

# Finance and Resources Committee

10am, Thursday 29 October 2015

## Committee Decisions – November 2014 – September 2015

Item number	6.3
Report number	
Executive/routine	
Wards	All

### Executive summary

---

Following the decision of the Governance, Risk and Best Value Committee on 19 June 2014, to strengthen existing arrangements and provide greater assurance with regard to the dissemination of committee decisions, a quarterly review of actions has been undertaken by directorates to ensure that all decisions taken by the Corporate Policy and Strategy Committee, the Executive committees and the Governance, Risk and Best Value Committee are progressing as expected and to highlight any exceptions. This report outlines the assurance work undertaken and details the implementation of Finance and Resources Committee decisions covering the initial period from November 2014 to September 2015.

### Links

---

Coalition pledges	
Council outcomes	CO25
Single Outcome Agreement	

## Committee Decisions – November 2014 – September 2015

### Recommendations

---

- 1.1 To note the position on the implementation of Finance and Resources Committee decisions as detailed in the appendix to this report.
- 1.2 To note that an annual summary report would be presented to Committee in 12 months time.

### Background

---

- 2.1 The Governance, Risk and Best Value Committee on 19 June 2014 agreed increased monitoring for the dissemination and implementation of committee decisions by directorates.
- 2.2 It was agreed that an annual report outlining all decisions taken in the previous year and an update on the implementation of decisions and recommendations to discharge actions be presented to the Corporate Policy and Strategy Committee, executive committees and the Governance, Risk and Best Value Committee.

### Main report

---

- 3.1 When a decision is taken at committee that requires further action this is tracked and monitored by various methods.
- 3.2 Since November 2012 for the Governance, Risk and Best Value Committee and April 2014 for other committees, if a decision requires a further report to committee, it is added to the forward plan, the report schedule and the Rolling Actions Log is updated. The Rolling Actions Log is then considered by committee each cycle, ensuring that there is clear oversight of the implementation of decisions by the committee. It is also published with the committee papers, resulting in the monitoring being carried out in a transparent manner. The majority of decisions that require action are recorded this way and there are clear linkages between the decisions taken at committee and the planning of new business.

- 3.3 However, a gap existed for committee decisions that did not request a further report to Committee. The implementation of these decisions was left with individual service areas and any monitoring was not publicly available.
- 3.4 The approach agreed by the Governance, Risk and Best Value Committee on 19 June 2014 aimed to address this gap. Following the meeting a committee decisions spreadsheet was introduced to track decisions that did not require further reporting and thus would not be covered by the Rolling Actions Log. This new process aimed to ensure that the implementation of relevant actions would be recorded effectively, monitored and considered annually at each committee.
- 3.5 This spreadsheet is completed by Committee Services and directorate staff who are responsible for updating the status of actions attributed to each service area.
- 3.6 A similar report on all decisions taken in the previous year and an update on the implementation of decisions and recommendations to discharge actions will be presented to the Corporate Policy and Strategy Committee and to each executive committee annually.
- 3.7 The consideration of these reports will augment committee oversight of the implementation of decisions, resulting in an increase in accountable and transparent decision making.

#### **Finance and Resources Committee Decisions**

- 3.8 A review of actions has been undertaken by directorates to ensure that all decisions not required to be reported back to committee are progressing as expected and to highlight any exceptions. A summary of decisions for the initial period November 2014 to September 2015, including status, is detailed in the appendix to this report. This report will be submitted on an annual basis to Committee.
- 3.9 At the Finance and Resources Committee there have been 205 decisions made which were recorded through the committee decisions spreadsheet.
- 3.10 All 66 actions that remain open are being progressed and there are no concerns to highlight to Committee.

### **Measures of success**

---

- 4.1 Annual reporting ensures the effective implementation and monitoring of committee decisions.

### **Financial impact**

---

- 5.1 There are no direct financial impacts as a result of this report.

## **Risk, policy, compliance and governance impact**

---

- 6.1 The improvements in business processes help ensure increased transparency and assurance across the Council's decision making processes.

## **Equalities impact**

---

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

## **Sustainability impact**

---

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

## **Consultation and engagement**

---

- 9.1 The spreadsheet described is completed throughout all service areas across the Council.

## **Background reading/external references**

---

[Minute of the Governance, Risk and Best Value Committee – 19 June 2014](#)

[Report to the Governance, Risk and Best Value Committee - Committee Decisions – Dissemination and Implementation and Update to member/officer Protocol – Report by Director of Corporate Governance](#)

### **Alastair D Maclean**

Deputy Chief Executive

Contacts: Kirsty-Louise Campbell, Strategy and Governance Manager

E-mail: [Kirstylouise.Campbell@edinburgh.gov.uk](mailto:Kirstylouise.Campbell@edinburgh.gov.uk) | Tel: 0131 529 3654

Gavin King, Committee Services Manager

E-mail: [Gavin.King@edinburgh.gov.uk](mailto:Gavin.King@edinburgh.gov.uk) | Tel: 0131 469 4239

## Links

---

**Coalition pledges**

**Council outcomes** CO25 - The Council has efficient and effective services that deliver on objectives.

**Single Outcome Agreement**

**Appendices** 1 – Finance and Resources - Committee Decisions

## Appendix 1 – Committee Decisions – Finance and Resources Committee

<b>Finance and Resources Committee Decisions Overview</b>			
<b>Date</b>	<b>Number of Decisions</b>	<b>Open</b>	<b>Closed</b>
27/11/2014	31	0	31
15/01/2015	10	2	8
03/02/2015	16	6	10
19/03/2015	34	13	21
13/05/2015	26	10	16
04/06/2015	33	15	16
27/08/2015	36	15	21
24/09/2015	19	5	14
<b>Total</b>	<b>205</b>	<b>-</b>	<b>-</b>

<b>Breakdown of tasks by directorate</b>			
<b>Directorate</b>	<b>Number of Decisions</b>	<b>Open</b>	<b>Closed</b>
Chief Executive's Office	0	-	-
Children and Families	3	-	3
Corporate Governance	42	9	33
Economic Development	7	1	6
Health & Social Care	17	1	16
Services for Communities	136	55	81

**N.B:** - Tasks can belong to more than one directorate, leading to slight disparity in figures.

### Outstanding Tasks in full

Item no.	Date	Directorate	Item	Decision	Status	Comments
1	27/11/2014	CG	7.5 - Treasury Management - Mid Term Report 2014/15	To refer the report to Council for approval and subsequent referral by Council to the Governance, Risk and Best Value Committee for scrutiny.	Closed	Council 11/12/15 & GRBV 18/12/15
2	27/11/2014	SFC	7.12 - Review of the Implementation of the Homelessness Prevention Commissioning Plan and Extension of Contracts	<p>1) To approve the extension of contracts for 67 commissioned services, until 31 March 2016.</p> <p>2) To approve a waiver, under Contract Standing Orders, to extend five other contracts, subject to tender in 2009, for a further 12 months, for the following services: Streetwork Crisis Centre, Bethany ChristianTrust Gateway to Homes and Communities, Orchard and Shipman Letfirst, Turning Point Multiple Needs, Streetwork Multiple Needs.</p> <p>3) To approve a waiver under Contract Standing Orders to extend the contract with Gallery Partnership for the Edinburgh Common Client Outcomes (ECCO)</p>	Closed.	Housing & Regeneration – an update report is scheduled for 26 November 2015

				monitoring system for a further six months.		
<b>3</b>	27/11/2014	Health and Social Care	7.13 - Castlegreen Care Home and North Merchiston Care Home - Contract Extension with Four Seasons Health Care	<p>1) To agree plans to align contract start/end dates in respect of Castlegreen and North Merchiston Care Homes.</p> <p>2) To exercise the Council's option to extend contracts with Four Seasons Health Care for the management and delivery of residential care services at the Council owned Castlegreen and North Merchiston Care homes for the period 1 April 2015 to 31 March 2018. on the basis of the cost increase and adjustment to the fee uplift formula set out in the report.</p> <p>3) To agree the grant of property lease extensions in respect of Castlegreen and North Merchiston care homes for the period 1 April 2015 to 31 March 2018.</p>	Closed	All actions completed
<b>4</b>	27/11/2014	Health and Social Care	7.14 - Contract for Canalside Registered Day Service for Older People from 1 April 2015	To approve the award of a block contract with Cornerstone Community Care (operating as Cornerstone), from 1 April 2015 to 30 March 2018 with an option to extend for up to two twelve month periods.	Closed	Contract awarded
<b>5</b>	27/11/2014	CG	7.15 - Purchase Card Programme Expansion	To approve the promotion of the use of purchase cards as a means of paying for one-off and low value purchases where a Council contract did not exist or as an option	Closed	



				to reduce the levels of petty cash used across the Council.		
<b>6</b>	27/11/2014	CG	7.15 - Employee Benefit - Car Lease Salary Sacrifice Scheme	<p>1) To approve a new car lease scheme, which utilises the North Tyneside Council's Framework Agreement (supplied by NHS Fleet Solutions). This would include a standard car lease and a salary sacrifice car lease option;</p> <p>2) To approve extending the eligibility criteria from authorised car users to all appropriate Council staff.</p> <p>3) To approve setting a CO<sub>2</sub> emissions cap of 130g/km for all new lease cars.</p> <p>4) To delegate authority to the Director of Corporate Governance to finalise the terms and conditions of the Council's participation in the North Tyneside Council's Framework Agreement.</p>	Closed	
<b>7</b>	27/11/2014	CG	7.17 - Procurement of a New Material Supplier - Edinburgh Building Services	To approve the award of a contract to Travis Perkins Trading Co. Ltd. For the supply and delivery of trade materials and commodities for Edinburgh Building Services.	Closed	Contract signed
<b>8</b>	27/11/2014	SFC	7.18 - Framework Agreement for Unescorted Passenger Journeys for the City of Edinburgh Council	To approve the appointment of Central Radio Taxis (Tollcross) Ltd to supply all three lots of the Framework Agreement for Unescorted Passenger Journeys for the City	Closed	Contract commencement date 15/12/2014 for three years

				of Edinburgh Council.		until 14/12/2017 with one year extension option.
<b>9</b>	27/11/2014	SFC	7.19 - Bus Services 38: Renewal of Supported Bus Service Contract	1) To approve the waiving of the tendering procedure laid out in the Council's Contract Standing Orders (CSO). 2) To approve the implementation of a new one year contract that covered the enhancement of service 38.	Closed	New contract in place.
<b>10</b>	27/11/2014	SFC	7.20 - Extension of Existing Framework Agreement for the Provision of Road Planners	To agree to waive Contract Standing Orders and extend the existing Framework Agreement for the provision of Planers. Mechanical Brushes and Lorries (with Operators) until 31 March 2015 at a total cost of £137, 470.	Closed	New contract in place at agreed price increase March 2015.
<b>11</b>	27/11/2014	SFC	7.21 - Extension of Existing Term Contract for the Provision of Hire and Maintenance of Heavy Plant Equipment	To agree to waive Contract Standing Orders and extend the existing Term Contract with Jarvie Plant Limited for the Hire and Maintenance of Heavy Plant Equipment until 31 March 2015 at a total cost of £234,257.	Closed	New Contract starts on 1 April 2015
<b>12</b>	27/11/2014	SFC	7.22 - Newbridge Public Transport Study Appointment of Consultant	To approve the appointment of AECOM Limited to undertake the Newbridge Public Transport Study for the three month duration of the contract.	Closed	Consultant has been appointed and study is nearing

						completion.
<b>13</b>	27/11/2014	SFC	7.23 (b) - Fleet Replacement Programme - Supply and Delivery of Cars and Vans	To approve the appointment of Peugeot Motor Company PLC to supply and deliver 268 cars and vans.	Closed	Contract Award Letters signed by Director of Services for Communities on 15 December 2014.
<b>14</b>	27/11/2014	Health and Social Care	7.24 - Adoption of the Scotland Excel Framework Contract for the Supply and Distribution of Meats (Fresh, Prepared and Cooked) incorporating Fresh Fish on behalf of the City of Edinburgh Council	To approve the adoption of the Scotland Excel Framework for the City of Edinburgh Council for the Supply and Distribution of Meats (Fresh, Prepared and Cooked) incorporating Fresh Fish.	Closed	Framework has been adopted.
<b>15</b>	27/11/2014	SFC	7.26 - Building Services Engineering and Reactive Maintenance Services 2015-2019	To approve the award of a term contract agreement for the provision of the building services engineering planned and reactive maintenance service to Arthur McKay Ltd, FES Ltd and Skanska Facilities Services.	Closed	Term contract approved 27 November 2014.
<b>16</b>	27/11/2014	ED	7.27 - Supported Employment Service	1) To approve the award of a four year contract for a Supported Employment Service to the Consortium of Edinburgh Supported Employment (CESE). Enable	Closed	Contract agreed and awards implemented.

				<p>Scotland would act as the lead within the consortium which included Forth Sector IntoWork and the Action Group.</p> <p>2) To authorise the Director of Economic Development to agree the final terms of the contract and to agree the final terms of the contract and to implement the contract.</p>		
<b>17</b>	27/11/2014	CG	7.29 - Shared Repairs Service - Development of a New Service	To refer the report to Full Council for approval.	Approved by Full Council on 11 December 2014 - Closed	
<b>18</b>	27/11/2014	SFC	8.2 - Sale of Former Towerbank Primary School Annexe, 13 Bath Street, Portobello	To approve the sale of the former Towerbank Primary School Annexe, 13 Bath Street, Portobello, to Jamal Jabir on the terms outlined in paragraph 3.3 of the report and on other terms and conditions to be agreed by the Acting Director of Services for Communities and the Head of Legal, Risk and Compliance.	Closed	Recommendations approved.
<b>19</b>	27/11/2014	SFC	B1.2 - Zero Waste Project - Edinburgh and Midlothian - Award of Residual Waste Treatment Contract	1) To approve the appointment of FCC as Preferred Bidder, and subject to Midlothian Council approving a similar recommendation, sought approval for the Acting Director of Services for Communities to award the residual waste contract to FCC once the final documentation had been	Closed	Midlothian Council agreed similar recommendation. FCC appointed Preferred Bidder formally on 10

				<p>completed in line with the contents of the report.</p> <p>2) To authorise the Acting Director of Services for Communities to sign the required documents include those set out in the report on behalf of the City of Edinburgh Council and designated the Acting Director of Services for Communities as the proper officer to execute the documents, in each case subject to such amendments as the proper officer deemed appropriate: the Project Agreement with FCC; the inter authority agreement with Midlothian Council that would deal with the contract management regime between two Councils for the residual waste treatment ("Inter-Authority Agreement"); and all other ancillary documentation relative to the Zero Waste Project.</p>		<p>December 2014.</p> <p>Residual Waste contract not signed yet. Current estimated date for signature is December 2015. This will include completion and signing of all documents referred to in 2.</p>
<b>20</b>	27/11/2014	SFC	B1.3 - Framework Agreement for the Hire of Plant to Assist Road Services' Road Maintenance Activities	To approve the adoption of the Framework Agreement for the Hire of Plant for Road Services and the Appointment of the successful suppliers for each respective lot as identified in Appendix C of the report for a period of 4 years.	Closed	Framework Agreement commenced 1 April 2015.
<b>21</b>	27/11/2014	SFC	B1.4 - Kerbside Collection and Reprocessing of Dry	To approve the extension of the contract for Kerbside collection and processing of dry	Closed	Report to F&R 27 August 15 Award

			Recyclables - Request for Contract Extension	recyclables to Palm Recycling Ltd for a period of 10 months from 1 February 2015 to 30 November 2015		of Contract for the Receipt and Processing of Dry Recyclable Materials from Kerbside and Communal Collections.
<b>22</b>	15/01/2015	SFC	Item 7.17 - Mediation Services- Request for Contract Extension	To approve the extension of the existing Service Level Agreement (SLA) for the Edinburgh Community Mediation Service provided by SACRO until 31 March 2015 at a cost of £123,750	Closed	Contract extension implemented 15 January 2015.
<b>23</b>	15/01/2015	SFC	Item 7.18 - St James Quarter Land Transactions	To delegate authority to the Acting Director of Services for Communities in consultation with the Head of Legal, Risk and Compliance, to agree terms and conditions and complete legal agreements with SJEL, to; <ul style="list-style-type: none"> <li>- sell the areas 1 to 7 as shown coloured blue on Plan No 1 as attached to this report.</li> <li>- acquire from SJEL the area coloured green on Plan No 2 as attached to this report.</li> <li>- grant a long lease back to SJEL at a nominal rent of the area coloured green and hatched black on Plan No 2 as attached to this report.</li> </ul>	Open	Corporate Property

<b>24</b>	15/01/2015	SFC	Item 7.19 - Award of contract for consultancy services to carry out a feasibility study of George IV Bridge	To approve the appointment of Capita Symonds Limited for £32,350.00 to carry out a feasibility study into masonry repairs, waterproofing and drainage for George IV Bridge.	Closed	Feasibility study being carried out 21 January 2015.  Feasibility work started in late January and is ongoing. The study is due to be completed early in the New Year.
<b>25</b>	15/01/2015	SFC	Item 7.21 - Extension of Existing Community and Accessible Transport Agreements from 1 April 2015 to 31 March 2016	To authorise the extension of the service level agreements with: Lothian Community Transport Service, South Edinburgh Amenities Group, HcL, Pilton Equalities Group, Dove Transport and Lothian Shopmobility for a period of 12 months from 1 April 2015 to 31 March 2016	Closed	Contract extension implemented.
<b>26</b>	15/01/2015	ED	Item 7.22 - Creative Leith Exchange	To approve the proposed lease of a further to rooms within the Old Corn Exchange, 29 Constitution Street, Leith	Closed	Lease Extension implemented.
<b>27</b>	15/01/2015	CG	Item 7.24 - Property Conservation - Programme Momentum Progress Report	To approve the extension of the Deloitte contract to carry out additional case reviews emerging from the closure programme.	Closed	
<b>28</b>	15/01/2015	SFC	Item 8.1 - Balcarres Street Depot: Proposed sale to	1) To approve the sale of the former depot at Balcarres Street to Lindermann	Closed	Sale was concluded on 14

			Lindermann Healthcare Ltd.	Healthcare Ltd in the terms and conditions outlined in this report and on such other terms to be agreed by the Acting Director of Services for Communities and Head of Legal, Risk and Compliance. 2) To agree that nothing in the disposal should preclude the provision of an access through the site to a footbridge over the rail line delivered as part of the Royal Edinburgh Hospital master-plan.		July 2015.
29	15/01/2015	SFC	Item 8.2 - Land at the Wisp: Proposed sale to Thistle Timber Ltd	To approve the sale of the site at the Wisp to Thistle Timber Ltd on the terms and conditions outlined in this report and on other such terms to be agreed by the Acting Director of Services for Communities and Head of Legal Risk and Compliance.	Ongoing	
30	15/01/2015	CG	Item B1.2 - Appointment of Contractor to Undertake Sheriff Officer Duties	To approve the appointment of Scott and Company to undertake Sheriff Officer debt recovery services for a two year period, with the potential for a two year extension.	Closed	
31	03-Feb-15	SFC	7.10 - Adoption of a Collaborative Framework Agreement for the Supply and Distribution of Fruit and Vegetables, Bakery Products and Free Range Eggs	1) To approve that the Framework Agreement for the supply and distribution of Fruit and Vegetables, Bakery Products and Free Range Eggs was awarded to George Anderson and Sons from 1 March 2015 - 28 February 2017 with an optional 12 month	Closed	Recommendations implemented 3 February 2015



				extension. 2) To approve the use of the other suppliers on the framework, as a contingency measure, should there be a need.		
<b>32</b>	03-Feb-15	SFC	7.11 - Extension of Service Level Agreement for Changeworks Resources for Life	To agree to extend the Service Level Agreement (SLA) with Changeworks Resources for Life until 31 March 2016 to allow for service requirements and procurement options to be reviewed.	Ongoing	Housing & Regeneration  Update report scheduled for 26 November 2016
<b>33</b>	03-Feb-15	SFC	7.12 - Hyvots Regeneration - Disposal of Site Known as Phase 7	1) To approve the disposal of the Hyvots Phase 7 site to Dunedin Canmore Housing (DCH) on the terms outlined at section 3.1 of the report, as well as any additional terms and conditions agreed by the Acting Director of Services for Communities and the Head of Legal, Risk and Compliance. 2) To grant authority to the Acting Director of Services for Communities to negotiate and conclude the sale of the site.	Ongoing	Corporate Property
<b>34</b>	03-Feb-15	ED	7.16 - External Funding Initiative - Spend to Save Programme	To agree the basis by which officer activity could reimburse the "Spend to Save" fund.	Closed	Basis for reimbursement implemented.
<b>35</b>	03-Feb-15	C+F	7.17 - Review of Community Access to Schools - Revised	To approve the implementation of the appended revised scale of charges for participation in Adult Education	Closed	Implemented

			Scale of Charges	programmes and use of secondary school facilities across the City from August 2015.		
<b>36</b>	03-Feb-15	SFC	8.2 - Sale of Cammo Home Steading, 37 Cammo Road, Edinburgh	<p>1) To approve the reduction in the purchase price from £727,000 to £627,000 (both inclusive of legal and surveyors fees).</p> <p>2) To agree that it was an essential condition of the sale that the purchaser restored the listed building and, to that end, entered into a lease of the steading with an option to purchase once the restoration was completed.</p> <p>3) To approve that the lease and sale be completed on the terms set out in the report and on such other terms to be agreed by the Acting Director of Services for Communities and the Head of Legal, Risk and Compliance.</p> <p>4) To agree that, if the sale to Kamran Akbar did not proceed, an application for delisting would be submitted to Historic Scotland and the property remarketed for sale.</p>	Closed	Purchaser withdrew their interest. An application for delisting was submitted and would be remarketed in due course.
<b>37</b>	03/02/2015	SFC	8.3 - Proposed Lease Extension at Mary King's Close, City Chambers	To approve a 25 year lease extension and revised leased area at the City Chambers to the Continuum Group on the terms outlined in the report and on the other terms and conditions to be agreed by the Acting Director of Services for Communities and	Closed	Transaction concluded.

				the Head of Legal, Risk and Compliance.		
<b>38</b>	03/02/2015	SFC	8.5 - Proposed Ground Lease to Braidwood Bike Group	To approve the grant of a 25 year lease of 0.0805 hectares (1.99 acres), or thereby, of land at Braidwood Gate, Dumbiedykes, to the Braidwood Bike Group on the terms and conditions contained within the report and on the other terms and conditions to be agreed by the Acting Director of Services for Communities and the Head of Legal, Risk and Compliance.	Open	Corporate Property
<b>39</b>	03/02/2015	SFC	8.6 - Proposed New Lease - Unit 22, Muirhouse Shopping Centre	To approve the grant of a five year lease, with an option to extend the lease for a period of five years, to Whitecross Dental Care Limited, of Unit 22, Muirhouse Shopping Centre, on the terms outlined in the report and on other terms and conditions to be agreed by the Acting Director of Services for Communities and the Head of Legal, Risk and Compliance.	Ongoing	Corporate Property
<b>40</b>	03/02/2015	SFC	8.7 - Proposed New Lease - Unit 12, Muirhouse Shopping Centre	To approve the grant of a five year lease, with an option to extend for a period of five years, to Mr Tendayi Chengeta of Unit 12, Muirhouse Shopping Centre, on the terms outlined in the report and on the other terms and conditions to be agreed by the Acting Director of Services for Communities	Ongoing	Corporate Property

				and the Head of Legal, Risk and Compliance.		
<b>41</b>	19-Mar-15	H&SC	7.3 - Health and Social Care Integration: Strategic Business Case	To agree that the Corporate Programmes Office would provide support to the programme governance and financial tracking of the Health and Social Care Integration programme.	Closed	CPO provided "health check" of the programme in Spring 2015.
<b>42</b>	19-Mar-15	CG	7.5(a) Engaged and Empowered Workforce: Workforce Strategy 2015-2020	1) To approve the Council's Workforce Strategy 2015-2020, outlined in appendix one to the report. 2) To agree future phases of the workforce implementation plan outlined in appendix two of the report.	Closed	
<b>43</b>	19-Mar-15	CG	7.5(b) An Engaged and Empowered Workforce: 'Supporting Managers' Control Framework	To agree the enhanced resource management and oversight framework 'Supporting Managers', outlined in appendix one to the report.	Closed	
<b>44</b>	19-Mar-15	CG	7.7 - Health and Safety: Proposed Health and Safety Governance Framework	To approve the proposed governance and reporting framework for health and safety	Closed	
<b>45</b>	19-Mar-15	CG	7.8 - Health and Safety: Proposed Corporate Health and Safety Strategy for 2015/16	To approve the proposed Corporate Health and Safety Strategy for 2015/16.	Closed	

46	19-Mar-15	CG	7.9 - Property Insurance Strategy Update	To approve that a £1,000,000 excess and £3,500,000 aggregate was adopted for the Council's property insurance policy	Closed	
47	19-Mar-15	CG	7.12 - Contract Standing Orders – Exemption for Contracts with Statutory Organisations from the Waiver Process under Contract Standing Orders	To authorise the Commercial and Procurement Manager to maintain a list of statutory bodies or utilities which were exempt from the Council's Contract Standing Orders (CSOs) requirement to obtain 3 quotes or carry out a competitive tendering process and that purchases from these bodies be exempt from the waiver process because they were the sole provider by means of legislation.	Closed	
48	19-Mar-15	SFC	7.13 - Award of Contract for the Management of the Private Sector Leasing Scheme	To approve the appointment of Link Group Ltd for the management of the Private Sector Leasing (PSL) scheme for three years, with the option to extend for up to a maximum of two years.	Closed	Housing & Regeneration  Contract Awarded.
49	19-Mar-15	SFC	7.15 - Transfer of General Fund Sites to Housing Revenue Account for Housing Development – referral report from the Economy Committee	To ratify the decision of the Economy Committee to transfer five sites to the Housing Revenue Account by way of debt transfer.	Closed	Housing & Regeneration. Sites Transferred. Update report scheduled for Health, Social Care and Housing Committee 10

						November 2015
50	19-Mar-15	SFC	7.16 - Contract Extension for Nice Works Ltd (Maintenance and Support of Bespoke Databases)	To approve a waiver of the Council's Contract Standing Orders, to allow technical support to continue to be delivered by Nice Works Ltd for business critical databases for an additional year, until 31 March 2016.	Open	Housing & Regeneration
51	19-Mar-15	H&SC	7.17 - Carer Support Services	To approve the award of contracts for the duration of three years, with an option to extend for up to one year, to the providers listed in the report for each respective lot of the tender.	Closed	Contracts awarded from 1 July 2015
52	19-Mar-15	SFC	7.18 - One to One Day Service for Older People – Non Centre Based - from 1st July 2015 to 30th June 2018 with option to extend for up to 12 months	1) To approve the award of a three year contract to Carr Gomm for provision of a One to One Day Service - Non Centre Based, with the option to extend the contract for up to a further twelve months. 2) To approve the extension of the current contract with existing provider until 30 June 2015 to allow transition to the new provider	Closed	Contract commenced July 2015.
53	19-Mar-15	SFC	7.19 - Road Safety Consultancy Service	To approve the award of the Road Safety Consultancy Service contract to AECOM Limited for a period of two years with an option to extend for a further year	Closed	Contract awarded
54	19-Mar-15	C&F	7.20 - Extension of Children	To approve the further extension of the contract with Dean and Cauvin Trust for	Closed	Implemented

			and Families Care Contract	Residential Care Services, due to expire on the 31 March 2015, until 31 March 2017.		
55	19-Mar-15	C&F	7.21 - National Framework Agreement for Children's Residential Care and Education Services	To approve the adoption of the national framework agreement for use by the City of Edinburgh Council to contract with and make placements with independent providers of children's residential care and education services	Closed	Implemented
56	19-Mar-15	SFC	8.1 - Land at Kinleith Mills – Proposed Disposal	To approve the disposal of the land at Kinleith Mills, extending to 599sq m or thereby, on the terms and conditions outlined in the report, and on such terms and conditions to be agreed by the Acting Director of Services for Communities and the Head of Legal Risk and Compliance	Ongoing	Corporate Property
57	19-Mar-15	SFC	8.2 - Porthaven Care Home – Proposed Disposal	1) To approve the sale of the property to Port of Leith Housing Association, in accordance with the terms set out in the report, and on such other terms and conditions to be agreed by the Acting Director of Services for Communities and Head of Legal, Risk and Compliance. 2) To approve the lease back of the property by the Council at a nominal rent until such time as the operation had transferred to the new Royston Care Home.	Closed	Sale completed 31 March 2015.

<b>58</b>	19-Mar-15	SFC	8.3 - Proposed Lease Extension at 36 Nicolson Street, Edinburgh	To approve a 10 year lease extension to MBBC (Foods) Limited, of retail premises at 36 Nicolson Street, Edinburgh, on the terms outlined in the report, and on other terms and conditions to be agreed by the Acting Director of Services for Communities and the Head of Legal, Risk and Compliance	Ongoing	Corporate Property
<b>59</b>	19-Mar-15	SFC	8.4 - Proposed sale of a site at 22 Potterrow	1) To approve the sale of the development site at 22 Potterrow, to Macdonald Estates plc, on terms and conditions as set out in the report, and on other terms and conditions to be agreed by the Acting Director of Services for Communities and the Head of Legal Risk and Compliance. 2) To approve the reconveyance of the basement area, to the University Court of the University of Edinburgh, on terms and conditions set out in the report and on the other terms and conditions to be agreed by the Acting Director of Services for Communities and the Head of Legal Risk and Compliance	Ongoing	Corporate Property
<b>60</b>	19-Mar-15	SFC	8.5 - Proposed new lease to Gallery Support Group at Unit the Clocktower, Flassches Yard, South Gyle Industrial Estate, Edinburgh	To approve a lease to GSG, from 28 March 2017 to 31 December 2024, on the terms outlined in the report, and on other terms and conditions to be agreed by the Acting Director of Services for Communities and	Closed	Transaction never progressed, tenant pulled out.



				the Head of Legal, Risk and Compliance		
<b>61</b>	19-Mar-15	SFC	8.6 - Land adjacent to Maybury Road – Proposed Acquisition	<p>1) To approve the acquisition of 0.76Ha or thereby of land from Scottish Ministers at Maybury Road.</p> <p>2) To approve the grant of a servitude right of access over the land to West Craigs Ltd.</p> <p>3) To approve an agreement with Network Rail to indemnify the Council for all costs associated with these transactions.</p> <p>4) To approve completion of these transactions, in accordance with the terms outlined in the report, and on such other terms and conditions to be agreed by the Acting Director of Services for Communities and Head of Legal, Risk and Compliance.</p>	Ongoing	Corporate Property
<b>62</b>	19-Mar-15	SFC	8.7 - Merchant Navy Memorial, Leith	<p>1) To approve the assignation of the tenant's interest, in the ground lease between Forth Ports PLC and the Merchant Navy Memorial Trust (Scotland), from the Merchant Navy Memorial Trust to the Council, on the provisionally agreed terms and conditions set out in the report, and on the other terms and conditions to be agreed by the Acting Director of Services for Communities and the Head of Legal, Risk and Compliance.</p> <p>2) To approve the transfer of the ownership</p>	Ongoing	Corporate Property

				of the Merchant Navy Memorial to the City of Edinburgh Council at the same time.		
63	19-Mar-15	CG	B1.2 - Connected Capital Programme	1) To agree to award the 10 year city wireless concession contract to Intechology plc and delegates authority to sign the contract to the Director of Corporate Governance. This would provide free Wi-Fi access for residents and visitors 24 hours a day, 7 days per week at a minimum speed of 1 megabyte per second (1Mbps). 2) To approve the extension of Aitkins contract by £30,000 as technical consultants to the Wireless Concession contract.	Closed	
64	19-Mar-15	SFC	B1.3 - 8-20 King Stables Road – Update on Disposal – referral from the Economy Committee	To ratify the decision of the Economy Committee to transfer five sites to the Housing Revenue Account by way of debt transfer.	Ongoing	Corporate Property
65	19-Mar-15	CG	B1.4 - Miscellaneous Debts - Write Off	To agree the write-off of miscellaneous debt of £105,528.85	Closed	
66	13-May-15	H&SC	7.3 - Impact on Providers of Recent Employment Appeal Tribunal Judgements - Night Time 'Sleepover' Support	1) To approve payment rates made by the Council for each hour of the sleepover service purchased should be increased, with effect from 1 April 2015, to the level of National Minimum Wage.	Closed	Following liaison with Head of Finance, it was agreed no further action was

			Costs	2) To agree that the Head of Finance would liaise with Organisational Development about any potential costs related to holiday pay, pension costs or any other related items.		required.
67	13-May-15	CG	7.10 - Insurance Premiums Waiver of Contract Standing Orders	To approve the waiver of the Council's Contract Standing Orders (CSOs) in relation to the purchase of insurance for the following risks: All Risks, Fidelity Guarantee and Professional Indemnity.	Closed	
68	13-May-15	CG	7.14 - Design Team for Cycling Hub at Hunter's Hall Park - Award of Contract	To approve the award of the contract for the multi-discipline design team to develop the designs to RIBA stage C to Faithful & Gould for the contract sum of £136,500 utilising the SCAPE Framework Agreement.		
69	13-May-15	H&SC	7.15 - Award and Extension of Health and Social Care Contracts	1) To approve the award of the contracts listed in Appendix 1 of the report on the basis of their special characteristics. 2) To approve the extension of the mental health and wellbeing contracts listed in Appendix 2 of the report at a reduced value until 31 March 2016 to allow for future arrangements to be addressed as part of the Integration Joint Board Strategic Plan for Health and Social Care Services from 2016-19.	Closed	All actions completed

				<p>3) To approve the extension and/or transfer of the disability services contracts listed in Appendix 3 of the report.</p> <p>4) To approve the proposed transfer of the contract listed in Appendix 4 of the report to the grants portfolio.</p>		
<b>70</b>	13-May-15	SfC	7.19 - Proposed Sale of Boroughmuir High School, Viewforth, Bruntsfield	<p>1) To approve the disposal of the existing school site to CALA Management Limited (CALA), on the terms and conditions to be agreed by the Acting Director of Services for Communities and in consultation with the Head of Legal, Risk and Compliance.</p> <p>2) To agree that any additional funding received from the sale of the Boroughmuir site (beyond the sum already allocated to the provision of the new school) should be used to provide funding to these priorities.</p> <p>3) To agree that the additional funding should be prioritised towards the site acquisition for a long term solution to rising rolls in south and Edinburgh and the re-provision of facilities at Leith Primary School.</p> <p>4) To note that Council's ongoing support to developing the arts and cultural spaces in Edinburgh, as shown by projects such as the ongoing transformation of the old British Rubber Company in Fountainbridge into an</p>	Ongoing	Corporate Property

				<p>arts centre some 600m away from the Boroughmuir site.</p> <p>5) To recognise Out of the Blue's desire to provide further arts, cultural and social space within Edinburgh and requested that that Council officers met with Out of the Bule to discuss how we could work in partnership to achieve our joint aims.</p>		
<b>71</b>	13-May-15	SfC	7.20 - Framework Agreement for the provision of Commercial Estate Management and Residential Property Consultancy Services	<p>1) To approve the award of Lot 1, Commercial Estate Management Consultancy Services to Ryden LLP, DTZ Debenham Tie Leung Limited, Jones Lang LaSalle (JLL) and GVA Grimely Ltd (trading as GVA James Barr).</p> <p>2) To approve the award of Lot 2, Residential Property Consultancy Services to Rettie and Co and Ryden LLP.</p>	Closed	Corporate Property
<b>72</b>	13-May-15	ED	7.21 - Award of Subsidised Childcare Contracts for 2 years with the option to extend for 12 months	To approve the award of a two year contract for subsidised childcare delivery at Childcare Connections, Kidzcare in Craigmillar, North Edinburgh Childcare and Smile Childcare from 1 June 2015 - 31 May 2017 with the option to extend for a further 12 months.	Closed	Awards made.
<b>73</b>	13-May-15	SfC	8.2 - Proposed Ground Lease at Craioglockhart Sports Centre to Edinburgh Kayak	To approve the grant of a new 20 year ground lease, of 60 square metres of ground at Craiglockhart Sports Centre (CSC), for the	Open	Corporate Property

			Club	erection of a new metal storage container, to Edinburgh Kayak Club on terms and conditions contained within the report and on other terms and conditions to be agreed by the Acting Director of Services for Communities and the Head of Legal, Risk and Compliance.		
<b>74</b>	13-May-15	SfC	8.3 - Disposal of Housing Revenue Land adjacent to 1 Murrayburn Park	To approve the disposal of the land adjacent to 1 Murrayburn Park, extending to 153.18 sq m or thereby, to Mr Ayfol Uddin, on the terms and conditions outlined in the report, and on such terms and conditions to be agreed by the Acting Director of Services for Communities and the Head of Legal, Risk and Compliance.	Ongoing	Corporate Property
<b>75</b>	13-May-15	SfC	8.4 - Proposed Servitude for a Surface Water Drainage Pipe at Katesmill Road	To approve the granting of a servitude for a surface water drainage pipe, to drain land at Merchiston Castle School, on the terms and conditions as set out in the report and on such other terms to be agreed by the Acting Director of Services for Communities and the Head of Legal, Risk and Compliance.	Ongoing	Corporate Property
<b>76</b>	13-May-15	SfC	8.5 - Proposed Sale of Land at 12-24 Bothwell Street, Edinburgh	To approve the disposal of the land at Bothwell Street, extending to 0.0929 Ha (0.229 acre) or thereby, to Downing Edinburgh Limited (DEL) on the terms and	Ongoing	Corporate Property

				conditions outlined in the report and on such terms and conditions to be agreed by the Acting Director of Services for Communities and the Head of Legal, Risk and Compliance.		
<b>77</b>	13-May-15	SfC	8.6 - Balcarres Street Depot: Proposed sale to Lindemann Healthcare Ltd	To approve the sale of the former Depot at Balcarres Street to Lindemann Healthcare Ltd on the terms and conditions outlined in the report and on such other terms to be agreed by the Acting Director of Services for Communities in consultation with the Head of Legal, Risk and Compliance	Closed	Corporate Property
<b>78</b>	13-May-15	CG	B1.1 - Property Conservation - Irrecoverable Sums; Debt Recovery and Settlements	To authorise the irrecoverable sums in excess of £100,000 per project as set out in Appendix 3 of the report.	Closed	
<b>79</b>	13-May-15	SfC	B1.3 - Water of Leith Flood Protection Scheme Phase 2 Enabling Works and Legal Agreements	<ol style="list-style-type: none"> <li>1) To agree to enter into an agreement with the Scottish Rugby Union (SRU) in accordance with the terms set out herein.</li> <li>2) To enter into an agreement with Scotia Gas Networks (SGN) in accordance with the terms set out herein.</li> <li>3) To agree to enter into an agreement with Scottish Power in accordance with the terms set out herein.</li> <li>4) To instruct the Council Street Lighting Team to commence the relocation of street</li> </ol>	Closed	<ol style="list-style-type: none"> <li>1) The SRU agreement was signed by SRU on 05/06/15.</li> <li>2) The agreement with Scotia Gas Networks (SGN) was signed by CEC 22/05/15 and the agreement was sent to SGN on</li> </ol>

				lighting in accordance with the terms set out herein.		05/06/15.. 3) Contract sign with SP and works commencing 4) Works completed.
80	04/06/2015	Health and Social Care	Item 7.1 - Health and Social Care 2015/16 Budget Action Plan	<p>1) To authorise the Director of Corporate Governance, in consultation with the Convener and Vice-Convener of the Finance and Resources Committee, to extend the contract with KPMG for 3 months for additional work to be done on the review of the Health and Social Care budget, subject to £166,000 of funding being identified to cover the costs.</p> <p>2) To request that the Director of Health and Social Care met with KPMG to discuss the proposals contained within the report and future measures re the Health and Social Care budget.</p> <p>3) To agree that the Director of Health and Social Care would clarify whether exit interviews were carried out with staff that had left Health and Social Care posts and to investigate whether untrained staff had administered drugs to health and social care clients.</p>	Closed.	The Director of Corporate Governance/Chief Executive did extend the contract with KPMG for additional work to be done on the review of the H&SC budget. We have received KPMG's draft report and are considering it with Finance. There is also a paragraph about this in the latest report to Finance and Resources Committee on



						<p>27.08.15. The Chief Social Work Officer and other Health and Social Care senior managers have worked closely with KPMG during phase 2 of their work to review and identify budget savings options. Where an employee leaves due to their fixed term contract ending, their resignation, their retiral, VERA or redundancy, they will be sent an exit questionnaire for completion and return to the HR and Payroll Service Centre. The employee is also able to ask</p>
--	--	--	--	--	--	--

						<p>for an exit interview with their manager or another manager in their service area. They may approach their manager directly during their notice period to request an exit interview. Alternatively, they may indicate this in their returned exit questionnaire in which case the HR and Payroll Service Centre will let the manager know so they can contact the employee directly to arrange. Managers are required to conduct an exit interview where the employee requests it. After</p>
--	--	--	--	--	--	---

						the interview the manager will send their notes to the HR and Payroll Service Centre. All exit questionnaires and exit interview notes will be analysed on a regular basis so that any common issues, actions, trends can be identified and reported and appropriate actions taken as necessary.
81	04/06/2015	Health and Social Care	Item 7.2 - Edinburgh Integration Joint Board - Integrated Senior Management Structure	<p>1) To agree the proposed organisational arrangements for the senior management structure reporting to the Chief Officer of the EIJB.</p> <p>2) To note and agree the arrangements for the joint appointments process for the posts reporting to the Chief Officer.</p>		Recruitment ongoing.

<b>82</b>	04/06/2015	Corporate Governance	Item 7.4 - Accounts Commission Review of Treasury Management	The Head of Finance to arrange a seminar for members ahead of the next treasury report being considered at Committee, outlining the information needed to allow members to fully scrutinise Treasury Management.	Closed	Drop in session for Elected Members provided in the City Chambers on 17/18/19 August (following APM but before publication of the F&R Committee papers) to cover the Treasury Management Annual Report and the Council's Capital Investment Programme.
<b>83</b>	04/06/2015	Corporate Governance	Item 7.5 - Financial Strategy 2015/16 to 2019/20	To agree that the Chief Executive would circulate the induction programme planned for the new Chief Executive to elected members.	Closed	
<b>84</b>	04/06/2015	Corporate Governance	Item 7.8(a) - Extension of the Contract for Edinburgh's Christmas and Edinburgh's Hogmanay	1) To approve the extension of the contract to the Consortium of Unique Events and Underbelly Ltd for an initial period of 12 months for 2016/17 at a maximum cost of £1,312,456. 2) To instruct officers to work with event	Closed  Ongoing	



				<p>Shiloh B&amp;B, Newington Guest House for the provision of Bed and Breakfast Temporary Accommodation.</p> <p>Lot 2 - Camstone (Scotland) Ltd, Cameron Guest House Group, St Albans Lodge for the provision of Shared House Temporary Accommodation.</p>		
<b>87</b>	04/06/2015	Services for Communities	Item 7.11 - Extension of Short Term Lets for Homeless Households Contract	<p>1) To approve the extension of the Easyjet Scotland (Ltd) contract for an additional 18 months, in line wity the option contained within the current contract.</p> <p>2) To agree to increase the scope of the contract by 23 homes giving a total of 130 homes.</p> <p>3) To authorise the Director of Services for Communities to agree the final terms of the contract extension and to enter into the contract.</p>	Closed	Housing & Regeneration This was implemented on 17 September 2015.
<b>88</b>	04/06/2015	Services for Communities	Item 7.12 - Contract Award for Homeless Prevention - Crisis and Complex Services	<p>1) To approve the award of a contract to Turning Point Scotland to provide visiting housing support to this client group for the duration of an 18 month period (with an option to extend for a further six months to allow services to be re-procured). The total annual value of the contract from August 2015 is £262, 824.</p> <p>2) To approve the award of a contract to</p>	Closed	Contract Awarded to Turning Point Scotland. Contract to Streetwork delayed due to separate report on Risk Management (Item 127 below).

				Streetwork UK to provide visiting housing support and Rough Sleeper Crisis Centre to this client group for the duration of an 18 month pilot (with an option to extend for a further six months to allow services to be re-procured). The total annual value of the contract from August 2015 is £1,311,341.	Ongoing	Currently being negotiated
89	04/06/2015	Services for Communities	Item 7.13 - Sale of Housing Revenue Account Land - Clovenstone Park	<p>1) To approve the sale of the site to the Wester Hailes Baptist Church (WHBC) under the terms and conditions to be agreed by the Director of Services for Communities and the Head of Legal, Risk and Compliance and subject to approval from Scottish Ministers under Section 12 (5) of the Housing (Scotland) Act 1987.</p> <p>2) To grant authority to the Director of Services for Communities to negotiate a sale price with the applicant which reflected best value to the HRA.</p> <p>3) To grant authority to the Director of Services for Communities to negotiate and conclude sale of the site.</p>	Ongoing	Corporate Property
90	04/06/2015	Services for Communities	Item 7.14 - Redhall House and Lawn - Progress Update	1) To note the protracted period since a petition on Redhall House was first submitted in November 2013 and the gap of more than 5 months between a planning application being submitted on 23 December 2014 and	Ongoing	Corporate Property

				<p>additional information being received so that public consultation could commence on June 1 2015.</p> <p>2) To instruct officers to seek further assurance from the building owner and/or agent that they understood the need for demonstratable progress to protect a deteriorating building.</p>		
91	04/06/2015	Services for Communities	Item 7.15 - Adoption of the Scotland Excel Framework for Janitorial Products	To approve the adoption of the Scotland Excel led Framework Agreement for the supply and distribution of Janitorial Products from 4 June 2015 - 28 February 2018, with an optional 12 month extension. The three suppliers awarded a place on the framework were: Alliance Disposables, Instock Disposables and Unico.	Ongoing	Corporate Property
92	04/06/2015	Services for Communities	Item 7.16 - Supply and Delivery of Refuse Collection Vehicles	To approve the appointment of Denis Eagle Limited, DAF Trucks Ltd, Heil Europe Ltd and FAUN Zoeller (UK ) Ltd) to supply and deliver Refuse Collection Vehicles as listed in the report.	Closed	Environment - Vehicles ordered, delivery of first vehicles anticipated end October 2015
93	04/06/2015	Services for Communities	Item 7.17 - Award of Contract for Flooding Planning Consultancy	To approve the appointment of Mott MacDonald Ltd to provide a Flooding Planning Consultant at a cost of £36,561.38.	Closed	Consultant has been appointed.



94	04/06/2015	Services for Communities	Item 8.1 - Proposed New Lease of Highland Care Agency Ltd at 4 Granton Square, Edinburgh	To approve a lease to Highland Care Agency Ltd from 1 July 2015 to 30 June 2025, on the terms outlined in the report and on the other terms and conditions to be agreed by the Director of Services for Communities.	Closed	Transaction concluded.
95	04/06/2015	Services for Communities	Item 8.2 - Roseburn to Union Canal - Approval for Stage 2 of Consultancy Contract	To approve the appointment of WSP UK Ltd to undertake Stage 2 of the consultancy contract for the Roseburn to Union Canal study.	Closed	Consultant has been appointed.
96	04/06/2015	Services for Communities	Item 8.3 - Proposed new 15 year lease of Tourist Information Centre, Princes Mall, Edinburgh	To approve a 15 year lease for a new Tourist Information Centre to Visit Scotland Limited, on the terms outlined in the report and on the other terms and conditions to be agreed by the Director of Services for Communities.	Ongoing	Corporate Property
97	04/06/2015	Corporate Governance	Item B1.1 - Property Conservation - Irrecoverable Sums, Debt Recovery and Settlement	To authorise the irrecoverable sums in excess of £100,000 per project as set out in Appendix 3 of the report.	Closed	
98	04/06/2015	Services for Communities	Item B1.3 - 21st Century Homes - Award of Contract for Leith Fort Housing Development	1) To authorise the Director of Services for Communities to enter into two contracts with CCG for Council housing of £3.032,274, and infrastructure, £2,805,828. 2) To designate the Director of Services for Communities (or alternative officer designated by him in writing) as the proper officer to execute the contracts, in each case	Closed	Housing & Regeneration  Contract(s) signed 19/08/2015.

				subject to such amendments as the proper officer deemed appropriate and any other associated documents.		
99	04/06/2015	Services for Communities	Item B1.4 - Fountainbridge Transfer of land to the EDI Group Limited	To approve the transfer of the land to EDI in accordance with the terms set out in the report and on such other terms and conditions to be agreed by the Director of Services for Communities	Ongoing	Corporate Property
100	27/08/2015	CG	CEC Transformation Programme: Progress Update	To approve the revised governance arrangements as set out in paragraph 3.18.	Closed	Revised governance arrangements in place.
101	27/08/2015	CG	Capital Monitoring 2014/15 - Outturn and Receipts	To approve the revised Capital Programme for 2015-2020.	Closed	
102	27/08/2015	CG	Budget and Transformation 2016 - 2019: Approach to Engagement	To approve the objectives and planned engagement tools outlined in paragraphs 3.8 and 3.9 of the report.	Closed	
103	27/08/2015	CG	Scottish Government Consultation on the draft Cyber Resilience Strategy for Scotland - Response	To approve the consultation responses, as set out in Appendix one of the report, be submitted to the Scottish Government.	Closed	Response submitted.
104	27/08/2015	CG	Review of Whistleblowing Arrangements	To approve the recommendations subject to: > the deletion of recommendation 1.2 of the	Closed	

				<p>report.</p> <ul style="list-style-type: none"> <li>&gt; the retention of the independence of the external provider outlined in paragraph 3.3 of the report.</li> <li>&gt; the deletion of recommendation 5 in the Whistleblowing Review Action Plan.</li> </ul>		
<b>105</b>	27/08/2015	CG	Specialist Marketing and PR for Assembly Rooms and Church Hill Theatre - Award of Contract	<p>1) To approve the award of a contract for Specialist Marketing and PR for the Assembly Rooms and Church Hill Theatre to 3x1 Public Relations for the contract sum of £108,000 over the full four-year contract term. The contract was for an initial two years (from 1 September 2015 to 31 August 2017) at a cost of £54,000 with an option to extend if for a further two years as one year extension (2+1+1) at a cost of £27,000 per annum.</p> <p>2) To request that business cases were clearer in future reports.</p>	Open	
<b>106</b>	27/08/2015	SfC	Extension of Contract for Telecare Technology (Installation, Maintenance and Responsive Repair)	To approve the waiver of the Contract Standing Orders to award a contract extension to SPIE Scotshield for the installation, maintenance and responsive repair of telecare technology until 31 March 2016, at a value of approximately £90,000.	Closed	Extension awarded. Procurement is underway for replacement contract to be in place by 01/04/2016

107	27/08/2015	SfC	Contract Award for Homeless Prevention - Domestic Abuse Services	<p>1) To approve the award of three contracts to provide visiting housing support to women who had suffered domestic abuse for the pilot (with an option to extend for a further 6 months to allow services to be re-procured). The organisations to be awarded contracts were: Edinburgh's Women's Aid, Shakti Women's Aid and Saheliya. The total annual value of the contracts from November 2015 was £240,168 up to a £480,336 for 18 months plus extension.</p> <p>2) To approve the award of four contracts to provide temporary accommodation in the form of three refuges and one hostel for the duration of an 18 month pilot (with an option to extend for a further six months to allow services to be re-procured). The organisations awarded contracts were Edinburgh Women's Aid (2 contracts), Keymoves Cranston Street Women's Hostel and Shakti Women's Aid Refuge. The total annual value of the contracts from November 2015 was £739,440 up to a £1,478,880 for 18 months plus extension.</p>	Closed	Contracts to start on 9 November 2015 on schedule.
108	27/08/2015	SfC	Former Tenants Rent Arrears 2014/15	To approve the write-off of £530,187 rent arrears of 221 former Council tenants who had a balance greater than £1,000	Closed	Annual write-off process has been completed.

				outstanding in 2014/15.		
<b>109</b>	27/08/2015	SfC	Homeless Prevention - Advice and Support: Additional Contracts	To approve the award of contracts to four providers (Blackwood Care, Health in Mind, Link Living and Penumbra) for the period 13 October 2014 to 31 March 2016, to provide housing support to identified individuals, to a total value of £686,442.	Closed	Contracts to be awarded.
<b>110</b>	27/08/2015	SfC	Our Power: Tackling Fuel Poverty for Council Tenants - referral report from the Health, Social Care and Housing Committee	To approve the proposal for the Council, as a social housing provider, to join Our Power and enter into agreement with the company as the preferred supplier for its empty homes.	Closed	Agreement entered.
<b>111</b>	27/08/2015	SfC	Invest to Improve, Invest to Grow - Edinburgh Housing Revenue Account Business Plan	To agree to review the options for increasing the HRA's contingency and future investment fund over the next five years.	Closed	Remit covered in HRA Budget strategy 2016/17-2020/21 which will be considered HSC&H committee in Nov 2015.
<b>112</b>	27/08/2015	Chief Social Work Officer	Waiver Report for Servicing and Repairs Contract	To approve the waiver reports attached in Appendix 1 of the report.	In progress	
<b>113</b>	27/08/2015	SfC	Approval for Appointment of Workplace Travel Planning Consultant for Smarter	To approve award of the workplace travel planning contract to Grontmij Limited for a value of £122,532.	Closed	Contract Awarded

			Choices, Smarter Places			
<b>114</b>	27/08/2015	SfC	Bustracker Operation and Maintenance	To approve continued quarterly maintenance payments to Cofely Ineo and associated payments to radio infrastructure and first line maintenance providers for a period of 12 months at a value of approximately £450,000, with an option to extend for a further 6 months. This would allow the Bustracker system to continue operating until an options appraisal for longer-term maintenance, development and appropriate procurement strategy are confirmed.	Closed	Payments continuing
<b>115</b>	27/08/2015	SfC	Supply of Non-Wheeled Waste and Recycling Containers and Spare Parts	To approve the appointment of Spider UK Ltd, as a single supplier framework agreement for the Supply and Delivery of Non-Wheeled Waste and Recycling Containers and Spare Parts, for a period of two years with the option to extend by two 12 month periods.	Closed	Contract award letter sent 02/09/15
<b>116</b>	27/08/2015	SfC	Approval to Grant a Licence to Edinburgh Community Solar Co-operative to Install Solar PV Panels on Council Owned Buildings	To approve the grant of a 21 year licence to Edinburgh Community Solar Co-operative for the installation of Solar PV Panels on Council owned buildings.	Open	

<b>117</b>	27/08/2015	ED	Edinburgh Technology Transfer Centre Limited	<p>1) To agree to renounce the Council's shareholding in Edinburgh Technology Transfer Centre Limited.</p> <p>2) To approve the termination of the lease of the 3rd and 4th Floors of the Alrick Building to Edinburgh Technology Transfer Centre.</p> <p>3) To approve the termination of the lease of the 3rd and 4th floors of the Alrick Building to the Council from the University of Edinburgh.</p>	Open	
<b>118</b>	27/08/2015	SfC	Sale of Housing Revenue Account Land - 16 Cleric's Hill, Gateside, Kirkliston	<p>1) To approve the sale of the site to the applicant under the terms and conditions to be agreed by the Director of Services for Communities and the Head of Legal, Risk and Compliance.</p> <p>2) To grant authority to the Director of Services for Communities to negotiate a sale price with the applicant which reflected best value to the HRA.</p>	Closed	Sale did not progress at request of applicant.
<b>119</b>	27/08/2015	SfC	Proposed Short-term lease extension of Victorian Market at Tron Kirk, 122 High Street, Edinburgh	To approve a 12 month lease extension to Edinburgh 2014, on the terms outlined in the report, and on the other terms and conditions to be agreed by the Director of Services for Communities.	Open	

<b>120</b>	27/08/2015	SfC	Proposed 25 year lease of the Engine Shed, 19 St Leonard's Lane, Edinburgh	1)To approve the grant of a 25 year lease to Newmake Limited, on the terms outlined in the report and on the other terms and conditions to be agreed by the Director of Services for Communities.	Open	
<b>121</b>	27/08/2015	SfC	Proposed lease of rooftops for the citywide Smart Meter project	To approve the lease of part of the rooftops of Kirkgate House, Greendykes House and Trinity Academy for the installation of Smart Meter radio transmitting equipment, on the terms outlined in the report, and on other terms and conditions to be agreed by the Director of Services for Communities.	Open	
<b>122</b>	27/08/2015	SfC	Proposed Sale of Baird House, 12 Newtoft Street, Edinburgh	To approve the sale of Baird House, on the terms and conditions highlighted in the report and on the other terms and conditions to be agreed by the Director of Services for Communities.	Open	
<b>123</b>	27/08/2015	SfC	Proposed New Lease to Daniel Kubiak at 10 West Harbour Road, Granton, Edinburgh	To approve the lease of workshops at 10 West Harbour Road To Daniel Kubiak, from 1 September 2015 to 31 August 2025, on the terms outlined in the report and on other terms and conditions to be agreed by the Director of Services for Communities.	Open	
<b>124</b>	27/08/2015	SfC	Grant of Servitude - Gogar Gateway Interchange Station -	To approve the grant of servitude to Scottish Gas Networks on the terms outlined in the report and on such other terms and	Open	



			Gas Main Diversion	conditions to be agreed by the Director of Services for Communities.		
125	27/08/2105	CG	Property Conservation - Claims Recovery (B agenda)	To accept the recommendation to carry out a detailed review of limited preselected projects in accordance with the terms set out herein.	Open	
126	27/08/2015	SfC	Sale of Site at 18-28 Dewar Place/44-50 Torphichen Street, Edinburgh (B agenda)	To approve the sale of the site at 18-28 Dewar Place/44-50 Torphichen Street, to Croydon Hotels Ltd, on the main terms outlined in paragraph 3.10 and on other terms and conditions to be agreed by the Director of Services for Communities.	Open	
127	27/08/2015	SfC	Homelessness Prevention: Risk Management	<p>1) To agree that Cost Group A was offset against the under-provision from the Streetwork Services Contract to a value of £109,346.</p> <p>2) To agree that Cost Group B is also to offset against the under-provision from the Streetwork Services Contract to a value of £116,212.</p> <p>3) To agree that £38,484 was recovered from Streetwork for the Tenancy Support Services Contract and £49,521 was recovered from the Multiple Needs Service Contract. The total of this under-provision to be reclaimed was £88,005 and might be</p>	Closed	Streetwork informed of decision. Recovery of 'In-kind' service still to be agreed. Recovery of 2015/16 under provision to be arranged after new contract starts in October 2015.

				<p>recovered through 'in-kind' service provision.</p> <p>4) To agree that officers, at the appropriate time, assessed under-provision and unplanned costs for 2015/16 in line with the principles and decisions of the report.</p>		
<b>128</b>	24/09/2015	SfC	Bridgend Farmhouse and Steadings: Disposal Update	<p>1) To instruct the transfer of the property to BIG at nil value subject to full development finding being approved by the BIG Lottery Fund - Investing in Communities.</p> <p>2) To instruct the Acting Director of Services for Communities, in order to protect the Council's financial commitment, to impose Economic Development Burdens on the transfer that would restrict the use of the property for the purposes of a Learning, Eating and Exercise Centre and relevant ancillary uses.</p> <p>3) To request that the Chief Executive worked with BIG to ensure that optimum social capital could be derived, for the local and wider community, through association with the project and Bridgend Farmhouse.</p>	Ongoing	
<b>129</b>	24/09/2015	CG	The City of Edinburgh Council Charitable Trusts - Report to Those Charged with Governance on the 2014/15	To approve the Annual Report and Accounts for 2014/15 by 30 September 2015.		

			Audit			
<b>130</b>	24/09/2015	CG	Provision of External Offsite Revenues and Benefits Processing - Award of Contract	To approve the award of a Framework Agreement for the provision of an external offsite revenues and benefits processing service to Civica Ltd, Capita Group Plc and Liberata UK Ltd under a ranked Framework Agreement for a period of 2 years with the option to extend annually for a further two years. The contract would be utilised on an ad-hoc basis with an estimated value of up to £265,000 per annum.	Closed	Contract awarded.
<b>131</b>	24/09/2015	CG	Miscellaneous Debts - Write-Off (B agenda)	To agree the write-off of miscellaneous debt of £122,395.08		
<b>132</b>	24/09/2015	SfC	Liberton High School Extension - Award of Contract	To approve the award of the contract for the construction of the extension to Liberton High School sports hall to Ashwood Scotland Limited for the contract sum of £2,157,068.58.	Open	
<b>133</b>	24/09/2015	SfC	Construction Professional Services Framework Agreement - Award of Contract	1) To approve the award of Lot 1 Project Management Services to Doig and Smith Ltd, Sweett (UK) Ltd and Thomas Admanson Ltd at an estimated contract value of £1,000,000 per annum. 2) To approve the award of Lot 2 Building and Surveying Services to Faithful and	Closed	Contract(s) awarded 12/10/15  To commence from date of first commissioned job.

				<p>Gould, Hardies and Summers Inman at an estimated contract value of £1,000,000 per annum.</p> <p>3) To approve the award of Lot 3 Quantity Surveying Services to Doig and Smith Ltd, Gardner and Theobald Ltd and Sweett (UK) Ltd at an estimated contract value of £1,000,000 per annum.</p> <p>4) To approve the award of Lot 4 Architectural Services to Anderson Bell Christie Ltd, Collective Architecture and Holmes Miller Ltd at an estimated contract value of £1,000,000 per annum.</p> <p>5) To approve the award of Lot 5 Structural Engineering Services to Aecom Ltd, David Narro Associates and Will Rudd Davidson Ltd at an estimated contract value of £1,250,000 per annum.</p> <p>6) To approve the award of Lot 6 Mechanical and Electrical Engineering Services to Blackwood Partnership Ltd, Cundall Johnston and RSP Consulting at an estimated contract value of £750,000.</p> <p>7) To approve the award of Lot 7 Fire Engineering Services to Aecom Ltd and Ramboll Ltd at an estimated contract value of £300,000 per annum.</p> <p>8) To approve the award of Lot 8 Interior Design, Space Planning and Move</p>		
--	--	--	--	--	--	--

				Management Services to Holmes Miller Limited, Smith Scott Mullan Architects Ltd and Space Solutions Ltd at an estimated contract value of £300,000 per annum. 9) To approve the award of Lot 9 Multi-discipline Design Team Services to AHR Architects, Capita Property and Infrastructure Ltd and Gardiner and Theobald at an estimated contract value of £1,500,000 per annum.		
<b>134</b>	24/09/2015	SfC	Supply and Delivery of Kerbside Recycling Refuse Collection Vehicles	To approve the appointment of Dennis Eagle Limited and FAUN Zoeller (UK) Ltd to supply and deliver refuse collection vehicles (RCVs).	Closed	Award letter sent 18/10/15
<b>135</b>	24/09/2015	SfC	Receipt and Processing of Recyclable Materials from Kerbside and Communal Collections	To approve the appointment of William Tracey Group as contractor for the Receipt and Processing of Dry Recyclable Materials from Kerbside and Communal Collections for a period of three years with the option to extend by two x 12 month period.	Closed	Approved at Committee
<b>136</b>	24/09/2015	CG	Zero Contract Hours - External Contractors	To agree that the Council would adopt a policy statement in all future tender documentation that stated the Council's position concerning the use of zero hours contracts.		