

Notice of meeting and agenda

Policy and Sustainability Committee

10.00 am Thursday, 20th August, 2020

Virtual Meeting - via Microsoft Teams

This is a public meeting and members of the public are welcome to watch the live webcast.

The law allows the Council to consider some issues in private. Any items under “Private Business” will not be published, although the decisions will be recorded in the minute.

Contacts

Email: veronica.macmillan@edinburgh.gov.uk / martin.scott@edinburgh.gov.uk

Tel: 0131 529 4283 / 0131 529 4237

1. Order of Business

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

2. Declaration of Interests

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

3. Deputations

- 3.1 If any

4. Minutes

- 4.1 Minute of the Policy and Sustainability Committee of 6 August 2020 - submitted for approval as a correct record 7 - 34

5. Forward Planning

- 5.1 Policy and Sustainability Committee – Work Programme 35 - 36
- 5.2 Policy and Sustainability Committee - Rolling Actions Log 37 - 74

6. Executive Decisions

- 6.1 Adaptation and Renewal Programme Update – Report by the Chief Executive 75 - 88

6.2	Annual Performance 2019/20 – Report by the Chief Executive	89 - 130
6.3	Coalition Commitments Progress Update – August 2020 – Report by the Chief Executive	131 - 204
6.4	Local Government Benchmarking Framework 2018/19 - Edinburgh Overview – Report by the Chief Executive	205 - 238
6.5	Update on Liberton Primary School – Report by the Executive Director for Communities and Families	239 - 242
6.6	Resumption of Youth Work Services – Report by the Executive Director for Communities and Families	243 - 270
6.7	Victoria Primary School, Newhaven Main St, Newhaven, Edinburgh EH6 4HY – Community Asset Transfer – Report by the Executive Director of Resources	271 - 278
6.8	St Oswald’s Hall, 41 Montpelier Park, Edinburgh EH10 4NH – Community Asset Transfer – Report by the Executive Director of Resources	279 - 286
6.9	15a Pennywell Court and 15 Pennywell Court, Edinburgh, EH4 4TZ – Community Asset Transfer – Report by the Executive Director of Resources	287 - 294
6.10	Spaces for People Initiative – Response to Motion – Report by the Executive Director of Place	295 - 306
6.11	Spaces for People – Programme Update – Report by the Executive Director of Place	307 - 320
6.12	Coronavirus (COVID-19): Deferral of Licensing Fees – Report by the Executive Director of Place	321 - 326
6.13	Update on Edinburgh's Christmas and Edinburgh's Hogmanay 2020/2021 – Report by the Executive Director of Place	327 - 334

7. Routine Decisions

7.1 None.

8. Motions

8.1 None.

Laurence Rockey

Head of Strategy and Communications

Committee Members

Councillor Adam McVey (Convener), Councillor Cammy Day (Vice-Convener), Councillor Robert Aldridge, Councillor Kate Campbell, Councillor Nick Cook, Councillor Neil Gardiner, Councillor Gillian Gloyer, Councillor Graham Hutchison, Councillor Lesley Macinnes, Councillor John McLellan, Councillor Melanie Main, Councillor Ian Perry, Councillor Alasdair Rankin, Councillor Alex Staniforth, Councillor Susan Webber, Councillor Donald Wilson and Councillor Iain Whyte

Information about the Policy and Sustainability Committee

The Policy and Sustainability Committee consists of 17 Councillors and is appointed by the City of Edinburgh Council. The meeting will be held by Teams and will be webcast live for viewing by members of the public.

Further information

If you have any questions about the agenda or meeting arrangements, please contact Veronica MacMillan / Martin Scott, Committee Services, City of Edinburgh Council, Business Centre 2.1, Waverley Court, 4 East Market Street, Edinburgh EH8 8BG, Tel 0131 529 4283 / 0131 529 4237, email veronica.macmillan@edinburgh.gov.uk / martin.scott@edinburgh.gov.uk.

The agenda, minutes and public reports for this meeting and all the main Council committees can be viewed online by going to <https://democracy.edinburgh.gov.uk>.

Webcasting of Council meetings

Please note this meeting may be filmed for live and subsequent broadcast via the Council's internet site – at the start of the meeting the Convener will confirm if all or part of the meeting is being filmed.

The Council is a Data Controller under the General Data Protection Regulation and Data Protection Act 2018.

We broadcast Council meetings to fulfil our public task obligation to enable members of the public to observe the democratic process. Data collected during this webcast will be retained in accordance with the Council's published policy including, but not limited to, for the purpose of keeping historical records and making those records available via the Council's internet site.

Any information presented by individuals to the Council at a meeting, in a deputation or otherwise, in addition to forming part of a webcast that will be held as a historical record, will also be held and used by the Council in connection with the relevant matter until that matter is decided or otherwise resolved (including any potential appeals and other connected processes). Thereafter, that information will continue to be held as part of the historical record in accordance with the paragraphs above.

If you have any queries regarding this, and, in particular, if you believe that use and/or storage of any particular information would cause, or be likely to cause, substantial damage or distress to any individual, please contact Committee Services (committee.services@edinburgh.gov.uk).

This page is intentionally left blank

Minutes

Policy and Sustainability Committee

10.00 am, Thursday 6 August 2020

Present

Councillors McVey (Convener), Day (Vice-Convener), Booth (substituting for Councillor Staniforth - items 9-20) Kate Campbell, Mary Campbell (substituting for Councillor Staniforth – items 1-8), Cook, Dickie (substituting for Councillor Rankin – items 1-9), Dixon (substituting for Councillor Rankin – items 10 – 20), Doran, Gardiner, Gloyer, Gordon (substituting for Councillor Gardiner – items 1-7), Griffiths (substituting for Councillor Perry), Hutchison, Macinnes, McLellan, Main, Osler (substituting for Councillor Aldridge), Webber and Whyte.

Also in attendance: Councillors Watt (item 17) and Lang (item 19)

Added Members for Education items:

Religious Representative

Fiona Beveridge

Parent Representative

Alexander Ramage

1. Minutes

Decision

To approve the minute of the Policy and Sustainability Committee of 23 July 2020 as a correct record.

2. Policy and Sustainability Committee Work Programme

The Policy and Sustainability Committee Work Programme for 6 August 2020 was presented.

Decision

To note the work programme.

(Reference – Work Programme 6 August 2020, submitted.)

3. Policy and Sustainability Committee Rolling Actions Log

Details were provided of the outstanding actions arising from decisions taken by the Committee.

Decision

- 1) To agree to close the following actions:
 - **Action 5** – City of Edinburgh Council Motion by Councillor Cameron – Equalities Working Group
 - **Action 12** – Edinburgh Climate Commission and Council Engagement Update
 - **Action 15** – City of Edinburgh Council – Motion by Councillor Watt – International Women’s Day
 - **Action 17(1)** – Consultation Planning Report
 - **Action 17(4)** – Consultation Planning Report
 - **Action 18** – Local Police Plan
 - **Action 21(2)** – Revenue Budget 2020/21 Update
 - **Action 23** – Public Realm CCTV Continuation of Service
 - **Action 25(1) and (2)** – Scottish Government Town Centre Fund Update and Regeneration Capital Grant Fund Applications
 - **Action 26 (All)** – Black Lives Matter – Motion by Councillor Day
 - **Action 28** – Support for Local Business Campaign - motion by Councillor Cook
 - **Action 30 (1), (2) and 09.07 20** – Schools Re-opening
 - **Action 30 – 23.07.20** – Schools Re-opening
 - **Action 38(1)** – Re-opening of Public Conveniences
- 2) To note that the report on the Reform of Transport Arm’s Length External Organisations had been delayed for one cycle to allow consultation with other authorities to take place.
- 3) To otherwise note the Rolling Actions Log.
(Reference – Rolling Actions Log, submitted.)

4. Police Partnership Performance and Activity Report: 1 October to 31 March 2020

Superintendent Richard Thomas presented a detailed qualitative and quantitative progress report from the Edinburgh Divisional Commander for Police Scotland, which provided performance and activity information for quarters 3 and 4.

Motion

- 1) To note the progress report from the Edinburgh Divisional Commander for Police Scotland attached at Appendix 1 to the report covering the Period 1 October 2019 to 31 March 2020;
- 2) To note the end of Council funding (£1.5m) associated with the allocation of 35 community (ward) police officers from 1 April 2020;
- 3) To note that future summary reports will align with the tasks and activity of the 8 FAHST police officers (embedded into the Council's Family and Household Support Service) and Youth Justice Sergeant, reflecting priorities as set out by the Edinburgh Community Safety Partnership, Community Safety Strategy 2020-2023 and Youth Justice Strategy (2020);
- 4) To agree a review of the existing Performance Framework and individual Key Performance Indicators to reflect the April 2020 changes in funding and police officer designation.

- moved by Councillor McVey, seconded by Councillor Day

Amendment

- 1) At the end of 1) in the motion by Councillor McVey;
"thanks community police officers for their engagement with local communities and believes the report demonstrates the positive contribution of those officers which had been funded directly by the Council".
- 2) To delete 2) of the motion and insert;
"regrets the decision of the coalition administration to end all Council funding for community police officers and expresses concern at the likely impact this will have on the proactive activity demonstrated in the report."

- moved by Councillor Osler, seconded by Councillor Gloyer

In accordance with Standing Order 19(12), paragraph 1 of the amendment was accepted as an addendum to the motion.

Voting

The voting was as follows:

For the motion (as adjusted)	-	9 votes
For the amendment	-	7 votes

(For the motion: Councillors McVey (Convener, Kate Campbell, Mary Campbell Day, Dickie, Doran, Gordon, Griffiths and Main.

For the amendment: Councillors Cook, Gloyer, Hutchison, McLellan, Osler, Webber and Whyte.)

Decision

To approve the following adjusted motion by Councillor McVey:

- 1) To note the progress report from the Edinburgh Divisional Commander for Police Scotland attached at Appendix 1 to the report covering the Period 1 October 2019 to 31 March 2020 and thank community police officers for their engagement with local communities and believes the report demonstrates the positive contribution of those officers which had been funded directly by the Council.
- 2) To note the end of Council funding (£1.5m) associated with the allocation of 35 community (ward) police officers from 1 April 2020;
- 3) To note that future summary reports would align with the tasks and activity of the 8 FAHST police officers (embedded into the Council's Family and Household Support Service) and Youth Justice Sergeant, reflecting priorities as set out by the Edinburgh Community Safety Partnership, Community Safety Strategy 2020-2023 and Youth Justice Strategy (2020);
- 4) To agree a review of the existing Performance Framework and individual Key Performance Indicators to reflect the April 2020 changes in funding and police officer designation.

(References – Policy and Sustainability Committee of 14 May 2020 (item 4); report by the Executive Director for Communities and Families, submitted.)

5. Review of Political Management Arrangements

In response to the Covid-19 emergency; specifically, to establish quick and agile decision making, manage the pressure on staff, and prioritise frontline services; interim political management arrangements had been implemented and it had been agreed that the political management arrangements should be reviewed by the Policy and Sustainability Committee in August 2020

Details were provided on proposed political management arrangements to carry out Council business for the period until 31 December 2020

Motion

- 1) To agree that the Policy and Sustainability Committee would meet monthly between September and December 2020 and its remit would revert back to pre-Covid 19 on 1 September 2020 but with the addition of decision making and scrutiny of the Adaptation and Renewal Programme.
- 2) To agree that the Finance and Resources Committee and all other committees (as set out in Committee Terms of Reference and Delegated Functions) except for the executive committees could meet from 7 August 2020.
- 3) To agree that all other executive committees could meet from 1 September 2020.

- 4) To agree that the Governance, Risk and Best Value Committee remit would revert to pre-Covid 19 on 1 September 2020.
- 5) To agree to delegate authority to the Chief Executive, in consultation with the Regulatory Committee Convener, Vice-Convener and group spokespersons, to agree an appropriate and safe time to reinstate the Licensing Sub-Committee.
- 6) To agree that meetings would be held virtually until 31 December 2020 and the situation would be reviewed alongside the political management arrangements in December 2020.
- 7) To note that a revised interim Procedural Standing Orders would be presented to Council in August 2020.

- moved by Councillor McVey, seconded by Councillor Day

Amendment 1

- 1) To delete Paragraph 6) of the motion by Councillor McVey and replace with
 - 6) Agrees that Full Council meetings will be held virtually until 31st December 2020 and the situation will be reviewed in December 2020.
- 2) To renumber 7) of the motion as 8) and add as 7):
 - 7) Agrees to assess the feasibility of resuming holding of Executive Committees in person in the Main Council Chamber aligned with Scottish Government advice regarding the return of businesses on 14th September 2020 with suitable social distancing.
- 3) To add as 9):
 - 9) In view of additional workload and pressure on officer time created by additional Policy & Sustainability Committee meetings, along with the reduction in business created by the resumption of the other Executive Committees, agrees to suspend the requirement for Executive Committee agenda planning meetings. Further agrees that the Policy and Sustainability Committee should meet on an eight-week cycle.

- moved by Councillor McLellan, seconded by Councillor Webber

Amendment 2

- 1) To add to the end of 5) in the motion by Councillor McVey

“and that all members of Licencing Sub-Committee be issued with relevant papers for review and comment prior to decisions being made.”
- 2) To add as 8) to the motion:

“Requests an update come to Policy and Sustainability Committee in September clarifying the process for a possible phased reduction in Committee activity, as described in 4.9. This update should make clear to Committee how any decisions would be taken, who would take those decisions, and under what circumstances.”

- moved by Councillor Main, seconded by Councillor Mary Campbell

In accordance with Standing Order 19(12), Amendment 2 was adjusted and accepted as an addendum to the motion.

Voting

The voting was as follows:

For the Motion (as adjusted) - 10 votes
For Amendment 1 - 7 votes

(For the motion: Councillors McVey (Convener, Kate Campbell, Mary Campbell Day, Dickie, Doran, Gordon, Griffiths, Macinnes and Main.

For the amendment: Councillors Cook, Gloyer, Hutchison, McLellan, Osler, Webber and Whyte.)

Decision

To approve the following adjusted motion by Councillor McVey:

- 1) To agree that the Policy and Sustainability Committee would meet monthly between September and December 2020 and its remit would revert back to pre-Covid 19 on 1 September 2020 but with the addition of decision making and scrutiny of the Adaptation and Renewal Programme.
- 2) To agree that the Finance and Resources Committee and all other committees (as set out in Committee Terms of Reference and Delegated Functions) except for the executive committees could meet from 7 August 2020.
- 3) To agree that all other executive committees could meet from 1 September 2020.
- 4) To agree that the Governance, Risk and Best Value Committee remit would revert to pre-Covid 19 on 1 September 2020.
- 5) To agree to delegate authority to the Chief Executive, in consultation with the Regulatory Committee Convener, Vice-Convener and group spokespersons, to agree an appropriate and safe time to reinstate the Licensing Sub-Committee and that all members of Licencing Sub-Committee be issued with relevant papers for review and comment prior to decisions being made.
- 6) To agree that meetings would be held virtually until 31 December 2020 and the situation would be reviewed alongside the political management arrangements in December 2020.
- 7) To note that a revised interim Procedural Standing Orders would be presented to Council in August 2020.
- 8) To request a briefing in September clarifying the process for a possible phased reduction in Committee activity, as described in 4.9 of the report by the Chief Executive. This briefing should make clear to Committee how any decisions would be taken, who would take those decisions, and under what circumstances.

(References – Leadership Advisory Panel of 23 April 2020 (item 4); report by the Chief Executive, submitted.)

6. Schools Re-opening - Update

An update was provided setting out the steps the Council had taken since the reports were taken to Committee on the 25 June, 9 July 2020 and 23 July, to reopen schools from 11 August 2020. The report and plan had been amended following the First Minister's briefing on 30 July and final iteration of the report and plan would be submitted in line with final guidance.

Decision

- 1) To note the report by the Executive Director for Communities and Families.
- 2) To agree that a further update be provided for the next committee meeting on 20 August 2020.
- 3) To ask for a briefing on the building issues which had been identified in some Edinburgh schools.
- 4) To ask for confirmation of the position in regard to bus services in the Currie/Balerno/ Baberton areas.

(References – Policy and Sustainability Committee of 23 July 2020 (item 8); report by the Executive Director for Communities and Families, submitted.)

7. Community Centres and Libraries Reopening

a) Deputation – Jack Kane Centre Management Committee

A written deputation was presented on behalf of Jack Kane Centre Management Committee.

The deputation welcomed the gentle easing of restrictions and the acknowledgement that charities such theirs, who were carrying out essential services should be engaged with and a proposed way forward agreed.

The deputation asked;

- For a timeline on decision making and an indication of the timescales involved whereby notification would be issued on their phased limited access opening request
- For confirmation that this was a short term solution which would assist in alleviating potential pressure on other CEC departments
- For the Council to provide assurances for this community centre that this arrangement would not be viewed as a long term ambition to reduce services and withdraw support from their services, community and the management community.
- For clarification of provisional dates, timelines and frameworks for further discussion and dialogue so that they could together chart a progressive

partnership direction and meet their charitable and the CECs aims for service delivery.

The deputation felt that by working together in an open and transparent fashion it would only bring benefits as they recovered and renewed their services for the benefit of the people in their communities.

b) Report by the Executive Director for Communities and Families

Details were provided on the significant resource challenges, risks and considerations which needed to be taken into account in reopening community centres and libraries, in the context of competing pressures to reopen (and maintain the opening of) other buildings such as schools. Proposals for the next steps: a mechanism (now live) for all Management Committees (MCs) to submit a request to reopen centres within specific, defined criteria; a suggested process for how a further opening up of centres for citizens could be explored; outline plans for library reopening and gradual introduction of services were presented.

Motion

- 1) To note the challenges involved in reopening libraries and community centres.
- 2) To approve the approach being adopted to safely reopen libraries and community centres, subject to available resources.
- 3) To note the requirement for some community centres and libraries to be utilised for out of school care, early learning and childcare, youth work and as alternative accommodation for the contingency plan for the 50% model for schools returning in August.
- 4) To approve that further details on the reopening of community centres and libraries are included in the wider action plans which will emerge from the Adaptation and Renewal workstream on Operations and Services.

- moved by Councillor McVey, seconded by Councillor Day

Amendment 1

Committee:

- 1) Accepts the following recommendations in the report with some reluctance.
 - a) To note the challenges involved in reopening libraries and community centres.
 - b) To approve the approach being adopted to safely reopen libraries and community centres, subject to available resources.
 - c) To note the requirement for some community centres and libraries to be utilised for out of school care, early learning and childcare and as alternative accommodation for the contingency plan for the 50% model for schools returning in August.

- d) To approve that further details on the reopening of community centres and libraries are included in the wider action plans which will emerge from the Adaptation and Renewal workstream on Operations and Services
- 2) Recognises the significance of the libraries for Edinburgh residents from education and learning, access to technology and provision of other services.
- 3) Further recognises that required building works were eligible to recommence weeks ago through the Scottish Government's routemap and expresses dissatisfaction that building works are cited as a reason for prolonged closure.
- 4) Notes that the Scottish Government has provided information and advice to help public libraries re-open safely and a number of other local authorities have progressed innovative ways to re-open libraries through click and collect services, reintroduction of home library services, phased re-opening of public lending and reference branches.
- 5) Therefore, adds a call for a report in one cycle to the Policy and Sustainability Committee with further details as set out below:
 - i) specifically on the re-opening of libraries in Edinburgh setting out clearer timescales for opening, learning from other local authorities which are more advanced in re-opening of libraries and details, including financial, of services impacted by library closures.
 - ii) outlining services directly or indirectly impacted by the closure of Community Centres or Libraries, detailing any alternative or innovative ways that have been used (or are being planned) to maintain continuity of services that would otherwise have been lost. This should include any projected financial consequences of the alternative service provision.

- moved by Councillor Whyte, seconded by Councillor Webber

Amendment 2

- 1) To note the challenges involved in reopening libraries and community centres.
- 2) To approve the approach being adopted to safely reopen libraries and community centres, subject to available resources.
- 3) To note the requirement for some community centres and libraries to be utilised for out of school care, early learning and childcare and as alternative accommodation for the contingency plan for the 50% model for schools returning in August.
- 4) To approve that further details on the reopening of community centres and libraries are included in the wider action plans which will emerge from the Adaptation and Renewal workstream on Operations and Services.
- 5) To request a further report with a review and update of the current position to the relevant committee before November 2020, to include details and rationale for future reductions in access or opening.

- moved by Councillor Main, seconded by Councillor Mary Campbell

Amendment 3

- 1) To note the challenges involved in reopening libraries and community centres.
- 2) Notes the Scottish Government guidance issued on the 15th July for the safe opening of libraries.
- 3) Understands that several other Scottish local authorities have already restarted providing some library services.
- 4) Acknowledges the vital role of libraries and community centres within communities, especially for some of the most vulnerable individuals.
- 5) Considers it unsatisfactory that the report fails to provide any dates for the reopening of library facilities.
- 6) Therefore agrees to continue the report for one cycle and calls for dates for reopening to be provided for all facilities referred to.

- moved by Councillor Osler, seconded by Councillor Gloyer

In accordance with Standing Order 19(12), Amendment 1 was adjusted and accepted as an addendum to the motion, Amendment 2 was accepted as an addendum to the motion and Paragraphs 1,1,2, 1.1.3 and 1.1.4 of Amendment 3 were accepted as an addendum to the motion.

Decision

To approve the following adjusted motion by Councillor McVey:

- 1) To note the challenges involved in reopening libraries and community centres.
- 2) To approve the approach being adopted to safely reopen libraries and community centres, subject to available resources.
- 3) To note the requirement for some community centres and libraries to be utilised for out of school care, early learning and childcare, youth work and as alternative accommodation for the contingency plan for the 50% model for schools returning in August.
- 4) To approve that further details on the reopening of community centres and libraries were included in the wider action plans which would emerge from the Adaptation and Renewal workstream on Operations and Services
- 5) To recognise the significance of the libraries for Edinburgh residents from education and learning, access to technology and provision of other services.
- 6) To note that the Scottish Government had provided information and advice to help public libraries re-open safely and a number of other local authorities had progressed innovative ways to re-open libraries through click and collect services, reintroduction of home library services, phased re-opening of public lending and reference branches.
- 7) Therefore, add a call for a report in two cycles to the Policy and Sustainability Committee with further details as set out below:

- i) specifically on the re-opening of libraries in Edinburgh setting out clearer timescales for opening, learning from other local authorities which are more advanced in re-opening of libraries and details, including financial, of services impacted by library closures.
 - ii) outlining services directly or indirectly impacted by the closure of Community Centres or Libraries, detailing any alternative or innovative ways that have been used (or are being planned) to maintain continuity of services that would otherwise have been lost. This should include any projected financial consequences of the alternative service provision.
- 8) To request a further report with a review and update of the current position to the relevant committee before November 2020, to include details and rationale for future reductions in access or opening.
 - 9) To note the Scottish Government guidance issued on the 15th July for the safe opening of libraries.
 - 10) To understand that several other Scottish local authorities had already restarted providing some library services.
 - 11) To acknowledge the vital role of libraries and community centres within communities, especially for some of the most vulnerable individuals.

(References – Policy and Sustainability Committee of 9 July 2020 (item 6); report by the Executive Director for Communities and Families, submitted.)

8. Re-opening of Public Conveniences

The Committee had requested a further report describing what measures and investment would be required in order to allow public conveniences to be opened as a priority.

An update was provided on the measures and investment required to reopen further public conveniences in the city.

Motion

To note the measures and investment required in order to reopen further public conveniences in the city.

- moved by Councillor McVey, seconded by Councillor Day

Amendment 1

- 1) To note the measures and investment required in order to reopen further public conveniences in the city.
- 2) Notes that the next review of public convenience operation is not scheduled to take place until October
- 3) Considers that in the meantime there is a Public Health requirement to accelerate the re-opening of public conveniences in locations where people are gathering in large numbers and, where they are already open, to have their hours extended and agrees to instruct officers to achieve as a matter of urgency.

- 4) Notes that in taking forward accelerated re-opening the following public convenience locations should be prioritised: Hamilton Place, Stockbridge, Colinton Road, Colinton, Harlaw Visitor Centre, Balerno and West Princes Street Gardens.
- 5) Notes that the accelerated and extended re-opening should be time limited to account for the seasonal and weather-related nature of these informal public gatherings.
- 6) Requests an urgent improvement in signage in busy public places, reinforced on days when good weather attracts crowds, to direct the public to open public conveniences and to inform them of the opening times and their requirement to obey the law and not engage in anti-social behaviour.
- 7) To refer the matter to Council for approval

- moved by Councillor Webber, seconded by Councillor Whyte

Amendment 2

- 1) To note the measures and investment required in order to reopen further public conveniences in the city.
- 2) Notes that in some places – in particular the Meadows, Bruntsfield Links, Portobello Beach and surrounding residential areas – despite toilet facilities being open, public urination is still a problem.

Therefore:

- 3) agrees that the Council work with local police to monitor local sites and take action to prevent the problems continuing including increasing opening hours of public conveniences.
- 4) agrees that for the limited public conveniences now open, there should be clear public notices at each site of the facilities, opening hours, and safety notices as detailed in the report by the Executive Director of Place, and signage to the public convenience within a half mile radius as appropriate.
- 5) Notes that a review of operations following re-opening will be presented to the appropriate Committee in October 2020, and requests that this review include:
 - Information given on the measures and investment of the public conveniences in this report
 - The measures and costs of opening the three public conveniences not given in this report.
 - A proposed annual schedule for the opening of public conveniences from October 2020.
 - Details of public access to toilet facilities in businesses across the city where public conveniences have been closed and the effects of Covid-19 on this scheme.
 - Options for a revised public toilet facilities policy for the city.

- moved by Councillor Main, seconded by Councillor Mary Campbell

Amendment 3

- 1) Note the public health guidance which has been issued by the Scottish Government in respect of the reopening of public conveniences.
- 2) Note the operational risks and arrangements to mitigate these which are being put in place for Council owned public conveniences.
- 3) Agree the reopening of all the remaining Council owned public conveniences except those outlined in 4.9 of the report by the Executive Director of Place.
- 4) Agree without delay the actioning of measures as set out in Appendix 1 to the report to allow for the reopening of these public conveniences.
- 5) Note that as agreed by the Policy and Sustainability Committee on the 9 July 2020 a review of operations following reopening will be presented to the appropriate Committee in October 2020.
- 6) To refer the matter to Council for approval

- moved by Councillor Osler, seconded by Councillor Gloyer

In accordance with Standing Order 19(12), Amendment 2 was accepted as an addendum to the motion.

Voting

The voting was as follows:

For the Motion (as adjusted)	-	10 votes
For Amendment 1	-	5 votes
For Amendment 3	-	2 votes

(For the Motion (as adjusted): Councillors McVey (Convener), Kate Campbell, Mary Campbell, Day, Dickie, Doran, Gardiner, Griffiths, Macinnes and Main.

For Amendment 1: Councillors Cook, Hutchison, McLellan, Webber and Whyte.

For Amendment 3: Councillors Gloyer and Osler.)

Decision

The approve the following adjusted motion by Councillor McVey:

- 1) To note the measures and investment required in order to reopen further public conveniences in the city.
- 2) To note that in some places – in particular the Meadows, Bruntsfield Links, Portobello Beach and surrounding residential areas – despite toilet facilities being open, public urination was still a problem.

Therefore:

- 3) To agree that the Council work with local police to monitor local sites and take action to prevent the problems continuing including increasing opening hours of public conveniences.

- 4) To agree that for the limited public conveniences now open, there should be clear public notices at each site of the facilities, opening hours, and safety notices as detailed in the report by the Executive Director of Place, and signage to the public convenience within a half mile radius as appropriate.
- 5) To note that a review of operations following re-opening would be presented to the appropriate Committee in October 2020, and to request that this review include:
 - Information given on the measures and investment of the public conveniences in the report
 - The measures and costs of opening the three public conveniences not given in the report.
 - A proposed annual schedule for the opening of public conveniences from October 2020.
 - Details of public access to toilet facilities in businesses across the city where public conveniences had been closed and the effects of Covid-19 on this scheme.
 - Options for a revised public toilet facilities policy for the city.

(References – Policy and Sustainability Committee of 9 July 2020 (item 11); report by the Executive Director of Place, submitted.)

9. Support for Local Businesses - Road Occupation Permits for Tables and Chairs

Details were provided on the outcome of a review which had been carried out of the costs for outdoor spaces together with a proposal for fees associated with licensing of outdoor spaces for eating, drinking and other similar activities.

Motion

- 1) To approve the proposal set out in the report by the Executive Director of Place to waive fees for road occupation permits for tables and chairs from 1 July 2020 – 31 October 2020.
- 2) To note that these proposals supported the use of road space over pedestrian space and encouraged officers to work with businesses to use road space where possible, to prioritise accessibility and equalities

- moved by Councillor McVey, seconded by Councillor Day

Decision

To approve the motion by Councillor McVey

(References – Act of Council No 5 of 28 July 2020; report by the Executive Director of Place, submitted.)

10. Roseburn to Union Canal Active Travel Route and Greenspace Improvement

Details were provided on the work undertaken to date on the Roseburn to Union Canal Active Travel Route and Greenspace Improvement project whose aim was to transform the quality of walking and cycling connections and provide a new green corridor with attractive, accessible amenity space. An update on the key activities in delivery of the project was presented and approval sought for further work to be undertaken which included a package of enabling works comprising of site clearance, ground investigation works and excavations to locate existing underground services, necessary to complete the design of the proposals and to procure their delivery.

Motion

- 1) To note the work undertaken to date to develop proposals that would deliver both an important new active travel route and significant improvements to the quality and accessibility of local greenspaces, including Dalry Community Park.
- 2) To note the anticipated programme for the delivery of the project.
- 3) To approve the undertaking of further work, including a package of enabling works comprising of site clearance, ground investigation and excavations to locate existing underground services. These works were necessary to complete the design of the proposals and to procure delivery.

- moved by Councillor McVey, seconded by Councillor Day

Amendment

Committee:

- 1) Welcomes the detail of the report developing proposals that aim to join up important active travel routes and make significant improvements to the quality of greenspaces, including Dalry Community Park;
- 2) Notes with concern that work on this Active Travel route commenced in 2015 and, some five years on still does not have a completed design despite dedicated Active Travel funding being available in successive Council budgets and therefore seeks to explore every opportunity to expedite the delivery of the project and bring forward the completion date from Summer 2022 without compromising the quality;
- 3) Approves subject to 4) the undertaking of further work, including a package of enabling works comprising of site clearance*, ground investigation and excavations to locate existing underground services;
- 4) Recognises the realities of the *site clearance and that there may be public concern at the removal of trees and therefore recommends that this is dealt with in a practical, open and proactive manner through public engagement.

- moved by Councillor Webber, seconded by Councillor Whyte

In accordance with Standing Order 19(12), Paragraphs 1 and 4 of the Amendment were accepted as an addendum to the motion.

Voting

The voting was as follows:

For the motion (as adjusted) - 11 votes
For the amendment - 5 votes

For the motion (as adjusted): Councillors McVey (Convener), Booth, Kate Campbell, Day, Dixon, Doran, Gardiner, Griffiths, Macinnes, Main and Osler.

For the amendment: Councillors Cook, Hutchison, McLellan, Webber and Whyte.)

Decision

To approve the following adjusted motion by Councillor McVey:

- 1) To note the work undertaken to date to develop proposals that would deliver both an important new active travel route and significant improvements to the quality and accessibility of local greenspaces, including Dalry Community Park.
- 2) To welcome the detail of the report developing proposals that aimed to join up important active travel routes and make significant improvements to the quality of greenspaces, including Dalry Community Park.
- 3) To note the anticipated programme for the delivery of the project.
- 4) To approve the undertaking of further work, including a package of enabling works comprising of site clearance, ground investigation and excavations to locate existing underground services. These works were necessary to complete the design of the proposals and to procure delivery.
- 5) To recognise the realities of the *site clearance and that there might be public concern at the removal of trees and therefore to recommend that this be dealt with in a practical, open and proactive manner through public engagement.

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

11. Concept Masterplan for Waverley Station

An update was provided on the work undertaken by Network Rail, working in partnership with City of Edinburgh Council and Transport Scotland, to establish a Masterplan for the redevelopment of Waverley Station over the next 30 years.

Motion

To continue consideration of the matter to the next meeting of the Committee.

- moved by Councillor Hutchison, seconded by Councillor Cook

Amendment

- 1) To note the Concept Masterplan for Waverley Station and the need for this evolving plan to take cognisance of a number of key Council strategies, policies

and guidance including Edinburgh City Centre Transformation, emerging City Plan 2030, City Mobility Plan and the Waverley Valley study.

- 2) To note that the Masterplan set out a vision for the redevelopment of the station over a 30-year period.
- 3) To note that planning permission and other statutory consents for the final proposals would need to be sought from the Council in due course.
- 4) To note that the next phase of detailed design and engineering feasibility would commence as early as possible, maintaining engagement with stakeholders and communities.
- 5) To agree that a Members' briefing be circulated on the financial contribution of Edinburgh Council to the project's partnership and the Council's contribution to the development of the concept, including the reasons why a waiver was required rather than committee approval, and further agrees that any other financial contribution be approved by the Finance and Resources Committee.

- moved by Councillor McVey, seconded by Councillor Day

In terms of Standing Order 21(4), the Convener ruled that a first vote be taken for or against the motion for continuation

Voting

The voting was as follows:

For the motion for continuation	-	5 votes
Against the motion for continuation	-	11 votes

(For the motion for continuation: Councillors Cook, Hutchison, McLellan, Webber and Whyte

Against the motion for continuation: Councillors McVey (Convener), Booth, Kate Campbell, Day, Dixon, Doran, Gardiner, Griffiths, Macinnes, Main and Osler.)

Decision

To approve the amendment by Councillor McVey:

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

12. Updated Pedestrian Crossing Prioritisation 2020/21

Approval was sought for an updated prioritisation of pedestrian crossings for implementation and/or improvements.

Motion

- 1) To approve the updated pedestrian crossing priority list for 2020/21 as set out in Appendix 1 to the report by the Executive Director of Place.
- 2) To note the locations identified for pedestrian crossing improvements through Section 75 funding or by their inclusion within larger projects in Appendix 2 to the report.

- 3) To note the results of the public consultations on design proposals for Corstorphine Road and the number of responses on proposals at West Granton Road (Appendix 3 to the report).

- moved by Councillor McVey, seconded by Councillor Day

Amendment

- 1) To add at end of Paragraph 1) of the motion by Councillor McVey
“with the addition of the new crossing on Bo’ness Road which has been agreed and is being delivered by the North West Locality Team”.
- 2) To add at the end of the motion:
 - 4) notes that the proposed signalised crossing of the A8 east of Kaimes Rd was approved by Committee over ten years ago, has a high adjusted PV2, and has a Section 75 contribution allocated to it; agrees therefore to implement this crossing at the earliest possible opportunity and, in any case, before the end of this financial year.

- moved by Councillor Gloyer, seconded by Councillor Osler

In accordance with Standing Order 19(12), Paragraph 2) of the amendment was adjusted and accepted as an addendum to the motion.

Voting

The voting was as follows:

For the motion (as adjusted)	-	10 votes
For the amendment	-	7 votes

(For the motion (as adjusted): Councillors McVey (Convener), Booth, Kate Campbell, Day, Dixon, Doran, Gardiner, Griffiths, Macinnes, and Main.

For the amendment: Councillors Cook, Gloyer, Hutchison, McLellan, Osler, Webber and Whyte.)

Decision

To approve the following adjusted motion by Councillor McVey:

- 1) To approve the updated pedestrian crossing priority list for 2020/21 as set out in Appendix 1 to the report by the Executive Director of Place.
- 2) To note the locations identified for pedestrian crossing improvements through Section 75 funding or by their inclusion within larger projects in Appendix 2 to the report.
- 3) To note the results of the public consultations on design proposals for Corstorphine Road and the number of responses on proposals at West Granton Road (Appendix 3 to the report).
- 4) To note that the proposed signalised crossing of the A8 east of Kaimes Road was approved by Committee over ten years ago, had a high adjusted PV2, and had a Section 75 contribution allocated to it and note that this was scheduled to

be implemented by the end of this financial year, as outlined in point 10 of Appendix 1 to the report.

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

13. Council Response to the Scottish Parliament's Inquiry into a Green Recovery

Details were provided on the proposed Council response to a call for views made by the Scottish Parliament's Environment, Climate Change and Land Reform (ECCLR) Committee which was holding an inquiry on a green recovery. It built on the recommendations of the Edinburgh Climate Commission welcomed by Committee on 25 July 2020.

Motion

To agree the consultation response as detailed in the report by the Chief Executive.

- moved by Councillor McVey, seconded by Councillor Day

Amendment

- 1) To note the late inclusion of the appendix.
- 2) To note the inclusion of new tax regimes and other state interventions that would impact the local economy in unprecedented ways.
- 3) To note that neither scrutiny or discussion of this detail has been possible, nor will it have cross party support.
- 4) To agree to delay submission and continue the report for one cycle.

- moved by Councillor Whyte, seconded by Councillor Webber

Voting

The voting was as follows:

For the motion	-	12 votes
For the amendment	-	5 votes

(For the motion: Councillors McVey (Convener), Booth, Kate Campbell, Day, Dixon, Doran, Gardiner, Gloyer, Griffiths, Macinnes, Main and Osler.

For the amendment: Councillors Cook, Hutchison, McLellan, Webber and Whyte.)

Decision

To approve the motion by Councillor McVey.

(Reference – report by the Chief Executive, submitted.)

14. Accounts Commission: Local Government in Scotland - Overview 2020

A summary of the main issues and themes identified within the Accounts Commission's recently-published *Local Government in Scotland – Overview 2020* national report was provided.

Motion

- 1) To note the joint report by the Chief Executive and the Executive Director of Resources.
- 2) To refer the report to the Governance, Risk and Best Value Committee for its scrutiny.

- moved by Councillor McVey, seconded by Councillor Day

Amendment

- 1) To note the joint report by the Chief Executive and the Executive Director of Resources.
- 2) Instructs the Chief Executive to report to Committee in two cycles providing a comprehensive assessment of how the Council is addressing the recommendations outlined in the Key Messages section of the report and suggesting any further actions that could be taken to address these in order that Councillors can scrutinise and prioritise work to improve the Council in these areas.
- 3) The report to provide an officer assessment of the sources of information, training and guidance available to Councillors to help them answer the questions set out for them in the report in order that these can be assessed and debated by Elected Members in public at Committee with a view to improving scrutiny of the Council's performance and to help engender a culture of continuous improvement
- 4) To refer the report to the Governance, Risk and Best Value Committee for its scrutiny.

- moved by Councillor Whyte, seconded by Councillor Hutchison

In accordance with Standing Order 19(12), the amendment was accepted as an addendum to the motion.

Decision

To approve the following adjusted motion by Councillor McVey:

- 1) To note the joint report by the Chief Executive and the Executive Director of Resources.
- 2) To instruct the Chief Executive to report to Committee in two cycles providing a comprehensive assessment of how the Council was addressing the recommendations outlined in the Key Messages section of the report and suggesting any further actions that could be taken to address these in order that Councillors could scrutinise and prioritise work to improve the Council in these areas.
- 3) The report to provide an officer assessment of the sources of information, training and guidance available to Councillors to help them answer the questions set out for them in the report in order that these could be assessed and debated

by Elected Members in public at Committee with a view to improving scrutiny of the Council's performance and to help engender a culture of continuous improvement

- 4) To refer the report to the Governance, Risk and Best Value Committee for its scrutiny.

(Reference – joint report by the Chief Executive and Executive Director of Resources, submitted.)

15. Edinburgh Integration Joint Board Progress Report

An update was provided on the work of the Edinburgh Integrated Joint Board (EIJB) and delivery of its strategic plan.

Motion

To note the report by the Chief Officer, Edinburgh Integration Joint Board.

- moved by Councillor McVey, seconded by Councillor Day

Amendment

- 1) To note the report by the Chief Officer, Edinburgh Integration Joint Board.
- 2) To recognise the impact the Mobilisation Plan had on care homes, the residents of those care homes and their families.
- 3) To note with concern the EIJB's inability for the second consecutive year to set a budget by 31 March 2020, which was in breach of the Accounts Commission's recommendation of December 2019.
- 4) To welcome the revisions to the EIJB's Strategic Plan.

- moved by Councillor Whyte, seconded by Councillor Webber

In accordance with Standing Order 19(12), the amendment was accepted as an addendum to the motion.

Decision

To approve the following adjusted motion by Councillor McVey:

- 1) To note the report by the Chief Officer, Edinburgh Integration Joint Board.
- 2) To recognise the impact the Mobilisation Plan had on care homes, the residents of those care homes and their families.
- 3) To note with concern the EIJB's inability for the second consecutive year to set a budget by 31 March 2020, which was in breach of the Accounts Commission's recommendation of December 2019.
- 4) To welcome the revisions to the EIJB's Strategic Plan.

(Reference – report by the Chief Officer, Edinburgh Integrated Joint Board, submitted.)

16. Award of Contracts for Edinburgh Thrive “Get Help When Needed”

Approval was sought to award to providers to support the establishment of the Thrive Welcome teams and the Thrive Collective, delivering a range of support and interventions to ensure that people get the help they need, when required.

Decision

- 1) To approve the award of nine new contracts to deliver a range of services to support people’s mental and health wellbeing.
- 2) To agree the contract duration would be from 1 December 2020 for 60 months (with the possible extension of a further 36 months).
- 3) To note the extension of current Wellbeing Providers to 31st November 2020 to enable a three months-notice period to be given to current providers (4-month period allowed under Contract Standing Orders, while undertaking a tender process).
- 4) To note the approximate maximum total value of the contract was £20,880,000. The annual value varied throughout the term of the contract to incorporate annual increments based on the Scottish Government Funding.

(Reference – report by the Chief Officer, Edinburgh Health and Social Care Partnership, submitted.)

17. Domestic Abuse Policy Development 2019-2020

In response to a motion by Councillor Watt, details were provided on the specific policies that had been put in place by the City of Edinburgh Council, during the year to 31 March 2020, that sought to prevent gender inequalities and improve the Council’s support for survivors of gender-based violence.

Decision

To note the report by the Executive Director for Communities and Families.

(References – Act of Council No 1 of 12 March 2020; report by the Executive Director for Communities and Families, submitted.)

18. The City’s Relationship with Krakow and Equality and LGBT+ Rights – Motions by Councillors Staniforth and Day

The following motions by Councillors Staniforth and Day were submitted in terms of Standing Order 14:

- a) By Councillor Staniforth

“Committee:

Notes that as of August 2019 the Policy and Sustainability Committee renewed the city’s relationship with Krakow.

Notes that the Lesser Poland Voivodeship, of which Krakow is part, has declared itself an 'LGBT-free zone'.

Notes that the concept of an 'LGBT-free zone' is antithetical to Edinburgh's values of tolerance, freedom and compassion. Further notes that as a capital city Edinburgh has a role to play in extolling those virtues on the world stage.

Notes that in May 2019 the Mayor of Krakow created the Equal Treatment Council which included representatives of the LGBTQ+ community making it one of only two cities in Poland with such a body.

Therefore resolves that Edinburgh City will immediately contact Krakow to determine the City's position regarding the wider 'LGBT-free zone' and that a short report should come to the next Policy and Sustainability Committee detailing options for further action to support the LGBTQ+ community there."

- moved by Councillor Booth, seconded by Councillor Main

b) By Councillor Day was submitted in terms of Standing Order 14;

"Committee:

Notes with concern, recent information relating to promotion 'LGBT Free Zones in Lesser Poland Voivodeship', and notes other issues of Human Rights violations in countries where the City of Edinburgh Council have friendship or twinning relationships.

Notes the Lord Provost has written to the Mayor of Krakow to clarify Krakow's opposition to the measures cited above and requests a report to Policy and Sustainability, following a response to the Lord Provost's approach outlining any additional support Edinburgh may offer to assist and support Krakow resist these policies.

Requests a review of the international strategy in autumn to include information on the how relationships can support the Council's Equalities Framework."

- moved by Councillor McVey Councillor Day, seconded by Councillor McVey

Decision

1) To approve the following adjusted motion by Councillor Staniforth:

Committee:

Notes that as of August 2019 the Policy and Sustainability Committee renewed the city's relationship with Krakow.

Notes that the Lesser Poland Voivodeship, of which Krakow is part, has declared itself an 'LGBT-free zone'.

Notes that the concept of an 'LGBT-free zone' is antithetical to Edinburgh's values of tolerance, freedom and compassion. Further notes that as a capital city Edinburgh has a role to play in extolling those virtues on the world stage.

Notes that in May 2019 the Mayor of Krakow created the Equal Treatment Council which included representatives of the LGBTQ+ community making it one of only two cities in Poland with such a body.

2) To approve the motion by Councillor Day.

19. Council Support for Local Businesses – Motion by Councillor Lang

The following motion by Councillor Lang was submitted in terms of Standing Order 14; “Committee:

- 1) notes that, as of 21 July, the Council has paid out to local businesses £102.7m of the £111.5m allocated by the Scottish Government for business grants.
- 2) notes that it was suggested in the ‘Revenue Update 2020/21’ report to the meeting of the Policy and Sustainability Committee on 23 July that any underspend on the Business Grants Scheme, rather than being returned to the Scottish and/or UK Government, instead be made available to local authorities to support flexible, place-based local economic recovery, a role they are ideally placed to lead on.
- 3) notes that the ‘Supporting Local Businesses in Edinburgh’ report to the meeting of the full Council on 28 July called for a ‘Support for Local Business’ campaign in aid of traders in local town centres and high streets.
- 4) believes one of the best ways, if not the best way, to support local businesses to recover and thrive is through measures which actively encourage people to visit and spend money with those businesses.
- 5) therefore calls for officers to explore the feasibility of issuing every Council taxpaying household a voucher or vouchers totalling £30 to be spent only with a small Edinburgh based businesses and for this to be funded from the underspend on the Business Grants Scheme.
- 6) agrees that the Leader of the Council should write to the Scottish Government to make the case for such a proposal.”

Motion

To approve the motion by Councillor Lang

- moved by Councillor Lang, seconded by Councillor Gloyer

Amendment 1

- 1) Notes that, as of 21 July, the Council has paid out to local businesses £102.7m of the £111.5m allocated by the Scottish Government for business grants and that a number of appeals are ongoing so this is not a definitive position.
- 2) Notes that the ‘Revenue Update 2020/21’ report to the meeting of the Policy and Sustainability Committee on 23 July stated at: 4.24:

It has furthermore been suggested that any underspend on the Business Grants scheme, rather than being returned to the Scottish and/or UK Government, instead be made available to local authorities to support flexible, place-based local economic recovery, a role they are ideally placed to lead on.

- 3) Notes that the 'Supporting Local Businesses in Edinburgh' report to the meeting of the full Council on 28 July agreed a 'Support for Local Business' campaign in aid of traders in local town centres and high street alongside the Ready Set Go programme, a one stop shop approach to licensing and permissions, action on procurement to make council spend more accessible to local businesses and the Spaces for People programme which is designed to make space available for businesses to operate safely and to encourage footfall by making it easier for people to move around their town centres.
- 4) Notes the importance of measures which actively encourage people to visit and spend money with businesses to help them recover and thrive.
- 5) Agrees that if more money becomes available to support these efforts, officers present further actions to committee to support businesses, particularly focused on maximising the survival of small businesses across the City.
- 6) Agrees that the Leader of the Council should work with COSLA and ministers to make the case for any underspend in Business Support Grants to be returned to local authorities.

- moved by Councillor McVey, seconded by Councillor Day

Amendment 2

- 1) To add to the end of Paragraph 1) of the motion by Councillor Lang:

Therefore, at the closure of the existing business support schemes, there is £8.8m remaining of the Edinburgh allocation, currently held by the Scottish Government, which will only be released for proposals that are supported by Scottish Government.
- 2) To insert the following after Paragraph 4) of the motion and renumber:
 - 5) Notes that COSLA has suggested that any underspend should be used to fund the COVID-19 costs including loss of income incurred by councils.
 - 6) Agrees that measures for 'Support for Local Business' should be clearly targeted, (for example at specific business sectors requiring help or geographical areas), and increase the sustainability of the local economy.
- 3) To delete Paragraph 5) of the motion and insert:

Therefore requests officers consult with members and explore further measures that could provide 'Support for Local Business' that would require funding and report in September to committee.

4) To amend Paragraph 6) of the motion to read:

Agrees that the Leader of the Council write to the Scottish Government to make the case for some surplus funding to be made available to support the local economy.

- moved by Councillor Main, seconded by Councillor Booth

In accordance with Standing Order 19(12), Amendment 2 was adjusted and accepted as an addendum to the motion.

Voting

The voting was as follows:

For the Motion (as adjusted)	-	4 votes
For Amendment 1	-	13 votes

(For the Motion (as adjusted): Councillors Booth, Gloyer, Main and Osler.

For Amendment 1: Councillors McVey (Convener), Kate Campbell, Cook, Day, Dixon, Doran, Gardiner, Griffiths, Hutchison, Macinnes, McLellan, Webber and Whyte.)

Decision

To approve Amendment 1 by Councillor McVey.

20. School Results for Session 2019-20 during Covid-19 – Motion by Councillor McVey

The Convener ruled that the following item, notice of which had been given at the start of the meeting, be considered as a matter of urgency to allow the Council to give early consideration to this matter.

The following motion by Councillor McVey was submitted in terms of Standing Order 14:

Commends teaching staff and support staff for their effort and commitment in preparing qualification assessments during one of the most challenging times.

Notes the hard work and effort pupils have made in their education throughout their school year and the impact Covid-19 has had on them.

Notes the challenges in this year's assessment process due to the need to cancel examinations due to public health guidance.

Notes the SQA and Scottish Government have encouraged students to appeal and request officers urgently work with schools to offer any support needed to submit appeals where pupils feel they have been undermarked and notes any fees for appeals have been waived to help facilitate appeals.

Further requests officers report to the Education, Children and Families Committee on results for session 2019-20 when full data is available to determine whether there were issues with this year's process which would have meant any group of young people in

Edinburgh were adversely affected to enable any Edinburgh specific information to be submitted to the Scottish Government and the SQA.

- moved by Councillor McVey, seconded by Councillor Day

Decision

To approve the motion by Councillor McVey.

This page is intentionally left blank

Work Programme – Upcoming Reports

Policy and Sustainability Committee

20 August 2020

Report Title	Directorate	Lead Officer
September 2020		
Participation Requests	CE	Michele Mulvaney
Poverty Commission	CE	Chris Adams
Use of Schools as Polling Place	CE	Chris Highcock
Managing Transition to Brexit in Edinburgh	CE	Laurence Rockey
Engagement through Adaptation and Renewal	CE	TBC
Motion on Edinburgh's Winter Festivals - Audit	Place	David Waddell
Reform of Transport Arm's Length External Organisations	Place	TBC

Report Title	Directorate	Lead Officer
Neighbourhood Alliance - Grant Funding	Place	Elaine Scott
Motion by Councillor Main – Recycling in Schools	Place	TBC
Funding of Temporary Accommodation for Homeless People – motion by Councillor Watt	C&F	TBC

Rolling Actions Log

Policy and Sustainability Committee

20 August 2020

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1	04.10.16	Business Case for the Management Transfer of Secondary School Sports Facilities to Edinburgh Leisure – Progress Report	That an update report be submitted to Committee in 6 months.	Executive Director for Communities and Families	Ongoing		<p>Update 9 July 2020</p> <p>With the instigation of the Covid-19 lockdown and other measures in place, the transfer of the two schools was put on hold on the 25th March 2020.</p> <p>The last 2 schools to transfer WHEC and Leith Academy will not do so until Edinburgh Leisure is back up and running and they are able to be transferred.</p>

Page 37

Agenda Item 5.2

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
							<p><u>Update 25 June 2020</u></p> <p>To agree that a final report be submitted to Committee.</p>
2	01.02.18	<p>City of Edinburgh Council Motion by Councillor Mowat – Edinburgh’s Christmas and Hogmanay 2017/18</p> <p>(Agenda for 1 February 2018)</p>	<p>Council requests that the review of the contract for Edinburgh’s Christmas and Hogmanay should recognise that the implementation of this contract cuts across many council functions and services and should be considered at the Corporate Policy and Strategy Committee.</p>	Executive Director of Place	Spring 2021		<p>This contract is in place until Winter Festival 2022. The review of the contract will be presented to Policy and Sustainability Committee.</p>
3	07.08.18	Participation Requests	<p>To agree to receive a report setting out proposals for the Council’s policy on participation requests within two cycles of the conclusion of the Westbank Street Outcome Improvement Process as set out in paragraph 3.5 of the</p>	Chief Executive	September 2020		<p>This report will be presented following the conclusion of the Westbank Street Outcome Improvement Process.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			report by the Chief Executive.				
4	07.08.18	Managing Transition to Brexit in Edinburgh	To agree that the Brexit Working Group review actions currently in place and report on future options to provide support for Non-UK EU nationals within the Council workforce and the wider city population.	Chief Executive	September 2020		<u>Update August 2020</u> This will now be reported to this Committee in September 2020.
5	06.06.19 (Housing and Economy Committee)	Edinburgh Economy Strategy – Annual Progress Report	<ol style="list-style-type: none"> 1) Calls for research and analysis on the current economy and the economic challenges for Edinburgh as a result of this target. 2) Agrees that this research and analysis will inform a review of the Edinburgh Economy Strategy in order to develop an outcome based strategy for Edinburgh to meet these commitments, taking into account jobs 	Executive Director of Place	October 2020		It has been agreed that there will be a new business plan submitted and the Economic Recovery working group workplan has been approved which includes a refreshed economic strategy

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 40			that will emerge from the need to meet the net zero carbon target, sectoral analysis of carbon footprint and the support, collaboration and leadership that the council will need to provide to move us towards a more sustainable economy.				
	01.10.19	West Edinburgh Progress Update	<p>1) To note that this matter would be reported to Committee in spring 2020 providing a further update on progress and seeking any necessary authority to formalise partnership arrangements for delivery of the new link road</p> <p>2) To agree that a report would be brought back to Committee on completion of the West Edinburgh</p>	<p>Executive Director of Place</p> <p>Executive Director of Place</p>	<p>October 2020</p> <p>October 2020</p>		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			study on inclusive and sustainable growth.				
7	21.11.19	<p>City of Edinburgh Council - Motions by Councillors Staniforth and Gordon - Fireworks and Fireworks Legislation</p> <p>(Minute of 21 November 2019)</p>	<p>To agree for a report to Policy and Sustainability Committee in three cycles that addresses how the Council can:</p> <ul style="list-style-type: none"> require all public firework displays within the city to be advertised locally in advance of the event, actively promote a public awareness campaign about the impact of fireworks on animal welfare and vulnerable people ensure that fireworks are only supplied to, and remain in the hands of, responsible adults. encourage local suppliers of fireworks to stock 	Executive Director of Place	20 August 2020	20 August 2020	<p><u>Recommended for closure</u></p> <p><u>Update August 2020</u></p> <p>This will take the form of a Members Briefing to be circulated prior to the meeting on 20 August 2020</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			'quieter' fireworks for public display.				
8	21.11.19	City of Edinburgh Council – Motion by Councillor Jim Campbell – Edinburgh’s Winter Festivals (Minute of 21 November 2019)	<p>(a) To arrange an open book audit for this year, and the previous four years, with the final report before the 2020 summer recess at the latest.</p> <p>(b) To review which, if any, contract terms or conditions might apply should a counterpart bring the Council into substantial public disrepute.</p> <p>(c) To identify if, or how, the contract made clear that all permissions must be in place in a timely way, removing any possible ambiguity between the Council acting as contract originator and as an authority with</p>	Executive Director of Place	September 2020		<u>On 14 May 2020</u> , the Committee accepted a delay for this action but agreed that an update would be provided on when the audit would be completed.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>statutory powers.</p> <p>(d) To agree that (b) and (c) above should be reported to the Policy and Sustainability Committee in two cycles accepting that (a) may be an interim analysis at that time.</p>				
Page 43	21.11.19	<p>City of Edinburgh Council – Motion by Councillor Lang – Use of Schools as Polling Places</p> <p>(Minute of 21 November 2019)</p>	<p>To request a report to the Policy and Sustainability Committee within three cycles for subsequent referral to the full Council, on the current use of schools as polling places as well as the opportunities to reduce or eliminate their use in time for the 2021 Scottish Parliament and 2022 local government elections.</p>	Chief Executive	September 2020		<p><u>Update – 11 June 2020</u></p> <p>The Review of Polling Arrangements across the city has now been completed with a number of proposed changes. This included a review of all the schools currently used as polling venues. It is possible to replace 10 of the current 35 primary schools with</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 44							new venues that offer better facilities and or are better located with sufficient capacity. In each of the other 25 schools there are no alternative venues. The next stage is public consultation. It is intended to report finally around August/September to allow these arrangements to be used for the publication of the new register on 1 December. Before that the proposals are being shared informally with councillors for their comment. It is proposed that the protocol is maintained under which an in-

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
							service training day is aligned with all scheduled polling days to minimise overall disruption
10 Page 45	(a) 26.11.19	Edinburgh Poverty Commission Progress Update	To agree that a further report on full Council responses to the Edinburgh Poverty Commission would be considered by Committee following publication of final findings in March 2020.	Chief Executive	11 June 2020	11 June 2020	Closed
	(b) 25.02.20	Edinburgh Poverty Commission Progress Update	To agree to the development of a cross-council work programme to take forward the implementation of Edinburgh Poverty Commission recommendations to be considered by Committee by June 2020	Chief Executive	11 June 2020	11 June 2020	Closed
	(c) 11.06.20	Edinburgh Poverty Commission – Poverty and Coronavirus in	To agree that an officer report, setting out actions taken in response to issues raised in the Commission’s interim	Chief Executive	September 2020		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		Edinburgh	report, should be brought to the committee at the same time as tabling of the Commission's final report.				
11	06.02.20	City of Edinburgh Council – Motion by Councillor Main – Recycling in Schools	<p>To request:</p> <p>a) All council services involved, including Schools, Estates: Facilities Services and Catering Service, and Waste Services work together to review and provide fit for purpose recycling services in each of our schools to be completed before the start of the 2020/21 academic year within policy and current budgets, and reporting any financial challenges in doing so to the report requested.</p> <p>b) A report to the Policy and Sustainability Committee</p>	Executive Director of Resources / Executive Director of Place	September 2020		<p><u>Update – 11 June 2020</u></p> <p>Following discussion with Councillor Main it has been agreed that this report will be deferred to September 2020, to enable the relevant service areas to prioritise work to support schools re-opening and to incorporate lessons learned arising from the Covid-19 lockdown period.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			outlining the service provided for each school at the start of the 2020/21 Academic Year and including plans for a Carbon Neutral Edinburgh 2030.				
12	25.02.20	Filming in Edinburgh 2019	To agree to a further report being submitted to the Committee to include costs as well as income in a full scrutiny of processes comparing Edinburgh's results with cities that charged for the use of public space for filming in order to make recommendations on future Council policy in this area.	Executive Director of Place	October 2020		
13	Leadership Advisory Panel - 31 March 2020	Neighbourhood Alliance - Grant Funding Payment	To agree that a report would be taken to the Housing, Homelessness and Fair Work Committee detailing how long grant funding continue for and the exit strategy.	Executive Director of Place	September 2020		<u>Update 20 August 2020</u> To be reported to Housing, Homelessness and Fair Work Committee

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
14	Leadership Advisory Panel - 23 April 2020	Consultation Planning Report	To recognise that COVID-19 was likely to have lasting impacts on the use of the City Centre and to request that the APOG consider how to invite contributions from residents, businesses and stakeholders to inform a wider consultation on events and use of public spaces in the City Centre and beyond with an early outline to be given in the report to Policy and Sustainability Committee.	Executive Director of Place	Ongoing		<u>Update – 11 June 2020</u> Consultation on the Public Spaces Management Plan has been put on hold due to Covid 19, and will be commenced at an appropriate time in order to get a broad range of input from the public.
15	14.05.20	Local Police Plan	To request an update report in 6 months' time on a full assessment being made of the implications of the Covid-19 emergency addressing the risks and mitigation identified for Edinburgh, any public feedback that might alter priorities and any altered national Police priorities and that these be worked into an updated, dynamic plan.	Police Scotland	November 2020		

Page 48

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
16	14.05.20	Creating Safe Spaces for Walking and Cycling	To agree to add the action that 'all schemes approved by a TTRO under delegated authority should be reported to the committee on a two-monthly cycle or in the event of a significant change in national movement restrictions or social distancing guidance, with a recommendation to continue or discontinue each scheme', as was agreed at the Policy and Sustainability Committee of 14 May 2020.	Executive Director of Place	20 August 2020		Recommended for closure Report on the agenda for this meeting
	28.05.20	Rolling Actions Log					
17	28.05.20	Decisions Taken under Delegated Power and Operational Decision Making - Covid-19	1) To call for a short report in three cycles fully detailing the decisions made so far, and providing options to re-open community centres as part of Adaption and Renewal, to allow access to volunteers from community centre	Chief Executive	9 July 2020	9 July 2020	CLOSED

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 50			management committees to operate food parcel distribution, where an agreed plan of how they will operate in a safe and socially distant manner can be put in place.				
			2) To agree to an interim members' briefing on the progress of 1) above.	Executive Director for Communities and Families	End September 2020		
			3) To note that the Chief Officer (EHSCP) had agreed to provide the number of patients that were discharged from hospitals into care homes prior to the change in guidance on testing.	Chief Officer, Edinburgh Health and Social Care Partnership	5 August 2020	5 August 2020	Recommended for closure Briefing note was issued to Committee members on 5 August 2020
18	28.05.20	Outcome Report of the Short Life Working Group to Examine Communities and	To provide guidance for members on how to guide the organisations that would be changing or closing as a result of an unsuccessful application	Executive Director for Communities and Families	End of July 2020		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		Families Third Party Grants	for funding.				
19	09.07.20	Tourism and Hospitality Sector Recovery Plan – Follow Up	<p>Notes the importance of Business tourism to the City’s hospitality sector and the importance of business tourism in helping many of Edinburgh’s sectors access the global market;</p> <p>Notes this would require additional engagement with industry and key partners to fully develop a long-term approach and agree that this should be reported back to the Policy and Sustainability Committee, including how the organisational structure will operate throughout the City.</p>	Executive Director of Place	End 2020		
20	11.06.20	Funding of Temporary Accommodation for Homeless People – motion by	1) To call for a report to be submitted to the Policy and Sustainability Committee, which listed the current temporary	Executive Director for Communities and Families	September 2020		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 52		Councillor Watt (see minute of 11 June 2020)	<p>accommodation that had been contracted for since the CV-19 pandemic: giving the type of accommodation, the number of families and single people accommodated and the current end date of the contracts.</p> <p>2) To agree that the report should set out the work to date on an exit strategy and transition post lock down to find positive solutions for people moving on from accommodation provided as a public health response to the Covid 19 pandemic. This should include an update report on the work to increase the number of PSL properties available to</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>use as temporary accommodation.</p> <p>3) The report should also make recommendations as to what types of accommodation could be purchased or leased long-term (including – but not restricted to – properties that were previously being used for ‘air bnb’ style short-term lets and suitable student accommodation which was likely otherwise to remain unoccupied). It should also consider work with third sector partners and how contracting could be used to secure further accommodation so that all options would be examined to ensure that suitable accommodation was</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			available for people when their current accommodation ceased to be available.				
21	25.06.20	Adaptation and Renewal Programme Update	<p>To request that the Chief Officer of the Health and Social Care Partnership provide a report to Committee, at an appropriate time when information was available, containing, but not limited to, the following:</p> <p>a) An explanation for the disproportionately high number of Edinburgh Covid-19 deaths that had occurred in care homes;</p> <p>b) Details of the number of care home Covid-19 deaths where the deceased had previously been in hospital;</p> <p>An explanation for the</p>	Chief Officer, Edinburgh Health and Social Care Partnership	August 2020		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 55			<p>disproportionately high number of Edinburgh Covid-19 deaths in relation to the number of non-Covid-19 deaths;</p> <p>Understanding why the number of Edinburgh care homes showing a suspected case of Covid-19 deaths continued to increase;</p> <p>The steps taken by the Partnership, or the Public Health Advisory Board, to address the issues brought out by a) and c) in relation to future outbreaks: and</p> <p>f) The issues raised with the Edinburgh IJB and NHS Lothian about minimising the impact of future outbreaks across Edinburgh.</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
22	23.07.20	Schools Re-Opening Update	1) To agree to provide a briefing note to Pentland Hills ward councillors on the alternative arrangements for Currie Primary School.	Executive Director for Communities and Families	Awaiting update	11 August 2020	Recommended for closure Briefing note was issued to Committee members on 11 August 2020
			2) To agree to report back on the plans for the approach to youth work.	Executive Director for Communities and Families	20 August 2020	20 August 2020	Recommended for closure Report on the agenda for this meeting
23	25.06.20	South East of Scotland Regional Transport Transition Plan	Requests that a business bulletin item, Members' briefing or report are brought forward as appropriate as progress is made in conjunction with other partners to update Council as outlined in the report by the Executive Director of Place	Executive Director of Place	End 2020		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
24	25.06.20	Rural Roads Speeds Review (Spaces for People) – Motion by Councillor Webber (see minute of 25 June 2020)	To request a briefing outlining progress on the temporary review of speed limits on the identified rural roads as part of the “Spaces for People” initiative and seek to accelerate all speed limit implementation plans	Executive Director of Place	End August 2020		
25	30.06.20 (City of Edinburgh Council)	City of Edinburgh Council – Motion by Councillor Cameron -Impact of Covid-19 on Equalities in Edinburgh (see minute of 30 June 2020)	Council calls on the Chief Executive to continue reporting to the Policy and Sustainability Committee, in a similar format at the report at agenda item 6.1 to the Policy and Sustainability Committee on 25 June 202, to highlight the actions taken.	Chief Executive	20 August 2020		Recommended for closure <u>Update 20 August 2020</u> BLM report on 23 July covered this <u>Update – 23 July 2020</u> How the Council will address and improve its approach to equalities in the aftermath of COVID-19 and through the

Page 57

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
							recovery planning for the council and the city will be considered and addressed as part of the next update of the Adaptation and Renewal Programme
26	30.06.20 (City of Edinburgh Council)	City of Edinburgh Council – Motion by Councillor Rust – Engagement with Employees (see minute of 30 June 2020)	To provide Members with a briefing detailing the range of tools and opportunities for Employee engagement.	Executive Director of Resources	August 2020		<u>Update – 6 August 2020</u> A briefing note is currently in preparation and will be circulated to the Committee during August 2020.
27	30 June 2020 (City of Edinburgh Council)	City of Edinburgh Council – Motion by Councillor Lezley Marion Cameron – Liberton Primary School	To agree an update report to the Policy and Sustainability Committee in three cycles setting out the timescale and progress made to date on the rebuilding and refurbishing of Liberton Primary School to a quality and Standard which	Executive Director for Communities and Families	20 August 2020	20 August 2020	Recommended for closure Report on the agenda for this meeting

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		(see minute of 30 June 2020)	meets 2020 guidelines for class sizes and communal areas; and which also creates the necessary additional space to accommodate continually rising school rolls.				
28	09.07.20	Homelessness Services - Use of Temporary Accommodation	1) To request a further report to be presented by the end of August 2020 updating on the financial implications of responding to the COVID-19 pandemic in relation to temporary accommodation and agree that this report would also set out a detailed and costed plan to target short stay holiday accommodation for conversion into homes, including for use as temporary accommodation for	Executive Director for Communities and Families	End August		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 60			homeless people. 2) To request that the further report include a detailed breakdown of the additional costs of providing Temporary Accommodation as part of the public health response to Covid-19 crisis along with the proposed exit strategy agreed with partners, financial support available from the Scottish Government post 30 June and any forward plan the Council was making for estimated costs post any additional funding.				
	29	09.07.20	Community Centres Re-opening	To agree that officers would work with the Community Centre Management Teams of the Jack Kane, Sandy's - in Craigmillar and Magdalene	Executive Director for Communities and Families	August 2020	6 August 2020

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 61			Community Centres to provide access their community centres in July, subject to public health and legal requirements being met and notwithstanding any needs for space to ensure pupils' return to school, on an agreed restricted basis to support community projects, and request a further report be brought in August with options for opening other community centres including opening dates.				Committee on 6 August.
	30	09.07.20	Re-opening of Public Conveniences	To note that a review of operations following reopening would be presented to the appropriate Committee in October 2020	Executive Director of Place	October 2020	
	31	09.07.20	Transport Infrastructure Investment – Capital Delivery Priorities for	1) To note the capital projects listed in appendix 5 and 6 of the March 2019 report 'Transport Infrastructure	Executive Director of Place	End August 2020	

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 62		2020/21	Investment – Capital Delivery Priorities for 2019/20' which (i) were not delivered as scheduled and (ii) were not referenced in this new report, and therefore agree that a members' briefing be issued within four weeks, itemising these projects and current plans				
			2) To agree to a members briefing on the current position on the roll out of the Energy Efficient Street Lighting Programme, including heritage lighting renewals which have not been able to be upgraded previously.	Executive Director of Place	6 August 2020	3 August 2020	Recommended for closure Briefing issued to members on 3 August 2020

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
32	09.07.20	Reform of Transport Arm's Length External Organisations	To agree to receive a report in two cycles on the recommended approach to reform of the Transport ALEO which will include an evaluation of the impact of the proposed integration on delivery of 2030 Carbon Neutral Edinburgh targets and on equalities (the initial equalities impact assessment) and a timetable for the creation of a new plan for public transport as covered in 4.21 of the report by the Executive Director of Place.	Executive Director of Place	September 2020 – to Transport and Environment Committee		<p>Engagement has commenced with the Transport Arm's Length Organisations, with the minority shareholders and with Unite. Further discussions are planned, and it is expected that feedback from the minority shareholders will be received once their Committees restart after their summer recess.</p> <p>It is therefore anticipated that a report on the recommended approach will be ready by mid-September 2020</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
33	23.07.20	Adaptation and Renewal Programme Update	To agree to provide a short briefing note on the transport figures for Morningside Station.	Executive Director of Place	End August 2020		
34	23.07.20	Engagement Through Adaptation and Renewal	That officers consider the resumption of non-essential consultation activity as part of the Adaptation and Renewal programme and provide an update to committee on next steps in September	Chief Executive	September 2020		
35	23.07.20	Council Response to Edinburgh Climate Commission and Sustainability Programme Update	1) To agree that planning for a green recovery and the Council net zero by 2030 carbon target will be integrated into the Adaptation and Renewal Programme including all future significant operational or financial proposals that will form the basis of a new council business plan. An update on	Chief Executive	October 2020		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
37	23.07.20	Revenue Budget 2020/21 Update	<p>progress will be provided in October.</p> <p>2) To agree that a summary of the sustainability programme activity and progress towards the carbon target will be provided before the start of the new financial year.</p>	Chief Executive	March 2021		
			To agree to provide a briefing note with a breakdown of the £31m loss relating to Council ALEOs	Executive Director of Resources	August 2020		<p><u>Update – 6 August 2020</u></p> <p>A briefing note is currently in preparation and will be circulated to the Committee during August 2020.</p>
			Spaces for People - Additional Contract Waiver for Material Orders	To agree to provide a briefing note for the committee on the price changes of traffic management products	Executive Director of Place	Mid September 2020	

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		and Contract Service					
38	23.07.20	Public Realm CCTV Update	To request an update on the Public Realm CCTV upgrade project progress in six months' time	Executive Director for Communities and Families	January 2021		
39	23.07.20	Spaces for People Initiative - Motion by Councillor Macinnes	Requests a report, within two cycles, which describes that evidence and indicates its relevance to both the Spaces for People initiative and existing transport policy in the city and looks forward to using that report to continue its two-way dialogue and engagement with high street businesses over the coming months.	Executive Director of Place	20 August 2020	20 August 2020	Recommended for closure Report on the agenda for this meeting
40	23.07.20	Response to Motion on Black Lives Matter	To consider the approach underway across the Council and to note that further imbedding equalities would be a key aspect of adaptation and renewal with the aspiration for an ambitious approach to	Chief Executive	August 2020		Recommended for closure <u>Update – 20 August 2020</u> Discussed at Group Leaders and it was

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			equalities and rights, and that this work would be overseen by the Equalities Working Group.				agreed that the Head of Strategy and Communications come back with list and timeline of what is realistic as soon as possible. Council Leader asked that agreement is done via email.
4 Page 67	06.08.20	Review of Political Management Arrangements	To request a briefing in September clarifying the process for a possible phased reduction in Committee activity, as described in 4.9 of the report by the Chief Executive. This briefing should make clear to Committee how any decisions would be taken, who would take those decisions, and under what circumstances	Chief Executive			<u>Update 20 August 2020</u> Gavin King will arrange briefing.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
42	06.08.20	Schools Re-opening - Update	1) To agree that a further update be provided for the next committee meeting on 20 August 2020.	Executive Director for Communities and Families	20 August 2020		
			3) To ask for a briefing on the building issues which had been identified in some Edinburgh schools.	Executive Director for Communities and Families			
			4) To ask for confirmation of the position in regard to bus services in the Currie/Balerno/ Baberton areas	Executive Director for Communities and Families			
43	06.08.20	Community Centres and Libraries Reopening	1) To call for a report in two cycles to the Policy and Sustainability Committee with further details as set out below: i) specifically on the re-opening of libraries in Edinburgh setting out	Executive Director for Communities and Families	September 2020		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 69			<p>clearer timescales for opening, learning from other local authorities which are more advanced in re-opening of libraries and details, including financial, of services impacted by library closures.</p>				
			<p>ii) outlining services directly or indirectly impacted by the closure of Community Centres or Libraries, detailing any alternative or innovative ways that have been used (or are being planned) to maintain continuity of services that would otherwise have been lost. This should include any projected financial</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 70			<p>consequences of the alternative service provision.</p> <p>2) To request a further report with a review and update of the current position to the relevant committee before November 2020, to include details and rational for future reductions in access or opening.</p>				
	44	06.08.20	<p>Re-opening of public conveniences</p> <p>To note that a review of operations following re-opening would be presented to the appropriate Committee in October 2020, and to request that this review include:</p> <ul style="list-style-type: none"> Information given on the measures and investment of the public conveniences in the report 	Executive Director of Place	October 2020		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 71			<ul style="list-style-type: none"> • The measures and costs of opening the three public conveniences not given in the report. • A proposed annual schedule for the opening of public conveniences from October 2020. • Details of public access to toilet facilities in businesses across the city where public conveniences had been closed and the effects of Covid-19 on this scheme. • Options for a revised public toilet facilities policy for the city. 				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
45	06.08.20	Concept Masterplan for Waverley Station	To agree that a Members' briefing be circulated on the financial contribution of Edinburgh Council to the project's partnership and the Council's contribution to the development of the concept, including the reasons why a waiver was required rather than committee approval.	Executive Director of Place	Mid September 2020		
46	06.08.20	Accounts Commission: Local Government in Scotland - Overview 2020	To instruct the Chief Executive to report to Committee in two cycles providing a comprehensive assessment of how the Council was addressing the recommendations outlined in the Key Messages section of the report and suggesting any further actions that could be taken to address these in order that Councillors could scrutinise and prioritise work to improve the Council in these areas.	Chief Executive	September 2020		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 73			The report to provide an officer assessment of the sources of information, training and guidance available to Councillors to help them answer the questions set out for them in the report in order that these could be assessed and debated by Elected Members in public at Committee with a view to improving scrutiny of the Council's performance and to help engender a culture of continuous improvement				
	47	06.08.20	<p>Motion by Councillor Staniforth - The City's Relationship with Krakow</p> <p>Motion by Councillor Day - Equality and LGBT + Rights</p>	Requests a review of the international strategy in autumn to include information on the how relationships can support the Council's Equalities Framework.	Chief Executive		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		(see minute of 6 August 2020)					

Policy and Sustainability Committee

10.00am, Thursday, 20 August 2020

Adaptation and Renewal Programme Update

Executive/routine

Wards

Council Commitments

1. Recommendations

- 1.1 Note the COVID-19 Response Dashboard outlined at Appendix 1.
- 1.2 Note the decisions taken to date under urgency provisions from 16 July 2020 to 13 August 2020 outlined at Appendix 2.
- 1.3 Note the overall programme update and further indicative dates for Phase 3 outlined in Appendix 3.

Andrew Kerr

Chief Executive

Contact: **Laurence Rockey**, Head of Strategy and Communications

E-mail: Laurence.Rockey@edinburgh.gov.uk | Tel: 0131 469 3493

Policy and Sustainability Committee

Adaptation and Renewal Programme Update

2. Executive Summary

- 2.1 As agreed at the Policy and Sustainability Committee on 28 May 2020, the Adaptation and Renewal Programme would provide regular committee updates. This report is the fourth report to Committee on progress and covers decisions taken in period 16 July to 13 August 2020, the latest COVID-19 Dashboard and a general programme update.

3. Background

Adaptation and Renewal Programme

- 3.1 The Council continues to respond to the COVID-19 global pandemic but has found a steady delivery state for essential services with the Council Resilience Centres expanding key frontline service delivery where it is safe to do so.
- 3.2 The transmission rate across Scotland has remained low and this has enabled over the last month further phase 3 dates to be announced.
- 3.3 As agreed at Policy and Sustainability Committee on 28 May, the programme structure has been put in place to guide decision making and ensure future implementation of recommendations. The Adaptation and Renewal Programme consists of five officer working groups which report into a single programme board at CLT, currently weekly.
- 3.4 A political All-Party Oversight Group (APOG) supports the co-ordinated approach; providing additional scrutiny and oversight of the Programme; and feedback and contributes to the development of options for Committee. At the meeting on 30 July, the outcomes the Council was seeking to achieve through Adaptation and Renewal were where discussed. These will come to P&S as part of the business plan development process over the coming months.

4. Main report

COVID-19 Dashboard

- 4.1 The COVID-19 dashboard (Appendix 1) provides the latest position with regard to key data relating to the pandemic. Content for the dashboard is kept under review based on the emerging situation and any feedback received.
- 4.2 In line with national guidance around shielding, we have paused our shielding line. Therefore, we have removed the shielding figures from the dashboard. Individuals still needing support can continue to get in touch through our vulnerable phone line which remains active.
- 4.3 Following a discussion at the APOG meeting on Thursday 13 August, three update requests were made. Both the Delayed discharge and Adult protection

concerns data updates are described below, with the traffic level in Morningside data explained in a separate briefing which will be circulated to the Committee prior to the meeting.

Delayed discharge:

- 4.4 The easing of lockdown has resulted in hospitals being able to restart services as well as people feeling safe to attend and address other health concerns. The increase in delayed discharge reflects this increased activity within hospitals with the number of hospital admissions being almost a third higher (31.5%) in July (an average of 1,127 per week) than in April (an average of 857 per week). This rise in people in hospital beds leads to increased numbers requiring support in the community on discharge. The overall waiting list for a package of care remains steady, it is the location of the individuals that has shifted from community to hospital as lockdown has eased.

Adult protection concerns:

- 4.5 The number of adult protection concerns (APC) referrals seen in a week shows more variation than other indicators. Referrals return to below average figures in week 32. The number of these referrals that progress to an interagency referral discussion (IRD), the next stage in the adult support and protection process, have not shown the same increasing pattern in July. This suggests that there is no increase in adult protection concerns cases at this time, but this will continue to be monitored. All those that do not progress to IRD are assessed under other social work legislation and supported as required.

Decisions taken from 16 July to 13 August

- 4.6 A full list of decisions taken under urgency by the Chief Executive in consultation with the Leader and Depute Leader from 16 July to 13 August 2020 is outlined at Appendix 2. Recommendations requiring a decision from the Chief Executive and CLT have the opportunity to be discussed 3 times a week, maintaining an agile response while ensuring governance and control is maintained.

Scottish Government Route Map – Phase 3

- 4.7 Over the course of this reporting period the Scottish Government have announced further indicative dates for the reopening of services and business. Phase 3 began on Friday 10 July with an update to phase 3 restrictions announced on Thursday 30 July.
- 4.8 The key announcement of the full time return to school was included in this update, with the first week back commencing on Monday 10 August. This has been the key priority over this reporting period with all resources prioritised to achieve this re-opening safely. Every effort has been made to keep communications open with members and parents over the past few weeks and we will continue to monitor the situation closely now that pupils are back in school.
- 4.9 A further announcement on the indicative dates set out in Appendix 3 will be made on Thursday 20 August. Service areas affected by these indicative dates have been working with the Service Operations Officer Working Group to plan and support the city, to continue to assess all of the relevant guidance and plan accordingly for re-opening, where it is safe and responsible to do so.

- 4.10 Detailed planning is underway for the development of both a revised revenue and capital budget as well as the development of a new Council Business Plan. It is proposed that the next report to Committee outlines progress to date in this regard and the intended next steps between now and the end of the financial year. This process will need to take into account delivering Council services within the context of an ongoing public health emergency, as well as how the Council best delivers its agreed priorities. Alongside formal reporting too Committee, ongoing dialogue will also be held with the All-Party Oversight Group.

Programme Overview

- 4.11 Programme Management Office (PMO) are working with the Risk Team to bring together a comprehensive Risk register for the programme, similar to the one coordinated for the COVID-19 response. This work is underway and will include the Major Change Portfolio risks as the Change Board governance is realigned to the Adaptation and Renewal programme and governance structure.
- 4.12 At the APOG meeting on Thursday 13 August an update on the Schools re-opening was given, this provided feedback on the first few days of the new term. In advance of a report going to Committee, a presentation was also given on the Council's proposed management of a number of concurrent risks and the plan to ensure COVID-19 preparedness for further outbreaks in the city.
- 4.13 A full report on COVID-19 preparedness and concurrent risks planning, including Brexit, will be submitted to the Policy and Sustainability Committee in early September.
- 4.14 Positive discussions have also been held with the Improvement Service regarding them undertaking some gateway review assurance of the programme. More detail of how this will be taken forward will be set out in the next Committee report update.

5. Next Steps

- 5.1 Detailed workstream timelines are currently being developed for each of the Officer Working Groups in the Adaptation and Renewal Programme. The next update report will include further detail on the process to agree a new business plan and the latest position with regard to the development of a revised capital and revenue programme.

6. Financial impact

- 6.1 The financial implications of COVID-19 on the Council in both the short and long term are anticipated to be very significant with the detailed financial position being reported to this Committee in a separate report.

7. Stakeholder/Community Impact

- 7.1 The "Engagement through Adaptation and Renewal" report summarises the Council's approach to engagement and consultation through COVID-19

Adaptation and Renewal period, including key projects and the Council climate engagement plan.

- 7.2 A report on the cumulative Integrated Impact Assessment of COVID-19 response decisions was included in a previous update to Committee. As programme outputs develop the processes in place for assessing the impact of change across the relevant areas will continue to be followed and reported when appropriate.

8. Background reading/external references

Scottish Government Document “*Coronavirus (COVID-19): framework for decision making*”

<https://www.gov.scot/publications/coronavirus-covid-19-framework-decision-making/pages/1/>

Scottish Government document ““*Coronavirus (COVID-19): framework for decision making - Scotland's route map through and out of the crisis*”

<https://www.gov.scot/publications/coronavirus-covid-19-framework-decision-making-scotlands-route-map-through-out-crisis/>

Edinburgh Poverty Commission: Poverty and Coronavirus in Edinburgh: Interim Report

<https://edinburghpovertycommission.org.uk/2020/05/19/poverty-and-coronavirus-in-edinburgh-interim-report/>

Adaptation and Renewal Programme Update, Policy and Sustainability Committee, 23 July 2020

<https://democracy.edinburgh.gov.uk/documents/s24847/6.1%20-%20Adaptation%20and%20Renewal%20Programme.pdf>

Engagement Through Adaptation and Renewal, Policy and Sustainability Committee, 23 July 2020

<https://democracy.edinburgh.gov.uk/documents/s24848/6.2%20-%20Engaging%20through%20Adaptation%20and%20Renewal.pdf>

Revenue Budget 2020/21 Update, Policy and Sustainability Committee, 23 July 2020

<https://democracy.edinburgh.gov.uk/documents/s24852/6.6%20-%20Revenue%20Budget%20Update%2020-21.pdf>

9. Appendices

Appendix 1 - COVID-19 Response Dashboard

Appendix 2 - Decisions taken from 16 July 2020 to 13 August 2020

Appendix 3 - Phase 3 of the Scottish Governments Route Map_ Update 30 July

Scottish Welfare Fund									
The arrows in this section represent the change (increase ▲ or decrease ▼) from previous week									
	563	27	▲	Total Number of Grants Applied for	£ 159,045	£20.9k	▲	Total Amount of Grant Funds Applied For	
	446	-1	▼	Crisis Grant Application Volumes	£ 77,818	£9.2k	▲	Crisis Grant Application Funds Applied For	
	114	31	▲	Community Care Grant Application Volumes	£ 80,181	£12.8k	▲	Community Care Grant Application Funds Applied For	
	3	-3	▼	Crisis and Community Care Grant Application Volumes	£ 1,046	£-1.0k	▼	Crisis and Community Care Grant Application Funds Applied For	

Contacts - Local Assistance Team and Contact Resilience Centres HR

1,050 vulnerable contacts last week

284

593

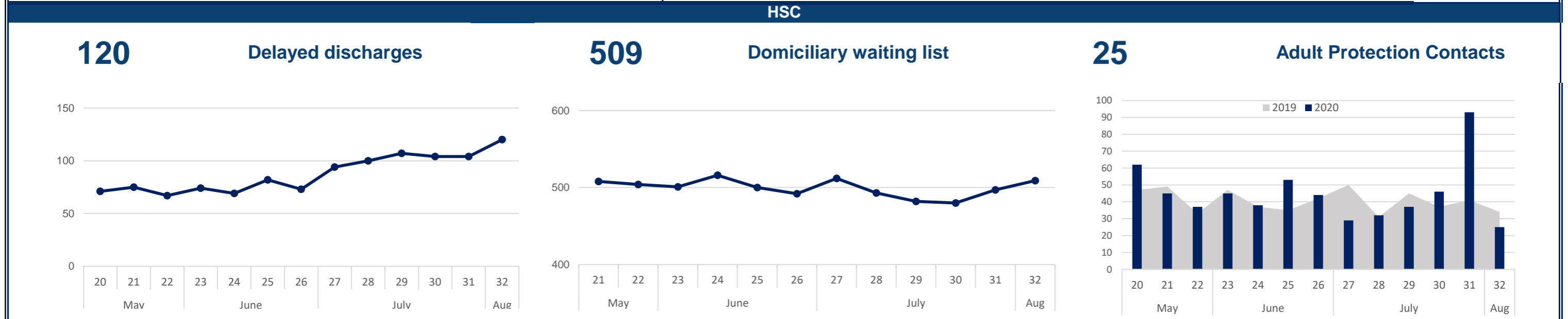
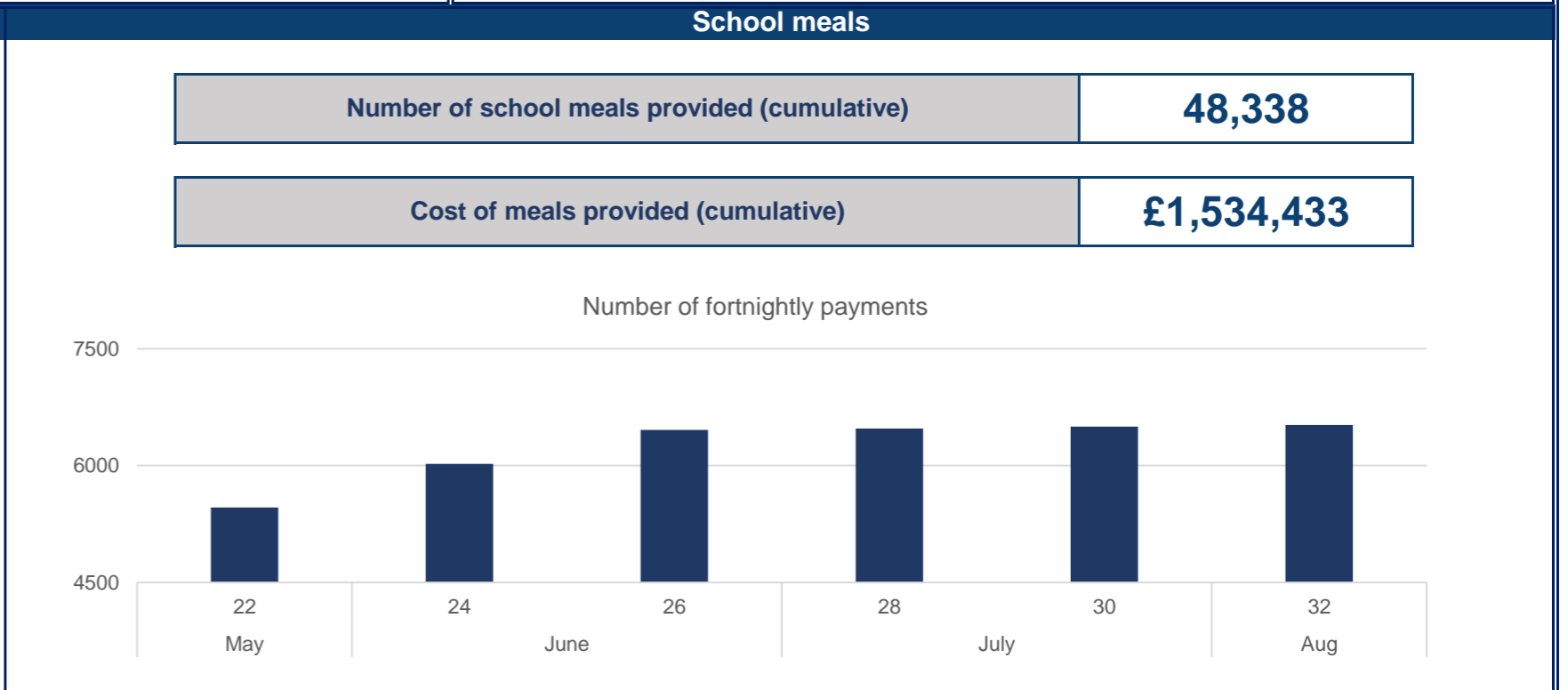
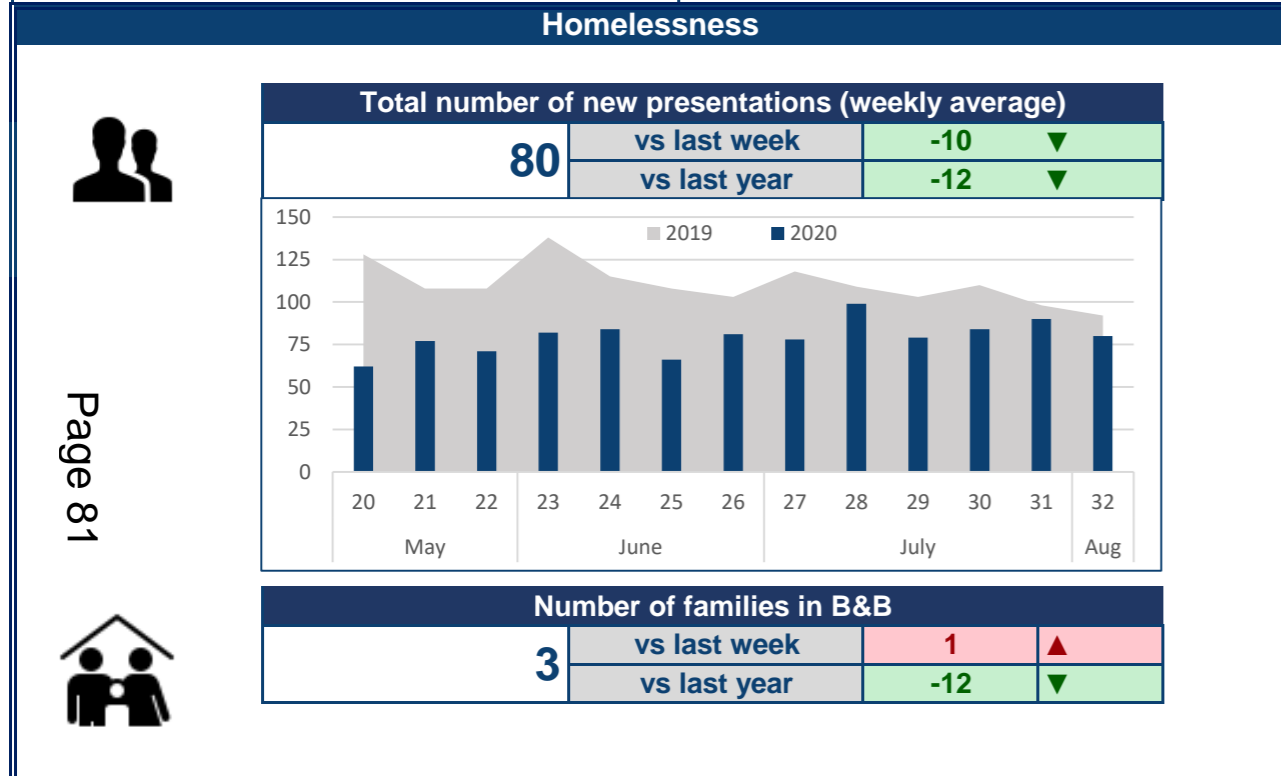
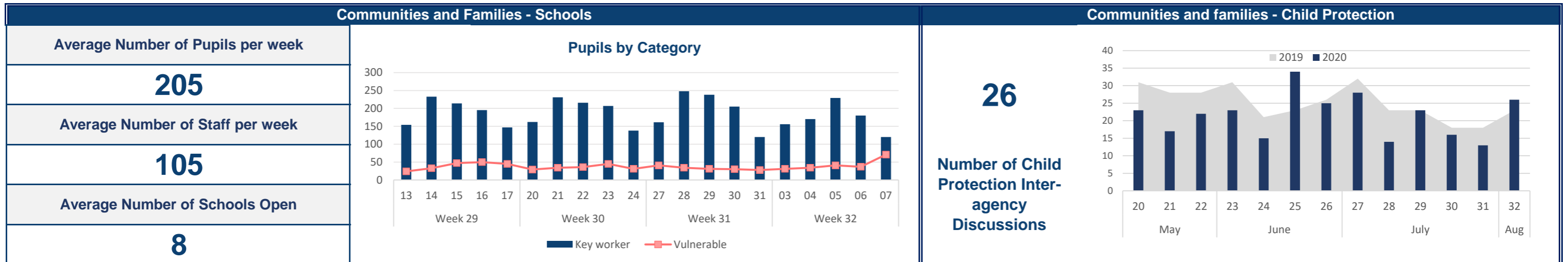
Recorded footfall in Council Resilience Centres

31 vs last week ▲

2.6% vs last week **0.4%** ▲

1.7% vs last week **-0.7%** ▼

*Covid-19 absence includes the following categories:
 COVID-19 - Can't return from travel COVID-19 - Self isolating
 COVID-19 - Care for a dependant COVID-19 - Sick / infected
 COVID-19 - School or office closure COVID-19 - Shielding



Covid-19

19,079	cases tested positive in Scotland
2,491	patients who tested positive have died in Scotland

3,231	cases tested positive in NHS Lothian
307	patients who tested positive have died in NHS Lothian

no data	cases tested positive in Edinburgh
----------------	---

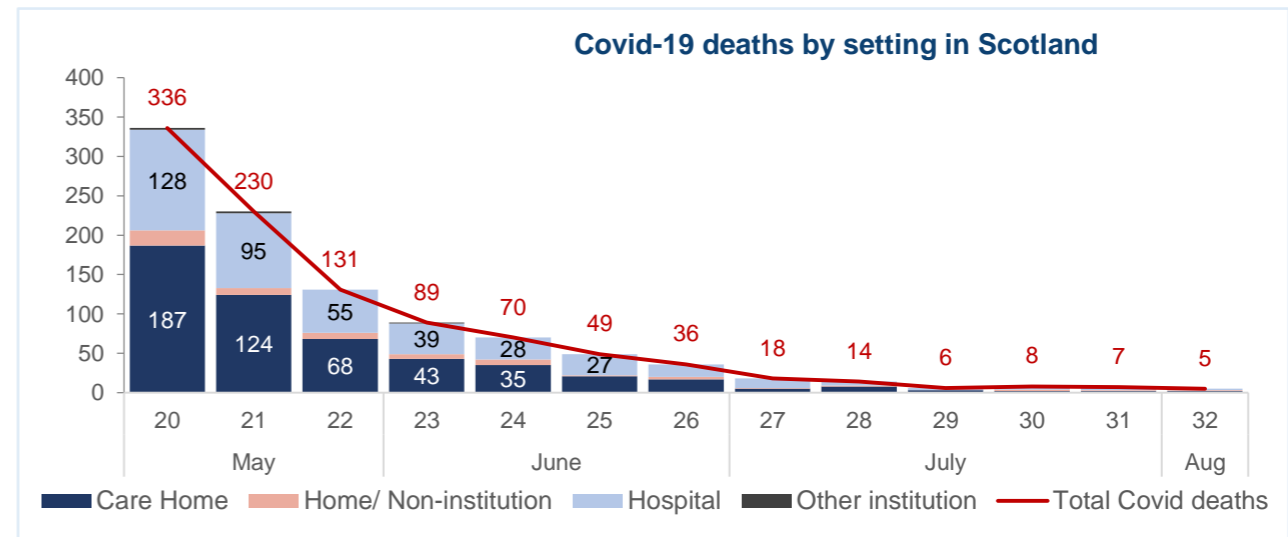
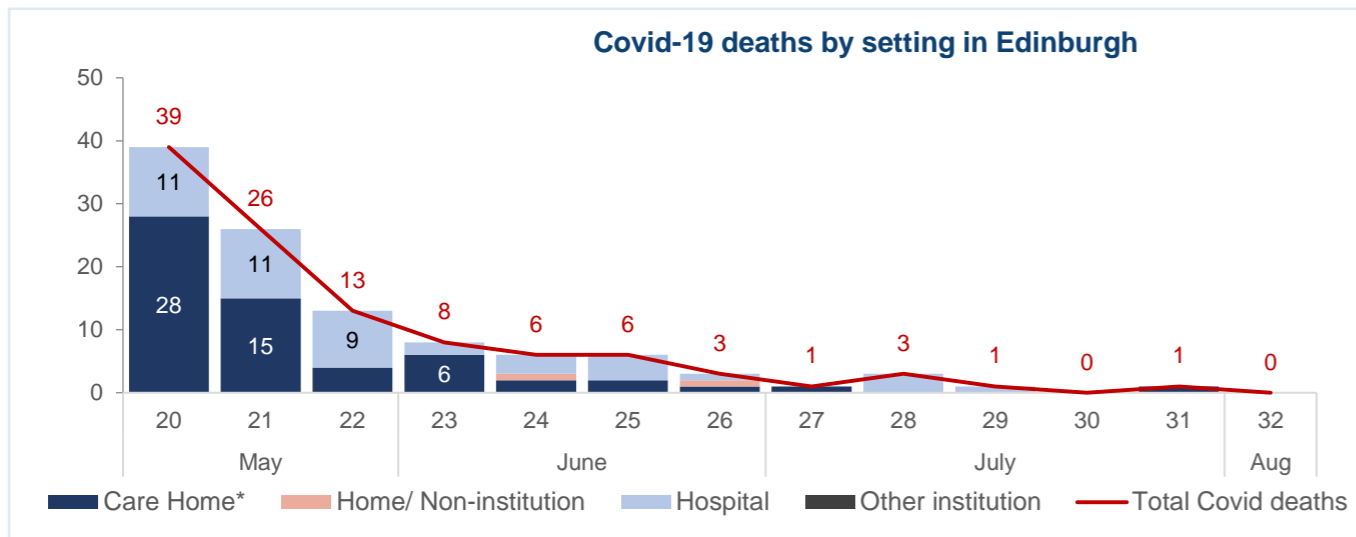
Source: Scottish Government

Last update: 11/08/2020

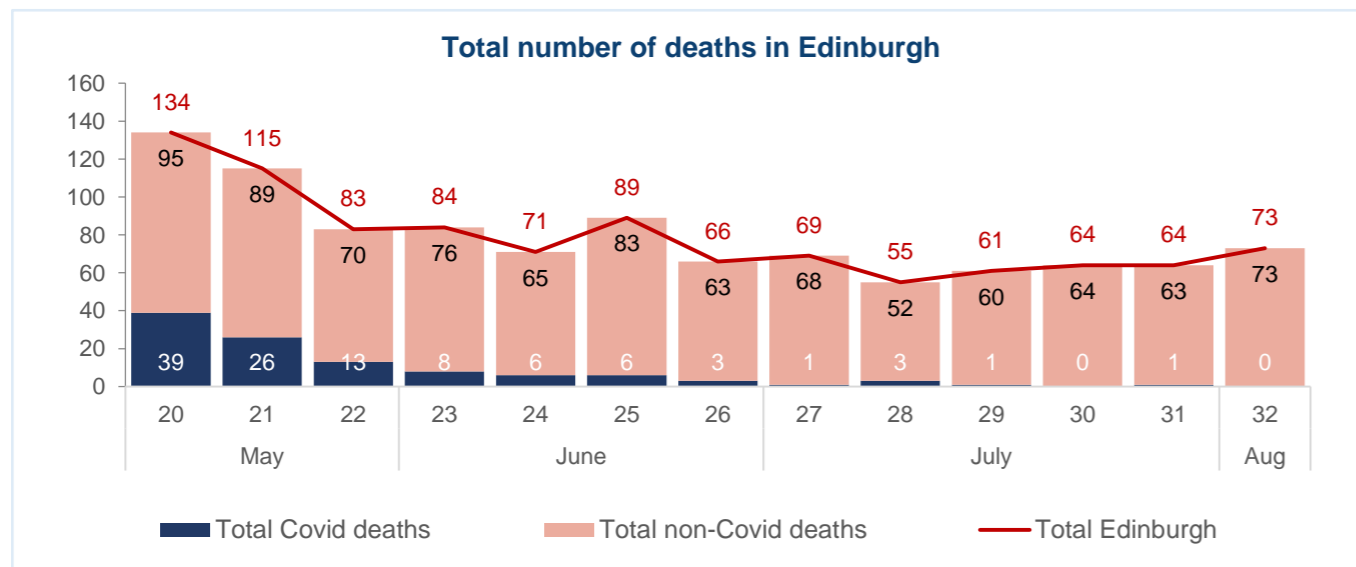
*No update has been provided this week

*The figures below relate to all care home settings in Edinburgh and not those solely owned by CEC

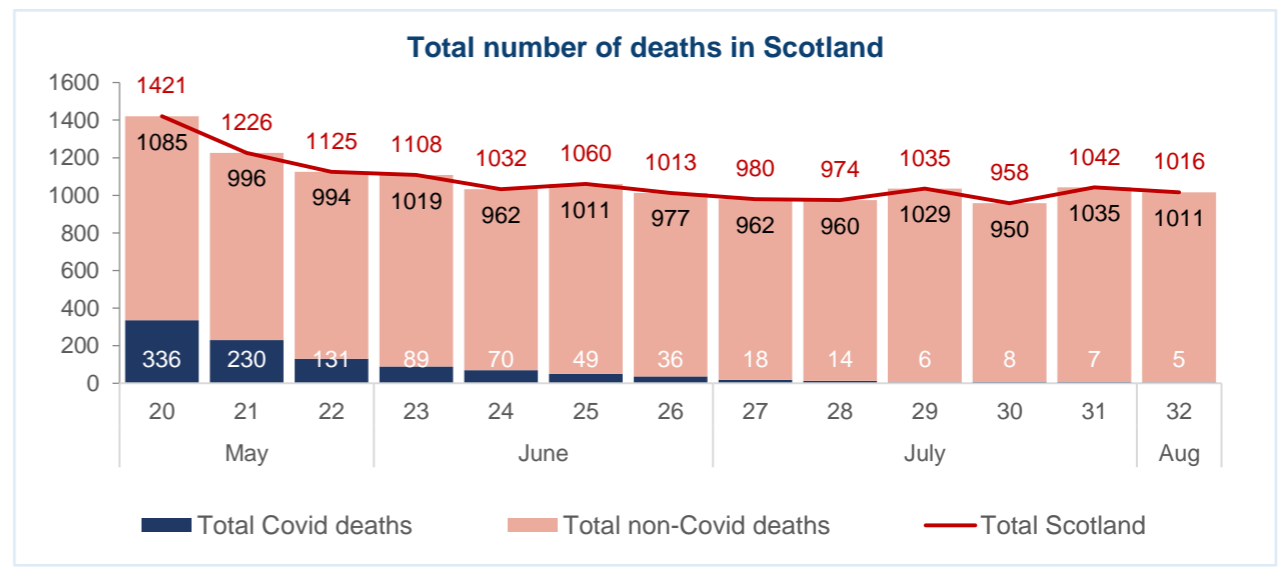
Page 82



Values shown for figures over 5



Values shown for figures over 25



Source: National Records of Scotland (NRS)

Traffic Level - Weekly comparator



Source: Arterial Route SCOOT Detector



Page 83

6 traffic signal sites:

- Queensferry Road / Clermiston Road North
- London Road / Meadowbank Terrace
- Ferry Road / East Fettes Avenue
- Morningside Station
- Dalkeith Road / Blacket Avenue
- Salamander Street / Seafield Place

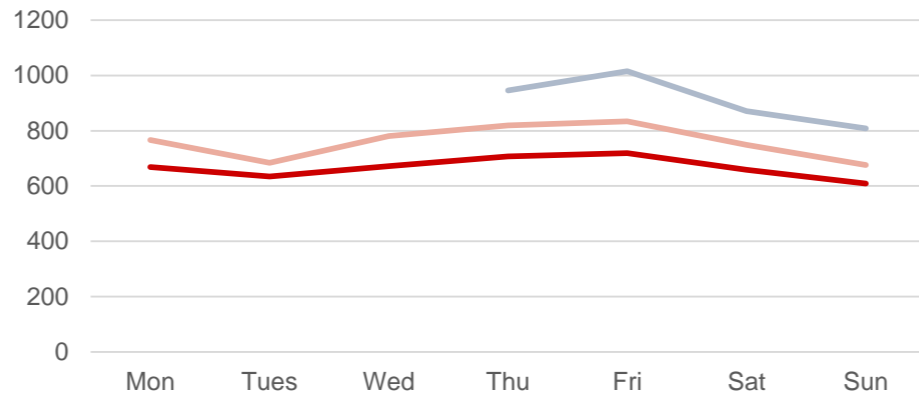
2019 - Week 32 commencing on 29/07/19

2019 Inbound
2019 Outbound

2020 - Week 32 commencing on 03/08/20

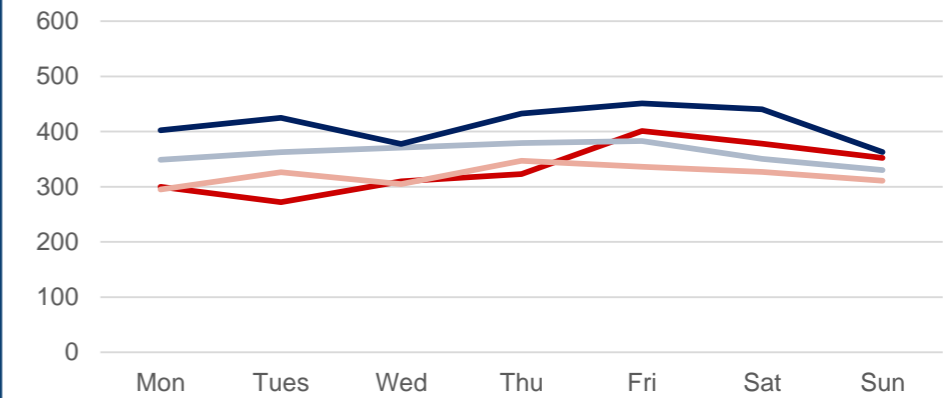
2020 Inbound
2020 Outbound

Queensferry Rd / Clermiston Rd
Vehicles per hour (daily mean) *

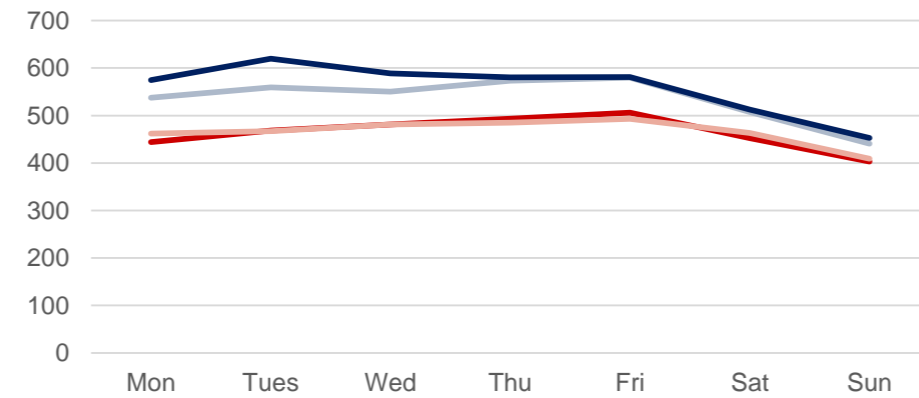


* No 2019 inbound data for Queensferry Rd / Clermiston Rd

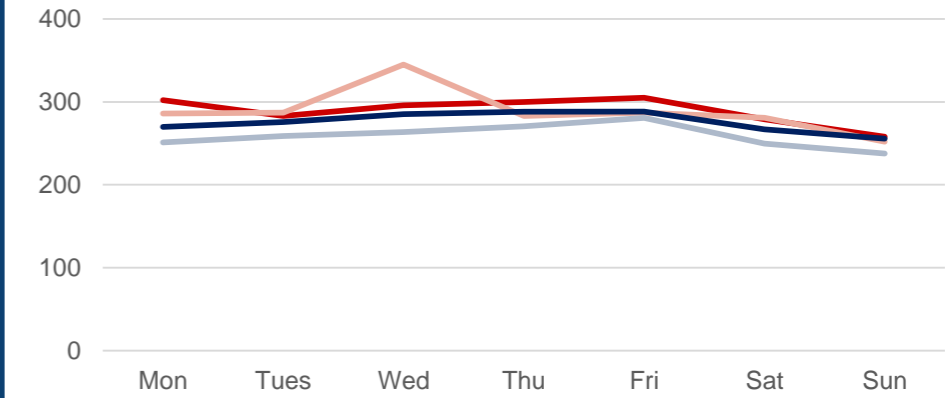
London Road / Meadowbank Terrace
Vehicles per hour (daily mean)



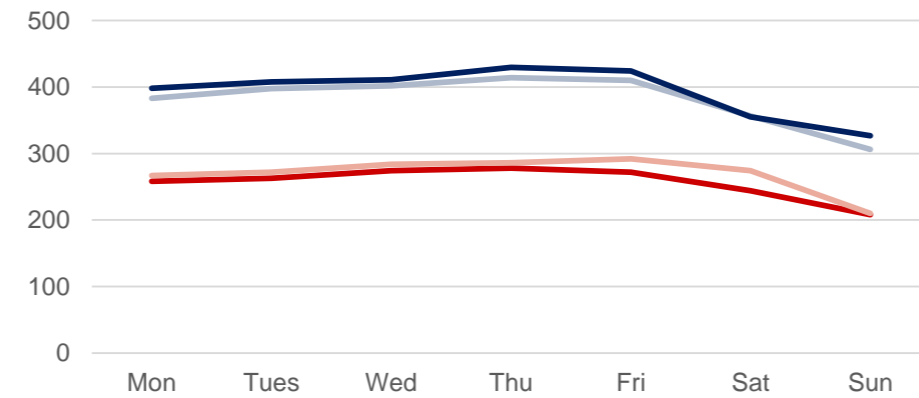
Ferry Road/ East Fettes Avenue
Vehicles per hour (daily mean)



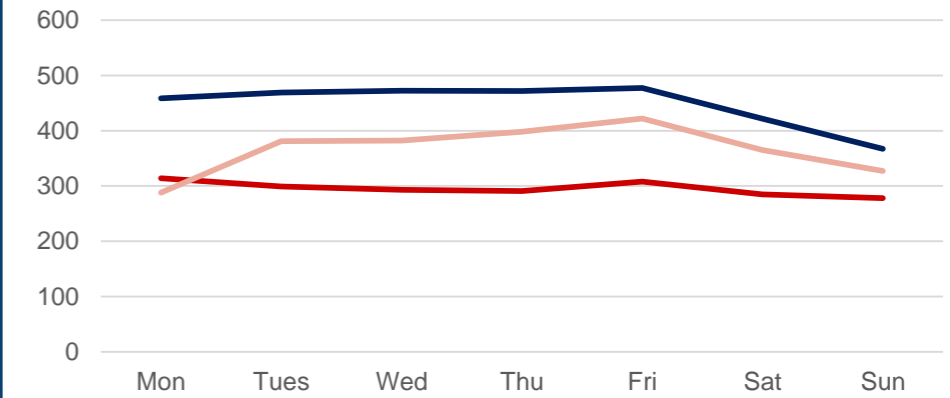
Morningside Station
Vehicles per hour (daily mean)



Dalkeith Road/ Blacket Avenue
Vehicles per hour (daily mean)*



Salamander Street/ Seafield Place
Vehicles per hour (daily mean)*



*Inbound and outbound figures are so close that the lines overlap in these two charts

*No data available for August 2019 – Inbound

Traffic Level - Annual comparator

2019 and 2020 Traffic Levels shown at Daily Peak in each month



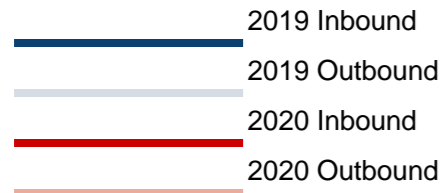
Source: Arterial Route SCOOT Detector



Page 84

6 traffic signal sites:

- Queensferry Road / Clermiston Road North
- London Road / Meadowbank Terrace
- Ferry Road / East Fettes Avenue
- Morningside Station
- Dalkeith Road / Blasket Avenue
- Salamander Street / Seafield Place



16/3/20 - Non-Essential Travel guidance

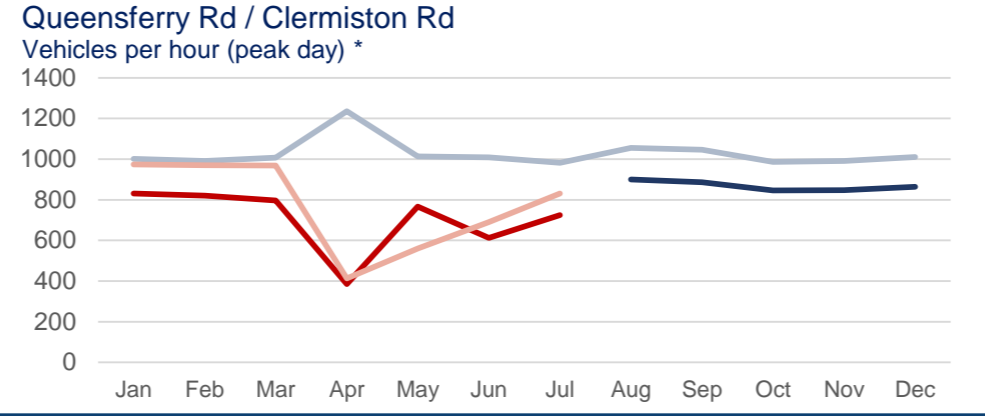
23/3/20 - Effective Lockdown

29/5/20 - Move to Phase 1 of easing lockdown

19/6/20 - Move to Phase 2 of easing lockdown

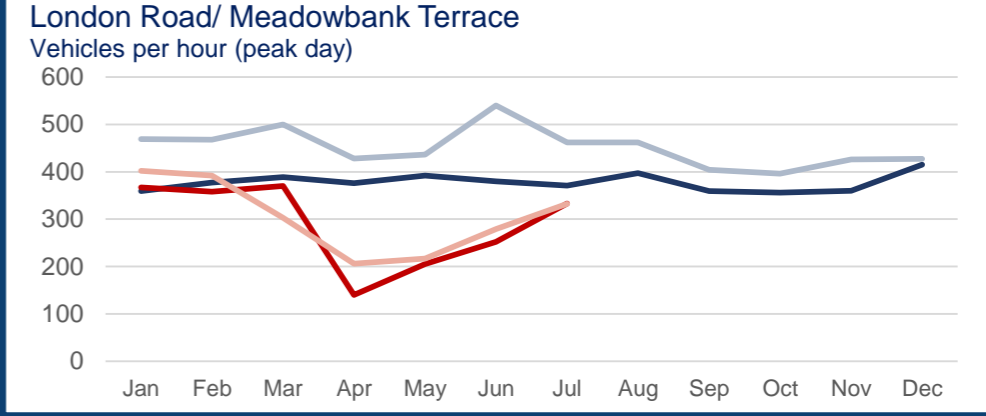
10/7/20 - Move to Phase 3 of easing lockdown

Key dates

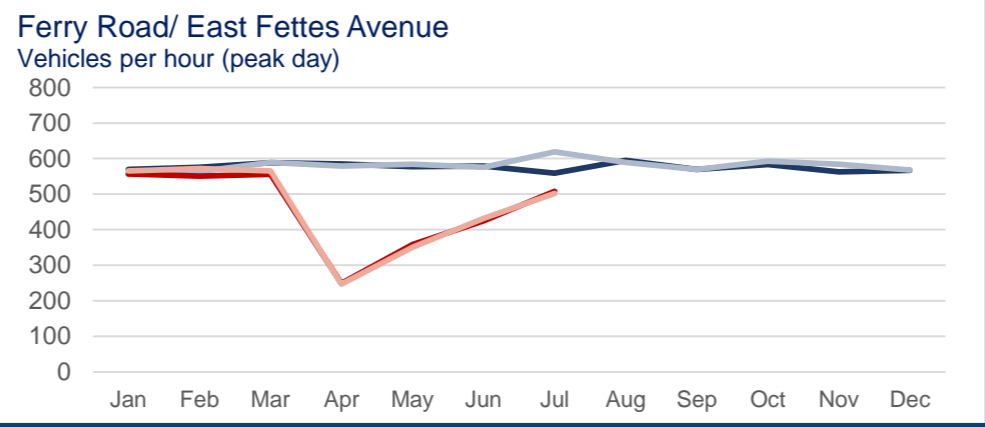


* No Mar-Jul 2019 inbound data for Queensferry Rd / Clermiston Rd

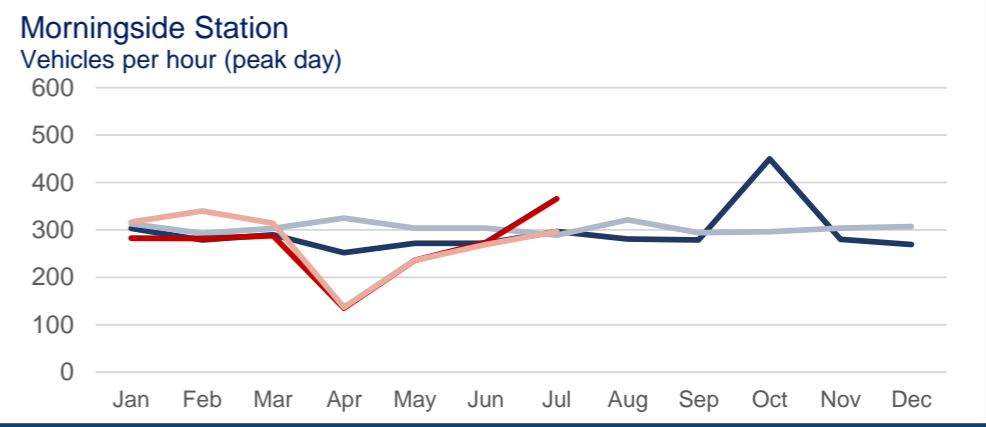
2019	Jul	Peak around 950 vehicles per hour
2020	Jul	Peak around 850 vehicles per hour



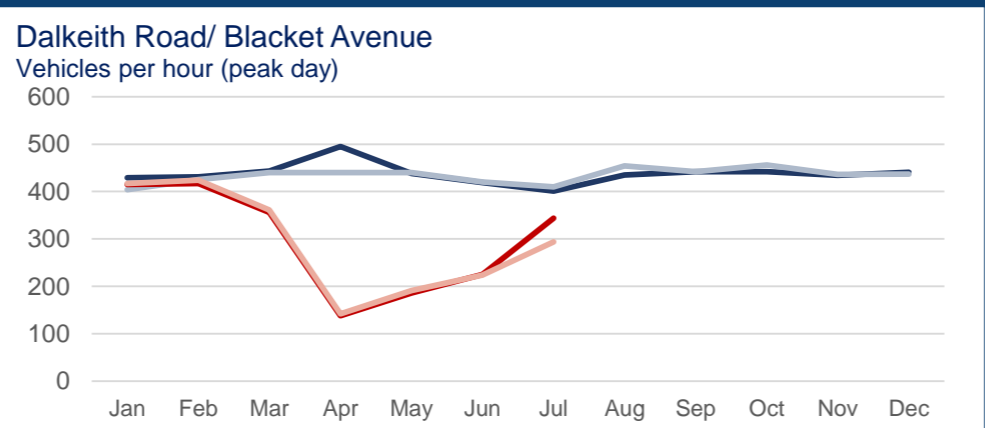
2019	Jul	Peak around 450 vehicles per hour
2020	Jul	Peak around 350 vehicles per hour



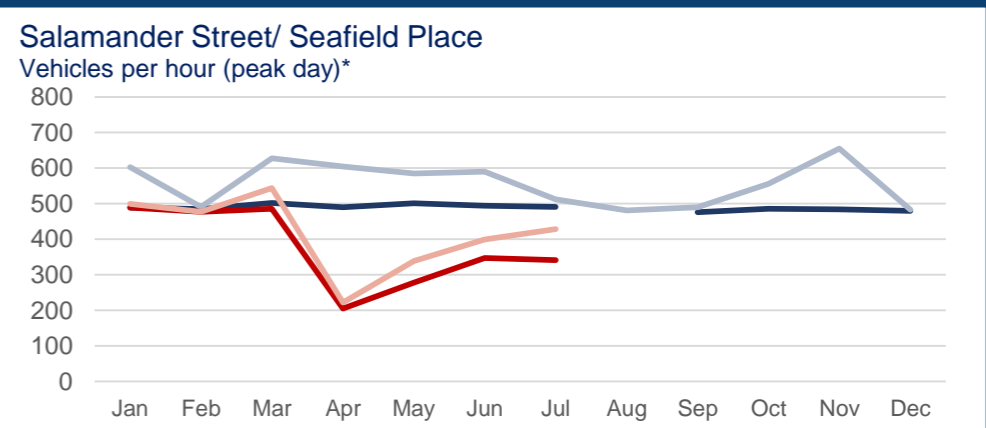
2019	Jul	Peak around 600 vehicles per hour
2020	Jul	Peak around 500 vehicles per hour



2019	Jul	Peak around 250 vehicles per hour
2020	Jul	Peak around 350 vehicles per hour



2019	Jul	Peak around 400 vehicles per hour
2020	Jul	Peak around 350 vehicles per hour



*No data available for August 2019 - Inbound

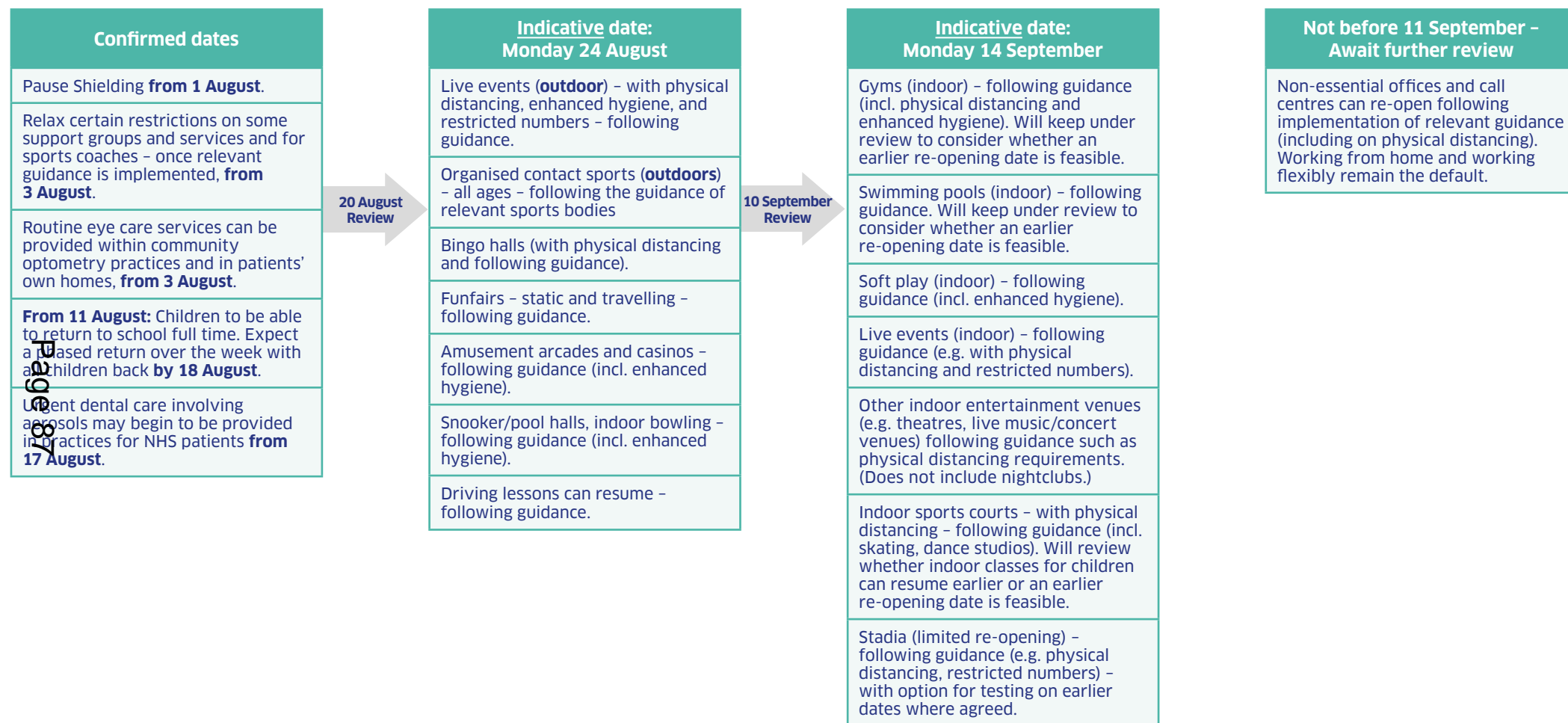
2019	Jul	Peak around 500 vehicles per hour
2020	Jul	Peak around 450 vehicles per hour

Ref.	APPENDIX 2 - Approved Decisions during COVID-19 Response	Date
D157	Health and Social Care Disabilities short breaks – Firhill Respite Centre – agree to use building for this purpose.	17/07/2020
D158	Spaces for People Projects: Comiston Road, Corstorphine, Dundee St – Fountainbridge, Ferry Road, Gorgie/Dalry, Great Junction Street, Meadow Place Road, Morningside, Orchard Brae Roundabout, Portobello, Stockbridge and Wester Hailes Road	17/07/2020
D159	Learning Estate Capital Projects – approved recommendations to allow contracts to be progressed where outlined and essential.	17/07/2020
D160	Operational and Technical non-office-based teams at Cultural Venues – to allow access to staff to undertake essential contractor and maintenance related work only.	20/07/2020
D161	Places for People Projects - Bruntsfield and Tollcross (discussed at CLT meeting and approved Leader and Deputy Leader)	22/07/2020
D162	Family and Household Support Service Group 1, service adaptation proposal – resumption of work in certain areas agreed.	24/07/2020
D163	To issue the Schools FAQs document to all key stakeholders – agreed.	24/07/2020
D164	Asset Management Works Programme to restart under guidance issues by Scottish Government.	27/07/2020
D165	Suspension of Temporary Contract Standing Orders (CSOs) – approved.	27/07/2020
D166	Supplier Relief – North Sighthill Mixed Tenure Housing Development (Engie Regeneration).	27/07/2020
D167	Free Schools Meals – Final Payment for Period 7 August 2020 to 11 August 2020	31/07/2020
D168	Coronavirus (COVID-19): Deferral of Licensing Fees report approved for submitting to Committee.	31/07/2020
D169	Spaces for People Approvals: Road names	31/07/2020
D170	Home to School Transport – COVID-19	31/07/2020
D171	Exit from Additional Temporary Accommodation	31/07/2020
D172	VIP Process for Urgent Coronavirus Enquiries	31/07/2020
D173	To proceed with spending on schools recruitment.	03/08/2020
D174	Early Years Payments – Critical Childcare Provision.	03/08/2002
D175	Jack Kane Community Centre Opening Request	07/08/2020

D176	Magdalene Community Centre Opening Request	07/08/2020
D177	Homelessness and Housing Support, providing Homeless Prevention and Temporary Accommodation Service from 5 Council Resilience Centres	07/08/2020
D178	Film Edinburgh	07/08/2020
D179	Food Distribution and Free School Meal Funding Update	07/08/2020
D180	Approved release of WhatsApp for elected members and CLT in line with risk assessments (agreed 06/08 by AK/SM).	07/08/2020
D181	Spaces for People Project Approval - East Craigs Low Traffic Neighbourhood.	10/08/2020
D182	Early Years Partner Providers – Critical childcare payments June 2020	10/08/2020
D183	Provider Sustainability Payments – agreed to make payments in paper and report future payments to CIMT.	10/08/2020

Guide to re-opening and scaling up over the remainder of Phase 3. Not all details are shown. Please refer to guidance and Q&A for more details. Relevant guidance and public health advice (such as physical distancing rules and enhanced hygiene measures) will apply to all changes shown below.

These indicative dates will be delayed if the status of the epidemic deteriorates in Scotland.



Public Services continue to scale up and re-open safely including NHS Mobilisation Plan

Public transport continues to scale up to full services during Phase 3 with a move to 1 metre physical distancing, subject to appropriate risk mitigations, releasing further capacity in vehicles and vessels.

This page is intentionally left blank

Policy and Sustainability Committee

10.00am, Thursday, 20 August 2020

Annual Performance Report, 2019/20

Executive
Wards
Council Commitments

1. Recommendations

- 1.1 That members of the Policy and Sustainability Committee note the annual performance report for the 2019/20 financial year.
- 1.2 Refer the annual performance report to the City of Edinburgh Council on 25 August.
- 1.3 Note that the development of a revised performance framework is underway as part of the A&R programme and the development of a revised Council Business Plan.

Andrew Kerr

Chief Executive

Contact: Laurence Rockey, Head of Strategy and Communications

E-mail: laurence.rockey@edinburgh.gov.uk | Tel: 0131 469 3493

Annual Performance Report, 2019/20

2. Executive Summary

- 2.1 This report provides a detailed overview of council performance in 2019/20 against the Change Strategy themes, drawing on corporate performance indicators and benchmarking data including the Local Government Benchmarking Framework 2018/19 data.
- 2.2 The report provides a detailed analysis of performance for members consideration. The Council has seen an improvement in performance in the majority (49 out of 78) of comparable indicators. This includes year on year improvement in the attainment levels of young people across all ages; the reduction in looked after and child protection rates; the number of people with intensive care needs being supported at home; the number of affordable houses approvals; and continued reductions in CO2 emissions from Council buildings. The 27 indicators that show a decline in performance in 2019/20 are found across the services rather than are focused in a single service area. They reflect a single aspect of a service, such as homelessness case length, timely access to substance misuse and sickness absence levels, and not the performance of the service as a whole. Most show only marginal declines and steps are being taken to identify and address any ongoing issues.
- 2.3 The report also identifies areas where performance challenges remain. The report sets out how the Council is focusing on these areas and putting detailed improvement plans in place. There are several examples where service areas have implemented plans resulting in significant improvements in performance. For example there has been a significant reduction in the number of individual missed bins reported; the largest improvement in road condition scores for a decade; a large improvement in our issuing of building warrants; a large drop in the number of people waiting for a social care assessment; and a significant decrease in the number of days people are delayed in hospital while ready for discharge.

3. Background

- 3.1 Each year the Council is required to report to citizens on performance. This report fulfils that duty for the year ending 2019/20.

- 3.2 This report considers performance within the Council from April 2019 to March 2020. The suite of performance indicators reported on remain the same as last year, with one exception. The percentage of children living in a low-income household, published by [End Child poverty](#) has been removed. The latest figures available relate to 2017/18 and a new calculation method has been introduced meaning previous estimates are not comparable. Due to the time lag and lack of trend data, this indicator has been temporarily removed and will be reintroduced when estimates for later years are published.
- 3.3 Some of indicators refer to the latest academic school year (running from August 2018 to June 2019) and trend analysis and RAG status has been reported on this data. Data for the academic year running to June 2020 is not yet available.
- 3.4 The lag time in the publication of some national reports (delayed further by the impact of COVID-19) means there are some indicators where full year data for 2019/20 is not available. Where possible, part year data has been provided in this report.

4. Main report

- 4.1 This report contains trend analysis of our suite of Corporate Key Performance indicators (KPIs) shown over the last three years. Benchmarking data is also included from a number of datasets including the Local Government Benchmarking Framework 2018/19 dataset and Scottish Government national publications. Some of our service improvements progressed this year have also been included to provide a broader picture of what has been achieved in 2019/20.

Performance Overview

- 4.2 Within the report, a RAG status, which compares performance against the target, has been assigned to the indicators. The RAG status is summarised below:

RAG Status	Definition	Count
Green	Performance is on or ahead of target	47
Amber	Performance is behind target/trend by 5% or less	15
Red	Performance is behind target/trend by more than 5%	18
-	RAG status could not be assigned	4

- 4.3 A high-level analysis of trends comparing performance this year with last year can provide further insight. This comparison can only be done when indicators are calculated consistently year on year and data is available for both years. Of the 84 indicators reported this year, 78 indicators can be compared across 2018/19 and 2019/20.

- 4.4 There are six indicators where year on year comparison is not possible. Two indicators have no updated figure for 2019/20; two indicators are calculated differently in 2019/20 and so are not comparable to last year; one indicator shows a projected figure based on the latest data available which covers April to September 2019 and a final indicator is for monitoring purposes so a change in figure does not reflect change in performance.
- 4.5 A comparison of 2018/19 to 2019/20 performance for the remaining 78 indicators is summarised below:

Trend	Definition	Count
Improving	Performance has improved on last year	49
Maintaining	Performance has remained exactly the same as last year	2
Declining	Performance has declined on last year	27

- 4.6 A full and detailed analysis of performance is shown in Appendix A showing the good progress that has been made in a number of areas. The Annual Performance report also highlights those areas that remain challenging and provides commentary on the efforts being made and the improvement plans which are in place to address these issues.
- 4.7 Improvements in performance are shown in two ways. Firstly through improvements year on year. Examples of this include: ongoing increases in attainment levels of young people across all ages; the reduction in looked after and child protection rates; more people with intensive care needs being supported at home; increases in affordable houses approvals; reducing CO2 emissions and faster processing times of grants and benefits.
- 4.8 Secondly the report sets out significant improvement in performance following service improvement implementation. For example, this year there has been a significant reduction in the number of individual missed bins reported; the largest improvement in road condition scores for a decade; a large improvement in our issuing of building warrants; a large drop in the number of people waiting for a social care assessment; and decrease in the number of days people are delayed in hospital while ready for discharge.

Performance Scrutiny, 2019/20

- 4.9 It is proposed that:
- 4.9.1 the KPIs be reviewed as part of the Adaptation and Renewal programme within the work to refresh the Business Plan including the development of outcomes and the underpinning Performance Framework which will be developed using SMART principals.
- 4.9.2 Scrutiny of any revised set of KPIs will be undertaken by the Policy and Sustainability Committee as part of the oversight of progress with the

Adaptation and Renewal programme and in collaboration with Elected Members through the Adaptation and Renewal working groups.

4.9.3 KPIs will continue to be scrutinised by the Corporate Leadership Team via internal Directorate Performance Scorecards on a quarterly basis.

4.10 This will ensure compliance with our statutory reporting as set out by the Accounts Commission, [Statutory Performance Information 2018 Direction](#).

5. Next Steps

5.1 The Annual Performance Report, 2019/20 will be published on the Council website and promoted through our social media channels.

6. Financial impact

6.1 Given that this report is retrospective, there is neither a financial nor procurement impact.

7. Stakeholder/Community Impact

7.1 A communications plan has been put together to promote the Annual Performance Report both within the Council and externally.

8. Background reading/external references

8.1 [Programme for the Capital - The City of Edinburgh Council Business Plan 2017-22](#), The City of Edinburgh Council, 24 August 2017

Appendices

Appendix A: Annual Performance Report, 2019/20

ANNUAL PERFORMANCE 2019/20

Page 94

Foreword



Adam McVey
Council Leader

We are pleased to present our Annual Performance Report for 2019/20, showing the work the Council has delivered over the past 12 months.

This has been a year unlike almost any other and we are enormously proud of how the Council workforce have responded to demands raised by the Covid-19 pandemic. Working with partners across the city, Council staff have delivered 10,000 food parcels to vulnerable people in all parts of Edinburgh; paid out over £1m to support families in receipt of school meal and distributed a further £1m of Crisis support and Community Grants to people who needed extra support to get by. By administering over £112m in business support grants, we have helped around 8,000 local businesses across Edinburgh. We secured hundreds of additional spaces needed to safely accommodate people at risk of rough sleeping and homelessness in our communities. This has been delivered alongside lifeline services for those most vulnerable throughout this public health crisis.

COVID is fundamentally changing how we operate, and we expect the next few years to continue to be challenging as we adapt to new ways of living and working.

To prepare for these changes we are now developing a wide-ranging programme which sets out our approach and priorities for change over the next few years. We will resume services that all of us rely on while keeping residents as safe as possible and always following the latest public health advice. We will also work with our partners to ensure Edinburgh's economy adapts to changing circumstances and builds back better. We are still committed to the future Edinburgh residents shared and expressed in the 2050 Edinburgh City Vision. That is for Edinburgh to be a fair, thriving, pioneering and welcoming city that belongs to all of us - and where we all belong.

We are continuing our commitment to investing, delivering and improving the services that matter most to our residents. In 2019 the City of Edinburgh Council declared a climate emergency and pledged to become a Net Zero Carbon city by 2030. Our major strategies that have progressed this year like our mobility plan and City plan are helping work towards this aim. Investment decisions such as the Council's £2.5bn Housing Investment Plan, the £1.3bn Granton Development and the continuing tram extension all are building the future we need and supporting our net-zero ambition.

We remain committed to providing first class education to all young people in Edinburgh and are pleased to report increasing attainment levels across all stages of schooling. The poverty related attainment gap in Edinburgh, however, remains too wide. Closing this gap is a top priority for the Council and we look forward to the final publication of the Poverty Commission findings later this year to set a roadmap for meaningful action to tackle poverty and its effects across our communities.

A further 1,900 affordable housing approvals; improvements in waste collection performance and in the condition of our roads, reduced waiting times for those needing a care package and substantial improvements in planning application turnaround all show that our focus on getting the basics right is working. The "Three Conversations" approach in social care, continuing actions from the waste improvement plan, roads improvement plan and getting ready for short term let regulations will keep this pace of progress.

We're proud to lead our Council and drive forward the change that Edinburgh needs to remain the best City to call home.



Cammy Day
Council Depute Leader



Andrew Kerr
Chief Executive

Contents

Foreword.....	1
Contents.....	2
Strategic overview.....	3
Prevention and early intervention.....	4
High quality services	13
Sustainable and inclusive growth	20
Delivering effective and efficient corporate services	27
Performance reporting	34
Communities and partners	35

Strategic overview

The City of Edinburgh Council delivers over 700 services every year for the residents and visitors of our city; everything from collecting our bins and building new homes, to making sure our children receive the right start in life and the education they deserve.

Our work is guided by several key documents. Our Business Plan ([The Programme for the Capital](#)) sets our strategic direction over the period of this administration, 2017 - 2022. It includes the 52 Commitments that the Coalition will deliver between 2017-2022. You can read more about our progress in our annual Commitments Update Report.

[Our Planning for Change Strategy](#) is an evolving document which sets out our strategy for the next four years, representing an ambitious and necessary programme of work that not only speaks to current challenges, but to our vision of the Edinburgh we want to see.

We aim to make sure that Edinburgh remains a successful, welcoming and caring city. We want every resident and every community to enjoy the great quality of life they expect from Scotland's capital city. To help guide us, our work is split under three themes that we are focusing on:

- targeting investment on prevention and early intervention to reduce long-term reliance on services and allowing citizens to lead active, independent lives
- driving improvements to deliver the high-quality services that our citizens expect and deserve
- delivering growth within the city that is sustainable and inclusive.

This annual performance report sets out a summary of our performance under these three themes and brings together data on how we have managed our services in 2019/20. We have included our key performance indicators for 2019/20 in this report, along with data from the previous two years to provide a comparison.



The [2050 Edinburgh City Vision](#) provides a vision of what kind of Edinburgh we want in the years to come. Edinburgh residents told us that they wanted their city to be fair, pioneering, welcoming and thriving – a city that belongs to all of us, and where we all belong. These views have shaped the 2050 City Vision principles which will help to shape and inform our actions now and in future.

Going forward, we will continue to adapt to living with COVID-19 and prepare for the Council's and the City's longer-term renewal. We will do this through our [Adaptation and Renewal programme](#) which has five working groups:

- public health
- service operations
- change, people and finance
- sustainable economic recovery;
- and life chances.

We will also refresh our Business Plan and underpinning outcome-based Performance Framework as part of this work. The performance framework will be developed using SMART principals.

Prevention and early intervention

We support people to live healthier, longer, more independent lives and to improve life chances for all children; especially our most vulnerable. We place the needs of the individual at the centre of our services and supports we provide at the earliest stage possible. We also want citizens to be involved in designing how their needs are met and for us to be able to respond quickly if these change.

Below are some key performance indicators that give an indication of how we are performing.



Page 98

Schools and education	2017/18	2018/19	2019/20	Target	Status
Early Years					
Percentage of early years settings providing 1140 hours of funded early learning and childcare	29%	51%	55%	51%	G
Schools (most recent education data)	2016/17	2017/18	2018/19	Target	Status
Percentage of primary 1 pupils achieving CfE early Level reading	82%	83%	84%	84%	G
Percentage of all leavers achieving literacy and numeracy Level 5	64.6%	66.7%	67.1%	67%	G
Percentage of all leavers from deprived areas achieving 5 or more awards at SCQF Level 5 or higher	38.7%	38.0%	40.4%	40%	G
Percentage of all leavers achieving 5 or more awards at SCQF Level 6 or higher	35.5%	37.5%	40.4%	37%	G
Percentage of all school leavers in positive initial destination	92.5%	94.3%	95.1%	94%	G

School Attendance	2017/18	2018/19	2019/20	Target	Status
Percentage of primary pupils with low attendance	7.2%	6.5%	8.0%	6%	A
Percentage of secondary pupils with low attendance	13.7%	13.3%	15.2%	13%	A
Children Services	2017/18	2018/19	2019/20	Target	Status
Looked After Children					
Number of looked after children (rate per 1,000)	15.5	14.5	13.7	15.4	G
Fostering and adoption					
Percentage of placements with Council foster carers	63.2%	65.2%	67.4%	67%	G
Homelessness	2017/18	2018/19	2019/20	Target	Status
% repeat homeless presentations	7.9%	7.0%	5.5%	6.0%	G
% of support referrals made for households with a recognised support need	53.0%	44.1%	54.1%	55%	A
Homelessness case management					
Average homeless case length (days)	293.9	365.3	380.4	340	R
Homelessness accommodation					
% use of B&B as total of all temporary accommodation usage	38.9%	39.8%	6.7%	5.0%	A
No of families in B&Bs (at end March)	58	21	1	0	A
No of 16-17 year olds in B&Bs (at end March)	6	3	1	0	A
Non-contractual spend on B&Bs/shared houses	£3.71M	£3.34M	£2.71M	£2.75M	G
Family and household support	2017/18	2018/19	2019/20	Target	Status
Antisocial behaviour					
% antisocial behaviour enquiries closed within 30 calendar days	68.7%	58.7%	52.0%	73%	R

Criminal Justice social work		2017/18	2018/19	2019/20	Target	Status
Criminal justice orders						
% of criminal justice orders successfully completed		65.3%	63.6%	65.4%	65.0%	G
% of orders with unpaid work requirements with work placement offered within timescale (5 days)		84.1%	95.4%	95.1%	85%	G
Adult social care services		2017/18	2018/19	2019/20	Target	Status
Unmet care (at the end March)						
Number of people delayed awaiting discharge from hospital		267	158	156	Decreasing trend	G
Number of people waiting for a package of care in the community		837	440	586	Decreasing trend	R
Number of people waiting for a package of care in hospital		151	40	48	Decreasing trend	R
Assessment and care management (at the end March)						
Total number of people waiting for assessment		1,544	1,375	1016	Decreasing trend	G
Total number of people with an overdue review		5,161	3,828	5239	Decreasing trend	R
Average assessment waiting time (days)		67	37	42.8	Decreasing trend	R
Number of carer assessments/adult carer support plans completed		596	909	936	Increasing trend	G
Balance of care						
Percentage of adults 18+ years receiving care in their home, rather than a residential setting or hospital		57.30%	57.20%	57.4	Increasing trend	G
Substance misuse support						
Substance misuse – timely treatment (percentage within three weeks)		84.00%	85.50%	80.4%	90%	R

Status	G – on or ahead of target	A – within 5% of target	R – greater than 5% behind target
--------	----------------------------------	--------------------------------	--

Note: School attendance figures are up to end of February as schools closed in March as part of our response to COVID 19.

Schools and early learning

We educate over 50,500 children in our 88 primary and 23 secondary schools. We also have 11 special schools and 96 early years settings. The number of children in Edinburgh continues to grow and so we continue to invest in our learning estate to be ready to meet expanding rolls in the years to come.

We continue to increase the **hours of early learning and childcare hours** provided in early years settings.

- At March 2020, 55% of our early years settings were providing 1,140 hours with all local authority settings on track to start delivering 1,140 hours from August 2020 (the target set by Scottish Government).
- 81 providers in partnership with the local authority were delivering 1,140 funded hours.

The closure of schools and early years provision in response to COVID-19 and the postponement of the August 2020 deadline by the Scottish Government will impact on our ability to meet this target.

Our schools continue to perform well as **children's attainment levels** continue to increase across all ages and all five attainment indicators are either on or ahead of their targets.

- 84% of our Primary 1s are achieving Curriculum for Excellence early level reading
- Over two thirds of children are achieving level 5 in literacy and numeracy by the time they leave school
- Attainment also increases for those leavers achieving 5 or more awards at level 6 with 40.4% of leavers achieving this in the academic year 18/19. This makes us the 5th highest ranked local authority in the latest Local Government Benchmarking Framework (LGBF) dataset for this.

Attainment for leavers from deprived areas increased to 40.4%, up from 38% for the two previous years - for those achieving 5 or more

awards at level 5 for the academic year 2018/19. We continue to work hard to reduce the gap between these children and all leavers in Edinburgh and make best use of Scottish Attainment Challenge funds, including Pupil Equity Funding and Care Experienced Funds.

The **number of pupils with low attendance levels** was higher than last year for both primary (up from 6.5% to 8%) and secondary schools (up from 13.3% to 15.2%) and both are behind target. Reducing the numbers of pupils with low attendance remains a priority for us. Work is ongoing in this area, specifically focussing on care experienced children and young people and those living in deprivation.

We have been working hard to make sure that when children leave school they have a **positive destination** in place (further education or training, moving into work, apprenticeships, volunteering) with our post-15 provision in schools enhanced by the School-College partnership delivering additional vocational pathways at Edinburgh College campuses throughout the city.

- Over 95% of leavers in the 18/19 academic year had a positive destination, up from 94.3% in 17/18.
- Our continued increase in positive destinations for school leavers is shown by improved ranking within the LGBF benchmarking dataset from 27th in 16/17 to 13th in 18/19.

Additional support for learning and special schools

We continue to develop how we provide additional support to those children that need it by:

- increasing the additional support budget used to provide additional supports via Pupil Support Assistants and giving Head Teachers flexibility in how they employ and deploy additional support staff
- an Equality Lead Officer and an Inclusion Lead Officer are now in place to coordinate and manage equality and inclusion supports within our education settings

- continuing to develop our approaches to positive behaviour management, with a focus on communicating with children at their level. This has resulted in improved learner wellbeing demonstrated through a significant reduction in the number of physical incidents and concomitant reduction in the use of restraint and seclusion in our specialist provisions. Staff in all special schools have been trained in the SCERTS approach and we continue to roll this training out across mainstream schools
- continuing strong links with mainstream schools to develop opportunities for reciprocal learning in order to support inclusive practice, and improvement in learning, teaching and attainment.
- piloting two-way video digital learning in some special schools has proved successful in supporting children and their families to engage in synchronous learning
- 25 schools have been trained in *nurture approaches* by psychological services
- Psychological services have also led on the development of a school counselling service and have liaised with third sector partners and engaged with young carers to develop and commission a new service to provide support to young carers and training to schools.

Children services

We support children and young people when they need care and protection by making sure they receive the right help, at the right time, from the right people.

Looked after children and child protection

We have worked positively with families to reduce the need for statutory interventions which has resulted in our rate of **children being looked after** falling from a peak of over 17 per 1000 population in 2014 to 13.7 in 2019/20.

We are also increasing the proportion on **children in foster care** placed with a Council foster carer. At the end of March 2020, over two thirds of all foster care placements are now with Council foster carers.

There has been a steady reduction in the number of children on the Child Protection Register over the last 12 months which is now at historical lows. End of year figures also show reductions over the last four years from 288 in 2016 to 121 in 2019.

We attribute the positive trends in Looked After and Child Protection numbers to our overall restorative and strengths based practice approach - placing an emphasis on building positive relationships and doing things with families, not to or for them. We use this approach across our children's services including specialist services such as Family Group Decision Making and Multi Systemic Therapy which have made specific contributions to shifting the balance of care.

We have worked hard on devising alternatives to residential care for young people including the specific challenge of the large number of unaccompanied asylum-seeking children arriving in Edinburgh in 2019 and requiring to be looked after. This includes recruiting host families and setting up shared flats for groups of young people aged over 16 when appropriate.

We've used the Care Experienced Fund to put a number of supports in place including the development of a mentoring scheme for children (MCR pathways) and a targeted approach involving families with Looked After Children whose school attendance is low.

Disability team

We have eliminated waiting lists for our Disability social work practice team and streamlined processes so all assessments and supports are agreed within a twelve-week period. We have also expanded their client base to carry out assessments and broker supports for children on the autistic spectrum.

Review processes for families receiving of Self-Directed Support budgets have been streamlined making them quicker and easier for families. We are using digital approaches to capture the views and needs of young people and families. We have also developed a framework of services available for families and meet with partner

providers to discuss service gaps and to encourage service development every six weeks.

We have co-located with the young adults with disability team in adult services so we can work together more closely and improve the transition into adult services for young people.

Homelessness services

Our aim continues to prevent homelessness from happening in the first place, but when it happens, we work with individuals to support them into accommodation.

The **average time homeless cases** are open increased from 365.3 in 2018/19 to 380 days in 2019/20 and remains behind our target (340 days). The shortage of suitable move-on accommodation and a continuing reduction in Private Sector Leasing properties remain challenges for us. However, we continue to expand the types and availability of accommodation for people experiencing homelessness:

We are working with B&B providers to improve the access people temporarily accommodated in B&Bs have to cooking, food storage and laundry facilities. This resulted in 500 B&B places becoming shared houses (following agreement with the Scottish Government). Our **proportion of B&B use** as a total of all temporary accommodation usage has fallen as a result to 6.7% in 2019/20 from 39.8% in 2018/19 and we have adjusted our target to 5% to continue to challenge us to reduce this further.

- Along with our partners, we have increased the number of furnished flats available for use as temporary accommodation. This helps us to reduce the use of bed & breakfast and shared houses for families and pregnant women. We have also expanded the capacity of our Private Sector Leasing Scheme to 2,500 properties.
- We tested a home share pilot in Edinburgh where three to five residents share a temporary furnished home in the community. Residents share a kitchen, living room and bathroom and have their own bedroom. Currently there are six home share properties in Edinburgh with residents giving positive feedback.

- Our rapid access accommodation for rough sleepers continues to grow, with 68 bed spaces across three accommodation services. Over 300 people have used the Rapid Access Accommodation since December 2017, with over 60% achieving positive outcomes. We have also expanded the link worker model into the Bethany Care Shelter. This makes sure that all Care Shelter residents have access to advice and support.

The proportion of **people who become homeless again** within 12 months has decreased for the second year in a row from 7.9% in 2017/18 to 5.5% in 2019/20.

A new team now provides a bespoke service to people at risk of losing their home in the private sector. The team provide intensive support once someone receives a 'Notice To Quit', trying to prevent homelessness, whilst also engaging with landlords and letting agents to increase access to the private sector for homeless households. We have also commissioned 'Edinburgh Help to Rent', which provided bonds to 34 households in 2019-20, enabling them to access a Private Rented Tenancy.

We continue to work with partners on the Edinburgh Housing First Service, providing settled homes in the community with wrap around support for people with the most complex needs and a history of rough sleeping. As at the end of March 2020, 51 people have moved into a home, with tenancy sustainment levels at 98%.

The **number of families accommodated in B&B** dropped in March 2020 to one, as focused work was undertaken to make sure people could safely isolate themselves (and their families) during the Coronavirus outbreak.

We have also made progress with the number of **16 - 17 year olds in B&B accommodation** with only one remaining in a B&B at the end of March 2020 compared to 3 at the end of March 2019.

As part of our COVID-19 response, we worked with third party agencies to provide accommodation and support away from the streets for

approximately 600 beds rough sleepers. We are continuing to work in 2020/21 to make sure these individuals do not need to return to rough sleeping.

Antisocial behaviour

We aim to resolve **antisocial behaviour enquiries within 30 days**. We have met this 52% of the time in 2019/20 which is a drop over the past two years from 68.7% in 2017/18 and behind the target we have set ourselves.

As a result we focused on improving our service and between November 2019 and April 2020, we have reviewed how we work with people to address the causes of their antisocial behaviour. We now use a new flexible model of mediation and Shuttle Mediation (in response to COVID-19) allowing a rapid response to neighbour disputes, such as noise, to seek early resolution and avoiding escalation. In January 2020 we introduced a new formal review of all active ASBOs with the Police.

We have developed a new three year [Community Safety Strategy \(2020-2023\)](#) which focuses on three themes - Response to Noise, Young people who offend and those who become the victims of crime, ASB - Digital and Social Media to continue to progress joint with other partners to address community safety issues.

Community justice

We aim to start working with individuals quickly when they get a community justice order and keep them engaged to the end of their order – both factors shown to reduce reoffending rates. In 2019/20, we continue to show a high level of success with over 95% of **individuals offered a work placement** within a week for the last two years in a row. It should be noted that by the end of February, our performance was even higher with 96.4% starting within a week. The slight drop over March might be due to people beginning to self isolate in response to COVID-19. For finishing orders, 65.4% of **orders were successfully completed** this year which is an increase on last year (63.6%) and ahead of our target.

Edinburgh Health and Social Care Partnership

We continue to focus on supporting people to leave hospital when they are ready. The **number of people delayed in hospital** is similar to last year (156 compared to 158) but remains significantly below the high level of 267 in March 2018. This year end figure end does not reflect the progress we made during the year, with fewer people delayed each month than the same month in 2018/19. Our progress is also reflected in the number of days people are delayed while ready for discharge seen in the MSG 6 indicators. Against the baseline figures of 76,993 lost bed days due to delayed discharge in 2017/18, the target for 2019/20 was to reduce this by 5% to 73,086 bed days. We have exceeded that with the number of lost days reducing by almost 20% to 62,120 days.

In response to the coronavirus outbreak, we introduced a Safehaven model, where people needing ongoing care were found a residential care place until permanent arrangements could safely be made, as a short term approach to relieve pressure on acute medical services. The number of people delayed in hospital, for all delay reasons, fell by over 160 between the beginning of February and the end of April. The Safehaven model was also applied where caring arrangements for people living at home had broken down, for example where their family carer had become unwell.

Similarly the **number of people waiting in hospital for support in their own home** is similar to this time last year (48 compared to 40), and significantly lower than the level in March 2018 (151). However the **number of people waiting in the community** for a package of care has gradually risen until almost 600 people were waiting at the end of March 2020.

We have made good progress on the **number of people waiting for an assessment** which fell significantly this year from 1,375 to 1,016. We focus on the individual when completing a social care assessment and this can take time – the **average time to finish an assessment** rose in 2019/20 to 43 days from 37 days in 2018/19 but still lower than 67 days in 2017/18. We expect the rolling out the Three Conversation approach,

which focuses on preventative activity, to continue to impact positively on assessment times over the next 12 months.

We want to improve our **support for carers**. Throughout 2019/20 the number of Carers Assessments/Adult Carer Support plans/Young carer statements completed has increased by 9%, with 936 completed over this period.

We aim to regularly review the changing needs of people with social care support. However, the number of **people waiting for their next review** rose from 3,828 in 2018/19 to 5,239 in 2019/20 which is similar to levels in 2017/18. To start to address this, one of the Three Conversation innovation sites is reviewing people with current social care support focusing on reducing dependency where possible and moving quickly to address deficits in care levels in others. We will continue to monitor the impact of this approach on numbers of overdue reviews.

The proportion of **people who started substance misuse treatment within three weeks** fell slightly in 2019/20 to 80.4% from 85.5% in 2018/19 and remains behind our target. We know that reducing harm from substance misuse not only improves the lives of individuals, but also their families and the communities in which they live. Services continue to focus on minimising long waits for those seeking treatment and support. The greatest challenges remain in social work and in clinical services. Plans aiming to further improve performance include additional investment in nursing capacity and new ways of working such as offering clinics with easier access for alcohol detox and for long term Opiate replacement therapy.

You can find more details on the [Health and Social care Partnership's](#) performance in their Annual Performance report.

Key strategic/service developments

The Edinburgh Integration Joint Board [Strategic Plan 2019-2022](#) was agreed at the meeting of the Integration Joint Board on 20 August 2019.

There are four key elements to the plan: The Edinburgh Pact, the Three Conversations Approach, Home First and Transformation.

The **Edinburgh Pact** aims to reflect a pact between providers and citizens that reflects a mutual understanding of the role each has in preventing crises and supporting people to manage their health and personal independence. The pact is a rebalancing of expectations that individuals can have on the health and social care system in light of demographic growth and a system where the status quo is unsustainable.

Through the **Three Conversation approach**, we work with the person to build on their strengths and resilience to resolve issues as early as possible, followed by providing the most appropriate support when necessary. This approach reduces the 'processing' of people through the 'system' and avoids unnecessary delays in action and so avoids situations worsening by the bureaucratic delays. So far, 1,609 conversations have taken place and the time people waited to see a worker fell by 90% from an average of 40 days to 3.8 days in the innovation sites. We are also seeing fewer people needed ongoing support. Previously a quarter of people contacting the partnership requiring some form of ongoing support, of those supported through Three Conversations only 14% do. Our next steps are expanding the Three Conversations approach over the next year across more innovation sites taking into account the learning so far.

We continue to make gradual increases in people with intensive care needs supported in a community setting through initiatives such as '**Home First**' and '**Acute Care at Home**'. These initiatives continue to develop how complex care can be provided in an individual's home or a homely setting in the community which stops admission to hospital or supports people to return home quickly. Important life changing decisions about care, such as moving to a care home, should not be made in hospital when the person is still able to gain more confidence and function. Being more involved in decision making and being in their own home can also help people feel more motivated towards their recovery goals and rehabilitation.

We started the Transformation programme in late 2019 and over the next two years will continue existing workstreams and facilitate a programmed approach to service redesign helping the transition to a modern, sustainable health and social care system in Edinburgh.

The [Edinburgh Joint Carers Strategy 2019-2022](#) was agreed at the IJB meeting on 20 August 2019. The strategy has six priority areas: Identifying carers, information and advice, carer health and wellbeing, short breaks, young carers and personalising support for carers. We aim to identify carers earlier in their caring journey and give them the information they need to support them in carrying out their role while ensuring their own health and wellbeing is maintained.

High quality services

We take pride in providing high quality services to citizens. It is essential that all our services, from collecting bins, to providing housing and street lighting, it is essential that services are accessible to all. We are taking advantage of new technology to make sure that services make best value of public money.

Below are some key performance indicators that give an indication of how we are performing.



Page 107

Waste and cleansing	2017/18	2018/19	2019/20	Target	Status
Waste Management					
% of waste recycled	42.6%	41.1%	41.1%	Increasing trend	A
Individual domestic missed bin service requests	22,853	33,621	17,690	Decreasing trend	G
Communal Domestic Overflowing and Missed Bin Service Requests	15,155	21,868	17,004	Decreasing trend	G
Street Cleansing					
% of streets clean (LEAMS)	89%	92%	92.8%	93%	A
Planning and building standards	2017/18	2018/19	2019/20	Target	Status
Planning					
% of major planning application decisions within target	13%	16%	28%	70%	R
% of non-householder planning applications dealt with within two months	60%	57%	68%	70%	A
Building Standards					
% first report building warrants issued within 20 days	60%	80%	96%	95%	G
% of building warrants issued in 10 days after receipt of all satisfactory information	44%	63%	83%	90%	R

Roads	2017/18	2018/19	2019/20	Target	Status
Road condition and maintenance					
% of customer defect enquiries completed within five working days		73%	75%	85%	R
% of emergency road defects made safe within 24 hours		95%	98%	90%	G
% of priority road defects repaired within five days		81%	94%	90%	G
Road condition index (RCI)	36.4%	36.4%	33.5%	Decreasing trend	G
Housing services	2017/18	2018/19	2019/20	Target	Status
Housing					
Home completions (all tenures)	1,832	2,834	3,006 (projected)	Increasing trend	G
Number of affordable homes approved	1,475	1,626	1,930	1,700	G
Tenant Arrears					
Average level of debt of tenants in arrears	£930	£878	£967	£900	R
Current rent arrears (end of year)	£6.1M	£5.7M	£6.3M	Decreasing trend	R
Parks, greenspace and cemeteries	2017/18	2018/19	2019/20	Target	Status
Green Flag Status					
Number of parks achieving green flag award status	30	32	32	32	G
Lifelong learning	2017/18	2018/19	2019/20	Target	Status
Lifelong Learning					
Number of adults achieving personal learning goals through participation in targeted education programmes	1,946	1,882	Not available	2,067	G
Number of library customer transactions	6.96M	6.66M	6.38M	6.99M	R
Number of young people participating in music, arts, cultural and creative learning activities	22,775	27,216	Not available	24,300	G
Number of young people participating in sport, physical activity, and outdoor learning (includes Active Schools)	24,086	27,015	Not available	25,800	G
Status	G – on or ahead of target	A – within 5% of target	R – greater than 5% behind target		

* projected figure based on six month figure of 1,503 completions between Apr – Sept 19. Full year figure not available due to delays in Scottish Government publication due to COVID-19.

Note: the lifelong learning indicators are calculated in August so figures for 2019/20 are not available. RAG status is based on 2018/19 figures.

Waste services

Our waste service performance has improved this year as we continue to change and invest in how we manage waste for the city. People are reporting fewer missed bins in 2019/20 for both **individual domestic and communal domestic bins**.

In late 2018/19 we introduced a new kerb side service which led to initial disruption for residents and a spike in missed bins reported. However, our performance shows an improvement on 2017/18 with people reporting fewer individual missed bins (17,690 in 2019/20 compared to 22,853 in 2017/18).

Although we see a drop in missed/overflowing communal bins in 2019/20 from 21,868 to 17,004, it remains higher than missed/overflowing communal bins reported in 2017/18 (15,155). We know that we need to do better and so are reviewing our communal bin service to introduce new ways of working over the next 12 months.

It is hoped the review will lead to increases in recycling, less waste going to landfill and less in overflowing bins. Over 100,000 tonnes of waste has been treated to generate energy rather than end up in landfill since the new 'Energy from Waste' plant opened at Millerhill in late 2018. We are maintaining the proportion of our **waste that we recycle** at just over 41%. Although the amount of waste recycled has remained around the same levels for the last three years, it was noted in the latest LBG that recycling rates appear to be plateauing, if not reducing, across Scotland.

Street cleanliness

We continue to improve on our **street cleaning scores** (based on LEAMS scores) rising from 89% to 92.8% over the last two years and we are just behind our target of 93% for 2019/20. This improving performance is starting to be reflected in the latest LBG benchmarking data showing that we have improved our rank from 26th in 2017/18 to 20th in 2018/19.

We are working with Zero Waste Scotland and Keep Scotland Beautiful on an updated monitoring system for street cleanliness, replacing LEAMS and providing a more modern platform to support the new code of practice on litter and refuse. It is hoped that it will be implemented in 2020/21.

Planning and building standards

We have shown improved our performance in Planning by increasing by 11% in the last 12 months the number of **non-householder planning applications processed within two months** – from 57% to 68% meaning we have only just missed the target of 70%. However, while our performance on **major planning applications decisions within four months or agreed timescale** also improved this year (from 16% to 28%), we are still well below the target we have set ourselves.

Planning applications involving listed buildings and other built heritage designations take longer to determine which impacts on our performance and remains a challenge for us. We have realigned staff resources, introduced more detailed monitoring reports and implemented a flexible approach to assigning workloads. These changes have started to show improvements in our performance in 2019/20 and we expect this to continue in 2020/21. We are also working with CGI to improve ICT efficiency and introduce new technology. To align with the Scottish Government's national practice, we are revising our performance indicators to reflect different types of planning applications and related timescales for decision making. This will allow us to monitor our performance in more detail and drive further improvements.

Our focus on improving major and non-householder applications has not been at the expense of resident applications with the proportion of householder applications determined within eight weeks has increased from 78% to 88% in 2019/20.

The implementation of our Building Standards Improvement Plan has brought about sustained levels of performance improvement. Our plan focused on developing new ways of working, training new surveyors and

enhancing digital processing. We have shown consistent improvement in our **issuing of building warrants** with increases of around 20% for the past two years. In 2019/20, almost all (96%) of our first report building warrants being issued within 20 days and ahead of our target. We are also making good progress on increasing the **proportion of building warrants issued within 10 days of receiving satisfactory information**. Performance has improved from 44% two years ago to 83% in 2019/20, which is only just below the target of 90% set by the Scottish Government.

Roads

Our overall **Road Condition Index (RCI)** has improved and, at 33.5%, is our best level for a decade with the best single year improvement since 2008/09. SCOTS benchmarking shows that we were one of only two Councils in Scotland that improved their RCI in 2019/20.

The improvement is directly related to the new investment strategy that was first introduced in 2015/16. This strategy has a preventative approach to road renewals which significantly slows deterioration and negates the need for more robust, expensive treatments. It has increased the number of roads treated in each financial year and contributed to a reduction in the number of urgent defects requiring repair.

Our performance across all road defect indicators this year has improved as a result. Almost all (98%) of **emergency defects are made safe within 24 hours; our repairs of priority road defects within five days** increased (from 81% to 94%) and **our customer enquires completed within five working days** also improved from 73% to 75%. We are still working to improve how defects are identified, recorded and repaired which is one of the main aims of the Roads Improvement Plan.

Housing

We continue our ambitious house building programme with year on year increases in the number of affordable houses approved for construction. Last year we approved nearly 2,000 **affordable homes** and finished building over 1,400.

We continue to be the largest housebuilding local authority area in Scotland, with 2,813 new homes across all tenure types in 2018/19. This is 13% of all the homes completed in Scotland and almost double that of any other local authority. We do not have the final figure for **housing completions** (all tenures) for 2019/20 because of delays in Scottish Government quarterly publications due to COVID-19. However, our latest figure, 1,503 for the first six months, suggests we should continue to increase the total number of houses built from 2,813 homes in 2018/19.

We've made good progress across a number of housing led regeneration sites as well as mixed use developments. In Craigmillar we completed the first phase of this 194 homes affordable housing development just before the end of March 2020. We were not able to hand over these homes until July due to construction sites being closed because of COVID. We also handed over new homes in Pennywell Town Centre marking the continued regeneration progress in this area.

The masterplan for Meadowbank was submitted in February 2020 following an extensive period of community consultation and engagement. An exemplar approach to engagement and design has also been followed for the future development at Powderhall which saw the Planning Committee approve a Place Brief for this site.

Due to the strong pipeline programme we expect another 2,000 homes across the city to be approved in 2020/21 (pre-COVID-19). We will also explore market opportunities to increase spend and accelerate the delivery of affordable homes.

The Housing Service Improvement Plan was introduced last year with the aims of significantly improving customer satisfaction, operating performance and reducing costs over a three-year period. This plan has six improvement workstreams prioritising service improvements in repairs and maintenance alongside rent collection, lettings, estate management, housing quality and housebuilding.

In 2019/20, improvement projects have been prioritised within the repairs service and the management of rent arrears. It is recognised that

the most frequent reason for tenants to contact the Housing Service is to request a repair and therefore the potential to improve the tenant experience, whilst simultaneously delivering a more efficient service, is significant. We have made good progress in driving forward digital advances within the service through the introduction of the Total Mobile system. The first phase, rolled out in September 2019, introduced automated appointments to help with workforce planning and scheduling for repairs. Work is continuing on subsequent phases which will expand the rollout of the technology across the service, from gas servicing, empty homes and sub-contractors through to Housing Officers and the Concierge Service.

One of our key aims is to keep tenants in their homes and to work with those that fall in to rent arrears. At the end of 2019/20, **rent arrears** are around the level they were two years with the **average level of debt for tenants** also similar. Both have however increased on 2018/19 levels (from £5.7M to £6.3M for rent arrears and from £878 to £967 for average tenant debt), so our housing officers have prioritised working with tenants to encourage a move on to more secure and easy to manage forms of payment. The management of arrears cases that are progressed to court action stages was brought back into the housing service from the Corporate Debt Recovery team over the summer of 2019. This service is now embedded within the housing management teams, enabling closer monitoring and control of the increased complexity of arrears cases arising from the introduction of Universal Credit full-service rollout. The relocation of this service has improved performance and enabled closer links to the localities in helping to identify any additional support needs for tenants and enabling them to remain in their homes wherever possible.

The LGBF benchmarking data shows us gradually reducing the proportion of rent arrears from 8.97% in 2016/17 to 8.06% in 2018/19 compared to a rising national picture (from 6.49% to 7.33%) resulting in our rank improving from 21st to 14th over the same period.

Parks and green spaces

We have 32 parks with **green flag status**, almost half of all the awards in Scotland and in 2020/21 we will be putting forward another 2 for the award. The latest benchmarking data (LGBF 18/19) ranks Edinburgh in the top five Local Authorities for both cost and customer satisfaction for parks and open spaces.

Lifelong learning services

Most of our lifelong learning services indicators are calculated each August and so figures for 2019/20 are not yet available.

Libraries

The **number of library transactions** continues a slightly downward trend from 6.66M in 2018/19 to 6.38M in 2019/20. However we see different trends depending on how people choose to access library resources.

- Downloads of e-books, e-magazines and e-newspapers continued to increase during 2019/20 with over 1.5 million downloads for the year.
- Visits to library buildings reduced, from 3.01 million in 2018/19 to 2.74 million in 2019/20 which follows the national trend of decreasing physical visits and loans.

We continue to expand the community use of our buildings:

- there have been 79 Film Club screenings held in Edinburgh Libraries
- participation in the Summer Reading Challenge increased by 4% in 2019 with 4,662 children signing up
- the Community Centre key holder pilot has also successfully increased building and facility use.

Adult learning

The **number of adults achieving personal learning goals through education programmes** fell slightly from 1,946 in 2017/18 to 1,882 in 2018/19.

Just under 14,000 adults participated in the Adult Education Programme accessed through 43 venues across the city. A more viable programme was delivered with the reduced fees for low income and benefit holders being retained:

- 1,000 adults participated in the English as a second language classes
- we maintained the number of learners in our highly regraded ESOL programme through external funding sources from Scottish Funding council and Home Office Resettlement Programme
- we have increased classes for Syrian Refugees and other Arabic speakers from 18 to 23 classes
- numbers of adults participating in Adult Education Programme from areas with deprivation was 4,674 or 37.4%.

Arts and creative learning

The **number of young people participating in music, arts, culture and creative learning** increased to over 27,000 in 2018/19 from below 23,000 in 2017/18.

We are one of a small number of councils in Scotland that continues to offer free music tuition to young people. The overall number of pupils taking part in music and creative learning through schools has increased and almost 25,000 pupils benefited from free music programmes across our schools including:

- around 5,100 pupils were learning to play an instrument through our Instrumental Music Service
- more than 19,000 children accessed music-making opportunities in schools through Creative Scotland's Youth Music Initiative, and this year we extended the programme to children in primary 1.

Through Screen Education Edinburgh, around 700 young people aged 10 – 25, learned about the film education sector and industry and associated career pathways.

We continue to deliver Discover! To 390 families. This helps young people who might fall behind in their learning, experience food stress or social isolation over the school holidays.

Sport, physical activity and outdoor learning

The **number of young people participating in sports, physical activity and outdoor learning** also increased from 24,000 in 2017/18 to 27,000 in 2018/19.

We have been targeting some provision to support children and young people with protected characteristics to participate such as:

- a swimming programme focused in schools located in disadvantaged areas
- increase in the number of free Active Schools activities
- Duke of Edinburgh's Award provision has been targeted to support more disadvantaged participants via a provision action plan and significant partnership working. We had the highest numbers ever to start Duke of Edinburgh (1,616) and completions (800) with a 3 year high for young people from disadvantaged areas participating.
- Expansion of sport and outdoor learning activity in the Discover! Programme
- the Outdoor Learning Challenge days have been expanded to increase capacity and opportunities for P6 pupils - 2,400 P6 pupils from 49 Primary and Special schools took part
- and Sports Grants were refocused onto people with a disability and to encourage more female participation.

Other projects encourage children and young people across Edinburgh to be more active such as:

- our Ignite project, which started at Brunstane Primary School, provided a range of sports and physical activities for all pupils aiming to ease transition of pupils from primary school to secondary school
- a new digital Outdoor Learning Map is in development via funding from Scottish Natural Heritage and Scottish Forestry. This will allow users to share good practice and increase outdoor learning and physical activity across Edinburgh and beyond
- 4,176 children and young people attend Benmore and Lagganlia outdoor learning residential.

Key strategic/service developments

We shape services around the needs of learners and communities, linked to local and national priorities, such as the National Improvement Framework (NIF). We are strongly committed to empowering people through learning and inclusion. We work hard to make sure those least heard in society are supported to participate in services and to play an active and informed role in decisions that affect them.

Lifelong Learning collectively impacts on the key drivers of poverty, sustainability and health and wellbeing.

Our *1 in 5: Raising Awareness of Child Poverty* effectively deploys a Train the Trainer model ensuring that a very small strategic Health and Wellbeing team, builds capacity to deliver training and influence how schools and other services develop initiatives related to child poverty.

Youth Work supports many young people who are disengaged or at risk of disengaging from school and is successful in supporting young people to make positive choices and follow pathways that interest them.

The Outdoor Learning Team has developed work around Active Travel and Environmental Sustainability, also running a major sustainability conference each year in partnership with the Global Citizenship team.

In supporting equity, we've worked in partnership with SEIC colleagues to develop the Leadership for Equity Professional Learning Course which was recently accredited by Education Scotland.

Libraries

Our Central Library is one of four city libraries in Scotland to host a co-working hub. It was established and run in partnership with the Scottish Library and Information Council (SLIC) and opens up access to library resources, ICT and physical space for entrepreneurs and business start-ups.

We are also a partner in the Living Knowledge Network (LKN) created by the British Library. This brings British Library national touring exhibitions, and additional physical and digital content to libraries in Edinburgh. In Spring 2019 the LKN enabled a cultural knowledge exchange programme with library colleagues in China. The LKN Digital

Screenings are a very popular programme, with additional community branches now also providing live author screenings. These live screenings allow people to interact with the event via social media, and we can also store the recordings and re-screen events at a later date.

Since early 2019 we've had a sister library in Lisalmi City Library, Finland through the NAPLE (National Authorities on Public Libraries in Europe) Sister Libraries initiative. We exchange good practice and current thinking via Skype and support and promote each other's resources and collections, particularly digital. This has resulted in a noticeable influx of new Finnish library members borrowing e-audio stock. We also have a digital partnership with Dunedin Library in New Zealand with similar purpose and mutual benefits.

Digital inclusion is a strategic priority for the development of library services. Providing training for essential digital skills and free access to technology and Wi-Fi continues to be a key achievement for libraries. The digital team have delivered various streams of digital skills training throughout the year including Get Online classes with 1 to 1 support from a volunteer, Digital Drop-In supported by University of Edinburgh student volunteers and VIP digital device support for people with sight loss.

Children and young people's participation

A wide range of participation work with children and young people is informing a number of strategies we are developing with partners. These include:

- key messages from the children and young people who took part in What Kind of Edinburgh? form the basis of the Children's Partnership's priorities for the new Children's Services Plan 2020-23.
- we hosted a Youth Climate Action Summit in February 2020 as part of the City Sustainability Strategy. A second event for primary children is planned. The findings from these Summits will contribute to the Sustainability Strategy and to COP 26
- YouthTalk has progressed in five areas with almost 4,000 young people involved to date, which has identified local improvements and highlighted more strategic issues.

Sustainable and inclusive growth

We want Edinburgh to be a sustainable and inclusive city, where good growth means all our citizens can benefit for generations to come. This means promoting environmental, economic and social sustainability as part of a long-term commitment to tackling climate change, delivering good growth, and building resilient communities. We are ambitious in planning how the city's infrastructure needs to develop accordingly and need to make sure that this development is shared by everyone across the city.

Below are some key performance indicators that give an indication of how we are performing. Some of these indicators are from national statistics with lag times for publication so the latest data is shown below.



Page 11

Emissions reductions	2016	2017	2018	Target	Status
% emissions reduction from 2005 baseline	33.0%	34.9%	35.9%	42% by 2020	G
	2017/18	2018/19	2019/20	Target	Status
% reduction in Council and Edinburgh Leisure carbon emissions	28.0%	22%	37%	42% by 20/21	G
Fair work and economic growth	2017/18	2018/19	2019/20	Target	Status
Number of households with no adult in employment	27,100	24,700	Not available		-
Number of clients supported by employability and skills services			1,541	19/20 baseline year	-
Number of employers in the Edinburgh region accredited as Living Wage Foundation employers	Not available	416	494	increasing trend	G

Culture	2017/18	2018/19	2019/20	Target	Status
Museums and Galleries					
Attendances at museums and galleries	624,323	785,427	820,083	750,000	G
Communities	2017/18	2018/19	2019/20	Target	Status
% of people who feel they have a say on local issues and services	39%	36%	Not available		-

Status	G – on or ahead of target	A – within 5% of target	R – greater than 5% behind target	- – new baseline, no target set yet
--------	----------------------------------	--------------------------------	--	-------------------------------------

Sustainability

In 2018, we set a target of **reducing carbon emissions** across the city by 42% by 2020. We have achieved a 35.9% reduction so far (current, 2018 data), and are on-track to exceed our target. We are also on track to see a 42% reduction in **carbon emissions by the Council and Edinburgh Leisure** with a 37% reduction by 2019/20.

Building on this commitment, we have now set a very ambitious target of **being carbon neutral by 2030**. We have developed a new Carbon Scenarios Tool to help us evaluate and monitor the impact of projects, proposals and programmes of activity going forward.

Our five-year Edinburgh's Sustainable Energy Action Plan (SEAP) focuses on five programmes of activity covering district heating, energy efficiency, resource efficiency, renewables and sustainable transport. Projects that have been progressed over 2019/20 include:

- establishing the Harlaw Hydro Scheme, which now generates 61kW of electricity – enough to power the average consumption of 127 homes
- replacing approximately 54,000 street lights across the city with Low Emissions Diodes (LED) making the whole estate more energy efficient
- replacing all Council diesel vehicles with over 100 EVs.

- a residual waste treatment project at Millerhill to treat up to 135,000 tonnes of residual waste and 30,000 tonnes of food that is collected annual by the City of Edinburgh and Midlothian Councils.

We are one of only 15 European cities to successfully secure European funding and are now part of the Climate-KIC Healthy, Clean Cities Deep Demonstrator programme. This funding runs through the calendar year 2020 and allows us to work with the Climate Knowledge Innovation Community and its partners to learn from other European cities and design a series of 'tests of to be implemented of the next five years.

In February 2020, the Climate Commission for Edinburgh was launched which we are co-sponsoring. This Commission brings together city partners from across the private, public, third and academic sectors to offer independent advice, expertise and challenge to the city to support accelerated action on tackling climate change.

We have continued our large scale tree planting programme and have now planted almost 40,000 trees since 2017, including over 5,000 in 2019/20. Next year we will start the Edinburgh Million Tree Initiative. This initiative aims to increase the number of trees in the city from around 730,000 to 1,000,000 by 2030 and will play an important part in meeting our ambitious target of being net carbon neutral by 2030.

Sustainable travel

We continue to develop Our [City Mobility Plan](#). This ten-year strategy sets out our proposals to transform the way people, goods and services travel around the city.

We have been engaging with citizens to gather their views on our proposals between Jan and May 2020 and the views gathered will inform how this plan develops.

We continue to support active travel and progress projects to encourage people to make more journeys by physically active means such as:

- 1,060 pupils receiving level 1 bikeability and 1,558 pupils received level 2 bikeability training

improving the route from Cameron Toll to Edinburgh BioQuarter (Little France) so more people can enjoy walking and cycling. We received 500 views when we asked for citizens for their views of our draft proposals in October 2019 and are now developing our proposals following that feedback.

Energy efficient homes

We are investing record amounts in our existing and new build housing to make sure all our homes have a very high energy efficiency standard. The retrofitting of existing homes will reduce energy bills and help to tackle fuel poverty experienced by many of our tenants. Since 2016, over 10,000 measures have been installed to improve energy efficiency in Council homes, which include 4,400 new heating systems; 3,200 homes insulated; and 2,700 new windows and front doors.

Poverty

Later this Autumn the Edinburgh Poverty Commission will publish its final report on the actions needed to end poverty in Edinburgh. The Commission, co-sponsored by the Council and the Edinburgh

Partnership, is chaired by Jim McCormick of the Joseph Rowntree Foundation and made up of 12 people with experience of tackling poverty, including citizens with lived experience. You can find out more about the Commission, including the interim findings it published in May of this year at [the Poverty Commission](#).

Child poverty

The Child Poverty Group links to the Edinburgh Poverty Commission and, as such, leads the development of child poverty work in Edinburgh. It is responsible for producing the city's annual Local Child Poverty Action Report for the Scottish Government and oversees the '1 in 5: Raising Awareness of Child Poverty' programme. 'Maximise!' (income maximisation, advice and support available in four cluster-focused teams with a weekly presence in 19 schools) and Discover!.

Economy

Over the next 12 months we will continue to work with partners to deliver the actions and principles described in the Edinburgh Economy Strategy. These priorities will be taken forward within the context of new emerging challenges arising from the COVID outbreak and its impacts on Edinburgh businesses and household incomes. These actions and approaches form part of the Sustainable Economic Recovery action plan being developed as part of the Council Adaptation and Renewal Programme and will be considered by Council in Autumn 2020.

City centre transformation

Our ambitious Edinburgh City Centre Transformation strategy was approved in September 2019. The strategy's vision includes proposals for vehicle-free streets, a pedestrian priority zone, public realm enhancements, a fully-connected cycle network, a city centre hopper bus and public transport interchanges.

Projects to be delivered over the first five years of the 10-year strategy are already broadly fully-funded and some initiatives already underway, such as the George Street and New Town (GNT) public realm design project, which benefited from £20M funding through Places for Everyone.

Independent evaluation has estimated that the economic and well-being effects of the changes will generate £420M of benefits to the city. This is measured through the impact on the city's economy as whole, such as accident prevention and additional spending in the city centre, as well as benefits to individuals' quality of life resulting from the strategy, like their satisfaction with public transport and improved air quality. We will make sure transforming the city centre is closely aligned with a range of projects envisioning a sustainable, accessible and better-connected future for Edinburgh, including the Low Emission Zone, City Mobility Plan and City Plan 2030.

Trams

Construction of the extension to Newhaven started in November 2019 after six months of joint work by the City of Edinburgh Council, Sacyr, Farrans, Neopul (SFN), and Morrison Utility Services (MUS), to finalise the programme and costs for the project. This will add an extra 2.9 miles of track in both directions, connecting Leith and Newhaven to York Place with eight new stops.

Initial work, on Constitution Street involved excavation of the road to allow utility diversions, tracklaying, installation of tram infrastructure, public realm improvements, and archaeology works.

Local businesses have been supported including a local voucher scheme, an 'open for business' campaign across a range of media, a business continuity fund, and free business improvement courses. Construction of at the site was suspended between the end of March and June 2020 to ensure worker and resident safety and as per the

Scottish Governments COVID-19 guidance. The main construction works have restarted and Edinburgh Trams are timetabled to take their first passengers to and from Newhaven in early 2023.

City Region Deal

Since the [Edinburgh and South East Scotland City Region Deal](#) (CRD) was signed in August 2018, 55% of the Deal's funding has been approved through the completion of over £700m-worth of business cases, covering skills, innovation, and culture.

Our regional skills programme is progressing. It comprises seven skills and employability projects for school pupils, people facing barriers to work, and those looking to learn new skills. The programme includes an intensive family support project and initiatives to promote skills development in housing, construction, infrastructure, and digital sectors. This work has been supported by our Arm's-Length External Organisation (ALEO), the Capital City Partnership (CCP), who are in a unique position to facilitate wider regional working beyond the deal.

Thirty industry partners are working with world-leading researchers in the University of Edinburgh's data-driven innovation hub, the Bayes Centre, with industrial innovation zones in Fife and the Scottish Borders also being agreed. More recently, following the COVID-19 outbreak, the CRD partners re-purposed and fast-tracked the launch of a job-matching portal to help employees and employers impacted by the pandemic.

Progress has also been made on the Dunard Centre, Edinburgh's first purpose-built music venue in 100 years.

We continue to host the team that manages the governance structure of committees and advisory boards. In Audit Scotland's 2019's report, it highlighted that our City Regional Deal is the only one in Scotland to formally involve charity and volunteer organisations in its governance structures.

The Scottish Government noted that the integrated economic development in areas such as housing and transport begin progressed under our Regional Deal was heartening, how this chimed with government thinking and praised us for how well embedded the place-based agenda is in the region.

Granton Waterfront

In February 2020, committee approved the Granton Waterfront [Programme Delivery Plan](#) (PDP) and [Development Framework](#). The Development Framework provides guidance for future planning applications, keeping placemaking at the heart of this regeneration programme. The PDP provides the basis on which we are developing our Outline Business Case (OBC) over the next 12 - 18 months. Against the backdrop of the unprecedented global COVID-19 crisis, we believe the Granton Waterfront will become even more significant in that it offers a major opportunity to contribute to Scotland's economic recovery post-pandemic.

We are working with partners including the National Galleries of Scotland, National Museums of Scotland, Edinburgh College, Scottish Government and Scottish Futures Trust to set the standard for sustainable growth, marking a step change in how development can influence how we go about our daily lives. Over the next 10 to 15 years, this area of the city will be transformed from a post-industrial brownfield site into a vibrant new coastal town where people live, visit, travel and grow the economy in an inclusive and considerate way.

A thoughtful and comprehensive response to the climate emergency, place making and achieving net zero carbon has been developed through extensive consultation which will create a new vibrant neighbourhood with strong links to existing surrounding communities, the wider city and beyond. The programme offers an opportunity to build around 3,500 homes, an ambitious new city park stretching from

Granton Harbour to Cramond and Lauriston Castle, creating one of Europe's largest coastal parks, around 10,000 sq m of new commercial/retail space, a new school, healthcare facility and high-quality public realm. This will contribute to:

- Scotland's response to the climate emergency, by building with nature and allowing flexibility to adapt and respond by using brownfield land, championing low carbon transport, active travel and sustainable development.
- promoting inclusive economic growth by systematically addressing barriers to participation in the labour market and facilitating the creation of high-quality new jobs and affordable homes and work space.
- Culture and Learning and Work strategies have been developed to support growth alongside delivering the physical aspects of the development framework. Two key strategies have been developed to support growth alongside delivering the physical aspects of the development framework: the Culture Strategy, and Learning & Work Strategy. In addition, 'meanwhile uses' on land awaiting development will be supported to stimulate the growth of an active and enabled community.
- Creating sustainable places – we own over 120 acres of developable land which provides an opportunity to lead the way and set the standard for quality, sustainability and pace of development to create an outstanding place.

A programme of early action projects started last year with around 500 new homes for sale and rent currently being designed in Western Villages and Silverlea alongside securing Town Centre Funding to transform historic buildings such as the former Granton Station building into an enterprise and innovation hub.

Culture

Museums and galleries

Our museums and galleries continue to be open seven days a week and the **number of people visiting** rose to just above 820,000 in 2019/20. We also have generated more income in 2019/20. Income from retail, catering, venue hire, and donations have all increased and totalled £990,891 in 2019/20. Sales from museum and gallery shops contributed over £320,000 in the first ten months of the 2019/20 financial year; and gross profit exceeded £174,000.

We have engaged local audiences with projects such as Robert Blomfield and Classical Edinburgh, as well as lovers of Scottish art with Victoria Crowe, Mary Cameron and Beneath the Surface. Work done with the Victoria Crowe exhibition has resulted in a six figure grant from Private Trust to enhance our work with schools in socially disadvantaged areas of Edinburgh. These exhibitions and the accompanying public programme were particularly successful, contributing to the upturn in footfall and income.

We have upgraded several of our venues to improve the visitor experience.

- The refurbishment of the City Art Centre Café in partnership with Mimi's cafe has improved the standard of food and brought more people in.
- The People's Story Museum lobby was upgraded and a 30th anniversary exhibition was developed and launched in a joint anniversary party and volunteer thank you event.
- At the Museum of Edinburgh, we have upgraded the Haig, silver and ground floor galleries.
- The Provost's Room at Queensferry Museum was refurbished and now hosts the Proud City, an LGBT exhibition developed with the local community.

- We have maintenance issues with our historic buildings where remedial works is needed at the Museum of Edinburgh and the Museum of Childhood which is planned for 2020/21.

We have reviewed guest engagement levels to better understand our customer needs and revised our staff levels and skills to better focus on guest experience and standards. This work has increased our engagement with visitors, raised our profile on social media and enhanced our promotion through word of mouth.

In partnership with the Collective Gallery, we have redeveloped the Old City Observatory on Calton Hill. This award-winning project has transformed one of the most important heritage sites in Scotland. The restored historic buildings are now a new contemporary art space with modern visitor facilities making the site accessible to the public for the first time in its 200 year history.

We have started a three-year project to undertake a detailed inventory and condition review of the collections we currently hold at nine separate Council premises and move them into a single storage location. This would allow much needed additional physical, educational and digital access to our nationally significant collections. We will continue to consider how to develop a museums and galleries service of international quality, appropriate to Edinburgh as Scotland's capital city.

Cultural venues

The Usher Hall maintained its Visit Scotland 5 Star destination award for the 10th consecutive year, continuing to maintain its high standards of customer facing attitude and commitment. In the Usher Hall Visit Scotland assessment report, it was noted however, that some of the venue's customer facilities were beginning to suffer from wear and tear. The challenge here is to maintain the venue at the highest possible standard, reflecting its status as Scotland's premier concert hall. Since re-opening after the refurbishment in 2010 the venue has welcomed

over 2.25 million audience members and thousands of concerts which impact heavily on the facilities. Without continued investment, the front-facing resources such as seating, carpets and backstage artist areas the venue may lose its 5 Star award status.

We have invested in environmental improvements to reduce carbon emissions, with new boiler systems and LED lighting across the Cultural Venues Estate. We have had to overcome several challenges to achieve this in different venues from finding the free periods in the venues' busy diaries to accommodate contractor work to the failure of obsolete equipment.

We look to identify new opportunities to increase income (programme development, marginal gains) and increase efficiencies (digital Transformation programme). 2019/20 was a record-breaking year for Cultural Venues: net turnover (£4,092,048), gross ticket sales (£7.57 Million through Usher Hall and third-party agents), 435,878 audience attendances, and 74% of tickets now being sold online. All trends that have been going up in the past three years.

Other challenges include ensuring adequate staffing levels as venues get busier while enabling the business to be as flexible as possible; the return on investment needed to keep the venues in the best possible shape with fabric and maintenance is paramount as it allows income and pricing to remain strong.

Arts, festivals, events and public safety

In June 2019, we completed a major cultural grants funding review. This introduced a new flexible fund aimed at recipients who are not revenue-funded companies encouraging new city-based partnerships and initiatives for projects including developing new work, skills and related activities; aligns revenue and flexible funding to city-based priorities; and an innovative approach to strategic funding with the introduction of Groupings, including theatres which provide fundamental infrastructure

supporting events and festivals all year round in the city. The related priorities provide a clear focus on opportunities for citizens who are practitioners, artists, participants and audiences.

The successful introduction of our Public Spaces Protocol has substantially improved the service and customer experience of managing and organising activities utilising public spaces across the city. We will continue to develop this initiative to further streamline this service.

Obviously COVID-19 has had a significant impact already with our museums, galleries and cultural venues closed and many Festivals cancelled. We continue to monitor the impact of COVID and develop strategic responses in the coming months.

Gaelic development

In 2019/20, we launched our Gaelic Development programme which includes:

- working in partnership with the Gaelic Community for bilingual update of the Gaelic collection and signage at the Central Library
- developing opportunities for usage of Gaelic in Edinburgh amongst youth and in partnership with The National Library: Young Female Leadership Programme - students from James Gillespie's High School will receive training to design and deliver their own Gaelic language tours of the Library's exhibition, Petticoats and Pinnacles. The tours will be available to the public in spring 2021.
- promoting and strengthen wider awareness of Gaelic across the city: the Donald Smith Exhibition 2021 and Will Maclean Exhibition 2022 (City Arts Centre) will be bilingual with involvement from Gaelic Community and GME pupils
- raising aware of Gaelic through Bilingual welcome posters in our Locality offices and 'introduction to Gaelic' training for staff.

Delivering effective and efficient corporate services

As a large and complex organisation, we rely upon a range of professional and enabling corporate services such as finance, property, human resources, legal services and digital services. These teams make sure that we have robust internal controls and governance arrangements, allow us to manage our assets well, support our teams and achieve value for money across our operations. These functions also provide a range of key services and support to citizens through our customer contact and transactions team and manage the administration of welfare and benefit services.

Below are some key performance indicators that give an indication of how we are performing.



Page 12

Customer services	2017/18	2018/19	2019/20	Target	Status
Citizen and service user contact					
Calls answered within 60 seconds (contact centre)	63%	65%	64.9%	60%	G
User satisfaction with contact centre	Not available	75%	76.0%	75%	G
Call abandonment in contact centre	Not available	6%	7%	10%	G
Shared repairs (essential works) case resolution % closed (updated PI) (March 19)	Not available	85%	82%	70%	G
Key processes (annual monthly average data)					
Days to process new benefit claims	30.9	25.2	16.75	28	G
Days to process benefit change of circumstances	7.5	7.8	7.1	10	G
Days to process community care grants	15.1	19.1	11.5	15	G

Days to process discretionary housing payment claims	13.2	19.2	15.5	15	A
Days to process crisis grants	1.8	2	1.9	2	G
Compliance	2017/18	2018/19	2019/20	Target	Status
Information compliance					
FOI(S)A enquiries - % answered within statutory timescales	93%	86%	84%	90%	R
Revenue management	2017/18	2018/19	2019/20	Target	Status
Non-Domestic Rates (NDR) collection					
Proportion of NDR collected	96.8%	96.9%	96.3%	97.0%	A
Council Tax collection					
Proportion of Council Tax collected	96.8%	97.0%	96.95%	97.05%	A
Commercial income					
Commercial property portfolio rental income	£12.14M	£14.88M	£14.35M	£14.58M	A
Void rate on commercial property portfolio	2.70%	2.60%	3.40%	4%	G
Our buildings and technology	2017/18	2018/19	2019/20	Target	Status
Property and asset management					
Asset management works capital expenditure	£11.27M	£21.29M	£47.34M	£30M	G
Proportion of operational council buildings that are suitable for their current use	69.2%	83.0%	76.8	Increasing trend	R
Percentage of primary schools operating above 80% capacity	77%	75%	70%	78%	R
Percentage of Secondary Schools operating above 80% capacity	70%	65%	74%	74%	G
Digital Services					
Number of severity 1 ICT incidents where resolution is greater than four hrs	16	18	2	12	G

Our people		2017/18	2018/19	2019/20	Target	Status
Productivity and wellbeing						
Lost working time due to ill-health absence (Council)		5.49%	5.18%	5.37%	4.00%	A
RIDDOR reportable injuries rate per 100 employees		0.02	0.02	0.04	Decreasing Trend	R
Workforce numbers						
Total employed full-time equivalent (FTE)		14,562	14,736	14,764	not applicable	-
Total spend on flexible workforce (agency workers)		£18.8M	£22.5M	19.4M	Decreasing Trend	G
Financial management		2017/18	2018/19	2019/20	Target	Status
Council-wide						
Proportion of approved budget savings delivered		80%	60%	77%	85%	R
Revenue: current year's projected outturn		100%	99.80%	100.5%	100%	A
Procurement and contract management						
% of invoices paid within 30 days		95.60%	95.10%	95%	95%	G
% of revenue spend placed with contracted suppliers		93.80%	92.10%	94%	93%	G
Status	G – on or ahead of target	A – within 5% of target	R – greater than 5% behind target	- – monitoring indicator, no target		

Note: * COVID absences are not included in our absence figure

Customer contact services

Our contact centre team aims to maximise the number of queries resolved at the first point of contact, aligned with clear escalation routes where further input is required from other services. Our contact team continues to perform well with over 75% of customers asked indicating they were satisfied with the service they have received. We review feedback and take action to improve the overall experience and share

existing best practice. In the last year, 65% of calls to the contact centre were answered within 60 seconds, above the 60% target.

Calling us is just one way for people to get in touch with us and our use of technology continues to grow and improve the overall citizen and user experience. We have successfully introduced a new system that allows people to track online service requests simply as well as adding a 24/7 social media presence, webchat and automated chatbot functionality on

our website. Other new initiatives include 'how to videos' for services such as Council Tax, providing guidance and advice on how people can get the most from our online forms.

In 2019/20 there was a slight drop in the proportion of our essential shared repairs cases being resolved to 82%, from 85% in 2018/19, but we remain above target. We have made it simpler for flat owners in Edinburgh to arrange shared repairs by launching two additional processes in May 2019 which makes it easier to engage, take decisions, get quotes and collect funds for common repairs. We are also currently developing a Shared Repairs App to simplify this process further and plan to launch this in September 2020.

Welfare and benefits administration

We provide **grants and benefits to the residents** in Edinburgh and we are continually reviewing our processes to deal with applications as quickly as possible. This improved our service and the average time across all our grants and benefits indicators falling in 2019/20. In particular, the average times for both new benefit claims and community grants fell by over a week between 2018/19 and 2019/20 (25 days to 17 days for new benefit claims and 19 days to 11.5 days for community grants).

We monitor anticipated application volumes and align our efforts to tackle areas of increasing demand, so that waiting times do not increase. We have also introduced appropriate use of online technology and automated processing to support accuracy and speed of processing.

Information governance

The proportion of **Freedom of Information (FOI) requests** completed to timescale falls slightly this year from 86% to 84% and is just behind our target of 90%. We've started to look at how we can further support anyone asked to respond to a FOI to do so timeously.

Revenue collection

We continue to collect almost all **Council Tax due**, with nearly 97% collected for the third year in a row. Similarly, we also perform well for collection of **Non Domestic Rates**, with 96% collected for the past three years. Both Council Tax and Non Domestic Rates collection levels in 2019/20 were impacted by the economic downturn associated with the COVID-19 virus. This impact was particularly evident in March 2020, as until then collection figures had been projected to achieve target. In the latest LGBF benchmarking data, we see consistent increases in the proportion of Council Tax collected and are ranked in the top quartile (top 8 Local Authorities) in 2018/19. We have also introduced appropriate use of technology and automated processing to support speed and accuracy of processing.

The **rate of commercial properties being empty rises** slightly this year but remains low at 3.4% in 2019/20 and ahead of our target. Our total void rate is consistently in the top quartile when looking at the latest LGBF benchmarking data and is ahead of the other big cities. **Our rental income**, of £14.35M, is slightly below what we projected for 2019/20, and slightly below our income last year of £14.88M, due mainly to the insolvency of the tenant of a large restaurant unit.

We have responded to COVID-19 by offering an initial three-month deferment of rent and we have received 150 requests from tenants. This has been extended for a further three months until October 2020. Our revised forecast for 2020/21 is reflected in the [Council's Revenue monitoring report](#) discussed at Committee on 25 June.

Our buildings

We have significantly accelerated improvement work primarily across school projects but also from ceiling work, asbestos work and Edinburgh Leisure projects which is reflected in an increase in **Asset management work capital expenditure** to £47M compared to £30M projected.

Our proportion of operational buildings that are suitable for their current use decreased slightly this year from 83.9% in 2017/18 to 76.8% in 2019.20. It should be noted that this indicator is based on a

survey of the building users rather than an assessment by facilities management. The impact of our accelerated improvement work in 2019/20 is expected to improve perceptions reported in this survey in future years.

Investment in building schools

We continue to invest in our school estate. In 2019/20, we registered new schools for St Cuthbert's and Nether Currie with the Care Inspectorate. We have started to build three new primary schools, one special school and a replacement secondary school. The design for 3 further primary schools, another secondary school and three significant secondary extension projects has also started in 2019/20.

Our **proportion of primary schools operating at above 80% capacity** decreases for the second year from 77% in 2017/18 to 70% in 2019/20 and remains behind our target of 78%. However, **our proportion of secondary schools operating at above 80% capacity** improves to the highest level for three years, from 65% in 2018/19 to 74% in 2019/20 and we have reached the target we set ourselves.

The decrease in the percentage of primary schools operating at below 80% of their stated capacity is a consequence of primary school rolls beginning to fall in certain parts of the city and new infrastructure being required due to population growth in other parts of the city, some of which is related to new housing development and will take time to be fully populated. Where possible school catchment reviews can be considered to maximise the use of assets. However, it is only realistic to take forward catchment reviews where there is support from all stakeholders. The current situation with COVID makes it very difficult to consider changes to school catchment areas at this time.

Digital services

The technology we use must operate both effectively and efficiently, and where problems arise, they need to be resolved quickly to minimise any impact on citizens and colleagues. During 2019/20, we had only two severity 1 **ICT incidents** which took longer than four hours to resolve,

which is an improvement on the previous year when we had 18 incidents.

Our people

With over 19,000 people working for us, we provide over 700 services to Edinburgh residents, customers and our visitors. We provide comprehensive reporting to Committee on our workforce data and trends, including employee absence, headcount, salary bill, voluntary redundancy numbers and flexible workforce insight (agency, supply and variable pay elements).

Generally, we have consistent reporting on full-time equivalent numbers, but with expected seasonal increases e.g. festival and to support growth areas e.g. early years.

Absence from work, related to wellbeing, increased slightly during 2019/20 from 5.18% to 5.37% and remained above our target of 4%. However, looking at the last benchmarking data (LGBF 1819), we have lower absence rates for teaching staff than the Scottish average (5.67 compared to 6.2 days) and are closing the gap for non-teaching staff with us only slightly above the Scottish average (11.49 days) at 11.62 days in 2018/19.

Long term absence accounts for the majority of employee absence, with stress/depression and mental fatigue reported as the main reason. We've undertaken a lot of work this year to support colleagues' mental and physical wellbeing including provision of Employee Assistance support, Occupational Health referrals, wellbeing roadshows and comprehensive guidance and support for all our colleagues.

Whilst we typically spend a similar amount on our flexible workforce (supply, agency, locum, overtime, etc.) in some services e.g. Health and Social Care, Waste and Facilities, we have improved our governance and oversight. This increased scrutiny resulted in reducing our **agency spend** by around £3 million in the last financial year to £19.4M.

We remain committed to reducing the level of health and safety incidents and have robust practices when accidents occur. Our **rate of RIDDOR**

rises slightly in 2019/20 to 0.04 from 0.02 in 2018/19 but remains at low levels. National benchmarking by the Health and Safety Executive of RIDDOR reporting shows that businesses within Edinburgh consistently recorded the lowest number in Scotland showing Edinburgh as one of the safest places to work in Scotland.

Financial management

The emerging impacts of the coronavirus pandemic had a significant financial impact on the Council and its Arm's-Length Organisations (ALEOs) in March 2020. Due to the dramatic reduction in passenger numbers, the Council did not receive the planned £6M dividend from Lothian Buses and, parking income also reduced by more than £1.2M. While a balanced overall position had been anticipated in January 2020, these losses of income very late in the financial year meant that the Council overspent its **budget** by £5.2M (0.5%), the first time we have failed to keep expenditure within approved levels since 2006/07.

Of the **savings measures approved** in our 2019/20 budget, over three quarters were delivered during the year.

Procurement

We understand it is important to businesses for us to pay promptly and in 2019/20 we continued to pay over 95% of **our invoices within 30 days** as we have done for the past two years.

One way in which we try to deliver good value for money is by using **contracted suppliers** as often as possible. In 2019/20 over 94% of our orders were with contracted suppliers which is similar to our performance in 2017/18 and slightly up from 2018/19.

Key strategic/service developments

Digital Services

We continue to expand our digital services to make it easier for customers to get in touch and do more online. We also put in place digital solutions to make our services run more efficiently.

During 2019/20, we have:

- created a new website with greatly enhanced functionality which is easier and simpler to use
- implemented the first phase of our customer digital enablement programme, which has allowed more of our citizens to use our services online.
- successfully replaced and upgraded almost 18,000 devices across over 200 schools and 160 teams
- launched the initial Housing Repairs project which introduces a new mobile workforce management capability. This will be expanded in the first quarter of 2020/21 to include Archiving and Empty Homes and then Gas Servicing functionality
- simplified joint working across the City Region Deal team through the roll out of Sharepoint with further expansion of this to other teams and projects planned going forward
- continued to develop where we use process automation infrastructure providing savings to the Council.
- Improved the Council's cybersecurity defences and making sure we meet key external standards such as PSN.

We also responded with our digital services quickly to work differently during the COVID-19 pandemic by:

- providing emergency laptops to allow key teams to work from home, including the contact centre
- quickly developing and launching a COVID-19 shielding and vulnerable people application so we could support those most vulnerable to COVID
- making it easier for teams to stay in touch while working from home through the rapid dispersal of Teams software.

Supporting our staff

We have improved our support for workplace inclusion and wellbeing, including supporting the creation of a number of staff diversity networks. Our 'Inspiring Talent' programme was launched which supports the development of our future senior leaders.

Developing our assets/resources

- We have delivered the second year of our Asset Management Works Programme, which has significantly improved and enhanced the condition of our operational estate, focussing upon primary schools.
- Commercial and Procurement Services have developed and gained approval for the Council's Sustainable Procurement Strategy.
- We have improved our performance across all our Corporate Services, whilst also continuing to reduce the costs of providing these functions for the Council.

Finances

While the short and longer-term impacts of the COVID-19 pandemic will require existing plans to be re-assessed, we achieved two important financial planning-related milestones this year. In February 2020, we approved both an indicative balanced three-year revenue budget and a ten-year capital budget strategy.

Performance reporting

Performance

Throughout the year, we use key performance indicators (KPIs) to monitor how well we are delivering services. The KPIs shown in this report are only some of the indicators we use to monitor our services throughout the year.

We are also investing in Business Intelligence software which will support our performance monitoring and increase the insight gained from the data we hold.

We will review our Business Plan and Performance Framework as part of the Adaptation and Renewal programme. Our KPI scorecard will be revisited as part of this work.

Benchmarking

We are committed to improving the services we deliver to citizens. As well as measuring ourselves against our key performance indicators, we carry out a wide range of formal and informal benchmarking across our different service areas. Benchmarking gives us a focus to share best practice and service improvement initiatives.

Benchmarking groups we participate in include various Scottish Government Local Authority Groups, the Association for Public Service Excellence (APSE), Scotland's Housing Network and Keep Scotland Beautiful.



Our primary benchmarking tool however, is the Local Government Benchmarking Framework (LGBF). The framework is applicable to all local authorities in Scotland and is made up of a suite of standard indicators which cover a large number of our service areas. We report annually to Committee on this data.

You can also find more information on our [most recent benchmarking data](#) (2018/19) on My Local Council website.

Communities and partners

Partnership and localities

[The Edinburgh Partnership](#) has a new governance framework and community plan for the city. Both aspects of this work were designed to strengthen partnership working and the meaningful involvement of communities to achieve better outcomes for people in the city.

The new governance arrangements, agreed in April 2019, recognised that there was an opportunity to streamline and simplify how partners worked together, provide a shared understanding and clarity of purpose; strengthen partnership working; provide greater accountability and transparency; and strengthen community influence and participation. The new framework comprises a Board, four city wide partnerships, four locality partnerships and thirteen neighbourhood networks.

The four new Locality Community Planning Partnerships and Neighbourhood Networks strengthen the city's approach to improving outcomes for individuals and communities, of place and interest, experiencing the greatest inequality through partnership working and the meaningful engagement of residents and communities. These are based around five themes: place making; children, young people and families; economy/employability; health and wellbeing; and community safety. Additionally, the plans set out outcomes for small areas within each locality where the communities experience a higher level of inequality and poorer quality of life.

This focus on addressing inequality and greater collaborative action also form the basis of the new community plan. The plan sets the strategic direction for community planning based on three priority workstreams to ensure citizens across all parts of Edinburgh have enough money to live on, access to work, learning and training and a good place to live.

Activity in the first year has focused on maximising the income available to lower income households; provision of work, learning and training opportunities targeted on families, people released from prison and



individuals with care experience; and land availability/building houses to ensure residents can access an affordable, well designed, safe and inclusive place to live.

The plan provides the framework within which every partner can make an active contribution to meeting the agreed shared priorities. This activity is led by a newly established Local Outcome Improvement Plan Delivery Group. The group provides the necessary leadership to ensure the priorities are delivered, allows for collaborative action to tackle shared challenges, creates new initiatives and partnership activity and seeks to combine partnership assets to drive change and deliver improved outcomes.

Consultation and engagement

We are working hard to be more open and inclusive through our engagement approaches. Over the last four years we received an increased 425% of online responses via our [consultation hub](#). We continue to engage differently, for example, [Edinburgh Talks Climate](#), we are creating sharable peer-to-peer content on local climate issues that

drive positive conversations about the benefits of change and enable citizens to take independent action.

We have also innovated our group budget engagement activity to include head-of-service-led workshops with hundreds of colleagues from across all services. This followed up on findings from the 2018 Colleague Survey which highlighted the most important conversations to colleagues were with line management, but staff did not always recognise their contributions feeding into the decisions made by senior leadership. The enhanced reporting of both citizen and colleague feedback on budgetary issues was praised by elected members and senior leaders.

As the city encounters and begins to recover from the COVID-19 pandemic, engagement has been essential to ensure vulnerable citizens are protected, the city and the economy reopen safely, and our strategic vision for Edinburgh is realised. Our engagement directly supports its Adaptation and Renewal Programme through targeted resources to key stages that enable sustainable, inclusive decision-making.

Policy and Sustainability Committee

10.00am, Thursday, 20 August 2020

Coalition Commitments Progress Update – August 2020

Item number
Executive/routine
Wards
Council Commitments

1. Recommendations

- 1.2 That members of the Policy and Sustainability Committee note the progress at August 2020 on delivering the 52 coalition commitments that the Council has committed to deliver by end 2022 (Appendix A).
- 1.3 Notes the steps that will be taken in 2020/21 to progress delivery of the commitments.
- 1.4 Refer the Coalition Commitments progress update report to the City of Edinburgh Council for consideration on 25 August.

Andrew Kerr

Chief Executive

Contact: Laurence Rockey, Head of Strategy and Communications

E-mail: laurence.rockey@edinburgh.gov.uk | Tel: 0131 469 3493

Coalition Commitments Progress Update – August 2020

2. Executive Summary

- 2.1 This is the third annual update on the 52 coalition commitments and provides an update to Council on the progress against each commitment.
- 2.2 In summary, of the 52 commitments, 8 have been fully achieved, 40 partially achieved, 3 have not yet been achieved and 1 will not be achieved. The 1 commitment which will not be achieved relates to previous decisions made as part of the budget process to unfreeze Council Tax.
- 2.3 This report builds on the progress update report that were presented in Full Council in June and August 2019.

3. Background

- 3.1 The Council Business Plan ([A Programme for the Capital: The City of Edinburgh Council Business Plan 2017-22](#)) was approved in August 2017. The plan sets out the Council's priorities and what will be achieved over the five-year period.

4. Main report

- 4.1 This is the third annual update on progress of the coalition commitments and a full update for each commitment is contained within Appendix A.
- 4.2 Appendix A details:
 - background information
 - key achievements and delivery progress to August 2020
 - planned next steps and, where relevant, key issues for 2020/21
 - performance measures for 2019/20 and the preceding year where applicable
 - the current status of each commitment.
- 4.3 While progress continues with each commitment, there have been a number of areas to highlight work undertaken including:
 - ongoing progress on increasing affordable homes in Edinburgh through consistent year on year increases in affordable housing approvals
 - continued investment in our school buildings with a further £47.34 million invested in 2019/20

- significant investment in roads with Edinburgh's roads showing the greatest annual improvement in more than a decade, with their condition at its best level since 2011/12
- working with partners to continue increasing availability and types of accommodation for those experiencing homelessness
- successful bid for external funding to work as part of Climate-KIC Healthy, Clean Cities Deep Demonstrator programme as well as the launch of the Climate Commission to drive towards the city 2030 net zero target
- continued commitment to ongoing tree planting by signing up to become a Million Tree City
- continued efforts to push for change at a national perspective to drive forward legislative change in respect of Workplace Parking Levy, Transient Visitor Levy and the regulation of short term lets.

4.4 The status of the commitments can be summarised as follows:

Status	Meaning	Number of Commitments
Fully achieved	All elements of the commitment have been delivered.	8
Partially achieved	Some elements of the commitment have or are currently being delivered.	40
Not yet partially or fully achieved	Work to achieve the commitment has still to commence. The delay in commencing may include reasons that are beyond the Council's control.	3
Will not be achieved	The decision not to progress on all or elements of the commitment has been made. This could include reasons that are beyond the Council's control.	1

5. Next Steps

5.1 Where applicable, planned work that will be undertaken in 2020/21 is outlined in Appendix A.

6. Financial impact

6.1 The financial impact is set out within the individual commitments and the Council Business Plan and/or relevant strategies and service improvement plans.

7. Stakeholder/Community Impact

7.1 The commitments actions and measures continue to support transparency of Council performance and delivery.

8. Background reading/external references

- 8.1 [Programme for the Capital - The City of Edinburgh Council Business Plan 2017-22](#), The City of Edinburgh Council, 24 August 2017
- 8.2 [Implementing the Programme for the Capital - Coalition Commitments Progress to June 2018](#), The City of Edinburgh Council, 28 June 2018
- 8.3 [Implementing the Programme for the Capital: Coalition Commitments six monthly progress](#), Finance and Resources Committee, 4 December 2018
- 8.4 [Implementing the Programme for the Capital: Coalition Commitments six monthly progress](#), Corporate Policy and Strategy Committee, 4 December 2018
- 8.5 [Implementing the Programme for the Capital: Coalition Commitments six monthly progress](#), Transport and Environment Committee, 6 December 2018
- 8.6 [Implementing the Programme for the Capital: Coalition Commitments six monthly progress](#), Education, Children and Families Committee, 11 December 2018
- 8.7 [Implementing the Programme for the Capital: Coalition Commitments six monthly progress](#), Planning Committee, 12 December 2018
- 8.8 [Implementing the Programme for the Capital: Coalition Commitments six monthly progress](#), Housing and Economy Committee, 24 January 2019
- 8.9 [Implementing the Programme for the Capital: Coalition Commitments six monthly progress](#), Culture and Communities Committee, 29 January 2019
- 8.10 [Coalition Commitments annual update report](#), The City of Edinburgh Council, 27 June 2019
- 8.11 [Coalition Commitments update report](#), The City of Edinburgh Council, 22 August 2019

Appendices

Appendix A: Coalition Commitments Progress Update August 2020

Coalition Commitments

Progress Update

August 2020

In 2017 the Council Administration published our Programme for the Capital, 52 commitments to deliver for residents until 2022. Three years in, this report provides an update on the progress we have made so far in delivering on those promises. It shows those areas where our pledges have been completed, or are on a path to completion, as well as highlighting those where there remains work to be done.

As we continue to deliver for residents, the city is dealing with one of the biggest challenges it has ever had to face. COVID-19 is having a profound impact on all our lives and the Council has been working flat out to maintain lifeline services through these enormous difficulties. These demands have required immediate responses of us to ensure that key services are maintained and the most vulnerable people in our city are protected, but also in a need to plan for the renewal of the city and the ways the Council needs to adapt to make that renewal a success.

Alongside our existing pledges and commitments, we are now developing a new programme to help the Council adapt to the new circumstances and set out the Council's planned approach and priorities for change over the next few years. COVID has been the greatest challenge many of us will live through, but it is not an excuse to give up on our vision and ambitions for our Capital. The work of this Council continues to be focused towards ensuring Edinburgh lives up to the values its residents shared and expressed in the 2050 Edinburgh City Vision published earlier this year. That is for Edinburgh to be a pioneering, welcoming, thriving and fair city that belongs to all of us - and where we all belong.



Commitment 1

Deliver a programme to build least 10,000 social and affordable homes over the next 5 years, with a plan to build 20,000 by 2027. **Status**

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Background

The Council is working with Registered Social Landlords (RSL) and other development partners to deliver 20,000 social and affordable homes by 2027. Progress is reported to Housing, Homelessness and Fair Work Committee in the annual report on the Strategic Housing Investment Plan (SHIP).

Key Achievements

In 2019/20 a record 1,930 affordable homes were approved for social rent, mid-market rent and low-cost home ownership. Over 80% of grant funded approved homes are for social rent. 1,443 affordable homes were completed in 2019/20. The 2019/20

affordable housing grant funding allocation was increased by £8.4m to £50.5m, and spent out in full.

Over 5,000 affordable homes have been approved during the first three years of this commitment, and over 3,500 affordable homes have been completed.

In March 2020, all construction work was suspended due to the impact of COVID-19. However, prior to lockdown over 2,400 affordable homes were under construction on over 30 sites in the city.

Next Steps

Contractors are preparing to return to site. The impact of COVID-19 on the 2020/21 and future years programmes is being reviewed with contractors and RSLs. Opportunities to acquire

sites and homes are being explored to support economic recovery. Design and development work on Council sites including Granton regeneration has continued during the lockdown.

The guidance for the next SHIP (2021-2026) is being prepared by Scottish Government; all Local Authorities are required to submit a SHIP. The original timescale for submission was end October, however, this has been extended to the end of December by the Scottish Government to take into account the impacts of COVID-19 on the construction sector. The SHIP will be reported to Housing, Homelessness and Fair Work Committee prior to submission.

Key measures	2017/18	2018/19	2019/20	Target
Approvals of new affordable homes for the year	1,475	1,626	1,930	2,000
Completions of new affordable homes	966	1,152	1,443	1,000

Commitment 2

Create the conditions for businesses to thrive. Invest in supporting businesses, social enterprise, training in hi tech, creative and other key sectors including co-operatives. Help link business with young people to ensure the workforce of the future is guaranteed work, training or education on leaving school.

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Background

[The Economy Strategy](#) which sets out how we and our partners will deliver inclusive growth across the city was agreed at the Housing and Economy Committee in 2018. The aim of the strategy is to provide a framework for creating the conditions necessary for Edinburgh to be a city that takes a lead in ensuring our economy's success is sustainable and benefits all our citizens. We have developed the Good Growth Monitoring Framework to monitor progress towards the strategy vision.

Key Achievements

[Economy Watch Bulletins](#) are published on our website to provide regular updates on the city's economic performance.

Over the past 12 months we and our partners have delivered services to support good growth in the city. These include supporting over 1,000 businesses through the Edinburgh Business Gateway partnership and helping 1,541 employability and skills clients into work and learning. Investment has also been made in projects to improve the quality of key business facing functions such as regulatory services.

Good progress has also been made to bring strategic investment into the city, including approval of almost 2,000 new affordable homes in 2019/20, and progress towards development of key strategic sites across the city. Together the developments form part of an extensive programme of investment underway across the city with a value estimated at over £1.4bn.

Next Steps

Over the next 12 months we will continue to collaborate with partners in delivery of the actions and principles described in the Edinburgh Economy Strategy. These priorities will be taken forward within the context of new emerging challenges arising from the COVID outbreak and its impacts on Edinburgh businesses and household incomes. These actions and approaches form part of the Sustainable Economic Recovery action plan being developed as part of the Council Adaptation and Renewal Programme and will be considered by Council in Autumn 2020.

Key measures	2017	2018	2019	Target
Positive destinations of school leavers	92.5%	94.3%	n/a	To exceed 93.8% national average
Median gross weekly earnings	£584	£578	£617	To exceed £710 by 2020
Economically active residents as a % of all residents aged 16-64	77.5%	80.9%	77.4%	To exceed 78% by 2022
% of workers in managerial, professional and technical/scientific occupations	56%	57%	56%	To maintain 56% by 2022
Ratio of workers in high skilled occupations to workers in mid skilled occupations	2.4	2.4	2.3	To minimise to 2.10 by 2022
Gross Value Added per capita	£43,861 (2016)	£45,594 (2017)	£47,631 (2018)	To exceed £41,000 by 2021
% of children living in a low-income household	22% (2015)	23% (2017/18)	n/a	To minimise 18% by 2020
% of residents who feel confident about their job prospects	63% (2014-16)	65% (2016-18)	Survey not done in 2019	To exceed 70% for 2019-21 average
% of residents who say their financial position has improved in the past 12 months	20% (2014-16)	18% (2016-18)	Survey not done in 2019	To maintain 20% for 2019-21 average

Commitment 3

Work with the business community to grow the number of Living Wage employers year on year.

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Background

Workers in Edinburgh receive one of the highest weekly earnings relative to other UK cities, yet it is estimated around one in six residents are paid below the living wage.

An estimated 18% of Edinburgh residents work for wages below the hourly rate recommended by the UK Living Wage Foundation in 2019. This represented an estimated 39,600 residents working for an hourly wage below £9.30 in 2018/19.

Key Achievements

The Living Wage Foundation accreditation covers all providers of services in the Council, including care at home. As one of the largest employers in Edinburgh, the Council is setting a leading example to the business community.

In March this year the Council approved a new Sustainable Procurement Strategy with a core focus on “improving ethical employment, including suppliers paying the Living Wage”. Towards this, the Council has adopted the Fair Work First (FWF) initiative in all procurement activities to improve ethical work practices and encourage Living Wage accreditation among suppliers.

Next Steps

Going forward, workforce modernisation and change plans will include proposals to embed the Living Wage fully into the pay structure. Currently it is applied as a top-up.

To ensure our organisational structure works best, we also need to modernise reward and recognition arrangements that help to create a more flexible workforce that still meets the needs of citizens, services and the employees. Therefore, as part of the Change Strategy, plans will be made to undertake a strategic review and revision of our reward and recognition arrangements.

Page 139

Key measures	2017/18	2018/19	2019/20	Target
% of Council contracted suppliers (over £50k value) who responded ‘Yes’ to payment of the Living Wage Foundation rate	64.77%	63.98%	Not available	Aim to increase
Number of employers in the Edinburgh region accredited as Living Wage Foundation employers	Data not available	416	497	Aim to increase

Commitment 4

Direct development to growth corridors as the best way to accommodate the extra housing needed for Edinburgh’s growth and allowing the city to manage and protect green belt. **Status**

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Background

The project to develop a new local development plan - [City Plan 2030](#) – reached a key milestone in 2019/20. The project includes looking at the potential for additional housing opportunities on brownfield regeneration corridors within the city and assessing greenfield land for potential release from green belt policy. This will be done in the context of the current Strategic Development Plan (SDP) for South East Scotland (2013), following the rejection of the emerging SDP 2 by Scottish Ministers in May 2019.

Key Achievements

[Choices for City Plan 2030](#) was published in January 2020. This is the main statutory consultation for the project and informs the preparation of a Proposed Plan. A major public consultation process was carried out from January to the end of April 2020 (extended to allow additional time for responses due to the COVID-19 lockdown). Over 1,800 responses were received, several times more than the previous equivalent stage. Results of the consultation will be considered in the development of the new plan.

Next Steps

An updated Development Plan Scheme with timetable will be published in summer 2020 and will set out the timing and details of the Proposed Plan stage, and the opportunities for people to make formal representations supporting or seeking change to the Proposed Plan.

Measures to monitor progress will be included within the City Plan 2030.

Commitment 5

Sign Edinburgh to the Pay Fair Tax Initiative.

Background

The Fair Tax Mark certification scheme was launched in 2014 and seeks to encourage and recognise organisations that pay the right amount of corporation tax at the right time. Alongside the 'Mark' there is also a Fair Tax Pledge, designed for individual citizens and sole traders, the aim of which is to encourage people and small organisations to demonstrate their commitment to 'playing by the rules'.

The Council is committed to establishing Edinburgh as a leading city for work practices and socially responsible business and to encouraging businesses and individuals to commit to paying fair tax.

Key Achievements

In June 2018 we launched a new [Economy Strategy](#) with the aim of enabling good growth for Edinburgh. The strategy sets out eight key steps the city needs to take over the next five years to meet this aim. Each step is underpinned by the principles of innovation, inclusion, and collaboration.

In March this year the Council approved a new Sustainable Procurement Strategy with a core focus on "improving ethical employment, including suppliers paying the Living Wage". Towards this, the Council has adopted the Fair Work First (FWF) initiative in all procurement activities to improve ethical work practices and encourage Living Wage accreditation among suppliers. Among other

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

commitments, this approach ensures a minimum weighting of no less than 5% in evaluation of tenders to influence improvement in ethical practices, adopting a higher % where appropriate.

Next Steps

Work is underway to engage with businesses through Business Gateway to promote the Fair Tax Mark and Pledge (depending on the nature of the business). Within the Council's procurement arrangements and other activities, officers are also looking at how these initiatives can be promoted.

Measures to monitor procurement activities will be identified and reported regularly to Finance and Resources Committee.

Key measures	2017/18	2018/19	2019/20	Target
Number of businesses accredited with the Fair Tax Mark	n/a	n/a	75	Aim to increase

Commitment 6

Deliver the City Region Deal, making sure the benefits of investment are felt throughout the city and create space for new businesses to start and grow.

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Background

The Edinburgh and South-East Scotland City Region Deal covers the City of Edinburgh, East Lothian, Fife, Midlothian, Scottish Borders and West Lothian local authorities.

The Deal sets out a vision that builds on the city region's strengths to deliver transformational programmes and projects across innovation, skills, transport, culture and housing themes. Together, these will deliver a step-change in inclusive growth to benefit the city region, Scotland and the UK.

The Deal Document was signed by the Prime Minister, First Minister and the City Region Leaders in August 2018. The Financial Agreement was signed in October 2018.

The Deal confirms that the UK Government and Scottish Government will invest £600 million into the city region over the next 15 years. Alongside partners, comprising: the six member authorities; the city region's universities and colleges; and the private and third sectors, £1.3 billion of investment will be delivered.

Key Achievements

55% of the Deal's funding has been approved through over £700m-worth of business cases, covering skills, innovation, and culture.

Our regional skills programme, comprising of seven skills and employability projects is moving ahead, targeted at school pupils, people facing barriers to work, and those looking to learn new skills. It includes an intensive family support project and initiatives to promote skills development in housing, construction, infrastructure, and digital sectors.

30 industry partners are working alongside world-leading researchers in the data-driven innovation hub, the Bayes Centre, and approval for two more (in Fife and the Scottish Borders) has been given. In response to the COVID-19 outbreak, the CRD partners re-purposed and fast-tracked the launch of a job-matching portal to help employees and employers impacted by the pandemic.

Progress has been made in several key projects such as the Granton Waterfront housing development site, transport infrastructure and public transport improvements at West Edinburgh and Sheriffhall and the Dunard Centre, Edinburgh's first purpose-built music venue in 100 years.

We act as the Accountable Body for the Deal. An Internal Audit determined our processes as Accountable Body to be 'effective' noting that the "control environment and governance and risk management frameworks have been adequately

designed and are operating effectively, providing assurance that risks are being effectively managed, and the Council's objectives should be achieved."

Audit Scotland's 2019's report into City Region and Growth Deals highlighted that we are the only one to formally involve charity and volunteer organisations in its governance structures.

Government noted at the 2019 Annual Conversation that the integrated economic development in areas such as housing and transport was heartening, chimed with government thinking and praised the ESESCRD partners for how well embedded the place-based agenda is in the region.

Next Steps

The development of a regional skills programme has been supported by our ALEO, the Capital City Partnership (CCP), who are in a unique position to develop and deliver enabler projects, will facilitate wider regional working beyond the deal on key projects, where priorities align.

Work is already underway to develop a Regional Growth Framework. A Monitoring and Evaluation Framework will be presented to the Joint Committee for approval in August or September 2020.

Commitment 7

Improve access to employment and training opportunities for people with disabilities.

Background

We fund services such as All in Edinburgh, Edinburgh's Employer Recruitment Incentive and Edinburgh Project SEARCH to support Edinburgh's citizens with a disability to progress towards secure, and sustained work or learning. We also work with a range of internal and external partners through the Edinburgh and South-East Scotland City Region Deal, Joined up for Jobs network, Edinburgh Guarantee (Developing the Young Workforce) Partnership, and Locality Partnerships to promote inclusive growth.

Key Achievements

As part of our contribution to inclusive growth we have put in place services to support the city's most vulnerable citizens, which includes specialist employability support for citizens with a disability. In 2018 the Scottish Government put in place a new Fair Start Scotland (FSS) employment support programme that includes support for people with a disability or enduring health condition.

This has impacted the number of participants engaging with the locally funded disability support services.

Since 2014, Edinburgh Project SEARCH has supported 141 young people with a recognised disability aged between 16-29 years old to gain over 800 hours of hands on work experience. The programme has been successfully completed by 97 young people and 23 are currently taking part. Of those young people who have graduated from the programme, 53.2% have moved into meaningful sustainable employment, and 11.3% have moved into an alternative positive destination.

In 2018/19, there were 524 individuals who indicated a disability and accessed council funded employability services, representing 16% of all people supported. Although there was a decrease in new registrations in 2019/20, 461 individuals who declared a disability represented 19% of all the people supported. There was a decreasing trend in new registrations across all council funded employability provision.

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Between 01 April 2019 – 31st March 2020, 536 employment outcomes were recorded across all council funded employability services, of which 160 participants indicated disability as a barrier (29.9%).

Next Steps

Although budget pressures have led to a reduction in overall employability funding, supported employment programmes continue to be funded by the Council. This includes the All in Edinburgh programme, supporting people who have a disability or long-term health condition, Edinburgh Project SEARCH and No One Left Behind funding, which delivers Edinburgh's Employer Recruitment Incentive. There are also a number of small grants awarded to specialist providers who work with individuals with additional barriers to employment.

Key measures	2017/18	2018/19	2019/20	Target
Number of people with disabilities who have accessed council funded employability services	582	524	461	Increasing trend
% of all support provided to people with disabilities	15.3%	16%	19%	Increasing trend

Commitment 8

Explore the introduction of fair rent zones.

Background

On 1 December 2017, Section 35 of the Housing (Tenancies) Scotland Act 2016 took effect. The Act makes provision for local authorities to apply to Scottish Ministers for approval to designate an area as a Rent Pressure Zone (RPZ), sometimes known as a fair rent zone.

Research into Edinburgh's private rented sector, and proposed interventions that can assist with tackling the issue of rents rising excessively, was completed in summer 2018 and was used to inform an update to [Housing and Economy Committee in November 2018](#). The research indicated that RPZs are not a long-term solution to rapidly rising private rents and highlights the importance of responding to pressurised housing markets through increasing the supply of affordable housing, homes across all tenures and better regulation of the short term lets sector.

In [August 2019, Health, Housing and Fair Work Committee](#) received a report on the Strategic

Approach to Private Rented Sector. It set out our approach to tackling key issues in the private rented sector, echoing the Scottish Government's strategy ([A Place to Stay, A Place to Call Home](#)) and aims to:

- increase supply of homes to help meet need and demand;
- improve access to and management of homes in the sector;
- improve affordability within the sector; and
- improve quality and conditions of homes in the sector.

Key Achievements

A multi-disciplinary officer working group was established in partnership with the Association of Local Authority Chief Housing Officers (ALACHO) to coordinate those local authorities and stakeholders interested in exploring RPZs in more detail. A communications strategy was developed to raise awareness of private rented sector tenants' rights. An officer working group was established to develop a comprehensive strategic

Status

Fully achieved	✓
Partially achieved	
Not yet partially or fully achieved	
Will not be achieved	

approach to tackling key issues facing the private rented sector.

Officers have been working with Scottish Government to explore the potential of introducing a pilot RPZ. At a meeting in Dec 2019, the Scottish Government acknowledged that much of the evidence, as prescribed by the current guidance, was not available. A subsequent meeting was held with Scottish Government officials in March 2020 to discuss the best available data and a process that might be acceptable to Scottish Ministers to progress a pilot application. Scottish Government officials agreed to revert to Council officials in relation to definitions, sample size, evidence corroboration and data gathering methodology.

Next Steps

The Fair Rents (Scotland) Bill was introduced to the Scottish Parliament on 1 June 2020 after the consultation on the proposal last year. If the Bill was to become an Act, RPZ legislation would become obsolete, as all PRTs in Scotland who only increase rent by CPI+1%, there is no need to have an PRZ status to cap rent increase.

Commitment 9

Create a Homeless Task Force to investigate the growing homelessness problem in the city. The team will review the use of b&b premises and explore alternatives that better meet the needs of individuals and families with an aim to end the use of bed and breakfast facilities. Appoint a Homelessness Champion who will chair the Task Force.

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Background

The creation of the Homeless Task Force was agreed at the [Housing and Economy Committee on 2 November 2017](#). Its remit was to:

- build on existing prevention work which further reduces homelessness assessments,
- reduce the number of people rough sleeping, accessing temporary accommodation and living in insecure accommodation,
- increase the supply of quality council led temporary accommodation provision, reducing the reliance on bed and breakfast,
- ensure that appropriate support is available for all homeless people who require it.

Key Achievements

[The actions, outcomes and recommendations of the Homelessness Task Force](#) were presented to the Housing and Economy Committee on 7 June 2018.

Along with our partners, we have continued to increase the number of furnished flats available for use as temporary accommodation. This has assisted us with reducing the use of bed & breakfast and

shared houses for families and pregnant women.

We also completed a procurement exercise during 2019 to expand the capacity of our Private Sector Leasing Scheme to 2,500 properties.

A home share pilot has also been tested in Edinburgh where 3 to 5 residents share a temporary furnished home in the community. Residents share a kitchen, living room and bathroom, whilst having their own bedroom. Currently there are 6 home share properties in Edinburgh. Feedback from residents has been extremely positive.

We have continued to develop the rapid access accommodation for rough sleepers, with 68 bedspaces across three accommodation services. Over 300 unique individuals have used the Rapid Access Accommodation since December 2017, with over 60% achieving positive outcomes. We have also continued to develop the link worker model and have expanded the model into the Bethany Care Shelter. This ensures that all Care Shelter residents have access to advice and support

We continue to work with partners to deliver the Edinburgh Housing First Service, providing settled homes in the community with wrap around support

for people with the most complex needs and a history of rough sleeping. As at the end of March 2020, 51 people have moved into a home, with tenancy sustainment levels at 98%.

Next Steps

We will continue to develop our prevention activity, expanding our Private Rented Services Team to include a Financial Inclusion Officer. This will allow us to provide people with immediate access to income maximisation advice. A new role has also been established in the Advice Shop to deliver training, advice, and support to internal staff, and both third sector and RSL partners relating to income maximisation and welfare rights matters.

To meet the requirements of the extended Unsuitable Accommodation Order measures, due to come into force in October 2020, we will continue to work towards increasing 'suitable' temporary accommodation properties, including self-contained properties and home share, whilst working to reduce those classified as 'unsuitable'. Given the scale of the challenge in Edinburgh we will not be able to effect this from October 2020.

Key measures (at end of March)		2017/18	2018/19	2019/20	Target
Number of accommodation units	Dispersed Flats	647	785	1085	Increasing trend
	Supported Accommodation	198	198	214	
	Hostel	175	176	176	
	B&B	676	123	145	
	Shared Houses	0	552	629	
Number of families accommodated in B&B		58	21	0	0
Number of 16/17 year olds or care leavers accommodated in B&B		13	11	1	0
Number of households in B&B		676	123	145	Decreasing trend
Average Length of stay in B&B		112.2	115.7	83.8	Decreasing trend
Number of households assessed as homeless		3,085	3,049	3,288	Decreasing trend

** All Targets to be reviewed in-line with the next update of the Rapid Rehousing Transition Plan (RRTP)*

Commitment 10

Prioritise the use of brownfield sites and work with public sector and private landowners to develop land for affordable housing.

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Background

The Planning Committee on 3 October 2018 agreed the actions required to continue to increase the supply of housing within the city, as set out in the [Housing Land Audit and Completions Programme 2018](#).

Key Achievements

The 2019 Housing Land Audit and Completions programme recorded sufficient housing land to meet the current Strategic Development Plan housing land requirement. The five year completions programme (previously referred to as the five year effective land supply) was also above the five year delivery target and is the highest ever recorded.

The 2019-24 Strategic Housing Investment Plan outlined a programme which would deliver nearly 10,500 new affordable homes.

Next Steps

The project to prepare a replacement local development plan – called [City Plan 2030](#) – has set out options for the location of new developments in the period up to 2030 and beyond, including minimisation of additional greenfield developments.

Following the adoption of the [Local Development Plan](#), a large amount of newly allocated greenfield land became effective in pushing the proportion of land that is greenfield to its highest ever level. Most sites to come forward over the next few years are expected to be brownfield.

Measures to monitor progress will be included within the City Plan 2030.

Key measures	2018/19	2019/20	Target
% of capacity of units in effective land supply which are on brownfield land	55%	surveys delayed due to COVID-19 lockdown	Increasing trend

Commitment 11

Ensure that Council policies on planning, licensing and sale of Council land give substantial weight to the needs of residents while still encouraging business and tourism.

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Background

The Project to develop [City Plan 2030](#) is now underway and includes work on visitor accommodation, leisure use needs and other types of development. This is intended to help develop a planning policy framework to support a balanced mix of affordable housing, private ownership, private letting and other uses.

Key Achievements

Since March 2017 the Council has agreed to the transfer of 14 sites from the General Fund account to the Housing Revenue Account and these have been included in the new build affordable housing programme. These will deliver around 1,000 new homes.

The Council has called for additional regulation of the short term lets sector through the introduction of a licensing system. To achieve the objective of additional regulation, the Scottish Government would be required to introduce legislation. A consultation on the regulation of short-term lets in Scotland is currently underway.

The Edinburgh Tourism Strategy 2030 was agreed in January 2020, shifting from an emphasis on promoting tourism growth to one on managing tourism growth. The Strategy sets out five key priorities for action: our place, people, environment, partnerships and reputation.

Next Steps

The project to prepare a replacement local development plan – called [City Plan 2030](#) – has set out options for changes to planning policy relating to a range of land uses, with the aim of supporting an appropriate balance. Choice 9 in particular sets out proposed changes to planning policy to protect against the loss of homes to other uses, including short term lets.

Following the COVID-19 pandemic, the Council is supporting an industry led recovery campaign centred around the five Tourism Strategy priorities, working with partners across the city on a resilience, reboot and recovery plan for the sector.

Measures to monitor progress will be included within the City Plan 2030.

Commitment 12

Review the Council's policy on promoting mixed communities. The review should be completed by summer of 2018 and should include homes of multiple occupancy, short term temporary lets and student housing.

Background

The Project to develop [City Plan 2030](#) is now underway and includes work on housing and visitor accommodation needs. This is intended to help develop a planning policy framework to support a balanced mix of affordable housing, private ownership, private letting and other uses.

Key Achievements

Research shows that currently there is no ability to control numbers or density of these within the licensing system. There is no evidence of a surplus of empty Houses in Multiple Occupation's (HMO) which would justify a conclusion of over provision.

There were 19,793 purpose-built student bedspaces in Edinburgh at the end of 2019. 363 new bedspaces were completed in 2019 and 697 are currently under construction, consent has been granted for 1,728 and there were 771 awaiting determination. All completions, developments under construction and consents in 2019 were on brownfield sites. For the fourth year in five, the number of those completed and under construction out with the city centre exceeded those in the city centre.

The Scottish Government has brought through changes in the Planning (Scotland) Act 2019 to allow local authorities to designate part of their area as a short term let control area which came into force on May 18th of this year. Within such areas, the change of use from a dwelling house to a premises providing a short term let will automatically involve a change of use requiring an application for planning permission. We are currently reviewing the legislative parameters of this power and how best to proceed with its implementation.

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Next Steps

[Choices for City Plan 2030](#) was published in January 2020. A major public consultation process was carried out from January to the end of April 2020. Over 1,800 responses were received, several times more than the previous equivalent stage. An updated Development Plan Scheme with timetable will be published in summer 2020 and will set out the timing and details of the Proposed Plan stage, and the opportunities for people to make formal representations supporting or seeking change to the Proposed Plan. Measures to monitor progress will be included within the City Plan 2030.

Commitment 13

Improve planning enforcement to ensure that all developers, large or small, conform to Edinburgh’s policies and developer’s commitments.

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Background

The Planning Committee approved the revised [Planning Enforcement Charter](#) in December 2017. The Charter sets out how we will deliver the statutory planning enforcement service in the city.

Key Achievements

From April 2019 to end of March 2020, there were 914 enforcement enquiries received and 75 enforcement notices served. The enforcement team has focused on short term lets with over 60% of cases closed within their target of 6 months, while 38% of other cases were closed within the 3 months. This equates to 50.7% for all cases. The formation of a dedicated enforcement team in 2019 allowed significant progress in

handling short term let cases and a high success rate in appeals.

Financial contributions towards infrastructure, necessary to mitigate the impact of development, are secured through planning agreements. In the period April 2019 to end of March 2020, over £15million was collected from developers for education, transport (including tram) and other infrastructure. This is the same as the previous year and nearly three times the amount collected in the 2017/18.

An internal audit of the developer contributions process has been completed and reported to the [Governance, Risk and Best Value Committee on 7 May 2019](#).

Performance in terms of handling non-householder applications was by the measures introduced by, including a realigned team structure and a new approach to distributing applications.

Next Steps

As identified in a refresh of Planning Improvement Plan, decision making time monitoring indicators have been aligned with national indicators (decision making times in weeks). Further improvements to enforcement and development management processes are being identified as part of work on how the service will operate in post COVID-19.

Key measure	2017/18	2018/19	2019/20	Target
Timescales for issuing decisions on non-householder applications	60%	57%	68%	70%
Developer contributions collected	£5,211,469	£15,346,626	£15,309,750	monitoring measure – no target
Enforcement cases resolved within timescales	collected from 18/19	51.5%	50.7%	70%

Commitment 14

Work with the Scottish Government to review planning policy and overhaul the planning appeal system to make it shorter, more independent and give communities the right to appeal.

Status

Fully achieved	
Partially achieved	
Not yet partially or fully achieved	✓
Will not be achieved	

Background

In January 2020, the Scottish Government published a Call for Ideas for National Planning Framework 4 (NPF4) as part of its engagement with Local Authorities and other stakeholders to inform a draft framework. Under the Planning (Scotland) Act 2019 the framework will become a statutory part of the development plan, will include housing targets and will incorporate a revised Scottish Planning Policy.

Key Achievements

The Planning Convener and planning officers worked with the Scottish Government to discuss aspects of the proposals which would affect the planning system in Edinburgh. The Planning Bill was passed by Parliament on 20 June 2019. It did not include any provisions for community rights of appeal. Instead, it introduced changes to create a more inclusive and collaborative planning system with more effective community engagement.

Planning Committee approved the response of the Edinburgh and South East Scotland City Region (ESES CR) partners to the Scottish Government's 'Call for Ideas' on the emerging National Planning Framework 4 on 18 March 2020. This submission is set within the context of the partners preparation of a regional growth framework which aims to ensure that the success of the region can continue to be realised and that the region continues to be the key driver of the Scottish economy.

Next Steps

We will respond to any Government consultation on secondary legislation and will work with the government and partners on the draft NPF4 that is due to be published for consultation in September 2020.

Commitment 15

Protect Edinburgh World Heritage Status and make sure developments maintain the vibrancy of our city in terms of placemaking, design and diversity of use.

Background

The [Old and New Towns of Edinburgh World Heritage Site Management Plan 2017-2022](#) was approved by the Planning Committee in December 2017. This Plan is a strategic document which sets the framework for the preservation and enhancement of the site's cultural heritage. It contains a vision for the site, the actions necessary to protect and manage it, and how it fits alongside other strategies.

We have an ongoing commitment to ensure the outstanding universal value of the World Heritage Site (WHS) is taken in to account in the planning process.

Key Achievements

The Old and New Town Edinburgh WHS Steering Group is responsible for monitoring the condition of the site (State of Conservation) and for monitoring the implementation of the actions. The Steering Group has agreed its priority short term actions. These actions support the Management Plan objectives of improving the understanding of the site, learning and engagement, and advocacy for sustainable visitor management in the city.

The 'Year of Young People' project that ran from 2018 and was completed in Spring 2020. It finished with a teaching pack and handling boxes for schools around the theme of the World Heritage Site as the final stage.

On-going development and active travel work in relation to the Old and New Town sites has continued taking in to account the relevant planning processes.

Status

Fully achieved	✓
Partially achieved	
Not yet partially or fully achieved	
Will not be achieved	

Next Steps

Visit Scotland postponed the launch of the UNESCO National Trail in April in response to COVID-19. The WHS Management Partners also decided to postpone publication of the Management Plan review in response to the urgency of other news from the sector due to COVID-19. This allows an early start to the review of the next Management Plan for the Old and New Town WHS with a road map planned for November 2020. It will incorporate methodology for sustainable management of World Heritage Sites from a European cities partner project (that has been extended as a result of COVID-19), a report on 'mainstreaming' heritage within the Council, an evaluation of the 2017-22 Management Plan, and the incorporation of the Climate Action Plan for the Old and New Towns of Edinburgh WHS. This has also been delayed due to COVID-19 but will be delivered in a different way. It will be the first urban WHS to carry out this piece of work.

Commitment 16

Invest £100m in roads and pavements over the next 5 years. This will include road and pavement maintenance, installing more pedestrian crossings, increasing the number of dropped kerbs and dedicate safer foot and cycle paths as well as introducing more pedestrian zones.

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Background

The first draft of the [Roads Asset Management Plan](#) was approved by Transport and Environment Committee on 9 March 2018. The RAMP has now been expanded to include additional transport assets (i.e. cycling infrastructure) and was re-named as the Transport Asset Management Plan (TAMP). This was approved by [Transport and Environment Committee in December 2018](#). The purpose of the TAMP is to establish future maintenance and management of the overall road network and set out options considered to take forward the management of our road assets. The plan also aims to support active travel initiatives throughout the city.

Key Achievements

Edinburgh's footway investment continues to be at some of the highest levels in Scotland. 30% of the total carriageway and footway renewal budget is apportioned to footways each financial year, with an aim of improving resident satisfaction.

Edinburgh's Road Condition Index improved from 36.4% in 2018/19 to 33.5% in 2019/20. This represents the best condition of Edinburgh's roads since 2011 and the biggest single year improvement since 2008.

Next Steps

The TAMP sets out levels of investment in capital and revenue spend for carriageway and footway renewals and repairs, street lighting and traffic signals, road safety and active travel. Further work will be carried out to establish how the TAMP can further support active travel initiatives throughout Edinburgh.

COVID-19 is likely to have an effect on delivery of road maintenance schemes in 2020/21. It is anticipated that there will be less capital delivery in 2020/21 compared with previous financial years.

Key Measures	2017/18	2018/19	2019/20	Target
Road Condition Index	36.4%	36.4%	33.5%	Continual Improvement
Level of total road investment	£20.747m	£23.485m	£23.000m	£100m by 2022
Residents satisfaction with roads	51%	42%	No survey in 2019	Increasing trend
Residents satisfaction with pavements and footpaths	53%	48%	No survey in 2019	Increasing trend

Commitment 17

Guarantee 10% of the transport budget on improving cycling in the city.

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Background

Our budget for 2020/21 and beyond has set aside 10% of the Transport capital budget for investment in cycling improvements.

Key Achievements

In the last three years we have started regular Open Streets days, launched a hire bike scheme, and completed the introduction of a 20mph speed limit on 80% of the city's roads.

The Active Travel Investment Programme 2019-2024 (ATINP), reported to [Transport and Environment Committee on 20 June 2019](#) involves over £61m of investment, over 60% of which will

be in the form of match-funding from Sustrans/Transport Scotland.

The cycling element of the ATINP focusses on creating a joined-up city-wide network. It includes major projects such as the City Centre West East Link, Meadows to George Street, West Edinburgh Link and Roseburn to Union Canal. These are currently going through design and legal processes.

In the meantime, during 2019 we completed new cycle links along Lower Granton Road and through Davidson's Mains Park. In 2020, the Council's response to COVID-19 includes

significant investment in improved facilities for cycling on main roads.

The biennial Sustrans [Bike Life](#) report for 2019 includes a wide variety of indicators. It shows public support for increasing investment in cycling and creating safe spaces for walking and cycling in the city.

Next Steps

Over the next year we expect to start construction work on one or more of our major projects, along with other elements of the ATINP. We will also be working, in consultation with others, to produce a new Active Travel Action Plan covering the period to 2030.

Key measures	2015	2017	2019	Target
Residents reporting cycling one or more time per week (NB estimate +/-3%)	21%	20%	24%	Increasing trend
Residents perception of cycling – Edinburgh is a good place to cycle (new)	n/a	n/a	47%	Increasing trend

Commitment 18

Improve Edinburgh's air quality and reduce carbon emissions. Explore the implementation of low emission zones.

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Background

Under the [Environment Act 1995](#) and the associated Local Air Quality Management (LAQM) framework, all local authorities are duty bound to review and assess air quality in their areas against national pollution objectives. Edinburgh has declared six Air Quality Management Areas (AQMAs) - five for the pollutant nitrogen dioxide (NO₂) (St. John's Road, Great Junction Street, Glasgow Road, Inverleith Row and Central) and one for fine particulates (PM₁₀) (Salamander Street).

The Cities Low Emission Zone proposals are being developed in conjunction with the City Mobility Plan (Edinburgh's strategic direction for transport) and the Edinburgh City Centre Transformation project (a strategy setting out interventions to radically reshape the city centre).

Edinburgh's Sustainable Energy Action Plan (SEAP) was launched in 2015 as a citywide five-year strategy that set a target to reduce carbon emissions by 42% by 2020 from 2005 levels.

In May 2019 Council approved a new approach to sustainability including working towards a net zero carbon by 2030. The SEAP was concluded and any outstanding activity and reporting absorbed into the sustainability programme and the new target.

Key Achievements

The Council's commitment for Edinburgh to be a net zero carbon city by 2030 and declaration of a Climate Emergency has placed sustainability and climate change at the centre of strategic and policy discussions. This has also raised the profile of Edinburgh as one of the most ambitious cities seeking to tackle climate change to deliver a more sustainable and inclusive city.

Working with city partners, the Council has successfully secured external funding to take forward these ambitions. Edinburgh is now one of only 15 European cities who successfully bid to become deep demonstrators of innovation in complex system change as part of the Climate-KIC Healthy, Clean Cities Deep Demonstrator programme.

In October 2019 the Council agreed to co-sponsor, along with Edinburgh Centre for Climate Innovation, a new independent Edinburgh Climate Commission to provide expert, authoritative advice on how to accelerate city action on climate change. In July 2020 Council received and considered the first report from the work of the Commission with actions to be embedded in the new Council Adaptation and Renewal Programme.

Emissions from Council buildings and housing stock are reducing through the implementation of energy efficiency and energy reduction programmes. Positive developments have been made towards new district heat networks at key sites such as India Quay, resource efficiency schemes such as the Millerhill waste treatment project have been completed, and all five renewable energy projects outlined in the SEAP have been completed.

The latest data for our Air Quality Management Areas shows concentrations of pollutants at most locations are decreasing. The exception is Queensferry Road where a construction site adjacent to the monitoring station has affected the results over the past two years. Some of the actions taken to improve air quality include:

- increase in the proportion of Council's fleet Euro 6/VI and above, from 33% to 46% between 2018 and 2019;
- Air Quality Action Plan Grant funding is currently assisting with SCOOT development in Cowgate, Bridges, London Road and Inverleith Row. (SCOOT - Split Cycle Offset Optimisation Technique system which automatically respond to traffic flows and therefore help ease congestion). In 2019, Gorgie Road, Chesser Avenue and Balgreen Road became fully operational;

- the Council has approved a Business Case for the installation of on-street EV charging infrastructure which will involve the installation of 66 on-street charging points across the city to strengthen the existing network.

The Council was the first and so far, only Scottish Local Authority to use its licensing powers to start removing older polluting vehicles from taxi and private hire car fleets. By 2023 taxis and private hire cars must comply with a minimum euro 6 standard and as at 31 March 2020 significant progress has been made by operators with approximately 60% of the fleet already meeting that standard.

Next Steps

In taking forward this commitment, net zero carbon measures are being mainstreamed and integrated within all city shaping strategies delivered by the Council. Key examples include City Centre Transformation, City Mobility Plan, City Plan 2030, City Housing Strategy, as well as new corporate strategies such as the Sustainable Procurement Strategy.

In response to the publication of the Edinburgh Climate Commission report 'Faster, Forward, Together', in July 2020 Council agreed that public stimulus and investment decisions should positively contribute to climate action and the city carbon target. Council also agreed that the Adaptation and Renewal programme should prioritise budget and resources on accelerating and enhancing projects

and programmes that contribute to carbon emission reductions.

Business cases for these decisions will be supported by a new Carbon Scenarios Tool to help evaluate the projected carbon emissions impact of projects, proposals and programmes of activity.

Taking forward this programme of work the Council will host a series of engagements with key city leaders as a means of beginning development of the City Sustainability 2030 Strategy. This will include citizen engagement activities through the continuing Edinburgh Talks Climate programme.

Key measures	2016/17	2017/18	2018/19	2019/20	Target
% reduction in CO2 emission from a 2005 baseline	33%	34.9%	35.9%	Not yet available	42% by 2020
Air Quality Management Areas improvement	5 Air Quality Management Areas	6 Air Quality Management Areas	6 Air Quality Management Areas	6 Air Quality Management Areas	Decreasing long term trend

Commitment 19

Keep the city moving by reducing congestion, improving public transport to rural west Edinburgh and managing road works to avoid unnecessary disruption to the public.

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Background

The Public Transport Priority Plan is a five year plan with short and medium term delivery priorities agreed with Lothian Buses aimed at reducing congestion and improving public transport.

Key Achievements

The Council is planning to introduce new services in the rural west. This includes extending one of the routes to the terminus at Balerno to provide improved accessibility for the local community and a further route will now include a diversion to the Ingliston Park and Ride, again improving connectivity. In addition there will be further bus

lane enforcement cameras to help improve access for public transport and improve journey times and reliability across the city. Parking attendants will also be monitoring main traffic routes to assist traffic movement and prevent congestion.

The Council and all public utilities fulfil the requirement of the Scottish Roadworks Commissioner to plan and co-ordinate roadworks through the Scottish Roadworks Register with the aim of minimising disruption. Monitoring of the agreement and the planned co-ordination of works is reported to the Transport and Environment Committee.

Next Steps

Consultation is underway with west Edinburgh local communities and stakeholders to examine route options.

Rationalising bus stops and amending bus lane operating hours are the two measures in the Public Transport Priority Action Plan that are being prioritised. Consultation on these proposals will follow later this year.

Despite a small percentage drop, satisfaction with public transport remains high.

Key measures	2017/18	2018/19	2019/20	Target
Satisfaction with public transport	90%	88%	No survey in 2019	Increasing trend

Commitment 20

Explore the introduction of a lane rental for utility companies to reduce traffic pressures.

Background

Lane rentals are seen as a way of making sure any essential roadworks are managed efficiently to limit the amount of disruption to road users while ensuring safe and reliable roads. Existing schemes in England work by introducing a daily charge to those companies carrying out work on the road network to encourage more efficient planning and delivery.

Key Achievements

Powers already exist in Scotland that allow councils to manage and coordinate roadworks. This is through the Scottish Roadworks Register and Noticing schemes. This is monitored by the Scottish Roadworks Commissioner. The Transport Scotland Bill became law in November 2019. The law aims to create a regulatory environment which encourages the approach of getting road work reinstatements right first time, provides better

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

information about road works, and helps to ensure a consistent approach to safety at road works sites regardless of who is carrying them out.

Next Steps

Analysis of the current legal framework and new powers set out in the Transport Bill are ongoing. This includes the feasibility of introducing a lane rental. Production of a business case is dependent on the legal framework allowing this to be progressed.

Commitment 21

Retain Lothian Buses and Edinburgh Tram in public ownership.

Status

Fully achieved	✓
Partially achieved	
Not yet partially or fully achieved	
Will not be achieved	

Background

Lothian Buses is the UK's largest municipal bus company and proudly owned by the City of Edinburgh, East Lothian, Midlothian and West Lothian councils.

Key Achievements

The political commitment to retain public ownership of Transport for Edinburgh remains in place. Transport for Edinburgh has our holding in Lothian Buses to ensure public ownership is retained.

Next Steps

We will continue to ensure that the Lothian Buses and Edinburgh Tram are retained in public ownership. We are currently considering reforming the Transport Arms Length Organisations to create a sustainable, accessible and joined-up public transport system post COVID-19.

Commitment 22

Deliver the tram extension to Newhaven by 2022 after reviewing the business case and delivery plan to ensure they are robust.

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Background

The anticipated growth of Edinburgh means the current road network and public transport provision aren't sustainable for the number of new residents expected. Trams allow greater numbers of people to travel and help to reduce traffic problems on congested roads. They also create employment during construction, boost development along the route and connect people to centres of employment, leisure and retail.

Trams to Newhaven will add 4.69 kilometres/2.91 miles of track in both directions, connecting Leith and Newhaven to the current end of the Edinburgh tram line at York Place with 8 new stops.

Key Achievements

Construction of this phase commenced in November 2019 after six months of joint work by the City of Edinburgh Council, Sacyr, Farrans, Neopul (SFN), and Morrison Utility Services (MUS), to finalise the construction programme and costs for the project. Initial work, on Constitution Street involved excavation of the road to allow utility diversions, tracklaying, installation of tram infrastructure, public realm improvements, and heritage and archaeology works.

Support has been provided for local businesses including a local voucher scheme, an 'open for business' campaign across a range of media, a

business continuity fund, and free business improvement courses.

Next Steps

Construction of at the site was suspended between the end of March and June 2020 to ensure worker and resident safety and as per the Scottish Governments COVID-19 guidance. The main construction works have restarted and Edinburgh Trams are timetabled to take their first passengers to and from Newhaven in early 2023.

Commitment 23

Implement improvement plans for Waste and Cleansing Services to improve street cleanliness in every ward. Reintroduce a free bulky item collection service to tackle fly tipping.

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Background

The Waste and Cleansing service has undergone a number of service changes and improvements since the improvement plan was introduced. These include: staff structure and kerbside collection model changes; the introduction of garden waste charging; infrastructure investment at the new Energy from Waste plant at Millerhill and technological developments, including implementation of the new bin route system.

Key Achievements

Through the changes implemented as part of the Improvement Plan, the LEAMs street cleanliness score for Edinburgh has improved from 88.7% in 2017/18 to 92.9% in 2019/20.

During the Festival a dedicated street cleansing team was put in place with more than 40 additional staff joining the existing 90 city centre street cleansing operatives to cope with demand over the busy summer period. Along with the additional resources, the #ouredinburgh campaign introduced new branding on city centre bins to encourage the public to drop their rubbish in. Posters and social

media posts were also introduced to support the campaign.

A new policy for the siting of litter bins was approved and has led to a review of litter bins in parks. Bins have been moved to the edge of parks to reduce vehicular movement within them.

The Flyspotting campaign, as part of the Zero Waste Leith Project on streets surrounding Dalmeny Street Park in Spring 2018 reduced flytipping by 44% from January 2018 to January 2019. Subsequent monitoring in January 2020 estimated a reduction in fly-tipping of more than 40%. However, it should be noted that projects of this nature do tend to INCREASE reporting of fly-tipping as people become more aware of the issue.

Subsequent work has focussed on cigarette butts to tackle smoking related litter while a Business Waste Charter seeks to raise awareness of responsible waste management and also to reduce litter through reductions in single use plastic and other items.

A pilot bulky item collection service was being developed with The Remakery to encourage the reuse of materials. This had to be suspended

following staff changes at The Remakery, however this work is about to recommence.

The service has worked with SHRUB to target the dumping of reusable items at the end of term in Marchmont. This means that small items which would otherwise contribute to overflowing communal bins are diverted for reuse in the student and wider community.

Waste and Cleansing has been working with Hubbub and Changeworks and over winter 2019/20 has piloted targeted recycling points to recycle plastic bottles, cans and coffee cups at city centre locations.

Working with Keep Scotland Beautiful, the My Beach Your Beach campaign focussed on Portobello with a range of measures including engagement with community organisations, dog walkers and local businesses as well as improved litter bins, leading to reductions in discarded litter, food and dog fouling over summer 2019 versus the previous year.

Litter prevention work in schools is delivered in partnership with schools, using a variety of means including assembly sessions and tailored

workshops. This year Changeworks have been developing a “whole school” approach which is more holistic, looking at waste prevention, recycling and litter in the round with the aim to better embed learned behaviours.

Following a review of the work of the Environmental Wardens and Waste Compliance teams a single service has been established called the Street Enforcement Team which will focus on a more clearly defined list of tasks which affect the quality of the environment and the on-street experience for all. The objective of the new service will be to increase enforcement action in response to offences relating to littering, domestic and trade waste presentation and disposal,

flytipping, tables and chairs permits and abandoned vehicles.

Next Steps

The LEAMS criteria used by authorities to assess cleanliness of relevant has been reviewed following the publication of a revised Code of Practice. The Code clarifies organisational responsibilities, supports more effective cleanliness standards and a proactive approach to litter prevention. The updated monitoring system will provide a more modern platform. All streets and public open spaces have been rezoned (where these are under Council control) and will be published online with the new system expected to be implemented during 2021/22 (following a delay related to the coronavirus outbreak).

More residents who use communal bin services contacted us to say that a bin was full or overflowing in 2018/19 however this then fell back to 17,004 in 2019/20. It should be noted however that communal bin requests do not necessarily relate to bins being missed – bins can be emptied then fill up prior to the next collection. A full review of the communal bin collection service is being undertaken with a particular focus on those areas where waste is collected on the street. This will include reviewing servicing frequencies and capacities to improve the overall cleanliness of the city, as well as re-locating bins to enhance the overall streetscape.

Key measures	2017/18	2018/19	2019/20	Target
Reduction in communal bin service requests	15,155	21,868	17,004	Decreasing trend
Reduction in individual domestic bin service requests	22,853	33,621	17,690	21,175
Incidences of dumping and fly tipping	5,928	8,855	9,297	Decreasing trend
LEAMS – street cleanliness index	88.7%	92.0%	92.9%	95%

Commitment 24

Reduce the incidence of dog fouling on Edinburgh’s streets and public parks.

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Background

We have developed a campaign to discourage anti-social behaviours such as littering, flytipping and dog fouling. The ‘Our Edinburgh’ campaign focuses on social responsibility and community participation. The campaign is ongoing and includes targeted initiatives to reduce dog fouling.

Key Achievements

The number of dog fouling incidents reported to us has decreased from 2,590 in 2017/18 to 1,712 in 2019/20. Over the same period, the number of fixed penalty notices given for dog fouling incidents has decreased from 17 to 9.

The ‘Our Edinburgh’ campaign has continued to tackle anti-social behaviours, including dog fouling. By using localised and targeted channels in hot spot areas, localities have been able to work with residents and community groups to personalise campaigns in their areas. For example successful initiatives in Murrayburn and Magdalene saw residents given practical advice and information on the nearest bins and their uses as part of packages of activity covering waste issues holistically.

Working with local communities and Keep Scotland Beautiful, The My Beach Your Beach

campaign saw a reduction in dog fouling of up to 56% at parts of Portobello Beach in summer 2019, compared to the previous summer.

The establishment of the new Street Enforcement Team will give renewed focus to tackling a range of issues detrimental to citizens’ enjoyment of their local environment.

Next Steps

The service will continue to roll out and expand the ‘Our Edinburgh’ campaign across the city to engage with communities about the appropriate means to prevent littering.

Key measures	2017/18	2018/19	2019/20	Target
Fixed penalty notices for dog fouling	17	22	9	Increase reporting, decrease incidents
Dog fouling service requests	2,590	2,250	1,712	Increase reporting, decrease incidents
Satisfaction with cleanliness of streets	66.1%	55.6%	No survey in 2019	
Satisfaction with Parks and Greenspace	86%	80.6%	No survey in 2019	

Commitment 25

Increase recycling to 60% from 46% during the lifetime of the administration. **Status**

Fully achieved	
Partially achieved	
Not yet partially or fully achieved	✓
Will not be achieved	

Background

Our [Recycling Strategy](#), published in 2010 aimed to deliver an overall recycling rate of 60% by 2017. This comprised of 50% being delivered through sorting of waste at source, with an additional 10% being delivered through thermal treatment. Since the Strategy was first published, a number of assumptions have changed. This includes: the opening of the thermal treatment facility at Millerhill, withdrawal from the collection of commercial waste and changes to the way recycling rates are calculated by SEPA.

Key Achievements

A report outlining the progress to date on our Recycling Strategy 2010-2025 was reported to [Transport and Environment Committee on 9 August 2018](#). This report set out the challenges and opportunities to increase recycling and proposed a forward plan of actions for the coming years.

During the lifetime of the Council's current recycling strategy, recycling rates increased from 30.4% to 41.1%. This has however started to show reductions over the last three years and

41.1% is in fact a drop from 42.6% in 2017/18. A similar decrease in the recycling rate has been seen at a national level in the last year. There are a number of projects in place which aim to increase recycling rates include making improvements to signage at Household Waste Recycling Centres and carrying out a review and redesign of communal bins. However, these changes are unlikely to increase rates to 60% by the end of the administration.

This is influenced by a number of factors beyond the Council's control. Over the last few years the markets for recyclable materials have weakened. Reductions in the use of packaging, and behavioural changes such as the move to online newspapers, appear to have led to a reduction in materials available to recycle, while it is likely that further changes will take place. In particular, the implementation of a national deposit return scheme for drinks containers will increase recycling of these items but will also remove these from local authority waste streams. This will change the composition of the materials we collect for both waste AND recycling.

The Zero Waste Leith project has been developing approaches to reduce contamination of recycling bins and increase recycling in this area of the city.

In particular the distribution of food caddy kits led to 31% of people to start recycling food, and the future continued distribution of caddies via libraries will be explored to encourage uptake in tenemental areas.

Pilot collections to separately collect targeted litter streams (plastic bottles, cans and drinks cups) have been undertaken in the City Centre led by Hubbub. The results of these will be used to support the development of litter management taking into account the implications of new legislation to place deposits on drinks containers.

Waste and Cleansing continues to support activities which prevent waste at source, and has worked with a number of organisations to do so, including Shrub, The Remakery and Changeworks who deliver this work in a number of ways including collection of reusable items, upcycling of unwanted goods and education in schools. Waste arisings managed by the Council have continued to fall as the city has grown.

Next Steps

Following the conclusion of pilots, notably in the Albert Street area, the service is undertaking a Communal Bin Review which will involve the redesign of the existing waste and recycling communal bin services across the city. The aims of this review are to:

- increase and improve recycling services to residents in multi-occupancy and flatted properties,
- improve overall recycling performance;
- review existing bin locations to develop more formalised collection hubs, improving the

perception of the service and enhance the streetscape;

- improve service reliability and ensure it reflects changes to legislation and policies.

A programme to deliver this in phases has been approved by Committee and this will commence once the coronavirus restrictions are lifted.

The amount of material being rejected by the sorting plants has been increasing since 2018/19. One reason for this is the increasingly challenging market conditions in the recycling sector. We're working with our reprocessing partners to reduce

the amount of material that's rejected and are also due to re-tender this contract.

The Scottish Government are introducing a deposit return scheme for some plastics, cans and glass. This will be operated by the packaging industry and retailers, and will change the composition of the materials collected through Council streams, reducing the amount available for recycling, as well as reducing the numbers of these which appear in the residual waste stream.

Key measures	2017/18	2018/19	2019/20	Target
Percentage of Waste Recycled	42.6%	41.1%	41.1%	60% by 2022

Commitment 26

Improve parking for residents by expanding provision of park and rides for commuters.

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Background

Actions to improve usage within existing Park and Ride sites are contained within the [Local Transport Strategy 2014-19](#). Public consultation in 2018 showed that 93% favoured expansion of park and ride facilities as a good way of reducing traffic in the city centre and town centres.

Key Achievements

On the [17 May 2018 the Transport and Environment Committee](#) agreed not to progress with a new Park and Ride site at Lothianburn but to review patronage at the existing site at Straiton with a view to increasing its usage. An update on this will be reported to Transport and Environment Committee in 2020. We continue to work with Midlothian Council and Lothian buses on potential improvements to the site.

The Park and Ride development and expansion strategy was first approved in 2009. Expansion of Hermiston Park and Ride is a ready to go project, but no capital funding is yet available to deliver it.

The Ingliston Park and Ride is also operating at capacity and requires expansion. Options to finance expansion through charging will be explored and reported back for consideration by Transport and Environment Committee in 2020.

Parking improvements for residents are also proposed through extending the controlled parking zones and increasing the number of shared use parking places. This is in line with the Parking Action Plan which was approved by Transport and Environment Committee.

Next Steps

We continue to prioritise introducing measures to increase patronage at the Straiton Park and Ride. These include trialling more regular spacing of bus stops and reducing the waiting time between bus services which would improve journeys in to the city.

COVID-19 has had a huge impact on public transport demand and we are working on a regional transition plan to make public transport as attractive as possible in order to aid recovery. Transport

Scotland is inviting bids for a portion of a £10million fund that will support bus priority measures. Initially these will be short term measures to improve journey times but we are working with operators, neighbouring authorities and Transport Scotland to identify short, medium and longer term measures. A bus priority partnership fund was about to be announced just as lockdown commenced, which could have been up to a value of £500million Scotland wide. Although Covid-19 has resulted in this fund not progressing, it is hoped that it is merely postponed, not cancelled. Should this fund be forthcoming, or anything similar, we will be well placed to make a bid based on the regional transition work currently ongoing. Included in any bid will be a request for funding to improve and expand Park and Ride provision.

Further rollouts of Controlled Parking Zones will take place as approved through the Parking Action Plan.

Commitment 27

Tackle pavement parking and reduce street clutter to improve accessibility.

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Background

In May 2018 the [Transport and Environment Committee](#) approved the proposed strategy and measures required to be put in place to deliver a citywide ban on all forms of temporary on-street advertising structures, not just 'A' Boards. The aim of the strategy is to prioritise safe movement and improve the quality of Edinburgh Streets.

The proposed new Transportation Bill is currently going through the Scottish Parliament. The Bill aims to introduce a national ban on pavement and double parking so roads are safer and more accessible to all.

Key Achievements

The citywide ban on all temporary on-street advertising structures came into force in November 2018. Environmental Wardens visit businesses to ensure awareness and maximise compliance with the ban, with formal enforcement action taken on those that remain non-compliant. Since the implementation of the ban, wardens have visited and provided advice to 216 premises, served 24 notices requiring removal of an 'A' Board(s) and confiscated nine of those from five premises for failing to comply with the notice.

One of the key objectives of our [Street Design Guidance](#) is to ensure that the city's streets are

accessible and easy to navigate. The guidance has been updated to make businesses aware of the ban on temporary advertising and need to have storage space off street to accommodate segregated containers for trade waste.

Next Steps

Councils are still unable to enforce bans on pavement parking other than on streets where there are existing Traffic Regulation Orders (TROs). The new Transport (Scotland) Act 2019 will enable Councils to take action when the associated regulations are finalised and issued by the Scottish Government.

Commitment 28

Create a first-class education estate – building 2 new secondary schools and 10 new primaries by 2021. Ensure safe standards are met by rigorous inspections of new and existing school buildings.

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Background

The capacity and quality of the school estate is under continual review. The school roll projections are at the centre of the strategic planning process to ensure existing and future schools provide sufficient accommodation for catchment pupils.

A full survey of the safe standards of the school estate was completed in September 2017.

Key Achievements

Construction of three new primary schools (New South Edinburgh PS (Canaan Lane), South East Edinburgh PS (Broomhills), replacement Victoria PS), one special school (replacement St Crispin’s Special School) and a replacement secondary school (Castlebrae HS) has commenced. Design for 3 further primary schools, another secondary school and three significant secondary extension projects has commenced during 2019/20.

Following full estate survey completion in September 2017, the five-year resurvey programme is underway. The survey programme

is informing the scope of a £120m five year capital upgrade programme approved by [Council in February 2018](#). Additional money to introduce a Planned Preventative Maintenance Programme was approved at the same time, which is now being rolled out.

The condition surveys inform the Council’s asset management works programme which had a budget in 2019/20 of £30 million to invest in improving the condition of our operational properties. Focus to date has been primarily on schools. As the second of a five-year programme of targeted investment, the Council has achieved an actual spend of £47.34 million in 2019/20 (158% of annual budget), meaning that progress on bringing our school buildings up to a sustainable, safe and effective state is well ahead of target. Schools that have benefited from this investment have experienced a considerable improvement to their learning environments, for pupils, community users and staff alike.

During 2019/20 92% of the floorspace was surveyed before COVID-19 lockdown. 56

Communities and Families properties were surveyed between April 2019 and March 2020 (8 Nursery Schools; 23 Primary Schools; 4 High Schools; 21 Community Centres) adding to the 117 between October 2017 and March 2019.

Next steps

Full programme implications of COVID-19 are still to be provided by contractors however the estimated delay for every project is in the range of 6-9 months.

While COVID-19 has delayed the asset upgrade programme this year, performance was so exceptional last year that we remain on schedule to meet the overall programme target. With regard to the survey programme, surveys have resumed in July and the team are expecting to make up lost time by the end of the year.

Key measures	2017/18	2018/19	2019/20	Target
Number of new schools where construction has commenced	0	2	5	Construction commenced for 2 secondary schools and 10 primary schools by 2021
Percentage of conditions surveys completed	100%	100%	92%*	100% of the school estate surveyed by Autumn 2022

*surveys were ceased due to COVID-19

Commitment 29

Improve and protect access to additional languages and music tuition and encourage more children and young people to gain vital skills in construction, engineering, digital technology, maths and science.

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Background

Key Achievements

Quality Improvement Officer and part-time development officers for primary and secondary have continued to support schools in improving provision for L2 with a suite of dedicated CLPL opportunities in language and pedagogy. A working group has been developing resources to support L3 models and this will be available to schools in session 2020-21. Provision of L2/L3 in the BGE and senior phase opportunities would normally have been audited in March/April through the Scottish Government Annual 1+2 Survey. This has been postponed due to school closure and we await further instruction from SG. During school closures we have supported schools and families by providing guidance and regularly updated activities for learning at home and have received positive feedback. Additional CLPL opportunities for staff to adapt to learning at home have been provided digitally and were well attended. Further CLPL will be available to primary colleagues over the summer break, with a full suite of opportunities to be rolled out from September. A full-time Development Officer for 1+2 Languages has been appointed and will take up post from August 2020.

This project aims to produce a tool for robust self-evaluation which all schools will be able to engage with independently, in order to improve practice and outcomes for our learners. Education Scotland has reviewed progress of the project and given positive feedback as to possible national roll out.

Music tuition is a key deliverable within the new Lifelong Service Plan. During 2019/2020 the new Youth Music Initiative (YMI) provision for Primary 1s planned for an overall increase of 4,556 pupils in the number of pupils learning music through these programmes.

YMI resources for Early Years and Primary continue to be well used and are supported by a programme of Career Long Professional Learning for staff.

The Instrumental Music Service (IMS) continues to deliver instrumental music lessons in every mainstream school in the city from P4/5 to S6, supporting national qualifications in the senior phase.

The 'Raising Aspirations in Science Education' (RAiSE) programme ended in December 2018; however, funding was sourced to create an Assistant Development Officer post (0.4 FTE) to ensure networks and training continued until June 2020. The ADO has delivered effective CLPL for

"STEM Developers" (primary practitioners. The ADO also developed materials for "Putting the M in STEM" with Education Scotland as well as hosting regular STEM "meet ups". The ADO also continued to work with the University of Edinburgh on outreach events.

In autumn 2019 the Scottish Government made funds available for school and LA bids to promote STEM and City of Edinburgh had seven successful bids: this included authority development work on primary mathematics as well as school-based collaboration in science, technology and mathematics.

Next steps

A joint SEIC research project with colleagues from Edinburgh University focussed on Self-Evaluation of classroom practice for 1+2 languages has been delayed by COVID-19 to a degree but will continue into next session, with opportunities for engagement for all clusters built in to the CLPL offer 2020-21.

The ADO training has been adapted due to COVID-19 and was delivered virtually instead during lockdown.

The impact of COVID-19 on music tuition (both IMS and YMI) has resulted in a temporary drop in

numbers since lockdown began. Planning for a combination of blended and face to face learning is underway. The pressure on indoor ventilated space for instrumental music tuition is being reviewed with plans for IMS catch up learning and deploying YMI staff differently being formulated. The initial priority is SQA pupils with a phased approach to returning

pupil numbers to pre-lockdown levels. As a consequence of COVID-19. The Scottish Government has reduced its allocation of Youth Music Initiative funds which in Edinburgh represents a 14% cut to YMI (not IMS). More on-line content, lessons and resources is being developed to mitigate this. The planned increase of 4,556 P1 YMI

pupils did not take place as the programme was due to begin immediately after the Easter holidays. This programme has been protected in the new YMI plans for 2020/21.

Key measures	2016/17	2017/18	2018/19	2019/20	Target
% of Primary Schools delivering Language 2 progressively	Collected from 17/18	90%	97%	98%	100% by 2020
% of schools engaging with the RAiSE programme	Collected from 17/18	86%	91%	Not Available	100%
Number of children and young people accessing music tuition	19,822	19,128	24,358	Available autumn 2020	24,150 for 18/19
% of children achieving expected CfE level for numeracy by Primary 7	75.6%	78.2%	81.0%	Not Available	Increase by 2% per annum to session 21/22

Commitment 30

Increase the number of classroom assistants and support staff for children with additional needs to improve attainment and wellbeing.

Background

We aim to ensure that all pupils achieve the best possible physical and emotional wellbeing and education outcomes.

Key Achievements

Pupil support assistants (PSA) recruitment continues throughout the school session with an increase in the budgeted number for Special Educational Needs and Special Schools.

The additional support budget to provide additional supports via PSAs has increased year on year and we have simplified the process for distributing this budget direct to Head Teachers to allow them to employ additional support staff and deploy them as required.

The commitment to increase the number of support staff in schools by 50 was met for school session 2019/20. The numbers of support staff in schools continues to grow and exceed the target. We also have growing numbers of pupil support officers in secondary schools contributing to the wellbeing academies.

The Additional Support for Learning Service successfully launched new PSA training with over 800 Pupil Support Assistants participating in cluster training programmes in August and

September 2018. This represented around two thirds of all PSAs and involved staff from schools across Edinburgh. Training focused on Autism, Specific Learning Difficulties and Literacy.

Almost all PSAs in all clusters have been trained in equality, inclusive practice and promoting positive relationships.

Additionally, this year we have invested additional support staff in seven additional enhanced support bases and wellbeing bases in our secondary schools.

The Wellbeing Academy has provided a progression pathway for PSAs focusing on building capacity and experience around supporting emotional wellbeing. It has also provided a framework of support to the PSOs, involving a collaborative approach working closely with Psychologists from the Child and Adolescent Mental Health Service (CAMHS) and the Psychological Service.

Thirty Pupil Support Officers have been trained across the city, with a specific focus on promoting wellbeing through resilience and Low Intensity Anxiety Management approaches. School measures also show an improvement in learner health and wellbeing and a reduction in anxiety.

Status

Fully achieved	✓
Partially achieved	
Not yet partially or fully achieved	
Will not be achieved	

We moved to a different model of support this session with schools accessing our first year of Inclusive practice induction training. This is different to the PSA training offered previously. Support staff were invited to attend the training along with teachers.

Next steps

The target of 50 additional classroom assistants and support staff during the administration period has been fully met and numbers of classroom assistants and support staff will continue to increase. In addition we have been working hard to recruit school counsellors to be based in schools and this new service should start early in the new school session. This will be a valuable additional support for children and young people as they readjust to a return to school.

We do not know for certain yet but we anticipate some level of staff absence due to COVID-19. We suspect that this will not universally impact all schools in the same way. We will make use of our additional support for learning service to support any significant gaps, however this should not impact on the pledge in the longer term.

Key measures	2017/18	2018/19	2019/20	Target
Number of FTE pupil support assistants employed (budgeted specific to Special Educational Needs and Special Schools)	584	607	636	Increase by 50 FTE by session 20/21
Number of pupil support assistants trained in wellbeing and attainment (all schools)	Collected from 18/19	800 (approx. 67%)	n/a*	100% by session 21/22

* measure, to be developed, is now around Inclusive practice induction training

Commitment 31

Expand training opportunities for adults and young people linking with colleges and expanding vocational education.

Background

We work with its partners through the Schools College Partnership to ensure the offerings and pathways are in place for young people leaving school. Adult Education Programmes are delivered across the city.

Key Achievements

The Edinburgh Learns Pathways Strategic Board has representatives from education sectors 3-18, Skills Development Scotland, Edinburgh College and Developing the Young Workforce (DYW) Regional partners. The EL Pathways Framework has now received committee approval. Ensuring that the Youth Employment strategy milestones are achieved is a key focus and this is helping to drive DYW.

Employer engagement with schools has improved with the development of DYW Locality partnerships, and DYW events in schools are now being more effectively supported by local industry. The DYW Quarterly Reports outline the nature of employer engagement with schools such as business breakfasts and career fairs. The DYW Jobs Roadshow in March 2020 had over 1300 pupils in attendance, providing greater

opportunities to explore vocational pathways, such as apprenticeships and job offers.

The School College Partnership offer is a co-constructed programme for young people with pathways at a range of SCQF Levels planning to address alternative routes to employment. The number of Foundation Apprenticeships has increased. Edinburgh College is upholding the guarantee the offer of a place to all school leavers who apply though it may not be in the course of their first preference.

The 2019 Annual Participation Measure showed that of the 13,329 16-19 year olds in Edinburgh 92.2% were in education, employment or training and personal development. A 0.1 percentage point increase compared to 2018 (August 2019).

Community Based Adult Learning engaged with just over 17,005 learners and was above the lower target that had been set due to staffing and budget reductions. 13,789 learners participated in the Adult Education Programme, just under a 20% reduction following an increase in fees of 25%. However, numbers of adults participating from SIMD areas (31.6%) were maintained

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

The participation in ESOL (English spoken as other language) classes was maintained at a similar level in 2018/19 despite anticipating a decrease of approximately 250 learners due to reduction in Lifelong Learning staff and funding for tutors. This is due to additional funding received from Home Office Syrian Resettlement Programme enabling us to offer more classes for Syrians and other Arabic speakers.

A Housing and Construction Infrastructure (HCI) Skills Gateway project, within the £25m Integrated Employability and Skills Programme of the Edinburgh and South East Scotland City Region Deal was approved by Joint Committee in March 2019. This will include new short courses, upskilling and new programmes to meet new skills and jobs needs.

Next steps

We recognise the economic impact of COVID-19 on the positive destinations of our young people, particularly on pathways such as higher and further education, training – apprenticeships - and employment. Our planning to expand our vocational education offer is adapting due to the impact of COVID-19.

The 16+ Network across all schools has collaborated with key partners to ensure that those at risk are being supported. The Head of Schools has written to the parents/carers of all senior phase pupils to offer reassurance and outline support. A leaflet outlining career information, advice and guidance for school leavers during the COVID-19 crisis has been developed. SDS has revised its schools' service level agreement to ensure that all leavers are individually followed up during the summer.

The SCP will now be a blended learning offer as it is unlikely that young people will be able to attend on-site at Edinburgh College until later in the year.

Work-based learning and Edinburgh College tasters as part of Meaningful May had to be postponed due to the impact of COVID-19.

The SCP will now be a blended learning offer as it is unlikely that young people will be able to attend on-site at Edinburgh College until later in the year. Course provision is affected by the withdrawal of work placements until October 2020 at the earliest. Ensuring our young people are able to engage in positive destinations is the priority for our Youth Employment Partnership, with a revived Edinburgh Guarantee service and new Scottish Guarantee.

There is ongoing work by the Council and its partners in developing links and clear progression

pathways from community based adult learning onto college and further education.

Due to COVID-19 the Adult Education Programme had to be suspended after the second term. This resulted in fewer learners engaging in the Adult Education programme and our target for 2019/20 not being met.

The Council and Edinburgh College are presently working with the voluntary sector on a Granton Recovery model in response to emerging needs of the community following COVID-19, due to start in September 2020.

Key measures	2017/18	2018/19	2019/20	Target
Number of senior phase age pupils studying vocational qualifications delivered by Edinburgh college	338	211	468	Increase by 2% per annum
Number of learners engaging in the Adult Education Programme	17,125	13,789	12,500	13,800

Commitment 32

Double free early learning and child care provision, providing 1140 hours a year for all 3 and 4 year olds and vulnerable 2 year olds by 2020.

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Background

The Scottish Government published '[A Blueprint for 2020: The Expansion of Early Learning and Childcare in Scotland – Action Plan](#)' in March 2017.

As well as supporting the development and learning needs of the children, parents are reporting the positive impact on family life, household income opportunities for parents and carers to access work and training.

Next steps

The Early Learning and Childcare Expansion Plan continued to progress the delivery of expanded provision of 1140 funded hours and we were on track to provide all eligible children with a place from August 2020.

Key Achievements

The City of Edinburgh Council's Early Years Service started phasing in 1,140 hours of funded Early Learning and Childcare (ELC) in August 2017. 51 local authority settings and 81 partner providers are now providing the increased funded hours to children aged 3-4 years eligible 2 year olds in their settings, enabling approximately 5,000 children and families to benefit from access to the increase funded hours in advance of August 2020, when 1,140 hours will become an entitlement. Overall feedback from settings involved in phasing in the expansion continues to be positive.

Our workforce development plan to support the delivery of the programme is on schedule with approximately 450 of the estimated required 650 staff recruited to date.

A progress and risk update was reported to the [Education, Children and Families Committee in October 2019](#) with an [update on admissions](#) reported in March 2020.

In March 2020, 53% (51/96) of Local Authority (LA) settings and 71% (81/114) of partner provider settings provide 1140 hours. Approximately 450 eligible 2-year olds had access 1140 hours.

In response to COVID-19 the Scottish Government has published guidance for early years settings which requires settings to operate at significantly reduced capacity. They have also removed the statutory duty on local authorities to provide 1140 hours of early learning and childcare from August 2020 and this is under review.

As the Scottish Government provides updated guidance on delivering 1140 hours, including a new deadline, we will review our implementation plan and progress.

Key measures	2017/18	2018/19	2019/20	Target
% of Early Years settings providing 1140 hours of funded Early Learning and Childcare	29%	51%	55%	100% by Aug 2020
% of eligible 2 year olds accessing 1140 hours	12%	26%	75%	100% by Aug 2020

Commitment 33

Make early years' provision more flexible to fit families' needs and provide additional resources to families in difficulty so that no children are educationally disadvantaged when they start formal schooling.

Background

The Early Learning and Childcare Expansion Plan continues to progress the delivery of expanded provision of 1140 funded hours with increased flexibility being provided through a locality model.

Key Achievements

210 settings provide Early Learning and Childcare (ELC) in Edinburgh. Since August 2017 we increased the options for delivering the funded entitlement by bringing 28 childminders into partnership with the local authority and established five forest kindergartens in the city. Approximately 200 children are now able to access their ELC through these approaches.

Flexible options were set out in the [Early Learning and Childcare Strategy](#) reported to the Education, Children and Families Committee in August 2017. Flexible options are being delivered through settings providing the expanded 1140 hours and the existing 600 hours and these are available through term time and full year options.

61 from 96 local authority settings, representing 64%, and 104 from 114 partner provider settings

are providing more than one option of early learning and childcare for parents.

The previously reported progress referred to local authority provision only. The revised delivery model outlined in the [Expansion, Progress and Risk Update report to the Education, Children and Families Committee in October 2019](#) provides detail on increased flexibility through a locality model.

We have a team of CEC Hanen trainers who are qualified to deliver high quality staff development sessions on Hanen approaches to supporting early language acquisition. We work closely with Hanen trained Speech Therapists to ensure a joined up approach to delivering Hanen across the city.

We target establishments with high levels of SIMD 1 & 2 initially, and we have gradually extended the offer more widely. So far 50 Early Years settings have undertaken Hanen Teacher Talk.

Since August 2018, twenty Senior Early Years Intervention Officers (SEYIOs), funded by the Scottish Government have been working with children and families in establishments with high

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

levels of SIMD 1 & 2. The SEYIOs work with other experienced staff in settings on curriculum development with a particular focus on literacy, numeracy and health and wellbeing through play based approaches with identified children. They model good practice and work closely with other the staff to meet the needs of individual children.

Next steps

The Early Learning and Childcare Expansion Plan continued to progress the delivery of expanded provision of 1140 funded hours and we were on track to provide all eligible children with a place from August 2020.

In response to COVID-19 the Scottish Government has published guidance for early years settings which requires settings to operate at significantly reduced capacity. They have also removed the statutory duty on local authorities to provide 1140 hours of early learning and childcare from August 2020 and this is under review.

As the Scottish Government provides updated guidance on delivering 1140 hours, including a new deadline, we will review our implementation plan and progress.

Key measures	2017/18	2018/19	2019/20	Target
% of Early Years settings providing more than one option of early learning and childcare for parents	45%	64%	64%	100% by Aug 2020
% of Primary 1 pupils living in the most deprived areas achieving expected literacy level	62%	63%	63%	Increase by 5% by session 20/21

Commitment 34

Prioritise services for vulnerable children and families and looked after children, and support organisations working to end domestic abuse.

Background

We have invested in early intervention and prevention services and works with partners in Health, Police and Third Sector to ensure the needs of vulnerable children and families are met. This includes supporting those affected by domestic abuse.

Key Achievements

We have continued to prioritise these services and there is evidence that earlier intervention and effective multi-agency working is reducing the numbers of children who need to be Looked After or are subject to child protection procedures.

[The Corporate Parenting Action Plan](#) was endorsed by full council on 28 June 2018. We have put in place a Champions Board of Looked After and care experienced young people, and we have employed two care experienced participation officers to widen the participation of care experienced children and young people in our corporate parenting planning. This has been a successful approach which has increased the number of Looked After Children who are involved in participation activities.

The number of children in Edinburgh who need to be Looked After, including those accommodated away from home, has reduced to its lowest in 15 years and the number of children on our Child Protection Register is at its lowest ever level

We attribute the positive trends in Looked After and Child Protection numbers to our overall restorative and strengths based practice approach, placing an emphasis on building positive relationships and doing things with families, not to or for them. This approach operates across our children’s services including specialist services such as Family Group Decision Making and Multi Systemic Therapy which have made specific contributions to shifting the balance of care.

We have worked hard on devising alternatives to residential care for young people including the specific challenge of the large number of unaccompanied asylum-seeking children arriving in Edinburgh in 2019 and requiring to be looked after. This has included the recruitment of host families and the setting up of shared flats for groups of young people aged over 16 when appropriate.

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

The Care Experienced Fund has been used to put a number of supports in place including the development of a mentoring scheme for children (MCR pathways) and a targeted approach involving families with Looked After Children whose school attendance is low.

Edinburgh also has a robust inter-agency approach to child protection resulting in effective risk assessment and appropriate planning to address risk.

Our reduced usage of secure accommodation has allowed us to sell part of our residential estate to NHS to create an Equally Safe Multi-Agency Centre which will improve services to child and adult victims of sexual and other assaults and abuse.

Domestic Abuse targets continue to be monitored on a four-weekly basis and actioned when appropriate.

The Refuge Pathway to allocate spaces and move-on accommodation, to match women’s needs and ensure the right support is offered at the right time, is being trialled.

The Domestic Abuse Housing Policy was approved at Policy and Sustainability Committee on 14 May 2020.

All Domestic Abuse service contracts have been extended to 31 March 2021 and a procurement exercise to re-tender has begun.

Next steps

Child protection services and services for looked after children have continued to operate effectively during COVID-19 lockdown.

Staff engagement with vulnerable children and their families has been work in progress as the phases of lockdown have progressed. For instance in the early stages, nearly all contact

with children and families moved to virtual, and we made a number of investments in ways of supporting this, e.g. use of the Google Duo app and provision of i-pads to families who did not have the means to participate virtually. As things have progressed, we have gradually moved into more direct contact although this has been limited and subject to individual risk assessment in each case. We have set aside rooms in school hubs in which social workers can meet children and families when needed. When it has been necessary to visit the family home in order to assess risk, we have used personal protective equipment and social distancing.

The true impact of lockdown on children and families will only become known over time but we do know that domestic abuse concerns have started to increase and we have responded to these as per our child protection procedures. When schools return in August we also expect to have an increase in child concerns as adverse experiences that have been hidden in lockdown start to emerge.

We are in a strong position to respond to these as we have strengthened our partnership with the third sector through the formation of Locality Operational Groups which work together to provide the right help in the right way to people who need it.

Key measures	2017/18	2018/19	2019/20	Target
Rate of Looked After Children per 1,000 population	15.5	14.5	13.6	Decrease to 15.3 by 2020
Percentage of LAC pupils with low school attendance	30%	31.4%	33.1%	Decrease by 10% by session 20/21
Funding invested by CEC in domestic abuse services	Collected from 18/19	£1,194,734	£1,194,734	Monitoring measure – no target
No of women and children supported in a year	Collected from 18/19	1176 women 267 children	871 women 270 children	Monitoring measure – no target
% of women and children who report feeling safer	Collected from 18/19	68% of women 35% of children	76% of women 53% of children	Increasing trend

Commitment 35

Improve access to library services and community centres making them more digital, and delivering them in partnership with local communities.

Background

The Library and Information Service plays a vital role providing free access to a range of reading, media, IT and information services to all citizens from babies to the oldest in our communities. Services are delivered in a variety of ways to meet the needs of our customers.

Community centres provide meeting places for a variety of local clubs, classes and public forums, venues for family and children's activities and offices for community projects.

Key Achievements

Downloads of e-books, e-magazines and e-newspapers continued to increase during 2019/20 with over 1.5 million downloads for the year. Visits to library buildings reduced, from 3.01 million in 2018/19 to 2.74 million in 2019/20 and this follows the national trend of decreasing physical visits and loans.

There has been a total of 79 Film Club screenings held in Edinburgh Libraries. There are seven full Film Club kits across the libraries including one established in HMP Edinburgh. An 'Accessible Cinema' club to be introduced in Stockbridge Library for people living with sight and/or hearing loss.

The Living Knowledge Network, created by the British Library, Digital Screenings provided a very popular programme with additional community branches now providing live author screenings as well as Central Library.

Participation in the Summer Reading Challenge increased by 4% in 2019 with 4,662 children signing up, along with an increase of 6% of those completing it. At 66% this was well above the national figure of 57%.

In 2019/20 there was increase of 1.3% in children's books issued and over 300 Science, Technology, Engineering and Maths (STEM) related activities for children held in libraries across the city.

The digital team have delivered various streams of digital skills training throughout the year including Get Online classes with 1 to 1 support from a volunteer, Digital Drop-In supported by University of Edinburgh student volunteers and VIP digital device support for people with sight loss. Libraries continue to support digital inclusion through free access to technology and Wi-Fi.

The co-working hub based in Central Library is one of four across Scotland and opens up access

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

to library resources, ICT and physical space for entrepreneurs and business start-ups.

The programme to review and refresh the self-service kiosks in libraries commenced.

Staff professional learning, particularly in digital skills and becoming digital champions, continued and was enhanced through partnerships such as establishing a sister library in Lisalmi City Library, Finland and the digital partnership with Dunedin Library in New Zealand.

The Community Centre Handbook has been reviewed and engagement took place with management committees to involve them in developing a new assurance framework for centres (based on that adopted by schools).

The North West Forum was held with EVOC, management committees and Council officers to identify ways of improving communication and collaboration.

The key holder pilot has successfully increased building and facility use. The process has been reviewed and revised. The next step is to extend the trusted key holder process as appropriate to other centres.

Community Centres condition review reported to Finance and Resources Committee 5 March 2020.

Next steps

Plans for a phased re-opening of libraries and community centres are being developed. Regarding community centres this will involve limited access (subject to Council approval) for defined purposes such as early learning and childcare, out of school care, food bank and blood donor services.

For libraries this will involve access at some community libraries to a borrowing and returns service and potentially bookable public internet access. In the context of a national trend of decreasing physical visits and loans, there has been a 64% increase in the use of e-books, a 67% increase in the use of e-audio books and a 118% increase in the use of e-newspapers and e-magazines. For context, in April 2020 alone, there were 211,834 digital downloads (issues).

It is likely that initial library opening will offer reduced opening hours and visiting will include a range of measures to ensure everyone’s safety and comfort.

A key priority for all plans is ensuring safe use of buildings and services: the need to minimise risks in line with public health guidance, taking into account the available resource required to introduce and maintain services.

Key measures	2017/18	2018/19	2019/20	Target
Digital use – downloads and streaming	461,000	964,120	1.55m	1.2m for 2019/20
Total number of library customer transactions	6.96m	6.66m	6.47m*	Increase by 5% annually

* includes estimate for part of March 2020

Commitment 36

Support the continued development of Gaelic Medium Education.

Background

We are committed to working in partnership with Gaelic communities, Council staff, organisations who deliver Gaelic services, and importantly, Bòrd na Gàidhlig and the Scottish Government.

Between October and December of 2017, we held consultation with Gaelic communities around the future Gaelic Language Plan and importantly, the priorities for action moving forward.

A review of the quality and quantity of the current provision was undertaken and helped inform the [Gaelic Medium Education Strategic Growth Plan](#) presented to the Education, Children and Families Committee in October 2018.

Key Achievements

Alongside our core work, the GME team in Edinburgh is currently heavily invested in plans for expansion of our provision at all levels, in response to increasing demand, which reflects the success of provision to date. Members of the GME SLT are working together to plan for and lead this significant change, in close collaboration with colleagues in schools, from Children and Families, School Estate Planning and Strategy and Insight teams, the Convener and vice-

Convener of the Education Committee, members of the Gaelic Implementation Group, and of course, pupils and families. This collaboration has involved at every phase consultation with SG and BnG, pupils, families and school staff.

Early Years Expansion

We are working with colleagues to ensure that the need for staff in GME nursery settings to have high levels of competence in Gaelic languages remains a prerequisite for any future allocation of staff. As with the recruitment of probationers, this involves concerted efforts to raise awareness with colleagues at the centre as to the unique nature of GME, in terms of high-quality immersive models of delivery.

Options to extend provision to other areas of the city are also currently being explored.

Primary Provision Expansion

Demand for GME at primary level continues to increase, notably from within the catchment local to TnaP, demonstrating the high-quality of provision and to ensure the school is seen very much as part of the local community and an option of choice for local families. A large number of our primary-aged pupils do still live at a

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

distance from the school and so travel some distances every day. This has a considerable impact on our budget as transport costs remain high. Growth in this sector puts our current accommodation under strain and creative approaches to the best use of spaces available have been employed to find temporary solutions. A second primary school in a different part of the city is then part of our plan for expansion and we continue to explore the possibilities, in the first instance, around future use of Darroch.

Secondary Provision Expansion

Four possible locations for new Secondary GME in Edinburgh have been explored and evaluated in terms of feasibility, with one option meeting all criteria. This site is situated in the south-east of the city, on the site of an existing secondary school. Within the scope of this option, secondary GME provision would be accommodated on a co-located site with the existing school. Design of the building would take in to account the need to maximise opportunity for pupils and staff to engage in an immersive GME model. Plans for staffing include a dedicated GME Senior Leadership team and the incremental increase of teaching and support staff with strong skills in

Gaelic language, in accordance with Education Scotland advice on GME.

A Corporate Gaelic Development Officer was appointed in December 2019 and has taken up post with the Strategy and Insight Team. The postholder has forged links with a growing number of partner agencies and is leading a range of projects linking Gaelic education to activity in the community, promoting awareness of and involvement in Gaelic cultural events among CEC staff and the wider community.

Additional capital grant from the Scottish Government facilitated the installation of IT equipment to allow our two GME settings access to the Esgoil network. Technical issues hampered progress and so the bulk of planned pilot activities have been postponed and are to be picked up in August 2020. However, one of our GME teaching staff is able to use the equipment now to deliver remote primary science lessons to pupils in the Western Isles and so support GME during lockdown. The equipment will allow us to explore further collaboration to broaden the curriculum offer and connect with GME classrooms elsewhere in Scotland.

Next steps

Rising numbers in GME within Edinburgh necessitate extending provision. Planning in

progress for additional accommodation for both primary and secondary GME. Related issues such as recruiting and maintaining staff and creating local professional development models are currently being explored.

Impact or potential impact of COVID-19

Language Acquisition: The vast majority of pupils in GME do not come from Gaelic speaking families and progressive language acquisition is dependent on the immersive pedagogy adopted at school, both through direct teaching and the use of Gaelic as the primary language of the school community. There will be significant gaps in levels of language competence as a result of school closures, particularly among the younger children in lower primary at what is a crucial stage for social and academic mastery of Gaelic. This could have negative consequences for attainment across the curriculum. Potential models for interventions to support language recovery are being explored by the GME Leadership Team.

Professional Development: Provision for Professional Development, particularly in Gaelic language, will need to be adapted to fit blended models as the situation requires. Potential staff shortages in session 2020-21 create difficulties in releasing teaching and support staff to attend courses as staff sufficiently skilled in Gaelic to

step in to support immersive teaching are in short supply. This will impact on plans to upskill the GME workforce and incorporate greater sustainability within our growing school teams.

Expansion of Provision: Progress towards statutory consultation for expansion of GME provision into a new setting for secondary pupils has been stalled. Key stakeholders have been unable to participate in focus meetings due to their roles as essential workers. Timelines for any potential consultation have shifted and we await clarity around any changes to procedures to support a city-wide consultation.

Cultural Activities/Promotion of GME in Edinburgh: The appointment of a Corporate Gaelic Development Officer at the end of 2019 paved the way for a programme of events around Gaelic language and culture. These activities have, in large part, been put on hold for the time being, to be resumed and adapted as the situation evolves.

Finance: GME in Edinburgh is partially funded through Scottish Government Specific Grant, and partly through CEC budget. Risk of fragile funding streams may be a factor.

Page 184

Key measures	2016/17	2017/18	2018/19	2019/20	Target
Number of pupils on the rolls of Primary and Secondary GME	306 Primary 88 Secondary	348 Primary 108 Secondary	376 Primary 107 Secondary	419 Primary 124 Secondary	Increasing trend
Number of staff trained to deliver Gaelic Learner Education as part of the strategy on 'One plus Two' Languages	12	13	13	15	Increasing trend

Commitment 37

Continue to integrate Health and Social Care Services. Review the Integration Joint Board's approach to support at home by 2018.

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Background

Since 2016, work has been underway across Scotland to integrate health and social care services in line with the requirements of the Public Bodies (Joint Working) (Scotland) Act 2014. The Edinburgh Integration Joint Board (EIJB) directs us and NHS Lothian on how to deliver services through a partnership model. The partnership for Edinburgh is called the Edinburgh Health and Social Care Partnership (EHSCP).

Key Achievements

The EHSCP Strategic Plan for 2019 – 2022 that details how health and social care services will be developed and delivered, and was approved at the [IJB meeting on 20 August 2019](#).

One way the EHSCP supports people to stay at home is by providing care at home services. The Sustainable Community Support project,

launched last year, focused on working collaboratively with care at home providers to reduce waiting times and identifying alternative models of care to support people to live independently.

The first innovation sites in the roll out of the Three Conversations approach started in late summer 2019. The new way of working has been welcomed by staff across the partnership and improved how people engage with the partnership. There is minimal wait time from contact to being allocated a worker, who stays with the individual throughout the time that support is being identified, and the total length of time someone is in contact with a worker before their supports is in place has reduced.

The number of people delayed in hospital waiting discharge reduced in the final quarter of the year,

however, the number of people waiting for a package of care in the community had risen.

The Partnership's 2 year transformation programme commenced in the autumn of 2019 and is structured in four streams, three mirroring the Three Conversations structure of listening and connecting, working with people in crisis and building good lives and a fourth stream for cross cutting issues.

Next Steps

The EIJB will continue to engage with citizens by defining the 'Edinburgh Pact', as set out in its Strategic Plan, which will set out the expectations for citizens in relation to available support. It will also continue with the transformation programme so that lasting and sustainable change can be delivered to ensure the people of Edinburgh have access to the social support they need.

Key measures	2017/18	2018/19	2019/20	Target
Percentage of adults receiving personal care in the community setting (out of all adults receiving this support in a community, residential or hospital setting) (<i>as end March</i>)	57%	57%	57%	Increasing trend

Key measures	2017/18	2018/19	2019/20	Target
Late discharge from hospital (as end March)	267	158	156	No one to wait more than 72 hours for discharge
Percentage of adults supported at home who agree that their health and care services seemed to be well co-ordinated (every 2 years)	67%	every 2 years	Not available*	Scotland's average for 17/18 is 74%, Aim to be above the national average

* Publication of the Health and Care Experience survey, which informs the measure of people agreeing their health and care services seem to be well co-ordinated, has been delayed by COVID-19.

Commitment 38

Take steps to increase the length and flexibility of care visits and increase the availability of care to help people live in their own homes.

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Background

The Edinburgh Integration Joint Board (EIJB) directs us and NHS Lothian on how to deliver services through a partnership model. The partnership for Edinburgh is called the Edinburgh Health and Social Care Partnership (EHSCP). The EIJB is committed to providing services which support people to live at home, in their own community, for as long as possible. In line with the EIJB Strategic Plan 2019-2022 EHSCP will commission improved integrated support options for older people living at home which are sustainable, well-coordinated, timely and appropriate at point of need and that support improved outcomes for people while representing best value. The new approach will be designed and commissioned to achieve these outcomes so that older adults are supported to live

independently at home (or in a homely environment) and continue to be enabled to build good lives. The commissioning of these support services will define a modern Edinburgh Pact between health and social care providers, other support organisations and our citizens.

Key Achievements

The combined provision of internal and externally commissioned care at home rose to over 100,000 hours per week in 2019/20. Over the year weekly provision rose by 7% to 103,546 hours per week.

In response to both short and long-term capacity challenges for care at home support, the EHSCP launched the Sustainable Community Support Programme in October 2018, with a targeted rate uplift scheme for providers. This incentivised increased recruitment and collaborative working

with the EHSCP. Providers in this programme have increased their provision by 23% over the year.

In February 2020, the Contracts Team in the EHSCP developed an enhanced process to engage with new providers, this will help utilise new capacity as it becomes available.

The option to extend the CAH contract to the end of September 2021 was exercised in December 2019. This will give stability to providers and the EHSCP. In addition to this, some key terms of the contract were amended to enhance stability for people receiving care who may be admitted to hospital and their service temporarily put on hold.

Next Steps

The EHSCP will continue to engage with providers as the Home First and Hospital at Home programmes are embedded.

Key measures	2017/18	2018/19	2019/20	Target
Percentage of adults receiving personal care in the community setting (out of all adults receiving this support in a community, residential or hospital setting) <i>(as end March)</i>	57%	57%	57%	Increasing trend
Number of people waiting for a package of care <i>(as end March)</i>	988	480	636	Decreasing trend
Percentage of adults supported at home who agree that they are supported to live as independently as possible <i>(every 2 years)</i>	79%	every 2 years	Not available	Aim to be above the national average (81% for 2018)

Commitment 39

Put exercise at the heart of our health strategy by increasing access to sport and leisure facilities. **Status**

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Background

We are committed to improving the health and wellbeing of our citizens.

Key Achievements

A key component of Edinburgh Learns published in October 2018 is the Health and Wellbeing Framework which details practice that should be visible in all our schools and centres, to ensure health and wellbeing across learning.

In 2019/20 the Active Schools Programme provided 53 different activities for pupils to participate in regularly, created 121 links between schools and clubs, and provided 860 people with the opportunity to deliver on the programme.

Physical Activity and Sport Strategy: Further to the interim report presented to Culture and Communities Committee in March 2019, work was progressed in specific areas: to support people with a disability to participate in sport, to increase female participation in sport and to improve accessibility to facilities. An annual action plan was produced to progress this work. Targeted work was delivered in Craigmoynton High School to improve community use of the facilities, and at

Brunstane Primary School to aid pupil transition to Portobello High School.

We support sports clubs and community organisations through long term leases of Council owned sports facilities. Currently, over 40 organisations benefit from these arrangements.

Working with Edinburgh Leisure is critical to success in reaching individuals and communities that need support to be active and improve their health and wellbeing. Edinburgh Leisure are involved in our Community Learning & Development Strategic Partnership and are members of Edinburgh Children's Partnership. Edinburgh Leisure has over four million visits by customers per annum to its facilities. Edinburgh

Leisure has taken on the management responsibility for community use of secondary schools.

The Active Communities Team in Edinburgh Leisure continue to provide a range of targeted programmes that help remove barriers to participation, for example the Looked After & Active project supported Care Experienced Children to get active and healthy.

The Positive Destinations and Young ambassadors' projects have offered educational, employment, volunteering and personal development opportunities to over 300 young people.

Next steps

Due to the Coronavirus (COVID-19) pandemic and associated national guidance, including the closure of schools and Edinburgh Leisure sites, there has been and will be a significant impact on planned activity. With sites closed, it has not been possible to deliver planned work. This will be reflected in the 2019/20 and 2020/21 performance towards this commitment.

Service Teams will continue to show flexibility and adaptability to promote and secure sport, physical activity and outdoor learning at home and in keyworker and vulnerable persons hubs.

Whilst always reinforcing the Scottish Government's key messages to control Coronavirus, we will continue to promote activities that connect the reader with nature, through bringing the outdoors inside and promoting activities that can be done during visits outdoors.

Commitment 40

Work with the Integration Joint Board (NHS & Council Social Care) and other agencies to prioritise early intervention and prevention in mental health services.

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Background

Thrive Edinburgh is the mental health stream of the Edinburgh Health and Social Care Partnership (EHSCP) Strategic Plan. The Thrive Edinburgh Commissioning Plan has six work streams to reduce the toll of mental illness and promote and protect mental health, resilience, self-esteem, family strength, and joy.

Key Achievements

The Thrive Edinburgh website launched. In November 2019, the Thrive Edinburgh Conference, attended by over 150 people.

Building resilient communities: The year long *A Sense of Belonging* arts programme and the *Gamechanger* partnership with Hibernian Football Club Community Foundation provides ongoing support for community groups.

A place to live: Co-production on a new framework agreement with providers to ensure cross sector flexible and coordinated support.

Get help when needed: Innovative work to address stress and distress in places such as A&E, Primary Care, courts and prison were established. Greater access to Computerised

Cognitive Behaviour Therapy made available. A prototype Thrive Welcome team, part of Living Well UK, commenced in North West in February.

Close inequalities gap: Through initiatives such as, *The Outlook Programme, Capital City Partnership, Fit for Work, Works Activate Programme*, Thrive Edinburgh continues to work on closing the inequality gap.

Rights in Mind: Three user led research programmes continue to feed into service redesign and planning. *Oor Mad History* and *Mad People's History*, a community history, educational and arts advocacy project that challenges public perceptions of people who use mental health services and support will continue.

Meet the treatment gaps: Two stakeholder events considering out of hours crisis response.

Next Steps

Change the Conversation; Change the Culture: *i-Thrive*, a Health in Mind website, will launch in October 2020 and Thrive Exchange, a community of practice, will launch in June 2020.

Building resilient communities: An *“Every Lives Matters”* programme focussing on suicide awareness and prevention will be established in

summer 2020. *Gamechanger* will introduce a skills based programme for young people focussed on positive destinations.

A place to live: Progress a matched care model for women with multiple and complex needs.

Get help when needed: After completion of the procurement process, contracts for nine lots for *Thrive Collective* will be awarded in winter 2020.

Close inequalities gap: Produce an evidence review and synopsis of the impact of COVID-19 on and for mental health services and support. The Re:D community of practice will continue to embed trauma informed practice, peer support and arts as a vehicle for change in their innovative and creative solutions for support.

Rights in mind: Continue to build capacity for peer led self help groups and deliver the Edinburgh Thrive Rights Based Care Conference in October 2020.

Meet the treatment gaps: Review unscheduled and crisis care services to increase capacity to respond; enabling earlier hospital discharge and reduce unplanned admissions. Continue work to improve transition from children's to adult services ensuring the focus remains on the individual not the service.

Commitment 41

Review the application process and increase the budget for housing adaptations with a view to supporting more disabled tenants and owners to remain in their own homes. Help older and disabled homeowners to move to more suitable housing should they wish to do so.

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Background

As set out in the [Strategic Housing Investment Plan \(SHIP\) 2020-25](#), the majority of new build properties funded through the Affordable Housing Supply Programme are designed to meet the housing for varying needs standard, which requires they are accessible or easily adapted to be accessible.

Around 11% of the homes approved in the first two years of the SHIP are specifically designed for older people and those with complex needs. These include amenity homes, supported housing, fully wheelchair accessible homes and homes for veterans.

Key Achievements

In 2019/20, £2.86 million was spent on adaptations to council homes, private homes and registered social landlord homes.

In August 2019, the Edinburgh Integration Joint Board approved its Strategic Plan 2019-22. It is a statutory requirement for IJB strategic plans to have a Housing Contribution Statement.

The Housing Contribution Statement

reinforces the commitment from the affordable housing sector to ensure 4,500 of the 20,000 new affordable homes planned in the city over the next 10 years will support health and social care priorities.

This is captured in the housing/infrastructure workstream within the Health and Social Care Partnership's Transformation Programme. A focus of this workstream will be to define how to best use the 4,500 homes, defining the number, type and purpose over the short to medium term. This will be taken forward over 2020/21, alongside strategic work on specialist housing as part of the Council's wider housing strategy.

Housing and health and social care partners are already working together to identify sites which are suitable to support housing for people with more complex needs, both within the Council's new build programme and the new build programmes of RSL partners.

Next Steps

The Edinburgh Health and Social Care Partnership Transformation Programme workstream on housing/infrastructure will be progressed. This workstream also includes a review of adaptations.

The application process, customer journey and resources needed for housing adaptations will be reviewed as part of this review. Advice and information to owners will be considered as part of this work.

Measures will be identified for the project to review the adaptations process and customer journey.

Commitment 42

Build a new sports centre at Meadowbank by 2021.

Background

This is a major place-making project and is expected to bring opportunities to the area.

The project will see a new state-of-the-art community sports facility built on the site of the original Meadowbank, which closed in December 2017.

It is hoped the accessible new venue will become one of the top centres for community sport in the country, helping to support accessible participation in sport and physical activity for all ages and abilities for generations to come.

Key Achievements

Following public consultation, planning applications for the site were considered and approved at the Development Management Sub-Committee on 29 June 2018. An update on the position of the

funding package for the new stadium was presented to the [Finance and Resources Committee on 11 October 2018](#). Approval was also given to award the contract for the construction of the new stadium and with planning permission secured. Graham Construction Ltd was appointed as the main contractor for the new sports centre.

Ground work commenced in November 2018 with the last section of the Main Stand (nearest London Road) taken down on Sunday 10 February 2019.

Tree removal took place in February and we are committed to replanting more trees within the wider site, to outnumber those removed.

Foundation works for the new Sports Centre commenced in March 2019.

Following extensive community consultation early steps are being taken to seek a housing

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

development partner for Meadowbank as we look to deliver a mixed-use site as part of its commitment to deliver much-needed affordable housing.

The community sports facility project was on target for a November 2020 construction completion and a January 2021 opening of the sports centre.

Next steps

The exact programme delays due to COVID-19 have still to be confirmed by the contractor, however the current expectation is that the new Sports Centre will open in the summer of 2021, rather than January 2021.

Commitment 43

Continue to upgrade our existing parks and plant an additional 1,000 trees in communities. Protect major recreational areas such as the Meadows, Leith Links and Princes Street Gardens.

Status

Fully achieved	✓
Partially achieved	
Not yet partially or fully achieved	
Will not be achieved	

Background

The park maintenance programme sets out the improvement work required to maintain our parks. Protection of the parks is established through the [Open Space Strategy 2021](#). The parks are assessed through annual Park Quality Assessments (PQAs).

The [Edinburgh Parks Events Manifesto](#) provides a strategic and proactive approach to the planning and managing of events within our parks and greenspaces.

Key Achievements

Of the 141 parks quality assessed in 2019, 2,091 issues/recommendations were identified. From these, judges highlighted three “recommendations” from each park that should be implemented over the subsequent 12 months.

With regards to the recommendations, when comparing the 2018 PQA criterion scores against the 2019, 122 scores have improved, 213 have remained the same and 76 have dropped.

In 2019, as part of the Green Flag Group Award, we successfully retained 32 Green Flag Award parks (there are a total of 71 awards across Scotland). Corstorphine Walled Garden also successfully retained its Green Flag Community Award. Two additional parks (Saughton Park and St Katharine’s Park) have been submitted for the 2020 award.

A new, more challenging, Parks Quality Standard (PQA) was set in 2018. In 2019, 124 of the 141 parks assessed met the new Edinburgh Minimum Standard. This is an increase of 8 parks from 2018.

39,966 trees have been planted since 2017, including 5,301 during 2019/20; significantly surpassing the commitment to plant an additional 1,000 trees. The 2019/20 trees comprise 244 replacements and 5057 new plantings.

Next Steps

Parks Quality Assessments and Green Flag Award assessments have been suspended for Summer 2020 due to COVID-19 control measures being introduced.

A Green Flag Group Award Peer Review will take place later this year.

Further tree planting is planned for Autumn/Winter 2020/21, with a continued focus on replanting street tree gaps and implementation of the Edinburgh Million Tree Initiative.

Key measures	2017/18	2018/19	2019/20	Target
Green flag status	30	32	32	32
New Parks Quality Assessment standard	76%	84%	88%	92%
Number of additional trees planted	11,800	19,865	5,301	Additional 1,000 by 2022

Key measures	2017/18	2018/19	2019/20	Target
Number of events held in major parks	29 large events in total, 28 in Premier Parks	35 large events in total, 31 in Premier Parks	30 large events in total, 26 in Premier Parks	Hold number of events to maximum permitted (36 across 9 parks)

Commitment 44

Increase allotment provision and support and expand the network and the number of community gardens and food growing initiatives.

Status

Fully achieved	✓
Partially achieved	
Not yet partially or fully achieved	
Will not be achieved	

Background

Our third strategy 'Cultivating Communities - A Growing Success' establishes a 10-year strategic framework for allotment development in Edinburgh that supports the requirements placed upon us by part 9 of the Community Empowerment (Scotland) Act 2015. Four key objectives are defined within the strategy:

- ensure adequate provision of allotments
- develop a robust management system for allotment
- improve the allotment customer experience
- adoption of revised allotment regulations.

Key Achievements

A report updating on allotment and food growing provision was reported to the [Culture and Communities Committee on 26 March 2019](#). The report detailed the measures undertaken to date to increase allotment provision and expand the number of community gardens. It also noted the intention to consult on amending the allotment discount criteria and fees. Suitable large plots continue to be split to increase allotment provision.

[A report to the Culture and Communities Committee of 28 January 2020](#) detailed draft allotment regulations, to be taken forward for public consultation.

A privately-operated allotment has been introduced at Lethem Park adding a further 78 allotment plots to the city.

Next Steps

Developer funded allotment sites at Newcraighall and Piershill Square continue to progress and are on schedule for adoption by the Council in the next few months, adding a further 36 allotment plots to the Council's estate.

Areas of ground within Lismore Playing Field, Clerwood Walled Garden, Gypsy Brae, Fernieside Recreation Ground and Little France Park are being considered for future allotment development. In associated with Edinburgh and Lothians Greenspace Trust, community groups are to be encouraged to form to support their development as new allotments.

Key measures	2017/18	2018/19	2019/20	Target
Number of allotment plots	1,815 plots across 44 sites	1,833 plots across 44 sites	1,913 plots across 45 sites	Increasing long term trend
Reductions in waiting lists	2,814 people on the waiting list	1,389 people on the waiting list (April 19)	2,310 people on the waiting list (March 20)	Decreasing long term trend

Commitment 45

Establish a Child Poverty Action Unit to address the inequalities faced by children in poverty in our city. Its remit will look at food security and nutrition, tackle food poverty and holiday hunger and enhance nutrition in schools. Ensure that a Poverty Assessment section features in all Council reports.

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Background

Edinburgh is well recognised as an affluent and a growing city, but is also a city with wide levels of inequality and home to some of the most deprived communities in Scotland. An estimated 22% of Edinburgh children grow up in poverty, with rates as high as 35% in some areas of the city.

Under the [Child Poverty \(Scotland\) Act](#), Local Government and Health Boards have a duty to publish an annual report describing existing and new planned actions, or measures taken, to reduce and mitigate the effects of Child Poverty.

Key Achievements

Agreement for the creation of a Child Poverty Action Unit was given at the [Culture and Communities Committee on 11 September 2018](#).

The unit, now called the **Child Poverty Group**, is a cross partnership group, led by Communities and Families. This group has to date:

- built on existing partnerships and reporting arrangements to co-ordinate Council action to address Child Poverty in Edinburgh,
- identified Council leads for the development and publication of annual Local Child Poverty Action Reports (first published in June 2019),

- identified a point of liaison with the new Edinburgh Poverty Commission on issues and actions relating to Child Poverty.

The dissolution of the Strategic Outcome (SO) Groups resulted in SO4 being re-configured as the **Child Poverty Group** with the membership revised and widened. This Group links with the Edinburgh Poverty Commission and is responsible for co-ordinating Council and partner actions to reduce child poverty it also has oversight of and responsibility for writing the annual Local Child Poverty Action Report (LCPAR).

Within the City of Edinburgh, action is already in place to address Child Poverty and several key projects and initiatives that aim to increase awareness, reduce poverty related stigma, tackle the attainment gap and reduce school and holiday food and financial anxiety are further developing across the city. These include the '1 in 5 Project', 'Discover!' and Maximise! A number of other actions related to employability and supporting families living in poverty continue to be developed across the council.

The Child Poverty Group continues to make key links with other groups and the links with the

Edinburgh Poverty Commission continue to be strengthened.

The Edinburgh Children's Partnership provides oversight of co-ordinated actions and signs off the LCPAR each year.

The Child Poverty Group's work is beginning to make links with the Adaptation and Renewal Workstreams and in particular with the Life Chances workstream.

Next steps

The impact of COVID-19 on Child Poverty will be significant and beyond what is already evident. A sub group of the Child Poverty Group now meets weekly to consider how to better connect information and actions across the council. A refresh of the Group is planned, which will help articulate stronger links to the Poverty Commission, the Edinburgh Partnership and the LOIP Delivery Group. Links with the Life Chances Adaptation and Renewal Workstream are also being developed. Work to reduce child poverty is now more critical than ever, as is the need to ensure programmes and initiatives are targeted and effective.

The Scottish Government has acknowledged that although the targets for reducing child poverty by 2030 have not changed, COVID-19 and lockdown will impact on the 2nd annual Local Child Poverty Action Reports (LCPAR). Local Authorities, in partnership with NHS colleagues will advise when

the report will be published. It is anticipated the Edinburgh LCPAR will be completed and signed off around the end of 2020. Regular liaison with the Improvement Service is ongoing and its support for and guidance on developing the LCPAR will be accessed as required.

Commitment 46

Continue to support the city’s major festivals which generate jobs and boost local businesses and increase the funding for local festivals and events. Support the creation of further work spaces for artists and craftspeople.

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Background

The recommended core programme of Festivals and Events 2020/21 was reported to the [Culture and Communities Committee in January 2020](#).

The report describes the approach to support events on three tiers, or levels, of international, national and city importance. The COVID-19 crisis has inevitably impacted on these plans, and as far as feasible plans are being reviewed and re-scheduled. Revenue grants have been released to festivals and repurposing towards mitigation measures agreed by the Council’s Leadership Advisory Panel in March 2020.

Key Achievements

In June 2019, a major cultural grants funding review was completed and reported. This introduced a new flexible fund resource which will be made available to recipients who are not revenue-funded companies for projects including

events and related activities; aligns revenue and flexible funding to city-based priorities; and a brand new approach to funding with the introduction of funded Groupings, including theatres which provide fundamental infrastructure supporting events and festivals in the city. The related priorities include clear focus on opportunities for citizens who are practitioners, artists and participants.

A major public consultation exercise is planned to explore options for Christmas and Hogmanay activity going forward. Again, this will be re-scheduled.

A new partnership proposal, led by the Council, for lighting the Granton Gasometer will be progressed creating an extraordinary and very visible night-time landmark for the area, and the city. The new multi-cultural event will be continued, and a programme of citywide community events were

funded in 2019/20. The Burns & Beyond Festival took place in January 2020 celebrating the rare coincidence of Chinese New Year and Burns Night.

The new Diversity Officer, working to create positive partnerships, networks and permeability across sectors for BAME artists and practitioners, has established a work and small rehearsal space site for BAME artists and practitioners, as well as networking and training opportunities programmes.

Next Steps

Capital developments are on hold, under the current COVID-19 crisis restrictions. Reviewing planning timelines and the reintroduction of programmes is underway. The Council continues its funding support where feasible, and monitoring of our events and festivals.

Commitment 47

Become a leading Council in Scotland for community engagement - 1% of the Council's discretionary budget will be allocated through participatory budgeting.

Status

Fully achieved	
Partially achieved	
Not yet partially or fully achieved	✓
Will not be achieved	

Background

Building on our earlier local commitment, a Scotland-wide agreement between the Scottish Government and COSLA will see local authorities working towards allocating 1% of their externally-provided funding (£7.2m in our case) by means of participatory budgeting by April 2021.

Key Achievements

A Participatory Budgeting Officers' Group has been established. The group developed a framework for considering PB options across the Council's activity and has looked at mainstream, grant and commissioning budget opportunities, comprehensively reviewing the Council budget accordingly. The approach taken by the Officers' Group takes discrete elements of existing budgets that may naturally lend themselves to Participatory

Budgeting (PB). The budget lines initially identified from this process include a total of £44m although it is recognised that while each identified area has PB potential, some lend themselves more than others to this approach.

Council officers are now undertaking work to detail proposals to implement PB in a number of service areas. This includes definition of the scope and scale, identification of the specific budget source and level of budget applicable for PB. Work on this has been paused due to the COVID-19 emergency.

Next Steps

Due to the COVID-19 crisis and given the resulting budgetary pressures the Council is not going to achieve the commitment and National framework target of 1% by 2021.

Recognising many authorities are facing a similar situation the Scottish Government and COSLA are considering the framework agreement and the role PB might have in Scotland's recovery, recognising that the majority of Local Authorities in Scotland will now no longer meet the required commitment by 2021.

A broader review of PB will now be carried out as part of the Adaptation and Renewal Programme. Work is currently in progress to identify budget lines within this context which may make some progress towards achieving the target. These need to be considered as part of the budgetary process, recognising the fiscal pressures, particularly given the programme resourcing costs at a time of increased pressure on staffing and operational budgets.

Key measures	2017/18	2018/19	2019/20	Target
% of annual discretionary budget allocated through participatory budgeting	0.03%	0.04%	0.00%	1%

Commitment 48

Continue to make a case to the Scottish Government for the introduction of a Transient Visitor Levy and explore the possibility of introducing more flexibility in the application of business rates. Explore the possibility of introducing a workplace parking levy.

Status

Fully achieved	✓
Partially achieved	
Not yet partially or fully achieved	
Will not be achieved	

Transient Visitor Levy

Background

Edinburgh has a strong tourist economy that has been growing year on year. The city needs to raise long term secure income, if it is to sustainably invest in tourism and into the future, to manage the impact of a successful tourist economy.

Key Achievements

We led the national debate on the introduction of a Transient Visitor Levy (TVL) and consulted on the shape of a local scheme in Edinburgh with key stakeholders and residents. This included:

- Reporting the public consultation results and the City of Edinburgh Council's submission to [Scottish Government's national conversation on a Visitor levy in Scotland](#).
- Continued engagement with public bodies including the Scottish Government on the development of a Visitor Levy (Scotland) Bill.
- Reporting the submission to the Scottish Government pre-legislative consultation on a Visitor Levy in November 2019.

- the Scottish Government published consultation results on the [Principles of a Local Discretionary Transient Visitor Levy or Tourist Tax](#) on 27 March 2020

In response to the COVID-19 pandemic the Scottish Government agreed in March 2020 that they would pause work on bringing the Visitor Levy (Scotland) Bill to the Scottish Parliament.

Next Steps

We will implement the TVL in Edinburgh once the detail of the legislation is known and the powers are in place. We are continuing to work on the detail of implementation and importantly on how the TVL will be used to benefit the city, its tourism economy and the residents.

Workplace Parking Levy

Background

A Workplace Parking Levy (WPL) will raise additional income and is one of many tools which

can make a positive impact on congestion, air quality and public health.

Key Achievements

An amendment to the Transport (Scotland) Bill granting enabling powers to Councils over a WPL scheme was added and agreed to with the Bill becoming the [Transport \(Scotland\) Act 2019](#).

A consultant was commissioned to deliver an Edinburgh workplace parking survey that was completed between December 2019 to March 2020. This will inform future work related to the further consideration of a WPL in Edinburgh.

Next Steps

Council officers will develop a plan with the view to complete a detailed business case using the Edinburgh workplace parking survey results for 2020. We will continue to advance the work of the WPL in partnership with business and other key stakeholders.

Commitment 49

Limit Council Tax increases to 3% a year to 2021.

Status

Fully achieved	
Partially achieved	
Not yet partially or fully achieved	
Will not be achieved	✓

Background

Following changes first introduced in 2019/20 allowing councils to increase rates by up to 3% in real (i.e. inflation-adjusted) terms, the approved budget for 2020/21 included a 4.79% increase in Council Tax to maximise the level of investment available to support delivery of our priority outcomes, including investment in the Wave Four schools programme. The average increase across Scotland in 2020/21 is 4.51% but with twenty councils applying the maximum permissible increase of 4.84%.

Key Achievements

[The approved Council budget for 2019/20](#) included a 3% increase in Council Tax across all bands.

Next Steps

While indicative increases have been set for 2021/22 and 2022/23, these assumptions will be reviewed as part of a wider re-assessment of the revenue budget framework, taking into account both the immediate and longer-term implications of the coronavirus pandemic.

Key measures	2018/19	2019/20	2020/21	Target
% Council Tax increase approved by Council	3%	3%	4.79%	Indicative further 4.79% increases for 2021/22 and 2022/23 were approved by Council on 20 February 2020.

Commitment 50

Continue a policy of no compulsory redundancies and keep a presumption in favour of in-house service provision.

Status

Fully achieved	✓
Partially achieved	
Not yet partially or fully achieved	
Will not be achieved	

Background

We have agreed to retain a policy of no compulsory redundancies during this administration and to deliver our services using in-house resources.

Key Achievements

Our commitment of no compulsory redundancy remains in place and is fully adhered to by all service areas.

To support the achievement of necessary savings and the redesign of services, we continue to offer appropriate voluntary severance arrangements and redeployment support to its employees. The policy in respect of a presumption of in-house service provision continues to be carefully

monitored through the politically led budget setting process.

Next Steps

To continue to apply this commitment and ensure that this is embedded in the Adaptation and Recovery Programme, any organisational reviews and business cases that are developed in respect of future service delivery models that we need to consider.

Commitment 51

Improve community safety by protecting local policing and empowering communities to tackle long term safety issues and hate crime in all its forms including supporting restorative justice initiatives and other projects.

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Background

Transformation programme saw the creation of the Family and Household Support service in 2017 whose function was to develop and deliver early and effective interventions based on the principles of the Christie Commission. This complements the continued provision of high quality, innovative criminal justice services, working towards reducing reoffending rates in the city.

Key Achievements

2020 has seen the successful launch of the Community Safety Strategy (2020-2023) and Community Justice Strategy.

The Community Safety Strategy will focus on three priority themes;

- Noise and ASB
- Young People and Offending
- Digital and On line ASB

The Community Safety Partnership offers appropriate governance and scrutiny and will continue to monitor and oversee the phase 1 delivery plans.

Within Community Justice we continue to develop restorative justice practice and preventative community based problem-solving approaches,

particularly with regards to hate crime. A restorative justice approach to hate crime began on 1 May 2019. The community problem solving approach has evolved and will include the development of Family Group Decision Making with offenders and their families.

Family and Household Support in close partnership with its key stakeholders continues to build towards a city wide roll out of the ‘Stronger Edinburgh’ model and methodology, aligning principles of practice to ensure effective preventative and early intervention strategies remain at its core. 2020 will see the first phase of this work delivered across the NE Locality.

Edinburgh’s Community Safety Partnership continues to oversee the upgrade of public space CCTV to ensure it remains efficient and effective in deterring and preventing crime, reducing antisocial behaviour, and reducing the fear of crime.

Family and Household Support have undertaken a comprehensive review of its primary Policies and Procedures associated with Anti-Social Behaviour, and the management and oversight of active ASBO’s and Interim ASBO’s. The service increasingly works closely with the Council’s Legal team to explore and develop balanced

proportionate approaches to effective de-escalation and enforcement measures. A revised Duty system will allow effective screening of referrals to ensure the service can respond quickly and decisively. The suite of interventions includes universal access to Mediation at initial point of contact.

[Following agreement at Council in February 2020](#)

Council funding to Police Scotland will reduce from £2.1M to £500k in April 2020. The reduction will ring fence funding to protect the role of the FAHST Police Officers and Youth Justice Sergeant.

We are continuing to work closely with Police Scotland and taking mitigating action Edinburgh’s Criminal Justice Social Work service continues to offer Restorative Justice (RJ) to people on statutory supervision having been convicted of a hate crime, and the victim of that offence (or a representative).

An Information Sharing Protocol between Police Scotland and the Council, allows the RJ service to contact the victim of the hate crime offence. Police Scotland continue to provides victims of hate crime with information about RJ and obtains explicit consent for the Council’s RJ service to contact them.

Next Steps

A review of the role and activity of the FAHST Officers, including the relevance of information provided and incorporated into the daily briefings. More effective intelligence sharing and greater involvement in day to day activities undertaken by the FHS service. A revised Information Sharing Protocol and exploration of co-location. Delivery of

phase 1 (Yr 1) of the Community Safety Strategy priority themes.

Given our commitment and that of our partners, Police Scotland, to robust partnership working, which has been particularly evident during COVID-19 we should be able to move forward positively in collectively supporting communities, despite the reduction in funding to Police Scotland.

Key measures	2017/18	2018/19	2019/20	Target
Percentage of criminal justice orders successfully completed	65.3%	63.6%	65.4%	65%
Percentage of people who feel safe in their neighbourhood after dark (EPS)	84%	84%	Survey not done in 2019	Increasing trend
Number of antisocial behaviour complaints per 10k population	33.00	32.01	29.86	30.00
Reoffending rates	25.6	Data will not be available until June 2021		Scotland's average for 15/16 is 27%, aim to be below the national level

Commitment 52

Devolve local decisions to four Locality Committees. Establish the membership of each Committee and how devolved decision making will work to encourage the maximum participation for local groups. Explore the effectiveness of community councils and how they can be enhanced to represent their local communities.

Status

Fully achieved	
Partially achieved	✓
Not yet partially or fully achieved	
Will not be achieved	

Background

Locality Committees have been established and held their first meetings in February 2018. Each committee has looked at the different circumstances in each locality to decide how they can best engage with local groups.

Following a review of their first year, Council on [7 February 2019](#) decided to dissolve the committees.

Key Achievements

Following a review of their first year, the Council decided to dissolve the locality committees. As an alternative to locality committees, Council agreed to explore increased partnership working at a more localised level through using Neighbourhood Networks which will have greater representation from community groups including community councils.

Four new Locality Community Planning Partnerships have also been set up to lead on delivering the locality improvement plans which aim to improve outcomes for those individuals experiencing the greatest inequality.

A significant consultation exercise was undertaken in 2019 with the key aim of improving the governance framework for Community Councils. Proposals were made to address historic gaps that had been identified in the framework and to unblock a number of procedural issues that impacted community council effectiveness. Work was also undertaken to enable Community Councils to engage more with the diversity of their local communities by introducing new office bearer posts with responsibility for engagement and redrafting key guidance documentation. This resulted in revisions being made to the Scheme for Community Councils, the Community Council Code of Conduct and the introduction of a new complaints procedure.

Next Steps

A number of lessons learned and recommendations were reported to the Chief Executive following the 2019 Community Council election process. A simplification of the procedures to this effect will be undertaken in advance of the next election, currently scheduled for 2023. This will ease the process for prospective community councillors and increase representation by removing unnecessary formalities.

A review of the teams supporting localities has started but was delayed by the COVID-19 pandemic. This and how decisions can be taken with local involvement will now be progressed as part of the Adaptation and Renewal Programme.

Corporate Policy and Sustainability

10.00am, Thursday 20 August 2020

Local Government Benchmarking Framework 2018/19 - Edinburgh Overview

Item number
Executive/routine
Wards
Council Commitments

1. Recommendations

- 1.1 That Policy and Sustainability note the report setting out the detailed analysis of the LGBF benchmarking framework dataset for the 18/19 financial year.

Andrew Kerr

Chief Executive

Contact: Laurence Rockey, Head of Strategy and Communications

E-mail: laurence.rockey@edinburgh.gov.uk | Tel: 0131 469 3493

Local Government Benchmarking Framework 2018/19 – Edinburgh Overview

2. Executive Summary

- 2.1 This report provides an overview analysis of the 2018/19 benchmarking data provided by the Scottish Local Government Benchmarking Framework (LGBF)..
- 2.2 The LGBF is an analysis of the Council's performance set against the other 31 Council's year on year performance. The analysis provides a high level comparison which helps to inform the wider performance analysis that the Council does across and within service areas.
- 2.3 In summary, the report shows that Edinburgh has seen an overall improvement in both performance and rankings over the last year and that the city's performance compares favourably to the other Scottish cities. Where relevant, the report provides further detail and compares Edinburgh against the national picture, other comparable cities (Aberdeen, Dundee and Glasgow) and highlights changes in Edinburgh's performance between 2017/18 and 2018/19

3. Background

- 3.1 Led by [SOLACE](#), with the support of the [Improvement Service](#), the Local Government Benchmarking Framework aims to provide a benchmarking toolkit for local government.
- 3.2 The publication and use of this data forms part of the Council's statutory requirements for public performance reporting as directed by the Accounts Commission.
- 3.3 It should be noted that LGBF data is always retrospective and the framework provides benchmarking data and national rankings for services that were delivered in the financial year 2018/19. In comparison, the current Annual Performance Report refers to the financial year 2019/20.
- 3.4 This is benchmarking data for all Scottish Local Authorities and where the data is relevant can present a useful analysis of us in comparison to others.

4. Main report

- 4.1 The Local Government Benchmarking Framework [National Benchmarking Overview Report 2018/19](#) was published by the Improvement Service in January 2020. The report provides Scotland level results and trend analysis of benchmarking data for services delivered in 2018/19.
- 4.2 In addition, an online toolkit on the [My Local Council](#) website has been created to help councils benchmark with other councils.
- 4.3 The framework allows local authorities to compare their performance across a suite of indicators of efficiency (unit cost), outputs and outcomes, covering all areas of local government activity.
- 4.4 This dataset provides information ranking Edinburgh with the other councils as well as timeseries data for each of the indicators for Edinburgh.
- 4.5 Direct comparisons between councils can be challenging, due to differences in local priorities, pressures and issues; service structures; and how services are delivered. This benchmarking data should be used as a tool to support collaboration and sharing between councils to better understand the differences and the approaches which may deliver improvements.
- 4.6 The Local Government Benchmarking Framework is not a comprehensive summary of all the performance of the Council in 2018/19 rather, the data complements and informs the Council's own Corporate Performance Framework.

High level Overview

- 4.7 Comparing Edinburgh's latest figures to last year (2017/18):
 - Edinburgh's performance has improved in 41 of the indicators and declined in 38 indicators.
 - Edinburgh's ranking has improved in 43 indicators; remained the same in 9 indicators; and declined our ranking in 27 indicators.
- 4.8 In terms of overall ranking Edinburgh compares favourably with the other three most comparable cities of Aberdeen, Dundee and Glasgow:
 - Edinburgh has 26 indicators in the top quartile (top 8 Local Authorities) which is higher than Aberdeen (16 indicators), Dundee (18 indicators) and Glasgow (21 indicators).
 - Edinburgh has the fewest indicators in the bottom quartile at 17, with Aberdeen having 29, Dundee 25 and Glasgow 27.
- 4.9 The Appendix provides an overview of Council benchmarking performance in 2018/19 under the framework's seven themes, namely:
 - Children's Services
 - Adult Social Care Services
 - Environmental Services

- Culture and Leisure Services
- Housing Services
- Corporate Services
- Economic Development (including Planning)

- 4.10 Included in each section is a comparative overview of Edinburgh's 2018/19 benchmarking data with the Scotland wide average, and the cities of Aberdeen, Dundee, and Glasgow.
- 4.11 Appendix B provides a longer term comparison between Edinburgh and the cities of Aberdeen, Dundee and Glasgow looking at trends in performance between 2013/14 and 2018/19. While there are year on year fluctuations in all the indicators, Edinburgh's performs favourably with the other three cities when looking at the longer term trends.
- 4.12 In addition to the Local Government Benchmarking Framework, the Council also participates in several other benchmarking and service development groups. These include the Association for Public Service Excellence (APSE), Scotland's Housing Network and Keep Scotland Beautiful.
- 4.13 Along with the Local Government Benchmarking Framework, these allow the Council to share best practice and provide a focus for service improvement initiatives.

5. Next Steps

- 5.1 The Local Government Benchmarking Framework 2018/19 data analysis will be used to inform Senior Management Team discussions and the Council Performance Framework.

6. Financial impact

- 6.1 There is no financial impact associated with this report.

7. Stakeholder/Community Impact

- 7.1 The publication and use of the benchmarking data forms part of the Council's statutory requirements for public performance reporting, [as directed by the Accounts Commission](#).

8. Background reading/external references

- 8.1 LGBF National Overview Report 2018/19 published by the Improvement Service in January 2020.

8.2 My Local Council website.

9. Appendices

Appendix A: 2018/19 Edinburgh Overview

Appendix B: Four city comparison 2013/14 to 2018/19

Appendix A: 2018/19 Edinburgh Overview

LGBF 2018/19 summary

- This analysis of the most recent Local Government Benchmarking Framework (LGBF) data provides:
 - a summary of Edinburgh's comparative ranking and indicator performance compared to the previous year, 2017/18
 - indicator data and the national ranking position for all LGBF indicators
 - urban cities and Scotland average comparative data
 - an overview of national performance trends and local factors.

Edinburgh – national ranking summary (latest data - 2018/19)

- Compared to last year (17/18) we have improved our ranking in 43 indicators; maintained our ranking in 9 indicators; and declined our ranking in 27 indicators. This is summarised in the chart and table below:

Chart 1: Ranking improvement or decline – LGBF 18/19 compared with 17/18

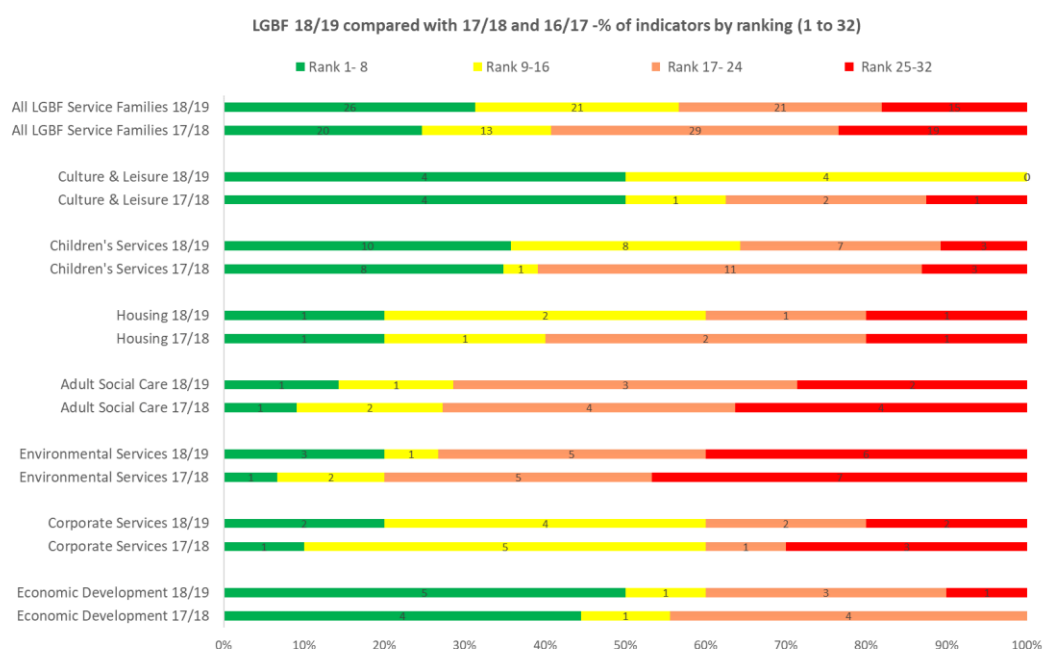


Table 1 – relative performance of Edinburgh LGBF indicators from 2017/18 to 2018/19, by LGBF family theme

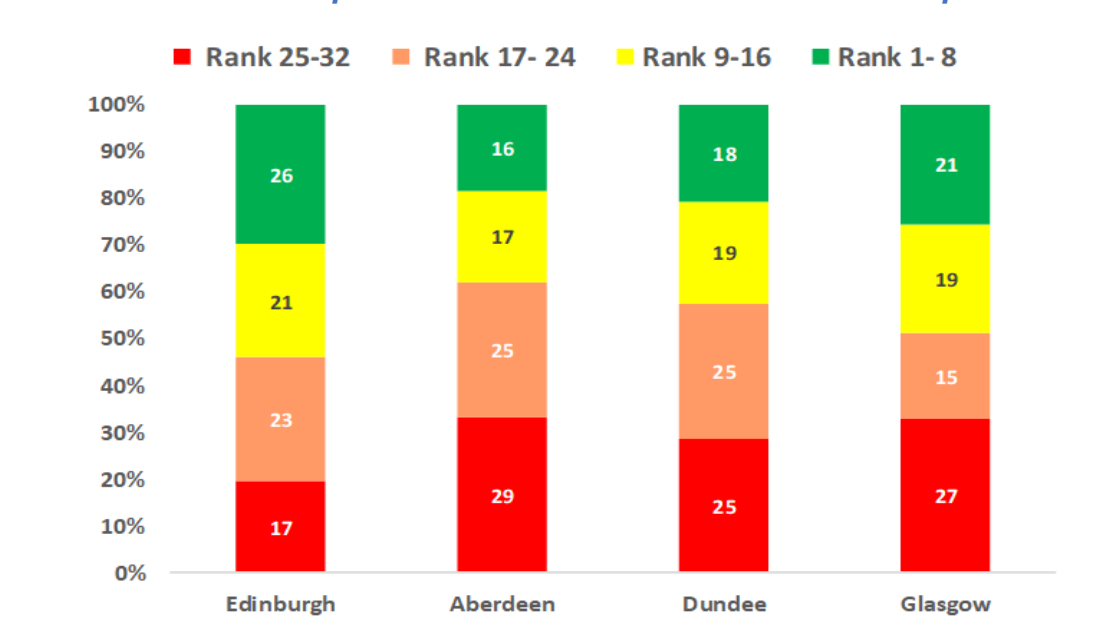
Ranking 18/19	Education	Corporate	Adult Social Care	Environmental	Housing	Econ Dev	Culture & Leisure	Total	%
Improved	15	5	2	7	4	4	6	43	54%
Declined	7	4	2	5	1	6	2	27	34%
Maintained	2	1	3	3				9	11%

Total	24	10	7	15	5	10	8	79	100%
-------	----	----	---	----	---	----	---	----	------

* Four Adult social care indicators are collected every 2 years with 17/18 being the latest data available

- Edinburgh compares favourably when considering overall rankings to the three most comparable urban cities, Aberdeen, Dundee and Glasgow. Edinburgh shows the highest number of indicators in the top two quartiles and the fewest in the bottom quartile of the four cities. The chart below shows the number of indicators that are ranked in each quartile for the four cities.

Chart 2: Performance improvement or decline – LGBF 18/19 compared with 17/18



- Compared to last year (17/18) we have improved our performance in 41 indicators and declined in 38 indicators. This is summarised in the graph and the table below:

Chart 3: Performance improvement or decline – LGBF 18/19 compared with 17/18

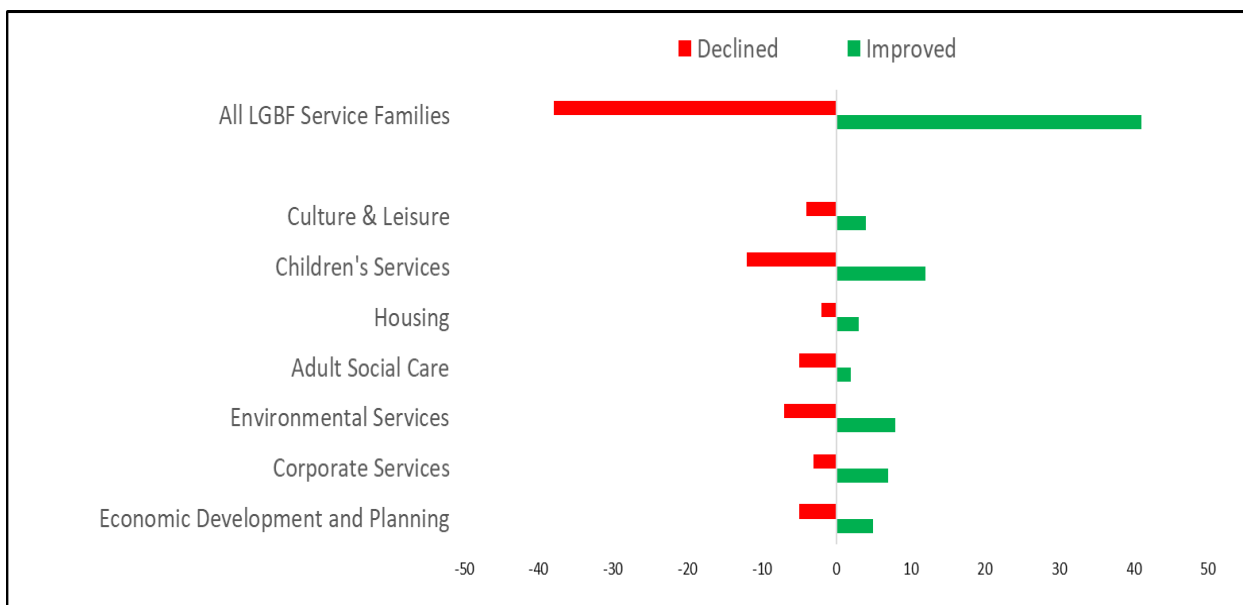


Table 2 – actual performance of Edinburgh LGBF indicators from 2017/18 to 2018/19, by LGBF family theme

Performance 18/19	Education	Corporate	Adult Social Care	Environmental	Housing	Econ Dev	Culture & Leisure	Total	%
Improved	12	7	2	8	3	5	4	41	52%
Declined	12	3	5	7	2	5	4	38	48%
Maintained								0	0%
Total	24	10	7	15	5	10	8	79	100%

5. The following sections of the Appendix outline for each LGBF theme:
- indicator data and the national ranking position for all LGBF indicators
 - urban cities and Scotland average comparative data
 - an overview of national performance trends
 - additional contextual information on relevant service areas and developments.

Children's Services

6. There are 31 indicators that relate to the efficiency and effectiveness of Children's Services. Data for 2018/19 for three indicators is still to be released.
7. This year, for the first time, data on Achievement of Curriculum for Excellence (CfE) Levels are included. Data for 2018/19 is included to provide baseline data.
8. Of the 24 indicators, compared to last year Edinburgh's ranking has improved in 15, maintained in 2 and declined in 7. In terms of Edinburgh's performance, it has improved in 12 and declined in 12.
9. Chart 4 provides a comparative summary of Edinburgh's 2018/19 indicator rankings with the most relevant urban cities.

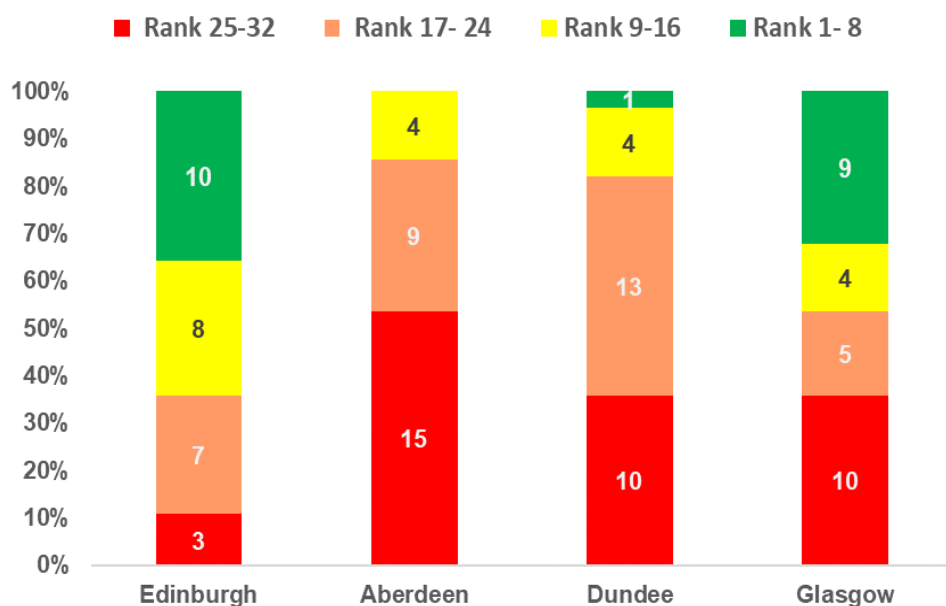


Chart 4 - 2018/19 Children Services, % of indicators by ranking band - city comparison

National trend summary, Children's Services

10. In the last 12 months, education spend has grown significantly, increasing by 4.5%. This reflects increased costs associated with the recent teacher pay award, access to additional monies via the Scottish Attainment Challenge and Pupil Equity Fund, and the Early Years Expansion programme. This growth in expenditure has reversed the longer-term reducing cost trend per pupil.
11. Pupil attendance rates have remained at around 93% since 2010/11 while exclusion rates have continued to show significant improvement, falling year on year from 40.0 to 21.6 across the period.
12. Measures of educational outcome have shown substantial positive progress since 2011/12 in the measures used in the LGBF, particularly for children from the most deprived areas in line with key priorities in education.
13. The [LGBF National Overview Report 2018/19](#) outlines that national satisfaction with schools has risen in the last 12 months following declining for the previous six years. This data is drawn from the Scottish Household Survey (SHS) and represents satisfaction levels for the public at large, rather than for service users. Evidence shows there are differences between satisfaction levels for the wider public and service users, with satisfaction levels for service users consistently higher than those reported by the general population.

Edinburgh benchmarking analysis and local context, Children's Services

14. 2018/19 LGBF Children's Service indicator data and ranking position for Edinburgh, selected urban cities and Scotland are detailed in full in Table 3 below.
15. Edinburgh's costs per pupil rank in the top quartile for the last five years and compares favourably to the ranks of Aberdeen, Dundee and Glasgow in 18/19.
16. Across the 14 attainment indicators, Edinburgh continues to perform well for overall attainment across the primary and secondary years with 8 indicators above the national average and 6 below. 5 indicators rank in the top quartile and only one in the lower quartile with the remaining 8 in the middle quartiles.
17. For the indicators relating to the 20% most deprived pupils, Edinburgh improves its ranking in two out of the three indicators (gaining 5+ awards at level 6, and Total Tariff SIMD Quintile 1) but sits below the national average and reducing the attainment gap remains an area of focus. The development and introduction of our Edinburgh Learns strategy provides head teachers with guidance, training and resources to support them to deliver equity in education whilst the '1 in 5' programme continues to focus on reducing the cost of the school day.
18. The proportion of pupils entering positive destinations figure increases for a second year and is the highest seen to date. This is reflected in Edinburgh's ranking improving from 27th in 16/17 to 13th in 18/19.
19. Participation rate, which looks at the longer term engagement of young people in learning, training and employment, continues to gradually rise in Edinburgh from 89.9% in 15/16 to 92.3% in 18/19. Edinburgh ranks at 12th in the second top quartile in 18/19 compared to the other three cities which rank in the lower quartile.
20. Adult satisfaction with schools has improved compared to previous years (16/17 and 17/18) by around 5% and is now at 67.4%. This is the second year in a row satisfaction with schools has increased and Edinburgh compares favourably with the other three cities. Local surveys to parents/carers, secondary and primary pupils separately show higher levels of satisfaction overall (around 80%) as well as allowing targeted action based on differences in responses from the different respondents/schools.
21. For Looked After Children (LAC) the cost for residential placements remains in the top quartile for the third year in a row reflecting the work done to reduce the use of secure care. Following two years of lower costs, the cost for community placements rises in 18/19 to £404 which is similar to the cost in 15/16 (£409). Edinburgh is ranked higher than Aberdeen and Dundee.
22. The proportion of Looked After Children (LAC) in community settings remains above 90% and reflects ongoing, relatively lower use of residential and secure placements.

Local Government Benchmarking Framework 2018/19 Children's Services									
Indicator	Edinburgh		Aberdeen		Dundee		Glasgow		Scottish average
	18/19 data	18/19 ranking	18/19 data	18/19 ranking	18/19 data	18/19 ranking	18/19 data	18/19 ranking	
Cost per primary school pupil	£4,899	8	£5,166	14	£5,012	10	£5,129	13	£5,259

Cost per secondary school pupil	£6,706	4	£7,445	24	£7,169	20	£7,969	27	£7,157
Cost per pre-school education registration	£3,760	3	£4,399	10	£5,239	19	£7,125	29	£5,014
% of Pupils Gaining 5+ Awards at Level 5	63%	15	58%	26	54%	31	55%	30	63%
% of Pupils Gaining 5+ Awards at Level 6	39%	5	31%	22	27%	31	29%	27	35%
% of Pupils from Deprived Areas Gaining 5+ Awards at Level 5 (SIMD)	37%	20	32.0%	25	39.0%	19	48.0%	6	44%
% Pupils from Deprived Areas Gaining 5+ Awards at Level 6 (SIMD)	15%	16	9.0%	26	13.0%	20	21.0%	5	18%
Gross Cost of "Children Looked After" in Residential Based Services per Child per Week	2,796	7	5,921	29	4,104	17	5,772	28	3,930
Gross Cost of "Children Looked After" in a Community Setting per Child per Week	404	28	554	31	623	32	373	22	349
Balance of Care for looked after children: % of children being looked after in the Community	91.41%	10	90.59%	11	88.34%	19	92.97%	7	89.92%
% of Adults Satisfied with Local Schools (data over 3 years average 10/14, 12/15, 13/16, 14/17, 15/18 and 16/19)	67%	26	67%	27	59%	32	63%	31	72%
Proportion of pupils entering positive destinations	95.08%	13	93.74%	30	94.31%	25	94.62%	22	95.05%
% of children meeting developmental milestones	dna	0	dna	0	dna	0	dna	0	dna
% of early years provision rated good or better	89.9%	21	76.1%	31	89.8%	22	89.1%	24	90.6%
School attendance rates (per 100 pupils)	93.78	8	93.33	14	91.84	31	92.21	27	92.95
School attendance rate (looked after children)	dna	0	dna	0	dna	0	dna	0	dna
School Exclusion rates per 1000 children	16.54	10	52.94	32	25.48	23	13.80	8	21.65
School Exclusion rates per 1000 looked after children	dna	0	dna	0	dna	0	dna	0	dna
Participation rate for 16-19 year olds learning, training or working (per 100)	92.3%	14	89.7%	29	88.2%	32	89.2%	30	91.6%
% of child protection re-registrations within 18 months	5.00%	12	6.17%	17	4.17%	10	10.32%	28	7.22%
% LAC with more than 1 placement in the last year (Aug-July)	24.15%	20	24.91%	23	28.73%	27	10.06%	2	19.65%
Overall Average Total Tariff	939	7	826	21	749	32	782	30	892

Average Total Tariff SIMD Quintile 1	572	18	439	28	531	22	671	6	625
Average Total Tariff SIMD Quintile 2	711	20	601	28	704	21	787	8	740
Average Total Tariff SIMD Quintile 3	842	23	706	32	872	17	903	16	872
Average Total Tariff SIMD Quintile 4	1,052	13	860	29	954	23	1,039	14	1,013
Average Total Tariff SIMD Quintile 5	1,282	3	1,088	25	1,059	26	1,232	5	1,193
% of P1, P4 and P7 pupils combined achieving expected CFE Level in Literacy	77%	6	71%	18	72%	15	69%	24	72%
% of P1, P4 and P7 pupils combined achieving expected CFE Level in Numeracy	83%	7	78%	20	78%	19	77%	21	79%
Literacy Attainment Gap (P1,4,7 Combined) - percentage point gap between the least deprived and most deprived pupils	26.43	25	24.11	22	19.20	7	20.89	13	20.66
Numeracy Attainment Gap (P1,4,7 Combined) - percentage point gap between the least deprived and most deprived pupils	20.54	22	20.36	21	16.25	10	14.88	5	17.00

Table 3 - 2018/19 Children Services indicators, performance and rank - Edinburgh, city and Scotland average comparison

Adult Social Care Services

23. There are eleven LGBF indicators that relate to the efficiency and effectiveness of Adult Social Care Services.
24. Four indicators are new and taken from the Core Suite of Integration Indicators. Another three indicators are from the Health and Care Experience Survey which is a biennial survey with no update for the 18/19 dataset so 17/18 data is shown in the table below.
25. Compared to 2017/18, Edinburgh's ranking has improved in 2, declined in 2 and maintained our ranking in 3 indicators. For performance, Edinburgh has improved in 2 and declined in 5.
26. Chart 5 provides a comparative summary of Edinburgh's 2018/19 indicator rankings with the most relevant urban cities (this includes the Health and Care Experience Survey indicators from the 17/18 dataset).

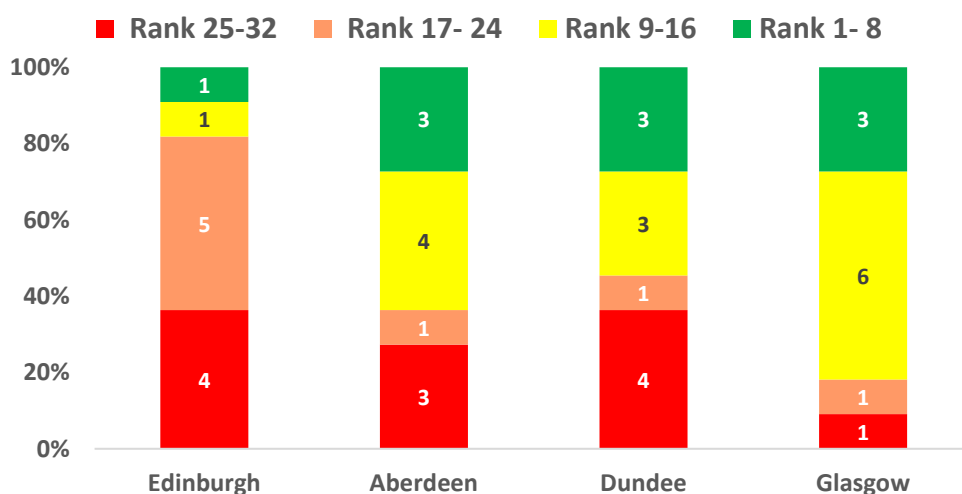


Chart 5 - 2018/19 Adult social care services, % of indicators by ranking band - city comparison

National trend summary

27. Significant variability exists across authorities reflecting the different stages of maturity integration authorities are currently at and the different local context and population profiles they serve.
28. Direct payments and personalised managed budgets have grown steadily across the period from 1.6% to 5.1% of total social work spend (excluding outliers), including a small increase in the past 12 months.
29. Progress has been made across the longer period in shifting the balance of care between acute and institutional settings to home or a homely setting. However, this has stalled in the past 12 months. The number of people receiving home care has decreased over time and the hours of care they receive on average has increased.
30. While there has been an overall improving picture in terms of Delayed Discharges, in the last 12 months, there has been an increase in the number of days people spend in hospital when they are ready to be discharged. Hospital readmissions per 1,000 discharges (within 28 days) have increased by 14.8% across the period. In the past 12 months, the growth has levelled off, increasing by 0.2%.
31. There has been an overall improvement in care quality ratings since 2011/12, Following four years of improvement, in the last 12 months inspectorate quality ratings have fallen.

Edinburgh benchmarking analysis and local context

32. 2018/19 LGBF adult social care indicator data and ranking position for Edinburgh, selected urban cities and Scotland are detailed in full in Table 4. For the indicators based on the Health and Care Experience Survey, the latest data (17/18) is shown.
33. The different configuration of services, such as the proportion of internal to external providers of adult social care services will have an impact on how different Local Authorities perform. Edinburgh continues to retain services in house while other authorities have chosen to outsource.
34. Edinburgh continues to perform well for self-directed support (SDS) spend as a percentage of social work spend and remains in the top quartile in 18/19. This measure reflects the spend of service users who have chosen SDS option one (a direct payment) and SDS option two (Individual Service Fund), both of which demonstrates increasing self-direction in how people access their care and support.
35. Over 65s home care costs show an increase from £25.06 in 2017/18 to £26.16 in 2018/19 and reflect the Edinburgh Integration Joint Board's and the Council's commitment to implement the Scottish Living Wage uplift for care workers and retaining services in house. This also reflects the rising costs of provision within Edinburgh.
36. After a gradual increase in the percentage of older people (65 years and older) with long term needs who are receiving care at home in Edinburgh, there has been a slight reduction over the last 12 months which mirrors the national trend. Edinburgh remains in the lower quartile of councils but moves from ranking 29th in 2017/18 to 27th in 2018/19.
37. For the new indicators, taken from the Core integration indicators set, data for earlier years has been added in to the dataset where available to allow trends over time to be considered.
38. One of the new indicators is the percentage of carers who feel supported to continue in their caring role. The latest data shows figures for 2017/18 and Edinburgh mirrors the decline in the Scottish figure (Edinburgh figures are 36.6% in 2015/16 to 34.8% in 2017/18; Scottish figures are 40.0% in 2015/16 to 36.6% in 2017/18).
39. Edinburgh's rank for rate of readmission to hospital within 28 days per 1,000 discharges remains the same in 18/19 at 23 with a rate (111.68) lower than Aberdeen (115.24) and Dundee (128.7) but higher than Glasgow with a rate of 97.88.
40. The proportion of care services graded 'good' or better tends to fluctuate but remains in the low to mid 80s which ranks Edinburgh consistently in the second top quartile.
41. The number of days people spend in hospital when they are ready to be discharged per 1,000 population (75+) rises from 1502 in 17/18 to 1620 days in 18/19. Edinburgh ranks in the lower quartile compared to the other three cities which rank in the top two quartiles in 18/19.
42. The Health and Social care Partnership continues to progress a number of workstreams to transform services which will decrease the number of days people are delayed in hospital. During 2019/20, we have reduced bed days lost to delayed discharge by 20%, from our baseline figure of 76,993 lost bed days in 2017/18, to 62,120 days in 2019/20.

Local Government Benchmarking Framework 2018/19 Adult Social Care Services									
Indicator	Edinburgh		Aberdeen		Dundee		Glasgow		Scottish average
	18/19 data	18/19 ranking	18/19 data	18/19 ranking	18/19 data	18/19 ranking	18/19 data	18/19 ranking	
Over 65s home care costs per hour	£26.16	20	£10.71	1	£27.12	22	£34.97	28	£24.59
Over 65s residential care costs per week per resident	£439	22	£220	3	£475	25	£298	8	£387
SDS (Direct Payments) spend on adults over 18 as % of total social work spend on adults over 18	7.23%	6	2.66%	28	2.43%	31	22.73%	1	7.32%
% of people 65+ with intensive needs receiving care at home	55.5%	28	54.6%	30	56.2%	26	61.8%	16	61.0%
% of adults supported at home who agree that their services and support had an impact in improving or maintaining their quality of life	78.9%	19	79.3%	18	84.9%	5	79.5%	16	80.0%
% of adults supported at home who agree that they are supported to live as independently as possible	78.6%	26	82.1%	15	83.9%	9	81.6%	17	81.1%
% of adults supported at home who agree that they had a say in how their help, care or support was provided	73.8%	23	79.0%	9	77.9%	10	80.0%	5	75.6%
% of carers who feel supported to continue in their caring role	34.8%	26	40.1%	9	38.3%	14	37.6%	16	36.6%
Rate of readmission to hospital within 28 days per 1,000 discharges	111.68	23	115.24	28	128.7	32	97.88	12	102.96
Proportion of care services graded 'good' (4) or better in Care Inspectorate inspections	83.33	13	91.67	3	85.29	7	84.73	10	82.17
Number of days people spend in hospital when they are ready to be discharged, per 1,000 population (75+)	1620.63	31	604.07	14	372.18	8	458.06	10	792.66

Table 4 - 2018/19 Adult social care indicators, performance and rank - Edinburgh, city and Scotland average comparison

Environmental Services

43. There are 15 LGBF indicators that relate to the efficiency and effectiveness of Environmental Services.
44. Compared to last year, Edinburgh's ranking has improved in seven, declined in five and been maintained in three. In terms of Edinburgh's performance, it has improved in eight and declined in seven.
45. Chart 6 provides a comparative summary of Edinburgh's 2018/19 indicator rankings with the most relevant urban cities.

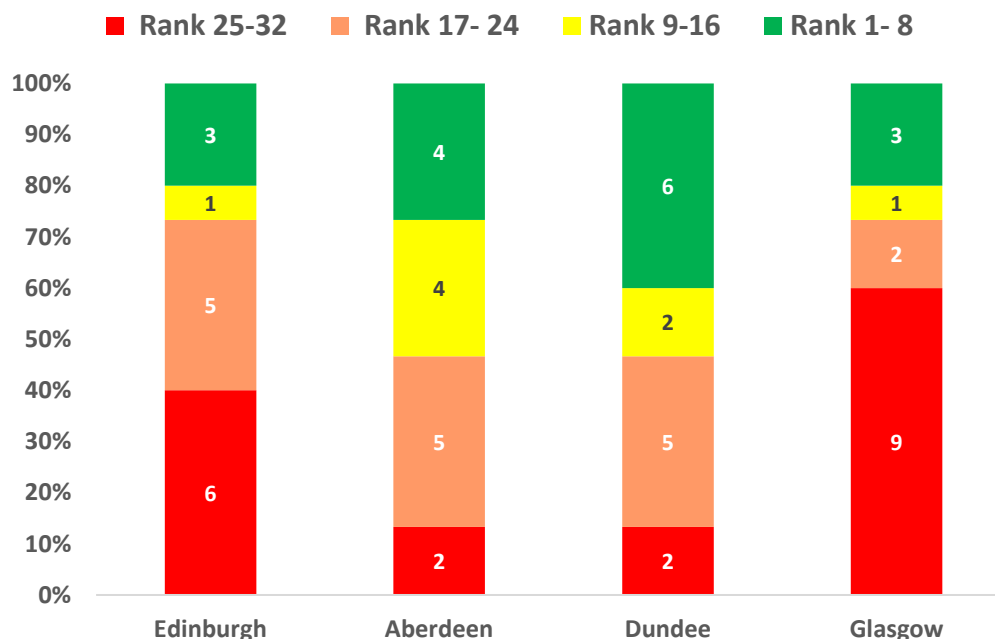


Chart 6 - 2018/19 Environmental Services, % of indicators by ranking band - city comparison

National trend summary

46. Real spending on environmental services has reduced by 10.3% since 2010/11 with reductions in waste management, street cleaning, trading standards and environmental health. Alongside this reduction in spend, there have been reductions in satisfaction with refuse and cleansing, and reductions in street cleanliness scores.
47. For the first time, and following year-on-year improvements, the rate of recycling also declined in the last 12 months.
48. Across the period, real spending on roads has fallen by 23.9%. However, the road conditions index indicates conditions have been largely maintained across all class of roads.

Edinburgh benchmarking analysis and local context

49. 2018/19 LGBF Environmental Services indicator data and ranking position for Edinburgh, selected urban cities and Scotland are detailed in full in Table 5.
50. The cost of waste collection continues to gradually increase from £70.19 in 17/18 to £71.48 and remains higher than in the national average. Edinburgh is now ranked 26th and is in the lower quartile. It should be noted that the cost of waste collection per premise in Edinburgh remains substantially lower than our closest comparator in Glasgow.

51. The cost of waste disposal decreases in 2018/19 and is now below the national average. Edinburgh's ranking improves from 27th in 2017/18 to 7th in 2018/19. Higher costs in previous years resulted from one-off costs, mainly due to the termination of the landfill contract and removal of legacy arrangements. The benefits of the capital investment in the Millerhill Energy from Waste facility and two new waste transfer stations at Seafield and Bankhead depots have made major contributions to this improvement.
52. Satisfaction with waste services increases slightly in 2018/19 to 63.6% but Edinburgh remains ranked in the lower quartile. This indicator shows average satisfaction level over 3 years (2016 to 2019) so changes in satisfaction levels following the introduction of a new individual bin collection service introduced in Autumn 2019 are not yet reflected in the data.
53. Edinburgh's recycling rate for 2018/19 shows a decrease from 41.0% in 17/18 to 38.8% in 18/19 but still compares favourably with the other cities and is considerably higher than Glasgow. The national average also shows a decrease in 2018/19. Recycling rates are calculated differently in the LGBF and our local KPI which results in different figures and trends being reported here and in our Annual Performance report.
54. Our street cleanliness score improved from 88.3% in 2017/18 to 92.2% in 2018/19 which is reflected in an improved ranking. Our street cleanliness scores and costs in Edinburgh remain similar to Dundee, with Glasgow showing both higher costs and lower cleanliness scores in 18/19. People's satisfaction with street cleanliness remains low in Edinburgh, remaining ranked in the lower quartile but this indicator is based on an average of three years, so improvements in services in 18/19 won't be clearly reflected in satisfaction levels yet.
55. The costs of providing roads maintenance services in 2018/19 for Edinburgh (£18,727 per km) is similar to Dundee (£19,679 per km), however Dundee is ranked significantly higher for the condition of its roads. The road networks composition differs greatly amongst Local Authorities with Edinburgh having a high percentage of its network unclassified. Road maintenance remains a priority with activities identified in the Transport Asset Management Plan. Improvements are also being supported by the Roads Services Improvement Plan which focuses on improving road asset management performance. It should be noted that Edinburgh's application of the Edinburgh Street Design Guidance generally means that the cost of each road resurfacing scheme will be more expensive than comparative authorities – none of whom have design guidance of this type.
56. Edinburgh's cost of environmental health per 1,000 population decreases from £24,951 in 2017/18 to £24,079 in 2018/19. However, Edinburgh remains ranked 29th and below the other urban cities. Our costs include services, such as the Public Space CCTV network and the community policing grant, that other Local Authorities are unlikely to pay for, rather than reflect only our core environmental health service. The number of premises regulated per full time equivalent is significantly higher in Edinburgh than the Scottish average due to Edinburgh has the highest number of food premises in Scotland.
57. The cost of trading standards decreases in Edinburgh in 18/19 resulting in an improvement in rank to 8th putting Edinburgh in the top quartile for the first time since 12/13 and ahead of the other urban cities.

Local Government Benchmarking Framework 2018/19 Environmental Services									
Indicator	Edinburgh		Aberdeen		Dundee		Glasgow		Scottish average
	18/19 data	18/19 ranking	18/19 data	18/19 ranking	18/19 data	18/19 ranking	18/19 data	18/19 ranking	
Net cost per Waste collection per premises	£71.48	26	£56.53	9	£54.22	8	£99.25	31	£67.21
Net cost per Waste disposal per premises	£79.59	6	£130.86	29	£93.12	14	£109.58	25	£97.37
% of total household waste arising that is recycled	38.8%	24	47.3%	18	35.8%	27	24.6%	29	44.7%
Net cost of street cleaning per 1,000 population	£16,741	23	£9,075	8	£15,536	22	£30,826	32	£14,840
Cleanliness Score (% age Acceptable)	92.0%	20	90.2%	25	92.1%	19	86.7%	31	92.8%
Cost of maintenance per kilometre of roads	£18,727	27	£16,068	22	£19,679	28	£16,151	23	£9,823
% of A class roads 17/19 shown that should be considered for maintenance treatment (every two years 17/19 shown)	28.1%	18	24.8%	12	20.3%	5	29.3%	23	30.0%
% of B class roads that should be considered for maintenance treatment (every two years 17/19 shown)	22.7%	6	20.9%	2	23.3%	7	20.1%	1	35.7%
% of C class roads that should be considered for maintenance treatment (every two years 17/19 shown)	32.5%	12	26.4%	7	13.8%	1	20.4%	3	36.3%
% of Unclassified class roads that should be considered for maintenance treatment (every four years 17/19 shown)	38.7%	21	31.8%	8	30.3%	3	31.0%	5	38.3%
% adults satisfied with refuse collection services (data over 3 years average 16/19 shown)	63.6%	31	83.0%	9	79.2%	21	72.7%	25	76.3%
% adults satisfied with street cleaning services (data over 3 years average 16/19 shown)	61.1%	28	65.3%	21	75.9%	4	57.8%	30	66.3%
Cost of Trading Standards and environmental	£27,890	27	£20,461	19	£21,324	22	£23,609	25	£20,759

health per 1,000 population									
Cost of trading standards per 1,000 population	£3,811	8	£5,229	16	£4,121	9	£4,705	12	£5,890
Cost of environmental health per 1,000 population	£24,079	29	£15,231	22	£17,203	23	£18,905	26	£14,869

Table 5 - 2018/19 Environmental Services indicators, performance and rank - Edinburgh, city and Scotland average comparison

Culture and Leisure Services

58. There are eight LGBF indicators that relate to the efficiency of Culture and Leisure services.
59. Compared to last year, Edinburgh's ranking has improved in six, and declined in two. In terms of Edinburgh's performance, Edinburgh has improved in four and declined in four.
60. Chart 7 provides a comparative summary of Edinburgh's 2018/19 indicator rankings with the most relevant urban cities.

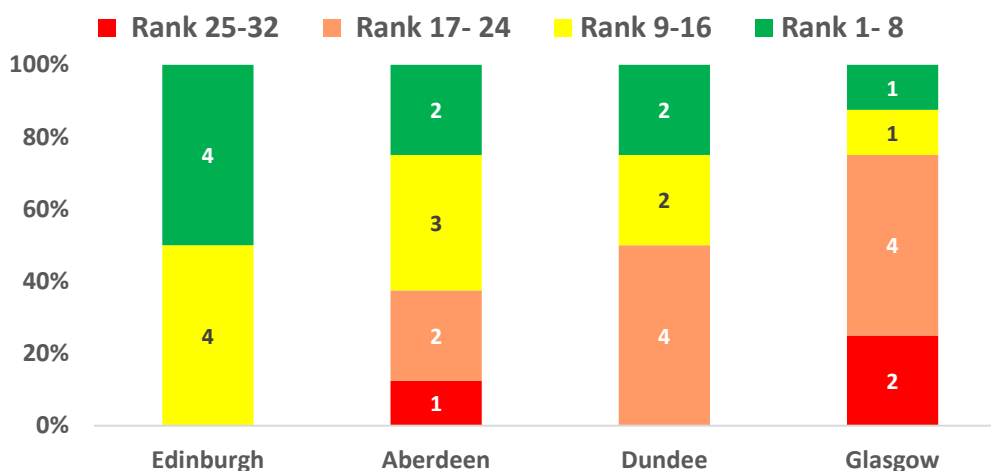


Chart 7 - 2018/19 Culture and Leisure Services, % of indicators by ranking band - city comparison

National trend summary

61. Despite a real reduction in spend of 23.5% since 2010/11, leisure and cultural services have sharply increased their usage rates and reduced their costs per use.
62. Public satisfaction rates have fallen for all culture and leisure services since 2010/11, with the exception of parks and open spaces.

Edinburgh benchmarking analysis and local context

63. 2018/19 LGBF Culture and Leisure services indicator data and ranking position for Edinburgh, selected urban cities and Scotland are detailed in full in Table 6.
64. The costs to provide museums run by Edinburgh are similar with the other cities and are average nationally. Although costs are similar, satisfaction with the quality of the museums and galleries in cities is highest for Edinburgh which is ranked 2nd overall in 2018/19.
65. Edinburgh continues to provide one of the lowest costing library services at £1.00 per visit in 2018/19 which is half the cost per visit of the other three cities. As well as being cost efficient, there is an increase in satisfaction levels in 18/19 compared to a continued downward trend nationally and Edinburgh improves ranking from 20th in 2017/18 to 14th in 2018/19.
66. The cost per visit to sports facilities is the lowest it has ever been in Edinburgh at £2.02 in 2018/19 which is lower than the three other major cities. Satisfaction levels with sports facilities increase in 2018/19 bringing Edinburgh in line with Aberdeen and Dundee and ahead of Glasgow. This is reflected in improved ranking from 25th in 17/18 to 16th in 2018/19.
67. Edinburgh's parks and open spaces continue to offer an excellent service at low cost shown through consistently sitting in the top quartile for both satisfaction and cost.

example of a service that is able to deliver a low cost service whilst also providing highly regarded facilities. Both indicators outperform the other major cities and are significantly better than Glasgow.

Local Government Benchmarking Framework 2018/19 Culture and Leisure Services									
Indicator	Edinburgh		Aberdeen		Dundee		Glasgow		Scottish average
	18/19 data	18/19 ranking	18/19 data	18/19 ranking	18/19 data	18/19 ranking	18/19 data	18/19 ranking	
Cost of Museums per Visit	£3.50	15	£3.00	12	£2.54	10	£3.65	17	£3.48
% of adults satisfied with museums and galleries (data over 3 years average 16/19 shown)	87.1%	2	66.6%	15	77.9%	6	84.1%	4	69.3%
Cost Per Library Visit	£1.03	4	£2.67	19	£2.91	21	£2.44	17	£2.05
% of adults satisfied with libraries (data over 3 years average 16/19 shown)	74.6%	14	73.1%	18	72.3%	19	72.1%	20	72.4%
Cost per attendance at Sports facilities	£2.02	11	£3.56	27	£2.42	16	£4.47	32	£2.62
% of adults satisfied with leisure facilities (data over 3 years average 16/19 shown)	72.3%	16	72.4%	15	72.1%	17	69.6%	21	71.4%
Cost of Parks and Open Spaces per 1,000 Population	£9,313	5	£11,764	6	£20,363	18	£30,236	28	£20,174
% of adults satisfied with parks and open spaces (data over 3 years average 16/19 shown)	89.1%	4	89.0%	5	88.7%	7	87.2%	10	84.8%

Table 6 - 2018/19 Culture and Leisure Services indicators, performance and rank - Edinburgh, city and Scotland average comparison

Housing Services

68. There are five LGBF indicators that relate to the efficiency and effectiveness of Housing services. Comparisons are done on the 26 local authorities which provide social housing.
69. For comparative ranking we have improved in 4 and declined in 1. For performance we have improved in 3 and declined in 2.
70. Chart 8 provides a comparative summary of Edinburgh's 2018/19 indicator rankings with the cities of Aberdeen and Dundee. Glasgow have stocked transferred their housing management to Registered Social Landlords, and are not included in the LGBF benchmarking data.

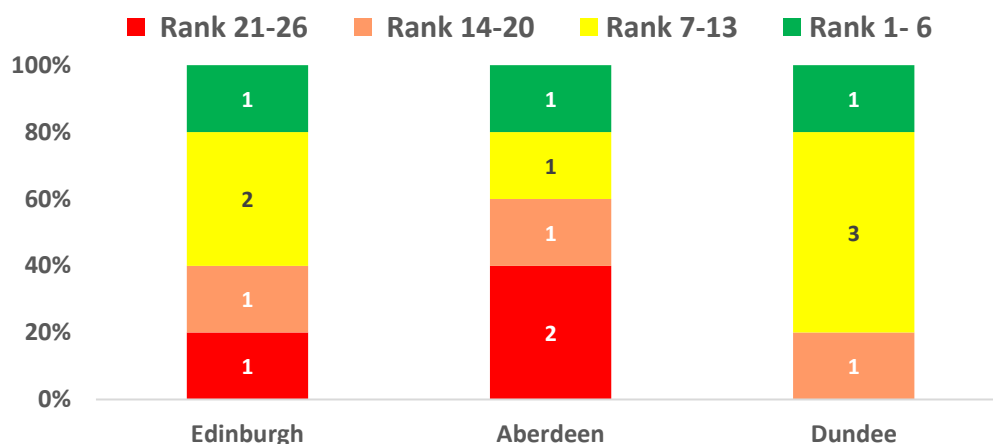


Chart 8 - 2018/19 Housing Services, % of indicators by ranking band - city comparison

National trend summary

71. Councils continue to manage their housing stock well with rent lost to voids continuing to remain low, and a large reduction in average repair times across this period. Both of these areas have seen a small decline in performance in the last 12 months however. There have been consistent and significant improvements in terms of housing standards and energy efficiency standards, both of which are now well above 90%.
72. However, at the same time, the continued and accelerating rate of growth in tenants' rent arrears from 5.6% to 7.3% between 2013/14 and 2018/19 reveals evidence of the increasing financial challenges facing both housing residents and councils alike.

Edinburgh benchmarking analysis and local context

73. 2018/19 LGBF Housing services indicator data and ranking position for Edinburgh, selected urban cities and Scotland are detailed in full in Table 7.
74. Edinburgh continues to be one of the leading Local Authorities in the turnaround of its empty homes and consistently ranks in the top quartile and moves from 4th to 3rd between 2017/18 and 2018/19. Comparably the other two cities (Aberdeen and Glasgow) rank in the third quartile.
75. Edinburgh shows a decrease in rent arrears for the second year in a row from 9.0% in 16/17 to 8.1% in 2018/19 but remains ranked in the middle quartiles similar to the other two cities. Edinburgh continues to use a more preventative approach, tackling rent arrears as early as possible and ensuring tenants engage with support services.

76. Edinburgh is making steady progress on increasing the percentage of homes which meet the Scottish Housing Quality Standard (SHQS) increasing by 10% between 2016/17 and 2018/19 (from 75.7% to 86.2%) but remains low in the rankings at 25th in 2018/19.
77. Steady progress is also seen for energy efficient Council dwellings with Edinburgh's ranking improving from 21st in 2016/17 to 9th in 2018/19 which is ahead of the other two cities. In 2018/19, over 99.8% of Council dwellings are energy efficient.
78. The time taken to complete non-emergency repairs in Edinburgh increases in 2018/19 to 10.73 days from 8.88 days in 17/18 and our ranking drops lags behind the Aberdeen and Dundee.

Local Government Benchmarking Framework 2018/19 Housing Services							
Indicator	Edinburgh		Aberdeen		Dundee		Scottish average
	18/19 data	18/19 ranking	18/19 data	18/19 ranking	18/19 data	18/19 ranking	
% of dwellings meeting SHQS	86.21%	25	83.29%	26	95.12%	16	94.32%
% of Council dwellings that are energy efficient (achieving national home energy/SAP standards)	99.82%	9	86.9%	26	99.4%	13	97.49%
Average time (no of days) taken to complete non-emergency repairs	10.73	22	4.88	2	5.15	4	7.80
% of rent due in the year that was lost due to voids	0.7%	3	1.5%	24	1.5%	23	1.0%
Gross rent arrears at 31 March each year as % of rent due for the reporting year (new measure from 2013)	8.1%	15	6.9%	10	7.9%	14	7.3%

Table 7 - 2018/19 Housing Services indicators, performance and rank - Edinburgh, city and Scotland average comparison

Corporate Services

79. There are ten LGBF indicators that relate to the efficiency and effectiveness of Corporate and Asset Management Services.
80. Compared to last year, Edinburgh's ranking has improved in five, declined in four and been maintained in one. In terms of Edinburgh's performance, it has improved in seven and declined in three indicators.
81. Chart 9 provides a comparative summary of Edinburgh's 2018/19 indicator rankings with the most relevant urban cities.

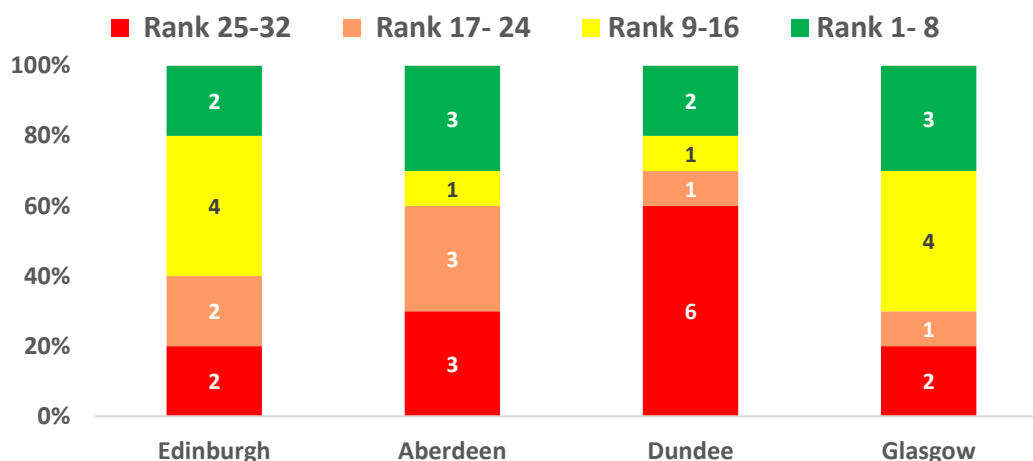


Chart 9 - 2018/19 Corporate Services, % of indicators by ranking band - city comparison

National trend summary

82. Corporate services spend has fallen in real terms since 2010/11, and corporate services now account for only 4.4% of total spending. This is the lowest corporate overhead ratio yet recorded and reflects councils' commitment to protect frontline services over 'back office' functions. It also reflects the maturation of councils' digital strategies.
83. This reduction has gone along with continuing improvement in key areas of performance. Council tax collection within year is at an all-time high of 96% and the cost of collection has reduced by over 56% in real terms since 2010/11. The gender pay gap has reduced across the last four years, although this has slowed in the last 12 months, and the proportion of the 5% highest earning staff who are female has risen to 56%. The percentage of all invoices paid within 30 days has increased to above 93%, again the highest rate yet recorded. There has also been continued improvement in the condition of councils' corporate assets over the period.
84. Local Government absence levels are at their highest since 2010/11, increasing by 3.6% across the period. This is alongside a 5% reduction in FTEs for Local Government staff across this period. Although teacher absence days have reduced overall since 2010/11, there has been an increase in the past 12 months. In comparison, sickness absence days for non-teaching staff show a clear increasing trend since 2010/11.

Edinburgh benchmarking analysis and local context

85. 2018/19 LGBF Corporate services indicator data and ranking position for Edinburgh, selected urban cities and Scotland are detailed in full in Table 8.

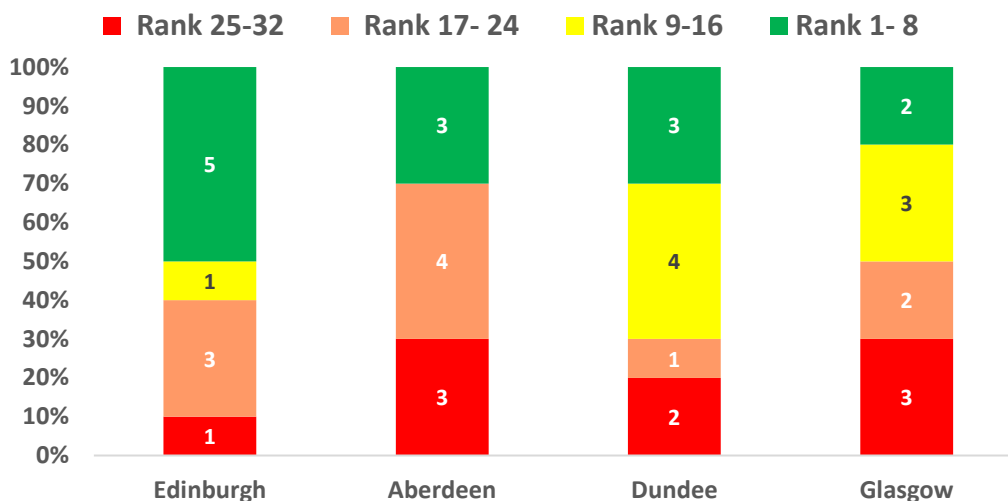
86. Support services as a % of total gross expenditure shows an improving trend from 7.5% in 2015/16 to 3.35% in 2018/19 and improved ranking from 27th to 6th. This has been as a result of a proactive approach to centralising a wide range of corporate support services (including customer contact & transactional services), delaying and reducing management roles and the introduction of digital technologies and improved business processes.
87. Edinburgh slightly increases the highest paid 5% of *employees who are women* to 51.5% in 2018/19 from 50.3% in 17/18 but remains ranking in the third quartile at 22nd alongside Aberdeen whilst Glasgow ranks in the top quartile.
88. The income due from Council Tax performance shows that Edinburgh compared to the other urban cities delivers the most efficient and cost effective service. Edinburgh's ranking has been gradually improving from a ranking of 23rd in 13/14 to 7th in 18/19.
89. Edinburgh showed an increase in the percentage of accommodation in a satisfactory condition from 78.7% in 17/18 to 82.2% in 18/19 while our ranking of 26th remained the same. Edinburgh continues to invest, approving an enhanced capital allocation of £118.9m for the Asset Management Works programme for operational properties over a five-year period in the budget process for 2018/19.
90. Edinburgh has improved its ranking for percentage of accommodation suitable for current use from 30th in 17/18 to 25th in 18/19 but remains in the bottom quartile with Glasgow. It is worth noting, that suitability is assessed by services who occupy the buildings, rather than by Property & Facilities Management (PFM) who may assess it differently.

Local Government Benchmarking Framework 2018/19 Corporate and Asset Management Services									
Indicator	Edinburgh		Aberdeen		Dundee		Glasgow		Scottish average
	18/19 data	18/19 ranking	18/19 data	18/19 ranking	18/19 data	18/19 ranking	18/19 data	18/19 ranking	
Support services as a % of Total Gross expenditure	3.4%	6	3.7%	10	3.6%	9	4.9%	26	4.37%
% of the highest paid 5% of employees who are women	51.5%	22	51.0%	23	44.7%	29	58.7%	8	55.79%
Gender pay gap	3.84	17	-0.56	3	0.72	8	2.52	12	3.96
Cost per dwelling of collecting Council Tax	£6.56	12	£7.20	18	£10.41	28	£6.26	8	£6.92
% of income due from Council Tax for the year received by the year end	97.0%	7	94.6%	28	94.1%	31	95.0%	27	96%
% of invoices paid within 30 days	95.2%	12	80.5%	32	97.0%	3	95.5%	11	92.7%
Average number of working days per employee (teachers)	5.80	14	4.87	3	7.28	27	5.79	13	6.21
Average number of working days per employee (non-teacher)	11.62	16	11.87	19	12.94	26	10.43	8	11.49
Asset Management - % of accommodation that is suitable for its current use	76.8%	25	75.4%	26	82.3%	19	89.9%	12	82.14%
Asset Management - % of accommodation that is in a satisfactory condition	82.2%	26	96.0%	6	77.8%	29	89.0%	17	87.21%

Table 8 - 2018/19 Corporate Services indicators, performance and rank - Edinburgh, city and Scotland average comparison

Economic Development and Planning Services

91. There are ten LGBF indicators that relate to Economic Development and Planning Services.
92. Compared to last year, Edinburgh's ranking has improved in four and declined in six. In terms of Edinburgh's performance, it has improved in five and declined in five indicators.
93. Chart 10 provides a comparative summary of Edinburgh's 2018/19 indicator rankings with the most relevant urban cities.



Graph 10 - 2018/19 Economic Development and Planning Services, % of indicators by ranking band - city comparison

National trend summary

94. Economic development and planning have seen some of the largest reductions in revenue spending since 2010/11. Against this backdrop, councils have endeavoured to maximise their impact through joint working with community planning partners, developing regional and growth deal proposals and influencing economic impact through procurement and recruitment policies.
95. Most measures of economic development and planning performance within the framework show maintained or improved performance across the period, although there is evidence that the improvement rate is slowing in some areas.
96. There is significant variation between councils in economic development and tourism investment per 1,000. This variation has widened significantly in 2018/19 after narrowing in recent years. There is no significant relationship with rurality, deprivation or size of council.
97. The percentage of procurement spend on local enterprises was the highest level reported since the base year. The trend has remained relatively stable since 2010/11, growing slightly in the past 3 years.
98. In terms of infrastructure for business, there is an improvement in terms of efficiency in processing business and industry planning applications.
99. Town vacancy rates have remained stable across the period despite challenging economic times. There has been a 24 percentage point increase in the availability of immediately available employment land, from 12.9% to 37.4% since 2014/15, declining slightly in the last 12 months. There has been a 36 percentage point improvement in

access to superfast broadband. Despite these improvements, the Business Gateway start-up rate has reduced from 19% to 16.7% across the period.

100. The percentage of unemployed people assisted into work from council funded/operated employability programmes has decreased in the last 12 months which returns it to a similar level as 2012/13. As unemployment has fallen to historically low levels, the focus for Council funded support has increasingly been directed towards long term workless people with multiple barriers. This client group require more intensive support and may take longer to re-enter the labour market.
101. The proportion of people earning less than the living wage has not reduced significantly across the period, fluctuating between 18% and 19%, and showing a slight deterioration in the last 12 months. This partly reflects the move towards a more flexible labour market including zero-hour contracts.

Edinburgh benchmarking analysis and local context

102. 2018/19 LGBF Economic Development and Planning services indicator data and ranking position for Edinburgh, selected urban cities and Scotland are detailed in full in Table 9.
103. The indicators used in the framework are part of the annual return to the Scottish Local Authorities Economic Development Group (SLAED) and it is widely recognised that Local Authorities are not responsible for delivering all of these services and performance cannot always be attributed to the actions taken by them. Edinburgh does however perform well in a number of these indicators with no results falling into the lower quartile.
104. Edinburgh ranks in top quartile for percentage of procurement spend on small and medium enterprises and town vacancy rates, significantly ahead of the other three urban cities.
105. Performance is also strong for the low number of the city's workforce earning less than the living wage and the proportion of properties with superfast broadband, with Edinburgh ranked 3rd for both in 18/19.
106. The time taken to complete planning applications rises to 11.64 in 18/19 which ranks Edinburgh in the lower quartile, and behind the other urban cities. However, Edinburgh's ranking for the costs per application improves to 19th in 18/19 ahead of Aberdeen and Glasgow. A Planning Improvement Plan is being implemented in Edinburgh to address underperforming areas and introduce enhancements to the service such as, ICT upgrades and improving customer communications.

Local Government Benchmarking Framework 2018/19 Economic Development and Planning Services									
Indicator	Edinburgh		Aberdeen		Dundee		Glasgow		Scottish average
	18/19 data	18/19 ranking	18/19 data	18/19 ranking	18/19 data	18/19 ranking	18/19 data	18/19 ranking	
% of unemployed people assisted into work by Council funded/operated employability programmes	6.79%	23	5.54%	27	18.68%	9	10.28%	19	12.59%
% of procurement	41.8%	5	21.5%	21	34.1%	9	33.1%	10	28.7%

spent on local small/medium enterprises									
No of business gateway start-ups per 10,000 population	16.93	19	23.03	5	21.38	9	6.05	32	16.70
Investment in Economic Development & Tourism per 1,000 Population	£61,605	15	£651,969	32	£175,092	29	£161,993	28	£102,086
% Earning less than the Living Wage	15%	3	14.2%	1	18.5%	7	16.2%	4	19.4%
Proportion of properties receiving superfast broadband	98.3%	3	93.0%	17	98.9%	1	97.8%	4	92.0%
Town Vacancy Rates	4.93	6	11.39	19	13.00	25	9.87	14	10.00
Immediately available employment land as a % of total land allocated for employment purposes in the local development plan	87.5%	3	23.3%	23	77.8%	5	49.9%	12	37.4%
Cost of planning & building standards per planning application	£4,733	19	£5,267	25	£4,207	14	£6,232	26	£4,439
Average time per business and industry planning application (weeks)	11.64	29	7.47	4	8.37	17	9.80	22	9.09

Table 9 - 2018/19 Economic Development and Planning indicators, performance and rank - Edinburgh, city and Scotland average comparison

Appendix B: Four city comparison (2013/14 – 2018/19)

LGBF – Edinburgh comparison (2013/14 – 2018/19)

1. The Local Government Benchmarking Framework (LGBF) provides a timeseries of indicators so local authorities can consider their relative performance across a wide range of services.
2. However, caution should be used when making direct comparisons between councils as there is variation in size, urbanisation and demographics of Councils across Scotland. It is more helpful for Edinburgh to focus on the relative performance with the three big urban cities (Aberdeen, Dundee and Glasgow) when looking at the LGBF Benchmarking data.
3. This comparison still has limitations due to differences in local priorities, pressures and issues; and how services are delivered in differing Council structures which means that caution needs to be taken when making detailed comparisons. For example, Glasgow has outsourced its housing provision which means there are gaps in the data set as well as this having indirect impact on other indicators within the LGBF.
4. However, Edinburgh does utilise the 4 city comparisons where possible to understand changes between the four cities over the same time period, and gain an insight to relative performance.
5. As this is a relational dataset, each year shows fluctuations across the indicators for each council. This report provides an overview of trends between 2013/14 and 2018/19 for the four cities to provide a view of the longer term changes in our relative performance.
6. The table below shows that since 2014 a similar overall performance picture can be seen across the 4 cities:

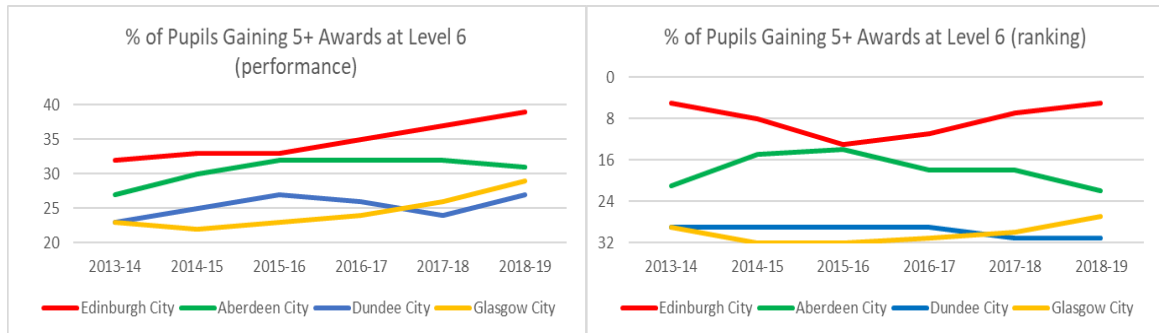
Performance: four cities comparison (13/14 – 18/19)

	Performance			Ranking		
	Improved	Decreased	No change	Improved	Decreased	No change
Edinburgh	47	36	0	42	31	10
Aberdeen	51	31	1	43	35	5
Dundee	44	39	0	37	38	8
Glasgow	43	35	0	35	30	13

7. While Edinburgh's performance across most of the LGBF indicators show gradual changes in performance, there are some indicators where Edinburgh shows a different pattern to the other three cities.

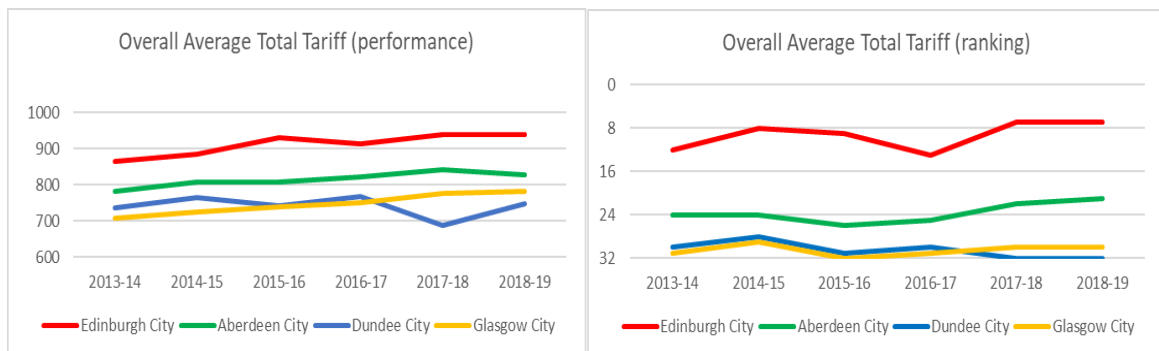
Consistently strong performance

8. There are LGBF indicators where Edinburgh persistently performs and ranks ahead of the other cities across the 4 years. These indicators appear across different sections of the LGBF.
9. *Percentage of pupils gaining 5+ awards at level 6*
Edinburgh is ahead of the other three cities and the gap has been widening since 2015/16.



10. Overall Average Total Tariff

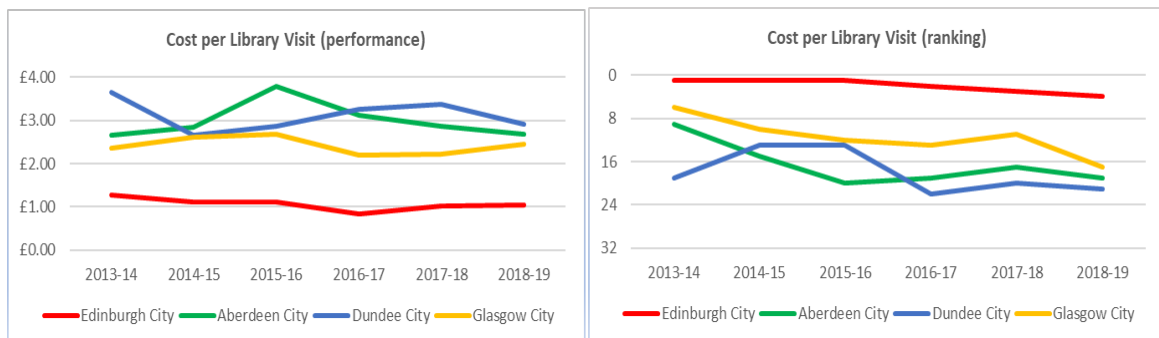
Edinburgh is ahead of the other three cities and ranks in the top two quartiles consistently.



Note: The tariff scale provides a wider measure of achievement for S4-S6 using a mixture of the latest and best achievement in each subject area for national qualifications and a range of wider awards. Qualifications are awarded tariff points based on their SCQF level.

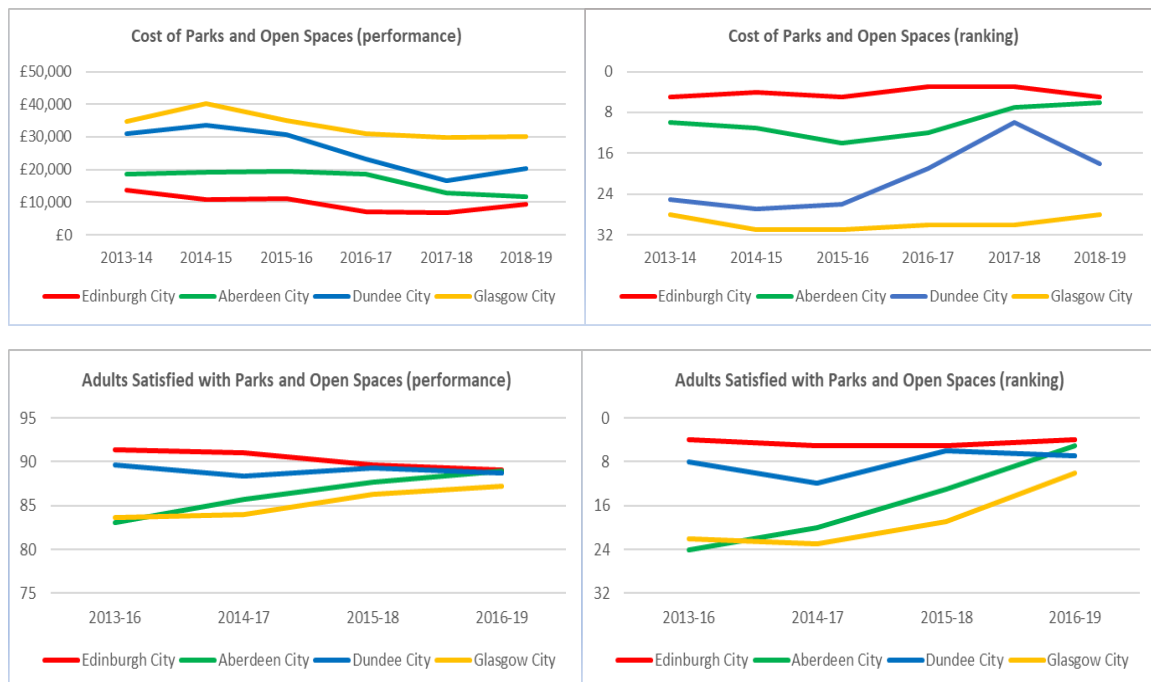
11. Cost per library visit

The cost per library visit in Edinburgh is half that of the other three cities and Edinburgh consistently ranks in the top quartile.



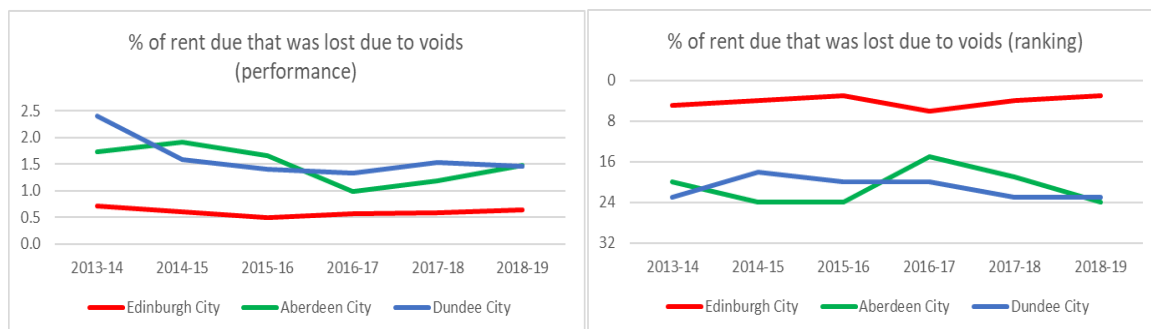
12. Parks and open spaces

The cost of parks and open spaces in Edinburgh remains low and is ahead of the other three cities, while the satisfaction with Edinburgh's parks and open spaces remains high (around 90%). Edinburgh consistently ranks in the top quartile for both cost and satisfaction.



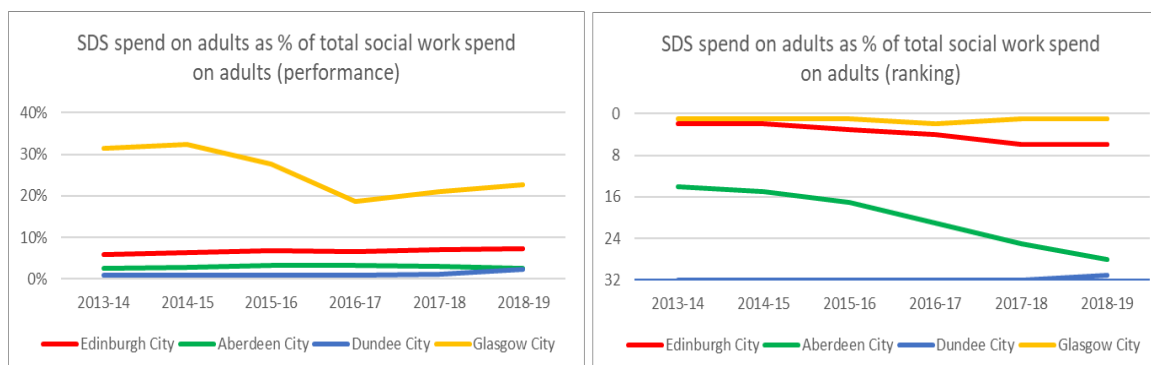
13. Percentage rent due lost to voids

Edinburgh reports a very low level of rent due lost to void. This is reflected in Edinburgh ranking consistently in the top quartile ahead of Aberdeen and Dundee. Glasgow has outsourced its housing provision and so there is no data for the housing section of LGBF.



14. SDS spend on adults as % of total social work spend on adults

Edinburgh has ranked in the top quartile for SDS spend on adults since 2013/14 and with only Glasgow showing a higher percentage.

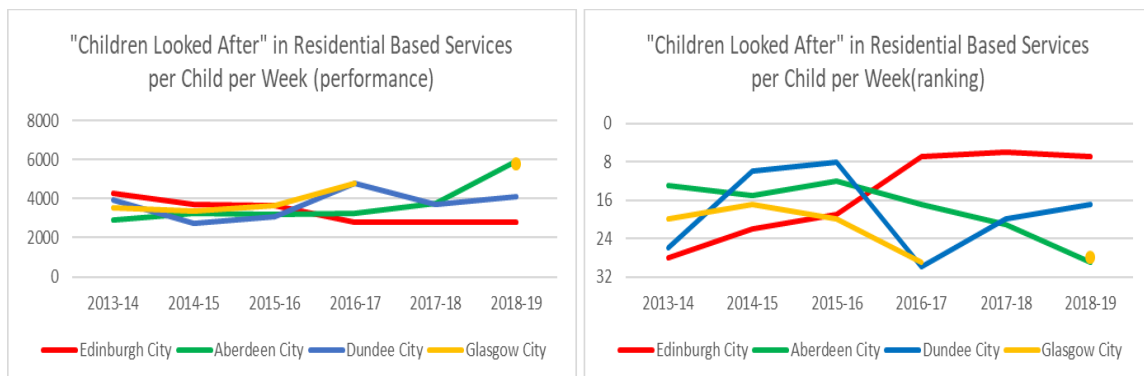


Significant improvement in performance:

15. There are LGBF indicators where Edinburgh has shown significant improvement over the last four years showing areas where action has resulted in changes to performance in services which led to Edinburgh moving up the LGBF rankings. A range of different areas are shown suggesting that improvement work is not focused on a single service area.

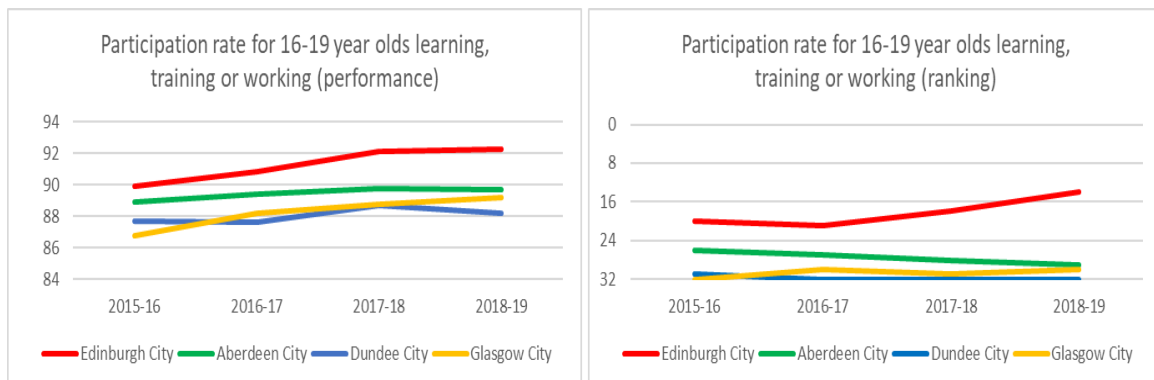
16. Gross cost of children looked after in a residential setting

Work undertaken to devise alternatives to residential care for young people has resulted in significant reductions in costs per week for looked after children in residential services. This is reflected in improved ranking for Edinburgh since 2013/14.



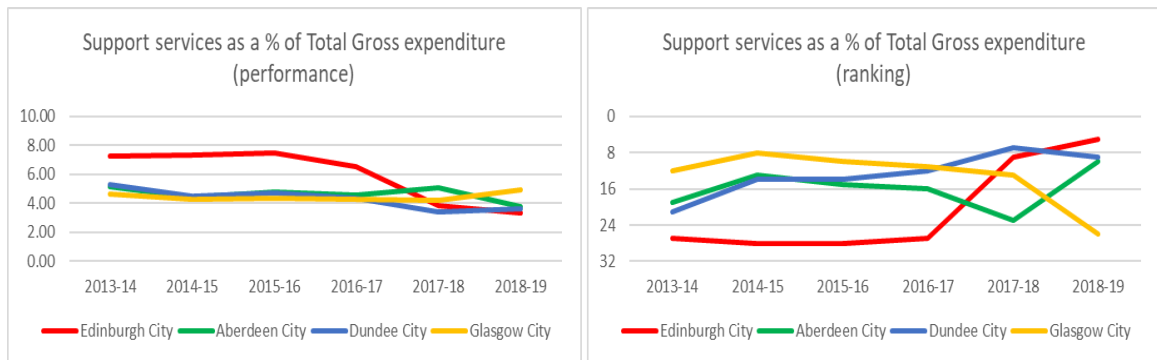
17. Participation rate for 16 - 19 year olds learning, training or working

While all four cities show some increase in participation rates since 2012/13, Edinburgh improved performance since 2016/17 is reflected in Edinburgh's ranking moving up into the second top quartile while the other three cities remain in the bottom quartile.



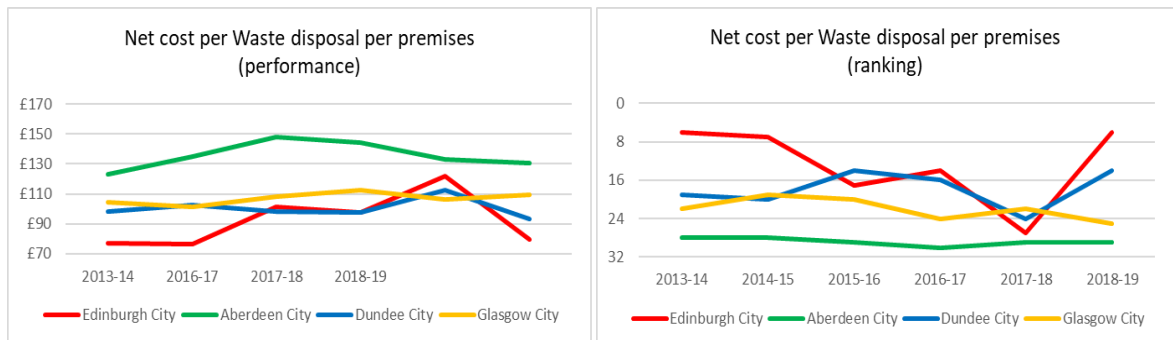
18. Support service as a % of total spend

Edinburgh spend on support services has improved following a multifaceted approach across corporate support services including the introduction of digital technologies, improved business processes and proactive approaches to centralising of corporate support services. This improved performance has moved Edinburgh's ranking from bottom quartile to top quartile and ahead of the other three cities.



19. Net cost of waste disposal

Following several years of investing in how Edinburgh disposes of waste, Edinburgh’s cost per waste disposal returns to 2013/14 levels and ranking within the top quartile.

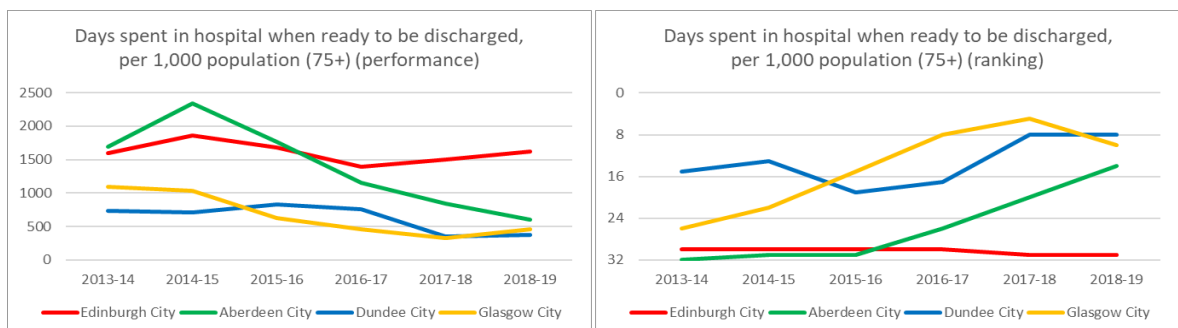


Areas of persistent concern

20. There are only a few LGBF indicators where Edinburgh persistently ranks in the bottom quartile across the last four years (where the other three cities do not also appear in the bottom quartile consistently too). These are areas of focus currently within Edinburgh with action plans in place to continue to address the issues.

21. Days spent in hospital ready for discharge

Edinburgh remains ranked in the bottom quartile while the other three cities have shown improvements in rankings. The Health and Social care Partnership continues to progress a number of workstreams aimed to transform services and improve performance. During 2019/20, improvements in the KPIs are beginning to be realised.



22. This report gives a high level overview of trends in the LGBF dataset when comparing Edinburgh to the other three cities. While these are useful ‘can openers’ for further discussion, caution should be taken in focusing on single indicators and seeing these as an absolute indicator of the Council’s performance in any given area.

This page is intentionally left blank

Policy and Sustainability Committee

10am, Thursday, 20 August 2020

Update on Liberton Primary School

Executive/routine
Wards
Council Commitments

Executive

1. Recommendations

1.1 The Policy and Sustainability Committee is asked to:

- 1.1.1 Note the City of Edinburgh Council Motion on the 30 June to agree an update report to the Policy and Sustainability Committee in three cycles setting out the timescale and progress made to date on the rebuilding and refurbishing of Liberton Primary School

Alistair Gaw

Executive Director of Communities and Families

Contact: Crawford McGhie, Senior Manager – Estates and Operational Support

E-mail: crawford.mcghie@edinburgh.gov.uk | Tel: 0131 469 3149

2. Executive Summary

- 2.1 On 30 June 2020 a motion to the Policy and Sustainability Committee requested an update report in three cycles setting out the timescale and progress made to date on the rebuilding and refurbishing of Liberton Primary School to a quality and Standard which meets 2020 guidelines for class sizes and communal areas; and which also creates the necessary additional space to accommodate continually rising school rolls.
- 2.2 This report provides the requested update.

3. Background

- 3.1 On Wednesday 5 February 2020 a fire at Liberton Primary school caused significant damage to one wing of the building which contained 12 classrooms. The school had to be closed immediately and an emergency decant was implemented.
- 3.2 Following detailed assessment of the damage it was concluded it would be possible to repair the damaged wing through a large-scale renewal and refurbishment project. In the meantime, the remainder of the school would be suitable for use once it was cleaned. As a temporary replacement, until the classrooms that required to be refurbished are available, a modular classroom village is being provided in the grounds to the rear of the school.
- 3.3 The initial intention was that these modular classrooms would be available as soon as possible after the Easter holidays. However, as part of the COVID-19 lockdown all activity ceased on construction sites in March 2020. While schools remained closed until 12 August 2020, the delays caused by lockdown meant that the modular village was not able to be completed for this return to school date. Some temporary units have therefore been located at the front of the school in order that the school can reopen on 12 August 2020.
- 3.4 This means that all the school is back in one place for the start of the new term. The out of school care provider who were accommodated in the fire damaged part of the school have been very flexible and are currently and temporary located in Inch House Community Centre. They will return to the school as soon as possible on completion of the modular classroom village.

4. Main report

- 4.1 An update on the current situation at Liberton Primary School is provided below.
- 4.2 The temporary units at the front of the school are in place and ready to be used from the beginning of term.

- 4.3 The modular classroom village at the rear of the school is expected to be completed by the end of August 2020. At this point the school will begin to use this new accommodation and the temporary units at the front of the school will be removed.
- 4.4 The immediate focus for refurbishment of the fire damaged building was to make sure it was wind and watertight. The new roof is near completion and replacement windows are soon to be installed. This will address all the wind and watertight issues.
- 4.5 The scope of the proposed internal refurbishment is due to be finalised soon. As the budget for the project is to be covered by insurance, the overriding premise is that the refurbishment will be on a like for like basis. Where changes can be made to the learning environment to support modern learning practices without having an impact on the overall cost these will be introduced. The accommodation being provided is sufficient to meet the current projected roll of the school.
- 4.6 In terms of the delivery timescale for the refurbishment project it is currently difficult to predict the COVID-19 factor, which is affecting Building control, tender periods and site works. However, the current estimate is that the works will take approximately 12 months from the point the final project is instructed.

5. Next Steps

- 5.1 The scope of the refurbishment project will be finalised, and the detailed design and delivery phase will commence.

6. Financial impact

- 6.1 The full cost of the project will not be known until the refurbishment element of the project has been fully scoped and tendered.
- 6.2 Where possible costs will be met through insurance. However, it is likely there will be costs incurred that will not be able to be met by insurance which require to be met through the capital investment programme. An update on the full costs of the project will be provided to Committee as soon as they are available.

7. Stakeholder/Community Impact

- 7.1 Regular update meetings have been held with the school community including the school senior management team and Parent Council representatives.

8. Background reading/external references

N/A

9. Appendices

N/A

Policy and Sustainability Committee

10:00am, Thursday, 20 August 2020

Resumption of Youth Work Services

Executive/routine
Wards
Council Commitments

1. Recommendations

- 1.1 The Policy and Sustainability Committee is asked to:
- 1.1.1 Note the youth work that has taken place under lockdown to date and the further work which is proposed;
 - 1.1.2 Note the approach being adopted to resume safely City of Edinburgh Council youth work in outdoor spaces;
 - 1.1.3 Approve that further details on the resumption and prioritisation of wider youth work services are included in the action plans which will emerge from the Adaptation and Renewal workstream on Operations and Services;
 - 1.1.4 Note that preparations are underway for the resumption of indoor youth work once the Scottish Government Guidance permits this.
 - 1.1.5 Note that the P&S Committee has agreed that access to community centres for resources to support detached youth work provision, i.e. non-building based, can be approved.
 - 1.1.6 Note the work going on to encourage youthwork in schools given its important role in the education recovery process.

Alistair Gaw

Executive Director for Communities and Families

Contact: John Heywood

E-mail: John.heywood.2@edinburgh.gov.uk | Tel: 07712 540110

Resumption of Youth Work Services

2. Executive Summary

- 2.1 The report outlines some of the challenges, risks and considerations which need to be taken into account in resuming youth work services.
- 2.2 It outlines some of the work undertaken during lockdown and sets out the next steps for resuming youth work services in outdoor spaces.
- 2.3 Further details on the plans for future CEC youth work services, including indoor activity, will be included in the wider action plans to emerge from the Adaptation and Renewal workstream on Operations and Services.

3. Background

- 3.1 In response to the Covid-19 pandemic, the Council took the decision to close all non-essential buildings, including all centres and venues offering youth work.
- 3.2 Youth work is an important educational service which makes a highly significant contribution to children and young people's learning, and personal and social development. It enhances their life chances and provides opportunities which are likely to enable them to become active citizens and effective contributors. In Edinburgh we use the nationally agreed outcomes and indicators for youth work, based on the practice, competences, ethics and values of the *CLD Standards Council for Scotland*. The outcomes are underpinned by the United Nations Convention on the Rights of the Child (UNCRC) and link directly to the national occupation standards for youth work. These outcomes continue to drive the development of youth work in Edinburgh and will support the introduction of our future youth work programmes.
- 3.3 Young people are:
 - 3.3.1 Confident, resilient and optimistic for the future.
 - 3.3.2 Able to manage personal, social and formal relationships.
 - 3.3.3 Able to create, describe and apply their learning and skills.
 - 3.3.4 Able to participate safely and effectively.

- 3.3.5 Able to consider risk, make reasoned decisions and take control.
 - 3.3.6 Able to express their voice, demonstrate social commitment and influence decision makers.
 - 3.3.7 Able to broaden their perspectives through new experiences.
- 3.4 Since current restrictions were put in place, Lifelong Learning youth work has: maintained contact, digitally or by phone, with vulnerable children, young people and their families; delivered food parcels; compiled a directory of, and provided, online activities and learning; created from scratch a new youth work website; staffed the key worker childcare hubs during holiday and term time; surveyed youth work staff on the effect of the lockdown and what support that they would welcome; distributed lockdown surveys for children and young people from Youthlink and the Children's Parliament and disseminated the findings to educational settings to inform planning.
- 3.5 The Council is planning for the resumption of its own youth work in outdoor spaces, in order to meet priority needs of children and young people. This will involve prioritising the safety of staff and young people whilst developing public access to services within available resources. Some third sector youth work providers have already begun to deliver outdoor youth work.

4. Main report

- 4.1 Edinburgh has been responding to the Covid-19 global pandemic. There are three drivers guiding the Council's approach:
- 4.1.1 Ensure the most vulnerable in our city and in our care are protected
 - 4.1.2 Minimise the risks to Council staff and volunteers
 - 4.1.3 Continue to provide services as best we can in challenging circumstances
- We will build from the Council's current priorities: poverty, sustainability and wellbeing
- 4.2 It is unlikely that the Council will see an immediate return to pre-Covid-19 ways of working, if at all. There will, though, be opportunities to do things differently and adapt new working models. The Council's [Adaptation and Renewal](#) programme sets out its approach to these and our plans for youth work need to be located within its Service Operations strand.
- 4.3 At its meeting on 6 August, Policy and Sustainability Committee regarded youth work as an essential service to be delivered in the re-opening of community centres and other indoor spaces.

Youth Work in Outdoor Spaces

- 4.4 On 13 July 2020, guidance developed by the Scottish Government, Public Health Scotland and the youth work sector was published to support a planned and informed approach to the gradual, phased return of face-to-face delivery, beginning with youth work outdoors. This guidance is available at [COVID-19: Guiding Framework to support gradual phased renewal of youth work services](#) This set out for the first time what was permitted and what measures had to be in place before the work could commence.
- 4.5 The guidance authorised, from 13 July, the resumption of youth work outdoors, including detached youth work. This sets out clear expectations which must be met before delivery can resume and detailed the kinds of youth work that can be delivered outdoors. The guidance states that ‘youth work providers should take a gradual, phased approach to the re-introduction of face-to-face youth work, scaling up and working towards full recommencement only once the Scottish Government advises it is safe to do so, and then only at the right pace and time for your context’.
- 4.6 The expectations to be met before delivery of any face-to-face youth work emphasise the need to demonstrate:
- that scientific and medical advice deems it safe to proceed;
 - ability to comply with Scottish Government and Public Health guidance;
 - a comprehensive risk assessment is in place;
 - measures for infection prevention and control are in place;
 - clear communication processes are set up so that staff, young people and parents understand the measures put in place.
- If we are unable to demonstrate that all of these are in place or feel that the situation cannot be managed in a safe way, the instruction is **not** to progress with the work. We have sought to comply strictly with this guidance.
- 4.7 With this in mind, a comprehensive risk assessment was quickly produced (Appendix 1), which includes measures for infection prevention and control. This has been submitted for approval which, once received, will allow Lifelong Learning youth workers to deliver outdoor youth work, including detached youth work, in each locality. This will be with groups of up to 15 people, including staff, until further guidance is issued.
- 4.8 No youth work is yet permitted in any indoor settings such as community centres. The only youth work indoors that the guidance permits until further notice is in Critical Childcare Hubs, where local authorities have already put in place appropriate procedures and protection measures. Work is underway to prepare for the return to indoor youth work as soon as permission for this is given. As from 7 August, the Government advice was *‘indoor activities for children and young people which are not overseen by a regulator should not start again until agreed guidance is in place. Unfortunately, back to school does not mean back to normality and, for now, ensuring that the transition back to school is successful is our top priority. For now,*

activities for children and young people under the age of 18 should continue online or outdoors in line with existing guidance’.

Digital Youth Work

- 4.9 For the foreseeable future, online at home is likely to be an important means for children and young people to take part in youth work. This will therefore require effective digital youth work to be available.
- 4.10 At the start of lockdown it was clear that online, digital youth work was a significant gap in youth work provided by many Scottish local authorities, including the Council. However, in response to this, a new website has been designed and developed, with the input of young people, from scratch. This has been achieved at minimal cost.
- 4.11 Our digital youth work provision has two parts, which complement each other. **YouthTalk Edinburgh** <https://youthtalkedinburgh.co.uk/> is our service-wide digital youth work web platform, providing information and activities. This is complemented by the digital youth work opportunities and social media pages that are managed by the Lifelong Learning staff.
- 4.12 The intention is to develop digital youth work in three main areas:
- i. As a tool to support the digitalisation of the youth work programme making it more accessible, up-to-date and relevant.
 - ii. As a learning and digital skills development activity programme. A focus for this area of work is to enable the young people participating to move from being a consumer to a creator.
 - iii. As a staff development resource providing up-to-date guidance, information and training on digital youth work practice.
- The site will also host a forum to encourage youth participation in decision-making.
- 4.13 A recently approved Data Privacy Impact Assessment will allow the site to go ‘live’ imminently. In addition, we have created a Digital Youth Work Operating Framework (Appendix 2) to support staff and young people in the safe use and delivery of online, digital youth work. Approval has also been given for a Youth Work Twitter feed which will go ‘live’ at the same time as the website. Additionally, staff have been encouraged to take part in digital, online youth work training delivered by Youthlink Scotland.
- 4.14 There have been two significant obstacles to arise so far regarding online youth work. The first of these is digital poverty (or digital inclusion). Access to a suitable device, availability and cost of broadband or WiFi, and limited availability of data will mean that some children and young people will struggle to take part in online youth work. This is an area that the Council’s programme to widen digital access will need to consider.
- 4.15 The City of Edinburgh Council is planning to develop means by which no child or young person is excluded from their learning through the lack of a digital device or access, through the provision of devices and connectivity to those who require it,

both through their allocation of a proportion of the funding from the Scottish Government programme to provide 25,000 laptops or tablets with internet access for disadvantaged children nationally, to support learning outside school and through other funding streams such as Pupil Equity Funding.

Additionally, the Council is co-ordinating the distribution of the 545 devices allocated to the authority through the Connecting Scotland funding which is for those who are clinically at high risk so they can access services and support and connect with friends and family during the pandemic.

- 4.16 A second issue is the range of digital platforms that staff are allowed to use to contact and engage with young people, as well as to take part in some training offered by third sector or national 'umbrella' organisations. Council staff are permitted to use Skype, Microsoft Teams and Google Pro. However, many young people, and some third sector/national organisations, prefer to use platforms such as Zoom, Instagram and TikTok, which do not provide the level of data security required to protect the Council IT network. This issue is being debated at a national level and Edinburgh is working with other local authority youth work providers to identify potential solutions. Officers will continue to work with young people and colleagues in IT to build on current developments that engage and take account of young people's experience of digital and online learning.
- 4.17 Officers will also explore opportunities to build on the YouthTalk approach and its potential to link interested young people digitally to Council committees or elected members. One suggestion might be that this take the form, for example, of a monthly Q&A or similar. The site could also be used to inform young people of committee decisions that might affect them.

Youth Work and Schools

- 4.18 Working with Youthlink Scotland and LAYC, we have created 'Youth Work and Schools' information (Appendix 3), which will be sent to head teachers in all schools by week beginning 18 August.
- 4.19 This outlines the contribution that youth work can make to education recovery, specifically in terms of closing the attainment gap as well as the positive effect on mental health and wellbeing. We anticipate that youth work in schools where it was offered before lockdown will start up again as soon as it is permitted. Schools which did not have youth work available will be encouraged to consider this as an option.
- 4.20 Youth work is delivered in schools across the city by both Council and third sector providers. Developing this work further in response to the pandemic is a priority for the Council and is seen by Elected Members as an essential part of the recovery process.

Work with Partners

- 4.21 Closer working with third sector youth work providers is a priority. Following the Third Party grant awards made earlier this year, we will approach youth work providers who were successful with their applications to discuss how they might

adapt their provision to the new, changed context whilst still achieving their stated outcomes. At the same time, the youth work provided by the third sector and Lifelong Learning should as far as possible complement each other.

5. Next Steps

- 5.1 We will continue to develop and implement the youth work outlined above in relation to outdoor provision, digital provision, work with schools, and developing closer working relationships with third sector youth work providers.

6. Financial impact

- 6.1 The work outlined above can currently be met from existing resources

7. Stakeholder/Community Impact

- 7.1 The Council will continue to engage with children, young people and staff on its plans for youth work.
- 7.2 The findings of national surveys of young people during lockdown have been taken into account in planning the resumption of youthwork. For example, young people are particularly concerned about the future, the impact of the lockdown on their schoolwork, and on their own and others mental health. Similarly, we have noted the findings of an 'in house' survey of youth work staff.

8. Background reading/external references

- 8.1 <https://www.youthlinkscotland.org/covid-19-guidance/youth-work-recovery-resources/>

9. Appendices

- 9.1 Appendix 1 Outdoor Youth Work Risk Assessment
- 9.2 Appendix 2 Digital Youth Work Operating Framework
- 9.3 Appendix 3 Education Recovery and Youth Work
- 9.4 Appendix 4 Community and Leisure Centres with Youth Work

Appendix 1 RISK ASSESSMENT - Exemplar

Department	Communities and Families	Unit/Section	Lifelong Learning – Youth Work
Date of assessment	3 August 2020	Assessor(s)	John Heywood
What is the activity?	Outdoor, including Detached, Youth Work	Where is the activity carried out?	Outdoors – street, park, open spaces

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by whom?	Action by when?	Done
Ineffective infection control arrangements for COVID-19	Staff, participants, public	<p>Preparing for socially distanced patrols - no clipboards/paper</p> <p>Preparing for socially distanced engagement</p> <p>Providing PPE (masks, gloves, alcohol gel hand sanitiser)</p> <p>Preparing for youth work to operate in line with the restrictions outlined by the Scottish Government in the latest edition of Scotland's route map through and out of the crisis (13.07.20)</p> <p>Preparing to manage the number of young people engaged with at any one time</p>	<p>Ideally two members of staff. Staff travel to site on foot, on public transport or individually by car or bike</p> <p>Engage young people at a minimum two metre distance and ensure this is maintained and monitored at all times. Explain to young people why this and other safeguarding measures for infection prevention and control are necessary.</p> <p>Ensure that PPE (masks and gloves) are carried by staff and worn in compliance with latest Government advice. Hand sanitiser carried. Keep stocked up</p> <p>Outdoors up to 15 people in total, from five households, can meet up at one time. Young people aged 12-17 must continue to physically distance.</p> <p>Maximum of 15 people present (youth workers, children and young people) in any detached youth work interaction. Staff to note numbers of young people present. Be prepared to disengage if the group is too</p>	All staff and management – overseen by management.	Revisit and review this risk assessment in line with every Scottish Gov phase review. (three-weekly at present)	

		<p>Preparing response in case of:</p> <ul style="list-style-type: none"> • Young people not adhering to social distancing • A first aid incident <ul style="list-style-type: none"> • The need for staff to intervene to de-escalate a potentially volatile situation <p>Preparing response if staff or service users display COVID-19 symptoms during detached youth work interaction</p> <p>Preparing to communicate with staff, service users and parents to manage expectations and to ensure that they are aware of the measures put in place to manage risk.</p>	<p>big and arrange to meet smaller, breakaway groups. Explain why this is necessary.</p> <p>Remind of need to comply. If continued failure to observe, abandon the interaction.</p> <p>Staff must wear PPE (face masks and gloves). Depending on situation, minimise contact. Chest compressions in case of need to resuscitate (<i>Guidance for first responders and others in close contact with symptomatic people with potential Covid-19</i>). https://www.gov.uk/government/publications/novel-coronavirus-2019-ncov-interim-guidance-for-first-responders/interim-guidance-for-first-responders-and-others-in-close-contact-with-symptomatic-people-with-potential-2019-ncov</p> <p>Staff must wear PPE (face masks and gloves)</p> <p>Ensure that monitoring of staff/young people for symptoms continues at all times. End the session and explain requirement for immediate self-isolation to anyone displaying symptoms and those who have been in contact with them, who should go straight home wearing a face covering and not use public transport.</p> <p>Thoroughly brief staff in advance.</p> <p>Make information available on Council website and through local social media</p>			
--	--	--	--	--	--	--

		<p>Following the advice below:</p> <p>https://www.youthlinkscotland.org/media/4697/youth-work-guidance-on-easing.pdf</p> <p>https://www.gov.scot/publications/coronavirus-covid-19-physical-distancing-in-education-and-childcare-settings/pages/education-provision/</p> <p>https://www.hps.scot.nhs.uk/web-resources-container/covid-19-guidance-for-non-healthcare-settings/</p> <p>Planning mitigation actions for lack of access to toilets or private spaces (e.g. for feminine hygiene) for outdoor youth work</p>	<p>channels to let service users (young people) and parents/carers know that this work is taking place in their area, its purpose and that measures to ensure physical distancing, personal hygiene and 'Test and Protect COVID-19 guidance' will be in place. Keep under review.</p> <p>Staff who are shielding or at higher risk should not undertake this work.</p> <p>Letter or message to children/young people, and their parents/carers, inviting them to take part will:</p> <ul style="list-style-type: none"> • Inform them that the session will be of shorter duration than normal (e.g. one hour max) • Tell them in advance that toilets are unlikely to be available • Ask parents to sign consent form in full knowledge of this • Fewer children/young people than usual will be invited to attend <p>Once locations for outdoor youth work are identified, a site-specific risk assessment will be prepared at the time to include safe access to any toilets available nearby. This will include provision of hand sanitizer and</p>			
--	--	---	---	--	--	--

			wipes for young person so they are able to use toilet safely			
Extreme weather conditions	Staff and participants High temperatures – sunburn, fainting Heavy rain - wet and cold, slips and trips High winds – debris, avoid woodlands	Appropriate clothing, skin protection provided Weather checks prior to session. Sessions - 2 hours maximum Home base contact Two members of staff at all times	Dynamic risk assessment on the day to decide if the session is to be cancelled	All staff	On the day	
Traffic and busy roads	Staff, participants and public Fatality, serious injury	Assess, avoid hazards and work in safe spaces. Mobile phones charged & available with emergency contact numbers. Accident reporting procedure in place. Home base contact Two members of staff at all times	Emergency First Aid training provided where possible and first aid kits carried by staff.	All staff		
Threatening behaviour	Staff, participants and public	Avoid carrying personal possessions of value Advice to staff on keeping safe Staff must wear ID at all times Mobile phones charged and available with emergency contact numbers Home base contact. Keep activity log. Check in at start of activity and check out with base contact when finished. Two members of staff at all times Walking away and reducing any potential conflict	Up-to-date information and intelligence on the area (Detached work) Police and community liaison – advise police when and where work will be taking place (Detached work)	All staff		

		Individual assessment of staff's suitability to be involved in this work and/or go to a particular area based on previous conflict/harassment.				
Emotional Stress	Staff, participants and public Anxiety and depression	Planning, evaluation and action Home base contact Two members of staff at all times	Review and update as required			

Manager's name		Signature	
Date		Assessment review date	

Are other specific risk assessments required?

Asbestos	<input type="checkbox"/>	Control of Substances Hazardous to Health	<input type="checkbox"/>	Display Screen Equipment	<input type="checkbox"/>
Electricity	<input type="checkbox"/>	Fire Safety	<input type="checkbox"/>	Lone Working	<input type="checkbox"/>
Manual Handling	<input type="checkbox"/>	New and Expectant Mothers	<input type="checkbox"/>	Noise	<input type="checkbox"/>
Personal Protective Equipment	<input type="checkbox"/>	Stress Management	<input type="checkbox"/>	Vibration	<input type="checkbox"/>
Work Equipment	<input type="checkbox"/>	Workplace Health, Safety and Welfare	<input type="checkbox"/>	Working at Height	<input type="checkbox"/>



Digital Youth Work Operating Framework

CITY OF EDINBURGH COUNCIL

COMMUNITIES & FAMILIES

Lifelong Learning

JULY 2020

Introduction:

This framework sets out the vision and operating principles for the development of a high-quality digital youth work programme. It is intended that this programme development integrates with the existing youth work activities and groups that are delivered by the Lifelong Learning teams across the city.

It is evident through national research and good practice sharing that good quality youth work not only changes lives but leaves a positive and lasting impact on the lives of young people through the provision and development of challenging, engaging and stimulating opportunities. For many of the young people participating in youth work programmes and activities, the positive effects will be of lasting personal benefit. Good, high-quality youth work experiences promote achievements by young people through facilitating their personal, social and educational development and enabling them to gain a voice, influence and place in society.

We consider that the introduction of digital youth work activities as part of our overall youth work provision in Edinburgh will continue to have the same positive impacts on the young people and communities engaging in the activities, as our real-world opportunities do at present.

How we use digital youth work to support our real-world youth work provision will depend very much on the infrastructure we have in place, access to devices and data by the young people and staff competence to work confidently and expertly in a digital environment. This framework seeks to address these areas.

What is Digital Youth Work?

The term digital youth work is used to describe engagement and learning activity that is undertaken by youth work staff through online interactions with young people. These interactive sessions can take place in social and group settings as well as individual discussions. It is not restricted to only taking place online as it can be incorporated into real-world youth work sessions.

Digital youth work is based on the same existing youth work competences, principles and ethics as our real-world youth work delivery and is not a new pedagogical approach to youth work.

Digital youth work activity will be built around the proactive use of digital media platforms alongside new and creative technologies and can be part of a real-world project or developed and delivered as a stand-alone digital project.

Our Vision:

Young people in Edinburgh who are ***ambitious, inspiring, active, confident, knowledgeable and courageous in their actions and choices***. We believe that introducing digital youth work opportunities as part of our existing Lifelong Learning provision will enable us to continue to work towards realising this vision statement.

Our Outcomes for Digital Youth Work:

In Edinburgh we use the nationally agreed outcomes and indicators for youth work, based on the practice, competences, ethics and values of the *CLD Standards Council for Scotland*. The outcomes are underpinned by the United Nations Convention on the Rights of the Child (UNCRC) and link directly to the national occupation standards for youth work. These outcomes continue to drive the development of youth work in Edinburgh and will support the introduction of our digital youth work programmes.

Young people are:

1. Confident, resilient and optimistic for the future.
2. Able to manage personal, social and formal relationships (in digital settings).
3. Able to create, describe and apply their learning and skills (in digital, STEAM and Literacy contexts).
4. Able to participate safely and effectively.
5. Able to consider risk, make reasoned decisions and take control (of their digital identity).
6. Able to express their voice, demonstrate social commitment and influence decision makers (through digital activity).
7. Able to broaden their perspectives through new experiences (and opportunities to network, collaborate and participate in digital programmes).

Keeping Everyone Safe and Protected:

As with all youth work practice, it is important that we always continue to follow our agreed safety and protection arrangements across our youth work opportunities and programmes. This is no different for digital youth work opportunities, and in some ways may be more important for the protection and safeguarding of young people, volunteers and staff.

The UK ICO has produced a (draft) code of practice which is currently seeking Parliamentary approval. This will form a statutory process to ensure organisations providing online services likely to be accessed by children do so by taking into account the interests of children and recognise the need for special protection in how their personal data is used. In developing our digital provision, and with the likelihood of the code of practice being adopted, we are striving to do so alongside this practice and we will continue to review our model regularly.

Staff and volunteers delivering the sessions **MUST** remember that safeguarding and protection carries the same importance during an online activity as in the real-world. All aspects of the Council's child-protection, social media and IT policies are all applicable to the digital youth work context and environment.

Our responsibilities as a Council service are to:

- Appoint a designated service lead for public protection and safeguarding that staff can link in with when concerns are raised or identified. This is included as an area of responsibility for Lifelong Learning Service Managers and Strategic Managers.
- Provide clear and concise guidance for staff and volunteers around their online conduct and behaviours.

- Ensure compliance with the requirements of GDPR.
- Provide Child Protection Level 4 training to staff with responsibility for carrying out online engagement and for the supervision of sessional staff engaged in the same activity.
- Ensure staff undertaking the online engagement activity have PVG membership

Our staff teams engaging directly with young people in a digital context are responsible for:

- Developing and implementing an online safety agreement for use with young people and their parents/carers, including robust procedures around online safety and how we respond to incidents of inappropriate behaviour or contacts.
- Ensuring that young people engaging and interacting with others online do so in ways that keep them safe and show respect for others.
- Supporting and encouraging parents and carers to do what they can to understand, promote and ensure online safety messages and requirements.

When preparing to deliver digital youth work sessions, staff must complete and submit to their line manager a risk assessment and project plan in the same way as they would for a real-world youth work activity or group. Sessions should be recorded using the LL Management Information System (currently LOMIS)

Staff delivering digital sessions must adhere to the following guidance:

- Digital youth work sessions delivered by City of Edinburgh Council staff (permanent and tertiary) must be delivered through a City of Edinburgh Council-issued device, using a clearly identified City of Edinburgh Council profile and/or email address.
- A minimum of two staff members should be present to deliver the session. This can be a permanent member of staff and a tertiary staff member or two tertiary staff members. Both must have completed the child protection training and be fully aware of the Council policies on social media use and use of IT.
- Group agreements should be negotiated and agreed with the young people who will be participating in the group as part of the first session's activities. These should be shared with participants and available at each session. An agreement template is included at Appendix 1.
- Signed consent forms for all group participants, including permission for the young people to appear on web-cams, must be in place, as we would have for a real-world youth work project. Consent forms can be sent to the parental email address or home address for completion. Returned consent forms can be received through the post or from the parental email address as a photo attachment or a scanned document.
- Where a digital youth group will include young people under 13 years of age, parental approval should be sought by the youth work team to send invites to the young person to participate and the parents/carers notified that invites have been sent to the young person. The sending email address and name of the lead youth worker should be confirmed with the parent/carer when permission to invite the young person is given. Confirmation of approval for invites to be sent to the young person under 13 years of age, should be received from the parental email address or through the post.

- Parents/carers of young people under 13 years of age must ensure that the profiles their young people will use are restricted and can only accept calls or requests from known contacts.
- Links must be shared with young people and parents/carers about the platforms being used and the safety features of these platforms.
- Digital youth work sessions must be delivered through the use of digital platforms approved by the Council's IT service. Staff using these platforms should familiarise themselves with the privacy settings and safety features in advance. Access to such platforms must be approved and where any platform captures personal data, including IP addresses, a Data Privacy Impact Assessment must be completed.
- Youth work staff/tertiary staff must protect themselves from inappropriate contact with young people by only using the Council-approved online profile and should never use their personal social media profiles.
- When ending a digital youth work session, youth work staff/tertiary staff must remain in the 'room' until all young people have left. Staff must not leave young people to continue discussions or activities after the session has ended.
- A session recording sheet must be completed and submitted to the line manager after each session. This should provide an overview of the session content, any issues that arose and how they were dealt with, any achievements or successes to be celebrated, any onward referrals for support or safeguarding and future session ideas. The recording sheets are to be retained for a period of 12 months as per the Council file retention scheme.
- Staff must never accept or make friend requests through their personal social media platforms with young people they have met through their youth work role.
- All staff must report any suspected misuse or concern to their line manager and record online safety incidents using the service procedures for child protection and safeguarding.

Our Digital Youth Work Provision:

Our digital youth work provision has two parts, which complement each other. **YouthTalk Edinburgh** is our service-wide digital youth work web platform, providing information and activities. This is complemented by the digital youth work opportunities and social media pages that are managed by the Lifelong Learning staff.

The intention is to develop digital youth work in three main areas:

1. As a tool to support the digitalisation of the youth work offer making it more accessible, up to date and relevant.
2. As a learning and digital skills development activity programme. A focus for this area of work is to enable the young people participating to move from being a consumer to a creator.
3. As a staff development resource providing up to date guidance, information and training on digital youth work practice.

At an area level, youth work teams should:

- Develop a single point of contact web page on YouthTalk Edinburgh to promote local youth work opportunities, keep young people up to date on what is happening in their area and as a means of engaging with young people who are not in contact with our service through other ways.
- Consider localised YouthTalk Edinburgh twitter platforms to promote local activity and engage with young people.
- Work creatively with young people and the strategic team to develop digital opportunities as part of their existing weekly youth group or to develop new youth groups with creative and digital focus.

The Platforms We Use:

Discussions with the Council's Digital Learning team have begun. This section of the guidance will be updated as the discussions progress. As at Thursday 09 July 2020, the IT approved platforms for the digital activity are:

- Skype for Business
- Microsoft Teams

Approved software programmes that can be used through the council network to support digital activity are:

- Microsoft Products

Twitter and Google Duo have been approved for use. Business cases for the establishment of area social media platforms are to be submitted to the Digital Learning and Communications Team for use of the following social media platforms:

- Facebook
- Instagram
- Tik-Tok

Useful Links and Resources:

<https://ico.org.uk/for-organisations/guide-to-data-protection/key-data-protection-themes/age-appropriate-design-a-code-of-practice-for-online-services/>

<https://orb.edinburgh.gov.uk/data-protection/privacy-design-data-protection-impact-assessment?documentId=2795&categoryId=201219>

<https://orb.edinburgh.gov.uk/downloads/download/6398/ict-acceptable-use-policy>

<https://orb.edinburgh.gov.uk/downloads/download/3250/records-management-policy>

<https://orb.edinburgh.gov.uk/records-management/records-retention-schedules?documentId=1526&categoryId=201221>

<https://orb.edinburgh.gov.uk/downloads/download/9531/ict-security-protocols-and-procedures>

<https://orb.edinburgh.gov.uk/ict-security/social-networking-security?documentId=2447&categoryId=201184>

<https://orb.edinburgh.gov.uk/ict-guidance/digital-tools-council-colleagues-section%E2%80%A6issues-support-outlook-web-access-owa-skype-business-google-duo-microsoft-teams-use-microsoft-teams-set-team-microsoft-teams-roles-responsibilities-microsoft-teams-%E2%80%93?documentId=2983&categoryId=201176>

<https://orb.edinburgh.gov.uk/ict-security/report-ict-security-incident?documentId=2357&categoryId=201184>

Youth Work Support:

Young Scot – <https://young.scot>

YouthLink Scotland – www.youthlinkscotland.org

Youth Scotland – www.youthscotland.org.uk

Scottish Youth Parliament – www.syp.org.uk

Mental Health & Wellbeing Support:

Breathing Space - <https://breathingspace.scot/>

The Spark Scotland - www.thespark.org.uk

SAMH - www.samh.org.uk

Samaritans - <https://www.samaritans.org/>

Protection & Safeguarding:

Child Exploitation and Online Protection: www.ceop.police.uk

Think U Know: www.thinkuknow.co.uk

RespectMe – Scotland’s Anti-Bullying Project: www.respectme.org.uk

Safer Internet: www.saferinternet.org

Appendix 1 – Group Agreement Template:

Online Safety Agreement – Digital Youth Work {Insert Area Team/Project Name}

YOUNG PEOPLE AGREE TO:-

- Only share their personal information with the Lead Youth Worker.
- Use respectful and non – threatening language and behaviour.
- Post or share only material that is acceptable – this means no bullying or name-calling or using illegal or offensive material.
- Include everyone in the group in the chat.
- Not invite anyone who isn't part of the group to the chat.
- Leave the session at the agreed time.
- Use the settings on the platform to make their background as neutral as possible.
- Tell someone (parent or youth worker) if anything happens online that worries them – Youth Work staff can be contacted via private message, phone or email.

PARENTS/CARERS ARE EXPECTED TO:-

- Support and encourage young people to follow their online agreement.
- Ensure all online activity in their home meets required standards – e.g. adhering to age restrictions and to monitor this activity during the live sessions.
- Give permission for their young person to use both the audio and video function on the platform.
- Agree to the use of an email address which will be accessed for the purposes of the session.
- Provide an email address or phone number where they can be contacted by Youth Work staff should there be any concerns arising from the sessions.
- Contact Youth work staff should they be concerned about anything - Youth Work staff can be contacted via private message, phone or email.

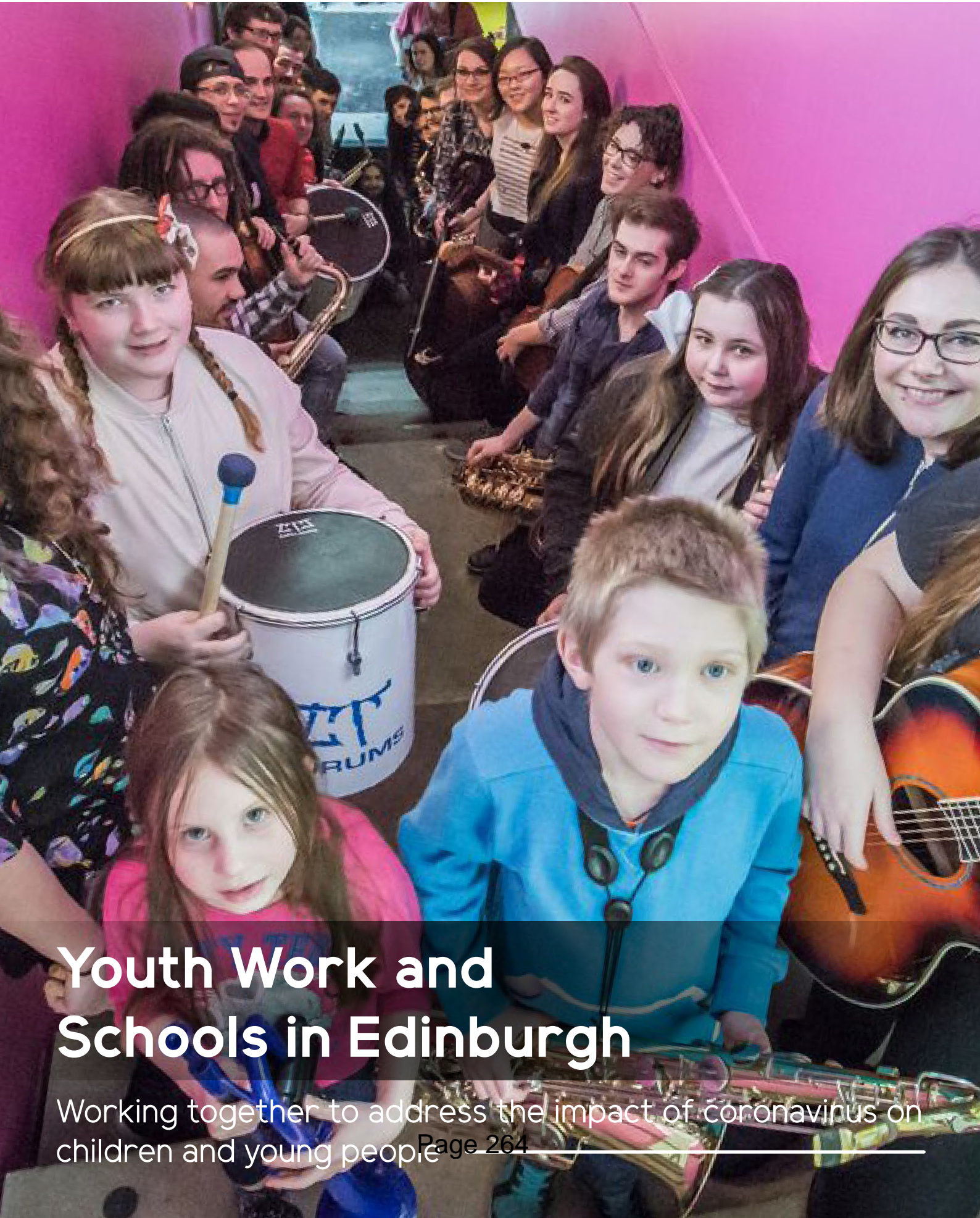
YOUTH WORK STAFF WILL:-

- Follow all City of Edinburgh Council policies re Child Protection and Safeguarding.
- Remind young people of their online agreement at the beginning of the session.
- Make use of the waiting room facility to take a register for the session.
- Use an approved City of Edinburgh Council platform – currently Microsoft Teams or Skype.
- Comply with all GDPR requirements – only the Lead Youth Worker will have access to all email addresses.
- Remain in the session until all group members have left the session.
- Not make or accept friend requests through their own personal social media with young people they meet through youth work and will only contact young people at the agreed times of the session.
- Treat all group members with respect and to challenge and deal with any inappropriate behaviour.
- Deliver their session with an appropriate neutral background.
- Report any suspected misuse or concern to their Line manager and complete a Youth Worker recording sheet at the end of each session.

- Provide a method of contact for both parents/carers and young people.
- Follow up with any young person presenting challenging behaviour during the session.
- Offer support to any young person who may require this to continue to be part of the group.

SANCTIONS:-

1. Young person is reminded of inappropriate behaviour and that they signed online agreement.
2. Young person is asked to leave chat if behaviour continues.
3. The session is ended if young person refuses to leave.
4. Young person is contacted outside the session to discuss behaviour.
5. If suitable agreement is reached, young person can join further sessions. If not, home will be contacted to explain why.
6. If behaviour continues, home will be contacted.
7. If the behaviour is sexual or violent Police/Social Work will be contacted.



Youth Work and Schools in Edinburgh

Working together to address the impact of coronavirus on children and young people

Youth Work and Schools in Edinburgh

Working together to address the impact of coronavirus on children and young people

[Covid-19 Education Recovery: Youth Work](#) explains how youth work, both in the voluntary and statutory sectors, can help tackle the impact of coronavirus in our schools.

This **Youth Work and Schools in Edinburgh** guide is for school leaders in primary and secondary schools. The intended purpose is to help schools consider where collaboration with youth work partners can help ensure children and young people receive the support they need in order to:

- **Address the impact of COVID-19 on health and wellbeing**
- **Close the poverty-related attainment gap**

What does youth work deliver?

Youth work partners in Edinburgh can provide a range of interventions that can be tailored to the particular challenges facing children and young people within your school community. These include:

Tailored group work programmes

Group work can be delivered on a small group basis or to a particular year group, through, for example, PSE sessions. Programmes can be developed around issues affecting children or young people in your school, such as transition, sexual health, communication skills, team working and relationships. Youth workers can also tailor group work to support pupils with identified needs, for example to support their transition/re-engagement with the school curriculum, develop confidence/self-esteem, improve relationships, build resilience (e.g. Seasons for Growth) or other needs as identified by the school.

One-to-one support

Youth workers can provide pupil support, either within school or in the community, working closely with Guidance to promote emotional wellbeing.

“One to one helped me through my young carer duties that is linked to my mum’s mental health condition. [It] also provided a safe place for me to come and talk about my issues.”

Youth awards/personal learning and achievement

Youth workers can provide opportunities for personal learning and achievement, both in school and in the wider community. This includes a range of youth awards for children and young people in primary and secondary schools. Youth awards can be a particularly good approach for those struggling to engage with the formal curriculum. They can help to improve wellbeing and provide an alternative approach to address learning loss as a result of COVID-19.

“They helped me catch up on school work as well when I was out of school and if I didn’t have that support, I would have struggled to go back to school.”

Parental engagement and family learning

Youth work partners are likely to have strong relationships with families in your school community, particularly those most affected by COVID-19. They can work with you to support parental engagement and deliver family learning opportunities to help mitigate the impact on learning and development.

Universal youth work

Universal youth work opportunities include youth clubs and groups which are not targeted at particular children or young people. [The Impact of Universal Youth Work](#) research identified the difference these opportunities make to children and young people's lives. Universal youth work opportunities can be delivered in school. This could include lunchtime groups, after school activities and groups, and health and wellbeing drop-ins. These will be useful in prevention and early intervention approaches as we move through the recovery phase.

“When I first came into contact with youth work I began to experience a new way of being educated, one which I felt suited my needs and taught me in a way I enjoyed.”

Outdoor learning

Outdoor learning opportunities can be delivered to improve physical and mental health and wellbeing. These can be targeted, for example, to address the attainment gap or to support re-engagement in learning. Outdoor learning can be used alongside youth awards to recognise achievement.

“They are always there for us. When we are sad, they are there. There has never been one time that they have not been there to help.”

Developing the Young Workforce

Youth work is a key partner in Developing the Young Workforce. It provides opportunities for children and young people to develop skills for learning, skills for life and skills for work. In the senior phase, this includes delivering No One Left Behind employability support, including opportunities for those who face multiple barriers to employment. Young people receive tailored support and learning, through one-to-one sessions, group activities and supported work experience. They develop skills, build confidence and gain qualifications to take the next step towards a positive destination.



“I’m a more confident person because of coming here and I feel I have made better life choices”

School holiday provision

Youth work delivers school holiday provision to children and young people. This summer youth work has delivered a blended model of online and face-to-face activities, including those to support transition, tackle food insecurity, address learning loss and support health and wellbeing.

Learner Participation

Youth work can support children and young people to engage with learning, express their voice and be part of decisions that affect them. This can include pupil councils, youth forums and approaches to participatory budgeting.

“My involvement in youth work gave me the skills, encouragement, self-belief and platform which showed me how you can stand up for what you believe in and make things better.”

What should I do next?

City of Edinburgh Council Lifelong Learning and Lothian Association of Youth Clubs (LAYC) are working with YouthLink Scotland, as part of the Scottish Attainment Challenge, to help schools develop collaboration with youth work.

For more information about how youth work could support education recovery in your school community, please contact

Marielle Bruce,

Youth Work & Schools Partnerships Manager
mbruce@youthlinkscotland.org

tel: 07766 721 515.

You can also contact:

John Heywood,

Lifelong Learning Strategic Development Officer, City of Edinburgh Council

john.heywood.2@edinburgh.gov.uk

tel: 07712 540110

Laurene Edgar,

Director of LAYC

laurene@layc.org.uk

LAYC (Lothian Association of Youth Clubs) is a network of 117 community-based youth and children’s organisations across East, Mid, West Lothian and the City of Edinburgh, providing services for 19,551 children and young people through 2,109 staff and volunteers.



For more information about how youth work could support education recovery in your school community, please contact

Marielle Bruce, Youth Work & Schools Partnerships Manager
mbruce@youthlinkscotland.org

tel: 07766 721 515



◆ EDINBURGH ◆
THE CITY OF EDINBURGH COUNCIL

YouthLink Scotland, Rosebery House, 9 Haymarket Terrace, Edinburgh EH12 5EZ

T: 0131 313 2488 E: info@youthlinkscotland.org W: www.youthlinkscotland.org

YouthLink Scotland is a Company Limited by Guarantee. Registered in Scotland No: 16457. Charity Ref: SC003923

Appendix 4

Community and Leisure Centres which offer or host youth work

North West Rosebury Hall South Queensferry CC Kirkliston Rannoch West Pilton Royston Wardieburn	South West Ratho Pentland Gate 55 Clovenstone Carrickvale Juniper Green Gorgie Memorial
North East Sandy's Jack Kane CC Magdalene Craigentinny Northfield & Willowbrae Leith Leith Fort Portobello	South East Goodtrees Gilmerton Valleypark Canmore Inch Tollcross Southside Southbridge Braidwood

Leisure Centres (Open All Hours youth provision)

Royal Commonwealth Pool

Warrender Swim Centre

Gracemount Leisure Centre

Ainsley Park LC

Drumbrae LC

Kirkliston

WHEC

Craiglockhart

Portobello Swim Centre

Policy and Sustainability Committee

10.00am, Thursday, 20 August 2020

Victoria Primary School, Newhaven Main St, Newhaven, Edinburgh EH6 4HY – Community Asset Transfer

Executive/routine	Executive
Wards	4 Forth
Council Commitments	2, 7, 33, 34 and 35

1. Recommendations

- 1.1 That Committee approves the disposal of Victoria Primary School to Heart of Newhaven (HoN) on the terms outlined in the report and on such other terms and conditions to be agreed by the Executive Director of Resources.

Stephen S. Moir

Executive Director of Resources

Contact: Brian Paton, Senior Surveyor,

Property and Facilities Management Division, Resources Directorate

E-mail: brian.paton@edinburgh.gov.uk | Tel: 0131 469 5228

Victoria Primary School, Newhaven Main St, Newhaven, Edinburgh EH6 4HY – Community Asset Transfer

2. Executive Summary

- 2.1 This report seeks authority to dispose of Victoria Primary School to Heart of Newhaven (HoN) on terms as specified in the Community Asset Transfer (CAT) request which are outlined in this report. The proposed sale is a Community Asset Transfer under Part Five of the Community Empowerment (Scotland) Act 2015.

3. Background

- 3.1 Since the announcement of a new school at Western Harbour, there has been considerable community interest in the future of Victoria Primary School Newhaven, which will become surplus on completion of the new school, currently estimated for Quarter 3, 2021. The site is shown outlined in red in Appendix 1.
- 3.2 Newhaven Heritage Society (NH) were the main party interested in creating a community facility, and a spin off group, Heart of Newhaven (HoN), was formed to take forward a community asset transfer request for Victoria Primary School. Since the formation of HoN in 2017, there has been increasing disagreement between the groups, to the extent that competing stage 1 expressions of interest were submitted and considered by the Stage 1 panel on 13 February 2020. The panel did not approve either request and recommended that the groups work together and submit a joint proposal for the future of the property. The groups met in a facilitated meeting but were unable to agree a way forward. Accordingly, the Panel reconvened on 24 February and agreed that neither proposal could be supported.
- 3.3 HoN submitted a Stage 2 Asset Transfer Request on 20 February 2020. Under the Community Empowerment (Scotland) Act 2015, a valid application has to be considered by the Council within six months. The application was checked and validated on 17 March 2020. The request was advertised on site and on the Council's webpages and representations from the public were invited. A representation on the proposal was received from NH and this has been placed on the website together with HoN's response.

- 3.4 NH commenced work on preparing a stage 2 submission. On 26 June they advised that whilst still committed to submitting a stage 2 application, they were unable to prepare a substantive business case due to Covid-19 restrictions. Accordingly, the Council has one proposal from HoN that requires to be considered on its own merits in line with the Community Empowerment Act.
- 3.5 HoN propose to fund the purchase of the properties with grant funding from the Scottish Land Fund (SLF). Timescales for applications are tight, with the last opportunity to apply for funding on 31 August 2020, with funds requiring to be expended by 31 March 2021.

4. Main report

- 4.1 HoN's business proposal is to purchase, and operate for community benefit, the old Victoria Primary School buildings – made up of the original listed primary school building, a 2014 separate extension in the grounds, known as the Anchor building, and the playground space around the buildings.
- 4.2 The principal purpose of the project is to facilitate and support greater and more active integration of the rapidly expanding Newhaven community. The project will develop and deliver activity under three themes, established through engagement with the local community, as follows:
- Culture and Heritage;
 - Learning and Enterprise; and
 - Community Activity and Wellbeing.
- 4.3 In addition, the proposed overarching approach is holistic and underpinned by a commitment to intergenerational practice so that every proposed activity will have multiple outcomes.
- 4.4 Should HoN be successful in purchasing the building, they envisage a phased approach to occupation and refurbishment of the building.
- 4.5 Phase 1 would involve establishing nursery provision in the Anchor Building which would not only meet that particular need but also presents the greatest potential as a source of income early in the redevelopment pipeline. It would also offer the opportunity for partners to begin to collaborate on small projects using intergenerational practice to bring generations together to share skills, knowledge and social interaction. This would include the use of the outside space for a range of age friendly activities including growing opportunities.
- 4.6 Phase 2 would see a phased establishment of use of the main building as follows:
- Ground Floor
- Community use, e.g.
- Café with exhibition space.

- Rehearsal and performance space.
- Workshop.
- Artists' studios/SMEs.
- Community activities space; a multi-purpose space for classes and educational activities, with an intergenerational approach, plus a touch-down space for advisory and support services.
- Maximum and creative use will be made of the ground floor to tell the 'Newhaven story' with contributions curated by HoN's partners and the community members they support.

Mezzanine Floor

These spaces are generally suitable for co-workers' office spaces or as artists' studios

First Floor

Heritage Suite in which a 'Newhaven Museum' would be a central feature. There would be further existing heritage organisations sharing this floor ideally with few physical barriers between them, creating a seamless visitor experience.

Second Floor

Business suite.

- 4.7 The applicants have identified in their business plan that capital funding of approximately £1.3m will be required for refurbishment of the building to provide the accommodation noted above. It is intended to meet this requirement through a combination of grant funding, business loans and fundraising.
- 4.8 In respect of timing of the purchase, the grant from SLF must be spent by 31 March 2021. Given the uncertainty over the timing of the completion of the new primary school, it is proposed that HoN purchase the property prior to the funding deadline and simultaneously enter into a lease back to the Council, allowing the school to continue in occupation at a peppercorn rent until the new primary is ready for use.
- 4.9 The stage 2 application was validated in March and was considered in accordance with the requirements of the Community Empowerment (Scotland) Act 2015, which compels the Council to consider the application within six months. The proposal was assessed by the Operational Estates Team using the Community Asset Transfer policy scoring matrix and the result was a strong submission
- 4.10 Notwithstanding the result of the Stage 1 Panel, a Stage 2 Panel was convened to consider the application. The panel met on 27 July and after deliberation made the following recommendations:

The Panel recommends that Committee considers approval of the valid community asset transfer request made by Heart of Newhaven under Part Five of the Community Empowerment (Scotland) Act 2015 and that the following is noted:

- The purchase price will be £700k, a discount of £85k on the market value of £785k;
- No further financial contributions will be made in respect of the asset transfer by the Council for capital or revenue expenditure. For the avoidance of doubt the request by Heart of Newhaven for a contribution of £154k by the Council for outstanding repair works is rejected. The applicants will confirm to the Panel that the project is still sustainable without further Council funding (confirmation is expected imminently from HoN at the time of writing).
- The detail of any lease between Heart of Newhaven and the Council for the period between 31 March 2021 and the school closing will be agreed prior to the transfer being concluded.
- The Panel recognise the opportunity for social benefits and wider community benefits as identified within the applicant's business plan on successful completion of the project.

4.11 The terms provisionally agreed for the disposal of Victoria Primary School are as follows:

Purchaser:	Heart of Newhaven
Price	£700k
Fees	The purchaser is to meet the Council's reasonable legal administration fees
Agreement	The applicant is to enter into a Lease Agreement with the Council prior to completion of the community asset transfer, allowing use of the school at a peppercorn rent until the new building at Western Harbour is ready for occupation.

5. Next Steps

- 5.1 Should the Committee approve the transfer request, a decision notice will be issued in accordance with the terms of the Community Empowerment (Scotland) Act 2015, setting out the terms noted above and inviting HoN to offer to purchase the property on the agreed terms. The applicant is then afforded a minimum statutory period of at least six months in which to make their offer.
- 5.2 Should the Committee determine to reject the asset transfer request or significantly alter the terms of the request, the applicant has a statutory right to have the decision reviewed by the Council and, should the review be unsuccessful, a subsequent right of appeal to Scottish Ministers.

6. Financial impact

- 6.1 Should the transfer proceed, a capital receipt of £700k will be received. The receipt would be received in financial year 2020/2021.
- 6.2 A joint opinion on market value was obtained in January 2020 at £785k. Given the proposed scheme's alignment to Council commitments, it is considered that a sale price of £700k is justified in this instance.
- 6.3 The Council's Capital Investment Programme had originally assumed a capital receipt of £800k as part of the funding package for the new Victoria PS. Therefore, this lower receipt will create a funding gap of £100k which will need to be funded through existing capital budgets.
- 6.4 An asset transfer at less than market value is justified when additional benefits empower communities and align with local and national priorities to enable the delivery of Best Value across the public sector as a whole. The benefits should also contribute to the Authority's policy objectives and local priorities. The HoN Business Case evidences the range of Council Commitments that will be met.
- 6.5 The proposed sale price has also been considered in relation to The Disposal of Land by Local Authorities (Scotland) Regulations 2010, which provides that where the disposal (or lease) is for a consideration less than the best that can reasonably be obtained, a Local Authority can dispose of the asset, provided it follows certain steps:
- It appraises and compares the costs and dis-benefits of the proposal with the benefits;
 - It satisfies itself the proposed consideration for the disposal in question is reasonable; and
 - It determines that the disposal is likely to contribute to the promotion or improvement of any one of: economic development or regeneration, health, social well-being, or environmental well-being, of the whole or any part of the area of the local authority or any person in the local authority area.
- 6.6 The proposals align with Council commitments and contributes to these criteria therefore the proposed sale price is considered justifiable.

7. Stakeholder/Community Impact

- 7.1 Consultation was undertaken through the CAT advisory panel. Stakeholders involved in the CAT Panel comprised all ward members, the North East Locality Manager and council officers involved with the project, including representatives from Property and Facilities Management, Lifelong Learning and Cultural Services.

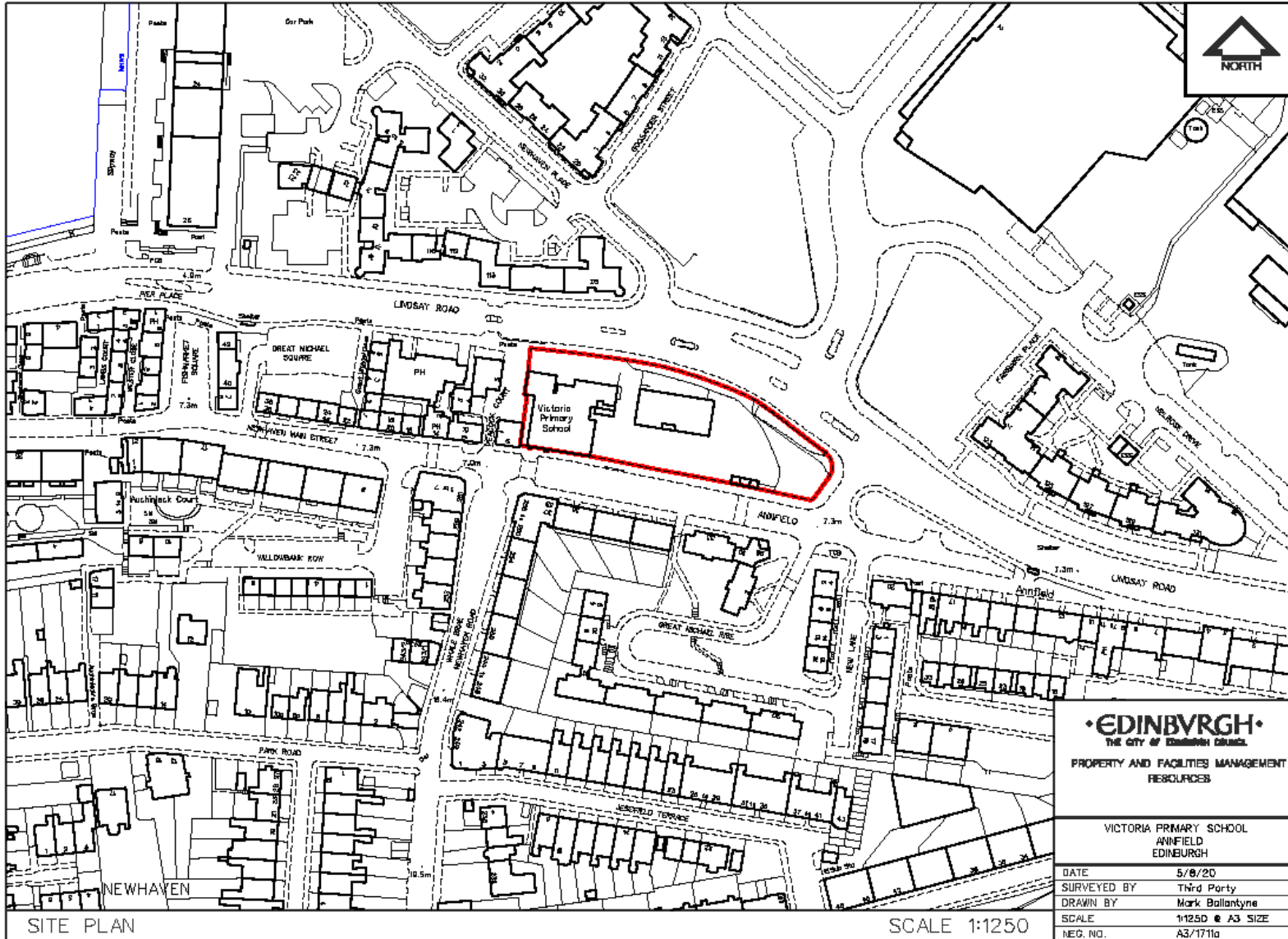
- 7.2 As part of the CAT Stage 2 Business Case Submission, HoN have consulted widely in the community with regards to the future use of their property. Detail on the consultations undertaken can be found in the HoN Business Case which is available for reading using the link at 8.1 below.
- 7.3 Over the spring and summer of 2019, the place and active citizenship charity PAS conducted a number of engagement activities in the Newhaven area. This was done to assist the Heart of Newhaven Community Group. These activities consisted of workshops, one to one meetings, a public drop-in, and an online survey. A number of key messages emerged:
- community and key stakeholders in the area want to see the building used as an accessible, welcoming, entertaining and eco-friendly venue to facilitate activities that address key local issues such as population growth, social cohesion and isolation, unemployment, family support and life skills;
 - the sharing of knowledge and skills between generations, through intergenerational practice, is seen as a key way to address local issues and is supported by the community and partners; and,
 - the community would like a centre to promote and emphasise Newhaven as a family.
- 7.4 The ward members have been informed of the recommendations contained within this report.
- 7.5 The impact on sustainability has been considered. There is no negative impact on the environment as the result of the proposed sale.

8. Background reading/external references

- 8.1 CAT Stage 2 Submission:
<https://www.edinburgh.gov.uk/downloads/download/14424/download-victoria-primary-school-newhave>
- 8.2 Community Asset Transfer Policy:
<https://www.edinburgh.gov.uk/downloads/download/14374/community-asset-policy>

9. Appendices

- 9.1 Location Plan



EDINBURGH
 THE CITY OF EDINBURGH COUNCIL
 PROPERTY AND FACILITIES MANAGEMENT
 RESOURCES

VICTORIA PRIMARY SCHOOL
 ANNFIELD
 EDINBURGH

DATE	5/8/20
SURVEYED BY	3rd Party
DRAWN BY	Mark Ballantyne
SCALE	1:1250 @ A3 SIZE
REC. NO.	A3/1711a

SITE PLAN

SCALE 1:1250

THIS MAP IS REPRODUCED FROM ORDNANCE SURVEY MATERIAL WITH PERMISSION OF ORDNANCE SURVEY ON BEHALF OF THE CONTROLLER OF HER MAJESTY'S STATIONARY OFFICE. CROWN COPYRIGHT. UNAUTHORIZED REPRODUCTION INFRINGES CROWN COPYRIGHT. LICENSE NUMBER 10002420. CITY OF EDINBURGH 2008 AND MAY LEAD TO PROSECUTION OR CIVIL PROCEEDINGS.

Policy and Sustainability Committee

10.00am, Thursday, 20 August 2020

St Oswald’s Hall, 41 Montpelier Park, Edinburgh EH10 4NH– Community Asset Transfer

Executive/routine	Executive
Wards	10 Morningside
Council Commitments	2, 3, 7, 33, 34 and 46

1. Recommendations

- 1.1 That Committee approves the disposal of St Oswald’s Hall to Bruntsfield St Oswald’s Ltd on the terms outlined in the report and on such other terms and conditions to be agreed by the Executive Director of Resources.

Stephen S. Moir

Executive Director of Resources

Contact: Brian Paton, Senior Surveyor,

Property and Facilities Management Division, Resources Directorate

E-mail: brian.paton@edinburgh.gov.uk | Tel: 0131 469 5228

St Oswald's Hall, 41 Montpelier Park, Edinburgh EH10 4NH– Community Asset Transfer

2. Executive Summary

- 2.1 This report seeks authority to dispose of St Oswald's Hall, 41 Montpelier Park, Edinburgh to Bruntsfield St Oswald's Ltd on terms as specified in the Community Asset Transfer (CAT) request which are outlined in this report. The proposed sale is a Community Asset Transfer under Part Five of the Community Empowerment (Scotland) Act 2015.

3. Background

- 3.1 St Oswald's Hall is a former annexe of Boroughmuir High School and was vacated when the school relocated to its current home at Canal View in February 2018. The site is shown outlined in red in Appendix 1. It has been vacant since the high school relocated and the current condition is poor, with significant investment required to bring it back into beneficial use.
- 3.2 Bruntsfield St Oswald's Hall Ltd (BStO) has been established as a collaboration between Bruntsfield Primary School Parent Council (BPC) and a local charity, the Eric Liddell Centre (ELC). Initially functioning from 2018 as a voluntary group, and having successfully established the feasibility of the project, they are now a company limited by guarantee.
- 3.3 BPC operate around 25 after school clubs offering around 120 places for pupils to participate in, and run a number of events to raise funds for good causes, such as building capacity for ICT, bringing yoga to all pupils, buying smart boards for classrooms etc. BPC is a voluntary organisation with an annual turnover of around £125k.
- 3.4 ELC is a core feature of the local community, with a long and successful history of acquiring, renovating and managing a historic building, and of fundraising to satisfy local demand for services, particularly for the elderly and those suffering from dementia.
- 3.5 BStO propose to fund the purchase of the properties with grant funding from the Scottish Land Fund (SLF). Timescales for applications are tight, with the last

opportunity to apply for funding on 31 August 2020, with funds requiring to be expended by 31 March 2021.

4. Main report

- 4.1 BStO will operate the building as a new community hub for local primary school children, young people, families, the elderly and carers. Together with partners, ELC and the Bruntsfield Parent Forum (BPF), they will offer affordable, hourly, community space for a variety of groups, providing workshops and classes addressing health, well-being, education, and social isolation for diverse and multigenerational groups. Specific examples include:
- Wraparound childcare;
 - Space for clubs and activities for all members of the community;
 - Potential general-purpose space for local primary school children;
 - Easing transition, providing continuity of activity for school children;
 - Additional capacity for ELC to provide services to the elderly, particularly those suffering from dementia, disabilities, loneliness, and issues around mental health and well-being; and
 - Festival lets, whilst being sensitive to the concerns of local residents.
- 4.2 BStO was formed specifically to acquire, renovate and operate the St. Oswald's building as a community facility. Their business plan is forecast to generate in the region of £600k of income (not for profit) on an annual basis once fully operational. In addition, the applicants intend to create 23 positions made up of 1 full time manager, 2 full time assistant managers and 20 sessional play workers.
- 4.3 The building is currently in a state of disrepair and the applicant has identified capital works, split into three categories as follows:
- Immediate 0-1 Years: estimate of the cost to bring the building into working order based on proposed alterations - £463k.
 - Medium term 2-5 Years: non-immediate/essential works that will enhance the building as a proposed community facility - £496k.
 - Longer term 5-10 Years: longer term estimate the works that will ultimately be required - £263k.
- 4.4 The applicants have had discussions with potential funders and advised at the stage 2 panel meeting that broad heads of terms had been agreed with a commercial lender to cover the required capital investment.
- 4.5 BStO submitted a Community Asset Transfer request under Part Five of the Community Empowerment (Scotland) Act 2015 to purchase the property. In accordance with Council policy on Community Asset Transfers, a panel was convened to consider BStO's expression of interest. The panel's recommendation

was for BStO to develop their stage 2 (Sustainable Business Case) submission, which involved submitting a business case, valuation, refurbishment plans, and evidencing need through community consultation.

4.6 The stage 2 application was received and the proposal was assessed by the Operational Estates Team in accordance with using the Community Asset Transfer policy scoring matrix. The result was a very strong submission. The panel reconvened to consider the submission and it was decided via a unanimous vote to recommend that Committee consider approval of the application. The panel commended the applicants on the quality of their submissions.

4.7 The terms provisionally agreed for the disposal of St Oswald's Hall are as follows:

Purchaser:	Bruntsfield St Oswald's Ltd
Price	£200k
Fees	The purchaser is to meet the Council's reasonable legal fees and administration fees

5. Next Steps

5.1 Should the Committee approve the transfer request, a decision notice will be issued in accordance with the terms of the Community Empowerment (Scotland) Act 2015, setting out the terms noted above and inviting BStO to offer to purchase the property on the agreed terms. The applicant is then afforded a minimum statutory period of at least six months in which to make their offer.

5.2 Should the Committee determine to reject the asset transfer request or significantly alter the terms of the request, the applicant has a statutory right to have the decision reviewed by the Council and, should the review be unsuccessful, a subsequent right of appeal to Scottish Ministers.

6. Financial impact

6.1 Should the transfer proceed, a capital receipt of £200k will be received. The receipt would be received in financial year 2020/2021.

6.2 A joint opinion on market value was obtained in July 2019 in the amount of £465k. While the assessment took into account the condition of the property, there has been further deterioration of the fabric since that time including water ingress and an outbreak of dry rot. Given the proposed scheme's alignment to Council commitments and the significant community benefit the scheme will offer on completion it is considered that a sale price of £200k is justified in this instance.

6.3 An asset transfer at less than market value is justified when additional benefits empower communities and align with local and national priorities to enable the

delivery of Best Value across the public sector as a whole. The benefits should also contribute to the Authority's policy objectives and local priorities. The BStO Business Case evidences the range of Council Commitments that will be met.

- 6.4 The proposed sale price has also been considered in relation to The Disposal of Land by Local Authorities (Scotland) Regulations 2010, which provides that where the disposal (or lease) is for a consideration less than the best that can reasonably be obtained, a Local Authority can dispose of the asset, provided it follows certain steps:
- It appraises and compares the costs and dis-benefits of the proposal with the benefits;
 - It satisfies itself the proposed consideration for the disposal in question is reasonable; and
 - It determines that the disposal is likely to contribute to the promotion or improvement of any one of: economic development or regeneration, health, social well-being, or environmental well-being, of the whole or any part of the area of the local authority or any person in the local authority area.
- 6.5 The proposals align with Council commitments and contributes to these criteria therefore the proposed sale price is considered justifiable.

7. Stakeholder/Community Impact

- 7.1 Consultation was undertaken through the CAT advisory panel. Stakeholders involved in the CAT Panel comprised elected members, the South East Locality Manager and council officers involved with the project. The ward members were actively involved and took a leading role in the CAT Panel.
- 7.2 As part of the CAT Stage 2 Business Case Submission, BStO have consulted widely in the community with regards to the future use of their property. Detail on the consultations undertaken can be found in the BStO Business Case which is available for reading using the link at 8.1 below.
- 7.3 The results of the consultations saw the building as a way to improve the quality of life for parents and children in the area. The provision of additional space for the school, extra-curricular activities, and childcare, were priorities for the majority of residents.
- 7.4 St. Oswald's was also identified as being able to provide access to activities in the winter months when access to outdoor space was limited and many people saw the benefits of intergenerational projects where young and old could be brought together for the benefit of both groups.
- 7.5 The ward members have been informed of the recommendations contained within this report.
- 7.6 The impact on sustainability has been considered. There is no negative impact on the environment as the result of the proposed sale.

8. Background reading/external references

8.1 CAT Stage 2 Submission:

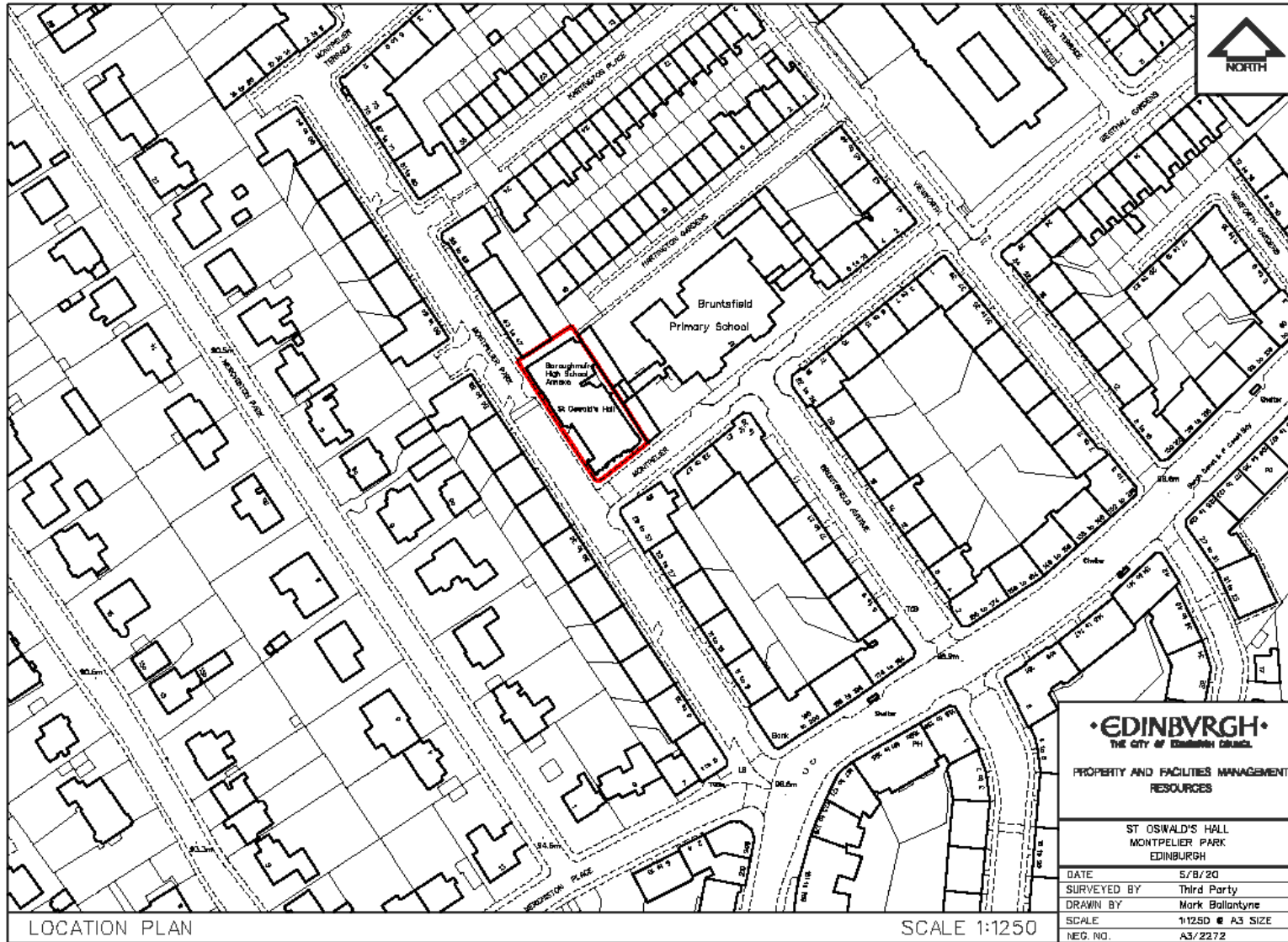
8.2 <https://www.edinburgh.gov.uk/downloads/download/14534/st-oswalds-hall>

8.3 Community Asset Transfer Policy:

<https://www.edinburgh.gov.uk/downloads/download/14374/community-asset-policy>

9. Appendices

9.1 Location Plan



EDINBURGH THE CITY OF EDINBURGH COUNCIL	
PROPERTY AND FACILITIES MANAGEMENT RESOURCES	
ST OSWALD'S HALL MONTPELIER PARK EDINBURGH	
DATE	5/8/20
SURVEYED BY	Third Party
DRAWN BY	Mark Ballantyne
SCALE	1:1250 @ A3 SIZE
NEG. NO.	A3/2272

THIS MAP IS REPRODUCED FROM ORDNANCE SURVEY MATERIAL WITH PERMISSION OF ORDNANCE SURVEY ON BEHALF OF THE CONTROLLER OF HER MAJESTY'S STATIONARY OFFICE. ORDNANCE SURVEY, UNAUTHORISED REPRODUCTION INFRINGES ORDNANCE SURVEY LICENSE NUMBER 100024242. CITY OF EDINBURGH 2010 AND MAY LEAD TO PROSECUTION OR CIVIL PROCEEDINGS.

This page is intentionally left blank

Policy and Sustainability Committee

10.00am, Thursday, 20 August 2020

15a Pennywell Court and 15 Pennywell Court, Edinburgh, EH4 4TZ – Community Asset Transfer

Executive/routine Wards Council Commitments	Executive 1 Almond 2, 10, 15, 33, 34, 35 and 46
---	---

1. Recommendations

- 1.1 That Committee:-
 - 1.1.1 Approves the disposal of 15a Pennywell Court and part of 15 Pennywell Court to North Edinburgh Arts (NEA) on the terms outlined in the report and on such other terms and conditions to be agreed by the Executive Director of Resources; and,
 - 1.1.2 Notes that the Council’s future interests in the wider regeneration proposals will be protected by a proposed Development Agreement with NEA should Committee agree to the Community Asset Transfer.

Stephen S. Moir

Executive Director of Resources

Contact: Brian Paton, Senior Surveyor,

Property and Facilities Management Division, Resources Directorate

E-mail: brian.paton@edinburgh.gov.uk | Tel: 0131 469 5228

15a Pennywell Court and 15 Pennywell Court, Edinburgh, EH4 4TZ – Community Asset Transfer

2. Executive Summary

- 2.1 This report seeks authority to dispose of 15a Pennywell Court and part of 15 Pennywell Court to North Edinburgh Arts (NEA) on terms as specified in the Community Asset Transfer (CAT) request which are outlined in this report. The proposed sale is a Community Asset Transfer under Part Five of the Community Empowerment (Scotland) Act 2015.

3. Background

- 3.1 15a Pennywell Court is occupied by North Edinburgh Arts. The land is leased from the Council on a peppercorn rent of £1 per annum until 2032 and the building occupied by NEA is owned by them. They wish to purchase the Council's leasehold interest in order to access other funding opportunities that are not currently available to them. The site is shown outlined in red in Appendix 1.
- 3.2 15 Pennywell Court is owned by the Council and currently houses Muirhouse Library. NEA wish to purchase part of this site (essentially a 5 wide metre strip to the south side of the site, shown as hatched in Appendix 1) as part of their asset transfer request. NEA would like to purchase this area to allow the implementation of their expansion plans and create a flagship entrance to the new community hub building; the current entrance configuration not being very prominent. This strip primarily comprises a small part of the land occupied by the current library. The Council's future interest would be protected by a proposed Development Agreement with NEA should Committee agree to the Community Asset Transfer.
- 3.3 NEA propose to fund the purchase of the properties with grant funding from the Scottish Land Fund (SLF). Timescales for applications are tight, with the last opportunity to apply for funding on 31 August 2020, with funds requiring to be expended by 31 March 2021.
- 3.4 The asset transfer request is different to what was originally proposed by the applicant. The current request has resulted from discussions between the applicant and the Council. Broad agreement has been reached between officers and North

Edinburgh Arts which is considered to provide the best possible outcome for the community including the delivery the Council's previously approved decisions and minimising funding and deliverability risks. This was reported and approved by the Policy and Sustainability Committee, on 23 July 2020, under report Regeneration Capital Grant Fund – Update on Pipeline Projects.

4. Main report

- 4.1 NEA runs a purpose built creative and community venue. It has been operating from its Muirhouse base, though serving the whole of North Edinburgh, (Forth, Almond and Inverleith Wards) for over 20 years. Open for around 52 hours each week, the building incorporates two arts studios, a 96-seat theatre, recording studio, gallery, offices and a café with children's play area leading onto a large community run garden, with a craft/making space beyond.
- 4.2 NEA identifies itself as offering local people “a place to relax, explore, learn, meet, share, volunteer and have fun in”. The centre is therefore much more than an arts centre, although art and creativity are vital to the identity of the place. Over 30 hours of creative workshops are on offer each week, most with a family focus, alongside a wide range of other events including exhibitions, dance shows, circus skills workshops, community theatre, poetry readings and film clubs.
- 4.3 NEA is keen to secure the land currently leased to ensure it is held in community ownership for the long term. This increase in control would allow for an increased opportunity to securing development funding. Discussions have been ongoing between officers and NEA and broad agreement has been reached for future development on the site and adjacent library site.
- 4.4 In summary, the key elements of this agreement are to work together, through a partnership agreement, to deliver a Council funded community and neighbourhood hub which promotes culture, learning, work and well-being in and around the town centre.
- 4.5 The community and neighbourhood hub include the following:
- The development of the town centre and MacMillan Square as a centre for culture, learning and economic activity;
 - The development of an early years centre to promote learning and development for children below school age and their families;
 - A refurbished and redesigned North Edinburgh Arts centre promoting culture and arts in the community;
 - A new feature legacy building to be developed on the library site proving a re-provisioned library, gallery, workspace and homes;
 - Managed shared spaces that would include the courtyard between the early years centre and North Edinburgh Arts, shared entrance connecting the square to the early years centre, North Edinburgh Arts and the library and workspace.

- 4.6 NEA submitted a CAT request under Part Five of the Community Empowerment (Scotland) Act 2015 to purchase the property at 15a Pennywell Court. In accordance with Council policy on Community Asset Transfers, a panel was convened to consider NEA's expression of interest. The panel's recommendation was for NEA to develop their stage 2 (Sustainable Business Case) submission, which involves submitting a business case, valuation, development plans, and evidencing need through community consultation.
- 4.7 The stage 2 application was received in May, comprising both 15a and 15 Pennywell Court, and the proposal was assessed by the Operational Estates Team using the Community Asset Transfer policy scoring matrix. This proposal saw North Edinburgh Arts delivering the community building. The result was a strong submission. Subsequent discussions between officers and NEA, set out in the report to Policy and Sustainability Committee on 23 July, agreed that the Council would deliver the community building and the CAT application was revised accordingly. The revised application under consideration for the reduced area of land continues to be scored as a strong submission.
- 4.8 The Stage 2 application was considered by the panel on 5 August and it was decided via a unanimous vote to recommend that Committee considers approval of the application.

- 4.9 The terms provisionally agreed for the disposal of 15a Pennywell Court are as follows:

Purchaser:	North Edinburgh Arts
Price	£130,000
Fees	The purchaser is to meet the Council's reasonable legal and administration fees

- 4.10 The terms provisionally agreed for the disposal of part of 15 Pennywell Court are as follows:

Purchaser:	North Edinburgh Arts
Price	£20,000
Fees	The purchaser is to meet the Council's reasonable legal fees and administration fees
Agreement	The applicant is to enter into a Development Agreement with the Council prior to completion of the community asset transfer.

5. Next Steps

- 5.1 Should the Committee approve the transfer request, a decision notice will be issued in accordance with the terms of the Community Empowerment (Scotland) Act 2015, setting out the terms noted above and inviting NEA to offer to purchase the property on the agreed terms. The applicant is then afforded a minimum statutory period of at least six months in which to make their offer.
- 5.2 Should the Committee determine to reject the asset transfer request or significantly alter the terms of the request, the applicant has a statutory right to have the decision reviewed by the Council and, should the review be unsuccessful, a subsequent right of appeal to Scottish Ministers.

6. Financial impact

- 6.1 Should the transfer proceed, a capital receipt of £150,000 will be received. The receipt would be received in financial year 2020/2021.
- 6.2 The applicant obtained an opinion on market value of 15a Pennywell Court in the amount of £130,000. The market value figure has been verified by one of the Council's RICS registered valuers. The amount offered by the applicant is market value and the proposed sale price is considered acceptable.
- 6.3 In respect of 15 Pennywell Court (Muirhouse Library), an opinion on market value and value on the entire site, assuming a cleared site, was obtained. The market value of the existing library building, and site is £270,000, and the cleared site value is £110,000. The applicants wish to purchase a strip comprising 18% of the site. On this basis, the offer of £20,000 is considered reasonable. The development agreement will address the wider strategy for Macmillan Square with the detail to be developed in due course. Once detailed designs have been agreed there is a small risk that the area of transfer could reduce and, if so, the purchase price would also reduce pro rata.
- 6.4 An asset transfer at less than market value is justified when additional benefits empower communities and align with local and national priorities to enable the delivery of Best Value across the public sector as a whole. The benefits should also contribute to the Authority's policy objectives and local priorities. The NEA Business Case evidences the range of Council Commitments that will be met.
- 6.5 The proposed sale price has also been considered in relation to The Disposal of Land by Local Authorities (Scotland) Regulations 2010, which provides that where the disposal (or lease) is for a consideration less than the best that can reasonably be obtained, a Local Authority can dispose of the asset, provided it follows certain steps:
 - It appraises and compares the costs and dis-benefits of the proposal with the benefits;

- It satisfies itself the proposed consideration for the disposal in question is reasonable; and
- It determines that the disposal is likely to contribute to the promotion or improvement of any one of: economic development or regeneration, health, social well-being, or environmental well-being, of the whole or any part of the area of the local authority or any person in the local authority area.

6.6 The proposals align with Council commitments and contributes to these criteria therefore the proposed sale price is considered justifiable.

7. Stakeholder/Community Impact

- 7.1 Consultation was undertaken through the CAT advisory panel. The panel consisted of various stakeholders – two local members (two others were unable to participate due to a conflict of interest), the North West Locality Manager and Council officials from housing and operational estates.
- 7.2 As part of the CAT Stage 2 Business Case Submission, NEA have consulted widely in the community with regards to the future use of their property. Detail on the consultations undertaken can be found in the NEA Business Case which is available for reading using the link at 8.1 below.
- 7.3 Considerable effort was made by the applicant to carry out participative community engagement. The aim was to ensure that proposals for community asset transfer and development were community-led and addressed a real need. Consultants were commissioned to carry out this work and around 400 people have contributed to the consultation. The results showed that there was particular agreement that the project would bring the community together (50% strongly agreed and a further 45.1% agreed); that it would secure the future of NEA as a vibrant community-led arts and performance venue (53.1% strongly agreed; 43.2% agreed); and would help people feel less isolated (56.8% strongly agreed; 38.3% agreed).
- 7.4 The ward members have been informed of the recommendations contained within this report.
- 7.5 The impact on sustainability has been considered. There is no negative impact on the environment as the result of the proposed sale.

8. Background reading/external references

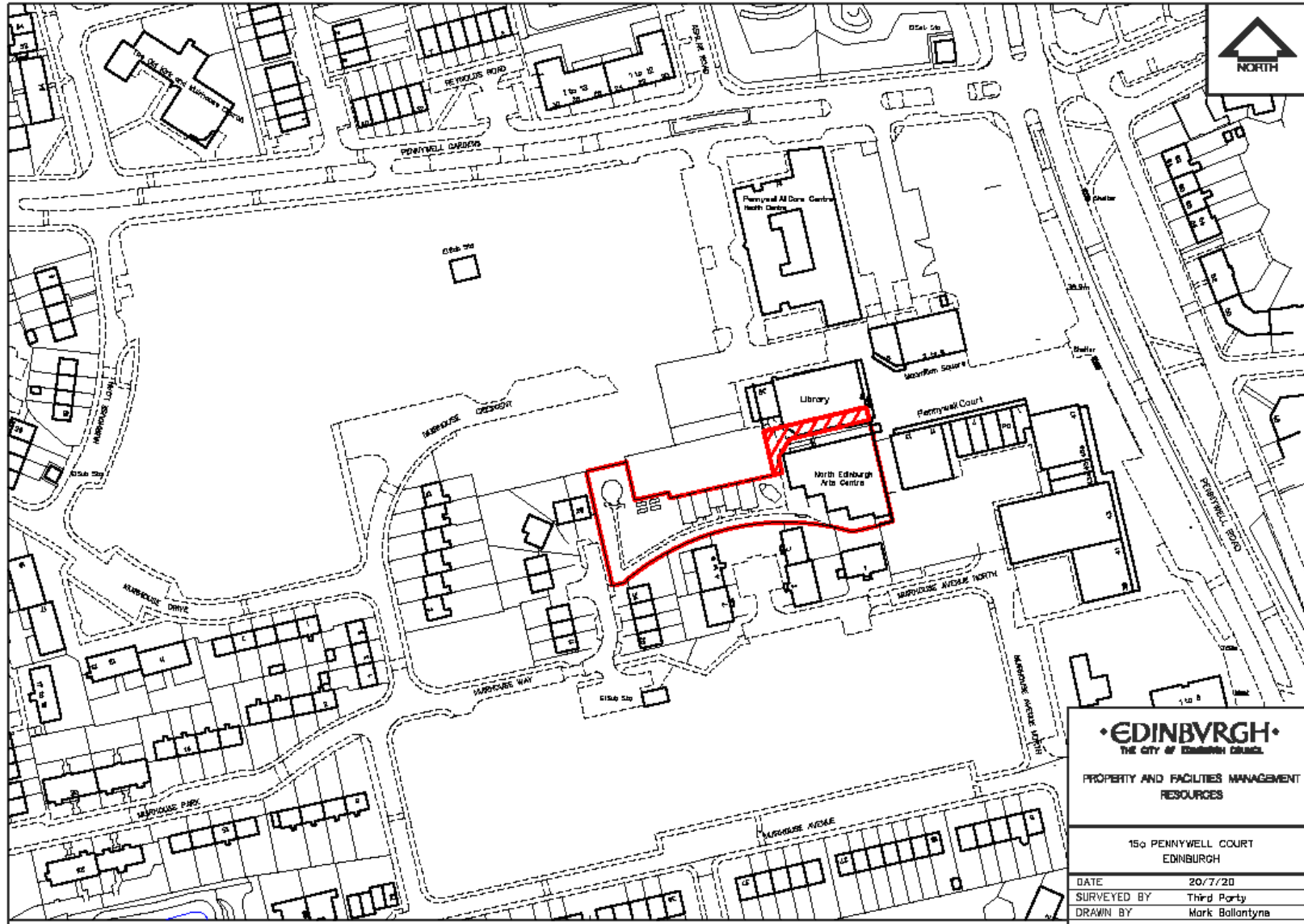
- 8.1 CAT Stage 2 Submission:
<https://www.edinburgh.gov.uk/downloads/download/14494/download-north-edinburgh-arts---15a-pennywell-court-and-15-pennywell-court>
- 8.2 Community Asset Transfer Policy:
<https://www.edinburgh.gov.uk/downloads/download/14374/community-asset-policy>

8.3 Report to Policy and Sustainability Committee 23 July 2020

<https://democracy.edinburgh.gov.uk/documents/s24843/6.9%20-%20Regeneration%20Capital%20Grant%20Fund%20Update.pdf>

9. Appendices

9.1 Location Plan



SITE PLAN

SCALE 1:1250

EDINBURGH
THE CITY OF EDINBURGH COUNCIL
PROPERTY AND FACILITIES MANAGEMENT
RESOURCES

150 PENNYWELL COURT EDINBURGH	
DATE	20/7/20
SURVEYED BY	Third Party
DRAWN BY	Mark Ballantyne
SCALE	1:1250 @ A3 SIZE
NEG. NO.	A3/2252(150)

THIS MAP IS REPRODUCED FROM ORDNANCE SURVEY MATERIAL WITH PERMISSION OF ORDNANCE SURVEY ON BEHALF OF THE CONTROLLER OF HER MAJESTY'S STATIONARY OFFICE (CROWN COPYRIGHT). UNAUTHORISED REPRODUCTION INFRINGES CROWN COPYRIGHT. LICENSE NUMBER 100024222. CITY OF EDINBURGH 2020 AND MAY LEAD TO PROSECUTION OR CIVIL PROCEEDINGS.

Policy and Sustainability Committee

10.00am, Thursday, 20 August 2020

Spaces for People Initiative – Response to Motion

Executive/routine Wards Council Commitments	Executive All 16
---	--

1. Recommendations

- 1.1 The Policy and Sustainability Committee are asked to note:
- 1.1.1 UK and international evidence and case studies showing the beneficial economic impacts to businesses in high streets when space for walking and cycling is prioritised;
 - 1.1.2 the relevance of this evidence to the Spaces for People initiative along with existing and emerging transport policy in the city; and
 - 1.1.3 the ongoing commitment to engage with businesses and evaluate impacts from the Spaces for People programme to inform medium to longer term sustainable transport and public realm investment.

Paul Lawrence

Executive Director of Place

Contact: Ewan Kennedy, Transport Network Manager

E-mail: ewan.kennedy@edinburgh.gov.uk | Tel: 0131 469 3575

Spaces for People Initiative – Response to Motion

2. Executive Summary

- 2.1 The UK and international examples presented in this report highlight the potential benefits of creating streets which prioritise access for those walking, wheeling, cycling and using public transport. Adopting such measures often places restrictions upon vehicular traffic and parking provision but evidence shows that these changes can bring significant benefits to the local economy.
- 2.2 The examples predate the unprecedented challenge of the COVID-19 pandemic and the changes it has brought to people's way of life, places of work, travel behaviours and consumer habits. The difficulties this has placed on local businesses is keenly acknowledged.
- 2.3 In response to significant public interest and funding provided under the Scottish Government's 'Spaces for People' initiative, the Council has been implementing temporary changes to key parts of the road network to help people practice safe physical distancing and to support businesses recover by providing additional space for queuing and outdoor hospitality.
- 2.4 As part of the ongoing monitoring of this initiative, the Council will continue to work with business to ensure that, in line with Scottish Government's route map through and out of the crisis, as many of the wider benefits described by this report can be accrued through the city's recovery.

3. Background

- 3.1 The Council has recognised the incredibly difficult trading conditions currently being faced by businesses across the city and has committed to work in partnership with the business community to support its recovery.
- 3.2 Council and Policy and Sustainability Committee have considered a number of recent reports on Spaces for People and on Supporting Local Businesses.
- 3.3 This report sets out a response to the Motion raised by Councillor Macinnes with a Liberal Democrat addendum, as approved at the Policy and Sustainability Committee of [23 July 2020](#). The approved Motion is set out in Appendix 1.

- 3.4 It outlines evidence from UK and international research which looks at the economic impacts for high street businesses when walking and cycling is prioritised and provision for vehicles is reduced. The relevance of this evidence is considered in the context of the Spaces for People initiative along with existing and emerging transport policy in the city.
- 3.5 The report will support ongoing dialogue and engagement with high street businesses over the coming months.

4. Main report

- 4.1 This section outlines some of the most widely recognised research and case study evidence from both the UK and internationally, which demonstrate positive impacts on business trading in high streets where the high-quality spaces and accessibility for those walking and cycling are prioritised. Links to this research are set out in Section 8 of this report.

The Pedestrian Pound

- 4.2 In 2013 Living Streets launched 'The Pedestrian Pound' to highlight the hidden and underestimated economic contribution of people on foot to high street economic vitality. The research, prepared by independent experts 'Just Economics', was updated in 2018. Key findings and case studies are summarised as follows:
 - 4.2.1 Investing in better streets and spaces for walking can provide a competitive return compared to other transport projects; walking and cycling projects can increase retail sales by 30% or more. For example, traffic management and public realm improvements in Kelso increased town centre footfall by 28%. In the city of New York pedestrian improvements at one junction increased local retail sales by 48%;
 - 4.2.2 If more space is given for walking and cycling and less to cars, the absence of customers arriving by car is more than compensated by people arriving on foot or by bike. For example, in San Francisco, the first trial 'parklet' increased pedestrian traffic in the area by 37% on weeknights and increased people walking with bikes at the weekend by 350%. A similar scheme in Shoreditch, London, increased takings in an adjacent shop by 20%;
 - 4.2.3 For retailers, a good-quality public environment improves trading by attracting more people into an area. It has been shown, for example, that well-planned improvements to public spaces within town centres can boost commercial trading by up to 40% and generate significant private sector investment; and
 - 4.2.4 Evidence shows that retailers, businesses and agencies often overestimate the importance of the car for customer travel.

Sustrans' Research - 'Common Misconceptions of Active Travel'

- 4.3 In 2019 Sustrans published research showing that encouraging active travel investment with the removal of cars and car parking from streets does not harm the local economy:
- 4.3.1 Retail turnover in pedestrianised areas generally outperforms non-pedestrianised areas and shop vacancy rates are five times higher on streets with high levels of traffic;
 - 4.3.2 Per square metre, cycle parking delivers five-times higher retail spend than the same area of car parking;
 - 4.3.3 Converting car parking spaces to seating and planting to improve 'place' impact can contribute to regeneration and improvement in retail performance. Removal of car parking spaces from a shopping street in Seattle was followed by a 400% increase in retail sales; and
 - 4.3.4 Studies in Toronto, Graz and Bristol found that retailers overestimate how many of their customers travel by car by around double. One study found only a weak relationship between parking and retail vitality. In combination with appropriate case studies, there is a consistent message of either no negative impact (or positive impact) on retail from removing car parking spaces.

Specific Research on Economic Impacts of Cycling

- 4.4 A variety of research has been undertaken which specifically looks at the impact of cycling on economies across the world.
- 4.5 In 2016, Cycling UK published 'Cycling and the Economy', a briefing which summarised evidence on a range of topics including the contribution that cycling makes to the vitality of town centres and the rural economy. Key findings and case studies are summarised as follows:
- 4.5.1 Research into shopping in Copenhagen and in London found that although cyclists may spend less than car-borne shoppers per trip, their total expenditure is, on average, greater as they tend to visit the shops more often. Studies in 15 town centres in London have shown a greater retail sales return for cycle parking over car parking spaces in city centres. In a popular street in Melbourne, Australia, the retail spend generated by one car parking space occupied at all times has been calculated at \$27 per hour. The same space (13m²), occupied by six fully utilised bike stands generated \$97.20 per hour;
 - 4.5.2 A study in Bristol found that retailers tend to overestimate their customers' use of cars and the distances they travel. They thought, for example, that just 12% of customers lived within half a mile, and 40% more than two miles away. In reality, 42% had travelled less than half a mile and 86% less than two miles;

4.5.3 In New York, a project to shift space from cars led to significant investment in, for instance, high quality cycle lanes, more space for pedestrians and better bus provision. This has boosted local business overall, but in some areas the return has been huge: according to figures published in 2012, on 9th Avenue (Manhattan), where a high quality cycle lane was rebuilt in late 2008, retail sales increased by up to 49%, compared to 3% borough-wide; and

4.5.4 When San Francisco reduced car lanes and installed bike lanes and wider sidewalks on Valencia Street, two-thirds of merchants said the increased levels of bicycling and walking improved business. Only 4% said the changes hurt sales.

4.6 Other key research papers on this topic published between 2014-2016 reinforce the evidence that shows investment in cycling can result in an uplift of spending in high streets. These papers are noted in Section 8 of this report.

Transport for London (TfL)

4.7 In 2018 TfL published a suite of reports and studies presenting evidence from London and elsewhere highlighting the economic benefits of investment in walking and cycling. Overall, the research concludes that people walking and cycling visit high streets more frequently, spend more money there compared to people in cars and that businesses may overestimate their customers' car use. High streets that are nice places to walk, cycle and spend time in attract more shops, making the high street more economically viable and vibrant.

4.8 Key impacts on business trading and consumer spending are summarised as follows:

4.8.1 High street walking, cycling and public realm improvements can increase retail sales by up to 30%;

4.8.2 People who walk and cycle take more trips to the high street over the course of a month;

4.8.3 Cycle parking delivers five times the retail spend per square metre than the same area of car parking;

4.8.4 Over a month, people who walk to the high street spend up to 40% than people who drive to the high street; and

4.8.5 9 in 10 London Business Improvement Districts say walking and cycling creates vibrant areas and 83% say it attracts more customers.

4.9 International case studies are also referenced which reinforce London's experience:

4.9.1 A study of businesses in Portland found people walking and cycling spent more in a month than drivers;

4.9.2 Businesses on two Dublin shopping streets overestimated how many customers travel by car and underestimated how many cycle;

- 4.9.3 Streets with dedicated cycle lanes in New York saw a larger rise in retail sales compared to the surrounding area;
- 4.9.4 People who cycle to shops and supermarkets in Copenhagen spend more each year than people who drive. Two thirds of shopping trips and half the total revenue comes from customers on foot and cycle;
- 4.9.5 People who walk and cycle in San Francisco visit shops more often and spend more in a month than drivers;
- 4.9.6 For every square metre of parking space in Bern customers who cycled generated 7,500 € compared to 6,625 € from car drivers; and
- 4.9.7 In Los Angeles sales tax revenue rose by two thirds after cycle lanes were built – 14% higher than unimproved areas.

City of Dublin

- 4.10 A Dublin City Council report has revealed that a pedestrianisation trial in July 2020 led to an increase in takings of between 40% and 100% for 292 businesses that were surveyed. Footfall in the area has also increased dramatically, rising to 50% of pre-Covid levels after being at just 20% at the start of July. Results from a public survey on pedestrianisation in Dublin were also extremely favourable with 92% reporting that improved experience of streets "significantly" and over 90% wanting these measures to be made permanent.

Policy Context

National Context

- 4.11 Scotland's National Transport Strategy (NTS2) will provide the policy basis for local government decisions over the next 20 years and embeds the Scottish Government's target for net-zero greenhouse gas emissions by 2045. A move to low and zero carbon transport will be essential, alongside priorities to reduce inequalities, deliver inclusive economic growth and improve health and wellbeing.

Council Policies and Strategies

- 4.12 Edinburgh's transport policy is set out through the Local Transport Strategy 2014-2019 (LTS). This will be superseded by the City Mobility Plan (CMP) once finalised. The draft CMP, approved at the Transport and Environment Committee in [January 2020](#), reflects the Council's commitment to net-zero carbon emissions by 2030.
- 4.13 The city's current and emerging transport policies equally recognise the city centre's regional focus for retail and leisure, and the role of Edinburgh's town centres and local retail streets as places where people live, work, shop, socialise and do business. Together with land use planning, transport policies seek to widen travel choice and reinforce a sustainable travel hierarchy that promotes walking, cycling, public transport and car sharing in preference to single occupancy car use.
- 4.14 In relation to the city centre and town centres, transport policies seek to create better places for people by reducing the harmful effects of vehicular traffic in terms of road safety, air pollution, equity of space for those walking, wheeling and cycling, and the impact of traffic noise and congestion on street life and trade. These

measures are underpinned by action to reduce the global threat of climate change by reducing carbon emissions from the transport sector.

- 4.15 As part of the public consultation undertaken in 2018 to inform the draft CMP, Edinburgh City Centre Transformation (ECCT) and development of the Low Emission Zone (LEZ), it was found that around three-quarters of the 4,192 respondents:
- 4.15.1 supported reductions in the amount of general traffic in the city centre and town centres to benefit both people who live in, work in and visit Edinburgh but also to improve conditions for those walking, cycling or using public transport;
 - 4.15.2 supported traffic reductions and the creation of some vehicle free streets in town and city centres; and
 - 4.15.3 agreed that by creating a safe, attractive, accessible and connected network of walking and cycling routes more people would choose to walk or cycle for short journeys rather than use a car.
- 4.16 In response, the approved ECCT agreed to take forward selected street closures to general traffic in the city centre. The draft CMP proposed policy measures to deliver people friendly streets in town centres, and by 2030, to establish a largely car traffic free city centre.
- 4.17 The current LTS seeks to protect provision of short-stay parking for shoppers in local centres. The draft CMP continues to seek effective access for businesses whilst reducing levels of on-street parking in areas well served by public transport in addition to ensuring access for people with mobility difficulties and residents. The application of such principles to town centres will also recognise that many are situated on arterial routes.
- 4.18 Delivery of these policy principles will require the preparation of place-specific design responses to be developed on a case-by-case basis, through appropriate engagement and consultation with local communities and businesses.

Spaces for People

- 4.19 Since May, the Council has been implementing an emergency programme of temporary measures across key parts of the city's road network to create space for people to practice safe physical distancing.
- 4.20 The public health imperative of this programme has meant that usual community engagement opportunities cannot be fulfilled. Notwithstanding this, the public mapping tool [Commonplace](#) is helping to inform and refine proposals and consultation with local ward Councillors and stakeholders is a key part of the proposal design and refinement process. Some targeted engagement with the business community continues to be undertaken so that measures can be designed and refined to best support economic recovery.
- 4.21 As lockdown lifts and people return to the high streets, they must feel safe in doing so and this has meant that adequate space needs to be provided for customers to

queue outside businesses, to pass each other safely, to wait at bus-stops, and to enable businesses to expand outdoor dining.

- 4.22 In the city and town centres, measures are being designed to support people with disabilities who rely on access by car through the retention of some dedicated on-street blue badge parking. Provision of space for deliveries, loading and servicing is also built into proposals. Where residential properties form part of the mix of uses, the needs of those residents will continue to be considered as part of balancing the overall variety of needs.
- 4.23 Given limited street widths, providing more space for people to access shops and travel on foot, wheel or bike in the city and town centres has necessitated the reduction of space for general on-street parking. It is recognised that businesses are finding this particularly challenging at a time when many people are nervous about using public transport again, and that some businesses are concerned that this will make visits to the high street less appealing.
- 4.24 Through the Temporary Traffic Regulation Order (TTRO) process, the temporary measures continue to be reviewed and refined as necessary in response to local feedback. Scope exists to enhance measures where they are not performing well so that all needs can be carefully balanced.
- 4.25 It is important to ensure that as public transport use scales up the city can support the most sustainable modes of travel - walking, cycling, wheeling and public transport. These modes therefore need to be as safe and convenient as possible so that the city can continue to support sustainable economic recovery and growth while reducing congestion and improving air quality.

5. Next Steps

- 5.1 Supporting the city's economic recovery in the wake of Covid-19 is of paramount importance. The Council is committed to understanding the challenges for and needs of local businesses.
- 5.2 The evidence set out in this report highlights the substantial body of evidence on the economic benefits of investing in walking and cycling which will provide a basis for further discussion, policy making and the acceleration of appropriate active travel and public realm improvement schemes. Work is progressing on defining the next steps around this and this will feed into key strategies including the emerging CMP, Active Travel Action Plan and City Plan 2030 along with delivery programming under the ECCT.
- 5.3 This work will be undertaken in collaboration with the city's citizens and businesses, and will include evaluation of the short-term temporary measures delivered under the Spaces for People programme to inform the longer-term creation of a more sustainable city.
- 5.4 On [28 July 2020](#), a report setting out support measures for local businesses was approved at the City of Edinburgh Council meeting. This report noted the ongoing

work being undertaken to support local businesses across the city and set out next steps to support this commitment. These next steps will be undertaken in alignment with the Spaces for People programme and longer term policy making and investment.

6. Financial impact

- 6.1 There are no direct financial implications resulting from this report.

7. Stakeholder/Community Impact

- 7.1 Stakeholder and community involvement will continue to be built into the dialogue around Spaces for People and discussions around longer term investment in active travel, as set out in Section 4 and 5 of this report.

8. Background reading/external references

- 8.1 [The Pedestrian Pound - The business case for better streets and places \(Living Streets\)](#), launched 2013 and updated in 2018.
- 8.2 [Common Misconceptions of Active Travel Investment - A Review of the Evidence \(Sustrans\)](#), research carried out between July – December 2018), published July 2019
- 8.3 [Cycling and the Economy \(Cycling UK Campaigns Briefing\)](#), 2016
- 8.4 [Benefits of Investing in Cycling \(British Cycling\)](#), 2014.
- 8.5 [The Value of Cycling](#) (Commissioned by Department for Transport with University of Birmingham and Phil Jones Associates), 2016.
- 8.6 [Economic Benefits of Walking and Cycling \(Transport for London\)](#), 2018.
- 8.7 [Bicyclists as Consumers: Mode Choice and Spending Behaviour in Downtown Davis, California, 2014.](#)
- 8.8 [Consumer Behaviour and Travel Choices: A Focus on Cyclists and Pedestrians](#) (Transportation Research Board), 2013.
- 8.9 [Supporting Local Businesses in Edinburgh](#), report to the City of Edinburgh Council, 28 July 2020.
- 8.10 [Supporting Local Businesses in Edinburgh – Road Occupation Permits for Tables and Chairs](#), report to the City of Edinburgh Council Policy and Sustainability Committee, 6 August 2020.
- 8.10 [Creating Safe Spaces for Walking and Cycling](#), report to the City of Edinburgh Council Policy and Sustainability Committee, 14 May 2020.

- 8.11 [City Mobility Plan – Draft for Consultation, report to the City of Edinburgh Council Transport and Environment Committee, 16 January 2020.](#)
- 8.12 ['Edinburgh: Connecting our city, Transforming our places' Findings of Public Engagement and Next Steps](#), report to the City of Edinburgh Council Transport and Environment Committee, 28 February 2019.

9. Appendices

- 9.1 Appendix 1 - Motion by Councillor Macinnes with Liberal Democrat addendum - Spaces for People Initiative.

Appendix 1 - Motion by Councillor Macinnes with Liberal Democrat addendum - Spaces for People Initiative (as approved at Policy and Sustainability Committee 23 July 2020)

“Committee:

Welcomes the continued work to deliver the Spaces for People initiative designed to deliver better conditions for safe social distancing as Edinburgh moves towards recovery from the international pandemic, including economic recovery.

Committee recognises the incredibly difficult trading conditions currently being faced by businesses across the city and reaffirms the Council’s commitment to work in partnership with the business community to ensure it takes practical action to support their recovery.

Recognises that there is growing concern among some business owners, particularly in our local high streets across the capital, that removal of car parking spaces will have a detrimental impact on the number of customers accessing their businesses. particularly in light of government advice which discouraged people from using public transport.

Acknowledges that there is a growing body of evidence, from UK and international examples, that implementation of such schemes often meet with great concern but that in practice can lead to better trading conditions for many businesses.

Requests a report, within two cycles, which describes that evidence and indicates its relevance to both the Spaces for People initiative and existing transport policy in the city and looks forward to using that report to continue its two-way dialogue and engagement with high street businesses over the coming months”.

This page is intentionally left blank

Policy and Sustainability Committee

10.00am, Thursday, 20 August 2020

Spaces for People – Programme Update

Executive/routine Wards Council Commitments	Executive All
---	------------------

1. Recommendations

- 1.1 The Policy and Sustainability Committee is asked to:
- 1.1.1 note the project list relating to Temporary Traffic Regulation Orders (TTROs) promoted to create safe spaces for people to walk and cycle in the city, as part of the Spaces for People programme;
 - 1.1.2 approves the recommendations for the existing schemes as set out in Table 1;
 - 1.1.3 note the Programme Priority Scheme list as described in Appendix 1; and
 - 1.1.4 note the Programme Scoring Criteria (Appendix 2) and the Priority Scoring Sheet (Appendix 3).

Paul Lawrence

Executive Director of Place

Dave Sinclair, Local Transport and Environment Manager

E-mail: david.sinclair@edinburgh.gov.uk | Tel: 0131 529 7075

Spaces for People – Programme Update

2. Executive Summary

- 2.1 Policy and Sustainability Committee approved creating safe spaces for walking and cycling in [May 2020](#) in response to the COVID-19 pandemic. This report provides an update on the schemes implemented by a Temporary Traffic Regulation Order (TTRO), under delegated authority and recommends continuation of each scheme.
- 2.2 The report also provides an update on the prioritised project list, details of the prioritisation scoring arrangements and a map of all proposed schemes.

3. Background

- 3.1 The Scottish Government's Spaces for People Programme was introduced in March 2020 to protect Public Health and provide safe options for essential journeys.
- 3.2 As set out in the May report, where temporary measures might necessitate prioritising mixed-use road space for walking or cycling, Councils may use temporary traffic regulation orders (TTRO) in the event there is a danger to the public.
- 3.3 Section 14 (1) of the Road Traffic Regulation Act (RTRA) 1984 allows the Roads Authority to produce TTROs in certain circumstances. These can be in place for up to 18 months for a road or carriageway or six months for a footpath or cycleway. The relevant procedure regulations place a requirement on the Council to notify but unlike a Traffic Regulation Order it cannot be objected to. Not all projects within this programme require a TTRO.
- 3.4 However, where a TTRO is required, delegated powers have been for locations where there is danger to the public of increased risk of infection transmission, to protect road users from parked/loading vehicles, to create space adjacent to school gates or prohibit vehicles by means of a road closure.

4. Main report

Spaces for People Approach

- 4.1 In response to the outbreak of the COVID-19 pandemic in the United Kingdom and the lockdown restrictions imposed to minimise the spread of the virus, it was quickly

recognised that people were moving around in different ways and for different purposes. The themes of the programme are:

- 4.1.1 Space for exercise;
- 4.1.2 Travelling safely;
- 4.1.3 Support for business; and
- 4.1.4 Low traffic neighbourhoods and access to schools.

4.2 From April 2020 a comprehensive range of measures were introduced through a carefully managed, phased approach to respond to the changing needs of people and communities. These measures were firstly designed to protect public health and to make it easier for people to make essential journeys. The initial phase included:

- 4.2.1 providing space to safely exercise by providing more space for pedestrians and introducing additional segregated cycleways;
- 4.2.2 introducing safer walking and cycling routes for access to health services, particularly to the Edinburgh Royal Infirmary and the Western General Hospital; and
- 4.2.3 creating and improving access to shared paths.

4.3 As the lockdown restrictions eased on a phased basis, the implementation of further measures focused on:

- 4.3.1 making it easier to walk and access shops safely on certain routes in the city centre and in many of the city’s town centres, including removing street furniture where it is appropriate to do so; and
- 4.3.2 now, with the reopening of schools across the city, is focused on improving safety around schools for children to be dropped off and collected.

Temporary Traffic Regulation Orders (TTROs)

4.4 Table 1 sets out the interventions, by location, which have been implemented under a TTRO since April 2020.

Table 1 – Project List with TTROs and Recommendations:

Location/Route	Description	Scheme start date	Recommendation
Old Dalkeith Road	Segregated cycle lanes	03/06/20	Continue
Crewe Road South	Segregated cycle lanes	03/06/20	Continue
Braid Road	Road closure – space for exercise	30/04/20	Review to be undertaken

Silverknowes Road	Road closure – space for exercise	30/04/20	Revise TTRO to include bus access
Links Gardens	Road closure – space for exercise	30/04/20	Continue
Cammo Walk	Road closure – space for exercise	01/05/20	Continue
Warriston Road	Road closure – space for exercise	29/05/20	Continue
Stanley Street/ Hope Street	Road closure – space for exercise	29/05/20	Continue
East Princes Street – Bus gate	Bus Gate	18/06/20	Continue
Waverley Bridge Closure	Road closure	18/06/20	Continue
George IV Bridge	New widened footway and segregated cycleway	27/7/20	Continue
Bank St / Mound	Segregated cycleway	08/07/20	TTRO not required
Forrest Road	Segregated cycleway	08/07/20	Continue
Victoria Street	Soft road closure	10/07/20	Temporary Traffic Regulation Notice (TTRN) in place
Cockburn Street	Road closure	10/07/20	TTRN in place
Ferry Road	Cycle segregation	03/08/20	TTRO TBA
School Routes	Various measures		TBA

- 4.5 The approach of the programme has been to learn by doing and to make changes after implementation if the measures are found not to be working. This involves listening monitoring interventions and feedback from stakeholders.
- 4.6 Of the current schemes listed, it is proposed to continue all for a further two months (in line with the next reporting cycle to Transport and Environment Committee in November 2020), with a review of the arrangements in Braid Road to be undertaken and a revised TTRO made for Silverknowes Road to permit bus access.

Scheme Prioritisation and Process

- 4.7 Appendix 1 provides a list of the prioritised interventions, locations and details of the estimated cost associated with each intervention.
- 4.8 This is likely to change and the estimated costs revised during the detailed design and commissioning phases of implementation.
- 4.9 Following the priority assessment process, each project (excluding minor interventions) is considered by the Design Review Group, subject to internal approval and then shared with the agreed Notification Stakeholder Group. On completion of all these stages the project is considered by the Corporate Incident Management Team (CIMT) prior to implementation.
- 4.10 Details of the Programme Scoring Criteria and resultant scores for projects that are planned to proceed (including some which are currently on hold) are included in Appendices 2 and 3. The Appendices do not include potential projects that have been scored, but are not currently planned to proceed.

Feedback and Next Steps

- 4.11 Public input to the Space for People programme was sought using the 'Commonplace' online tool and over 4,000 comments were received.
- 4.12 The feedback strongly aligned with the programme of measures proposed by officers. Where schemes have been designed since comments have been received, these have been incorporated into designs where possible.
- 4.13 Appendix 4 shows the programme superimposed on a map of the comments.
- 4.14 In addition to the schemes already included within the programme, a funding allocation has been made in the overall budget to specifically pay for additional publicly proposed interventions which have not previously been considered.
- 4.15 Analysis of the public comments is nearing conclusion and it is hoped to be able to report verbally at Committee on further interventions which will be introduced as a direct result of comments received.
- 4.16 There is potential to apply for additional 100% funding from Sustrans/Transport Scotland to support further Spaces for People interventions. Depending on the funding criteria, it is envisaged that applications will be submitted either to add projects to the programme, or to enable the delivery of enhancements to projects already proposed.

5. Next Steps

- 5.1 If the recommendations of this report are approved, officers will continue the existing TTROs and interventions noted in Table 1 (paragraph 4.3) until the next reporting cycle in November 2020.
- 5.2 Further interventions will be progressed in accordance with the process set out in paragraph 4.5, including taking forward specific comments received.

- 5.3 Once funding criteria is published, consideration will be given to applying for further funding from the Scottish Government's Spaces for People initiative.

6. Financial impact

- 6.1 The City of Edinburgh Council has been allocated £5m from the Scottish Government's Spaces for People programme.
- 6.2 These costs associated for project management, design, TTRO preparation, implementation, monitoring, maintenance and removal will be contained within the allocated Spaces for People revenue budget.

7. Stakeholder/Community Impact

- 7.1 All TTROs are advertised on the Council's website. Due to the current COVID 19 infection transmission risk street bills are not currently used.
- 7.2 An [integrated impact assessment](#) for the programme has been prepared.

8. Background reading/external references

- 8.1 None.

9. Appendices

- 9.1 Appendix 1 – Prioritised Scheme List
- 9.2 Appendix 2 - Programme Scoring Criteria
- 9.3 Appendix 3 – Priority Scoring Sheet
- 9.4 Appendix 4 – Commomplace Heat Map with Proposed Projects

Appendix 1 – Prioritised Scheme list

Location	Intervention	Estimated Cost (£'000)
CITY CENTRE		
South Bridge	TBA	122
Waverley Bridge	Closure	5
Forest Road	Cycle segregation	25
George IV Bridge	Cycle segregation	104
The Mound	Cycle segregation	90
Princes Street East End	Bus gate	25
Victoria Street	Part time closure	10
Cockburn Street	Part time closure	10
Cowgate	TBA	51
Total		442
Design costs and contingency		134
Allowance for road patching etc		261
Total		837
SHOPPING STREETS		
Queensferry High Street	Pedestrian space	7
Great Junction Street	Pedestrian space	25
Stockbridge	Pedestrian space	59
Gorgie / Dalry Road	Pedestrian space	82
Bruntsfield / Tollcross	Pedestrian space	93
Morningside	Pedestrian space	60
Portobello	Pedestrian space	35
Corstorphine	Pedestrian space	55
Newington Corridor	Subject to design	TBA
The Shore	Subject to design	TBA
Total		416
Design costs and contingency		84
Total		500
TRAVELLING SAFELY		
Telford Road	Cycle segregation	HOLD
Fountainbridge Dundee	Cycle segregation	100
Ferry Road	Cycle segregation	75
Melville Drive	Cycle segregation	HOLD
Teviot Place / Potterow	Cycle segregation	43
Buccleuch St / Causewayside	Cycle segregation	104
Crewe Toll Roundabout	Cycle segregation	6
Meadowplace Road	Cycle segregation	HOLD
Duddingston Road	Cycle segregation	52

Wester Hailes Road	Cycle segregation	HOLD
Craigmillar Park corridor	Cycle segregation	105
Gilmerton Road	Cycle segregation	68
Kingston Avenue closure and connection to Gilmerton Rd via Ravenswood Ave	Road closure	HOLD
Crewe Road South	Cycle segregation	94
Old Dalkeith Road	Cycle segregation	143
Comiston Road	Cycle segregation	115
Inglis Green Rd	Cycle segregation	98
Pennywell Road	Cycle segregation	129
Mayfield Road	Cycle segregation	106
Quiet Corridor - Meadows / Greenbank	Closures	29
Queensferry Road	TBA	81
A1 Corridor	TBA	70
Slateford Road (A70)	Cycle segregation	48
Lanark Road	Cycle segregation	165
Murrayburn Road (short section at Longstone)	Cycle segregation	12
Orchard Brae Roundabout	Road markings	9
Total		1,652
Design costs and Contingency		506
Total		2,158
Low Traffic Neighbourhoods		
East Craigs	Closures/bus gate	66
Leith	TBA	HOLD
Total		66
Spaces for Exercise		
Silverknowes Road	Various measures	31
Granton Square / Gypsy Brae	Cycle segregation	111
Seafield Street	Cycle segregation	2
Kings Place	Link between Proms	10
Maybury Road	Temporary traffic lights	30
Arboretum Place	Crossing point	10
Carrington Road	Road closure	HOLD
Total		194
Design costs and Contingency		45
Total		239
Schools		

Including contingency	Various measures	196
Public proposed interventions		
Including contingency	TBA	326
Surveys and Monitoring		
	Various	256
Additional contingency and reserve		422
OVERALL TOTAL		5,000

Appendix 2 - Programme Scoring Criteria

Spaces for people programme scoring criteria

The table below sets out the scoring criteria that have been used to develop a prioritised Spaces for People programme.

The criteria are based on those set out in Appendix 1 of the [14 May 2020](#) Policy and Sustainability Committee report. Two additions have been made to reflect the approved addendum to the report.

Further to this, projects were also given scores to reflect the extent to which they addressed areas of deprivation (in line with Council and Scottish Government priorities and reflecting evidence of higher incidence of COVID-19 in these areas). They were also given a modest score uplift if they related to previous consultation (this reflected comments made by Elected Members as the Spaces for People concept and programme was being developed).

Schemes have been ranked based on their benefit scores. The impact scores have been used to guide the design process.

When prioritising schemes, comments on specific deliverability issues and how the schemes integrated with one another, or any other issues were also captured. These comments ensured schemes selected for delivery were considered for their contribution to the programme holistically, as well on individual merit. This is of particular relevance to the 'Travelling Safely' programme of cycle segregation, where the creation of joined-up routes is especially important.

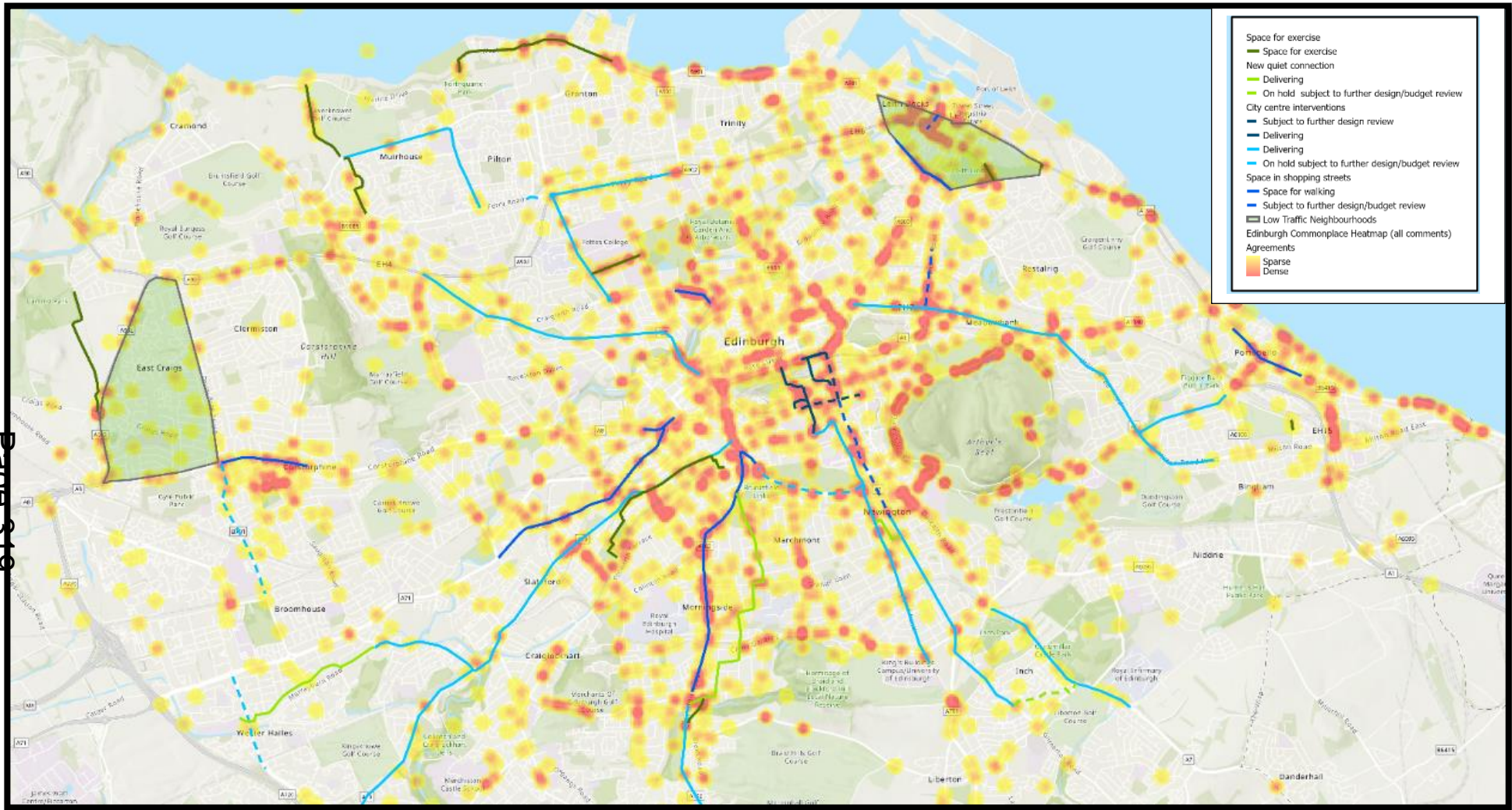
Criteria Assessment	Benefits or Impacts			'No go' trigger
	Very significant	Significant	Moderate/ Low	
Covid-19 distancing benefit and risk mitigation				No impact
	10	5	2/1	X
Benefit to pedestrians	High	Medium	Low	
	8	4	2/1	
Benefit to people cycling	High	Medium	Low	
	- Network benefit	4	2	1
- Local benefit	4	2	1	
Benefit to more vulnerable communities	High	Medium	Low	
	4	2	1	
Joining existing greenspaces and traffic-free routes	Large benefit	Moderate benefit	Small benefit	
	4	2	1	

Creating low-traffic neighbourhoods	Large contribution	Moderate contribution	Small contribution	
	4	2	1	
Impact on Public Transport	Positive impact	Neutral	Minor negative impact	Significant negative impact
	2	0	-2	X
Impact on emergency services routes	None or negligible	Minor	Moderate	Significant negative impact
	0	-1	-2	X
Impact on people with Mobility difficulties or visual impairments	Positive impact	Neutral, or minor negative impact	Minor negative impact	Significant negative impact
	2	0	-2	X
Impact of diverting traffic	none to minor	moderate	Significant	
	0	-1	-3	
Impact on residential parking	none to minor	moderate	Significant	
	0	-1	-3	
Impact on public parking	none to minor	moderate	significant	
	0	-1	-3	
Impact on business servicing	none to minor	moderate	significant	
	0	-1	-3	
Cost	low	moderate	high	
	0	-1	-3	
Ease of operation	easy	moderate operational burden	high operational burden	
	0	-1	-3	
Previous consultation and/or approval in principle	Significant previous consultation	Preliminary consultation undertaken	No prior consultation	
	3	1	0	

Spaces for People Project Priority Scores

Project	Category	Benefits score	Impacts score	Distancing and risk mitigation	Benefit for peds	Benefit to cyclists	Benefit to vulnerable communities	Joining green-spaces and traffic free routes	Creating low Traffic neighbourhoods	Impact on Public Transport	Impact on emergency services	Impact on mobility/visually impaired	Traffic diversion impact	Residential parking impact	Public parking impact	Impact on servicing	Cost	Ease of operation	Previous consultation	Deliverability comment	Integration/other comments
Princes Street East End	CC	30	-8	10	8	6	2	0	0	2	0	2	-1	0	0	-1	-3	-3	0		
Forrest Road to the Mound	CC	29	-7	10	4	8	1	1	0	0	0	2	-3	0	0	0	-3	-1	3		
Waverley Bridge Closure	CC	28	-7	10	8	4	2	1	0	0	0	2	-3	0	0	0	-1	-3	1		
South Bridge	CC	28	-12	10	8	2	4	1	0	0	0	2	-3	0	0	-3	-3	-3	1		
North Bridge traffic reduction and widened footways	CC	27	-10	10	8	2	2	0	0	2	0	2	-3	0	0	-1	-3	-3	1	Decisions to be made in light of traffic modelling	Integrates with South Bridge and Newington (shopping streets)
Victoria St	CC	27	-12	10	8	2	2	0	2	0	0	2	-1	-2	-2	-3	-1	-3	1		Fits best with phase 3 lockdown release
Cockburn St	CC	27	-12	10	8	2	2	0	2	0	0	2	-1	-2	-2	-3	-1	-3	1		Fits best with phase 3 lockdown release
Cowgate	CC	22	-8	10	4	2	4	0	0	0	0	2	-3	0	0	-3	-1	-1	0		
Maybury Road crossing	EX	26	-6	5	4	6	1	4	4	0	-1	2	-1	0	0	0	-3	-1	0		
Granton Square to Gypsy Brae	EX	25	-6	5	2	8	4	4	0	0	-1	2	-1	-1	0	-1	-1	-1	0		
Silverknowes Rd	EX	23	-3	5	2	6	4	4	2	0	0	0	0	0	0	0	-3	0	0		
Carrington Rd	EX	23	-4	5	2	6	1	4	0	0	-1	2	-1	0	-1	0	-1	0	3	On hold - consideration of impact on emergency service vehicles requires further consideration, particularly interactions with roadworks on Crewe Rd South.	Integrates well with Crewe Road South
Arboretum Place	EX	20	-5	5	4	4	1	4	0	0	-1	2	-1	0	0	0	-3	0	0		
Seafield ST and Kings Place	EX	18	-3	2	4	6	2	4	0	0	0	0	0	-1	0	-1	-1	0	0		These integrate with other actions along the promenade and are relatively simple and low-cost to implement
Leith low traffic neighbourhood	LTN	24	-4	5	4	6	2	2	4	-2	-1	2	-1	0	0	0	-1	-1	1	On hold due to interactions with tram construction traffic management and wider consultation required on proposals.	
East Craigs	LTN	24	-4	2	4	8	1	2	4	0	-1	2	-1	0	0	0	-1	-1	1		
Signalised junctions - removing need to push button	SIG	22	0	10	8	2	2	0	0	0	0	0	0	0	0	0	0	0	0		
Great Junction Street	SS	23	-10	10	8	0	4	0	0	-2	0	2	0	0	-1	-3	-3	-3	1		
Newington Rd/Clerk St	SS	22	-10	10	8	2	2	0	0	-2	0	2	0	0	-1	-3	-3	-3	0	On hold- awaiting further design consideration and interaction with north and south bridge arrangements.	Integrates well with N/S Bridge
Bantfield/Tollcross	SS	22	-12	10	8	0	1	2	0	-2	0	2	-1	-1	-1	-3	-3	-3	1		
The Shore	SS	21	-12	10	4	2	2	0	2	-2	0	2	-1	-2	-2	-3	-1	-3	1		fits best with phase 3 lockdown release
George/Dalry Rd	SS	20	-9	10	8	0	2	0	0	-2	0	2	0	0	0	-3	-3	-3	0		
Queensferry Highstreet	SS	20	-9	10	4	2	1	1	0	0	0	2	0	-1	-1	-1	-3	-3	0		
Johns Road	SS	20	-10	10	8	0	0	0	0	0	0	2	0	0	-1	-3	-3	-3	0		
Portobello High Street	SS	20	-10	10	8	0	0	0	0	0	0	2	0	0	-1	-3	-3	-3	0		
Morningside Rd	SS	20	-11	10	8	0	0	0	0	0	0	2	0	0	-2	-3	-3	-3	0		
Stockbridge - Raeburn Place	SS	20	-11	10	8	0	0	0	0	0	0	2	0	0	-2	-3	-3	-3	0	Dependent on completion of SGN works.	
Alternative to canal routes - Fountainbridge, Dundee Street	TS	29	-7	10	4	8	1	4	0	0	-1	2	-1	0	0	-1	-3	-1	0		Integrates with Slateford Rd to Wester Hailes Corridor
Slateford Rd to Wester Hailes corridor	TS	24	-7	10	2	8	2	2	0	0	0	0	0	-1	-1	-1	-3	-1	0		Intergates with Fountainbridge /Dundee St
Pennywell Rd and connections	TS	21	-3	5	2	8	4	1	0	0	0	0	0	0	0	0	-3	0	1		
Crewe Toll roundabout	TS	21	-4	5	2	8	4	2	0	0	0	0	0	0	0	0	-3	-1	0		Integrates well with Crewe Rd South
London Road, Willowbrae Rd and Milton Rd W	TS	20	-6	5	2	8	2	1	0	2	0	0	0	-1	0	-1	-3	-1	0		Measures to complement and enhance existing bus priority
Duddingston Rd - west to Milton Rd W.	TS	19	-4	5	2	8	2	2	0	0	0	0	0	-1	0	0	-3	0	0		Integrates well with London Rd - Willowbrae Rd and Milton Rd W
Comiston Rd, plus Greenbank to Meadows quiet connection.	TS	19	-7	5	2	8	1	1	2	0	-1	0	-1	-1	0	0	-3	-1	0		
Ferry Road	TS	19	-7	5	2	8	2	2	0	0	0	0	0	-2	-1	0	-3	-1	0		
Gilmerton Rd (North of maintenance scheme)	TS	18	-3	5	2	8	2	1	0	0	0	0	0	0	0	0	-3	0	0		Intergates with planned maintenance scheme and with Minto St/Craigmillar park
Orchard Brae roundabout	TS	18	-4	5	2	8	1	2	0	0	0	0	0	0	0	0	-3	-1	0		This project integrates well with Crewe Rd South
Craigmillar Park corridor	TS	18	-5	5	2	8	2	1	0	0	0	0	0	0	0	-1	-3	-1	0		Integrates with Gilmerton Rd
Meadow Place Road	TS	17	-3	2	2	8	1	4	0	0	0	0	0	0	0	0	-3	0	0	On Hold - budget constraint. Readily deliverable but existing lanes have waiting restrictions and do not tend to be blocked by parking	Provides good connection to existing off-road cycleway parallel to tram route
Queensferry Rd	TS	17	-6	5	2	8	1	1	0	0	0	0	0	-1	-1	-3	-1	0		Being closely integrated with work to consider bus priority	
Potterow - Buccleuch Street - Causewayside - Mayfield Rd, plus quiet connection to Minto St	TS	17	-7	5	2	8	1	1	0	0	0	0	0	0	0	-3	-3	-1	0		N part of project integrates with connection from south via Minto St creating a network connection towards the SE of the city. Whole connection helps substitute for student bus service being withdrawn
Melville Dr	TS	16	-4	5	2	8	0	1	0	0	0	0	0	0	-1	0	-3	0	0	On Hold - budget constraint..Paths through the Meadows provide some alternative though these were very busy during Lockdown	This project integrates well with Minto street and Buccleuch St
Kingston Ave closure and connection to Gilmerton Rd via Ravenswood Ave	TS	16	-5	2	2	6	2	0	2	0	-2	2	-1	0	0	0	-1	-1	0		Integrates well with Gilmerton Rd and Minto St projects.
Wester Hailes Rd	TS	16	-5	2	2	6	4	1	0	0	-1	0	0	0	0	0	-3	-1	1	On Hold- budget constraint. Design being reviewed in light of stakeholder comments.	Offers opportunity to implement some of WEL measures early

Appendix 4 – Commonplace Heat Map and Proposed Projects



This page is intentionally left blank

Policy and Sustainability Committee

10.00am, Thursday, 20 August 2020

Coronavirus (COVID-19): Deferral of Licensing Fees

Executive/routine	Executive
Wards	ALL
Council Commitments	N/A

1. Recommendations

- 1.1 It is recommended that the committee notes the cost of deferral of licence fee income and agrees that no further deferral will be offered.

Paul Lawrence

Executive Director of Place

Contact: Andrew Mitchell, Regulatory Services Manager

E-mail: andrew.mitchell@edinburgh.gov.uk | Tel: 0131 529 4042

Coronavirus (COVID-19): Deferral of Licensing Fees

2. Executive Summary

- 2.1 As part of the immediate response to the COVID-19 emergency, an urgent decision was made to defer certain licence fees for three months from 16 March 2020. That deferral period has now expired, and the Council has received requests from members of the taxi and private hire car trade to extend the deferral for a further three months (six months in total).
- 2.2. This report provides an update on the costs of the measures that were put in place on 16 March and provides information to assist the Committee to consider the financial implications of a further payment deferral period.

3. Background

Licensing Budget

- 3.1 The Council acts as Licensing Authority for a range of legislation including the Civic Government (Scotland) Act 1982. The Council's activities as a Licensing Authority are funded directly by income raised from licence application fees. The fees currently charged are approved by full Council as part of the budget process, albeit a small number of fees are not set by the Council but by legislation.
- 3.2 The fees are designed to fully recover the costs of the service. The provision of licensing services is not directly funded from the Council's general fund revenue budget. Income in relation to taxi and Private Hire Car (PHC) licences is ringfenced, and any surplus is maintained separately in a reserve. Income from civic licences is not ringfenced, and any surplus which exists at the end of the financial year is included in the Council's end of year accounts.
- 3.3 As a result of COVID-19 there has been a downturn in trade for businesses. This has created financial hardship and some licence holders have indicated that they are struggling to pay fees.
- 3.4 The Council's long-standing requirement, in line with legislation, was that payment of fees should be made when lodging an application. Legislation requires that the total fees payable for any period are equivalent to the expenses incurred by the Council in administering and enforcing the licensing function during that period.

- 3.5 In recognition of the financial pressure on certain parts of the licensed trade resulting from the pandemic, the Chief Executive made an urgent decision to defer the payment of certain licences. This payment deferral scheme was reported to the Leadership Advisory Panel on [31 March 2020](#).
- 3.6 Fees for civic, taxi and PHC licence types were deferred until 16 June 2020. Houses of Multiple Occupation (HMOs) were not included in the deferral, as it was believed that there was a likelihood that tenants would continue to pay rent in full. The fees vary depending on type but, for illustration purposes, to renew for one year a taxi licence costs £365, a renewal for one year of a licence to drive taxi or a PHC costs £118 and a renewal for one year of a late hours catering licence costs £471.
- 3.7 The loss of income to the Licensing Service is currently estimated to be in the region of £740,000.

Licensing Service

- 3.8 Throughout the lockdown period the City of Edinburgh Council is one of the only Local Authorities in Scotland which has managed to maintain and operate a licensing service, processing renewal applications and issuing licences. The Licensing Service has maintained a service throughout the COVID-19 'lockdown', which is largely attributable to previous investment in Information Technology (IT) and other infrastructure. The only exception is at the Taxi Examination Centre (TEC), where it was not possible for the staff group to work from home. This service was therefore suspended on the first day of lockdown as non-essential. The TEC has now reopened.
- 3.9 The majority of licensing income is made up from new and renewal licence applications made on an annual basis. This work has been the focus for the Licensing Service during lockdown, to ensure that licence holders are able to maintain their ability to trade. Many of these licences are granted on a three-year cycle, with renewals due in 2020.

4. Main report

- 4.1 The Chief Executive, as part of the Council's Incident Management response to COVID-19 agreed to the deferral of some licensing fees from 16 March 2020 - 16 June 2020 (a period of three months). This period has now expired.
- 4.2 The total cost of the deferral over the three month period is approximately £740,000.
- 4.3 There have been requests, particularly from members of the taxi and private hire trade, for a further payment deferral period of three months. The cost of the deferral to June 2020 and the projected cost of a further three month deferral are set out below:

Licence Type	Cost for three months to 16 June 2020	Estimated cost from 16 June to 31 September 2020	Total
Civic	£311,000	£166,000	£477,000
Taxi and PHC	£429,000	£469,000	£898,000
Total	£740,000	£635,000	£1,375,000

- 4.4 It is anticipated that a further three month deferral period would bring the overall cost to the Licensing Service to approximately £1,375,000 for the full six month period. There is a significant risk that, at the end of the deferral period, it will be difficult to recover this loss in full, and it may have to be written off.
- 4.5 The wider licensed trade has been and is still experiencing significant financial hardship. Trade members have expressed a view that they would welcome further short-term measures to support their transition into new working practices and procedures. However, while recognising the difficult circumstances for businesses, this must be balanced against the cost of delivering the Licensing Service. The Council's main costs are based on staffing and premises, which have not reduced as a result of the lockdown.
- 4.6 The Taxi Licence reserve currently stands at £1,100,000 and can sustain part of the proposed deferral in the short term. There is no civic licensing reserve, and any shortfall in income is an unfunded budget pressure on the general fund.
- 4.7 The taxi reserve has been held to pay the capital costs of moving the TEC location from Murrayburn. These costs are being reassessed, as it is expected that construction costs will increase as a result of the changes necessary to keep workplaces safe. It is likely that a move as part of the Council's wider depot strategy is now unaffordable, and alternatives are being examined. Members are asked to note that, if the reserve is exhausted by offsetting the loss of income, this will limit the options for relocating the TEC from Murrayburn. It will also mean that there will be no available reserve, should a major piece of equipment fail.

5. Next Steps

- 5.1 The decision of Committee will be communicated to the trade as appropriate.

6. Financial impact

- 6.1 The forecast loss of income from taxi and PHC licence's (£898,000) would have to be absorbed by ringfenced reserves. However, the forecast loss of income relating to civic licensing (£488,000) would be an unfunded general fund budget pressure.
- 6.2 The taxi and PHC ringfenced reserve had been earmarked to support the cost of future development of the TEC. However, there is a real risk that the reserve would be depleted to the point it is no longer a viable option to deliver the required investment in the short to medium term.

7. Stakeholder/Community Impact

- 7.1 The contents and recommendations neither contribute to, nor detract from, the delivery of the three Public Sector Equality Duties.
- 7.2 The contents and recommendations described in the report do not deliver any outcomes relating to the ten areas of rights, nor do they enhance or infringe them.
- 7.3 There is no environmental impact arising from the contents of this report.

8. Background reading/external references

- 8.1 None.

9. Appendices

- 9.1 None.

This page is intentionally left blank

Policy and Sustainability Committee

10.00am, Thursday, 20 August 2020

Update on Edinburgh's Christmas and Edinburgh's Hogmanay 2020/2021

Executive/routine Wards Council Commitments	Executive All especially City Centre 43 and 46
---	--

1. Recommendations

- 1.1 It is recommended that Committee:
- 1.1.1 approve the headline approach for delivering Edinburgh's Christmas and Edinburgh's Hogmanay in 2020/2021;
 - 1.1.2 note that the Big Wheel and Star Flyer in East Princes Street Gardens will require Planning Permission and are subject to approval;
 - 1.1.3 note that the proposed programme will be developed fully through the Event Planning Operations Group and will be subject to licences being approved by Council officers;
 - 1.1.4 note that the delivery of any events for Christmas and Hogmanay will be dictated by, and depend on, the public health position at that time; and
 - 1.1.5 note that a full programme launch will take place later in the year for both events.

Paul Lawrence

Executive Director of Place

Contact: David Waddell, Senior Events Officer

E-mail: david.waddell@edinburgh.gov.uk | Tel: 0131 529 4929

Update on Edinburgh's Christmas and Edinburgh's Hogmanay 2020/2021

2. Executive Summary

- 2.1 The impact of Covid-19 has required the producers of Edinburgh's Christmas and Edinburgh's Hogmanay to significantly alter plans for both events to meet public health guidelines while still delivering events to celebrate Christmas and Hogmanay. This report provides an update on the headline approach for both Christmas and Hogmanay 2020/21. A full launch for both events will take place later in the year. All permissions for Christmas and Hogmanay events will be dictated by the public health position at that time and events may be subject to alteration or cancellation if the public health guidance changes.

3. Background

- 3.1 Edinburgh's Christmas takes place over a six-week period from around the third weekend in November to around 6 January, at locations in and around the city centre of Edinburgh. The activities that form Edinburgh's Christmas include a market offer, family attractions and, until 2018, an ice rink and a Spiegel tent.
- 3.2 Edinburgh's Hogmanay is an internationally renowned New Year festival in its 28th year. The festival centres around celebrations on 31 December. The festival provides international promotion for the city and images of the midnight fireworks display are broadcast around the world, attracting significant international audiences as well as providing managed city centre celebrations. Activities include a street party, concerts in Princes Street Gardens, a torchlight procession and an open-air ceilidh.
- 3.3 In light of Covid-19 it is clear that the traditional format for both events will need to change.

4. Main report

Impact of Covid-19

- 4.1 On 23 March 2020 lockdown was introduced in Scotland to prevent the spread of the Covid-19 virus. The restrictions in place are reviewed a minimum of every three weeks.
- 4.2 The Scottish Government have published a route map through and out the crisis which sets out the phases at which events can take place.
- 4.3 On [20 July 2020](#) further guidance was published for the events sector which recognised the importance of the sector to help drive economic recovery and focused mainly on workplace and workforce. This guidance is expected to be supplemented with specific industry guidance.
- 4.4 The public health guidance is regularly updated.
- 4.5 In developing the proposed programme, the safety of the public has been paramount and the organisers, Council officers and public sector partners are working in partnership to ensure that these events will be safe and can be safely attended and with confidence.

Proposed Programme for 2020/2021

- 4.6 In response to the current public health advice Underbelly Ltd (Underbelly), the producers of Edinburgh's Christmas and Edinburgh's Hogmanay, have devised a programme for both events that allows the city to celebrate the winter period while observing public health guidelines.
- 4.7 Underbelly presented their headline plans to the Festivals and Events All Party Oversight Group (APOG) on 21 July 2020. Feedback from that session has helped to shape the proposed programme and the APOG will be kept updated during the development of the events.
- 4.8 In developing both events the following strategic objectives have been used:

Edinburgh's Christmas

- To produce a festive celebration for Edinburgh;
- To put Edinburgh first – local businesses and residents – and to maintain and promote public health;
- To promote Edinburgh as a capital of local makers and producers, across already established local markets;
- To disperse the central Edinburgh offering from the main focus of East Princes Street Gardens and to create a trail through the city that attracts people in to the city and its businesses;
- To continue to provide an offer for families in Edinburgh at a time of festive celebration when other amenities may be closed (e.g. Christmas pantomimes);

- To continue the tradition of free to attend events in celebration of Christmas; and
- To prioritise public health.

Edinburgh's Hogmanay

- For Edinburgh to enhance and retain Scotland's global reputation as the home of Hogmanay;
- To create events that give Edinburgh and Scotland positive and impactful media moments;
- To create a series of events that allow people in Edinburgh to reflect on 2020 and to look forward positively to 2021;
- To create events that thank those who have contributed during the response to the pandemic; and
- To prioritise public health.

Edinburgh's Christmas

- 4.9 The proposed programme for this year's Christmas programme will spread the footprint of the events further across the city with less of a focus on East Princes Street Gardens than previous years. A City Centre Trail (21 November 2020 to 3 January 2021) comprising a number of sites across the Old Town and New Town is being developed. At this stage, sites identified for Edinburgh's Christmas City Centre Trail include the High Street, East Princes Street Gardens, Mound Precinct, Castle Street and George Street with the potential for a further site on the south of the city centre. All sites may restrict capacity to allow for physical distancing and sufficient circulation space.
- 4.10 The Christmas markets will firmly focus on Edinburgh-based makers and producers to create an Edinburgh's Christmas Makers' Market. Last year's Christmas market saw 33% of stallholders from Edinburgh and the Lothians and the producers are working to a target to extend this to over 50%. As the restrictions of Covid-19 have had a serious impact on the city's makers and producers, this year's Christmas will give a much-needed boost to local businesses. Wider city centre activation will help those businesses on Princes Street and the surrounding city centre area by providing a further reason for visitors to come to the city centre. Underbelly are also working with officers within the Council's Business Growth and Inclusion service on a campaign to promote local businesses, makers and producers and existing markets outside the city centre.
- 4.11 The event site in East Princes Street Gardens will be significantly reduced and limited to the top path of the gardens only. There will be no infrastructure or activity south of this area. The Gardens will be host to the Big Wheel and Star Flyer only. While the summer wheel opportunity has been paused due to concerns over the

impact of large structures on this area of the gardens, the Christmas Big Wheel and Star Flyer are supported by existing and bespoke deep pile caps, which allow these attractions to sit above the ground surface, reducing their impact on the Gardens. Crucially, the pile caps prevent any slippage of the soil in that part of the gardens and were installed after a risk to the integrity of the bankings from large installations was identified in 2013. The pile caps allow these attractions to rest against bed rock rather than the soil of the gardens, eliminating the risk of soil slippage. The caps are specific to both the Star Flyer and Big Wheel.

- 4.12 Both these attractions will require Planning Permission including a full Environmental Impact Assessment, which will be submitted following this Committee, if this report is approved.
- 4.13 The Garden of Remembrance will be installed and removed by Poppy Scotland and the Royal British Legion Scotland (RBLs) from 19 October to 12 November 2020. While the usual moratorium on site activity will be observed on both Remembrance Sunday and 11 November, no height construction work on the Big Wheel or Star Flyer will take place until 12 November, after Poppy Scotland and RBLs have completely removed the Remembrance Garden.
- 4.14 Access to East Princes Street Gardens will be restricted to a limited capacity agreed with the Council and partners to ensure there is no crowding and that physical distancing can be maintained. A number of options including pre-booking and virtual queuing via an app are being explored with Council officers and partners.
- 4.15 The Mound Precinct will once again host market stalls but with a reduced, controlled capacity to allow physical distancing and more circulation space. Underbelly are in discussions with Essential Edinburgh regarding activity on George Street, including to return the popular ice rink, which was absent in 2019. Further details on George Street will be announced in due course.
- 4.16 Officers and Underbelly are working to identify space for family focussed attractions. Audience data from the 2019 event shows that one-third of all visitors attended that year's family attractions. Such space will be on hard standing. As an earlier report to Culture and Communities Committee outlined, options are limited and transport and mobility issues would need to be addressed in any preferred option. Final detailed considerations would be presented to the Festivals and Events APOG.
- 4.17 Other free events will mark the switch on of the Christmas tree; the Nativity Carol Concert and community events will also return including the Edinburgh primary schools' stained-glass window competition 'Winter Windows'.
- 4.18 All necessary permissions and consents, including Planning Permission for any structures in place over 28 days, will be in place prior to opening to the public.

Edinburgh's Hogmanay

- 4.19 As publicised earlier this month, the Edinburgh's Hogmanay Street Party is unable to proceed this year due to Covid-19 restrictions. While the city is unable to host its official party, it is important that Edinburgh retains its prominence in international new year celebrations. This year's events will mark the close of an extremely difficult year and allow the city to look forward to a fresh start in 2021.
- 4.20 It is proposed that this year's programme will start with a torchlit event in central Edinburgh, which will thank key workers during the pandemic. Current guidelines require physical distancing to be observed and, as such, the processional element has been removed.
- 4.21 To mark Hogmanay itself, the 31 December and the days leading up to it will be marked by a series of visually spectacular moments across the city, which will be developed in collaboration with Scottish artists. Details will be announced as part of the Hogmanay launch later in the year.

Implementing Public Health Guidance

- 4.22 The programme outlined will be adapted in line with the latest public health guidance from the Scottish Government. Any changes in this guidance, especially any increase in restrictions, will be observed and implemented. In addition, special hygiene measures will be in place for boot hire at the ice rink (as proposed for George Street).
- 4.23 With the exception of those events where physical distancing can be implemented, the Council and its partners are working to discourage unofficial mass gatherings or spectator points and will communicate this through the official Hogmanay and Christmas channels.
- 4.24 Visitors to Edinburgh's Christmas may be required to pre-register for specific times to ensure that site capacities in certain areas are not exceeded and that physical distancing can be maintained. Where appropriate at both events, 'Track and Trace' measures will be implemented and strict hygiene measures observed across all sites.
- 4.25 While this report covers headline plans for both events, there is a significant amount of work required to finalise the detailed planning. The event proposals have been shared with the emergency services and other stakeholders and will be developed over the coming weeks to the satisfaction of all partners. All events are subject to licences being approved by Council officers. Work on this detailed planning will continue through the Council's Event Planning and Operations Group.

5. Next Steps

- 5.1 An initial meeting of the key stakeholders and wider partners required to deliver these events has been held to help shape these proposals. If approved, officers in Public Safety will convene an Events Planning Operation Group for both events to further refine plans.

- 5.2 A full media launch for both events will be held later in the year.
- 5.3 Should public health guidance require a change in format for either of the events, the APOG on Festivals and Events will be updated and any changes communicated.
- 5.4 Parallel to this year's events, the consultation on the future of Edinburgh's Winter Festivals, from and including 2022, will be taking place once public consultations are recommenced. The findings of the consultation are expected to be published in Spring 2021.

6. Financial impact

- 6.1 The Council receives a Fixed Fee Rental Income from Underbelly for Edinburgh's Christmas (Lot 1) but provides no budget to the event producer.
- 6.2 Edinburgh's Hogmanay (Lot 2) has a budget allocation of up to £813,000. The values of both Lots are commercially sensitive and were reported to Finance and Resources Committee on 23 March 2017 as part of the B agenda.
- 6.3 Both events can be delivered within existing budget provisions. The event organisers are responsible for any costs that exceed the agreed budget provided.

7. Stakeholder/Community Impact

- 7.1 Proposals have been taken to the APOG on Festivals and Events, which welcomed the focus of Edinburgh's Christmas on Edinburgh's makers and producers. Work will continue with officers from Business Growth and Inclusion to engage local businesses for Edinburgh's Christmas.
- 7.2 The supplier is expected to ensure that the two programmes remain attractive to Edinburgh residents. Edinburgh's Christmas in particular must remain accessible to families, and accessible to community groups.
- 7.3 The supplier is engaging with local businesses; stakeholder agencies and organisations as well as community groups, schools, other groups and individuals in the planning, delivery and assessment of events and attractions.

8. Background reading/external references

- 8.1 Motion to Culture and Communities Committee on [18 June 2019](#)
- 8.2 Report to Culture and Communities Committee on [28 January 2020](#)
- 8.3 Report to Policy and Sustainability Committee on [25 February 2020](#)

9. Appendices

9.1 None.

Policy and Sustainability Committee

10:00, Thursday 20 August 2020

Award of Contracts for Edinburgh Carer Supports

Executive/routine
Wards
Council Commitments

1. Recommendations

- 1.1 This report seeks the approval of the Policy and Sustainability Committee to appoint 4 lead suppliers to provide Edinburgh Adult Carer Support Services.
- 1.2 The contract duration will be for 60 months (with the possible extension of a further 36 months) from 01 January 2021.
- 1.3 The approximate maximum total value of the contract over the eight years is £17,373,169 the annual value varies throughout the term of the contract to incorporate annual increments based on the Scottish Government Funding.

Judith Proctor

Chief Officer, Edinburgh Health and Social Care Partnership

Contact: Kirsty Dewar, Strategic Planning and Commissioning Officer

E-mail: Kirsty.Dewar@edinburgh.gov.uk | Tel: 0131 469 2919

Award of Contracts for Edinburgh Carer Supports

2. Executive Summary

- 2.1 The Carers (Scotland) Act 2016 places new duties on Local Authorities (detailed in Section 3).
- 2.2 As such it is recommended that the Policy and Sustainability Committee approve the award of 4 lead suppliers to provide for Edinburgh's Adult Carers.

3. Background

- 3.1 The Carers (Scotland) Act 2016 places a number of legal duties on local authorities and the NHS. The Edinburgh Health and Social Care Partnership has long recognised the value of Carers and the importance of the support required to ensure that Carers can continue their caring role, should they wish to do so. The Act incorporates the value of Carers into legislative duties.
- 3.2 Duties under the Act include:
 - 3.2.1 Widening of the definition of a carer, to encompass a greater volume of Carers
 - 3.2.2 Preparation of Adult Carer Support Plans or Young Carer Statements for anyone identified as a carer, or for any carer who requests one
 - 3.2.3 Providing support to Carers that meet local eligibility criteria
 - 3.2.4 Involving Carers in carers' services
 - 3.2.5 Preparation of a Carers strategy
 - 3.2.6 Establishing and maintaining information and advice services for Carers
- 3.3 The current landscape of Edinburgh Carer supports encompasses a mix of grants, statutory and commissioned services. In light of the increased funding from the Scottish Government, the current Carers landscape was strategically reviewed by Edinburgh's Health and Social Care Partnership, to assess the impact additional funding and legislative duties would have on commissioned and statutory services. It was perceived that new ways of working would be essential to ensure a joined-up

approach that would improve the lives and outcomes for Carers and achieve the best value for those Services.

4. Main report

- 4.1 On 28th January 2019 a Prior Information Notice (PIN) was published on Public Contracts Scotland (PCS) to invite providers, or those with an interest in Edinburgh Carer Supports, to attend a co-production event.
- 4.2 These events took place on 7th February and 1st March 2019, both of which were well attended by potential providers. The co-production was interactive and encouraged interested parties to discuss and generate ideas for improving supports for Carers. This also allowed for a question and answer session, facilitated discussions and a Power Point presentation, all of which were shared with providers who noted interest after the event. The output of these events informed the development of the Edinburgh Joint Carers' Strategy 2019-2022 and subsequent service specifications. A final co-production event took place on 13th September 2019 to share developments, provide indicative timescales and seek feedback.
- 4.3 There was also additional training provided by the Supplier Development Programme, EVOC and Partnership for Procurement. The aim of the training was to ensure that third sector organisations were tender ready and also to encourage partnership bids where possible.
- 4.4 On completion of co-production, and further development of the specification, a contract opportunity was published via PCS for Edinburgh Carer Supports, under a competitive procedure with negotiation. This process was developed to ensure that providers received support to provide the highest possible quality of service for Edinburgh's Carers. As this is a social care type service, the tender was published in accordance with the Public Contracts (Scotland) Regulations 2015 with the Light Touch Regime applied.
- 4.5 The Contract was divided into 8 Lots according to the type of support and geographical presence required to deliver against Edinburgh's Joint Carer Strategy¹. The increase in volume within the specification, sees a doubling of investment associated with Carer Support. The lot strategy was chosen to encourage smaller organisations to bid:

Lot	Title	Explanation
1	Identifying Carers,	This will include; working with businesses and employers to raise awareness of Carers, Carer Positive Employers Award, supporting Carers in the workplace and training to various stakeholders within

¹ <https://www.edinburghhsc.scot/wp-content/uploads/2020/06/Edinburgh-Joint-Carers-Strategy-2019-2022-FINAL.pdf>

	Information and Advice	the City of Edinburgh and offering an accessible face to face and digital service of information and advice on topics relevant to carers.
2	Carer Health and Wellbeing	The service provider will work in partnership with a range of carer organisations to provide and coordinate a range of health and wellbeing supports for adult carers.
3	Short Breaks Programme	The service will provide a range of overnight, day and evening breaks for adult carers
4	Short Breaks Fund	The service provider will manage a short breaks fund, providing all carers, access to funds to be able to arrange flexible and creative breaks from caring.
5A	North East	The service shall provide personalised support for adult carers in the specific locality, who have requested support through one of the EHSCP partnership pathways (via GP or Social Care Direct) or have been identified by EHSCP staff.
5B	North West	
5C	South East	
5D	South West	
6	Young Adult Carers	The service will identify young adult carers and provide information, advice and support. A young adult carer is someone who is 16 – 25 years old and no longer at school.
7	Young Carers Support	The service will; provide support to school staff across Edinburgh to develop a network of Young Carers Coordinators, ensure that Young Carer Statements are completed and provide appropriate, personalised support to young carers.
8	Parent Carers	The service will offer specialist information and advice for adult parent carers, offer and prepare adult carer support plans and support adult parent carers to maintain their health and wellbeing.

- 4.6 The corresponding planning, commissioning and procurement process for Lot 7, Young Carer Support, has been led by colleagues in Communities and Families, with the contract award recommendation been ratified at a previous Performance and sustainability Committee, therefore is not included in this paper.
- 4.7 Bids were received from 5 lead providers, most of which are partnership bids. All tenders received were evaluated based on most economically advantageous tender (MEAT), weighted 70:30 for quality and price. Due to the nature of the contract, the quality of the end service is of the utmost importance, as such 70% was allocated to

quality and 30% to cost, keeping in line with the Council's requirement to achieve best value for money. Details of the evaluation criteria can be found in Appendix 1.

- 4.8 All providers were assessed as meeting the minimum quality threshold and the price was based on the annual cost of providing the service to the minimum volumes of carers as detailed within the specifications. A Fair Work Practice statement was required from all providers. A breakdown of scoring and ranking can be found in Appendix 2.
- 4.9 The designated Contract Manager for the Edinburgh Health and Social Care Partnership will be responsible for monitoring delivery and reporting of Community Benefits by the individual providers.
- 4.10 Following the completion of the procurement process the Integration Joint Board agreed to pause the progress to contract award so that the Carers Investment could be considered as part of the Savings and Recovery Programme 2020/2021. As indicated above, the budget for lot 7, Young Carers Support, is not part of this process and Communities and Families have arranged to make an award starting on 1st October as was originally envisaged.
- 4.11 The remaining lots are all related to adult carer supports and the Edinburgh Health and Social Care Partnership seeks to make an award starting on 1 January 2021.

5. Next Steps

- 5.1 Subject to approval, the services will commence from 01 January 2021, and will allow the Council to meet its statutory obligations with regards to providing support services to carers within the City of Edinburgh.
- 5.2 All potential providers have been kept in communication throughout the procurement process and are aware that award of contract, and contract start dates are dependent upon committee approval.

6. Financial impact

- 6.1 The providers have agreed to a fixed pricing structure for a minimum of 3 years, any uplift to yearly costs must be negotiated and agreed with authorised Council Representatives and be in line with yearly CPI rates. There will be an expectation of open book accounting for this process with a full explanation offered for any proposed increase.
- 6.2 The proposals from all providers are within the agreed budget.
- 6.3 Financial assessments have been completed for all providers. All providers passed the financial assessment, however there will be close financial monitoring throughout the term of the contract and providers will be added onto the Financial Assessments Monitoring Log.

- 6.4 A number of suppliers have been recommended to deliver on multiple lots, the financial risks associated with such, for both suppliers, carers and the service were analysed alongside a number of mitigating factors and competing risks. In order to mitigate any unnecessary financial risk to suppliers, additional financial due diligence was undertaken, and stringent monitoring will be in place throughout the term of the contract.
- 6.5 A number of providers bring added value to these contracts.
- 6.6 The tender exercise met procurement outcomes of encouraging providers to work together to provide cohesive, easily identified services for carers. Due to larger organisations taking the lead role in partnership bids, a number of smaller businesses will also be providing services to Edinburgh's carers through this contract.
- 6.7 The contract term of up to a possible 8 years provides long-term security for providers of all sizes and ensures the sustainability of support services to Carers. The aim of the specifications is to work with providers, to ensure continuous improvement which needs to meet the increase in numbers and the requirements of carers throughout the contract term.
- 6.8 The contract value for each Lot, and the successful suppliers requiring approval for award, is indicated in Appendix 3.
- 6.9 The costs associated with procuring this contract are estimated to be between £20,001 and £35,000.

7. Stakeholder/Community Impact

- 7.1 A large-scale market shaping exercise was undertaken to ensure the new funding from the Scottish Government and the current funding would be used to efficiently reach the greatest volume of Carers. Consultation with Carers and partner organisations was undertaken through different mechanisms such as; focus groups, online surveys, paper surveys, follow up meetings with carers.
- 7.2 An additional co-production event was held on 13th September 2019 to help facilitate networking amongst potential providers, including smaller organisations, to provide organisations with more up to date information and for additional training to be provided. The event was attended by 14 different organisations.
- 7.3 A recurring theme throughout the market shaping exercises was concern from smaller providers in regard to their equity of access to tender. This was taken into consideration and mitigated as far as possible through use of a negotiated procedure and encouraging partnership bids. Of the 13 providers, contracted either individually or through sub-contract / partnership arrangements, 12 organisations are SMEs. For further detail on initial stakeholder engagement please see Section 4 – Main Report.
- 7.4 All successful organisations have committed to provide Community Benefits throughout the lifetime of the Contract. This will be managed and monitored by the

designated Contracts Officer for the Edinburgh Health and Social Care Partnership. The estimate annual value of committed community benefits across all lots is £85,000.

- 7.5 No significant environmental impacts are expected to arise from this contract.
- 7.6 This success of these contracts will be measurable against Key Performance Indicators which are detailed within the specifications.
- 7.7 An Integrated Impact Assessment was completed, and all recommendations were addressed throughout the tendering process. A subsequent IIA has been completed related to the Integration Joint Board's Saving and Governance Programme 2020/21, and taken into consideration the associated delay to contract commencement.

8. COVID-19

- 8.1 All providers completed a COVID-19 business continuity plan and continued to provide services under Scottish Government Coronavirus restrictions. As part of the preparation for contract commencement all providers will be invited to share lessons learned from the pandemic. This will inform the need for any changes to service specifications which will be closely monitored throughout the life time of the contracts, to ensure that Carer supports are continued in other agile formats.
- 8.2 Variation clauses are included in the new service specifications, which not only acknowledges changes and impact of legislation on the services but allows for changes to be made to services (in agreement with providers) which will be of benefit to service users and improves outcomes.

9. Background reading/external references

- 9.1 Edinburgh Joint Carers' Strategy 2019-2022; <https://www.edinburghhsc.scot/wp-content/uploads/2020/06/Edinburgh-Joint-Carers-Strategy-2019-2022-FINAL.pdf>
- 9.2 IIA Carers Act 2018 - <https://www.edinburghhsc.scot/wp-content/uploads/2019/12/IIA-Carers-Act-2018.pdf>
- 9.3 Carers Investment IIA July 2020 : <https://www.edinburghhsc.scot/wp-content/uploads/2020/07/15.-Carers-Investment-IIA-Report-20-07-21.pdf>

10. Appendices

Appendix 1 – Summary of Tendering and Tender Evaluation Processes

Contract	CT2484	
Contract Period	96 months	
Estimated Total Contract Value (including extensions)	£17,384,498	
Procurement Route Chosen	Competitive Procedure with Negotiation	
Contracts to be Awarded	10 awards to 4 lead providers.	
Price / Quality Split	Quality 70	Price 30
	Criteria	Weighting (%)
Evaluation Criterion and Weightings – LOT 1	Q1. Delivery of Information and Advice	20%
	Q2. Identifying Carers	15%
	Q3. Adult Carer Support Plans	15%
Evaluation Criterion and Weightings – LOT 2, 3, 5(all)	Q1. Supporting Carers	25% / 30%
	Q2. Adult Carer Support Plans	15%
Evaluation Criterion and Weightings – LOT 4	Q1. Supporting Carers	25%
	Q2. Management and Administration of Short Breaks Fund	25%
Evaluation Criterion and Weightings – LOT 6	Q1. Supporting Carers	20%
	Q2. Identifying Young Adult Carers	15%
	Q3. Adult Carers Support Plans and Young Carer Statements	15%
	Q7. Transitions	10%
Evaluation Criterion and Weightings – LOT 8	Q1. Supporting Carers	20%
	Q2. Specialist Information and Advice	20%
	Q3. Adult Carer Support Plans	15%
Evaluation Criterion and	Partnership and Communications	10%/ 15% / 20%
	Management and Staffing	10% / 15%

Weightings – LOT 1 – 6 & 8	Implementation Plan	10%
Evaluation Criterion and Weightings – ALL LOTS	Data Protection	5%
	Business Continuity	5%
	Community Benefits	5%

Appendix 2 – Ranking

Lot 1 – Identifying Carers Information and Advice

Supplier	Quality Score 70/100	Cost score 30/100	100% of Tender to Final Score	Rank
VOCAL	63.88	30.00	93.88	1

Lot 2 – Carer Health and Wellbeing

Supplier	Quality Score 70/100	Cost Score 30/100	100% of Tender to Final Score	Rank
Carewell Partnership (VOCAL (lead), Eric Liddell Centre, LGBT Health and Wellbeing, MILAN and Health in Mind)	58.98	30.00	88.98	1

Lot 3 – Short Breaks Programme

Supplier	Quality Score 70/100	Cost Score 30/100	100% of Tender to Final Score	Rank
Care for Carers	68.25	30.00	98.25	1

Lot 4 – Short Breaks Fund

Supplier	Quality Score 70/100	Cost Score 30/100	100% of Tender to Final Score	Rank
VOCAL	67.55	30.00	97.55	1

Lot 5A – North East Edinburgh Carers Support Team (personalising support)

Supplier	Quality Score 70/100	Cost Score 30/100	100% of Tender to Final Score	Rank
Care for Carers	67.90	30.00	97.90	1

Lot 5B - North West Edinburgh Carers Support Team (personalising support)

Supplier	Quality Score 70/100	Cost Score 30/100	100% of Tender to Final Score	Rank
VOCAL	67.38	28.88	96.25	1
Supplier 2	39.38	30.00	69.38	2

Lot 5C - South East Edinburgh Carers Support Team (personalising support)

Supplier	Quality Score 70/100	Cost Score 30/100	100% of Tender to Final Score	Rank
VOCAL	67.38	30.00	97.38	1

Lot 5D – South West Edinburgh Carers Support Team (personalising support)

Supplier	Quality Score 70/100	Cost Score 30/100	100% of Tender to Final Score	Rank
Broomhouse t/a SPACE	68.60	30.00	98.60	1

Lot 6 – Young Adult Carers

Supplier	Quality Score 70/100	Cost Score 30/100	100% of Tender to Final Score	Rank
Partnership between Broomhouse t/a SPACE (lead), Edinburgh Young Carers and Capital Carers.	56.18	30.00	86.18	1

Lot 8 – Parent Carers

Supplier	Quality Score 70/100	Cost Score 30/100	100% of Tender to Final Score	Rank
<u>Parents Carewell Partnership</u> (The Action Group (lead), EDG, VOCAL and FAIR).	67.73	30.00	97.73	1

Appendix 3 – Total Contract Values to be Awarded (over 8-year term).

Please note; As indicated in the Report, Lot 7 Young Carers was previously sent to P&S committee for approval and will not be addressed within this report.

	Total Contract Award Value	Successful Provider (s)
Lot 1	£5,978,325	VOCAL
Lot 2	£5,122,846	Carewell Partnership (VOCAL (lead), Eric Liddell Centre, LGBT Health and Wellbeing, MILAN and Health in Mind)
Lot 3	£983,250	Care for Carers
Lot 4	£431,201	VOCAL
Lot 5A	£441,110	Care for Carers
Lot 5B	£441,017	VOCAL
Lot 5C	£441,017	VOCAL
Lot 5D	£420,096	SPACE
Lot 6	£592,546	SPACE & EYC & Capital Carers
Lot 8	£2,521,761	Parents Carewell Partnership (The Action Group (lead), EDG, VOCAL and FAIR).
	£17,373,169	