

Notice of meeting and agenda

Corporate Policy and Strategy Committee

10.00am, Tuesday, 16 April 2013

Dean of Guild Court Room, 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 Edinburgh Tenants Federation – e-mail dated 9 April 2013 (circulated)

4. Minutes

- 4.1 Minute of the Corporate Policy and Strategy Committee of 26 February 2013 (circulated) – submitted for approval as a correct record.

5. Key Decisions forward plan

- 5.1 Corporate Policy and Strategy Committee Key Decisions Forward Plan April to June 2013 (circulated)

6. Business Bulletin

- 6.1 Corporate Policy and Strategy Committee Business Bulletin 16 April 2013 (circulated)

7. Executive decisions

- 7.1 Welfare Reform
- a) Further Update – report by the Director of Corporate Governance (circulated)
 - b) Council Tax Reduction Scheme Arrangements – report by the Director of Corporate Governance (circulated)
 - c) Scottish Welfare Fund Arrangements – report by the Director of Corporate Governance (circulated)
 - d) Managing Arrears Arising from Housing Benefit Under-Occupancy Restrictions – report by the Director of Services for Communities (circulated)

e) Motion By Councillor Ricky Henderson – Welfare Reform – submitted in terms of Standing Order 16.1:

- “1) Committee wishes to express its concern regarding the impact that the range of Welfare Reform measures is having on people in Edinburgh.
- 2) Specifically the Committee is concerned that, from April 2013, measures to reduce housing benefit for tenants of local authorities and housing associations (Bedroom Tax) have not taken account of the acute shortage of one bedroom homes. This will lead to significant hardship for the tenants affected and increase the risk of homelessness.
- 3) Committee is further concerned that these measures may have an adverse impact on council and housing association landlords’ rental income and their ability to invest in improving their own stock and in building new, affordable to heat, homes.
- 4) Committee notes that there is a significant risk of a reduction of £45 million in capital investment, funded from the Housing Revenue Account, as a result of this and other measures.
- 5) Committee agrees:
 - (a) that where the Director of Services for Communities is satisfied that tenants who are subject to the under-occupancy charge have done all they reasonably could to avoid falling in to arrears, then all legitimate means to collect rent arrears should be utilised except eviction.
 - (b) to establish a joint working group that will include elected members, officials from Housing and Revenues and Benefits, Registered Social Landlords and tenants representatives. The role of the working group shall be to monitor the implementation and impact of various benefits changes and to contribute to consideration of further measures to support tenants.
 - (c) to support calls by local campaigns to scrap the Bedroom Tax.”

- f) Motion By Councillor Burgess – Taking effective Action on “Bedroom Tax” – submitted in terms of Standing Order 16.1:

"This Committee:

- 1) Expresses concern that on 1 April 2013 new restrictions were introduced by the UK Government affecting working-age households occupying social housing such that reductions will be applied to housing benefit payments where tenants are deemed to be under-occupying their homes. This has been called the 'bedroom tax';
- 2) Is further concerned that the bedroom tax is now affecting around 4,000 council tenants and a similar number of housing association tenants in Edinburgh;
- 3) Notes that a range of actions to mitigate the under-occupancy restrictions have been looked at, including providing offers of reasonable alternative accommodation, but that the supply and turnover of smaller accommodation comes nowhere close to meeting the demand and that tenants unable to move to smaller accommodation may fall into rent arrears because of the bedroom tax;
- 4) Is concerned that in 2011-12 there were 93 council tenants losing their homes following eviction action for rent arrears and understands that continuation of the same approach for bedroom tax arrears could make many more people homeless;
- 5) Recognises that the Housing Revenue Account may be affected because of non-payment of the under-occupancy element (bedroom tax), but believes that pro-active support and engagement with tenants, tailored to their circumstances is more effective than the threat of eviction;
- 6) Further recognises that making tenants homeless may not impact directly on the HRA but will increase pressure on homelessness services, increase cost of providing temporary accommodation and longer-term impact on health and social-care services;
- 7) Therefore agrees to take measures to reduce the impact of bedroom tax on council tenants including:
 - (i) redesignating bedrooms, possibly as public rooms, to mitigate under-occupancy restrictions and,

(ii) in determining when and whether to initiate and pursue proceedings to recover a tenancy as a consequence of rent arrears, the council will not evict a tenant for rent arrears due to the under-occupancy element (bedroom tax).

8) Agrees that the Council will use its influence to encourage Registered Social Landlords to adopt a policy of not evicting tenants for bedroom tax arrears.”

- 7.2 Connected Capital Programme Status Update – report by the Director of Corporate Governance (circulated)
- 7.3 Sustainable Edinburgh 2020 Annual Report and Scottish Climate Change Declaration Annual Report – report by the Director of Corporate Governance (circulated)
- 7.4 Corporate Governance Senior Management Structure – Revised Arrangements – report by the Director of Corporate Governance (circulated)
- 7.5 Towards an Edinburgh Autism Strategy – A Plan for People with Autism who do not have a Learning Disability – joint report by the Directors of Health and Social Care and Children and Families (circulated)
- 7.6 Integration of Adult Health and Social Care Consultation: Scottish Government Response – report by the Director of Health and Social Care (circulated)
- 7.7 Redesigning the Community Justice System: Response to the Scottish Government’s Consultation – report by the Chief Social Work Officer (circulated)
- 7.8 Funding Models for Tourism Promotion – report by the Head of Economic Development (circulated)

8. Routine decisions

- 8.1 George Street: Festival Traffic Management – referral from the Transport and Environment Committee – report by the Head of Legal, Risk and Compliance (circulated)
- 8.2 Conference Invitation – International Conference on the History of Freemasonry – report by the Director of Corporate Governance (circulated)

9. Motions

9.1 By Councillor Rose – Waste Collections - submitted in terms of Standing Order 16.1:

“Committee:

- 1) Notes that from 4th February 2013 waste collections a policy, of not collecting waste contained in bins which are overflowing or where the waste is beside the bins, has been publicised and implemented in a phased manner
- 2) Notes that there have been many occasions, before and after 4th February, where the Services for Communities Department of City of Edinburgh has failed to uplift public waste as advertised, leaving waste on the street with the attendant inconvenience and risks to residents
- 3) Notes there is a discrepancy between the standards being applied by the Council's performance of its waste collection duties and the standards it is applying to residents
- 4) Resolves to instruct suspension of the implementation of the policy noted in paragraph 1 for at least four weeks from the date of this motion and until such time as performance of collection has improved and the manner of the implementation of the policy has been reviewed by the Director of Services for Communities.”

9.2 By Councillor Mowat – Concessionary Fares - submitted in terms of Standing Order 16.1:

“Given confusion over who will pay for concessionary fares for trams, and comments from the Convenor of SESTran Bus Operator's group at a SESTran meeting on 22nd February 2013 that they will be locally funded, comments which were uncontradicted by the Transport Scotland representative at that meeting, Committee instructs that a report be prepared in one cycle detailing the discussions with all interested parties and progress on negotiating who will pay for concessionary fares.”

Carol Campbell

Head of Legal, Risk and Compliance

Committee Members

Councillors Burns (Convener), Cardownie (Vice-Convener), Burgess, Chapman, Child, Nick Cook, Edie, Godzik, Ricky Henderson, Hinds, Lewis, Mowat, Rankin, Rose and Ross.

Information about the Corporate Policy and Strategy Committee

The Corporate Policy and Strategy consists of 15 Councillors and is appointed by the City of Edinburgh Council. The Corporate Policy and Strategy Committee usually meets every four weeks.

The Corporate Policy and Strategy Committee usually meets in the Dean of Guild Court Room in the City Chambers on the High Street in Edinburgh. There is a seated public gallery and the meeting is open to all members of the public.

Further information

If you have any questions about the agenda or meeting arrangements, please contact Louise Williamson, Committee Services, City of Edinburgh Council, City Chambers, High Street, Edinburgh EH1 1YJ, Tel 0131 529 4830, e-mail louise.p.williamson@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.

Item No 3.1

From: Clare MacGillivray [mailto:clare@edinburghtenants.org.uk]
Sent: 09 April 2013 17:43
To: Committee Enquiry
Cc: Subject: Attendance at Meeting

Hi

Hoping you can help.

Cllr Cammy Day has alerted ETF to the forthcoming Policy and Strategy meeting on 16/04/2013 to consider the No Evictions to Bedroom Tax motion.

ETF would like to attend this meeting with Betty Stevenson, Convenor of ETF wishing to speak at the meeting. Cammy has asked that I contact you to arrange this.

If you could get in touch with me at the details below please do so.

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Corporate Policy and Strategy Committee

10.00 am, Tuesday, 26 February 2013

Present

Councillors Burns (Convener), Cardownie (Vice-Convener), Burgess, Chapman, Child, Nick Cook, Godzik, Ricky Henderson, Hinds, Lewis, Mowat, Rose and Ross.

1. Deputations

(a) The Welcoming Association (Item 2)

The deputation outlined the services they provided which included a support network, integration and language programmes in 54 languages for migrants to the city. The deputation urged the Council to continue its support in the form of a grant of £25,000 to enable them to secure their budget with other contributors being the Scottish Government and the Robertson Trust in Glasgow. They stressed that this level of support would enable them to keep their budget intact and give assurances to other investors.

(b) Unison (Item 3)

The deputation raised concerns in relation to the responses received to the staff survey. They indicated that many proposed changes from previous surveys had not yet been put in place. The deputation suggested that there had been no improvement in the survey results but acknowledged that there were signs of significant change with the Council's engagement with the unions.

The deputation felt that staff survey results should be a regular item for discussion at Committee and that negative results should be fully investigated.

2. Council Grants to Third Parties 2013/14 – Proposals for Expenditure

The Committee was invited to consider the package of grant investment directed to supporting a range of third sector and cultural and sporting provision across the city during 2013/14.

Decision

- 1) To approve the proposals contained in the report and appendices by the Director of Corporate Governance.
- 2) To note the unprecedented challenges which this grant round had presented and the commitment of the third parties and Council interests in working (co-operatively and under Compact arrangements) to consider and deal with these matters.
- 3) To note the potential for a move to more progressive outcome-based commissioning for grant investment.
- 4) To note the potential for change in future grant management arrangements and the commitment to partnership engagement in taking forward the review of Council grant investment.
- 5) To note that, in regard to the South Edinburgh Healthy Living Initiative and the Welcoming Association, there would be continued constructive exploration of alternative funding from different departmental sources.

(Reference – report by the Director of Corporate Governance, submitted.)

3. Motion by Councillor Chapman – Management and Communications within the Council

The following motion by Councillor Chapman was submitted in terms of Standing Order 16.1:

“Committee:

- 1) Notes that it is nearly 6 months since the publication of the results of the 2012 Ipsos MORI Employee Survey, which Councillors first saw in a report to the former Policy and Strategy Committee on 2nd October 2012, this report indicating that various actions would be taken, including further analysis of the results, consultation with employees about possible improvements, developing departmental action plans, etc.
- 2) Notes some specific results from this survey:
 - only 50% of staff feel involved in decisions that affect their work
 - low levels of staff satisfaction in particular areas
 - 41% do not think they are valued, and only half feel motivated to their full potential
 - 33% think his/her immediate line manager is not open nor honest

- 61% do not have confidence in management decisions
 - 72% think change is poorly managed, and only 22% think the survey will change anything
- 3) Notes that, at tonight's UNISON City of Edinburgh Branch AGM, several motions relating to treatment of Council staff will be discussed: *New Council Code of Conduct, Free expression of concern, Dignity at Work*, for example.
 - 4) Notes the levels of staff sickness absence for stress, depression and other mental health issues recorded over the past few years (8.43% of the workforce from September 2009 to June 2011) as compared with other public sector bodies (1.38% of the Scottish Government workforce).
 - 5) Notes the increase in legal costs to the Council as a result of Employment Tribunals dealing with cases of unfair dismissal, harassment and discrimination (£6,840 per year from 2004 to 2009, and then £98,278 in 2010), and the ongoing costs of staff suspensions (Edinburgh having the highest number of suspensions in Scotland).
 - 6) Believes that, when taken together, these facts indicate a level of disquiet with management and communications within the Council and anxiety within the workforce, and that these might lead to low staff morale, low productivity and poor working relationships; and further believes that Councillors should be concerned about this.
 - 7) Agrees that reports should go to each Executive Committee over the next cycle and should include:
 - a detailed description of relevant departmental and sub-departmental unit (where appropriate) data derived from the staff survey
 - the steps taken by management to address these issues raised and improve staff morale (including but going beyond the actions already identified in the "Managing Attendance Procedure" policy approved 12 months ago)
 - how such changes are being implemented and how their success or otherwise will be monitored over the coming months
 - 8) Further agrees that future staff surveys should include questions that seek to better understand the causes of any staff dissatisfaction and anxiety (such as lack of trust, caution around raising particular concerns, restrictions on activities undertaken in personal capacities, etc.), and asks the Chief Executive to report on how best these concerns can be incorporated."

- moved by Councillor Chapman, seconded by Councillor Burgess

Amendment

- 1) To note the motion proposed by Cllr Chapman and the issues she referenced.
- 2) To note that the recommendations in the report on the Staff Survey to Policy and Strategy Committee on 2 October 2012 were passed without amendment.
- 3) To consider that the indicators in paragraph two presented an unduly negative picture of employee satisfaction
- 4) Whilst accepting that low staff morale, low productivity and poor working relationships should always be issues of concern for an employer with the ambition of the City of Edinburgh Council, queries the basis for the comparative statistics and their robustness in showing a level of disquiet and anxiety with management and communication in the Council.
- 5) To note that following the report on the Employee Survey in October 2012, service specific People Plans had been updated to address the areas for improvement identified.
- 6) To note that a new whistleblowing policy was in development and would shortly be the subject of Trade Union consultation with a view to implementation in May 2013.
- 7) To instruct the Chief Executive to report to the Corporate Policy and Strategy Committee within two cycles, on the further analysis that had been undertaken on the survey since October 2012 together with the steps taken by management to deal with the issues raised, how these changes were being implemented and how they would be monitored.

- moved by Councillor Burns, seconded by Councillor Cardownie

Voting

The voting was as follows:

For the Motion	-	2 votes
For the Amendment	-	11 votes

Decision

To approve the amendment by Councillor Burns

4. Minute

Decision

To approve the minute of the Corporate Policy and Strategy Committee of 22 January 2013 as a correct record.

5. Corporate Policy and Strategy Committee Key Decisions Forward Plan February to May 2013

The Corporate Policy and Strategy Committee Key Decisions Forward Plan for February to May 2013 was presented.

Decision

To note the Key Decisions Forward Plan for February to May 2013.

(Reference – report by the Director of Corporate Governance, submitted)

6. Corporate Policy and Strategy Committee Business Bulletin 26 February 2013

The Corporate Policy and Strategy Business Bulletin for 26 February 2013 was presented.

Decision

- 1) To note the Business Bulletin.
- 2) To note that the final submission on the business non-domestic rates consultation would be submitted for noting by the Economy Committee on 22 April 2013.

(Reference – report by the Director of Corporate Governance, submitted.)

7. Edinburgh People Survey 2012 Headline Results

A summary of the headline results and priorities for improvement indicated by the most recent Council annual citizen survey, conducted in the autumn 2012, were presented.

Decision

- 1) To note the report by the Director of Corporate Governance and the next steps.
- 2) To note the Council's commitment to address local issues and priorities.

- 3) To note the planned programme of briefings and communications.
- 4) To refer the findings to key stakeholders as detailed in the report.

(Reference – report by the Director of Corporate Governance, submitted.)

8. Social Justice Fund

Details were provided on proposed priorities for the operation of the Council's Social Justice Fund in 2013-14, including targeted resources for advice for people affected by welfare benefit reforms.

Decision

- 1) To note the contributions to Social Justice in Edinburgh in 2011-12 as set out in Appendix 1 to the report by the Director of Health and Social Care.
- 2) To approve the priorities for 2013-14, including additional priority to income maximisation.
- 3) To approve the allocations for 2013/14 to specific initiatives.
- 4) To delegate to the Director of Health and Social Care the allocation of the reserve of approximately 2% of the Fund and any amounts released by project slippage during the year to support applications during the year within the agreed priorities.

(Reference – report by the Director of Health and Social Care, submitted.)

9. Consultation on the Marriage and Civil Partnership (Scotland) Bill

The Scottish Government had launched a consultation on the Marriage and Civil Partnership (Scotland) Bill, seeking views on the detail of the legislation. Details of the proposed Bill were provided.

Decision

- 1) To note the Scottish Government's proposals for the introduction of same sex marriage and religious and belief registration of civil partnership.
- 2) To note that it was open to each political party to submit its own views to Government on the proposed legislation.
- 3) To note that the Government was inviting the Council's views on the detail of the legislation and associated guidance and agree to submit comments on the proposed legislation.

- 4) To approve the responses to the consultation questions as detailed in Appendix 1 to the report by the Director of Services for Communities.
- 5) To note the impact that the proposals might have on the Council's Registration Service.

(Reference – report by the Director of Services for Communities, submitted.)

10. Lay Diversity Advisers Scheme – Arrangements Post April 2013 – Referral from Committee

The Police and Fire Reform Pathfinder Committee had referred a report on the future of the Lay Diversity Adviser's Scheme beyond 1 April 2013 and in particular on the financial implications associated with continued operation of the scheme.

Decision

To agree the financial implications associated with continuation of the scheme.

(References – Police and Fire Reform Pathfinder Committee 25 January 2013 (item 5); report by the Head of Legal, Risk and Compliance, submitted.)

11. Tram – Practical Experience of Operation Visits

Details were provided of proposed visits to current tram operating cities during March and April 2013.

Decision

To approve a visit to current tram operating cities by the Convener and Vice-Convener of the Transport and Environment Committee, opposition Transport Spokespersons, the Tram Media Manager, up to two other appropriate officers and the Tram Manager.

(Reference – report by the Director of Services for Communities, submitted.)

12. Motion by Councillor Burgess – 'No Eviction for Bedroom Tax'

The following motion by Councillor Burgess was submitted in terms of Standing Order 16.1:

"Committee;

- 1) Notes that from 1 April 2013 new restrictions will be introduced by the UK Government affecting working-age households occupying social housing such that reductions will be applied to housing benefit payments where tenants are deemed to be under-occupying their homes. This has been called the "bedroom tax".

- 2) Notes that the restrictions are estimated to affect 6,500 council and housing association tenants in Edinburgh.
- 3) Notes that, on 22 January 2013, Corporate Policy and Strategy Committee noted officers' intention to explore options to provide matched funding for the Discretionary Housing Payments fund which would bring the fund up to an additional £2.021 million and that this is aimed at, among other measures, reducing the detrimental impact of the under-occupancy restrictions.
- 4) Notes that a range of actions to mitigate the under-occupancy restrictions are being looked at, including providing offers of reasonable alternative accommodation but that the supply and turnover of smaller accommodation comes nowhere close to meeting the demand.
- 5) Therefore resolves that, in determining when and whether to initiate and pursue proceedings to recover a tenancy as a consequence of rent arrears, the council will:
 - Calculate the sum by which the household's housing benefit payment has been reduced by under-occupancy restrictions
 - Disregard that sum in relation to action for recovery of the tenancy (eviction)."

Motion

Councillor Burgess, with the approval of his seconder, adjusted his motion as follows:-

- 1) To note that Committee shared the concern about the introduction of the "Bedroom Tax", agree to continue the motion for one cycle and request a report on the implications for the Council's Housing Revenue Account and housing service by adopting a "No Eviction" policy as requested by the motion.
- 2) To further agree that, after consideration by the Committee on 16 April 2013, the report be referred to the Health, Wellbeing and Housing Policy Development and Review Sub Committee on 23 April 2013 with a request that the Sub-Committee discuss recommendations for mitigation measures and support for tenants with a view to preventing evictions.

- moved by Councillor Burgess, seconded by Councillor Chapman

Amendment

That no action be taken on the motion by Councillor Burgess.

- moved by Councillor Rose, seconded by Councillor Mowat

Voting

The voting was as follows:

For the Motion (as adjusted)	-	10 votes
For the Amendment	-	3 votes

Decision

To approve the adjusted motion by Councillor Burgess

Corporate Policy and Strategy Committee

April 2013 to June 2013

Item	Key decisions	Expected date of decision	Wards affected	Director and lead officer	Coalition pledges and Council outcomes
1.	Integration of Health and Social Care: Scottish Government Response	16 April 2013	All	Director: Peter Gabbitas Lead Officer: Susanne Harrison Integration Programme Manager Susanne.harrison@edinburgh.gov.uk	P12; P43; CO10; CO11;CO12; CO13;CO14; CO15
2.	Towards an Autism Strategy – A Plan for People with Autism who do not have a Learning Disability	16 April 2013	All	Director: Peter Gabbitas Lead Officer: Helen Morgan, Commissioning Manager Disabilities Helen.morgan@edinburgh.gov.uk	P1;P14;P29; P32;CO3; CO9;CO11; CO12;CO13; CO16
3.	Redesigning the Community Justice System: Response to the Scottish Government's Consultation	16 April 2013	All	Director: Peter Gabbitas Lead Officer: Michelle Miller, Chief Social Work Officer Michelle.miller@edinburgh.gov.uk	P34;CO15; CO21
4.	People Plan	14 May 2013	All	Director: Alastair Maclean Lead officer: Philip Barr, Head of Organisational Development Philip.barr@edinburgh.gov.uk	CO24-26



Item	Key decisions	Expected date of decision	Wards affected	Director and lead officer	Coalition pledges and Council outcomes
5.	Health and Safety	14 May 2013	All	Director: Alastair Maclean Lead officer: Philip Barr, Head of Organisational Development Philip.barr@edinburgh.gov.uk	CO24-26
6.	Information Compliance	11 June 2013	All	Director: Alastair Maclean Lead officer: Kirsty-Louise Campbell, Governance Manager Kirstylouise.campbell@edinburgh.gov.uk	CO24-26
7.	Welfare Reform Update	11 June 2013	All	Director: Alastair Maclean Lead officer: Danny Gallacher, Head of Corporate and Transactional Services Danny.gallacher@edinburgh.gov.uk	CO24-26
8.	The Future Management and Ownership of Easter Craiglockhart Hill Nature Reserve	11 June 2013	Ward 9	Director: Mark Turley Lead officer: David Jamieson 0131 529 7055 David.jamieson@edinburgh.gov.uk	

Corporate Policy and Strategy Committee

10am, Tuesday, 16 April 2013

Dean of Guild Courtroom, City Chambers, High Street, Edinburgh

Corporate Policy and Strategy Committee

Convener:	Members:	Contact:
<p>Councillor Andrew Burns</p>  <p>Vice Convener:</p> <p>Councillor Steve Cardownie</p> 	<p>Councillors: Burns (Convener), Cardownie (Deputy Convener), Burgess, Chapman, Child, Nick Cook, Edie, Godzik, Ricky Henderson, Hinds, Lewis, Mowat, Rankin, Rose, Ross</p>	<p>Kirsty-Louise Campbell Governance Manager Tel: 0131 529 3654</p>

Recent news	Background
<p>Webcasting Update</p> <p>The Council meeting on 14 March 2013 was webcast live and attracted 1128 viewers during the meeting, almost double the amount of viewers who had previously watched a live webcast. There were 623 live viewings at the Council meeting in September 2012. The webcast of the meeting of 14 March 2013 is available to watch in the archive on the Councils website.</p> <p>Cover it live commentary was provided during the meeting to help explain the meetings proceedings and to update the public about when the meeting was likely to restart</p>	<p>Kirsty-Louise Campbell, Governance Manager</p>

following the adjournments. Comments were received from a number of members of the public which were mainly in relation to the agenda item on Castlebrae Community High School.

The next meetings which will be webcast are the Petitions Committee on 18 April 2013 and the Council meeting on 3 May 2013. The Governance, Risk and Best Value Committee will also be webcast, starting with the meeting to be held on 15 August 2013.

Sustainability Impacts

The purpose of the Sustainability Impacts section in committee reports is to enable the Council to demonstrate that it is in compliance with the statutory duties on public bodies set by the Climate Change (Scotland) Act 2009. These duties state

"A public body must, in exercising its functions, act -

- a) in the way best calculated to contribute to the delivery of national carbon reduction targets;
- b) in the way best calculated to help deliver any national climate change adaptation programme;
- c) in a way that it considers is most sustainable."

The Act does not specify how compliance might be measured and no formal external reporting requirements have been imposed, but because these duties apply to every Council activity the Sustainability Impacts section has been designed by the CPST (Carbon, Climate and Sustainability) so that committee reports can provide the Council with corporate oversight at key decision-making level. Guidance for report writers, available on [the Orb](#), advises officers on noting how the proposals in their report impact on carbon emissions, climate change adaptation and the three elements of sustainability - social justice, economic wellbeing and environmental good stewardship.

[Nick Croft, Corporate Policy and Strategy Development Manager, Policy and Public Affairs](#)

Sustainable Timber – Guidance for Staff

Guidance has been produced on how Council staff can comply with the Council's new Sustainable Timber Policy. The guidance is for staff in service areas responsible for purchasing timber or wood products. These products are

[Nick Croft, Corporate Policy and Strategy Development Manager, Policy and Public Affairs](#)

anything which includes content from trees (e.g. paper, furniture, wood fuel, site works and materials such as signage and hoardings supplied by contractors).

The Council has also signed up to a WWF initiative to help protect the world's forests. There are three levels of pledge – gold, silver and bronze – we were the first Scottish local authority to sign up to the gold WWF pledge and currently hold the Silver award.

For any queries about the guidance please contact [Corporate Procurement](#) or the [Carbon, Climate and Sustainability](#) section in CPST.

New Sustainable Procurement CECiL Course

A new [CECiL](#) course on sustainable procurement has been developed by the Corporate Policy and Strategy Team (Carbon, Climate & Sustainability) to help Council staff buy goods and commission services in line with the Council's Sustainable Procurement Policy. It explains what sustainable procurement is, what the Council's Policy says and how the Policy can be implemented.

SE2020 Food Programme

1. Edinburgh Food For Life Partnership.

Claudia Beamish MSP (opposition spokesperson on food and rural affairs) highlighted the work of the Edinburgh Food for Life Partnership in a parliamentary debate on Scottish Government food policy on 12th March 2013. "The food for life partnership in Edinburgh has been working in conjunction with the City of Edinburgh Council, Nourish Scotland and Whitmuir farm in West Linton to develop a sustainable food strategy that has at its heart a commitment to healthy food promotion, environmentalism and joint procurement."

Governance arrangements for the Partnership are currently under review to ensure that the project has sufficient strategic guidance and profile with the city. The Chairman of Lothian Health Board has invited Cllr Lesley Hinds to represent the Council on the Partnership Governance Group.

All three Council pilot locations (Currie High School, Buckstone Primary School and Clovenstone Care

[Nick Croft, Corporate Policy and Strategy Development Manager, Policy and Public Affairs](#)

Home) have submitted applications for the Food for Life Catering Mark Bronze standard. Audits will be carried out within the next few months.

2. Edible Edinburgh - City-wide steering group for a sustainable food city

The Scottish Government has invited Edible Edinburgh to make a presentation on its work to Foodlinks, an EU knowledge exchange project in which the Scottish Government is participating. The meeting will be held on April 24th.

Edinburgh's Fairtrade Fortnight

This year's [Fairtrade Fortnight](#) (25 February to 10 March) was very successful with an increasing number of organisations getting involved and community events being run across the city. The winners of the Lord Provost's Fair Trade Awards again showed the wealth of fair trade activity.

The Council also did its bit for Fair Trade, running the annual Fair Trade Schools' event which showcased the work of Edinburgh schools, there was a fair trade stall in Chesser and fairtrade products were promoted in staff cafe and restaurants.

[Nick Croft, Corporate Policy and Strategy Development Manager, Policy and Public Affairs](#)

Earth Hour

[Earth Hour](#) is an international event created by WWF and held annually on a Saturday at the end of March. Households, businesses and public bodies are asked to turn off their non-essential lights and electric appliances for one hour to raise awareness of the need to take action on climate change. This year's Earth Hour will be on Saturday 23 March between 8.30 and 9.30pm.

The Council endorses the aims of Earth Hour and will be supporting the initiative by turning off the lights of major Council owned buildings and city monuments. We have been awarded "Super Authority" status in recognition of our work to support Earth Hour.

The Council's [Darker Skies policy](#) has already reduced some of the energy used to light city monuments and we are investing in initiatives to make our properties more energy and water efficient.

[Nick Croft, Corporate Policy and Strategy Development Manager, Policy and Public Affairs](#)

Forthcoming activities:

Corporate Policy and Strategy Committee

10am, Tuesday 16 April 2013

Welfare Reform – further update

Item Number	7.1(a)
Report number	
Wards	All

Links

Coalition pledges
Council outcomes
Single Outcome Agreement [SO2](#)

Alastair D Maclean

Director of Corporate Governance

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Executive summary

Welfare Reform – further update

Summary

This report continues the series of bi-monthly updates on Welfare Reform and on the progress being made by the Council and partners to develop arrangements to mitigate, where possible, the negative impact of the UK Government's welfare reforms on people in low income jobs and out of work.

Two important analyses of the impact of Welfare Reform in Scotland were published in March 2013. The Scottish Government estimated that the cumulative reduction in benefits expenditure by 2014-15 in Scotland due to Welfare Reform will be around £4.7 billion. An analysis for each local authority, by the Scottish Local Government Forum Against Poverty and Rights Advice Scotland, indicates that Edinburgh accounts for around 10.5% of the Scottish total. When applied to the Scottish Government figures, this suggests a cumulative reduction in benefits expenditure in Edinburgh of nearly £500 million over the five years ending 2014-15.

Expenditure reduction on this scale will have serious multiplier effects on the City Region's economy, reducing consumption of goods and services, and reducing employment.

The implications of the reduction in welfare benefits will be increased poverty and hardship; increased need for benefits advice and advocacy services, money management and debt advice, access to credit, food banks, furniture initiatives; and increased demand on health, social work, housing and homelessness services. There is also the risk of reductions in council income mainly from increased rent arrears, loss of DWP administration subsidy, and reduced income from service charges.

Funding of £350k was agreed by Council at the February budget meeting for additional advice services and income maximisation in 2013-14 and the report contains recommendations on allocating this funding to Citizens Advice Edinburgh, other Third Sector agencies, and the Council's own Advice Services.

The new regulations for people receiving Housing Support who are considered to be "under-occupying" their home apply from 1 April 2013. The Council has taken various steps to advise people affected by these changes. Discretionary Housing Payments (DHP) provide short term emergency funding to tenants receiving Housing Benefit and this fund will be used to support the most vulnerable citizens.

The Welfare Reform Strategic Planning Group continues to meet monthly, bringing together Council and stakeholders from advice services and the third sector to provide a co-ordinated response to manage and mitigate the negative effects of Welfare Reform.

Recommendations

It is recommended that the Corporate Policy and Strategy Committee :

1. notes the continuing progress on assessing the impact of welfare reforms and actions for developing partial mitigation strategies;
2. agrees additional grant funding for income maximisation, welfare benefits advice and advocacy services, for Citizen's Advice Edinburgh (£100,000), Community Ability Network (£22,000), The Action Group (£15,000), FAIR (£15,000), and COSS (£7,000);
3. notes that additional advice funding totalling £67,000 has already been agreed for the Welfare Rights and Health Project, CHAI Advice Service, and Granton Information Project;
4. agrees additional expenditure on the Council's Advice services as set out at paragraph 2.17 in the main report below;
5. notes that the Director of Services for Communities will report to the Health, Wellbeing and Housing Committee in June 2013 on the Advice Services review;
6. approves the recommendation not to volunteer to participate in the proposed Pathfinder Project for Pension Credit (given Edinburgh's involvement in the DWP's Direct Payment Demonstration Project); and
7. notes the next progress update report will be on 11 June 2013 (with a separate briefing to Committee members in early May).

Measures of success

The success of the programme to mitigate the effects of Welfare Reform will be measured through:

- reductions in forecast loss of income; and
- customer satisfaction with advice and advocacy services provided relating to benefit changes, including increased benefit take up and minimised losses by ensuring people get their full entitlement under the new arrangements.

Financial impact

The increasing numbers of people experiencing hardship is expected to lead to increased demand for services in many areas of the Council and partner and advice agencies. There is also a risk to Council income, particularly from rents arrears, changes to subsidy levels for temporary accommodation and service charges. Further work is being undertaken to quantify likely financial impacts and to identify funding sources for the investment required in mitigation measures.

Known risks include ;

- Risk of loss of rental income to Housing Revenue Account (HRA) arising from Housing Benefit under-occupation reforms.

- Risk that Scottish Welfare Funds will be insufficient to meet demands from customers.
- Risk that DHP budget is insufficient to meet demands due to changes in welfare reform.
- Risk that the spend on Council Tax Reduction Scheme exceeds the available funding.
- Reduced DWP Administration Subsidy due to the abolition of Council Tax Benefit.
- Reduced DWP Administration Subsidy due to the phasing out of Housing Benefit.

Equalities impact

The UK Government has prepared Equalities and Human Rights assessments for the welfare reform proposals. The Council will undertake an EHIRA when necessary for any of its proposals.

Sustainability impact

Welfare Reform is expected to have general implications for environmental and sustainability outcomes, for example in relation to fuel poverty.

Consultation and engagement

Ongoing involvement of Council officials is taking place with the UK and Scottish Governments, directly and through COSLA, with the DWP, and with the Third Sector, the NHS and other partners, to prepare for welfare reform changes.

Moving into the next phase of Welfare Reform changes, the emphasis will be on engagement with citizens, both in and out of work, who rely on benefit income and tax credits. The priority will be to provide information, advice and support, directly by the Council and in conjunction with independent advice agencies and major partners. Further information on Welfare Reform can be found on the Council's website by following this link: <http://www.edinburgh.gov.uk/benefitchanges>

The Council is participating in a number of groups with the DWP looking at the impacts of Welfare Reform, namely Local Authority Transition Working Group (LATWG), Practitioners Operational Group (POG), as well as COSLA's Welfare Reform Local Authority Representatives Group

A consultation and launch event for Advice Agencies was hosted by Council with over 70 organisations/stakeholders being represented.

Background reading / external references

Recent reports to committee:

[Welfare Reform - Scottish Welfare Fund arrangements](#) – Finance and Budget Committee, 21 March 2013

[Welfare Reform – further update](#) – Corporate Policy and Strategy Committee, 22 January 2013

[Welfare Reform - update](#) – Corporate Policy and Strategy Committee, 4 December 2012;

Welfare reform – update

1. Background

- 1.1 The Corporate Policy and Strategy Committee on 22 January 2013 agreed to continued monitoring of the Council's actions to mitigate the impact of Welfare Reform and requested further update reports every two months.

2. Main report

- 2.1 The latest DWP figures show that there were 123,000 people receiving welfare benefits in Edinburgh in February 2012.
- 2.2 Two important analyses of the impact of Welfare Reform in Scotland were published in March 2013. On 24 March, the Scottish Government released an analysis of the Welfare Reform measures announced in UK budgets and Autumn Statements from 2010 to date. The cumulative reduction in benefits expenditure by 2014-15 is estimated at between £4.1 and £4.7 billion, with the higher figure being considered the more accurate, because it is based on Scotland's share of each individual benefit, and not simply on the total share of 8.6% in 2011-12:

Scotland's share of UK benefit reductions, £ millions (cumulative).

£ Millions	2010-11	2011-12	2012-13	2013-14	2014-15	Cumulative saving
UK benefits reductions	£385	£2,640	£7,645	£14,460	£21,380	£46,510
Scotland's share:						
Approach 1: using aggregate figures	£34	£234	£678	£1,282	£1,895	£4,123
Approach 2: using changes to individual benefits	£29	£302	£827	£1,447	£2,062	£4,668

Source: Scottish Government: *UK Government cuts to welfare expenditure in Scotland*, March 2013. At: <http://www.scotland.gov.uk/Resource/0041/00417011.pdf>

- 2.3 On 20 March, the Scottish Local Government Forum Against Poverty and Rights Advice Scotland jointly published *People, Councils and the Economy 2nd Edition: An assessment of the impact of proposed changes to the UK Benefits System on people, councils and the economy in Scotland*. Their estimate of the total benefit loss in Scotland is £2.1 billion by 2015-16, however these figures have not been calculated on a cumulative basis, and the methodology differs from that used by the Scottish Government.

2.4 Unlike the Scottish Government figures, *People, Councils and the Economy* provides estimates for each local authority; those for Edinburgh indicate that welfare expenditure in the city will be some £223 million lower by 2015-16 than would have been the case without the Welfare Reform changes:

Estimated benefit reduction for Edinburgh citizens, £ millions (non-cumulative)

	Claimants at Feb 2012	Annual total claimed at Feb 2012	Losses so far	Annual losses from April 2013	Annual losses from April 2014	Annual losses from April 2015	Total losses 2010-15
Disability Living Allowance	22,650	£86.827	£0.347	£12.674	£12.544	£19.909	£45.475
Income Support	11,710	£51.247	£0.205	£0.649	£1.320	£2.011	£4.185
Employment Support Allowance	7,350	£33.794	£0.135	£0.427	£0.867	£1.321	£2.750
Incapacity Benefit	13,550	£41.438	£0.166	£0.523	£1.063	£1.620	£3.372
Jobseekers Allowance	11,980	£39.315	£0.157	£0.496	£1.009	£1.537	£3.199
Carers Allowance	3,210	£9.232	£0.037	£0.077	£0.118	£0.162	£0.394
Attendance Allowance	10,710	£34.930	£0.140	£0.290	£0.448	£0.613	£1.491
Housing Benefit	39,950	£188.732	£13.793	£28.451	£30.903	£33.432	£106.579
Child Benefit	47,545	£67.455	£9.875	£8.405	£9.399	£10.424	£38.103
Tax Credits	33,000	£137.709	£2.834	£2.834	£2.834	£2.834	£11.336
Benefit Cap	840			£1.278	£2.556	£2.556	£6.390
Total		£690.679	£27.689	£56.105	£63.061	£76.420	£223.275

Source: Scottish Local Government Forum Against Poverty and Rights Advice Scotland: *People, Councils and the Economy*, available at: <http://www.scottishpovertyforum.org.uk/PCE2v3.pdf>

2.5 On these figures, Edinburgh's share of Scotland's total welfare expenditure reductions amounts to 10.5%. Applying that figure to the Scottish Government's estimate of the cumulative reduction by 2014-15 gives a rough estimation that Edinburgh's citizens and families would have lost a total of almost £500 million over the five years ending in 2014-15. Further work is in hand by officers to work through the data and assumptions that underpin these estimates.

2.6 We know from other studies that the loss of benefit income affects people in low income work as well as people who are not working. The loss of income on this scale will greatly increase poverty and hardship in the city, and will lead to increased need and demand for Council, NHS and Third Sector services.

2.7 There will also be serious multiplier effects on the City Region's economy, reducing consumption of goods and services, and reducing employment. Officers are currently commissioning academic work to quantify these wider effects on the local economy.

2.8 The Council continues to actively engage with the Scottish Government and other national and local organisations to develop an effective co-ordinated approach to mitigate the worst impacts of welfare reform. Progress on issues are reviewed below.

2.9 **Advice Services in Edinburgh** - There is significant increasing demand for benefits maximisation, advice and advocacy, both for Third Sector agencies and for the Council's advice services, and this will likely escalate as Welfare Reform

progresses. It is likely that the Council's contact centre will also experience increasing demand from people with benefits queries or without funds, in addition to pressures on social work, housing and homelessness services.

- 2.10 In January 2013, the Scottish Government announced additional funding for advice services in Scotland to respond to the Government's welfare reform changes. We understand that this funding is being made available to national agencies and that details on how organisations can apply for this funding will be announced shortly.
- 2.11 The Council's Budget meeting on 7 February 2013 agreed to additional expenditure of £250,000 for welfare benefits advice and advocacy services, and £100,000 for income maximisation, to help meet the increasing demand on Third Sector agencies and the Council's own Advice Services due to Welfare Reform.
- 2.12 It should also be noted that the Council has re-focussed Social Justice Fund allocations to voluntary organisations in 2013-14 to give greater priority to access to employment and income maximisation within the total funding of £324,635. The Corporate Policy and Strategy Committee on 26 February 2013 agreed to additional grant funding of £67,000 shared equally between three Welfare Rights advice projects:

Social Justice Funding of welfare rights advice

Project	Narrative	Grant increase
Welfare Rights and Health Project	Increased welfare rights advice in 14 GP practices, primarily in areas of deprivation, to ensure that those most at risk of poor health outcomes receive the advice they need. Includes: debt management; representation at appeal tribunals; employability support; housing advice and casework and representation. Training /briefings for NHS staff on welfare reform and financial inclusion agenda also provided.	£22,333
CHAI Advice Service	Additional capacity within CHAI Advice Service in Wester Hailes and South Edinburgh to respond to increasing demand for advice and representation associated with Welfare Reform.	£22,333
Granton Information Project	Additional Welfare Rights/ Income Maximisation and Money Advice services in North Edinburgh to meet increased demand associated with Welfare Reform.	£22,333
Total		£67,000

- 2.13 Taking these allocations into account, it is proposed to allocate the additional £350,000 as follows:

Third Sector agencies

Citizen's Advice Edinburgh	£100,000
Community Ability Network (CAN)	£22,000
The Action Group	£15,000
FAIR	£15,000
COSS (Broomhouse and North Sighthill)	£7,000
	£159,000

Council Advice Services

Increased demand on Welfare Rights, Debt Advice, and Contact Centre	£106,000
Reversal of 2013-14 savings	£70,000

Support for former looked after children (0.5 WRO in Welfare Rights Team) £15,000

£191,000

TOTAL

£350,000

- 2.14 Citizen's Advice Edinburgh (CAE) operates five bureaux across the city: in central Edinburgh, Gorgie/Dalry, Leith, Pilton, and Portobello. The £100,000 grant will allow the five bureaux to increase their opening hours from three to four days a week to five days a week, with an increase in capacity of over 30% to help meet rising demand. Discussions are ongoing with CAE on how this additional capacity will be best used.
- 2.15 The Community Ability Network (CAN) provides benefits, money and debt advice for people in Craigmillar and additional funding of £22,000 will enable the project to support more volunteer workers and increase advice volumes. The Community One Stop Shop (COSS) provides benefits and debt advice, and a food bank, for people in Broomhouse and North Sighthill: the recommended grant of £7,000 will provide ten more hours per week of advice work.
- 2.16 The Action Group and FAIR both provide welfare rights advice to people with learning disabilities, including assistance with form-filling, attendance at disability benefits reviews, and representation at appeals. Grants of £15,000 to each agency will help them meet rising demand and increase opportunities for matched funding from charities.
- 2.17 Seventy thousand pounds is required to reverse the third year of savings in the Council's Advice Services, originally agreed in 2011 before Welfare Reform. A further £121,000 is recommended to increase capacity to address increased demand in the Welfare Rights and Debt Advice teams, and also within the Council's Contact Centre, associated with Welfare Reform. This sum includes £15,000 for an additional half time post within the Welfare Rights Team to support the Children and Families ThroughCare and Aftercare Team in their work with the 600 young people aged 16-21 who were formerly looked after by the Council, among whom the need for welfare rights advice is significant and increasing.
- 2.18 This brings the total Council investment in additional income maximisation, advice and advocacy services to £417,000 in 2013-14, of which it is recommended that £226,000 (54%) be provided as grant aid to Third Sector agencies.
- 2.19 Further work is being undertaken to consolidate a partnership approach to welfare benefits advice and advocacy services across the City and this will be reported to the Health, Wellbeing and Housing Committee in June. Committee is also asked to note that responsibility for the Welfare Rights service was transferred from Health and Social Care to Services for Communities from April 2013.

- 2.20 **Benefits cap** – Information on the Benefit Cap was provided in the previous report to committee on 22 January 2013. Below is an update on the latest position.
- 2.21 The UK Government had planned to introduce the cap nationally from 1 April 2013. However, its introduction will take place on a pilot basis in four London Boroughs from this date. The nationwide implementation will start in July 2013 and be completed by September 2013. The implementation date for Edinburgh has still to be announced.
- 2.22 Early indications are that around 50 families in mainstream Council, Housing Association and Private Sector tenancies within the City of Edinburgh Council area may be affected by this change. The DWP will identify the tenants affected and will provide a list in advance of when those claimants will be affected.
- 2.23 It is also anticipated 450 tenants living in temporary/supported accommodation will be affected by the Benefits Cap. (The total of 500 households affected is significantly lower than the figure of 840 Edinburgh households contained in the *People, Councils and the Economy* report discussed in paragraph 2.4 above, which in turn is based on Scottish Government work on the impact of the Benefits Cap; these figures are therefore being reviewed).
- 2.24 **Scottish Welfare Fund (SWF)** – Since the previous report, the Scottish Government has now provided details of funding for each local authority. Edinburgh will receive £132,609 to cover set up costs and £367,420 (2013/14) and £335,840 (2014/15) to meet administration costs.
- 2.25 The SWF will be managed by the Council and a new team has been established to deliver the service. The Scottish Government provided training to local authorities in February 2013 on a 'training for trainers' basis. Members of the new team were trained during March 2013, prior to the new service starting on 1 April 2013. This team is based within Corporate and Transactional Services Division of Corporate Governance.
- 2.26 To assist claimants a dedicated phone number has been set up. Arrangements are also in place to provide an out of hours emergency service.
- 2.27 The Finance and Budget Committee approved interim contract arrangements for managing the supply of furniture, white goods etc for Community Care Grants. This arrangement has been in place since 1 April. A longer term national contract is currently being procured by Scotland Excel. No date has been confirmed as to when this will be in place.
- 2.28 A consultation and launch event for Advice Agencies was hosted by the Council with 129 delegates from over 70 organisations ranging from third sector and advice organisations, Council wide stakeholders, housing associations, DWP and politicians.
- 2.29 **Discretionary Housing Payments (DHP)** provide short term emergency funding to tenants receiving Housing Benefit. Figures for the last three years suggest a growing demand for DHP support. The fund will provide support to the

- most vulnerable customers and a dedicated team within Corporate and Transactional Services has been set up to ensure consistency is applied to decisions, as well as monitoring the budget.
- 2.30 Edinburgh's DHP allocation from the DWP for 2013/14 is £1,347,299, substantially more than for 2012/13. Local authorities are able to increase the DWP allocation by up to 1.5 times from their own resources. This is known as "matched funding". It has not been possible to provide "matched funding" in the Council's 2013/14 budget and Edinburgh will operate within the DWP allocation stated above increase. Demand on this fund will be closely monitored to ensure the most vulnerable customers can be supported throughout the year. Future updates to the Committee on Welfare Reform will report on the demand for and allocation of DHP funds.
- 2.31 Early requests for DHP have been accepted as citizens attempted to mitigate the negative effect of changes from 1 April 2013 and awards have actually been made from this date. A DHP policy is currently being developed to ensure the allocation is distributed equitably to benefit recipients who meet the qualifying criteria.
- 2.32 **Council Tax Reduction Scheme (CTRS)** will replace the existing Council Tax Benefit scheme on 1 April 2013
- 2.33 It is essential that the scheme is administered appropriately to mitigate any effect on Council Tax collection and adversely impact revenue to the Council.
- 2.34 The Council will receive approximately £175,000 to cover set up costs and has completed IT upgrades necessary for the new scheme.
- 2.35 Annual Bills for 2013/14 have been issued including appropriate deductions under the CTRS.
- 2.36 The UK government have decreed that CTRS will be funded at a level equivalent to 2012/13 Council Tax Benefit less 10%.
- 2.37 Total funding of £22.1m to deliver the CTRS in 2013/14 has now been provided to the Council through the Local Government Finance Settlement, with an estimated further £5.2m to be provided based on the actual sums paid out by Councils in 2012/13. The Council had previously made provision within its Long-Term Financial Plan (LTFP) for the proportionate share of the agreed one-year Local Government contribution of £17m. Discussions concerning the adequacy of this sum to meet overall scheme liabilities in 2013/14 are continuing with the Scottish Government.
- 2.38 COSLA and the Scottish Government have agreed arrangements for 2013/14 but the position beyond that is unclear. Arrangements for the scheme for 2014/15 and beyond and their implications on the Council will be reported to the Committee as they become available.
- 2.39 **Council Tenants and Housing Services** – details of how changes to housing benefit will directly affect the way tenants of working age pay rent in relation to

the new Under Occupancy Regulations (also known as the Bedroom Tax) were given in the report of 22 January 2013

- 2.40 These changes will have implications for the way the Council collects rents and interacts with its tenants, with significant implications for rental income to the Council's Housing Revenue Account. It is estimated that approximately £2.7million of rental income will need to be collected directly from tenants as a result of reductions in Housing Benefit due to under-occupation. This is on top of approximately £1.2million that is currently collected from tenants who are on partial Housing Benefit. Any significant loss of income will have an impact on the Council's investment programme in new and current homes and could put core services at risk.
- 2.41 There are also significant implications for the Council's registered social landlord (RSL) partners. It is estimated that RSLs will be required to collect approximately £1.5m of rental income directly from tenants. This will also impact on RSLs business plans and investment programmes.
- 2.42 A report on managing rent arrears arising from Housing Benefit under-occupation restrictions will be considered elsewhere on the agenda of this meeting. This report was produced following consultation with Edinburgh Tenants Federation, Edinburgh Homelessness Forum and Shelter.
- 2.43 The new regulations for those who are under-occupying their homes apply from 1 April 2013. Tenants are being contacted by telephone or face to face by neighbourhood teams who are prioritising those who are most affected, are vulnerable or are already in rent arrears.
- 2.44 The DWP has issued clarification on the rules for under occupancy, notably:
- People who are approved foster carers will be allowed an additional room, whether or not a child has been placed with them or they are between placements, so long as they have fostered a child, or become an approved foster carer in the last 12 months.
 - Adult children who are in the Armed Forces but who continue to live with parents will be treated as continuing to live at home, even when deployed on operations. This means that the size criteria rules will not be applied to the room normally occupied by the member of the Armed Forces if they intend to return home. These changes apply to tenants in both social and private rented sectors and mean that Housing Benefit recipients who have adult children serving in the armed forces will not be subject to a non-dependent deduction, i.e. the amount that those who are working are expected to contribute to the household, until an adult child returns home.
 - Children who cannot share a room because of their disability will be entitled to their own bedroom. It will be up to local authorities to determine whether an additional bedroom is required on a case by case basis.
- 2.45 Information leaflets have been sent to all Council tenants with rent statements in November and January. This has been followed up with a postcard to all

tenants known to be affected by the change. A letter outlining the specific changes to housing benefit was sent to each affected household in February 2013. This confirmed to affected tenants that they can expect a 14% or 25% reduction in their Housing Benefit from 1 April 2013.

- 2.46 A detailed Benefit award letter has been issued to all affected tenants during March 2013 prior to the changes taking effect.
- 2.47 Open days have been held at all Neighbourhood offices, with staff from SfC, Revenues and Benefits, Income Maximisation, Housing agencies and other support agencies. These events have been well attended.
- 2.48 A radio advertising campaign highlighting the changes to Housing Benefit was launched on Radio Forth from 4 March 2013.
- 2.49 **Temporary and Supported Accommodation** - The subsidy arrangements for temporary accommodation are being changed by the DWP and will result in a loss of rental income from temporary accommodation. Residents in temporary accommodation are also likely to become responsible for paying their rent directly. Similar arrangements will be required to support these households in paying their rent to the Council.
- 2.50 Currently, supported temporary accommodation where the Council is the landlord is not exempt from Housing Benefit under-occupation restrictions or from the Benefits Cap. Similar schemes where the landlord is a housing association, registered charity or voluntary organisation are exempt. Discussions are currently underway between DWP and local authorities to address this anomaly. Updates will be provided to Committee once these discussions have concluded.
- 2.51 **Personal Independence Payment (PIP) to replace Disability Living Allowance (DLA)** - Details on the new arrangements were given in report of 22 January 2013 and will be further updated in the next report.
- 2.52 Receipt of PIP will also impact on other benefits such as the Blue Badge. There are further changes expected to the Motability Scheme. This is the scheme whereby someone in receipt of DLA mobility component can use the DLA to lease a car (often adapted for the disabled person). Where someone goes in to hospital, after 28 days, DLA is suspended. Where the claimant has a Motability car benefit is not suspended. In the future those with a Motability car will lose benefit in the same way as others, and this may result in the loss of the vehicle.
- 2.53 It is also important to note that people who have disabilities will also be affected by many of the other changes, including the under occupancy rules, universal credit, employment and support allowance reassessment, and more.
- 2.54 **Universal Credit (UC)** - An update was given to committee on 22 January 2013. DWP have not issued a revised timetable for the national rollout of UC. There are still no firm details of when claimants in Edinburgh will start to move on to UC but it is likely to be February/March 2014 before claimants in Edinburgh will

- be affected. Further updates will be given when more information is available from the DWP.
- 2.55 There was a concern from Local Authorities that UC would be increased by a fixed percentage amount in lieu of actual rent increases. The Department for Work and Pensions (DWP) has recently issued a letter to COSLA confirming that under UC the actual level of rent for Council and Housing Association tenants, and any future rent increases will be fully taken into account when assessing entitlement to UC.
- 2.56 **Pension Credit** – It was the Government’s intention that legislation covering the revised rules for Pension Credit would be introduced from October 2014. Following consideration of their IT options, it has been decided that the revised version of Pension Credit will be delivered on the strategic IT platform that will be available from October 2015.
- 2.57 Subject to final Ministerial approval, the DWP is looking to run a Pathfinder Project between October 2014 and October 2015. It is recommended that the Council does not volunteer to participate in this project, given the operational challenges already being faced and our participation in other areas such as the Direct Payment Demonstration Project (DPDP).
- 2.58 **Direct Payment Demonstration Project (DPDP)** - is designed to test the direct payment of Housing Benefit to the tenant rather than the landlord. This has been running since July 2012. It involves approximately 1,000 Dunedin Canmore Housing Association tenants of working age and is one of 6 pilots being run in the UK and the only one in Scotland.
- 2.59 It is due to run until June 2013 but may be extended by 3 to 6 months to take account of the under-occupancy regulations that come into effect on 1 April 2013. The purpose of the project is to learn lessons about the direct payment of Housing Benefit prior to the national roll-out of Universal Credit. To date about 92% of tenants are paying their rent to Dunedin Canmore HA on the day it is due.
- 2.60 **The Welfare Reform Strategic Planning Group** meets monthly and brings together Council and other stakeholders to co-ordinate action to manage and mitigate the effects of Welfare Reform.
- 2.61 As part of this role a communications plan for both Council and external services has been developed. This ensures consistent and relevant messages and advice about welfare changes is delivered.
- 2.62 Audit Scotland is currently assessing Council’s preparedness for Welfare Reform. Edinburgh has completed the assessment questionnaire they issued and the evaluation report is awaited.
- 2.63 Some local authorities are experiencing problems managing the changes arising from Welfare Reform due to staffing problems and skills shortages. In some cases relatively expensive temporary agency staff are having to be used. This is not an issue for Edinburgh but staffing requirements are being monitored.

3. Recommendations

3. It is recommended that the Corporate Policy and Strategy Committee:
 - 3.1.1 notes the continuing progress on assessing the impact of welfare reforms and actions for developing partial mitigation strategies;
 - 3.1.2 agrees additional grant funding for income maximisation, welfare benefits advice and advocacy services, for Citizen's Advice Edinburgh (£100,000), Community Ability Network (£22,000), The Action Group (£15,000), FAIR (£15,000), and COSS (£7,000);
 - 3.1.3 notes that additional advice funding totalling £67,000 has already been agreed for the Welfare Rights and Health Project, CHAI Advice Service, and Granton Information Project;
 - 3.1.4 agrees additional expenditure on the Council's Advice services as set out in at paragraph 2.17 above;
 - 3.1.5 notes that the Director of Services for Communities will report to the Health, Wellbeing and Housing Committee in June 2013 on the Advice Services review;
 - 3.1.6 approves the recommendation not to volunteer to participate in the proposed Pathfinder Project for Pension Credit (given Edinburgh's involvement in the DWP's Direct Payment Demonstration Project); and
 - 3.1.7 notes the next progress update report will be 11 June 2013 (with a separate briefing to committee members in early May).

Alastair D Maclean

Director of Corporate Governance

Links

Coalition pledges

Council outcomes

Single Outcome Agreement

SO2 - Edinburgh's citizens experience improved health and wellbeing, with reduced inequalities in health

Corporate Policy and Strategy Committee

10am, Tuesday 16 April 2013

Welfare Reform – Council Tax Reduction Scheme arrangements

Item number	7.1(b)
Report number	
Wards	All

Links

Coalition pledges

Council outcomes

Single Outcome Agreement [SO2](#)

Alastair D Maclean

Director of Corporate Governance

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Welfare Reform – Council Tax Reduction Scheme arrangements

Summary

This report updates the Committee on a new service being provided by the Council, the Council Tax Reduction Scheme that will replace Council Tax Benefit on 1 April 2013 as part of the UK Government's programme of Welfare Reform.

The funding for the Scheme will be transferred from the UK government to Scotland based on the existing level of Council Tax benefit spend 2012/13, however, there will be a reduction of 10% on current funding levels. Scottish Local Authorities have decided to introduce a national scheme with similar provision to claimants with the existing Council Tax Benefit.

The Scottish Government and COSLA have agreed to meet the funding gap for 2013/14 only.

The scheme will apply nationally, and current recipients of Council Tax Benefit will see no difference in entitlements under the new scheme and there will be no need for them to reapply.

Recommendations

It is recommended that the Corporate Policy and Strategy Committee:

1. notes the current arrangements for the implementation of the Council Tax Reduction Scheme in 2013/14;
2. approves a programme of consultation on the future alternative schemes which will take place in 2013/14 and the Committee will be advised of the key outcomes; and
3. that expenditure against the funding gap provision will be monitored by the Finance and Budget Committee.

Measures of success

Maintenance of current KPIs in line with the Right Time Indicator used for processing applications and changes under the current scheme.

Customer access to service will remain the same, and for this financial year customers will see a seamless transition to the new scheme.

Financial impact

The risk is that the budget will be insufficient to meet demand and consequently, there will be uncertainty over how this will be financed.

Risk created by uncertainty over funding for 2014/15 as the Scottish Government have only made a one year commitment at this stage.

Equalities impact

The UK Government has prepared Equalities and Human Rights assessments for all Welfare Reform proposals. The Council will undertake an EHIRA when necessary for any of its proposals.

Transitional arrangements will ensure no negative impact on award of benefit for the financial year 2013/14.

Sustainability impact

There are no direct sustainability consequences arising from this decision.

Consultation and engagement

The Welfare Reform Strategic Planning Group continues to consider the new scheme and will monitor performance to ensure demand is being met.

COSLA and Scottish Ministers will continue to consult in the development of a new scheme beyond 2014.

Background reading / external references

Recent reports to committee:

[Welfare Reform – Update – Corporate Policy and Strategy Committee, 22 January 2013](#); and

[Welfare Reform - Update – Corporate Policy and Strategy Committee, 4 December 2012](#).

External Links - HMSO

<http://www.legislation.gov.uk/ssi/2013/49/contents/made> Pension age
<http://www.legislation.gov.uk/ssi/2013/48/contents/made> Working age

Welfare Reform – Council Tax Reduction Scheme arrangements

1. Background

- 1.1 The Council Tax Reduction Scheme is being introduced to replace the existing Council Tax Benefit arrangement on 1 April 2013 as part of the UK Government's welfare changes.
- 1.2 The Scottish Government and COSLA have agreed to top up the funding provided by the UK government for 2013/14 to ensure existing Council Tax Benefit claimants will see no difference in their payments.
- 1.3 It is essential that the scheme is administered appropriately to mitigate any effect on Council Tax collection and adversely impact revenue to the Council.

2. Main report

- 2.1 The Council Tax Reduction Scheme replaces the existing Council Tax Benefit arrangements from 1 April 2013. The UK Government will transfer programme funding to Scotland based on existing levels of Council Tax Benefit spend (2012/13), less 10%. Currently the funding for Council Tax Benefit is around £400m for Scotland, consequently a reduction of £40m can be expected.
- 2.2 COSLA and The Scottish Government have agreed to jointly meet the funding gap for 2013/14 up to the level for 2012/13. This will be met with £23m being provided by Scottish Government and £17m being provided by Local Government.
- 2.3 It is unclear how any funding gap in excess of this level will be financed. It is also unclear how any funding gap beyond 2013/14 will be financed.
- 2.4 Set up funding has been agreed, Edinburgh's allocation is £175k; to cover the costs of establishing the new service.
- 2.5 Administration of the Council Tax Reduction Scheme and assessment of claims will remain the responsibility of the Council. The new scheme will be delivered by the same business area as Council Tax Benefit within Corporate and Transactional Services in Corporate Governance. Changes to the software used to assess eligibility have been carried out and minimum training for staff is required.

- 2.6 The DWP administration subsidy paid to the Council will be reduced by £0.51m for 2013/14, reflecting that the new scheme is not included within Social Security Regulations.
- 2.7 Council Tax Reduction Scheme recipients will continue to receive non dependent reductions, income definitions and disregards, and calculations etc where applicable in line with the existing Council Tax Benefit Scheme.
- 2.8 Entitlement to reduction requires an application to be made. Transitional arrangements mean, however that those in receipt of Council Tax Benefit on 31 March 2013 will be deemed to have made an application.
- 2.9 The DWP will not accept claims for Council Tax Reduction in conjunction with Housing Benefit Claims, as is the current practice with Council Tax Benefit.
- 2.10 There are no arrangements for the scheme beyond 2013/2014 but COSLA and Scottish Ministers have committed to working together to agree the design and implementation of the scheme beyond this point.

3. Recommendations

- 3.1 It is recommended that the Corporate Policy and Strategy Committee:
 - 3.1.1 notes the current arrangements for the implementation of the Council Tax Reduction Scheme in 2013/14;
 - 3.1.2 approves a programme of consultation on the future alternative schemes which will take place in 2013/14 and the Committee will be advised of the key outcomes; and
 - 3.1.3 that expenditure against the funding gap provision will be monitored by the Finance and Budget Committee.

Alastair D Maclean

Director of Corporate Governance

Links

Coalition pledges

Council outcomes

Single Outcome Agreement

SO2 – Edinburgh’s citizens experience improved health and wellbeing, with reduced inequalities in health

Corporate Policy and Strategy Committee

10am, Tuesday 16 April 2013

Welfare Reform - Scottish Welfare Fund arrangements

Item number	7.1(c)
Report number	
Wards	All

Links

Coalition pledges

Council outcomes

Single Outcome Agreement [SO2](#)

Alastair D Maclean

Director of Corporate Governance

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Welfare Reform - Scottish Welfare Fund arrangements

Summary

This report updates the Corporate Policy and Strategy Committee on the introduction of a new Council Service, the Scottish Welfare Fund which comes into operation on 1 April 2013. The responsibility for managing the service is transferred from the DWP to local authorities.

This is an interim 2 year scheme, the Scottish Government will review how the service will be provided beyond that period.

The Scottish Welfare Fund consists of 2 distinct elements:

- **Crisis Grants** – to provide a safety net in a disaster or emergency, when there is an immediate threat to health or safety. These will be processed within 2 days of a customer making a claim for assistance. The supply of emergency payments in the form of cash and vouchers will take place from various Council Neighbourhood and City Centre offices. An out of hours service will also be in operation
- **Community Care Grants** – to enable independent living or continued independent living, preventing the need for institutional care. These will be processed within 5 days of a claim being made and will involve the provision of furniture, carpets and white goods.

The Scottish Government issued final guidelines for the management of the fund on 14 February 2013.

Recommendations

It is recommended that the Corporate Policy and Strategy Committee:

1. notes the introduction of the Scottish Welfare Fund from 1 April 2013; and
2. notes that this is an interim arrangement for two years. Provision of this service will be subject to review for 2015/16 and beyond.

Measures of success

The effective provision of goods and emergency support payments to recipients of the Scottish Welfare Fund is in line with contractual arrangements.

Claims for assistance will meet national performance indicators of award decisions of 2 days for Crisis Grants and 5 days for Community Care Grants.

Customer access to service will remain at similar levels, or better, and the transition from DWP to local authority process will cause no disruption to the customer.

The service will be delivered within budgeted funds allocated by the Scottish Government.

Financial impact

Scottish Government Funding for the scheme for 2012-13 will be included in the Local Government Finance (Scotland) Amendment Order 2013 and was paid during the last two weeks of March 2013.

The funding for 2013-14 will also be included in the 2013 Amendment Order and paid from 1 April as part of General Revenue Grant Payments. The basis of the distribution of funding beyond 2014/15 will be reviewed as part of the broader review of the interim scheme.

Equalities impact

The UK Government has prepared Equalities and Human Rights assessments for all welfare reform proposals. The Council will undertake an EHRA when necessary for any of its proposals.

Accessibility arrangements will require monitoring as the new service develops. However it is anticipated this has been largely mitigated by the multi-channel claim approach with 24 hour support service.

Sustainability impact

There are no direct sustainability consequences arising from this decision.

Consultation and engagement

Ongoing involvement of Council officials is taking place with Scotland Excel to secure a long term contract to provide the goods and services eligible under the Scottish Welfare Fund.

Officers continue to work in partnership with DWP, third sector and other partners to ensure the effective implementation of the service.

A consultation and launch event for Advice Agencies was hosted by Council Officials with over 70 organisations being represented ranging from third sector and support organisations, Council wide stakeholders, housing associations, DWP and politicians.

The Scottish Welfare Fund Sub-Group, a council wide representative group, reporting to The Welfare Reform Strategic Planning Group continues to support implementation of the new service.

Background reading / external references

Recent reports to committee:

[Welfare Reform – Update – Corporate Policy and Strategy Committee, 22 January 2013](#); and

[Welfare Reform - Update – Corporate Policy and Strategy Committee, 4 December 2012.](#)

[Welfare Reform – Scottish Welfare Fund Arrangements – Finance and Budget Committee, 21 March 2013](#)

Links to external website

<http://www.scotland.gov.uk/Topics/People/welfarereform/scottishwelfarefund/scottishwelfarefundguidance>

Welfare Reform – Scottish Welfare Fund arrangements

1. Background

- 1.1 The Scottish Welfare Fund comes into operation on 1 April 2013 to replace discretionary elements of the Social Fund - Community Care Grants and Crisis Loans. In the new scheme, Crisis Loans will be replaced by grants. Responsibility for the fund will transfer from the Department for Work and Pensions (DWP) to the Scottish Government, with day to day administration carried out by local authorities. Other aspects of the Social Fund (Sure Start maternity grants, funeral payments, winter fuel payments and cold weather payments) will remain the responsibility of the DWP.
- 1.2 The Scottish Welfare Fund will offer grants:
- **Crisis Grants (CG)** can be awarded to meet expenses that have arisen as a result of an emergency or disaster in order to avoid serious damage or serious risk to the health or safety of the applicant or their family; and
 - **Community Care Grants (CCG)** can be awarded to enable independent living or to support continued independent living, preventing the need for institutional care.
- 1.3 The Scottish Welfare Fund is an interim scheme for two years. The Scottish Government will carry out an evaluation of the arrangements with a view to implementing a statutory scheme from April 2015.

2. Main report

- 2.1 Edinburgh's share of the Scottish Welfare Fund will be £2.1m for 2013/14, with 70% allocated to Community Care Grants and 30% to Crisis Grants. However the proportion of spend can be varied to meet demand in either element of the fund.
- 2.2 The funding for administration of the scheme is £367k in 2013/14, reducing to £335K in 2014/15
- 2.3 Community Care grants are targeted to help people coming out of long term care, prison, hospital, temporary or homeless accommodation who have been allocated a property but have little or no furniture or white goods. A national procurement exercise to secure a long term provider or providers for furniture and white goods is underway led by Scottish Excel.
- 2.4 Emergency payment facilities in the form of vouchers for a variety of supermarkets, bus tickets and, in exceptional cases, cash are in place to enable

the award of Crisis Grants. These will be provided from various Council Neighbourhood and City Centre offices.

- 2.5 An out of hours service to meet immediate demand will be provided through the social care direct function. This mirrors the service offered in the current DWP set-up.
- 2.6 Internal and external audit have been consulted concerning control mechanisms for the issue of vouchers and cash for Crisis Grants. Similar activity already takes place across a variety of Council services and The Scottish Welfare Fund will meet stringent financial controls.
- 2.7 The overall administration of the Fund and assessment of claimants will remain with the Council. A new team has been recruited to deal with assessment and processing activity which will take place within the existing core operating systems already deployed within Corporate and Transactional Services.
- 2.8 Applications for a Scottish Welfare Fund grant in Edinburgh are similar to elsewhere in Scotland, utilising the following access channels:
 - phone (service dedicated local rate number);
 - online;
 - using the paper form; and
 - in person.
- 2.9 It is intended that this multi-channel approach will ensure customer access to service is optimised. Support will be offered to customers using these methods, with the preferred option being via telephone to expedite the process for the claimant, allowing instant decision making on awards.
- 2.10 Criteria for eligibility will largely follow the current guidance as distributed by DWP in February 2014.
- 2.11 It is essential that the fund is monitored closely to ensure support can be appropriately awarded to the most vulnerable citizens across a 12 month period. The core operating system being used in assessment will highlight the fund level and provide management information as and what required. Assessment officers will also be able to view this data at all times.
- 2.12 Forecasting will also be carried out to determine peaks in demand on this service at certain points in the year in order that these increases can be managed within budget.
- 2.13 Staff will also undergo training which will allow them to signpost customers to other advice agencies and third sector groups to maximise income and income sources. This will prevent unnecessary encumbrance on the Scottish Welfare Fund where alternative funding is available.
- 2.14 The Scottish Welfare Fund Sub-Group reporting to The Welfare Reform Strategic Planning Group will monitor performance and ensure demand is being appropriately matched to available funding and that a fair and pragmatic approach to applications to the Scottish Welfare Fund is established.

3. Recommendations

- 3.1 It is recommended that the Corporate Policy and Strategy Committee:
- 3.1.1 notes the introduction of the Scottish Welfare Fund from 1 April 2013; and
 - 3.1.2 notes that this is an interim arrangement for two years. Provision of this service will be subject to review for 2015/16 and beyond.

Alastair D Maclean

Director of Corporate Governance

Links

Coalition pledges

Council outcomes

Single Outcome Agreement **SO2** – Edinburgh’s citizens experience improved health and wellbeing, with reduced inequalities in health

10.00am, Tuesday, 16 April 2013

Managing Arrears Arising from Housing Benefit Under-occupancy Restrictions

Item number	7.1(d)
Report number	
Wards	All Wards

Links

Coalition pledges	P8
Council outcomes	CO10 , CO16 , CO23 , CO24
Single Outcome Agreement	SO2 , SO4

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Executive summary

Managing Arrears Arising from Housing Benefit Under-occupancy Restrictions

Summary

The UK Government is introducing a range of welfare reforms, one element of which is reduced Housing Benefit (HB) entitlement for social housing tenants who are under-occupying their home.

This report is in response to a motion to the Corporate Policy and Strategy Committee on 26 February 2013.

The report sets out the implications for tenants, the Housing Revenue Account (HRA) and the housing service of the HB under-occupation reforms.

The report sets out three options for managing rent arrears arising from the under-occupation reform.

Recommendations

It is recommended that Corporate Policy and Strategy Committee:

- 1 Notes that around 3,800 Council tenants will be affected by the reform.
- 2 Notes that rental income funds housing management services, improvements to existing homes and building new affordable homes.
- 3 Notes the approaches adopted by other local authorities and that of the Govan Law Centre.
- 4 Notes the Council's current practice for managing rent arrears is in line with policies now being adopted by Dundee, Clackmannanshire and West Dunbartonshire Councils which support a no evictions approach.
- 5 Notes the additional measures that could be introduced to support tenants who are affected by the under-occupation charge and the assessment of the risks associated with disregarding arrears due to under-occupation.
- 6 Refers the report to the Health, Wellbeing and Housing Policy Development and Review Sub-Committee on 23 April 2013 for discussion.

Measures of success

No tenant is evicted where they engage with the Council to work towards repaying rent arrears.

Financial impact

Approximately £2.7 million of rental income is currently at risk as a result of the HB under-occupation restrictions. Adopting a policy of disregarding arrears arising from HB under-occupation restrictions puts at least a further estimated £1.2 million at risk. Any significant loss of income to the HRA would have a major impact on the Council's ability to improve homes, build new homes and provide core services.

Equalities impact

There are no equalities issues arising directly from this report. However, some of the policy options raised in the report may impact on rights and equalities. If any of these policy options are taken forward, full equalities impact assessments will be carried out.

Sustainability impact

There are no sustainability issues arising from this report.

Consultation and engagement

Councillors Henderson, Day, Work and Burgess were consulted in the development of this report. Edinburgh Tenants Federation, Edinburgh Homelessness Forum, Shelter and the Edinburgh Affordable Housing Partnership were also consulted.

Background reading / external references

None.

Managing Arrears Arising from Housing Benefit Under-occupancy Restrictions

1. Background

- 1.1 This report is in response to the motion agreed by Corporate Policy and Strategy (CP&S) Committee on 26 February 2013.
- 1.2 The motion states: “Committee shares the concern about the introduction of the ‘Bedroom Tax’ and agrees to continue the motion for one cycle and requests a report on the implications for the Council’s Housing Revenue Account (HRA) and housing service by adopting a ‘No Eviction’ policy as requested by the motion”.
- 1.3 Committee also agrees that, “after consideration by CP&S on 16 April 2013, the report is referred to the Health, Wellbeing and Housing Policy Development and Review Sub-Committee on 23 April 2013, with a request that the sub-committee discuss recommendations for mitigation measures and support for tenants with a view to preventing evictions”.
- 1.4 From 1 April 2013, local authority and housing association tenants who are below pensionable age (currently 61 years and five months), who are claiming Housing Benefit (HB) and who have more bedrooms than they are deemed to need, will have their HB reduced.
- 1.5 It is estimated that this reform will affect around 3,800 Council tenants, with affected tenants seeing reductions in HB of between 14% and 25%. This means that a couple who are under-occupying their home by one bedroom are likely to have their HB reduced by around £13 per week. A family under-occupying by two bedrooms will see their HB reduced by around £27 per week. They will be required to meet this shortfall from other income.
- 1.6 In mid March the Department of Work and Pensions (DWP) announced that the following groups would be exempt from the HB under-occupation restrictions:
 - Armed Forces Personnel - Adults who are still living with their parents but are serving in the armed forces will be treated as living at home, even when they are deployed on operations, as long as they intend to return home. This means that their parents will be entitled to an extra bedroom. In addition, non-dependent deductions will not be applied until the armed forces personnel returns home.

- Foster Carers - Approved foster carers will be entitled to an extra bedroom as long as they have fostered a child or been registered as an approved foster carer in the last 12 months.
 - Children with a Disability - Children who cannot share a room because of their disability will be entitled to their own bedroom. It will be up to local authorities to determine whether an additional bedroom is required on a case by case basis.
- 1.7 Of the 3,800 Council tenants who are under-occupying their home approximately 3,100 are only eligible for HB for a one bedroom home. Each year about 500 one bedroom Council homes become available to let. Demand for these homes comes from EdIndex (Edinburgh's common housing register) applicants and homeless households as well as current tenants who are under occupying. In 2011/12, approximately 15,500 households (60% of all applicants) were registered on EdIndex and required a one bedroom home.
- 1.8 Rental income paid by tenants is ring-fenced in the HRA. The Council's ability to collect rent affects the services tenants receive and investment in their homes. Rental income pays for letting homes, tenancy management and support, repairing homes, estate and environmental management, property management and concierge services. It also funds anti-social behaviour and community safety services as well as supporting tenants' organisations.
- 1.9 Rental income is also directly invested in the Capital Programme and pays for additional borrowing. This allows the Council to build new modern, cheap to heat homes and to fund the modernisation of existing homes with new kitchens and bathrooms, energy efficiency and energy generation measures.
- 1.10 It is currently estimated that £2.7 million of rental income will need to be collected directly from tenants as a result the HB under-occupancy reforms. However the actual amount of lost income is dependent on the extent to which tenants pay the shortfall between their HB and the total rent due.
- 1.11 As part of the HRA business planning process, it has been estimated that welfare reform will result in a £6-8 million loss of income per year, or £43 million over the next five years. This is based on the assumption that tenants will continue to pay their rent.

2. Main report

Potential Solutions

- 2.1 Social landlords have considered ways in which they can reduce the numbers of tenants who are affected by the HB reforms. The following options have been considered but not taken forward due to risk to the Council and tenants.

Remodelling the Stock

- 2.2 The Scottish Government Minister for Housing and Welfare, in a letter to local authority chief housing officers, highlighted that local authorities have flexibility in terms of bedroom classification. One option might be to consider reclassifying some bedrooms as public rooms or storage. The Council's current rent charging system is based on the type of property (flat or house) and the number of bedrooms that the property has. Any change in property size to reduce the number of bedrooms would therefore have potential impacts on income to the HRA.
- 2.3 It is possible for local authorities to reclassify properties on a case by case basis, however, there is a risk that such an approach could be the subject of challenge from tenants who are not affected by HB under-occupancy restrictions. The Council could be challenged on the grounds that it would not have an equitable rent policy. In order to avoid such a challenge, any change would have to apply to all similar sized properties. If 10,000 two bedroom homes were to be reclassified as one bedroom and two public rooms, this would mean average loss of around £14 per property per week in rent. It is estimated that this would reduce rental income to the HRA by £6.7 million. Alternatively, rents could be increased across all properties to address this shortfall. However this would mean that tenants in a one bed-roomed property would experience a significant increase in their rent charges. Again it is likely this could be subject to a challenge.
- 2.4 The Association of Local Authority Chief Housing Officers (ALACHO) is currently reviewing what action, if any, local authorities are taking to reconfigure housing stock or redesign rent structures. To date and to our knowledge, no local authority in Scotland has considered proposals to reconfigure stock or redesign rent structures.

Review Rent Charging Policy

- 2.5 In order to reduce the impact on affected tenants, rent levels could be reduced for those on HB who are under-occupying. However, the impact of doing this would be minimal. For example, if the rent for a two bedroom flat was reduced by £5 per week, this would result in a reduction in the tenants rent contribution of approximately £1.50 per week.
- 2.6 Again, there is a risk that the Council could be challenged on the grounds of not having an equitable rent policy, so a complete review of the rent charging policy would be required.
- 2.7 Any review of rent would need to maintain the current level of rental income to ensure services could be paid for. This would potentially mean a significant increase in the rent for a one bedroom property.
- 2.8 The Council is required to extensively consult on any changes to rent policy. The Council has recently undergone a major review of its rent policy and there is unlikely to be support for another review.

Using Discretionary Housing Payments (DHP) to Cover the Shortfall

- 2.9 Local authorities can provide any person who is in receipt of HB with a DHP if it considers that additional financial support is required. Local authorities receive an allocation of resources from the DWP to fund this. Edinburgh's DHP fund for 2013/14 is £1.3 million, some of this has been ring-fenced for tenants with a disability where their current home has been significantly adapted.
- 2.10 It has been suggested that DHPs may be a mechanism for reducing the shortfall faced by tenants due to under-occupation. The total shortfall is £2.7 million per year and the DHP pot for 2013/14 is £1.3 million. It should also be noted that DHP is open to any tenant (Council, Registered Social Landlord or private) experiencing financial hardship and struggling with housing costs.
- 2.11 In addition, DHPs provide only a short term solution. It is unclear how much DHP funding will be provided by the DWP in future years.

Other Approaches

- 2.12 A number of local authorities are currently reviewing their arrears recovery policies in light of the HB under-occupancy restrictions. The Council is working with ALACHO to monitor policy development in this area.
- 2.13 On Monday, 11 March 2013, Dundee City Council passed a motion which stated that "...the City Council resolves that for a transitional period of one year, where the Director of Housing is satisfied that tenants who are subject to the under-occupancy charge are doing all they reasonably can to avoid falling into arrears, it will use all legitimate means to collect rent due, except eviction".
- 2.14 On 26 March 2013, Fife Council agreed a motion which stated "that for any tenant facing difficulties as a direct result of the 'Bedroom Tax' provided they have contacted the Council to discuss their financial position, are doing all they reasonably can to avoid falling into or escalating arrears, and where applicable have entered into an agreed financial arrangement, Fife Council will use all legitimate means of supporting tenants to ensure the collection of rent but will not pursue eviction measures".
- 2.15 The Minister for Housing and Welfare, in her letter to local authority chief housing officers, highlighted Dundee's approach and suggested that it "provides a useful template to protect tenants who genuinely cannot make up the shortfall in rent caused by the bedroom tax".
- 2.16 Other Councils such as Clackmannshire and West Dunbartonshire have passed motions similar to those of Dundee which require their Councils not to evict where tenants are doing all they can to avoid falling into arrears.

Stirling Council

- 2.17 In 2009 Stirling Council introduced a no evictions policy which operated for 18 months. According to Audit Scotland performance information, following the introduction of the no evictions policy, rent arrears increased by 140%. Many

tenants will now be on long term repayment plans to repay arrears that they accrued during this period.

Govan Law Centre

- 2.18 These HB reforms have been the subject of a high profile campaign in recent weeks, involving a number of prominent campaigners, including the Govan Law Centre. The Govan Law Centre has organised a petition to the Scottish Parliament which calls for a change to the Housing (Scotland) Act 2001. This would require social landlords to disregard debt arising from the under-occupation restrictions in eviction actions.

Managing Arrears Arising from HB Under-occupation Reforms

Edinburgh Council - Current Practice for Recovering Arrears and Sustaining Tenancies

- 2.19 The Council's current policy for managing rent arrears is to support tenants in arrears to sustain their tenancies wherever possible. The Council's approach focuses on prevention, early intervention and eviction as a last resort.
- 2.20 The Council is at the forefront of preventative arrears recovery and has been focusing for a number of years on working closely with tenants to help them maintain their tenancies. In the period 2008/9 to 2012/13, the number of arrears cases the Council has lodged in court has reduced from 1274 to 318. The number of cases where the Council has recovered possession has fallen from 230 to 86. However, court action remains an important part of the process for those tenants who do not engage with the housing service.
- 2.21 In 2012/13 the Council recovered possession of 86 homes (0.43% of all Council tenants). Applying this ratio to those affected by under-occupation reforms and assuming no change in practice, there could potentially be a maximum of 15 additional cases where recovery of possession may be enforced. However, given that the current practice is to only recover possession where a tenant fails to engage with the Council, even after a decree for possession has been granted, the anticipated increase would be negligible.
- 2.22 Before serving a Notice of Proceedings for recovery of possession, the Council will always make efforts to provide advice and assistance on HB and other financial help, and put in place a reasonable plan for repayment of rent arrears and future rent. The Council will only seek possession of a property where the tenant refuses to engage with the Council and negotiate repayment arrangements.
- 2.23 Currently, where all other efforts to recover arrears have been unsuccessful, the Council raises a joint payment action under Schedule 2 of the Housing (Scotland) Act 2001. The case is lodged in court seeking repayment of the arrears, repossession of the property and court expenses. It is possible to take action seeking repayment only, without seeking possession of the property, however enforcement measures are limited.

- 2.24 Even where the Council has sought possession and a Decree for eviction has been granted, the Council will still seek to work with the tenant to avoid eviction. If the tenant engages and is willing to repay the rent arrears, the eviction will not proceed.
- 2.25 To help tenants pay their rent the Council's Housing Service provides a range of advice and support services. These include Neighbourhood Rent teams, an income maximisation service and a team of staff that specialises in assisting tenants to make applications for HB.
- 2.26 The Council's current practice in managing arrears for all tenants closely reflects the policies agreed by Dundee and other Councils for managing arrears by tenants affected by the under-occupation charge.

Additional Protection for Tenants Affected by Under Occupation

- 2.27 All tenants have been sent information on how the new rules will affect them. Additionally neighbourhood staff have been directly contacting every person who will be affected to provide advice and help on moving to a smaller home, taking in lodgers or budgeting on a lower income.
- 2.28 Through this process the Council will ensure that any tenant who is affected by the new under-occupation rules and is having difficulty paying will:
- Be offered budgeting advice.
 - Be assessed for DHP, where appropriate.
 - Be offered a review of their housing options with housing options staff.
- 2.29 In order to provide additional safeguards for tenants affected by under occupation, current procedures could be amended in the following ways:
- A reduced repayment rate could be considered for rent arrears due to the new under-occupation rules.
 - Housing options advice could be embedded into arrears processes to ensure that tenants are provided with early information on how a move to a smaller home may help them manage their rent payments.
 - A revision to the Allocations Policy could allow re-housing of tenants to proceed, even where they have rent arrears, if this would assist with mitigating or removing under-occupation restrictions on HB.
 - All new tenants who are under-occupying could be referred for advice in managing rent payments and budgeting.
- 2.30 Adopting some or all of these measures is likely to reduce the proportion of the £2.7 million that is at risk by providing greater flexibility to housing managers to manage arrears cases on a case by case basis.

Disregarding Arrears Arising from Under-occupation when Seeking Recovery of Possession

- 2.31 If the Council were to disregard rent arrears arising from under-occupation, the process for doing so would be as follows:
- Prior to starting a possession action, officers would review the case to establish whether the arrears have been accrued solely as a result of HB under-occupancy restrictions. This would take account of any existing arrears, the history relating to any previous court action, any changes to entitlement or the level of award of HB over the period during which the arrears accrued and the individual household circumstances.
 - A manual process would then be used to disregard the element of arrears arising from under-occupancy.
 - Recovery of possession would then be sought on the balance of outstanding arrears. Any court determined repayment arrangement would only cover the arrears balance sought in court and would not take account of the remaining arrears balance relating to the under-occupation element.
 - Under the Council's rent collection policy, full payment of rent due would continue to be sought from tenants using the existing robust processes that aim to help tenants remain in their home whenever possible.
- 2.32 This approach has the greatest financial risk to the Council as it risks giving tenants mixed messages about implications of non payment of rent. In addition to the £2.7 million that is at risk due to the requirement to start collecting this directly from tenants, a further £1.2 million rental income is paid by tenants who are on partial HB. Any confusion about the Council's approach to rent collection puts this sum at risk, increasing the risk of income loss from £2.7 million to nearly £4 million. The loss of £4 million from the HRA would equate to 100 housing management jobs, a £4m reduction in direct capital investment, or reduced borrowing capacity of around £40-£50 million.
- 2.33 If some tenants believe that eviction will not be considered, they may not engage with the Council's other processes and services to discuss financial problems and ways to manage their rent payments. Currently around one in seven tenants only engage with the Council when a notice of proceedings is served. There is also a greater risk that tenants will get into longer term larger debt which may affect credit rating and reducing housing options, particularly in the private sector.
- 2.34 HRA rent arrears assumptions are based on a culture of paying rent. The risk is that this could be replaced with one of non payment. This could result in a significant increase in rent arrears and further loss of rental income to the HRA.

- 2.35 A reduction in rental income would reduce resources available for advice and support services, at a time when demand for these is increasing. Under these circumstances, if advice and support services are to be provided at current levels, other services may need to be reduced or higher rents considered.
- 2.36 The Council has a duty to ensure equal access to and a consistency of service received by tenants. There will be a number of tenants on low incomes who are just outwith the HB eligibility thresholds who may also get into arrears due to financial hardship. Any legal action against these tenants would be based on the full balance of rent due. There is a risk that the equity of the Council's approach may be challenged in court if, under some circumstances, the Council does not pursue all arrears.

3. Recommendations

It is recommended that Corporate Policy and Strategy Committee:

1. Notes that around 3,800 Council tenants will be affected by the reform.
2. Notes that rental income funds housing management services, improvements to existing homes and building new affordable homes.
3. Notes the approaches adopted by other local authorities and that of the Govan Law Centre.
4. Notes the Council's current practice for managing rent arrears is in line with policies now being adopted by Dundee, Clackmannanshire and West Dunbartonshire Councils which support a no evictions approach.
5. Notes the additional measures that could be introduced to support tenants who are affected by the under-occupation charge and the assessment of the risks associated with disregarding arrears due to under-occupation.
6. Refers the report to the Health, Wellbeing and Housing Policy Development and Review Sub-Committee on 23 April 2013 for discussion.

Mark Turley

Director of Services for Communities

Links

Coalition pledges	P8 – Make sure the city’s people are well-housed, including encouraging developers to build residential communities, starting with brownfield sites.
Council outcomes	CO10 – Improved health and reduced inequalities. CO16 – Well-housed – People live in a good quality home that is affordable and meet their needs in a well managed Neighbourhood. CO23 – Well engaged and well informed – Communities and individuals are empowered and supported to improve local outcomes and foster a sense of community. CO24 – The Council communicate effectively internally and externally and has an excellent reputation for customer care.
Single Outcome Agreement	SO2 – Edinburgh’s citizens experience improved health and wellbeing, with reduced inequalities in health. SO4 – Edinburgh’s communities are safer and have improved physical and social fabric.
Appendices	None

Corporate Policy and Strategy Committee

10am, Tuesday 16 April 2013

Connected Capital Programme Status Update

Item number	7.2
Report number	
Wards	City Wide

Links

Coalition pledges	P15, 16, 31
Council outcomes	CO7, CO8, CO19
Single Outcome Agreement	SO1

Alastair D Maclean

Director of Corporate Governance

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Executive summary

Connected Capital Programme Status Update

Summary

This report provides an update on Edinburgh's 'Connected Capital' Programme bid to the Urban Broadband Fund as part of the Westminster Government's Super-Connected Cities Initiative. To date good progress has been made in establishing readiness to commence a procurement of a concessionary Wireless Network in the City Centre and launch a Microgrant scheme to Small to Medium Enterprises. The Council awaits clarification from Broadband Delivery UK (BDUK) around the viability of commencing a Fixed Broadband Capital Infill Procurement.

Recommendations

It is recommended that the Corporate Policy and Strategy Committee:

- notes the current status of the Connected Capital Programme and that the approach is in line with other successful Urban Broadband Fund (UBF) cities across the UK;
- notes the preliminary findings from the pre-procurement phase of the Wireless Project and the Evaluation Criteria; and
- notes the active dialogue with BDUK to establish the best mechanism to progress the Fixed Broadband Capital Infill Procurement.

Measures of success

- Grow the percentage of Fixed Broadband available with ultrafast connectivity speeds in Edinburgh to 88% and 90% of residential and business premises respectively by 2015, through a step change in capability within West Edinburgh that will be used to leverage further expansion in the core urban area.
- Provide high speed mobile wireless connectivity in a network that best meets demand in the city.
- Run demand stimulation and digital participation programmes that will educate and encourage take up services by individuals and businesses to achieve the target of 50% take up of ultrafast services by 2020.

Financial impact

The Council continues to expend resource on the Programme. To date the Council has spent £350k of £1.9m earmarked to support the Programme from the IT efficiency Fund. In addition the successful bid of £10.7m UBF funds were allocated to support the provision of Microgrants and the Fixed Broadband Capital Infill Procurement.

Equalities impact

There are no specific equalities impacts arising from this report. It is anticipated that this Programme will improve digital inclusion within the City.

Sustainability impact

There are no specific equalities impacts arising from this report, however, the Programme will promote the use of technology to enable paperless working.

Consultation and engagement

The Programme is proactively engaging with a wide range of internal and external stakeholders including Scottish Enterprise, Federation of Small Business and other Public Sector Partners to shape and develop the overall Programme. It is anticipated that this engagement will continue throughout the life cycle of the Programme.

Background reading / external references

- [Item 7.2 Urban Broadband Fund - BT Efficiency Fund at the City of Edinburgh Council Meeting on 26 April 2012](#)
- [Urban Broadband Fund Bid Meeting Results - City of Edinburgh Council – Update, Policy and Strategy on 2nd October 2012](#)
- [Item 14 Urban Broadband Fund Bid at Finance and Resources Committee on 20 March 2012](#)
- [HM Treasury Autumn Statement 2011](#)
- [Scottish Government - Scotland's Digital Future - Infrastructure Action Plan](#)

Connected Capital Programme Status Update

1. Background

- 1.1 This report provides an update on Edinburgh's 'Connected Capital' Programme bid to the Urban Broadband Fund as part of the Westminster Government's Super-Connected Cities Initiative.

The successful bid of £10.7m which sought to drive both economic growth and digital participation, has four strands:

- 1.1.1 **Wireless** – an open access wireless zone covering the core areas in the city centre, with the potential to extend this to key cultural and community locations across the city.
- 1.1.2 **Fixed Broadband Capital infill** – £9.7m funding to provide fibre-based broadband infrastructure for those areas of the city, which are not currently covered by existing commercial rollout plans. This will allow areas of the city which currently do not have access to high speed broadband and which are not on track to receive it as a result of private sector investment to benefit from improved connectivity.
- 1.1.3 **Microgrant Capital stimulation** – £1m funding focused on Small to Medium sized enterprises (SMEs) in the city to assist in knowledge transfer of how to utilise Ultra-fast broadband and its social media and e-commerce opportunities. This proposal will leverage an Incubator facility located within the creative cluster in Leith.
- 1.1.4 **Demand stimulation and digital participation** – a cross cutting programme of activity, working with prospective partners from across the city to stimulate demand for broadband services, and develop educational and social opportunities to ensure that Edinburgh is a digitally inclusive city.

2. Main report

Wireless

- 2.1 Wireless is increasingly seen as a key component in creating a super connected city. Widespread wireless access whether through 3G, Wi-Fi or 4G will increase the user experience of connectivity within Edinburgh and provide a platform for economic and social growth and participation, with particular benefits to the culture and tourism sector.

- 2.2 The strategy of the Wireless concession was to leverage the Council's street furniture and other property assets at zero cost to the council thereby acting as the repayment vehicle for the overall Programme. This initiative is independent of any funding from BDUK.
- 2.3 Progress has been made in gathering data and defining CEC requirements of a wireless concession for a core city centre offering. The latest data analysis suggests the external market has fluctuated in the last quarter, possibly in relation to the 4G Auction. Our current projections are aligned to the experience from other cities.
- 2.4 A cross council Workshop held on 20th March established the following Evaluation Criteria
- Commercial 30%
- Quality 70%
- 2.5 An Open Day with potential bidders is scheduled for 10th April 2013 with the aim of establishing greater clarity around whether the market can meet Edinburgh's expectation. Thereafter an informed decision can be taken around the appropriate timing to launch a competitive dialogue process.

Fixed Broadband Capital Infill

- 2.6 The Council continues to liaise with BDUK within the Department for Culture, Media and Sport in relation to the state aid issues which it is experiencing. The Council awaits clarification of details around the state aid umbrella. It is probable there will need to be a significant re-planning phase ahead of the Council entering a Commercial Dialogue process depending on the terms of approval of the state aid umbrella.
- 2.7 It is therefore recommended in the interim that the Project is paused to minimise CEC financial exposure until the Department for Culture, Media and Sport is able to resolve this matter. This approach is in line with the current position expressed by BDUK and every other UBF City.
- 2.8 Given the delays already experienced by the Project, preliminary business intelligence indicates that it will be highly challenging for the Council to be able to conclude a Competitive Dialogue Procurement Process and for a successful supplier to mobilise and deploy £9.7m of Fixed Line upgrades ahead of the March 2015 BDUK deadline date.
- 2.9 BDUK are currently investigating the viability of spending residual funds from the Fixed Broadband on consumer vouchers and to this end recently established a Vouchers Working Group. The Council await the details as to whether a central voucher scheme will be launched and a decision will be made at that juncture whether to participate.

Microgrant Capital Stimulation

- 2.10 Progress has been made to establish a Microgrant scheme that would be administered by the Business Gateway. The launch of the Microgrant scheme will be dependent on approval of a quality assurance gateway from BDUK including clarity on the eligibility criteria.
- 2.11 Once approval is granted from BDUK, it is likely that the Council will be well placed to launch a Microgrant scheme promptly and ahead of many other UBF cities.
- 2.12 Work is ongoing within Economic Development to launch an incubator and demonstrator facility of Ultrafast Broadband as approved at the Economy Committee on 5 February 2013.

Demand Stimulation

- 2.13 Progress has been made in engagement with a cross sector of business, public and third sector partners in the city.
- 2.14 The work programme will aim to compliment the Welfare Reform agenda and the move to digital by initiatives already planned or underway.

Revenue Costs

- 2.15 To date the Council has spent £350k of £1.9m earmarked to support the Programme from the IT Efficiency Fund on Staff and Programme Advisory Resource. The Council is currently seeking stronger clarity from BDUK regarding the viability of the Fixed Broadband Procurement ahead of committing additional resource to the Programme.

3. Recommendations

- 3.1 It is recommended that the Corporate Policy and Strategy Committee:
 - 3.1.1 notes the current status of the Connected Capital Programme and that the approach is in line with other successful UBF cities across the UK;
 - 3.1.2 notes the preliminary findings from the pre-procurement phase of the Wireless Project and the Evaluation Criteria; and
 - 3.1.3 notes the active dialogue with BDUK to establish the best mechanism to progress the Fixed Broadband Capital Infill Procurement.

Alastair D Maclean

Director of Corporate Governance

Links

Coalition pledges	P15 - Work with public organisations, the private sector, and social enterprise to promote Edinburgh to investors
	P16 - Examine ways to source new funding to support small business.
	P31 - Maintain our City's reputation as the cultural capital of the world by continuing to support and invest in our cultural infrastructure
Council outcomes	CO7 - Edinburgh draws new Investment in development and regeneration
	CO8 - Edinburgh's economy creates and sustains job opportunities
	CO19 - Attractive Places and Well Maintained – Edinburgh remains an attractive city through the development of high quality buildings and places and the delivery of high standards and maintenance of infrastructure and public realm
Single Outcome Agreement	SO1 Edinburgh's Economy Delivers increased investment, jobs and opportunities for all

Appendices

Corporate Policy and Strategy Committee

10am, Tuesday, 16 April 2013

Sustainable Edinburgh 2020 Annual Report and Scottish Climate Change Declaration Annual Report

Item Number	7.3
Report number	
Wards	All

Links

Coalition pledges	P8, P11, P15, P17, P18, P19, P23, P25, P24, P28, P32, P33, P40, P43, P45, P46, P47, P48, P49, P50, P51, P52, P53
Council outcomes	All
Single Outcome Agreement	

Alastair D Maclean

Director Corporate Governance

Contact: Nick Croft, Corporate Policy and Strategy Development Manager,
Organisational Development

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Sustainable Edinburgh 2020 Annual Report and Scottish Climate Change Declaration Annual Report

Summary

- This report presents (i) the Sustainable Edinburgh 2020 Annual Report, and (ii) the Scottish Climate Change Declaration Annual Report, which describe progress made against key carbon, climate and sustainability targets and legal duties.

Sustainable Edinburgh 2020

- In 2011 the Council approved 'Sustainable Edinburgh 2020' (SE2020), a policy framework setting out the aims, objectives and targets for the sustainable development of the Council and the city to 2020. An initial two-year action plan for SE2020 was approved on 27 March 2012, which identified priority programmes to implement SE2020 and promote social, economic and environmental benefits.
- The first annual report on progress (see Appendix 1) sets out the action plan items under the Aalborg Commitments, which are the 10 framework themes of SE2020, and highlights other developments in each theme.

Scottish Climate Change Declaration

- All Scottish councils signed the Scottish Climate Change Declaration (SCCD) in 2007. As a signatory, the Council must submit an annual report on progress in a number of areas of climate change policy, including mitigation and adaptation.
- COSLA has written to all Council Leaders requesting that they submit a response by 31 March 2013 for the 2012 reporting period. Edinburgh's draft response is attached as Appendix 2.

Highlights

- From these two annual reports the main highlights for 2012 include: the re-establishment of an Edinburgh Sustainable Development Strategic Partnership; a new Cooperative Capital Agreement with robust sustainability targets; the establishment of the 'Edible Edinburgh' initiative; a continuing decline in the Council's corporate carbon emissions; the achievement of the Carbon Trust Standard for the Council; a significantly improved position in the Carbon Reduction Commitment League Table; positive progress against Local Transport Strategy targets; new Sustainable Procurement and Timber policies; achieving WWF's Silver Pledge award for timber procurement; and BREEAM 'Excellent'

status for 21st Century Homes at Gracemount, the new East Edinburgh Local Office and the Wester Hailes Healthy Living Centre.

Improved Governance for Continued Progress

- The Chief Executive has recently established a new Green Investment Projects Group (GIPG). A Technical and Advisory Group has also been established to support the work of the GIPG. Staff in Services for Communities and Economic Development are supporting the work of the GIPG and developing a list of pipeline projects.
- The Carbon Climate Sustainability Programme Team recently re-established the Edinburgh Sustainable Development Strategic Partnership which will involve over 25 key external stakeholders and link to the new City Community Plan and strategic community planning partnership arrangements.
- The Council Leader and key political representatives have agreed, in principle, to establish and support a new Senior Member and Chief Officer Working Group to link to the Transport and Environment Committee, Corporate Policy and Strategy Committee, Corporate Management Team, Edinburgh Partnership Board and Neighbourhood Partnerships. The work of the group will be aligned to SE2020 and will be chaired by Councillor Orr.

Recommendations

1. The Committee notes the good progress made across the Council in terms of meeting Sustainable Edinburgh 2020 and Scotland's Climate Change Declaration objectives.
2. The Committee agrees to approve the recommendations on page 31 of Appendix 1 and the draft 2012 Scottish Climate Change Declaration Annual Report for submission to COSLA.
3. The Committee notes the recently established Green Investment Projects Group (GIPG) and the re-establishment of an Edinburgh Sustainable Development Strategic Partnership, and agrees to consider resources for the work of the GIPG and Partnership during the annual budget planning process.
4. The Committee approves the establishment of the proposed Senior Member and Chief Officer Working Group.

Measures of success

- Delivery against statutory requirements, specifically the Climate Change (Scotland) Act 2009, which requires the Council to contribute to national emissions reductions targets, deliver any statutory adaptation programmes and act in a sustainable manner.
- Delivery against the Capital Coalition Pledge commitments and SE2020 objectives, specifically to reduce citywide carbon emissions by 42% by the end of 2019/20.

- Reductions in costs associated with energy and fuel, and with landfill and carbon taxes.

Financial impact

- There is £860,000 of funding which was agreed in early 2012 for the Sustainable Edinburgh 2020 action plan, a total of just under £324,395 was spent in 2012/13, leaving a remainder of approx £535,605 allocated to sustainability projects in 2013/14 financial year.
- Successful delivery of carbon, climate and sustainability targets will reduce the Council's carbon and landfill tax payments and reduce energy and fuel bills.
- Future projects to support and drive forward the SE2020 agenda may have a funding requirement and further reports will be submitted when necessary.

Equalities impact

- The delivery of social, economic and environmental sustainability objectives is closely aligned to equality and rights work and enables progress against the Equality Act 2010 duties to eliminate illegal discrimination, victimisation and harassment, advance equality of opportunity and foster good relations. In addition, progress in this area also enables the enhancement of human rights for citizens and service users.

Sustainability impact

- The impacts of this report in relation to the three elements of the Climate Change (Scotland) Act 2009 Public Bodies Duties have been considered. In summary, the proposals in this report will help achieve a sustainable Edinburgh because they improve governance of Council action to reduce carbon emissions, increase the city's resilience to climate change impacts and improve social justice, economic wellbeing and environmental good stewardship.

Consultation and engagement

- The Sustainable Edinburgh 2020 Annual Report and the Scottish Climate Change Declaration Annual Report have been prepared in consultation with staff across the Council and through the collation of information in the public domain relating to the Council's activities and achievements over the reporting period.

Background reading / external references

- Sustainable Edinburgh 2020 – <http://www.edinburgh.gov.uk/sustainableedinburgh>
- Scotland's Climate Change Declaration – <http://climatechange.sustainable-scotland.net/>

Alastair Maclean

Director of Corporate Governance

Links

Coalition pledges	<p>P8 - Make sure the city's people are well-housed, including encouraging developers to build residential communities, starting with brown-field sites.</p> <p>P11 - Encourage the development of co-operative housing arrangements.</p> <p>P15 - Work with public organisations, the private sector and social enterprise to promote Edinburgh to investors.</p> <p>P17 - Continue efforts to develop the city's gap sites and encourage regeneration.</p> <p>P19 - Keep Lothian Buses in public hands and encourage the improvement of routes and times</p> <p>P23 - Identify unused Council premises to offer on short low-cost lets to small businesses, community groups and other interested parties.</p> <p>P24 - Maintain and embrace support for our world-famous festivals and events.</p> <p>P28 - Further strengthen our links with the business community by developing and implementing strategies to promote and protect the economic well being of the city.</p> <p>P32 - Develop and strengthen local community links with the police.</p> <p>P33 - Strengthen Neighbourhood Partnerships and further involve local people in decisions on how Council resources are used</p> <p>P40 - Work with Edinburgh World Heritage Trust and other stakeholders to conserve the city's built heritage.</p> <p>P43 - Invest in healthy living and fitness advice for those most in need.</p> <p>P45 - Spend 5% of the transport budget on provision for cyclists.</p> <p>P46 - Consult with a view to extending the current 20mph traffic zones</p> <p>P47 - Set up a city-wide Transport Forum of experts and citizens to consider our modern transport needs.</p> <p>P48 - Use Green Flag and other strategies to preserve our green spaces.</p> <p>P49 - Continue to increase recycling levels across the city and reducing the proportion of waste going to landfill.</p> <p>P50 - Meet greenhouse gas targets, including the national target of 42% by 2020.</p> <p>P51 - Investigate the possible introduction of low emission zones.</p> <p>P52 - Oppose industrial biomass incineration in Edinburgh.</p> <p>P53 - Encourage the development of Community Energy Cooperatives.</p>
Council outcomes	All
Single Outcome Agreement	
Appendices	Appendix 1 - Sustainable Edinburgh 2020 Annual Report Appendix 2 - Scottish Climate Change Declaration Annual Report

Sustainable Edinburgh 2020

Engaging with our city's future

Annual Report April 2013



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Introduction

In 2011 the Council approved the policy framework '**Sustainable Edinburgh 2020**' which sets out the Council's vision for the sustainable development of the city to 2020. The framework commits the Council to ongoing collaboration with partner organisations to develop city-wide programmes specifically focused on this key area of sustainability and sets targets to ensure that by 2020 Edinburgh will have:

- reduced carbon emissions by over 40% across the city;
- more efficient energy consumption across all sectors by at least 12%;
- more renewable energy with renewable energy technologies contributing to at least 40% of energy consumed in the city;
- more low carbon transport using alternative technologies for transporting people and goods around the city;
- adapted to the unavoidable impacts of climate change in partnership with key stakeholders and local communities; and
- increase our micro-generation capacity to 10%.

An initial two-year action plan for SE2020 was approved on 27 March 2012, identifying priority programmes to promote social, economic and environmental benefits.

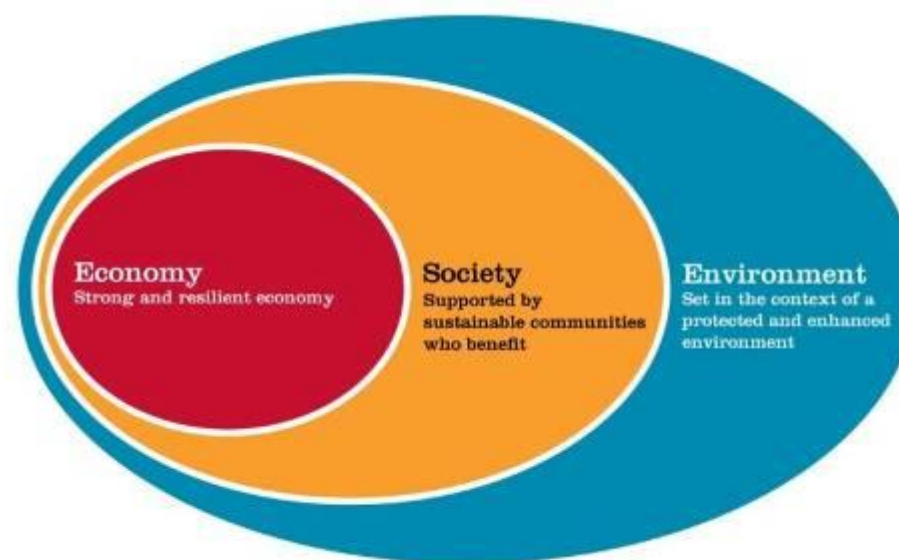
This first annual report on progress sets out the action plan items under the Aalborg Commitments, which are the 10 framework themes of SE2020.

The report describes other developments under each of the themes to show progress not only on the previously specified actions but also on broader cross-Council work. Each theme has been RAG assessed using the criteria below:

R	RED = Project stalled, significant barriers to progress
A	AMBER = Project progressing okay, but some barriers to progress
G	GREEN = Project progressing well, no barriers to progress
√	GREEN √ = Project completed

The Council's Vision for the Edinburgh of the Future

- **SE2020 states:** “Whatever actions we take must be robust enough to cope with unanticipated change but flexible enough to allow the city and its communities the capacity to both adapt to and shape change. In order to be able to see sustainability in practice we must set out a policy framework which will not only guide the work of the Council but will provide a basis for working with our existing and future communities, our partners and our stakeholders.”
- Sustainable development is about more than just the “environment”. Issues such as health, education and employment are as key to sustainability as transport, energy or waste. A strong economy needs a strong society, and both of these depend on a healthy environment. The challenge is to address social, economic and environmental issues in an integrated way in order to achieve sustainable development. In continuing to develop Edinburgh sustainably education and evolving aspirations are important when relating to concepts of wealth, health, growth, happiness and success. This annual reports furthers this holistic approach to sustainability



The Council vision is that:

Edinburgh in 2020 will be a low carbon, resource efficient city, delivering a resilient local economy and vibrant flourishing communities in a rich natural setting.

1. For Promoting Good Governance

“instead of copying best practice, we should be seeking to create the new cutting edge”

Forum for the Future, 2008

Action Plan Items

- **Champion for Sustainability** – Following recent restructuring in Corporate Governance, Nick Croft, Corporate Policy and Strategy Manager, will lead on the corporate strategic sustainability agenda at officer level. A separate report will be brought to Committee with recommendations for an appropriate political champion.
 - **Lead Officer: Nick Croft, Corporate Governance**
- **Edinburgh Sustainability Network** – The Carbon, Climate and Sustainability (CCS) Programme Team has re-established the Edinburgh Sustainable Development Strategic Partnership (ESDSP). Involving over 25 key external stakeholders, the ESDSP will link to the new City Community Plan and strategic community planning partnership arrangements. A city wide audit aligned to the SE2020 Framework is under way; this will inform partnership priorities and help to establish the Sustainable Edinburgh 2020 framework throughout the city.
 - **Lead Officer: Nick Croft, Corporate Governance**
- **Member/Officer Group on Sustainability** – The CCS Programme Team recently agreed with the Council Leader and key political representatives the establishment and support of a new Member/Officer Group to link to the Transport and Environment Committee / Corporate Policy and Strategy Committee / CMT / Edinburgh Partnership Board and Neighbourhood Partnerships. The work of the group will be
 - aligned to SE2020 and chaired by Councillor Jim Orr. Approval for the Group will be sought at the April 2013 Corporate Policy and Strategy Committee. CMT is to identify Heads of Service to participate, representing the Council’s property, transport, planning, open space management, schools, economy and community engagement functions.
 - **Lead Officer: Nick Croft, Corporate Governance**
- **Reporting to CMT and Committee** – A robust system of reporting has been established, with quarterly reporting to CMT through the Corporate Policy and Strategy Manager. From May 2013, Committee Reports will go to the Transport and Environment Committee, with automatic referral into the Corporate Policy and Strategy Committee.
 - **Lead Officer: Nick Croft, Corporate Governance**
- **Develop a Policy and Strategy for a Sustainable Food City** – An initial stakeholder consultation meeting was held on 11 December 2012 to establish the potential of developing Edinburgh as a ‘sustainable food city’. Chaired by Councillor Lesley Hinds, there was strong representation from across the public, community, voluntary and private sectors and agreement to establish a cross sectoral steering group, ‘Edible Edinburgh’, aimed at developing city-wide governance for Edinburgh as a sustainable food city.
 - **Lead Officer: Marianne Paget, Corporate Governance**

Other Developments

- **Capital Coalition Pledges** – On 23 August 2012, the Council agreed the Capital Coalition Pledges to be delivered during the 2012-17 local government term. There are 53 pledges aligned to six high-level commitments. The following pledges of relevance to sustainability lie under the commitment “Maintaining and improving the quality of life in Edinburgh”: to meet greenhouse gas targets, including the national target of 42% by 2020; to spend 5% of the transport budget on provision for cyclists; to use Green Flag and other strategies to preserve our green spaces; to continue to increase recycling levels across the city and reduce the proportion of waste going to landfill; and to encourage the development/expansion of a Community Energy Cooperative/s.
 - **Lead Officer: Nick Croft, Corporate Governance**
- **Workstyle Programme** – This programme will improve the way Council staff work, making the best and most efficient use of workspace and introducing greater choice and flexibility about where and when staff work. As the programme is rolled out, four new profiles have been proposed; **a flexible worker** spends all of or the majority of their time in a single or range of Council offices using shared desks either in their team or in touchdown zones. The majority of office staff will adopt this profile but there will also be a mobile worker, a home-based worker and a fixed worker spending almost all of their time in a single office and requiring a designated desk based primarily on their need for specialist equipment or adapted furniture. The programme will deliver £20m+ savings over 10 years, smaller property estate and a flexible and productive workforce. It will deliver environmental benefits through less staff travel and fewer buildings to heat and light- leading to less energy consumption.
 - **Lead Officer: Mark Steed, Services for Communities**



2. For promoting good management

“the new cutting edge...will come from leadership in the form of courage and risk taking, to... move sustainability into the purpose of designing visions rather than looking at sustainability as an add on”

Green Cities Index 2008

Action Plan Items

- **Mainstreaming Sustainability** – The Council is working in partnership with Jacobs International to develop a Climate Change Act (CCA) Compliance Assessment e-tool for use across the Council. This is the only development of its kind in Scotland and presents a number of income generation opportunities going forward. The Tool will be delivered by the end of April 2013 and the CCS Programme Team will roll-out appropriate user support thereafter. A CECiL course on Sustainable Development has been developed, taking 20 minutes to complete and giving an overview of sustainability and the importance of sustainability to the Council and its employees. CMT has agreed to promote take-up of the course by all members of staff through the PRD system and in induction for new staff. Councillor training has been prepared to increase Members’ capacity to incorporate sustainability when carrying out their duties and arrangements for delivering the training will be progressed by Member Services.
 - **Lead Officer: Alexis Woolley, Corporate Governance**
- **Sustainability checklist** – A checklist and support material have been created to assist all Committee report authors to complete the Sustainability Impacts section of reports appropriately. This is an essential component of developments to ensure that the Council can demonstrate its compliance with sustainability legislation. The CCS Programme Team has delivered briefings to relevant staff and will continue to make these available in order to develop understanding of the material throughout the Council. The work will be reviewed in line with new governance arrangements with an audit in April 2013. The CCA Compliance Tool is aligned with the reports checklist and support material in order to streamline the reporting process for officers.
 - **Lead Officer: Alexis Woolley, Corporate Governance**
- **Sustainability Impact Appraisals** – The development of impact appraisals to ensure strategic policy decisions and major projects are assessed for sustainability impacts, has been delivered as part of the CCA Compliance e-tool in order to streamline the process for officers.
 - **Lead Officer: Alexis Woolley, Corporate Governance**
- **Sustainability Performance Indicators** – The development of indicators for the management of energy in the Council's own buildings is being addressed through the Council's new Energy policy and will be reported to Council in June 2013. A set of indicators for the whole Council will be developed through the new Edinburgh Sustainable Development Strategic Partnership as part of its development.
 - **Lead Officer: Jenny Fausset, Corporate Governance (Energy)**
 - **Lead Officer: Nick Croft, Corporate Governance (Partnership)**
- **Pilot and evaluate Food For Life standards** - The Edinburgh Food For Life pilot is being delivered in partnership with NHS Lothian (pilot at St. John's Hospital), Edinburgh University (pilot

at Pollock Halls) and the Council (pilot at Currie High, Buckstone Primary and Clovenstone Care Home). The first meeting of the Council's FFL steering group was on 4 December 2012 and work is underway to look at how current catering practices can be brought in line with the Bronze standard of the Catering Mark. The aim over the next three years is to attain the Gold Standard and to roll out the standards across all Council catering provision. The 3 year project will tackle current barriers to providing seasonal, fresh, local and organic food, support children and young people, patients, students and staff to engage in the benefits of healthy and sustainable food and will evaluate the impact of the project

➤ **Lead Officer: Marianne Paget, Corporate Governance**

Other Developments

- **Embedding Sustainable Procurement** – In January 2011 the Council agreed a new Sustainable Procurement Policy to be embedded within procurement transformation. The CPST has identified a group of expert internal advisors to work with procurement colleagues to implement the policy. Once dedicated staff resources are identified Procurement will take the lead implementation role.
➤ **Lead Officer: Nick Smith, Corporate Governance (Procurement)**
- **Sustainable Procurement CECiL Course** – The CCS Programme Team has developed this course to help Council employees buy goods and commission services in line with the Council's Sustainable Procurement Policy. Officers can learn about what sustainable procurement is, what the Council's Policy says and how they can begin to implement the Policy by accessing CECiL. The course should take around 25 minutes, and includes opportunities to check learning and give feedback.
➤ **Lead Officer: Bernie Giles, Services for Communities (seconded to Corporate Governance)**



3. For protecting and conserving the environment

We all tend to feel better in the natural environment - so why are we working so hard to destroy it?

Dr Michael Dixon, Chairman, NHS Alliance in Healthy Futures 2007

Other Developments

- **Energy Policy** – The Council has been working with Green Energy Partners, on behalf of the Carbon Trust, to develop an energy policy, consisting of an overarching statement and ten practical, concise procedural documents (e.g. energy governance, measuring energy, buildings performance). This critical area of business figured prominently in the recent Council Budget Motion. The proposal is to seek approval for this work by June 2013.
 - **Lead Officer: Jenny Fausset, Corporate Governance**
- **Biodiversity Plan** – The Edinburgh Local Biodiversity Action Plan (LBAP) is co-ordinated by the Council and has 250 actions that span 2010 to 2015. These actions are delivered by the 31 members of the Edinburgh Biodiversity Partnership, which has a range of partners including third sector and volunteers. The LBAP is a five year roll-over plan to protect, preserve and enhance Edinburgh's biodiversity, habitats and ecosystems. A new section outlining the likely climate change impacts is included in the revised LBAP 2010. The Council's statutory duty to this work derives from the Nature Conservation (Scotland) Act 2004 which states that the Council must "*further the conservation of biodiversity*".
 - **Lead Officer: Caroline Peacock, Services for Communities**
- **Year of Natural Scotland 2013** – The Council agreed support for the Year of Natural Scotland 2013 at the Planning Committee meeting of 6 December 2012. The Council, in collaboration with partner organisations, is coordinating a programme of events that will help promote the Council's work in relation to the environment, biodiversity and sustainability. This work will be reported through the Biodiversity Action Plan: Annual Report 2013-14.
 - **Lead Officer: Caroline Peacock, Services for Communities**
- **Central Scotland Green Network Declaration** – In August 2012 the Planning Committee approved the Council signing a declaration of commitment to the Central Scotland Green Network (CSGN). The CSGN is a National Planning Framework 2 (NPF2) priority project, considered by Scottish Ministers to be an essential element of the strategy for Scotland's long term development. Signing commits Scottish Ministers and the Council to work in partnership to support delivery of improvements in environmental quality, by creating a strategic network of woodland and other habitats, active travel routes, green space links and watercourses, and by providing an enhanced setting for development and other land uses and improved opportunities for outdoor recreation and cultural activity. A new landscape masterplan was created for part of West Edinburgh with the Central Scotland Green Network and it will ensure that new development in the area incorporates high quality green infrastructure.
 - **Lead Officer: Frances Jarvie, Services for Communities**
- **Open Space Management** – The Council's Open Space Strategy 2010 is supported by 12 action plans, one for each neighbourhood partnership area. Strategy, audit and action plans will be used to inform investment, site management

decisions and planning decisions on the loss of open space and provision of open space in new developments. The strategy ensures a coordinated approach is taken to protecting and developing Edinburgh's network of open spaces and promotes the idea of connecting green spaces.

➤ **Lead Officer: Ben Wilson, Services for Communities**

- **Green Flag** – The Green Flag Award recognises and rewards the best parks and green spaces in Britain. In Edinburgh 24 city parks that serve city wide and local need have been awarded Green Flag accreditation in 2012/13. The assessment categories include Welcoming; Healthy, Safe & Secure; Clean & Well Maintained; Sustainability; Conservation; Community Involvement; and Marketing. An internal assessment of the quality of our parks, using the Green Flag criteria, is undertaken annually and the process is overseen by the Green Flag Forum. A set of measurable landscape quality standards have been developed for each of the Greenspace feature types maintained by the Council (e.g. shrub beds, standard amenity grass, rose beds etc). A random sample of these features is assessed monthly. The Park Survey Report presents the top line results of the first full year of operation of the Parks and Greenspace Survey. The findings of this survey will be used, along with the Council's annual internal Green Flag assessments of park quality, to development improvement plans for individual parks.

➤ **Lead Officer: David Jamieson, Services for Communities**

- **The Edinburgh and Lothians Forestry and Woodland Strategy 2012-17** – This high level document provides strategic and delivery-focused advice to those seeking to manage and expand woodland in the region. It provides a policy and spatial framework to optimize the contribution of woodland to people, the economy and the environment, aiming to increase woodland cover across Edinburgh and the Lothians from 13% to over 17% of the total land area. It provides a regional framework to guide the expansion and management of woodland in parallel with

wider sustainable development goals. The document was approved by each Council in the region and launched by the Forestry Commission at the end of October 2012. Council officers are preparing a Trees and Woodland Action Plan for Edinburgh aligned to the priorities identified in this strategy.

➤ **Lead Officer: Frances Jarvie, Services for Communities**

- **Living Landscapes** - The project has its origins in the Scottish Wildlife Trust's vision of an 'ecosystem approach' to green spaces, which aims to not only encourage wildlife and bio-diversity but also enhance their natural beauty. In Edinburgh, the Living Landscapes project forms part of Services for Communities *imProveit* plan, which aims to make our environment services better and more efficient. Living Landscapes is in a research phase, currently mapping out potential spaces in the west and southwest of the city, to change to a mixture of planting and not just short grass. The programme will encapsulate a whole range of natural environment projects on public and privately managed land, possibly including householders.

➤ **Lead Officer: Keith Logie, Services for Communities**

- **Tree Replacement Programme** – Over 370 trees have been planted across Edinburgh in the Council's biggest tree planting programme in the city's parks in recent years. Mixtures of native and non-native species have been planted in a range of locations across the city. These replace many of the trees damaged or felled during storms in 2012 and lost as a result of Dutch Elm disease. The new trees provide a welcome boost to the city's beautiful parks and green spaces, as well as improving the attractiveness of the local area. The trees planted during the course of this project will be added to the Forestry Services tree maintenance programme.

➤ **Lead Officer: Steven Webley, Services for Communities**

- **Lord Provost's Water of Leith Micro Hydro project** – The Council has incorporated £250,000 for this project into a Stage 1 Heritage Lottery Fund (HLF) application in order to make significant improvements to the Saughton Winter Garden, Rose Garden and wider park. This should enable the necessary further development work on the micro hydro proposal. Further detailed design and on-site investigation work is required to more fully and accurately determine the likely costs of this project, its energy production potential and to re-evaluate its business case in the context of its potential to power the cafe/community facility and Winter Garden proposed in the HLF funding bid. The HLF bid was submitted in February 2013 and a decision is expected by June 2013.

➤ **Lead Officer: Alan Bell, Services for Communities**

- **NESTA Project for Parks and Green Spaces** – The Council was one of five Scottish Councils that successfully applied to NESTA (the National Endowment for Science, Technology and the Arts) for funding through their Make It Local Scotland programme. The funding has been used to develop a new website and app to support exploration and enjoyment of the city's parks and green spaces by helping the Council to: promote parks and green spaces and encourage usage; promote conservation of the city's green heritage and biodiversity; track usage and biodiversity across the city; collate sightings of flora and fauna to gain a better overview of the city's eco-systems; support the city's businesses and economy by encouraging visitors; encourage local communities to become more involved in supporting the city's natural heritage and eco-systems; and engage schools in the Eco-schools programme. The site is live and can be seen at <http://www.edinburghoutdoors.org.uk>.

➤ **Lead Officer: Lindsay Grant, Services for Communities**

- **Edinburgh Natural Heritage Strategy** – Approved in June 2012, the strategy - complementary to the Built Heritage

Strategy - sets out the way in which protection and enhancement of Edinburgh's natural heritage can be achieved through the planning system, and provides clarity on the Council's commitment to the conservation of natural heritage.

➤ **Lead Officer: Frances Jarvie, Services for Communities**

- **Improving Air Quality** – In November 2012 the Transport and Environment Committee considered the Air Quality Progress Report 2012 which highlighted the outcomes of monitoring and assessment of local air quality in Edinburgh and actions and initiatives to achieve improvements. The Committee agreed that: the current Air Quality Management Areas (AQMAs) must be extended by Legal Order; the city-wide Air Quality Action Plan should be reviewed and updated; and that local Air Quality Action Plans should be developed to improve air quality in the AQMAs out-with the city centre. A further report will be prepared on the options around low emission zones (LEZ) in the city. In December 2012 the Planning Committee approved the extension of the current Interim Planning Guidance on biomass installations until the ongoing Detailed Assessment of PM₁₀ is completed and reported on; technical issues with monitoring instruments have caused a delay, but the city-wide assessments will be completed by Summer 2013.

➤ **Lead Officer: Andrew Mackie, Services for Communities**

- **I-Tree Project** – In partnership with Forestry Commission Scotland and its Research branch, the Council has embarked on a study which will attempt to calculate the benefits provided by Edinburgh's tree population. Using data gathered in 200 random sample plots, I-Tree estimates the amount of carbon stored by trees and woodlands, the amount of atmospheric pollutants scrubbed from the air, and the structural value of Edinburgh's trees. A correlated financial value is then calculated. The Council can compare this with the amount currently spent on planting and maintaining trees to determine the city's financial return. The research phase is complete and

the results and correlating values are calculated; officers will report their findings to Council in June 2013 as part of implementing the Tree Policy and Strategy.

- **Lead Officer: Keith Logie, Services for Communities**
- **Urban Pollinators Project** – The Council is working in partnership with universities, local authorities and wildlife trusts in four UK cities in a three year research project to find out which urban habitats have greatest value for insect pollinators, and how these compare with rural habitats. Annual and perennial wildflower meadows have been planted in a number of parks in Edinburgh and will be planted again in 2013, and the insects visiting these meadows will be surveyed in summer 2013.
- **Lead Officer: Lindsay Grant, Services for Communities**



4. For responsible consumption and lifestyle choices

Don't throw anything away. There is no 'away'.

Royal Dutch Shell advert (2007)

Action Plan Items

- **Sustainable Procurement Policy** – In January 2012, the Council published its new Sustainable Procurement Policy and revised Sustainable Timber Policy, detailing how the Council will buy goods in a way that brings about social and economic benefits whilst minimising environmental damage. At the same time the Council became the first Scottish local authority to make a WWF 'gold pledge' (currently achieving Silver status), ensuring that it will strive to only purchase timber and wood-derived products from sustainable and legal sources. The Council will set up a recording and monitoring system to ensure forest products procured meet the requirements of its new Sustainable Timber Policy. In March 2012, the Council approved a sustainable procurement action plan (SPAP) to support the implementation of the sustainable procurement policy and revised timber policy. Included in this work is the development of sustainability criteria, for the inclusion in Council construction contracts. It is anticipated that the implementation of the SPAP will achieve value for money by reducing unnecessary purchasing, lowering the whole life-cycle costs of goods and improving resource efficiency.
 - **Lead Officer: Nick Smith, Corporate Governance**
- **Conduct a carbon footprint of the Council's supply chain** – Initial research was conducted into what exactly this would entail and the cost implications. Setting targets for all services within the Council is important but there are a number of targets and projects which need to be carried out before this would have the impact required.
 - **Lead Officers: CCS Programme Team**
- **Edinburgh Energy Services Company (ESCo)** – Evaluation is under way to assess the setting up of a company offering a range of energy services across the city. Possibly looking to generating and supplying local energy at lower cost aimed at low income households. Scope for the company could also include services around energy efficiency and conservation with links to economic development, fuel poverty, Edinburgh Guarantee and skills training.
 - **Lead Officer: Janice Pauwels, Services for Communities**
- **Eco Schools** - The aim of the Eco-schools programme is to embed environmental awareness and action into the day to day life of pupils and staff in schools, while also engaging the wider community. There are now 271 registered eco-schools in the city (including partner provider and private nurseries and independent schools). 182 hold a Bronze Award, 169 have a Silver Award and 85 have achieved Green Flag status. This equates to 97% of local authority schools being registered with the programme, 92% including independent schools/private nurseries and 79% of participants that possess one award (Bronze/Silver/Green Flag).
 - **Lead Officer: Lindsay Grant, Services for Communities**

- **Carbon Clubs for Schools** – A project was developed to create Carbon Clubs for schools. The Carbon Busters programme should allow for any energy savings and the financial saving from them to be spent by the school, Difficulty securing sufficient funding to roll out the programme and other financial issues prevented this scheme from getting off the ground. Services for Communities are looking at other ways to achieve the aims of the programme, including through energy workshops, which Transition South Edinburgh have been delivering in a number of schools.
- **Lead Officer: Lindsay Grant, Services for Communities**
- **Grass to Energy Project** – The project looked to develop a business case to evaluate a green waste to energy system for the Council’s Parks and Greenspace. The exercise would involve an analysis of green waste and the process of returning waste by-product as fertiliser to amenity and other areas. The financial cost was researched and there were not sufficient funds to take the project further but it will be reconsidered in the 2013/14 financial year.
- **Lead Officer: David Jamieson, Services for Communities**

Other Developments

- **Fair Trade Issues** – The Council continues to support the Edinburgh Fairtrade City initiative by providing the secretariat and supporting elected members on the group, hosting Edinburgh Fairtrade city web pages and providing communications for the initiative. Fair trade events have been held in Council offices to publicise products and a limited range of fair trade products are stocked in staff cafes and restaurants. In addition approximately 40 schools are working towards Fairtrade School status (9 schools have already been awarded

status). The Council’s fair trade policy requires updating to reflect an increasing fair trade product range.

- **Lead Officer: Jenny Fausset, Corporate Governance**
- **Kerbside recycling** – The Council has a target of at least 50% of waste being recycled through kerbside and communal recycling facilities. This targets forms part of the Waste Prevention Strategy which is aligned to the Government’s Zero Waste Plan. Recent analysis by the CCS Programme Team, as part of the Scottish Climate Change Declaration report, indicates significant reductions in landfill and improvements in recycling rates. To further extend the current recycling strategy, a kerbside plastic bottles re-cycling scheme was launched in 2011 and a new contract for garden waste collection and composting was awarded. The Council has recently agreed to support option one of the Recycling Resign Report, which will make kerbside recycling fully compliant with Waste (Scotland) Regulations 2012 (WSR), which require Councils to offer a kerbside collection of key dry recyclables no later than 1st January 2014. Currently, we do not collect mixed plastics.
- **Lead Officer: Pippa Milne, Services for Communities**
- **Energy Efficiency** – The Council will soon launch its “**Energy Awareness Campaign**” which will engage with employees from all sectors across the Council. Understanding that all employees play an important role within Council properties, and utilise a range of equipment which can potentially use a lot of energy, the Energy and Water management team hope to provide training, publications and other tools to help everyone contribute towards energy efficiency within their own building.
- **Lead Officer: Cori Burnett, Corporate Governance**
- **Collective Energy Buying** – Scots Together is a collective energy switching initiative that aims to get a better deal on energy prices for people living in Scotland by buying energy together. Through a partnership with Changeworks and UK

Together, a collective of the local authorities in South East Scotland (including the City of Edinburgh Council) has successfully bid for funding from the Department of Energy and Climate Change (DECC) to facilitate a collective switching project. Collective switching involves getting people together to review their electricity and gas tariffs, making sure they are on the best deal that they can get. The switching period will run from 18 February 2013 to 17 March 2013. During this period householders can check their switching options and decide whether they want to take up any of the suggested tariffs. A tariff can only be held for four weeks, so householders need to switch by 17 March 2013 if they want to take up the current offer. The more people that join, the better the deal for everyone whenever they join during the switching window.

➤ **Lead Officer: Changeworks coordinating partnership**

- **Zero Waste: Edinburgh and Midlothian** – This is a major waste infrastructure project with Midlothian Council. Procurement processes have been established to secure long-term, state-of-the-art facilities for treating both food and residual (mixed black bag) waste collected in Edinburgh and Midlothian. Procurement of the food waste facility has now concluded (February 2013) after a 20-year contract was signed with Alana Renewable Energy (ARE) to build and operate the facility on behalf of the two councils at a site near Millerhill in Midlothian. The site was unanimously granted Planning Permission in Principle (PPiP) by Midlothian Council in December 2011 for a range of waste treatment facilities. The food waste facility provides the City of Edinburgh Council with a local, long-term solution for recycling food waste at a competitive price. It will also help to continue to increase recycling levels, reduce the amount of waste buried at landfill sites, meet greenhouse gas targets and continue to attract new investment to Edinburgh. For more information, visit www.zerowastefuture.com

➤ **Lead Officer: Pippa Milne, Services for Communities**

- **Pilot a construction recycling initiative across the city** – Base line data is being collated of the amount of construction waste entering landfill from Council contracts. Once this is in place the Council will consider joining the “Halving Waste to Landfill” scheme backed by Zero Waste Scotland and set targets of reduction through the procurement system.
- **Lead Officer: Alexis Woolley, Corporate Governance**
- **Assess suitable lighting options across the city** – In June 2012, the Planning Committee approved the finalised Lighting Strategy for Edinburgh following consultation. One of the strategy’s objectives is to reduce energy use, cost and minimize light pollution. This will be achieved through: providing more detail to customers on the Council’s maintenance and improvement programme for lighting; continuing to address energy reduction measures through the city wide programme of maintenance and replacements and address light spillage and pollution through the design of light fittings.
- **Lead Officer: Karen Stevenson, Services for Communities**
- **Spend to Save for Street Lighting** – A report requesting approval for the prudential borrowing to fund the ‘Spend to Save’ scheme for street lighting lamps was approved by Full Council on 13 December 2012. An outline business case has been submitted. The project aims to reduce the overall energy and carbon footprint of 3,000 street lighting lanterns which are primarily within the city centre area and main arterial routes. Replacing existing energy lamps with more energy efficient ones is estimated to cost £1.225m and achieve total energy savings equal to £0.213m per annum (at current prices and which are likely to increase each year by 8%)
- **Lead Officer: John MacFarlane, Services for Communities**
- **Making Energy Sustainable** – A number of initiatives are underway, as part of the **iPFM programme**, to reduce energy and water usage: installation of water saving devices in school

urinals and other properties, which is expected to make savings in the region of £60k - £80k per year; launch of survey of our building management systems which monitor and control energy services in around 200 of our largest properties. This will allow the Council to assess how energy efficient we are and help to make plans to tackle any inefficiencies; smart meters have been installed across many of our properties to manage consumption better and an energy awareness campaign is being developed to help inform employees about how we are consuming energy and how we can all reduce our consumption and lower costs..

➤ **Lead Officer: Murdo MacLeod, Services for Communities**



5. For planning and design for sustainability

Town planning is not mere place planning, nor even work planning. If it is to be successful it must be folk planning.

Sir Patrick Geddes

Action Plan Items

- **Develop a scheme across the city to maximise the advantages and potential of the Green Deal** – A business case is nearing completion for increasing energy efficiency retrofit using ECO, Green Deal and other finance. This has been developed in partnership with the Scottish Cities Alliance and assesses the potential for setting up a framework or partnership approach to draw in ECO for retrofit projects, and work alongside private sector partners to maximise Green Deal uptake. This programme will fit with Scottish Government funding available through Home Energy Scotland: Area Based Schemes. A report will be provided to Health, Wellbeing and Housing Committee initially, followed by other relevant committees.

The Solar PV project was paused, due to uncertainties in the solar PV market, and in UK Government policy towards renewables and the Feed-in Tariff making it difficult to accurately assess the costs and benefits of a large scale project. The project has assessed the potential benefits to council tenants against the risks of installing PV panels to council homes, and concluded that council-owned sheltered housing is most suitable for this type of measure at this time. There are signs that the solar PV industry is stabilising and that costs for solar panels have decreased, making it feasible to re-start this project.

- **Lead Officer: Katie Ward, Services for Communities (Green Deal)**
- **Lead Officer: Mike Wagner, Services for Communities (Solar PV)**

- **Develop detailed supplementary planning guidance on energy efficiency and renewable energy technologies** – Planning have integrated guidance on energy efficiency and renewable technologies into two documents. Edinburgh Standards for Sustainable Building S1 Form and Guidance is currently used but will be replaced by the consolidated Edinburgh Design Guidance if approved at Council later this year. For householders there is Guidance for Householders 2012 which includes solar panels.
- **Lead Officer: Kate Hopper, Services for Communities**

Other Developments

- **Local Development Plan** – Edinburgh's new Local Development Plan (LDP) will contain policies and proposals to guide development and land use across Edinburgh. The LDP will replace the two local plans - Rural West Edinburgh Local Plan (RWELP) and the Edinburgh City Local Plan (ECLP). Publication and consultation on the Main Issues Report (MIR) took place late 2011-early 2012. The Climate Change (Scotland) Act 2009 and the Planning etc. (Scotland) Act 2006 place a duty on the Council to act in the best way to reduce emissions, adapt to climate change and prepare development plans to further sustainable development. The Council's commitment to fulfilling these duties is evident throughout the LDP, with policies addressing both the reduction of greenhouse emissions and the ability to adapt to a changing climate. The five main aims of the policy are to support the growth of the city economy, help increase the number and improve the quality of new homes, support sustainable transport and access to jobs

and services, look after and improve our environment and create sustainable communities.

➤ **Lead Officer: Ben Wilson, Services for Communities**

- **Edinburgh Design Guidance** – In October, the Planning Committee approved the Council's Draft Edinburgh Design Guidance for consultation. The draft guidance will be one of six new pieces of consolidated non-statutory guidance, amalgamating 13 existing planning guidelines relevant to design, including the Edinburgh Standards for Sustainable Building, Landscape and Development, Housing Development in Garden Grounds, Biodiversity and Trees and Development. The aim of the new guidance is to explain the development plan policies which have had a major design impact and to set out the Council's expectations for the design of new development in the city. The guidance will be finalised when the feedback from the consultation has been assessed and will be considered by the Planning Committee in 2013.

➤ **Lead Officer: David Givan, Services for Communities**

- **BREEAM Rating** – The Council aims to achieve a minimum sustainability performance of BREEAM 'Very Good' rating, and aspire to BREEAM 'Excellent' rating, when procuring new buildings and refurbishing old buildings (Sustainable Procurement Policy). The Council has received an EcoHomes Excellent accreditation from BREEAM for Phase 1 of the 21st

Homes for Edinburgh development at Gracemount, comprising affordable housing. The development provides 99 new homes – a mix of flats, colony style units and terraced houses for council and mid market rent and share equity. The sites are assessed across a number of diverse BRE Eco-Homes categories including energy, transport, health and well being and management. The East Neighbourhood Office and Craigmillar Library, Tynecastle High School and Wester Hailes Healthy Living Centre also received a BREEAM Excellent rating.

➤ **Lead Officer: Project Specific – Project Manger in Service Area**

- **Basil Spence Building** – Edinburgh World Heritage is working in partnership with Historic Scotland, the City of Edinburgh Council and Brown's Close Area Association on a boarder project looking at how to address conservation repair works and energy efficiency measures in listed post-war buildings. The aim is to produce an innovative case study using Basil Spence Building for addressing conservation issues and energy efficiency in post-war listed buildings, and the results will produce wider benefits for all communities living in buildings of this type.

➤ **Lead Officer: Ian Buchanan, Services for Communities**

6. For sustainable transport

Sustainable travel begins at home.

Justin Francis, Responsible Travel

Action Plan Items

- **Contribute to Sustainable Travel initiatives across the city in partnership with the business sector - Sustainable Travel Plan** – The Council agreed a Sustainable Staff Travel Plan for the period 2009 – 2012. The Corporate Policy and Strategy Team will publish a full progress report against 8 key targets in June 2013. Progress against the key targets by 2012 are as follows; reduce annual total of car mileage claims by 5% each year, reduce annual domestic flight mileage by at least 20%, reduce total fleet mileage by 10%, increase the full economy of council fleet by 10%, increase the number of staff car sharing to work by at least 30%, increase the number of staff taking public transport to work by 5%, increase the number of staff either walking or cycling to work by 10% and increase recognition of key staff travel initiatives from 50% to 80% by end of the plan period.
 - **Lead Officer: Gary Turner, Corporate Governance.**
- **Active Travel Action Plan** – The Active Travel Action Plan (ATAP) sets out a range of actions aimed at achieving 15% of journey to work trips by bike by 2020 (double the level in 2010), increasing the share of all trips made by bike to 10% by the same date. This year the Council decided to raise the share of the total Transport budget devoted to cycling from 5% to 6%. This represents a very significant increase in funding, particularly in the revenue budget. Good progress is being made with the ATAP. Last year the ‘Family Network’ route from Leith to Portobello was significantly upgraded, transforming opportunities for travel by bike in this part of the city. The

Family Network aims to capitalise on the extensive off road path network that already exists in Edinburgh to create a joined up system of paths and quiet roads linking to useful destinations and suitable for younger and less experienced cyclists. On road bike facilities between the King's Buildings and George IV Bridge were also improved as part of the ‘Cycle Friendly City’ initiative, and counts suggest use of this route has immediately increased. During 2013/14 more route improvements are scheduled and marketing is due to be stepped up.

- **Lead Officer: Phil Noble, Services for Communities**
- **Cycling in Edinburgh** - The Sustainable Edinburgh 2020 budget has contributed £210,000 to deliver cycling related promotion, a safety campaign, support studies looking into the development of cycle schemes and contributed to small maintenance schemes on the off-road cycle network. As part of the promotion of cycling in Edinburgh, the Council hosted Sky Ride Edinburgh on the 8th of September 2012; this was a traffic-free bike around the city lasting from 9:30am until 3:30pm covering a 10km route. Citizens were able to join and leave the route at any time during the day. As part of this project a series of free local bike rides took place throughout the Autumn of 2012, which, provided routes through parks and tracks and trails with British Cycling trained ride leaders on hand to offer encouragement and support.
 - **Lead Officer: Chris Brace, Services for Communities**
 - **Ecostars Edinburgh** – Ecostars Edinburgh is a voluntary freight recognition scheme to promote efficient and clean road freight vehicles. The scheme’s main objectives are to improve

fuel efficiency and reduce emissions; reduce the energy used by commercial and passenger transport; save operators money and provide tailor-made support to road freight operators. A consortium of twelve partners, led by Transport and Travel Research Limited (TTR), successfully obtained support from the Intelligent Energy Europe fund. Ecostars Europe was launched in Edinburgh on 1 June 2011 and the official launch of Ecostars Edinburgh was on 26 January 2012. One of Ecostars Edinburgh's inaugural members is the Council's own fleet (which has the largest number of vehicles of all the members recruited so far). Ecostars rates individual vehicles and the overall operation of a vehicle fleet using a star rating system, to recognise levels of operational and environmental performance. The Council has attained a creditable three star rating and is working to improve on this. One of the benefits members obtain from the scheme is a bespoke roadmap of advice. This excellent resource highlights the good practice already being employed in the operation of the Council's own fleet along with those areas where action is recommended for maximising efficiency, savings and emissions reduction.

➤ **Lead Officer: Ann Connolly, Services for Communities**

- **Electric car charging infrastructure** – The Edinburgh Partnership as a community planning partnership in one of Scotland's seven cities and significant conurbations was awarded finance for a 'large city' of £120K to maximise the use of electric vehicles and carbon reduction in Scotland. In 2012/13 £220K Plugged in Places funding has been allocated to the Edinburgh Partnership from Transport Scotland, for the supply and installation of electric vehicle charging points. The purpose of the PiP funding is to establish a country-wide charging infrastructure network throughout Scotland. Transport Scotland has advised that charging points should primarily be: located on public sector owned land, available for public use and located on the primary road network. The aim is to install

electric vehicle charging points at 25 appropriate partner sites across Edinburgh.

The Council has allocated a further £35,000 through the Sustainable Edinburgh 2020 budget to fund a charging unit in the Quadrangle and Kerbside outside Waverley Court. Fleet services are also working on funding the purchase of more electric cars.

➤ **Lead Officer: Nicola Elliott, Corporate Governance (Plugged In Place Programme)**

➤ **Lead Officer: Andrew Campbell, Services for Communities**

Other Developments

- **New Local Transport Strategy** – The Local Transport Strategy describes many targets relating to CCS Programme Team work, specifically the commitments for reducing greenhouse gas and noxious emissions from transport, improved public transport, improved cycling and walking provisions (pledge commitment exists to spend at least 5% of the transport budget on cycling). The strategy is out for public consultation and will include measures to embed a sustainable approach to transport (such as extending 20mph zones) along with the new staff travel plan. The Edinburgh Trams will add a low carbon and sustainable form of transport to the city's transport network.

➤ **Lead Officer: Ewan Kennedy, Services for Communities**

- **Secure Bike Sheds for Tenement Flats** – A £50,000 pilot scheme will see six new bicycle storage facilities introduced to streets in Edinburgh dominated by tenement flats, where residents often struggle to find safe places to keep their bikes. It is part of a range of Council measures to increase the number of people that cycle. After consultation, it is hoped the bike storage facilities will be installed by early 2013. If the pilot proves successful, it could be rolled out across the city. Covered cycle racks have already been built at the Bus Station,

Newcraighall and Edinburgh Park and areas for bike parking are normally now included in new housing developments.

➤ **Lead Officer: Chris Brace, Services for Communities**

- **CHAMP** - 7.3% of adults in Edinburgh cycle to work – the highest in Scotland. The Council is working to increase this and is one of six European cities taking part in the Cycling Heroes Advancing sustainable Mobility Practice (CHAMP) project. Funding from Europe of £70,000 has been awarded and will help the Council to fund the promotion of cycling through the development of marketing publications; the delivery of workplace initiatives such as travel planning and mobile bike mechanics; and the promotion of the use of the new Quality Bike Corridor from George IV Bridge to King's Buildings.

➤ **Lead Officer: Chris Brace, Services for Communities**

- **Brake the Cycle** – The Council has launched a new scheme to encourage cycling, and the recycling of old bikes. Old, unwanted or broken bikes will be repaired and given to people who really need them. Single partners, disabled people, those in receipt of benefits, the elderly, community organisations and groups, schools, play schemes, youth groups, young people's residential units, people with additional support needs, and those with an allocated social worker or support worker, are being offered the opportunity to apply for a free bike under the scheme.

➤ **Lead Officer: Jimmy Hewitt, Services for Communities**

- **I-Bike** – This award winning project encourages more children to get into cycling. The focus is on Primary 6 and 7 pupils through the transition to high school and S1 and S2. A dedicated officer works intensively with the school to promote cycling activities and each term special events are held. At one school the numbers of children cycling rose from 0.5% to 10%. There is also a capital investment in improving cycling facilities at schools.

➤ **Lead Officer: Lorna Henderson, Services for Communities**

- **STARS** – The Council's Road Safety Team will be taking part in an Intelligent Energy Europe funded project to encourage more children to cycle to school. Edinburgh is part of an EU wide group and will be working with twelve other cities to promote active travel and cycling in particular in Edinburgh schools. STARS will target the school run because these journeys account for a large proportion of regular travel by households, leading to congestion and increased carbon emissions. The distance of the journey to school is almost always under 5km making cycling a definite option, targeting children and young people is the key to long term culture change. STARS wants to achieve a 5% modal shift from the car to cycling.

➤ **Lead Officer: Caroline Burwell, Services for Communities**

- **Park-Smart** – The Park-smart project is focused at parents, aiming to decrease the number of children being driven to school by thinking about where parents park. The project addresses behaviour whilst actively promoting walking to school or park and stride as the easier, safer and most stress free option. The Park-smart campaign is being rolled out to schools who wish to tackle the problem. The project takes place over four weeks and the children also contact the local police and traffic wardens to ask for their help.

➤ **Lead Officer: Caroline Burwell, Services for Communities**

- **Electric Vehicle Procurement Support Scheme** – The Edinburgh Partnership received £207,000 as part of the Scottish Government's Electric Vehicle Procurement Support Scheme, to fund the price difference between traditionally-powered vehicles and their electric equivalents. The Council received six new electric cars, Lothian and Borders police received two, and two were leased by NHS Lothian. The new electric vehicles were on the road by the spring 2013. Three charging points were installed at Council offices, whilst Edinburgh Napier

University added another three. Analysis of the Council's current electric vehicles revealed that on average one Nissan Leaf, doing 6000 miles a year would reduce CO2 emissions by five tonnes. Six similar electric cars were estimated to reduce CO2 emissions by 30 tonnes and save 1270 gallons of petrol at a cost of £5,000. If the electricity was generated from renewable sources, the cars would generate no emissions and can be charged overnight at off-peak rates.

➤ **Lead Officer: Nicola Elliott, Corporate Governance**

- **Greening the fleet** – Lothian Buses aspire to be one of UK's greenest bus fleets, currently running 15 diesel hybrid double deck buses and have recently invested in 10 new hybrid single deck buses featuring engine off at idle devices. A further 10 hybrid buses are set to be introduced to the fleet in early 2013.

➤ **Lead Officer: Ewan Horne, Services for Communities**

- **Bustracker** - Real Time Passenger Information is available for all stops served by Lothian Buses and expanding to incorporate other operators through a project being delivered by SEStran. 400 signs are deployed throughout the city's network of 2500 bus stops and 400,000 information requests are received by the 'mybustracker.co.uk' web server daily. This greatly enhances public transport as a transport mode, giving passengers reliable information by which to decide their journeys. Allowing effective and efficient travel choices to be made either before starting the journey or while on the move. Options to integrate journey time and parking data for travel from edge of city to the city centre currently being investigated. Potential to provide real time travel information for those travelling into the city by private car and could be used to enhance park and ride use.

➤ **Lead Officer: Stuart Lowrie, Services for Communities**



7. For local action for health

The best six doctors anywhere and no one can deny it,

Are sunshine, water, rest, and air, exercise and diet.

Old Nursery Rhyme

Other Developments

- **New direction for Health and Social Care** -The Scottish Government has outlined its proposals for a new direction for health and social care services. A joint response from the Council and NHS Lothian was approved by the Council on 4 September 2013 and was considered by the NHS Lothian Board on 26 September 2013. The proposals aim to bring Council and NHS services closer together, putting people's needs at the top of the agenda. The three main areas for improvement are; a more integrated services across NHS Lothian and the Council, which are planned and delivered seamlessly and consistently around people's needs; flexible, sustainable budgets, which can move around and between partners to maximise their impact; and services better geared towards helping people live at home safely and get back there as soon as possible when they have been in hospital. The Scottish Government responded to the feedback to the consultation in February 2013 and has indicated its intention to legislate for change. The joint work begun between the Council and NHS Lothian is fully inline with these intentions.
- **Lead Officer: Peter Gabbitas, Director, Health and Social Care**
- **Partnership Working/ Health Inequalities** – The recent Single Outcome Agreement Progress Report agreed at the Edinburgh Partnership Executive on 19 February 2013 identified that persistent health inequalities exist in areas of higher socio economic deprivation. Average female life expectancy in the 15% 'most deprived' areas of the city was 77.3 years, whereas in the remainder of the city it stood at 82.1 years. Average male life expectancy in the 15% 'most deprived' areas of the city was 68.9 years, whereas in the remainder of the city, it stood at 78 years. The CPST is already in discussion with the Integrated Health and Social Care Board about the need for concerted action to address these matters, improve links to the Edinburgh Partnership Board and new City Community Plan.
- **Lead Officer: Nick Croft, Corporate Governance**

8. For achieving a vibrant and sustainable local economy

Business as usual is dead. Green growth is the answer to both our climate and economic problems.

Danish Prime Minister Anders Fogh Rasmussen (March 2009)

Action Plan Items

- **Raising Awareness, continue with Festivals Edinburgh** – Festivals Edinburgh approached the Council to build a relationship which supports them in the best ways forward in promoting a sustainable future through reducing carbon emissions; managing the ways we affect the environment, and contributing to the global environmental discussion. They have identified, that they have the strength in terms of reputation and impact to create a powerful platform to focus Scottish and international attention on ways of achieving this sustainable future. They have identified an environment working group and so far have produced a toolkit called Green Venues Guide, working with Creative Carbon Scotland. The Council will look to use this in its venues.
- **Lead Officer: Alexis Woolley, Corporate Governance**

Other Developments

- **Green Investment Projects** – The Chief Executive has recently established a new Green Investment Projects Group (GIPG). Staff in Services for Communities and Economic Development are supporting the work of this group and developing a list of pipeline projects and identifying potential investment sources.
- **Lead Officer: Janice Pauwels, Services for Communities**
- **Economic Strategy** – The new Economic Strategy 'A Strategy for Jobs' places sustainable growth from investment in jobs at the heart of programme activity by investing in the city's

development and regeneration, supporting inward investment, supporting business and helping unemployed people into work.

- **Lead Officer: Ken Shaw, Economic Development**
- **Edinburgh Guarantee** – Working with the public, private and voluntary sectors the Council seeks to increase the number of jobs, education or training opportunities being made available to young people, in tandem with work to improve the level of support available to help them move into a positive destination. The Edinburgh Guarantee in partnership with O2 has launched a mobile phone recycling scheme, profits from which will directly benefit the Edinburgh Guarantee. Collection tubes have been placed in Waverley Court, City Chambers, Chesser House, Edinburgh College and in some public library across the city. The collection is aimed at privately-owned phones.
- **Lead Officer: Pam Peters, Economic Development**
- **Cooperative Organisations** – The Cooperative Development Unit within the Corporate Policy and Strategy Team, in partnership with service areas and external partners, has made good progress with regard to development of services delivered by housing, energy, child care and social care cooperatives. In addition, the Unit continues to progress approaches to joining up corporate social responsibility work across the city, and instilling community benefit clauses in key contracts.
- **Lead Officer: Nick Croft, Corporate Governance**

- **Edinburgh Community Energy Co-operative Ltd** – The Council has been supporting the growth of the Edinburgh Community Energy Co-operative Ltd which was formed at the end of 2007 with the support of Co-operative Development Scotland. In December 2012 the Council hosted a Co-operative seminar which brought together a range of individuals and organisations with an interest in energy efficiency and renewable energy. The seminar aimed to: identify and discuss opportunities for Edinburgh-based energy initiatives, consider how Edinburgh as a Cooperative Capital can help foster and realise these ambitions; and identify next steps in making community and co-operative energy initiatives a thriving reality in Edinburgh.
 - **Lead Officer: James Garry, Corporate Governance**
- **The Edinburgh Centre for Carbon Innovation (ECCI)** – The Council hopes to contribute £20,000 to ECCI to fit out and tailor 108m² of business support room space across 2 rooms for business creation and development support. The anticipated outcomes for 2013/2014 include; business incubation of between 10-20 supported businesses, formation of 3 new business starts, development and launch of 10 new products and services, creation of 3 new jobs, initiation of 10 academic – business partnerships and securement of £2Mn in investment into supported businesses.
 - **Lead Officer: Jim Galloway, Economic Development**



9. For securing inclusive and supportive communities

Environmental problems are really social problems anyway. They begin with people as the cause and end with people as the victims.

Action Plan Items

- **Strengthening Neighbourhood Partnerships** – The Communities and Neighbourhood Committee has agreed a review scope to strengthen Neighbourhood Partnerships in the City. Discussions are underway between the Corporate Policy and Strategy Team and Local Community Planning Team to assist in this review and strengthen practice with specific regard to participatory budgeting, community engagement methods and Total Place approaches. Options for strengthening will be agreed in May 2013.
 - **Leader Officer: Natalie Hoy, Services for Communities**
- **Equalities and Human Rights** – The Corporate Policy and Strategy Team (CPST) is working with COSLA and the Equality and Human Rights Commission (Scotland) and a number of third sector partners to develop a range of national good community relations indicators and a best practice project toolkit. The CPST, in partnership with the Local Community Planning Team, is delivering a number of local events to bring diverse communities together to improve understanding and respect. To date around 2000 citizens have participated in such initiatives. Further work is required to capture similar work across the Council and the City.
 - **Leader Officer: Nick Croft, Corporate Governance**
- **Framework to Advance Equalities and Rights** - In June 2012, the Council approved the new equality scheme, which explains how the Council intends to meet its legal duties under the Equality Act 2010 and the Public Sector Equality Duty over the next five years. Known as the Framework to Advance Equality and Rights 2012-2017, the plan also describes the new approach for equality and rights impact assessments and how it can include a rights-based approach into the Council's work. The framework identifies five areas of work: equality and rights in Council employment, new arrangements for Equality and Rights Impact Assessment (ERIA) for Council policies, services, functions and financial decisions, improving the evidence base to help support impact assessment, outcomes linked to the Council's priorities in the Strategic Plan 2012/17 and the Edinburgh Partnership Single Outcome Agreement, measures to further strengthen the Council's approach to equality and rights in procurement, improving Council decision making and action across all areas of management, policy making and service delivery.
 - **Leader Officer: Nick Croft, Corporate Governance**
- **Community Grants Fund** – The fund aims to encourage small scale activity that benefits local communities and support the work of the Neighbourhood Partnership and the Local Community Plan. Key indicators of the overall success of the investment include: neighbourhood as a desirable place to live, different backgrounds get on well together, able to have a say on local services and satisfaction with specific services.
 - **Lead Officer: Anna Herriman, Services for Communities**
- **Total Craigroyston** – A local Total Craigroyston Management Group has been established and a Road Map completed which will take forward action at local level. They intend to test out a

more joined up approach to supporting local families facing complex challenges by selecting a small number with whom to work differently. Several small projects have been implemented so far including improving the transition arrangements for P7 children going into S1, involving voluntary sector partners and creating opportunities for street play within the community.

➤ **Lead Officer: Christine Mackay, Corporate Governance**

- **Total Neighbourhood** - The objective of Total Neighbourhood is to develop a fully integrated approach that delivers better outcomes for individuals and communities and with a focus on moving to prevention. Building on initial development work involving front line workers, lessons learned from case studies and a high level spend count, two small test areas in Niddrie House and Lochend have been identified to trial new approaches to service delivery and engagement.

➤ **Lead Officer: Adam Kassyk, Corporate Governance**

- **Building Social Value** – Community planning partners considered the linked concepts of Social Value and Community Benefit, and how these relate to the Edinburgh Partnership's joint work, at a Building Social Value event on 14 November. Hosted by the Compact Partnership, this informative and engaging session gave delegates the opportunity to explore the meaning of Social Value and take part in a practical exercise to build it by applying Community Benefit Clauses to contract.

➤ **Lead Officer: Graeme McKechnie, Corporate Governance**

- **Connected City** – The Council has been awarded £10.7m of capital funding from the UK Government to assist in enhancing Broadband and Wireless coverage across the city. The Programme will work with BDUK to target investment in the next 3 years across the whole City of Edinburgh Council area. The programme includes 4 projects: Broadband Infrastructure;

Wireless; Consumer Demand Stimulation and Digital Participation and Business Demand Stimulation. The consumer and business projects will work on stimulating demand for high speed broadband to get best value out of the infrastructure available across the city.

➤ **Lead Officer: Simone Hislop, Corporate Governance**



10. For local to global

Forget about making poverty history. Climate change will make poverty permanent.

Nazmul Chowdhury, Practical Action, Bangladesh (2009)

Action Plan Items

- **Update the Council's Climate Change Framework** – A new framework to identify priority climate change adaptation action for the Council has been prepared in conjunction with Adaptation Scotland. City-wide mitigation actions will be considered as part of a new Sustainable Energy Action Plan and actions to mitigate corporate emissions will be included in a revised Carbon Management Plan.
 - **Lead Officers: James Garry and Fiona MacLeod, Corporate Governance**
- **Publish the Council's Second Carbon Management Plan** – A revised draft Carbon Management Plan 2013-18 (CMP) for the City of Edinburgh Council (CEC) is in preparation. The draft Carbon Management Plan is split into three sections:
 - Background and Context:** This section will set out the aims and objectives of the CMP, the drivers behind the CMP, the Council's governance structure in relation to carbon management, the original baseline carbon footprint and reduction targets.
 - Progress Review:** This section will make provision for an annual review of actual progress towards target carbon emissions.
 - Implementation Plan:** This section will provide a list of planned carbon reduction projects, with details of project ownership, estimated reductions and progress.
 - **Lead Officer: James Garry, Corporate Governance**
- **Sustainable Energy Action Plan** – The Council has pledged to “meet greenhouse gas targets, including the national target of 42% by 2020”. Meeting this pledge will amount to radically

transforming energy use in the city's buildings and transport. The CCS Programme Team is developing a Sustainable Energy Action Plan (SEAP) which will detail how this challenging goal could be achieved whilst exploiting the economic, social and environmental opportunities which will arise from the significant investment required. The SEAP will also meet the Council's commitments under the Covenant of Mayors. The SEAP should: make Edinburgh's future energy supply more secure; help protect households, businesses and public services from excessive energy bills (including tackling fuel poverty); create new low carbon businesses and jobs; and enable Edinburgh's citizens and communities to have a greater say in energy generation and energy use. Consultation on the draft Sustainable Energy Action Plan will take place in 2013.

- **Lead Officer: Janice Pauwels, Services for Communities**
- **Lead Officer: James Garry, Corporate Governance**
- **Ensure that Climate Change is incorporated into the City's contingency planning arrangements** – This will be progressed through the Climate Change Adaptation Framework.

Other Developments

- **Scottish Climate Change Declaration** – In January 2007 the Council signed Scotland's Climate Change Declaration. The Declaration commits the Council to reduce its greenhouse gas emissions and adapt to the predicted impacts of climate change. An annual report on the monitoring and progress of the Council's activities is produced each year, detailing targets set, actions taken, outcomes achieved and further action required. By signing

the Declaration the Council acknowledges the reality and importance of climate change, commits to mitigation by reducing emissions and to work with communities to adapt to the impacts of climate change.

- **Lead Officers: James Garry and Fiona MacLeod, Corporate Governance**
- **Climate Change Mapping Exercise** – Highlights some of the good work that has already been done or is being done in the city to reduce carbon emissions, increase energy efficiency and the use of renewables, improve our housing, make our festivals more sustainable, preserve and enhance our green spaces, promote sustainable local food, raise awareness among our children, encourage more sustainable ways of travel, reduce and recycle our waste and encourage all sectors of society to become actively involved in making our city more sustainable.
- **Lead Officer: Fiona MacLeod, Corporate Governance**
- **Carbon Trust Standard** – The Council was notified in July 2012 that it has achieved the Carbon Trust Standard. The Standard is widely considered to be the world's leading certifier of organizational carbon footprint reduction and certifies both private and public organisations. To achieve the Carbon Trust Standard the Council had to meet three criteria: provide an accurate footprint measurement including all required carbon sources, demonstrate an absolute reduction in carbon and demonstrate good carbon management to a defined standard, including carbon governance, accounting, reduction methods and targets. CCS Programme Team with colleagues in the Corporate Transport Unit, Road Services and Energy and Water Management played a key role in providing evidence as the submission looked at carbon use from fleet and road services, and Council property. The Standard is awarded in acknowledgement of an organisation's commitment to reducing carbon emissions. In 2011 the Council achieved a 4.3% reduction in its carbon emissions. We are now eligible to use the

Carbon Trust Standard logo and the award will remain in place until December 2013.

- **Lead Officer: Jenny Fausset, Corporate Governance**
- **Carbon Reduction Commitment (CRC)** – The Carbon Reduction Energy Efficiency Scheme (CRC) came into force on 1 April 2010. It is a mandatory scheme aimed at improving energy efficiency and cutting emissions in large public and private organisations. (Organisations that consumed more than 6,000 megawatt-hours (MWh) per year of half hourly metered electricity during 2008 qualified for full participation in the scheme). The City of Edinburgh Council qualifies for the scheme. CRC requires the Council to purchase carbon allowances to cover its carbon emissions. The Council prepared its Footprint report at the start of Phase 1 (2010 - 2014) and has submitted Annual Reports to the Environment Agency each year since the scheme started. In 2011 the Council purchased 54,810 allowances at £12/allowance, total cost £657,720 and in 2012, 52,272 allowances, total cost £627,268. A league table is published annually showing the relative performance of all organisations taking part in the scheme nationally. In the recently published league table February 2013, the City of Edinburgh Council has improved its league table position by over 700 places, from its position in 2012. Initiatives to reduce carbon emissions will lower the amount of carbon tax the council has to pay each year.
- **Lead Officer: Jenny Fausset, Corporate Governance**
- **CASCADE** – Eurocities-led Intelligent Energy Europe funded project which aims to design and deliver large-scale networking and mutual learning actions on local energy leadership. The project should help the Council reduce its energy use by at least 20% through the development of a Strategic Energy Action Plan (SEAP). During the first year, six peer learning events were organised. In each visit, CASCADE experts examined different aspects of policy implementation such as partnership work,

policy integration, leadership or financing linked to specific areas of work. In September 2012 the 22 CASCADE partners met in Malmo to take stock of the results achieved in the first year of the project and prepare the programme of networking and mutual learning activities for the remaining two years. Two members of the CCS Programme Team attended this event. The second year of the project will focus on a series of European networking activities delivered through study tours, mentoring visits and work shadowing. In addition to the current CASCADE partners, 20 new cities have been invited to participate in some of these activities

➤ **Lead Officer: James Garry, Corporate Governance**

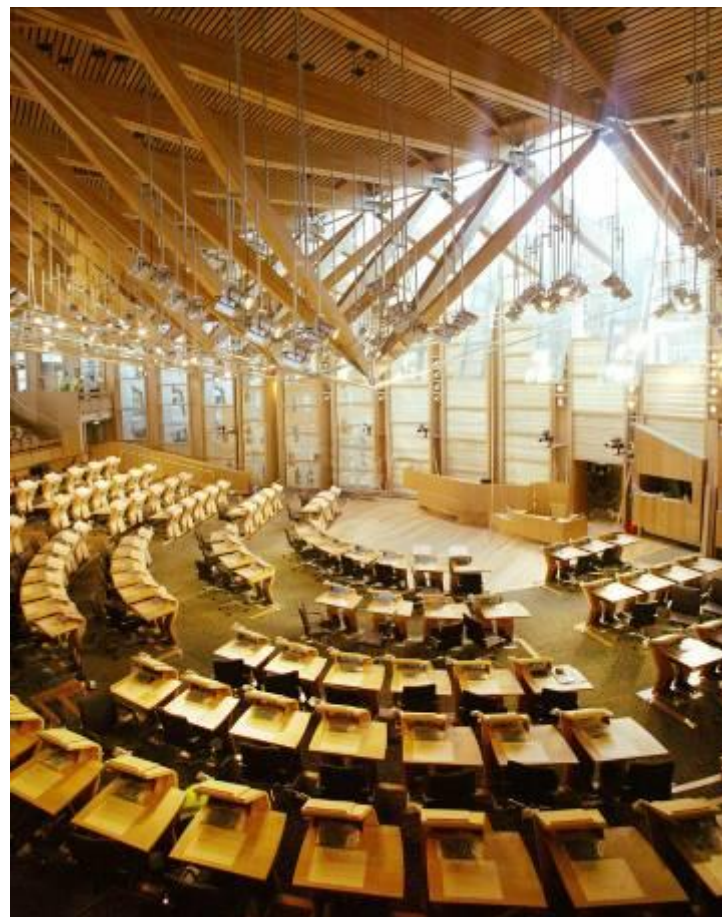
- **Heat Map** – The Council is working with the Scottish Government to produce a Heat Map of the city utilising GIS, which will potentially guide investment in housing, industry, business, green development technologies and others in future years. This is expected to be produced during summer 2013. Further work will be required with community planning partners to identify specific heat consumption patterns, especially from buildings in public ownership.

➤ **Lead Officer: Janice Pauwels, Services for Communities**

- **Water of Leith Flood Prevention Scheme** – Severe flooding in April 2000 highlighted the need for investment in flood prevention infrastructure across the city. This resulted in plans for the Braid Burn and Water of Leith Flood Prevention Schemes being developed. The estimated cost of both these schemes is £144.4m, with £102.4m funding having been secured. The Water of Leith Flood Prevention Scheme is a key project to help protect areas of the city from flooding. The project runs from Bonnington through Murrayfield and on to Longstone and the Murray Burn. £14.5m has been spent on preparatory and advanced works. Due to uncertainty over funding in 2009, it was decided that the works be carried out in three separate phases. Phase 1 (Bonnington to Stockbridge) is currently under construction and

is due for completion by March 2013. The estimated costs of completing Phase 1 are £21.0m.

➤ **Lead Officer: Alvin Barber, Services for Communities**



Recommendations

1. For Promoting Good Governance

- To identify relevant Heads of Service across property, transport, planning, open space management, school, economy and community engagement functions to participate in the new member / officer group.
- To support a separate report to Committee with recommendations for an appropriate political champion.

2. For promoting good management

- To identify relevant staff to pilot the Jacobs eTool, improve engagement in the CECiL courses and ensure compliance with report writing guidance.
- To support the development and embedding of the Sustainable Procurement Policy.

3. For protecting and conserving the environment

- To support the development and embedding of the Energy Policy across service areas and to appoint a champion to drive energy efficiency within the Council.

4. For responsible consumption and lifestyle choices

- To ensure procurement compliance with Sustainable Timber Policy and Timber Monitoring arrangements, the conditions needed to achieve the WWF Gold Pledge Award are met and an integrated approach to Fair Trade policy is progressed.

5. For planning and design for sustainability

- To promote improvements in BREEAM ratings and to monitor compliance with sustainable construction policies.

6. For sustainable transport

- The new Local Transport Strategy needs to reference robust CCS Programme Team outcomes and indicators.

7. For local action for health

- The new Integrated Health and Social Care Board requires to sign a Strategic Partnership Agreement with the Edinburgh Partnership Board and to drive forward action on addressing health inequalities in the City and sustainable approaches to food.

8. For achieving a vibrant and sustainable local economy

- To ensure full support for the Green Investments Project Group, the continued involvement of communities in regeneration initiatives, a focus on the development of local SMEs and addressing unemployment (specifically youth unemployment) through the Economic Strategy.

9. For securing inclusive and supportive communities

- To ensure the CLD Strategic Partnership advances the notion of sustainable communities, that community engagement practice is aligned to national standards and that agreed options to strengthen Neighbourhood Partnerships are delivered.

10. For local to global

- To support the development of a new Carbon Management Plan and Sustainable Energy Action Plan by June 2013.

Scotland's Climate Change Declaration Report 2012

City of Edinburgh Council

Section 1

Governance, Leadership and Management

Please describe and illustrate the leadership, governance and management of climate change by your local authority.

The Council has approved '[Sustainable Edinburgh 2020](#)' a framework which sets out the Council's vision for the sustainable development of the city to 2020. It commits the Council to ongoing collaboration with partner organisations to develop city-wide programmes specifically focused on this key area of sustainability and sets the following targets to ensure that by 2020 Edinburgh will have:

- reduced carbon emissions by over 40% across the city;
- more efficient energy consumption across all sectors by at least 12%;
- more renewable energy with renewable energy technologies contributing to at least 40% of energy consumed in the city;
- more low carbon transport using alternative technologies for transporting people and goods around the city;
- adapted to the unavoidable impacts of climate change in partnership with key stakeholders and local communities; and
- increased our microgeneration capacity to 10%.

In March 2012 Council approved a first action plan to take forward 'Sustainable Edinburgh 2020' (SE2020). The plan is designed to ensure that the Council takes an integrated approach to core business across economic, social and environmental issues hence initiatives such as sustainability appraisals. The actions are designed to be a mix of "transformational" initiatives such as a potential energy services company (ESCo), work on the Green Deal or sustainable food as well as practical win-win type projects. A specific programme will focus on raising awareness and engagement across the different stakeholders in the city.

Capital Coalition Pledges

On 23 August 2012 the City of Edinburgh Council agreed the [Capital Coalition Pledges](#) to be delivered during the 2012-17 local government term. There are 53 pledges aligned to six high-level commitments. The following pledges of relevance to sustainability lie under the "Maintaining and improving the quality of life in Edinburgh" commitment:

- Meet greenhouse gas targets, including the national target of 42% by 2020
- Spend 5% of the transport budget on provision for cyclists
- Use Green Flag and other strategies to preserve our green spaces
- Continue to increase recycling levels across the city and reduce the proportion of waste going to landfill
- Encourage the development of Community Energy Cooperatives

Lead politicians and officers have been assigned to support delivery of these pledges. Performance on the pledges will be reported on a six-monthly cycle.

Corporate Policy and Strategy Team

The Carbon, Climate and Sustainability Team (CCS) has become part of the newly created Corporate Policy and Strategy Team (CPST). As well as sustainability, the CSPT incorporates equality and rights, strategic community planning, third sector policy & strategy and the Cooperative Development Unit. The joining of these five core functions will provide a new delivery vehicle for partnership working, and create improved synergies between these areas.

Cooperative Capital

On 25 October 2012, the Council agreed a ['Framework to Advance a Cooperative Capital 12/17'](#) to be delivered through the establishment of Cooperative Development Unit (CDU). The Framework includes the commitment to support existing and potential cooperatives in the city to deliver energy, housing, social care and child care services. Working with the community energy and housing sectors in this way has the potential to aid delivery of local energy efficiency and micro-energy projects across the city.

Report Writing

The Council's new report template includes a sustainability impacts section designed around the three Public Bodies Duties. The Council's Carbon, Climate and Sustainability (CCS) Team has prepared a short worksheet, model text and accompanying briefings on the Council's statutory duties on carbon, climate change adaptation and sustainability to help Council staff complete this section appropriately. The support material guides staff to Sustainable Edinburgh 2020 and the e-learning course on Sustainable Development.

Carbon, Climate Change Adaptation and Sustainability Tool

The Carbon Climate & Sustainability Team (CCS) has engaged Jacobs International to develop and deliver an electronic tool to help staff assess policies, programmes, projects and processes against the Council's statutory duties (Climate Change (Scotland) Act (2009) on carbon, climate change adaptation and sustainability. An initial version of the Tool was tested by Council staff on 25 March, and Jacobs will deliver the finalised Tool by the end of April 2013. The CCS Team will roll-out appropriate user support thereafter.

E-Learning course on Sustainable Development

The Carbon Climate & Sustainability Team has created a new e-learning course to help Council staff enhance their understanding of sustainable development. The course gives an overview of sustainability, why it is important to the Council and what it means for each Council employee. Edinburgh has shared its e-learning course with other Scottish local authorities via SSN.

Sustainable Food City

An initial stakeholder consultation meeting was held on 11 December 2012 to establish the potential of developing Edinburgh as a 'sustainable food city'. There was strong representation across all sectors (public, community, voluntary, private) and agreement to establish a steering group to take this agenda forward. The 'Edible Edinburgh' steering group held its first meeting at the end of January and agreed a vision for Edinburgh as a sustainable food city:

"Edinburgh is a city where good food is available and accessible for all, making for healthy people, thriving communities and a sustainable environment. "

A transformative approach was agreed. A year-long workplan to enable this will involve:

- identifying and engaging with key partners (and resources) required to develop a sustainable food city;
- establishing a clear set of values, objectives and an outline strategy for a sustainable food city;
- city-wide consultation and engagement on the above;
- developing measures and a benchmark for Edinburgh as a sustainable food city, and
- establishing governance for delivery of a sustainable food city.

Section 2

Reducing the local authority's own 'corporate' greenhouse gas emissions from its estate, services and functions.

What are your local authority's baseline emissions, actual emissions and emission reduction targets for its direct 'corporate' greenhouse gas emissions? Please make it clear what emission sources are included, and where data has been sourced.

Carbon Management Plan

The Council is striving to record and collate the most accurate possible 'footprint' of its own carbon emissions. Throughout 2011 the Council worked in partnership with consultants from the Carbon Trust to fully review and update the Council's carbon footprint as part of a comprehensive review of the Council's Carbon Management Plan. A new Carbon Management Plan will be published in 2013. The most recently available revised and updated information (incorporating updates to carbon emission factors) on the Council's carbon emissions available from the Council's Carbon Management Plan is as follows:

MAIN CARBON FOOTPRINT CATEGORIES	2005/6 tCO ₂ e	2006/7 tCO ₂ e	2007/8 tCO ₂ e	2008/9 tCO ₂ e	2009/10 tCO ₂ e	2010/11 tCO ₂ e	2011/12 tCO ₂ e
MUNICIPAL WASTE	91,633	89,415	82,112	75,664	73,241	68,969	66,008
BUILDING ENERGY	68,363	72,643	73,230	74,745	76,549 ¹	70,781 ¹	66,036
TRANSPORT - FUEL	8,533	8,585	8,413	8,303	7,159 ²	7,818	7,596
TRANSPORT – STAFF TRAVEL	2,099	2,256	2,286	2,109	2,038	1,869	1,688
INFRASTRUCTURE ENERGY	22,283	21,855	22,298	22,266	22,177	22,164	22,149
TOTAL	192,911	194,754	188,338	183,088	181,165	171,602	163,477
% reduction 2005/6 to 2011/12				15.2%			

Commentary

Overall trend – Carbon emissions have shown a reduction against baseline bringing the Council close to its target carbon reduction trajectory and the achievement of a target 20% emissions reduction by 2014/15. The contribution of reduction of waste to landfill has been significant in driving this overall corporate reduction, and this contribution will accelerate sharply from 2017 onwards when there should be a maximum of 5% of municipal waste going to landfill. The contribution from other Service Areas to the Council's overall reduction in emissions has been mixed.

Notes:

1. Excluding Edinburgh Schools' Partnership (PPP1) data and emissions from Council-owned homes to maintain consistency with the scope of 2005/6 baseline (housing emissions detailed below)
2. Data reflects significant impact of refuse collection dispute

Reduction in the Carbon Footprint of Council Housing

In accordance with standard Carbon Trust guidance, carbon emissions from Council-owned housing are not included in the calculation of the Council's corporate carbon footprint. Analysis of carbon emissions by the Department for Energy and Climate Change (DECC) show that currently in Edinburgh, housing of all tenures in the city generates 1,039,000 tonnes of carbon emissions annually. Council housing accounts for 9% of the city's housing stock. This suggests that Council housing generates 93,500 tonnes of carbon emissions annually. Estimates from the Scottish House Condition Survey data show that in 1990 291,000 tonnes of carbon were emitted from 36,000 council homes. By 2010, these carbon emissions would have reduced by 46% to 155,000 tonnes, which reflects the impact of investment in council homes under the Scottish Housing Quality Standard (SHQS) delivery programme. Once stock loss through demolition and right to buy is taken into account, the actual estimated carbon emissions from the current council house stock is 91,000 tonnes annually. Since 2006/07 over £149 million has been invested in improving Council housing to the Scottish Housing Quality Standard (SHQS). In 2012/13 the Council is investing approximately £48 million in new and improved Council homes. The performance of Council housing towards reducing carbon emissions will now be monitored annually by Services for Communities and reported to Council.

What is your local authority doing to achieve its reduction targets and adapt to climate change?

Carbon Management Plan

A revised draft Carbon Management Plan 2013-18 (CMP) for the City of Edinburgh Council (CEC) is in preparation. The draft Carbon Management Plan is split into three sections:

- **Background and Context:** This section will set out the aims and objectives of the CMP, the drivers behind the CMP, the Council's governance structure in relation to carbon management, the original baseline carbon footprint and reduction targets.
- **Progress Review:** This section will make provision for an annual review of actual progress towards target carbon emissions.
- **Implementation Plan:** This section will provide a list of planned carbon reduction projects, with details of project ownership, estimated reductions and progress.

Carbon Trust Standard

The Council achieved the Carbon Trust Standard (CTS) in July 2012. The Carbon Trust is widely considered to be the world's leading certifier of organizational carbon footprint reduction and certifies both private and public organisations. To achieve the Carbon Trust Standard the Council has met three criteria:

- Provided an accurate **footprint measurement** including all required carbon sources;
- Demonstrated an absolute **reduction in carbon**; and
- Demonstrated good **carbon management** to a defined standard, including carbon governance, accounting, reduction methods and targets.

Led by the Carbon, Climate and Sustainability (CCS) Team who co-ordinated the submission, a CTS assessor visited the Council to view the evidence, interview relevant Council staff, and check the Council's approach to carbon management and energy monitoring systems. Colleagues in the Corporate Transport Unit, Road Services and Energy and Water Management played a key role in providing evidence as the submission looked at carbon use from fleet and road services, and Council property.

The Standard is awarded in acknowledgement of an organisation's commitment to reducing carbon emissions. In 2011 the Council achieved a 4.3% reduction in its carbon emissions. The Council is now eligible to use the Carbon Trust Standard logo and the award will remain in place until December 2013.

Carbon Reduction Commitment (CRC)

The CRC is a mandatory scheme aimed at improving energy efficiency and cutting carbon emissions in large public and private sector organisations. The initial concept of revenue recycling based on the energy performance of a participating organisation has been dropped.

As part of the compliance requirements under CRC, the Council records and reports on its carbon emissions. The Council submitted its 2011-12 annual report to the Environment Agency in July 2012. The report detailed the Council's carbon emissions along with other information on metrics and carbon management, and the energy supplied to the Council from April 2011 to March 2012. Carbon emissions associated with buildings, including non-operational property and property owned by Lothian Pension Fund are calculated and provide a carbon footprint for the Council of 52,272.36 tonnes of CO₂. In the February 2013 league table the City of Edinburgh Council has improved its position by over 700 places from its position in the 2012 league table.

Integrated Property and Facilities Management (iPFM)

In January 2012, the Council made a decision to deliver an internal improvement plan to transform the way that public services are delivered in Edinburgh. Part of this plan involves modernising the way that the Council manages buildings and property.

Integrated Property and Facilities Management (iPFM) has been formed to bring together services, staff and operations to create a more coherent approach to funding, resourcing and delivery. The integration of services provides a real opportunity to change the way this new coordinated function supports the efficient delivery of high quality public services.

Four workstreams have been identified to transform the way in which the Council's Property Portfolio is managed and FM services are delivered so that both the required improvement in performance and the savings target are achieved. The Sustainability and Carbon Reduction workstream will address energy efficiency measures and improved housekeeping.

Sustainable Procurement Policy and revised Sustainable Timber Policy

In January 2012, the Council published its new [Sustainable Procurement Policy and revised Sustainable Timber Policy](#), detailing how the Council will buy goods in a way that brings about social and economic benefits whilst minimising environmental damage. At the same time the Council became the first Scottish local authority to make a WWF 'gold pledge' (currently achieving Silver status), ensuring that it will strive to purchase timber and wood-derived products only from sustainable and legal sources. The Council will set up a recording and monitoring system to ensure forest products procured meet the requirements of its new Sustainable Timber Policy. Included in this work is the development of sustainability criteria for the inclusion in Council construction contracts.

In March 2012, the Council approved a sustainable procurement action plan (SPAP) to support the implementation of the sustainable procurement policy and revised timber policy.

Guidance has been produced on how Council staff can comply with the Sustainable Timber Policy. The guidance is for staff in service areas responsible for purchasing timber or wood products. These products are anything which includes content from trees (e.g. paper, furniture, wood fuel, site works and materials such as signage and hoardings supplied by contractors).

The CCS Team has developed an e-learning course to help Council staff understand the principles of Sustainable Procurement and how to begin to implement the Council's Sustainable Procurement Policy. The new course was published internally on 26 February 2013.

Sustainable Food

Sustainable Edinburgh 2020 prioritises food as one of its 10 key action areas. As well as the development of Edinburgh as a Sustainable Food City (detailed in Section 1) the Council will:

- pilot the Soil Association's Food for Life (FFL) Catering Mark standards with a view to improving catering provided directly by the Council (and, in partnership, across the wider public sector);
- develop a Council wide sustainable food procurement policy and strategy to improve the standards of food procured directly by the Council

The Edinburgh FFL pilot is being delivered in partnership with NHS Lothian (pilot at St. John's Hospital), Edinburgh University (pilot at Pollock Halls) and the Council (pilot at Currie High, Buckstone Primary and Clovenstone Care Home). All partners are contributing financially to the 3 year pilot which also received funding from the Scottish Government. Work is underway to look at how the Council can bring its current catering practices in line with the Bronze standard of the Catering Mark. The aim over the next three years is to attain the Gold Standard and to roll out the standards across all Council catering provision and contracts (e.g. with PPP schools).

Spend to Save for Street Lighting

A report requesting approval for the prudential borrowing to fund the Spend to Save scheme for street lighting lamps was approved by Full Council on 13 December 2012. An outline business case has been submitted. The project aims to reduce the overall energy and carbon footprint of 3,000 street lighting lanterns which are primarily within the city centre area and main arterial routes. Replacing existing energy lamps with more energy efficient ones is estimated to cost £1.225m and achieve total energy savings equal to £0.213m per annum (at current prices and which are likely to increase each year by 8%).

Section 3

Taking action to reduce the emissions from the local authority area

What are your local authority area-wide emissions? Please make it clear where data has been sourced.

Care is needed when stating area-wide emissions as different methods of estimation are used by different organisations, making direct comparisons problematic. In line with SSN guidance, two of the most frequently used sources of information for both consumption and production-based emissions are used in this report.

Consumption-based CO₂ emissions

Consumption based emissions for the City of Edinburgh local authority area are available from the Stockholm Environment Institute using the REAP software.

The latest available data indicates that the City of Edinburgh has:

- an Ecological Footprint of 5.58 (gha/capita)
- a Carbon Footprint of 12.63 (tonnes CO₂/capita)
- a Green House Gas Footprint of 17.13 (tonnes CO₂e/capita)

Source: <http://www.resource-accounting.org.uk/downloads/scotland/edinburgh,-city-of>

Production-based CO₂ emissions

Collated estimated Scottish data is available from the Department for Energy and Climate Change (DECC). Data currently available for the City of Edinburgh, as indicated below, suggests that a slowly falling emissions trend observed in recent years may be starting to reverse. This may represent a 'bounce back' effect resulting from improving economic conditions.

Year	Industry and Commercial	Agriculture	Railways	Domestic	Road Transport	LU/LUCF*	Total	Per Capita
2005	1327	3	15	1195	763	26	3,407	7.4
2006	1457	3	16	1189	755	25	3,445	7.4
2007	1436	3	16	1177	767	24	3,423	7.3
2008	1431	3	16	1168	732	24	3,374	7.2
2009	1261	3	16	1031	719	22	3,060	6.4
2010	1323	3	16	1103	713	20	3,177	6.5

Source:

http://www.decc.gov.uk/en/content/cms/statistics/climate_stats/gg_emissions/laco2/laco2.aspx

* Land Use, Land-Use Change and Forestry (LULUCF).

Units kt CO₂ Release date: 23/08/2012

Figures published previously for 2005-09 have been revised so that they are directly comparable to the 2010 figures.

Commentary

Between 2005 and 2009 Edinburgh's carbon dioxide emissions reduced. This reduction reflects the local impact of changing national energy supply and adverse economic circumstances as well as the contribution made by a range of local projects and initiatives working to make Edinburgh more sustainable. Emissions in 2010 increased slightly. This may be indicative of the local impact of adverse weather conditions during that period. Extreme weather conditions have been identified as a prime cause of the rise in Scotland-wide emissions over the same period.

The aim of this statistical release by DECC is to provide the most reliable and consistent possible breakdown of CO₂ emissions across the country, using nationally available data sets. Wherever possible, estimates are based on 'real' local data such as electricity and gas consumption, and emissions from sites where pollution is regulated. All emissions from energy production (e.g. from electricity generation or refineries) are allocated according to where energy is actually consumed by householders and businesses, rather than where the source of the energy produced is located. The remaining emissions are assigned to local areas on the basis of other local information such as traffic, population, employment and data on household fuel types.

What is your local authority doing to measure and reduce the greenhouse gas emissions from your local authority area/communities?

As is the case with almost all UK local authorities, the City of Edinburgh Council does not attempt to directly measure carbon emissions from its local authority area. Defra and Stockholm Environment Institute data provides the best available estimate of area-wide emissions. At the present time, the direct measurement of carbon emissions by the Council would be both extremely costly and technically demanding and would add little obvious immediate benefit over and above that provided by existing data sources. Nevertheless, considerable progress has been made both in terms of seeking to reduce area wide emissions and in preparing for the unavoidable impacts of climate change.

Planning and Development Initiatives

Strategic Development Plan

The SESplan Joint Committee approved the SESplan Proposed Plan for submission to Scottish Ministers in June last year. The examination into unresolved representations to the Plan started in October and is still underway. Ministers' target is to complete examinations within 6-9 months. They should therefore receive the reporters' report, with any recommended changes to the SDP, before the end of June this year. Formal approval would follow within a few months. At that point, the three structure plans currently covering the region will be superseded.

The Proposed SDP provides an ambitious vision for the next 20 years, with the Edinburgh city region set to become a healthier, more prosperous and sustainable place which continues to be internationally recognised as an outstanding area in which to live, work and do business. When approved by ministers, it will shape the timing and content of the city region's local development plans.

Local Development Plan

Edinburgh's new Local Development Plan (LDP) will contain policies and proposals to guide development and land use across Edinburgh. The LDP will replace the two local plans - Rural West Edinburgh Local Plan (RWELP) and the Edinburgh City Local Plan (ECLP). Publication and consultation on the Main Issues Report (MIR) took place late 2011-early 2012.

The Climate Change (Scotland) Act 2009 and the Planning etc. (Scotland) Act 2006 place a duty on the Council to act in the best way to reduce emissions, to adapt to climate change and prepare development plans to further sustainable development. The Council's commitment to fulfilling these duties is evident throughout the LDP, with policies addressing both the reduction of greenhouse emissions and the ability to adapt to a changing climate.

The LDP:

- promotes development in sustainable locations and requires new buildings to include carbon reduction measures;
- promotes sustainable and active travel;
- supports small to medium scale, decentralised and community based renewables, and the greater use of micro-generation of renewable energy;
- supports the adaptation of existing homes to reduce energy use, including listed buildings and those located in conservation areas, provided there is no adverse impact on historic character and appearance;
- aims to enhance the city's green network by encouraging land management practices which capture, store and retain carbon, prevent and manage flood risk;
- supports the delivery of facilities needed to divert waste away from landfill and promote the prevention, reuse, recycling and recovery of materials (including heat from waste), with disposal to landfill as the final option.

The Council will seek approval of the Proposed LDP at a meeting of the Planning Committee on 19 March 2013.

Environmental Quality Indicators

The Planning Committee on 14 June 2012 approved the [use of a set of indicators](#) that measure the impact of the Planning process on the quality of Edinburgh's built and natural environment. The committee report presented the results of a trial of a set of indicators to measure the impact of recent development on the environmental quality of Edinburgh.

A new national Planning Performance Framework has been introduced for 2012-13 onwards. The indicators should respond to the 'delivery of good quality development' element of the Framework and are responsive to the impact of planning decisions. They will be reviewed annually to help ensure that the outcomes of planning decisions maintain and support the quality of the city's environment.

BREEAM

The Council aims to achieve a minimum sustainability performance of BREEAM 'Very Good' rating and aspire to BREEAM 'Excellent' rating, when procuring new buildings and refurbishing old buildings. The Council has received an Eco-Homes 'Excellent' accreditation from BREEAM for Phase 1 of the 21st Century Homes for Edinburgh development at Gracemount, comprising affordable housing. The development provides 99 new homes – a mix of flats, colony style units and terraced houses for council and mid market rent and shared equity.

The development of the East Neighbourhood Office and Library at Craigmillar fulfils many wider corporate Council objectives and initiatives including: the rationalisation of accommodation, improved joint working between Departments, and the embedding of sustainability in the activities and projects of the Council. It is anticipated that the Police Safer Neighbourhood Team may also operate from the new facility. The development will assist the City of Edinburgh Council to increase the scale of local joint service working and integration, resulting in better outcomes for people at the point of service delivery. The office development is part of the Council's 'Fit for Future' strategy and achieved a sustainability target of BREEAM 'Excellent'.

Drumrae Library Hub brings together a range of public services and community facilities under one roof and includes the following facilities:

- a new library for the area;
- the Police Safer Neighbourhood Team;
- community meeting rooms and a café area;
- a day care centre; and
- access to a range of Council services.

This new £5.7 million building has been designed as a sustainable development, responsive to the

needs and aspirations of local people. The centre incorporates up to the minute sustainability features such as a ground source heating system which provides a sustainable energy source and a new electric vehicle and charging point.

Energy

Sustainable Energy Action Plan

The Council has pledged to “meet greenhouse gas targets, including the national target of 42% by 2020”. Meeting this pledge will amount to radically transforming energy use in the city’s buildings and transport. The CCS Team is developing a Sustainable Energy Action Plan (SEAP) which will detail how this challenging goal could be achieved whilst exploiting the economic, social and environmental opportunities which will arise from the significant investment required. The SEAP will also meet the Council’s commitments under the Covenant of Mayors.

The SEAP should:

- make Edinburgh’s future energy supply more secure;
- help protect households, businesses and public services from excessive energy bills (including tackling fuel poverty);
- create new low carbon businesses and jobs; and
- enable Edinburgh’s citizens and communities to have a greater say in energy generation and energy use.

Consultation on the draft Sustainable Energy Action Plan will take place in 2013.

CASCADE

The [CASCADE](#) project is a Eurocities initiative aiming to develop local energy leadership and address issues such as renewables and decentralised energy. Involving 19 major European cities, including Edinburgh, CASCADE commenced on 1 June 2011, running for a period of three years. The goal of CASCADE is to design and deliver a networking and capacity building programme among participating members. Funding is provided through the Intelligent Energy Europe (IEE) programme.

In September 2012, the 22 CASCADE partners met in Malmo to take stock of the results achieved in the first year of the project and prepare the programme of networking and mutual learning activities for the remaining two years. Two members of the CCS Team attended this event.

During the first year, six peer learning events were organised. These visits consisted of a group of experts from different cities reviewing and validating local policies being implemented in particular cities, and giving recommendations on possible areas of improvement. In each visit, CASCADE experts examined different aspects of policy implementation such as partnership work, policy integration, leadership or financing linked to specific areas of work.

During the second year, CASCADE is organising study tours, mentoring and work shadowing visits. Another 20 cities have been invited to participate in these exchanges.

Heat Map

The Council is working with the Scottish Government to produce a Heat Map of the city utilising GIS, which will potentially guide investment in housing, industry, business, green development technologies and others in future years. The target for producing the Heat Map is summer 2013.

Further work will be required with community planning partners to identify specific heat consumption patterns, especially from buildings in public ownership.

Green Deal in Edinburgh

A business case is nearing completion for increasing energy efficiency retrofit using ECO, Green Deal and other finance. This has been developed in partnership with the Scottish Cities Alliance and assesses

the potential for setting up a framework or partnership approach to draw in ECO for retrofit projects, and work alongside private sector partners to maximise Green Deal uptake. This programme will fit with Scottish Government funding available through Home Energy Scotland: Area Based Schemes. A report will be provided to the Council's Health, Wellbeing and Housing Committee initially, followed by other relevant committees, e.g. Finance and Budgets.

Sustainable Lighting Strategy

On 14 June, the Council's Planning Committee approved the finalised [Lighting Strategy for Edinburgh](#) following consultation. One of the strategy's objectives is to reduce energy use and cost and to minimise light pollution. This will be achieved through:

- providing more detail to customers on the Council's maintenance and improvement programme for lighting;
- continuing to address energy reduction measures through the city wide programme of maintenance and replacements, and light spillage and pollution through the design of light fittings.

European Green Digital Charter

The Council signed up to the Eurocities Green Digital Charter in November 2012. The Charter is an Eurocities initiative, committing cities to work together to deliver on EU climate objectives through the use of Information and Communication Technologies (ICT) that increase energy efficiency, facilitate emissions reductions and forestall climate change.

Transport

The Council adopted the [Transport 2030 Vision](#) in 2010. This established 29 desired Outcomes for transport in this city. Indicators to measure progress against the Outcomes are almost all in place. Early trends show that the majority of indicators are heading in the desired direction. A major indicator used in the Transport 2030 Vision is carbon dioxide emissions from road traffic. This is moving in a positive way, down from 786,000 (2008) to 713,000 tonnes (2010).

The [Local Transport Strategy](#) (LTS) set targets to be achieved by the end of 2010. Overall, progress against the LTS targets has been positive. In the data available up to 2010, positive trends are evident, with indicators used in the LTS being met:

- taken together, the mode share for travel to work by Edinburgh residents by public transport, walking and cycling has increased;
- less road traffic; down from 3,040 (2008) to 2,885 (2010) million vehicle kilometres per annum, against the target of no more than 3,100; and
- fewer road traffic casualties killed, or seriously or slightly injured.

Around 90% of the LTS 2007–2012 Action Plan, now extended to 2013, has been successfully completed. Those actions that are ongoing, or have not been progressed, are being considered in the process of preparing the new LTS. These include a Pedestrian Design Guide, lobbying for improvements in long-distance rail travel times and maintaining the taxi-card scheme within budgetary constraints.

The Council is now working to draw up an LTS for 2014-2019. An '[Issues for Review](#)' Report is the first stage in the preparation of the LTS. Its purpose is to seek views on the issues where change is needed, or the Council faces a choice in future direction. Many of the policies and objectives in the current LTS are still valid; and these will simply be continued or updated for the next LTS; there will be a chance to give feedback on those in a later consultation process.

The [Active Travel Action Plan](#) (ATAP) was approved in September 2010 and significant progress has been made in implementing it. On 9 February 2012 the Council agreed a funding level of 5% of the transport budget for cycling measures, increasing by a further 1% year on year. Over the past year, the Council's Capital Transport Programme has been used to deliver new walking/cycling facilities that support development of the 'Family Network' and 'Cycle-Friendly City' routes. These include improvements to the Quality Bike corridor (Princes Street to King's Buildings) and the Leith to Portobello route plus some smaller schemes and cycle parking installations. Under the ATAP, the Council's target

is for 15% of journey to work trips to be made by bike by 2020, and 10% of all trips to be made by bike by 2020. A Steering Group and a wider Working Group, made up of the Council and its partners, has been set up and meets regularly to manage implementation of the Plan. Topic-based working groups have been set up, covering areas such as Network Management (including maintenance), Marketing, Design Guidance and Monitoring.

Investment in walking/cycling facilities totalled £1.9 million in 2011/12 and is expected to be £2.0 million in 2012/13. Over 50% of this funding is from external sources, especially the Scottish Government and Sustrans. The draft Scottish Budget for 2013/14 and Spending Review to 2014/15 show an apparent increase for active travel (within a wider sustainable travel budget of £35M in 2013/4 compared to £16M in 2011/12).

The Scottish Household Survey (SHS) data is available up to 2009-2010. It shows that cycling, walking and bus use comprises a larger proportion of residents' journey to work in Edinburgh than in other large urban areas. Edinburgh's rail mode share is lower, reflecting the limited potential for rail travel within the city. Satisfaction with the punctuality of Lothian Buses plc services continues to improve annually (96% satisfied in 2011). A Public and Accessible Transport Action Plan is being developed with the core aim of increasing the mode share of public transport.

It is currently too early to assess the impact ATAP implementation is having on walking and cycling numbers. The Central Edinburgh Passenger and Traffic Survey (CEPATS) shows that the number of cyclists entering the city centre during the morning peak period has increased from 1,031 in 2010 to almost 2,000 in 2011. The Year 2 Progress Review of ATAP will provide an update on progress with the core measures associated with promotional activity that will be delivered in 2013/14.

Electric Vehicle Procurement Support Scheme

The Edinburgh Partnership received £207,000 as part of the Scottish Government's Electric Vehicle Procurement Support Scheme, to fund the price difference between traditionally-powered vehicles and their electric equivalents.

The Council will receive six new electric cars, Lothian and Borders police will receive two, and two will be leased by NHS Lothian. The new electric vehicles will be on the road by Spring 2013. Three charging points will be installed at Council offices, whilst Edinburgh Napier University is set to add another three.

Analysis of the Council's current electric vehicles revealed that on average one Nissan Leaf, doing 6,000 miles a year will reduce CO₂ emissions by five tonnes. Six similar electric cars could be estimated to reduce CO₂ emissions by 30 tonnes and save 1,270 gallons of petrol (equating to a cost saving of £5,000). If the electricity is generated from renewable sources, the cars will generate no emissions, and they can be charged overnight at off-peak rates to achieve further cost savings.

Electric car charging infrastructure

To support the building of a nationwide electric charging infrastructure Transport Scotland have allocated funds to local Councils. The 'Plugged In Programme' was developed in 2012 in Edinburgh and £220,000 has been dedicated to rolling out the Programme through the Neighbourhood Partnerships, to provide as many as 25 charging points in publicly accessible areas.

The Council has also allocated £35,000 for a charging unit in the City Chambers Quadrangle and the kerbside outside Waverley Court and fleet services are working on funding the purchase of more electric cars.

Ecostars Edinburgh

Ecostars is a freight recognition scheme to promote efficient and clean road freight vehicles. The scheme's main objectives are to:

- improve fuel efficiency and reduce emissions;
- reduce the energy used by commercial and passenger transport;
- save operators money; and

- provide tailor-made support to road freight operators.

A consortium of twelve partners, led by Transport and Travel Research Limited (TTR), successfully obtained funding from the Intelligent Energy Europe - STEER programme for the introduction of the Ecostars project into a number of European cities, including Edinburgh. The project began on 1 June 2011 and the [official launch](#) of [Ecostars Edinburgh](#) was on 26 January 2012.

One of Ecostars Edinburgh's inaugural members is the Council's own fleet (which has the largest number of vehicles of all the members recruited so far). Ecostars rates individual vehicles and the overall operation of a vehicle fleet using a star rating system, to recognise levels of operational and environmental performance. The Council has attained a creditable three star rating.

One of the benefits members obtain from the scheme is a bespoke roadmap of advice. This excellent resource highlights the good practice already being employed in the operation of the Council's own fleet along with those areas where action is suggested to maximise efficiency, savings and emissions reduction. It is hoped that by implementing the roadmap's suggested measures the Council will increase its star rating as well as leading the project by example.

Eco Schools

The aim of the Eco-schools programme is to embed environmental awareness and action into the day to day life of pupils and staff in schools, while also engaging the wider community. There are 271 registered eco-schools in the city (including partner provider and private nurseries and independent schools). 182 hold a Bronze Award, 169 have a Silver Award and 85 have achieved Green Flag status. This equates to 97% of local authority schools being registered with the programme, 92% including independent schools/private nurseries and 79% of participants that possess one award (Bronze/Silver/Green Flag).

Earth Hour 2012

In March 2012 local residents in Edinburgh were again urged to show their support for international action on climate change by switching off their lights for WWF's Earth Hour 2012.

The City of Edinburgh Council switched off the lights at City Chambers, Waverley Court, the Scott Monument, Princes Street Garden monuments including Edinburgh Castle rock, the Burns Monument, City Art Centre and Calton Hill. Earth Hour was promoted externally to the Council's partners and stakeholders and internally to staff through an Earth Hour competition. Edinburgh had the highest number of individual sign-ups of any Scottish local authority area and was awarded "Super Authority" status for participation across the city.

Central Scotland Green Network

In August 2012 the Council made a declaration of support for the Central Scotland Green Network (CSGN). The CSGN is a national priority project, considered by Scottish Ministers to be an essential element of the strategy for Scotland's long term development. This declaration acknowledges the aims of the CSGN, its vision and the opportunity it provides to deliver economic, social and environmental objectives. The City of Edinburgh Council contributes to CSGN objectives through the management and improvement of Edinburgh's green spaces, path and cycle networks and by securing provision of open space and green network connections as part of new urban development proposals. The CSGN will have a positive effect on regional carbon emissions, water environment, biodiversity, built environment and green space.

Edinburgh Outdoors

[Edinburgh Outdoors](#), a parks and greenspaces NESTA UK funded project, has been launched. The website contains information about events, park facilities, wildlife and heritage. Smartphone apps are available to allow access to information on the move.

The sustainability aims of the project include:

- promoting parks and green spaces and encouraging usage;
- promoting conservation of Edinburgh's green heritage and biodiversity;
- tracking usage and also supporting work in the parks by providing a "Report It" mechanism;
- tracking biodiversity across the city and collating sightings throughout the year of animals, birds, insects and plants to gain a better overview of the city eco-systems;
- encouraging local communities (working with Friends of Parks) to become more involved in
- supporting the city's natural heritage and eco-systems and taking this hyper-local (to their own homes and environments); and
- engaging schools in the Eco-Schools programme by encouraging biodiversity projects in parks and green spaces.

I-Tree

In partnership with Forestry Commission Scotland and its Research branch, the Council has embarked on a study which will attempt to calculate the benefits provided by Edinburgh's tree population. Using data gathered in 200 random sample plots, estimates are made of the amount of carbon stored by trees and woodlands, the amount of atmospheric pollutants scrubbed from the air, and the structural value of Edinburgh's trees. The equivalent monetary value is then calculated so that the Council can compare it with the amount currently spent on planting and maintaining trees in order to estimate its return on investment. The research has been undertaken and the results and correlating monetary values are back from the Forestry Commission. These findings will be reported to the Council in June 2013 as part of implementing the Tree Policy and Strategy.

Section 4

Assessing the risks of climate change impacts and working with others to adapt to the impacts of climate change.

What is your local authority doing to adapt to climate change?

Climate Change Adaptation Framework

The Carbon, Climate and Sustainability (CCS) Team has been working with Adaptation Scotland as part of the development of a Climate Change Adaptation Framework for the Council. As a key part of the ongoing drafting process an internal workshop was held on 18 October 2012 with support from Adaptation Scotland.

The aims of the workshop were to raise awareness of the adaptation agenda and the development of the Framework among Council colleagues, highlight predicted local climate trends and their potential impact on council services, and discuss the potential actions that need to be developed to ensure that the services provided by the Council are 'Climate Ready'.

This process of consultation with colleagues will continue in order to move forward this agenda, and help the Council develop actions and identify possible barriers to adaptation. These will be incorporated into the Adaptation Framework as it develops.

Water of Leith Flood Prevention Scheme

Severe flooding in April 2000 highlighted the need for investment in flood prevention infrastructure across the city. This resulted in the development of plans for the Braid Burn and Water of Leith Flood Prevention Schemes. The estimated cost of both these schemes is £144.4m, of which £102.4m funding has been secured.

The Water of Leith Flood Prevention Scheme is a key project to help protect areas of the city from flooding. The project runs from Bonnington through Murrayfield and on to Longstone and the Murray Burn. £14.5m has been spent on preparatory and advanced works. Due to uncertainty over funding in 2009, it was decided that the works be carried out in three separate phases.

Phase 1 (Bonnington to Stockbridge) is currently under construction and is due for completion by March 2013. The estimated costs of completing Phase 1 is £21 million.

Section 5

Developing effective partnership working and climate change communications, including producing an annual statement of plans, activities and achievements.

Please describe and illustrate your local authority's partnership working on climate change.

Sustainable Food

The Council has formed a partnership to pilot the Soil Associations Catering Mark Standards within its catering and procurement operations. The partnership is with NHS Lothian, Edinburgh University, The Soil Association Scotland, Nourish Scotland and Transition Edinburgh. NHS Lothian and Edinburgh University are also piloting the standards and together with the Council also contribute funding towards the pilot. The majority of funding for the project was awarded from the Scottish Government. The aim of the pilot is to support the development of more sustainable food systems within each of the participating partner organizations, lead the way for the public sector in doing so and in turn, demonstrate a lead for wider city-wide action for sustainable food.

Ecotown

Ecotown, created by Scottish Business in the Community (SBC), brings energy, waste, food and travel experts directly into businesses to help staff understand and act towards existing environmental policies. The aim is to help employees and businesses to become more energy and resource efficient.

In November 2012, SBC brought Ecotown to the City of Edinburgh Council with the goal of educating and influencing staff in environmental sustainability, encouraging them to support existing Council environmental policies.

Climate Change Mapping Exercise

The Council has undertaken a mapping exercise to try and capture current and future climate change activity in Edinburgh. This has confirmed that considerable work is already being done within the Council, by its partners and other organisations throughout the city to try to mitigate and adapt to the impacts of climate change. The mapping exercise on current activity is complete and opportunities to map out ongoing activity across the city are being investigated.

Edinburgh Community Energy Co-operative Ltd

The Council has been supporting the growth of the [Edinburgh Community Energy Co-operative Ltd](#) which was formed at the end of 2007 with the support of Co-operative Development Scotland. In December 2012 the Council hosted a Co-operative seminar which brought together a range of individuals and organisations with an interest in energy efficiency and renewable energy in Edinburgh. The seminar aimed to:

- identify and discuss opportunities for Edinburgh-based energy initiatives;
- consider how Edinburgh as a Co-operative Council can help foster and realise these ambitions; and
- identify next steps in making community and co-operative energy initiatives a thriving reality in Edinburgh.

Edinburgh Biodiversity Partnership

The following actions were carried out by the Council in 2012 to deliver the Scottish Biodiversity Duty:

- Chaired and co-ordinated the Edinburgh Biodiversity Partnership
- Continued to represent the Council at the Forth Estuary Forum, SEPA Forth Area Advisory Group,

Water of Leith Action Group

- Mapped Edinburgh's natural green network and calculated that 82% of Edinburgh's residential properties are within 400m walking distance of natural greenspace
- Wrote the Business and Biodiversity Action Plan outlining how we aim to engage the business sector in local nature conservation issues
- The number of registered Eco-Schools rose to 90% in Edinburgh
- Directly engaged the public in biodiversity topics by: co-ordinating Edinburgh Biodiversity Week 2012; writing articles for park notice boards; meeting and advising local groups
- Prepared an updated information sheet for Planning Officers and developers providing information about incorporating nest sites for swifts in new developments
- Produced an information note on statutory duties of the Council in relation to bats and their roosts
- Pentland Hills Ranger Service continued their site management for biodiversity at Harlaw Wildlife Garden, two wildflower meadows, Bonaly heather moorland and various sites planted with juniper. Similarly the Countryside Ranger Service created new wildflower meadows at three sites, managed invasive species and monitored transplanted priority plants
- Pentland Hills Ranger Service carried out 26 days of biodiversity surveys, of which 19 involved members of the public. 49 volunteers helped. Biodiversity volunteers were recruited and trained by the Countryside Ranger Service
- The Countryside Ranger Service developed a coastal grassland management plan for the Cramond foreshore area
- The Inch nursery continued to sell Scottish-provenance wildflowers to schools and community groups for the Native Plants Project and propagate seeds for Edinburgh's priority plants

Key achievements of the Edinburgh Biodiversity Partnership (EBP) in 2012 were as follows.

- The Partnership continued to link community involvement with the Planning service by including volunteers' data on protected species in the Uniform constraints layer. This data is co-ordinated by The Wildlife Information Centre
- The Wildlife Information Centre carried out a review of Edinburgh's designated Local Biodiversity Site boundaries
- Tarmac Limited, Historic Scotland and the Council collaborated on plans to deliver LBAP actions on Tarmac-owned land at Ravelrig Quarry
- Forth Estuary Forum and the Council delivered the Edinburgh Coastal Trail – a series of seven coastal interpretation panels telling readers about the wildlife and maritime history of the Firth of Forth
- Members of the EBP engaged c.500 members of the public at the Royal Botanic Garden Edinburgh as part of Edinburgh Biodiversity Week 2012
- The Council worked with local Higher Education institutions on several projects to build knowledge of our priority coastal biodiversity
- The Council continued its work with University of Edinburgh on the Urban Pollinator Project – sampling urban habitats, farmland and nature reserves around Edinburgh, and planting sites with wildflower meadows
- Edinburgh Natural History Society carried out a botanical survey of Hound Point on the Dalmeny estate and led an evening outing to look at rare native plants in the Botanics
- Butterfly Conservation updated and reprinted their successful leaflet on butterflies and day-flying moths of the Lothians & Scottish borders

I-Bike

This award winning project encourages more children to get into cycling. The focus is on Primary 6 and 7 pupils through the transition to high school and S1 and S2. A dedicated officer works intensively with the school to promote cycling activities and, each term, special events. At one school the numbers of children cycling rose from 0.5% to 10%. There is also a capital investment in improving cycling facilities at schools. I-Bike is part of the Council's Active Travel Action Plan.

Sustainable Travel Accreditation and Recognition for Schools (STARS)

The Council's Road Safety Team will be taking part in an Intelligent Energy Europe funded project to encourage more children to cycle to school. Edinburgh is part of an EU wide group and will be working with twelve other cities to promote active travel and cycling in particular in Edinburgh schools.

[STARS](#) will target the school run because these journeys account for a large proportion of regular travel by households, leading to congestion and increased carbon emissions. The distance of the journey to school is almost always under 5km making cycling a definite option, targeting children and young people is the key to long term culture change.

STARS wants to achieve a 5% modal shift from the car to cycling. The project will focus on a pan EU programme of accreditation where schools can work towards recognition of their efforts in promoting sustainable transport, especially cycling. A variety of toolkits and guidance templates will be provided to schools.

Brake the Cycle

The Council has launched a [new scheme](#) to encourage cycling and the recycling of old bikes. Old, unwanted or broken bikes will be repaired and given to people who really need them. Single parents, disabled people, those in receipt of benefits, the elderly, community organisations and groups, schools, play schemes, youth groups, young people's residential units, people with additional support needs, and those with an allocated social worker or support worker, are being offered the opportunity to apply for a free bike under the scheme. The initiative is being run by the Council's Central Community Work Team.

Festivals Edinburgh

Festivals Edinburgh approached the Council to build a relationship which supports them in the best way in: promoting a sustainable future through reducing carbon emissions; managing the ways in which they affect the environment; and contributing to the global environmental discussion. Festivals Edinburgh has identified that they have the strength in terms of reputation and impact to create a powerful platform to focus Scottish and international attention on ways of achieving this sustainable future.

Their approach to taking responsibility for their impacts for the next five years is defined by embedding environmental practice into the core business of their twelve festivals. Each of the festivals has begun monitoring their direct impacts, with the aim of having a full carbon footprint of each festival by 2014.

The festivals participate in a joint environment working group and have produced a toolkit called Green Venues Initiative, working with Creative Carbon Scotland. The Council will look to use this in its venues.

Corporate Policy and Strategy Committee

10am, Tuesday 16 April 2013

Corporate Governance Senior Management Structure – Revised arrangements

Item number 7.4
Report number
Wards

Links

Coalition pledges
Council outcomes [CO25, CO26, CO27](#)
Single Outcome Agreement

Alastair D Maclean

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Executive summary

Corporate Governance Senior Management Structure – Revised arrangements

Summary

The Corporate Governance Senior Management structure has been reviewed following the resignation of the Head of Policy and Public Affairs and revised arrangements have been put in place.

Recommendations

It is recommended that the Corporate Policy and Strategy Committee:

1. approve the changes made to the Corporate Governance Senior Management structure; and
2. note the intention to review these arrangements in 6 months.

Measures of success

The simplification of reporting structures aims to deliver both service benefits and cost savings. The structure will be reviewed in September/October 2013 to determine if further improvements can be made.

Financial impact

Employee cost savings will be achieved by not filling the post of Head of Policy and Public Affairs.

Equalities impact

The proposals in this report will enable the Council to better meet the public sector equality duty under the Equality Act 2010.

Sustainability impact

There are no sustainability issues arising from this report.

Consultation and engagement

Consultation on the revised arrangements was undertaken with relevant stakeholders.

Background reading / external references

Policy and Strategy Committee, Tuesday 28 February 2012 Item No 10 - [Review of Corporate Governance Senior Management Structure](#)

Corporate Governance senior management structure – revised arrangements

1. Background

- 1.1 A new management structure for the Corporate Governance service was approved by the former Policy and Strategy Committee on 28 February 2012.
- 1.2 The approved structure included the post of Head of Policy and Public Affairs (PPA), which was appointed to in December 2012. The postholder has subsequently resigned with a leaving date of 5 April 2013.

2. Main report

- 2.1 The existing Corporate Governance Senior Management structure is set out in Appendix 1.
- 2.2 This structure has been revisited following the resignation of the Head of PPA. The post of Head of PPA will not be filled.
- 2.3 Reporting lines for the functions within Policy and Public Affairs have been realigned among the other heads of service in Corporate Governance. These changes simplify structures and aim to deliver both service benefits and cost savings.
- 2.4 An organisational chart showing the revised arrangements is provided at Appendix 2.
- 2.5 The changes to the reporting structure are:
 - Member Services realigns to Legal, Risk and Compliance, returning the service to where it was located prior to the creation of PPA;
 - Business Intelligence realigns to Organisational Development, with the former Economic Development team realigning back to the Economic Development service;
 - Corporate Policy and Strategy (including Equality and Rights, Carbon, Climate and Sustainability, Strategic Community Planning, Third Sector and the Co-operative Development Unit) realigns to Organisational Development, with the integration of these complimentary functions expected to deliver service benefits;
 - External Relations realigns to Economic Development, though will continue to operate strategically across the Council, and
 - the Web team within the Communications service realigns to the ICT Solutions team in Corporate and Transactional Services.

- 2.5 The remainder of the Corporate Communications team will sit as a stand alone function within the Corporate Governance structure. The Corporate Communications Manager post, currently being recruited to, will report directly to the Director of Corporate Governance.
- 2.6 These revised arrangements will be reviewed in 6 months to determine if further improvements can be made.

3. Recommendations

- 3.1 It is recommended that the Corporate Policy and Strategy Committee:
- 3.1.1 approve the changes made to the Corporate Governance Senior Management structure; and
 - 3.1.2 note the intention to review these arrangements in 6 months.

Alastair D Maclean

Director of Corporate Governance

Links

Coalition pledges

- Council outcomes**
- CO25** - The Council has efficient and effective services that deliver on objectives
 - CO26** - The Council engages with stakeholders and works in partnership to improve services and deliver on agreed objectives
 - CO27** - The Council supports, invests in and develops our people

Single Outcome Agreement

Appendices

- Appendix 1** – Existing Corporate Governance senior management structure
- Appendix 2** – Revised Corporate Governance senior management structure

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- Service re-design
- Corporate improvement
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- Culture shift

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- Corporate improvement
- IT strategy
- Culture shift

Corporate Policy and Strategy Committee

10am, Tuesday, 16 April 2013

Towards an Edinburgh Autism Strategy – A Plan for People with Autism who do not have a Learning Disability

Item number	7.5
Report number	
Wards	All

Links

Coalition pledges	P1 , P14 , P29 , P32
Council outcomes	CO3 , CO9 , CO11 , CO12 , CO13 , CO16
Single Outcome Agreement	SO2 , SO3

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Towards an Autism Strategy Consultation

A plan for people with autism who do not have a learning disability

Summary

Autism is a lifelong developmental disorder, people experience problems with: communication, understand others and restrictive repetitive behaviour. The severity of the disorder varies, some people can live independently and others need specialist support.

The Government published The Scottish Strategy for Autism in 2011, one of its indicators for best practice is the development of local autism strategy for each area. From May to July, the Council and NHS Lothian will be consulting on a draft plan for services for people with autism in Edinburgh. The plan has been developed in partnership with people with autism, their carers, NHS Lothian and local service providers. It focuses on people with autism who do not have a learning disability as there are significant gaps in provision and specific needs for this group.

The draft plan outlines a range of proposals including the need to raise awareness across services including for example identifying 'autism champions', improving the care pathway for people with autism, improving housing services, increasing access to employment and support for carers.

The outcomes of the consultation and final plan and recommendations will be reported to Council in due course.

Recommendations

1. To note that the Council and NHS Lothian will be consulting on a plan for autism services in Edinburgh from May to July 2013.

Measures of success

Completion of consultation and production of an Autism Plan for Edinburgh.

Financial impact

The Government has made £35,000 available to develop a plan for Edinburgh. This funding gives an opportunity to embed the Autism Champions proposal.

The level of investment to date in services for people with autism without a learning disability is small in comparison to the identified needs.

Some proposals in this plan will be achieved through better co-ordination of services, others will require investment from the Council, NHS and other partners. The final strategy will set out the financial requirements.

Equalities impact

There are no direct impacts at this stage an Equalities and Rights Impact Assessment will be completed and submitted with the final plan, the consultation phase will help inform this. It is anticipated that the main impacts will be in relation to the Right to health, productive and valued activities and right to individual, family and social life. The final plan will also set out a range of proposals that will have a positive impacts to advance equality of opportunity.

Sustainability impact

No direct impact.

Consultation and engagement

A range of stakeholders have been involved in developing this plan. We now want to consult on it more widely from May – June 2013.

Background reading / external references

Scottish Strategy for Autism

<http://www.scotland.gov.uk/Publications/2011/11/01120553/2>

Links

Coalition pledges	<p>P1 - To ensure that every child gets the best start in life</p> <p>P14 - Strengthen Council housing allocation policy to give recognition to good tenants and to encourage responsible tenant behaviour and responsibilities</p> <p>P29 - Ensure the Council continues to take on apprentices and steps up efforts to prepare young people for work</p> <p>P32 - Develop and strengthen local community links with the police</p>
Council outcomes	<p>CO3 - Our children and young people at risk, or with a disability, have improved life chances</p> <p>CO9 - Edinburgh residents are able to access job opportunities</p> <p>CO11 - Preventative and personalised support in place</p> <p>CO12 - Edinburgh's carers are supported</p> <p>CO13 - People are supported to live at home</p> <p>CO16 - Well-housed – People live in a good quality home that is affordable and meets their needs in a well managed Neighbourhood</p>
Single Outcome Agreement	<p>SO2 - Edinburgh citizens experience improved health and well being, with reduced inequalities in health</p> <p>SO3 - Edinburgh's children and young people enjoy their childhood and fulfil their potential</p>
Appendices	None

Policy and Strategy Committee

10am, Tuesday, 16 April 2013

Integration of Adult Health and Social Care Consultation: Scottish Government Response

Item number	7.6
Report number	
Wards	All

Links

Coalition pledges	P12 and P43
Council outcomes	CO10, CO11, CO12, CO13, CO14, CO15
Single Outcome Agreement	SO2

Peter Gabbitas

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Executive summary

Integration of Adult Health and Social Care Consultation: Scottish Government Response

Summary

The Scottish Government undertook a consultation on the integration of health and social care services during 2012. The consultation concluded in September 2012 and the Government published its analysis of respondent's views in December 2012. On 14 February 2013, it published its response to the key points made by respondents and indicated its intentions with regard to forthcoming legislation.

This paper summarises the Scottish Government response, the intentions for legislation and compares the approach for the Edinburgh Health and Social Care Partnership.

Recommendations

It is recommended that Policy and Strategy Committee:

- 1 notes the Scottish Government response and intentions for forthcoming legislation;
- 2 notes the alignment of plans for the Edinburgh Health and Social Care Partnership with the legislative intent; and
- 3 notes that a further report will be made to the May meeting.

Measures of success

Integrated health and social care strategic work plan and performance management frameworks are under development as part of the programme of change for integration. These will identify joint actions for delivering on the Scottish Government national outcomes, locally agreed outcomes and the measures to be used to assess progress.

Financial impact

The number and scale of services within the scope of integration from April 1 2013 will encompass a substantial revenue budget from both the Council and NHS Lothian. Indications of the scale of the financial impact are the net budget figures for 2012/13, which were approximately £184m for the Council and £301m for Edinburgh Community Health Partnership. These figures will change in line with the 2013/14 budgets, and may increase as discussions continue during 2013/14. A significant aim of the

integration proposals is to support the development of integrated budgets to deliver jointly agreed outcomes for the people of Edinburgh. The proposed Partnership Agreement between NHS Lothian and the Council will establish the principles and intent for integrated budgets.

Equalities impact

The proposals for integration will impact, in particular, on older people and on adults with multiple and / or complex needs. The aims of the proposal are to improve outcomes for patients and service users and are therefore expected to have a positive impact on such equalities groups.

The Scottish Government undertook a partial Equalities Impact Assessment of the proposals included in the Consultation. It will be necessary to undertake joint equalities impact assessments of any proposed service changes as a result of integration.

Sustainability impact

The proposals within this report will have a positive impact on social sustainability in particular because major aims of the Scottish Government intentions are to:

- keep people independent in their homes with appropriate support for as long as is possible and safe
- support carers to help people in this; and
- build capacity in the community for preventing ill health, unnecessary admission to hospital and for helping people to remain independent for as long as possible.

Consultation and engagement

This report summarises proposals from the Scottish Government following a major consultation exercise. The City of Edinburgh Council submitted a jointly agreed response in September 2012.

The Shadow Health and Social Care Partnership, established in October 2012, has been designed to ensure participation and engagement. Currently the elements in place encompass professional and clinical roles, trade unions and NHS staff partnership, the third sector, private providers. Work is ongoing to finalise the formal mechanisms for patient, service user and carer engagement, building on existing good practice.

Background reading / external references

Policy and Strategy Committee 4 September 2012: [Scottish Government Consultation on the Integration of Health and Social Care Services](#)

Integration of Adult Health and Social Care Consultation: Scottish Government Response

1. Background

- 1.1 Scottish Government undertook a consultation on the integration of health and social care services during 2012. The consultation concluded in September 2012 and the Government published its analysis of respondent's views in December 2012. On 14 February 2013 it published its response to the key points made by respondents and indicated its intentions for the forthcoming legislation.
- 1.2 The response and this report are organised to match the chapter headings of the consultation document:
- The case for change – whom to legislate for?
 - Outline of proposed reforms – what to legislate for?
 - National outcomes for adult health and social care;
 - Governance and accountability;
 - Integrated budgets and resourcing;
 - Jointly Accountable Officer; and
 - Professionally led locality planning and commissioning of services.
- 1.3 The items in bold text below are specific extracts from the response.

2. Main report

The case for change and outline of proposed reform

- 2.1 The Scottish Government is looking to remove the bureaucratic and financial barriers that exist within the current systems for delivering adult health and social care services and to ensure clear accountability for the delivery of national outcomes. It has an early priority for improving outcomes for adults with multiple long-term conditions and complex support needs.

- 2.2 The Scottish Government intention is to **‘legislate to require Health Boards and Local Authorities to integrate health and social care services for all adults, and to leave it to local agreement to decide whether to include other areas of service, such as housing or children’s services, within the scope of the integrated arrangement.**
- 2.3 It believes that local partners (Health Boards and Local Authorities) are best placed to determine whether children’s services should fall within the scope of the new arrangements.
- 2.4 Edinburgh’s approach will include all adult health and social care services from;
- NHS Community Health Partnership
 - Council Social Care services within Health and Social Care; and
 - Royal Edinburgh and Associated Services.
- 2.5 Further consideration is being given to:
- Telecare/Community Alarm Services
 - some mental health housing support services; and
 - assessment for housing adaptations.
- 2.6 Discussions will continue during 2013/14 on whether any additional Council services and NHS acute services will be included.
- 2.7 It should be noted that prior to this consultation exercise the prevailing direction of travel had been one of the centralisation of social care services in Scotland. The consultation and Scottish Government’s intention to legislate provide a constructive approach to maximising the benefits of both local authority and NHS provision for the benefit of the local population.
- 2.8 The Convention of Scottish Local Authorities (COSLA) have been engaged in ongoing negotiations with Scottish Government throughout this process and the government proposals are broadly in line with the position adopted by COSLA.

National outcomes for adult health and social care

- 2.9 The Scottish Government notes the importance of achieving nationally agreed outcomes (in order to provide some assurance of consistency and quality), along with locally determined and agreed priorities. Local communities and the professionals supporting them are best placed to understand local needs.
- 2.10 It agrees with the principle that nationally agreed outcomes should be defined in terms of individuals’ experience of wellbeing, independence and control over how they wish to live their lives. It considers that this approach provides the most effective means via which to achieve a shift in outcomes for individuals in their day-to-day experience of health and social care support.
- 2.11 The intention is to legislate for **the principle that Health and Social Care Partnerships should be held to account for their delivery of nationally agreed outcomes.**

- 2.12 Edinburgh's approach will be grounded within the nationally agreed outcomes and will mesh closely with our existing community planning arrangements. Work is progressing well to develop joint high level outcomes for the Joint Strategic Work Plan and Performance Monitoring Framework. This work will continue and detailed joint actions and local indicators will be developed to deliver and measure progress towards national and local outcomes.
- 2.13 Work will start soon on linking arrangements for locality planning to local neighbourhood arrangements in the most appropriate way to support delivery of outcomes for people.

Governance and Joint Accountability

- 2.14 Effective, appropriate, joint governance of health and social care partnerships is of key importance as is an appropriate balance of consistency and local flexibility. The Scottish Government recognises the valuable contribution of the third and independent sector in providing support to people, however they are mindful of the significant statutory and budgetary responsibilities of the Local Authority and Health Board and the importance of them, together, devolving planning and decision-making to the new partnerships.
- 2.15 It is the intention of the Scottish Government to:
- **legislate for committee arrangements that confer voting rights on statutory members of the Health and Social Care Partnership Committee, and to strengthen these arrangements by legislating to require additional membership of the committee covering professional, carer, user and public interests**
 - **legislate for the principle that Local Authorities and Health Boards will have parity of voting power on Health and Social Care Partnership Committees; and**
 - **legislate on the basis that a Health and Social Care Partnership will be formed between one Local Authority and one Health Board, but to make provision for Ministers to consider applications for more than one Local Authority to form a single Health and Social Care Partnership with the same Health Board.**
- 2.16 In Edinburgh, the Shadow Health and Social Care Partnership arrangements are aligned completely with the points above in that:
- it is made up of NHS Lothian and City of Edinburgh Council;
 - it is made up of 7 NHS representatives and 7 Council representatives with voting rights;
 - it has third sector, staff partnership and Trade Union representation in place;

- engagement mechanisms are in development for external service providers building on existing good practice; and
- service user and carer representation mechanisms are in development.

Integrated budgets and resourcing

- 2.17 The Scottish Government is committed to including within the integrated budget those resources used for the delivery of adult health and social care services, which cover primary care and aspects of secondary health care and social care provision.
- 2.18 The intention is to legislate so that it is necessary for all local partnerships to reach agreement on integrated arrangements to be implemented locally, subject to the specifications described in legislation and to make provision for arrangements to be put in place where there is local failure to agree.**
- 2.19 Further work is underway, nationally, to articulate the services that should be included. In order to make sure that the resources allocated by the partners to the integrated budget are of sufficient scope, it is the intention **to legislate for a minimum range of functions and associated budgets that must be included.**
- 2.20 In Edinburgh, wide interpretation has been made of the scope of adult services, in the first instance, as seen in paragraph 2.4 above. It has also been agreed in principle that some acute services will come within the scope of the Partnership from 1 April 2014. Further discussions will take place, locally, during 2013/14 about other Council services and which NHS acute services can be usefully included within the scope to maximise positive outcomes for people.
- 2.21 Work has started on mapping joint budgets and areas of spend which relate to the services in scope. As an indication of the financial scale of these services, for 2012/13, the net budgets were approx £301m for the Edinburgh Community Health Partnership (ECHP) and £184m for the Council. For 2013/14 this increases to approximately £198m for the Council and the ECHP figures are yet to be finalised. Further information will be developed for the next report.
- 2.22 In terms of staff resources, it is not the intention to change existing terms and conditions.

Jointly Accountable Officer

- 2.23 The Scottish Government is committed to the principle of integrating budgets to reflect population needs. A single budget delegated from two partner organisations, can only be managed effectively by a single point of senior oversight and accountability. Joint accountability at a senior level is needed to:
- provide a point of joint accountability upwards, from the Health and Social Care Partnership, to the Partnership Committee, via which there is accountability to the full Council and Health Board; and

- provide a single, senior point of joint and integrated management down through the delivery mechanisms in each partner organisation.
- 2.24 Edinburgh has had a Joint Director of Health and Social Care for over seven years. Current accountability arrangements will continue, upwards through both parent organisations i.e. Chief Executives, Council and NHS Board.
- 2.25 The Scottish Government also recognise the importance of statutory roles as defined in legislation, such as the Chief Social Work Officer and provide reassurance in their response that there is no intention to change these roles. However they have begun to revise the national guidance on the role of the CSWO in light of integration proposal to ensure the role remains central to the effectiveness of the new arrangements.

Professionally led locality planning and commissioning of services

- 2.26 The Scottish Government considers that locality planning arrangements will be central to the success of these proposals and offer a significant and important opportunity for the effective involvement and leadership of non-statutory partners.
- 2.27 It is therefore intended to legislate for a duty on Health and Social Care Partnerships to ‘engage with and involve’, rather than merely to ‘consult’ local professionals, across extended multi-disciplinary health and social care teams, the third and independent sectors, and for representatives of patients, people who use services, and carers regarding how best to put in place local arrangements for planning service provision.**
- 2.28 Work has not yet started in detail on locality planning arrangements for Edinburgh. This is a complex matter and will follow once the high level governance arrangements are in place.
- 2.29 However, Edinburgh’s approach to the Health and Social Care Partnership governance arrangements has been to include representatives or mechanisms for representation for all of the parties listed above as referenced in paragraph 2.14. In particular there will be:
- A Professional Advisory Group with the Chair and Vice Chair as (NHS) voting members of the Partnership
 - Third sector representation (non-voting) on the Partnership
 - Provider representation through a range of existing forums
 - Care representation through Councillor Work, the Carer Champion for the Council in the first instance) and this may be extended following further consideration; and
 - Service user and (additional) carer representation is currently being drawn up. It is a complex and multi-faceted challenge and requires detailed consideration.

2.30 It is expected that all the parties above will play a part in determining and participating in the locality planning arrangements for the people of Edinburgh.

Next Steps

2.31 A range of work is underway at a national level to ensure the Scottish Government ambitions can become a reality through a number of national working groups. The outputs from these groups will support the progression of a Bill to the Scottish Parliament before the summer of 2013.

2.32 Locally, NHS Lothian and the Council are working to develop a 'Partnership Agreement' which will create the framework to progress the joint ambition for improving services for people in Edinburgh.

3. Recommendations

3.1 It is recommended that Policy and Strategy Committee:

- notes the Scottish Government response and the intention to legislate;
- notes the current alignment of the approach in Edinburgh; and
- notes that a further report will be made to the May meeting.

Peter Gabbitas

Director of Health and Social Care

Links

Coalition pledges	P12 and P43
Council outcomes	CO10, CO11, CO12, CO13, CO14, CO15
Single Outcome Agreement	SO2
Appendices	none

Corporate Policy and Strategy Committee

10.00am, Tuesday, 16 April 2013

Redesigning the Community Justice System: Response to the Scottish Government's Consultation

Item number	7.7
Report number	
Wards	All

Links

Coalition pledges	P34
Council outcomes	CO15 , CO21
Single Outcome Agreement	SO4

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Executive Summary

Redesigning the Community Justice System: Response to the Scottish Government's Consultation

Summary

This report presents the proposed response of the City of Edinburgh Council to the Scottish Government's consultation on redesigning the Community Justice System.

Recommendations

It is recommended that Corporate Policy and Strategy Committee approve the draft response attached at Appendix 1.

Measures of success

The Scottish Government will review all submissions and is expected to develop revised proposals, legislation, regulations and guidance for implementation. Further reports will be provided to Committee as these develop.

Longer term measures of success will be developed as part of a new performance framework reporting on the effectiveness of the model in reducing reoffending.

Financial impact

There are no immediate financial implications of the response to the consultation. The full implications of any new model will be dependent on the final decision of the Scottish Government and the details of implementation.

Equalities impact

As part of the consultation process, the Scottish Government is holding a series of workshops and events for stakeholders to seek views on the impacts of the proposals on different sectors of the population. This will contribute towards the development of an Equalities Impact Assessment of any new proposed model.

Sustainability impact

There are no sustainability impact issues arising from this report.

Consultation and engagement

Views have been sought from a range of interested parties within the Council and from its partners, including Elected Members, Council Management Team, heads of service and third tier managers from Health and Social Care, Children and Families and Services for Communities, the Edinburgh Local Practitioner Forum, the Reducing Reoffending in Edinburgh Strategic Planning Group, the Association of Directors of Social Work, the Convention of Scottish Local Authorities, the Society of Local Authority Chief Executives and through a public debate facilitated by the Scottish Association for the Study of Offending. Information about the consultation is available to staff via the Chief Social Work Officer's blog on the Orb, and individuals are able to respond to the Scottish Government consultation directly.

The Edinburgh Local Practitioner Forum was encouraged to develop its own response to the consultation and will submit this directly to the government. The Forum consists of social work practitioners from all areas of the service (criminal justice, children and families and community care). The Forum's response is attached at Appendix 2 for information. It supports the local authority model unequivocally.

Background reading / external references

[Redesigning the Community Justice System, A consultation on proposals, December 2012](#)

Report

Redesigning the Community Justice System: Response to the Scottish Government's Consultation

1. Background

- 1.1 The Scottish Government is consulting on the future delivery of community justice services. The deadline for submission of responses is 30 April 2013. This report presents the proposed response of the City of Edinburgh Council.
- 1.2 The consultation is set in the context of a number of high profile documents, including the Commission on Women Offenders report and the Audit Scotland report on reducing reoffending, both published in 2012, which focus on areas for improvement across public services, particularly in relation to the justice system. Similar points are made in these documents, for example a lack of high level accountability in the delivery of offender services in the community, a cluttered landscape, short-term funding, inconsistent service provision and difficulties in measuring impact.

2. Main report

- 2.1 The Government consultation outlines the following options for the future of the Community Justice System:
 - 2.1.1 Option A: Enhanced Community Justice Authority (CJA) model: CJAs would take on a more powerful role, as the key strategic body, with the same geographical boundaries and responsible for reducing reoffending, but with additional membership, including an independent chair. The CJA Board would also be given powers to commission services directly and to question, scrutinise and challenge local partners if they do not deliver against agreed priorities. The CJA would represent community justice interests with the local judiciary, the media and the public. The consultation paper does not rule out the option to transfer operational responsibility from local authorities to Community Justice Authorities.

- 2.1.2 Option B: Local authority model: CJAs would be abolished and local authorities would retain both strategic and operational responsibility for the planning, design and delivery of services for offenders in their area. To strengthen this, a statutory duty would be placed upon local authorities to work in consultation with partner bodies to produce and deliver a strategic plan for reducing reoffending locally. Local authorities would decide how best to discharge their duties within the broad strategic framework for partnership, outcome focused working provided through community planning and Single Outcome Agreements. For example, from 2013, Single Outcome Agreements would have a particular focus on reducing reoffending.
- 2.1.3 Option C: Single service model: a single agency would be created (separate from, but sitting alongside the Scottish Prison Service) with a Chief Executive and a regional management structure. The CJAs would be abolished and responsibility for criminal justice social work would be removed from local authorities. This would create a national criminal justice social work agency.
- 2.2 Appendix 1 contains the draft response for consideration by Corporate Policy and Strategy Committee. The draft supports Option B, the local authority model, but acknowledges there are improvements, which could support the reducing reoffending agenda more effectively. These include the need to:
- 2.2.1 raise the profile of criminal justice services, offender management and public protection within a revised remit of the local community planning partnership
 - 2.2.2 articulate clear aims and objectives for offender-related services and measure performance against these, within the Single Outcome Agreement
 - 2.2.3 ensure that desistance-related services (housing, employment, health, etc.) are fully engaged in supporting the 'reducing reoffending' agenda
 - 2.2.4 demonstrate effectiveness, best value and the capacity to share best practice as appropriate across Scotland
 - 2.2.5 promote clear, accountable, professional social work leadership of the service.
- 2.3 Appendix 2 is the separate response of the Edinburgh Local Practitioner Forum.

3. Recommendations

It is recommended that Corporate Policy and Strategy Committee:

- approves the draft response to the Government's consultation on redesigning the Community Justice System, which supports the retention of criminal justice social work services within the remit of the Council
- agrees to receive a report to a future cycle on proposed arrangements to implement the suggested improvements set out at paragraphs 2.2.1 to 2.2.4 above.

Michelle Miller

Chief Social Work Officer

Links

Coalition pledges	P34 Work with police on an anti-social behaviour unit to target persistent offenders
Council outcomes	CO15 The public is protected CO21 Safe – Residents, visitors and businesses feel that Edinburgh is a safe city
Single Outcome Agreement	SO4 – Edinburgh's communities are safer and have improved physical and social fabric
Appendices	1 Proposed City of Edinburgh Council response 2 Edinburgh Local Practitioner Forum response

Scottish Government Consultation: Redesigning the Community Justice System Proposed Response of the City of Edinburgh Council

CONSULTATION QUESTIONS

The consultation questions are split into two parts, which are:

- applicable to all options; and
- specific to either Option A, B or C.

Respondents can reply to all of the questions, or a selection, depending on where their interests lie. General views on the consultation paper are also welcomed.

All options

Which option(s) do you think is more likely to meet the key characteristics (set out on pages 15 and 16 of the Consultation) that, if integral to any new community justice system, are more likely to lead to better outcomes?

Key characteristic (pages 15 and 16 of the consultation)	Option (please specify A, B or C or a mix of all three)
Strategic direction and leadership to drive forward performance improvements and deliver public services that protect victims and communities and meet the needs of people who offend	B
A focus on prevention and early intervention	B
Better and more coherent person-centred opportunities for supporting desistance, which focus on developing the capacities and capabilities of offenders to enable them to make a positive contribution to their families and communities	B
Clearer lines of political, strategic and operational accountability for performance and mechanisms to support continuous improvement	B *
Effective local partnership and collaboration that brings together public, third and private sector partners, including non-justice services, and local communities to deliver shared outcomes that really matter to people	B

Strategic commissioning of services that are based on a robust analysis of needs, evidence of what supports desistance and best value for money	B
A strong and united voice that represents community justice interests with the judiciary, public and media	B *
Better data management and evaluation to assess organisational and management performance, including the impact of services	B
Involvement of service users, their families and the wider community in the planning, delivery and reviewing of services	B
Provision of an overview of the system as a whole, including consistency and breadth of service provision	B *
Better integration between local partnership structures, services and organisations working with offenders and their families	B
A more co-ordinated and strategic approach to working with the third sector	B *
A strategic approach to workforce development and leadership for criminal justice social work staff that is based on evidence of what supports desistance and builds expertise, capacity and resilience and encourages collaborative working with other professionals towards shared outcomes	B *
Greater professional identity for community justice staff which builds on their existing values and provides well defined opportunities for career progression	B *
Ability to follow innovation nationally and internationally, as well as develop and share evidence based good practice	B *

* The responses above marked with an asterisk indicate those areas where the local model requires to be enhanced as part of this review. None of these issues require the establishment of a central agency; however, the functions described represent areas for improvement over the current arrangements, and could be the focus of attention in any change programme.

Which option(s) will result in the significant cultural change required to redesign services so that they are based on offender needs, evidence of what works and best value for money?

Option B, an improved local authority model would be best placed to achieve this. A local authority model can be much more effectively attuned to **offender needs** and the needs of the community in relation to offending. The issues and challenges facing those who offend are often complex and multi-faceted, and require a holistic approach if they are to be addressed effectively. Many offenders are supported through social work by multi-disciplinary teams as part of an intricate landscape of needs and services, with strong inter-dependencies with child protection, domestic abuse, substance misuse, mental health, employment and housing. The co-existence of the difficulties facing many individuals, families and communities means that agencies need to work more effectively together to target their skills and scarce resources. The dependencies of people on a range of services, of which social work is only one, makes the positioning of criminal justice social work services within local government optimal.

The Edinburgh Study of Youth Transitions and Crime (Edinburgh University, 2010) highlights the specific needs of young people at risk, and the transition into adulthood as a critical time. The whole systems approach, early intervention and diversion are having a positive impact on reducing young offenders entering the adult criminal justice system. Taking adult criminal justice services away from other services that could help prevent offending among young people would be counter-productive.

Support for a local authority model is based on **evidence of what works**. Evidence shows that re-integration into families and communities, access to housing, employment, health and addiction services, and support for parenting skills all aid desistance. The local authority model supports the key elements of desistance through focusing on individualised interventions and the local community. Under Option B, responses can be developed, which the community can feel part of and which focus on prevention and the building of social and human capital. A local model reflects the intentions and recommendations of Christie to build services around local communities. It presents an integrated model of social work in communities.

Criminal justice social work intervention is a critical part of offender management, risk assessment and behaviour change. Evidence supports the central importance of formal, structured supervision in influencing desistance; evidence also shows that it works best if it is effectively linked to other parts of the system, and by contrast that when dislocated from other services organisationally and professionally, outcomes are poorer for victims and offenders.

There is always scope for improvement in any model, however, the need for additional clarity of accountability and governance, for profile, consistency and visibly increased effectiveness are not dependent on either an unproven single agency or an enhanced Community Justice Authority model, which has not fulfilled expectations. The resources, energy and focus required to create a new system could much more efficiently be spent on a range of developments, which would strengthen the existing model and allow for improved consistency across Scotland.

These improvements should include expecting local partners to:

- raise the profile of criminal justice services, offender management and public protection within a revised remit of the local community planning partnership
- articulate clear aims, objectives and outcomes for offender-related services and measure performance against these, within the Single Outcome Agreement
- ensure that desistance-related services (housing, employment, health, etc.) are fully engaged in supporting the 'reducing reoffending' agenda
- demonstrate effectiveness, best value and the capacity to share best practice as appropriate across Scotland
- promote clear, accountable, professional social work leadership of the service.

Additional capacity should focus on services proven to be effective and to provide **best value**. Examples of these include: Drug Treatment and Testing Orders, the Community Sex Offender Group Work Programme and the Caledonian system, all of which have been developed through collaboration between the Government and local areas and have then been rolled out across other parts of the country or delivered by one council on behalf of others. Examples of effective regional commissioning exist and predate Community Justice Authorities. This could be systematised further in an enhanced local authority model of delivery.

Local arrangements have a good track record of training on a national basis, including leadership training in partnership with the Scottish Government, the Scottish Social Services Council, the Association of Directors of Social Work and the Risk Management Authority. Collaboration between the Scottish Government and local authorities has delivered the new National Outcomes and Standards, the criminal justice social work report, community payback and the Level of Service/Case Management Inventory (LSCMI) assessment and management tool. Networks have been established to share best practice. There is scope to enhance these networks and other mechanisms for supporting the roll-out of best practice in a more consistent way.

The Care Inspectorate has carried out two pilot inspections of children's services. The focus was on evaluating the effectiveness and impact of integrated, multi-agency services for all children. Retaining criminal justice social work within a similarly integrated, local model would allow for the same approach to inspection, which would consider how effectively all relevant services work together to reduce reoffending.

A national agency would fracture the link between services instead of making use of the existing links and multi-disciplinary teams. Shifting the strategic and operational responsibility for criminal justice social work to a national agency while other services that are crucial for reducing offending are managed on local level cannot lead to better outcomes for individuals. There is no evidence that a centralised social work service will support better engagement of offenders – in and with – their local community.

Which option(s) will result in improvements in engagement with, and quicker access to, non-justice services such as health, housing and education?

The local authority model is best placed to ensure engagement with – and quicker access to – non-justice services. Offender need is characterised by complex dependencies of people on a range of inter-connected services, of which social work is only one: child protection, domestic abuse, substance misuse, mental health, housing and employment. The approach to addressing these needs should be holistic and should include the development of a mechanism for making better use of scarce resources. There is a need for more robust strategic connections among community planning partners to ensure that agencies/sectors, for example the police, housing, health, employability support and third sector are actively fulfilling their responsibilities for developing joint, creative solutions to local need.

Do you think a statutory duty on local partners will help promote collective responsibility for reducing reoffending among all the bodies who work with offenders? If not, what would?

A statutory duty of itself will not produce good multi-agency working. Edinburgh's experience with Multi-Agency Public Protection Arrangements (MAPPA) shows that local engagement and trust between partners represent the best way of promoting collective responsibility for reducing reoffending among all the bodies working with offenders. The current proposal to review Single Outcome Agreements appears to be a better model for partnership working. To ensure a coordinated approach, Edinburgh has established a multi-agency Reducing Reoffending Strategic Planning Group. The participating agencies are committed to using the group as the mechanism for all local service design and development. This group reports to the Chief Officers Group (Public Protection) and ultimately to the Community Planning Partnership. Enhanced expectations on Community Planning Partnerships in terms of performance against key objectives, including reducing reoffending would assist in raising the profile and the shared commitment of partners to the agenda.

Under options A and B should funding for criminal justice social work services remain ring-fenced?

The ring-fencing of criminal justice social work funding (Section 27) has brought benefit and focus to this area of social work in the past, although these services have also been subsidised by local authorities. A potential negative consequence to this arrangement may have been the apparent disconnect between the majority of local authorities' and their partners' business, and criminal justice social work. It is assumed that this consequence was unintended, and that the proposed improvements described in this response will counteract it. On this basis, the principle of continued ring-fencing is supported, at least as an interim measure. The longer term may see some advantages in combining funds from different sources to drive better outcomes. In the meantime, the allocation formula requires detailed revision to ensure resources are targeted accurately and to facilitate continued arrangements for joint funding of related services, for example the Willow Project for women offenders and Drug and Alcohol Partnership funding of offending related services.

Are there specific types of training and development that would be beneficial for practitioners, managers and leaders working in community justice? Who is best placed to provide them?

Specialist training and development are beneficial. Currently, the five local authorities in Lothian and Borders produce a training plan for criminal justice social work, which includes joint training as necessary, for example with the police. Local authorities have an excellent track record of joint training, including the Caledonian, Level of Service/Case Management Inventory, criminal justice social work report writing, national outcomes and standards and training in working with sex offenders. All these have been implemented successfully on a national basis, through collaboration between local authorities and the Scottish Government.

A significant number of criminal justice social work staff have gained the MSc in Advanced Social Work Studies in Criminal Justice, which has contributed to the development of successful services. The City of Edinburgh Council has approved candidates to undertake the Criminal Justice and Penal Change 2 year programme at Strathclyde University. The MSc is no longer provided and a replacement should be considered, however, this is not dependent on a single agency, but on the commitment of resources, clear access criteria and in-service support from employers.

In addition, a learning pathway in vocational qualifications would assist in up-skilling staff who do not require a social work qualification. As with the MSc, such developments are not dependent on any particular structure, but on resources and commitment.

There is an ongoing need for specialist training. In Edinburgh, a number of staff are trained in the risk assessment tool for use with violent offenders (HCR 20). The issue of consistency across Scotland is an important one. National standards and objectives assist in providing this consistency, and this can be supported by national priorities, performance indicators and targets, which complement local priorities. However, the highest risk offenders are not located evenly across Scotland; Edinburgh is home to the highest proportion of offenders subject to Orders of Lifelong Restriction. In response to this 'local' issue, Edinburgh has developed services, partnerships (in particular with police, forensic psychiatry and housing) and expertise to provide the closest supervision and monitoring of the highest risk offenders subject to such restrictions. The figures do not support the suggestion that there should be an equal response across Scotland. The resources would be prohibitive and the need is not established. Edinburgh has a demonstrable track record of sharing expertise across local authority boundaries. This model could be enhanced without the need for a single agency.

Is there potential for existing organisations such as Scottish Social Services Council, Institute for Research and Innovation in Social Services and knowledge portal Social Services Knowledge in Scotland to take on a greater role in supporting and developing the skills and expertise of professionals working with offenders?

Yes. It is important to draw on a range of sources, which support staff development.

What do you think are the equalities impact of the proposals presented in this paper, and the effect they may have on different sectors of the population?

Criminal justice social work engages with marginalised communities. The majority of service users come from areas of deprivation. A high percentage of service users live in poverty, have substance misuse, mental health and homelessness problems and suffer disproportionate ill-health. There are also significant numbers of people with particular needs, for example women offenders and young people. These groups are better catered for in the local model in terms of accessibility and responsiveness of local services.

What are your views regarding the impact that the proposals presented in this paper may have on the important contribution to be made by businesses and the third sector?

The third sector should continue to play a key role in the collective drive to improve community justice services. In Edinburgh, the third sector is represented in the multi-agency Reducing Reoffending Strategic Planning Group and is contracted to provide a range of criminal justice services. The third sector makes an important contribution to the design of services, as campaigners for change and as innovators. Under Option B,

the local authority model, the third sector would continue to be a core contributor to service improvements and delivery.

An example of a service improvement currently under development is the Offender Recovery Service. This will replace the current Voluntary Throughcare Service to address re-offending rates and substance misuse amongst the offending population. The new service is being planned by the City of Edinburgh Council, Midlothian Council, NHS Lothian, SACRO, Lothian and Borders Police, the Scottish Prison Service and the relevant Alcohol and Drug Partnerships. The service will provide a seamless continuum of care for offenders in the community, in HMP Edinburgh and on release.

Businesses also make an important contribution. The City of Edinburgh Council has developed the 'Edinburgh Guarantee' through cross-partner action to ensure access to positive destinations for young people. Criminal justice social work service users benefit from these developments and would continue to do so under a local authority model.

Are there other options, or permutations of the options presented in this paper, which should be considered? Please provide details.

No.

Option A: Enhanced Community Justice Authority (CJA) Model

What are your overall views on retaining Community Justice Authorities, but changing their membership and functions?

We do not support Option A. CJAs have not addressed the disconnect between financial, political and operational accountability. The CJA model has required an additional layer of bureaucracy, diverting resources and attention from frontline services. Changing the structure of CJAs does not address this. Funds would be better devoted to local services. Many of the demonstrable successes in the criminal justice sector pre-date the establishment of the CJAs.

Will appointing a chair and expanding the membership of the CJA Board to include the Health Board help remove any potential conflict of interest and promote collective responsibility for reducing reoffending?

We do not support Option A. However, if the premise of a potential conflict of interest is accepted, we do not believe that appointing a chair and expanding the membership of the CJA Board would remove it.

What do you think of the alternative proposal for all Board members to be recruited through the public appointments system based on skills, knowledge and experience?

The skills, knowledge and experience of the CJA members are not the issue. If the structure within which the members are operating is not the most effective, the arrangements will represent a wasted resource. Skills, expertise and knowledge are required at the front line and in the operational management of services, supported by strong locally accessible professional and political leadership.

The current lack of input from people with lived experience could be addressed by using the local authority's experience and success in service user involvement in other areas, such as mental health and substance misuse.

Do the proposals under Option A give CJAs sufficient levers and powers to reduce reoffending efficiently and effectively?

Irrespective of additional levers and powers, CJAs would still have to work through local authorities and local community planning arrangements to avoid any disconnect between strategy and operations. CJAs can only determine local needs through close collaboration with local authorities and their partners.

Do you think CJAs should be given operational responsibility for the delivery of criminal justice social work services? Do CJAs currently have the skills, expertise and knowledge to take on these functions?

We do not think CJAs should be given operational responsibility. Many offenders are dealt with as part of a complex service reality, which has strong connections with child protection, domestic abuse, substance misuse, mental health and housing difficulties. Robust strategic connections within Community Planning Partnerships to ensure that agencies/sectors are fulfilling actively their responsibility for developing creative solutions to local need is a better model than giving CJAs operational responsibility. This is particularly important when it comes to targeting a wide range of services and resources to support early intervention and prevention. CJAs are not in a position to take on these functions effectively.

Should CJAs geographical boundaries remain the same? If not how should they be redrawn?

This question is not applicable as we do not support Option A.

Do you agree that the Scottish Government should retain the current arrangements for training and development? Should they be reviewed for effectiveness?

Under current arrangements, a training and development officer is managed by the City of Edinburgh Council for the area. There is a strong culture of learning across Lothian and Borders, which we would wish to continue. This is not dependent either on a CJA model or a single agency model. There are many examples of local authorities coordinating and combining to provide training across boundaries or commissioning training on a regional basis, and these could continue from within an enhanced local authority model.

What could be done differently to build expertise, capacity and resilience in the community justice sector and ensure evidence based good practice is shared widely?

The staffing mix in the criminal justice sector is becoming increasingly varied, and it will be important to ensure that all staff groups are given appropriate access to skills development, training and qualifications to improve their effectiveness. This should extend to more specialised training for partner agencies and services, for example housing, health and voluntary sector colleagues.

Option B: Local authority model

What do you think of the proposal to abolish CJAs and give the strategic and operational duties for reducing reoffending to local authorities?

The strategic and operational duties for reducing reoffending already rest with local authorities, and this remains the preferred model, with focus on improvements where these are necessary. Criminal justice social work services should be based on local, shared ownership of the responsibility for public protection and for the improvement of services, under the leadership of the Chief Social Work Officer. A local authority model should be based on performance, on engagement with offenders, their families and communities; on transparent self-evaluation, on local political leadership, and on effective joint working across agencies and sectors. Many local authorities have a strong track record in this area. The success of this approach would be put at risk if social work services were to be disaggregated from all the partner agencies on which offenders and communities depend. Local partnerships, local leadership and outcome-based commissioning are key to improving services.

The local authority model should build on what is already in place, while supporting strategic commissioning and public social partnerships, which include the Scottish Government, the third sector, trusts and charities, independent funders, local government, local communities and offenders. A local authority model should make use of local partnerships; it should engage with the Association of Directors of Social Work, the Convention of Scottish Local Authorities and the Society of Local Authority

Chief Executives, and agree a shared vision and journey. National standards and performance indicators should be embedded in Single Outcome Agreements. A performance framework and measurements, which are truly outcome focused and which address the complexities of trying to measure 'hard outcomes' should be created.

Local partnerships should be required to provide annual reports to Ministers on their plans and demonstrate their progress towards outcomes. Partnerships should then be scrutinised, questioned and challenged on the delivery of their plans and on creating access to mainstream local services. "Re-localising" would mean creating a system, which allows us to do more effectively that which Community Justice Authorities have not succeeded in doing.

What do you think will be the impact on consistency of service provision, good practice and the potential to plan and commission services across boundaries (and hence value for money) of moving from eight CJAs to 32 local authorities?

Before the establishment of CJAs, there was a strong tradition of commissioning and delivering services jointly across local authorities. This has continued under the current structure and would continue under the local authority model.

We recognise that the issue of variation and availability of some services needs to be examined. There should be national standards, to ensure equity of access, irrespective of where service users live. However, variation of provision may also reflect local priorities and need, and a one-size-fits-all approach should not jeopardise this. Resource deployment needs to be proportionate. The highest risk offenders tend not to be spread thinly across Scotland. They are concentrated in the cities.

The City of Edinburgh Council has developed a joint management structure and approach in the areas of mental health, criminal justice, substance misuse and homelessness. We have employed planning and commissioning staff to help create efficient and effective pathways in terms of providing support for all aspects of recovery across these service user groups.

There are a number of examples for innovative and creative approaches from criminal justice social work (multi-agency/gender specific teams, out of hours service, Whole System Approach, the short-term prisoner pilot, the Persistent Offender Project, using unpaid work to improve qualifications and employment). Under Option B, a mechanism to roll them out can be developed. In addition, there are several examples within Lothian and Borders of services that have been delivered across local authority boundaries (Caledonian, Community Sex Offender Group Work Programme, Drug Treatment and Testing Order Scheme, Willow, shared court services, criminal justice social work training).

We acknowledge that a sophisticated mechanism to identify and share best practice is yet to be developed. Community Planning Partnerships ought to be the key to this. Our energy should be focused on strengthening Community Planning to make it the driving force behind the improvements we are aiming for. Single Outcome Agreements could be required translate national priorities into shared local priorities and outcomes. They could be held to account for reducing re-offending, as their membership reflects all those elements on which such a reduction depends.

Do you think there is still a requirement for regional partnership, provision or co-ordination role (formally or informally) in this model? If so, how would it work?

There is no requirement for formalised regional partnerships under the local authority model. A coherent, local strategic plan for reducing reoffending, prepared in consultation with service users and the local community will de-clutter the landscape without fracturing it. There are already good examples of effective, cross boundary or regional arrangements for training, skills development and learning, both single and multi-agency and cross sector. These should be encouraged as a best value approach, which supports consistency, but they do not require formalisation into regional partnerships and should remain flexible, allowing local areas to collaborate as required.

What do you think would be the impact of reducing reoffending being subsumed within community planning, or other local authority planning structures?

There is an untapped potential in Community Planning Partnerships, Single Outcome Agreements and local communities for reducing offending and reoffending, and improving integration. Historical funding and reporting arrangements for criminal justice have bypassed Community Planning Partnerships, discouraged them from taking ownership of the reducing offending agenda and kept their focus elsewhere. Through embedding reducing reoffending in community planning, we could build on existing multi-agency protection responsibilities – children, vulnerable adults, domestic abuse and Multi-Agency Public Protection Arrangements – and demonstrate a good track record of working together locally and meeting national standards. The expectations on Community Planning Partnerships could helpfully be made more explicit, with targets and accountabilities articulated clearly and performance reporting strengthened.

Do you agree that functions such as programme accreditation, development of good practice, performance management and workforce development should be devolved from the Government to an organisation with the appropriate skills and experience?

This seems a reasonable approach, but there is a range of very good examples of innovative working practices that have been rolled out successfully and measured in terms of effectiveness. These include Drug Treatment and Testing Orders, the

Community Sex Offender Group Work Programme and Caledonian. They have all been developed through collaboration between the Scottish Government and local areas and then rolled out across the country.

Networks are in place to share best practice. These should be improved. A centre for excellence through, for example, the Association of Directors of Social Work, the Convention of Scottish Local Authorities or the Society of Local Authority Chief Executives could be set up to ensure further sharing of good practice.

Collaboration between local authorities led to the successful introduction of national outcomes and standards, community payback orders, criminal justice social work reports and Level of Service/Case Management Inventory.

What are your views on the proposal to expand the functions of the Risk Management Authority to take responsibility for improving performance?

Responsibility for improving performance should be owned by local authorities if this is to be effective. However, the Risk Management Authority does have a valuable role to play, for example in the development of the Framework for Risk Assessment, Management and Evaluation and its specific functions in relation to Orders for Lifelong Restriction.

What are your views on the proposal to set up a national Scottish Government/Convention of Scottish Local Authorities leadership group to provide national leadership and direction?

Creation of a national arrangement to provide political direction, leadership and collective accountability for reducing reoffending is welcome. The Angiolini Commission raised concerns about the lack of strategic leadership and accountability in the delivery of offender services in the community. This can be addressed comprehensively by changes to and enhancement of local arrangements. National standards and performance indicators are in place. We need commitment from the Scottish Government to embed these in Single Outcome Agreements. Under the local model, national and local outcomes and outputs would be agreed with Scottish Ministers. An annual report to Ministers on the plan and progress towards outcomes and outputs would be provided. Other local partners would be questioned, scrutinised and challenged for the delivery of the plan, in particular priorities to reduce reoffending and access to mainstream services. A national board, chaired for example by the Cabinet Secretary for Justice, would be beneficial.

Option C: Single service model

What are your views on the proposal to abolish the eight CJAs and establish a new single social work led service for community justice?

We do not support a single service model. We have concerns about uprooting existing structures and services when reoffending rates are at their lowest in a decade and recorded crime now stands at a 37 year low. There is no evidence for the benefit of centralisation. We recognise the need to reduce the prison population, however, creating a single social work agency will not achieve this.

There is consensus that reducing reoffending generally will rely on many other council services, including housing, employability, and welfare rights, as well as criminal justice social work. Isolating one part from the rest is not likely to deliver improved outcomes. A new agency for one relatively small part of the whole will contribute further to the cluttered landscape.

A national agency would disconnect criminal justice social work from the mainstream services needed by offenders. That disconnect would also extend to the effective relationships which criminal justice social workers have with colleagues in other parts of the local authority, where criminal justice social work is a core component of an integrated, multi-agency public protection response, including child and adult protection services. To remove from local determination such an essential contributor to the shared responsibility for the management of very high risk is a really serious concern.

The establishment of a national agency will have resource implications. At a time of significant financial constraints in the public sector, we cannot justify diverting resources from direct service provision to the creation of a new agency.

Restructuring in favour of a national agency would disrupt current service provision and programmes to tackle reoffending, at a time when we need to build on the progress we have made already.

New national outcomes and standards have been introduced successfully, along with community payback, criminal justice social work reports and Level of Service/Case Management Inventory. It did not need a national agency to do this, but it was achieved through collaboration between local authorities and the Scottish Government.

The single service model promises that the core values of social work would be central to the service. This promise applied to the reorganisation in England and Wales and has been eroded over time, with the creation of the National Offender Management Service. Developing and enhancing these core values within a local model builds on existing arrangements and provides the least disruptive route to improvement.

What do you think of the proposal to incorporate the functions of the Risk Management Authority into a new single service?

We do not support Option C. However, should this be the preferred option following the consultation, this would be a reasonable approach to take.

What do you think about grouping local delivery around the three Federation model currently employed by the Crown Office and Procurator Fiscal Service and police?

Our rejection of Option C is based in part on the lack of evidence that a change to senior management structures would result in better outcomes for people.

Does the approach to strategic commissioning and procurement provide a good balance between local and national service priorities and needs?

No, it would create an unnecessary level of complexity.

Do you think that placing a statutory duty on local partners and a strong Chief Executive negotiating on behalf of the new single service will help facilitate access to mainstream non-justice services?

No, the most robust way of facilitating access to mainstream non-justice services is through existing, local, multi-agency partnerships and would be best addressed through an enhanced local authority model. The energy and resources required to legislate for, develop and implement a national agency, together with the effort required to re-establish links with local services and communities, would be more helpfully spent strengthening the accountability, governance and reporting arrangements of the local authority model.

What do you think of the proposal to establish a dedicated community justice unit as part of the new service?

We do not support Option C. Training and rolling out best practice – tasks to be undertaken by such a unit as outlined in the consultation paper – are already being delivered under the current structure. The establishment of such a unit does not depend on the existence of a single service model.

Any additional comments

A local model is best placed to improve outcomes for people. It provides a holistic approach to offenders, their families and communities. It addresses key issues, which aid desistance and makes best use of existing resources and structures. Through collaboration between local authorities and with the Scottish Government, a local model can deliver national outcomes. It requires support to do so. CJAs are not positioned strategically to address the shortcomings of the current community justice system. A single service would fracture the existing links at a local level and would take resources away from frontline services.

Edinburgh's Local Practitioner Forum: Response to the Consultation
Redesigning the Community Justice System

The Edinburgh Local Practitioner Forum (ELPF) met on Monday 18 February 2013 with a view to gathering the views of a variety of Social Work and Social Care practitioners in relation to the proposed Redesign of the Community Justice System.

Practitioners were present from the following areas of social work: housing support, hospital, drug and alcohol services, learning disability, criminal justice, women's aid, children & families and community care. Practitioners present were from both the statutory and voluntary sector, through the statutory sector was considerably better represented.

Practitioners were given an overview of current Community Justice arrangements as well as the proposed changes. Practitioners were invited to discuss in small groups their current understanding of and/or engagement with Criminal Justice Social Work (CJSW), and their views on each of the three Redesign proposals. It is important to note that some practitioners have had limited involvement with Community Justice services to date.

Which option(s) will result in the significant cultural change required to redesign services so that they are based on offender needs, evidence of what works and best value for money?

Option B would be best placed to achieve this. The City of Edinburgh has the ability to identify local needs relating to the needs of the community and the needs of offenders. Within this model practitioners identified that service users will have the opportunity to work with multi-disciplinary teams of social workers with local knowledge of both statutory and voluntary services and integration of social work within their communities.

Which option(s) will result in improvements in engagement with, and quicker access to, non-justice services such as health, housing and education?

Criminal Justice Social Work as it stands within the existing CJA model is delivered on a local basis by social workers who have fostered links with health, housing and education services in Edinburgh. This was noted to be the case by the range of practitioners present at the meeting. A holistic approach is encouraged with a focus on meeting the needs of offenders as well as managing the assessed level of risk.

Do you think a statutory duty on local partners will help promote collective responsibility for reducing reoffending among all the bodies who work with offenders? If no, what would?

Edinburgh is already using collective responsibility to enhance local services without the need for statutory duty. Practitioners identified that co-operation between organisations working specifically with offenders and those working with the wider community could be improved by sharing resources and promoting social inclusion for all.

Under options A and B should funding for criminal justice social work services remain ring-fenced?

Many practitioners were not aware that funding is currently ring-fenced but when the concept was explained the overwhelming view was that ring-fencing should continue. It was noted that reoffending rates are currently at their lowest for 10 years and this may be in part due to secured funding for services.

Are there specific types of training and development that would be beneficial for practitioners, managers and leaders working in community justice? Who is best placed to provide them?

Specialist training was recognised by criminal justice social workers to be beneficial given the need for joint training and some of the more challenging pieces of work they undertake such as the management of sexual and violent offenders in the community. It was noted that National Objectives and Standards are already enshrined in practice and this encourages consistency across Scotland without the need for a single agency. Ensuring that these standards are met is already effectively managed on a local level. Edinburgh has also rolled out the Caledonian Men's Programme, which has been implemented in other local authority areas.

Is there potential for existing organisations such as Scottish Social Services Council, Institute for Research and Innovation in Social Services and knowledge portal Social Services Knowledge Scotland to take on a greater role in supporting and developing the skills and expertise of professionals working with offenders?

Yes. It was also noted that the Edinburgh Local Practitioner Forum has been a useful platform for social workers from across Edinburgh to identify training needs and have a voice to support them in accessing skills development.

What are your views regarding the impact that the proposals presented in this paper may have on the important contribution made by businesses and the third sector?

Practitioners recognise the importance of the third sector within existing criminal justice provisions, and see no reason why the third sector could not continue to provide these services within a local authority model.

Are there other options, or permutations of the options presented in this paper, which should be considered?

None identified.

Option A: Enhanced Community Justice Authority (CJA) Model

What are your overall views on retaining Community Justice Authorities, but changing their membership and functions?

The ELPF does not support Option A.

Most practitioners, aside from those working in Criminal Justice Social Work (CJSW), were unaware that CJAs existed. The overwhelming view was that the lack of visibility of CJAs was an issue and work either needed to be undertaken to promote the visibility and scope of CJAs so that they play a larger part in community justice services, or that lack of visibility meant that CJAs were not required and alternatively decisions could be made on a local basis.

Will appointing a chair and expanding the membership of the CJA Board to include the Health Board help remove any potential conflict of interest and promote collective responsibility for reducing reoffending?

Inclusion of an appointed member of the Health Board to the CJA Board was viewed as positive in that it promotes closer working between Local Authority provided services and Health. Collective responsibility for reducing reoffending can be achieved on a local level.

Do the proposals under Option A give CJAs sufficient levers and powers to reduce reoffending efficiently and effectively?

A statutory duty on partner bodies to develop a local plan for reducing re-offending was viewed as bureaucratic. The general view was that local authorities would be better placed to formalise existing good practice.

CJA functions expanding to include strategic commissioning of services was not viewed positively. Issues were raised relating to existing commissioning of services being well managed by local authorities, with services already being commissioned on a cross-

authority basis using existing arrangements. It was acknowledged this may be specific to Edinburgh and not reflected in other CJAs.

Option B: Local Authority Model

What do you think of the proposal to abolish CJAs and give the strategic and operational duties for reducing reoffending to local authorities?

This was by far the preferred model. Practitioners offered the following comments in favour of a LA model:

- The Council is well placed to survey the needs of the people of Edinburgh and put in place services to effectively meet those needs
- There are effective arrangements in place for the sharing of information in relation to Child & Adult Protection, which would be lost were CJSW to move 'out of authority'. It was noted that CJSW and Children & Families Social Work (C&FSW) have a particularly close working relationship to ensure the safety of Edinburgh's children
- Information sharing policy is standard across the Council and therefore easily and safely implemented
- Information about risk is shared across the Council. Information and training events across Social Work have been an effective tool to promote a shared understanding of risk and therefore better serve the City of Edinburgh
- The Emergency Social Work Service (ESWS) is a cross-authority service and provides out of hours cover to CJSW as well as other areas of social work. Should CJSW be removed from the local authority then alternative arrangements for people in need of social work intervention on an emergency basis would be required
- A shared record-keeping database is used across statutory social work services. This is particularly useful for CJSW in cases where there has been previous social work involvement from a service other than CJSW. This facility would be lost, impacting on the provision of excellent reports to the Courts, Parole Unit and other agencies which are a major part of CJSW practice
- Local social work links, particularly between statutory and voluntary social workers and services, would like be affected by any move towards a national model
- A Local Authority model would give the City of Edinburgh the opportunity to streamline many of its services to ensure best practice, value for money and effective intervention.
- The current provision of CJSW as part of the local authority offers opportunities for social workers to develop and enhance their practice through Continuing Professional Development (CPD) within the City of Edinburgh Council's Learning and Development framework. Moving social workers to a national service would limit opportunities for CPD as it would likely mean we could not train to be Mental Health Officers or undertake secondments to other sectors. These current opportunities ensure that social workers are constantly developing their

practice ensuring that the service provided to the people of Edinburgh is the best that it can be.

Option C: Single Service Model

The ELPF does not support a single service model.

What do you think about grouping local delivery around the three Federation model currently employed by COPFS and Police?

Practitioners reflected on the single Fire & Rescue service within Scotland and the soon to become single Police service in Scotland and there was some debate as to whether Community Justice could follow a similar model. Not only that, practitioners reflected on the fact that the current service delivery model has produced the lowest reoffending rates for 10 years and queried why change was required when the current model was effective and producing the desired results.

Corporate Policy & Strategy Committee

Tuesday, 16 April 2013

Funding Models for Tourism Promotion

Item number	7.8
Report number	
Wards	All

Links

Coalition pledges	P21
Council outcomes	CO8
Single Outcome Agreement	SO1

Greg Ward

Head of Economic Development

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Executive summary

Funding Models for Tourism Promotion

Summary

This report updates committee on discussions with the Strategy Implementation Group (SIG), a subgroup of the Edinburgh Tourism Action Group (ETAG) around funding models for tourism promotion.

Council agreed in October 2012 to further consultation with relevant sectors and stakeholders with a view to developing a preferred model by early 2013. This activity follows on from the completion of the earlier Capital Coalition pledge to consult further on the viability and legality of a transient visitor levy.

It has been agreed with ETAG SIG that no public/industry consultation should progress until further work has been completed and discussed at the next SIG meeting on 24 May 2013.

Research has been undertaken to assess a variety of funding models which could be used to generate additional funding for destination promotion activity and there are a number of possible models such as Tax Increment Financing (TIF) and a Tourism Business Improvement District (TBID) which could be applied. Marketing Edinburgh has secured seed corn funding from BIDs Scotland to progress the development of a TBID for the city. This information has been shared with the SIG and the following actions have been agreed.

A SIG subgroup comprising David Birrell and Gordon Dewar are to work with the Council to test options around what the additional funding could be used for.

To report back to Committee in December following the work being carried out by the SIG later this year.

Recommendations

1. To note that the SIG has formed a subgroup to agree the next steps including the form of any future consultations.

Measures of success

As one of the four programmes in the Council's economic strategy "A Strategy for Jobs 2012-17", the success of this programme is measured by using the three headline objectives, depicted and reported on in the paper, "[Investing in Jobs Key Performance Indicators](#)".

Financial impact

The activities undertaken to date have been met from the Economic Development Service budget 2012/13.

Equalities impact

As one of the four programmes in the Council's [Economic Strategy](#), a full [Equalities Impact Assessment](#) was carried out on the Economic Strategy in February 2012.

Sustainability impact

Tourism is a key sector of the City's economy demonstrating the need to work with tourism partners to help the sector grow and prosper.

Consultation and engagement

Consultation with ETAG is ongoing.

Background reading / external references

- [Policy and Strategy Report, 2 October 2012, Transient Visitor Levy](#)
- Funding mechanisms for destination promotion, Kyle Drummond November 2012

Greg Ward

Head of Economic Development

Links

Coalition pledges [P21](#) - Consult further on the viability and legality of a transient visitor levy

Council outcomes [CO8](#) - Edinburgh's economy creates and sustains job

opportunities

Single Outcome Agreement

[SO1](#) - Edinburgh's Economy Delivers increased investment, jobs and opportunities for all

Appendices

Corporate Policy and Strategy Committee

10am, Tuesday, 16 April 2013

George Street: Festival Traffic Management – referral from the Transport and Environment Committee

Item number	8.1
Report number	
Wards	11 – City Centre

Links

Coalition pledges	See attached report
Council outcomes	See attached report
Single Outcome Agreement	See attached report

Carol Campbell

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Terms of Referral

George Street: Festival Traffic Management

Terms of referral

The Transport and Environment Committee on 19 March 2013 considered a report by the Director of Services for Communities seeking approval to pursue a Temporary Traffic Regulation Order (TTRO) to close George Street to traffic between Hanover Street and Frederick Street during August 2013.

The Committee heard deputations from Essential Edinburgh, Salt “n” Sauce Productions and the George Street Association.

Motion

- 1) To authorise officers to pursue a Temporary Traffic Regulation Order, closing George Street to traffic between Hanover Street and Frederick Street during August 2013.
- 2) To refer the Director’s report to the Corporate Policy and Strategy and Economy Committees for noting.
- 3) To agree that if an alternative proposal was received from Essential Edinburgh that had support from officers and required Committee approval, a special meeting of the Transport and Environment Committee would be arranged before June 2013 to consider the proposal in more detail.
- 4) To agree that officers meet with all appropriate stakeholders to discuss proposals for the future use of George Street during the Edinburgh Festival, and report back to a future meeting of the Transport and Environment Committee.

Moved by Councillor Hinds, seconded by Councillor Orr.

Amendment

To take no action.

Moved by Councillor Mowat, seconded by Councillor McInnes.

Voting

For the motion 12 votes

For the amendment 3 votes

Decision

To approve the motion by Councillor Hinds

For decision/action

1. The Transport and Environment Committee has referred the attached report to the Corporate Policy and Strategy Committee for its information.

Background reading / external references

Transport and Environment Committee 19 March 2013

Links

Coalition pledges	See attached report
Council outcomes	See attached report
Single Outcome Agreement	See attached report
Appendices	Report by the Director of Services for Communities

Transport and Environment Committee

10.00am, Tuesday, 19 March 2013

George Street: Festival Traffic Management

Item number	
Report number	
Wards	11 – City Centre

Links

Coalition pledges	P24 and P31
Council outcomes	CO20
Single Outcome Agreement	SO1

Mark Turley

Director of Services for Communities

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Executive summary

George Street: Festival Traffic Management

Summary

In August 2012 George Street was closed to all traffic, under a Temporary Traffic Regulation Order (TTRO), between Hanover Street and Frederick Street. This was to facilitate event space for the Spiegelterrace.

Although Lothian Buses were negatively impacted with delays to service. No other significant traffic management or safety issues occurred as a result of the George Street closure, 2012.

There is an application to hold an event on George Street this year between Hanover Street and Frederick Street requiring the closure of this section of road. This report seeks approval to pursue the necessary TTRO.

There are other event proposals being developed for George Street during August 2013.

Recommendations

It is recommended that Committee:

1. authorises officers to pursue a Temporary Traffic Regulation Order, closing George Street to traffic between Hanover Street and Frederick Street during August 2013.
2. refers this report to both the Corporate Policy and Strategy Committee and Economy Committees for noting.

Measures of success

No significant traffic management or safety issues occur as a result of the TTRO.

George Street increases the 'festival destination' appeal of the New Town and attracts increased visitor numbers.

Financial impact

The costs associated with promoting the TTRO, traffic management costs and the loss of parking income will be met by the event organiser requiring the TTRO.

Equalities impact

The proposed road closure will help meet our duties to advance equality of opportunity and foster good relations by providing an accessible event space for all to enjoy.

If Officers are tasked to pursue a TTRO, a full Equality and Rights Impact Assessment will be carried out to ensure that any potential negative impacts, for example the removal of disabled parking, will be considered and actions taken to mitigate against these.

Sustainability impact

The proposed TTRO will help achieve a sustainable Edinburgh by encouraging economic opportunity. In addition, the closure of this section of road to traffic will create a more welcoming and attractive environment for activities it will also contribute to better air quality.

Consultation and engagement

The TTRO will be considered by the City Wide Traffic Management Group whose members include the emergency services.

Background reading/external references

None

George Street: Festival Traffic Management

1. Background

- 1.1 In August 2012 George Street was closed to all traffic, under a Temporary Traffic Regulation Order (TTRO), between Hanover Street and Frederick Street. This was to facilitate event space for the Spiegelterrace.
- 1.2 There is an application to hold an event on George Street this year between Hanover Street and Frederick Street, requiring the closure of this section of road.
- 1.3 To facilitate this closure a TTRO is required.
- 1.4 Temporary Traffic Regulation Orders (TTROs) are required when roads or footways are temporarily closed, or when parking controls or speed limits are introduced. TTROs are for limited periods of time and do not require a consultation period.

2. Main report

- 2.1 The requirement to close George Street in 2012 was considered by the Events Planning Operations Group (EPOG). The EPOG referred traffic management issues to the City Centre/Leith Neighbourhood team. This put forward traffic management arrangements to the City Wide Traffic Management Group.
- 2.2 An EPOG was held on 12 February 2013 to consider the impact current proposals would have on businesses, traffic management, and public safety. Business and event representatives highlighted a range of views held by traders.
- 2.3 The City Wide Traffic Management Group met on 27 February 2013 and considered the closure of George Street between Hanover and Frederick Street during August 2013. Lothian Buses have no issues with the proposal on the condition that the West End bus gate is opened as anticipated. No other issues were raised.
- 2.4 Traffic modelling is being carried out to assess the impact with current traffic arrangements in the City centre.

2.5 To facilitate the street closure and ensure appropriate traffic management arrangements are put in place a TTRO is required to:

- Close George Street both sides between its junction with Frederick Street and No 63 and between its junction with Hanover Street and No 37.
- Erect road closure information signs on George Street, Hanover Street and Frederick Street.
- Erect advanced warning signs on George Street.

2.5 If other proposals are developed into deliverable event applications, traffic management arrangements will be brought to this committee.

3. Recommendations

It is recommended that Committee:

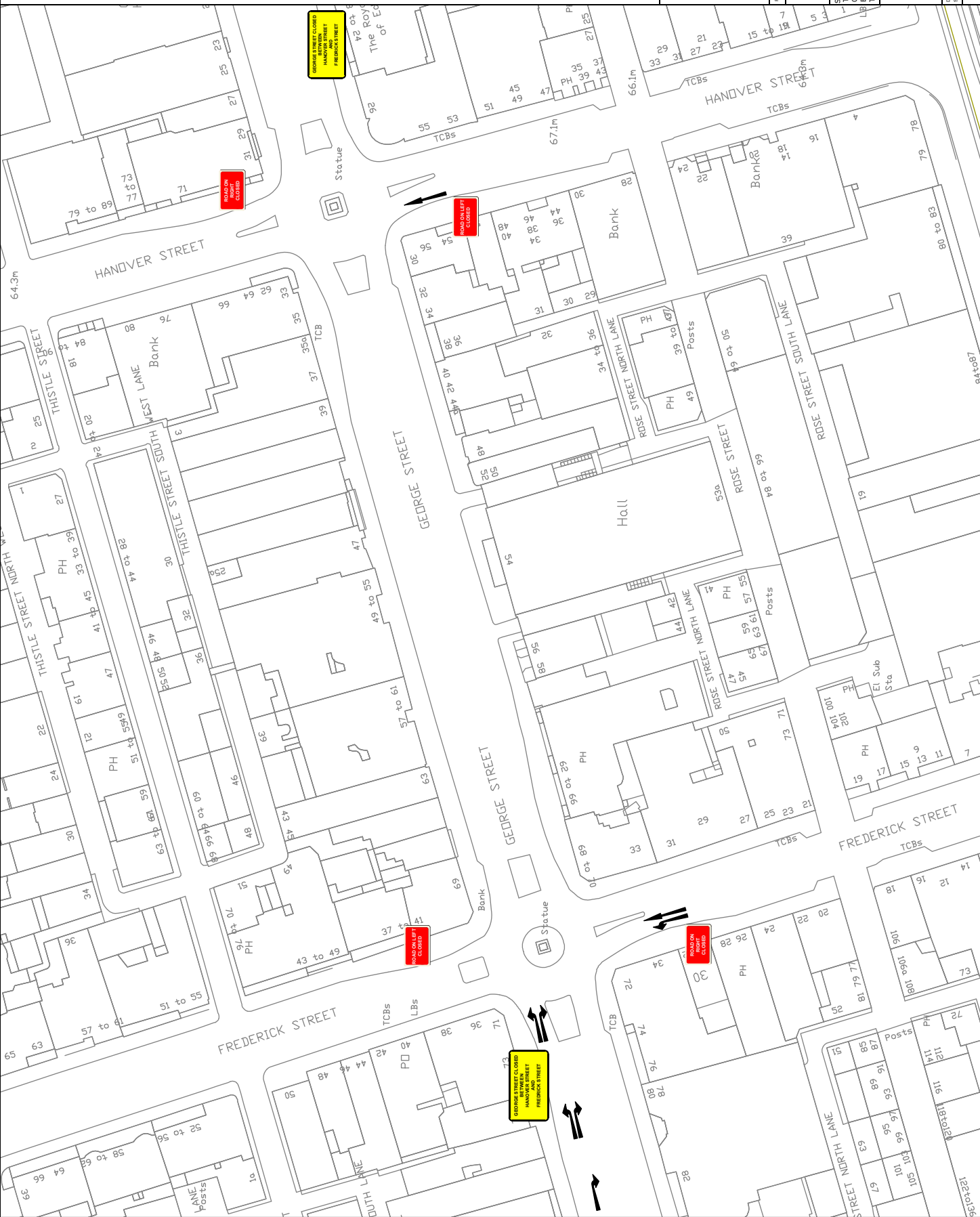
- 3.1 authorises officers to pursue a Temporary Traffic Regulation Order, closing George Street to traffic between Hanover Street and Frederick Street during August 2013.
- 3.2 refers this report to both the Corporate Policy and Strategy Committee and Economy Committees for noting.

Mark Turley

Director of Services for Communities

Links

Coalition pledges	P24 - Maintain and embrace support for our world-famous festivals and events P31 - Maintain our City's reputation as the cultural capital of the world by continuing to support and invest in our cultural infrastructure
Council outcomes	CO20 - Culture, sport and major events – Edinburgh continues to be a leading cultural city where culture and sport play a central part in the lives and futures of citizens
Single Outcome Agreement	SO1 - Edinburgh's Economy Delivers increased investment, jobs and opportunities for all
Appendices	1 Spiegelterrace draft Site Plan 2013 2 George Street closure marking and signs - Layout 2012



NOTES:
 Road Markings during the Road Closure.

REVISION	DATE	ORDER

EDINBURGH
 THE CITY OF EDINBURGH COUNCIL

SERVICES FOR COMMUNITIES
 The City of Edinburgh Council
 Chesser House, 500 Gorgie Road
 Edinburgh EH11 2JF
 Tel: 0131-552 3433

ROADS SERVICES
 PROJECT DEVELOPMENT

Revised Road Markings

Date: 14/01/22
 Job No: 2021005
 Sheet No: 001 of 001

DRG. NO.02

Corporate Policy and Strategy Committee

10.00 am, Tuesday 16 April 2013

Conference Invitation – International Conference on the History of Freemasonry

Item number	8.2
Report number	
Wards	City Wide

Links

Coalition pledges
Council outcomes
Single Outcome Agreement

Alastair D Maclean

Director of Corporate Governance

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Executive summary

Conference Invitation – International Conference on the History of Freemasonry

Summary

The Council have been invited to nominate delegates to attend the International Conference on the History of Freemasonry to be held in Edinburgh on 24-26 May 2013. The delegate fee is £250 plus VAT. The Lord Provost has expressed an interest in attending the conference.

Recommendations

To approve the attendance of the Lord Provost at The International Conference on the History of Freemasonry on 24-26 May 2013.

Measures of success

There are no immediate measures of success applicable to this report.

Financial impact

The delegate fee for attendance at the conference is £250. Travel and subsistence expenses and the delegate fee will be met by the appropriate service area.

Equalities impact

There are no equalities impacts arising from attendance at this conference.

Sustainability impact

Travel arrangements will be made in accordance with the Council's Sustainable Travel Plan.

Consultation and engagement

There are no consultation or engagement requirements.

Background reading / external references

[Conference Information – International Conference on the History of Freemasonry](#)

Links

Coalition pledges

Council outcomes

**Single Outcome
Agreement**

Appendices