

Finance and Resources Committee

2.00pm, Thursday 18 August 2016

Present

Councillors Rankin (Convener), Bill Cook (Vice-Convener), Bridgman (substituting for Councillor Bill Henderson), Child (substituting for Councillor Ricky Henderson), Corbett, Day (substituting for Councillor Godzik) Dixon, Edie, Griffiths, Jackson, Walker, Whyte and Work (substituting for Councillor McVey).

1 (a) Deputation: Proposed Lease and Conservation Burden at Tron Kirk, 122 High Street, Edinburgh

The Committee agreed to hear a deputation from Adam Wilkinson, Director of the Edinburgh World Heritage Trust in relation to Item 8.7 – Proposed lease and conservation burden at Tron Kirk, 122 High Street, Edinburgh.

The main points raised by the deputation were:

- The Edinburgh World Heritage Trust wished to extend the timeframe for securing funding for their project. The Trust did not wish to comment on any alternative uses of the Tron Kirk in the interim period.
- The main source of their funding would be from the Heritage Lottery Fund, however they required some evidence of security over the building at the outset.
- £150,000 and considerable time and effort had been invested on the project. At present a Stage 1 application had been submitted to the Heritage Lottery Fund and it was anticipated that they would receive the funding decision by the end of September 2016.
- Should the application to the Heritage Lottery Fund be unsuccessful, it was expected that very clear reasons would be provided and they would be encouraged to apply again. An agreement had been reached with the Head of Corporate Property in respect of a mutual break by the end of March 2017 if funding had not been secured.
- The proposed overall costs of the project were in the region of £10m and would renovate the Tron Kirk as well as rejuvenating the public realm around the area at Hunter's Square. There was an expectation that a lease for the property was imminent.

The Convener thanked the Deputation for their presentation and invited them to remain for the Committee's consideration of the report by the Acting Executive Director of Resources.

1 (b) Deputation: Proposed Lease and Conservation Burden at Tron Kirk, 122 High Street, Edinburgh

The Committee agreed to hear a deputation from Stuart Ramsay, Hannah Carpenter, Dodo Frugge and Colin Hope from the Royal Mile Street Traders in relation to Item 8.7 – Proposed lease and conservation burden at Tron Kirk, 122 High Street, Edinburgh.

The main points raised by the deputation were:

- The delegation of traders explained they had been under the impression that the current lease holder had been offered a new lease on 23 June for a sum of £56,000 per annum and that this had been accepted and the lease extended.
- There were currently 12 small businesses trading within the Tron Kirk and they were concerned about the impact of losing the lease would have on their income and on the variety of outlets available in this select area.
- The leaseholder had proposed changes to the current layout of the Tron Kirk. It was proposed that the bar would be completely removed to make room for more market stalls and the market management could be handed over to a small delegation of traders with business and people management experience.
- Emphasis was placed on how having market stalls in the Tron Kirk had allowed the market traders to showcase their products to residents and tourists. One of the traders explained that they had previously traded in a shop front location but business had suffered due to lack of footfall.
- The Tron Tourist Limited provided tourist information and free city maps and hosted a bureau de change within the Tron Kirk. This is the second bureau within the High Street and provided a competitive alternative.
- A proportion of the market traders confirmed that they had other outlets, but explained that the Tron sustained their other business interests. They were aware from the beginning that the lease of the Tron Kirk was short term and that there was no guarantee that this would continue beyond the initial terms. The market traders fully supported the plans that the Edinburgh World Heritage Trust had for the Tron Kirk.
- The deputation clarified that they were requesting that the short term lease of the Tron Kirk continued until the Edinburgh World Heritage Trust had secured the funding required to take over the building.

The Convener thanked the Deputation for their presentation and invited them to remain for the Committee's consideration of the report by the Acting Executive Director of Resources.

1 (c) Ward Member: Proposed Lease and Conservation Burden at Tron Kirk, 122 High Street, Edinburgh

Councillor Mowat was heard as a local ward member and advised the Committee that she was a Trustee of Edinburgh World Heritage.

The main points raised by Councillor Mowat were:

- Councillor Mowat spoke in support of the ambitions of the Edinburgh World Heritage Trust for the Tron Kirk site and wished to highlight the opportunity that had been afforded to the small businesses that had benefited from trading at such a high profile location.
- Councillor Mowat spoke in favour on continuing to support small businesses in some way if it were possible, and to perhaps consider supporting similar opportunities at other venues.

1(d). Proposed Lease and Conservation Burden at Tron Kirk, 122 High Street, Edinburgh

Approval was sought to extend the period for Edinburgh World Heritage Trust (EWHT) to secure funding for the redevelopment of the Tron Kirk, and for approval to place conservation burdens on the Council's title for the Tron Kirk and Hunter Square Toilets on terms to be agreed with the Heritage Lottery Fund. In addition instruction was sought over the short term lease of the property.

Motion

- 1) To approve the revised timescale for securing funding by the Edinburgh World Heritage Trust (EWHT) and authorised conservation burdens to be placed on the Council's title for the Tron Kirk and Hunter Square toilets on terms to be agreed by the Acting Executive Director of Resources.
- 2) To instruct officers to begin the process of market testing the property, and to ensure that it was marketed within 4 to 6 weeks and during this period, officers should work with the market traders directly to investigate both short and longer term solutions, subject to legal considerations.

Moved by Councillor Rankin, seconded by Councillor Cook

Amendment

- 1) To approve the revised timescale for securing funding by the Edinburgh World Heritage Trust (EWHT) and authorised conservation burdens to be placed on the Council's title for the Tron Kirk and Hunter Square toilets on terms to be agreed by the Acting Executive Director of Resources.
- 2) To approve the heads of terms that had been provisionally agreed with the existing tenants, as described in paragraph 3.5 of the report, and to implement the new lease.

Moved by Councillor Corbett, seconded by Councillor Edie

Voting

For the motion - 11

For the amendment - 2

Decision

- 1) To approve the revised timescale for securing funding by EWT and authorise conservation burdens to be placed on the Council's title for the Tron Kirk and Hunter Square toilets in terms to be agreed by the Acting Executive Director of Resources.
- 2) To instruct officers to begin the process of market testing the property, and to ensure that it was marketed within 4 to 6 weeks and during this period, officers should work with the market traders directly to investigate both short and longer term solutions, subject to legal considerations.

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

2(a). Deputation: Revenue Monitoring 2016 /17 – Month Three Position

The Committee agreed to hear a deputation from Mary Rae, Administrator and Mary Loudon, Board member, from the West Granton Community Trust Board (WGCTB) in relation to Item 7.8 – Revenue Monitoring 2016/17 – Month Three Position.

The main points raised by the deputation were:

- Following a meeting with local Councillors, WGCTB requested to have their funding front-loaded, meaning that funding awarded from years 2 and 3 could be drawn down this year. This would provide them with time to seek alternative sources of funding.
- Staff had received redundancy notices since April 2016 which would be implemented if they did not receive their front-loaded funding and there would be no alternative but to close the Centre in three months time. The Centre had been a part of the community for 23 years and had become a hub for children and adults to come together on a weekly basis.
- Funding applications had been submitted to One City Trust, Community Choices Fund, EVOT and Forth Neighbourhood Partnership and they would be informed if their applications had been successful in August/September 2016. Funding would also be sought again from the Health and Social Care budget and an application was being prepared for the Big Lottery Fund for over a three year period.
- A meeting was sought between elected members, council officers and the Board to discuss a sustainable way forward
- Councillor Redpath supported the request from the Board and confirmed that the centre was a vibrant, lively venue and was well used. If the Centre was to close, it would create a social gap for the members of a number of organisations and groups who used the venue.

The Convener thanked the Deputation and Councillor Redpath for their presentation and attendance and invited them to remain for the Committee's consideration of the report by the Acting Executive Director of Resources.

2(b). Revenue Monitoring 2016 /17 – Month Three Position

Details were provided of the projected overall position for the Council's revenue expenditure budget for 2016/17 at month three, based on analysis of period two data.

Decision

- 1) To note the projected balanced position at month three.
- 2) To note the on-going risks and challenges in maintaining this position which would require further management actions and active and regular scrutiny for the remainder of the year.
- 3) To note the balanced position projected on the Housing Revenue Account (HRA) after making a £14m budgeted contribution towards housing investment.
- 4) To approve the acceleration into 2016/17 of payment of an element of the Communities and Families approved grant to the West Granton Community Trust and refer this to Council for ratification.
- 5) To refer the report to the Governance, Risk and Best Value Committee as part of its work programme.

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

3(a). Deputation: Homelessness Prevention – Review of Advice and Support Pilot

The Committee agreed to hear a deputation from the Ewan Aitken, Chief Executive, Cyrenians and Ian Gordon, Chief Executive, Bethany Trust in relation to Item 7.18 – Homelessness Prevention – Review of Advice and Support Pilot.

The main issues raised by the deputation were:

- The deputation wished to continue negotiations that had taken place about the tender and proposed an alternative to tender to get to the next stage of the work being done.
- The Cyrenians had worked positively with people at risk of becoming homeless. When an individual presented themselves as homeless, the cost to the Council was around £12,000 to £20,000 in terms of the work required to support a person move into settled accommodation. The work that was carried out by the Cyrenians and Bethany Trust was invaluable, not just in financial terms, but also in terms of the positive impact this type of support had on individuals.
- As reported in the Christy Commission, it was important to bring together the third sector with the public sector to work together. However, the model of competitive tendering did not always result in the best outcomes for individuals and that during the last two rounds of competitive tendering, in the first 6 months

of the new contracts far fewer clients were served and some were missed altogether.

- It was emphasised that if the Pilot Scheme was developed, there could be more organisations involved that could offer tailored support to individuals seeking help and advice in relation to homelessness and increase positive outcomes for individuals.
- There was a mutual aim to put the service users at the centre of all the decisions and considerations moving forward, as some were in difficult circumstances and required support currently and in the future.
- It was a daunting prospect for some of the service users to come and speak to Committee but had asked the deputation on their behalf that the way services were being commissioned had the service users' interests at heart.

The Convener thanked the Deputation for their presentation and invited them to remain for the Committee's consideration of the report by the Head of Safer and Stronger Communities.

3(b). Homelessness Prevention – Review of Advice and Support Pilot

An update was provided on the review of the Advice and Support services pilot, which commenced on 13 October 2014.

Decision

- 1) To note the findings of the review of the first year of the Advice and Support pilot.
- 2) To approve the co-production of specifications for the delivery of homeless prevention services with current providers and other interested stakeholders.
- 3) To approve a funding extension to 30 June 2017 to allow time for further revisions to the services specifications following lessons learned.
- 4) To note that approval had been sought using powers of urgency through the Scheme of Delegation to extend spot contracts to March 2018 to facilitate transfer of service users of a closing service to a new provider by 31 August 2016.
- 5) To agree that the relevant elected members and third sector organisations would be invited to a workshop being held on Thursday 25 August 2016 to discuss the development of co-production and the potential barriers faced by third sector organisations to co-production.

(References – Finance and Resources Committee, 2 February 2016 (item 11); report by the Head of Safer and Stronger Communities, submitted)

Declaration on Interest – Councillor Corbett declared an interest in the above item as an employee of Shelter Scotland.

4(a). Deputation: Transformation Programme: Progress Update; Budget and Transformation Engagement Approach 2016 and Managing Workforce Change – Workforce Dashboard

The Committee agreed to hear a deputation from Tom Connolly and Gerry Stovin from UNISON in relation to Item 7.1 – Transformation Programme: Progress Update; Item 7.2 - Budget and Transformation Engagement Approach 2016 and Item 7.3 Managing Workforce Change – Workforce Dashboard.

The main points raised by the deputation were:

- Concerns were expressed in relation to the Council's no compulsory redundancy pledge as part of the wider Transformation Programme and funding around local government at present. It was stressed that staff should be reminded of the pledge to maintain morale during the Transformation.
- The Committee were advised that all of the 32 Unison branches in Scotland had agreed a position that one compulsory redundancy within any Council over the whole of Scotland would instigate a call for industrial action and ballots would take place at that time.
- The deputation felt that retraining and redeployment of staff retained the skills required by the Council, and Unison requested that rather than staff losing their jobs, they be retrained to provide a flexible workforce able to work in a range of roles.
- Of the 100 staff on the redeployment register, 22 were in 3 year funded posts, 23 had accepted VERA, of the remainder only 6 had been on the list for more than 3 months. Most of the staff on the list were from Place as their reviews were largely complete.
- An approach should be made by the Council to the Scottish Government in respect of the cuts. Employees of the Council were predominantly citizens of Edinburgh who worked, delivered and received the services that the Council provided and the effects of the Transformation Programme could have wider negative implications going forward.
- There was an acknowledgement by the deputation that demand for services was steadily rising and that the squeeze on budgets was getting ever tighter. Unison supported raising Council Tax, the introduction of a Tourist Levy and opposed any form of privatisation.
- The Council needed to be more honest about further cuts to come, as the services provided were currently at tipping point and that any further pressure could inhibit the Council's ability to function at an acceptable level.

4(b). Transformation Programme: Progress Update

A status update on the Council Transformation Programme was provided. The report provided progress updates across the major workstreams and noted the most up to

date position with VERA/VR and the delivery of organisational reviews, including the most recent management information dashboards.

Decision

- 1) To note the progress to date with organisational reviews and the associated savings.
- 2) To note the management information dashboards for the month to 15 July 2016 attached at Appendix 1 to the report.
- 3) To agree that the VERA cost benefit analysis chart would be amended in the future reports to reflect the full year savings for leavers.
- 4) To agree that a complete picture of staff and vacancies in each locality would be presented to Committee by the end of September 2016.

(References – Finance and Resources Committee, 12 May 2016 (item 5); report by the Chief Executive, submitted)

4(c). Budget and Transformation Engagement Approach 2016

Details were provided of the approach planned to engage citizens, people and partners with this year's Council budget and transformation programme. It was proposed that the budget messaging would reach as many people this year, but participation would involve qualitative methods to provide richer data for embedding transformation.

Decision

To approve the objectives and proposed methodology of the Budget and Transformation Engagement Approach for 2016.

(Reference – report by the Chief Executive, submitted)

4(d). Managing Workforce Change – Workforce Dashboard

Committee considered a report that provided monitoring information on the number of employees exiting the organisation through voluntary severance arrangements, the associated annualised cost savings, the number of staff that had Accessed support from the Career Transition Service (CTS), the number of surplus staff and associated costs and a summary of the latest available information on Council wide staffing numbers, sickness absence, agency expenditure and vacancies.

Decision

To note progress made to date.

(References – Finance and Resources Committee, 12 May 2016 (item 6); report by the Acting Executive Director of Resources. Submitted)

5. Minutes

Decision

To approve the minute of the Finance and Resources Committee of 9 June 2016 as a correct record.

6. Business Bulletin

Decision

To note the Finance and Resources Committee Business Bulletin.

7. Key Decisions Forward Plan

The Finance and Resources Committee Key Decisions Forward Plan from 18 August 2016 to 8 September 2016 was submitted.

Decision

To note the Key Decisions Forward Plan from 18 August 2016 to 8 September 2016.

(Reference – Finance and Resources Committee Key Decisions Forward Plan, 18 August to 18 September 2016, submitted.)

8. Rolling Actions Log

The Finance and Resources Committee Rolling Actions Log for 27 August 2015 to 9 June 2016 was submitted.

Decision

- 1) To note that Items 2, 6, 7 8 and 9 had been closed.
- 2) To note that an update would be provided on Redhall House and Scotland's Energy Efficiency Programme to the next Finance and Resources Committee.

(Reference – Rolling Actions Log, 27 August 2015 to 9 June 2016, submitted.)

9. Re-employment and Re-engagement of Staff

An update report was provided, giving details of the re-employment and re-engagement of staff that had left the Council under VERA and VR arrangements.

Decision

- 1) To note the report.
- 2) To agree that a B Agenda report would be brought back to Committee in November 2016 detailing the exceptional circumstances surrounding the re-employment of staff within less than one year of leaving the Council and the policy related to this.

(References – Finance and Resources Committee, 17 March 2016 (item 2(b)); report by the Acting Executive Director of Resources, submitted.)

10. Capital Monitoring 2015/16 – Outturn and Receipts

Details were provided of the final outturn on the Council's Capital Programme for 2015/16, including details of capital receipts and slippage/acceleration on projects within the Capital Investment Programme.

Decision

- 1) To note the 2015/16 final audited capital positions on the General Fund and Housing Revenue Account (HRA).
- 2) To approve the use of £1.2 million earmarked for supplementing planned repairs and maintenance spend through use of the Capital Fund to fund the high risk priority revenue and maintenance items set out within the report.
- 3) To approve the revised Capital Programme for 2016-2021.
- 4) To refer the report to the Governance, Risk and Best Value Committee as part of its work-plan.

(References – Finance and Resources Committee 14 January 2016 (item 13); report by the Acting Executive Director of Resources, submitted)

11. Revenue Monitoring 2015/16 – Outturn Report

An update was provided of the provisional 2015/16 revenue outturn position for the Council based on the unaudited financial statements. The statement of accounts showed an overall underspend of £0.861m

Decision

- 1) To note the contents of the report and the provisional revenue underspend of £0.861m for the year ended 31 March 2016 and that these monies had been set aside within Council Priorities Fund.
- 2) To approve the use of £0.5m of the underspend to be set aside for property surveys and refer this to Council for ratification.
- 3) To note the contributions in 2015/16 to and from the General Fund as detailed in the report and refer to Council for ratification for use of funds and Capital Fund.
- 4) To note the Housing Revenue Account (HRA) was balanced after making a contribution of £2.3m to the Renewal and Repairs Fund.
- 5) To note the Common Good Annual Performance Report would be considered elsewhere on the agenda.
- 6) To refer the report to the Governance, Risk and Best Value Committee as part of its workplan.

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

12. Capital Monitoring 2016/17 – Month Three Position

Committee considered a report that provided the overall position of the Council's capital budget at month three and the projected outturn for the year.

Decision

- 1) To note the projected capital outturn positions on the General Fund and Housing Revenue Account (HRA) at month three.
- 2) To note the prudential indicators at month three.

- 3) To refer the report to the Governance, Risk and Best Value Committee as part of its work-plan.

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

13. Resources Directorate – Revenue Budget Monitoring 2016/17 – Month Three Position

Details were provided of the Resources Directorate financial performance for 2016/17, based on actual expenditure and income to the end of May 2016 and expenditure and income projections for the remainder of the financial year.

Decision

- 1) To note that the Resources Directorate was currently projecting expenditure within the approved revenue budget for 2016/17.
- 2) To note the risks to the achievement of a balanced revenue budget projection.

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

14. Chief Executive – Revenue Monitoring 2016/17 – Month Three Position

Committee considered a report on the revenue budget performance for 2016/17 of services that reported directly to the Chief Executive.

Decision

To note that services reporting directly to the Chief Executive were currently projecting expenditure within the approved revenue budget for 2016/17.

(Reference – report by the Chief Executive, submitted)

15. Treasury Management: Annual Report 2015/16

An update report on Treasury Management activity in 2015/16 was provided.

Decision

- 1) To note the Annual Report on Treasury Management for 2015/16.
- 2) To refer the report to Council for approval and subsequent referral by Council to the Governance, Risk and Best Value Committee for their scrutiny.

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

16. Finance Policies – Assurance Statement

Committee considered a report that set out the main results of the review of policies falling within the remit of the Head of Finance.

Decision

To note that the Finance policies detailed in the report had been reviewed and were considered to remain current, relevant and fit for purpose.

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

17. Carbon Reduction Commitment (CRC) Annual Report

Details of the Council's carbon reduction commitment footprint for the financial year 2015/16 were provided.

Decision

- 1) To note the Council's carbon footprint for the financial year 2015/16.
- 2) To note the annual report was submitted to the Environmental Agency by the statutory deadline of the end of July.

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

18. Common Good Annual Performance 2015/16

Details were provided of the outturn position for the Common Good Fund and the performance of its cash investments for 2015/2016.

Decision

- 1) To note the report.
- 2) To delegate authority for spend on Common Good Planned Property Maintenance to the Acting Head of Property and Facilities Management as set out in the report.

(References – Finance and Resources Committee, 14 January 2016 (item 16); report by the Acting Executive Director of Resources, submitted)

19. ICT Services, Contract with CGI: Progress Update

An update was provided on the contractual and physical transition of ICT Services to CGI between April and July 2016 and an overview on how the relationship with CGI was developing.

Decision

- 1) To note the successful transition of ICT Services from BT to CGI on 1 April 2016, followed by the physical move of servers and network infrastructure over two weekends in April and June 2016 to the CGI data centres.
- 2) To note the introduction on 1 April 2016 of a new 24 hour/seven days per week ICT Service Desk.
- 3) To note that the rollout of the first phase of the CGI/Commsworld Wide Area Network successfully completed on 30 June 2016 providing up to 100 times greater bandwidth for schools and Council offices.
- 4) To note progress on ICT Transformation projects with certain projects such as Bulk Printing, Secure Cheque Printing and BACS Services already completed, with a further twelve projects underway.
- 5) To note that engagement had commenced in all community benefits areas and the programme was currently on track to meet all commitments including the creation of jobs and the inclusion of SME's.

- 6) To note that an assurance review of the ERP workstream by the Corporate Programme Office was planned over August 2016.

(References – Finance and Resources Committee, 17 March 2016 (item 11); report by the Chief Executive, submitted)

20. Contract and Waiver Management : Update

An update was provided on Contract and Waiver Management which had been developed by Commercial and Procurement Services (CPS) in consultation with all service areas.

Decision

- 1) To note that the onus was on each service area to undertake timely planning on requirements for new contracts, and waivers and extensions to existing contracts, working in partnership with CPS.
- 2) To note Appendix 1 of the report identified areas where further action by Services was required to ensure suitable contracts were put in place for continuity of provision and/or compliance with the Council's Contract Standing Orders.
- 3) To note the additional reporting to Executive Committees proposed as detailed at paragraph 3.8 of the report.
- 4) To note the continuing need to use the waiver process to allow for those exemptions that procurement law recognises, and to provide the flexibility required during this period of transformational change.
- 5) To note that Commercial and Procurement Services had a duty to report instances of non-compliance with the Contract Standing orders, and would continue to promote compliant routes to the market through stakeholder engagement.
- 6) To note that further updates would be incorporated into the quarterly delegated authority report to Committee.

(References – Finance and Resources Committee, 14 January 2016 (item 20); report by the Acting Executive Director of Resources, submitted)

21. Review of Terms of Reference and Delegated Functions – Property Sub-Committee and the Elected Member ICT and Digital Sounding Board

Approval was sought for the revisions of the Terms of Reference and Delegated functions of the Property Sub-Committee and the Elected Member ICT and Digital Sounding Board.

Decision

- 1) To approve the revised remit and reduced membership of the elected Member ICT and Digital Sounding Board.

- 2) To approve the revised membership of the Elected Member ICT and Digital Sounding Board, subject to inclusion of the following within the remit of the Board:
 - i) The direction of the ICT and digital developments.
 - ii) The success and importance of ICT and digital in achieving the Council's capital coalition commitments and strategic objectives.
 - iii) To review in one year.
- 3) To approve the revised remit of the Property Sub-Committee, subject to specific
- 4) Committee Services to investigate the political balance of the Property Sub-Committee and report back to elected members.

(Reference – report by the Chief Executive, submitted)

22. Provision of a Removal and Storage of Furniture Services Framework from 2016-2021

Details were provided of the result of the competitive tender process for the provision of a Removal and Storage of Furniture Services Framework.

Decision

- 1) To approve the appointment of a two lot multi-supplier Framework Agreement for furniture removals and storage for a period of up to five years.
- 2) To agree that the Living Wage Foundation Rate option should be adopted.

(Reference – report by the Head of Safer and Stronger Communities, submitted)

23. Former Tenants Rent Arrears 2015/16

Approval was sought to write off rent arrears from the Housing Revenue Account (HRA) for 229 former tenants with more than £1,000 in rent arrears due, in accordance with the principles of the Corporate Debt Policy. Provision was made for this within the HRA budget.

Decision

- 1) To approve the write-off of £661,096 rent arrears of 229 former Council tenants who had a balance of greater than £1,000 outstanding in 2015/16.
- 2) To note that the total number of former tenants' arrears cases written off had reduced by 7.8% from 794 in 2014/15 to 701 in 2015/16.
- 3) To note that debt written off, excluding where the debtor was deceased, would continue to be pursued by the Council.
- 4) To agree that an analysis would be provided of the impact of universal credit on rent arrears to members.

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

24. Property Repairs and Maintenance Contract Update

An update was provided on the current Repairs and Maintenance framework that was in place and the reasoning behind the timescales for the new procurement workstream.

Decision

- 1) To note the report and that the results of the internal audit would be reported to Governance, Risk and Best Value Committee.
- 2) To agree that the report discharged the remit requested by Committee in June 2016.
- 3) To agree that the internal audit report would be circulated to all elected members of the Council by Committee Services.

(References – Finance and Resources Committee, 9 June 2016 (item 17); report by the Executive Director of Place, submitted)

25. Contract Award under Urgency Procedure: Edinburgh Schools – School Transport

Committee considered a report that advised of the action taken to award temporary contracts to a number of transport operators for the provision of emergency school transport to alternative premises under urgency powers.

Decision

- 1) To note the action taken to award temporary contracts for the provision of emergency school transport for children as a result of the closure of the affected PPP1 schools under the urgency procedure paragraph 4.1 of the Committee Terms of Reference and Delegated Functions.
- 2) To agree that the Executive Director of Resources would investigate why local bus companies were not recruited.
- 3) To agree that a report would be brought back to Committee with details of all costs required to be recovered in relation to schools.

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

26. Property Conservation – Programme Momentum Progress Report and Edinburgh Shared Repairs Service Update

An update was provided on the progress for Programme Momentum and the Edinburgh Shared Repairs Service.

Decision

- 1) To note the management information dashboard reports in Appendix 1 to the report.
- 2) To note the progress of debt recovery work.
- 3) To note the progress of the settlement process.

4) To note the update on the implementation of ESRS.

(References – Finance and Resources Committee, (9 June 2016 (item 27); report by the Acting Executive Director of Resources, submitted)

27. Edinburgh Shared Repairs Service – Evaluation of the Pilot

An evaluation of the pilot of the Edinburgh Shared Repairs Service was provided.

Decision

- 1) To note the evaluation of the Edinburgh Shared Repairs Service (ESRS) pilot which took place between September 2015 and April 2016.
- 2) To note the inherent risks in the provision of an enforcement service in Edinburgh.
- 3) To note the ongoing subsidy requirement for the ESRS as presently established.
- 4) To note the Risk Analysis in Appendix 1 of the report.
- 5) To agree that a detailed list of how the legislation related to Property Conservation could be improved would be produced and fed back to the Scottish Government.
- 6) To agree that issues related to Property Conservation legislation would be considered at a future meeting of the Property Sub-Committee.

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

28. Summary Report on Property Transactions Concluded Under Delegated Authority

Details were provided of all lease agreements, etc. concluded in terms of the Council's Scheme of Delegation to Officers within the last quarter.

Decision

To note the 46 transactions detailed in the attached Appendix to the report which had been concluded in terms of the Council's 'Scheme of Delegation to Officers'.

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

29. Proposed Lease Restructure of Tourist Information Centre at Waverley Mall, Edinburgh

Details were provided of a lease restructure between the Council, Ritchie Investments Lux S.a.r.l. (RILS) and VisitScotland.

Decision

To approve a lease restructure between the Council, RILS and VisitScotland Limited on the terms outlined in the report, and on the other terms and conditions to be agreed by the Acting Executive Director of Resources.

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

30. Proposed Sale of Former Public Convenience at 199 St John's Road, Edinburgh

Committee considered a report that sought approval for the disposal of a former public convenience at 199 St John's Road to Lanark Road Property Ltd.

Decision

To approve the disposal of the former public convenience at 199 St John's Road, to Lanark Road Property Ltd, on the terms set out in the report and on such other terms and conditions to be agreed by the Acting Executive Director of Resources.

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

31. Proposed 10 Year Lease at 86/88 Niddrie Mains Road, Edinburgh

Approval was sought for a new 10 year lease to Co-operative Funeral Services Limited of the former east neighbourhood office at 86/88 Niddrie Mains Rod, Edinburgh on the terms outlined in the report and on other terms and conditions to be agreed by the Acting Executive Director of Resources.

Decision

To continue the report to the November Finance and Resources Committee (or to bring back the report sooner, if possible) to allow community groups to be consulted on options for the lease of 86-88 Niddrie Mains Road and for the development of a business case for a possible CCTV community hub.

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

32. Proposed 15 Year Lease at Unit 1, 72/78 Niddrie Mains Road, Edinburgh

Approval was sought for a new 15 year lease to Mrs Raheela Mohammed of the retail premises at Unit 1, 72/78 Niddrie Mains Road, Edinburgh.

Decision

To approve a new 15 year lease to Mrs Raheela Mohammed of the retail premises at Unit 1, 72/78 Niddrie Mains Road, Edinburgh on the terms outlined in the report and on other terms and conditions to be agreed by the Acting Executive Director of Resources.

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

33. Proposed 10 Year Lease at 69B Braid Road, Edinburgh

Committee considered a report which sought approval for a 10 year lease extension to Michael Mansell of the former lodge house at Hermitage Braid, 69B Braid Road, Edinburgh on the terms outlined in the report.

Decision

To approve a 10 year lease extension to Michael Mansell of the former lodge house at Hermitage Braid, 69B Braid Road, Edinburgh, on the terms outlined in the report and

on other terms and conditions to be agreed by the Acting Executive Director of Resources.

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

34. Proposed Sale of Site at Ardmillan Terrace, Edinburgh

Details were provided of the joint undertaking by the Council and the NHS for the disposal of Springwell House.

Approval was sought to dispose of the Breast Screening Clinic to NHSL on the main terms set out in the report.

Decision

To continue the report to allow discussion between the Chief Executive of the Council and the Chief Executive of the NHS to resolve outstanding issues.

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

35. Proposed Lease Extension at 125 Lauriston Place, Edinburgh

Approval was sought for a 15 year lease extension to Edinburgh Trading Limited for the retail unit at 125 Lauriston Place, Edinburgh.

Decision

To approve a 15 year lease extension to Edinburgh Trading Limited of retail premises at 125 Lauriston Place, Edinburgh on the terms outlined in the report and on other terms and conditions to be agreed by the Acting Executive Director of Resources.

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

36. Propose New Lease to Pulsant (South Gyle) Ltd at Units 1 & 2 The Clocktower, Flassches Yard, South Gyle Industrial Estate, Edinburgh

Approval was sought for a fresh lease of Units 1 and 2 The Clocktower, to Pulsant (South Gyle) Ltd on the provisional agreed terms detailed in the report.

Decision

To approve the grant of a new lease to Pulsant (South Gyle) Ltd of Units 1 and 2, The Clocktower, on the terms outlined in the report and on other terms and conditions to be agreed by the Acting Executive Director of Resources.

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

37. Proposed Ground Lease at Port Edgar

Committee considered a report which sought approval for an 84 year ground lease to the Marine Society and Sea Cadets on the terms set out in the report.

Decision

To approve the lease of land, extending to 0.295 ha (0.73 acre) or thereby, to the Marine Society and Sea Cadets in accordance with the terms set out in the report and

on such other terms and conditions to be agreed by the Acting Executive Director of Resources.

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