions and current delivery programme.

The education infrastructure actions that are identified are appropriate to mitigate the cumulative impact of development that would be anticipated if this proposal progressed.

The proposed development is therefore required to make a contribution towards the delivery of these actions. The application is for planning permission in principle. The required contribution should be based on the established 'per house' and 'per flat' contribution figures set out below and secured through a legal agreement

If the appropriate infrastructure and land contribution is provided by the developer, as set out below, Communities and Families does not object to the application.

Per unit infrastructure contribution requirement:

Per Flat - £3,216

Per House - £16,186

Note - all infrastructure contributions shall be index linked based on the increase in the BCIS Forecast All-in Tender Price Index from Q4 2017 to the date of payment.

Per unit land contribution requirement:

Per Flat - £476

Per House - £2,042

Note - no indexation to be applied to land contribution.

Roads Authority Issues

No objections to the application subject to the following being included as conditions or informatives as appropriate:

1. The applicant will be required to contribute the sum of £7,137,383 (see Note B) to the West Edinburgh Transport Contribution Zone for the following works (see Note A):
 - a. A8 North Side Missing Link - Active travel link between A8 Glasgow Road/Eastfield Road Dumbbell and the Royal Bank of Scotland Gogarburn access junction (illustrated by WSP Drg.Ref.70008635-SK101-Revision B, reproduced in Appendix E of the West Edinburgh Transport Appraisal Refresh report December 2016);
 - b. Dumbbells to IBG, Phase 1 - Eastfield Road upgrading to dual carriageway between the A8 Glasgow Road/Eastfield Road dumbbell junction and the new IBG northern access junction (illustrated by WSP Drg.Ref.70008635-8635 SK002-Revision C, contained in Appendix D of the West Edinburgh Transport Study report September 2015);
 - c. Dumbbells Roundabout Improvement - Junction layout amendments to provide a priority bus lane as set out in the West Edinburgh Transport Appraisal Refresh report December 2016 (Table 9.1);
 - d. Dumbbells Westbound Offslip Signals as set out in the West Edinburgh Transport Appraisal Refresh report December 2016 Table 9.1); and
 - e. Improvements at Newbridge / Dumbbells / Gogar/Maybury;

This contribution is to be secured by way of delivery by the developer of specific targeted infrastructure improvements associated with, or as part of, the development proposals and financial contributions for wider strategic infrastructure improvements in West Edinburgh as described in the Local Development Plan Supplementary Guidance "Developer Contributions & Infrastructure Delivery" by way of a suitable legal agreement. All works require to be carried out by the developer(s) within 12 months of first occupation of any part of the development, and at no cost to the Council. Full design details of the proposed infrastructure must be submitted for approval. Subsequently, all works to be carried out at no cost to the Council. The sum of any financial contribution to be indexed as appropriate and the use period to be 10 years from the date of payment;
2. Contribute a sum to the Edinburgh Tram in line with the approved Tram Line Developer Contributions report. The calculated sum, based on the current development proposals, is £13,172,090 (see Note C). The sum to be indexed as appropriate and the use period to be 10 years from the date of final payment;
3. Contribute the cost required to progress suitable orders to redetermine sections of footway and carriageway; to introduce waiting and loading restrictions as necessary including controlled parking zones, and: to introduce or amend speed limits within the development. The applicant should be advised that the successful progression of this Order is subject to statutory consultation and advertisement and cannot be guaranteed;
4. Carry out works at no cost to the Council to install all necessary signs and markings in relation to the orders set out in 3. above;

5. *In support of the Council's LTS Cars1 policy, consideration to be given to the provision of Car Club spaces and vehicles as part of the development proposal in order to reduce the reliance on the use of private cars and car ownership. Contributions would be required for the promotion and introduction of the necessary order (typically £1,500 - £2,000 per order) and Car Club vehicle(s) (typically £5,500 per car). To be secured by way of a suitable legal agreement;*

6. *All on-site movement and access infrastructure to be generally in accordance with an approved implementation strategy and the masterplan drawings submitted for approval as part of this application:*

i. Masterplan Concept; and

ii. Masterplan Concept - Movement and Access;

a. The vehicle access points to the development site as part of the Eastfield upgrading works to consist of the upgrading of the existing motor vehicle Dumbbell access to the Ingliston Park and Ride; forming a new motor vehicle access at the replacement signals approximately 230m north of the Dumbbell Roundabout; and forming a pedestrian and cycle access at the northern boundary of the Ingliston Park and Ride;

b. The onsite movement network to include Phase 1 of the IBG Main Street, i.e. Gogar link road;

c. The Ingliston Park and Ride facilities to be retained in the vicinity of the current site;

d. Appropriate parking controls to be introduced throughout the site and including at the Ingliston Park and Ride site as required in response to the build out of the site; Full design details of the proposed infrastructure must be submitted for approval, and all subsequently approved works to be carried out at no cost to the Council;

7. *Reserved matters:*

a. Provision for car parking, inclusive of a proportion suitable for use by disabled drivers, and dedicated spaces for electric vehicle charging, including charging infrastructure. This will be assessed and agreed for each individual application for matters specified in conditions (AMC) as submitted, taking cognisance of the relevant Council parking standard applicable at the time or an agreed alternative developed specifically for West Edinburgh or the IBG development, whichever is lower, as a mechanism to restrict single occupancy car journeys and to encourage the use of alternative modes of transport. For applications for matters specified in conditions submitted where the Edinburgh Design Guidance (October 2017) parking standards apply, and in the absence of an agreed alternative, justification for the quantity of car parking being sought by the applicant will be required for each individual AMC application irrespective of the agreed maximum provision for the land use or combinations thereof, in accordance with the Edinburgh Design Guidance (see Note D). All on-road car parking will be subject to control as part of a West Edinburgh controlled parking zone;

b. Provision for cycle parking. This will be assessed and agreed for each individual AMC application as submitted, taking cognisance of the relevant Council standard applicable at the time or an agreed alternative developed specifically for West Edinburgh or the IBG development, whichever is greater, as a mechanism used in conjunction with restricted car parking provision to discourage single occupancy car journeys and to encourage the use of alternative modes of transport (see Note E);

c. *Provision for motor cycle parking. This will be assessed and agreed for each individual AMC application as submitted, taking cognisance of the relevant Council standard applicable at the time or an agreed alternative developed specifically for West Edinburgh or the IBG development, whichever is greater, as a mechanism used in conjunction with restricted car parking provision to discourage single occupancy car journeys to/from the site, and to encourage the use of alternative modes of transport (see Note F);*

8. *All accesses must be open for use by the public in terms of the statutory definition of 'road' and require to be the subject of applications for road construction consent. The extent of adoptable roads, including footways, footpaths, accesses, cycle tracks, verges and service strips to be agreed. The applicant should note that this will include details of lighting, drainage, Sustainable Urban Drainage, materials, structures, layout, car and cycle parking numbers including location, design and specification. Particular attention must be paid to ensuring that refuse collection vehicles are able to service the site. The applicant is recommended to contact the Council's waste management team to agree details. The Council will expect to adopt any road constructed under a road construction consent;*

9. *A Quality Audit, as set out in Designing Streets, to be submitted prior to and in relation the grant of each individual Road Construction Consent;*

10. *The applicant should be aware of the potential impact of the proposed development on the Edinburgh Tram and Building Fixing Agreements. Further discussions with the Tram Team will be required;*

11. *In accordance with the Council's LTS Travplan3 policy, the applicant should consider developing a Travel Plan including provision of pedal cycles (inc. electric cycles), secure cycle parking, public transport travel passes, a Welcome Pack, a high-quality map of the neighbourhood (showing cycling, walking and public transport routes to key local facilities), timetables for local public transport;*

12. *The applicant should note that new road names will be required for the development and this should be discussed with the Council's Street Naming and Numbering Team at an early opportunity;*

13. *The applicant must be informed that any proposed on-street car parking spaces cannot be allocated to individual properties, nor can they be the subject of sale or rent. The spaces will form part of the road and as such will be available to all road users. Private enforcement is illegal and only the Council as roads authority has the legal right to control on-street spaces, whether the road has been adopted or not. The developer is expected to make this clear to prospective residents;*

14. *All disabled persons parking places should comply with Disabled Persons Parking Places (Scotland) Act 2009. The Act places a duty on the local authority to promote proper use of parking places for disabled persons' vehicles. The applicant should therefore advise the Council if he wishes the bays to be enforced under this legislation. A contribution of £2,000 will be required to progress each necessary traffic order but this does not require to be included in any legal agreement. All disabled persons parking places must comply with Traffic Signs Regulations and General Directions 2016 regulations or British Standard 8300:2009 as approved;*

15. *Electric vehicle charging outlets should be considered for this development including dedicated parking spaces with charging facilities and ducting and infrastructure to allow electric vehicles to be readily accommodated in the future. For the residential land uses, passive provision to be provided as a minimum, including ducting and infrastructure such that charging points can be readily accommodated in the future;*

16. *The developer must submit a maintenance schedule for the SUDS infrastructure for the approval of the planning authority. Agreements, including those under Section 7 of the Sewerage (Scotland) Act 1968, will be required.*

Note:

A. *Much discussion has taken place in regard to the application of the West Edinburgh Transport Contribution Zone in respect of this and other (future) planning applications. Specifically, the requirement for an applicant to undertake a standalone transport assessment in order to address site specific issues (e.g. new or upgraded accesses and internal access infrastructure) within the wider strategic context set by the West Edinburgh Transport Appraisal (WETA) Refresh Study.*

It was a recommendation of the WETA study that a combination approach be taken to infrastructure delivery - a core A8 Glasgow Road and active travel package of infrastructure measures which all parties contribute to, combined with specific attribution of other measures. This was accepted by the parties involved in the WETA Refresh Study, Transportation Technical Working Group - specifically the consultancy teams acting on behalf of the respective developers with interests in West Edinburgh.

The WETA Refresh Study report stated that, "It would be expected that the full costs of site specific access measures and other internal transport networks that do not have wider traffic or public transport functions, would be funded through the specific developer(s)." Determination of this would be supported by the specific development information. Constructive dialogue has taken place with the International Business Gateway (IBG) Stakeholders and their consultants in this regard following a number of meetings during which Transportation set out its position for the applicant's agents to provide additional information in the form of a standalone development specific Transport Assessment.

A Transport Technical Note has been submitted which states the intent of the applicant to deliver specific West Edinburgh Transport Action items set out in the LDP Supplementary Guidance "Developer Contributions & Infrastructure Delivery". These are reasonably considered a priority, given their relationship to the IBG Development.

Upgrading works have already taken place at Newbridge Roundabout with the installation of MOVA control. It is unlikely that further improvements could be gained by through MOVA. With the upgrading works to the A8 / Eastfield Road dumbbell junction and Eastfield Road dualling Phase 1 which will include new and altered signal installations it is considered more appropriate that this contribution should be targeted at linking the signals;

B. *West Edinburgh Transport Contributions (WETC):*

i. *Developer contributions to be as per the protocol set out in the "West Edinburgh Transport Appraisal Refresh - Final Report December 2016" (WETA Refresh);*

ii. Calculation assumes zero City Region Deal contributions or other Capital Funding streams;

iii. Total capital value of the West Edinburgh Action Programme items is £86,162,550 as detailed in the LDP Supplementary Guidance document "Developer Contributions & Infrastructure Delivery";

iv. IBG Phase 1 contributes 9.77% of the total AM and PM peak period trip generation of the developments in West Edinburgh. A full list of the developments in West Edinburgh considered as part of the WETC Zone is contained in the WETA Refresh report;

v. Capital cost for the Eastern (Gogar) Link Road is excluded from the calculation of developer contributions;

vi. Total Contribution for IBG Phase 1 = £7,137,383

This contribution is to be secured by way of delivery by the developer of specific targeted infrastructure improvements associated with, or as part of, the development proposals and financial contributions for wider strategic infrastructure improvements in West Edinburgh as described in the Local Development Plan Supplementary Guidance "Developer Contributions & Infrastructure Delivery" by way of a suitable legal agreement;

C. Tram contribution based on the following information supplied by the applicant for the proposed land uses located in Contribution Zone 1:

Type	Scale	Contribution
1	Class 1 Retail / Class 3 Pub-Restaurant / Class 11 Assembly & Leisure**	5,439m ² GFA* £683,299
2	Class 4 Business	122,158m ² GFA £8,453,334
3	Class 6 Storage and Distribution	Unknown** Unknown
4	Class 7 Hotel	1,150 rooms / 40,338m ² GFA £3,467,000
5	Class 9 Housing / Flats (Sui Generis)	396 units / 43,576m ² £568,457
6	Class 10 Non-residential institution	Unknown** Unknown
Total	-	£13,172,000

The applicant has not provided details on the split of the total area allocated to these individual uses. Therefore, the Tram contribution is based on a 50:50 split of Class 1 and Class 3 uses, to be secured by way of a suitable legal agreement;

The applicant has not provided an indication of the scale of Class 11, Class 6 or Class 10 development;

D. Car parking - The Council's current 2017 parking standards for Zone 2 permit the following maximum car parking provision for the proposed use classes:

Use Class	Scale	Parking level	Maximum No.spaces
Class 1 Retail	> 500m ²	5,439m ² total 1 space per 35m ²	155 spaces
Class 3 Food & Drink		5,439m ² total 1 space per 14m ²	389 spaces
Class 4 Business	122,158m ²	1 space per 63m ²	1,939 spaces
Class 6 Storage or Distribution		Unknown 1 space per 385m ²	Unknown
Class 7 Hotels	1,150 rooms / 40,338m ²	1 space per 2 rooms	575 spaces
Class 9 Housing & Sui Generis flats	396 units / 43,576m ²	1 space per unit	396 spaces
Class 10 Non-residential		Unknown Varies	Unknown

Class 11 Assembly & Leisure 5,439m² total 1 space per 60m² 91 spaces

The proposed Classes 1, 3, and 11 uses will have a combined total of 5,439m². However, the submitted documents supporting the planning application do not identify how this total floor space will be apportioned to each use class nor specific proposals of a quantum of parking for these uses. The transport technical paper indicates that these uses will be ancillary to other main uses proposed and therefore there will not be a specific requirement for car parking and that a nominal provision may suffice. However, for the purposes of determining the maximum permissible level of parking, a maximum aggregate value has been calculated. This equates to 3,299 spaces, made up of the following:

Use Class	Scale	Maximum no.spaces
Class 1 Retail / Class 3 Food & Drink / Class 11 Assembly & Leisure / Class 1 Retail > 500m ²	5,439m ²	389 spaces
Class 4 Business	122,158m ²	1,939 spaces
Class 7 Hotels	1,150 rooms / 40,388m ²	575 spaces
Class 9 Housing & Sui Generis Flats	396 flats / 43,576m ²	396 spaces

N.B. no information provided for Class 6 or Class 10.

Disabled parking - Spaces for disabled users must be provided at the following ratios of the total respective parking provision:

- o Class 1/Class 3/Class 7/Class 9/Class 11 @ 8% = 119 spaces;
- o Class 4 @ 6% = 41 spaces; and
- o Class 6 and Class 10 - no information provided.

To comply with current parking standards, 1 in every 6 parking spaces should be provided with an electric vehicle charging point with dedicated parking space.

Given the phased approach to the construction of the development over an extended timeframe, it is recommended that parking provision should be assessed and agreed for each individual AMC application as submitted, taking cognisance of the relevant Council standard applicable at the time or an agreed alternative developed specifically for West Edinburgh or the IBG development, whichever is lower. For AMC applications submitted where the Edinburgh Design Guidance (October 2017) parking standards apply, and in the absence of an agreed alternative, justification for the quantity of car parking being sought by the applicant will be required for each individual AMC application irrespective of the agreed maximum provision for the land use or combinations thereof, in accordance with the Edinburgh Design Guidance. All car parking, where not controlled private off-street parking, will be subject to control as part of a West Edinburgh CPZ. Suitable Traffic Order(s) will require to be promoted and implemented at no cost to the Council;

E. Cycle parking - The application has been assessed under the currently applicable 2017 parking standards for Zone 2. These require a minimum of 2,387 cycle parking spaces for the proposed use classes:

Use Class	Scale	Parking level Minimum no.spaces
Class 1 Retail > 500m ²	5,439m ² total 1 space per 500m ² (customers) & 1 space per 250m ²	33 spaces

	(employee)			
Class 3 Food & Drink	5,439m ² total	1 space per 75m ²	73 spaces	
	(customers & employee)			
Class 4 Business	122,158m ²	1 space per 1,000m ²	937 spaces	
	(customers) & 1 Space per 150m ²			
	(employee)			
Class 6 Storage or Distribution	Unknown	1 space per 6,000m ²	Unknown	
	(customers)			
	1 space per 900m ²			
	(employees)			
Class 7 Hotels	1,150 rooms / 40,338m ²	1 space per 10 rooms	115 spaces	
Class 9 Housing & Sui Generis flats	396 units / 43,576m ²	2 spaces per unit	792 spaces	
Class 10 Non-residential	Unknown	Varies	Unknown	
Class 11 Assembly & Leisure	5,439m ² total	1 space per 60m ²	544 spaces	

This has been based on a maximum aggregate total as the percentage split of 5,439m² to the Class 1, 3 and 11 uses has not been specified by the applicant. These uses are considered to be ancillary to the principal uses and are therefore are only likely to require a nominal provision.

The phased approach to parking provision referred to in D. above applies to cycle parking, whichever is the greater;

F. Motorcycle parking - The application has been assessed under the currently applicable 2017 parking standards for Zone 2. These require a minimum of 460 motorcycle spaces for the proposed use classes:

Use Class	Scale	Parking level	Minimum	
			no.spaces	
Class 1 Retail > 500m ²	5,439m ² total	1 space per 1,000m ²	8	spaces
	(customers) & 1 space per 2,000m ²	(employee)		
Class 3 Food & Drink	5,439m ² total	1 space per 20	19 spaces	parking spaces
	(customers & employee)			
Class 4 Business	122,158m ²	1 space per 4,000m ²	172 spaces	(customers) & 1 space per 1,000m ² (employee)
Class 6 Storage or Distribution	Unknown	1 space per 16,000m ²	Unknown	
	(customers)	1 space per 6,000m ² (employees)		
Class 7 Hotels	1,150 rooms / 40,338m ²	1 space per 20	19	spaces
	parking spaces			
Class 9 Housing & Sui Generis Flats	396 units / 43,576m ²	1 space per 25 units		15 spaces
Class 10 Non-residential	Unknown	Varies	Unknown	
Class 11 Assembly & Leisure	5,439m ² total	1 space per 20	272 spaces	parking spaces.

This has been based on a maximum aggregate total as the percentage split of 5,439m² to the Class 1, 3 and 11 uses has not been specified by the applicant. These uses are to all intents and purposes ancillary to the principal uses and therefore are only likely to require a nominal provision.

The phased approach to parking provision referred to in D. above applies to motorcycle parking, whichever is the greater;

G. TRAMS - Important Note:

The proposed site is on or adjacent to the operational Edinburgh Tram. An advisory note should be added to the decision notice, if permission is granted, noting that it would be desirable for the applicant to consult with Edinburgh Trams regarding construction timing. This is due to the potential access implications of construction / delivery vehicles and likely traffic implications as a result of diversions in the area which could impact delivery to, and works at, the site. Tram power lines are over 5m above the tracks and do not pose a danger to pedestrians and motorists at ground level or to those living and working in the vicinity of the tramway. However, the applicant should be informed that there are potential dangers and, prior to commencing work near the tramway, a safe method of working must be agreed with the Edinburgh Trams and authorisation to work obtained. Authorisation is needed for any of the following works either on or near the tramway:

- o Any work where part of the site such as tools, materials, machines, suspended loads or where people could enter the Edinburgh Tram Hazard Zone. For example, window cleaning or other work involving the use of ladders;*
- o Any work which could force pedestrians or road traffic to be diverted into the Edinburgh Trams Hazard Zone;*
- o Piling, using a crane, excavating more than 2m or erecting and dismantling scaffolding within 4m of the Edinburgh Trams Hazard Zone (depending upon the extent of the proposed works, a separate Asset Protection Agreement may be required to be agreed);*
- o Any excavation within 3m of any pole supporting overhead lines;*
- o Any work on sites near the tramway where vehicles fitted with cranes, tippers or skip loaders could come within the Edinburgh Trams Hazard Zone when the equipment is in use;*
- o The Council and Edinburgh Trams has issued guidance to residents and businesses along the tram route and to other key organisations who may require access along the line.*

See the full guidance on how to get permission to work near a tram way <http://edinburghtrams.com/information/working-around-trams>.

Location Plan



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END

City of Edinburgh Council

10am, Thursday 30 May 2019

Revenue Budget Framework 2019-2024 – Progress Update – referral from the Finance and Resources Committee

Executive/routine
Wards
Council Commitments

1. For Decision/Action

- 1.1 The Council is asked to ratify the following decisions of the Finance and Resources Committee of 23 May 2019:
- 1.1.1 To agree the provisional 2018/19 outturn earmarking up to £5m from the Council Priorities Fund as an additional contribution to the 2019/20 budget, pending development of sustainable measures to address this savings requirement on a recurring basis.
 - 1.1.2 To approve the changes to building fees for site inspections and completion of work certificates as set out in Appendix 7 with effect from 1 July 2019.
 - 1.1.3 To approve use of Spend to Save funding of £0.153m to take forward the 3G pitch improvements at Leith Academy.

Laurence Rockey

Head of Strategy and Communications

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Referral Report

Revenue Budget Framework 2019-2024 – Progress Update – referral from the Finance and Resources Committee

2. Terms of Referral

- 2.1 On 21 February 2019, Council approved a balanced one-year budget for 2019/20 as part of a longer-term framework. Taking account of approved service investment and sums transferred to the Council Priorities Fund, the budget was underpinned by the delivery of savings totalling some £39.3m, including £2.3m approved for implementation in 2019/20 as part of previous years' budget processes.
- 2.2 On 7 March 2019, the Finance and Resources Committee considered an update report on the revenue budget which highlighted the need for action across the following four main areas:
- i) Development of robust implementation plans for the specific savings actions totalling £29.2m which were approved for delivery in 2019/20.
 - ii) Development of detailed and specific proposals to address the £9.5m efficiency savings target which was also approved as part of the 2019/20 budget.
 - iii) Identification of mitigating actions to address estimated combined residual pressures of £8.8m across the Communities and Families, Place and Resources Directorates.
 - iv) Agreement, through the Edinburgh Integration Joint Board, of specific plans to address its estimated budget gap in 2019/20.
- 2.3 On 23 May 2019, the Committee considered the attached joint report by the Chief Executive and the Executive Director of Resources providing an update on work being undertaken to address these four key areas.
- 2.4 **Motion**
- 1) To note the significant progress made in developing savings implementation plans for those measures approved as part of the 2019/20 revenue budget.
 - 2) To note the specific actions set out in Appendices 2 and 3 as a contribution towards delivering the Council-wide efficiencies target and managing service pressures.

- 3) To note that release of the £2.5m Council Priorities Fund (CPF) contribution approved as part of the Council's 2019/20 budget remains subject to sustained performance improvement and the bringing forward of a balanced budget by the EIJB including this contribution.
 - 4) To agree, subject to both confirmation of the provisional 2018/19 outturn and ratification by Council on 30 May, earmarking up to £5m from the Council Priorities Fund as an additional contribution to the 2019/20 budget, pending development of sustainable measures to address this savings requirement on a recurring basis.
 - 5) To note, nonetheless, that further measures are urgently required to achieve financial balance in 2019/20 and, to this end, instruct Executive Directors to develop proposals of sufficient value to address the remaining overall estimated shortfall, including curtailing all discretionary expenditure.
 - 6) To note the options considered in other local authorities as set out in Appendix 5 but further note that specific proposals, taking into account the 2018/19 outturn and updates concerning a number of other relevant factors included within the budget framework, will be brought forward as part of the first quarter's monitoring report to the Committee on 15 August 2019.
 - 7) To approve the changes to building fees for site inspections and completion of work certificates as set out in Appendix 7 with effect from 1 July 2019 for onward ratification by Council on 30 May 2019.
 - 8) To approve use of Spend to Save funding of £0.153m to take forward the 3G pitch improvements at Leith Academy, subject to onward ratification by Council on 30 May 2019.
- moved by Councillor Rankin, seconded by Councillor Cameron

Amendment

- 1) To note the significant progress made in developing savings implementation plans for those measures approved as part of the 2019/20 revenue budget.
- 2) To note the specific actions set out in Appendices 2 and 3 as a contribution towards delivering the Council-wide efficiencies target and managing service pressures.
- 3) To note that release of the £2.5m Council Priorities Fund (CPF) contribution approved as part of the Council's 2019/20 budget remains subject to sustained performance improvement and the bringing forward of a balanced budget by the EIJB including this contribution.
- 4) To agree, subject to both confirmation of the provisional 2018/19 outturn and ratification by Council on 30 May, earmarking up to £5m from the Council Priorities Fund as an additional contribution to the 2019/20 budget, pending development of sustainable measures to address this savings requirement on a recurring basis.

- 5) To note, nonetheless, that further measures are urgently required to achieve financial balance in 2019/20 and, to this end, instruct Executive Directors to develop proposals of sufficient value to address the remaining overall estimated shortfall, including curtailing all discretionary expenditure.
 - 6) To note the options considered in other local authorities as set out in Appendix 5 but further note that specific proposals, taking into account the 2018/19 outturn and updates concerning a number of other relevant factors included within the budget framework, will be brought forward as part of the first quarter's monitoring report to the Committee on 15 August 2019.
 - 7) To approve use of Spend to Save funding of £0.153m to take forward the 3G pitch improvements at Leith Academy, subject to onward ratification by Council on 30 May 2019.
 - 8) Not to approve the changes to building fees for site inspections and completion of work certificates as set out in Appendix 7 with effect from 1 July 2019 and to ask the Executive Director of Resources to report back to Committee on fee charges.
- moved by Councillor Johnston, seconded by Councillor Hutchison

Voting

The vote was as follows:

- | | | |
|-------------------|---|---------|
| For the motion | - | 8 votes |
| For the amendment | - | 3 votes |

(For the motion – Councillors Cameron, Corbett, Dixon, Lang, Miller, Munn, Rankin and Watt. For the amendment – Councillors Hutchison, Johnston and Laidlaw.)

Decision

To approve the motion by Councillor Rankin.

3. Background Reading/ External References

[Minute of The City of Edinburgh Council of 21 February 2019](#)

[Minute of the Finance and Resources Committee of 7 March 2019](#)

Minute of the Finance and Resources Committee of 23 May 2019

4. Appendices

Appendix 1 – joint report by the Chief Executive and the Executive Director of Resources

Finance and Resources Committee

10am, Thursday, 23 May 2019

Revenue budget framework 2019/24 – progress update

Executive/routine Wards Council Commitments	Routine
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1. Recommendations

- 1.1 Members of the Finance and Resources Committee are asked to:
- 1.1.1 note the significant progress made in developing savings implementation plans for those measures approved as part of the 2019/20 revenue budget;
 - 1.1.2 note the specific actions set out in Appendices 2 and 3 as a contribution towards delivering the Council-wide efficiencies target and managing service pressures;
 - 1.1.3 note that release of the £2.5m Council Priorities Fund (CPF) contribution approved as part of the Council's 2019/20 budget remains subject to sustained performance improvement and the bringing forward of a balanced budget by the EIJB including this contribution;
 - 1.1.4 agree, subject to both confirmation of the provisional 2018/19 outturn and ratification by Council on 30 May, earmarking up to £5m from the Council Priorities Fund as an additional contribution to the 2019/20 budget, pending development of sustainable measures to address this savings requirement on a recurring basis;
 - 1.1.5 note, nonetheless, that further measures are urgently required to achieve financial balance in 2019/20 and, to this end, instruct Executive Directors to develop proposals of sufficient value to address the remaining overall estimated shortfall, including ceasing all discretionary expenditure;
 - 1.1.6 note the options considered in other local authorities as set out in Appendix 5 but further note that specific proposals, taking into account the 2018/19 outturn and updates concerning a number of other relevant factors included within the budget framework, will be brought forward as part of the first quarter's monitoring report to the Committee on 15 August 2019;

- 1.1.7 approve the changes to building fees for site inspections and completion of work certificates as set out in Appendix 7 with effect from 1 July 2019 for onward ratification by Council on 30 May; and
- 1.1.8 approve use of Spend to Save funding of £0.153m to take forward the 3G pitch improvements at Leith Academy, subject to onward ratification by Council on 30 May.

Andrew Kerr

Chief Executive

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Head of Strategy and Communications

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Stephen S Moir

Executive Director of Resources

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Revenue budget framework 2019/24 – progress update

2. Executive Summary

- 2.1 Since approval of the Council's revenue budget on 21 February 2019, work has continued to develop savings implementation plans and identify potential measures to address the residual service pressures set out in the report to the Committee's previous meeting on 7 March. While substantial progress has been made in each of these areas, a significant in-year gap remains, corresponding actions for which require to be urgently identified. Failure to deliver on-going measures will result in an increase in future years' revenue funding gaps, use of the Council's unallocated reserves and a consequent need to replenish them at least to their previous level.

3. Background

- 3.1 At its meeting on 7 March 2019, members of the Committee considered an update on the Council's revenue budget framework. The report highlighted the overriding importance of both (i) developing robust savings implementation plans and (ii) managing significant pressures in 2019/20 to sustain the wider integrity of the budget framework. The report noted that residual unmitigated service pressures in 2019/20 amounted to some £8.8m, along with a need to identify and secure approval from the Edinburgh Integration Joint Board (EIJB) of savings sufficient to align its spending plans to the assumed levels of provision for Council-delegated services.
- 3.2 In view of this overall position and the trend of decreasing actual savings delivery apparent in recent years, Committee members asked that, as part of the approved motion, the report to be brought back to this meeting include, in addition to an update on the areas mentioned above, further potential savings or income-generating measures in 2019/20 in order that these could be applied, as necessary, where slippage or change in planned actions required alternatives.

4. Main report

- 4.1 On 21 February 2019, Council approved a balanced one-year budget for 2019/20 as part of a longer-term framework. Taking account of approved service investment and sums transferred to the Council Priorities Fund, the budget is underpinned by the delivery of savings totalling some £39.3m, including £2.3m approved for implementation in 2019/20 as part of previous years' budget processes.

- 4.2 In view of the challenging context within which the Council's budget was necessarily set, the update report considered on 7 March signalled a need for action across four main areas, updates on which are provided in the remaining sections of this report:
- (i) Development of robust implementation plans for the specific savings actions totalling £29.2m¹ which were approved for delivery in 2019/20;
 - (ii) Development of detailed and specific proposals to address the £9.5m efficiency savings target which was also approved as part of the 2019/20 budget;
 - (iii) Identification of mitigating actions to address estimated combined residual pressures of £8.8m across the Communities and Families, Place and Resources Directorates; and
 - (iv) Agreement, through the EIJB, of specific plans to address its estimated budget gap in 2019/20.
- 4.3 Addressing each of the above areas in full is required to allow the Council to plan, with reasonable confidence, to maintain expenditure within approved levels in 2019/20. In acknowledging that there is a degree of delivery risk for each aspect, however, elected members, the Chief Executive and Executive Directors, including the Chief Officer of the Edinburgh Health and Social Care Partnership, will need to consider a range of measures to bring the current year's position back into balance, with this specific aspect considered later in this report.
- 4.4 While placing an increased emphasis upon preventative activity should over time offset, or at least mitigate, some of the continuing demand-led pressures upon the Council's services, as noted in the Accounts Commission report included elsewhere on today's agenda, further difficult choices will be required in both this and subsequent years to secure financial sustainability.

Development of savings implementation plans – specific savings

- 4.5 Progress in developing implementation plans for all specific savings approved for delivery in 2019/20 is being regularly reviewed by the Corporate Leadership Team (CLT) Change Board. Additional project management support has also been allocated from the non-recurring £1m approved by Council in October 2018 to assist delivery of the more challenging approved savings measures.
- 4.6 Review of these implementation plans shows positive progress, with 94% of savings by value currently assessed, on the basis of confirmed or planned actions, as green or amber as set out in Appendix 1. Work is continuing both to explore the specific required actions to allow amber savings to be assessed as green and prioritise development of detailed plans for those approved measures currently assessed as red. This activity has been complemented by development of a schedule profiling the expected timing of delivery of these savings to highlight, on a

¹ Of the £29.8m of specific savings approved for delivery in 2019/20, £0.6m relates to areas that form part of wider savings plans or actions to mitigate pressures. As such, these savings are incorporated in determining the updated net residual pressures position considered as part of (iii) above.

timely basis, where corrective action may be required and this analysis will be appended to in-year revenue monitoring reports.

- 4.7 After successive years' efficiencies, the measures required to deliver the 2019/20 savings programme are correspondingly more challenging and there will almost inevitably be a degree of slippage in the year. As a result, the need for mitigating action will require to be assessed and appropriate remedial actions implemented on an ongoing basis.

Council-wide efficiencies target

- 4.8 Of the £9.5m target, gross actions totalling £8.578m have been identified to date as shown in Appendix 2. This total includes the approved drawdown of £0.786m from the Council Priorities Fund which recognised the challenging nature of the 1.55% efficiency savings target.

- 4.9 The efficiencies actions include, but are not limited to, the following workstreams:

- (i) Lean and Automation teams are both in place and together aim to deliver up to £1.75m of savings in 2019/20, with a pipeline of work being developed. In addition to delivering cashable savings, the Lean and Automation teams will support teams to increase processing capacity to address service performance challenges;
- (ii) A review of senior management structures is underway with the intention of releasing savings of £0.5m in 2019/20. A separate review within Communities and Families is seeking the in-year delivery of £0.64m of savings;
- (iii) A Council workforce management panel has been introduced with the aim of bearing down further on non-essential recruitment, agency and overtime spend, complemented by a review of those posts deemed to be pre-approved as essential, such as Teachers and Social Workers;
- (iv) Procurement-related savings of at least £0.4m are being targeted through both robust grants and contract management processes and a revised approach to challenging requisitions and purchases in respect of planned and actual spend. It is estimated that savings of £0.1m will accrue to the General Fund, with the balance relating to the Capital Investment Programme and Housing Revenue Account; and
- (v) Focused income maximisation activity across the Council, generating up to £1m.

- 4.10 In recognition of the need for further development of detailed implementation plans for some elements of the operational efficiency workstream, however, a risk contingency of £1.5m has also been incorporated at this stage, reducing the sum of expected actions to £7.078m. In addition, as part of the roll-forward of the 2019/24 revenue budget process, existing assumptions with regard to the achievability of future years' efficiency-related savings targets will be re-assessed.

Residual pressures

- 4.11 Reporting during 2018/19 consistently highlighted the need to address residual directorate pressures on a sustainable basis through the identification and implementation of appropriate mitigating actions. The update to the Committee's previous meeting on 7 March 2019 intimated that residual net pressures across the Communities and Families, Place and Resources Directorates amounted to £8.8m.
- 4.12 As with the other workstreams noted at paragraph 4.2, work is continuing to identify further actions to reduce this level of pressure. Appendix 3 sets out the composition of gross pressures of £18.247m in the areas concerned, along with associated mitigating actions.
- 4.13 £8m of corporate savings measures were included in the approved 2019/20 budget and, as a result, in contrast to previous years, the ability to mitigate residual service pressures through this route is much more limited. A maximum further £3m of such corporate savings has therefore been reflected within the £13.3m of actions available to offset some of these residual pressures included in Appendix 3, resulting in a requirement to identify and deliver a further £4.947m of savings to address the requirement in full. It should be noted that use of savings from loan charges to offset pressures will result in the loss of opportunity to use this money to fund infrastructure.

Edinburgh Integration Joint Board (EIJB)

- 4.14 The EIJB met on 29 March and agreed £11.9m of budget savings proposals for 2019/20 across the partners as listed in Appendix 4. A report being considered by the EIJB on 24 May intimates a further proposed contribution from reserves of £2.36m, alongside progress on a range of previously-agreed parallel actions.
- 4.15 Allowing for the £2.5m additional contribution which is held within the Council Priorities Fund (release of which is contingent upon sustained performance improvement across a range of key outcome measures) and the proposed use of EIJB reserves noted above, the residual EIJB budget gap in 2019/20 is currently £7.15m. The EIJB will give further consideration to this budget gap and further measures to be initiated at its next meeting on 24 May. Tri-partite work involving the EIJB, NHS and Council partners is continuing, with a shared commitment to exploring achievement of overall financial balance.

- 4.16 The most recent performance update to the EIJB on 29 March 2019 reported the position at January 2019 and evidenced significant improvement across a number of areas as shown below:

	September 2018	January 2019
Total individuals waiting for assessment	1,749	1,245
% of assessments outwith standard priority timescales (14 days Priority A, 28 days Priority B)	52.3%	34.6%
Delayed discharge total	271	192
Waiting in community for a package of care	720	615
Individuals waiting in hospital for a package of care	129	49

- 4.17 Active monitoring of these key indicators will continue to ensure that recent performance improvements are sustained. It is recommended, however, that release of the £2.5m Council Priorities Fund contribution approved as part of the Council's 2019/20 budget remain subject to bringing forward a balanced overall budget for the EIJB (inclusive of the £2.5m CPF contribution). It is also the intention that future management of the EIJB budget is based fully on the arrangements set out within the Integration Scheme.

Teachers' pensions

- 4.18 The Committee has previously been advised of increases in teachers' superannuation contribution rates following a review of actuarial assumptions by the UK Treasury. While it was anticipated, at the time of budget-setting, that these changes would be largely offset by the receipt of Barnett Consequentials that would, in turn, be passed to Local Government by the Scottish Government, the approved budget nonetheless includes provision of £1.5m, being the full-year effect of the unfunded element of around 21%.
- 4.19 It had been anticipated that confirmation of this funding would be included in the UK Government's Spring Statement. This confirmation has not, however, yet been received and, as such, remains a risk to budget framework assumptions. Implementation of the contribution rate increase has, however, been delayed from April to September 2019, with the potential to reduce the level of in-year pressure by around £0.5m. Discussions between the Scottish and UK Governments on this issue are on-going.

Overall projected position for 2019/20

- 4.20 While, as noted earlier in the report, the current assessment is for the majority of savings to be delivered in full, given the trends observed in recent years, it is felt prudent to incorporate a general risk contingency set at 15% i.e. an assumption that 85% of savings identified will be delivered. At this stage, assuming implementation of all the actions included in Appendices 2 and 3, there is therefore a residual gap, after applying this risk contingency, of £13.740m. This position also assumes approval and subsequent delivery by the EIJB of measures sufficient to result in a balanced position in 2019/20.

Savings Category	Target	Identified	Weighted savings identified (assuming 85% delivery)	Gap
	£m	£m	£m	£m
Approved Savings – specific measures	29.173	29.173	24.797	4.376
Approved Savings - 1.55% Efficiencies (net of specific risk contingency)	9.500	7.078	7.078 ²	2.422
Residual pressures	18.247	13.300	11.305	6.942
Total	56.920	49.551	43.180	13.740

Further measures required to achieve financial balance

- 4.21 In view of both the level of assumed corporate savings (£8m within the approved budget and a further £3m identified in respect of service pressures mitigation) and available timescales for implementation of further measures, urgent action is required to address this residual gap.

Council Priorities Fund

- 4.22 It is recommended that, subject to confirmation of the 2018/19 revenue outturn, funds be earmarked within the Council Priorities Fund (CPF) pending development of additional actions of sufficient full-year value to address the related savings requirement on a sustainable basis. The Fund's current uncommitted balance is around £5m. While, if subsequently applied in full, this would reduce the remaining savings requirement in 2019/20 to £8.740m, it does not, however, obviate the need for more difficult choices and prioritisation if financial sustainability is to be maintained during the period of the framework.

² No further assumed delivery weighting applied due to explicit incorporation of risk contingency.

Responsibilities of Executive Directors and Chief Officer of Edinburgh Health and Social Care Partnership

- 4.23 As set out in the Council's Financial Regulations, Executive Directors are accountable for the financial performance of their directorates against the budget allocated and may incur revenue expenditure in furtherance of agreed Council policies only to the extent that budgetary provision has been made. As part of ensuring the overall sustainability of the Council's financial planning and management arrangements, Executive Directors also have a responsibility to review their respective budgets on an on-going basis. This includes the active monitoring and management of service pressures, delivery of approved savings and application of approved service investment, particularly in cases where this investment is targeted towards delivery of longer-term savings.

Responsibilities of elected members

- 4.24 Elected members' responsibilities include ensuring proper control is exercised over the authority's expenditure through scrutiny of periodic financial reports comparing expenditure with the level of budgetary provision.

Development of additional actions

- 4.25 The decisions required in the current and subsequent financial years are undoubtedly challenging but, against a backdrop of a real-terms reductions in funding, increasing demand, inflationary pressures and relative protection of health and social care and schools-related services, now need to be considered.
- 4.26 At the previous meeting of the Finance and Resources Committee on 7 March 2019, members agreed a motion requesting the identification of further potential savings or income-generating measures in 2019/20 in order that these could be applied, as necessary, where slippage or change in planned actions required alternatives.
- 4.27 To this end and as an initial contribution to this consideration, Appendix 5 includes a number of measures proposed, or implemented, in other Scottish councils. Members should note that this is not an exhaustive list of options but demonstrates the scope for decision-making capable of dealing with projected funding shortfalls. Executive Directors and their Heads of Service will work with elected members to review a range of options with a view to developing, as appropriate, additional mitigating measures for implementation as part of the first quarter's monitoring report to be considered at the Committee's next meeting on 15 August. This update will be informed, amongst other factors, by detailed analysis of the 2018/19 outturn, updated information on the position in respect of teachers' pensions noted at 4.19 above and any available flexibilities around loans fund advances, pending updating of relevant guidance and regulations by the Scottish Government. In the meantime, however, Executive Directors are instructed to cease all discretionary expenditure.

- 4.28 An extract of the relative priorities of citizens, as expressed through the online budget simulator used as part of the recent public engagement exercise, is furthermore included as Appendix 6 to inform this consideration.
- 4.29 The Accounts Commission *Challenges and Performance* report elsewhere on today's agenda reiterates that councils cannot be expected to deliver continuous improvement across all services in the current financial climate and, by extension, requires the taking forward of conversations with communities on relative priorities. Development of a sustainable revenue budget is also essential to delivery of wider priorities, including progressing the Wave 4 schools programme and to meet the requirements of the Prudential Framework.

Building standards services – fees for site inspections and completion of work certificates

- 4.30 In setting the Council's revenue budget for 2019/20 on 21 February 2019, members approved a number of income-generating measures set out in the earlier Change Strategy report considered by the Finance and Resources Committee on 1 February 2019. Part of the savings approved included a proposal to increase fees and charges for Building Standards services for Site Inspections and Confirmation of Completion of Work.
- 4.31 The current fees do not cover the costs of operating the service and have not changed for over ten years. The proposed revisions to fees included in Appendix 7, effective from 1 July, would bring Edinburgh more into alignment with other Scottish city authorities. The resulting income will be monitored and reported to CLT as part of the governance arrangements for tracking the delivery of the Income Maximisation strand of the budget savings for 2019/20. Subject to members' approval, these amended charges will be referred to Council for ratification on 30 May.

Spend to Save application – pitch improvements, Leith Academy

- 4.32 Leith Academy's synthetic pitch is in very poor condition and currently not used for curricular PE lessons, with limited community use. There is therefore significant pressure from the school and local community sports clubs to replace the current 2G pitch carpet to support the school's PE delivery and sports development in the surrounding area.
- 4.33 An independent site inspection report for the current pitch has been undertaken and a corresponding cost plan for the refurbishment developed. It is estimated that a 2G to 3G upgrade would cost of the order of £0.206m, inclusive of a 5% contingency.
- 4.34 Several meetings with the school and stakeholders have taken place. Total external funding contributions of £0.053m are anticipated, resulting in an estimated net funding requirement of £0.153m.
- 4.35 Upgrading the carpet from 2G to 3G will increase use of the pitch and it is anticipated that additional income of £26,000 per annum will be generated from increased lets. The additional income will be partially offset by annual maintenance costs, which are estimated at £5,600.

- 4.36 The additional annual net revenue generated of £20,400 is estimated to result in a payback period of 7.5 years. While this is longer than the average payback period for the fund, given the current fund balance of £2.5m, will not preclude the taking forward of other eligible projects. Subject to members' approval, this decision will be referred to Council for ratification on 30 May.

5. Next Steps

- 5.1 Executive Directors will work with elected members in developing further required savings actions with reference to both required timescales for implementation and the measures' alignment to the Council's key priorities and outcomes.

6. Financial impact

- 6.1 While significant progress has been made since the Committee considered the previous revenue budget update on 7 March 2019, the report nonetheless re-emphasises the importance of proactive management of pressures and delivery of approved savings. In view of the latest assessment, however, further measures will require to be implemented during the year if the integrity of the framework is to be maintained.

7. Stakeholder/Community Impact

- 7.1 There is no direct relevance to the report's contents. In considering measures to secure the Council's wider financial sustainability, however, members may wish to consider both activities' respective contributions to the key outcomes of the Change Strategy and public engagement feedback on the Council's relative priorities.

8. Background reading/external references

- 8.1 [Finance Update](#), Edinburgh Integration Joint Board, 24 May 2019
- 8.2 [2019/20 Financial Plan](#), Edinburgh Integration Joint Board, 29 March 2019
- 8.3 [Performance Report](#), Edinburgh Integration Joint Board, 29 March 2019
- 8.4 [Revenue Budget Framework 2019/23 – Progress Update](#), Finance and Resources Committee, 7 March 2019
- 8.5 [Coalition Budget Motion](#), City of Edinburgh Council, 21 February 2019
- 8.6 [Feedback on the Change Strategy and Budget Proposals, 2018 and 2019](#), The City of Edinburgh Council, 21 February 2019
- 8.7 [Council Change Strategy: Planning for Change and Delivering Services 2019-2023](#), Finance and Resources Committee, 1 February 2019
- 8.8 [Council Change Strategy – Risks and Reserves 2019-2023](#), Finance and Resources Committee, 1 February 2019

9. Appendices

Appendix 1 - 2019/20 approved savings – current Finance RAG assessment

Appendix 2 – Efficiencies workstream, 2019/20 – actions identified to date

Appendix 3 – Gross pressures and associated mitigations, 2019/20

Appendix 4 – EIJB approved savings, 2019/20

Appendix 5 – Options published by other local authorities

Appendix 6 – Key findings from online budget simulator process used as part of 2019/20 budget engagement process

Appendix 7 - Proposed changes to building fees for site inspections and completion of work certificates with effect from 1 July 2019

2019/20 approved savings - current Finance RAG assessment

Approved saving	Department	2019/20 approved saving	Current Finance RAG assessment		
			Green	Amber	Red
Enabling Educational Efficiencies – Third Party Grants (2018/19 additional spend)	Communities and Families	0.250	0.250		
Invest in Revenue Collection Officers	Communities and Families	0.175	0.175		
Invest to reduce temporary accommodation voids rates	Communities and Families	0.090		0.090	
Adoption of Scottish Government Framework for electricity and gas	Communities and Families	0.030		0.030	
NHS commissioned services	Communities and Families	0.100	0.100		
Carers' Act Funding	Communities and Families	0.075	0.075		
Efficiencies in the delivery of accommodated children's services	Communities and Families	0.510	0.405	0.105	
Library service - reduce book fund	Communities and Families	0.200	0.200		
ASN adaptations to mainstream schools	Communities and Families	0.100	0.100		
Heritage language	Communities and Families	0.042	0.042		
Support for Learning Management	Communities and Families	0.200	0.200		
Police funding	Communities and Families	0.522	0.522		
	Total Communities and Families	2.294	2.069	0.225	0.000
Edinburgh Leisure (£0.350m efficiency saving is fully offset by a pay award-related uplift, resulting in unchanged 2019/20 service payment)	Communities and Families	0.350	0.350		
	Total Edinburgh Leisure	0.350	0.350	0.000	0.000
Funding the Edinburgh Partnership and Third Sector Interface	Services reporting to Chief Executive	0.040	0.040		
Reduce capacity in Strategy and Communications	Services reporting to Chief Executive	0.200	0.100	0.100	
	Total for services reporting to Chief Executive	0.240	0.140	0.100	0.000
Asset Management Strategy and Service Reprovisioning	Resources	0.250			0.250
ICT Solutions Organisational Review	Resources	0.450	0.450		
ICT/CGI Partnership Arrangements	Resources	0.050	0.050		
Print and Mail Strategy	Resources	0.090		0.090	
Emergency Service Provision for Edinburgh Shared Repairs Service	Resources	0.218	0.218		
Investment portfolio rationalisation	Resources	0.415		0.415	
Non Domestic Rates Appeals	Resources	0.800		0.800	
Additional advertising income	Resources	0.470		0.470	
Increasing rental income	Resources	0.500	0.500		
Business support services review	Resources	1.000		1.000	
Property and FM: Management and Investment Estate Savings	Resources	0.515	0.515		
Reduction in Executive Director of Resources budget	Resources	0.126	0.126		
Upfront Payments	Resources	0.200		0.200	
Property Maintenance Programme (2018/19 additional spend)	Resources	0.850	0.850		
Corporate Learning and Development – Budget Reduction	Resources	0.250	0.250		
Monitoring Officer – Budget Reduction	Resources	0.107	0.107		
ICT Partnership – Contract Optimisation	Resources	1.200		1.200	
	Total Resources	7.491	3.066	4.175	0.250
Improved Approach to Street and Environmental Enforcement	Place	0.750		0.375	0.375
Tourism and Marketing Reform	Place	0.300	0.300		
Localities Phase Two	Place	0.300			0.300
Area-Based Regeneration	Place	0.250		0.125	0.125
Parking Action Plan Phase 2	Place	0.369			0.369
Fleet Review	Place	0.500		0.500	
Commercialism and Income Maximisation - Full Cost Recovery	Place	0.200		0.180	0.020
Commercialism and Income Maximisation - Statutory Consents	Place	0.825	0.577	0.177	0.072
Commercialism and Income Maximisation - Pre-planning Applications	Place	0.100	0.100		
Commercialism and Income Maximisation - Culture	Place	0.150	0.150		
Commercialism and Income Maximisation - Parks and Greenspaces	Place	0.150			0.150
Joint Procurement of Waste Contracts	Place	0.325		0.325	
Re-provision of public conveniences	Place	0.250		0.250	
Clean and Green (2018/19 additional spend)	Place	0.250	0.250		
Roads (Additional funding) (2018/19 additional spend)	Place	0.250	0.250		
Capitalisation of Road Maintenance Budget	Place	0.500	0.500		
Transport Reform	Place	0.500		0.500	
Economic Development	Place	1.200		1.200	
New Ways of Working - Public Safety and Business Continuity	Place	0.130			0.130
	Total Place	7.299	2.127	3.632	1.541
Council Tax	Corporate	3.000	3.000		
Loans charges	Corporate	5.000	5.000		
Workforce Modernisation and Change Management	Corporate	0.500		0.500	
Contract Optimisation	Corporate	0.100	0.100		
EDI	Corporate	1.047	1.047		
	Total	9.647	9.147	0.500	0.000
		27.321	16.899	8.632	1.791
Parking - increase charges by average of 4.5% per annum over four years	Place	0.800	0.400	0.400	
Cultural grants	Place	0.052	0.052		
Discretionary income	Council-wide	1.000	0.750	0.250	
		29.173	18.101	9.282	1.791
			62%	32%	6%

Efficiencies workstream, 2019/20 - actions identified to date

Action	Description of Action	2019/20 £000
	Approved Budget Savings 2019-20: Operational Efficiencies at 1.55% of Net Expenditure	9,500
Management Savings (C&F)	Communities and Families will review managerial structures and will produce a revised senior management structure. The part year savings for 2019/20 are estimated at £0.64m.	640
Workforce Control (C&F)	Communities and Families will apply targeted vacancy control taking account of service needs and priorities. Essential child protection services and schools budgets will be exempt from additional vacancy controls.	700
Workforce Control (C&F)	Family & Household Support and Quality Assurance have a number of existing vacancies. These vacancies will be frozen pending a wider review of the service which will also re-structure management posts.	350
Workforce Control - Reduction in Agency and Overtime (Place)	Enhanced workforce controls will be implemented in Place to reduce overtime and agency spend. Recognising instances where permanent staff are not used for operational and economic reasons due to seasonal or irregular service patterns, an overall 5% reduction has been assumed. For illustration, this represents the equivalent of 16 FTE at grade 5.	450
Reduction in Discretionary Expenditure (Place)	Development and implementation of proposals to reduce further discretionary expenditure across the Place directorate, including staff travel.	250
Place Development - Efficiencies	Development and implementation of a range of efficiency measures. It is anticipated that the material aspects of this workstream will come from the Housing Service Improvement Plan, through a focus on productivity and efficiency; and Economic Development, through a review of third party contract arrangements.	730
Place Management - Efficiencies	Development and implementation of a range of efficiency measures.	530
Workforce Control (Resources)	A 1.55% efficiencies savings target has been allocated to Finance (£52,000), HR (£59,000) and Legal and Risk (£25,000). The saving is anticipated to be achieved as follows: Finance-employee turnover; HR-full year effect of 2018/19 Organisational Review; Legal and Risk-review of recharge rates and time recording processes.	136
Customer and Digital Services - Efficiencies	Implementation of a range of savings measures across Business Support, Customer and Digital Services, including employee turnover savings; employee savings achieved through changes in service delivery; review of existing contracts; channel shift savings; and review of income from external customers.	656
Operational Efficiencies - Lean Business Processes	Development and implementation of a pipeline of Lean reviews to simplify business processes, eliminate waste and develop lean and efficient processes, ensuring that we are making best use of our existing technologies; enabling development of a culture of continuous improvement and improving the quality and consistency of service.	1,250
Operational Efficiencies - Intelligent Automation	Development and implementation of a pipeline of reviews to automate high volume, low value repetitive business transactions to release savings, increase capacity, improve processing quality and accuracy, and enhance management information.	500
Operational Efficiencies - Income Generation	Development and implementation of proposals to generate additional income.	1,000
Operational Efficiencies - Reduction in Senior Management	Review and reconfiguration of senior management structures across the Council to reduce costs.	500
Operational Efficiencies - Procurement	This workstream will develop a range of contract management efficiencies through robust grants and contract management, with a focus on the top Council suppliers, in terms of influenceable spend; and, implement a revised approach to requisitions / purchases, to enable a targeted constructive challenge of spend.	100
Council Priorities Fund	This represents the drawdown of the balance set aside in the Council Priorities Fund which recognised the challenging nature of the £9.5m (1.55%) efficiencies savings target for 2019/20.	786
	Operational Efficiencies - Gross Actions	8,578

Action	Description of Action	2019/20 £000
Operational and Other Efficiencies - Savings Delivery Risk Adjustment	Interim risk adjustment applied against efficiencies workstream savings targets pending development of detailed savings implementation plans.	-1,500
	Operational Efficiencies - Net Actions	7,078
	Operational Efficiencies - Remaining Gap	2,422

Gross pressures and associated mitigations, 2019/20

Pressure	Description of Budget Pressure	2019/20 £000
Home to School Transport	Expenditure on home to school transport increased from £5.5m in 16/17 to £7.4m in 18/19. In addition, approved savings of £0.4m in 2018/19 have not yet been delivered. The majority of the additional expenditure relates to children with additional support needs and there has been a significant increase in children receiving individual or high cost shared transport.	2,700
Homelessness	The shortage of suitable temporary accommodation is leading to the service having to place individuals in bed and breakfast accommodation. This is the most costly provision as the proportionate level of housing benefit the Council receives for B&B is low in comparison to other accommodation types.	2,000
Community Access to Schools	The budget for community access to secondary schools assumes a net surplus of £1.3m but at present is achieving £0.25m. Additional PPP and facilities management charges introduced in recent years have affected the net surplus being delivered.	1,050
Schools - Demography	Demography funding provided in recent years has been insufficient to meet the full impact of rising school rolls on the cost of the budget allocations determined through the Scheme of Devolved School Management.	1,000
Schools - Non Devolved Costs	Non-devolved costs for maternity cover, grounds maintenance and other central costs are in excess of available budgets.	900
Management Savings (C&F)	Proposals for approved management savings of £0.35m have not yet been fully developed and implemented.	350
Residual Pressures 2018/19 - Waste and Cleansing	Waste and Cleansing services have experienced underlying pressures including additional employee costs and higher than anticipated Landfill Tax expenditure. Measures, including the implementation of Millerhill operations and additional contract management efficiencies, are in place to address these underlying deficits through the Waste Improvement Plan and wider budget realignment.	2,935
Residual Pressures 2018/19 - Deferred Delivery of Approved Savings (Place)	Management action will be required in 2019/20 to deliver the full impact of savings approved by Council in February 2018 including: Economic Development review (£0.3m); Fleet savings (£0.2m); Roundabout and Verge advertising (£0.2m); and Garden Waste collection (£0.5m).	1,200
Residual Pressures 2018/19 (Place)	There are a range of underlying budget pressures across Place Directorate including a shortfall in Pay and Display parking income; additional expenditure in Parks and Greenspace; and increasing legal fees relating to planning appeals.	1,820
Staff Increments 2019/20 (Place)	The estimated impact of staff increments in 2019/20 is £1.2m. Budget management measures including vacancy control and removal of discretionary spend budgets have been applied in 2018/19 and it will be significantly more challenging for managers to meet this cost than has previously been the case.	1,200
Transport Review 2019/20	There were a number of vacancies within the Transport service during 2018/19. The proposed structure within the current Roads and Transport organisational review represents an increase on current staffing. Further work will be undertaken to ensure that the final organisational structure is affordable and sustainable.	1,200
Parking Income 2019/20	In 2018/19, there was a marked change in parking behaviours which resulted in reduced pay and display income. A further provision of £0.45m is assumed against parking income in 2019/20 and this will be closely monitored on an ongoing basis.	450
Property and Facilities Management	This pressure represents residual savings of £0.903m to be achieved from the Asset Management Strategy which was approved by Act of Council 2016 and Property and Facilities Management employee turnover savings of £0.539m approved by Act of Council 2018.	1,442
	Gross Pressures	18,247

Action	Description of Mitigating Action	2019/20 £000
Homelessness - Reduction in use of Bed and Breakfast	A range of actions to reduce the use of Bed and Breakfast including 60 additional Private Sector Leasing properties (with lease premiums payable in order to attract landlords to the scheme), and 18 additional HRA properties being made available for temporary accommodation from the end of 2018/19.	1,000
Homelessness - Additional Housing Benefit	Increased income from a reduction in Housing Benefit clawbacks, resulting from a change in the mix of temporary accommodation types and the conversion of B&B properties to Shared Accommodation with access to cooking and cleaning facilities.	500
Home to School Transport	Implementation of a range of actions to seek to reduce the pressure including: A more equitable home to school transport policy; a review of individual and high cost packages to identify alternative options; a new framework agreement for external transport hire; and a Transport Allocation Panel to assess all requests for individual transport.	700
Community Access to Schools	A number of actions are being considered to seek to reduce the pressure including: transfer of the management of primary and special school lets and non-sports lets to Edinburgh Leisure; a revised opening hours model to reduce additional PPP and facilities management costs; and harmonisation of prices with Edinburgh Leisure.	600
Early Years	Maintenance of existing staffing vacancies pending reconfiguration of the organisational structure to realign staffing responsibilities to fulfil the requirements of Early Learning and Childcare Expansion.	750
Additional Income (C&F)	Fees and charges were increased by 5% on average and it is anticipated that this will deliver additional income above the level of budgeted increase.	120
Service Containment of Increment Costs (Place)	Development and implementation of a range of savings measures across service areas to offset the cost of staff increments in 2019/20.	1,200
Localities and Communities Investment Funding	The Council's budget for 2018/19 approved an allocation of £0.25m to support investment in Communities and Localities with decisions on investment approved through Locality Committees. Due to the timing of approval and the lead in time required to deliver projects, it is estimated that expenditure incurred in 2019/20 will be £0.12m.	130
Operational Efficiencies - Senior Management Review (Place)	Review of senior management arrangements within Place Management.	100
Realise Full Year Impact of Previously Approved Savings (Place)	Not all 2018-19 savings were realised in full. Management action will be undertaken to deliver the full impact of the Economic Development review (£0.3m); Fleet savings (£0.2m); Roundabout and Verge advertising (£0.2m); and Garden Waste collection.	1,200
Implement Service Reforms (Place)	Development and implementation of service reforms to be implemented in year. Potential areas for change include reforms to Council Transport Companies; and implementation of cashless parking to reduce cash handling costs.	200
Reduction in Budget Pressures (Place)	Development and implementation of proposals to challenge and reduce the impact of identified cost pressures. This will include detailed analysis of the reduction in Pay and Display parking income which emerged in 2018-19 to consider potential action to mitigate the effect.	500
Value for Money Audits (Place)	The proposal will build on case studies from other Local Authorities where VFM audits have been undertaken in terms of frequency of service operations, associated costs and citizen satisfaction. Association for Public Service Excellence (APSE) reports and recommendations will be evaluated for adoption of best practice.	300
Contract Efficiencies (Place)	Further contract management efficiencies will be negotiated and implemented in Place Management. The proposal will not impact on front line service delivery.	600
Millerhill Operations (Place)	The full year benefit of Millerhill operations will be realised in 2019-20.	1,800
Pentland Hills Operations (Place)	The proposal relates to a review of operating arrangements including consideration of the allocation of operating costs between funding partners.	100

Action	Description of Action	2019/20 £000
Re-Profile of Expenditure	Carry forward of Property and Facilities Management earmarked balance from 2018/19 to mitigate the 2019/20 budget pressure.	500
Corporate Budgets	Corporate budgets will be reviewed on an ongoing basis to seek to secure additional savings of up to £3m through a range of measures, including proactive treasury management to increase investment income and maximisation of Council Tax income through continuation of improvements in collection rates and ongoing review of the council tax base, discounts and exemptions.	3,000
Mitigation of Budget Pressures - Total Actions		13,300
Budget Pressures - Remaining Gap		4,947

EIJB approved savings, 2019/20

EIJB approved savings, 2019/20		2019/20 £000
Proposal	Description of Savings Proposal	
Grip and Control		
Transport efficiencies	Implementation of a range of efficiencies, including: the introduction of a revised assisted transport policy which aims to reduce dependency on transport provided by the Partnership, whilst maximising independence through utilising individual and community based resources; introduction of greater "grip and control" around provision of staff transport.	500
Reduction in agency staffing expenditure	A range of grip and control measures to reduce expenditure in relation to agency and supplementary staffing, particularly across the care home estate and within disability services.	700
Budget control and efficiencies in ATEC24 Service	Introduction of better grip and control in relation to the processes for requesting and authorising spend against the NHS budget for the equipment service provided by the ATEC 24 service	250
S2C GP practices	Establishment of a dedicated post will ensure greater grip and control within Section 2C GP practices and provide day to day operational support to address current projected overspends.	250
3 Conversations Model / Edinburgh Offer / Service Redesign		
Home care	Right sizing the internal home care service, to achieve a scaled, effective in-house managed service, which is focused on provision of reablement and complex care. Mainstream care at home can then be purchased from the external market.	500
Overnight home care	Modernisation of the existing overnight home care service to bring it into line with other out-of-hours/responder systems. Introduction of better continence care to reduce the need for overnight support and meet outcomes in a more cost effective and less intrusive way.	250
Overnight support	Introduction of a city-wide responder service to support a strategy of shared overnight support, aligned with better use of assistive technology. This would provide a more cost effective and less intrusive way of alternative to traditional sleepover services for those service users whose needs can be appropriately met in this way.	250
Expansion of Be Able model of day care	Increase access to the successful Be Able programme of older people's day care by refocusing our resources on providing high-end support and reablement approaches. Increase the number of Be Able sessions from 9 a week to 15 a week. Move away from the provision of internal mainstream daycare with the resulting closure of 2 day care centres.	92
Closure of Gylemuir House Care Home	The lease for Gylemuir House does not permit the physical upgrades and improvements which are necessary to meet the terms of Care Inspectorate registration. Gylemuir cannot provide this service going forward and will need to be closed. There is sufficient capacity across the rest of the care home estate to manage the immediate demand for interim care, pending a wider redesign of the bed base.	2,250
Delivery design	Reconfiguration of organisational structure to support our move towards the 3 Conversations whole-system model of delivery. Simplification of locality management structures to provide more supportive management and professional governance.	350
Mental health and disabilities services efficiencies	A range of efficiency measures within mental health and disability services, including a review of the current management arrangements for internally provided services; reviews of packages of care, aligned with the 3 Conversation model, to ensure fair and equitable provision of support in areas such as short breaks and housing with support; a review of out of Edinburgh placements for mental health.	736
Community/hospital interface	This proposal seeks to create a city-wide sustainable Hospital @ Home service as part of a wider review and rationalisation of a variety of disparate, specialist teams working within the community.	375
Other		
Scheduling efficiencies in the internal home care service	Introduction of a new IT scheduling system for the internal home care service, leading to greater efficiency in scheduling and a consequent reduction in current administration costs.	125
Uplifts to rates	Honouring the commitment to support providers to deliver the Scottish Living Wage whilst also working with those providers in 19/20 to deliver increased efficiencies and reduced costs.	550

Proposal	Description of Savings Proposal	2019/20 £000
Efficiencies in hosted and set aside services	Continue to work in partnership with NHS Lothian on this area of budget pressure.	2,140
Increases to charges	Discretionary charges for health and social care services (including care at home, day care and telecare and community alarm services) increased by 5%, pending the development of a more comprehensive charging strategy for services.	500
Prescribing	A range of prescribing efficiency measures which includes actions that have taken place in 18/19 that impact on expenditure in 19/20 have been estimated at £0.5m. Schemes for next year include; polypharmacy reviews, scriptswitch, rebates, GP practice intervention project, dietetic reviews of oral nutritional supplementation and a care home waste reduction initiative.	2,123
Total		11,941

Option	Description of Savings Option
Options published by other Local Authorities	
Roads and Transportation Review	Prioritisation and efficiency review including: out of hours service and shift working; organisational structure; overtime; vehicles; and winter maintenance.
Review of Scheme of Devolved School Management	Efficiency review of the DSM scheme including consideration of revised training allocations and review of central staffing allocations.
Early Years / Early Learning and Childcare	A review of the whole Early Years service taking account of the expanded Early Learning and Childcare (ELC) provision.
Instrumental Music Service	27 councils have introduced charging for instrumental music tuition with various discounts and exemptions applying.
Review of Culture and Leisure	A reduction in the management fee across Culture and Leisure services
Revision of staffing allocations to Schools	Re-basing all staffing allocations across Primary, Secondary and ASN schools to ensure transparency and fairness following national class size guidance and removing all ad-hoc allocations. A whole system approach to teacher wellbeing will be introduced to manage staff absence and reduce absence and supply staff.
Changes to the Level or Approach to Service Delivery	Changes to service levels including: reductions in roads service provision; reductions in ground maintenance; and reduction in the frequency of services delivered by Facilities Management.
Early Years Operational Efficiencies	Optimisation of the future operating model supporting the expansion of Early Learning and Childcare, to deliver economies of scale and operational efficiencies arising from the extended day and extended year service provision.
Specialist Teachers	Transformational change of support for pupils to a whole system approach to wellbeing and in clusters. The service will embrace third sector partners and work closely with established groups within the Community Planning Partnership to develop a whole community approach to inclusion and support for young people.
Service Prioritisation	
Service Prioritisation	The Accounts Commission <i>Challenges and Performance</i> report elsewhere on this agenda reiterates that councils cannot be expected to deliver continuous improvement across all services in the current financial climate and, by extension, requires conversations with communities on relative priorities. An extract of the relative priorities of citizens, as expressed through recent public engagement, is included as Appendix 6.

Information for other local authorities is based on a desk-based review of published budget papers. Further analysis and engagement would be required to inform budget decisions.

The online budget simulator

Process

The online budget planner presented information on how the Council currently allocates its resources. This tool allows stakeholders to view this information, make changes to the levels of spending in each service area, and understand some of the consequences that might result from making that level of change in each service area's budget. Participants had discretion to increase or decrease funding to all services in 5% increments from -20% to +10%, or to leave funding at current levels.

To encourage meaningful feedback and for ease of use, not all Council services were included in the online planner. It is estimated that Scottish Local Authorities provide in the region of 600 to 700 distinct services, and the complexity of this level of financial information would discourage public engagement and inclusive engagement.

Services with large budgets were included automatically – such as schools and care. Smaller services were grouped together if they were closely related and their combined revenue budgets exceeded £3m. Purely internal services such as Human Resources and Finance had their budgets proportionately allocated to the services they support. This last decision was taken to provide insight into how participants would make meaningful choices between services they receive, rather than reduce funding in areas where they believed there would be no consequences for service delivery.

Initially, participants needed to balance the budget over four years before they could submit (around 11% savings were needed), but this was relaxed after six weeks to allow respondents to submit a one-year budget.

Insights

The following table shows the average change in all service areas included in the online planner.

Fig 2. Average change for all services, for all submitted budgets using the online planner

Services	Average change
Mental health services	-3.8%
Care at home for older people	-4.8%
Roads, transport and infrastructure	-5.0%
Secondary schools	-5.3%
Primary schools	-5.4%
Services for people with disabilities	-5.4%
Residential care for older people	-5.4%
Waste, cleansing and environmental wardens	-6.3%
Residential care for children, child protection services and additional support for learning	-6.6%
Parks, greenspace and local environment	-7.1%
Culture	-7.1%
Nursery schools, nursery classes and early years centres	-7.2%
Economic development	-8.2%
Planning, building & trading standards and environmental health	-8.5%
Sport and leisure	-8.6%
Community learning and development	-8.9%
Community safety and CCTV	-8.9%
Libraries	-9.1%

The amount of spending on **mental health services** was reduced by less than any other service area and had the largest proportion of participants (13%) who balanced their budgets and increased spending in this area. There was strong agreement about the importance of mental health services across all demographic groups, with Council colleagues making the largest overall reduction to this service area (-5%). Amongst those who submitted only a one-year budget, there was no net reduction in spending in this area.

Care at home for older people had an overall reduction of 4.8%. There were obvious demographic and age differences in relation to participant budgets for this service; men reduced this service area by twice as much (-5%) as women (-2%); and younger participants made larger reductions (-5%, those aged under 25) compared to older participants (-3%, those aged 45 and over).

Roads, transport and infrastructure spending was reduced by 5% overall, and showed no large differences by demographic group. However, 12% of participants wanted to see spending in this area increase – this was the second highest proportion of participants whose budgets included an increase after mental health services.

Spending on **primary schools** and **secondary schools** was very similar, with both having an overall reduction of just over 5%. Parents of school-age children made only a 4% reduction in both services; perhaps unsurprisingly, parents of school-age children prioritised primary and secondary schools over all other service areas – including nursery schools and child protection services. Spending on schools tended to be reduced by more by older participants (-6% to -8%, those aged 45 and over) and by Council colleagues (-8%).

Services for people with disabilities had a 5.4% overall reduction and was reduced by men (-6%) more than women (-3%). The same pattern was observed for **residential care for older people**, with an overall 5.4% reduction and larger reductions from men (-6%) than women (-4%). However, unlike care at home, there was no strong pattern in submitted budgets based on the age of participants, with younger and older participants making similar choices.

Waste, cleansing and environmental wardens had a net budget reduction of 6.3%. Council colleagues made the largest reductions (-8%) of any group, with the smallest reductions (-4%) made by those aged 65 and over.

Spending on **residential care for children, child protection services and additional support for learning** had an average reduction of 6.6%. Participants aged over 65 made much larger cuts (-9%), as did men (-8%), while parents made a reduction only slightly better than the average (-6%).

Parks, greenspace and the local environment had a net 7.1% reduction, with the largest reduction being made by those aged under 25 (-9%), compared to only a 6% amongst those aged 65 and over.

Spending on **culture** was reduced by 7.1% on average, with Council colleagues making a 10% reduction overall and the smallest reductions being made by participants under 25 (-6%) and women (-6%).

The 7.2% reduction in the budget for **nursery schools, nursery classes and early years centres** was the largest of any of the education services. While Council colleagues cut this budget by 7%, this was less than they reduced primary and secondary budgets (-8%). Those aged 65 and over made an overall reduction of 10% for this budget – the joint-highest reduction this age group made for any service area.

The 8.2% reduction in spending on **economic development** includes the most divergent views amongst participants. Those aged under 25 made an average reduction of only 4%, and by contrast those in other age groups made reductions of 9%. Council colleagues and parents both targeted the service with larger cuts, each group submitting average 11% reductions – this was the highest reduction parents made to any service area.

Planning, building & trading standards and environmental health had an average 8.5% reduction in spending. This was consistent across most age groups, with only those aged 65 and over cutting the service by 6%. This service grouping showed the smallest change in overall budget change based on the total saving submitted by participants – those who submitted only a one-year budget reduced spending on this area by 7%, compared to those who submitted a four-year budget reducing spending by 13% – a gap of only 6%. By contrast, the gap between one-year and four-year budgets were 18% for primary schools, 13% for mental health services, and 10% for culture.

Participants reduced spending on **sport and leisure** by 8.6%. The group making the smallest reduction overall were those aged 65 and over (-6%), while Council colleagues made the largest reduction (-11%) and most other groups were similar.

The 8.9% reduction in **community learning and development** included the largest reduction made by Council colleagues (-12%) and reductions tended to increase as participant age increased. Those aged under 25 made average 7% reductions, increasing to 10% reductions amongst those aged 65 and over.

Community safety and CCTV was reduced by an average of 8.9% and showed little variation amongst demographic groups.

Libraries had their budgets reduced by, on average, 9.1%. This service had one of the largest reductions in one-year budgets (7%, joint equal with economic development), but also had one of the largest reductions in four-year budgets (17%, joint fourth overall). There were no significant differences by demographic group.

Proposed changes to building fees for site inspections and completion of work certificates with effect from 1 July 2019

Category	Scale	Current Fees and Charges	New Fees and Charges
Property Inspections (PI) Domestic	Site visits	£125.00	£375.00
Property Inspections (PI)	Site visits	£50.00	£100.00
Confirmation of Completion – Commercial	Estimated work cost up to £10,000	£250.00	£500.00
	Estimated work cost up to £30,000	£460.00	£920.00
	Estimated work cost up to £50,000	£580.00	£1,160.00
	Estimated work cost up to £80,000	£760.00	£1,520.00
	Estimated work cost up to £100,000	£880.00	£1,760.00
	Estimated work cost up to £200,000	£1,380.00	£2,760.00
	Estimated work cost up to £300,000	£1,880.00	£3,760.00
	Estimated work cost up to £400,000	£2,380.00	£4,760.00
	Estimated work cost up to £500,000	£2,882.00	£5,764.00
	Estimated work cost up to £600,000	£3,755.00	£7,510.00
	Estimated work cost up to £750,000	£4,630.00	£9,260.00
	Estimated work cost over £750,000	By Arrangement	By Arrangement
	Confirmation of Completion -Domestic	Site Visit	£125.00
Site Visit		£50.00	£100.00

City of Edinburgh Council

10am, Thursday, 30 May 2019

2018 Edinburgh People Survey Headline Results – referral from the Corporate Policy and Strategy Committee

Executive/routine
Wards
Council Commitments

1. For Decision/Action

- 1.1 The Corporate Policy and Strategy Committee has referred a report on the 2018 Edinburgh People Survey to Council for consideration.

Laurence Rockey

Head of Strategy and Communications

Contact: Allan McCartney, Committee Manager

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Referral Report

2018 Edinburgh People Survey Headline Results

2. Terms of Referral

- 2.1 The Corporate Policy and Strategy Committee on 14 May 2019 considered a report summarising the results of the 2018 Edinburgh People Survey.
- 2.2 The Survey is the largest face-to-face survey undertaken by any UK local authority on residents' perception of Council services and quality of life issues. A locally representative sample of 5,170 residents were interviewed between September and December 2018.
- 2.3 The key findings are detailed in the report. These show sustained very high levels of satisfaction with Edinburgh and neighbourhoods as a place to live, feeling that people from different backgrounds get on well together, parks and greenspace, public transport provision, feeling safe in neighbourhoods after dark.
- 2.4 The Committee noted the report, and referred it to Council for further consideration.

3. Background Reading/ External References

Minute of the Corporate Policy and Strategy Committee of 14 May 2019.

4. Appendices

Appendix 1 - report by the Chief Executive

Corporate Policy and Strategy Committee

10am, Tuesday, 14 May 2019

2018 Edinburgh People Survey Headline Results

Item number
Executive/routine
Wards
Council Commitments

1. Recommendations

- 1.1 The Committee note the findings of the 2018 Edinburgh People Survey.
- 1.2 The Committee note that briefings have taken place with the Corporate Leadership Team and results are being rolled out to Senior Management Teams. Also note that services are expected to mainstream any actions taken in response to the Edinburgh People Survey findings as part of the strategic planning framework.

Andrew Kerr

Chief Executive

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2018 Edinburgh People Survey Headline Results

2. Executive Summary

- 2.1 This report summarises the results of the 2018 Edinburgh People Survey (EPS). The EPS is the largest face-to-face survey undertaken by any UK local authority on residents' perception of council services and quality of life issues. A locally representative sample of 5,170 residents were interviewed between September and December 2018.
- 2.2 The results from the EPS are used to improve performance, strategy development and outcome monitoring across the Council and with partner organisations. The survey emphasises the Council's commitment to listening to residents and contributes to the Council's understanding of communities and their experience of Council services.
- 2.3 Key findings of the report are summarised in section 4.

3. Background

- 3.1 The EPS is an annual survey of Edinburgh residents aged 16 and over, asking questions about local government services, quality of life issues and perception of the Council. It is the largest face-to-face satisfaction survey undertaken by any UK local authority and has been designed to give reliable results at ward and locality level.
- 3.2 Each multi-member ward in the city has a representative sample of 300 participants interviewed in the street or in their home. This combines to provide a sample of at least 5,100 interviews across the city each year. This sample size means that a 1.4% general confidence interval (or margin of error) applies to this survey. Results for all Edinburgh residents should be within 1.4% of those reported, if all residents were surveyed in the same way.
- 3.3 The results from the EPS are used to enhance business and customer insight required for improving performance, strategy development and outcome monitoring across the Council and with partner organisations. It allows the Council to track the impact of major initiatives, control costs by providing an omnibus-type survey for the Council, and evidence performance to regulatory and government bodies. It provides a robust, reliable and consistent methodology and produces data which is

future-proofed and reusable for a range of purposes. The survey contributes to the Council's understanding of communities and their experience of our services.

4. Main report

- 4.1 The key findings at a citywide level show:
- 4.1.1 Edinburgh residents remain satisfied with Edinburgh (95%) and their neighbourhoods (89%) as a place to live.
 - 4.1.2 65% of participants are satisfied with the way the Council is managing the city, lower than in 2017 (69%), and trending downward since 2013 (74%). A similar pattern is seen across local authorities throughout the UK. The Local Government Association (LGA) in October 2018 reported 60% of British adults were satisfied overall with the way their local council runs things. 73% of Edinburgh residents were satisfied with Council management of the neighbourhood.
 - 4.1.3 A high level of feeling safe in their neighbourhood after dark (84%) (LGA reported 76% in 2018) and agreement that neighbourhoods are a place where people from different backgrounds can get on well together (82%).
 - 4.1.4 Satisfaction with Edinburgh City Centre for shopping was 83% and 90% for leisure activities. 93% were satisfied with public transport to and within Edinburgh City Centre (93%), which is higher than satisfaction with public transport provision throughout Edinburgh as a whole (88%).
 - 4.1.5 The proportion of residents who have attended an Edinburgh Festival in the previous two years is unchanged (66%). Residents are asked whether they feel the Festivals make Edinburgh a better or worse place to live, with 72% saying better and 7% of residents saying worse.
 - 4.1.7 Edinburgh residents report a sustained level of satisfaction with parks and greenspaces (80%).
 - 4.1.8 Satisfaction with maintenance of roads, pavements/footpaths, street cleaning, rubbish collection and recycling have dropped in 2018 and show a downward trend over the last seven years. Satisfaction with these services has also dropped across Britain as a whole. (LGA, 2018).
 - 4.1.9 Residents feel that vandalism and graffiti, antisocial behaviour and dog fouling in their neighbourhood have become more common. Satisfaction with the way these issues are dealt with has decreased.
 - 4.1.9 35% of participants felt the Council provided value for money, down from 46% in 2016. 36% felt that they have a say on local issues and services.
- 4.2 Consistent with previous years, agreement and satisfaction with the Council and the City tended to be lower amongst unemployed people and those with long term illness or disability.

- 4.3 Those most likely to have taken part in a cultural activity continue to include students, those employed full time or self-employed, those with children, those aged 16-24 and people without a disability.
- 4.4 In general, respondents from ethnic minority groups/non-UK citizens were more satisfied with citizen services (e.g. public transport, parks and greenspaces, street lighting, maintenance of roads, pavements/footpaths, street cleaning, rubbish collection and recycling) than others, and high levels of satisfaction were also reported by students. Older respondents were less satisfied than younger residents with road and pavement maintenance, refuse collection and street cleaning. However, they were more satisfied than younger residents with recycling services and with public transport.
- 4.5 Finally, those with children in the household were more likely to be dissatisfied with the way dog fouling is dealt with in their neighbourhood. While those with greater concerns about safety after dark were those from socio economic group E, those with a disability, unemployed respondents, women, retired people and those aged 65+.
- 4.6 A summary of the survey findings is provided in the Appendix. The full set of results will be published on the Council website.

5. Next Steps

- 5.1 Actions taken by services and partners to address issues raised in this report will be embedded throughout the Council's strategic planning framework. Progress towards the delivery of services in these areas will be monitored and reported regularly to committee through the Council's performance management framework.
- 5.2 As in previous years, a press release and communications to colleagues will be coordinated at the time of committee. Individual service actions will continue to form part of each service's communications with its customers.

6. Financial impact

- 6.1 The Edinburgh People Survey was commissioned via competitive tender. This was the first year it was commissioned via the Scottish Government led Market Research Framework Agreement.
- 6.2 An independent market research company, Progressive Partnership Ltd, were appointed to conduct the fieldwork, with an optional extension to be considered annually up until 2022. The value of the awarded contract was £58,960 (excluding VAT) per annum with a caveat over the four-year term to limit any future increases. Increases will only be accepted if costs can be proven to have increased for the supplier.
- 6.3 The next EPS will be in 2020.

7. Stakeholder/Community Impact

- 7.1 The survey methodology ensures statistically representative results at ward level in terms of age and gender and at citywide level for age, gender and ethnicity. The survey is a key tool for understanding how services are received by all citizens.
- 7.2 Each year consultation takes place with users and potential users to ensure questions are relevant and meaningful. However, limited space within the survey means it is never possible to meet all demands.
- 7.3 The survey provides evidence on citizen perceptions and priorities which will enable services to adapt, to be delivered more efficiently and to understand customer and community needs. Through this improved understanding, it is expected that the survey will have a positive impact on actions around social justice and economic wellbeing, as well as on satisfaction with council services.

8. Background reading/external references

- 8.1 Further information and results of the Edinburgh People Survey will be published on the Council website.
- 8.2 [Local Government Association polling on resident satisfaction with councils in Britain. October 2018.](#)

9. Appendices

- 9.1 Summary of Edinburgh People Survey 2018 results.



Edinburgh People Survey

2018

◆ EDINBURGH ◆
THE CITY OF EDINBURGH COUNCIL

Background

- The Edinburgh People Survey is an annual tracking study to monitor the attitudes of residents towards the quality of life in Edinburgh and satisfaction with Council services.
- 2018 represents the 12th wave of the study.
- The survey consults over 5,000 residents annually and is the largest of its kind run by any local authority in Scotland.

Purpose and benefits

The Edinburgh People Survey is used to:

- Meet the data needs of the organisation.
- Track the impact of major initiatives.
- Control costs by providing an omnibus-type survey for the Council, rather than a mass of individual surveys.
- Evidence our performance to regulatory and government bodies.
- Provide a robust, reliable and consistent methodology.
- Make data which is future-proofed and reusable for a range of purposes.

Method

- Consistent to previous years.
- Data collected and processed by Progressive Partnership Ltd.
- Over 5,000 face-to-face interviews, either in street or in home.
- Quotas were set on age, gender, ethnicity and working status.
- Each interview lasted approximately 16 minutes.
- Fieldwork was conducted between 14th September and 10th December 2018.

Sample

WARD	2018	WARD	2018
Edinburgh	5,170	Fount. / Craig.	302
Almond	310	Morningside	301
Pentland Hills	302	City Centre	301
Drumbrae / Gyle	300	Leith Walk	305
Forth	310	Leith	301
Inverleith	303	Craigen. / Dudd.	303
Corstor. / Murray	301	South. / New.	301
Sighthill / Gorgie	306	Liberton / Gil.	301
Colinton / Fair.	307	Porto. / Craig.	316

Key findings

- Sustained very high levels of satisfaction with Edinburgh and neighbourhoods as a place to live, feeling that people from different backgrounds get on well together, parks and greenspace, public transport provision, feeling safe in neighbourhoods after dark.
- Edinburgh residents report a high level of satisfaction with Edinburgh City Centre for shopping, culture and leisure activities and public transport to and within the City Centre.
- Satisfaction with maintenance of roads, pavements/footpaths, street cleaning, rubbish collection and recycling have all decreased in 2018.
- Residents feel that vandalism and graffiti, antisocial behaviour and dog fouling in their neighbourhood are becoming more common over the last 4 years.

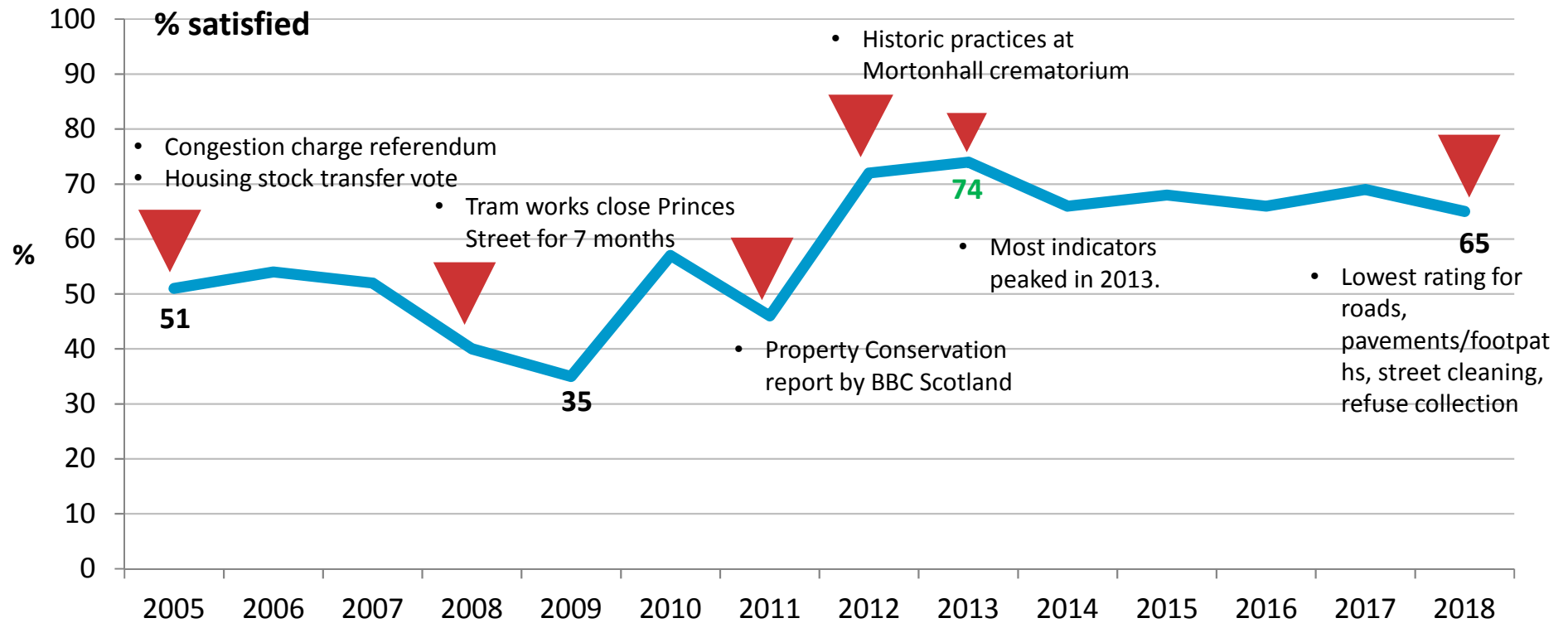


Edinburgh People Survey

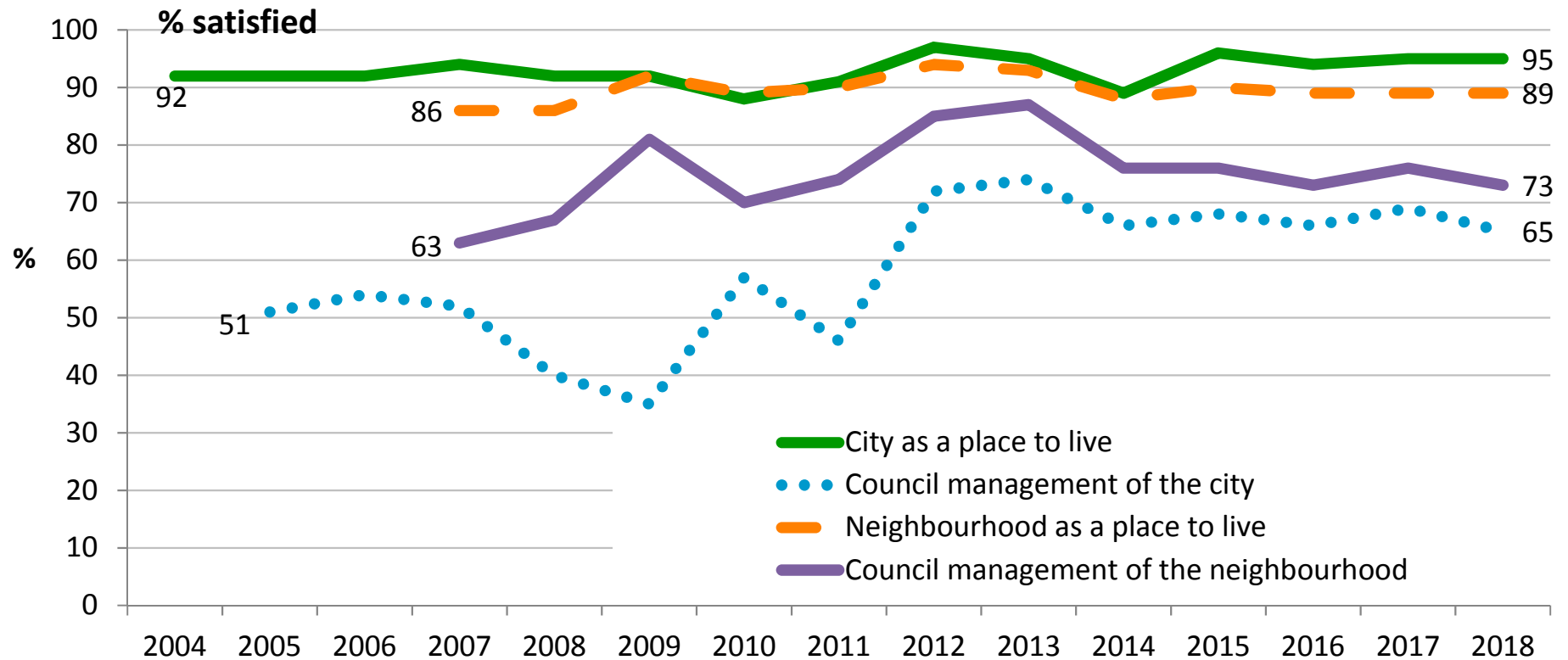
2018

The Council and the city

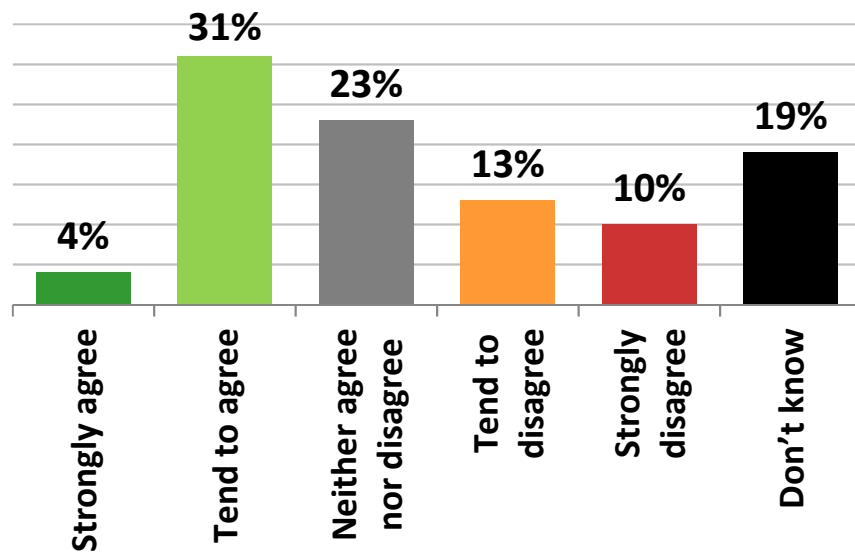
Council management of the city



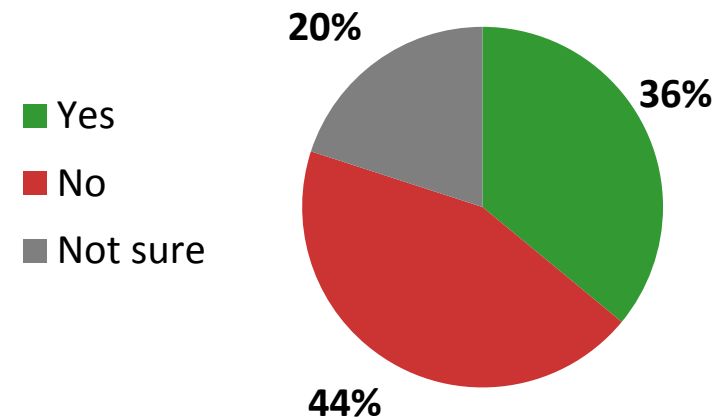
City as a place to live



35% agree that the Council provides value for money



36% feel that they have a say on local issues and services



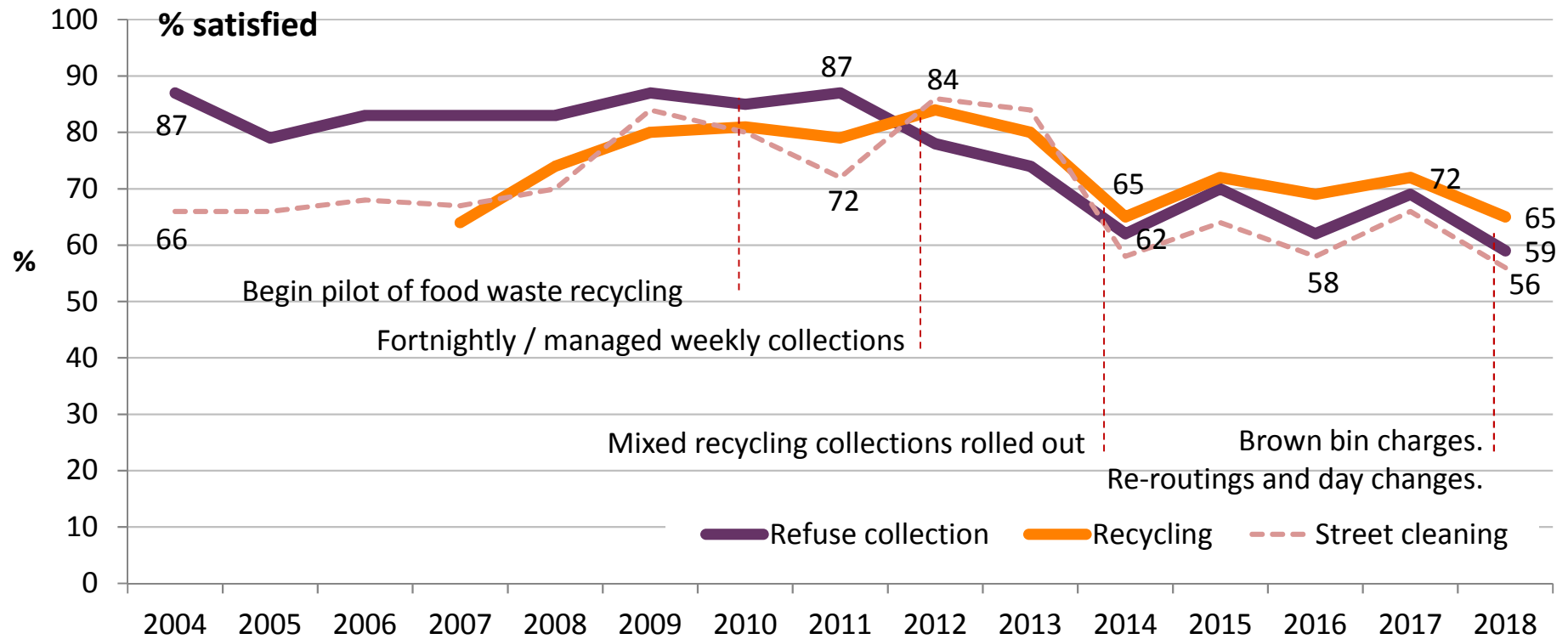


Edinburgh People Survey

2018

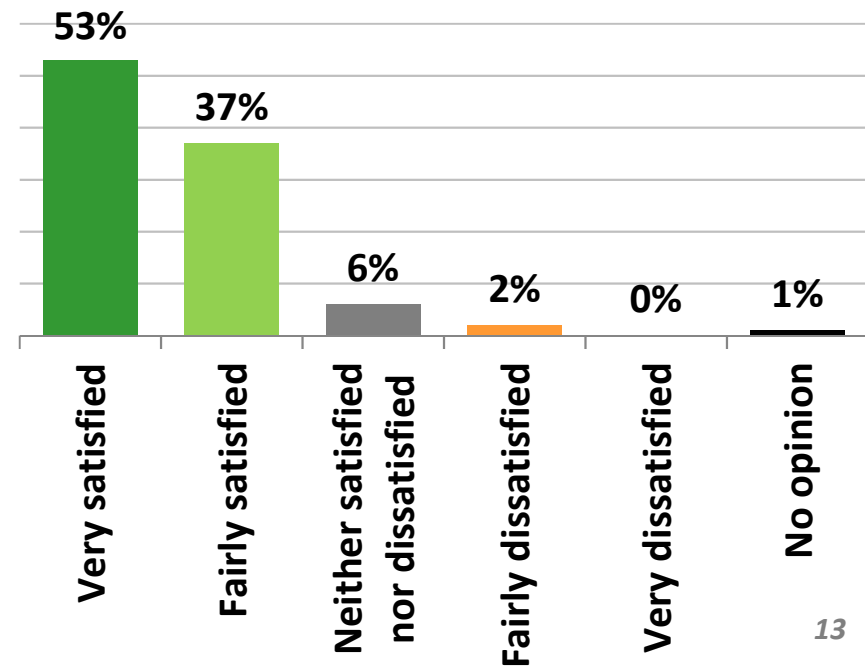
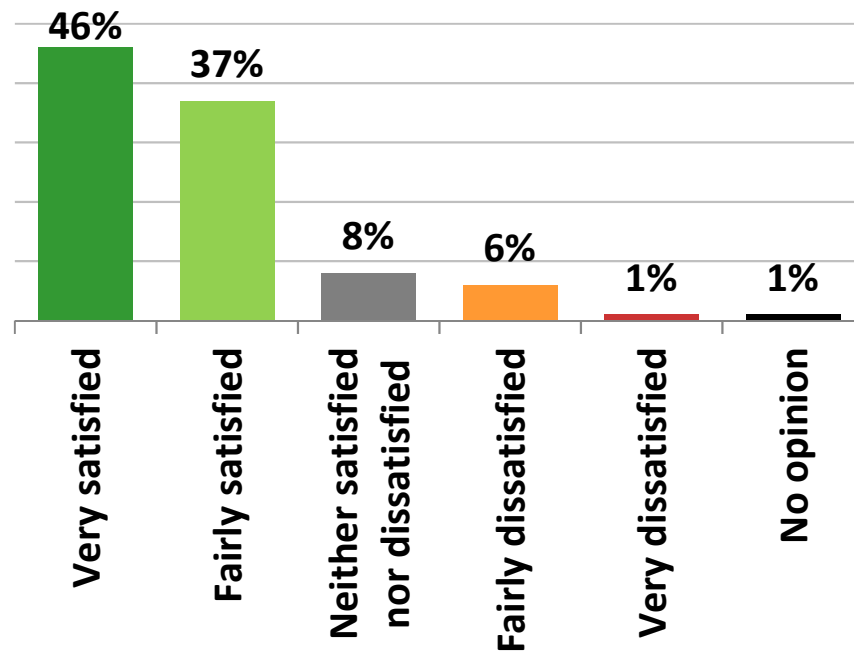
Citizen services

Refuse collection and recycling



83% are satisfied with the City Centre for shopping

90% are satisfied with the City Centre for leisure



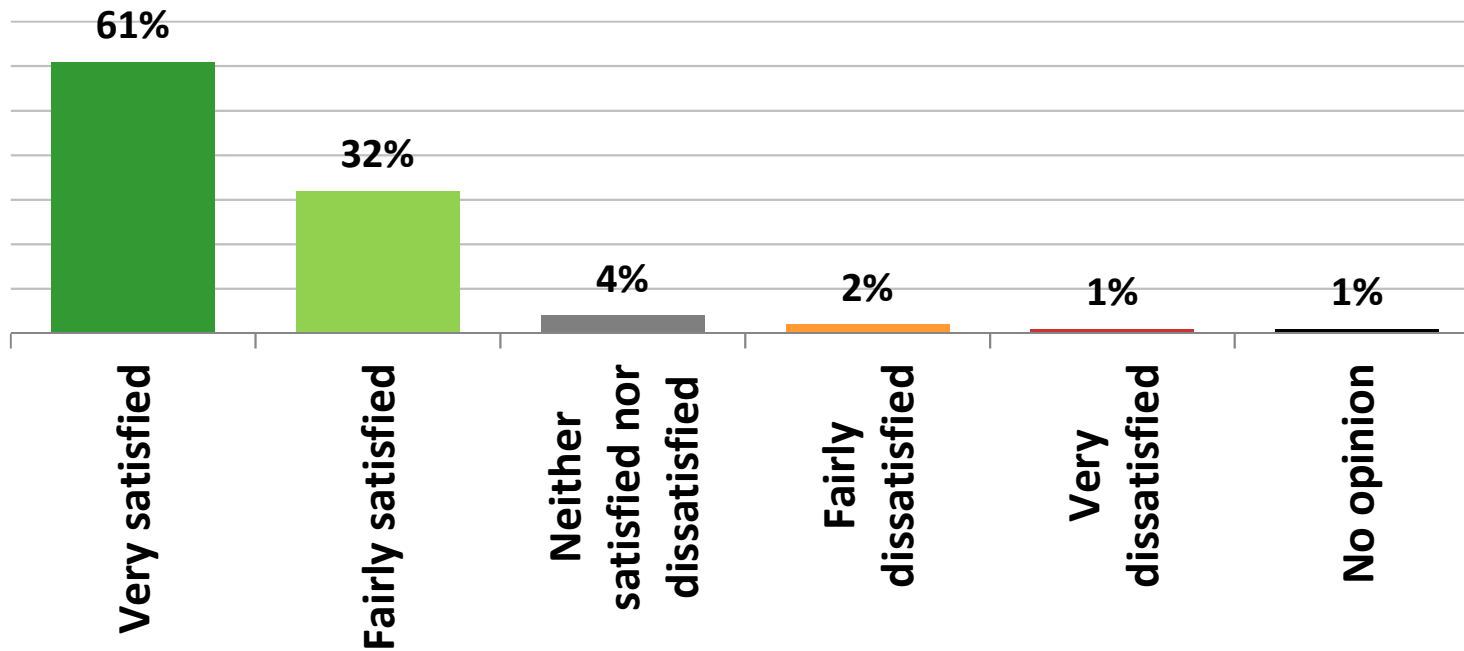


Edinburgh People Survey

2018

Travel in the city

93% are satisfied with public transport to/within the City Centre



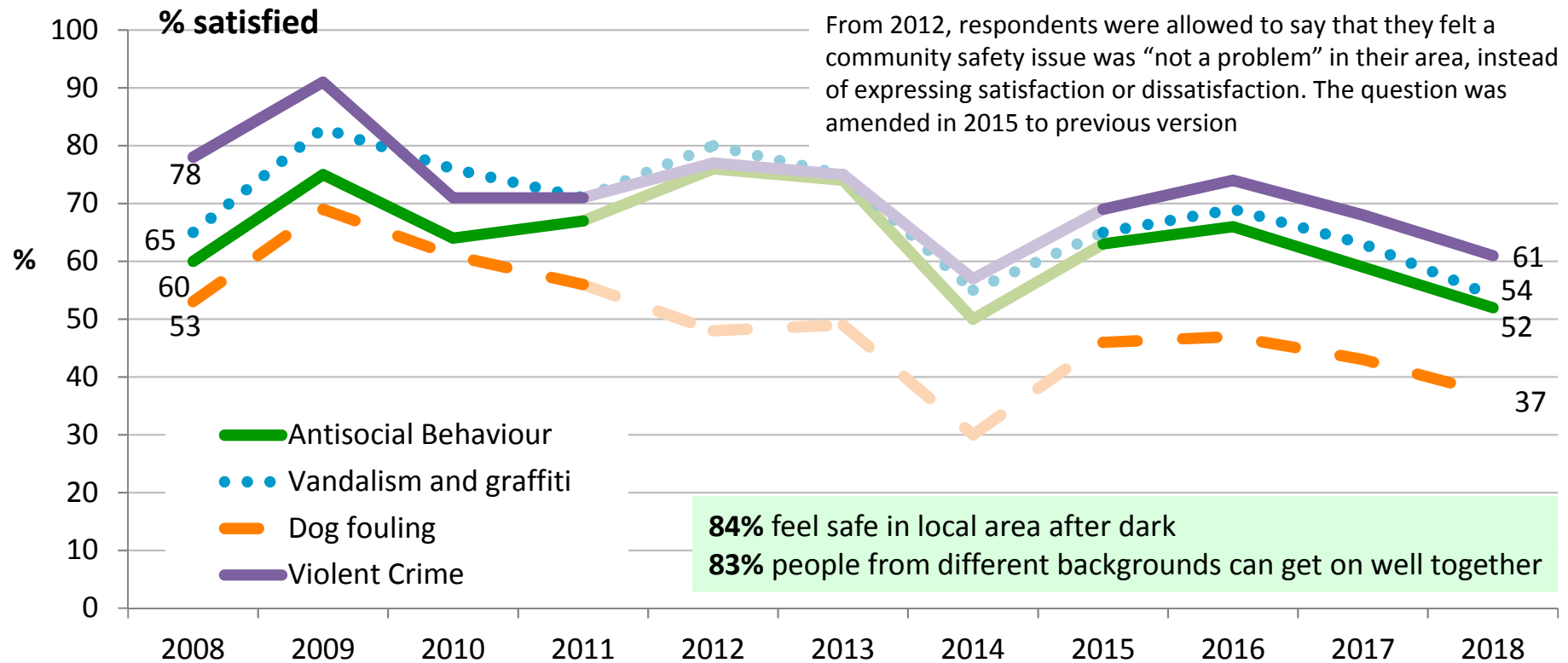


Edinburgh People Survey

2018

Community safety

Satisfaction with handling of community safety issues



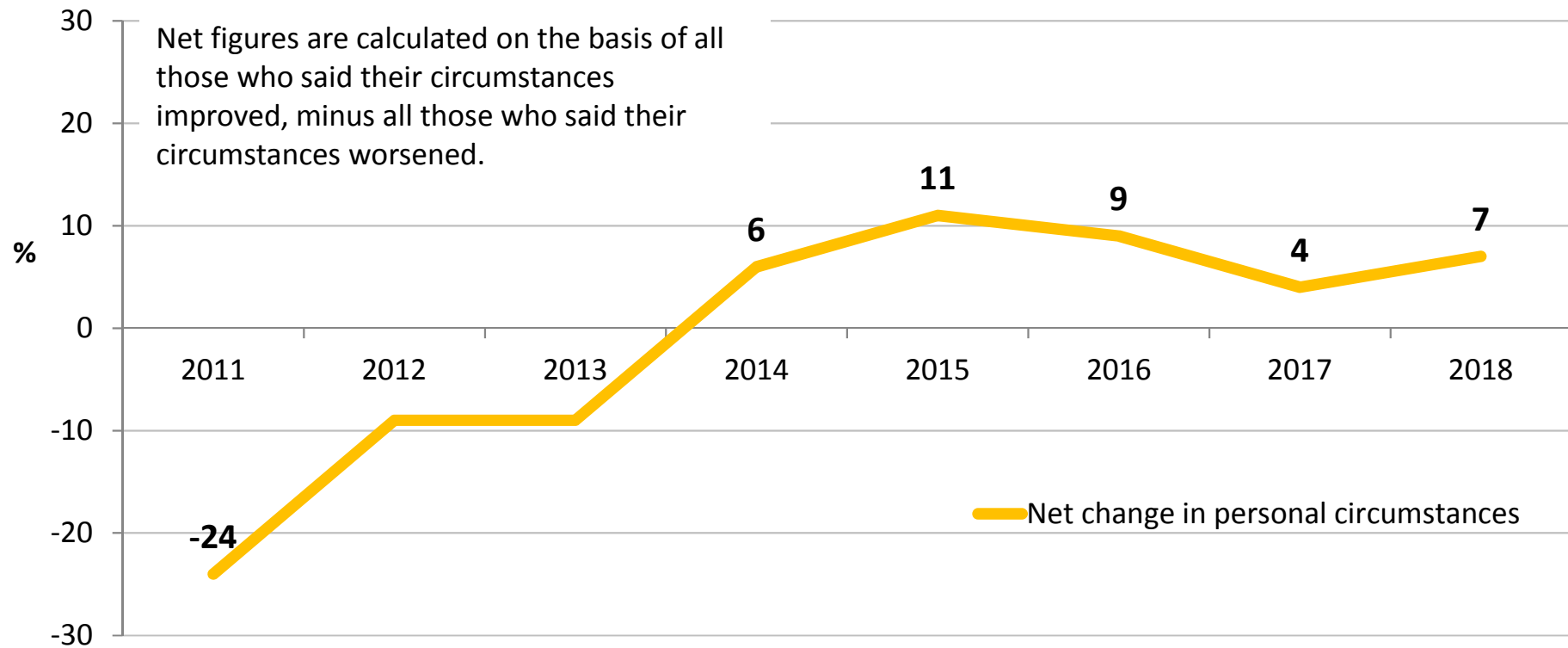


Edinburgh People Survey

2018

Personal wellbeing

NET change in personal finances



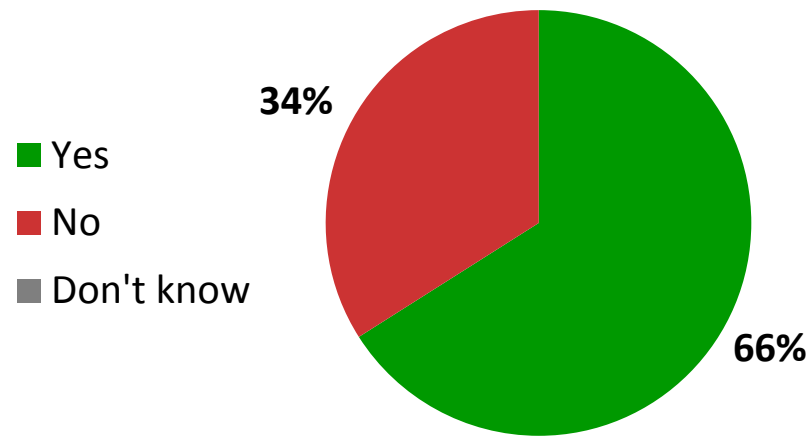


Edinburgh People Survey

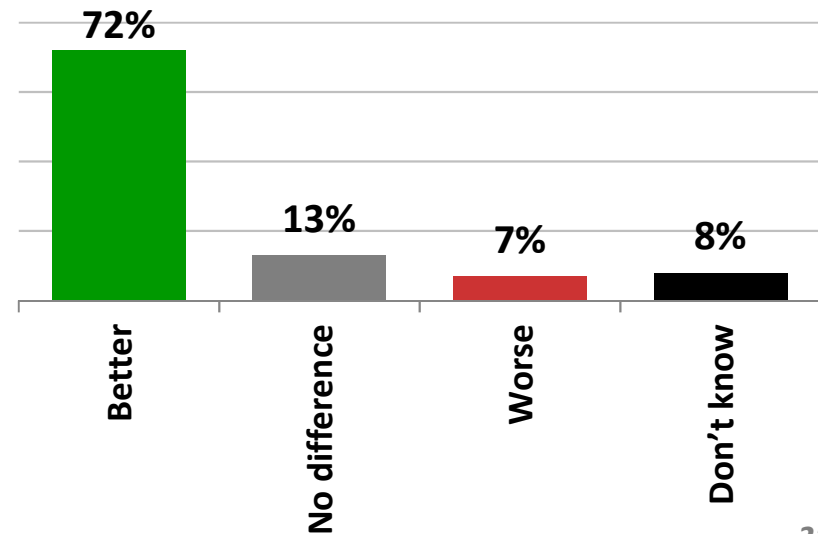
2018

Culture and sport

66% attended a festival in Edinburgh last 2 years



72% believe the festivals make Edinburgh a better place to live



City of Edinburgh Council

10am, Thursday, 30 May 2019

Local Government Benchmarking Framework 2017/18 – referral from the Corporate Policy and Strategy Committee

Executive/routine
Wards
Council Commitments

1. For Decision/Action

- 1.1 The Corporate Policy and Strategy Committee has referred a report on the Local Government Benchmarking Framework 2017/18 to Council for consideration.

Laurence Rockey

Head of Strategy and Communications

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Referral Report

Local Government Benchmarking Framework 2017/18

2. Terms of Referral

- 2.1 The Corporate Policy and Strategy Committee on 14 May 2019 considered a report summarising the results of the Local Government Benchmarking Framework 2017/18.
- 2.2 Led by SOLACE with the support of the Improvement Service, the Framework aims to provide a benchmarking toolkit for local government. It forms part of the Council's statutory requirements for public performance reporting as directed by the Accounts Commission.
- 2.3 The Committee noted the report, and referred it to Council for further consideration.

3. Background Reading/ External References

Minute of the Corporate Policy and Strategy Committee of 14 May 2019.

4. Appendices

Appendix 1 - report by the Chief Executive

Corporate Policy and Strategy

10.00am, Tuesday, 14 May 2019

Local Government Benchmarking Framework 2017/18 - Edinburgh Overview

Item number
Executive/routine
Wards
Council Commitments

1. Recommendations

- 1.1 It is recommended that Corporate Policy and Strategy note the Council's LGBF 2017/18 analysis as presented in the Appendix. This is benchmarking data for all Scottish Local Authorities and where the data is relevant can present a useful analysis of us in comparison to others.

Andrew Kerr

Chief Executive

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Local Government Benchmarking Framework 2017/18 – Edinburgh Overview

2. Executive Summary

- 2.1 This report provides an overview analysis of the 2017/18 benchmarking data provided by the Scottish Local Government Benchmarking Framework (LGBF) including a supplementary context for the data. Where relevant, the report provides further detail on the analysis presented in the report and sets out how this has benefitted service delivery.

3. Background

- 3.1 Led by [SOLACE](#), with the support of the [Improvement Service](#), the Local Government Benchmarking Framework (LGBF) aims to provide a benchmarking toolkit for local government.
- 3.2 The publication and use of this data forms part of the Council's statutory requirements for public performance reporting as directed by the Accounts Commission.
- 3.3 It should be noted that LGBF data is always retrospective and the framework provides benchmarking data and national rankings for services that were delivered in financial year 2017/18.

4. Main report

- 4.1 The Local Government Benchmarking Framework (LGBF) [National Benchmarking Overview Report 2017/18](#) was published by the Improvement Service in February 2019. The report provides Scotland level results and trend analysis of benchmarking data for services delivered in 2017/18.
- 4.2 The framework allows local authorities to compare their performance in 2017/18 across a suite of indicators of efficiency (unit cost) and outcomes, covering all areas of local government activity. Councils can compare their performance in 2017/18 using the toolkit on the [My Local Council](#) website.

- 4.3 The core purpose of the Local Government Benchmarking Framework is to support councils to target resources to areas of greatest impact, and to help them ask important questions of their key services. The framework provides high level ‘can openers’ to support senior managers and elected members to ask questions around service delivery and improvements.
- 4.4 Direct comparisons between councils can often be difficult, due to local differences in service structures and in service delivery. Notwithstanding this, benchmarking data is a useful tool to support collaboration and sharing between councils to better understand the differences and the approaches which may deliver improvements.
- 4.5 The Local Government Benchmarking Framework is not a comprehensive summary of all the performance of the Council in 2017/18 rather, the data published through the framework complements and informs the Council’s own Corporate Performance Framework.
- 4.6 The Appendix provides an overview of Council benchmarking performance in 2017/18 under the framework’s seven themes, namely:
- 4.6.1 Children’s Services
 - 4.6.2 Adult Social Care Services
 - 4.6.3 Environmental Services
 - 4.6.4 Culture and Leisure Services
 - 4.6.5 Housing Services
 - 4.6.6 Corporate Services
 - 4.6.7 Economic Development (including Planning)
- 4.7 Included in the appendix is a comparative overview of Edinburgh’s 2017/18 benchmarking data with the Scotland wide average, and the cities of Aberdeen, Dundee, and Glasgow.
- 4.8 In addition to the Local Government Benchmarking Framework, the Council also participates in several other benchmarking and service development groups. These include the Association for Public Service Excellence (APSE), Scotland’s Housing Network and Keep Scotland Beautiful.
- 4.9 Along with the Local Government Benchmarking Framework, these allow the Council to share best practice and provide a focus for service improvement initiatives.

5. Next Steps

- 5.1 The Local Government Benchmarking Framework 2017/18 data analysis will be used to inform Senior Management Team discussions and the Council Performance Framework.

6. Financial impact

- 6.1 There is no financial impact associated with this report.

7. Stakeholder/Community Impact

- 7.1 The publication and use of the benchmarking data forms part of the Council's statutory requirements for public performance reporting, [as directed by the Accounts Commission](#).

8. Background reading/external references

- 8.1 [LGBF National Overview Report 2017/18](#) published by the Improvement Service in February 2019.
- 8.2 [My Local Council](#) website.

9. Appendices

Appendix: 2017/18 Edinburgh Overview

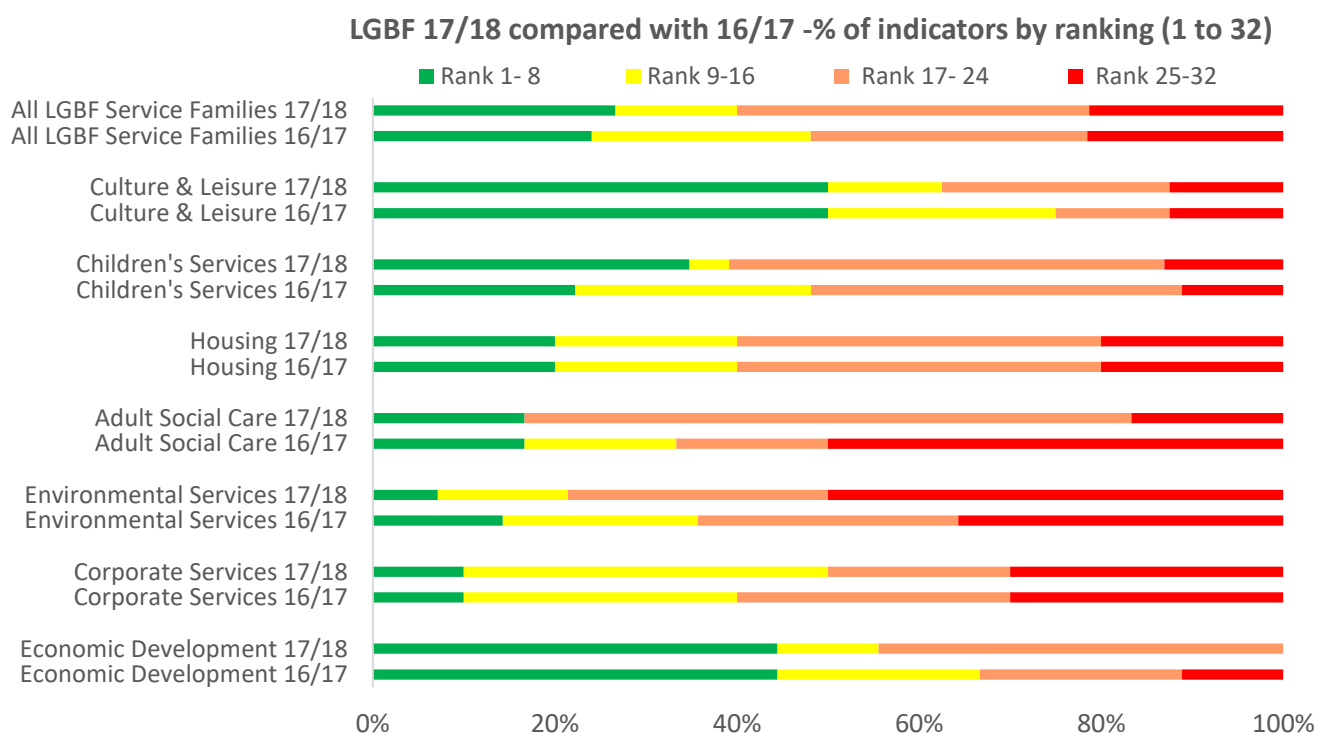
Appendix : 2017/18 Edinburgh Overview

LGBF 2017/18 summary

- This analysis of current year (2017/18) Local Government Benchmarking Framework (LGBF) benchmarking data provides:
 - a summary of Edinburgh's comparative ranking and indicator performance compared to the previous year, 2016/17.
 - indicator data and the national ranking position for all LGBF indicators
 - urban cities and Scotland average comparative data
 - an overview of national performance trends and local factors.

Edinburgh – national ranking summary (current data - 2017/18)

- Compared to last year (2016/17), across the 75 LGBF indicators, Edinburgh has improved its ranking position in 28 indicators, declined its ranking position in 36 and maintained ranking in 11 of the indicators. This is summarised in the graph below, by LGBF theme.



Graph 1 – percentage of Edinburgh LGBF indicators in each ranking band (2016/17 and 2017/18) by LGBF family theme

Edinburgh – indicator performance summary (current data - 2017/18)

3. Compared to last year (2016/17), across the 75 LGBF indicators, Edinburgh has improved its performance in 36 of the indicators, maintained performance in two and seen performance decline in 37 indicators, as outlined in Table 1 below.

Performance comparison	Children	Corporate	Adult Social Care	Environmental	Housing	Econ Dev	Culture & Leisure	Total	%
Improved	15	6	4	2	3	5	1	36	48%
Declined	7	4	2	12	1	4	7	37	49%
Maintained	1				1	-		2	3%
Total	23*	10	6	14	5	9	8	75	100%

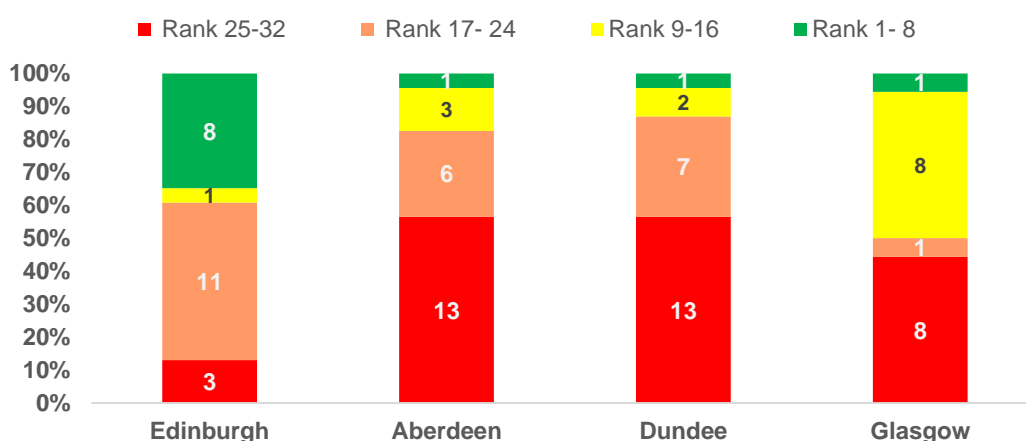
Table 1 – relative performance of Edinburgh LGBF indicators from 2016/17 to 2017/18, by LGBF family theme

** Four Children's indicators are collected every 2 years with 16/17 being the latest data available*

4. The following sections of the Appendix outline for each LGBF theme:
- indicator data and the national ranking position for all LGBF indicators
 - urban cities and Scotland average comparative data
 - an overview of national performance trends
 - additional information on locally underperforming areas.

Children's Services

5. There are 27 indicators in the LGBF that relate to the efficiency and effectiveness of Children's Services. Four of the indicators are collected every two years with 16/17 being the latest data available.
6. Of the 23 indicators, compared to last year Edinburgh's ranking has improved in 11, declined in 10 and been maintained in two. In terms of Edinburgh's performance, it has improved in 15, declined in 7 and maintained performance in one.
7. Graph 2 provides a comparative summary of Edinburgh's 2017/18 indicator rankings with the most relevant urban cities.



Graph 2 - 2017/18 Children Services, % of indicators by ranking band - city comparison

National trend summary, Children's Services

8. It is important to recognise the significant improvements achieved by Scotland's schools since the introduction of Curriculum for Excellence, particularly given the continuing change within the school system over recent years.
9. Despite real term reductions in the education budget since 2010/11, the number of pre-school and primary places in Scotland has increased, and measures of educational outcome have shown substantial positive progress, particularly for children from the most deprived areas.
10. The [LGBF National Overview Report 2017/18](#) outlines that national satisfaction with schools has fallen for the sixth year in a row. This data is drawn from the Scottish Household Survey (SHS) and represents satisfaction levels for the public at large, rather than for service users. Evidence shows there are differences between satisfaction levels for the wider public and service users and, while local analysis of service user experience and satisfaction is important, it is also helpful to interpret this in the context of wider public perceptions.

Edinburgh benchmarking analysis and local context, Children's Services

11. 2017/18 LGBF Children's Service indicator data and ranking position for Edinburgh, selected urban cities and Scotland are detailed in full in Table 2.
12. Edinburgh ranks in the top quartile of councils for the three Children's Services indicators that relate to costs. Several factors can influence the costs indicators, such as the urban/rural nature of the Local Authority area (for example, the three LAs with the highest cost are the three islands areas), the pupil population demographics, school sizes and teacher vacancy levels. Edinburgh ranks significant higher than other cities, though in some cases the difference in the cost per pupil can be relatively small.

For example Edinburgh is ranked 6th, and Glasgow is ranked 13th, but the difference between the cost per secondary pupils is less than £250.

13. Edinburgh anticipates that, the projected increase in the pupil population in Edinburgh, particularly at the secondary stage, the Early Years Expansion Plan, and the ongoing review and development of the schools' estate, may all impact on these indicators going forward.
14. For the eleven attainment related indicators, Edinburgh is ranked in the top quartile for three, and the lower for two, with the remaining six being middle ranking indicators. The three high ranked measures relate to the higher levels of attainment, and reflect to an extent the relative affluence of a significant proportion of Edinburgh pupils. For the three indicators relating to the 20% most deprived pupils, Edinburgh is ranked 18th or 19th and though below the national average, is higher than two of the three comparator cities.
15. The Edinburgh Learns Framework, developed in partnership with schools, officers, partner organisations and parents, aims to deliver excellence and equity in education across Edinburgh. This along with, for example, the '1 in 5' programme and other poverty related work, are focused on reducing the poverty related attainment gap in Edinburgh.
16. The proportion of pupils entering positive destinations figure tends to fluctuate though 2017/18 is the highest seen to date and Edinburgh's ranking at 19th is well above that of the other cities.
17. Edinburgh recorded lower levels of satisfaction with schools than other councils. 63% of adults were satisfied with local schools, meaning Edinburgh is ranked in the lower quartile for this indicator. This is in line with the other cities detailed in this report, who recorded similar levels of satisfaction. As outlined in paragraph 10, satisfaction with schools nationally, as recorded by the Scottish Household Survey, has consistently declined over recent years. To inform service planning and delivery, Edinburgh supplements this benchmarking data with local data. Whilst largely mirroring the national declining trend, locally recorded satisfaction amongst service users is higher, with 83% of service users satisfied with Edinburgh schools in 2018. The Edinburgh Learns Framework has parental involvement and engagement within schools at its centre.
18. For Looked After Children (LAC) the two cost indicators have shown improvement over the last few years with the cost for residential placements now in the top quartile with a higher ranking than Aberdeen and Dundee and reflects the work done to reduce the use of secure care. The cost for community placements is again ranked higher than Aberdeen and Dundee and the changes will reflect a reduction in foster care numbers and an increase in the proportion with local authority carers rather than independent carers.
19. The proportion of Looked After Children (LAC) in community settings is in the top quartile and reflects ongoing, relatively lower use of residential and secure placements.

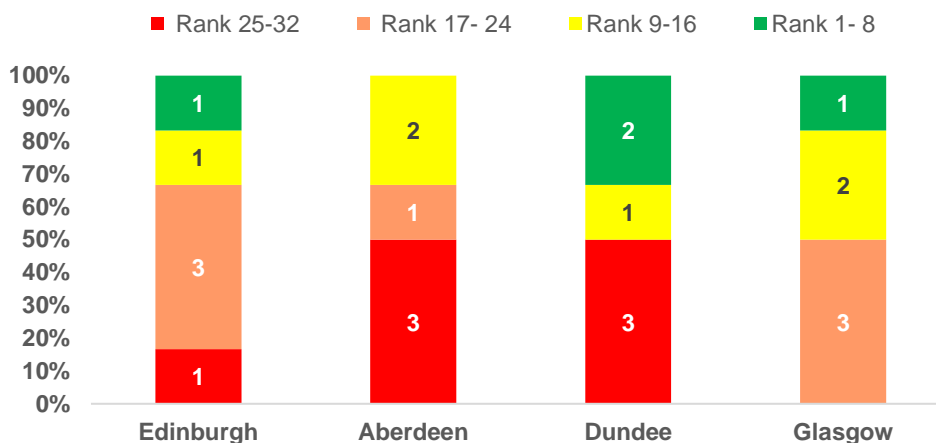
Local Government Benchmarking Framework 2017/18 Children's Services									
Indicator	Edinburgh		Aberdeen		Dundee		Glasgow		Scottish average
	17/18 data	17/18 ranking	17/18 data	17/18 ranking	17/18 data	17/18 ranking	17/18 data	17/18 ranking	
Cost per primary school pupil	£4,485	3	£5,113	18	£4,759	10	£4,711	9	£4,974
Cost per secondary school pupil	£6,517	6	£7,273	24	£7,083	21	£6,765	13	£6,879
Cost per pre-school education registration	£3,237	3	£4,734	19	£4,414	16	£6,449	30	£4,437
% of Pupils Gaining 5+ Awards at Level 5	62%	17	58%	25	48%	32	52%	30	62%
% of Pupils Gaining 5+ Awards at Level 6	37%	6	32%	17	24%	31	26%	30	34%
% of Pupils from Deprived Areas Gaining 5+ Awards at Level 5 (SIMD)	39%	18	29.0%	28	33.0%	24	43.0%	12	42%
% Pupils from Deprived Areas Gaining 5+ Awards at Level 6 (SIMD)	14%	19	9.0%	25	12.0%	21	18.0%	8	16%
The Gross Cost of "Children Looked After" in Residential Based Services per Child per Week	£2,735	6	£3,721	21	£3,634	20	data not available	n/a	£3,485
The Gross Cost of "Children Looked After" in a Community Setting per Child per Week	£357.14	24	£495.77	29	£559.29	30	data not available	n/a	£327.93
Balance of Care for looked after children: % of children being looked after in the Community	91.90%	7	88.71%	15	88.05%	18	data not available	n/a	89.69%
% of Adults Satisfied with Local Schools (data over 3 years average 11/14, 12/15 and 13/16)	63%	30	67%	27	63%	31	63%	31	72%
Proportion of pupils entering positive destinations	94.30%	19	91.3%	32	91.5%	31	92.3%	30	94.4%
% of children meeting developmental milestones	71.60%	20	78.26%	11	80.42%	5	1.52%	29	57.11%
% of early years provision rated good or better	93.8%	17	86.2%	27	86.3%	26	90.7%	20	91.0%
School attendance rates (per 100 pupils)	93.9 16/17 data	11 16/17 ranking	93.6 16/17 data	15 16/17 ranking	92.3 16/17 data	30 16/17 ranking	92.5 16/17 data	28 16/17 ranking	93.3 16/17 average
School attendance rate (looked after children)	91.9 16/17 data	9 16/17 ranking	91.43 16/17 data	13 16/17 ranking	90.45 16/17 data	22 16/17 ranking	91.03 16/17 data	19 16/17 ranking	90.98 16/17 average
School Exclusion rates per 1000 children	21.70 16/17 data	14 16/17 ranking	47.6 16/17 data	32 16/17 ranking	40.61 16/17 data	27 16/17 ranking	29.10 16/17 data	22 16/17 ranking	26.84 16/17 average
School Exclusion rates per 1000 looked after children	91.92 16/17 data	15 16/17 ranking	122.03 16/17 data	24 16/17 ranking	111.71 16/17 data	23 16/17 ranking	43.16 16/17 data	3 16/17 ranking	79.95 16/17 average
Participation rate for 16-19 year olds learning, training or working (per 100)	92.1%	18	89.8%	28	88.7%	32	88.8%	31	91.8%
% of child protection re-registrations within 18 months	4.21%	14	2.67%	8	7.75%	24	data not available	n/a	6.12%

Indicator	Edinburgh		Aberdeen		Dundee		Glasgow		Scottish average
	17/18 data	17/18 ranking	17/18 data	17/18 ranking	17/18 data	17/18 ranking	17/18 data	17/18 ranking	
% LAC with more than 1 placement in the last year (Aug-July)	24.68%	18	21.68%	13	25.24	21	data not available	n/a	20.55%
Overall Average Total Tariff	937	7	839	22	686	32	775	30	891
Average Total Tariff SIMD Quintile 1	573	19	446	29	484	27	651	12	618
Average Total Tariff SIMD Quintile 2	689	25	591	32	611	31	788	10	750
Average Total Tariff SIMD Quintile 3	821	28	791	30	851	22	915	13	896
Average Total Tariff SIMD Quintile 4	970	22	912	27	912	27	1069	11	1016
Average Total Tariff SIMD Quintile 5	1,285	5	1102	25	971	29	1210	12	1,221

Table 2 - 2017/18 Children Services indicators, performance and rank - Edinburgh, city and Scotland average comparison

Adult Social Care Services

20. There are six LGBF indicators that relate to the efficiency and effectiveness of Adult Social Care Services.
21. Compared to last year, Edinburgh's ranking has improved in three and declined in three indicators. In terms of Edinburgh's performance, it has improved in four and declined in two.
22. Graph 3 provides a comparative summary of Edinburgh's 2017/18 indicator rankings with the most relevant urban cities.



Graph 3 - 2017/18 Adult social care services, % of indicators by ranking band - city comparison

National trend summary

23. Social care services have undergone fundamental reform in recent years, as council services integrate with services from the NHS to create Health and Social Care Partnerships (HSCPs).
24. It is likely that the current social care figures will become more difficult to interpret over time, as integration and increasing personalisation of care gains pace. A focus on council provided social care will not accurately reflect this changing landscape. Work is ongoing with integration stakeholders to develop the indicators to provide a fuller picture of improvement towards the national health and wellbeing outcomes and ensure that innovative preventative programmes and spending are aligned.
25. Nationally, total social care spending on adults has grown since 2010/11, however spending on home and residential care for older people has fallen as a percentage of that total.
26. There has been progress in shifting the balance of spend between residential and home care, and a record proportion of older people assessed to have long-term care needs are being supported at home.
27. In 2015/16, two measures from the Health and Care Experience Survey were introduced to the benchmarking suite to reflect service user satisfaction with social care services. These measures align with the core suite of HSC integration measures and provide a more locally robust sample than is available from the Scottish Household Survey in relation to social care. The survey takes place every two years, and only three years of data is currently available limiting trend analysis at this stage.
28. Measures of care user satisfaction, and the impact that care provided on their lives, have nationally both declined across the three years of data available (by around 5%).

Overall however, nationally care still gets an 80% positive rating from users in terms of satisfaction and impact.

Edinburgh benchmarking analysis and local context

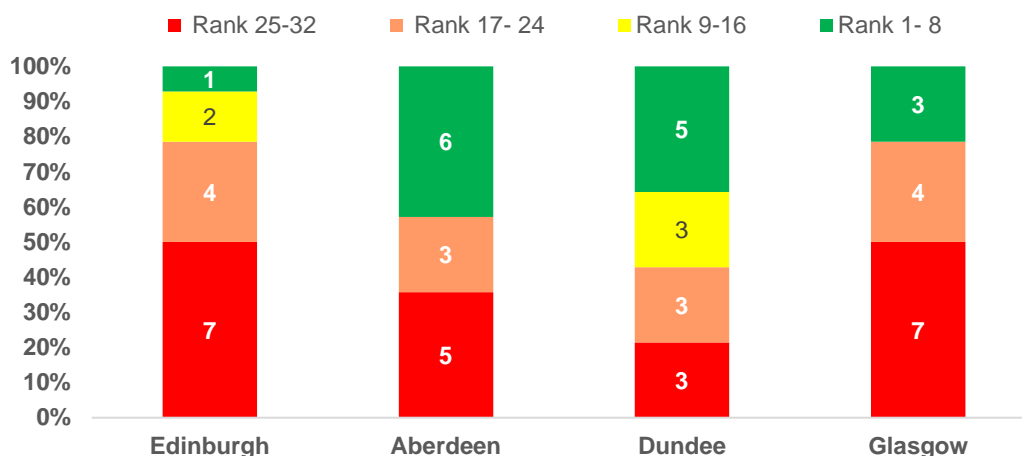
29. 2017/18 LGBF adult social care indicator data and ranking position for Edinburgh, selected urban cities and Scotland are detailed in full in Table 3.
30. Edinburgh continues to perform well in self-directed support (SDS) spend as a percentage of social work spend. This measure reflects the spend of service users who have chosen SDS option one (a direct payment) and SDS option two (Individual Service Fund), both of which demonstrates improvement in relation to increasing self-direction in how people access their care and support.
31. Over 65s home care costs are largely stable and reflect the EIJB's and the Council's maintained commitment to implement the Scottish Living Wage uplift for care workers.
32. Edinburgh has seen an improvement in the percentage of older people (65 years and older) with long term needs who are receiving care at home. Whilst in the lower quartile of councils, Edinburgh has seen an increasing trend in those receiving care at home, increasing from 56.7% in 2016/17, to 58.1% in 2017/18.
33. Satisfaction with social care services and the percentage of adults supported at home who feel that their services have had a positive impact, have largely mirrored the national three year decreasing trend though, at 80.4% of adults rating their care as excellent or good as, this is an increase on the 77.2% in the previous survey.

Local Government Benchmarking Framework 2017/18 Adult Social Care Services									
Indicator	Edinburgh		Aberdeen		Dundee		Glasgow		Scottish average
	17/18 data	17/18 ranking	17/18 data	17/18 ranking	17/18 data	17/18 ranking	17/18 data	17/18 ranking	
Home care costs per hour for people aged 65 or over	£24.59	16	£32.71	28	£21.24	8	£25.18	20	£23.76
Over 65s residential care costs per week per resident	£435	23	£315	11	£468	26	£315	10	£372
Self Directed Support (Direct Payments & Managed Personalised Budgets) spend on adults 18+ as a % of total social work spend on adults 18+	7.1%	6	3.2%	25	1.1%	32	21.1%	1	6.7%
% of people aged 65 and over with long-term care needs who receiving personal care at home	58.1%	29	53.8%	30	59.3%	27	62.3%	21	61.7%
% of adults receiving any care or support who rate it as excellent or good	80.4%	19	82.6%	12	82.3%	13	79.1%	22	80.2%
% of adults supported at home who agree that their services and support had an impact in improving or maintaining their quality of life	78.9%	19	79.3%	18	84.9%	5	79.5%	16	79.97%

Table 3 - 2017/18 Adult social care indicators, performance and rank - Edinburgh, city and Scotland average comparison

Environmental Services

34. There are 14 LGBF indicators that relate to the efficiency and effectiveness of Environmental Services.
35. Compared to last year, Edinburgh's ranking has improved in three, declined in eight and been maintained in three. In terms of Edinburgh's performance, it has improved in two and declined in 12.
36. Graph 4 provides a comparative summary of Edinburgh's 2017/18 indicator rankings with the most relevant urban cities.



Graph 4 - 2017/18 Environmental Services, % of indicators by ranking band - city comparison

National trend summary

37. Real spending on Environmental Services has reduced since 2010/11 with reductions in Waste Management, Street Cleaning and Trading Standards and Environmental Health.
38. While recycling rates continue to improve, recent years have seen further reductions in satisfaction with refuse and cleansing, and reductions in street cleanliness scores.
39. Since 2010/11, the road conditions index indicates conditions have been largely maintained across all class of roads, however in the last 12 months, the condition of A, B and C class roads have all deteriorated.

Edinburgh benchmarking analysis and local context

40. 2017/18 LGBF Environmental Services indicator data and ranking position for Edinburgh, selected urban cities and Scotland are detailed in full in Table 4.
41. The cost of waste collection is marginally higher than the national average. The introduction of the chargeable garden waste service and new kerbside collection schedule in Edinburgh will further reduce this cost moving forward.
42. The cost of waste disposal was high in 2017/18, mainly due to the termination of the landfill contract and removal of legacy arrangements (e.g. the move away from Powderhall waste transfer station). If these one-off costs were extracted, then the net cost would have been below the national average. This is expected to be the case in the 18/19 data.
43. Edinburgh's recycling rate for 2017/18 compares favourably with the other major cities, and is considerably higher than Glasgow. However, following a decade of steady increases Edinburgh has seen a decrease in its recycling rates owing to a number of reasons. These particularly include market conditions relate a reduction in demand for

certain types of materials. The Waste and Cleansing service is developing a communications strategy aimed at resident participation in recycling as well working with contractors to identify ways to improve the recovery of recyclable materials to further increase our recycling rate.

44. The street cleanliness scores across the cities are very similar, however Aberdeen has a much lower service cost and higher public satisfaction. This may indicate, that providing a low cost service can have an impact on public perception. Edinburgh and Dundee have similar costs, though Dundee has high levels of public satisfaction. The cost of street cleansing in Edinburgh is significantly lower than Glasgow, which is perhaps a more useful benchmark taking into account the need for weekend and night time operations to support the respective local economies and resident populations.
45. The costs of providing roads maintenance services in 2017/18 is very similar between Edinburgh and Dundee, however Dundee is ranked significantly higher for the condition of its roads. It should be noted that the composition of the road networks differs greatly amongst all Local Authorities. Edinburgh has a high percentage of its network unclassified and this is identified as priority area in the new Transport Asset Management Plan. Improvements in this service area are being supported by the Roads Services Improvement Plan which is focused on improving road asset management performance.
46. Edinburgh is rated as under performing on the cost of environmental health per 1,000 population. The costs don't accurately reflect the actual core environmental health service and include services other Local Authorities are unlikely to pay for, such as the Public Space CCTV network and the community policing grant. Services included within Environmental Health also participate in the APSE performance framework and generally perform well compared to the family group of local authorities. The number of food premises within Edinburgh is the largest in Scotland and for health and safety at work, the number of premises regulated per full time equivalent is significantly higher than the Scottish average. This shows that Edinburgh operates with significant pressures.

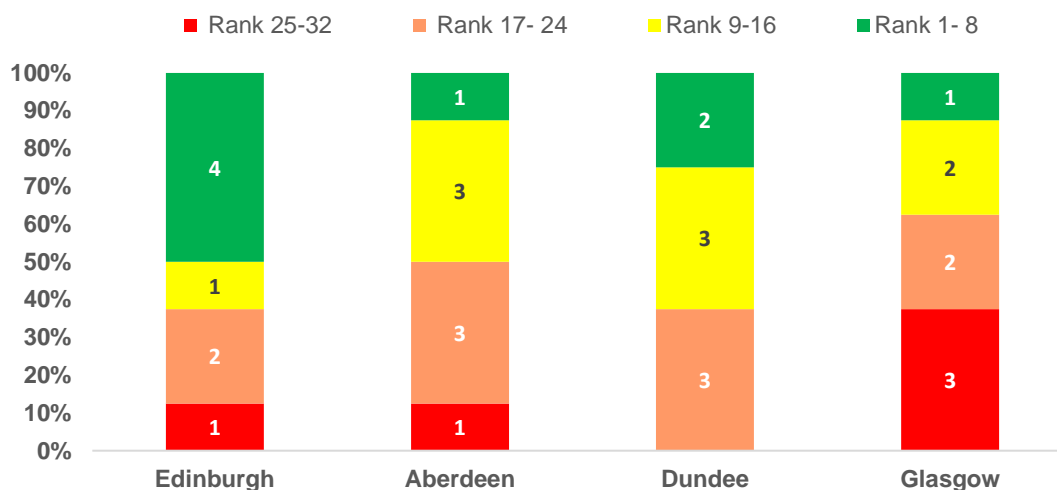
Local Government Benchmarking Framework 2017/18 Environmental Services									
Indicator	Edinburgh		Aberdeen		Dundee		Glasgow		Scottish average
	17/18 data	17/18 ranking	17/18 data	17/18 ranking	17/18 data	17/18 ranking	17/18 data	17/18 ranking	
Net cost per Waste collection per premise	£68.88	23	£55.61	10	£57.49	13	£83.77	31	£65.98
Net cost per Waste disposal per premise	£119.69	27	£130.39	29	£110.65	24	£104.18	22	£101.36
The % of total household waste arising that is recycled	41.0%	23	43.9%	20	35.5%	27	26.7%	29	45.6%
Net cost of street cleaning per 1,000 population	£16,323	26	£9,257	7	£16,072	24	£36,496	32	£15,452
Street Cleanliness Score (% acceptable)	88.7%	26	85.8%	31	89.3%	25	87.5%	28	92.2%
Cost of maintenance per kilometre of roads	£20,765	30	£29,996	32	£20,120	29	£15,007	23	£10,519
% of A class roads that should be considered for maintenance treatment	26.8%	17	22.6%	8	15.2%	1	28.3%	20	30.2%

Indicator	Edinburgh		Edinburgh		Dundee		Glasgow		Scottish average
	17/18 data	17/18 ranking	17/18 data	17/18 ranking	17/18 data	17/18 ranking	17/18 data	17/18 ranking	
% of B class roads that should be considered for maintenance treatment	19.8%	3	22.5%	6	16.9%	1	21.5%	5	35.9%
% of C class roads that should be considered for maintenance treatment (every two years 09/11, 10/12, 11/13, 12/14, 13/15, 14/16)	30.0%	10	27.4%	7	14.4%	1	20.3%	3	36.2%
% of Unclassified class roads that should be considered for maintenance treatment	39.2%	21	31.9%	6	30.7%	4	33.1%	8	39.0%
% adults satisfied with refuse collection services	63.3%	32	81.7%	17	83.0%	15	73.7%	26	78.7%
% adults satisfied with street cleaning services	61.3%	29	68.0%	23	80.0%	2	59.3%	32	69.7%
Cost of trading standards, money advice and citizens advice per 1,000 population	£3,891	9	£6,316	18	£4,216	11	£6,048	17	£5,890
Cost of environmental health per 1,000 population	£24,487	29	£20,406	27	£17,968	23	£19,231	25	£15,496

Table 4 - 2017/18 Environmental Services indicators, performance and rank - Edinburgh, city and Scotland average comparison

Culture and Leisure Services

47. There are eight LGBF indicators that relate to the efficiency of Culture and Leisure services.
48. Compared to last year, Edinburgh's ranking has improved in one, declined in three and been maintained in four indicators. In terms of Edinburgh's performance, it has improved in one and declined in seven.
49. Graph 5 provides a comparative summary of Edinburgh's 2017/18 indicator rankings with the most relevant urban cities.



Graph 5 - 2017/18 Culture and Leisure Services, % of indicators by ranking band - city comparison

National trend summary

50. While council spending across Scotland stabilised against trend for many service areas in 2017/18, culture and leisure expenditure decreased further. This reflects reduction in parks, Libraries and Sports expenditure.
51. Public satisfaction rates have fallen for all Culture and Leisure services in the past 12 months. Only satisfaction levels with parks and open spaces remain at similar levels to the base year.

Edinburgh benchmarking analysis and local context

52. 2017/18 LGBF Culture and Leisure services indicator data and ranking position for Edinburgh, selected urban cities and Scotland are detailed in full in Table 5.
53. The costs to provide museums run by Edinburgh are similar with the other cities and are average nationally. It should be noted that the numbers and quality of the museums provided by Local Authorities differs greatly. Although costs are similar, satisfaction with the quality of the museums and galleries is significantly higher in Edinburgh compared to the other cities and ranks 3rd overall.
54. Edinburgh provides one of the lowest costing library services at £1.00 per visit and it has been able to maintain fairly high levels of satisfaction.
55. Edinburgh has also been able to provide low cost sports facilities, lower than the three other major cities. However, over the long term, satisfaction levels have dropped, are lower than the other major cities, and are in the lower quartile nationally.
56. Edinburgh's parks and open spaces are an excellent example of a service that is able to deliver a low cost service whilst also providing highly regarded facilities. Both indicators outperform the other major cities and are ranked in the top quartile

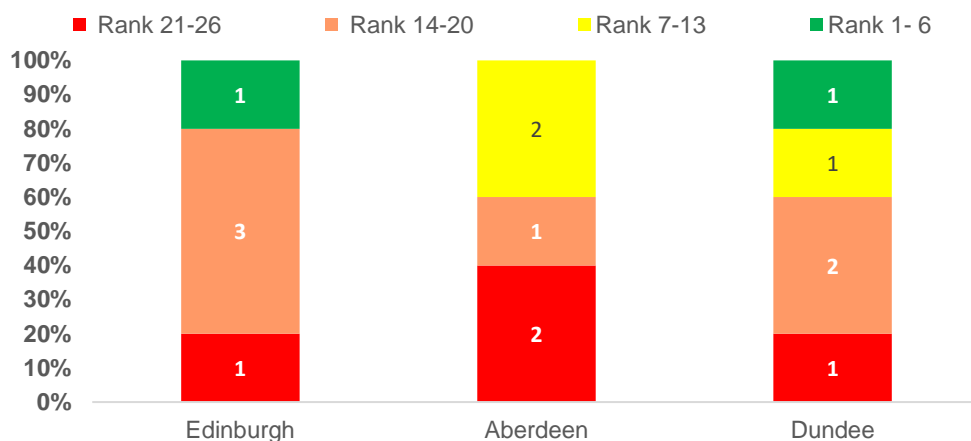
nationally. Edinburgh's parks continue to achieve national recognition with 32 awarded Green Flag status, just under half of Scotland's total.

Local Government Benchmarking Framework 2017/18 Culture and Leisure Services									
Indicator	Edinburgh		Aberdeen		Dundee		Glasgow		Scottish average
	17/18 data	17/18 ranking	17/18 data	17/18 ranking	17/18 data	17/18 ranking	17/18 data	17/18 ranking	
Cost of Museums per Visit	£3.96	17	£3.85	15	£4.10	18	£3.62	14	£3.49
% of adults satisfied with museums and galleries	87.3%	3	68.3%	15	80.0%	6	82.0%	4	70.0%
Cost Per Library Visit	£1.00	3	£2.82	17	£3.31	20	£2.18	11	£2.08
% of adults satisfied with libraries	73.0%	20	72.3%	21	73.3%	19	70.3%	24	73.0%
Cost per attendance at Sports facilities	£2.20	12	£3.20	25	£2.46	16	£4.75	32	£2.71
% of adults satisfied with leisure facilities	69.7%	25	71.3%	23	75.3%	15	68.7%	26	72.7%
Cost of Parks and Open Spaces per 1,000 Population	£6,683	3	£12,465	7	£16,367	10	£29,295	30	£19,803
% of adults satisfied with parks and open spaces	89.7%	5	87.7%	13	89.3%	6	86.3%	19	85.7%

Table 5 - 2017/18 Culture and Leisure Services indicators, performance and rank - Edinburgh, city and Scotland average comparison

Housing Services

57. There are five LGBF indicators that relate to the efficiency and effectiveness of Housing services. Comparisons are done on the 26 local authorities which provide social housing.
58. In terms of ranking and performance Edinburgh has improved in three indicators, declined in one and maintained its ranking in one indicator.
59. Graph 6 provides a comparative summary of Edinburgh's 2017/18 indicator rankings with the cities of Aberdeen and Dundee. Glasgow have recently transferred their housing management to Registered Social Landlords, and are not included in the LGBF benchmarking data.



Graph 6 - 2017/18 Housing Services, % of indicators by ranking band - city comparison

National trend summary

60. Councils continue to manage their housing stock well with rent lost to voids reducing. There have also been consistent and significant improvements in terms of housing standards and energy efficiency standards.
61. However, at the same time, the growth in tenants rent arrears between 2013/14 and 2017/18 reveals evidence of the increasing financial challenges facing both housing residents and councils alike.
62. The housing indicators form part of the Annual Return on the Charter to the Scottish Housing Regulator (SHR). These indicators were reviewed by the SHR in 2018/19 which will result in changes to future reporting.

Edinburgh benchmarking analysis and local context

63. 2017/18 LGBF Housing services indicator data and ranking position for Edinburgh, selected urban cities and Scotland are detailed in full in Table 6.
64. Edinburgh continues to be one of the leading Local Authorities in the turnaround of its empty homes. High demand for council homes in the city has helped keep re-let times short and reduce rent loss.
65. Edinburgh has been affected by the same financial challenges affecting all Local Authorities with regards to payment of rent, as arrears have increased in the long term. However, a reduction between 2016/17 and 2017/18 has shown a more favourable position when comparing performance nationally. Edinburgh has introduced a more preventative approach, tackling rent arrears as early as possible and ensuring tenants engage with support services.

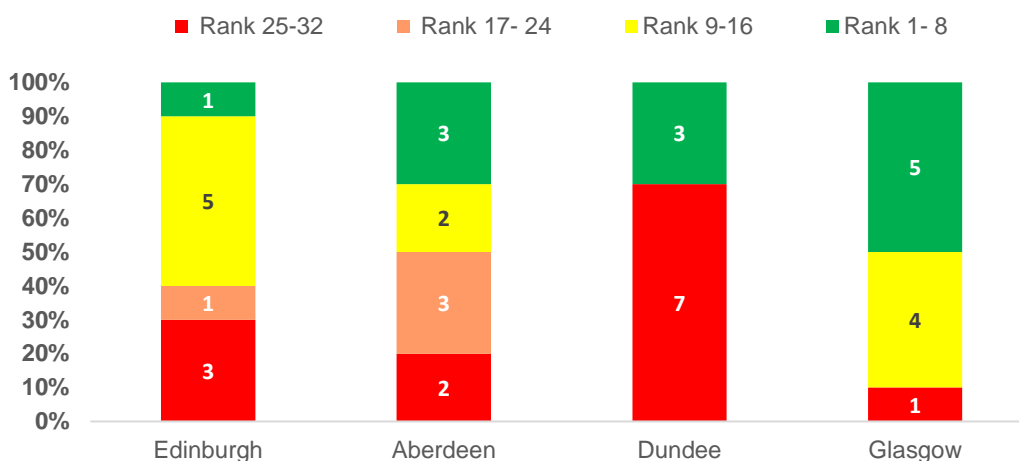
66. The percentage of homes which meet the Scottish Housing Quality Standard (SHQS) remains low in Edinburgh and the lowest nationally. The homes which do not meet SHQS are primarily those requiring improvements to communal areas, which are difficult to implement as they can be expensive for owner occupiers in mixed tenure blocks. Edinburgh has plans in place to increase the number of homes meeting SHQS through offering lower cost solutions.

Local Government Benchmarking Framework 2017/18 Housing Services							
Indicator	Edinburgh		Aberdeen		Dundee		Scottish average
	17/18 data	17/18 ranking	17/18 data	17/18 ranking	17/18 data	17/18 ranking	
% of dwellings meeting SHQS	80.75%	26	82.64%	25	94.65%	18	93.89%
% of Council dwellings that are energy efficient	98.58%	14	85.6%	25	99.4%	11	97.15%
Average time (no of days) taken to complete non-emergency repairs	8.88	20	7.46	13	4.1	1	7.50
Percentage of rent due in the year that was lost due to voids	0.6%	4	1.2%	19	1.5%	23	0.9%
Gross rent arrears as a % of rent due for the reporting year	8.7%	19	5.3%	9	7.0%	14	6.8%

Table 6 - 2017/18 Housing Services indicators, performance and rank - Edinburgh, city and Scotland average comparison

Corporate Services

67. There are ten LGBF indicators that relate to the efficiency and effectiveness of Corporate and Asset Management Services.
68. Compared to last year, Edinburgh's ranking has improved in four, declined in five and been maintained in one. In terms of Edinburgh's performance, it has improved in six and declined in four indicators.
69. Graph 7 provides a comparative summary of Edinburgh's 2017/18 indicator rankings with the most relevant urban cities.



Graph 7 - 2017/18 Corporate Services, % of indicators by ranking band - city comparison

National trend summary

70. Corporate services spend has fallen in real terms since 2010/11, and corporate services now account for only 4.5% of total spending. This is the lowest corporate overhead ratio yet recorded and in part reflects the maturation of councils' digital strategies. This reduction has gone along with continuing improvement in key areas of performance. Council tax collection within year is at an all-time high and the cost of collection has reduced in real terms since 2010/11.
71. Sickness Absence days for teaching staff have reduced since 2010/11. However, for non-teaching staff, sickness absence has increased since 2010/11.

Edinburgh benchmarking analysis and local context

72. 2017/18 LGBF Corporate services indicator data and ranking position for Edinburgh, selected urban cities and Scotland are detailed in full in Table 7.
73. Support Services costs have decreased, and compared to our urban cities, Edinburgh performs well. Edinburgh continues to deliver services 'in-house' and through transformation has continued to protect front-line services and reduce costs in support services where possible.
74. Edinburgh is below average for the highest paid 5% of *employees who are women* indicator and ranking in the third quartile with Aberdeen and Glasgow ranking in the top quartile. In terms of equality Edinburgh shows that 50.3% of the highest paid 5% of employees are women.
75. The income due from Council Tax performance shows that Edinburgh compared to urban cities delivers the most efficient and cost effective service.

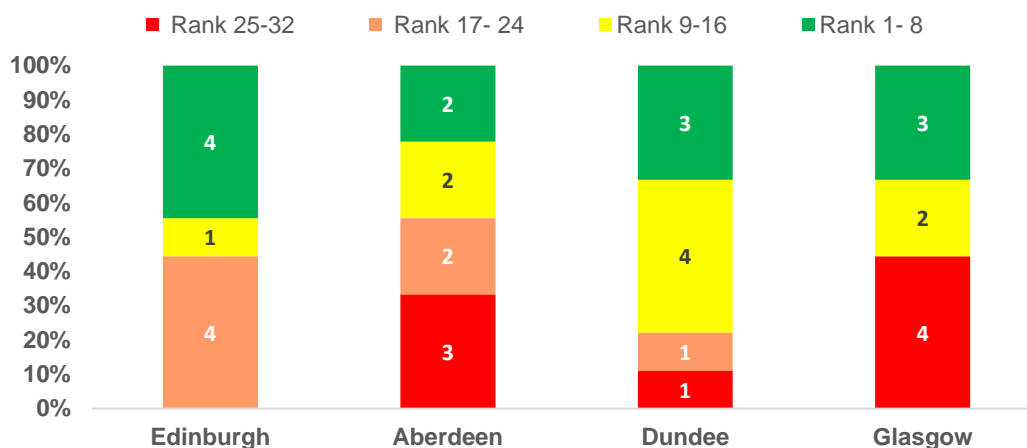
76. Edinburgh's ranking for the percentage of accommodation in a satisfactory condition has declined from a high of 8th position in 2010/11 to the current position of 26th. This is primarily as a result of the inclusion of Public Private Partnership (PPP) schools in 2017/18. Edinburgh approved, as part of the budget setting exercise for 2018/19, an enhanced capital allocation of £118.9m for the Asset Management Works programme for operational properties over a five-year period. An additional £34.6m of revenue has also been earmarked for investment in repairs and maintenance over the same period.
77. Edinburgh is in the lower quartile for percentage of accommodation suitable for current use. It is worth noting, that suitability is assessed by services who occupy the buildings, rather than by Property & Facilities Management (PFM) who may assess it differently.

Local Government Benchmarking Framework 2017/18 Corporate and Asset Management Services									
Indicator	Edinburgh		Aberdeen		Dundee		Glasgow		Scottish average
	17/18 data	17/18 ranking	17/18 data	17/18 ranking	17/18 data	17/18 ranking	17/18 data	17/18 ranking	
Support services as a % of Total Gross expenditure	3.87%	9	5.06%	23	3.4%	7	4.2%	13	4.47%
The percentage of the highest paid 5% of employees who are women	50.3%	23	64.7%	3	46.3%	27	58.6%	6	54.60%
The gender pay gap	3.65	16	1.66	11	0.20	2	-6.97	1	3.93
The cost per dwelling of collecting Council Tax	£6.66	9	£7.92	18	£12.17	28	£6.29	7	£7.35
The percentage of income due from Council Tax for the year received by the end of the year	96.8%	9	95.0%	28	93.9%	32	95.0%	27	96%
The percentage of invoices paid within 30 days	95.7%	8	96.0%	6	97.1%	2	94.2%	16	93.2%
The average number of working days per employee (teachers)	5.67	13	4.83	6	7.86	29	5.35	11	5.93
The average number of working days per employee (non-teacher)	12.34	26	11.65	19	12.56	27	9.89	5	11.41
Asset Management - percentage of accommodation that is suitable for its current use	69.2%	30	74.2%	27	72.6%	29	93.5%	5	80.96%
Asset Management - percentage of accommodation that is in a satisfactory condition	78.7%	26	96.0%	10	75.0%	28	89.8%	15	86.31%

Table 7 - 2017/18 Corporate Services indicators, performance and rank - Edinburgh, city and Scotland average comparison

Economic Development and Planning Services

78. There are nine LGBF indicators that relate to Economic Development and Planning Services.
79. Compared to last year, Edinburgh's ranking has improved in three and declined in six. In terms of Edinburgh's performance, it has improved in five and declined in four indicators.
80. Graph 8 provides a comparative summary of Edinburgh's 2017/18 indicator rankings with the most relevant urban cities.



Graph 8 - 2017/18 Economic Development and Planning Services, % of indicators by ranking band - city comparison

National trend summary

81. To reflect the strategic importance of Economic Development and Planning and the particular challenges facing discretionary services, an expanded suite of measures has been introduced to the framework following work with the Scottish Local Authorities Economic Development Group (SLAED).
82. Most measures of Economic Development and Planning performance within the framework show maintained or improved performance across the period, although there is evidence that the improvement rate may be slowing in some areas.
83. There has been significant capital expenditure in economic development and tourism across this period reflecting the regional economic growth agenda.
84. In terms of infrastructure for business, there is an improvement in terms of efficiency in processing business and industry planning applications.
85. The proportion of people earning less than the living wage has not reduced significantly. This partly reflects the move towards a more flexible labour market including zero-hour contracts.

Edinburgh benchmarking analysis and local context

86. 2017/18 LGBF Economic Development and Planning services indicator data and ranking position for Edinburgh, selected urban cities and Scotland are detailed in full in Table 8.
87. The indicators used in the framework are part of the annual return to the Scottish Local Authorities Economic Development Group (SLAED) and it is widely recognised that Local Authorities are not responsible for delivering all of these services and performance cannot always be attributed to the actions taken by them. Edinburgh

does however perform well in a number of these indicators with no results falling into the lower quartile.

88. Performance is notably strong for the percentage of procurement spend on small and medium enterprises and the low number of the city's workforce earning less than the living wage.
89. Edinburgh ranks 2nd highest nationally for available employment land identified in the Local Development Plan, significantly ahead of Aberdeen and Glasgow, and contributing to good growth in the city.
90. The time taken to complete planning applications and the costs per application compare fairly well both nationally and with the urban cities. Only Dundee outperforms Edinburgh on both indicators though it should be noted that keeping costs low for planning applications are not always the objective. A Planning Improvement Plan is being implemented in Edinburgh to address underperforming areas and introduce enhancements to the service such as, ICT upgrades and improving customer communications.

Local Government Benchmarking Framework 2017/18 Economic Development and Planning Services									
Indicator	Edinburgh		Aberdeen		Dundee		Glasgow		Scottish average
	17/18 data	17/18 ranking	17/18 data	17/18 ranking	17/18 data	17/18 ranking	17/18 data	17/18 ranking	
% of unemployed people assisted into work by Council funded/operated employability programmes	8.24%	22	5.79%	25	16.37%	12	13.03%	14	14.40%
% of procurement spent on local small/medium enterprises	37.6%	6	21.4%	20	29.7%	10	36.3%	8	27.4%
No of business gateway start-ups per 10,000 population	19.52	13	23.34	4	17.15	21	6.01	32	16.83
Cost of Economic Development & Tourism per 1,000 population	£64,568	20	£551,316	32	£167,541	30	£134,749	26	£91,779
% Earning less than the Living Wage	14%	2	16.4%	6	15.2%	4	14.8%	3	18.4%
Proportion of properties receiving superfast broadband	95.8%	5	93.0%	16	98.1%	1	96.6%	4	91.1%
Immediately available employment land as a % of total land allocated for employment purposes in the local development plan	87.1%	2	23.3%	21	78.0%	4	53.4%	10	40.8%
Cost Per Planning Application	£4,843	19	£9,930	30	£4,450	15	£7,149	26	£5,087
Average time per business and industry planning application	9.34	22	8.46	15	7.95	10	12.27	29	9.34

Table 8 - 2017/18 Economic Development and Planning indicators, performance and rank - Edinburgh, city and Scotland average comparison

City of Edinburgh Council

10am, Thursday 30 May 2019

Albion Equity Ltd – Disposition of Council’s Preference Shares – referral from the Finance and Resources Committee

Executive/routine
Wards
Council Commitments

1. For Decision/Action

The Council is asked to ratify the decision of the Finance and Resources Committee of 23 May 2019 approving the disposition of the Council’s preference shares in Albion Equity Ltd.

Laurence Rockey

Head of Strategy and Communications

Contact: Lesley Birrell, Committee Services

Email: lesley.birrell@edinburgh.gov.uk | Tel: 0131 529 4240

Referral Report

Albion Equity Ltd – Disposition of Council’s Preference Shares – referral from the Finance and Resources Committee

2. Terms of Referral

- 2.1 On 23 May 2019, the Finance and Resources Committee considered the attached report by the Executive Director of Resources seeking approval to redeem the Council’s shares to facilitate necessary investment in the Norton Park Conference Centre which was owned by the Albion Trust and contribute positively to the ongoing success of this valued community resource.
- 2.2 The Council’s preference shareholding also retained modest attendant rights with regard to the company’s decision-making processes but there was no Council representation on the Trust’s board.
- 2.3 It was proposed to approve the Trust’s request but with a stipulation that the premises, and the Trust’s wider activities, continued to prioritise support to the third sector and the wider local community through the provision of affordable and accessible office and accommodation facilities.
- 2.4 The Finance and Resources Committee agreed:
 - 2.4.1 To approve disposition of the Council’s preference shares in Albion Equity Ltd.
 - 2.4.2 To refer the report to the Council for ratification.

3. Background Reading/ External References

Minute of the Finance and Resources Committee of 23 May 2019

4. Appendices

Appendix 1 – report by the Executive Director of Resources

Finance and Resources Committee

10.00am, Thursday, 23 May 2019

Albion Equity Ltd - Disposition of Council's Preference Shares

Executive/routine Executive
Wards
Council Commitments

1. Recommendations

- 1.1 Members of the Finance and Resources Committee are asked to:
 - 1.1.1 approve disposition of the Council's preference shares in Albion Equity Ltd; and
 - 1.1.2 refer the report to the City of Edinburgh Council for ratification.

Stephen S Moir

Executive Director of Resources

Contact: Hugh Dunn, Head of Finance

E-mail: hugh.dunn@edinburgh.gov.uk

| Tel: 0131 469 3150

Albion Equity Ltd - Disposition of Council's Preference Shares

2. Executive Summary

- 2.1 The Council currently holds 350,000 £1 preference shares in Albion Equity Limited which, through its operating company Albion Trust Management Limited, operates the Norton Park and Conference Centre. Following an approach from the Trustees, it is recommended that the Committee grant the request to redeem the Council's shares to facilitate necessary investment in the Centre and contribute positively to the on-going success of this valued community resource.

3. Background

- 3.1 On 30 March 1995, ownership of the former Norton Park Annexe transferred from the Council to the Albion Trust in exchange for receipt by the Council of 350,000 £1 preference shares in Albion Equity Limited. The Albion Trust subsequently converted the property into office accommodation for the voluntary sector, opening in 1998, with twenty current third sector tenants collectively employing around 350 staff. This accommodation has since been supplemented by the creation in the former St Mungo's Church building of a conference centre including a modern auditorium, training suite and eight meeting/breakout rooms. The Norton Park and Conference Centre is run on a social enterprise basis, with any profits ploughed back into the community. On this basis, it is considered that the Council's initial support has played a significant role in the on-going success of the facility.

4. Main report

- 4.1 Following discussions with the Office of the Scottish Charity Regulator (OSCR), the Trustees approached the Council in February 2019 with a view to redeeming the Council's preference shares at their book value of £350,000. After twenty years of operating the shared premises, the building fabric needs to be renewed, with a consequent programme of refurbishment put in place to address this. Phased redecoration will be followed by electrical upgrading, stonework repairs and some internal reconfiguration, with a significant associated cost, with the intention that this work be taken forward by the newly-established Norton Park Scottish Charitable Incorporated Organisation (SCIO). Redemption of the Council's preference shares at this time would unencumber the buildings and add to the Trust's security, allowing the work to be completed by the SCIO under a long-term lease.

- 4.2 Following receipt of the request, the Trust's articles of association have been reviewed to inform consideration of the rights attached to the Council's existing preference shareholding. These shares do not entitle the Council to any annual financial return, albeit in the event of return of assets, either by liquidation or otherwise, preference shareholders would, by extension, receive payment before ordinary shareholders. The Council's preference shareholding also retains modest attendant rights with regard to the company's decision-making processes but there is no Council representation on the Trust's board.
- 4.3 In view of the above, it is recommended that the Council approve the Trust's request but with a stipulation that the premises, and the Trust's wider activities, continue to prioritise support to the third sector and the wider local community through the provision of affordable and accessible office and accommodation facilities.

5. Next Steps

- 5.1 Should members of the Committee approve this recommendation, the request will be referred to Council on 30 May 2019 for ratification and the terms of the share redemption finalised with the Trust.

6. Financial impact

- 6.1 Redemption of the Council's preference shares will result in a one-off General Fund capital receipt of £350,000 in 2019/20. As the Council's shareholding has no attendant financial rights, there is no offsetting loss of income in the current or future years.

7. Stakeholder/Community Impact

- 7.1 Approval of the Trust's request should contribute positively both to the on-going availability of a valued local community resource and to the wider sustainability of the third sector within the city through the provision of affordable and accessible office and conference accommodation.

8. Background reading/external references

None

9. Appendices

None