

# Notice of meeting and agenda

## Corporate Policy and Strategy Committee

**10.00am, Tuesday, 21 January 2014**

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

E-mail: [louise.p.williamson@edinburgh.gov.uk](mailto:louise.p.williamson@edinburgh.gov.uk)

Tel: 0131 529 4264

## **1. Order of business**

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

## **2. Declaration of interests**

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

## **3. Deputations**

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- 3.1 If any

## **4. Minutes**

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- 4.1 Minute of the Corporate Policy and Strategy Committee of 3 December 2013 (circulated) – submitted for approval as a correct record.

## **5. Key Decisions forward plan**

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- 5.1 Corporate Policy and Strategy Committee Key Decisions Forward Plan February to May 2014 (circulated)

## **6. Business Bulletin**

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- 6.1 Corporate Policy and Strategy Committee Business Bulletin 21 January 2014 (if any)

## **7. Executive decisions**

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- 7.1 Energy Services Companies – report by the Director of Economic Development (circulated)
- 7.2 Sex Work in Edinburgh – A Harm Reduction Framework – report by the Chief Social Work Officer (circulated)
- 7.3 Festivals and Events Core Programme for 2014 – referral from the Culture and Sport Committee (circulated)
- 7.4 Education, Children and Families Policy Development and Review Sub Committee: Work Programme – referral from the Education, Children and Families Committee (circulated)

## 8. Routine decisions

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If any

## 9. Motions

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If any

### **Carol Campbell**

Head of Legal, Risk and Compliance

## Committee Members

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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

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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

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If you have any questions about the agenda or meeting arrangements, please contact Louise Williamson, Committee Services, City of Edinburgh Council, Business Centre 2.1, Waverley Court, 4 East Market Street, Edinburgh EH8 8BG, Tel 0131 529 4264, e-mail [louise.p.williamson@edinburgh.gov.uk](mailto: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](http://www.edinburgh.gov.uk/cpol).

## Corporate Policy and Strategy Committee

10.00 am, Tuesday, 3 December 2013

### Present

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

### 1. Welfare Reform – Further Update

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a) Lothian Federation of Anti-Bedroom Tax Groups - Deputation

The deputation expressed concern that at the present rate of distribution of the Discretionary Housing Payments (DHP), there was a danger that all the moneys would not be disbursed and any unused funds would require to be returned.

They asked that all tenants affected by the Bedroom Tax who had been granted DHP but with a start date later than 1 April 2013 be sent an application form inviting them to apply for DHP from 1 April 2013. They felt that the Council should not operate a blanket policy as there was money available which should be paid out.

b) Report by the Director of Corporate Governance

An update was provided 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.

### Motion

- 1) To note the continuing progress on assessing the impact of Welfare Reforms and actions for developing partial mitigation strategies.
- 2) To note the completion of the Benefit Cap stock cases and the change to business as usual approach had resumed.
- 3) To note Edinburgh's future involvement in the Local Support Services Framework.
- 4) To note a bid for the DWP additional DHP funding had been submitted.
- 5) To note the next progress update report would be 4 February 2014 (with a separate briefing to Committee in early January).
- 6) To agree that any new points raised by the deputation which required factual clarification be addressed in the update report to the Committee in February 2014.

- moved by Councillor Burns, seconded by Councillor Cardownie

### **Amendment**

- 1) To note with concern the 132% increase in rent arrears in the six month period between 31 March 2013 and 30 September 2013 resulting in an additional £2.6m of Council house rent debt.
- 2) To note that the Council's adopted 'no eviction' policy appeared to have had a dramatic effect on the level of rent arrears in contrast to the policy of Registered Social Landlords, where increases in rent arrears had been more modest.
- 3) To agree to review the 'no evictions' policy and call for an immediate report on its effect within one cycle.

- moved by Councillor Rose, seconded by Councillor Mowat

### **Voting**

The voting was as follows:

For the motion	-	11 votes
For the amendment	-	3 votes

### **Decision**

To approve the motion by Councillor Burns.

(References – Corporate Policy and Strategy Committee 4 December 2012 (item 4); report by the Director of Corporate Governance, submitted.)

## **2. Minute**

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### **Decision**

To approve the minute of the Corporate Policy and Strategy Committee of 5 November 2013 as a correct record.

## **3. Corporate Policy and Strategy Committee Key Decisions Forward Plan January to March 2014**

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The Corporate Policy and Strategy Committee Key Decisions Forward Plan for January to March 2014 was presented.

### **Decision**

To note the Key Decisions Forward Plan for January to March 2014.

(Reference – Key Decisions Forward Plan for January to March 2014, submitted.)

## **4. Working Groups**

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The Council had agreed that a report be submitted to the Corporate Policy and Strategy Committee in December 2013 on the rationalisation of Working Groups.

Details were provided on proposals for revised governance arrangements to ensure clarity within the Committee model, enhance corporate oversight and provide a framework of key documentation to support meeting arrangements.

## **Motion**

- 1) To agree that the appropriate Director, in consultation with the Convener and Vice-Convener of the relevant Committee, consider which working groups as set out in Appendix 1 to the report by the Director of Corporate Governance, should be retained, rationalised as officer only groups or their work undertaken by Policy Development and Review Sub-Committees.
- 2) To agree to the transition arrangements as detailed in paragraph 2.1.7 of the report.
- 3) To agree the annual appointment of Working Groups by the relevant Committee as set out in paragraph 2.2.1.2 of the report.
- 4) To agree that the relevant Committee would approve the remit and appoint the membership of new Working Groups as set out in paragraph 2.2.2 of the report.
- 5) To agree that the Convener of the Working Group would be able to adjust the remit within the parameters of the outline remit approved by Committee or add to the membership if appropriate.
- 6) To note that an annual report on the number and scope of Working Groups would in future be provided to the Corporate Policy and Strategy Committee to ensure corporate oversight of Working Groups across the Council.
- 7) To agree to the use of the standard documentation for Working Groups as set out in Appendix 3 to the report.

- moved by Councillor Burns, seconded by Councillor Cardownie

## **Amendment**

- 1) To refer the list of working groups as detailed in Appendix 1 to the report by the Director of Corporate Governance, to the relevant Committees to determine which working groups should be retained, rationalised as officer only groups or their work undertaken by the Policy Development and Review Sub-Committees..
- 2) To agree to the transition arrangements as detailed in paragraph 2.1.7 of the report.
- 3) To agree the annual appointment of Working Groups by the relevant Committee as set out in paragraph 2.2.1.2 of the report.
- 4) To agree that the relevant Committee would approve the remit and appoint the membership of new Working Groups as set out in paragraph 2.2.2 of the report.
- 5) To agree that the Convener of the Working Group would be able to adjust the remit within the parameters of the outline remit approved by Committee or add to the membership if appropriate.
- 6) To note that an annual report on the number and scope of Working Groups would in future be provided to the Corporate Policy and Strategy Committee to ensure corporate oversight of Working Groups across the Council.

- 7) To agree to the use of the standard documentation for Working Groups as set out in Appendix 3 to the report.

- moved by Councillor Burgess, seconded by Councillor Nick Cook

### **Voting**

The voting was as follows:

For the motion	-	9 votes
For the amendment	-	5 votes

### **Decision**

To approve the motion by Councillor Burns.

(References – Act of Council No 12 of 24 October 2013; report by the Director of Corporate Governance, submitted.)

## **5. Lothian Pension Fund Engagement Activities**

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Details were provided on the engagement activities relating to social and environmental responsible investment of the pension funds and criteria used to judge the social and environmental impacts of the funds' investments with a view to including a Key Performance Indicator on how the fund performed in these areas.

### **Decision**

- 1) To note the fiduciary role of the Council and the Pensions Committee in administering the pension funds.
- 2) To note that the strategy for incorporating environmental, social and governance issues into the pension funds was agreed and monitored by the Pensions Committee.
- 3) To note that the inclusion of a Key Performance Indicator for such activity was inappropriate given its qualitative nature.

(References – Act of Council No 15 of 24 October 2013; report by the Director of Corporate Governance, submitted.)

### **Declaration of Interests**

Councillor Rose declared a non-financial interest in the above item as Vice-Convener of the Local Authority Pension Fund Forum.

## **6. Corporate Performance Framework – Annual Update 2013**

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The Council had approved a revised Corporate Performance Framework aligned to political, partnership and operational outcomes.

An update was provided on the Corporate Performance Framework.

### **Decision**

- 1) To note the implementation of revised governance arrangements for reporting performance to Executive Committees with oversight by the Corporate Policy and Strategy Committee.

- 2) To agree the annual update to the performance indicators.
- 3) To agree the Council's Annual Performance Report for 2012-13.
- 4) To agree the Strategic Service Plan 2012-17 which had been updated to reflect progress and priorities after the first year of implementation.
- 5) To agree the five Directorate plans which provided further planning detail across service areas.

(References – Act of Council No 10 of 25 October 2012; report by the Director of Corporate Governance, submitted.)

## **7. Risk Management Policy and Framework**

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The Director of Corporate Governance had carried out a project to re-design the Council's risk management arrangements to ensure that they were fit for purpose. Details were provided of the first phase of the design and build process which identified the need for a new risk management framework and policy to be applied consistently across the Council.

### **Decision**

- 1) To approve the Risk Management Policy and Framework.
- 2) To refer the report to the Governance, Risk and Best Value Committee for scrutiny in accordance with the agreed work programme.

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

## **8. Nova Races 2014 to 2018**

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The Committee had carried out a review of events governance and agreed that a further report be submitted setting out revised events processes.

An update was provided on the current proposals in relation to the NOVA Races 2014 to 2018 which formed part of the Festivals and Events Core Programme for 2014.

### **Decision**

To note the proposals in relation to the 2014 NOVA Races.

(References –Corporate Policy and Strategy Committee 5 November 2013 (item 8); report by the Director of Corporate Governance, submitted.)

### **Declaration of Interests**

Councillor Rose declared a non-financial interest in the above item as a participant in one of the organised events.

## **9 Corporate and Operational Governance – Update – referral from Governance, Risk and Best Value Committee**

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The Governance, Risk and Best Value Committee had referred for consideration a report providing an overview of areas of weakness identified by the review and Project Solar; an outline of the planned approach to strengthening critical areas of corporate governance; and an update on progress made.



## **Decision**

To note the progress and actions outlined in the report by the Director of Corporate Governance.

(References – Governance, Risk and Best Value Committee 14 November 2013 (item 6); report by the Head of Legal, Risk and Compliance, submitted.)

## **10. Lord Provost's Attendance at UNESCO Creative Cities Summit, Beijing**

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A summary was provided of the Lord Provost's attendance at the Global Creative Cities Summit in Beijing from 21-23 October 2013.

## **Decision**

To note the report by the Director of Economic Development.

(Reference – report by the Director of Economic Development, submitted.)

## **11. Edinburgh Community Solar Co-operative Proposal**

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Details were provided of a proposal by Edinburgh Community Solar Cooperative for the development of a community owned Solar Photovoltaic scheme on Council buildings.

## **Decision**

- 1) To approve the signing of a Memorandum of Understanding between the City of Edinburgh Council and the Edinburgh Community Solar Co-operative.
- 2) To note the educational, environmental and community benefits associated with the progression of the scheme.
- 3) That each project be checked on a one on one basis, to determine that they adhered to the conditions stated and then each project be referred to the Transport and Environment Committee.
- 4) To refer the report to the Transport and Environment Committee in January 2014 for information.

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

## **12. Edinburgh's Multi-Agency Domestic Abuse Policy**

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The draft multi-agency domestic abuse policy for Edinburgh was presented. It provided a set of guiding principles and definitions in relation to the prevention of domestic abuse, the support and protection of victims and the management of perpetrators.

## **Decision**

- 1) To approve the multi-agency domestic abuse policy as detailed in Appendix 1 to the report by the Chief Social Work Officer.
- 2) To note that the Edinburgh Partnership would be asked to adopt the policy at its next meeting on 5 December 2013.

(Reference – report by the Chief Social Work Officer, submitted.)

## Corporate Policy and Strategy Committee February to May 2014

Item	Key decisions	Expected date of decision	Wards affected	Director and lead officer	Coalition pledges and Council outcomes
1.	Council Grants to Third Parties - (i) Proposed Grants Expenditure for 2014/15 and (ii) Review Product and Implementation Plan proposals	25 February 2014		Director: Alastair Maclean Lead officer: Nick Croft, Equalities Manager <a href="mailto:Nick.croft@edinburgh.gov.uk">Nick.croft@edinburgh.gov.uk</a>	CO24-26
2.	Review of Council Grants to Third Parties 2013/14 – Final Report	25 February 2014		Director: Alastair Maclean	CO 24-26
3.	Review of Events Governance – Progress Report	25 February 2014		Director : Mark Turley Lead Officer; Karen Kelly, Head of Corporate Programmes 0131 469 3184 <a href="mailto:Karen.kelly@edinburgh.gov.uk">Karen.kelly@edinburgh.gov.uk</a>	CO24-26

Item	Key decisions	Expected date of decision	Wards affected	Director and lead officer	Coalition pledges and Council outcomes
4.	Grievance/Discipline	25 February 2014		Director: Alastair Maclean Lead officer: Elaine Wishart, Employee Relations Officer <a href="mailto:Elaine.wishart@edinburgh.gov.uk">Elaine.wishart@edinburgh.gov.uk</a> Philip Barr, Head of Organisational Development <a href="mailto:Philip.barr@edinburgh.gov.uk">Philip.barr@edinburgh.gov.uk</a>	CO24-26
5.	Welfare Reform – Further Update	25 February 2014		Director: Alastair Maclean Lead officer: Danny Gallacher, Head of Customer Services <a href="mailto:Danny.gallacher@edinburgh.gov.uk">Danny.gallacher@edinburgh.gov.uk</a>	CO24-26
6.	Council's Position re: Contractors on a Procurement Framework	25 February 2014		Director: Alastair Maclean Lead officer: Nick Smith, Commercial and Procurement Manager <a href="mailto:Nick.smith@edinburgh.gov.uk">Nick.smith@edinburgh.gov.uk</a>	CO24-26
7.	Revised ICT Acceptable Use Policy	25 February 2014		Director: Alastair Maclean Lead officer: Kate Hunter, Business Partner, Health and Social Care <a href="mailto:Kate.hunter@edinburgh.gov.uk">Kate.hunter@edinburgh.gov.uk</a>	CO24-26

Item	Key decisions	Expected date of decision	Wards affected	Director and lead officer	Coalition pledges and Council outcomes
8.	Update of Council Surveillance Policies	25 February 2014		Director: Mark Turley Lead officer: Susan Mooney, Head of Service – Community Safety <a href="mailto:Susan.mooney@edinburgh.gov.uk">Susan.mooney@edinburgh.gov.uk</a>	CO24-26
9.	Contract in Capital – Further Report	25 February 2014		Director: Alastair Maclean Lead officer: Lesley McPherson, Chief Communications Officer <a href="mailto:Lesley.mcpherson@edinburgh.gov.uk">Lesley.mcpherson@edinburgh.gov.uk</a>	CO24-26
10.	Employee Survey Update	25 March 2014		Director: Alastair Maclean Lead officer: Steven Wright, Development Partner <a href="mailto:Steven.wright@edinburgh.gov.uk">Steven.wright@edinburgh.gov.uk</a>	CO24-26
11.	New Stress Policy and Toolkit and Violence at Work Policy	25 March 2014		Director: Alastair Maclean Lead officer: Elaine Wishart, Employee Relations Officer <a href="mailto:Elaine.wishart@edinburgh.gov.uk">Elaine.wishart@edinburgh.gov.uk</a> Philip Barr, Head of Organisational Development <a href="mailto:Philip.barr@edinburgh.gov.uk">Philip.barr@edinburgh.gov.uk</a>	CO24-26

Item	Key decisions	Expected date of decision	Wards affected	Director and lead officer	Coalition pledges and Council outcomes
12.	Management of Asbestos	25 March 2014		Director: Alastair Maclean Lead officer: Dennis Henderson, Senior Health and Safety Adviser <a href="mailto:Dennis.henderson@edinburgh.gov.uk">Dennis.henderson@edinburgh.gov.uk</a>	CO24-26
13.	Update on Legal Loan Sharks report	13 May 2014		Director: Mark Turley Lead officer: Andrew Mitchell, Community Safety Senior Manager <a href="mailto:Andrew.mitchell@edinburgh.gov.uk">Andrew.mitchell@edinburgh.gov.uk</a>	CO 24-26
14.	Welfare Reform – Further Update	13 May 2014		Director: Alastair Maclean Lead officer: Danny Gallacher, Head of Customer services <a href="mailto:Danny.gallacher@edinburgh.gov.uk">Danny.gallacher@edinburgh.gov.uk</a>	CO 24-26

# Corporate Policy and Strategy Committee

10am, Tuesday 21 January 2014

## Energy Services Companies

Item number	7.1
Report number	
Wards	All

### Links

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Coalition pledges [P50](#)  
Council outcomes [CO16](#) [CO18](#)  
Single Outcome Agreement [SO4](#)

### Greg Ward

Director of Economic Development

Contact: Janice Pauwels

E-mail: [Janice.pauwels@edinburgh.gov.uk](mailto:Janice.pauwels@edinburgh.gov.uk) | Tel: 0131 469 3804

# Executive summary

## Energy Services Companies

### Summary

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A number of local authorities are now using Energy Services Companies (ESCOs) as a means of delivering their energy programmes and meeting carbon targets. These models provide a range of services aiming to address energy efficiency, increase the use of renewables and reduce carbon emissions and in doing so create a number of socio-economic benefits.

The Council is considering the ESCO model at city wide level, however there are a number of specific energy projects underway proposing the use of an ESCO due to be completed in April 2014. Any plans for a more strategic ESCO will take this work into account to avoid any duplication or potential conflict.

A project team has been established to ensure co-ordination of all activity in this area and to oversee further work on a city wide approach.

### Recommendations

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It is recommended that the Committee note the progress on ESCOs and that further progress reports will be submitted.

### Measures of success

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Measures of success will be progress towards energy and carbon targets and viable energy services structures in place.

### Financial impact

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There is further consultancy work to be commissioned which can be contained within existing budgets.

### Equalities impact

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There are no adverse equalities impacts arising from this report.

### Sustainability impact

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The development of potential ESCOs will assist the Council in meeting its carbon and energy targets and wider sustainability targets under Sustainable Edinburgh 2020.

### Consultation and engagement

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A key element of this work will be the need to engage with a range of stakeholders and potential partners to ensure all options are fully explored and developed.

### Background reading / external references

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Report on ESCOs to the Carbon Climate and Sustainability Member Officer Working Group November 2013.



## Energy Services Companies

### 1. Background

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- 1.1 A report was submitted to the CCS<sup>1</sup> Member Officer Working Group on 20 November 2013 providing an update on progress on Energy Services Companies (ESCOs) projects and related activities. The report was approved by the Working Group. Council approved a motion on 12 December asking for further progress reports to be submitted to Committee with the next update to the Corporate Policy and Strategy Committee in January 2014.
- 1.2 This report provides a brief analysis of ESCOs and outlines progress in Edinburgh to date.

### 2. Main report

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- 2.1 An ESCO is a company that develops, installs and arranges financing for energy projects and related services over a long term timescale. It acts as project developer and assumes the technical and performance risk associated with any project. A number of local authorities and other public sector agencies are developing ESCOs to deliver energy efficiency, energy savings and low carbon solutions including district heating. In essence, these new companies seek to ensure more local energy generation for end users with cheaper energy as a consequence.
- 2.2 There is no fixed definition of an ESCO and no set criteria to differentiate between options. In general however, there are three categories: private sector owned, joint public/private ventures or public sector owned ESCOs. This latter category also includes community owned schemes. A number of current UK schemes are variations of the public/private sector arrangement.
- 2.3 The legal structure can vary considerably. Issues such as risk, contractual arrangements and factoring in the cost of infrastructure versus income should be assessed. Any ESCO model should consider how heat supply and power regulations will be addressed, particularly if district heating schemes are part of the service or if there is supply to social housing. Any potential users of the power and heat will need to be identified to determine income levels, with the local authority deciding how best to use any profit share.
- 2.4 Operating an ESCO can also include asset management, fuel supply, energy trading, metering and billing services, general contract management,

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<sup>1</sup> Carbon Climate and Sustainability

maintenance, repairs and customer relations. ESCOs can therefore entail a number of legal, procurement and financial issues.

- 2.5 However, there are also significant benefits. These include economies of scale, leveraging in other financial investment, and building up the expertise and management of strategic energy initiatives. At the European level, cities with ESCOs such as Munich and Berlin generate millions of Euros in direct revenue. These schemes are also now expanding by investing in energy projects in other cities and towns.

### **Current Council Activity**

- 2.6 Discussion on a number of strategic energy projects has proposed ESCOs as a means of delivery. There are two key projects currently underway. This includes developments at the BioQuarter and a proposal from a consortium of Housing Associations.

### **BioQuarter**

- 2.7 The BioQuarter development to the south east of the city entails large scale district heating as a means of providing heat and power for the development. Development partners include Scottish Enterprise, Lothian Health, University of Edinburgh and the Council. All partners have agreed to commission feasibility work to assess the potential for district heating and the role of an ESCO.
- 2.8 A workshop will be held on the 10 January 2014 with social landlords (including the Council) to assess housing loads and linkages with any scheme.
- 2.9 An interim report is due from Rambolls/Brodies which will cover the first phase of the work including heat mapping, technical modelling and some options appraisal. This is due at the end of January 2014. The full report is due at the end of April and will include detailed recommendations from the feasibility study as to the options for an ESCO for the Bioquarter development.

### **Housing**

- 2.10 The second key area of work is a proposal for a national ESCO with eight Housing Associations (HAs). This would be led by Castle Rock Edinvar. Based on social enterprise principles, this ESCO would supply and generate low carbon energy to a large number of social housing tenants. This model would also potentially develop district heating schemes.
- 2.11 In addition, the HAs have had discussions with officers to explore how the Council could support the ESCO within the city and potentially become an investor at a later stage.
- 2.12 The Council has submitted an application to the Energy Savings Trust for Warm Homes funding for work entitled 'ESCO and Edinburgh Local Generation Partnership Opportunities'. Complementing the HA business case, Council officers in Housing and Regeneration have developed the scope for this work which includes:
- heat and/or energy provision to new and existing tenants;

- scope the opportunity for the ESCO to deliver district heating schemes;
- energy generation opportunities from the housing estate, including renewable energy, and low carbon distribution; and
- Edinburgh as a case study for the ESCO working with a local authority.

2.13 A decision on the Warm Homes funding application is expected by the end of January 2014.

2.14 It is anticipated that the more detailed business plan will be available in March.

### **Next Steps**

2.15 The work on the two projects described above has been initiated by external partners. There are also synergies between the two projects that need further investigation particularly to explore the opportunities for social housing. Given the emerging importance of the work, a project team has been established to co-ordinate activity across different projects. This team comprises representatives from housing, energy, property, finance, procurement, legal, economic development and corporate policy.

2.16 It is proposed that a further progress report be submitted to Committee in April 2014, when the feasibility work on both the BioQuarter and HA proposals have concluded.

## **3. Recommendations**

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3.1 It is recommended that Committee note the progress towards the development of ESCOs and that a further progress report will be submitted to Committee in April.

### **Greg Ward**

Director of Economic Development

### **Links**

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#### **Council pledges**

[P50](#) Meet greenhouse gas targets, including the national target of 42% by 2020

**Council Outcomes**  
**Single Outcome**  
**Agreement**

[CO16](#) Well-housed – People live in a good quality home that is affordable and meets their needs in a well managed neighbourhood

[CO18](#) Green - We reduce the local environmental impact of our consumption and production

[SO4](#) Edinburgh's communities are safer and have improved physical and social fabric

**Appendices**

# Corporate Policy and Strategy Committee

10.00, Tuesday, 21 January 2014

## Sex Work in Edinburgh – A Harm Reduction Framework

Item number	7.2
Report number	
Wards	All

### Links

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<b>Coalition pledges</b>	Reducing poverty, inequality and deprivation Strengthening and supporting our communities and keeping them safe Ensuring Edinburgh, and its residents, are well cared for
<b>Council outcomes</b>	<a href="#">CO10</a> , <a href="#">CO15</a> , <a href="#">CO21</a>
<b>Single Outcome Agreement</b>	<a href="#">SO1</a> , <a href="#">SO2</a> , <a href="#">SO3</a> , <a href="#">SO4</a>
<b>Appendices</b>	Appendix 1 – Sex Work in Edinburgh – A Harm Reduction Framework

Michelle Miller

**Chief Social Work Officer**

Contact:

Nick Croft

Email: [nick.croft@edinburgh.gov.uk](mailto:nick.croft@edinburgh.gov.uk) Tel: 0131 469 3726

Susan Mooney – Head of Service

Email: [susan.mooney@edinburgh.gov.uk](mailto:susan.mooney@edinburgh.gov.uk) Tel: 0131 529 7587

# Executive summary

## Sex Work in Edinburgh – A Harm Reduction Framework

### Summary

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On Friday 15 November 2013, the Regulatory Committee of the Council agreed to consult on a proposal to remove the licensing of saunas and massage parlours from the City of Edinburgh Council's Public Entertainment Resolution. A final decision on this matter will be taken at the Regulatory Committee on 3 February 2014.

At the meeting on 15 November 2013, a motion was approved to develop work on harm reduction with regard to saunas and massage parlours in the city.

This report indicates work that has been completed since 15 November 2013 in response to this motion. It also seeks approval for a new Harm Reduction Framework (January 2014 to March 2015) and associated delivery and governance arrangements. These build upon existing work undertaken by other agencies and seek to develop this work further (attached at Appendix 1).

The need to develop a holistic approach to this area of work has emerged from engagement with partners. The approach therefore focuses not just on saunas and massage parlours, but also takes into account different environments in which sex work takes place in the city.

### Recommendations

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The Corporate Policy and Strategy Committee is recommended to:

1. note the multi-agency harm reduction work, which has been identified since the 15 November 2013
2. agree the Harm Reduction Framework (Appendix 1) to take this work forward
3. note that officers will engage in discussions with the Scottish Government on national policy and legislative implications
4. note that officers will submit a progress report in March 2015 to the Health, Social Care and Housing Committee.

### Measures of success

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This is a difficult public policy area within which to develop a coherent performance management system. However, work has been undertaken since 15 November 2013 to

develop a three dimensional performance model, and accompanying success measures. Work to date is described below, and approval is sought to develop this approach further as part of the development of the Framework.

1. Output and outcome measures (e.g. how many people are accessing multi-agency service interventions? What changes are resulting from these interventions? Are criminal acts being identified and tackled effectively?).
2. Process measures (e.g. are there effective engagement and referral systems? Are there effective multi-agency policy and planning systems? Is there an improved understanding of sex work in the city?).
3. People measures (e.g. do people accessing services feel they are useful and relevant?)

## Financial impact

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Resources for this approach are being contained within Council and partner agency budgets, and the approach is being mainstreamed into existing service delivery arrangements. No new resource requirements have been identified at this time.

## Equalities impact

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The development and implementation of a Harm Reduction Framework is consistent with the Equality Act 2010 public sector equality duty, and human rights legislation and conventions. It is also well aligned to Council and partner agency equality and rights outcomes. Equality and rights impact assessment is, and will continue to be, an integral feature of the development and delivery of the Framework, and due regard will be paid to any resultant recommendations.

## Sustainability impact

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The review will contribute to Council efforts in support of the city's sustainable development objectives described, in particular the advancement of vibrant flourishing communities, social and economic wellbeing and an efficient and effectively managed city.

## Consultation and engagement

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Consultation and engagement have taken place with the following organisations, networks or groups since the 15 November on these matters:

- Men and Women Involved in Sex Work – Multi-Agency Group
- E Division Police Scotland
- NHS Lothian
- ScotPep
- Zero Tolerance
- Street Work

- SACRO
- Equality Network
- Violence Against Women Partnership

## **Background reading / external references**

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Links to evidence sources are described within the Draft Harm Reduction Framework.



## Sex Work in Edinburgh – A Harm Reduction Framework

### 1. Background

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- 1.1 On 15 November 2013, the Council's Regulatory Committee approved a period of consultation on a proposal to remove licensing arrangements for saunas and massage parlours from the Council's Public Entertainment Resolution. A final decision on this matter will be taken by the Regulatory Committee on 3 February 2014.
- 1.2 At this meeting, a motion was also approved to develop harm reduction approaches at saunas and massage parlours, and for the Director of Health and Social Care to provide a further report on progress in January 2014 to this committee.
- 1.3 This report provides an account of progress since the 15 November 2013, and seeks approval for a Harm Reduction Framework (January 2014 to March 2015) to develop this area of work further. The Framework is very much a work in progress, and further actions will be developed as partnership work in this area strengthens.

### 2. Main report

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#### Harm Reduction Work Identified and Developed Since 15 November 2013

- 2.1 The Council has engaged with interested parties to inform the licensing consultation and the development of the Harm Reduction Framework.
- 2.2 Police Scotland has undertaken problem profile work, which has provided more clarity about the extent of sex work in the city. This has enabled a more informed evidence base, and an improved identification of needs. It has identified extensive activity through the internet in flats and through escort agencies, in addition to saunas, massage parlours and street-based work.
- 2.3 NHS Lothian and third sector organisations have continued to provide a variety of high quality frontline services and interventions to men and women involved in sex work. Much of this work is focused on saunas and massage parlours, and sex work on the streets. Of significant import has been the outreach work and clinic provision to improve health and wellbeing, including sexual health and

work to address blood borne viruses. A core of workers involved in direct contact with men and women involved in sex work has now been identified, and this group will be a critical network going forward. This work is being coordinated through the Women and Men Involved in Sex Work Multi-Agency Group.

- 2.4 Those NHS Lothian and third sector services involved in direct frontline provision have indicated that demand for work on routes out and access to welfare benefits information is growing. In response, improved referral systems and service pathways are being developed with relevant Council, NHS Lothian, Police Scotland and third sector services, through the multi-agency group described at 2.3 above.
- 2.5 Police Scotland has developed the work of its Prostitute Liaison Group further.
- 2.6 NHS Lothian has developed information sharing and partnership activity through the multi-agency group. The Council is now fully engaged in this group, and will contribute more policy development support, and service delivery, through this group. This group proposes to lead on the development, delivery and evaluation of the Framework going forward.
- 2.7 The Edinburgh Drug and Alcohol Partnership, chaired by the Director of Health and Social Care, will also contribute to the development and delivery of the Framework.

### **Developing a Harm Reduction Framework**

- 2.8 In light of the above developments, a proposed Harm Reduction Framework is attached at Appendix 1, based on engagement with the stakeholders identified above.
- 2.9 Many of these stakeholders have differing political, ideological and sociological viewpoints. For example, some suggest that sex work should be legalised, and that the rights of sex workers should be upheld. Some suggest that female sex work is a direct result of commercial sexual exploitation, and are aligned to the Scottish Government's standpoint that sex work can be seen as a form of violence against women. Others argue for a sole focus on harm reduction, where the safety, health and wellbeing of the person remain paramount. Others adopt viewpoints that are a combination of the above. Going forward, the development of Council and partner agency work in this area will require further engagement in these debates to inform a longer term vision for the work. A key feature of this engagement will be discussions with national policy makers on these matters.
- 2.10 It has therefore become apparent that there are significant difficulties in developing a framework founded on any one viewpoint. Consequently, a pragmatic approach has been adopted, where the principles of maintaining

contact with those involved in sex work, harm reduction, and keeping people safe and well are core components.

## **Framework Structure**

2.11 The proposed Framework builds on work described above. It describes a set of guiding principles and identifies research and other evidence sources on sex work. These principles and evidence sources have informed a range of multi-agency actions, delivery and governance arrangements, together with performance and success measures. The timescale for the Framework is from January 2014 to March 2015. Thereafter, it is proposed that a progress report be submitted to the Health, Social Care and Housing Committee.

## **Framework Principles**

2.12 A set of guiding principles underpinning the proposed Framework is described below.

- a) Effective engagement with those who buy or sell sex has to be based on a pragmatic approach, which does not align itself with any particular ideological or sociological perspective or value judgements about sex work.
- b) A key feature of that pragmatic approach is harm reduction, to ensure people are safe, that vulnerable people are supported, that risky behaviours are challenged, and the impacts of these behaviours are minimised.
- c) Attempts must be made to try and find common ground and cooperative action between organisations with differing views on these matters.
- d) A multi-agency approach firmly linked to community planning and public sector and third sector governance arrangements, provides for better opportunities for success.
- e) A person centred approach, which enables people who sell or buy sex to make informed choices, is more likely to succeed.
- f) Active and ongoing intelligence and information gathering, collation and analysis are key components. This activity will improve understanding of needs and lead to better multi-agency responses.
- g) Where intelligence or information indicates criminality, this will be addressed through appropriate investigation, based on agreed inter-agency procedures.
- h) Any approach to developing harm reduction in this area needs to be holistic and take into account the different environments in which sex is bought and sold (e.g. activity on the streets, in saunas and massage parlours, through the internet, and in flats and through escort agencies).

## **Framework Actions**

- 2.13 The set of multi-agency actions has been developed to promote a harm reduction approach and to keep people safe. Some of these actions are already in train, others are newly proposed. In this way, the Framework builds upon existing good work and avoids duplication.
- 2.14 The actions are evidence-based and targeted at different environments in which sex is bought and sold, with a focus on the wellbeing of those involved.

## **Framework Delivery and Governance Arrangements**

- 2.15 It is proposed that the current 'Men and Women Involved in Sex Worker Multi-agency Group', facilitated by NHS Lothian, will expand its membership and become the Project Team responsible for development, delivery and evaluation of the Framework. Discussions have taken place with lead officers in NHS Lothian who are content to approve this proposal. Current membership of the Group includes NHS Lothian, council, police and third sector agencies.
- 2.16 There are several existing groups, networks and partnerships, with an interest in this public policy area and a wish to be involved in the development and delivery of this Framework. It is proposed that the Project Team take lead responsibility for wider partner consultation, engagement and support.
- 2.17 In addition, it is proposed that reporting takes place within key partner agencies, such as the Council, NHS Lothian and Police Scotland. For the Council, the Health, Social Care and Housing Committee is proposed as the committee to fulfil this function.

## **Framework Performance and Review**

- 2.18 Work has begun on developing a performance management framework and a range of success measures. This will form a key component of the work of the Project Team. A full review of the Framework is planned during March 2015.

## **3. Recommendations**

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- 3.1 The Corporate Policy and Strategy Committee is recommended to:
  - a) note the multi-agency harm reduction work, which has been identified since the 15 November 2013
  - b) agree the Harm Reduction Framework (Appendix 1) to take this work forward
  - c) note that officers will engage in discussions with the Scottish Government on national policy and legislative implications
  - d) agree that officers should submit a progress report in March 2015 to the Health, Social Care and Housing Committee.

## Links

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<b>Coalition pledges</b>	Reducing poverty, inequality and deprivation Strengthening and supporting our communities and keeping them safe Ensuring Edinburgh, and its residents, are well cared for
<b>Council outcomes</b>	<b>CO10</b> - Improved health and reduced inequalities <b>CO15</b> - The public are protected <b>CO21</b> - Safe – Residents, visitors and businesses feel that Edinburgh is a safe city
<b>Single Outcome Agreement</b>	<b>SO1</b> - Edinburgh's economy delivers increased investment, jobs and opportunities for all <b>SO2</b> - Edinburgh's citizens experience improved health and wellbeing, with reduced inequalities in health <b>SO3</b> - Edinburgh's children and young people enjoy their childhood and fulfil their potential <b>SO4</b> - Edinburgh's communities are safer and have improved physical and social fabric
<b>Appendices</b>	Appendix 1 - Appendix 1 – The Sex Industry in Edinburgh – A Harm Reduction Framework.

**Sex Work in Edinburgh**

**A Harm Reduction Framework**

**January 2014 to March 2015**

**DRAFT**

## Section 1 - Introduction

- Rationale for the Framework
  - (i) Recent developments with regard to:
    - (a) ongoing police operations and investigations and intelligence gathering
    - (b) an enhanced focus on harm reduction and public protection within the Edinburgh Partnership and Edinburgh Chief Officers Group
    - (c) political decisions in the Council to progress work on harm reduction with regard to saunas and massage parlours
    - (d) ongoing work by NHS Lothian and third sector organisations to engage with sex workers
    - (e) growing evidence from the Police indicating the advertising of sex work in the City through the internet; and
    - (f) continuing interest in, and challenges to, the Council's Public Entertainment Resolution to licence saunas and massage parlours, have all led to the need to develop this framework.

The Framework has been developed through initial consultation and engagement with community planning partners, and a range of interested organisations and networks. It attempts to develop an approach, which engages with the many different elements of sex work in the city, and to harness cooperative working and collective action, which places vulnerable people at the heart of service delivery. The Framework is a work in progress and will be developed further in light of more evidence gathering and partnership working.

- Timescale of the Framework
  - (i) The Framework has an initial timescale of January 2014 to March 2015, thereafter it will be evaluated, and progress reports will be submitted to relevant partner agency governance arrangements. At this point, partner agencies involved in the development and delivery of this Framework will assess the need for further work.
- Structure of the Framework
  - (i) The Framework has the following key components:
    - (a) a set of guiding values and principles
    - (b) an evidence base drawn from partners to inform a needs analysis

- (c) a set of multi-agency actions based on the needs analysis
  - (d) multi-agency delivery and governance arrangements; and
  - (e) performance management and review arrangements.
- Guiding Values and Principles of the Framework
    - (i) Effective engagement with those who buy or sell sex has to be based on a pragmatic approach, which does not align itself with any particular ideological or sociological perspective or value judgements about sex work.
    - (ii) A key feature of that pragmatic approach has to be harm reduction, to ensure people are safe, that vulnerable people are supported, that risky behaviours are challenged and that the impacts of these behaviours are minimised.
    - (iii) Attempts must be made to try and find common ground and cooperative action between organisations with differing views on these matters.
    - (iv) A multi-agency approach firmly linked to community planning approaches, and public sector and third sector governance arrangements provides for better opportunities for success.
    - (v) A person centred approach, which enables people who sell sex or buy sex to make informed choices provides for better opportunities for success.
    - (vi) There has to be active and ongoing intelligence and information gathering, collation and analysis. This will improve understanding of needs and lead to better multi-agency responses.
    - (vii) Where intelligence or information indicates criminality, this must be addressed through appropriate investigation in accordance with agreed multi-agency procedures.
    - (viii) Any approach to developing harm reduction in this area needs to be holistic and take into account the different environments in which sex is bought and sold (e.g. activity on the streets, in saunas and massage parlours, in flats, through escort agencies).



## Section 2 - Evidence Base

This section indicates evidence drawn from a range of qualitative and quantitative evidence sources submitted by partners. Where evidence indicates a specific need, actions to meet these needs have been identified in Section 3 of this plan. It is intended that as part of the development of the Framework, further evidence will be gathered to enable an improved understanding of needs across the city.

1. Home Office – Drug Problems and Street Sex Markets: Solutions and Strategies – 2004
2. Home Office – Paying the Price – 2004
3. Melissa Farley – Prostitution in Nine Countries: an update on violence and post traumatic stress disorder – 2003
4. NHS Scotland – Commercial Sexual Exploitation – 2013
5. Manchester City Council – Manchester Prostitution Strategy 2013/14
6. Police Scotland E Division – Sex Workers Problem Profiling – 2013
7. Police Scotland E Division - Submissions to the Council's Regulatory Sub Committee – 2013
8. NHS Lothian – Services for Female Sex Workers Report – 2013
9. NHS Lothian DRAFT Position statement – Working with Women Involved in the Sex Industry – 2013
10. Melissa Llano – Qualitative Analysis of Services for Sex Workers PhD Extract – 2013
11. City of Edinburgh Council – Environmental Health Officer Visits and Inspections – 2013
12. M Farley – Prostitution and the Invisibility of Harm – 2003
13. Global Network of Sex Work Projects - <http://www.nswp.org/resources/results/taxonomy%3A1> ).
14. World Health Organisation – Implementing comprehensive HIV/STI programmes with sex workers: practical approaches from collaborative interventions' [http://www.who.int/hiv/topics/sex\\_work/en/](http://www.who.int/hiv/topics/sex_work/en/)

15. Global Commission on HIV and the Law – 'HIV and the Law: Risks, Rights and Health'  
<http://www.hivlawcommission.org/index.php/report>
16. UK Network of Sex Work Projects – <http://www.uknswp.org/resources/>

### Section 3 – Multi-agency Actions

Evidence of Need	Action	Lead Responsibility	Timescale	Performance Measures
Risks relating to sexually transmitted diseases and blood borne viruses	<p>NHS Sexual Health and Harm Reduction Team to engage in outreach with those buying or selling sex on the streets, in saunas / massage parlours and in flats and escort agencies to offer information, advice and services</p> <p>Sexual Health Clinics to provide services to people involved in sex work who present at clinics</p>	<p>NHS Lothian</p> <p>NHS Lothian and Third Sector</p>	<p>Ongoing</p> <p>Ongoing</p>	<p>Number of people accessing services</p> <p>Feedback from those accessing services</p> <p>Outcomes for people accessing services</p> <p>Reported levels of STIs and BBVs</p>
Risks relating to social isolation, marginalisation and poor wellbeing	<p>NHS Lothian, third sector and Council agencies to ensure delivery of 'wellbeing' services to men and women involved in sex work</p> <p>NHS Lothian and third sector to maintain confidential contacts for those involved in sex work</p>	<p>City of Edinburgh Council</p> <p>NHS Lothian and Third Sector</p>	<p>Ongoing</p> <p>NHS Lothian</p>	<p>Number of people accessing services</p> <p>Feedback from those accessing services</p> <p>Outcomes for people accessing services (to be defined)</p>

Evidence to indicate those involved in sex work want to explore routes out / exiting from sex work	Another Way Worker (SACRO) to link with and signpost to Council, NHS and voluntary sector services, e.g. substance misuse and employability services to develop improved pathways for routes out	Third Sector and City of Edinburgh Council	March 2014	Number of people accessing services  Number of people assisted into other employment, education or training  Efficiency of referral systems
Health and safety risks at business premises in which sex work takes place	Environmental Health Services to visit business premises	City of Edinburgh Council	Ongoing	Number of visits made to business premises where risks are identified and mitigated
Specific risks associated with street sex workers	NHS Lothian and third sector to continue to provide outreach services	NHS Lothian and Third Sector	Ongoing	Number of people accessing services
	Council, NHS Lothian, third sector and Police to review and strengthen provision	Police Scotland	March 2014	Outcomes from service interventions
Improved intelligence and information gathering	Police Scotland to develop problem profiling work further and partners to continue to monitor the needs of men and women involved in this work	Police Scotland	Ongoing	Improved understanding of the issues facing sex workers
		Police		

	Where intelligence or information indicates criminality, action in accordance with agreed procedures will be taken	Scotland	Ongoing	
Improved Sex Worker liaison in flats and escort agencies	Partnership activity to ascertain the most productive methods for engaging with sex workers in flats and escort agencies	NHS Lothian and Third Sector	June 2014	Number of people accessing services  Outcomes from service interventions
History of sexual, physical or domestic abuse amongst sex workers	Ensure clear and consistent referral systems and service pathways are in place between those organisations undertaking contact with sex workers and services to tackle sexual, physical or domestic abuse	City of Edinburgh Council	Ongoing	Staff feedback on referral processes  Number and type of complaints made regarding referral systems  Number of people referred and outcomes from referrals
Human trafficking	Where intelligence indicates evidence of human trafficking, concerted partnership action will be deployed in line with the agreed local and national protocols	Police Scotland	Ongoing	Number of cases of human trafficking dealt with  Outcomes from such cases
Demand from people buying sex	Further research into why people buy sex and developing actions to address associated risky behaviours	City of Edinburgh Council	December 2014	Improved understanding of how to reduce the numbers of people buying sex

	<p>Develop improved engagement plans with those who buy sex to alert them to associated risks</p> <p>Reviewing health and wellbeing inputs with young people to develop key messages on 'selling and buying sex', particularly over the internet</p>	<p>City of Edinburgh Council</p> <p>City of Edinburgh Council</p>	<p>March 2014</p> <p>December 2014</p>	<p>Improved understanding of issues facing those who buy sex</p> <p>Review outcomes and recommendations</p>
<p>Growth in those organisations and individuals organising the selling or buying of sex through the internet</p>	<p>Consider ways to engage with individuals and organisations who organise the buying or selling of sex, with a view to harm reduction activity and / or investigation</p> <p>Where engagement information indicates illegal activity, referrals to Police Scotland will be made</p>	<p>City of Edinburgh Council</p> <p>Police Scotland</p>	<p>December 2014</p> <p>Ongoing</p>	<p>Number of organisations or individuals engaged with</p> <p>Outcomes from such engagement</p>
<p>Lack of awareness of issues facing those involved in sex work</p>	<p>Develop frontline service learning and development sessions to enable improved understanding of sex work and possible interventions amongst frontline service providers</p>	<p>Third Sector</p>	<p>June 2014</p>	<p>Staff satisfaction with learning and development sessions</p> <p>Learning outcomes from learning and development sessions</p>
<p>Improve multi-agency partnership governance arrangements</p>	<p>Work to strengthen partnership activity through the Men and Women Involved in Sex Work Multi-agency Group</p>	<p>The Multi-agency Group</p>	<p>Ongoing</p>	<p>Referral pathways in place, established roles and responsibilities and reporting arrangements</p>

## Section 4 – Multi-agency Delivery and Governance Arrangements

- **Project Team** – The NHS Lothian chaired 'Men and Women Involved in Sex Work Multi-agency Group' will fulfil the function of the Project Team. This will involve a focus on framework development and coordination and development of service delivery functions. This group will be responsible for engagement and consultation with the different elements of the sex industry, and a range of functions across public and third sector organisations. It will also evaluate performance measures in line with the Framework.
- **Project Board / s** – Individual partner organisations involved in the multi-agency group will agree internal reporting arrangements as part of the development of this Framework. A key link will be into the Edinburgh Chief Officers' Group – Public Protection, which will be a primary reference point.

## Section 5 – Performance and Review

- The following will form the basis of a draft performance model. Further work on this will take place through the Project Team and the Project Board.
  - Output and outcome measures (e.g. how many people are accessing multi-agency service interventions? What changes are resulting from these interventions? Are criminal acts by organisations being identified and tackled effectively?).
  - Process measures (e.g. are there effective engagement and referral systems? Are there effective multi-agency policy and planning systems? Is there an improved understanding of the sex industry in the city?).
  - People measures (e.g. do the staff involved believe they are working well together? Do people accessing services feel they are useful and relevant? Do people selling or buying sex feel safe?).
- Performance Reporting – Bi-monthly reporting into the Men and Women in Sex Industry Multi-agency Group and reporting into partner internal governance arrangements.
- A full Framework review will be undertaken in March 2015.



## Section 6 – Further Information and Contact Details

Further information about this Framework can be obtained from:

- Michelle Miller – Chief Social Work Officer – City of Edinburgh Council [michelle.miller@edinburgh.gov.uk](mailto:michelle.miller@edinburgh.gov.uk)
- Susan Mooney – Head of Service Community Safety – City of Edinburgh Council [susan.mooney@edinburgh.gov.uk](mailto:susan.mooney@edinburgh.gov.uk)
- Dona Milne – Deputy Director of Public Health – NHS Lothian [dona.milne@nhslothian.scot.nhs.uk](mailto:dona.milne@nhslothian.scot.nhs.uk)

# Corporate Policy and Strategy Committee

10am, Tuesday 21 January 2014

## Festivals and Events Core Programme for 2014 – referral from the Culture and Sport Committee

<b>Item number</b>	7.3
<b>Report number</b>	
<b>Wards</b>	All

### Links

<b>Coalition pledges</b>	See report 8.3 of the Culture and Sport Committee of 17 December 2013
<b>Council outcomes</b>	See report 8.3 of the Culture and Sport Committee of 17 December 2013
<b>Single Outcome Agreement</b>	See report 8.3 of the Culture and Sport Committee of 17 December 2013

### Carol Campbell

Head of Legal, Risk and Compliance

Contact: Veronica MacMillan, Committee Officer

E-mail: [veronica.macmillan@edinburgh.gov.uk](mailto:veronica.macmillan@edinburgh.gov.uk) | Tel: 0131 529 4283

Contact: Aileen McGregor, Assistant Committee Officer

E-mail: [aileen.mcgregor@edinburgh.gov.uk](mailto:aileen.mcgregor@edinburgh.gov.uk) | Tel: 0131 529 4325

# Terms of Referral

## Festivals and Events Core Programme for 2014

### Terms of referral

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On 17 December 2013 the Culture and Sport Committee considered a report summarising the city, national and international themes and anniversaries in 2014 and sought approval to invest in certain additional events.

The Culture and Sport Committee agreed:

- 1) To welcome the 2014 core programme.
- 2) To approve an additional £25,000 funding for the 2014 NOVA races, followed by four annual payments of £125,000.
- 3) To approve £15,000 funding towards Sport Relief Mile.
- 4) To approve £7,500 funding towards Red Bull Hill Chasers and agree that, whilst the Council did not have a policy on the matter of Energy Drinks, a representative of Red Bull be invited to a meeting to discuss the current campaign in Edinburgh.
- 5) To approve £10,000 funding towards the School Run.
- 6) To approve an in principle contribution of £50,000 to the Pearl Izumi Tour Series, note that negotiations were ongoing and to note that a further report would be brought to the Committee on conclusion of an agreement.
- 7) To approve £20,000 funding towards Imagine's Commonwealth Project in 2014.
- 8) To approve £60,000 funding towards the Queen's Baton Relay in Edinburgh.
- 9) To approve £30,000 funding towards the ATP Champions of Tennis, subject to the organisation taking all appropriate steps to mitigate against inclement and weather and sympathetically treating compensation claims by those affected at this year's event.
- 10) To approve £10,000 funding towards the Edinburgh 7s Festival.
- 11) To approve £10,000 funding for the IFSC European Youth Climbing Series.
- 12) To approve £5,000 funding for a celebratory reception after the Glasgow 2014 Commonwealth Games.
- 13) To refer the report to the Corporate Policy and Strategy Committee for strategic oversight.

**Note:** Councillors Booth, Lewis and Munro declared a non-financial interest in the foregoing item as Board Members of the Edinburgh International Festival.

## For decision/action

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The Culture and Sport Committee has referred the attached report to the Corporate Policy and Strategy Committee for strategic oversight.

## Background reading / external references

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[Nova Races 2014 to 2018](#) – report to Corporate Policy and Strategy Committee

[Review of Events Governance](#) – report to Corporate Policy and Strategy Committee 5 November 2013

[Review of Political Management Arrangements](#) – report to City of Edinburgh Council 24 October 2013

[Additional Events Proposed for the Core Festivals and Events Programme 2013/14](#) - report to Culture and Sport Committee 22 October 2013

[Review of Events Governance](#) – report to Corporate Policy and Strategy Committee 6 August 2013

## Links

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<b>Coalition pledges</b>	See report 8.3 of the Culture and Sport Committee of 17 December 2013
<b>Council outcomes</b>	See report 8.3 of the Culture and Sport Committee of 17 December 2013
<b>Single Outcome Agreement</b>	See report 8.3 of the Culture and Sport Committee of 17 December 2013
<b>Appendices</b>	

# Culture and Sport Committee

10am, Tuesday, 17 December 2013

## Festivals and Events Core Programme for 2014

Item number	8.3
Report number	
Wards	All

### Links

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Coalition pledges	<a href="#">P24, P43</a>
Council outcomes	<a href="#">C04, C010 and CO20</a>
Single Outcome Agreement	<a href="#">SO1</a>

### Alastair D Maclean

Director of Corporate Governance

Contact: Lynne Halfpenny, Head of Culture and Sport

E-mail: [lynne.halfpenny@edinburgh.gov.uk](mailto:lynne.halfpenny@edinburgh.gov.uk) | Tel: 0131 529 3657

## Festivals and Events Core Programme for 2014

### Summary

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The Council provides funding support towards 12 major Festivals across the year, and also supports or directly delivers a range of well-established annual events. Each year, these existing Festivals and events are complemented by additional events supported by the Council's Events budget.

On 24 October 2013, as part of the Review of Political Management Arrangements, Council agreed that the strategic oversight of Council events should be added to the remit of Corporate Policy and Strategy Committee to enhance the corporate oversight of high profile, strategic city events.

A review of events governance is being undertaken by the Corporate Programmes Office. The findings were reported to the Corporate Policy and Strategy Committee on 5 November 2013. A further report will be submitted to the Corporate Policy and Strategy Committee on 25 February 2014 setting out revised application and approval processes for events.

This report summarises the city, national and international themes and anniversaries in 2014; details the range of established events and festivals in the Council's core programme; and seeks approval to invest in certain additional events.

### Recommendations

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It is recommended that the Committee:

1. welcomes the 2014 core programme;
2. approves an additional £25,000 funding for the 2014 NOVA races, followed by four annual payments of £125,000;
3. approves £15,000 funding towards Sport Relief Mile;
4. approves £7,500 funding towards Red Bull Hill Chasers;
5. approves £10,000 funding towards the School Run;
6. approves an in principle contribution of £50,000 to the Pearl Izumi Tour Series, notes that negotiations are ongoing and notes that a further report will be brought to Committee on conclusion of an agreement;
7. approves £20,000 funding towards Imagine's Commonwealth Project in 2014;
8. approves £60,000 funding towards the Queen's Baton Relay in Edinburgh;

9. approves £30,000 funding towards the ATP Champions of Tennis;
10. approves £10,000 funding towards the Edinburgh 7s Festival;
11. approves £10,000 funding for the IFSC European Youth Climbing Series;
12. approves £5,000 funding for a celebratory reception after the Glasgow 2014 Commonwealth Games; and
13. refers this report to the Corporate Policy and Strategy Committee for strategic oversight.

## Measures of success

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The success of the various events listed in the 2014/15 events programme will be assessed by the most appropriate measures for each individual event, including audience participation, economic impact, and equivalent advertising values of any media coverage.

## Financial impact

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The Events budget for 2013/14 was reduced by £46,000 as part of the Council's budget savings exercise and is now £627,200. The sums requested above can be contained in the remaining budget. This will leave the Events budget fully committed for approved events, apart from a small contingency which is held to address new requests for funding which meet the criteria in the Events Strategy.

The sum of £125,000 which has been requested for the Nova races in 2015 to 2018 inclusive can be contained in the Events budget for those years, and will be matched by funding from Event Scotland.

## Equalities impact

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The proposed events described in this report were selected using criteria which include social cohesion and quality of life for people across the city. The report's contents and recommendations are therefore of some relevance to equalities and human rights duties, but are not the subject of concern amongst equalities groups and the recommendations will result in a positive impact on quality of life.

## Sustainability impact

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The proposals in this report will help achieve a sustainable Edinburgh through:

- the promotion of the city nationally and internationally;
- economic impact generated by events;
- contributions to the quality of life and well-being of residents; and

- environmental stewardship – each event’s contract includes the commitment to reduce its environmental impact by reducing waste sent to landfill, recycling waste and using recycled products where possible.

## Consultation and engagement

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The Council has engaged with various partners and events promoters to discuss these proposals. All of these proposals have been discussed and agreed with the Festivals and Events Champion.

## Background reading / external references

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Nova Races 2014 to 2018 – Report to Corporate Policy and Strategy Committee on 3 December 2013

Review of Political Management Arrangements - [Report to City of Edinburgh Council on 24 October 2013](#)

Review of Events Governance - [Report to Corporate Policy and Strategy Committee on 5 November 2013](#)

Review of Events Governance - [Report to Corporate Policy and Strategy Committee on 6 August 2013](#)

Additional Events Proposed for the Core Festivals and Events Programme 2013/14 – [Report to Culture and Sport Committee on 22 October 2013](#)

Scotland’s War - [Report to Culture and Sport Committee on 10 December 2012](#)

Questions and Answers (Question 1 on plans to commemorate the centenary of the First World War) – [reported to Council on 22 November 2012](#)



## Festivals and Events Core Programme for 2014

### 1. Background

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- 1.1 The Council's Events Strategy is designed to provide a mix of new and well-established cultural and sporting events which promote Edinburgh as a vibrant, contemporary international city.
- 1.2 On 24 October 2013, as part of the Review of Political Management Arrangements, Council agreed that the strategic oversight of Council events should be added to the remit of Corporate Policy and Strategy Committee to enhance the corporate oversight of high profile, strategic city events. Several sports events within the core programme for 2014 (the Nova races, described in more detail below) were reported to Corporate Policy and Strategy Committee on 3 December.
- 1.3 On 5 November 2013, Committee received a report from the Directors of Corporate Governance and Services for Communities regarding the ongoing review of events governance. The review is intended to produce a clear definition of an event; a clear and transparent application and decision making process; an assessment of current charging arrangements; and recommendations for establishing a "one stop shop" approach for event organisers when dealing with the Council. It was agreed that a further report would be submitted to Committee on 25 February 2014 setting out revised events processes.

### 2. Main report

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- 2.1 The Scottish Government has designated next year as Homecoming Scotland 2014, and two of the events taking place in Edinburgh have been selected as signature events within that year-long programme. These are British Dance: Edition 2014 and the Forth Bridges Festival.
- 2.2 In April next year the Scottish Government will launch the first National Physical Activity Week and publish its walking strategy. To coincide with this national theme, an Edinburgh initiative entitled Year of Walking will be launched in April. This programme of activities for the general public was devised by the Council and various partner agencies, including the Edinburgh Physical Activity and Health Alliance, NHS Lothian, Paths for All, Sustrans and Edinburgh Leisure.

- 2.3 Next year also features two city anniversaries and an important international anniversary. In March the city celebrates the centenary of the Usher Hall; a range of special events is planned which will be announced closer to the time. The Forth Road Bridge marks its 50<sup>th</sup> anniversary in September with a festival of celebratory events.
- 2.4 The centenary of the start of the First World War, on 4 August, will be marked across the UK and in other countries. The series of UK events will start with a service of commemoration for Commonwealth leaders in Glasgow Cathedral (present in the city for the Commonwealth Games). Council services including Libraries and Culture and Sport are planning a range of events and initiatives, some of which were outlined in previous reports to [this Committee](#) and the [Council](#). Further details will follow in due course.
- 2.5 Edinburgh’s core programme of major Festivals and events is spread across the year. The three tables below show the distribution and category of activities (including events proposed for approval), and a detailed list is appended.

January	February	March	April
sport: 3		sport: 2	sport: 1
	cultural: 1	cultural and civic: 2	cultural: 1
		cultural: 1	
			1 Festival

May	June	July	August	September
sport: 3	sport: 9	sport: 1	sport: 1	sport: 1
1 Festival	1 Festival	2 Festivals	5 Festivals	
cultural: 1	civic: 1		cultural: 1	cultural: 1
			civic: 1	civic: 2

October	November	December	January 2015
sport: 1			sport: 2
	1 Festival		
	civic: 1		
	cultural: 1		
	civic and cultural: 1		
		1 Festival	

*Note: “Festival” is used above to denote each one of the 12 major Festivals*

- 2.6 Negotiations are continuing with Edinburgh Leisure and Glasgow 2014 on a Venue Use Agreement for the Royal Commonwealth Pool to host the diving competition of the Commonwealth Games next summer. On conclusion of this Agreement, details will be presented to members.

- 2.7 The following events have been discussed and agreed with the Festivals and Events Champion, and are now presented for the Committee's consideration.

### **The Nova races 2014 - 2018**

- 2.8 The Great Edinburgh Cross Country is staged in Holyrood Park every January. This is a prestigious international cross country event which traditionally attracts some of the best endurance runners in the world, including World and Olympic Champions. It is broadcast live on BBC1 in a 90 minute slot on the Saturday afternoon Grandstand programme. The Great Winter Run takes place alongside this programme of elite races, and is a mass participation 5k road race, also held in Holyrood Park. The Great Edinburgh Run is a 10k road race held in the city centre in the summer which attracts around 7,000 runners. The event owner for all three races is Nova.
- 2.9 These races have been held in the city annually since 2005. The Council has committed a funding contribution of £75,000 towards the January 2014 races.
- 2.10 Negotiations with Nova, in partnership with Event Scotland, have resulted in an opportunity for the Council to enter into a new contract with Nova which would secure the suite of races for the city until 2018.
- 2.11 The agreement entails an initial payment of £25,000 to cover a funding shortfall for 2014, followed by an annual payment of £125,000 for the next four years. Event Scotland would match this funding. It would be a condition of the contract that the cross country event continues to be broadcast on BBC1, and that the races carry an appropriate level of branding to acknowledge the Council's support.

### **Sport Relief Mile: 25 March**

- 2.12 On Sunday 23 March 2014 Edinburgh will take part in the biennial Sport Relief Campaign, one of the UK's biggest fundraising events. All of the money raised helps to transform the lives of poor and vulnerable people across the UK and the world's poorest countries. The event is an opportunity to encourage local people to participate and maintain an active lifestyle. The proposed venue is West Princes Street Gardens. The event will invite local people to take part in one of three short runs of varying distances. The event requires a Council contribution of £15,000. This will be matched by a contribution of £7,000 from Sport Relief. It is anticipated that the number of local people taking part will be similar to the 2012 event, which attracted almost 3,000 participants.

### **Red Bull Hill Chasers – 29 March**

- 2.13 Following the success of this uphill bike racing event's Edinburgh debut in March 2013, Red Bull is keen to bring the event back to the city in 2014. Red Bull Hill Chasers is the only single-day, multi-discipline uphill cycling race in the UK. In 2013 the course circuit comprised the Grassmarket, Victoria Street, George IV

Bridge and Candlemaker Row. The Council provided support for that event by assisting with road closure costs amounting to £6,000. The proposed route in 2014 may be extended to include the Mound and Red Bull has asked the Council for support with road closure costs amounting to £7,500.

### **The School Run: 10 May**

- 2.14 This proposed new event would combine a multi-sport come-and-try event with a mass participation family fun run in Holyrood Park. This run (of 1km, 2km or 5km) is to be accompanied by a "tryathlon" of Commonwealth Games 2014 sports, allowing Edinburgh school children and parents a chance to try a selection of sports, with some 2014 Commonwealth sports stars on hand to provide tips and encouragement. The event is designed to champion and celebrate the benefits of sport, and inspire young people and adults to adopt more active lifestyles. It will also offer opportunities for clubs to showcase their activities, and promote the benefits of volunteering in sport. The School Run will provide a source of funds for all participating schools by returning a percentage of the entry fee to be reinvested in school sport as part of a 2014 legacy. A contribution of £10,000 from the Council is sought by the organisers.

### **Pearl Izumi Tour Series: May (subject to negotiation)**

- 2.15 The Tour Series is a premium national cycling event which takes place on city streets across the country during the summer. Sweetspot owns the rights to the event and has expressed a willingness to bring the event to Edinburgh in May 2014. Concurrent discussions are under way with Event Scotland regarding this event, which would help to build local capacity and experience in staging road racing events in the city, and could therefore be an important stepping stone to making potential future bids for stages of major cycling Tours.
- 2.16 The likely venue would be the streets around the Grassmarket, as this proved successful in previous years with the Nocturne Series, a similar cycling event. The Tour Series attracts the country's top cycling teams, some of whose members are becoming household names. As well as the main attraction of the professional racing teams in action, local people could participate in junior races and there might also be a novelty event of some kind (for example, a race for folding bicycles). The event would be televised on ITV4, and should generate a significant economic impact for the city. The event could be used as a stepping stone to making a possible future bid to host a stage of the Tour of Britain, as it would form part of a strategic plan to build local.
- 2.17 This event is still subject to the successful conclusion of negotiations, but to facilitate this process, in principal approval for a contribution of £50,000 is requested. A further report will be brought to Committee on conclusion of an agreement.

## **Imagine Commonwealth Project 2014**

- 2.18 The Imagine Festival and Tour presents high quality, distinctive Scottish and international performances to an audience of around 10,000 children and young people, their teachers, families and carers each year. Imagine has been awarded £55,000 from the Scottish Government's Edinburgh Festivals Expo Fund for a new Scottish commission which will involve collaboration with Australian artists at the Imagine Festival 2014 (5 – 12 May). This project is an opportunity to create new Scottish work that can tour widely as well as exploring and discussing artistic development with a country geographically distant, but culturally close. Imagine has requested £20,000 funding from the Council's Events budget to provide school performances in Edinburgh and maximise public access for Festival performances.

### **The Queen's Baton Relay: 14 – 15 June**

- 2.19 The Queen's Baton Relay (QBR) is the traditional prologue to the Commonwealth Games, and is currently traversing all 71 Commonwealth nations before it returns to Scotland for the final leg of its journey. The QBR will arrive in Edinburgh on Saturday 14 June 2014 - its first stop in Scotland - and will leave from Edinburgh the following day. Various activities and events will take place across the city to mark the baton's arrival in Edinburgh and celebrate the forthcoming Games. These include a multi-sport event at Meadowbank, an evening celebration, and visits to many of Edinburgh's iconic landmarks. Nominated local people, volunteers and sports personalities will be recruited as baton bearers to run a leg of the relay. It is proposed that funding of £60,000 is allocated to this event.

### **ATP Champions of Tennis: June**

- 2.20 The Brodies Champions of Tennis event took place from 20 – 23 June this year at Edinburgh Academicals ground in Stockbridge. The overall success of this event, and the disappointment of some spectators who attended on the Saturday of the tournament, when the weather was wet and windy, were considered by the Culture and Sport Committee on 22 October.
- 2.21 An independent survey of a sample of spectators at the event found that over 90% of respondents rated their visit to the tournament as either 'good' or 'very good', and said they would either 'definitely' or 'probably' recommend the event to others. The players themselves – veterans such as John McEnroe and Tim Henman – were very impressed with the tournament and many expressed a willingness to return should the event be held again next year.
- 2.22 Serve and Volley Ltd has taken to heart the feedback from some spectators about the design of the roof and the inability to reimburse Saturday ticket-holders who were disappointed with the relatively short amount of play they were able to view. The conditions of the organiser's event cancellation insurance did not allow for ticket refunds where more than 40 minutes of play had taken place (over 2 hours of play were achieved on that day). However, the organiser has promised

that Saturday ticket holders from this year's event will be offered a gesture of goodwill for next year's event, should that go ahead.

- 2.23 Serve and Volley Ltd has been working with an alternative engineering company to improve the roof design, and is confident that alterations can be made which will protect the court from any future water ingress. This will involve some modifications and extensions to the roof canopy.
- 2.24 Serve and Volley Ltd holds the rights to stage this event in Edinburgh for three years. The Association of Tennis Professionals (ATP) – which owns the event – is keen to return to Edinburgh next year. This year's title sponsor, Scottish law firm Brodies, is understood to be in advanced negotiations for the title rights for 2014, should the event go ahead. The same venue – Edinburgh Academicals Ground - is likely to be used for 2014. In addition the organiser would like to make more use of Inverleith Park next year, and is considering running a community zone to include tennis activities, come and try, and other related attractions to activate the Park.
- 2.25 Part of the rationale for the Council's support of this year's event was the work to create a legacy for tennis participation in the city. Coaching sessions in four local primary schools were organised in conjunction with Active Schools and Edinburgh Leisure, which culminated in a tennis festival in Inverleith Park. Plans for next year are to significantly expand the legacy programme to include:
- a two-day tennis festival involving children from Broughton and Craigroyston Primary School clusters;
  - discounted prices on tickets for participating children from these clusters and their parents;
  - secondary school pupils from across the city to be trained as ballboys and ballgirls;
  - an inter-school tennis competition to be run for P6/P7 pupils to be held between February and May;
  - discussions with Tennis Scotland to explore the possibility of holding the final of the national championships on the show court during the event;
  - an expanded version of the volunteers programme developed this year by the event to allow more local people to get involved in 2014;
  - more work with local businesses to use their services during the event to help grow the economic impact;
  - a further donation of equipment to local schools by the organiser;
  - further support to local charities; and
  - the creation of a 'Tennis Town' festival in Inverleith Park. In conjunction with Park stakeholders, there is an opportunity to develop this into a weekend community event.
- 2.26 The Council contributed £50,000 towards the cost of staging the event this year and has been asked to make a contribution of £30,000 to the 2014 event.

2.27 It is proposed that the following conditions should be attached to the Council's funding contribution:

- a title sponsor to be secured;
- appropriate branding acknowledging the Council's support for the event;
- a sound business plan produced for the event;
- Serve and Volley Ltd must satisfy suitably-qualified officials from the Council as to the likely effectiveness of the proposed changes to the roof in preventing any water ingress on to the court; and
- Council officers to have full sight of the event organiser's insurance policy, and the terms and conditions for ticket buyers, before tickets are placed on sale.

### **Edinburgh 7s Festival: June**

2.28 This will be the second year of the Edinburgh 7s Festival: a multi-sports competition at Meggetland Sports Centre. In June 2013 over 60 sports teams took part. The 2014 event will again feature elite tournaments in rugby 7s and beach volleyball, complemented by club and social levels of netball, hockey, football, dodgeball, touch rugby and volleyball. The event will begin with school tournaments in rugby and hockey 7s, and finish with rugby for older age groups on the Sunday. Many of the teams which competed in the 2013 event have already expressed an interest in re-entering, and the organisers expect more than 100 teams to take part. A contribution of £10,000 is again being sought from the Council.

### **IFSC European Youth Climbing Series**

2.29 On 21 to 22 June the International Federation of Sport Climbing (IFSC) will hold its annual European Youth Cup at the Edinburgh International Climbing Arena (EICA). This is part of a series of international climbing events for the best junior climbers in Europe to contest the various climbing disciplines, and the fourth year running that this event has been held at the EICA. Earlier this year, 20 nations were represented at the event, involving 188 participants. This event will be organised by Edinburgh Leisure, in collaboration with the IFSC, the British Mountaineering Council, the Mountaineering Council of Scotland, Culture and Sport, as well as with national and local climbing groups. The overall budget for this event is £50,000. A contribution of £10,000 is sought from the Council. The balance will be met from entry fees and in-kind contributions from Edinburgh Leisure and other minor sponsors. This event involves teams from 20 European countries travelling to Edinburgh for a minimum four-night stay. Since the competitors are young people, they are often accompanied by their parents, and so the total economic impact to the city is likely to be significant. The event provides an excellent opportunity to showcase the EICA – which has the largest indoor climbing wall in Europe - as a premier sporting venue capable of hosting major international sports events. It also provides an opportunity to inspire young people to try climbing as a fun sport.

## **Glasgow 2014 Commonwealth Games – Post-Games Edinburgh Reception**

2.30 The Games will take place from 23 July to 3 August 2014 and will feature 17 sport competitions, one of which – the diving – will be held at the Royal Commonwealth Pool. To celebrate any local successes at the Glasgow 2014 Commonwealth Games, congratulate the athletes who represented the city of Edinburgh, and thank other local people and organisations involved in the Games, the Culture and Sport service proposes to organise a post-Games reception hosted by the Council. It is anticipated that this event will cost approximately £5,000.

### **3. Recommendations**

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- 3.1 It is recommended that the Committee:
- 3.1.1 welcomes the 2014 core programme;
  - 3.1.2 approves an additional £25,000 funding for the 2014 NOVA races, followed by four annual payments of £125,000;
  - 3.1.3 approves £15,000 funding towards Sport Relief Mile;
  - 3.1.4 approves £7,500 funding towards Red Bull Hill Chasers;
  - 3.1.5 approves £10,000 funding towards the School Run;
  - 3.1.6 approves an in principle contribution of £50,000 to the Pearl Izumi Tour Series, notes that negotiations are ongoing and notes that a further report will be brought to Committee on conclusion of an agreement;
  - 3.1.7 approves £20,000 funding towards Imagine's Commonwealth Project in 2014;
  - 3.1.8 approves £60,000 funding towards the Queen's Baton Relay in Edinburgh;
  - 3.1.9 approves £30,000 funding towards the ATP Champions of Tennis;
  - 3.1.10 approves £10,000 funding towards the Edinburgh 7s Festival;
  - 3.1.11 approves £10,000 funding for the IFSC European Youth Climbing Series;
  - 3.1.12 approves £5,000 funding for a celebratory reception after the Glasgow 2014 Commonwealth Games; and
  - 3.1.13 refers this report to the Corporate Policy and Strategy Committee for strategic oversight.

**Alastair D Maclean**

Director of Corporate Governance



## Links

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<b>Coalition pledges</b>	<p>P24 – Maintain and embrace support for our world-famous festivals and events.</p> <p>P43 Invest in healthy living and fitness advice for those most in need</p>
<b>Council outcomes</b>	<p>CO4 –Our children and young people are physically and emotionally healthy</p> <p>C010 – Improved health and reduced inequalities.</p> <p>CO20 – Culture, sport and major events – Edinburgh continues to be a leading city where culture and sport play a central part in the lives and futures of citizens.</p>
<b>Single Outcome Agreement</b>	<p>SO1 – Edinburgh’s economy delivers increased investment, jobs and opportunities for all.</p>
<b>Appendices</b>	<p>1. Festivals and Events – core programme during 2014</p>

**Festivals and Events – core programme during 2014 (Homecoming Scotland year)**

<b>January</b>	
New Year's Day Triathlon	Sport – participation
Great Edinburgh Cross Country Run	Sport – spectator event featuring elite athletes
Great Winter Run	Sport – participation
<b>January - February</b>	
British Dance: Edition 2014	Cultural; new; part of Homecoming 2014
<b>February - April</b>	
Field of Light installation in St Andrew Square	Cultural – new public art installation
<b>March</b>	
Centenary of the Usher Hall	Cultural and civic
Sport Relief Mile	Sport - participation
The Edinburgh Award	Cultural and civic
Red Bull Hill Chasers	Sport – participation
<b>March - June</b>	
The Edinburgh Lectures	Cultural and civic
<b>April</b>	
Launch of Year of Walking	Sport - participation
Edinburgh International Science Festival	Major Festival
<b>April - May</b>	
TradFest Edinburgh	Cultural
<b>May</b>	
Imaginate Festival	Major Festival (including Commonwealth project)
The School Run	Sport – participation; new event
Pearl Izumi Tour Series	Sport – spectator; new, subject to negotiation
Festival of Museums	Cultural
Edinburgh Marathon Festival	Sport – participation

<b>June</b>	
IFSC European Youth Climbing Championships	Sport – spectator
Moonwalk	Sport – participation
Edinburgh 7s Tournament	Sport – participation
Queen’s Baton Relay	Sport – participation
Festival of Cycling	Sport – participation
Race for Life	Sport – participation
ATP Champions Tour	Sport – spectator
Edinburgh International Film Festival	Major Festival
Armed Forces Day	Civic
Rock n Roll Edinburgh Half Marathon	Sport – participation
Great Edinburgh Run	Sport – participation
<b>July</b>	
Edinburgh Jazz and Blues Festival	Major Festival
<b>July - August</b>	
Commonwealth Games – diving competition at the Royal Commonwealth Pool	Sport – spectator
Edinburgh Art Festival	Major Festival
Common-wealth exhibition and events – new collaboration between the City Art Centre and the Edinburgh Art Festival	Culture – new
<b>August</b>	
Centenary of the start of the First World War	Civic and cultural – beginning of a 4-year period of commemorative events
Edinburgh Festival Fringe	Major Festival
The Royal Military Tattoo	Major Festival
Edinburgh International Festival	Major Festival
Edinburgh International Book Festival	Major Festival
<b>August - September</b>	
Festival of Sport	Sport - participation
Edinburgh Mela	Major Festival

**September**

Post-Commonwealth Games Reception	Civic – new
Forth Bridges Festival	Cultural – part of Homecoming 2014
Pedal for Scotland	Sport – participation
Edinburgh Riding of the Marches	Civic – participation

**October**

Race the Castles	Sport - participation
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**October - November**

Scottish International Storytelling Festival	Major Festival
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**November**

Previously...Scotland's History Festival	Cultural
St Andrew's Day celebration	Civic and cultural

**November – January 2015**

Edinburgh's Christmas and Edinburgh's Hogmanay	Civic and cultural Major Festival
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# Corporate Policy & Strategy Committee

10am, Tuesday 21 January 2014

## Education, Children and Families Policy Development and Review Sub-Committee: Work Programme – referral from the Education, Children and Families Committee

Item number	7.4
Report number	
Wards	All

### Links

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

### Carol Campbell

Head of Legal, Risk and Compliance

Contact: Morris Smith, Senior Committee Officer

E-mail: [morris.smith@edinburgh.gov.uk](mailto:morris.smith@edinburgh.gov.uk) | Tel: 0131 529 4227

Contact: Ross Murray, Committee Services

E-mail: [ross.murray@edinburgh.gov.uk](mailto:ross.murray@edinburgh.gov.uk) | Tel: 0131 469 3870

# Terms of Referral

## Education, Children and Families Policy Development and Review Sub-Committee: Work Programme

### Terms of referral

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Executive Committees are required to agree an annual work programme for their Policy Development and Review Sub-Committee.

The Education, Children and Families Committee on 10 December 2013 considered a report detailing the work of the Policy Development and Review Sub-Committee over the past 12 months and setting out a proposed work programme until May 2015.

The Education, Children and Families Committee:

- 1) Noted the work undertaken since December 2012 as set out in appendix 1 to the report.
- 2) Agreed the work programme until May 2015 as set out in appendix 2 to the report.
- 3) Agreed that recommendations from the Policy Development and Review Sub-Committee are referred to the Education, Children and Families Committee for approval.
- 4) Referred the work programme to the Policy Development and Review Sub-Committee for information.
- 5) Referred the report to the Corporate Policy and Strategy Committee for approval.

### For decision/action

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1. The Education, Children and Families Policy Development and Review Sub-Committee Work Programme, as detailed in appendix 2 of the attached report, is referred to the Corporate Policy and Strategy Committee for approval.

### Background reading / external references

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[Education, Children and Families Committee 10 December 2013](#)

## Links

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<b>Coalition pledges</b>	See attached report
<b>Council outcomes</b>	See attached report
<b>Single Outcome Agreement</b>	See attached report
<b>Appendices</b>	Report by the Director of Children and Families

# Education, Children and Families Committee

10am, Tuesday, 10 December 2013

## Policy Development and Review Sub-Committee Work Programme

Item number	7.14
Report number	
Wards	All

### Links

Coalition pledges	<a href="#">P1 to P7</a> inclusive
Council outcomes	<a href="#">CO1 to CO6</a> inclusive
Single Outcome Agreement	<a href="#">SO3</a>

### Gillian Tee

Director of Children and Families

Contact: John Heywood, Departmental Assistant to the Convener

E-mail: [john.heywood.2@edinburgh.gov.uk](mailto:john.heywood.2@edinburgh.gov.uk) | Tel: 0131 529 3294



# Executive summary

## Policy Development and Review Sub-Committee Work Programme

### Summary

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The purpose of this report is to inform Committee of the work of the Sub-Committee over the past 12 months and to set out its proposed programme until May 2015.

### Recommendations

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1. Note the work undertaken since December 2012 as set out in appendix 1 to the report
2. Agree the Work Programme until May 2015 as set out in appendix 2 to the report
3. Agree that recommendations from the Policy Development and Review Sub Committee are referred to the Education, Children and Families Committee for approval.
4. Refer the Work Programme to the Policy Development and Review Sub Committee for information.
5. Refer the report to the Corporate Policy and Strategy Committee for approval

### Measures of success

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Each item on the Work Programme has a measure of success that indicates how its achievement will be recognised. The work of the Sub-Committee and associated Working Groups will help to achieve the Children and Families' strategic outcomes and the Capital Coalition Pledges

### Financial impact

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There will be no financial impact

### Equalities impact

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There are no adverse impacts arising from this report. This will continue to be assessed as the different strands of the Work Programme develop.

## **Sustainability impact**

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There is no sustainability impact

## **Consultation and engagement**

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The Sub-Committee and the Working Groups will ensure ongoing, relevant consultation and engagement with a range of stakeholders throughout.

## **Background reading / external references**

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## Policy Development and Review Sub-Committee Work Programme

### 1. Background

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- 1.1 During 2013, the Policy Development and Review Sub-Committee met on four occasions. In that time, it has focused on developing the Vision for Schools. It has also overseen the progress of four working groups, set up to develop policy around the four major themes which have formed the remainder of the Sub-Committee's Work Programme: Improving Community Access to Schools; Estate Strategy and Rising Rolls; Early Years; and Strengthening Support for Pupils with Behavioural Needs. The information below summarises the progress and achievements of each area of work, and their areas for development and challenges still to be addressed.

### 2. Main report

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#### **Vision for Schools**

- 2.1 The work to date and the proposed next steps with the Vision for Schools was set out in the report to the Education Children and Families Committee on 8 October 2013  
[http://www.edinburgh.gov.uk/download/meetings/id/40849/item\\_7\\_1-vision\\_for\\_schools](http://www.edinburgh.gov.uk/download/meetings/id/40849/item_7_1-vision_for_schools)
- 2.2 The four Working Groups set up to develop and review specific areas of policy reported their achievements to date, and the areas for development and challenges still faced, to the Policy Development and Review Sub Committee on Monday 11 November 2013. This is summarised below and in Appendix 1.

#### **Improving Community Access to Schools**

- 2.3 The CATS Working Group met four times (January, February, April and October) in 2013. It aimed to support and advise work underway to increase the level of community access to schools and to ensure that this was meeting local needs. Important steps have been taken. There has been a review of charges. An on-line booking and payment system is in development. Community access at Queensferry High and The Royal High School have been transformed; Community Sports Hubs have proved a highly effective mechanism for bringing together local sports clubs and increasing participation. Budget arrangements have also been reviewed.

- 2.4 The Working Group has set out a number of challenges it has still to confront. It will develop a policy to increase access to school playgrounds out of school hours; carry out a management organisational review, ensure that CATS developments are aligned with Integrated Facilities Management, and identify how the CATS initiative can contribute to savings targets.

### **Early Years**

- 2.5 This Working Group has met twice (June and September). It was set up to consider strategic issues in Early Years. The group considered the impact of national policies on Early Years provision across the Council and reviewed progress of the Early Years strategy.

The initial focus was to consider the implication of the Children's Bill on Early Years services and the intention to increase the entitlement of early education and childcare from 475 to 600 hours for all three year olds and increased support for two year olds. The working group also provided an update on the Early Years Collaborative and how it is being taken forward. Additionally, it briefed members on developments in outdoor learning and play, the integrated literacy strategy and the childcare funding review.

- 2.6 The Early Years Working Group has identified two future developments and challenges. Further engagement with parents is required concerning the implementation of 600 hours of early learning and care, with three options under consideration. In addition, Early Years will develop a strategy for affordable childcare together with a specification to deliver subsidised childcare to the lowest income families.

### **Estate Strategy and Rising Rolls**

- 2.7 This Working group met four times (May, June, September and December). Work to date has focused on capacity and the effect of rising rolls being experienced in the primary sector. It set out the issues and challenges being faced, and agreed the overall approach to how these would be managed. £15m of capital investment was secured and all new accommodation required for August 2013 successfully completed. The Group has also identified the pressures facing ten city primary schools in August 2014 or beyond, and agreed an approach for each. A condition survey of the entire Children and Families estate has been carried out.
- 2.8 Future challenges will be focused on a five year forward investment programme; updating the primary school roll projections to identify potential further pressures in the future; and, produce a fully updated Asset Management Plan.

### **Strengthening Support for Pupils with Behavioural Needs**

- 2.9 This Working Group met four times in 2013 (June, August, October and November). Its remit was to develop the necessary school and community-

based services for pupils and their families to enable the Council to support the best start in life for all children and to reduce the need for children and young people to be looked after. The work focused on strengthening behavioural and learning support in all Edinburgh schools and providing focussed additional supports where there is greatest need, including support in special schools. This has included visits to provision (including the APEX project in Dunfermline), identification of existing mainstream approaches, developing a case management approach, and mainstreaming the 'Growing Confidence' programme.

- 2.10 A major area of future development will be to consult on the closure of Wellington School. In addition, the case management approach will continue to be developed in secondary, integrating school, family and community support. Community-based family support and young people's services will continue to be strengthened.

### **Work Programme, January 2014 to May 2015**

- 2.11 The next Work Programme will run from January 2014 until May 2015. This will allow work in the existing programme to be completed and a new programme to run for a complete academic year. The proposal is to set aside each Policy Sub Committee meeting to explore an identified theme in depth. The themes and topics for this period could include: Improving Community Access to Schools; Children and Families Asset Management Plan; Attendance and Exclusion; Attainment; and, Children with Disabilities.
- 2.12 The existing Working Groups will continue as follows: Strengthening Support for Pupils with Behavioural Needs will continue until May 2014 and then become subsumed within the Sub Committee; Improving Community Access to Schools will continue until further notice; The Early Years and Estate Strategy and Rising Rolls Working Groups will be subsumed. Further details about the Work Programme, January 2014 to May 2015 are in Appendix 2.

## **3. Recommendations**

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- 3.1 Note the work undertaken since December 2012 as set out in appendix 1 to the report
- 3.2 Agree the Work Programme until May 2015 as set out in appendix 2 to the report
- 3.3 Agree that recommendations from the Policy Development and Review Sub Committee are referred to the Education, Children and Families Committee for approval.
- 3.4 Refer the Work Programme to the Policy Development and Review Sub Committee for information.
- 3.5 Refer the report to the Corporate Policy and Strategy Committee for approval

## Gillian Tee

Director of Children and Families

### Links

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<b>Coalition pledges</b>	<p>P1. Increase support for vulnerable children, including help for families so that fewer go into care</p> <p>P2. Hold the maximum P1 class size at 25 and seek to reduce class sizes in line with Scottish Government recommendations</p> <p>P3. Rebuild Portobello High School and continue progress on all other planned school developments, while providing adequate investment in the fabric of all schools</p> <p>P4. Draw up a long-term strategic plan to tackle both over-crowding and under use in schools</p> <p>P5. Seek to ensure the smooth introduction of the Curriculum for Excellence and that management structures within our schools support the new curriculum</p> <p>P6. Establish city-wide co-operatives for affordable childcare for working parents</p> <p>P7. Further develop the Edinburgh Guarantee to improve work prospects for school leavers</p>
<b>Council outcomes</b>	<p>CO1. Our children have the best start in life, are able to make and sustain relationships and are ready to succeed</p> <p>CO2. Our children and young people are successful learners, confident individuals and responsible citizens making a positive contribution to their communities</p> <p>CO3. Our children and young people in need, or with a disability, have improved life chances</p> <p>CO4. Our children and young people are physically and emotionally healthy</p> <p>CO5. Our children and young people are safe from harm or fear of harm, and do not harm others within their communities</p> <p>CO6. Our children's and young people's outcomes are not undermined by poverty and inequality</p>
<b>Single Outcome</b>	<p>SO3. Edinburgh's children and young people enjoy their childhood and fulfil their potential</p>
<b>Appendices:</b>	<ol style="list-style-type: none"><li>1. Work Programme to November 2013</li><li>2. Work Programme January 2014 to May 2015</li></ol>

# Education, Children and Families Committee

## Work programme outline (Appendix 1)

### Policy Development and Review Sub-Committee

Until November 2013

Title / description	Sub section	Category or type	Lead officer	Starting point	Stakeholders	Progress updates	Start date	Due date
Vision for Schools		Pledges 1 – 6 Policy Development	Gillian Tee	Vision for Schools produced in consultation with head teachers, parents, pupils, Children and Families staff and other interested stakeholders	School staff, parents, pupils, elected members, community groups with an interest in schools and education.	PDR Sub-Committee February, April and June 2013. E, C & F Committee May and October 2013.	4 February 2013	January 2014
Improving Community Access to Schools		Policy Review Pledge 04	David Bruce	Committee Report approved 9.10.12. Short Life Member Working Group has contributed to developing the main recommendations.	Schools, community users, Edinburgh Leisure	Reports to E, C & F Committees in Dec 2012, May and December 2013.  Working Group met	4 February 2013	Report to E, C & F Committee, 21 May 2013. Further report to Committee in Dec 2013

Title / description	Sub section	Category or type	Lead officer	Starting point	Stakeholders	Progress updates	Start date	Due date
						in January, February, April and October.		
Strengthening Support for Pupils with Behavioural Needs		Pledge 01 Policy Review	Mike Rosendale/Alistair Gaw	Member Working Group identified	School and C&F central staff, pupils, parents	Met in June, August, October and November 2013. Update on progress presented to Sub Committee on 11 Nov 2013. Report re future of Wellington School agreed at Committee, October 2013	May 2013	
Estate Strategy and Rising Rolls (2013 onwards)		Pledge 04 Policy Review	Billy MacIntyre	Short Life Working Group met three times and reported to E, C & F Committee. Five primary schools identified initially	School and C&F central staff, parents, pupils, elected members	Working Group met in May, June, September and December	May 2013	



Title / description	Sub section	Category or type	Lead officer	Starting point	Stakeholders	Progress updates	Start date	Due date
				as priorities: Balgreen, Granton, Trinity, Victoria, Wardie.  New Member Working Group Identified and began meeting in May 2013		2013.  Reports to Committee in March and October 2013.		
Early Years		Pledge 01, 06 Policy Review	Aileen McLean	Launched at E, C & F Committee in January 2010. Progress of Early Years Strategy reported in June 2011 and 2012 to same Committee. Member Working Group identified and began work in June	Nursery Schools, Early Years Centres, Childcare Providers and C&F central staff, children, parents, elected members	Working Group met in June and September 2013. Reports to Committee about Integrated Literacy Strategy in March and October 2013; Early Years Progress Report, May 2013; Early Years Change Fund, May 2013; and Outdoor Play and	May 2013	

Title / description	Sub section	Category or type	Lead officer	Starting point	Stakeholders	Progress updates	Start date	Due date
						Learning, October 2013.		
Educational Attainment		Pledge 05 Policy Scrutiny	Karen Prophet	A report was presented to the E, C & F Committee on 11 December 2012.	School and C&F central staff, pupils, parents, elected members	This work will be taken forward in the new work programme, January 2014 to May 2015		

# Education, Children and Families Committee

## Work programme outline (Appendix 2)

### Policy Development and Review Sub-Committee

January 2014 to May 2015

Title / description	Sub section	Category or type	Lead officer	Starting point	Stakeholders	Progress updates	Start date	Due date
Improving Community Access to Schools	Working Group	Policy Review Pledge 04	David Bruce	.	Schools, community users, Edinburgh Leisure	Reports to E, C & F Committees in Dec 2012, May and December 2013.  Working Group met in January, February, April and October.	January 2013	May 2015
Strengthening Support for Pupils with Behavioural Needs	Working Group	Pledge 01 Policy Review	Mike Rosendale		School and C&F central staff, pupils, parents	Met in June, August, October and	May 2013	May 2014

Title / description	Sub section	Category or type	Lead officer	Starting point	Stakeholders	Progress updates	Start date	Due date
						November 2013. Update on progress presented to Sub Committee on 11 Nov 2013. Report re future of Wellington School agreed at Committee, October 2013		
Early Years	Working Group	Pledge 01, 06 Policy Review	Aileen McLean		Nursery Schools, Early Years Centres, Childcare Providers and C&F central staff, children, parents, elected members	Working Group met in June and September 2013. Reports to Committee about Integrated Literacy Strategy in March and October 2013; Early Years Progress	January 2014	May 2015

Title / description	Sub section	Category or type	Lead officer	Starting point	Stakeholders	Progress updates	Start date	Due date
						Report, May 2013; Early Years Change Fund, May 2013; and Outdoor Play and Learning, October 2013.		
Attainment		Pledge 05	Karen Prophet	Scrutiny of attainment, including specific reference to Curriculum for Excellence and the introduction of new qualifications, and including special schools and Looked After and Accommodated Children	School and C&F central staff, pupils, parents, elected members	This work will be taken forward in the new work programme, January 2014 to May 2015	January 2014	May 2015
Attendance and Exclusion		Pledge 01	Alistair Gaw	Review and development of policy concerning attendance and inclusion	Schools, C&F Central Staff, pupils, parents, elected members		January 2014	May 2015

Title / description	Sub section	Category or type	Lead officer	Starting point	Stakeholders	Progress updates	Start date	Due date
C&F Asset Management Plan		Pledge 03, 04	Billy MacIntyre	Review of progress in relation to asset management, including new buildings to accommodate rising rolls	Schools, C&F Central Staff, pupils, parents, elected members	.	January 2014	May 2015
Children with Disabilities		Pledge 01, 05	Alistair Gaw	Review of policy and progress in relation to disabilities.	Schools, C&F Central Staff, pupils, parents, elected members		January 2014	May 2015