

Notice of meeting and agenda

City of Edinburgh Council

10.00 am Tuesday, 25th August, 2020

Virtual Meeting - via Microsoft Teams

This is a public meeting and members of the public are welcome to watch the live webcast on the Council's website.

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 Any items under "Private Business" will not be published, although the decisions will be recorded in the minute.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: gavin.king@edinburgh.gov.uk

Tel: 0131 529 4239

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** The City of Edinburgh Council of 28 July 2020 – submitted for approval as a correct record 13 - 104

5. Questions

- 5.1** By Councillor Main – Public Conveniences – for answer by the Convener of the Transport and Environment Committee 105 - 106
- 5.2** By Councillor Lang - Spaces for People Projects – for answer by the Convener of the Transport and Environment Committee 107 - 108
- 5.3** By Councillor Lang - Lothian Buses – for answer by the Leader of the Council 109 - 110

5.4	By Councillor Lang - Obstruction of Public Footways – for answer by the Convener of the Transport and Environment Committee	111 - 112
5.5	By Councillor Neil Ross - Garden Waste Permit Renewal – for answer by the Convener of the Transport and Environment Committee	113 - 114
5.6	By Councillor Osler - Spaces for People Programme – for answer by the Convener of the Transport and Environment Committee	115 - 116
5.7	By Councillor Burgess – Schools – for answer by the Convener of the Education, Children and Families Committee	117 - 118
5.8	By Councillor Corbett - Confirmed Breaches of Covid Related Public Health Regulations in Licensed Premises – for answer by the Chair of the Licensing Board	119 - 120
5.9	By Councillor Corbett - Glyphosate Herbicide – for answer by the Convener of the Transport and Environment Committee	121 - 122
5.10	By Councillor Young - Exam Results Impact – for answer by the Convener of the Education, Children and Families Committee	123 - 124
5.11	By Councillor Young - Breakfast and After School Clubs – for answer by the Convener of the Education, Children and Families Committee	125 - 126
5.12	By Councillor Young - Nursery 1140 Hours – for answer by the	127 - 128

Convener of the Education, Children and Families Committee

- | | | |
|-------------|--|-----------|
| 5.13 | By Councillor Webber - Safe Travel to Schools - Consultation with Parent Councils – for answer by the Convener of the Education, Children and Families Committee | 129 - 130 |
| 5.14 | By Councillor Whyte - St James Growth Accelerator Model (GAM) – for answer by the Leader of the Council | 131 - 132 |
| 5.15 | By Councillor Bruce - Blocked Drains – for answer by the Convener of the Transport and Environment Committee | 133 - 134 |
| 5.16 | By Councillor Bruce - Community Grants – for answer by the Convener of the Finance and Resources Committee | 135 - 136 |
| 5.17 | By Councillor Jim Campbell - Parent Council Statutory Requirements – for answer by the Convener of the Education, Children and Families Committee | 137 - 138 |
| 5.18 | By Councillor Douglas - Safe Travel to Schools – for answer by the Convener of the Transport and Environment Committee | 139 - 140 |
| 5.19 | By Councillor Johnston - Furloughed Council Employees – for answer by the Convener of the Finance and Resources Committee | 141 - 142 |
| 5.20 | By Councillor Laidlaw - Employment of New Teachers – for answer by the Convener of the Education, Children and Families Committee | 143 - 144 |

5.21	By Councillor Mowat - Legal Challenges to TTROs – for answer by the Convener of the Transport and Environment Committee	145 - 146
5.22	By Councillor Rust - Scottish Government Food Fund – for answer by the Convener of the Education, Children and Families Committee	147 - 148
5.23	By Councillor Rust - Spaces for People Proposals – for answer by the Convener of the Transport and Environment Committee	149 - 150

6. Leader's Report

6.1	Leader's report	151 - 154
------------	-----------------	-----------

7. Appointments

7.1	Review of Appointments to Committees, Boards and Outside Bodies 2020/2021 – Report by the Chief Executive	155 - 162
------------	---	-----------

8. Reports

8.1	Procedural Standing Orders for Council and Committee Meetings – Report by the Chief Executive	163 - 218
8.2	Support of Civic Life in the Capital City – Report by the Chief Executive	219 - 226
8.3	Annual Performance 2019/20 – referral from the Policy and Sustainability Committee	227 - 272
8.4	Coalition Commitments Progress Update - August 2020 – referral from the Policy and Sustainability Committee	273 - 350

9. Motions

9.1 By Councillor Mowat – Tramworks Traffic Displacement

“Council:

Notes that:

- 1) road diversions for the tram works has displaced traffic into surrounding streets which is causing congestion, making the routes more unpleasant for active travel and increasing traffic volumes on residential and shopping streets;
- 2) concerns have also been raised about the use of heavy vehicles on unsuitable streets with speed bumps and setts which is causing concerns to residents in the properties on these streets;
- 3) that notification for additional road closures have been publicised which will further divert traffic from main roads onto residential streets.

Council therefore calls for a report detailing:

- 1) A traffic count of vehicle numbers on Broughton Road, Bonnington Road, Bellevue Road, East London Street, Broughton Street, Albany Street, Abercromby Place, London Road, Drummond Place, Queen Street Gardens East, Great Junction Street, Duke Street, Easter Road, Ferry Road, Salamander Street/Bernard Street/Commercial Street and Hermitage Place/East Hermitage Place and compares these with the numbers expected by traffic modelling done to design the diversion routes;
- 2) A review of traffic light timings throughout these routes to ensure that there is sufficient time for safe passage for pedestrians and efficient movement of vehicular traffic;
- 3) A review of the closure of Links Gardens to determine whether reopening this previously signed route would ease congestion on Duke Street/Great Junction Street;
- 4) A review of all active travel routes within Leith and

from Leith to the City Centre to maximise the capacity given that the Water of Leith path is suspended between Connaught Place and West Bowling Green Street to ensure that people can make a safe choice to use active travel and are not being diverted onto congested streets; this should also review whether additional measures are needed to ensure pedestrian and cyclist safety on routes which are now carrying more traffic.

The report to be reported in two cycles to the Policy and Sustainability Committee.”

9.2 By Councillor Jim Campbell – Public Health

“Council

Notes the local Public Health containment measures that, regrettably, have had to be implemented in Aberdeen, Leicester, Greater Manchester and other areas in the UK to suppress transmission of the Coronavirus.

Further notes that local containment measures seem consistent with international best practice in combating the Coronavirus pandemic and historic Public Health infectious disease control.

Recognises that Edinburgh, a city with strong international connections that has traditionally seen many visitors and residents enjoy excellent transport connections, is at an elevated risk of a local Coronavirus outbreak; a risk illustrated by the February outbreak associated with the Nike conference held in the city.

Calls for an urgent report from the Chief Executive to the next meeting of the Policy and Sustainability Committee to address the following points:

- 1) The public authority powers and responsibilities available in terms of implementing local disease control measures in Scotland, covering a Local Authority Area, or part of a Local Authority Area and the body or bodies with which these powers sit.
- 2) The responsibilities of the City of Edinburgh Council in

matters of Public Health.

- 3) An outline of the contingency planning that the Council and Partner organisations have been involved with should local disease control measures be required in Edinburgh.
- 4) The criteria used to consider the appropriateness of implementing disease control measures both covering a whole Local Authority, or only part of a Local Authority, in terms of Public Health and community cohesion.

Furthermore, Council requests that when this report is presented to committee, the Public Official, or officials, responsible for Public Health in the City of Edinburgh makes themselves available to committee for discussion.”

9.3 By Councillor Hutchison - Council Arms-Length External Organisations (ALEOs) Full Financial Disclosure

“Council:

Recognises the vital role played by the Council’s ALEOs in Edinburgh which are fully or majority owned by Council.

Notes the significant financial pressures that these organisations are under according to press reports in which senior staff of the ALEOs have made comment, and the limited reporting available to the Policy and Sustainability Committee and delay in reporting to Executive Committees which has reduced opportunities for scrutiny.

Requires the Chief Executive to provide an urgent report fully disclosing the financial health of all Council ALEOs, to either the Council or to the Finance and Resources Committee, whichever meets first.”

9.4 By Councillor Webber – Pavements and People

“Council:

Reconfirms pedestrians are at the top of the urban transport hierarchy, and therefore agrees to:

- 1) A moratorium on the introduction of any new floating bus stops in the City of Edinburgh until a thorough consultation

with bus operators, bus passengers' groups, and groups representing pedestrians and less able citizens is completed.

- 2) A brief report detailing the number and nature of pavement obstructions reported to the Council since March 2020 and any resulting enforcement action taken to ensure that pavements are clear spaces for everyone to enjoy.

This report should be provided to the re-convened Transport and Environment Committee at its first meeting.”

9.5 By Councillor Corbett – Flooding

“Council:

Notes the exceptional weather events overnight on 11/12 August 2020; notes that such events are predicted to become more frequent as a result of climate breakdown; warmly thanks staff for outstanding efforts in dealing with flooding and other weather-related consequences; notes widespread concern from residents that poorly maintained and choked street gullies contributed to floodwater pooling in public areas and into residents' properties; notes the report from the Centre of Ecology and Hydrology in 2019 that Edinburgh has lost 282 hectares of green land since 1990 which otherwise acted as a soak for rain and surface water; and therefore agrees to a report within three cycles, including dialogue with Scottish Water, on what steps can be taken to mitigate the scale of flooding in the future.”

9.6 By Councillor Burgess – James Harrison

“Council;

Regrets with sadness the death of James Harrison who was fatally injured at the junction of Gilmerton and Mount Vernon on 25th June while cycling to his work at the Royal Infirmary of Edinburgh;

Notes that colleagues knew James as a charming, highly talented athlete, and hard-working senior research nurse who chose to be redeployed from his research post to the Intensive Care Unit at the Royal Infirmary, caring for patients on ventilators during the

COVID19 lockdown - his own life ending in the same intensive care unit on the day after his accident;

Recognises James' heroic efforts during the pandemic and his tragic death while cycling to work;

Requests that the Lord Provost conveys the Council's sincere condolences and respects to James' family in an appropriate manner;

Further requests that all reasonable action is taken to continue to improve road safety for cyclists including that a new Edinburgh 'Vision Zero' Road Safety Plan - which aims that *'all users are safe from the risk of being killed or seriously injured'* on the City's roads - is developed to replace the existing plan and is reported to the Transport & Environment Committee."

9.7 By Councillor Burgess – Senior School Students

"Council:

Congratulates senior school students on their hard work and resilience in achieving grades in assessed subjects in 2020; recognises unique challenges for students and for staff in making assessments in 2020; regrets the failure of SQA and ministers to heed repeated warnings about the flaws in the marking process; welcomes the decision on 11.8.20 to revert to teacher-based assessments; and agrees that the Education Convenor will write to Cabinet Secretary for Education seeking assurances that more credible systems of assessment be put in place for 2021 should exams not take place, in full or part, next year."

Laurence Rockey

Head of Strategy and Communications

Information about the City of Edinburgh Council

The City of Edinburgh Council consists of 63 Councillors and is elected under proportional representation. The City of Edinburgh Council usually meets once a month and the Lord Provost is the Convener when it meets.

Further information

If you have any questions about the agenda or meeting arrangements, please contact Gavin King, Committee Services, City of Edinburgh Council, Business Centre 2.1, Waverley Court, 4 East Market Street, Edinburgh EH8 8BG, Tel 0131 529 4239, email gavin.king@edinburgh.gov.uk.

The agenda, minutes and public reports for this meeting and all the main Council committees can be viewed online at <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 Lord Provost 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

The City of Edinburgh Council

Edinburgh, Tuesday 28 July 2020

Present:-

LORD PROVOST

The Right Honourable Frank Ross

COUNCILLORS

Robert C Aldridge
Scott Arthur
Gavin Barrie
Eleanor Bird
Claire Bridgman
Mark A Brown
Graeme Bruce
Steve Burgess
Lezley Marion Cameron
Jim Campbell
Kate Campbell
Mary Campbell
Maureen M Child
Nick Cook
Gavin Corbett
Cammy Day
Alison Dickie
Denis C Dixon
Phil Doggart
Karen Doran
Scott Douglas
Catherine Fullerton
Neil Gardiner
Gillian Gloyer
George Gordon
Joan Griffiths
Ricky Henderson
Graham J Hutchison

Andrew Johnston
David Key
Callum Laidlaw
Kevin Lang
Lesley Macinnes
Melanie Main
John McLellan
Amy McNeese-Mechan
Adam McVey
Claire Miller
Max Mitchell
Joanna Mowat
Rob Munn
Gordon J Munro
Hal Osler
Ian Perry
Susan Rae
Cameron Rose
Neil Ross
Jason Rust
Stephanie Smith
Alex Staniforth
Mandy Watt
Susan Webber
Iain Whyte
Donald Wilson
Norman J Work
Louise Young

1 Minutes

Decision

To approve the minute of the Council of 30 June 2020 as a correct record.

2 Questions

The questions put by members to this meeting, written answers and supplementary questions and answers are contained in Appendix 1 to this minute.

3 Leader's Report

The Leader presented his report to the Council. He commented on:

- Businesses re-opening
- Schools
- Community Centres and Libraries
- Transport
- Investments and Developments
- Progress of re-opening during recovery from Covid-19 – Guidance and adjustments to be made
- City Vision
- Planning strategies
- Tourism
- Economy

The following questions/comments were made:

- | | | |
|---------------------|---|---|
| Councillor Whyte | - | Edinburgh Trams – resolution of budget issues |
| Councillor Main | - | Home First Campaign – short-term lets in Edinburgh – action to inform owners that planning permission is required |
| Councillor Aldridge | - | Spaces for People Initiative – removing decision making from officers to politicians |
| Councillor Day | - | Commending work of trade unions for positive engagement |
| Councillor Dickie | - | Children and Young People – mental health and well-being – full and safe return to school and support for this |

- | | |
|--------------------------|--|
| Councillor Johnston | - Tram extension – future analysis of project and funding |
| Councillor Staniforth | - No deal Brexit |
| Councillor Lang | - Changes for safety of pedestrians – ban on pavement parking – commencement order |
| Councillor Munro | - Covid impact on Council budgets – discussions for funding |
| Councillor Gordon | - Good Food Nation Bill and Right to Access Food |
| Councillor Rust | - Spaces for People Programme – Public Engagement – Accessing Bus Stops Across Cycle Lanes |
| Councillor Barrie | - Safe use of bus services – promotion by Council members |
| Councillor Rae | - Leithers Don't Litter Campaign – thanks to Zsuzsa and Gerry Farrell for their work in setting up and promoting this campaign |
| Councillor Doggart | - Spaces for People Programme – complaints received regarding temporary proposals on Comiston Road |
| Councillor Kate Campbell | - Welcoming news of Edindex re-instatement |

4 Senior Councillor Remuneration July 2020 and Appointments to Committees and Outside Organisations etc

The Council had agreed senior councillor remuneration to Councillor Main as co-leader of the Green Group with effect from 29 December 2019. Details were provided on a proposal that this be allocated to Councillor Staniforth to take effect from 28 July 2020.

A number of Councillors had also resigned from their positions on various Committees and organisations and the Council was required to appoint members in their place.

Motion

- 1) To agree that Councillor Staniforth receive the Group Leader's Senior Councillor Remuneration with effect from 28 July 2020.
- 2) To appoint Councillor Day in place of Councillor Henderson on the Merchant Company Endowment Trust.
- 3) To appoint Councillor Day in place of Councillor Henderson on the Board of Life Care (Edinburgh) Ltd (on a division)
- 4) To appoint Councillor Miller in place of Councillor Mary Campbell as the Green Group representative on COSLA.

- moved by Councillor Doran, seconded by Councillor Fullerton

Amendment

- 1) To agree that Councillor Staniforth receive the Group Leader's Senior Councillor Remuneration with effect from 28 July 2020.
- 2) To appoint Councillor Barrie in place of Councillor Henderson on the Merchant Company Endowment Trust.
- 3) To appoint Councillor Day in place of Councillor Henderson on the Board of Life Care (Edinburgh) Ltd (on a division)
- 4) To appoint Councillor Miller in place of Councillor Mary Campbell as the Green Group representative on COSLA.

- moved by Councillor Aldridge, seconded by Councillor Mowat

Voting

The voting was as follows:

For the motion	-	33 votes
For the amendment	-	25 votes

(For the motion: The Lord Provost, Councillors Arthur, Bird, Burgess, Cameron, Kate Campbell, Mary Campbell, Child, Corbett, Day, Dickie, Dixon, Doran, Fullerton, Gardiner, Gordon, Graczyk, Griffiths, Henderson, Key, Macinnes, Main, McNeese-Mechan, McVey, Miller, Munn, Munro, Perry, Rae, Staniforth, Watt, Wilson and Work.)

For the amendment: Councillors Aldridge, Barrie, Bridgman, Brown, Bruce, Jim Campbell, Cook, Daggart, Douglas, Gloyer, Hutchison, Johnston, Laidlaw, Lang, McLellan, Mitchell, Mowat, Osler, Rose, Neil Ross, Rust, Smith, Webber, Whyte and Young.)

Decision

To approve the motion by Councillor Doran.

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

5 Supporting Local Businesses in Edinburgh – Report by the Executive Director of Place

In response to motions by Councillors Lezley Marion Cameron and Cook, an overview of the activities which the Council was currently or planned to progress to support local businesses in Edinburgh in response to Covid-19 and as part of the Adaptation and Renewal programme was presented.

Motion

- 1) To note the ongoing work to support local businesses across the city.
- 2) To note that an application had been submitted to the Scotland's Town Partnership's 'Towns and Business Improvement Districts Resilience and Recovery Fund' to support the Shop Local campaign.
- 3) To note that a local Champions network would be established with individuals from local businesses, Traders Associations and/or Community Council to enable the Council to consult directly with local businesses on the additional action which they would like the Council to take to provide further support within the Spaces for People and other economic recovery programmes.
- 4) To ask that Officers engage immediately with trade bodies and work with the Local Champions network to quickly agree a policy proposal regarding licencing of outdoor spaces for eating, drinking and other similar activities; including exploring deferral of fees and discount for small businesses.
- 5) In the event that a policy was proposed which had a financial impact beyond the existing Spaces for People budget, that the proposed policy be brought to the next Policy and Sustainability Committee for consideration.
- 6) To agree to discharge the motion by Councillor Cook, as approved at the Policy and Sustainability Committee of 11 June 2020.
- 7) To agree to discharge the motion by Councillor Cameron, as approved at the City of Edinburgh Council of 30 June 2020.

- moved by Councillor Kate Campbell, seconded by Councillor Watt

Amendment 1

- 1) To note the ongoing work to support local businesses across the city.
 - a) But expresses concern that feedback from businesses is that the Council is not moving quickly enough to support them or to meaningfully act on their concerns; recognises that the challenges faced by businesses in local high streets are different to those in the city centre and therefore require distinct solutions.
 - b) Many local high streets have seen encouraging footfall as lockdown has eased, thus far largely trading in an environment safe for staff and customers alike. Therefore, agrees it is essential that Spaces for People (SfP) measures recognise that traders know their client base better than the Council and that SfP measures assist rather than hinder their trading environment.
 - c) Notes statements by the Transport Convenor on the supposed value of customers travelling to businesses by bicycle rather than vehicle; Considers that this evidence fails to fully take account of Edinburgh's suburban demographics and unknown changes in consumer behaviour post-Covid.
 - d) Notes City Centre businesses are suffering from severely reduced footfall because of the absence of both tourists and office workers who amounted to 25 – 30,000 incoming visitors per day and there is currently a reduction of 85 – 90% in footfall; notes that this is unlikely to change until Scottish Government Covid-19 guidance changes but recognises that there is an urgent need to support these businesses in the immediate term, Therefore, requests that officers further review the speed and costs of licensing outdoor spaces in order to deliver animation to the City Centre to support it through this very difficult trading time.
- 2) To note that an application had been submitted to the Scotland's Town Partnership's 'Towns and Business Improvement Districts Resilience and Recovery Fund' to support the Shop Local campaign.
- 3) To agree to discharge the motion by Councillor Cook, as approved at the Policy and Sustainability Committee of 11 June 2020.
- 4) To agree to discharge the motion by Councillor Cameron, as approved at the City of Edinburgh Council of 30 June 2020.

- moved by Councillor Cook, seconded by Councillor McLellan

Amendment 2

- 1) To note the ongoing work to support local businesses across the city.
- 2) To note that an application had been submitted to the Scotland's Town Partnership's 'Towns and Business Improvement Districts Resilience and Recovery Fund' to support the Shop Local campaign.
- 3) To agree to discharge the motion by Councillor Cook, as approved at the Policy and Sustainability Committee of 11 June 2020.
- 4) To agree to discharge the motion by Councillor Cameron, as approved at the City of Edinburgh Council of 30 June 2020.
- 5) To accept and endorse the Edinburgh Climate Commission recommendations on a 20-minute walking principle in place-making design and supporting neighbourhood economies; and recognise that applying such principles consistently would provide enormous benefit to local businesses.
- 6) To note that community support for local shops and businesses had an important part to play in adaption and renewal across the city, and therefore request that local residents be included in the Local Champions Network by including 2 representatives for each town centre drawn from Community Councils, residents associations, parent councils and other relevant local groups.

- moved by Councillor Main, seconded by Councillor Staniforth

Amendment 3

- 1) To note the ongoing work to support local businesses across the city.
- 2) To note that an application had been submitted to the Scotland's Town Partnership's 'Towns and Business Improvement Districts Resilience and Recovery Fund' to support the Shop Local campaign.
- 3) To agree to discharge the motion by Councillor Cook, as approved at the Policy and Sustainability Committee of 11 June 2020.
- 4) To agree to discharge the motion by Councillor Cameron, as approved at the City of Edinburgh Council of 30 June 2020.
- 5) To agree that a six month update report on the Council's support for local businesses should be submitted to the first Policy and Sustainability Committee meeting of 2021.

- 6) To agree that officers responsible for the Edinburgh Economy Watch should consider how the quarterly briefing could be amended to include trends in small business numbers in the city.

- moved by Councillor Lang, seconded by Councillor Aldridge

In accordance with Standing Order 19(12), Part (d) of Amendment 1 and all of Amendments 2 and 3 were accepted as addendums to the motion.

Voting

The voting was as follows:

For the Motion (as adjusted)	-	41 votes
For the Amendment 1	-	17 votes

(For the motion: The Lord Provost, Councillors Aldridge, Arthur, Barrie, Bird, Bridgeman, Burgess, Cameron, Kate Campbell, Mary Campbell, Child, Corbett, Day, Dickie, Dixon, Doran, Fullerton, Gardiner, Gloyer, Gordon, Graczyk, Griffiths, Henderson, Key, Lang, Macinnes, Main, McNeese-Mechan, McVey, Miller, Munn, Munro, Osler, Perry, Rae, Neil Ross, Staniforth, Watt, Wilson, Work and Young.

For the amendment: Councillors Brown, Bruce, Jim Campbell, Cook, Doggart, Douglas, Hutchison, Johnston, Laidlaw, McLellan, Mitchell, Mowat, Rose, Rust, Smith, Webber and Whyte.)

Decision

To approve the following adjusted motion by Councillor Kate Campbell:

- 1) To note the ongoing work to support local businesses across the city and that City Centre businesses were suffering from severely reduced footfall because of the absence of both tourists and office workers who amounted to 25 – 30,000 incoming visitors per day and there was currently a reduction of 85 – 90% in footfall; to note that this was unlikely to change until Scottish Government Covid-19 guidance changed but recognise that there was an urgent need to support these businesses in the immediate term, Therefore, request that officers further review the speed and costs of licensing outdoor spaces in order to deliver animation to the City Centre to support it through this very difficult trading time.
- 2) To note that an application had been submitted to the Scotland's Town Partnership's 'Towns and Business Improvement Districts Resilience and Recovery Fund' to support the Shop Local campaign.
- 3) To note that a local Champions network would be established with individuals from local businesses, Traders Associations and/or Community Council to enable the Council to consult directly with local businesses on the additional

action which they would like the Council to take to provide further support within the Spaces for People and other economic recovery programmes.

- 4) To ask that Officers engage immediately with trade bodies and work with the Local Champions network to quickly agree a policy proposal regarding licencing of outdoor spaces for eating, drinking and other similar activities; including exploring deferral of fees and discount for small businesses.
- 5) In the event that a policy was proposed which had a financial impact beyond the existing Spaces for People budget, that the proposed policy be brought to the next Policy and Sustainability Committee for consideration.
- 6) To accept and endorse the Edinburgh Climate Commission recommendations on a 20-minute walking principle in place-making design and supporting neighbourhood economies; and recognise that applying such principles consistently would provide enormous benefit to local businesses.
- 7) To note that community support for local shops and businesses had an important part to play in adaption and renewal across the city, and therefore request that local residents be included in the Local Champions Network by including 2 representatives for each town centre drawn from Community Councils, residents associations, parent councils and other relevant local groups.
- 8) To agree that a six month update report on the Council's support for local businesses should be submitted to the first Policy and Sustainability Committee meeting of 2021.
- 9) To agree that officers responsible for the Edinburgh Economy Watch should consider how the quarterly briefing could be amended to include trends in small business numbers in the city.
- 10) To agree to discharge the motion by Councillor Cook, as approved at the Policy and Sustainability Committee of 11 June 2020.
- 11) To agree to discharge the motion by Councillor Cameron, as approved at the City of Edinburgh Council of 30 June 2020.

(References – Policy and Sustainability Committee of 11 June 2020 (item 22); Act of Council No 14 of 30 June 2020; report by the Executive Director of Place, submitted)

6 Rolling Actions Log - May 2015 to July 2020

Details were provided on the outstanding actions arising from decisions taken by the Council from May 2015 to July 2020.

Decision

- 1) To agree to close the following actions:

Action 1 – Attracting and Retaining Carers - Motion by Councillor Miller

Action 10 – Safe Re-opening of Businesses in Edinburgh– Motion by Councillor Lezley Marion Cameron

- 2) To provide updates to members on the following actions:

Action 4(b) – Added Members and Voting Rights on the Education, Children and Families Committee – Legal Opinion

Action 5 – Added Members and Voting Rights on the Education, Children and Families Committee

Action 6 - Climate Change Impact and Management – motion by Councillor Macinnes.

- 3) To otherwise note the Rolling Actions Log.

(Reference – Rolling Actions Log, submitted.)

7 Revenue Budget 2020/21 Update – referral from the Policy and Sustainability Committee

The Policy and Sustainability Committee had referred a report which provided an update on the estimated cost and income implications of the coronavirus pandemic on the Council and its Arm's-Length External Organisations' (ALEOs') activities to the City of Edinburgh Council for approval of the use of up to £0.295m from the former Central Energy Efficiency Fund (CEEF) to enable investment in key energy efficiency initiatives.

Motion

To approve the use of up to £0.295m from the former Central Energy Efficiency Fund (CEEF) to enable investment in key energy efficiency initiatives

- moved by Councillor Griffiths, seconded by Councillor McVey

Amendment 1

- 1) To approve the use of up to £0.295m from the former Central Energy Efficiency Fund (CEEF) to enable investment in key energy efficiency initiatives.

- 2) To request a report in one cycle detailing:
 - a) The range of Council employees that had been furloughed and the time frame for which job retention scheme applications were made;
 - b) The date from which council employees were unable to work due to Covid-19;
 - c) Any engagement undertaken with Dundee Council, CoSLA or any other Scottish local authorities as to their job retention scheme applications;
 - d) What consideration had been given to applying for the job retention scheme bonus from February 2021 and the current status of this work;
 - e) Whether any Council employees had been 'flexibly' furloughed since 1st July 2020 and, if so, how many and in which department(s).

- moved by Councillor Johnston, seconded by Councillor Whyte

Amendment 2

- 1) To approve the use of up to £0.295m from the former Central Energy Efficiency Fund (CEEF) to enable investment in key energy efficiency initiatives.
- 2) To note that, notwithstanding significant pressures on the core revenue budget, there remained opportunities to allocate funds which were earmarked for energy efficiency and spend to save initiatives which could be used to facilitate a Green Recovery and that a briefing note should be provided to all groups on the resources available and conditions of use within two cycles.

- moved by Councillor Corbett, seconded by Councillor Rae

Amendment 3

- 1) To note the further update of the estimated expenditure and income impacts of the Covid-19 pandemic on the Council and its ALEOs' activities and the potential sources of funding identified to address them.
- 2) To note the significant remaining projected in-year shortfall and associated risks linked to further service disruption and/or slower-than-assumed recovery.
- 3) To note that updates on expenditure and income impacts, and the confirmed and potential means to address them, would continue to be reported to elected members on an at-least monthly basis until greater certainty was obtained in these areas.

- 4) To note that further representations would be made through COSLA regarding the need for full pass-through of Barnett Consequentials resulting from the provision of relevant additional funding in England.
- 5) To note, nonetheless, that there remained a significant risk around receiving additional funding sufficient to address the remaining deficit, particularly in the event of any further lockdown, and thus further actions on service prioritisation were urgently required.
- 6) To approve, subject to onward ratification by Council on 28 July, the use of up to £0.295m from the former Central Energy Efficiency Fund (CEEF) to enable investment in key energy efficiency initiatives.
- 7) To request that the Council Leader write to the Cabinet Secretary for Finance to press the City of Edinburgh's case for urgent support and to call for the potential funding sources outlined in Paragraph's 4.8 to 4.11 of the report be passed on in full to Local Authorities as soon as available. The Council Leader's letter should also make the case for providing the additional financial flexibilities identified in Paragraph 4.23 of the report.
- 8) To agree to provide a briefing note with a breakdown of the £31m loss relating to Council ALEOs.

- moved by Councillor Neil Ross, seconded by Councillor Aldridge

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

In accordance with Standing Order 19(12), Amendments 1 and 2 were accepted as addendums to Amendment 3

Voting

The voting was as follows:

For the motion (as adjusted)	-	33 votes
For Amendment 1	-	19 votes
For Amendment 3 (as adjusted)	-	6 votes

(For the Motion (as adjusted): The Lord Provost, Councillors Arthur, Bird, Burgess, Cameron, Kate Campbell, Mary Campbell, Child, Corbett, Day, Dickie, Dixon, Doran, Fullerton, Gardiner, Gordon, Graczyk, Griffiths, Henderson, Key, Macinnes, Main, McNeese-Mechan, McVey, Miller, Munn, Munro, Perry, Rae, Staniforth, Watt, Wilson and Work.

For Amendment 1: Councillors Barrie, Bridgman, Brown, Bruce, Jim Campbell, Cook, Daggart, Douglas, Hutchison, Johnston, Laidlaw, McLellan, Mitchell, Mowat, Rose, Rust, Smith, Webber and Whyte.

For Amendment 3 (as adjusted): Councillors Aldridge, Gloyer, Lang, Osler, Neil Ross and Young)

Decision

To approve the following adjusted motion by Councillor Griffiths:

- 1) To approve the use of up to £0.295m from the former Central Energy Efficiency Fund (CEEF) to enable investment in key energy efficiency initiatives.
- 2) To note that, notwithstanding significant pressures on the core revenue budget, there remained opportunities to allocate funds which were earmarked for energy efficiency and spend to save initiatives which could be used to facilitate a Green Recovery and that a briefing note should be provided to all groups on the resources available and conditions of use within two cycles.

(Reference – Policy and Sustainability Committee of 23 July 2020 (item 9); referral from the Policy and Sustainability Committee, submitted)

8 Edinburgh Climate Commission First Report – Motion by Councillor Burgess

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

“Council

- 1) Welcomes the report “Forward, Faster, Together” published by the Edinburgh Climate Commission on 9 July 2020;
- 2) Specifically welcomes;
 - Affirmation that progressing to the 2030 Net Zero carbon target could create at least 16,000 jobs;
 - Recognition that the City’s status as a global finance centre provides an opportunity for the finance sector, including pension investment, to support a sustainable future; and that this applies equally to Lothian Pension Fund;
 - The principle that public stimulus to business and partner organisations should be conditional on actively contributing to a greener, more inclusive city;
 - Endorsement of the 20-minute walking principle as core to placemaking;

- 3) Agrees that to achieve the full potential of a Green Recovery for Edinburgh the Scottish Government needs to review policy, funding and enabling powers to ensure that the City council can deliver on zero-carbon ambitions, and therefore that the Council Leader will ask the Scottish Government how they intend to engage on these issues.

Motion

To approve the motion by Councillor Burgess

- moved by Councillor Burgess, seconded by Councillor Miller

Amendment

To adjust the motion by Councillor Burgess as follows:

- 1) To change “welcomes” in clauses 1 to 2 to “notes”
- 2) To add to clause 3, the following paragraph:

“Instructs the Executive Director of Place to produce a report to the next Policy and Sustainability Committee highlighting:

- a) the powers the Council has available to deliver on the Commission’s proposals;
- b) the areas where work could only be undertaken alongside partners;
- c) areas where there are gaps in the Council’s powers to act;
- d) the discussions that the Council has undertaken with the financial sector to help influence delivery of these ambitions and the results of this work to date;
- e) the changes that would be required to the Council’s objectives in order to implement the Commission’s proposals.”

- moved by Councillor Doggart, seconded by Councillor Jim Campbell

Voting

The voting was as follows:

For the motion	-	41 votes
For the amendment	-	17 votes

(For the motion: The Lord Provost, Councillors Aldridge, Arthur, Barrie, Bird, Bridgeman, Burgess, Cameron, Kate Campbell, Mary Campbell, Child, Corbett, Day, Dickie, Dixon, Doran, Fullerton, Gardiner, Gloyer, Gordon, Graczyk, Griffiths,

Henderson, Key, Lang, Macinnes, Main, McNeese-Mechan, McVey, Miller, Munn, Munro, Osler, Perry, Rae, Neil Ross, Staniforth, Watt, Wilson, Work and Young.

For the amendment: Councillors Brown, Bruce, Jim Campbell, Cook, Doggart, Douglas, Hutchison, Johnston, Laidlaw, McLellan, Mitchell, Mowat, Rose, Rust, Smith, Webber and Whyte.)

Decision

To approve the motion by Councillor Burgess.

9 Commercial Short-Term Lets in Edinburgh - Motion by Councillor Staniforth

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

“Council:

- 1) Notes the report on Commercial short term lets published by Andy Wightman MSP on 10 July 2020.
- 2) Notes that, of the 477 commercial short term lets identified in the report, only one had sought and obtained planning permission; and therefore agrees to ask the chief planning officer to prepare a response for the next meeting of Planning Committee.
- 3) Notes that three-quarters of the properties identified were not registered for Non-Domestic Rates; and agrees to request that the Lothian Valuation Joint Board investigate this further, along with the tax liability issues highlighted in the report.
- 4) Notes and welcomes the council’s aspirations to see more commercial short term lets returned to residential use, both for temporary accommodation and permanent residential purposes; but recognises that the extent to which some short term let owners have continued to trade during the restricted period; and the shortfalls in regulation and taxation frameworks highlighted means that a more proactive approach is required to achieve those aspirations.”

Motion

To approve the motion by Councillor Staniforth

- moved by Councillor Staniforth, seconded by Councillor Main

Amendment

To add to the motion by Councillor Staniforth:

- 1) To recognise the ongoing work of officers within the cross service short term let team to tackle antisocial behaviour, using existing legislative powers across various council service areas including planning, licensing, environmental health, trading standards and housing and family support focusing on using planning enforcement and has successfully defended actions at appeal.
- 2) To note the decisions of the Policy and Sustainability Committee, based on the work of the Short Term Lets Working group, to make the case to the Scottish Government for a licensing regime that gives the council additional powers to control short term lets.
- 3) To welcome that the Scottish Government has restarted work on bringing forward the legislation required following a pause caused by Covid -19.
- 4) To agree that the STLWG and council officers will continue to work together to respond to the Scottish Government consultation, and help shape legislation that comes forward, so that it delivers the full powers that we need in Edinburgh to properly protect homes and communities.

- moved by Councillor Kate Campbell, seconded by Councillor Watt

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 Staniforth:

- 1) To note the report on Commercial short term lets published by Andy Wightman MSP on 10 July 2020.
- 2) To note that, of the 477 commercial short term lets identified in the report, only one had sought and obtained planning permission; and therefore to agree to ask the chief planning officer to prepare a response for the next meeting of the Planning Committee.
- 3) To note that three-quarters of the properties identified were not registered for Non-Domestic Rates; and to agree to request that the Lothian Valuation Joint Board investigate this further, along with the tax liability issues highlighted in the report.
- 4) To note and welcome the council's aspirations to see more commercial short term lets returned to residential use, both for temporary accommodation and permanent residential purposes; but recognise that the extent to which some short term let owners had continued to trade during the restricted period; and the shortfalls in regulation and taxation frameworks highlighted means that a more proactive approach was required to achieve those aspirations.

- 5) To recognise the ongoing work of officers within the cross service short term let team to tackle antisocial behaviour, using existing legislative powers across various council service areas including planning, licensing, environmental health, trading standards and housing and family support focusing on using planning enforcement and had successfully defended actions at appeal.
- 6) To note the decisions of the Policy and Sustainability Committee, based on the work of the Short Term Lets Working group, to make the case to the Scottish Government for a licensing regime that gave the council additional powers to control short term lets.
- 7) To welcome that the Scottish Government had restarted work on bringing forward the legislation required following a pause caused by Covid -19.
- 8) To agree that the STLWG and council officers would continue to work together to respond to the Scottish Government consultation, and help shape legislation that came forward, so that it delivered the full powers that were needed in Edinburgh to properly protect homes and communities.

10 50th Anniversary of the Edinburgh Archaeological Field Society – Motion by Councillor McNeese-Mechan

The following motion by Councillor McNeese-Mechan was submitted in terms of Standing Order 14:

“Council notes that the Society:

- a) was originally established in March 1971 as the East of Scotland Archaeological Association. In 1975 the name was changed to the Edinburgh Archaeological Field Society to foster an interest in fieldwork archaeology;
- b) encourages people from the City and across the East of Scotland to learn practical archaeological skills and to discover more about current archaeology activity across the region and wider Scotland. Work includes surveys, lectures, and excavation and research;
- c) has most recently been undertaking excavations at Cammo Cottages;
- d) hopes to return to lectures and excavations following the current lockdown; and
- e) continues to work closely with the Council’s Museums Service on relevant archaeological projects.

In acknowledging the positive specialist fieldwork, heritage and educational impacts of the work of Edinburgh Archaeological Field Society, Council requests that the Lord Provost, marks the upcoming 50th Anniversary in an appropriate way.”

- moved by Councillor McNeese-Mechan, seconded by Councillor Wilson

Decision

To approve the motion by Councillor McNeese-Mechan.

11 Fields in Trust - Mallyen Park – Motion by Councillor Gardiner

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

“Council requests:

Officers bring forward a report for Elected Members to consider ‘Fields of Trust’ status for Mallyen Park in Balerno to the Policy and Sustainability Committee, in two cycles.

Implementing ‘Fields of Trust’ status for Mallyen Park has the support of both Balerno Community Council and Balerno Village Trust.”.

Motion

To approve the following adjusted motion by Councillor Gardiner:

Council requests:

Officers bring forward a report for Elected Members to consider ‘Fields of Trust’ status for Marchbank Park in Balerno to the Policy and Sustainability Committee, in two cycles.

Implementing ‘Fields of Trust’ status for Marchbank Park has the support of both Balerno Community Council and Balerno Village Trust.

- moved by Councillor Gardiner, seconded by Councillor Henderson

Decision

To approve the adjusted motion by Councillor Gardiner.

12 Edinburgh Leisure Wins Environmental Impact Award – Motion by Councillor Staniforth

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

“Council:

Notes that despite the immediacy of Covid-19, climate change remains the greatest challenge of the coming decade and that it is imperative ALEOs in partnership with the council, as well as City of Edinburgh Council itself, work hard to reduce carbon production.

Therefore congratulates Edinburgh Leisure on winning the Environmental Impact award at the Community Leisure UK Awards 2020 and commends Edinburgh Leisure on its commitment to carbon reduction.

Requests that the Lord Provost write to Edinburgh Leisure to formally convey the above congratulations.”

- moved by Councillor Staniforth, seconded by Councillor Wilson

Decision

To approve the motion by Councillor Staniforth

Declaration of Interests

Councillors Bruce, Cameron, Dixon, Osler and Staniforth declared a non-financial interest in the above item as Directors of Edinburgh Leisure.

13 Centenary of the North Merchiston Club – Motion by the Lord Provost

The following motion by the Lord Provost was submitted in terms of Standing Order 14:

“Council notes that:

- a) The Club was founded in 1921 as the first and largest Boys Club in Scotland and was initially given a large hut from the YMCA to operate activities.
- b) Matching the ambition of the Club, the building gradually grew in scale as funds allowed and more people became involved.

- c) The Club was the hub of the local community for 50 years, until the 1970's when a number of factors, i.e.; lack of volunteers, changing tastes in activities, the rise of technology etc., led to a decline in presence and operations.
- d) In 2010, the Board decided to undertake one last effort to get the Club going again, and with support from the wider community, the Club now has a vibrant presence and popular programme of over 40 different activities.
- e) Currently, the Club has over 1000 people of all ages and cultures using their facilities every week and also provide a substantial venue for local celebrations, fundraisers, family parties etc. The Club endeavours to foster a sense of worth, self-confidence, citizenship, etc., and still hold true to these values today.
- f) The Board of the North Merchiston Club believe that the Club is unique and holds a special place in many people's hearts across the City.

Few community clubs reach a centenary of operation, and in acknowledging this substantial milestone, and the continuing local positive social and wellbeing impacts of the work of the Club, Council requests that the Lord Provost, marks this important upcoming Centenary Anniversary in an appropriate way.”

- moved by Councillor Key, seconded by Councillor Griffiths

Decision

To approve the motion by the Lord Provost.

14 Commonwealth Games - Edinburgh 1970, 50th Anniversary – Motion by the Lord Provost – Commonwealth Games – Edinburgh 1970 50th Anniversary

The following motion by the Lord Provost was submitted in terms of Standing Order 14:

“Council notes that:

- a) In 1970, Edinburgh was the first city in Scotland to host a Commonwealth Games. The Games were attended by 1,383 athletes representing 42 countries, featuring 9 sports, with competitions across 121 events.
- b) 2020 marks the 50th Anniversary for both the International Commonwealth Games movement and the City of Edinburgh's hosting of these Games.
- c) This 1970 event left an indelible legacy for Edinburgh and the country, with; (i) major new facilities built such as the Royal Commonwealth Pool and the

Meadowbank Sports Centre, and (ii) a generation of young people being inspired to participate in a range of sports.

- d) One world record and two Games records were broken at the competition.
- e) At the 1970 Games, Scotland won 25 medals including six gold, four of which were in athletics - a feat which has not been matched since.
- f) The 1970 Games also left their mark on the wider Commonwealth, being the first Games to use metric measurements (previously imperial units) and was the event that gave the Games its status as the 'Friendly Games', a moniker for which Edinburgh can be rightly proud and which continues today.
- g) Edinburgh has hosted events at three Commonwealth Games (1970, 1986 and as part of the 2014 Games) and a Commonwealth Youth Games in 2000. This is a record that no other city in the Commonwealth has achieved.

In acknowledging the continuing positive impact of the 1970 Games upon the City of Edinburgh, Council requests that the Lord Provost, marks the 50th Anniversary in an appropriate way.”

Decision

To approve the following adjusted motion by the Lord Provost:

Council notes that:

- a) In 1970, Edinburgh was the first city in Scotland to host a Commonwealth Games. The Games were attended by 1,383 athletes representing 42 countries, featuring 9 sports, with competitions across 121 events.
- b) 2020 marks the 50th Anniversary for both the International Commonwealth Games movement and the City of Edinburgh's hosting of these Games.
- c) This 1970 event left an indelible legacy for Edinburgh and the country, with; (i) major new facilities built such as the Royal Commonwealth Pool and the Meadowbank Sports Centre, and (ii) a generation of young people being inspired to participate in a range of sports.
- d) One world record and two Games records were broken at the competition.
- e) At the 1970 Games, Scotland won 25 medals including six gold, four of which were in athletics - a feat which has not been matched since.
- f) The 1970 Games also left their mark on the wider Commonwealth, being the first Games to use metric measurements (previously imperial units) and was the event that gave the Games its status as the 'Friendly Games', a moniker for which Edinburgh can be rightly proud and which continues today.

- g) Edinburgh has hosted events at three Commonwealth Games (1970, 1986 and as part of the 2014 Games) and a Commonwealth Youth Games in 2000. This is a record that no other city in the Commonwealth has achieved.

In acknowledging the continuing positive impact of the 1970 Games upon the City of Edinburgh, Council requests that the Lord Provost:

- i) marks the 50th Anniversary in an appropriate way.
- ii) fund an online exhibition of people's memories of the games including photographs from the former City Councillor Sir Peter Heatly.

Pays tribute to the work of the then organisers, volunteers and athletes, including our former Lord Provosts, Sir Herbert Brechin and Sir James Wilson Mackay, who all made these Games a resounding success, and wishes them all well on this anniversary.

Looks forward to Edinburgh once again welcoming visitors for sport or leisure.

- moved by Councillor McNeese-Mechan, seconded by Councillor Griffiths

15 IX Commonwealth Games – Motion by Councillor Jim Campbell

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

Council:

Recognises the 50th Anniversary of the IX Commonwealth Games hosted in Edinburgh from the 16 to 21 July 1970 and the III Commonwealth Paraplegic Games held the following week.

Celebrates the success of these Games where Edinburgh played a welcome host to many visitors and gained new world class facilities such as previous Meadowbank Stadium and the Royal Commonwealth Pool, some of which still serve the sporting purposes of the City.

Notes the many “firsts” of these Games: first to be held in Scotland; first opening ceremony that was broadcast in colour across the Commonwealth; first Games attended by the Queen who presented a number of medals; first to use only metric measurements; and the first to use electronic photo-finish technology.

Further notes that Scotland achieved its equal highest ranking of 4th position in the Medals Table.

Pays tribute to the work of the then organisers, volunteers and athletes, including our former Lord Provost, Sir Herbert Brechin, who all made these Games a resounding success, and wishes them all well on this anniversary.

Looks forward to Edinburgh once again welcoming visitors for sport or leisure.”

Decision

To note that Councillor Jim Campbell had withdrawn his motion.

16 Taxi Rank Spaces – Motion by Councillor Webber

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

“Council:

- 1) Recognises that there has been a reduction in the number of taxi rank spaces across the city and these will be reduced further with the implementation of Spaces for People schemes.
- 2) Recognises the role taxis play in the city’s public transport network.
- 3) Notes that road regulations mean that only licensed taxi cabs can wait in these road spaces and tickets should be issued against a range of vehicles, including private hire cars as well as privately owned cars.
- 4) Recognises that it is vital that the existing taxi rank network is readily and easily identifiable to passengers and that the spaces are kept for eligible vehicles only.
- 5) Requests that signage and road markings for existing taxi ranks are refreshed to permit the enforcement of the road regulations and to ensure they are available for use by licensed taxi cabs and to make them more accessible for passengers.
- 6) Instructs the pending review of taxi rank spaces be expedited.”

Motion

To approve the motion by Councillor Webber.

- moved by Councillor Webber, seconded by Councillor Rose

Amendment 1

To insert “non-eligible” before vehicles in point 3 in the motion by Councillor Webber, and remove text in point 3 after “vehicles.

- moved by Councillor Fullerton, seconded by Councillor Doran

Amendment 2

To add to the end of the motion by Councillor Webber:

- 7) Welcomes the reallocation of road space as part of Spaces for People, outlined in 1. above, while recognising that taxis form part of a strategy to help people move around the city without recourse to a private car; and that therefore there is a legitimate expectation of taxi-drivers to have access to earmarked space which is convenient for passengers to be picked up and dropped off; and further therefore, to agree that review of taxi rank spaces should *come to the appropriate Committee within one cycle* and include options for reallocating space currently provided for on-street parking of private cars to taxi ranks.

- moved by Councillor Staniforth, seconded by Councillor Main

In accordance with Standing Order 19(12), Amendment 1 was accepted as an amendment and Amendment 2 was adjusted and accepted as an addendum to the motion.

Decision

To approve the following adjusted motion by Councillor Webber:

- 1) To recognise that there had been a reduction in the number of taxi rank spaces across the city and these would be reduced further with the implementation of Spaces for People schemes.
- 2) To recognise the role taxis played in the city’s public transport network.
- 3) To note that road regulations meant that only licensed taxi cabs could wait in these road spaces and tickets should be issued against a range of non-eligible vehicles.
- 4) To recognise that it was vital that the existing taxi rank network was readily and easily identifiable to passengers and that the spaces were kept for eligible vehicles only.
- 5) To request that signage and road markings for existing taxi ranks were refreshed to permit the enforcement of the road regulations and to ensure they

were available for use by licensed taxi cabs and to make them more accessible for passengers.

- 6) To instruct the pending review of taxi rank spaces be expedited.
- 7) To welcome the reallocation of road space as part of Spaces for People, outlined in 1. above, while recognising that taxis formed part of a strategy to help people move around the city without recourse to a private car; and that therefore there was a legitimate expectation of taxi-drivers to have access to earmarked space which was convenient for passengers to be picked up and dropped off; and further therefore, to agree that a review of taxi rank spaces should come to the appropriate Committee within one cycle and include options for reallocating space currently provided for on-street parking of private cars to taxi ranks.

17 1140 Hours Provision of Early Learning and Childcare – Motion by Councillor Laidlaw

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

“Council:

- 1) Notes that funded, local authority delivered early learning and childcare (ELC) is available to all three- and four-year olds and eligible two-year olds and that currently 600 free hours are provided to each child per year – and that the Scottish Government had committed to increasing this to 1140 hours from August 2020.
- 2) Notes the announcement by Early Years Minister, Maree Todd MSP that releases the statutory obligation of local authorities to meet the August deadline and the recent announcement by the First Minister that an ‘initial assessment of readiness’ will be conducted in December, suggesting that the requirement to provide the provision will not be this academic year.
- 3) Recognises that the previous commitment to provide high quality, flexible ELC, that is accessible and affordable for all families, was to enable improve children’s outcomes and help close the poverty-related attainment gap, increase family resilience through improved health and wellbeing of children and parents and support parents into work, study or training.
- 4) Notes the above objectives are particularly pertinent in the COVID-19 recovery phase and that much work has been done by City of Edinburgh to meet the earlier deadline including the provision of facilities and recruitment of staff.

- 5) Asks the Executive Director Communities and Families to report back within one cycle as to what provision can be made available to the families of Edinburgh and the costs and feasibility of providing the following options:
- Full 1140 hours provision as envisaged
 - A phased scale-up across the 2020-21 academic year rising from 870 hours to 1140 hours
 - Provision of 1140 hours to the children of key workers.”

Motion

To approve the motion by Councillor Laidlaw.

- moved by Councillor Laidlaw, seconded by Councillor Douglas

Amendment 1

- 1) To insert a new paragraph 3 in the motion by Councillor Laidlaw and renumber all the paragraphs that follow.

“Acknowledges that prior to Covid-19 the council were on track to deliver its early years commitment by August 2020.

The announcement of the delay to statutory entitlement does not affect the commitment to expand the council’s early years provision but enables the council to manage the delay to the building programme and workforce recruitment caused by the pandemic.”

- 2) To add an additional bullet point in last paragraph of the motion as follows:

- the new timetable for the delivery of the new early year’s facilities planned for August 2020 but delayed by the pandemic.

- moved by Councillor Perry, seconded by Councillor Dickie

Amendment 2

To add at the end of the motion by Councillor Laidlaw:

“This report to include how the use of outdoor spaces particularly forest kindergartens can be maximised for early learning and childcare as part of the 1140 hours provision.”

- moved by Councillor Burgess, seconded by Councillor Mary Campbell

In accordance with Standing Order 19(12), Amendments 1 and 2 were accepted as addendums to the motion

Decision

To approve the following adjusted motion by Councillor Laidlaw:

- 1) To note that funded, local authority delivered early learning and childcare (ELC) was available to all three- and four-year olds and eligible two-year olds and that currently 600 free hours were provided to each child per year – and that the Scottish Government had committed to increasing this to 1140 hours from August 2020.
- 2) To note the announcement by Early Years Minister, Maree Todd MSP that released the statutory obligation of local authorities to meet the August deadline and the recent announcement by the First Minister that an ‘initial assessment of readiness’ would be conducted in December, suggesting that the requirement to provide the provision would not be this academic year.
- 3) To acknowledge that prior to Covid-19 the council were on track to deliver its early years commitment by August 2020.

The announcement of the delay to statutory entitlement did not affect the commitment to expand the council’s early years provision but enabled the council to manage the delay to the building programme and workforce recruitment caused by the pandemic

- 4) To recognise that the previous commitment to provide high quality, flexible ELC, that was accessible and affordable for all families, was to enable improved children’s outcomes and help close the poverty-related attainment gap, increase family resilience through improved health and wellbeing of children and parents and support parents into work, study or training.
- 5) To note the above objectives were particularly pertinent in the COVID-19 recovery phase and that much work had been done by City of Edinburgh to meet the earlier deadline including the provision of facilities and recruitment of staff.
- 6) To ask the Executive Director for Communities and Families to report back within one cycle as to what provision could be made available to the families of Edinburgh and the costs and feasibility of providing the following options:
 - Full 1140 hours provision as envisaged
 - A phased scale-up across the 2020-21 academic year rising from 870 hours to 1140 hours
 - Provision of 1140 hours to the children of key workers

- The new timetable for the delivery of the new early year's facilities planned for August 2020 but delayed by the pandemic

This report to include how the use of outdoor spaces particularly forest kindergartens could be maximised for early learning and childcare as part of the 1140 hours provision

Appendix 1

(As referred to in Act of Council No 2 of 28 July 2020)

QUESTION NO 1

By Councillor Lang for answer by the Convener of the Culture and Communities Committee at a meeting of the Council on 28 July 2020

Question (1) Can he publish a table detailing the current identified capital requirements for each of the Council's play parks?

Answer (1) Table 1 lists play parks which will require refurbishment within a future Play Capital Programme. Inclusion in the future programme is determined by play provision, the current age of equipment and a ROSPA assessment of safety. For the purpose of a cost estimate an average build sum of £100,000 has been assumed. Three play areas have also been assessed as requiring replacement equipment at an estimated £25,000 per item. Total value for all works is, therefore, estimated at £3,275,000. Over a five-year period third party funding which could contribute towards this sum is likely to be in the region of £500,000.

Question (2) If he will publish the current capital investment plan for Council owned play parks for the next two years?

Answer (2) Table 2 lists the capital investment programme for the next two years for play parks. Investment is funded by a combination of grants, developer contributions and an allocation from the Council's capital budget.

Supplementary Question Thank you very much Lord Provost and my thanks to the Convener for the answers that he provided. His figures did underline I think the gulf which exists between the capital requirements to bring our children's play parks up to scratch and the money which is currently available and given that indoor play areas like soft plays and activity centres are still

off-limits and could be for some time, does the Convener agree with me, the outdoor play areas like our play parks and now even more important and that there is a case for additional funding to be found?

**Comments by
the Lord
Provost**

Okay, just before we look to the Convener for an answer on that one, I'll remind members that supplementary questions are for clarification of points raised, not to raise new points, it is quite clear that this is talking about outdoor play areas and indoor play areas etc in the way that you've done Councillor Lang is a new point. Can I just ask members, any supplementary must be for clarification of points which have been submitted already in written form.

**Supplementary
Answer**

Thank you Lord Provost, but I'm happy answer both those points. I think that first of all, yes, you are absolutely right Councillor Lang that it does highlight the costs of maintaining these play areas and does show the difference between what's available and what we would need, but I also do agree that at this time we should prioritise outdoor play areas and take that opportunity.

(Please see update at the end of the Supplementary Answer to Question 12)

TABLE 1**Future Capital Requirements for Council Play Areas****Table 1**

SITE	CAPITAL REQUIREMENTS
Allison Public Park x 3 - Junior, Toddler & Teenager Areas	£ 300,000
Bingham Park	£ 100,000
Bloomiehall Public Park	£ 100,000
Broomhouse Grove	£ 100,000
Campbell Public Park	£ 100,000
Carlowrie Crescent	£ 100,000
Clovenstone Park (Block 40)	£ 100,000
Craigpark Crescent	£ 25,000
Dalry Community Park	£ 100,000
Dean Park Place/Square	£ 100,000
Drum Park/Avenue	£ 100,000
Dumbryden Gardens (No. 1-17)	£ 100,000
Dundas Avenue	£ 100,000
Forth Terrace	£ 100,000
Glendevon Park	£ 100,000
Granton Crescent	£ 100,000
Inch Public Park	£ 25,000
Inchcolm Terrace	£ 100,000
Keddie Gardens	£ 100,000
King George V Park (Farquhar Terrace)	£ 100,000
Kirkliston Sports Centre	£ 100,000
Magdalene Community Centre	£ 100,000
Meadows (Toddlers)	£ 100,000
Moat House	£ 100,000
Muir Wood Road	£ 100,000
Murieston Public Park	£ 100,000

Niddrie House Drive (Clock)	£ 100,000
Peffer Place	£ 100,000
Pentland View	£ 100,000
Sighthill Drive	£ 100,000
Sighthill Public Park, play, wheels	£ 25,000
St. Mark's Public Park	£ 100,000
Victoria Public Park Toddlers	£ 100,000
TOTAL	£ 3,275,000

TABLE 2

Table 2

Site	Estimated Project Cost	Actual Project Cost	External Funding required	External Funding confirmed	Play Capital Budget
Fauldburn Park	£61,936				£61,936
Glenvarloch Crescent	£72,259				£72,259
Morningside Public Park	£103,226		£40,000		£63,226
Wester Hailes Park Block 20	£33,032				£33,032
Inchcolm Terrace	£15,484				£15,484
Figgate Park	£23,872		£50,000		£73,872
Loganlea Avenue	£41,291			£20,000	£21,291
Spylaw Park	£51,613		£20,000		£31,613
Westfield Court	£46,452				£46,452
Oxgangs Brae	£106,323	£106,293		£59,623	£46,670
Clovenstone Gardens	£20,645				£20,645
Montgomery Street	£123,872				£123,872
Kirkbrae Recreation Ground (Double Hedges)	£154,806			£154,806	
	£954,811	£106,293	£110,000	£234,429	£610,352

QUESTION NO 2

**By Councillor Lang for answer by the
Convener of the Transport and
Environment Committee at a meeting
of the Council on 30 June 2020**

Question **(1)** How many street lights are still due to be converted as part of the LED streetlighting project and what this represents as a percentage of all the street lights within the following wards?

- a) Sighthill / Gorgie
- b) Fountainbridge / Craiglockhart
- c) Pentland Hills
- d) Almond
- e) Drum Brae / Gyle
- f) Corstorphine / Murrayfield
- g) Inverleith

Answer **(1)** The Energy Efficient Street Lighting Programme (EESLP) project has 27,908 street lights still to convert to energy efficient street lights across the city.

The street lights still to be converted within the following wards, as a percentage, are as follows:

- a) Ward 7: Sighthill / Gorgie – 2.03%
- b) Ward 9: Fountainbridge / Craiglockhart – 0.14%
- c) Ward 2: Pentland Hills – 1.78%
- d) Ward 1: Almond – 3.86%
- e) Ward 3: Drum Brae / Gyle – 3.45%
- f) Ward 6: Corstorphine / Murrayfield – 4.06%
- g) Ward 5: Inverleith – 24.18%

Question (2) When is the LED street lighting project now likely to be complete?

Answer (2) Current completion date: 1 October 2021

The reasons for the extension are:

1. COVID-19 suspension = 65 working days; and
Additional works (e.g. replacement of corroded brackets, installation of new column sockets for Christmas Lights, installation of lighting in Colinton Tunnel and additional street light replacements) = 20 days.

Question (3) What impact has the longer implementation timetable for the LED street lighting project had on a) the total costs associated with the project and b) the ongoing energy costs associated with the city-wide street lighting network?

Answer (3) a) The total project costs for the longer implementation timetable can be split into two categories:

1. COVID-19 suspension costs = £219,308.72
2. Additional works:
 - a. replacement of corroded brackets = £1,629,000
 - b. replacement of time-expired wall boxes = £66,420
 - c. supply and installation of new column sockets for Christmas light decorations = £91,686.21
 - d. installation of lights in Colinton Tunnel = £29,761.08; and
 - e. additional street light replacements not included in the original Contract = £326,843.71

b) With the COVID-19 restrictions resulting in the suspension of on-street work for 13 weeks, the Council did not gain savings in energy consumption for the lanterns that could have been installed by the Contractor during this time. In monetary terms, this equates to a loss of saving of around £12k.

Supplementary Question Thank you and again thank you to the Convener for the answers provided. In the answers it does show that there are a number of legacy lampposts dating back from some of the early Wards that were supposed to be completed. Can I

check that the arrangement we have in place contractually means that these won't be left in the difficult to sort pile and these lampposts which were highlighted in the answers will at some point all be sorted.

**Supplementary
Answer**

Thank you Councillor Lang for the supplementary. Clearly the issue of dealing with non-standard lanterns is an operational issue for us and my understanding is that they will continue to be dealt with and I think it's something I'll need to refer back to the service in order to get you a more detailed answer on it.

QUESTION NO 3

By Councillor Osler for answer by the Convener of the Education, Children and Families Committee at a meeting of the Council on 28 July 2020

Under the FAQ (on the Council Website) with regards to pupils returning to school in August:

“Will there be support for Safe Routes to School, to allow children and young people to walk/cycle to school safely.

Response: We are encouraging Parent Councils to become involved in reducing the number of cars attempting to come near schools and to develop active travel plans for children.”

Question

Since 1st April 2020:

- a) What engagement has been had with Parent Councils to facilitate this?
- b) What actual support has been offered?

Answer

- a) The engagement with Parent Councils to date on this specific issue has been as part of the general engagement with Parent Councils. The advice is that wherever possible if parents can consider not using a car for school drop off then this will be very helpful given the overall situation. In the longer term, once schools have returned and settled in there will be an opportunity for parents at any school to engage more directly with officers about specific improvements which may be required.
- b) All schools already have an identified safe route. In response to COVID, the road safety team have considered some immediate improvements that might be required at specific schools, particularly in relation to bus drop off etc. However, as part of the longer term engagement highlighted discussions about further improvements will be taken forward where it is possible to do so with available funding.

**Supplementary
Question**

Thank you very much indeed and thank you very much indeed Councillor Dickie. Just to be clear then, I just wanted to check, since the emergence of Covid there has been no specific engagement with Parent Councils then about tackling cars because we all know this is a major major problem. I appreciate there's still a couple of weeks left to go and I would really ask, is it possible to actually engage with Parent Councils to try and see if we can help with this issue?

**Supplementary
Answer**

Yes, taking that on board. You'll see the answer says at the moment it's been general engagement with Parent Councils given there's such a variety of different issues but as details unfold and especially in the next week and we have a meeting with the CCWP for instance next week, so these are issues that we will very specifically come into and take on board as we move forward this August, so I'll take this on board, thank you.

QUESTION NO 4

By Councillor Osler for answer by the Convener of the Education, Children and Families Committee at a meeting of the Council on 28 July 2020

Question

When should parents expect to hear from their (own) school about plans for the return of pupils in relation to:

- How pupils are to be dropped off at the school
- The arrangement for collection of pupils
- Lunch provision
- Gym provision
- Dress code

Answer

We will finalise the local guidance as soon as the national guidance is published. Provisional planning has taken place around all of these issues. We will provide a framework and will devolve finer details to schools to agree with their communities. Headteachers will be formally briefed on 3rd August but documentation will be sent to them by Friday 31st July.

QUESTION NO 5

**By Councillor Osler for answer by
the Convener of the Transport and
Environment Committee at a meeting
of the Council on 28 July 2020**

- Question** (1) How many officers are currently working on delivering the temporary Spaces for People measures?
- Answer** (1) Transport Design and Delivery – 3
Road Safety – 5
Active Travel – 10
Events – 2
South West – 3.5
South East – 3
North East – 2
North West – 1

Total 29.5.
- Question** (2) How many of these Officers have been diverted from other transport related projects?
- Answer** (2) All the above staff have some involvement in the delivery of other Transport Projects.
- Question** (3) If so which projects?
- Answer** (3) It has not been possible to collate a full list of projects, but this would include a variety of projects relating to: Road Safety; Active Travel; Transport Capital schemes and Locality Neighbourhood Environment Programme (NEP) and Infrastructure projects.
- Question** (4) How are these projects going to be delivered without further delay to the current program?
- Answer** (4) In general, work on the majority of projects is still ongoing or has had to cease due to contractor operations being ceased during the COVID 19 lockdown restrictions. As contractor operations recommence, officers will be reallocated accordingly to ensure that projects are resourced appropriately.

**Supplementary
Question**

Thank you very much indeed and thank you very much indeed Convener for your answers. I note work on the majority of the projects is still ongoing and the officers will be re-allocated appropriately to resource them. Residents, parents and staff at Broughton High School will be relieved to hear this as the long-awaited pedestrian crossing on East Fettes Avenue after a seven year wait was due to be installed in spring of this year, so I look forward to hearing an update in the near future as to the new time plan for this, which I think is coming forward quite soon.

**Statement by
the Lord
Provost**

Whilst I don't disagree with the sentiment Councillor Osler, I'll just remind members that Supplementary Questions usually involve a question.

**Supplementary
Answer**

I will confirm after this meeting about the exact status of that pedestrian crossing, but I recognise the frustration that communities feel about some of the projects that have had to be put to one side, whether it's pedestrian crossings or other road related projects, but clearly we're beginning to get back under way and I hope that some of those frustrations across the city will begin to be met, thank you.

QUESTION NO 6

By Councillor Osler for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 28 July 2020

For delivery of the Spaces for People programme under delegated authority,

- Question** (1) What elected member reporting and approval are to take place prior to or at:
- Initiation
 - Publication
 - Consultation
 - Review
 - Implementation
- Answer** (1) The Composite Motion passed at the Policy & Sustainability Committee on 14th May 2020 agrees to delegate authority to the Chief Executive in consultation with the Leader and Depute Leader of the Council, to implement temporary schemes.
- Question** (2) Which elected members are involved in at each of the above stages?
- Answer** (2) Relevant ward members are included in the consultation stage for schemes which are in their ward.
- Question** (3) And (separately) what is their role?
- Answer** (3) To put forward views or concerns which they may have with such proposed schemes.
- Supplementary Question** Thank you very much indeed and thank you again Convener for the answers. Just to clarify, then, aside from ward councillors being involved at consultation stage, the only other elected member involvement are the Leader and Deputy Leader being consulted and then giving the final go-ahead for implementation, is that correct?

**Supplementary
Answer**

Broadly speaking yes, but clearly in our role as Transport Convener and Vice Convener, Councillor Doran and I have a heavy involvement in his project so as you might expect it was both a flow of information around that and our work directly with the service on progressing this particular project, but the answers as given give a correct indication. There's been a lot of discussion around consultation levels on this particular project and I want to make it absolutely clear that this particular authority has gone beyond what is required under the Spaces for People Initiative from the Scottish Government on consultation, that's both in terms of talking to local ward councillors and stakeholder groups including obviously notification out to Community Councils as well. It must be really clear that we have gone beyond what was requested by the Scottish Government and we've taken that route despite the pressing nature of timing attached to this particular project, so it's a difficult balancing act that we have around that notification, whether we're talking about ward councillors or the wider stakeholder group, but I hope it's one in most instances people will recognise has had a motivation behind it of taking communities with us around particular moves. I'm trying to get a degree of explanation out there as to why we're taking particular actions helping to shape them and recognising sometimes the need to tweak them after they've gone in and a lot of that will be based on feedback from communities and/or elected members.

QUESTION NO 7

**By Councillor Neil Ross for answer
by the Convener of the Finance and
Resources Committee at a meeting
of the Council on 28 July 2020**

As shown in the Council's 2019/20 unaudited accounts at Note 32.1, the Council's Othring Catering services, serving seven Council buildings, has, for the third year running, not met the statutory obligation to break even, recording a deficit of £48k on turnover of £921k.

Question (1) Is the Convener committed to addressing this situation?

Answer (1) This service is the Council's one remaining Significant Trading Organisation (STO) which provides a service for Councillors and Council employees alike by providing on-site catering provision in a small number of our key properties, as well as supporting income generation through events and functions. The level of deficit associated with this STO has reduced significantly and successively over the last 3 years. The service would have delivered a small surplus in the 2019/20 financial year if trading had not been impacted by Covid-19 lockdown restrictions and a one-off, previously unbudgeted employer pension contribution.

Question (2) If so, can he please explain what specific proposals he will bring forward to ensure that this service will generate a surplus in future?

Answer (2) For the 2020/21 financial year there has been no income to date as the service is closed due to Covid-19 restrictions and the employees have been furloughed.

The challenges and future actions were reported to, and approved, by the Governance, Risk and Best Value Committee on 20 March 2018. These actions have been implemented and have contributed to the ongoing reduction in any deficit and to move the unit into profitability. In addition, the opportunity to 'debadge' the unit as an STO is being considered this year, to reduce some of the associated bureaucracy that this creates.

**Supplementary
Question**

Thank you Lord Provost and I thank the Convener for his answers. I note the progress that's being made towards achieving a break-even position at or better. I do have a supplementary, I appreciate that the Convener's not here this morning but it was simply to ask if someone can confirm or indicate perhaps a timescale for the de-badging process which is referred to in the answer?

**Supplementary
Answer**

I am unable to give you the time scale, but I will get the answer to you in written form after the meeting.

**Comments by
the Lord
Provost**

Thank you, just a reminder to officers that the answers to these supplementaries that we give in written form should go to all elected members not just the person who asks the question.

QUESTION NO 8

**By Councillor Neil Ross for answer
by the Convener of the Transport and
Environment Committee at a meeting
of the Council on 28 July 2020**

Question

I understand that the Council has powers available to it in terms of road traffic legislation, in particular section 59 of the Roads (Scotland) Act 1984, to require the removal of anything causing an obstruction on the road and that causing an obstruction (or failing to remove) is an offence. I also understand that a non-motorised vehicle does not require a parking permit. Where a trailer or caravan has been parked without permission in a parking bay on the public roadway, it is clearly occupying space that could be used by a parking permit holder.

How long can a trailer sit on the public roadway unmoved, but not abandoned, before the Council considers that it is causing an obstruction sufficient to justify requiring its removal?

Answer

The Roads (Scotland) Act 1984 does not specify a time period that must be exceeded in order for an object, which has been deposited on the road, to become an obstruction. The Council has also not set such a period.

An object, in this case a trailer, does not necessarily become an obstruction because it is not moved.

However, the Roads (Scotland) Act 1984 does not include a definition of obstruction. It is also uncertain if Section 59 applies to trailers. Therefore, it is not clear whether a trailer left at the edge of the carriageway (or in a parking place) and which is not preventing the passage of other road users is causing an obstruction under Section 59 of the Act.

The general view is that an obstruction is only caused when someone is physically obstructed from proceeding along the road. Typically referred to as "actual obstruction." So, a trailer may not be causing an obstruction if a road user can

go around it. It could also be difficult to suggest that a trailer is causing an obstruction where a car occupying the same parking space was not. Although there is no caselaw where the meaning of obstruction has been tested.

In specific cases of this nature, it is recommended that Councillors raise these issues with Parking Services in the first instance

**Supplementary
Question**

Thank you and I would like to thank the Convener for her answer. Unfortunately the law in these cases isn't very helpful and as a supplementary, I know of two trailers occupying the public roadway in the Morningside ward, in each case for well over 12 months, would the Convener be willing to work with me to find a solution please?

**Supplementary
Answer**

Thank you Councillor Ross I think the answer around our legal powers as a council is quite clear in terms of the written answer and there are clearly limitations of what we can do there. I'm more than happy to discuss the issues that you're raising and to see whether or not we can find a way of finding owners and take it forward, but I will counsel, that it is quite a difficult thing for the council to take any official action on, given the fact that there seems to be no legal breach attached to that. I would welcome an approach from him to give me more detail, thank you.

QUESTION NO 9

**By Councillor Neil Ross for answer
by the Convener of the Culture and
Communities Committee at a
meeting of the Council on 28 July
2020**

Libraries have been permitted to re-open from 15 July. As of today, 17 July, the city's libraries remain closed and there has been no announcement of a date when they expect to re-open.

Question (1) When will plans be made public for Edinburgh's libraries to re-open and what is the re-opening date likely to be?

Answer (1) It is expected that plans for the safe and sustainable opening of services in libraries will be included in a report by the Executive Director of Communities and Families to the Policy and Strategy Committee on 6 August.

Question (2) What precautions will be taken to ensure that all library users will feel safe to visit?

Answer (2) The services will operate fully in accordance with current and future Scottish Government and public health guidelines. Risk assessments will be completed for each establishment and there will be clear messages to make sure members of the public and all staff can have confidence in the new arrangements.

QUESTION NO 10

By Councillor Young for answer by the Convener of the Education, Children and Families Committee at a meeting of the Council on 28 July 2020

West Lothian Council approached Edinburgh Council regarding their plans to build a new denominational high school and whether CEC would like to realign St Margaret's in South Queensferry into the catchment. Although this offered a significant geographical advantage to parents reducing journey times by half, no approach was made to the parents to gauge level of interest.

Question (1) When did the council first become aware of the proposal by West Lothian?

Answer (1) Officers were made aware of the consultation by West Lothian Council when the statutory consultation was launched in November 2019. West Lothian Council did not engage with CEC officers in advance of the statutory consultation being published to ask whether a catchment review involving the secondary school catchment areas in Edinburgh would be something worthy of consideration.

Question (2) Was the Convener aware of the proposal and if so, what was his view?

Answer (2) As the statutory consultation had no direct impact on a School catchment area or capacity Officers did not raise this as a matter of concern with the Convenor. Had there been an informal approach made to Senior Management before the statutory consultation paper was published then this would have been raised with the Convenor. However, as above on this occasion no informal approach was made to Senior Management in CEC.

Question (3) Was St Margaret's mgmt. team approached to discuss, and if so, what was the outcome of that discussion?

Answer (3) For the same reason of no direct impact to a catchment area or school capacity in Edinburgh no approach was made to St Margaret's RC management or Parent a Council. Given the geographical considerations highlighted, in hindsight an approach to parents to make them aware of the consultation would have been reasonable. As the new RC High School in West Lothian is not open yet I have asked Officers to discuss this issue further with their counterparts in West Lothian. Parents/Carers will always be able to make an out of school placement request to the new school in Winchburgh even if they live in a different local authority area.

Question (4) Was the decision not to proceed/consult approved at Director or Head of level?

Answer (4) As this was a West Lothian Consultation, no decision was required by any City of Edinburgh Officer or Committee for it to proceed. Officially any one can respond to a consultation and it should be advertised in local newspapers. As above, on this occasion and following usual practice in such a situation, Officers did not engage with St Margaret's RC school community and the issue was not discussed with a Director or Head of Service. Again, in hindsight it is accepted that doing so would have been reasonable.

Comments by Councillor Young Thank you very much, please to be conveyed back to the Convener for his answer and I really appreciate the candour that the process could have been handled differently, I have now been contacted by Council officers in order to progress on that so there's no further questions on number 10.

QUESTION NO 11

By Councillor Young for answer by the Convener of the Education, Children and Families Committee at a meeting of the Council on 28 July 2020

With children due to return to school on 100% classroom exactly 2 weeks tomorrow, there is still uncertainty about what elements of the contingency plan may still be apply and whether all wraparound care (breakfast and afterschool clubs) can operate, including those who use community centres as their venue.

Question (1) On what date will parents receive confirmation that schools are returning at 100% (appreciating that this may alter in the future should a second wave arise)?

Answer (1) We expect to receive guidance from the DFM on 30th July. This will be national guidance but will apply to Edinburgh schools

Question (2) What elements of the contingency plan will still apply across all schools (so excluding decisions made at a delegated level by headteachers)?

Answer (2) At this time, all elements of the plan apply to all schools. Should the contingency plan become operational, each element will be considered. This is because we believe that on balance, the contingency plan is more likely to be operated for local school closures rather than city-wide closures. The contingency plan will be invoked if there is a requirement for social distancing. If a setting suffers an outbreak, the setting will follow HPS advice which could involve temporary or partial closure

Question (3) Will all council run wraparound care services fully resume [from 12th August](#)?

Answer (3) Following the Scottish Government advise that schools should return at 100% capacity, it is anticipated that **all** registered and regulated Breakfast and Out of School Care clubs will be able to operate from 12th August. All advice on health and safety will require to be in place by each provider.

Childcare and Youthwork in non-Council owned settings have been permitted to operate from 15th July. Work is underway to allow these services to operate in Council premises as soon as possible.

Current Scottish Government guidance states the only face-to-face youth work that is allowed is work that takes place outdoors and with safe practices in place. Further Scottish Government advice and guidance was published on 20th July on a gradual phasing of youth work indoors and this will inform the re-introduction of youth work in Council buildings.

Question (4) Will community/private run wraparound care services be allowed to continue using community centres (even if these remain closed to the wider public) to provide their service to parents in the same way as private nurseries are able to operate, considering that there is a proposal to open and use community centres if required in the contingency plans?

Answer (4) Should schools return with 100% capacity in August, plans are in place to identify those Community Centres which currently provide spaces for Out of School Clubs. It is anticipated that Community Centres will be able to provide care for children and families as usual.

Question (5) When will community centre maintenance employees be allowed access to prepare venues for use - even if that use is restricted (school/afterschool)?

Answer (5) Maintenance staff can access buildings at any time.

**Supplementary
Question**

Thank you I do have a supplementary of this one and again I really appreciate the detailed reply that we've been given and very much actually the confirmation at Question 5 about Community Centres being able to start making preparations. The one clarification please, it may require follow-up after the meeting, is the answer given to Question 2, my Question 2 was slightly misinterpreted, what I was trying to find out was what elements of the contingency plan will also apply in a 100% return to school, so purely for example purposes, I'm assuming that the cleaning regime for example will apply to both 100% and contingency, I just wanted to know what other elements would also apply if we do the return 100% and I'm happy to receive that as a written update, again to all councillors after the meeting if it's not quick answer.

**Supplementary
Answer**

Yes, I think it's actually quite a detailed answer, so can absolutely get that information to you Councillor Young, thank you.

QUESTION NO 12

By Councillor Young for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 28 July 2020

Since the gradual lifting of lockdown restrictions, South Queensferry has seen a significant increase in 'car racing' and late/overnight congregation at the Hawes Pier. At the request of Police officers all ward councillors and the Roads team agreed to close the Hawes Car Park each night [until 31st July](#). However, speeding on surround roads continues and there is a lack of clarity over where roles and responsibilities lie.

Question (1) What is the longer term plan for the Hawes Car Park [after 31/07/2020](#)?

Answer (1) In general the Car Park would operate as a public adopted space, however, we can consider and respond to requests from the Police to manage access to the space as appropriate.

Question (2) How many complaints have been received by council officials on speeding or excessive vehicle noise, since 01/04/2020 in the area of Queensferry/Dalmeny/Kirkliston, and what was the nature of the complaints?

Answer (2) The Council's Road Safety team has received three complaints about traffic speeds in the Queensferry/Dalmeny/Kirkliston area since 01/04/2020. These relate to the A904 Builyeon Road and the B907 Kirkliston Road in Queensferry and Burnshot Road, east of Kirkliston.

Question (3) Have any meetings taken place between road safety and the Police regarding speeding and/or noise complaints in this area of the city – please provide details of dates and attendees since 01/04/2020.

Answer (3) No meetings have been requested or have taken place between the Police and the Council's Road Safety team since 01/04/2020 regarding traffic speeds in this area.

Question	(4) Have any other requests (apart from the Hawes closure currently in force) been made by the Police to address speeding cars or noise, which have not been acted upon, since 01/04/2020 – please provide details of request and reason for not progressing
Answer	<p>(4) The Council’s Road Safety team has been contacted by the Police about issues relating to traffic speeds on the A904 Builyeon Road and the B907 Kirkliston Road in Queensferry since 01/04/2020. The team has liaised with the Police and taken the appropriate action on these issues.</p> <p>In the case of the A904 Builyeon Road, the request was to consider additional 30mph repeater speed limit signs and larger terminal signs at the start of the 30mph speed limit. The use of 30mph repeater speed limit signs is prohibited by national legislation and the terminal signs are the correct size, which is also specified in legislation.</p>
Supplementary Question	Thank you very much and again thank you very much to the Convener for a very helpful detailed response which helps understand the Council’s response to matters which are under the responsibility of the police. I would just like to ask her in relation to point 1 about the closure of the Hawes Car Park, is the Convener or officers considering an extension to the closure beyond 31 July 2020, have we either been asked to consider it or would we be open to that request if it came?
Supplementary Answer	As Convener it's not something that I've been particularly party to but I will follow up after this meeting and come back to both yourself and other Councillors on it.
Update on Supplementary Answer to Question 2	<p>I hope I'm not breaking any rules here Lord Provost but I wonder if I might go back to Question 2.</p> <p>Councillor Lang asked me specifically about heritage projects and in a great display of efficiency I almost immediately got the answer from the head of service, and in fact they will all be completed and taken forward by the end of the lighting project, so I hope that that give some degree of reassurance about that and that it’s being taken care of, thank you.</p>

QUESTION NO 13

By Councillor Mowat for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 28 July 2020

Question

- (1) Can the Convener detail the number and location (by street) of:
- Residents parking spaces
 - Pay & display parking spaces
 - Disabled parking spaces: removed in each residents parking zone, and the number of each type of space detailed above at or around 1st March 2020

Answer

- (1) The table below details the number of parking places available within each controlled parking zone around 1 March 2020.

Zone	P&D	Permit Holder	Shared Use	Disabled	M/cycle
1	490	783	21	2	22
1A	468	511	117	24	20
2	259	213	102	24	14
3	688	483	20	24	29
4	357	700	164	19	25
5	122	765	13	4	5
5A	169	770	23	3	5
6	542	1189	65	10	15
7	385	770	26	6	16
8	194	778	73	7	10
N1	86	1218	1121	21	0
N2	238	703	596	11	0
N3	647	803	574	10	0
N4	0	49	324	0	0
N5	199	208	1035	0	0
S1	53	1502	912	17	0
S2	195	1145	686	20	0
S3	65	1075	857	11	0
S4	90	812	489	10	0
K	0	29	0	0	0

However, it should be noted that parking places can be suspended or become unavailable for many reasons, such as; events, removals, filming or road works. A daily total of such interventions is not available.

The second table below details the number and location of parking places that have temporarily been withdrawn to provide additional space for physical distancing as part of the Council's Spaces for People programme, at 27 July 2020.

	Parking Places Unavailable				
	P&D	Permit Holder	Shared Use	Disabled	M/cycle
Victoria Street & West Bow	6	15	2	2	1
Grassmarket	0	0	25	0	3
Cockburn Street	20	12	0	2	1
George IV Bridge	0	0	0	0	0
South Bridge	0	0	0	0	0
Bruntsfield Place	35*	0	0	0	0
Morningside Road	52*	0	0	0	0
Total	113	27	27	4	5

*Off-peak parking places only

Question (2) Could the Convener tell Council when and how the removal of parking spaces was communicated to residents of the affected streets?

Answer (2) The Scottish Government has identified Covid-19 as a danger to the public and as such, the Council may introduce Temporary Traffic Regulation Orders (TTROs) to quickly introduce physical distancing measures to help prevent the further spread of the infection.

There is no right of objection to a TTRO, but the Council has taken steps to inform residents and members of the public of the temporary measures being put in place. This includes; writing to affected residents, publishing details on the Council's website and Tell Me Scotland (the national public information portal), social media promotion, press notices, making use of community noticeboards where possible and using on-street notices when necessary.

Supplementary Question Thank you Lord Provost and thank you to the Convener for her answer. Given that permits are being renewed electronically, are we e-mailing permit holders in affected streets of the changes, and if not why not?

**Supplementary
Answer**

This is not part of the written original question so I don't have that information directly to hand. This is essentially an operational issue, however, I will try to confirm that detail and come back to you on that particular note along with all other councillors.

QUESTION NO 14

**By Councillor Johnston for answer
by the Convener of the Finance and
Resources Committee at a meeting
of the Council on 28 July 2020**

Question (1) In the past 6 months how much has the Council loaned to other local authorities across the UK and under what terms?

Answer (1) The attached appendix sets out details.

Question (2) In the past 6 months how much has the Council borrowed from other local authorities and under what terms?

Answer (2) No sums borrowed.

Supplementary Question A brief supplementary. I wonder if the Depute Convener can confirm, as per the answer, that at the moment Edinburgh Council is owed in excess of £0.3 billion from other local authorities across the UK?

Supplementary Answer (by Councillor Griffiths) I'm sorry Councillor Johnson I'm not able to give you a response, I don't want give you misinformation so I will get a written response to you after the meeting.

Statement by the Lord Provost Can I just confirm that the written response will merely be an update of the table I think that's what Councillor Johnston's asking for?

Councillor Griffiths Yes.

Deposits Outstanding at 23 Jan 2020

<u>COUNTERPARTY</u>	<u>START DATE</u>	<u>MATURITY DATE</u>	<u>OUTSTANDING</u>	<u>INTEREST RATE</u>
Rotherham Metropolitan Borough Council	29/09/17	/ /	20,000,000.00	0.80
Eastleigh Borough Council	28/11/19	/ /	10,000,000.00	0.75
Leeds City Council	19/11/19	/ /	25,000,000.00	0.80
Birmingham City Council	26/11/19	27/01/20	10,000,000.00	0.80
Bedford Borough Council	27/12/19	27/01/20	4,100,000.00	1.00
Birmingham City Council	28/11/19	28/01/20	10,000,000.00	0.77
Merthyr Tydfil Borough Council	29/10/19	29/01/20	2,000,000.00	0.80
Blackpool Borough Council	30/10/19	30/01/20	9,000,000.00	0.80
London Borough of Havering	30/12/19	30/01/20	5,000,000.00	1.00
Blackpool Borough Council	31/10/19	31/01/20	6,000,000.00	0.80
Slough Borough Council	19/08/19	19/02/20	5,000,000.00	0.82
Flintshire County Council	27/11/19	27/02/20	3,000,000.00	0.80
Flintshire County Council	28/11/19	28/02/20	4,000,000.00	0.80
Wokingham Borough Council	02/12/19	31/03/20	3,000,000.00	0.85
Cornwall Council	18/10/19	17/04/20	20,000,000.00	0.85
The Highland Council	23/10/19	23/04/20	5,000,000.00	0.85
Middlesborough Council	29/10/19	29/04/20	10,000,000.00	0.85
Plymouth City Council	31/10/19	30/04/20	10,000,000.00	0.85
North East Lincolnshire Council	30/10/19	30/04/20	4,000,000.00	0.85
Wrexham County Borough Council	20/12/19	22/06/20	10,000,000.00	0.93
West Dunbartonshire Council	18/10/19	16/10/20	10,000,000.00	1.02
Lancashire County Council	01/11/19	02/11/20	20,000,000.00	0.95
West Dunbartonshire Council	15/11/19	13/11/20	5,000,000.00	1.00
The Highland Council	19/11/19	17/11/20	5,000,000.00	1.00
East Dunbartonshire Council	10/12/19	08/12/20	5,000,000.00	1.00
Dundee City Council	18/12/19	16/12/20	5,000,000.00	1.00
Aberdeenshire Council	20/12/19	18/12/20	10,000,000.00	1.00
			<u>235,100,000.00</u>	

New Deposits since 23 Jan 2020

Lancashire County Council	31/01/20	28/02/20	10,000,000.00	0.87
West Dunbartonshire Council	06/02/20	06/08/20	5,000,000.00	0.95
London Borough of Enfield	28/02/20	30/11/20	10,000,000.00	1.05
Flintshire County Council	24/02/20	26/05/20	7,000,000.00	1
Aberdeenshire Council	04/03/20	04/12/20	10,000,000.00	1.05
Nottingham City Council	09/03/20	11/05/20	10,000,000.00	1.1
Slough Borough Council	13/03/20	13/05/20	5,000,000.00	1.25
Cherwell District Council	16/03/20	30/03/20	10,000,000.00	1.3
Birmingham City Council	17/04/20	18/05/20	20,000,000.00	0.5
Suffolk County Council	27/04/20	27/05/20	5,000,000.00	0.5
Perth and Kinross Council	27/04/20	27/05/20	5,000,000.00	0.5
			<u>97,000,000.00</u>	

QUESTION NO 15

By Councillor Mowat for answer by the Convener of the Culture and Communities Committee at a meeting of the Council on 28 July 2020

Question

At the Leadership Advisory Panel of 31 March 2020 it was agreed that the management of events would be reported on to the Culture and Communities Committee as part of the Public Spaces Protocol that was being prepared; as there was no date given for the completion of this work and we don't know when the next meeting of the Culture and Communities Committee will be held could the Convener advise when Councillors will see and discuss this report so that residents' concerns about how event and on street activity will be managed can be addressed?

Answer

As was presented to the Leadership Advisory Panel, there has clearly been a significant delay to the time that this work will take to complete. However, it remains a priority for the service and the Culture and Communities Committee.

A verbal update was provided by the Head of Place Management to the Festivals and Events All Party Oversight Group on the 21st July 2020 to state that a dedicated member/officer workshop is being arranged for late August 2020 to focus on the principles of the Public Spaces Management Plan prior to wider engagement taking place.

Following this workshop, officers will look to re-establish work fully on this plan, and will undertake engagement with key stakeholders, including Community Councils, Business Improvement Districts, Festivals Edinburgh, Edinburgh Chamber of Commerce, Federation of Small Businesses and other key interest groups.

It is expected that this engagement will take up to three months to complete. A draft Public Space Management Plan will then be collated and presented to Culture and Communities Committee within one month of this engagement exercise being completed.

QUESTION NO 16

**By Councillor Rust for answer by the
Convener of the Housing,
Homelessness and Fair Work
Committee at a meeting of the
Council on 28 July 2020**

On 12 March 2020, Council agreed the Edinburgh International Conference Centre Hotel and Hotel School Business Case, which had been referred by the Finance and Resources Committee, following its earlier agreement.

Question

Can the Convener update Council on progress officers have made in carrying out this decision?

Answer

Officers have continued to work towards the outcomes agreed by Council on 12 March 2020.

This involves the negotiation and drafting of an agreement to Lease and an Agreement to sub-lease the hotel along with the development of a Strategic Delivery Agreement between the Council and the EICC to reflect the overall relationship between the two organisations and ensure appropriate controls and governance is in place.

Due to the Covid-19 pandemic due diligence has had to be carried out with a review of some aspects of the business case.

Notwithstanding this, good progress is being made and it is envisaged that this work will be completed in the Autumn

**Supplementary
Question**

Thank you Lord Provost, thanks to the Convener for her answer. What aspects of the business case are being reviewed and will councillors be advised as to the outcome of that review?

**Supplementary
Answer**

Thanks Councillor Rust for your question. I mean obviously there's commercial confidentiality that means there is a limit to what I can say, but it's no secret that for example things like construction costs will have to be reviewed in light of COVID-19. I think the key thing though is that officers are progressing, they're working hard to negotiate the best deal for the EICC and for the City and they're hoping to have that work completed by the autumn.

QUESTION NO 17

By Councillor Webber for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 28 July 2020

Question

At Policy and Sustainability Committee on 14th May 2020 the following matrix was presented as an assessment tool and was subsequently approved as the criteria to be used to create temporary walking and cycling infrastructure schemes:

Projects with moderate to low risk mitigation will not be generally implemented if they are expected to have any significant negative impacts, particularly on public transport or emergency services.

Criteria	Assessment		
Covid-19 Risk mitigation	Very significant	Significant	Moderate to low
Benefit to pedestrians	high	medium	low
Benefit to people on bikes	high	medium	low
Impact on Public Transport	positive impact	neutral or minor negative impact	significant negative impact
Impact on emergency services routes	None or negligible	Minor	significant negative impact
Impact on people with Mobility difficulties or visual impairments	positive impact	neutral or minor negative impact	significant negative impact
Impact of diverting traffic	none to minor	moderate	significant
Impact on residential parking	none to minor	moderate	significant
Impact on public parking	none to minor	moderate	significant
Impact on business servicing	none to minor	moderate	significant
Cost	low	moderate	high
Ease of operation	easy	moderate operational burden	high operational burden

Can the Convener provide the results of this assessment for each of the measures implemented to date and those currently going through the accelerated consultation process?

Answer

The above assessment criteria has been adopted to prioritise all schemes contained in the project programme. This information is available for all prioritised projects and will be made available to Elected Members. However, at this time, officers do not have the capacity to collate and prepare this response. This information will be provided as soon as is reasonably possible.

**Supplementary
Question**

Thank you Lord Provost and thank you Convener for your answer. I do have a supplementary, it's relatively simple, we have now found out elsewhere on these questions that there were almost 30 people working on this across the Council and notwithstanding the original debate we had at Policy and Sustainability about the complexity of the matrix, can I assume that the approval of all the recent emergency measures have been given equal priority and that these have ranged from everything from hedge cutting to the restrictions planned for the main arterial routes such as Wester Hailes Road and Comiston Road and I know I'm not allowed to but there is a bit in here Lord Provost, if you'll just forgive me on this, in the interest of transparency and openness, with what has been a very controversial consultation process, can I make a plea that this information when it is available is made public to all the public and not just elected members please?

**Supplementary
Answer**

Thank you Councillor Webber for the supplementary. There's a number of issues that sit around this. There will be a detailed assessment of these criteria brought forward by officials on 11 August 2020, which is when it will be ready. I see no reason why given the fact that members briefings often are put out to the public why we cannot proceed to do that. I would however question the use of the pushing of this idea that somehow consultation and prioritisation needs to be reassessed. I'm not quite sure what you mean about equal prioritisation of issues because prioritisation by its very definition indicates that you put one measure above another in order to get all of them achieved over a period of time. There is an enormous effort being put into this project to ensure that we get the greatest benefit across the city from the money that we've been given by the Scottish Government to achieve this and it's important that we don't get caught up in the usual nonsense about too much consultation, not enough consultation, who have you consulted with, who have you not consulted with. I refer you back to my earlier answer, to one of the previous questions, which is that we've gone above and beyond the request that was attached to this funding in order to try to provide as

much consultation, as much feedback, and an explicit promise, that if something is not working in these series of temporary measures, that we will tweak that and that's a complete undertaking from the Administration that we will absorb feedback and use it to go forward and improve the measures as they're in place, thank you.

QUESTION NO 18

**By Councillor Jim Campbell for
answer by the Leader of the Council
at a meeting of the Council on 28
July 2020**

- Question** (1) What is the estimated value of lost income in 2020/21, that the City of Edinburgh Council would have planned to receive from sales, fees and charges had the Coronavirus Pandemic not occurred?
- Answer** (1) The update reported to the Policy and Sustainability Committee on 23 July sets out, in Appendix 1, total expected COVID-related income losses for Council services of £44.349m. The report additionally notes an estimated reduction in income, or increase in required support, for the Council's ALEOs of £31m.
- Question** (2) What discussions has the Council initiated with the Scottish Government or COSLA to promote a scheme to compensate Scottish Local Authorities specifically for lost income from sales, fees and charges?
- Answer** (2) Lost income is included in the overall financial impact being submitted and monitored to the Scottish Government through submissions to COSLA. Given the particular relevance of losses of income to Council ALEOS, I have also written to the Cabinet Secretary for Finance on this issue.
- Question** (3) What formula, or amount, has the Council been given to understand can be used to negate this lost income?
- Answer** (3) Some individual decisions have been taken in relation to this, i.e. the payment to Edinburgh Tram. There are also a number of other similar specific discussions continuing on lost income and costs, as well as the overall discussions through COSLA on the sum total effect. As these are ongoing and the effects are not yet fully known as the situation remains fluid, there is not an agreed final position on this.

**Supplementary
Question**

Thank you Lord Provost and I thank the Leader for his very helpful answer. I'm sure the Leader's aware that English local authorities have received some compensation for lost income, has he found in his discussions that the Scottish Government and other Scottish Local Authorities have been sympathetic to compensating Scottish Local Authorities for lost income and lost fees.

**Supplementary
Answer**

Can I thank Councillor Campbell for the supplementary. Yes, the lost income component of financial pressure on councils was very much part on equal terms along with opportunity costs, of transformation programmes that have been disrupted and additional costs as a result of covid, so the additional financial burden placed on us by loss of income has been treated exactly the same in those discussions as other financial pressures in terms of work.

QUESTION NO 19

By Councillor Laidlaw for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 28 July 2020

Notes a number of roundabouts that have recently been proposed for sponsorship signage across the city, and asks the Convener to update Council on the following:

Question (1) What roundabouts are being tendered for sponsorship?

Answer (1) Please refer to the attached list (CT2466 Roundabout Sponsorship - Site Information).

Question (2) Which roundabouts have agreements already in place?

Answer (2) None.

Question (3) What does the sponsor receive in return?

Answer (3) For sponsorship monies they receive signage which shows the company logo and that they are the sponsor of the roundabout or verge

Question (4) What say do they have in the maintenance and or design/upgrading of the roundabout?

Answer (4) The Council are responsible for design and upgrading of roundabouts.

Question (5) How are the sponsorship fees allocated?

Answer (5) These are allocated per sign, per site.

Supplementary Question Thank you Lord Provost and I thank the Convener for the answer. A supplementary just to clarify around answers 3 and 4. What I was seeking to ask here is, will sponsors see an upgrade or improved maintenance of the verges and roundabouts that they provide the money for and will that be through the money going into a central pot for parks and green space or roads or wherever that sits within the council, or will that be specific to and the roundabout they sponsor. Obviously we've seen in other local authorities, West Lothian and Perth for example, where the sponsor can increase the amount they spend and the substantive work is

done to those verges and roundabouts, the extra planting sculptures etc, to just get some clarity on what exactly this is about or is it just signs and then money going into a central pot, thank you.

**Supplementary
Answer**

So I had some slight difficulty in hearing all of your question there Councillor Laidlaw but if I've got it correct I would hesitate to give you a detailed response on that at this point because there are clearly implications to what you've asked about. My broad understanding is that it's sponsorship which will allow continued maintenance of those roundabouts, whether or not there's any degree of difference in terms of sponsorship deals etc. I'd have to go into in more detail with the service and I'll come back to you with a written answer and issue to all councillors at same time.

CT2466 Roundabout Sponsorship - Site Information

Ref.	Location	Locality	Site Type	Area	Circumference (R'bout Only)	Type
GS1	Airport Interchange (North)	NW	Roundabout	2,675	194	Green
GS2	Airport Interchange (South)	NW	Roundabout	2,794	198	Green
GS3	Comley Bank	NW	Roundabout	278	84	Green
GS4	Crewe Toll	NW	Roundabout	333	65	Green
GS5	Drumbrae	NW	Roundabout	185	48	Amber
GS6	East Craigs	NW	Roundabout	1,065	116	Green
GS7	Eastfield Road (Airport)	NW	Roundabout	606	150	Green
GS8	Granton Square	NW	Roundabout	843	161	Amber
GS9	Groathill Road North	NW	Roundabout	453	75	Green
GS10	Lauriston Farm Road	NW	Roundabout	572.5	85	Green
GS11	Pennywell Gardens (Muirhouse View)	NW	Roundabout	533	82	Green
GS12	Pennywell Road (Muirhouse Parkway)	NW	Roundabout	1039	114	Green
GS13	Quality Street (Queensferry Road)	NW	Grass & Bedding	939	151	Amber
GS14	South Gyle Broadway (East)	NW	Roundabout	2,571	179	Green
GS15	South Gyle Broadway (Mid)	NW	Roundabout	2,917	191	Green
GS16	South Gyle Broadway (West)	NW	Roundabout	1,160	122	Green
GS17	Gogar	NW	Roundabout	11,830	433	Green
GS18	Balgreen Road	SW	Roundabout	175	46	Amber
GS19	Bankhead / Broomhouse Drive	SW	Greenspace	7,448	751	Amber
GS20	Biggar Road	SW	Roundabout	169.5	46	Amber
GS21	Broomhouse Drive	SW	Roundabout	574	84	Green
GS22	Calder Road (Bankhead)	SW	Roundabout	1,847	154	Amber
GS23	Calder Road (Saughton)	SW	Roundabout	2,308	174	Amber

GS24	Calder Road (Sighthill)	SW	Roundabout	2,540	182	Amber
GS25	Clovenstone	SW	Roundabout	2,617	181	Green
GS26	Dreghorn Link	SW	Roundabout	110	37	Green
GS27	Hermiston Village	SW	Roundabout	2,967	193	Green
GS28	Longstone Road	SW	Roundabout	648	105	Green
GS29	Redford Road	SW	Roundabout	112	37	Green
GS30	Riccarton Mains Road (North)	SW	Roundabout	387	72	Green
GS31	Riccarton Mains Road (South)	SW	Roundabout	3,893	225	Green
GS32	Stenhouse Cross	SW	Roundabout	1,015	112	Green
GS33	Western Approach Road (North side)	SW	Greenspace	1,529	508	Green
GS34	Whitson Crescent	SW	Greenspace	3138	394	Amber
GS35	Atholl Crescent Gardens	SE	Bedding	1,665	1,335	Green
GS36	Broughton Street	SE	Roundabout	251	57	Green
GS37	Coates Crescent Gardens	SE	Bedding	1,665	1,335	Green
GS38	Gilmerton Road	SE	Roundabout	215	51	Amber
GS39	Lady Road (Cameron Toll)	SE	Roundabout	39	22	Amber
GS40	Liberton Road / Kirkbrae	SE	Bedding	130	53	Green
GS41	Melville Drive	SE	Bedding	1255	152	Green
GS42	Old Dalkeith Road	SE	Roundabout	5,960	289	Green
GS43	Old Dalkeith Road (bottom)	SE	Grass			Green
GS44	Pleasance	SE	Bedding	25	29	Amber
GS45	Randolph Cliff (Dean Bridge)	SE	Bedding	98	69	Amber
GS46	St Patrick Square	SE	Park	436	126	Green
GS47	Straiton	SE	Roundabout	1,655	144	Amber
GS48	Easter Road	NE	Roundabout	61	28	Amber
GS49	Joppa & Portobello Seafront (East of Rockville Hotel)	NE	Greenspace	1,617	429	Amber
GS50	Lochend	NE	Roundabout	496	114	Green
GS51	Sir Harry Lauder Road (Traffic Lights)	NE	Greenspace	291	116	Green
GS52	Smokey Brae	NE	Roundabout	126	40	Green

GS53	Smokey Brae (top beside Barrell House Pub)	NE	Bedding	180	95	Amber
GS54	The Jewel	NE	Roundabout	2,390	173	Amber

QUESTION NO 20

By Councillor Laidlaw for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 28 July 2020

Notes the COVID-19 pandemic has led to a reallocation of resources across the Council and that as a result that weed issue on our roads, pavements and paths is once again impacting on the appearance of our city and its fabric, increasing costs of repair.

Asks the Convener to update Council on:

- Question** (1) To what extent to which the COVID-19 pandemic resilience has impacted on scheduled weed-killing/removal?
- Answer** (1) No herbicide applications were carried out during phase 1 of the Covid-19 restrictions by Parks and Greenspace staff due to their classification as non-essential workers. Prior to 23rd March no herbicide applications were carried out because it was too early in the growing season.
- Street cleansing teams, as essential workers, carried out a limited programme of manual weed and detritus removal during phase 1.
- Parks and Greenspace teams began applying herbicide from the week beginning 8th June.
- Question** (2) What areas are being prioritised?
- Answer** (2) The service will work systematically across the city's streets using planned routes.
- Question** (3) When will regular weed-killing/removal return to pre-COVID-19 levels?
- Answer** (3) 2021. In previous years most wards have received two herbicide applications per year. Due to the late start and the need to focus resources on grass cutting to get sheltered housing, care homes, parks, green spaces and schools back to standard, only one application per location is likely to be made before the end of the 2020 growing season.

**Supplementary
Question**

Thank you Lord Provost hopefully this is a little bit clearer, I thank the Convener for her answer. It was just a small supplementary. In answer 2 where it talks about the service will work systematically across the city's streets using planned routes, are those planned routes available to elected members thank you.

**Supplementary
Answer**

I don't see why not Councillor Laidlaw, it's part of our standard operational procedures around weed control, the only difference this year that I understand to be the case is that there's a limited number of applications partially caused by weather and of course at the lack of ability to deliver during the more serious part of the lockdown and I see no reason why we can't provide it, I'll ask the service to do so.

QUESTION NO 21

By Councillor Mowat for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 28 July 2020

Question

Could the Convener explain why the cycle lanes going south from the Omni Centre to Leith Street have not been opened during the Covid-19 pandemic and what is preventing these being opened as a piece of cycle infrastructure in place, but currently unused; could she also detail why a TTRO for their use could not be put in place to create a safe route south for cyclists?

Answer

The Scottish Government are still to make their decision following the hearing (processed by written submissions) into the RSO for the Leith Street cycleway. Consideration had been given to using a TTRO to open the cycleway, however with the protracted legal process it was considered prudent to await the outcome of the hearing rather than potentially prejudice the decision.

Council Officers have been regularly pursuing Transport Scotland (TS) for the formal decision from the Scottish Government. The importance of this cycling infrastructure to Spaces for People initiative has been made. The most recent advice from TS is that that a positive response will be received by the Council by the end of July 2020. Consequently, the plans are being put in place to open this cycle route in early August 2020, allowing time for its use to be fully publicised and barriers removed.

Supplementary Question

Thank you Lord Provost and I thank the Convener for her answer. I note that in the answer it says that it was considered prudent, can I ask whether there was any legal impediment to using a TTRO given the extraordinary circumstances we find ourselves in for the last few months?

**Supplementary
Answer**

I'm not aware of the precise details around the legal impediment and I would hesitate as a non-lawyer to provide you with an off-the-cuff answer but again will come back to you in more detail attach to that. I appreciate that locally it's been a source of some degree of frustration but there is also a requirement on the Council to do things correctly around the legal requirements, and as we all know I think the processes around the TROs and TTROs are incredibly complex and sometimes produce unsatisfactory results, but we'll come back to you with a bit more detail on the precise nature your supplementary question.

QUESTION NO 22

By Councillor Webber for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 28 July 2020

Question

Can the Convener please provide the following information relating to all temporary and permanent active travel projects/schemes across the city (not split by ward) that have been approved for completion since 2010:

- a) Location and route of scheme
- b) Is scheme temporary / permanent (ie related to Covid 19)
- c) Short summary of scheme including if cycle / walkway is segregated
- d) Date of committee approval of scheme
- e) Date of completion of approved scheme
- f) If not complete, then anticipated completion date
- g) Budget allocated to each scheme

Answer

In September 2010, the Council approved the first edition of its Active Travel Action Plan (ATAP).

In order to facilitate the delivery of the ATAP, the following decision was included within a [Budget Motion](#), approved by the Council at its meeting of 9 February 2012:

“Council agrees that the percentage of transport spend (net of specifically allocated external transport funding) allocated to cycling shall be a minimum of 5%, for both revenue and capital, in 2012/13 and that the percentage of spend on cycling will increase by 1% annually. Council therefore instructs the Director of Services for Communities to provide a report to a meeting of the Transport, Infrastructure and Environment Committee in September each year detailing,

the allocation of cycle funding, progress towards the Council's Charter of Brussels commitments, and progress on the cycle aspects of the ATAP”.

On 27 August 2013, the Transport and Environment Committee considered a report titled [5% Budget Commitment to Cycling - Summary of Expenditure](#). This report summarised the Council's capital and revenue expenditure on cycling in the 2012/13 financial year.

The same Committee also considered a further report titled [Active Travel Action Plan - 2 Yearly Review](#). This report provided a review of progress to date on the delivery of the ATAP and sought approval for a revised programme of actions and timescales.

On 3 June 2014, the Transport and Environment Committee considered a report titled [7% Budget Commitment to Cycling](#). This report sought approval for the proposed Council expenditure on cycling for 2014/15.

On 26 August 2014, the Transport and Environment Committee considered a report titled [6% Budget Commitment to Cycling - Summary of Expenditure](#). This report summarised the Council's capital and revenue expenditure on cycling in the 2013/14 financial year.

On 17 March 2015, the Transport and Environment Committee considered a report titled [8% Budget Commitment to Cycling](#). This report sought approval for the Council's proposed expenditure on cycling in 2015/16.

On 25 August 2015, the Transport and Environment Committee considered a report titled [7% Budget Commitment to Cycling – Summary of Expenditure](#). This report summarised the Council's capital and revenue expenditure on cycling in the 2014/15 financial year.

On 12 January 2016, the Transport and Environment Committee considered a report titled [Active Travel Action Plan Review 2016](#). This report summarised progress made in relation to targets and actions in the ATAP and sought approval for a [revised ATAP document](#).

On 15 March 2016, the Transport and Environment Committee considered a report titled [9% Budget Commitment to Cycling](#). This report sought approval for the Council's proposed expenditure on cycling in 2016/17.

On 1 November 2016, the Transport and Environment Committee considered a report titled [8% Budget Commitment to Cycling - Summary of Expenditure](#). This report summarised the Council's capital and revenue expenditure on cycling in the 2015/16 financial year.

On 9 August 2018, the Transport & Environment Committee considered a report titled [Budget Commitment to Cycling in 2016/17 and 2018/19 Cycling Programme](#). This report provided information on the expenditure on cycling in 2016/17 and sought approval for the planned programme for 2018/19.

On 20 June 2019, the Transport & Environment Committee considered a report titled [Investing in Active Travel and in People Friendly Streets](#). This report sought approval for the current Active Travel Investment Programme 2019-24 and provided details of the work done to deliver and develop active travel infrastructure in financial years 2017/18 and 2018/19.

The information requested is provided in the tables below for projects in the current Active Travel Investment Programme 2019-24 (permanent schemes) and the Spaces for People programme (temporary schemes related to Covid-19).

Supplementary Question

Yes thank you Lord Provost and thank you Convener for your answer and I would just like to welcome the list of 40 permanent measures that we have for active travel products across the city on the wide ranging aspect of these. The supplementary is that I'm not quite sure why my columns D and G have not been able to be populated, these are significant projects and I would hope that there would be a specific budget allocated to each of them which is only how I would expect any project management to take place, so I would be hoping that would be forthcoming, and secondly the date of committee approval, maybe that may have just

been the terminology I used, I was maybe looking at the date some of these went to committee and were discussed, debated and then approved, so I'm not quite certain as to why, it's just to try and give some idea of how long projects take to come to fruition, that was why I asked, and so I'm not getting the answer that I want because it's not showing that in the table, thank you.

**Supplementary
Answer**

Clearly there was an enormous amount of information to go into your very detailed question in order to try and properly respond to and given the kind of timescales we've got around Committee work and processes, I suspect that the lack of response on those two specific issues partially relates that. However, there is some degree of explanation in the footnotes attached to where the funding comes from because clearly some of these active travel projects include external funding, some of which will have been secured, some not secured as yet, some related to developer contributions etc., so what is clearly a need for further information attached to that for you, I will try and provide a more detailed response to you on that but in the meantime I would commend officers for the level of detail that they have been able to provide in this particular answer, the answer provides a bit of a romp through the process that we've gone through across the last couple of Administrations to get us to reach the point where active travel is such an important part of our transport considerations and I think is a very useful display of all the efforts have gone into providing these 40 permanent schemes, it's quite an ambitious programme as you'll see from that, but will come back you as soon as I can.

Scheme	Current Stage (RIBA Plan of Work)	a) Location and route c) Short summary	b) Temporary or permanent scheme	d) Date of committee approval	e) Date completed; or f) Anticipated completion	g) Budget allocation¹
Tram Safety Improvements	Stage 4 Technical Design	Phased programme to improve tramline safety for cyclists.	Permanent		January 2021	
City Centre West to East Link	Stage 4 Technical Design	Segregated cycle lanes, crossings and street improvements from Roseburn via Haymarket to George St and from George St to York Place.	Permanent		May 2022	
Meadows to Union Canal	Stage 2 Concept Design	Segregated cycle lanes and toucan and Street Improvements.	Permanent		May 2023	
Dropped Kerbs Programme	Stage 4 Technical Design	Upgrade of missing and damaged dropped kerbs across the city, prioritising access to	Permanent		November 2020	

¹The current budget availability for the delivery of the Active Travel Investment Programme is £69.5m. This funding is made up of £21.3m of the Council's capital budget, an estimated contribution from the Scottish Government's Cycling, Walking and Safer Streets (CWSS) programme of £7.1m and a contribution from Sustrans under their Places for Everyone programme of £41.1m. This means that prioritisation of the schemes needs to be continuously evaluated in order to assess deliverability of each individual scheme within the available budget.

Scheme	Current Stage (RIBA Plan of Work)	a) Location and route c) Short summary	b) Temporary or permanent scheme	d) Date of committee approval	e) Date completed; or f) Anticipated completion	g) Budget allocation¹
		high streets, hospitals and health centres.				
City-wide Public Bike Parking	Stage 4 Technical Design	On street cycle rack installations, mostly on shopping streets.	Permanent		May 2020, new rollout under development	
West Edinburgh Link	Stage 3 Developed Design	Segregated cycle lanes, crossings, street and path improvements and a bridge over Fife Railway linking East Craigs and Wester Hailes to Edinburgh Park/Gyle.	Permanent		October 2023	
Secure On-street Cycle Parking	Stage 4 Technical Design	Phase 1 (approx. 60 units) of on-street secure cycle parking hanger implementation, including TROs and initial installation across the city.	Permanent		November 2020	
Main Roads	Stage 1 Preparation	Feasibility study of potential on road cycle	Permanent /		End of Preparation and	

Scheme	Current Stage (RIBA Plan of Work)	a) Location and route c) Short summary	b) Temporary or permanent scheme	d) Date of committee approval	e) Date completed; or f) Anticipated completion	g) Budget allocation ¹
Study	and Brief	lanes/segregation and enhancements to yellow line restrictions. Further assessment required for potential delivery opportunities under Spaces for People.	Temporary		Brief by Summer 2020	
Princes Street East End	Stage 1 Preparation and Brief	Under review	Permanent		Under review	
Roseburn Path – Union Canal	Stage 3 Developed Design	Connection from North Edinburgh Path Network at Roseburn to Union Canal via new off-road path, including bridges and Dalry Park improvements.	Permanent		June 2022	
Meadows to George Street	Stage 3 Developed Design	Street improvements and segregated cycle lanes.	Permanent		November 2023	

Page 83

Scheme	Current Stage (RIBA Plan of Work)	a) Location and route c) Short summary	b) Temporary or permanent scheme	d) Date of committee approval	e) Date completed; or f) Anticipated completion	g) Budget allocation¹
North Edinburgh Active Travel (NEAT) Connections	Stage 1 Preparation and Brief	New segregated cycleways, crossings and street improvements.	Permanent		August 2023	
Leith Connections / Foot of the Walk to Ocean Terminal	Stage 1 Preparation and Brief	Improved walking and cycling connections from the Foot of Leith Walk to Ocean Terminal and development of other local proposals.	Permanent		Under review	
Morrison Street	Stage 1 Preparation and Brief	Street improvements, including to footways, crossings and cycle provision.	Permanent		June 2023	
Marchmont to Blackford	Stage 3 Developed Design	New cycle lanes, junction and crossing improvements.	Permanent		July 2021	
QuietRoute 8 – Balgreen to Edinburgh Park	Stage 1 Preparation and Brief	Quiet street improvements and new crossings.	Permanent		October 2022	

Scheme	Current Stage (RIBA Plan of Work)	a) Location and route c) Short summary	b) Temporary or permanent scheme	d) Date of committee approval	e) Date completed; or f) Anticipated completion	g) Budget allocation¹
Cameron Toll to BioQuarter	Stage 4 Technical Design	Segregated cycleways and shared footpaths.	Permanent		April 2022	
Fountainbridge / Dundee Street	Stage 1 Preparation and Brief	Segregated link between Telfer Subway and Union Canal. Optioneering for remainder of street. Further assessment required for potential delivery opportunities under Spaces for People.	Permanent / Temporary		June 2023	
Maybury Road	Stage 1 Preparation and Brief	Feasibility study of potential to improve cycle provision along Maybury Road, taking account of dependencies with proposals under the Local Development Plan Action Programme (LDPAP).	Permanent		Preparation and Brief complete early 2020.	

Scheme	Current Stage (RIBA Plan of Work)	a) Location and route c) Short summary	b) Temporary or permanent scheme	d) Date of committee approval	e) Date completed; or f) Anticipated completion	g) Budget allocation¹
QuietRoute 6 – Grange Road Crossings	Stage 4 Technical Design	New crossings, including footway and path improvements.	Permanent		November 2020	
St Leonards – Canongate / Holyrood Drive	Stage 2 Concept Design	On carriageway cycle provision, crossings and path improvements.	Permanent		June 2021	
QuietRoute 9	Stage 2 Concept Design	Pedestrian and cycle improvements to paths and crossing and Quiet Streets.	Permanent		September 2021	
QuietRoute 5 – Holyrood Park	Stage 3 Developed Design	Improved cycle and foot paths and new crossings.	Permanent		July 2022	
QuietRoute 61 - Niddry to Moredun via Bioquarter	Stage 3 Developed Design	Quiet street improvements and new crossings.	Permanent		December 2020	
A8 Gyle – Newbridge	Stage 1 Preparation and Brief	Path widening between Middle Norton and Gogarstone and new road layout at	Permanent		September 2021	

Scheme	Current Stage (RIBA Plan of Work)	a) Location and route c) Short summary	b) Temporary or permanent scheme	d) Date of committee approval	e) Date completed; or f) Anticipated completion	g) Budget allocation ¹
		Gogarstone Road junction with A8.				
Arboretum Place	Stage 2 Concept Design	Upgrade of the circular area outside the west gate of the Botanic Gardens to prioritise pedestrians, slow traffic and make the road easier to cross.	Permanent		November 2022	
QuietRoute 30 – Holyrood Park to Ratcliffe Terrace	Stage 2 Concept Design	Quiet street improvements and new crossings.	Permanent		Summer 2022	
QuietRoute 6 – Meadows to Bread Street	Stage 2 Concept Design	Quiet street improvements and new crossings.	Permanent		March 2022	
One-way Street Exemptions	Stage 2 Concept Design	City-wide signs, markings and traffic management.	Permanent		November 2021	
QuietRoute 60	Stage 7 In	Footpath widening and	Permanent		Complete	

Scheme	Current Stage (RIBA Plan of Work)	a) Location and route c) Short summary	b) Temporary or permanent scheme	d) Date of committee approval	e) Date completed; or f) Anticipated completion	g) Budget allocation¹
– Davidson's Mains Park	use	lighting from Queensferry Road to Barnton Avenue.			2019/20	
Lower Granton Road	Stage 7 In use		Permanent		Complete 2019/20	
Merchmont Filtered Permeability	Stage 1 Preparation and Brief		Permanent		Under review	
Deanhaugh Street and Leslie Place	Stage 4 Technical Design	Pedestrian crossings upgrade at junction.	Permanent		March 2021	
Minor Improvements	Stage 1 Preparation and Brief	City-wide low cost and delivery risk package of interventions to support walking and cycling.	Permanent		Under review	
QuietRoute 60 – Davidson's Mains Park (Phase 2)	Stage 2 Concept Design	Improvements to prioritise pedestrian and cycle movements.	Permanent		July 2021	
Salvesen Steps	Stage 1 Preparation		Permanent		Under review	

Scheme	Current Stage (RIBA Plan of Work)	a) Location and route c) Short summary	b) Temporary or permanent scheme	d) Date of committee approval	e) Date completed; or f) Anticipated completion	g) Budget allocation¹
	and Brief					
Powderhall Railway	Stage 1 Preparation and Brief	Repurposing disused railway into green active travel corridor for cycling and walking.	Permanent		March 2023	
Cultins Road Cycleway	Stage 1 Preparation and Brief	Improved cycle and walking link between the Canal and QuietRoute 8.	Permanent		Under review	
The Causey Project	Stage 2 Concept Design		Permanent		Under review	
Minor Lighting Schemes	Stage 3 Developed Design	Lighting upgrades at Innocent Path.	Permanent		October 2020	

Spaces for People Schemes

Scheme – a) Location/Route	c) short description A description of what each scheme entails can be found on the Spaces for People pages on the Council's website	a) Temporary or permanent scheme	b) Date of committee approval	c) Completion date or d) Anticipated completion date	e) Budget allocation
Old Dalkeith Road	Segregated Cycle Lanes	Temporary	Not approved by Committee, CIMT Approval instead	03/06/20	All schemes included in SfP Budget
Crewe Road South	Segregated Cycle Lanes	Temporary	Not approved by Committee, CIMT Approval instead	03/06/20	
Braid Road	Road closure – Space for exercise	Temporary	Not approved by Committee, CIMT Approval instead	30/04/20	
Silverknowes Road	Road closure – Space for exercise	Temporary	Not approved by Committee, CIMT Approval instead	30/04/20	
Links Gardens	Road closure – Space for exercise	Temporary	Not approved by Committee, CIMT Approval	30/04/20	
Cammo Walk	Road closure – Space for exercise	Temporary	Not approved by Committee, CIMT Approval instead	01/05/20	
Warriston Road	Road closure – Space for exercise	Temporary	Not approved by Committee, CIMT	29/05/20	

			Approval instead		
Stanley Street / Hope Street	Road closure – Space for exercise	Temporary	Not approved by Committee, CIMT Approval instead	29/05/20	
East Princes Street – Bus gate	Bus Gate	Temporary	Not approved by Committee, CIMT Approval instead	18/06/20	
Waverley Bridge Closure	Road Closure	Temporary	Not approved by Committee, CIMT Approval instead	18/06/20	
George IV Bridge	New widened footway and shared Cycleway	Temporary	Not approved by Committee, CIMT Approval instead	WC 27/7/20	
Bank St / Mound	Segregated Cycleway	Temporary	Not approved by Committee, CIMT Approval instead	08/07/20	
Forest Road	Segregated Cycleway	Temporary	Not approved by Committee, CIMT Approval instead	08/07/20	
Victoria St - Closure	Soft Road Closure	Temporary	Not approved by Committee, CIMT Approval instead	10/07/20	
Cockburn Street – Closure	Road Closure	Temporary	Not approved by Committee, CIMT Approval instead	10/07/20	
Maybury Road - Controlled crossing	Temporary Controlled Pedestrian Crossing	Temporary	Not approved by Committee, CIMT Approval instead on 26 th June	30/06/20	

QUESTION NO 1

By Councillor Main for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 25 August 2020

Question

In the past 10 years Council has made decisions to close some public toilets across the city, and to dispose of the buildings. Please provide detail of the current situation for each public toilet closed: when it was closed, whether it remains unsold and if so why, or if sold when this was and what the gross income for the sale, and whether this has been received or is subject to planning permission or other conditions.

Answer

This page is intentionally left blank

QUESTION NO 2

By Councillor Lang for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 25 August 2020

Question (1) How many suggestions for safer walking and cycling measures were received through the Commonplace online portal since it was launched in May, broken down by ward?

Answer (1)

Question (2) What percentage of these suggestions have so far been implemented as a result of one or more of the spaces for people projects?

Answer (2)

Question (3) Can she provide a table listing all the spaces for people projects either implemented or approved for implementation, showing in each case the number of people who had suggested such a change through the Commonplace online portal?

Answer (3)

Question (4) Given current funding levels, what percentage of the suggestions made through the Commonsplace online portal so far are likely to be implemented by the end of 2020?

Answer (4)

This page is intentionally left blank

QUESTION NO 3

By Councillor Lang for answer by the Leader of the Council at a meeting of the Council on 25 August 2020

At the meeting on 11 June 2020, the Policy & Sustainability Committee resolved that the Council Leader should write to the Board of Lothian Buses asking them to reconsider the inclusion of a bonus for the company's managing director and take the first opportunity to remove this aspect of remuneration when making a permanent appointment.

Question (1) On what date did the Council Leader write to the Board of Lothian Buses?

Answer (1)

Question (2) Will he publish a copy of the letter sent?

Answer (2)

Question (3) Has the Council Leader received a response?

Answer (3)

Question (4) If he has received a response, will he publish a copy of the reply received?

Answer (4)

This page is intentionally left blank

QUESTION NO 4

By Councillor Lang for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 25 August 2020

Question (1) How many complaints have been received regarding the obstruction of public footways because of overgrown trees, shrubs or hedges in each of the last five months?

Answer (1)

Question (2) Of these complaints, how many have been inspected by an officer and how many have yet to be inspected?

Answer (2)

Question (3) Of those inspected by an officer, how many have resulted in
a) advisory letters being issued and
b) statutory notices being issued?

Answer (3)

Question (4) How many officers are currently employed for the purpose of dealing with issues relating to the obstruction of public footways due to overgrown trees, shrubs or hedges?

Answer (4)

This page is intentionally left blank

QUESTION NO 5

**By Councillor Neil Ross for answer
by the Convener of the Transport and
Environment Committee at a meeting
of the Council on 25 August 2020**

The opportunity to renew a garden waste collection service permit opened on 30 July for the year starting on 9 November 2020. This renewal period ends on 9 September.

Question (1) Why is it necessary to have a two month gap between the deadline for renewal and the commencement of the next service year, given that surely most permit holders are expected to renew?

Answer (1)

Question (2) How many email reminders will the Council issue to existing permit holders before the deadline on 9 September?

Answer (2)

Question (3) What proposals does the Council have, either under consideration or in progress, to automate the entire permit process in future?

Answer (3)

Question (4) Given the objective to increase space on pavements to help people to keep a safe distance, would it be possible to include a polite message in the next communication to garden waste permit holders, for example as suggested at 2. above, to cut back shrubs and trees that overhang onto pavements and footways?

Answer (4)

This page is intentionally left blank

QUESTION NO 6

By Councillor Osler for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 25 August 2020

Question **(1)** Prior to a pop up cycle lane being implemented what measures are put into place to ensure that the road surface is fit for this purpose safe to use and not full of potholes/ loose gravel?

Answer **(1)**

Question **(2)** What measures are in place to make sure these pop up lanes are cleaned regularly and safe to use?

Answer **(2)**

Question **(3)** How (and who to) do members of the public report issues such as debris within the pop up cycle lanes?

Answer **(3)**

This page is intentionally left blank

QUESTION NO 7

By Councillor Burgess for answer by the Convener of the Education, Children and Families Committee at a meeting of the Council on 25 August 2020

- Question** (1) To detail the pupil attendance rate for:
- a) secondary schools as a whole
 - b) primary schools as a whole
 - c) special schools as a whole
- for each of the days w/b 17 August and to give the comparable figures for the first full week of term in 2019-20.
- Answer** (1)
- Question** (2) To detail the percentage of school-based staff present in school for each of the day's w/b 17 August.
- Answer** (2)
- Question** (3) To indicate which schools have raised concerns about shortages of materials to ensure adequate hygiene standards in schools.
- Answer** (3)
- Question** (4) What pre-symptomatic Covid19 testing is in place or is planned for school staff following the return to school?
- Answer** (4)
- Question** (5) Whether sufficient provision has been made for space around school gates to allow parents to achieve distancing requirements at drop-off and pick-up times?
- Answer** (5)

QUESTION NO 8

By Councillor Corbett for answer by the Chair of the Licensing Board at a meeting of the Council on 25 August 2020

Question

What systems are in place for police to report to council officers and Licensing Board on investigations into alleged or confirmed breaches of coronavirus-related public health regulations in licensed premises?

Answer

This page is intentionally left blank

QUESTION NO 9

By Councillor Corbett for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 25 August 2020

Question

For the current growing season (2020) what volume of glyphosate herbicide has been used to date and projected by season end, compared to 2019; and what changes have been made to operational guidelines on application compared to previous years?

Answer

This page is intentionally left blank

QUESTION NO 10

By Councillor Young for answer by the Convener of the Education, Children and Families Committee at a meeting of the Council on 25 August 2020

Question **(1)** Please provide, broken down by school, the number of high school pupils whose proposed grade was lower than the teacher estimate (prior to the u-turn confirmed by the minister this week).

Answer **(1)**

Question **(2)** If known, please provide the same information, by school, for the independent secondary schools within the Edinburgh Council area.

Answer **(2)**

This page is intentionally left blank

QUESTION NO 11

By Councillor Young for answer by the Convener of the Education, Children and Families Committee at a meeting of the Council on 25 August 2020

Question

As of 17/08 please confirm the following:

- a) How many council run clubs have recommenced? How many are still not operating? And when will the start back up?
- b) How many independent clubs who use council venues (eg. Schools or community centres) are recommenced and how many are still not operating?
- c) Of those Independent clubs not operating, how many have asked to use the venue but the request has been denied (and please state reasons).

Answer

This page is intentionally left blank

QUESTION NO 12

By Councillor Young for answer by the Convener of the Education, Children and Families Committee at a meeting of the Council on 25 August 2020

Question

Recognising the extended deadline to implement 1140 hours in early years provision please confirm:

- a) how many children who were already receiving 1140 hours have had their allocation reduced - please list affected nurseries if any have a greater than average proportion
- b) How many children who had been advised of an 1140 allocation (but had not started it yet) have now been allocated a lower amount? Please list affected nurseries if any have a greater than average proportion.
- c) For children who were having their allocation reduced, when was this information given to parents?

Answer

This page is intentionally left blank

QUESTION NO 13

By Councillor Webber for answer by the Convener of the Education, Children and Families Committee at a meeting of the Council on 25 August 2020

In July, the Convener told Council that Safe Travel to Schools proposals would be subject to consultation with Parent Councils. After his answer, that same message was available on the Council's website for all to see. Inexplicably, this message can no longer be found on the Council website

Question (1) Can the convener confirm the form of consultation that Parent Councils can expect to be part of when enhancements are being considered to the Safe Travel to their Schools?

Answer (1)

Question (2) How can Parent Councils request that their school is considered for an enhanced safe travel plan?

Answer (2)

Question (3) How can Parent Councils suggest specific changes they believe their Parent Forum would support in terms of improvements to the safe travel to their school?

Answer (3)

Question (4) Would the Convener agree that safe Travel to Schools should be a priority for the Spaces for People programme and support Spaces for Pupils?

Answer (4)

This page is intentionally left blank

QUESTION NO 14

By Councillor Whyte for answer by the Leader of the Council at a meeting of the Council on 25 August 2020

Question (1) Can the Leader confirm the potential financial impact on the Council under the terms of the Growth Accelerator Model agreement to finance the St James Quarter redevelopment should future employment and business rates income not achieve the targets set?

Answer (1)

Question (2) Whether the Council has been able to secure any change to the legal agreements to lower its potential liabilities, either through negotiation with the developer the Scottish Government or both, considering the impact of the Coronavirus pandemic?

Answer (2)

This page is intentionally left blank

QUESTION NO 15

By Councillor Bruce for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 25 August 2020

Question Provide details of the number of Drain/Gully clearing trucks that are operational and non-operational?

Answer (1)

Question (2) Provide details of how many staff are used to help unblock drains/gullies across the city?

Answer (2)

Question (3) Provide details of how many complaints/notifications for blocked drains/gullies there have been for each ward for the last 13 months including August 2020?

Answer (3)

Question (4) Provide details of how many drains/gullies have been unblocked in the last 13 months per ward including August 2020?

Answer (4)

This page is intentionally left blank

QUESTION NO 16

By Councillor Bruce for answer by the Convener of the Finance and Resources Committee at a meeting of the Council on 25 August 2020

Given the financial challenges community organisations face and the reliance that so many communities have on their services, can the Convener please confirm:

Question **(1)** Which community organisations (by Neighbourhood Networks area) have submitted applications for the Neighbourhood Grant Scheme that are now outstanding for assessment and the amount in each application?

Answer **(1)**

Question **(2)** When the Neighbourhood Grant Scheme will be live and able to assess each application?

Answer **(2)**

Question **(3)** When these community groups can expect to hear if their application has been successful?

Answer **(3)**

This page is intentionally left blank

QUESTION NO 17

By Councillor Jim Campbell for answer by the Convener of the Education, Children and Families Committee at a meeting of the Council on 25 August 2020

Can the Convener explain in regard to the Statutory Requirements of Parent Councils:

Question (1) What support has the Council provided to Parent Councils since March 2020, so that Parent Councils could support their school in its work with pupils; represent the views of all parents and carers; encourage links between school, carers, pupils and the wider community?

Answer (1)

Question (2) What guidance and support the Council has produced to help Parent Forums set up Parent Councils this school year, when Government guidelines would preclude in person meetings of parents or carers?

Answer (2)

Question (3) What steps has the Convener taken since lockdown to facilitate meetings between Parent Councils, Head Teachers and other Council Officers within the ICT guidelines set out by this Council?

Answer (3)

This page is intentionally left blank

QUESTION NO 18

By Councillor Douglas for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 25 August 2020

As part of the Spaces for People programme covering Safe Travel to Schools, can the Convener confirm how many schools have had:

Question (1) Enhancements implemented before students return for the start of the new school year?

Answer (1)

Question (2) Enhancements planned and shared, in line with the curtailed consultation of the Spaces for People programme?

Answer (2)

Question (3) No changes compared with February this year?

Answer (3)

This page is intentionally left blank

QUESTION NO 19

**By Councillor Johnston for answer
by the Convener of the Finance and
Resources Committee at a meeting
of the Council on 25 August 2020**

Will the Convener please detail:

- | | |
|-----------------|--|
| Question | (1) The range of Council employees that have been furloughed and the time frame for which job retention scheme applications were made? |
| Answer | (1) |
| Question | (2) The date from which council employees were unable to work due to Covid- 19? |
| Answer | (2) |
| Question | (3) Any engagement undertaken with Dundee Council, CoSLA or any other Scottish local authorities as to their job retention scheme applications? |
| Answer | (3) |
| Question | (4) |
| Answer | (4) What consideration has been given to applying for the job retention scheme bonus from February 2021 and the current status of this work? |
| Question | (5) Whether any Council employees have been 'flexibly' furloughed since 1st July 2020 and, if so, how many and in which department(s)? |
| Answer | (5) |

This page is intentionally left blank

QUESTION NO 20

By Councillor Laidlaw for answer by the Convener of the Education, Children and Families Committee at a meeting of the Council on 25 August 2020

Question Can the Convener confirm how many newly qualified (probationer) teachers have been offered roles within City of Edinburgh schools?

Answer

Question (2) What percentage of those meeting employment conditions at interview earlier this year have been offered contracts?

Answer (2)

Question (3) Can the Convener confirm how many have been offered permanent vs temporary positions?

Answer (3)

Question (4) Can the Convener confirm if hiring has been affected by COVID-19 and if so what is the percentage decrease in hires in 2020 versus 2019?

Answer (4)

This page is intentionally left blank

QUESTION NO 21

By Councillor Mowat for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 25 August 2020

Can the Convener confirm in regard to Spaces for People TTROs:

- Question** Whether there have there been any legal challenges intimated or underway to the use of TTROs for the implementation of Spaces for People Measures?
- Answer (1)**
- Question (2)** The outcome of any such legal challenges?
- Answer (2)**
- Question (3)** Whether any guidance has been changed as a result of any initiated or actual legal challenge?
- Answer (3)**
- Question (4)** Whether any Councillors were informed of the legal challenges, and if yes, who?
- Answer (4)**
- Question (5)** What types of parking/loading bays can be suspended under the current TTROs and whether there has there been any change in advice on this since the start of the project?
- Answer (5)**
- Question (6)** Whether there has been any actual change in the type of bays suspended and the reason for this?
- Answer (6)**

This page is intentionally left blank

QUESTION NO 22

By Councillor Rust for answer by the Convener of the Education, Children and Families Committee at a meeting of the Council on 25 August 2020

Can the Convener please advise:

Question **(1)** In respect of Edinburgh's £1.65million share of the Scottish Government's Food Fund, how much of this money has been allocated and who in the Council is responsible for identifying those in need and qualifying for food deliveries and other essential items?

Answer **(1)**

Question **(2)** In respect of the £50,000 announced as being made available by the Council to provide targeted support to smaller scale community groups in their efforts to help vulnerable residents should they fail to be successful in applying for available grants, how much of this money has been allocated and to which community groups?

Answer **(2)**

This page is intentionally left blank

QUESTION NO 23

**By Councillor Rust for answer by the
Convener of the Transport and
Environment Committee at a meeting
of the Council on 25 August 2020**

In relation to Spaces for People proposals for:

- Comiston Road / Buckstone Terrace
- Wester Hailes Road

Question (1) How many comments were received in total for each scheme?

Answer (1)

Question (2) How many comments were

- (a) from individuals and
- (b) from organisations in respect of each?

Answer (2)

Question (3) For each proposal, how many were

- (a) for/supportive of the proposals;
- (b) against/objections to the proposals;
- (c) neutral

Answer (3)

This page is intentionally left blank



Proof of our progress

Our latest [Annual Performance Report](#) illustrates the huge amount of progress we've made as a Council over the last 12 months, proving that we can continue to improve core services and resident satisfaction while also delivering on our long-term ambitions for Edinburgh.

From an update on the thousands of new homes we're building to figures showing improvements in the conditions of our roads, lower carbon emissions in line with our net zero carbon by 2030 ambitions and better educational attainment, we're recording improved performance in many of the areas we know are important to residents.

In our waste collections, requests following missed bins have dropped by over 5,000 in just two years, while customer satisfaction with our contact centre is now sitting at 76%. The strides we've made in education and the incredible efforts of our school staff are resulting in early level literacy and numeracy going up, plus more school leavers – an impressive 95.1% - have been heading into positive destinations.

With almost two years left of this term, we're also well on our way to achieving 48 of our 52 [Coalition Commitments](#), having delivered plans for more classroom assistants and smashed our target for new trees with a net increase of more than 12,000 delivered so far. Meanwhile, major infrastructure improvements like the new Meadowbank Sports Centre and Trams to Newhaven, both well underway, will be crucial to our city's wellbeing and sustainable future.

For residents, for visitors: Forever Edinburgh

It's heartening that the Capital is starting to return to a sense of normality with our city centre and local high streets seeing businesses reopening safely and many more of us being able to get out and enjoy what they have to offer. While this hasn't been the packed August festival season we're used to, our options for enjoying a day out with family or a night catching up with friends are continuing to grow.

Huge efforts have been made by restaurateurs, attractions (including the City Art Centre, which we hope to bring back soon), cafés, hotels and more as they re-open their doors to customers across the Capital. With strict rules for physical distancing still in place, the city is coming together to make sure we protect against the virus as far as possible, while inviting residents and visitors back in now that lockdown restrictions have been relaxed.

Launched just last week, the new [Forever Edinburgh campaign](#) is helping to support the hospitality industry to get back on its feet by informing and inspiring people to feel confident in, and prepared for, rediscovering their city. The website has a host of information on how to plan a visit to Edinburgh responsibly and recommends lots of things to see and do. For those coming from further afield, it also has suggestions on where to stay and what to do to enjoy and protect yourself and others if you're a guest in the Capital.

As we've seen in Aberdeen and some parts of England, we need to remain mindful that this virus has not gone away. For locals and visitors alike, we want to welcome people back to enjoy what they love most about Edinburgh in a way that doesn't compromise anyone else's health. So, please revisit old gems and discover new ones. Our hotels, shops, bars, cafés and attractions have done a brilliant job in putting public safety first and this should give us an enormous amount of confidence in getting out and rediscovering parts of Edinburgh again. Our businesses need our support – and our purchases – but please follow guidance and do so responsibly.

Spaces for People improvements continue in the right direction

While life returns to something near normality, the fight against COVID-19 is far from over. That's why our Spaces for People team is still hard at work implementing measures to give more space for people to walk, cycle and wheel. They've already installed segregated cycle lanes on key routes, widened pavements in shopping streets, removed street clutter to help people get around who have mobility issues or other disabilities and improved signaling for pedestrian crossings. Improvements have also been made around schools to help children get to and from school safely.

One of the next schemes we'll be implementing is [Edinburgh's first Low Traffic Neighbourhood](#) in East Craigs. People have told us via our online Commonplace tool that they want to see better conditions for active travel in the area, feedback echoed in our recent work on the West Edinburgh Link project. This will be the first of what I hope will be more schemes to prioritise residents' spaces. We'll be closely monitoring the temporary changes as they're introduced, reducing through-routes for rat-running traffic to create a safer, more relaxed neighbourhood for residents and families.

In the coming weeks, we'll be adding to our temporary network of segregated cycle lanes, increasing pavement widths at more schools and enhancing measures in key shopping streets by replacing cones with semi-permanent and more attractive 'cylinders'.

We all know just how much shops, cafés, restaurants and other businesses have suffered over recent months and these changes aim to support economic recovery across the city by making it easier, safer and more pleasurable for people to spend time in their local shopping streets. Recently we published a [report](#) highlighting evidence from around the world on just how beneficial high-quality spaces and accessibility for walking and cycling can be for the economy, and we remain committed to bringing those benefits to residents and businesses across the Capital.

A new vision for Waverley

Travel by rail has long been critical to the Capital's development and connectivity and, as such, we value the many people who work on and operate the trains that get us from A to B. I'd like to pay tribute to the three people who tragically lost their lives following the Stonehaven derailment on 12 August. As a Council we joined ScotRail and train stations in Edinburgh and across the country observing a minute's silence to mark their passing, and my heartfelt sympathies go out to their families and friends.

Earlier this month I joined partners from the Scottish Government and Network Rail to launch ambitious [concept designs for the Edinburgh Waverley Masterplan](#), which aims to transform the station and surrounding area. A revamped Waverley is crucial to providing equal, carbon-neutral travel, with rail well integrated with bus and tram, pedestrians, cyclists and those with mobility issues.

We'll be continuing to provide input into the development of the Masterplan in the coming months and years. We'll also play an important role to play in monitoring and scrutinising the project's progress, ensuring it conserves our city's unique heritage and aligns with our own plans for the city centre and for a net zero carbon future, whether that be through City Centre Transformation, or developing a wider vision for the Waverley Valley.

Winter Festivals done differently

Like all events, Edinburgh's Christmas and Hogmanay is having to adapt to operating in a new norm and tomorrow we'll be discussing draft plans as to how our [Winter Festivals](#) could run this year.

The proposals being tabled are designed to put Edinburgh's residents and businesses first as the city celebrates the festive season in new ways. This would include dispersing the Christmas market from the city centre, a carefully managed Torchlight event which will thank key workers during the pandemic and marking Hogmanay with visually spectacular moments across the city. We'll be able to keep numbers lower in each location while also spreading people further out to help support local businesses and communities.

Everyone involved recognises the uncertainty of the situation and we're all committed to meeting the significant requirements for anything Edinburgh hosts to meet appropriate public health guidance. The safety of the public remains our priority and no events or activities will go ahead unless it is deemed safe for them to do so. If they do go ahead, the events will reflect the comments and feedback from residents on how Christmas and Hogmanay should look and feel in Edinburgh – with a strong emphasis on local year-round business and moving away from using green space to use hardstanding locations.

Our young people back where they belong

It's been a very long and challenging five months, but it was a great relief for parents across the city to finally see our young people back in school learning and seeing their friends again. This has been a very difficult journey but thanks to the enormous amount of work by our teaching staff and other council teams, we've done everything possible to ensure their safe reopening.

We're continuing to follow the most up-to-date advice from Scottish Government and other agencies and, clearly, we all hope that the virus doesn't result in any localised closures but, if it does, we have robust contingency plans in place.

Finally, on exam results: I'm sure our young people, parents and teachers will be pleased and relieved that their voices were listened to. The Scottish Government's announcement that the SQA's downgrades would be reversed and replaced with the original teacher estimates was the right decision and, having just come through a global lockdown, it's the hope for the future our young people needed and deserved.

Go green with a garden waste permit

Green-fingered residents across the city have been busy ordering garden waste permits with 32,000 already purchased for the next year. If you want to join them then, you have until 2pm on 9 September to [renew your permit or sign up](#). Remember the collections are fortnightly and cost £25 a year.

The current service year for brown bin collections was due to end on 4 October, but we're extending permits so they're valid until 8 November to compensate for the loss of service during spring, when we needed to suspend collections due to the pandemic.

A big thank you to everyone who uses the service – since last October you've helped us turn nearly 10,000 tonnes of garden waste into compost, which is used on farms, gardens and green spaces.

Back to committee business

Throughout lockdown and during what would traditionally be political recess, we've continued to meet regularly to take urgent decisions and oversight of events facing the Council. The efforts and agility of fellow elected members and of officers over this time has been remarkable, and I want to thank them for that. Together we've been able to quickly take decisive action and maintain scrutiny of Council business, despite the uncertain situation we were operating within.

Like many other sectors in the city, digital decision-making and remote working is something we've embraced across the Council. We're now [re-instating all of our Committee meetings](#) to pre-COVID levels and, while we're still in a state of public health emergency, we'll be keeping these meetings online for now. You can visit the [Committee Calendar](#) for a note of upcoming meetings and how to watch them live online.

Get involved

Keep up to date with all council news via our [news section online](#). You can watch live council and committee meetings via our [webcast](#) service and join the debate on Twitter using #edinwebcast. If you wish to unsubscribe, please [email](#) us.

[Follow us on twitter](#)



[Follow us on Facebook](#)



This page is intentionally left blank

City of Edinburgh Council

10.00am, Thursday, 25 August 2020

Appointments to Committees, Boards and Outside Bodies 2020/2021

Executive/routine
Wards
Council Commitments

1. Recommendations

- 1.1 To consider and agree the political membership of the committees, boards and outside bodies set out in paragraph 4.2.

Andrew Kerr

Chief Executive

Contact: Hayley Barnett, Corporate Governance Manager

E-mail: hayley.barnett@edinburgh.gov.uk

Appointments to Committees, Boards and Joint Boards for 2020/2021

2. Executive Summary

- 2.1 Paragraph 3.1 of the Council's Committee Terms of Reference and Delegated Functions specifies that committee membership will be proportionate according to the elected representation of political parties, unless expressly agreed otherwise at a meeting of the full Council.
- 2.2 On 28 May 2020, the Policy and Sustainability Committee, under interim political management arrangements, appointed members to executive committees, other committees, joint boards and outside bodies, etc for 2020/21.
- 2.3 Due to a resignation from the Scottish National Party (SNP), a number of committees are therefore not compliant with the decision made on 28 May 2020. This report highlights the affected committees and the action required.

3. Background

- 3.1 On 28 May 2020, the Policy and Sustainability Committee, under interim political management arrangements, appointed members to executive committees, other committees, joint boards and outside bodies, etc for 2020/21.
- 3.2 Councillor Derek Howie's resignation as an SNP Group member affects this political representation and impacts on the membership of a number of committees and boards.

4. Main report

- 4.1 As noted above, due to Councillor Derek Howie's resignation as an SNP Group member, the Council is no longer compliant with the political membership agreed in May 2020.
- 4.2 The committees and boards affected are:
 - Culture and Communities Committee
 - Regulatory Committee and Licensing Sub-Committee

- Licensing Board

Licensing Board

- 4.3 Councillor Howie's resignation from the SNP Group has an impact on the political balance of the Licensing Board and should the Council agree to apply proportionality, the following action is required: replace 1 SNP Group member with member of 1 EPIC member.
- 4.4 Schedule 1 of the Licensing (Scotland) Act 2005 states that a member of a Licensing Board holds office until the next election or until they cease to be a Councillor. A Council can only remove a member from office if the member is unfit by reason of mental or physical inability.
- 4.5 Section 5 and Schedule 1 of the Licensing (Scotland) Act 2005 require that a vacancy on the Licensing Board must formally exist. Thus, any member intending to resign from the Licensing Board must do so in writing to the Clerk of the Licensing Board. Councillor Howie has not tendered his resignation consequently a new appointment cannot be made until a letter of resignation is received.
- 4.6 A Councillor who is a premises license holder, or the employee of a premises license holder and works as such in licensed premises, whether alone or in partnership with another person engaged in the business of producing or selling alcohol, or a director or other officer of a company so engaged or an employee of any person so engaged and working as such in that business, shall not act as a member of a Licensing Board for any purpose under the Act.
- 4.7 The Act also states that any member appointed to the Licensing Board cannot take their place on the Board until they have completed an external training course and passed an examination.

5. Financial impact

- 5.1 Not applicable

6. Stakeholder/Community Impact

- 6.1 Not applicable

7. Background reading/external references

- 7.1 [Review of Appointments to Committees, Boards and Joint Boards 2020/2021](#) , Policy and Sustainability Committee, 28 May 2020

8. Appendices

Appendix 1 Current Membership of Executive Committee and Other Committees

Appendix 2 Current Membership of Joint Boards, Licensing Board and Outside Bodies

Appendix 1

THE CITY OF EDINBURGH COUNCIL
APPOINTMENTS TO COMMITTEES, JOINT BOARDS
AND OUTSIDE BODIES 2020/2021
CURRENT MEMBERSHIP OF EXECUTIVE AND OTHER COMMITTEES
AGREED AT POLICY AND SUSTAINABILITY COMMITTEE ON 28 MAY 2020

Executive Committees	
Policy and Sustainability Committee (17 members: 5SNP, 5C, 3L, 2G, 2SLD)	
Councillor McVey (Convener) Councillor Kate Campbell Councillor Gardiner Councillor Macinnes Councillor Rankin Councillor Jim Campbell Councillor Hutchison Councillor McLellan Councillor Webber	Councillor Whyte Councillor Day (Vice Convener) Councillor Perry Councillor Wilson Councillor Main Councillor Staniforth Councillor Aldridge Councillor Gloyer
Culture and Communities Committee (11 members: 3SNP, 3C, 2L, 2G, 1SLD)	
Councillor Fullerton Councillor Howie Councillor McNeese-Mechan (Vice Convener) Councillor Brown Councillor Doggart Councillor Mitchell	Councillor Wilson (Convener) Councillor Doran Councillor Rae Councillor Staniforth Councillor Osler
Education, Children and Families Committee (11 members: 3SNP, 3C, 2L, 2G, 1SLD)	
Councillor Dickie (Vice Convener) Councillor Bird Councillor Key Councillor Douglas Councillor Laidlaw Councillor Rust	Councillor Griffiths Councillor Perry (Convener) Councillor Burgess Councillor Mary Campbell Councillor Young

Added Members for Education Matters	
Fiona Beveridge (Church of Scotland) Rabbi David Rose	Monsignor Anthony Duffy (Roman Catholic Church of Scotland) Alexander Ramage (non-voting)
Finance and Resources Committee (11 members: 3 SNP, 3C, 2L, 2G, 1SLD)	
Councillor Gordon Councillor Munn Councillor Rankin (Convener) Councillor Bruce Councillor Hutchison Councillor Johnston	Councillor Child Councillor Griffiths (Vice Convener) Councillor Booth Councillor Corbett Councillor Neil Ross
Housing, Homelessness and Fair Work Committee (11 members: 3SNP, 3C, 2L, 2G, 1SLD)	
Councillor Kate Campbell (Convener) Councillor Key Councillor Work Councillor Jim Campbell Councillor Hutchison Councillor McLellan	Councillor Munro Councillor Watt (Vice Convener) Councillor Booth Councillor Miller Councillor Lang
Transport and Environment Committee (11 members: 3 SNP, 3C, 2L, 2G, 1SLD)	
Councillor Bird Councillor Key Councillor Macinnes (Convener) Councillor Smith Councillor Webber Councillor Whyte	Councillor Arthur Councillor Doran (Vice Convener) Councillor Corbett Councillor Miller Councillor Lang

Other Committees	
Governance, Risk and Best Value Committee (11 members: 3 SNP, 3C, 2L, 2G, 1SLD)	
Councillor Bird Councillor Munn Councillor Work Councillor Jim Campbell Councillor Doggart Councillor Mowat (Convener)	Councillor Child Councillor Munro Councillor Miller Councillor Rae Councillor Gloyer
Planning Committee and Development Management Sub-Committee (11 members: 3 SNP, 3C, 2L, 2G, 1SLD)	
Councillor Gardiner (Convener) Councillor Gordon Councillor Munn Councillor Mitchell Councillor Mowat Councillor Rose	Councillor Child (Vice-Convener) Councillor Griffiths Councillor Booth Councillor Mary Campbell Councillor Osler
Regulatory Committee and Licensing Sub-Committee (9 members: 3SNP, 2C, 2L, 1G, 1SLD)	
Councillor Dixon (Vice- Convener) Councillor Fullerton (Convener) Councillor Howie Councillor Mitchell Councillor Rose	Councillor Arthur Councillor Wilson Councillor Rae Councillor Neil Ross
Personnel Appeals Committee (9 members – 2SNP, 3C, 2L, 1G, 1SLD)	
Councillor Bird Councillor McNeese-Mechan (Convener) Councillor Jim Campbell Councillor Rose Councillor Webber	Councillor Doran Councillor Griffiths Councillor Rae Councillor Lang

Appendix 2

THE CITY OF EDINBURGH COUNCIL

APPOINTMENTS TO COMMITTEES, BOARD AND OUTSIDE BODIES 2020/2021

CURRENT MEMBERSHIP OF JOINT BOARDS AND LICENSING BOARD AGREED AT POLICY AND SUSTAINABILITY COMMITTEE ON 28 MAY 2020

Joint Boards	
Lothian Valuation Joint Board/Lothian Electoral Joint Committee (9 members – 3SNP, 2C, 2L, 1G, 1SLD)	
Councillor Gordon Councillor Key (Convener) Councillor Work Councillor Doggart Councillor Rust	Councillor Doran Councillor Henderson Councillor Corbett Councillor Gloyer
Licensing Board (10 members – 3SNP, 3C, 2L, 1G, 1SLD)	
Councillor Howie Councillor Key Councillor Work (Convener) Councillor Cook Councillor Laidlaw	Councillor Mowat Councillor Cameron Councillor Day Councillor Burgess Councillor Gloyer

City of Edinburgh Council

10am, Thursday, 25 August 2020

Interim Procedural Standing Orders and Revised Committee Terms of Reference and Delegated Functions

Executive/routine
Wards
Council Commitments

1. Recommendations

- 1.1 Council is recommended to:
 - 1.1.1 suspend Procedural Standing Orders until 31 December 2020 and to agree the Interim Standing Orders set out in appendix one.
 - 1.1.2 approve the revised Committee Terms of Reference and Delegated Functions set out in appendix two.

Andrew Kerr

Chief Executive

Contact: Hayley Barnett, Corporate Governance Manager

Email: Hayley.barnett@edinburgh.gov.uk

Interim Procedural Standing Orders and Revised Committee Terms of Reference and Delegated Functions

2. Executive Summary

- 2.1 This report sets out Interim Procedural Standing Orders and revised Committee Terms of Reference and Delegated Function to allow Council business to continue to be carried out for the period 1 September 2020 to 31 December 2020.

3. Background

- 3.1 On 23 April 2020, the Council's Leadership Advisory Panel agreed interim Procedural Standing Orders to allow Council business to be carried out during the Covid-19 pandemic. The Panel also agreed that the political management arrangements should be reviewed by the Policy and Sustainability Committee in August 2020.
- 3.2 On 6 August 2020, the Policy and Sustainability Committee agreed:
- 3.2.1 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.
 - 3.2.2 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.
 - 3.2.3 To agree that all other Executive Committees could meet from 1 September 2020.
 - 3.2.4 To agree that the Governance, Risk and Best Value Committee remit would revert to pre-Covid 19 on 1 September 2020.
 - 3.2.5 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.

- 3.2.6 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.
- 3.2.7 To note that a revised interim Procedural Standing Orders would be presented to Council in August 2020.
- 3.2.8 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.

4. Main report

- 4.1 The Council continues to operate within an emergency situation due to the Covid-19 pandemic and this is the expected position for the forthcoming weeks and months. There is a continued need to make quick, urgent decisions and the Chief Executive's delegated powers in an emergency are still applicable.
- 4.2 Remote committees have so far worked well and with the recent resumption of full Council meetings this has helped ease the pressure on the workload of the Policy and Sustainability Committee.
- 4.3 The Council has had to operate with minimal scrutiny of decision making since March necessary both due to the constraints of the emergency and the need to relieve pressure on stretched resources.
- 4.4 In order to support the resumption of all Executive Committees from 1 September 2020, revised interim Procedural Standing Orders and Committee Terms of Reference and Delegated Functions have been prepared as set out in appendices 1 and 2 of this report.

5. Next Steps

- 5.1 If approved, work would be carried out to establish meeting dates for the agreed committees.

6. Financial impact

- 6.1 New political management arrangements would be contained within existing revenue budgets.

7. Stakeholder/Community Impact

- 7.1 The governance arrangements of the Council require to be robust to provide adequate assurance on its delivery of services. This is heightened by an emergency situation, but it is imperative that a balance is struck so that an overly resource intensive governance structure does not impact negatively on service delivery.

8. Background reading/external references

- 8.1 None

9. Appendices

Appendix 1 – Interim Procedural Standing Orders

Appendix 2 – Revised Committee Terms of Reference and Delegated Functions

CITY OF EDINBURGH COUNCIL

PROCEDURAL STANDING ORDERS

FOR COUNCIL

AND COMMITTEE MEETINGS

CONTENTS

1.	First meeting of the Council after an election	3
2.	Lord Provost and Depute Convener – Term of Office	3
3.	Ordinary and special meetings	3
4.	Notice of meetings	4
5.	Quorum	4
6.	Lord Provost – Council Meetings	5
7.	Convener– Committees	5
8.	Lord Provost and Convener – Duties	5
9.	Order of business	6
10.	Power to vary order of business	7
11.	Declaration of interests	7
12.	Deputations	7
13.	Minutes	8
14.	<u>Reports to Council and Executive Committees Council questions</u>	8
15.	<u>Council questions Leader's report and questions</u>	8
16.	<u>Leader's report and questions Notices of Motion</u>	9
17.	<u>Notice of Motions Private Items</u>	9
18.	<u>Public Meetings and Private Items Order of debates</u>	9
19.	<u>Order of debates Length of speeches</u>	9
20.	<u>Length of speeches Motion for adjournment</u>	10
21.	<u>Motion for adjournment Debate</u>	10
22.	<u>Debate Closure of debate</u>	12
23.	<u>Closure of debate Voting</u>	12
24.	<u>Voting Appointments</u>	13
25.	<u>Appointments Point of order</u>	14
26.	<u>Point of order Suspension of Standing Orders</u>	14
27.	<u>Suspension of Standing Orders Obstructive or offensive conduct by members</u>	14
28.	<u>Obstructive or offensive conduct by members Changing a Council decision</u>	14
29.	<u>Changing a Council decision Referring a decision to Council</u>	14
30.	<u>Referring a decision to Council Committee – non member motion</u>	15
31.	<u>Committee – non-member motion Ward or members with special interest</u>	15
32.	<u>Ward or members with special interest Freedom of the City</u>	15
33.	<u>Freedom of the City Admission of media and members of the public</u>	15
34.	Variation and revocation of Standing Orders	16

35. Review of Standing Orders

16

3

STANDING ORDERS

These standing orders ("**Standing Orders**") apply from 7-February-1 September 2020 and regulate the conduct of business at meetings of the City of Edinburgh Council ("**Council**") and the committees or sub-committees of the Council ("**Committees**").

1. **First meeting of the Council after an election**

1.1 In an election year, the Council will hold a meeting at 10 am, no later than the third Thursday after the day of the ordinary election of Councillors.

1.2 At this meeting or at any adjournment of it, the Council will

- (a) appoint the Lord Provost;
- (b) seek to appoint the Depute Convener, the Leader and Depute Leader of the Council, the members of the committees of the Council and their conveners and any vice-conveners, the members of the joint committees and joint boards, the members of the Licensing Board and such representatives to other bodies as the Council may decide to appoint; and
- (c) deal with any urgent competent business.

2. **Lord Provost and Depute Convener – term of office**

2.1 The Council may at any time agree to remove the Lord Provost and Depute Convener from office, with immediate effect, provided that not less than three quarters of the members of the Council present and voting so decide.

3. **Ordinary and special meetings**

3.1 If circumstances allow, Aa meeting of the Council will be held at 10 am on every fourth Thursday.

3.2 In a non-election year the Council, at its first ordinary meeting in May will: -appoint the Leader and Depute Leader, the members of the committees of the Council and their conveners and any vice-conveners and the members of the joint committees and joint boards.

3.3 The Lord Provost may in exceptional circumstances alter the arrangements for ordinary meetings or authorise a special meeting to be called. A special meeting may also be called at any time by written request to the Clerk specifying the business to be transacted and signed by at least one quarter of the members of the Council. The Clerk will arrange for the special meeting to be held within 14 days of receipt of the request. The right to call a meeting does not apply to Committees.

3.4 The Council may recess for periods to be determined by the Clerk after consultation with the Lord Provost and the Leader of the Council. During any recess no meetings of the Council, Executive Committees or the Governance, Risk and Best Value Committee will be held.

4. **Notice of Meetings**

4.1 At least 3 clear days before a meeting of the Council or its Committees:

- (a) the Clerk will publish a notice of the time and place of the intended meeting. If the meeting is called by members of the Council, the signed request will accompany the notice; and
- (b) a summons to attend the meeting containing the agenda of business will be sent to every Council member by email or to an alternative address nominated by them. If a summons is not sent to any member, the meeting will still be validly called only if good reason is shown for failure to send such a summons.

4.2 A Committee will hold such meetings as the Council may prescribe, but the Clerk will call additional meetings of a Committee at any time on being required to do so by the Committee concerned, or at the request of the Convener. Meetings will be called at least six days before the meeting date in accordance with the statutory requirements

4.3 The Clerk will call a special meeting to be held within eight days of receiving a written request specifying the business to be transacted and signed by at least one quarter of the members of the Committee concerned.

4.4 Any summons issued under Standing Order 4.1 must give a note of the agenda of business and the proposed order for dealing with business at the meeting.

4.5 No business other than that set out in the notice of meeting may be dealt with unless it is brought before the Council or Committee as a matter of urgency. The Lord Provost or Convener must rule that it is a matter of urgency and give the reasons for the ruling to be noted in the minutes. The item must be made known at the start of the meeting when the order of business is decided. If the Lord Provost or Convener rules that the matter is not urgent, it will be included as an item for the next ordinary meeting of the Council or next scheduled committee meeting, unless dealt with earlier.

5. **Quorum**

5.1 The quorum of the Council is sixteen. No business may be transacted at any meeting unless a quorum is present. If fewer than sixteen members are present ten minutes after the appointed time for the start of the meeting ~~a the division bell~~ will be ~~announced~~~~ring~~. If after a further period of three minutes there are still fewer

than sixteen members present, the meeting will be adjourned until such date and time as the Lord Provost decides.

- 5.2 If at any time during a Council meeting a question arises on whether there is a quorum, the Lord Provost will instruct a count of the members who are present. If a quorum is not present, the meeting will be adjourned until such date and time as the Lord Provost decides.
- 5.3 Subject to law the quorum of a Committee will be one third of the number of voting members of the Committee (see Committee terms of reference for specific numbers) provided that in no case will any business be transacted unless at least two voting members are present.
- 5.4 If fewer members are present five minutes after the time appointed for the start of a Committee meeting than are needed to constitute a quorum the meeting will be adjourned until such date and time as the Convener decides. After a meeting has started, if the number of members present falls below the quorum the meeting will be adjourned immediately until such date and time as the Convener decides.
- 5.5 A member who has declared an interest in an item of business and has left the meeting may not be counted in the quorum for that item of business. If less than a quorum of the Council or Committee is entitled to vote on an item due to declaration of interests that item cannot be dealt with at the meeting.

6. **Lord Provost - Council Meetings**

- 6.1 The Lord Provost will chair any Council meeting when he or she is present. When the Lord Provost is absent from a Council meeting, the Depute Convener will chair the meeting. When the Lord Provost and Depute Convener are absent, another member of the Council, chosen by the members present, will chair the meeting.

7. **Convener - Committees**

- 7.1 The Convener will chair any meeting of a Committee when he or she is present. When the Convener is absent from a Committee meeting the Vice-Convener, if appointed, will chair the meeting. When the Convener and Vice-Convener are absent, another member chosen by the members present will chair the meeting.

8. **Lord Provost and Convener- Duties**

- 8.1 The duties of the Lord Provost or Convener of the meeting, in accordance with these Standing Orders, will include:
- (a) Deciding on all matters of protocol, decorum, order, competency and relevancy;
 - (b) Determining all matters of procedure for which no provision is made within these Standing Orders. In reaching this determination he/she may be advised by the Clerk;

- (c) Deciding priority between two or more members wishing to speak;
 - (d) Ensuring that a fair opportunity is given to all members to express their views on any item of business;
 - (e) Preserving order within the meeting;
 - (f) Ordering the exclusion of any member of the public, in order to prevent or suppress disorderly conduct or any other behaviour which impedes or is, in the Lord Provost or Chair's opinion, impeding the business of the meeting;
 - (g) In the event of disorder arising, adjourning the meeting to a time and date the Lord Provost or Convener will fix then or later. In leaving the meeting, the Lord Provost or Convener in such circumstances, will without further procedure, have formally adjourned the meeting;
 - (h) Signing the minutes of the previous meeting;
- 8.2 The decision of the Lord Provost or Convener in relation to all questions regarding Standing Orders is final, but in reaching these decisions advice may be sought from the Clerk.
9. **Order of Business**
- 9.1 **Full Council** – the business of Council at ordinary meetings will take place in the following order:
- (a) Order of Business
 - (b) Declaration of Interests
 - (c) Deputations
 - (d) Minutes
 - (e) Council Questions
 - (f) Leader's Report
 - (g) Appointments
 - (h) Reports
 - (i) Motions

10. **Power to vary order of business**

10.1 The Council or Committee may at any meeting vary the order of business to give precedence to any item on the agenda:

- (a) at the discretion of the Lord Provost or Convener; or
- (b) on a motion duly moved and seconded and voted on electronically or by a roll call/show of hands.

11. Declaration of Interests

11.1 Where a member declares an interest in accordance with the Councillors' Code of Conduct and leaves the meeting, the fact will be recorded in the minutes of the meeting.

12. Deputations

12.1 The Council or any Committee can hear deputations on any matter that is included in its power, duties or delegation. For this interim period a deputation should take the form of a written submission.

12.12.2 Every application for a deputation must be from an office bearer of an organisation or group. It must be submitted by email or in writing, setting out the subject of the deputation and be delivered to the Clerk no later than 5pm on the day before the meeting concerned. The Lord Provost or Convener has discretion to waive both these requirements.

12.212.3 The Clerk will submit the application to the Council or relevant Committee. An application for a deputation will only be submitted if it relates to an item of business on the agenda for that meeting or if the Lord Provost or Convener decides that there is sufficient reason for the meeting to consider it.

12.312.4 When the Council or Committee considers whether to hear a deputation, it must not discuss the merits of the case itself. If necessary a vote will be taken without discussion on whether to hear the deputation.

~~12.4 — Each deputation will not usually exceed four persons and will have ten minutes to present its case. If the meeting decides to hear more than one deputation on the same subject, they will be heard together. The Lord Provost or Convener will decide how much time to allow.~~

~~12.5 — Unless the Lord Provost or Convener decides otherwise, the total maximum time allowed for deputations to present their cases at a meeting, excluding questions, will be limited to 60 minutes.~~

~~12.6 — Any member can put a question to the deputation that is relevant to the subject. The total time allowed for such questions will not be more than ten minutes for~~

~~each deputation. The merits of the case must not be discussed by members until the deputation has withdrawn.~~

~~42.712.5~~ Standing Order 12 does not apply to meetings of the Licensing Sub-Committee, the Development Management Sub-Committee, or the City of Edinburgh Planning Local Review Body, nor to any subsequent consideration of the quasi-judicial matter, or to any other quasi-judicial items considered by the Council or its committees.

13. Minutes

13.1 The Clerk will minute all Council and Committee meetings. The minutes will record the names of the members who attended the meeting and record, in the event of a vote, how each individual member voted. They will be circulated among members of the Council or Committee at least three clear working days before its next meeting for approval. If they are approved as a correct record of proceedings of the meeting, the Lord Provost or Convener of the meeting will sign them.

14. Reports to Council and Executive Committees

~~14.1~~ Reports to the Council and its Executive Committees will be submitted in accordance with the relevant remits and delegated functions set out in the Council's Committee Terms of Reference and Delegated Functions. Any report which may be of interest to another Executive Committee will be included in that Committee's Business Bulletin by way of an electronic link and may also be issued by email to elected members if requested.

Formatted: Font: Not Bold

Formatted: Font: (Default) Arial, 11 pt

Formatted: AltH2Ashurst

Formatted: Font: (Default) Verdana, 9 pt, Not Bold

14.15. Council Questions

~~44.415.1~~ At any Council meeting, a member may put a question to the Lord Provost or to any Convener or Vice-Convener with relevant responsibility about any relevant or competent business. The question must be given in by email or in writing to the Clerk by noon on the seventh working day before the meeting. The Lord Provost or Convener may specify that a particular question will be answered by another Convener or Vice-Convener, with that member's consent.

~~44.415.2~~ A member may put a question to a Convener or Vice-Convener at a Council meeting about any matter that is on the summons for that meeting. He/she must give the question orally or in writing to the Clerk by 10am on the day before the meeting.

~~44.315.3~~ After a question has been answered the questioner may ask a supplementary question, if necessary, to seek clarification of the answer given. The total time for asking a supplementary question and replying to it will not be more than 5 minutes. The total time for all such questions and answers will not be more than 40 minutes.

~~44.415.4~~ No discussion will be allowed on any question or answer.

45.16. Leader's Report and Questions

45.416.1 At a meeting, a member may put one or more oral questions to the Leader in connection with the Leader's Report. The Leader may invite a Convener or Vice-Convener to respond on his/her behalf. The total time allowed for such questions and answers will not be more than 40 minutes.

45.216.2 No discussion will be allowed on any question or answer.

46.17. Notices of Motion

46.417.1 Every formal notice of motion will be in writing and signed off by the member giving the notice. The notice must be delivered to the Clerk by noon on the seventh working day before the meeting. Those not received within this timescale, will not be included in the summons calling the meeting.

46.217.2 Late formal notices of motion may be submitted to the Council or Committee at the appropriate time in the meeting, in terms of Standing Order 4.4 if:

- (a) They have been delivered to the Clerk before the start of the meeting;
- (b) They are considered by the Lord Provost or Convener to be competent, relevant and urgent; and
- (c) They have been circulated to members before the meeting commences or read by the Clerk to the meeting at the appropriate time in the meeting.

46.317.3 Late motions which are not accepted as urgent by the Lord Provost or Convener, will be considered at the next ordinary meeting.

46.417.4 Every formal motion submitted, in terms of Standing Orders **176.1** and **176.2**, will require to be moved and seconded formally. If such a motion is not moved and seconded formally it will fall and this will be recorded in the minutes.

47.18. Public Meetings and Private Items

18.1 Meetings of the Council are generally open to the public but the Local Government (Scotland) Act 1973 does allow the Council to hear matters in private if they meet the description of confidential information as defined in the Act or by resolution if the Council agrees that if the meeting was held in public, then exempt information as defined in Schedule 7(A) of the Act would be disclosed.

47.418.2 Being open to the public requires that the public should be able to observe meetings and should have access to all agendas and reports that are not ruled private under the Act. To ensure access, the Council will endeavour to webcast all appropriate meetings that are open to the public.

~~17.2 — Being open to the public requires that the public should be able to attend and observe meetings and should have access to all agendas and reports that are not ruled private under the Act. To ensure access for the majority of residents who cannot attend in person, the Council will endeavour to webcast all appropriate meetings that are open to the public~~

Formatted: No bullets or numbering

18.19. **Order of Debates**

18.19.1 A member who wishes to speak, when called on, will address the Lord Provost or Convener. The member will speak directly on the motion or amendment that is being proposed, seconded or discussed, or on a question of order. No member can speak more than once on any subject that is being discussed, except for a point of order or, with the permission of the Lord Provost or Convener, to give an explanation. The person proposing the motion has a right of reply.

19.20. **Length of Speeches**

19.20.1 Except with the Lord Provost or Convener's permission the proposer and seconder of a motion or an amendment must not speak for more than five minutes, and all other speakers for not more than three minutes. The proposer of the original motion may speak for up to five minutes in reply, and the reply must not introduce any new matter into the debate. After that, the discussion will finish and the Lord Provost or Convener will direct that a vote be taken.

20.21. **Motion for Adjournment**

20.21.1 A motion to adjourn the meeting may be put at any time, except if a member is speaking, and will have precedence over all other motions. It must be moved and seconded without discussion and must at once be put by the Lord Provost or Convener in the form of 'adjourn' or 'not adjourn.'

20.21.2 A second or subsequent motion to adjourn may not be made within half an hour unless it is moved by the Lord Provost or Convener when it will be dealt with as in Standing Order 201.1.

21.22. **Debate**

21.22.1 A member wishing to speak will rise and address the Lord Provost or Convener. He/she will speak only on the matter under consideration or on a question of order.

21.22.2 A member proposing to submit a motion or amendment on any subject under discussion will before addressing the meeting state the terms of the motion or amendment. If he/she fails to do so the Lord Provost or Convener will ask him/her to state the terms. Every motion or amendment must be moved and seconded and will, when required by the Lord Provost or Convener, be put in writing and handed over submitted electronically to the Clerk. Members will be only permitted to move or second one motion/amendment for each item of business.

21-322.3 That any motion or amendment, to any subject under discussion be provided to the clerk no later than 2pm on the working day before the meeting unless the motion or amendment:

- a) Moves the recommendations of the report; or
- b) Calls for a continuation of consideration of the item to a future meeting; or
- c) Moves no action; or
- d) Has been ruled urgent by the Lord Provost or Convener; or
- e) Can be submitted verbally at the meeting and with the consent of the Lord Provost or Convener.

| 21-422.4 Clause 224.3 will not apply to any agenda items where the final report or reports were not issued alongside the notice of the meeting.

21-522.5 Minor changes to motions and amendments are permitted but these should be able to be verbally altered at the meeting.

21-622.6 The Council or Committee can agree that in exceptional circumstances the requirements of this standing order can be ignored.

21-722.7 The mover and seconder of any motion or amendment or adjustment thereof may speak in support of the motion or amendment for not more than five minutes. No other speaker may speak for more than three minutes or more than once in the same discussion except to call attention to a point of order.

| 21-822.8 Notwithstanding the provisions in Standing Order 224.97, if an individual member is named by another speaker during debate, that member will be permitted to speak, even if having already spoken, but only in response to the specific reference made and only to correct any apparent or actual misrepresentation.

21-922.9 The mover of the original motion will have the right to speak for a further five minutes in reply to the debate after which the discussion will be closed. The mover of the motion must, in his/her reply, strictly confine himself/herself to answering previous speakers and not introducing any new matter. No member will be permitted to offer an opinion or to ask a question or otherwise to interrupt the proceedings. The motion and amendment(s) will then be voted on by members.

| 21-1022.10 The limits of time specified in Standing Orders 224.7 and 242.4 to 242.9 may be exceeded with the consent of the majority of members present and the Lord Provost or Convener may determine, without taking a vote, whether such consent has been obtained.

21-1422.11 When a motion and two or more amendments are before the meeting, the Lord Provost or Convener will decide the order and manner for putting the motion

and amendments to the meeting. The Lord Provost or Convener (or nominee) will have the right to move a minute or report, as the original motion, with all alternative proposals considered as amendments.

21.422.12 The mover of the motion or amendment may agree to add all or part of an amendment moved and seconded by other members, provided that:

- (a) His/her seconder consents;
- (b) The mover and seconder of the other amendment consents; and
- (c) The agreement takes place before the mover of the motion has replied.

21.422.13 The mover of an amendment, which is not seconded, may have his/her dissent to the decision of the Council or Committee recorded in the minute.

21.422.14 If a motion is moved and seconded and no amendments are put forward, the Lord Provost or Convener will have discretion to determine whether further contributions will be permitted.

22.23. **Closure of Debate**

22.423.1 Any member who has not spoken on the question before the meeting may propose 'that the matter now be decided'. If this is seconded and the Lord Provost or Convener thinks the question has been discussed enough, he or she will order that a vote on the motion be taken, without amendment or discussion. If the motion that the matter now be decided is carried, the proposer of the original motion will have a right to reply, and the question itself will then be put to the meeting. If the motion that the matter be now decided is not carried, a similar motion may be made after every two further members have spoken.

23.24. **Voting**

23.424.1 ~~All votes will be taken by roll call vote. A vote may be taken by members standing in their places by electronic voting or by a show of hands. All votes on procedure, however, will be taken by a show of hands.~~

23.224.2 The minutes will record how each individual member voted.

23.324.3 When a motion and amendment are before the Council or Committee the proposal receiving the support of a majority of members present and voting will be declared to be a decision of the Council or Committee.

23.424.4 When a motion and two or more amendments are before the Council or Committee and the adoption of one or more of the proposals would result in either the continuation of a decision or no action, a vote will firstly be taken on the proposal(s) involving continuation or no action as soon as the discussion is completed. This vote will be taken 'for or against' either continuation or no action.

Any vote necessary on the remaining proposals will be taken in terms of Standing Order 243.1.

[23-524.5](#) When a motion and two or more amendments, none of which involves continuation or no action, are before the Council or Committee, the vote will be taken on all proposals, each member having one vote. If a proposal receives the support of a majority of members voting it will be declared to be the decision of the Council or Committee. If none of the proposals receives the support of a majority of those voting, the one which has received the fewest votes will be dropped and a fresh vote taken on the remaining proposals. If there is an equal number of votes between the proposals with the fewest votes the Lord Provost will have a casting vote to determine which proposal should be dropped. If the Lord Provost does not exercise his/her casting vote, the decision will be by lot. This process of elimination will continue until one proposal has received majority support from those voting which will be declared the decision of the Council or Committee.

[23-624.6](#) If there are equal numbers of votes, the Lord Provost or Convener will have a casting vote except where the vote relates to appointing a member of the Council to any particular office or committee. In this case, the decision will be by lot.

~~23.7 In a meeting of the Council, the City Officer will ring the Division Bell for sixty seconds immediately before any vote is taken. The doors of the Council Chamber will then be locked and voting undertaken by the Clerk. Where a series of votes is to be taken, which in the opinion of the Lord Provost are on related subjects, the Lord Provost may suspend the requirements of this Standing Order after the first vote in the series.~~

[23-824.7](#) If a vote has been taken and a member immediately challenges the accuracy of the count, the Lord Provost or Convener will decide whether to have a recount. If there is a recount, the Lord Provost or Convener will decide how this should be taken.

[24.25](#) **Appointments**

[24-125.1](#) When appointing a member of the Council or any person to office where the number of candidates is more than the number of vacancies, the person to be selected may be decided by ballot. In each case, members can vote for as many candidates as there are vacancies but in any vote, they may only vote once for any one candidate.

[24-225.2](#) If only one vacancy is to be filled and one candidate has an absolute majority of the votes cast, that candidate will be declared appointed. If this is not the case, the name of the candidate with the fewest votes will be taken off the list of candidates. This process of elimination will continue until the number of remaining candidates equals the number of vacancies or one candidate has a majority and there is only one vacancy. That candidate or those candidates will be declared to be appointed.

24-325.3 If there is a vote between more than two candidates and there are an equal number of votes for candidates with fewest votes, there will be an extra vote by ballot of those candidates. The name of the candidate with the fewest votes will be taken off the list. If there are an equal number of votes between two candidates, the candidate to be taken off the list will be decided by lot.

24-425.4 Subject to law, appointments to outside bodies are for the life of the Council unless the person appointed resigns from the appointment or the outside body's constitution specifies a different time period.

25-26. **Point of Order**

25-426.1 Any member may raise a point of order at any time during a meeting. Any member who is addressing the meeting when a question of order is raised will resume his/her seat until the question has been decided by the Lord Provost or Convener. The member raising the point of order will advise which Standing Order he/she considers is being infringed and thereafter, without debate, await the Lord Provost or Convener's decision. No other member may speak to the point of order unless with the permission of the Lord Provost or Convener. The decision of the Lord Provost or Convener will be final and cannot be discussed.

26-27. **Suspension of Standing Orders**

26-427.1 The Council may on a motion duly moved and seconded, and with the consent of two thirds of members voting, suspend any Standing Order specified in the motion. Any such motion may be submitted, without previous notice, and will be voted on electronically or by ~~a show of hands~~ roll call without discussion.

26-227.2 Standing Orders 2, 8, ~~24~~, 25, 26, 27 and ~~332~~ will not be capable of suspension.

26-327.3 The Pensions Committee and Pensions Audit Sub-Committee, with external membership and participation are subject to their own Standing Orders approved by the Pensions Committee from time to time. In the absence of the aforementioned Standing Orders the City of Edinburgh Council Standing Orders will continue to apply to the Pensions Committee and Pensions Audit Sub-Committee.

26-427.4 The Pension Board is a body constituted under the Public Services Pensions Act 2013 and the Local Government Pension Scheme (Governance) (Scotland) Regulations 2014 and with powers regulated by the United Kingdom Pensions Regulator. The constitution and operations of the Pensions Board will be determined

d in accordance with regulation and, where appropriate, considered and approved by the Pensions Boards and/or the Pensions Committee.

27-28. **Obstructive or offensive conduct by members**

27-28.1 If any member at any meeting disregards the authority of the Lord Provost or Convener, or behaves obstructively or offensively, a motion may then be proposed and seconded to suspend the member for the rest or any part of the meeting. The motion will be put without discussion. If it is carried, ~~the City Officer or the~~ Clerk will act on any orders received from the Lord Provost or Convener to carry out the decision.

28-29. **Changing a Council decision**

28-29.1 Subject to law, a decision of the Council cannot be changed by the Council within six months unless notice has been given of the proposed item in the summons for the meeting and:

- (a) the Lord Provost rules there has been a material change of circumstances; or
- (b) the Council agrees the decision was based on erroneous, incorrect or incomplete information.

29-30. **Referring a decision to Council**

29-30.1 Subject to Standing Order ~~3029.2~~, where a decision is taken at the Executive Committees, Governance, Risk & Best Value Committee, ~~Locality Committees~~ or the Regulatory Committee, not less than one quarter of the members present may ask for it to be passed to Council as a recommendation.

29-30.2 A decision will not be sent to the Council in terms of Standing Order ~~3029.1~~ where the Convener considers that a final decision must be made before the next meeting of the Council, in order to avoid material prejudice to the interests of the Council. The Convener will give clear reasons for this decision.

30-31. **Committee – ~~non-member~~ non-member motion**

31.1 Any member may raise with the relevant committee a matter of new business by submitting a motion in writing to the Clerk by noon on the seventh working day before the meeting. If accepted by the Convener the matter will be placed on the agenda of business for the next meeting. The member raising the matter will be entitled to appear at that meeting to move his/her motion, which will require to be seconded by another member, but may not vote unless he/she is a member of the Committee.

31.2 Any member may raise an amendment to an item of business to a Committee they are not a member of. They will not though be permitted to move or second or speak to the amendment at the meeting.

~~30.4~~

31-32. **Ward or members with special interest**

31-32.1 A member of the Council who is not a member of a particular committee may be invited by the Convener, or Vice-Convener to attend a meeting where there is under discussion any item in which that member has a local or other special interest. The member will be entitled to speak on that item but may not vote. This Standing Order does not apply to the Regulatory or the Planning Committee or any of their sub-committees.

32-33. **Freedom of the City**

32-33.1 Any member of the Council who wishes to propose that the Freedom of the City be offered to any distinguished person will first consult the Lord Provost before submitting any motion to the Council.

32-233.2 Any motion to give Freedom of the City will be stated in the notice of the meeting of the Council and will need to be passed by at least two thirds of members at the meeting.

~~33. — Admission of media and members of the public~~

~~33.1 — Subject to law and in particular to the provisions of the Local Government (Access to Information) Act 1985, meetings will be open to the public and representatives of the media, subject to powers of exclusion in order to suppress or prevent disorderly conduct or other misbehaviour at the meeting.~~

~~Other than the live web casting of Council meetings by the Council, any video or sound recordings or broadcasting of meetings or the taking of any photographs will be at the Lord Provost or Convener's discretion.~~

34. **Variation and revocation of Standing Orders**

34.1 Any motion to vary or revoke these Standing Orders will, when voted on, be approved by a majority of members of the Council present and voting. Any such motion must be by formal notice as provided in Standing Order 176.

35. **Review of Standing Orders**

35.1 These Standing Orders will be ~~reviewed annually, in place until 31 December 2020 unless otherwise determined by the Council or appropriate Committee.~~

Formatted: Indent: Left: 1.38 cm, No bullets or numbering

Formatted: Outline numbered + Level: 2 + Numbering Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left + Aligned at: 0 cm + Tab after: 1.38 cm + Indent at: 1.38 cm

CITY OF EDINBURGH COUNCIL
COMMITTEE TERMS OF REFERENCE
AND
DELEGATED FUNCTIONS

Contents

A. General	3
1. Delegation to committees	3
2. Reserved Matters	3
3. Committee Membership	4
4. Urgent decisions	4
5. Substitutes	5
6. Convener of Sub-Committee	5
B. Committee terms of reference and delegated powers	6
Executive Committees	6
Other Committees	17
Sub-Committees	28

COMMITTEE TERMS OF REFERENCE AND DELEGATED FUNCTIONS

A. GENERAL

These terms of reference and delegated functions ("**Committee Terms of Reference**") apply from 23 August 2019 and set out the powers delegated by the City of Edinburgh Council ("**Council**") to its committees and sub-committees ("**Committees**") pursuant to the Local Government (Scotland) Act 1973 (the "**Act**").

1. Delegation to Committees

1.1. Subject to law, to the provisions of these Committee Terms of Reference, and to any restriction, direction or instruction of Council, there shall be delegated to the respective Committees all the functions and matters contained in:

- 1.1.1. these Committee Terms of Reference;
- 1.1.2. any scheme made under the Act or statute; and
- 1.1.3. any minute of the Council making specific delegation to the Committee.

2. Reserved matters

2.1. The following matters are reserved to the Council:

- 2.1.1. all functions reserved by law to the Council;
- 2.1.2. determining the strategic objectives of the Council;
- 2.1.3. election of the Leader, Deputy Leader, Lord Provost, Depute Convener and Bailies;
- 2.1.4. appointment of committees of the Council, agreeing and/or amending their terms of reference and delegation of functions to them;
- 2.1.5. deciding the composition of committees of the Council and appointment of members to serve on them, including external members;
- 2.1.6. appointment of members to serve on joint committees, joint boards and any outside body;
- 2.1.7. making, amending, revoking, re-enacting or adopting standing orders and Committee Terms of Reference and Delegated Functions;
- 2.1.8. approving or amending any scheme of delegation to officers;
- 2.1.9. the annual review of the revenue budget and the fixing of council tax;
- 2.1.10. the annual review of the capital investment programme and approval of any capital project with a value exceeding £50,000, not included in the capital investment programme;

- 2.1.11. any material expenditure which is not included in the annual revenue budget;
- 2.1.12. setting of special responsibility allowances;
- 2.1.13. making, amending, revoking, re-enacting or adopting, bye-laws, schemes, regulations or rules made under statute subject to confirmation by Scottish Ministers where applicable;
- 2.1.14. the formal adoption of Local Development Plans;
- 2.1.15. the approval of a Proposed Strategic Development Plan and the delegation of authority to the strategic development planning authority (SEsplan);
- 2.1.16. the determination of an application for planning permission for a development of a class mentioned in A38A (i) of the Town and Country Planning (Scotland) Act 1997;
- 2.1.17. appointment and dismissal of the Chief Executive and appointment of a chief official;
- 2.1.18. any decision in relation to any proposal to delegate a power or duty to or accept a delegated power from any other local authority or to co-operate or combine with any other local authority in providing services;
- 2.1.19. promoting or opposing the making of local legislation;
- 2.1.20. creation of Council companies;
- 2.1.21. the preparation and review of the Scheme for Community Councils (Special Meeting);
- 2.1.22. amendments to the Treasury Policy Statement, and
- 2.1.23. approval of the annual Treasury Strategy and annual treasury management performance.

3. Committee Membership

- 3.1 Committee membership will be proportionate according to the elected representation of political parties unless expressly agreed otherwise at a meeting of the full Council.

4. Urgent decisions

- 4.1. If a decision which would normally be made by the Council or a Committee requires to be made urgently between meetings of the Council or Committee, the Chief Executive or appropriate Executive Director, in consultation with the Convener or Vice-Convener, may take action, subject to the matter being reported to the next meeting of the Council or Committee.

5. Substitutes

- 5.1. Where permitted by law and where specified in these Committee Terms of Reference, a member may, subject to paragraph 5.2 below appoint a substitute member from his or her political group to attend a meeting of the committee in his or her place, by email to the Clerk in advance of the meeting.
- 5.2. Any member proposed to be appointed as a substitute must, where specified in these Committee Terms of Reference, have completed the appropriate training for the committee concerned.
- 5.3. The substitute member will be a member of the committee for that meeting and will be entitled to take part in the meeting with the full powers, duties and responsibilities of a member.

6. Convener of Sub-Committee

- 6.1. The Convener of a sub-committee will be appointed by its parent committee.

B. COMMITTEE TERMS OF REFERENCE AND DELEGATED POWERS

Executive Committees

1. Policy and Sustainability Committee

1.1. **Constitution:** 17 Members of the Council including:

- 1.1.1. 5 SNP
- 1.1.2. 5 Conservative
- 1.1.3. 3 Labour
- 1.1.4. 2 Green
- 1.1.5. 2 SLD

Convener and Vice-Convener

- 1.2. The Leader of the Council will be the Convener of the Policy and Sustainability Committee.
- 1.3. The Deputy Leader of the Council will be the Vice-Convener of the Policy and Sustainability Committee.

Quorum

- 1.4. Six members of the Policy and Sustainability Committee will constitute a quorum.

Substitution

- 1.5. Substitutes are permitted.

Delegated functions

- 1.6. Power is delegated to the Policy and Sustainability Committee to:
 - 1.6.1. advise the Council on outcomes, strategic objectives and key priorities;
 - 1.6.2. develop and approve Council policies, including reform, smart city, human resources, community planning and partnership working;
 - 1.6.3. adopt and implement the management framework for planning, implementing, reporting and reviewing Council service delivery;
 - 1.6.4. ensure the Council meets its statutory responsibilities in terms of best value;
 - 1.6.5. ensure the Council meets its statutory responsibilities in terms of diversity and equalities;
 - 1.6.6. monitor implementation of the Council's business and service development plans, corporate strategies, change programmes, corporate initiatives and service reviews;

- 1.6.7. facilitate and encourage public participation and empowerment ensuring the involvement of citizens, the community, neighbourhood networks, partners and key stakeholders in the committee decision-making process;
- 1.6.8. instruct such performance information as the committee requires to fulfil its remit and monitor overall performance in the delivery of services and the Council's financial performance;
- 1.6.9. set and monitor all relevant grants programmes and award grants;
- 1.6.10. provide scrutiny of those services delegated to the Integration Joint Board. This should include scrutiny of internal controls, performance, quality and compliance with the law;

1.6.11. determine any reviews of community asset transfer requests;

1.6.12 provide oversight and take decisions on the adaptation and renewal programme.

~~1.6.11.~~ 1.6.13 provide oversight and take decisions on matters relating to sustainability and climate change

Formatted: Indent: Left: 1.27 cm, No bullets or numbering

~~1.6.12.~~ 1.6.14 provide oversight and take decisions on major economic policy and strategy and significant cross-cutting regeneration projects;

Formatted: No bullets or numbering

~~1.6.13.~~ 1.6.15 provide strategic oversight of Edinburgh City Region Deal;

~~1.6.14.~~ 1.6.16 advise, agree, scrutinise and review Edinburgh Police and Fire and Rescue Service city-wide plans, policies and performance;

~~1.6.15.~~ 1.6.17 consider petitions addressed to the City of Edinburgh Council on matters within the remit of committee, in accordance with the Council's approved Petitions procedure and determine the appropriate action;

~~1.6.16.~~ 1.6.18 determine differences between committees except where the difference involves a decision on an individual planning or licensing application; and

~~1.6.17.~~ 1.6.19 take all decisions which are not reserved to the Council or delegated to another committee of the Council

2. Culture and Communities Committee

2.1. **Constitution:** 11 members of the Council as follows:

- 2.1.1. 3 SNP
- 2.1.2. 3 Conservative
- 2.1.3. 2 Labour
- 2.1.4. 2 Green
- 2.1.5. 1 SLD

Convener and Vice Convener

2.2. The Convener and Vice Convener will be members of the City of Edinburgh Council.

Quorum

2.3. Four members will constitute a quorum.

Substitution

2.4. Substitutes are permitted.

Delegated functions

2.5. Power is delegated to the Culture and Communities Committee in relation to the matters listed in paragraph 2.6, to:

- 2.5.1. develop and approve policies, strategies, programmes and projects and work with officers, communities and partners to implement them;
- 2.5.2. take all decisions which are not reserved to the Council or delegated to another committee of the Council;
- 2.5.3. set standards for service delivery and secure value for money;
- 2.5.4. set and monitor corporate standards, consider the necessity of existing service provisions and agree new service proposals;
- 2.5.5. monitor performance, including financial, instructing such performance information as the committee requires to fulfil its remit;
- 2.5.6. monitor arrangements to ensure best value and continuous improvement across all services;
- 2.5.7. facilitate and encourage public, engagement, consultation, participation and feedback;
- 2.5.8. set and monitor all relevant grants programmes and award grants;

- 2.5.9. consider petitions addressed to the City of Edinburgh Council on matters within the remit of committee, in accordance with the Council's approved Petitions procedure and determine the appropriate action to be taken;
- 2.5.10. review the impact of the committee's policies on the city
- 2.6. The matters referred to in paragraph 2.5 are as follows:
 - 2.6.1. Community Justice;
 - 2.6.2. community safety
 - 2.6.3. health except those matters delegated to another committee or the Integration Joint Board;
 - 2.6.4. Cultural development, festivals and events;
 - 2.6.5. Sport and Recreation;
 - 2.6.6. Arts and museums;
 - 2.6.7. Libraries and community centres;
 - 2.6.8. Parks and green spaces;
 - 2.6.9. community and locality planning
 - 2.6.10. community empowerment; and
 - 2.6.11. Community Councils.

3. Education, Children and Families Committee

- 3.1. **Constitution:** 11 members of the Council as follows:

- 3.1.1. 3 SNP
- 3.1.2. 3 Conservative
- 3.1.3. 2 Labour
- 3.1.4. 2 Green
- 3.1.5. 1 SLD

Additional members for education items:

- 3.1.6. 3 Religious Representatives
- 3.1.7. 1 Parent Representative (non-voting)

Convener and Vice Convener

- 3.2. The Convener and Vice Convener will be members of the City of Edinburgh Council.

Quorum

- 3.3. Four members will constitute a quorum except in the case of education business where five members will constitute a quorum.

Substitution

- 3.4. Substitutes are permitted for all members of the Council.

Delegated functions

- 3.5. Power is delegated to the Education, Children and Families Committee to:
 - 3.5.1. exercise all the functions of the Council as education authority (education business), within the terms of the relevant legislation; and
 - 3.5.2. exercise the functions as social work authority, within the terms of the relevant legislation, in relation to children.
- 3.6. In addition, in relation to the matters listed in paragraph 3.7, to:
 - 3.6.1. develop and approve policies, strategies, programmes and projects and work with officers, communities and partners to implement them;
 - 3.6.2. take all decisions which are not reserved to the Council or delegated to another committee of the Council;
 - 3.6.3. set standards for service delivery and secure value for money;
 - 3.6.4. set and monitor corporate standards, consider the necessity of existing service provisions and agree new service proposals.
 - 3.6.5. monitor performance, including financial, instructing such performance information as the committee requires to fulfil its remit;
 - 3.6.6. monitor arrangements to ensure best value and continuous improvement across all services;
 - 3.6.7. facilitate and encourage public, engagement, consultation, participation and feedback;
 - 3.6.8. set and monitor all relevant grants programmes and award grants;
 - 3.6.9. consider petitions addressed to the City of Edinburgh Council on matters within the remit of committee, in accordance with the Council's approved Petitions procedure and determine the appropriate action; and
 - 3.6.10. review the impact of the committee's policies on the city.
- 3.7. The matters referred to in paragraph 3.6 are as follows:
 - 3.7.1. the Council's education, children and families services;
 - 3.7.2. Lifelong Learning; and
 - 3.7.3. major capital programmes or projects implementation, asset planning and facilities management for the Council's education, children and families services.

4. Finance and Resources Committee

4.1. **Constitution:** 11 members of the Council as follows:

- 4.1.1. 3 SNP
- 4.1.2. 3 Conservative
- 4.1.3. 2 Labour
- 4.1.4. 2 Green
- 4.1.5. 1 SLD

Convener and Vice Convener

4.2. The Convener and Vice Convener will be members of the City of Edinburgh Council.

Quorum

4.3. Four members will constitute a quorum.

Substitution

4.4. Substitutes are permitted.

Delegated functions

4.5. Power is delegated to the Finance and Resources Committee in relation to matters listed in paragraph 4.6 to:

- 4.5.1. develop and approve policies, strategies, programmes and projects and work with officers, communities and partners to implement them;
- 4.5.2. take all decisions which are not reserved to the Council or delegated to another committee of the Council;
- 4.5.3. set standards for service delivery and secure value for money;
- 4.5.4. set and monitor corporate standards, consider the necessity of existing service provisions and agree new service proposals;
- 4.5.5. monitor performance, including financial, instructing such performance information as the committee requires to fulfil its remit;
- 4.5.6. monitor arrangements to ensure best value and continuous improvement across all services;
- 4.5.7. facilitate and encourage public engagement, consultation, participation and feedback;
- 4.5.8. set and monitor all relevant grants programmes and award grants;
- 4.5.9. consider petitions addressed to the City of Edinburgh Council on matters within the remit of committee, in accordance with the Council's approved

Petitions procedure and determine the appropriate action to be taken;
and

4.5.10. review the impact of the committee's policies on the city.

4.6. The matters referred to in paragraph 4.5 are as follows:

4.6.1. Council's revenue and capital budgets;

4.6.2. Council's expenditure and budget policy;

4.6.3. Monitoring the Council's Treasury Management policies and practices;

4.6.4. Council's long term financial plan;

4.6.5. Procurement and contracts;

4.6.6. monitoring of Council debt and debt recovery;

4.6.7. Common Good Fund;

4.6.8. human resources (not including policy);

4.6.9. ICT

4.6.10. Disposal and development of Council owned property and land transactions;

4.6.11. All charitable and other trust funds vested in the Council except where the Council has expressly made other arrangements.

5. Housing, Homelessness and Fair Work Committee

5.1. **Constitution:** 11 members of the Council as follows:

5.1.1. 3 SNP

5.1.2. 3 Conservative

5.1.3. 2 Labour

5.1.4. 2 Green

5.1.5. 1 SLD

Convener and Vice Convener

5.2. The Convener and Vice Convener will be members of the City of Edinburgh Council.

Quorum

5.3. Four members will constitute a quorum.

Substitution

- 5.4. Substitutes are permitted.

Delegated functions

- 5.5. Power is delegated to the Housing, Homelessness and Fair Work Committee in relation to matters listed in paragraph 5.6 to:
- 5.5.1. develop and approve policies, strategies, programmes and projects and work with officers, communities and partners to implement them;
 - 5.5.2. take all decisions which are not reserved to the Council or delegated to another committee of the Council;
 - 5.5.3. set standards for service delivery and secure value for money;
 - 5.5.4. set and monitor corporate standards, consider the necessity of existing service provisions and agree new service proposals;
 - 5.5.5. monitor performance, including financial, instructing such performance information as the committee requires to fulfil its remit;
 - 5.5.6. monitor arrangements to ensure best value and continuous improvement across all services;
 - 5.5.7. facilitate and encourage public, engagement, consultation, participation and feedback;
 - 5.5.8. set and monitor all relevant grants programmes and award grants
 - 5.5.9. consider petitions addressed to the City of Edinburgh Council on matters within the remit of committee, in accordance with the Council's approved Petitions procedure and determine the appropriate action to be taken;
 - 5.5.10. review the impact of the committee's policies on the city.
- 5.6. The matters referred to in paragraph 5.5 are as follows:
- 5.6.1. Housing;
 - 5.6.2. Homelessness and housing support;
 - 5.6.3. Employability and fair work;
 - 5.6.4. Economic development projects and policies that are not reserved to the Policy and Sustainability Committee;
 - 5.6.5. External relations and inward investment; and
 - 5.6.6. Inclusive growth.

6. Transport and Environment Committee

6.1. **Constitution:** 11 members of the Council as follows:

- 6.1.1. 3 SNP
- 6.1.2. 3 Conservative
- 6.1.3. 2 Labour
- 6.1.4. 2 Green
- 6.1.5. 1 SLD

Convener and Vice Convener

6.2. The Convener and Vice Convener will be members of the City of Edinburgh Council.

Quorum

6.3. Four members will constitute a quorum.

Substitution

6.4. Substitutes are permitted.

Delegated functions

6.5. Power is delegated to the Transport and Environment Committee in relation to the matters listed in paragraph 6.6, to:

- 6.5.1. develop and approve policies, strategies, programmes and projects and work with officers, communities and partners to implement them;
- 6.5.2. take all decisions which are not reserved to the Council or delegated to another committee of the Council or officers;
- 6.5.3. set standards for service delivery and secure value for money;
- 6.5.4. set and monitor corporate standards, consider the necessity of existing service provisions and agree new service proposals;
- 6.5.5. monitor performance, including financial, instructing such performance information as the committee requires to fulfil its remit;
- 6.5.6. monitor arrangements to ensure best value and continuous improvement across all services;
- 6.5.7. facilitate and encourage public, engagement, consultation, participation and feedback;
- 6.5.8. set and monitor all relevant grants programmes and award grants;

- 6.5.9. consider petitions addressed to the City of Edinburgh Council on matters within the remit of committee, in accordance with the Council's approved Petitions procedure and determine the appropriate action to be taken;
 - 6.5.10. review the impact of the committee's policies on the city.
- 6.6. The matters referred to in paragraph 6.5 are as follows:
- 6.6.1. Strategic Transport Planning;
 - 6.6.2. Traffic management, roads and parking;
 - 6.6.3. Public transport;
 - 6.6.4. Public Realm Projects;
 - 6.6.5. Flood prevention;
 - 6.6.6. Waste services;
 - 6.6.7. Environmental health and trading standards; and
 - 6.6.8. Street cleaning and open space maintenance.

7. Governance, Risk and Best Value Committee

- 7.1. **Constitution:** 11 members of the Council as follows:

- 7.1.1. 3 SNP
- 7.1.2. 3 Conservative
- 7.1.3. 2 Labour
- 7.1.4. 2 Green
- 7.1.5. 1 SLD

Convener

- 7.2. The Convener of the committee will be a member of the opposition.
- 7.3. The Conveners and Vice Conveners of the following Committees shall not be eligible to serve as members of the Governance, Risk and Best Value Committee:

- 7.3.1 The Policy and Sustainability Committee;
- 7.3.2 The Culture and Communities Committee;
- 7.3.3 The Education, Children and Families Committee;
- 7.3.4 The Finance and Resources Committee;
- 7.3.5 The Housing, Homelessness and Fair Work Committee; and
- 7.3.6 The Transport and Environment Committee.

Quorum

- 7.3. Four members of the Governance, Risk and Best Value Committee will constitute a quorum.

Substitution

- 7.4. Substitutes are permitted from members of the Council who have undertaken and completed appropriate training specified by the Chief Executive.

Delegated functions

- 7.5. Power is delegated to the Governance, Risk and Best Value Committee to exercise the following functions:
- 7.5.1. To monitor the financial performance of the Council and its subsidiary undertakings, the effectiveness of the Council's audit and inspection, risk management and governance arrangements and of the control environment of the Council and associated anti-fraud and anti-corruption arrangements; including:
 - 7.5.2. Scrutinising information on:
 - (a) Council Budgets;
 - (b) Management of Council assets;
 - (c) The Council's Treasury Management strategy and policies;
 - (d) Control, monitoring and review of income and expenditure, both revenue and capital;
 - (e) Council subsidiaries ;
 - (f) Council Companies (excluding those associated with the pension fund);
 - (g) Children's Panel; and
 - (h) Common Good Fund.
 - 7.5.3. Monitoring the annual audit plan and reviewing all Council audit and inspection work against the plan.
 - 7.5.4. Receiving and considering summaries of internal and external audit reports which relate to any issue falling within the remit of this committee.
 - 7.5.5. Monitoring internal controls, corporate risk management and key operational governance areas.
- 7.6. Scrutiny on a specific issue should follow a committee decision.
- 7.7. To instruct a report on any matter within the remit of an executive committee but where a decision is yet to be taken; the report as instructed will initially be considered by the executive committee.
- 7.8. Referring back to the appropriate Executive Committee for its consideration any financial performance issue, which might have implications for policy development within the remit of the Executive Committee

- 7.9. To scrutinise the operational performance of all council services and Council subsidiaries in relation to the Council's agreed pledges, outcomes, policy objectives and statutory performance targets, including:
- 7.9.1. considering information that relate to issues falling within the remit of Council services, including complaints handling, customer care and ombudsman reports;
 - 7.9.2. monitoring employment, organisational development and equalities issues as they relate to the operation of the council corporately and to its individual services; and
 - 7.9.3. scrutinising major projects and programmes, service reviews and transformational change.
- 7.10. To invite Conveners or Vice-Conveners to attend committee, and where appropriate, to question and hold them to account on the operational or financial performance of any service area falling within their remit.
- 7.11. To refer back to the appropriate Executive Committee for its consideration any service performance issues that might have implications for policy development coming within the remit of the Executive Committee
- 7.12. To initiate and undertake planned scrutiny reviews of any matter falling within the remit of this committee or specific scrutiny reviews requested by an Executive Committee.
- 7.13. To promote the observance by Councillors of high standards of conduct and assist them in observing the code of conduct, in accordance with any guidance issued by the Standards Commission for Scotland.
- 7.14. To report, as required, on any matter within the committee's remit to Council.

Other Committees

8. Committee on Discretionary Rating Relief Appeals

- 8.1. **Constitution:** 5 members of the Council as follows:

- 8.1.1. 1 SNP
- 8.1.2. 1 Conservative
- 8.1.3. 1 Labour
- 8.1.4. 1 Green
- 8.1.5. 1 SLD

Convener

- 8.2. The Convener will be a member of the City of Edinburgh Council.

Quorum

- 8.3. Two members of the Committee on Discretionary Rating Relief Appeals will constitute a quorum

Substitution

- 8.4. Substitutes are permitted.

Delegated functions

- 8.5. Power is delegated to the Committee on Discretionary Rating Relief Appeals:
- 8.5.1. To review decisions taken by the Executive Director of Resources to refuse discretionary rating relief;
 - 8.5.2. To consider representations from organisations or individuals, justifying the granting of discretionary rating relief to them;
 - 8.5.3. To decide whether or not to grant discretionary rating relief as a result of considering the organisation's or individual's representations; and
 - 8.5.4. To decide what, if any, conditions should be fulfilled prior to discretionary rating relief being granted.

9. Leadership Advisory Panel

- 9.1. **Constitution:** 5 members of the Council as follows:

- 9.1.1. Leader of the Council
- 9.1.2. Deputy Leader of the Council
- 9.1.3. Conservative Group Leader
- 9.1.4. Green Group Leader
- 9.1.5. Scottish Liberal Democrat Group Leader
- 9.1.6. three statutory representatives, appointed by the Education, Children and Families Committee when considering education business

Convener

- 9.2. The Convener of the Committee will be the Leader of the Council.

Quorum

- 9.3. Two members of the Leadership Advisory Panel will constitute a quorum except on education business when the quorum will be three members.

Substitution

- 9.4. Substitutes are permitted for members of the Council only

Delegated functions

- 9.5. Power is delegated to the Leadership Advisory Panel:

9.5.1. To decide any matter of urgency arising during any recess period, subject to the provision of any relevant enactment, to exercise all functions of the Council or Committee, which would otherwise have dealt with the matter that:

- (a) cannot await the resumption of the normal meetings timetable; and
- (b) cannot appropriately be decided by the Chief Executive or Executive Director in accordance with urgency provisions within these Committee Terms of Reference.

10. Planning Committee

10.1. **Constitution:** 11 members of the Council as follows:

- 10.1.1. 3 SNP
- 10.1.2. 3 Conservative
- 10.1.3. 2 Labour
- 10.1.4. 2 Green
- 10.1.5. 1 SLD

Convener

10.2. The Convener and Vice-Convener will be members of the City of Edinburgh Council.

Quorum

10.3. Four members of the Planning Committee will constitute a quorum.

Substitution

10.4. Substitutes are permitted from members of the Council who have undertaken and completed appropriate training specified by the Chief Planning Officer.

Delegated functions

10.5. Power is delegated to the Planning Committee:

- 10.5.1. To exercise the functions of the Council as planning, building standards and statutory addressing authority and to determine planning policies including:
 - 10.5.1.1. Development frameworks including public realm for place making;
 - 10.5.1.2. Strategic Infrastructure;
 - 10.5.1.3. Non-statutory planning guidance;
 - 10.5.1.4. designate and review conservation areas;

- 10.5.1.5. management plans for world heritage sites.
- 10.5.2. To express and interpret these policies as specific tasks and projects and set service standards;
- 10.5.3. To review performance in the delivery of services, the achievement of service standards and the impact of the Committee's activities on the City;
- 10.5.4. To conduct relations with external bodies relevant to the Committee's service responsibilities, including approval of a response to proposals by other authorities or bodies on which the Council is being consulted;
- 10.5.5. To appoint representatives on outside bodies relevant to the committee's service responsibilities;
- 10.5.6. To consider the development and use of land in the city and wider city region and approve relevant stages of the local development plan and to refer it to Council for adoption. ;
- 10.5.7. To take decisions in pursuit of the committee's policies, subject to compliance with corporate personnel and financial policies and regulations;
- 10.5.8. To determine any charges for services provided by the committee; and
- 10.5.9. To provide financial assistance, in pursuit of the committee's policies.

11. Pensions Committee

11.1. **Constitution:** 7 members including 5 members of the Council as follows:

- 11.1.1. 1 SNP
- 11.1.2. 1 Conservative
- 11.1.3. 1 Labour
- 11.1.4. 1 Green
- 11.1.5. 1 SLD
- 11.1.6. 2 external members representing the employers and members in the pension funds.

11.2. The Pensions Committee will also be attended and overseen by the Pension Board, a body constituted under the Public Services Pensions Act 2013 and the Local Government Pension Scheme (Governance) (Scotland) Regulations 2014 and with powers regulated by the United Kingdom Pensions Regulator. The constitution and operations of the Pension Board will be determined in accordance with regulation and, where appropriate, considered and approved by the Pension Board and/or the Pensions Committee.

Convener

- 11.3. The Convener will be a member of the City of Edinburgh Council.

Quorum

- 11.4. Three members of the Pensions Committee will constitute a quorum.

Substitution

- 11.5. Substitutes are permitted from members of the Council who have undertaken and completed appropriate training specified by the Executive Director of Resources.

Delegated functions

- 11.6. Power is delegated to the Pensions Committee:
- 11.6.1. exercise all functions of the pension funds and associated legal and corporate structures, within the terms of the legislation;
 - 11.6.2. determine the overall policy objectives of the pension funds in accordance with the best interests of fund members and employers and within all applicable legislation;
 - 11.6.3. determine the strategy for the investment of pension funds monies including the variety and suitability of investments and to review and monitor investment arrangements;
 - 11.6.4. ensure appropriate investment management arrangements are in place for pension funds monies and to review investment manager performance;
 - 11.6.5. establish and maintain arrangements for the effective management and administration of the pension funds including staffing and budgetary arrangements.
 - 11.6.6. approve the allocation of resources to the Lothian Pension Fund group for the operation and administration of the pension funds from the assets of the pension funds in accordance with the applicable pension regulations, including the approval of segregated financial arrangements and accounts for the pension funds and the agreement of contracts;
 - 11.6.7. to appoint members to the Pension Board and approve bespoke terms of reference and standing orders where allowable under the Council framework for the Pensions Committee and the Pension Board as required to accommodate the applicable pensions and financial services regulation;
 - 11.6.8. approve responses to consultation papers issued by government and other authorities; and

- 11.7. monitor overall performance of the pension funds in the delivery of services and financial performance, consider all matters in respect of the pension funds including:
- 11.7.1. determining policies for the management and regulation of the Lothian Pension Fund group and within the strategic policy and planning framework approved by the Council;
 - 11.7.2. approving strategies, programmes and projects and work with officers and partners to implement them;
 - 11.7.3. setting standards for service delivery;
 - 11.7.4. securing best value in the provision of services and reviewing the control and assurance environment (including internal audit processes) for the Lothian Pension Fund group;
 - 11.7.5. taking all executive decisions in respect of the pension funds which are not reserved to the Council or delegated to another committee of the Council;
 - 11.7.6. ensuring systematic appraisal of the control environment and framework of internal controls in respect of the Lothian Pension Fund to provide reasonable assurance of effective and efficient operations and compliance with laws and regulations;
 - 11.7.7. promoting the development of an appropriate risk management strategy and risk management procedures;
 - 11.7.8. ensuring highest standards of probity and public accountability;
 - 11.7.9. ensuring sound financial procedures are in place for authorising and monitoring expenditure;
 - 11.7.10. agreeing internal audit plans and to ensure internal audit work is properly planned with due regard to risk, materiality and coverage;
 - 11.7.11. overseeing and review action taken on internal audit recommendations;
 - 11.7.12. reviewing all matters relating to external audit, including audit plan, action points and reports, and to monitor implementation of external audit recommendations; and
 - 11.7.13. promoting, monitoring and developing continuous improvement.

12. Personnel Appeals Committee

12.1. **Constitution:** 9 members of the Council as follows:

- 12.1.1. 3 SNP
- 12.1.2. 2 Conservatives

- 12.1.3. 2 Labour
- 12.1.4. 1 Green
- 12.1.5. 1 Scottish Liberal Democrat

Convener

- 12.2. The Convener will be a member of the City of Edinburgh Council.

Quorum

- 12.3. Three members of the Personnel Appeals Committee will constitute a quorum.

Substitution

- 12.4. Substitutes are permitted.

Delegated functions

- 12.5. Power is delegated to the Personnel Appeals Committee to:
 - 12.5.1. hear and decide appeals on a decision taken, or a failure to take a decision, by an Executive Director, or his/her nominee, under the Procedures for Hearing Employee Grievances.
 - 12.5.2. hear and decide appeals to a decision to:
 - 12.5.2.1. dismiss or take other forms of punitive disciplinary action; and
 - 12.5.2.2. issue a warning, oral or written under the Procedure for Consideration of Appeals by Executive Directors against Disciplinary Action and the Procedure for Consideration of Appeals against Disciplinary Action.
 - 12.5.3. hear and decide disputes under the Avoidance of Industrial Disputes Procedure.
 - 12.5.4. decide appeals from teaching staff in regard to the application and interpretation of the terms of the Scheme of Salaries and Conditions of Service for Teaching Staff in School Education.

13. Placing in Schools Appeals Committee

- 13.1. **Constitution:** One person from each of the following panels:
- 13.2. Panel 1 All members of Council and religious representatives on the Education, Children and Families Committee.

Panel 2 Parents of children of school age.

Panel 3 Persons with experience in education and acquainted with educational conditions in the Council's area, nominated by the Executive Director for Communities and Families.

Chair

13.3. Each meeting appoints a Chair.

Quorum

13.4. Three members of the Placing in Schools Appeals Committee will constitute a quorum.

Substitution

13.5. Substitutes are only permitted from the same Panel.

Delegated functions:

13.6. Power is delegated to the Placing in Schools Appeals Committee:

13.6.1. To hear and decide appeals against decisions of the Council to refuse placing requests and exclude pupils all in terms of Section 28 C, D, E, G and H of the Education (Scotland) Act 1980 as amended; and

13.6.2. To consider appeals against decisions by the Executive Director of Communities and Families to refuse early admission to school.

14. Committee on Pupil Student Support

14.1. **Constitution:** 5 members of the Council as follows:

14.1.1. 1 SNP

14.1.2. 1 Conservative

14.1.3. 1 Labour

14.1.4. 1 Green

14.1.5. 1 SLD

14.1.6. 1 religious representative from the Education, Children and Families Committee

Convener

14.2. The Convener will be a member of the City of Edinburgh Council.

Quorum

14.3. Two members of the Committee on Pupil and Student Support will constitute a quorum.

Substitution

14.4. Substitutes are permitted.

Delegated functions:

- 14.5. To consider school placing requests and decide the priority order of placing requests.

15. Recruitment Committee

- 15.1. **Constitution:** 7 members of the Council as follows:

- 15.1.1. Leader of Council
- 15.1.2. Deputy Leader of the Council
- 15.1.3. Convener of the Finance and Resources Committee
- 15.1.4. Appropriate Convener or Vice-Convener for the role
- 15.1.5. A representative from each of the opposition groups

Convener

- 15.2. The Convener of the committee will be the Leader of the Council.

Quorum

- 15.3. Three members of the Recruitment Committee will constitute a quorum.

Substitution

- 15.4. Substitutes are permitted from members of the Council who have undertaken and completed appropriate training specified by the Chief Executive and in line with the relevant Council policy.

Delegated functions

- 15.5. Power is delegated to the Recruitment Committee to short list and interview candidates and recommend an appointment to the Council for posts at Chief Executive, Executive Director and Heads of Service Division level (Chief Officials).

16. Regulatory Committee

- 16.1. **Constitution:** 9 members of the Council as follows:

- 16.1.1. 3 SNP
- 16.1.2. 2 Conservative
- 16.1.3. 2 Labour
- 16.1.4. 1 Green
- 16.1.5. 1 Scottish Liberal Democrat

Convener

- 16.2. The Convener and Vice-Convener will be members of the City of Edinburgh Council.

Quorum

- 16.3. Four members will constitute a quorum.

Substitution

- 16.4. Substitutes are permitted from members of the Council who have undertaken and completed appropriate training specified by the Chief Executive.

Delegated functions

- 16.5. Power is delegated to the Regulatory Committee to:
- 16.5.1. exercise the functions of the Council as Licensing authority under the Civic Government (Scotland) Act 1982 and other statutory provisions which are not within the remit of any other Committee.
 - 16.5.2. exercise the functions of the Council on all licensing functions which are not reserved to the Council, its officers or delegated to another Committee.
 - 16.5.3. determine individual applications for registration and licences under the Civic Government (Scotland) Act and other statutory provisions which are not delegated to officers, in accordance with approved policies.
 - 16.5.4. express and interpret licensing policies as specific projects, to set service standards and monitor performance in the delivery of services including financial performance relating to Regulatory Committee matters.
 - 16.5.5. liaise with external bodies relevant to the Committee's service area, considering and approving responses to consultation proposals.
 - 16.5.6. appoint representatives to outside bodies within the Committee's remit.
 - 16.5.7. approve charges as required by statute and determine licence fees.
 - 16.5.8. determine applications for road construction consent which are not delegated to the Executive Director of Place.
 - 16.5.9. determine applications for permission to place tables and chairs on footways which are recommended for refusal by the Executive Director of Place.
 - 16.5.10. exercise the Council's responsibilities in respect of safety at sports grounds.
 - 16.5.11. exercise the Council's functions regarding notification of parades and processions so far as not delegated to officers.

17. The City of Edinburgh Planning Local Review Body

- 17.1. **Constitution:** 5 members of the Council as follows:
- 17.1.1. Any five members who are also members of the Planning Committee but not the Convener of the Planning Committee.

Convener

17.2. Each meeting appoints a Convener.

Quorum

17.3. Three members of the City of Edinburgh Planning Review Body will constitute a quorum.

Substitution

17.4. Substitutes are only permitted from the pool of trained members of the Planning Committee.

Delegated functions:

17.5. Power is delegated to the City of Edinburgh Planning Local Review Body to fulfil the obligations of the Council, as planning authority, under section 43A of the Town and County Planning (Scotland) Act 1997 for the conduct of reviews.

18. Committee on the Jean F Watson Bequest

18.1. **Constitution:** 8 members of the council as follows:

- 18.1.1. 2 SNP
- 18.1.2. 2 Conservative
- 18.1.3. 2 Labour
- 18.1.4. 1 Green
- 18.1.5. 1 Scottish Liberal Democrat
- 18.1.6. one nominee of Friends of City Art Centre
- 18.1.7. two external members appointed by the Executive Director of Resources, in consultation with the Convener.

Convener

18.2. The Convener of the Committee will be a member of the City of Edinburgh Council.

Quorum

18.3. Four members of the Committee on the Jean F Watson Bequest will constitute a quorum.

Substitution

18.4. Substitutes are permitted.

Delegated functions:

18.5. Power is delegated to the Committee on the Jean F Watson Bequest to:

- 18.5.1. Use monies from the Jean F Watson Bequest to purchase and commission for the City's collection works of artists and craftspeople born, practising in, or otherwise associated with Scotland, and in

particular Edinburgh; all decisions to be guided by the Collection and Disposal Policy for the City Museums and Galleries.

- 18.5.2. Use monies from the Catherine E Cowper Trust to purchase and commission items for the Museum of Childhood; all decisions to be guided by the Collection and Disposal Policy for the City Museums and Galleries.

19. Community Council Independent Complaints Panel

- 19.1. **Constitution:** All members of the Council with each panel consisting of three elected members.
- 19.2. Councillors whose ward is where the Community Council subject to the complaint is a member will not be eligible for that Panel meeting.

Convener

- 19.3. The Convener of the Committee will be a member of the City of Edinburgh Council.

Quorum

- 19.4. Three members of the Community Council Independent Complaints Panel will constitute a quorum.

Delegated functions:

- 19.5. Power is delegated to the Community Council Independent Complaints Panel to:
 - 19.5.1. Make a final determination of the complaint against a community councillor.
 - 19.5.2. Apply the following sanctions:
 - 19.5.2.1. Censure of behaviour and a written undertaking to behave in accordance with the Scheme's Code of Conduct.
 - 19.5.2.2. Suspension from community council meetings and activities for a period of time to be agreed by a majority of the Panel.
 - 19.5.2.3. Request by a majority of the panel members for the named community councillor to step down.
 - 19.5.2.4. In serious cases, an expulsion from the community council, approved by a unanimous vote of the Panel.
 - 19.5.3. Make recommendations to the relevant community council; and
 - 19.5.4. Make recommendations to the City of Edinburgh Council.

Sub-Committees

20. Development Management Sub-Committee (Parent: Planning Committee)

20.1. **Constitution:** All 11 members of the Planning Committee, as follows: -

- 20.1.1. 3 SNP
- 20.1.2. 3 Conservative
- 20.1.3. 2 Labour
- 20.1.4. 2 Green
- 20.1.5. 1 Scottish Liberal Democrat

Convener

20.2. The Convener will be a member of the City of Edinburgh Council.

Quorum

20.3. Four members of the Development Management Sub-Committee will constitute a quorum.

Substitution

20.4. Substitutes are permitted from members of the Council who have undertaken and completed appropriate training specified by the Chief Planning Officer.

Delegated Functions

20.5. To discharge all functions of Management of Development Control required under the Planning Acts including the determination of planning applications (except for applications for National Developments and major developments significantly contrary to the Development Plan which require to be determined by full Council, or applications under the Council's Scheme of Delegation for Local Developments).

20.6. To determine applications for High Hedge Notices and withdraw or vary such notices as prescribed under the High Hedges (Scotland) Act 2013.

20.7. To determine cases for street naming and the numbering of properties.

21. Licensing Sub-Committee (Parent: Regulatory Committee)

21.1. **Constitution:** 9 members of the Council as follows:

- 21.1.1. 3 SNP
- 21.1.2. 2 Conservative
- 21.1.3. 2 Labour
- 21.1.4. 1 Green
- 21.1.5. 1 Scottish Liberal Democrat

Convener

- 21.2. The Convener of the Licensing Sub-Committee is the Convener of the Regulatory Committee.

Quorum

- 21.3. Three members constitute a quorum.

Substitution

- 21.4. Substitutes are permitted from members of the Council who have undertaken and completed appropriate training specified by the Chief Executive.

Delegated functions:

- 21.5. Power is delegated to the Licensing Sub-Committee to:
- 21.5.1. exercise the functions of the Council as Licensing authority under the Civic Government (Scotland) Act 1982 and other statutory provisions which are not within the remit of any other Committee;
 - 21.5.2. exercise the functions of the Council on all licensing functions which are not reserved to the Council, its officers or delegated to another Committee;
 - 21.5.3. determine individual applications for registration and licences under the Civic Government (Scotland) Act and other statutory provisions which are not delegated to officers, in accordance with approved policies;
 - 21.5.4. determine applications for road construction consent not delegated to the Executive Director of Place;
 - 21.5.5. determine applications for permission to place tables and chairs on footways recommended for refusal by the Executive Director of Place;
 - 21.5.6. exercise the Council's responsibilities in respect of safety at sports grounds; and
 - 21.5.7. exercise the Council's functions regarding notification of parades and processions so far as not delegated to officers.

22. Pensions Audit Sub-Committee (Parent: Pensions Committee)

Constitution

- 22.1. Three members from the Pensions Committee of which a minimum are two City of Edinburgh elected members.
- 22.2. Two non-voting members of the Pension Board will also be able to attend the Pensions Audit Sub-Committee to oversee its activities.

Quorum

- 22.3. Two members of the Pensions Audit Sub Committee will constitute a quorum.

Convener

- 22.4. The Convener of the Pensions Audit Sub-Committee will be appointed from the membership of the Pensions Committee, excluding the Convener of that committee.

Substitution

- 22.5. Substitutes are permitted from members of the Council who have undertaken and completed appropriate training specified by the Executive Director of Resources.

Delegated functions

- 22.6. Power is delegated to the Pensions Audit Sub-Committee to consider and make appropriate recommendation(s) to the Pensions Committee:

- 22.6.1. To ensure systematic appraisal of the control and assurance environment and framework of internal control (including internal audit processes) of pension funds to provide reasonable assurance of the effective and efficient operations and compliance with laws and regulations;
- 22.6.2. To promote the development of an appropriate risk management strategy and risk management procedures;
- 22.6.3. To ensure the highest standards of probity and public accountability;
- 22.6.4. To ensure sound financial procedures are in place for authorising and monitoring expenditure and the allocation of pension fund resources;
- 22.6.5. To consider and scrutinise an annual report on any companies owned by the Council that are connected to the activities of the pension funds and the Lothian Pension Fund group;
- 22.6.6. To review the consolidated annual financial statements of the pension funds/Lothian Pension Fund group and the International Standard on Auditing 260 (ISA 260) communication of audit matters;
- 22.6.7. To agree internal audit plans and to ensure that internal audit work is planned with due regard to risk, materiality and coverage;
- 22.6.8. To oversee in light of the audit plan the performance of the audit service;
- 22.6.9. To oversee and review action taken on internal audit recommendations; and

- 22.6.10. To review all matters relating to external audit, including audit planning, action points and reports, and to monitor the implementation of external audit recommendations.

23. Property Sub-Committee (Parent: Finance and Resources Committee)

- 23.1. **Constitution:** 10 members of the Council as follows:

- 23.1.1. 3 SNP
- 23.1.2. 3 Conservative
- 23.1.3. 2 Labour
- 23.1.4. 1 Green
- 23.1.5. 1 SLD

Convener

- 23.2. The Convener will be a member of the City of Edinburgh Council.

Quorum

- 23.3. Four members of the Property Sub-Committee will constitute a quorum.

Substitution

- 23.4. Substitutes are permitted.

Delegated functions:

- 23.5. Power is delegated to the Property Sub-Committee to:

- 23.5.1. oversee the work of the Edinburgh Shared Repairs Service;
- 23.5.2. to take decisions in relation to the Council's Shared Repair Service that fall within the remit of the Finance and Resources Committee in relation to financial and legal risks; and
- 23.5.3. consider any outstanding issues that require detailed scrutiny in relation to the closure of the Property Conservation Programme Momentum project.

24. Special Sub-Committee on Adult Social Care (Parent: Culture and Communities Committee)

- 24.1. **Constitution:** 5 members of the Council as follows:

- 24.1.1. 1 Labour
- 24.1.2. 1 SNP
- 24.1.3. 1 Conservative
- 24.1.4. 1 Green
- 24.1.5. 1 SLD

Convener

- 24.2. The parent committee appoints the Convener.

Quorum

- 24.3. Two members of the Special Sub-Committee on Adult Social Care will constitute a quorum.

Substitution

- 24.4. Substitutes are permitted.

Delegated functions

- 24.5. Power is delegated to the Special Sub-Committee on Adult Social Care to:
- 24.5.1. maintain an overview of the quality of social work experience for Edinburgh's citizens by considering reports of HMI, SWIA, and Care Commission inspections and internal reviews of health and social care establishments and services, and action taken;
 - 24.5.2. monitor the implementation of new initiatives relating to quality;
 - 24.5.3. maintain an overview of the implementation of national and local policies.
 - 24.5.4. address issues relating to the work of services which arise during the course of the business of the sub-committee and make recommendations to the Culture and Communities Committee;
 - 24.5.5. celebrate the success of services, including identification of examples of good practice; and
 - 24.5.6. provide a high quality experience for officers and sub-committee members by adopting an agreed set of protocols for the conduct of Special Sub-Committees.

25. Sub-Committee on Standards for Children and Families (Parent: Education, Children and Families Committee)

- 25.1. **Constitution:** ~~9 Members of the Council as follows:~~~~9 Members in total comprising of 1 religious representative and 89 Members of the Council as follows:~~

- 25.1.1. 3 SNP
- 25.1.2. 2 Conservative
- 25.1.3. 2 Labour
- 25.1.4. 1 Green
- 25.1.5. 1 Scottish Liberal Democrat

Convener

- 25.2. The parent committee will appoint the convener.

Quorum

- 25.3. Three members will constitute a quorum.

Substitution

- 25.4. Substitutes are permitted.

Delegated functions

- 25.5. Power is delegated to the Sub-Committee on Standards for Children and Families to:
- 25.5.1. Provide oversight of the quality of education and care experiences for young people in the City of Edinburgh by scrutinising the reports and follow up actions of Education Scotland inspections in schools;
 - 25.5.2. Consider an annual report on Care Inspectorate inspections in early years provision;
 - 25.5.3. Consider individual reports on Care Inspectorate inspections in residential schools, care services for children and local authority reviews of service areas, establishments and units;
 - 25.5.4. Monitor the implementation of initiatives relating to quality improvement and assurance, and attainment and achievement;
 - 25.5.5. Maintain an overview of the implementation of national and local policies specifically related to quality standards by officers, establishments and services;
 - 25.5.6. Contribute to the support and challenge agenda within the context of establishment plans; and
 - 25.5.7. Celebrate the success of establishments, units, teams and the service including recognising items of good practice.

The City of Edinburgh Council

10am, Tuesday 25 August 2020

Support of Civic Life in the Capital City

Item number	
Executive/routine	
Wards	All wards
Council Commitments	2, 6, 7, 9, 15, 18, 31, 46, 47, 51, 52

1. Recommendations

It is recommended that the Council:

- 1.1 notes the range of civic activity undertaken by the Office of Lord Provost during Phases 1 and 2 of Lockdown, and the wide use of alternative and virtual means of communication, as set out in paragraph 4.2;
- 1.2 recognises the restrictions placed on the civic diary in the next phase of operation arising from the decision not to re-open the City Chambers for events until at least the middle of October 2020;
- 1.3 notes that outdoor events and engagements at other venues will go ahead during Phase 3 subject to satisfactory risk assessments by event organisers;
- 1.4 endorses the early planning that is underway for future civic events including a Lord Provost Community Garden Party in 2021, as set out in paragraphs 4.9 to 4.12;
- 1.5 acknowledges the key role of the Depute Lord Provost and Bailies and supports the proposal for fuller participation at key civic events throughout the year, as described in paragraphs 4.18 to 4.20; and
- 1.6 Notes the more clearly defined role for the Depute Lord Provost and proposed adjustment to the Council's Civic Hospitality Policy, as set out in paragraphs 4.21 to 4.24.

Andrew Kerr

Chief Executive

Contact: Norma Cuthbertson, Executive Assistant to the Lord Provost/ Clerk to the Lieutenancy, Email: norma.cuthbertson@edinburgh.gov.uk | Tel: 0131 469 3816

Support of Civic Life in the Capital City

2. Executive Summary

- 2.1 This report supplements the Year 3 Office of Lord Provost Report to Council on 30 June 2020 in 2019/20, by addressing the Administration and Conservative Group addendums.
- 2.2 The range of activity undertaken during Phases 1 and 2 of the Lockdown is described to demonstrate the full use of virtual and alternative forms of communication during this period.
- 2.3 Ongoing restrictions on the civic diary are detailed in the context of the closure of the City Chambers for events until at least mid October 2020.
- 2.4 Significant work to plan future civic events in the city and lift spirits of the community is then detailed.
- 2.5 Going forward, a clearer set of duties for the Bailies and a better defined role for the Depute Lord Provost, particularly in relation to the Council's Civic Hospitality Policy, is proposed.

3 Background

- 3.1 At its meeting on 30 June 2020, the Council welcomed the Year 3 Report from the Office of Lord Provost and called for a further report on:
 - 3.1.1 new methods and new technology enabling the continued support of civic life in the city while COVID -19 Regulations apply. To include how virtual ceremonies can be delivered and how the Depute Lord Provost and Bailies can assist with these new approaches. (Addendum by the Coalition)
 - 3.1.2 proposed methods of civic engagement by the Lord Provost, Depute Lord Provost and Bailies to ensure as complete a civic presence as possible. The report to include the potential and appropriateness of undertaking events by virtual methods; other new ways of engaging; reference to government and other guidelines; and any budget impacts for the Office of Lord Provost. (Addendum by the Conservative Group)

- 3.2 This report addresses these key points and maps out the way forward and constraints in reviving the civic health of the city.

4 Main report

- 4.1 The previous report to Council on 30 June detailed the actions and output of the Civic Office in 2019/20. It was also made clear, however, that COVID-19 had impacted very negatively on the civic life of the city. Many key events had been postponed or cancelled and it was considered necessary to determine the best and most appropriate ways of reinstating the civic life of the city.

Phases 1 and 2 of Lockdown

- 4.2 During phases 1 and 2 of the lockdown, the Office of Lord Provost has been:
- Using the Lord Provost's Twitter Account to convey key civic messages
 - Recording Video Messages for main events including Victory in Europe Day and thanking Kinship Carers and Faith Community Leaders
 - Delivering speeches to large audiences at Virtual Conferences, specifically the Adapt Northern Heritage Conference on climate change and the RSA (Royal Society for the encouragement of Arts, Manufactures and Commerce) Scotland Conference
 - Joining Virtual Events such as the Carers Week 2020 Coffee Morning
 - Holding Virtual Meetings (Skype/MS Teams) with partners including the new Chief Executive of the Royal Edinburgh Military Tattoo, the University of Edinburgh and Volunteer Edinburgh
 - Laying a wreath to commemorate the 80th Anniversary of the Battle of St Valery at the Stone of Remembrance on 12 June
 - Raising the Flag for Armed Forces Week on 22 June
 - Signing the Edinburgh 2050 City Vision charter in the limited presence of media representatives on 2 July
 - Developing the new galaxy website www.edinburghlordprovost.com
 - Preparing Bids for future Royal Visits to the City, in the light of the pandemic
 - Considering and processing requests for civic recognition and hospitality.

Phases 3 and 4 of Lockdown

- 4.3 Now in phase 3, some greater flexibility is permitted by the Scottish Government. Recent civic events have included the signing of the Friendship Agreement with Contalmaison as agreed by Council on 30 June. The Agreement marks the sacrifice of the young men of the 16th Royal Scots and the bond between the two communities. Eight people including the Depute Lord Provost and the Consul

General for France attended the brief ceremony on 14 July, observing the necessary social distancing requirements.

- 4.4 There are continued restrictions on the use of the City Chambers, however, with no further civic events to be held until at least mid-October. This is due to health and safety requirements and the decision to suspend activity is in line with the Council's wider policy around building openings. This means that the City Chambers is not scheduled to open until phase 4 of the Scottish Government Roadmap. Limitations on the type of events that can take place in the City Chambers will still apply.
- 4.5 There is scope though for civic events to be held outside, safely and within current guidance. On 17 July, the Lord Provost also unveiled the floral clock in West Princes Street Gardens. This is dedicated to NHS, care and key workers who have worked tirelessly through the worst of the COVID-19 pandemic.
- 4.6 Planning is also underway for a small civic event in the Quadrangle on Sunday 13 September to mark the annual Edinburgh Riding of the Marches, given that the main events cannot take place this year. In addition, the Lieutenancy has been notified of re-scheduled visits to the city by The Princess Royal in September and October. The event organisers will be contacted regarding risk assessments and necessary safety procedures.
- 4.7 Inevitably though, there will be a further period of greater reliance on alternative means of communication and different ways of doing business. Key meetings will be held remotely and these will include the next session of the Lord Provost's Commission on 'The Strategy for our Ex Forces Personnel'. This is due to take place on 2 September when education, training and employment issues will be examined.
- 4.8 Overall, however, virtual methods of communication are not considered to be as effective in an environment where face to face and personal contact with people who work and live in the city is far more meaningful and valued.

Looking Ahead

- 4.9 The current circumstances dictate though that the resumption of this type of activity is delayed until phase 4 and beyond. In the meantime, there is a welcome opportunity to plan future civic events that will mark the experience of the pandemic and lift civic spirit.
- 4.10 The possibility of holding a Lord Provost Community Garden Party in 2021, with invited guests from the NHS, Carer and voluntary sectors, at the refurbished Saughton Walled Garden is already under discussion. A bid for The Princess Royal (who opened the restored Garden in June 2019) to attend and meet guests from the community will be submitted to the Palace for the next round of engagements.
- 4.11 A key civic event to align the response to COVID-19 with the Installation of the Governor of Edinburgh Castle is also under early consideration. To take place in February to April 2021, the outline idea is to hold a procession, comprised of organisations who made contributions to fighting the pandemic, from Holyrood to the Castle where the Installation of the Governor would take place on the

Esplanade. The Council's Events Team is currently looking at this and more detailed plans will come forward in due course.

- 4.12 Any underspend on the Council's Civic Hospitality Budget in this financial year could be carried forward to meet the cost of these special events next year. This will require a report to the Finance and Resources Committee followed by a referral to Full Council for approval.

Civic Role of Depute Lord Provost and Bailies

- 4.13 It is also helpful at this stage to set out a clearer and more defined role for the Depute Lord Provost and Bailies in this recovery process. In terms of background, the Depute Lord Provost is first and foremost the Depute Convener of the Council. Both the Lord Provost and Depute Convener hold office until the next Council elections.
- 4.14 In recognising the scale and demands of the civic role in the capital city, the Council has also agreed to the appointment of Bailies to support and represent the Lord Provost at civic functions and events. The position of Bailie is a historic role in Scotland, elected by a town council from among the councillors. In the current administration, there are five Bailies nominated by each of the political groupings.
- 4.15 Over the last year, the Depute Lord Provost has chaired Full Council in the absence of the Lord Provost and has represented the Office at key events such as the collection of the Gold Standard under the Defence Employer Recognition Scheme in London on 12 December 2019.
- 4.16 The Depute Lord Provost and Bailies have provided a strong civic presence and support for new citizens at the Citizenship Ceremonies held in the City Chambers. In 2019/20, Group Ceremonies were by more than 1,000 newly confirmed Citizens in Edinburgh. These ceremonies have been on hold and, once resumed, there will be a significant back log of citizenships to be conferred.
- 4.17 As with the Depute Lord Provost, the Bailies have also represented the Lord Provost at other key civic events. For clarity, it is custom and practice firstly to invite the Depute Lord Provost to undertake engagements. If not available, then the Bailies are approached for assistance. Individuals' proximity to event locations is sometimes taken into account along with other relevant factors.
- 4.18 Looking ahead, the Depute Lord Provost and Bailies have registered a strong commitment to supporting the Lord Provost and to taking on more civic responsibilities in this context. As well as representing the Lord Provost on request, there are key civic events throughout the year when it is proposed that all the Civic Leaders should attend where possible.

4.19 These include:

- The 10 Church Services (held at St Giles Cathedral and other Churches across the City) including the Kirking of the Council, the Edinburgh International Festival and the Academic Service
- Civic Receptions for Multi Faith groups
- The Opening of the General Assembly of the Church of Scotland
- Flag Raising Ceremony for Armed Forces Day
- The Ceremony of the Keys for the General Assembly and Royal Week
- The Edinburgh Riding of the Marches Civic Reception and Procession
- Diwali Festival of Light
- Remembrance Sunday
- The Torchlight Procession at New Year.

4.20 In so doing, there will be a greater civic presence and interface with the community of Edinburgh in a non-political environment. This is at a time when efforts to boost confidence and morale across the city are badly needed. To make this achievable, it is understood that commitments in the civic diary will need to be shared with the Depute Lord Provost and Bailies well in advance so that key dates are kept free as far as possible.

4.21 For the Depute Lord Provost, it is proposed that further consideration be given to a more defined role and specific set of responsibilities. These could include the Council's Civic Hospitality Policy which is covered by a Scheme of Delegation to Officers, approved by the Finance and Resources Committee on 29 October 2015 and then updated (in terms of Lead Officer designations) in 2019.

4.22 Under the terms of the Scheme, requests for civic hospitality are considered against established criteria in consultation with the Lord Provost. This approach could be widened out to include the Depute Lord Provost as a consultee and, to speed up the decision making process, as a substitute in the absence of the Lord Provost. An appendix to the Civic Hospitality Policy, outlining roles and responsibilities, would be needed to clarify this change.

4.23 The same arrangement would still apply whereby any individual civic hospitality events costing £10,000 and above would need to be reported to the Finance and Resources Committee for approval.

4.24 Beyond the specific remit of Depute Convener and the proposed shared responsibility for the Council's Civic Hospitality Policy and Budget, it would also be feasible to establish a portfolio of specific projects for the Depute Lord Provost. This would be based on agreed civic objectives with a particular emphasis on engagement with local people and communities as the City emerges from the COVID-19 Pandemic.

5 Financial impact

- 5.1 The Office of the Lord Provost operates within the budget allocated in the Council's previous Financial Plan 2017-21. This amounts to a total budget of £507,891 in 2020/21, including £67,000 for Civic Hospitality.

6 Stakeholder/Community Impact

- 6.1 The Office of the Lord Provost routinely undertakes engagement and co-production with a broad range of stakeholders, leading community representatives and business organisations.
- 6.2 Speeches and other inputs for events are developed in consultation with the organisers.
- 6.3 The Office of the Lord Provost assists both the Council and city partners to deliver key equality and rights outcomes, and to meet the Equality Act 2010 public sector equality duties to (i) eliminate unlawful discrimination, harassment, and victimisation, (ii) advance equality of opportunity, and (iii) foster good relations.
- 6.4 The Lord Provost's stewardship of the One City Trust is also an important lever in helping to mitigate the negative impacts of poverty and inequality across the Capital.
- 6.5 The Office of the Lord Provost endeavours to mitigate carbon impacts by utilising public transport where and when appropriate, where any long-distance travelling is required.
- 6.6 The Office of the Lord Provost contributes to the Climate Change (Scotland) Act 2009 public sector duties and contributes to the delivery of Sustainable Edinburgh 2020 objectives, the advancement of vibrant flourishing communities, social and economic wellbeing and an efficient and effectively managed city.

7 Background reading/external references

- 7.1.1 See www.edinburghlordprovost.com

8 Appendices

None

This page is intentionally left blank

The City of Edinburgh Council

10.00am, Tuesday, 25 August 2020

Annual Performance Report, 2019/20 – referral from the Policy and Sustainability Committee

Executive/routine
Wards
Council Commitments

1. For Decision/Action

- 1.1 The Policy and Sustainability Committee has referred a report on the Annual Performance Report, 2019/20 to the City of Edinburgh Council for consideration.

Laurence Rockey

Head of Strategy and Communications

Contact: Martin Scott, Committee Services

E-mail: martin.scott@edinburgh.gov.uk | Tel: 0131 529 4237

Referral Report

Annual Performance Report, 2019/20 – referral from the Policy and Sustainability Committee

2. Terms of Referral

- 2.1 On 20 August 2020 the Policy and Sustainability Committee considered a report by the Chief Executive which provided a detailed overview of the 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.

Motion

- 1) To note the annual performance report for the 2019/20 financial year.
- 2) To refer the annual performance report to the City of Edinburgh Council on 25 August.
- 3) To note that the development of a revised performance framework was underway as part of the A&R programme and the development of a revised Council Business Plan.

- moved by Councillor McVey, seconded by Councillor Day

Amendment 1

- 1) To note the annual performance report for the 2019/20 financial year.
- 2) To refer the annual performance report to the City of Edinburgh Council on 25 August.
- 3) To note that the development of a revised performance framework was underway as part of the A&R programme and the development of a revised Council Business Plan.
- 4) To note that the Council had been assessed for its regular Best Value Report this year and was awaiting the final Report and requested that the Chief Executive make inquiries as to when we should expect the findings and that these were incorporated into the development of the revised performance framework and a Best Value Improvement Plan that sought to address areas of Council service where performance improvement was required.

- moved by Councillor Whyte, seconded by Councillor Johnston

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

Amendment 2

- 1) To note the annual performance report for the 2019/20 financial year.
- 2) To refer the annual performance report to the City of Edinburgh Council on 25 August.
- 3) To note that the development of a revised performance framework was underway as part of the A&R programme and the development of a revised Council Business Plan.
- 4) To note with serious concern that 27 of the Council's performance indicators showed that performance had declined in the last year and that significant performance challenges remained across the Council.
- 5) To further note that there were 18 council performance areas for which performance was greater than 5% behind the required target or trend and are flagged as having 'Red' status and also 15 areas for which performance was behind target or trend and are flagged as having 'Amber' status.
- 6) To therefore request that a briefing note was circulated to Councillors prior to the Full Council meeting on 25 August at which this report would be further considered, detailing what plans were in place for each one of these areas to improve performance to within target levels, the expected date for achieving the target or trend and indicating who was the responsible officer.
- 7) To further note that following this Council's decision to adopt a net zero by 2030 target last year, the target for carbon emission reduction of 42% by 2020 had been superseded and required to be updated.
- 8) To therefore request that revised targets for emissions reduction, specifying the annual increments required to achieve net zero by 2030, were brought forward as a matter of urgency.

- moved by Councillor Burgess, seconded by Councillor Staniforth

In accordance with Standing Order 19(12), paragraphs 4, 5, 6 and 8 were accepted as an addendum to the motion.

Decision

To approve the following adjusted motion by Councillor McVey:

- 1) To note the annual performance report for the 2019/20 financial year.
- 2) To refer the annual performance report to the City of Edinburgh Council on 25 August.
- 3) To note that the development of a revised performance framework was underway as part of the A&R programme and the development of a revised Council Business Plan.
- 4) To note that the Council had been assessed for its regular Best Value Report this year and was awaiting the final Report and requested that the Chief Executive make inquiries as to when we should expect the findings and that these were incorporated into the development of the revised performance framework and a Best Value Improvement Plan that sought to address areas of Council service where performance improvement was required.

- 5) To note with serious concern that 27 of the Council's performance indicators show that performance had declined in the last year and that significant performance challenges remained across the Council.
- 6) To further note that there are 18 council performance areas for which performance was greater than 5% behind the required target or trend and are flagged as having 'Red' status and also 15 areas for which performance was behind target or trend and are flagged as having 'Amber' status.
- 7) To therefore request that a briefing note was circulated to Councillors prior to the Full Council meeting on 25 August at which this report would be further considered, detailing what plans were in place for each one of these areas to improve performance to within target levels, the expected date for achieving the target or trend and indicating who was the responsible officer.
- 8) To therefore request that revised targets for emissions reduction, specifying the annual increments required to achieve net zero by 2030, were brought forward as a matter of urgency.

3. Background Reading/ External References

Minute of the Policy and Sustainability Committee of 20 August 2020.

4. Appendices

Appendix 1 – Report by the Chief Executive

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 236



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 240

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.

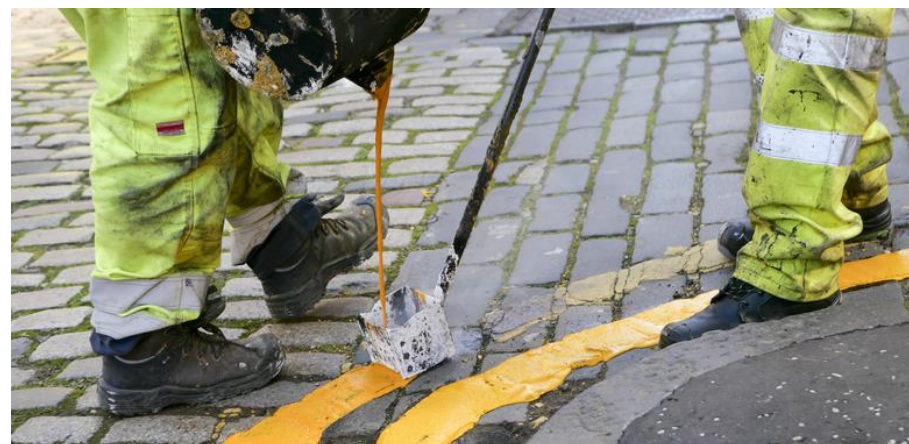
We started the Transformation programme in late 2019 and over the next two years will continue existing workstreams and facilitate a programmed approach to service redesign helping the transition to a modern, sustainable health and social care system in Edinburgh.

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 249

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 LGBF 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 LGBF 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 256

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 the 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 26

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.

The City of Edinburgh Council

10.00am, Tuesday, 25 August 2020

Coalition Commitments Progress Update – August 2020 – referral from the Policy and Sustainability Committee

Executive/routine
Wards
Council Commitments

1. For Decision/Action

- 1.1 The Policy and Sustainability Committee has referred a report on the Coalition Commitments Progress Update – August 2020 to the City of Edinburgh Council for consideration.

Laurence Rockey

Head of Strategy and Communications

Contact: Martin Scott, Committee Services

E-mail: martin.scott@edinburgh.gov.uk | Tel: 0131 529 4237

Referral Report

Coalition Commitments Progress Update – August 2020 – referral from the Policy and Sustainability Committee

2. Terms of Referral

- 2.1 On 20 August 2020 the Policy and Sustainability Committee considered a report by the Chief Executive which provided the third annual update on the 52 coalition commitments and provided an update to Council on the progress against each commitment. In summary, of the 52 commitments, 8 had been fully achieved, 40 partially achieved, 3 had not yet been achieved and 1 would not be achieved.

Motion

- 1) To note the progress at August 2020 on delivering the 52 coalition commitments that the Council had committed to deliver by end 2022 (Appendix A of the report).
- 2) To note the steps that would be taken in 2020/21 to progress delivery of the commitments.
- 3) To refer the Coalition Commitments progress update report to the City of Edinburgh Council for consideration on 25 August 2020.

- moved by Councillor McVey, seconded by Councillor Day

Amendment 1

To refer simpliciter to Full Council for discussion.

- moved by Councillor Whyte, seconded by Councillor Johnston

Amendment 2

- 1) To note the progress at August 2020 on delivering the 52 coalition commitments that the Council had committed to deliver by end 2022 (Appendix A of the report).
- 2) To note the steps that would be taken in 2020/21 to progress delivery of the commitments.
- 3) To refer the Coalition Commitments progress update report to the City of Edinburgh Council for consideration on 25 August 2020.
- 4) To note that the use of the term “partially achieved” was so all-encompassing as to be misleading, examples included (but not limited to):
 - Devolution of powers to Locality Committees being listed as “partially achieved”

when the Coalition decided to abolish those committees in 2019
- Street cleanliness being listed as “partially achieved” when fly-tipping was up, street cleanliness was below target and free bulk waste pick up had not been introduced.

- 5) To note the generous use of “fully achieved” against items such as “fair rent zones” when, disappointingly, no Rent Pressure Zone had happened and the Fair Rents (Scotland) Bill was not being progressed in Parliament; and warmly welcomed the prospect of both a Transient Visitor Levy and Workplace Parking Levy, but considered their labelling as “fully achieved” to be premature.
- 6) To note a reluctance to use the “will not be achieved” category, for example, for the regrettable decline in recycling rate to 41% against a target of 60%; and the participatory budgeting percentage falling to 0 against a target of 1%.
- 7) To recognise that the annual commitments report appeared increasingly dated in the context of the twin strategic imperatives of navigating through the coronavirus crisis and the need to deliver on the council net zero carbon commitment by 2030; and therefore considered the emerging priorities within a Green Recovery programme had far greater salience than commitments entered into in a very different context; therefore further believed that the Coalition should urgently refresh its commitments.

- moved by Councillor Staniforth, seconded by Councillor Burgess

Voting

First Vote

The voting was as follows:

For the Motion	-	8 votes
For Amendment 1	-	7 votes
For Amendment 2	-	2 votes

(For the Motion: Councillors Campbell, Day, Gardiner, Key, Macinnes, McVey, Perry and Doran.

For Amendment 1: Councillors Aldridge, Gloyer, Hutchison, Johnston, Mitchell, Webber and Whyte.

For Amendment 2: Councillors Burgess and Staniforth.)

There being no overall majority, Amendment 2 fell and a second vote was taken between the Motion and Amendment 1.

Second Vote

The voting was as follows:

For the Motion	-	8 votes
For Amendment 1	-	7 votes

(For the Motion: Councillors Campbell, Day, Gardiner, Key, Macinnes, McVey, Perry and Doran.

For Amendment 1: Councillors Aldridge, Gloyer, Hutchison, Johnston, Mitchell, Webber and Whyte

Abstentions: Councillors Burgess and Staniforth)

Decision

To approve the motion by Councillor McVey.

3. Background Reading/ External References

Minute of the Policy and Sustainability Committee of 20 August 2020.

4. Appendices

Appendix 1 – Report by the Chief Executive

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 285

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.

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 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.

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 (ESESCR) 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 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 30

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 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.