

# Finance and Resources Committee

10am, Thursday, 3 November 2016

## Committee Decisions – July 2015 - July 2016

Item number	7.18
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 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 period from July 2015 to July 2016.

### Links

---

[Coalition Pledges](#)

[Council Priorities](#)

[Single Outcome Agreement](#)

## Committee Decisions – July 2015 – July 2016

### 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 the next summary report would be presented to Committee in March 2017.

### 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.
- 2.3 A report to this effect was submitted to the Finance and Resources Committee on 29 October 2015 outlining the status of actions for the initial November 2014 to June 2015 period. At this period there were no concerns reported to Committee and all recorded actions have since been completed.

### 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. This ensures that 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**

- 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 period July 2015 to July 2016, including status, is detailed in the appendix to this report.
- 3.9 At the Finance and Resources Committee there have been 200 decisions made which were recorded through the committee decisions spreadsheet.
- 3.10 All 10 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](#)

## Kirsty-Louise Campbell

Interim Head of Strategy and Insight

Veronica MacMillan, Committee Clerk

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

## 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 - 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>
27/08/15	38	2	36
24/09/15	25	2	23
29/10/15	18	6	12
26/11/15	18	0	18
14/12/15	1	0	1
14/01/16	11	0	11
02/02/16	32	0	32
17/03/16	27	0	27
12/05/16	6	0	6
09/06/16	24	0	24
<b>Total</b>	<b>200</b>	<b>10</b>	<b>190</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	16	0	16
City Strategy and Economy	3	0	3
Communities and Families	17	0	17
Health & Social Care	15	0	15
Resources	75	2	73
Place	74	8	66

**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	27/08/2015	Corporate Governance	CEC Transformation Programme: Progress Update	To approve the revised governance arrangements as set out in paragraph 3.18 and that future bi-monthly reporting would be through the Finance and Resources Committee.	Closed	ongoing reports bimonthly from October 2015
2	27/08/2015	Corporate Governance	Capital Monitoring 2014/15 - Outturn and Receipts	To approve the revised Capital Programme for 2015-2020.	Closed	
3	27/08/2015	Corporate Governance	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	
4	27/08/2015	Corporate Governance	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
5	27/08/2015	Corporate Governance	Review of Whistleblowing Arrangements	1) To agree the action plan outlined in Appendix 2 of the report subject to the deletion of recommendation 5 in the Whistleblowing Review Action Plan.	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
6	27/08/2015	Corporate Governance		2) To approve the extension of the pilot contract arrangements with the current external provider until 11 May 2016.	Closed	
7	27/08/2015	Corporate Governance		3) To agree to retain the independence of the external provider in terms of how investigations would be carried out, contrary to paragraph 3.3 of the report.	Closed	
8	27/08/2015	Corporate Governance	Specialist Marketing and PR for Assembly Rooms and Church Hill Theatre - Award of Contract	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.	Closed	
9	27/08/2015	Corporate		2) To request that business cases were	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
		Governance		clearer in future reports.		
10	27/08/2015	Services for Communities	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	Housing & Regeneration
11	27/08/2015	Services for Communities	Contract Award for Homeless Prevention - Domestic Abuse Services	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.	Closed	Housing & Regeneration
12	27/08/2015	Services for		2) To approve the award of four	Closed	



Item no.	Date	Directorate	Item	Decision	Status	Comments
		Communities		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.		
<b>13</b>	27/08/2015	Services for Communities	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 outstanding in 2014/15.	Closed	Housing & Regeneration
<b>14</b>	27/08/2015	Services for Communities	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	Closed	Housing & Regeneration

Item no.	Date	Directorate	Item	Decision	Status	Comments
				2016, to provide housing support to identified individuals, to a total value of £686,442.		
15	27/08/2015	Services for Communities	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	Housing & Regeneration
16	27/08/2015	Services for Communities	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.	Open	An update will be presented to Committee in January 2017.
17	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.	Closed	
18	27/08/2015	Services for Communities	Approval for Appointment of Workplace Travel Planning Consultant for Smarter Choices, Smarter Places	To approve award of the workplace travel planning contract to Grontmij Limited for a value of £122,532.	Closed	Transport

Item no.	Date	Directorate	Item	Decision	Status	Comments
19	27/08/2015	Services for Communities	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	Transport
20	27/08/2015	Services for Communities	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
21	27/08/2015	Services for Communities	Approval to Grant a Licence to Edinburgh Community	To approve the grant of a 21 year licence to Edinburgh Community Solar Co-	Closed	Corporate Property

Item no.	Date	Directorate	Item	Decision	Status	Comments
			Solar Co-operative to Install Solar PV Panels on Council Owned Buildings	operative for the installation of Solar PV Panels on Council owned buildings.		
22	27/08/2015	Economic Development	Edinburgh Technology Transfer Centre Limited	1) To agree to renounce the Council's shareholding in Edinburgh Technology Transfer Centre Limited.	Closed	
23	27/08/2015	Economic Development		2) To approve the termination of the lease of the 3rd and 4th Floors of the Alrick Building to Edinburgh Technology Transfer Centre.	Closed	
24	27/08/2015	Economic Development		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.	Closed	
25	27/08/2015	Services for Communities	Sale of Housing Revenue Account Land - 16 Cleric's Hill, Gateside, Kirkliston	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.	Closed	Housing & Regeneration

Item no.	Date	Directorate	Item	Decision	Status	Comments
26	27/08/2015	Services for Communities		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.	Closed	
27	27/08/2015	Services for Communities	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.	Closed	Corporate Property
28	27/08/2015	Services for Communities	Proposed 25 year lease of the Engine Shed, 19 St Leonard's Lane, Edinburgh	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.	Closed	Corporate Property
29	27/08/2015	Services for Communities	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	Closed	Corporate Property

Item no.	Date	Directorate	Item	Decision	Status	Comments
				outlined in the report, and on other terms and conditions to be agreed by the Director of Services for Communities.		
30	27/08/2015	Services for Communities	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.	Closed	Corporate Property
31	27/08/2015	Services for Communities	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.	Closed	Corporate Property
32	27/08/2015	Services for Communities	Grant of Servitude - Gogar Gateway Interchange Station - Gas Main Diversion	To approve the grant of servitude to Scottish Gas Networks on the terms outlined in the report and on such other terms and conditions to be agreed by the Director of Services for	Closed	Corporate Property

Item no.	Date	Directorate	Item	Decision	Status	Comments
				Communities.		
33	27/08/2105	Corporate Governance	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.	Closed	
34	27/08/2015	Services for Communities	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.	Closed - approved	Corporate Property
35	27/08/2015	Services for Communities	Homelessness Prevention: Risk Management	1) To agree that Cost Group A was offset against the under-provision from the Streetwork Services Contract to a value of £109,346.	Closed	Housing & Regeneration
36	27/08/15	Services for Communities		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.	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
37	27/08/15	Services for Communities		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 recovered through 'in-kind' service provision.	Open	Proposals are now being considered
38	27/08/15	Services for Communities		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.	Closed	
39	24/09/2015	Services for Communities	Bridgend Farmhouse and Steadings: Disposal Update	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.	Open	BIG are waiting on sign off from the Lottery to complete the purchase.
40	24/09/2015	Services for Communities		2) To instruct the Acting Director of Services for Communities, in order to protect the Council's financial	Closed	



Item no.	Date	Directorate	Item	Decision	Status	Comments
				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.		
41	24/09/2015	Services for Communities		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.	Closed	
42	24/09/2015	Corporate Governance	Transformation Programme: Property and Asset Management Strategy	1) To speed up consolidation of property related budgets and associated resources into Corporate Property in line with the assumptions underpinning the business case and to strengthen the property management control function by no later than 31 December 2015.	Closed	All actions are either complete or underway being reported every two cycles to the F+R Committee.
43	24/09/2015	Corporate Governance		2) To continue to incorporate changes to the financial baseline through the	Closed	All actions are either complete or underway

Item no.	Date	Directorate	Item	Decision	Status	Comments
				change control process and to re-profile the current revenue savings from iPFM to the new Asset Management Strategy (AMS).		being reported every two cycles to the F+R Committee.
44	24/09/2015	Corporate Governance		3) To proceed with the planned investment strategy outlined in Section 4 of the business case, including consolidation of the investment portfolio and reinvesting the sale proceeds into the acquisition of income generating assets.	Closed	All actions are either complete or underway being reported every two cycles to the F+R Committee.
45	24/09/2015	Corporate Governance		4) To recognise the requirement to remediate the revenue backlog maintenance. The prioritisation of addressing the backlog should be based on a proper risk assessment, which could result in a requirement for additional capital expenditure in maintenance projects.	Closed	All actions are either complete or underway being reported every two cycles to the F+R Committee.
46	24/09/2015	Corporate Governance		5) To develop a revised Service Level Agreement (SLA) for FM services with	Closed	All actions are either complete or underway

Item no.	Date	Directorate	Item	Decision	Status	Comments
				estate users that reflected the proposed service delivery model.		being reported every two cycles to the F+R Committee.
47	24/09/2015	Corporate Governance		6) To proceed with all the Estate Rationalisation opportunities outlined in Section 3 of the business case through engagement with users of the estate and allocate resources to develop detailed implementation plans for these opportunities.	Closed	All actions are either complete or underway being reported every two cycles to the F+R Committee.
48	24/09/2015	Corporate Governance		7) To allocate resources to reassess the core portfolio of operational assets (including libraries, museums and community centres) to ensure stakeholder engagement and exit planning where appropriate.	Closed	All actions are either complete or underway being reported every two cycles to the F+R Committee.
49	24/09/2015	Corporate Governance		8) To immediately review the current arrangement of transferring assets to EDI as the preferred option. 10) To approve the alternative proposal	Closed	All actions are either complete or underway being reported every two cycles

Item no.	Date	Directorate	Item	Decision	Status	Comments
				for delivery of facilities management (Plan B).		to the F+R Committee.
50	24/09/2015	Corporate Governance	The City of Edinburgh Council Charitable Trusts - Report to Those Charged with Governance on the 2014/15 Audit	To approve the Annual Report and Accounts for 2014/15 by 30 September 2015.	Closed	
51	24/09/2015	Corporate Governance	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	
52	24/09/2015	Corporate Governance	Miscellaneous Debts - Write-Off (B agenda)	To agree the write-off of miscellaneous debt of £122,395.08	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
53	24/09/2015	Services for Communities	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.	Closed	
54	24/09/2015	Services for Communities	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.	Closed	
55	24/09/2015	Services for Communities		2) To approve the award of Lot 2 Building and Surveying Services to Faithful and Gould, Hardies and Summers Inman at an estimated contract value of £1,000,000 per annum.	Closed	
56	24/09/2015	Services for Communities		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.	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
57	24/09/2015	Services for Communities		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.	Closed	
58	24/09/2015	Services for Communities		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.	Closed	
59	24/09/2015	Services for Communities		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.	Closed	
60	24/09/2015	Services for Communities		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.	Closed	
61	24/09/2015	Services for		8)To approve the award of Lot 8 Interior	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
		Communities		Design, Space Planning and Move 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.		
62	24/09/2015	Services for Communities		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.	Closed	
63	24/09/2015	Corporate Governance	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.	ongoing	The Commercial & Procurement Services are progressing this with a view to adopt a policy statement in all future tender documentation

Item no.	Date	Directorate	Item	Decision	Status	Comments
						regarding the Council's position on use of zero hours contracts
64	29.10.15	Corporate Governance	Managing Workforce Change	1) To approve a revision of interim VERA terms to better incentivise early voluntary release and adjusts Appendix 1, paragraph 1.1, 2nd bullet point to read: "the number of weeks' pay will be multiplied by a factor of 2.7", and Appendix 1, paragraph 1.2, 2nd bullet point to read: "The number of weeks' pay will be multiplied by a factor of 1.7"..	Closed	
65	29.10.15	Corporate Governance		2) To approve the revised voluntary severance and redundancy terms to minimise the need to use compulsory redundancy and now adjusts Appendix 2, paragraph 2.1, 3rd bullet point, to read: "The number of weeks' pay will be multiplied by a factor of 2.7", and Appendix 2, paragraph 2.2, 3rd bullet	Closed	



Item no.	Date	Directorate	Item	Decision	Status	Comments
				point to read: The number of weeks' pay will be multiplied by a factor of 1.7"		
66	29.10.15	Corporate Governance		3) To agree to formally determine the extent to which compulsory redundancies would be implemented - following the vigorous promotion of the recommendations at 1.3 (as adjusted) above when the formal service review was completed and the staff reduction target was not meet or no other financial mechanism for balancing the budget was found.	Ongoing	
67	29.10.15	Services for Communities	Local Development Plan Action Programme: Financial Assessment and Next Steps	1) To approve the conclusions of the LDP Action Programme Financial Assessment detailed in Appendix 2 of the report.	Open	report expected to be considered by F+R Cttee on 1 Dec 2016
68	29.10.15	Services for Communities		2) To agree that updates would be provided as these became available and that consideration would be given to any funding pressure that arose from the LDP infrastructure requirements as part	Open	report expected to be considered by F+R Cttee on 1 Dec 2016

Item no.	Date	Directorate	Item	Decision	Status	Comments
				of the on-going budget process.		
69	29.10.15	Services for Communities		3) To agree the possible funding solutions that might be considered to deliver the infrastructure identified with the Action Programme.	Open	report expected to be considered by F+R Cttee on 1 Dec 2016
70	29.10.15	Services for Communities		4) To agree that the Council would engage with the Scottish Government in moving forward with alternative funding sources.	Open	report expected to be considered by F+R Cttee on 1 Dec 2016
71	29.10.15	Services for Communities		5) To agree the next steps.	Open	report expected to be considered by F+R Cttee on 1 Dec 2016
72	29.10.15	Corporate Governance	Council Tax Empty Properties - Procedure Review	1) To approve the proposal to reduce the discount applied to empty properties that were actively being marketed for sale or let from 50% to 10% with the 200% charge still being applied after 24 months. This would be introduced from	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
				1 April 2016.		
73	29.10.15	Corporate Governance		2) To approve the ring fencing of £75,000 from the additional Council Tax collected to support the Council Tax administration process.	Closed	
74	29.10.15	Corporate Governance	Civic Hospitality Policy	To approve the Civic Hospitality Policy set out in Appendix 1 of the report.	Closed	
75	29.10.15	Health and Social Care	Re-tender of Care at Home Contracts	To agree a further extension of Care at Home contracts with providers listed in Appendix 1 of the report from 30th October 2015 for a period of up to 1 year, pending completion of a procurement process designed to lead to the award of new Care at Home contracts during 2016.	Closed	
76	29.10.15	Services for Communities	Extension of Contingency Framework Agreement for Snow and Ice Maintenance	To approve an extension to the contingency Framework Agreement with Assist Managed Services Limited, Premier One (Land Services) Limited, Lightways (Contractors) Limited and	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
				M&M Road Surfacing Limited for the clearance of snow and ice from Edinburgh's pavements and public open spaces to 30 April 2016, up to a value of £900,000.		
77	29.10.15	Communities and Families	Youth Work Services Design	To agree the award of extensions of contracts for up to 8 providers based on the negotiated specifications that reflected a renewed focus on open youth work provision.	Closed	
78	29.10.15	Communities and Families	Framework Agreement for Fostering Placements	To approve the appointment of the following providers for two years, with the option to extend up to one or two years: Lot 1 - Core Placements - Core Assets Fostering and Fostering Relations Lot 2 - Specialist Placements: Aberlour Childcare, Action for Children, Barnardos, Core Assets Fostering, Fostering Relations, FosterPlus Limited, SWIIS Foster Care Scotland Ltd, The National Fostering Agency (Scotland)	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
				Ltd.		
<b>79</b>	29.10.15	Services for Communities	Proposed Lease Extension at 96 Niddrie Mains Road, Edinburgh	To approve the 10 year lease extension to Macan Limited, of retail premises at 96 Niddrie Mains Road, Edinburgh, on the terms and conditions outlined in the report and on other terms and conditions to be agreed by the Director of Services for Communities.	Closed	
<b>80</b>	29.10.15	Corporate Governance	Property Conservation - Irrecoverable Sums; Debt Recovery and Settlements Process (B agenda)	To approve the recommended approach detailed in Appendix 3 of the report to be adopted in the billing of projects carried out by the new shared repairs service and in the case of any projects involving a change in the number of properties where bills had not yet been issued.	Closed	
<b>81</b>	29.10.15	Services for Communities	Water of Leith Flood Prevention Scheme Phase 2 Project Update and Award of Contract (B agenda)	To approve the award of the contract for the design and build of Phase 2 scheme to McLaughlin and Harvey for the contract sum of £14,031,023.	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
82	26.11.15	Chief Officer – Edinburgh Health and Social Care Partnership	Health and Social Care Integration Update	To refer the report to Governance, Risk and Best Value Committee.	Closed	
83	26.11.15	Chief Social Work Officer	Edinburgh Alcohol and Drug Partnership (EADP) Counselling and Psychological Therapies Service Contract	To approve the award of a three year contract to a consortium led by the Edinburgh and Lothian Council on Alcohol (ELCA) for provision of a Counselling and Psychological Therapies Service, with the option to extend the contract for up to a further twenty four months.	Closed	
84	26.11.15	Health and Social Care	Extension of Mental Health and Wellbeing Preventative Services Contract	To agree the extension of the contracts listed at Appendix 1 of the report for a period of up to one year from 1 April 2016.	Closed	
85	26.11.15	Services for Communities	Framework Agreement for Multi-Trade Contractor for Council Properties – Award	To approve the award of the Framework Agreement for Multi-Trade Contractors for Council Properties to Saltire Roofing & Building Ltd, Clark Contracts Ltd and	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
			of Contract	Firstcall Trade Services Ltd for the period 11 January 2016 to 10 January 2020 (including an optional 1 year extension), for the contract sum of £2.5million.		
86	26.11.15	Corporate Governance	Legal Services Framework Agreement - Award of Contract	1) To approve the award of Lot 1 (Commercial) to Brodies LLP, Harper Macleod LLP, MacRoberts LLP, Morton Fraser LLP and Shepherd & Wedderburn LLP.	Closed	
87	26.11.15	Corporate Governance		2) To approve the award of Lot 2 (Property & Planning) to Anderson Strathern LLP, Brodies LLP, Burness Paul LLP and Morton Fraser LLP.	Closed	
88	26.11.15	Corporate Governance		3) To approve the award of Lot 3 (Litigation) to Morton Fraser LLP, Anderson Strathern LLP and TC Young Solicitors.	Closed	
89	26.11.15	Corporate Governance		4) To approve the award of Lot 4 (Employment) to Simpson & Marwick trading as Clyde & Co, Harper Macleod LLP, Morton Fraser LLP, Anderson	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
				Strathern LLP, MacRoberts LLP and BTO Solicitors.		
90	26.11.15	Corporate Governance		5) To approve the award of Lot 5 (Major Projects) to CMS Cameron McKenna LLP, Shepherd & Wedderburn LLP and Pinsent Masons LLP.	Closed	
91	26.11.15	Corporate Governance	Review of the Implementation of the Homelessness Prevention Commissioning Plan and Extension of Contracts	To approve the extension of 22 contracts, with a maximum value of £5,134,767, until 31 March 2017.	Closed	
92	26.11.15	Services for Communities	Energy Advice and Support for Housing Services – Referral from the Health, Social Care and Housing Committee	To waive the Council's Contract Standing Orders to extend the Service Level Agreement (SLA) by two years, with an option to extend for a further year.	Closed	
93	26.11.15	Services for Communities	Adoption of Scottish Procurement Fixed Term Water and Waste Water Services Framework	To delegate authority to the Acting Director of Services for Communities to adopt and implement the Water and Waste Services Contract, procured on behalf of the Scottish public sector, by	Closed	



Item no.	Date	Directorate	Item	Decision	Status	Comments
				the Scottish Government for an initial period of 3 years with the option to extend for an additional year.		
94	26.11.15	Services for Communities	Community Transport – Interim Funding Arrangements	To approve the continuation of funding for a further 12 months from 1 April 2016, as an interim arrangement, with Lothian Community Transport Service, South Edinburgh Amenities Group, HCL, Pilton Equalities Partnership, Dove Transport and Lothian Shopmobility.	Closed	
95	26.11.15	Communities and Families	Award of Contract for Additional Support for Childcare Providers	To approve the award of contract to Capability Scotland to continue delivery of Edinburgh Childcare 4 All (EC4All) for a one year period to 31 March 2017.	Closed	
96	26.11.15	Health and Social Care	Re-tender of Care at Home Contracts	1) To approve the commissioning, procurement, pricing and budget strategy outlined in the report for a new Care at Home Framework Agreement with third party providers	Closed	
97	26.11.15	Health and		2) To approve the publication of the contract rate cost model on the	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
		Social Care		Council's website		
98	26.11.15	Health and Social Care		3) To refer this report to Health, Social Care and Housing Committee for information	Closed	
99	26.11.15	Corporate Governance	Voluntary Early Release Arrangement (VERA) Application – Corporate Operations	To confirm that pensions may be accessed from 50 years of age.	Closed	
100	14/12/2015	Chief Social Work Officer	Edinburgh Alcohol and Drug Partnership (EADP) Adult Community Treatment Services - Contract	To approve the award of three year contracts to the Lifeline Project and Turning Point Scotland for provision of Adult Community Treatment Services, with the option to extend the contracts for up to a further 24 months.	Closed	
101	14.01.16	Acting Executive Director of Resources	Capital Investment Programme/Plan 2016/17 to 2023/24	To instruct the Council Leadership Team (CLT) to put in place measures to ensure that capital projects considered undertook an Equality and Rights Impact Assessment (ERIA) (using the Council ERIA template and related guidance) and	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
				used the Sustainability, Adaptation, Mitigation tool iteratively in all project initiation, development and management processes.		
<b>102</b>	14.01.16	Executive Director of Place	Housing Revenue Account - Budget Strategy 2016/17	To prioritise investment in measures and services that reduced the cost of living for tenants and expanded the Council led house building programme to 8,000.	Closed	
<b>103</b>	14.01.16	Acting Executive Director of Resources	Common Good Planned Maintenance Programme and Common Good Reporting	To approve the use of the Common Good Fund for the activities planned for the Common Good Maintenance programme outlined in the report.	Closed	
<b>104</b>	14.01.16	Chief Executive	Transformation Programme: Progress Update	To approve the revised programme plan attached at Appendix 1 of the report, which set out the proposed phasing of organisational reviews over the coming months.	Closed	
<b>105</b>	14.01.16	Acting Executive Director of Resources	Living Wage and Workforce Related Matters in Procurement Update	To approve the proposed approach to adopting the Scottish Government's Statutory Guidance on Fair Work Practices including the Living Wage in	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
				Procurement as standard in future tender evaluations.		
106	14.01.16	Chief Executive	ICT Governance	To approve the interim and future governance arrangements for ICT.	Closed	
107	14.01.16	Chief Officer - Edinburgh Health and Social Care Partnership	Award the Extension of Existing Employability Contracts	1) To agree to waive the contract standing orders in respect of employability contracts, commissioned by Edinburgh's criminal justice services and the Edinburgh Drug and Alcohol Partnership.	Closed	
108	14.01.16	Chief Officer - Edinburgh Health and Social Care Partnership		2) To approve the award of contract to Forth Sector for the period 1 April 2016 to 31 March 2017 at the value of £66,000.	Closed	
109	14.01.16	Chief Officer - Edinburgh Health and Social Care Partnership		3) To approve the extension of contract to Access to Industry for a period of one year to 31 March 2017 with the extension value of £104,000.	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
110	14.01.16	Acting Executive Director of Resources	Council Contracts Planning Update - Review of Waivers over 100,000	To discharge the remit of 30 July 2014 report on 'Clothing Voucher Scheme' which requested that a report was brought to the next meeting of the Finance and Resources Committee that detailed the management process for dealing with contracts.	Closed	
111	14.01.16	Acting Executive Director of Resources	Award of Contract for Consultancy in relation to the Transition to the new ICT Provider	To approve the award of a contract to Progress Business Solutions Ltd (PBS) from 14 January 2016 to 30 June 2016 to provide technical and commercial advice to assist with the transition of the Council's ICT services to the new partner, CGI.	Closed	
112	02/02/2016	Resources	Building Capacity for Transformation Leadership	To approve the Waiver of Contract Standing Orders to appoint Steve Radcliffe Associates for the next phase of the work to build the organisation's capacity for transformation leadership to ensure a successful City of Edinburgh Council Transformation.	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
113	02/02/2016	Resources	Annual Treasury Strategy 2016/17	To approve the Treasury Management Strategy for 2016/17.	Closed	
114	02/02/2016	Chief Officer, Edinburgh Health and Social Care Partnership	Award, Extension and Transfer of Health and Social Care Contracts	1) To approve the direct award of contracts to the providers for total contract values and period listed in Appendix 1 of the report.	Closed	
115	02/02/2016	Chief Officer, Edinburgh Health and Social Care Partnership		2) To approve the extension of contracts with the providers for the annual values and periods listed in Appendix 2 of the report.	Closed	
116	02/02/2016	Chief Officer, Edinburgh Health and Social Care Partnership		3) To approve the budgets for contracts with the providers listed in Appendix 3 of the report and that they should be allocated to the Health Social Care and Housing Committee's grants portfolio from 1 April 2016 and the future funding of related services should be the subject of grant application to that Committee.	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
117	02/02/2016	Chief Executive/ Head of Service, Safer and Stronger Communities	Review of Implementation of the Homelessness Prevention Commissioning Plan and Extension of Contracts	1) To approve the extension of the Advice and Support Pilot for a further nine months to 31 December 2016.	Closed	
118	02/02/2016	Chief Executive/ Head of Service, Safer and Stronger Communities		2) To agree to the extension of six contracts for a maximum of a further nine months to 31 December 2016, with a break clause, to allow further testing of the approach, co-production of specification and time for the procurement of new services.	Closed	
119	02/02/2016	Chief Executive/ Head of Service, Safer and Stronger Communities		3) To approve the extension of the contracts (spot purchase arrangements) with four providers for services to named individuals for a further nine months to 31 December 2016.	Closed	
120	02/02/2016	Chief Executive/ Head of Service, Safer and Stronger		4) To approve the extension of the contract for Rowan Alba's Thorntree Street Service for a further year to 31 March 2017.	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
		Communities				
121	02/02/2016	Chief Executive/ Head of Service, Safer and Stronger Communities		5) To authorise the Contract Standing Orders to be waived, deemed to be in the Council's best interests to ensure continuity of support services.	Closed	
122	02/02/2016	Chief Executive/ Head of Service, Safer and Stronger Communities	Award of Contract - Furnishing and Furniture	To approve the appointment of CF Services to supply the installation of furniture, white goods and soft furnishings to a range of accommodation managed by the Council including temporary accommodation. The contract would also supply core furnished tenancy packages to Council tenants.	Closed	
123	02/02/2016	Communities and Families	Support for Families where Children and Young People are Affected by Parental Substance Use - Award of Contract	To approve the appointment of Circle (lead organisation) in partnership with CrossReach/Sunflower Garden for 3 years with the option to extend for a maximum of two years to deliver a single coherent service focussed on minimising	Closed	



Item no.	Date	Directorate	Item	Decision	Status	Comments
				harm and mitigating risks to children and young people by reducing the impact of parental substance use.		
<b>124</b>	02/02/2016	Communities and Families	Extension of Short Residential Breaks at Barnardo's Caern Contract	To approve the extension of the 'Short Residential Breaks at Caern' Contract for a total value not exceeding £650,000 to Barnardo's for ongoing provision for short breaks for the two year period from 1 April 2016 to 31 March 2018.	Closed	
<b>125</b>	02/02/2016	Place	21st Century Homes Small Sites Programme Delivery	1) To approve a project order with Willmott Dixon Construction Limited for the development of seven sites for affordable housing using the Scape framework.	Closed	
<b>126</b>	02/02/2016	Place		2) To approve a project budget of up to £29.7 million for the small sites programme.	Closed	
<b>127</b>	02/02/2016	Place		3) To designate the Executive Director of Place to enter into Delivery Agreements for sites through Scape on conditions that total costs for the programme did	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
				not exceed the project budget.		
<b>128</b>	02/02/2016	Place		4)To agree to apply for Scottish Government grant funding to support the delivery of around 165 homes for social rent across the sites.	Closed	
<b>129</b>	02/02/2016	Place	Redevelopment at Coatfield Lane	To approve the purchase of five properties and to end leases for 25 Council owned garages at 17 Coatfield Lane.	Closed	
<b>130</b>	02/02/2016	Resources	Review of Council Depots Estate - Investment Strategy	1) To approve the first phase of the construction of a new depot facility at Seafield to accommodate Waste Collection and Task Force Services in the east of the City at a capital cost of £5.8 million.	Closed	
<b>131</b>	02/02/2016	Resources		2) To approve the commencement of design work for the remaining facilities.	Closed	
<b>132</b>	02/02/2016	Resources	Temporary Lease at 31 Bath Road - Waste Management	To approve a seven month lease of premises at 31 Bath Road, Leith,	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
			Services	Edinburgh from 1 April 2016 as outlined in the report and on other terms and conditions to be agreed by the Executive Director of Resources.		
133	02/02/2016	Place	Approval for the Appointment of Consultants to Design Cycling and Walking Schemes	To approve the award of Cycle design Schemes Work Package to AECOM for a value of £317,357.	Closed	
134	02/02/2016	Place	Taxicard Services	To approve the appointment of Central Radio Taxis (Tollcross) Ltd ("Central") to supply Taxicard Services for the City of Edinburgh Council commencing on 1 April 2016 for a period of two years with an optional extension of up to a further two periods of 12 months each, undertaken at the sole discretion of the Council.	Closed	
135	02/02/2016	Resources	Lease, 63 Niddrie Mains Terrace - Amended Area of Let	1) To approve the proposed amendment to the area of let, on the terms outlined in the report, and on other terms and conditions to be agreed by the Acting	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
				Executive Director of Resources.		
136	02/02/2016	Resources		2) To instruct officers to assist to expedite the refurbishment of the building by Caring in Craigmillar at 63 Niddrie Mains Terrace and secure temporary accommodation for the East Edinburgh Muslim Forum and to work with the group to secure a lease on the property at 63 Niddrie Mains Terrace as quickly as possible.	Closed	
137	02/02/2016	Resources	Extension to Scottish Procurement Postal Services Framework	To approve the contact extension of Whistl under the Scottish Procurement Framework for postal services until September 2016 for an estimated amount of £430,000. Scottish Procurement had extended the current framework to allow the procurement process to be completed.	Closed	
138	02/02/2016	Resources	Sale of Cammo Home Farm, 37 Cammo Road, Edinburgh	To approve the sale of Cammo Home Farm, 37 Cammo Road, Edinburgh to Michael and Emily Shimwell on the main	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
				terms outlined in the report and on other terms and conditions to be agreed by the Acting Executive Director of Resources.		
<b>139</b>	02/02/2016	Resources	Proposed New Lease at 297 Canongate, Edinburgh	To approve a new 15 year lease to Mrs Mari Cagritekin of retail premises at 297 Canongate, Edinburgh on the terms outlined in the report and on other terms and conditions to be agreed by the Acting Executive Director of Resources.	Closed	
<b>140</b>	02/02/2016	Resources	Proposed New Lease at 299 Canongate, Edinburgh	To approve a new 10 year lease to Michael Thomas Cassidy of retail premises at 299 Canongate, Edinburgh, on the terms outlined in the report and on other terms and conditions to be agreed by the Acting Executive Director of Resources.	Closed	
<b>141</b>	02/02/2016	Resources	Riddles Court and 4-6 Victoria Terrace	To approve the placing of a conservation burden on the Council's Title at Riddles Court and 4-6 Victoria Terrace in favour	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
				of Scottish Ministers on the terms outlined in the report and on the other terms and conditions to be agreed by the Acting Executive Director of Resources.		
142	02/02/2016	Resources	Further and Higher Education Training Framework	To approve the establishment of the framework and award nine providers onto the framework, as detailed in the report.	Closed	
143	02/02/2016	Place	Pennywell/Muirhouse Civic Centre Feasibility Study Award of Contract	To approve the recommendations in the report.	Closed	
144	17/03/2016	Chief Executive	Transformation Programme - Progress Report	To approve the procurement of a contractor for a 6 month interim period to act as Programme Lead, pending recruitment to the Tier 3 Transformation Senior Manager post.	Closed	
145	17/03/2016	Acting Executive Director of Resources	Re-employment and Re-engagement of Staff	To approve the proposed time bar of one year (from date of leaving) before re-engagement or re-deployment of former employees who had left	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
				employment with the City of Edinburgh Council via the Voluntary Early Release Arrangement (VERA) or Voluntary Redundancy (VR).		
146	17/03/2016	Acting Executive Director of Resources	Proposed Corporate Health and Safety Plan	To approve the proposed Corporate Health and Safety Plan for 2016/17.	Closed	
147	17/03/2016	Acting Executive Director of Resources	Carbon Reduction Handbook	To approve the Carbon Reduction Commitment Handbook.	Closed	
148	17/03/2016	Acting Executive Director of Resources	Charitable Trusts Reserves Policy	To approve the reserves policy for the Council's Charitable Trusts.	Closed	
149	17/03/2016	Chief Officer, Edinburgh Health and Social Care Partnership	Direct Award of Contract: Blackwood Homes and Care	To approve the direct award of a contract to Blackwood Homes and Care for the period 1 April 2016 to 31 March 2017 at a cost of £144,350, with an option to extend the contract for one further year at the same cost.	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
150	17/03/2016	Executive Director of Place	Award of Contract for Consultancy Services to undertake Retaining Wall Investigations	To approve the appointment of Amey to undertake retaining wall investigations throughout the city for a contract sum of £45, 785.42, plus expenses estimated at £14, 630.00.	Closed	
151	17/03/2016	Executive Director of Place	Waiver Report for ISO Quality Standards Contract	To approve direct awards of contracts to United Kingdom Accreditation Service (UKAS), British Standards Institute (BSI) and SGS United Kingdom Ltd (SGS) for up to one year, from 17 March 2016 to 16 March 2017, for continuing certification of International Standards.	Closed	
152	17/03/2016	Executive Director of Place	Community Transport - Public Social Partnership Arrangements	1) To approve to enter into a three year Public Social Partnership (PSP) between City of Edinburgh Council and the Community Transport Providers (Lothian Community Transport Services, Handicabs Limited, Soth Edinburgh Amenities Group, Pilton Equalities Project, DOVE Transport) for the purpose of providing community and accessible transport to a range of groups	Closed	



Item no.	Date	Directorate	Item	Decision	Status	Comments
				and people with mobility impairments.		
153	17/03/2016	Place		2) To approve the investment of £757,028 per annum in to the PSP for the period 1 April 2016 to 31 March 2019 (the equivalent to the current level of funding provided to the five Community Transport organisations.)	Closed	
154	17/03/2016	Executive Director of Place	Cafe Concessions - Museums and Galleries and Parks and Greenspace	To approve the cafe concessions contract across 9 sites to the preferred suppliers listed in the report, apart from Lot 2.	Closed	
155	17/03/2016	Executive Director of Place	Award of Residual Waste Treatment Contract - Delegated Authority	To approve the delegation of authority to the Executive Director of Place, or in his absence the Head of Environment, to enter into and sign the following documents on behalf of the City of Edinburgh Council in each case subject to such amendments as the Executive Director may deem appropriate: the project agreement with FCC, the inter-authority agreement with Midlothian	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
				Council dealing with the contract management regime between two Councils for the residual waste treatment ("Inter-Authority Agreement"), all other ancillary documentation relative to the Zero Waste Project (ZWP).		
156	17/03/2016	Head of Safer and Stronger Communities	Waivers - Homelessness Information System (HIS) and Edinburgh Common Client Outcomes (ECCO)	To approve the progression of a two year waiver for both Niceworks Ltd in respect of the HIS database and Gallery Partnership in respect of ECCO.	Closed	
157	17/03/2016	Acting Executive Director of Communities and Families	Edinburgh Young Carers Contract	To waive the Council's Contract Standing Orders normal tendering requirements and approve a 12 month contract extension to the Edinburgh Young Carers Contract for a total value of £75,000 for ongoing services to support young carers for a 12 month period from 1 April 2016 to 31 March 2017.	Closed	
158	17/03/2016	Acting Executive Director of	Interpretation and Translation Service - Waiver	To approve the continued use of external agency interpreters and	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
		Communities and Families	Request	translators by the Council Interpretation and Translation Service (ITS), pending the conclusion of a procurement process to tender for all external agency interpreting and translation in December 2016.		
159	17/03/2016	Acting Executive Director of Communities and Families	Extension of Contract with Pilton Retreat	To approve the extension of the contract with Pilton Retreat for the 12 month period from 1 April 2016 to 31 March 2017.	Closed	
160	17/03/2016	Acting Executive Director of Communities and Families	Extension of Contract with Shakti and Edinburgh Women's Aid	To approve the extension of the contracts with Edinburgh Women's Aid and Shakti for the 19 month period from 1 April 2016 to 1 November 2017.	Closed	
161	17/03/2016	Acting Executive Director of Communities and Families	Direct Award of Independent Care Placement, Residential and Day School Contracts	To approve the direct award to 18 providers for a total estimated value of up to £4.569 million per annum, subject to inflationary increases, for the two year period from 1 April 2016 to 31 March 2018.	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
162	17/03/2016	Acting Executive Director of Communities and Families	Extension of Children 1st Contract	To approve the extension of two Children 1st contracts for a total value of £203,600 for ongoing services to families of young children for an 18 month period from 1 April 2016 to 30 September 2017.	Closed	
163	17/03/2016	Acting Executive Director of Communities and Families	Direct Award of Pre and Post Adoption Services to Scottish Adoption	To approve the extension of the contract with Scottish Adoption at a cost of £71,920 for the period 1 April 2016 to 31 March 2017.	Closed	
164	17/03/2016	Acting Executive Director of Communities and Families	Renewal of NHS Service Level Agreements	1) To agree that the relationship between the NHS and the Council as the key statutory agencies charged with responsibility for children in need, additional support needs and as the corporate parents of looked after children, justified in principle the case for single sourcing.	Closed	
165	17/03/2016	Acting Executive Director of Communities		2) To approve the extension of Service Level Agreement contracts for children's services with the NHS, to the value of	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
		and Families		£1.743 million per annum, listed at Appendix 1 of the report, from April 2016, for a period of 3 years subject to strategic direction and monitoring by the Integrated Children's Services Board.		
166	17/03/2016	Acting Executive Director of Resources	Property Conservation - Programme Momentum Progress Report and Edinburgh Shared Repairs Service	To approve the extension of delegated authority to the Acting Executive Director of Resources	Closed	
167	17/03/2016	Acting Executive Director of Resources	Proposed Lease Extension at 19 Grassmarket, Edinburgh	To approve the 10 year lease extension to Mary's Milk Bar Limited of retail premises at 19 Grassmarket, Edinburgh, on the terms outlined in the report and on other terms and conditions to be agreed by the Acting Executive Director of Resources.	Closed	
168	17/03/2016	Acting Executive Director of Resources	Land at Slateford Road - Proposed Disposal	To approve the disposal of the land at Slateford Road, extending to 96.17 sq m or thereby to AMA (Slateford) Ltd, on the terms and conditions to be agreed	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
				by the Acting Executive Director of Resources.		
<b>169</b>	17/03/2016	Acting Executive Director of Resources	Miscellaneous Debts - Write Off	To approve the write-off of miscellaneous debt of £166,884.25.	Closed	
<b>170</b>	17/03/2016	Chief Executive	Unincorporated Associations and Liability	To delegate authority for up to six months to the Chief Executive and the Acting Executive Director of Resources to take such action as may be required to minimise any risks to the Council and to deal with any potential claims that arose as a result of elected members having been appointed to any unincorporated association by the Council.	Closed	
<b>171</b>	12/05/2016	Chief Officer, Edinburgh, Health and Social Care Partnership	Care at Home Contract	To approve the award of contracts for the provision of care at home services in the individual neighbourhoods listed in the report, subject to receipt of directions and confirmation of funding by the Edinburgh Integration Joint Board	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
				(EIJB).		
<b>172</b>	12/05/2016	Chief Officer, Edinburgh Health and Social Care Partnership	Disabilities Complex Care Contract	To approve the award of a contract to Living Ambitions Ltd for the provision of a Disabilities Complex Care Housing and Support Services.	Closed	
<b>173</b>	12/05/2016	Executive Director of Place	Scotland's Energy Efficiency Programme	To approve Edinburgh's application to Scotland's Energy Efficiency Programme.	Closed	
<b>174</b>	12/05/2016	Executive Director of Place	Provision of a City Wide Car Sharing Scheme	To approve the appointment of City Car Club Ltd, to provide a city wide car sharing scheme for City of Edinburgh Council which would commence on 1 July 2016 for a period of 4 years, with an optional extension of up to a further three periods of 12 months, each undertaken at the sole discretion of the Council.	Closed	
<b>175</b>	12/05/2016	Acting Executive Director of Resources	Proposed New Lease at 56 High Street, Edinburgh	To approve the grant of a new 10 year lease to Palenque (Edinburgh) Limited of retail premises at 56 High Street,	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
				Edinburgh, on the terms outlined in the report and on other terms and conditions to be agreed by the Acting Executive Director of Resources.		
<b>176</b>	12/05/2016	Acting Executive Director of Resources	Disposal of Land adjacent to 257a Colinton Road, Edinburgh	To approve the disposal of approximately 26.81 sq metres of land adjacent to the cottage at 257a Colinton Road to Jenny and David Terris, on the terms and conditions outlined in the report and on other terms to be agreed by the Acting Executive Director of Resources.	Closed	
<b>177</b>	09/06/2016	Head of Safer and Stronger Communities	Waiver Report for CCTV Infrastructure: BT Redcare	To approve the direct award of the contract to BT Redcare for the continued lease and maintenance of fibre optic networks used for the Closed Circuit Television (CCTV) network in Edinburgh for the period from 1 July 2016 to 30 June 2017 with the option to extend for a further year to 30 June 2018.	Closed	
<b>178</b>	09/06/2016	Acting Executive	Supply of Temporary	1) To approve the waiver of Contract	Closed	



Item no.	Date	Directorate	Item	Decision	Status	Comments
		Director of Resources	Security Alarm Systems from 1 July 2016 - 31 March 2017	Standing Orders to allow the incumbent contractor, PID Systems Ltd to continue to supply and maintain temporary security alarm systems for the period 1 July 2016 until 31 March 2017 to allow a tender exercise to be carried out and a contract awarded in March 2017. legislation.		
179	09/06/2016	Acting Executive Director of Resources		2) To approve a direct award to PID Systems Ltd if no suitable providers noted interest in the contract opportunity to be advertised on Public Contract Scotland subject to Commercial and Procurement Services advising that this was compliant with procurement	Closed	
180	09/06/2016	Acting Executive Director of Communities and Families	Contract Award for the Supply of Stationery from 1 August 2016 until 31 May 2020	To approve the award of a contract to Lyreco for the supply of stationery from 1 August 2016 until 31 May 2020.	Closed	
181	09/06/2016	Acting Executive Director of	Contract Award for the Supply and Distribution of	1) To approve the award of a contract to Blake Bros Ltd for the supply and	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
		Resources	Groceries and Provisions from 1 July 2016	distribution of groceries and provisions from 1 July 2016 until 20 April 2020.		
<b>182</b>	09/06/2016	Acting Executive Director of Resources		2) To agree that the contract should be managed in such a way as to maximise compliance with the Edible Edinburgh Strategy, the Council's Food for Life commitments and to capture the potential sustainability benefits identified.	Closed	
<b>183</b>	09/06/2016	Executive Director of Place	Award of Contract for Consultancy Services to provide the Water of Leith Siltation Study	To approve the appointment of AECOM to undertake a study and provide a report on siltation on the Water of Leith Basin for a contract sum of £35,561.95	Closed	
<b>184</b>	09/06/2016	Executive Director of Place	Approval for the Appointment of Consultants to Design Cycling and Walking Schemes	1) To approve the contract award for the design of the cycle schemes work package 1 to AECOM for a value of £377,722 (£359,722 including the cost of £18,000) for additional options.	Closed	
<b>185</b>	09/06/2016	Executive		2) To approve the contract award for the design of the walking schemes work	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
		Director of Place		package 2 to Grontmij for a value of £120,118.66 (£92,118.66 with contingency/surveys costs of £28,000 to cover allowable expenses and additional options).		
<b>186</b>	09/06/2016	Executive Director of Place	Approval for 'Smarter Choices, Smarter Places' 2016/17 - Travel Planning Consultants	To approve the appointment of consultants to continue building on the outcomes of the SCSP project in 2015.16, to deliver a city-wide travel planning programme with external organisations across Edinburgh, which would contribute towards a key commitment in the Local Transport Strategy. The anticipated value of the contract was up to £95,000.	Closed	
<b>187</b>	09/06/2016	Executive Director of Place	Adoption of the Scottish Government Liquid Fuels Framework	To approve the adoption and implementation of the Liquid Fuels Contract, procured on behalf of the Scottish Public Sector by the Scottish Government via a mini competition, for an initial period of two years with an option to extend up to 24 months.	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
188	09/06/2016	Executive Director of Place	21st Century Homes - Procurement of a Developer for North Sighthill	1) To approve the appointment of Keepmoat Regeneration Ltd as preferred bidder for the North Sighthill project.	Closed	
189	09/06/2016	Executive Director of Place		2) To authorise the Executive Director of Place, on behalf of the Council, to enter into the Developer Agreement and all other ancillary documents (which would comprise of the 'Contract') relative to the North Sighthill project.	Closed	
190	09/06/2016	Executive Director of Place	Refurbishment and Redevelopment at the City Observatory Calton Hill Complex - Delegated Authority for Award of Contract	To delegate authority to the Executive Director of Place, in consultation with the Convener and Vice-Convener of the Finance and Resources Committee, to appoint the contractor with the most economically advantageous bid to deliver the refurbishment works and development of the City Observatory, Calton Hill Complex.	Closed	
191	09/06/2016	Acting Executive Director of Communities	Tynecastle Nursery - referral from the Education, Children and Families	To approve the terms and conditions for the delivery of a replacement Tynecastle Nursery as outlined in paragraph 3.5 of	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
		and Families	Committee	the report.		
<b>192</b>	09/06/2016	Chief Executive	Appointments to Sub-Committees and Working Groups - 2016/17	1) To appoint the membership of the Sub-Committees and Working Groups for 2016/17 as detailed in Appendix 1 of the report.	Closed	
<b>193</b>	09/06/2016	Chief Executive		2) To agree that Councillor Main would replace Councillor Chapman as the elected member for the Green Group on the Joint Consultative Board.	Closed	
<b>194</b>	09/06/2016	Acting Executive Director of Resources	Edinburgh Shared Repairs Service - Missing Shares	1) To approve the payment of missing shares to enable essential common repairs to proceed in accordance with Section 50 of the Housing (Scotland) Act 2006.	Closed	
<b>195</b>	09/06/2016	Acting Executive Director of Resources		2) To agree that the Council would recover payments made in relation to missing shares including associated administrative expenses and interest.	Closed	
<b>196</b>	09/06/2016	Acting Executive		3) To agree to pilot the missing share	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
		Director of Resources		scheme over the 2016/17 financial year. This would be limited to 3 projects and cost benefit would be assessed at the year end as to its efficiency.		
<b>197</b>	09/06/2016	Acting Executive Director of Resources	Proposed Disposal of 0.22Ha at Edinburgh Capital Hotel, 187 Clermiston Road	To approve the disposal of HRA land at 187 Clermiston Road, extending to 0.22 Ha (0.54 acres) or thereby, to the adjacent proprietor, Hotel Property Fund (Syndicate 1) Limited, trading as Edinburgh Capital Hotel, on the terms and conditions to be agreed by the Acting Executive Director of Resources.	Closed	
<b>198</b>	09/06/2016	Acting Executive Director of Resources	Disposal of Land in Princes Street Gardens - National Galleries of Scotland Proposed Extension	To approve the disposal of the strip of land (shown outlined in red in the appended diagram to the report) to National Galleries Scotland (NGS) on the terms and conditions outlined in the report and on other terms to be agreed by the Acting Executive Director of Resources.	Closed	
<b>199</b>	09/06/2016	Acting Executive	Port Edgar Marina -	To approve the grant of a 10 year	Closed	

Item no.	Date	Directorate	Item	Decision	Status	Comments
		Director of Resources	Proposed Lease Extension	extension of Port Edgar Marina, from April 2044 until April 20154, and the grant of irritancy protection on the terms and conditions set out in the report and on other terms and conditions to be agreed by the Acting Executive Director of Resources.		
200	09/06/2016	Acting Executive Director of Resources	Site at Newcraighall Road, Edinburgh - Proposed Disposal	To approve the disposal of the land at Newcraighall Road, extending to 0.14 hectares (0.37 acre) or thereby, on the terms and conditions outlined in the report and on such terms and conditions to be agreed by the Acting Executive Director of Resources.	Closed	