

Minutes

Policy and Sustainability Committee

10.00 am, Tuesday 1 December 2020

Present

Councillors McVey (Convener), Day (Vice-Convener), Aldridge, Burgess (substituting for Councillor Main, item 7), Kate Campbell, Gardiner, Gloyer, Hutchison, Macinnes, Main, McLellan, Mowat (substituting for Councillor Cook), Munn, Perry, Staniforth, Webber, Whyte and Wilson.

1. Minutes

Decision

To approve the minute of the Policy and Sustainability Committee of 10 November 2020 as a correct record.

2. Policy and Sustainability Committee Work Programme

The Policy and Sustainability Committee Work Programme for 1 December 2020 was presented.

Decision

To note the Work Programme.

(Reference – Work Programme 1 December 2020, submitted.)

3. Policy and Sustainability Committee Rolling Actions Log

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

Decision

1) To agree to close the following actions:

Action 3 – Edinburgh Economy Strategy – Annual Progress Report

Action 8 – Local Police Plan

Action 9(2) - Decisions Taken under Delegated Power and Operational Decision Making - Covid-19

Action 10 – Outcome Report of the Short Life Working Group to Examine Communities and Families Third Party Grants

Action 13 – Engagement Through Adaptation and Renewal

Action 14 - Council Response to Edinburgh Climate Commission and Sustainability Programme Update

Action 17 – Accounts Commission: Local Government in Scotland - Overview 2020

Action 19(a) and (b) - Annual Performance 2019/20

Action 21(1), (2) and (3) – Update on Edinburgh's Christmas and Edinburgh's Hogmanay 2020/2021

Action 23 - Police Scotland – City of Edinburgh Division Update

Action 29 – Short Window Improvement Plan Progress Update

Action 30 – Community Centres and Library Re-opening Update

2) To otherwise note the Rolling Actions Log.

(Reference – Rolling Actions Log, submitted.)

4. Business Bulletin

The Policy and Sustainability Committee Business Bulletin for December 2020 was submitted.

Decision

To note the Business Bulletin.

(Reference – Business Bulletin 1 December 2020, submitted.)

5. Police Scotland

Chief Superintendent Scott, Superintendent Rennie and Assistant Chief Constable Meats provided an update for April to September 2020 on Police Scotland's City of Edinburgh Division city-wide plans, policies and performance.

Decision

To note the update.

(Reference – report by the Chief Executive, submitted)

6. Adaptation and Renewal Programme Update

An update was provided on the Adaptation and Renewal Programme which covered decisions taken in period 13 September to 23 November 2020 and the latest Covid-19

Tuesday, 1st December, 2020

Dashboard including a progress update on the VERA and Flexible Working exercise which had been extended to include Heads of Service in addition to officers at Grades 9 - 12.

Details were also provided on the proposed approach for the development of the budget which would be presented to Council in February 2021 together with the intention to publish a Council Business Plan and People Strategy at the same time setting out a three-year plan for Our Future Council.

Motion

- 1) To note the Council's latest Covid-19 position following the most recent guidance from Government. This information was correct as of 25 November 2020.
- 2) To note the decisions taken to date under urgency provisions from 13 September to 23 November 2020 outlined at Appendix 1 to the report by the Chief Executive.
- 3) To note the Covid-19 Response Dashboard outlined at Appendix 2 of the report.
- 4) To note the update on Voluntary Early Release Arrangement (VERA) applications and Flexible Working options following Council approval of the use of the allocated Workforce Transformation reserve on 15 October 2020.
- 5) To note the Covid-19 Vaccine Planning and Roll Out planning had begun.
- 6) To note the next steps ahead of the proposed 2021/22 Budget being considered by Council and the intention to publish both a Business Plan and People Strategy/Workforce Plan.

- moved by Councillor McVey, seconded by Councillor Day

Amendment

- 1) To note the Council's latest Covid-19 position following the most recent guidance from Government. This information was correct as of 25 November 2020.
- 2) To note the decisions taken to date under urgency provisions from 13 September to 23 November 2020 outlined at Appendix 1 to the report by the Chief Executive.
- 3) To note the Covid-19 Response Dashboard outlined at Appendix 2 of the report.
- 4) To note the update on Voluntary Early Release Arrangement (VERA) applications and Flexible Working options following Council approval of the use of the allocated Workforce Transformation reserve on 15 October 2020.
- 5) To note the Covid-19 Vaccine Planning and Roll Out planning had begun.
- 6) To note the next steps ahead of the proposed 2021/22 Budget being considered by Council and the intention to publish both a Business Plan and People Strategy/Workforce Plan.
- 7) To note:
 - the Covid-19: Key indicators for allocation of levels published in the dashboard and that the remaining indicator suggesting that Edinburgh be placed in Level 3 (Test positivity rate) has hovered around the 5% level throughout November including at times dropping below this threshold;

Tuesday, 1st December, 2020

- That this indicator remaining high on its own while prevalence rates remain relatively low suggests that the Edinburgh public are following advice and coming forward to be tested when they have symptoms and that this is to be commended;
 - That all other indicators are stable in suggesting that Edinburgh should be in Level 2 or below.
- 8) To therefore agree that the Council Leader should seek clarity from the Scottish Government on the necessary requirements for moving to Level 2 and that this information should be made public.

- moved by Councillor Whyte, seconded by Councillor Hutchison

In accordance with Standing Order 22(12), the amendment was adjusted and accepted as an addendum to the motion.

Decision

To approve the following adjusted motion by Councillor McVey:

- 1) To note the Council's latest Covid-19 position following the most recent guidance from Government. This information was correct as of 25 November 2020.
- 2) To note the decisions taken to date under urgency provisions from 13 September to 23 November 2020 outlined at Appendix 1 to the report by the Chief Executive.
- 3) To note the Covid-19 Response Dashboard outlined at Appendix 2 of the report.
- 4) To note the update on Voluntary Early Release Arrangement (VERA) applications and Flexible Working options following Council approval of the use of the allocated Workforce Transformation reserve on 15 October 2020.
- 5) To note the Covid-19 Vaccine Planning and Roll Out planning had begun.
- 6) To note the next steps ahead of the proposed 2021/22 Budget being considered by Council and the intention to publish both a Business Plan and People Strategy/Workforce Plan.
- 7) To recognise the hard work of businesses and residents to follow guidance, including very high compliance in wearing masks on public transport, which had led to a stable rate of transmission in the City and Edinburgh residents' efforts in coming forward to be tested when they had symptoms and that this was to be commended.
- 8) To recognise that public health recommendations should be made by public health experts for consideration of the decision process as articulated in a previous members briefing. To also note that the Chief Executive and Council Leader were meeting Scottish Government officials and cabinet members each week to put forwards Edinburgh's case.

- 9) To agree that the Chief Executive should provide an updated members briefing in one cycle on the factors involved and processes of the decision to move to Level 2 and that this information should be made public.

(Reference – Policy and Sustainability Committee of 28 May 2020 (item 4); report by the Chief Executive, submitted.)

7. Climate Emissions Analysis and 2030 Sustainability Strategy Approach

Details were provided on work being carried out to further target the actions of the Council in leading the development of the City Sustainability Strategy 2030 and actions to address its own emissions. Council activity on sustainability was to be a core aspect of the next Council Business Plan and a detailed draft plan on Council emissions would also be published as part of the engagement process for the City Sustainability Strategy 2030, and brought to Committee in two cycles.

Motion

- 1) To note the information in the report by the Chief Executive which set out for both the Council and the City: baseline carbon emissions, trajectories to meet the 2030 net zero target, and financial and economic impacts.
- 2) To note that in February 2021, the Policy and Sustainability Committee would receive for approval, a draft of the 2030 City Sustainability Strategy which would focus on reducing city emissions to meet the 2030 net-zero target.
- 3) To note that Council approach to the carbon target would be addressed as a core part of the Business Plan and Budget in February 2021 and a draft Council implementation plan to address the Council's emissions would be published as part of the engagement process for the 2030 City Sustainability Strategy.
- 4) To agree the City of Edinburgh Council renew its membership of UK100, and consideration be given to joining future relevant pledges.
- 5) To agree that the Council signs up to the City Climate Compact which was being developed by the Edinburgh Climate Commission to catalyse city partners' action on climate change.

- moved by Councillor McVey, seconded by Councillor Day

Amendment 1

- 1) To note the information in the report by the Chief Executive which set out for both the Council and the City: baseline carbon emissions, trajectories to meet the 2030 net zero target, and financial and economic impacts.
- 2) To note that in February 2021, the Policy and Sustainability Committee would receive for approval, a draft of the 2030 City Sustainability Strategy which would focus on reducing city emissions to meet the 2030 net-zero target.
- 3) To note that Council approach to the carbon target would be addressed as a core part of the Business Plan and Budget in February 2021 and a draft Council

implementation plan to address the Council's emissions would be published as part of the engagement process for the 2030 City Sustainability Strategy.

- 4) To note with concern that the single greatest aspect of emissions above target by 2030 for the Council was heat and that the report by the Chief Executive provided little or no assurance that plans were in place to address this, concentrating on unknowns like the make-up of grid electricity rather than plans to replace natural gas in heating.
 - 5) To therefore agree that a further report be provided specifically on methods and costs to decarbonise the Council's heat requirement recognising that this aspect of the 2030 target had major implications for the City as well as the Council.
 - 6) To agree to reconsider the City Climate Compact when the final text was available.
- moved by Councillor Whyte, seconded by Councillor Webber

Amendment 2

- 1) To note the information in the report by the Chief Executive which set out for both the Council and the City: baseline carbon emissions, trajectories to meet the 2030 net zero target, and financial and economic impacts.
- 2) To note that in February 2021, the Policy and Sustainability Committee would receive for approval, a draft of the 2030 City Sustainability Strategy which would focus on reducing city emissions to meet the 2030 net-zero target.
- 3) To note that Council approach to the carbon target would be addressed as a core part of the Business Plan and Budget in February 2021 and a draft Council implementation plan to address the Council's emissions would be published as part of the engagement process for the 2030 City Sustainability Strategy.
- 4) To agree the City of Edinburgh Council renew its membership of UK100, and consideration be given to joining future relevant pledges.
- 5) To agree that the Council signs up to the City Climate Compact which was being developed by the Edinburgh Climate Commission to catalyse city partners' action on climate change.
- 6) To note that almost two years on from the Council declaring a Climate Emergency and agreeing to set a target of net-zero carbon emissions, work was ongoing to produce a plan and possible route map of how this council could achieve net-zero carbon emissions by 2030 and therefore agree that work on this plan should be accelerated with a view to producing a comprehensive and detailed plan as a matter of urgency.

- moved by Councillor Burgess, seconded by Councillor Staniforth

In accordance with Standing Order 22(12), Amendment 2 was adjusted and accepted as an addendum to the motion.

Voting

The voting was as follows:

For the motion (as adjusted)	-	12 votes
For Amendment 1	-	5 votes

(For the Motion (as adjusted): Councillors Aldridge, Burgess, Kate Campbell, Day, Gardiner, Gloyer, Macinnes, McVey, Munn, Perry, Staniforth and Wilson.

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

Decision

To approve the following adjusted motion by Councillor McVey:

- 1) To note the information in the report by the Chief Executive which set out for both the Council and the City: baseline carbon emissions, trajectories to meet the 2030 net zero target, and financial and economic impacts.
- 2) To note that in February 2021, the Policy and Sustainability Committee would receive for approval, a draft of the 2030 City Sustainability Strategy which would focus on reducing city emissions to meet the 2030 net-zero target.
- 3) To note that Council approach to the carbon target would be addressed as a core part of the Business Plan and Budget in February 2021 and a draft Council implementation plan to address the Council's emissions would be published as part of the engagement process for the 2030 City Sustainability Strategy.
- 4) To agree the City of Edinburgh Council renew its membership of UK100, and consideration be given to joining future relevant pledges.
- 5) To agree that the Council signs up to the City Climate Compact which was being developed by the Edinburgh Climate Commission to catalyse city partners' action on climate change.
- 6) To note that almost two years on from the Council declaring a Climate Emergency and agreeing to set a target of net-zero carbon emissions, actions were being delivered in housing, transport, planning and across the Council estate and work was ongoing to produce a plan and possible route map of how this council could achieve net-zero carbon emissions by 2030 and therefore agree that work on this plan should be accelerated with a view to producing a comprehensive and detailed plan as a matter of urgency.

(References – Policy and Sustainability Committee of 9 July 2020 (item 4) and 23 July 2020 (item 6); report by the Chief Executive, submitted.)

8. End Poverty in Edinburgh Delivery Plan 2020-30

Details were provided on a delivery plan for Council actions needed to respond to the final report of the Edinburgh Poverty Commission. Proposals for the Council the commit to 13 priority actions needed to deliver significant step change towards delivery of the objective to end poverty in Edinburgh, and 44 actions identified for delivery and implementation through existing or forthcoming mainstream Council plans and strategies were outlined.

Motion

- 1) To agree, subject to Council annual budget processes, the End Poverty in Edinburgh, City of Edinburgh Council Delivery Plan 2020-30.
- 2) To agree that priority actions for delivery by the Council should be further developed and incorporated as core elements of the Council Business Plan for consideration in February 2021.
- 3) To agree that further actions cited in the plan should be delivered through mainstream Council strategies and polices, and that delivery and development of these should explicitly set out how they contribute to ending poverty in Edinburgh.
- 4) To agree that a further report providing a detailed progress monitoring framework should be considered by the Policy and Sustainability Committee within two cycles.
- 5) To agree that the Policy and Sustainability Committee should consider an annual report on progress against delivery of this plan, with the first such report to be prepared for Autumn 2021.
- 6) To note the work underway by officers to develop city wide partnership actions alongside this plan, with reports planned for consideration by the Edinburgh Partnership in December 2020.

- moved by Councillor McVey, seconded by Councillor Day

Amendment

- 1) To note the report and agree that a further report be provided as part of the budgetary and business plan development process indicating the costs and benefits, including opportunity costs within Council services, of each of the proposed priority actions, delivery actions and calls to action in order that these could be considered individually by political groups as part of their budget research process.
- 2) To further note the statement at paragraph 4.12.3 of the report by the Chief Executive, (“This approach would significantly enhance the Council’s work to embed the principles of the Christie Commission on the future delivery of public services.”) and call for a report to indicate the measures required to implement such an approach and the barriers that had prevented it in the past when much of the policy background to Christie and early intervention had been mainstream public policy for at least the nine years since publication, and often longer, yet had not delivered the hoped for improvements in public service as evidenced by the Edinburgh Poverty Commission Report.

- moved by Councillor Whyte, seconded by Councillor Hutchison

Voting

The voting was as follows:

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

(For the motion : Councillors Aldridge, Kate Campbell, Day, Gardiner, Gloyer, Macinnes, Main, McVey, Munn, Perry, Staniforth and Wilson.

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

Decision

To approve the motion by Councillor McVey.

(References – Act of Council No. 13 of 28 June 2018; Policy and Sustainability Committee of 6 October 2020 (item 9); report by the Chief Executive, submitted.)

9. Best Value Assurance Audit

Details were provided on the findings of the City of Edinburgh Council's Best Value Assurance Audit together with a proposed approach to fully review and respond with a joined up, comprehensive approach to the findings.

Motion

- 1) To note the findings of the Best Value Assurance Audit Report.
- 2) To note the Accounts Commission's Findings, attached at appendix one of the report by the Chief Executive.
- 3) To note that the improvement actions arising from the report would be addressed in the refreshed Council's Business Plan.
- 4) To refer the report to the Governance, Risk and Best Value Committee and Council for further scrutiny and information.

- moved by Councillor McVey, seconded by Councillor Day

Amendment 1

- 1) To note the findings of the Best Value Assurance Audit Report.
- 2) To note the Accounts Commission's Findings, attached at appendix one of the report by the Chief Executive.
- 3) To note that the improvement actions arising from the report would be addressed in the refreshed Council's Business Plan and specifically request further consideration of genuine local community empowerment including, for example, through reintroduction of a reformed locality committee system.
- 4) To refer the report to the Governance, Risk and Best Value Committee and Council for further scrutiny and information.

- moved by Councillor Aldridge, seconded by Councillor Gloyer

Tuesday, 1st December, 2020

In accordance with Standing Order 22(12), Amendment 1 was adjusted and accepted as an addendum to the motion.

Amendment 2

To approve the motion by Councillor McVey as originally proposed.

- moved by Councillor Whyte, seconded by Councillor Hutchison

Voting

For the Motion (as adjusted) - 12 votes
For Amendment 2 (the motion as originally proposed) - 5 votes

(For the motion: Councillors Aldridge, Kate Campbell, Day, Gardiner, Macinnes, Main, McVey, Munn, Perry, Staniforth and Wilson.

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

Decision

To approve the following adjusted motion by Councillor McVey:

- 1) To note the findings of the Best Value Assurance Audit Report.
- 2) To note the Accounts Commission's Findings, attached at appendix one of the report by the Chief Executive.
- 3) To note that the improvement actions arising from the report would be addressed in the refreshed Council's Business Plan and specifically request further consideration of genuine local community empowerment.
- 4) To refer the report to the Governance, Risk and Best Value Committee and Council for further scrutiny and information.

10. Mobile Library Service Feasibility Study

The Committee had requested a feasibility study on the use of Mobile Library service.

Details were provided on the current situation regarding library provision in Ratho due to the planned demolition of the current branch and the building of a new library and early years centre.

Motion

- 1) To note that planning permission for a new library and early years centre was approved on 9 July 2020, which required the current library to be decanted and demolished by the end of 2020 before building could begin.
- 2) To note the current restrictions and challenges placed on community libraries due to Covid 19.
- 3) To note the interim options for Ratho library and approve option three, subject to the appropriate risk assessments and health and safety guidance being put in place.
- 4) To note that the interim plans for a library service in Ratho would be in place until the new building opened, currently planned for August 2022.

- moved by Councillor McVey, seconded by Councillor Day

Amendment

- 1) To note that planning permission for a new library and early years centre was approved on 9 July 2020, which required the current library to be decanted and demolished by the end of 2020 before building could begin.
- 2) To note the current restrictions and challenges placed on community libraries due to Covid 19.
- 3) To recognise the efforts of officers to assess and address the unique set of circumstances faced by the Ratho community in relation to their library, that otherwise would have seen the village without any service until August 2022.
- 4) To note the interim options for Ratho library and approve option three, subject to the appropriate risk assessments and health and safety guidance being put in place.
- 5) To note that the interim plans for a library service in Ratho would be in place until the new building opened, currently planned for August 2022.

- moved by Councillor Webber, seconded by Councillor Hutchison

In accordance with Standing Order 22(12), the amendment was accepted as an addendum to the motion.

Decision

To approve the following adjusted motion by Councillor McVey:

- 1) To note that planning permission for a new library and early years centre was approved on 9 July 2020, which required the current library to be decanted and demolished by the end of 2020 before building could begin.
- 2) To note the current restrictions and challenges placed on community libraries due to Covid 19.
- 3) To recognise the efforts of officers to assess and address the unique set of circumstances faced by the Ratho community in relation to their library, that otherwise would have seen the village without any service until August 2022.
- 4) To note the interim options for Ratho library and approve option three, subject to the appropriate risk assessments and health and safety guidance being put in place.
- 5) To note that the interim plans for a library service in Ratho would be in place until the new building opened, currently planned for August 2022.

(References – Policy and Sustainability Committee 10 November 2020 (item 11); report by the Chief Executive, submitted.)

11. Edinburgh Economy Strategy

Details were provided on the progress made during 2019/20 in the delivery of priority actions taken forward through the Edinburgh Economy Strategy, and on actions delivered since May 2020 to support a sustainable economic recovery throughout the COVID-19 crisis.

Proposals for the next steps which included work to refresh and renew the Edinburgh Economy Strategy in response to emerging challenges and to ensure continued alignment with core Council priorities to tackle poverty, promote sustainability and wellbeing were outlined.

Motion

- 1) To note the progress against Edinburgh Economy Strategy priority actions and Good Growth Monitoring Framework indicators during 2019/20.
- 2) To note the actions undertaken and planned as a part of the Sustainable Economic Recovery workstream of the Council Adaptation and Renewal Programme.
- 3) To approve the new Edinburgh Development Concordat, which set out ways in which Council services, the development and business communities and representative community organisations could best work together to achieve the development of 'good places' in support the city's sustainable economic recovery.
- 4) To approve the proposed approach and timescales for the Edinburgh Economy Strategy, with a draft planned for publication in March 2021.
- 5) To approve the proposed approaches for engagement with elected members, businesses, communities, and partner agencies in development of the renewed strategy.

- moved by Councillor McVey, seconded by Councillor Day

Amendment

- 1) To note progress against Edinburgh Economy Strategy priority actions and Good Growth Monitoring Framework indicators during 2019/20, but further note the many challenges facing key elements of the strategy.
- 2) To note the actions undertaken and planned as a part of the Sustainable Economic Recovery workstream of the Council Adaptation and Renewal Programme.
- 3) To note the new Edinburgh Development Concordat, which set out ways in which Council services, the development and business communities and representative community organisations could best work together to achieve the development of 'good places' in support the city's sustainable economic recovery. To ask for the Concordat to be redrafted in one cycle for greater detail to be provided as to how better engagement could be achieved and clearer definitions of 'good places'.
- 4) To approve the proposed approach and timescales for the Edinburgh Economy Strategy, with a draft planned for publication in March 2021, to include detailed measurement of progress with all key actions.
- 5) To approve the proposed approaches for engagement with elected members, businesses, communities, and partner agencies in development of the renewed strategy.

- moved by Councillor McLellan, seconded by Councillor Mowat

Voting

The voting was as follows:

For the motion - 10 votes
For the amendment - 7 votes

(For the motion: Councillors Kate Campbell, Day, Gardiner, Macinnes, Main, McVey, Munn, Perry, Staniforth and Wilson.

For the amendment: Councillors Aldridge, Gloyer, Hutchison, McLellan, Mowat, Webber and Whyte.)

Decision

To approve the motion by Councillor McVey.

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

12. Short Term Lets: Scottish Government Consultation on a Licensing Scheme and Planning Control Areas in Scotland

An update was provided on the Council's response submitted to the consultation on the regulation of short term lets by the Scottish Government together with a summary of the next stages. The consultation put forward a proposed system for regulating short term lets through a mandatory licensing system along with the introduction of planning control areas and the proposals set out by the Scottish Government broadly aligned with the approach that the Council intended to take in order to tackle the issues caused by short term lets in Edinburgh. Key aspects of the consultation proposals were highlighted which identified how this fitted the Council's intended approach.

Motion

To note the response submitted to the Scottish Government's consultation and the next stages in implementing licensing and planning controls.

- moved by Councillor McVey, seconded by Councillor Day

Amendment

- 1) To note the response submitted to the Scottish Government's consultation and the next stages in implementing licensing and planning controls.
- 2) To further note that the Scottish Government had fundamentally changed the proposal for licensing of short term lets considerably widening the scope by removing references to a property having to be used for this purpose for more than a set number of days a year and by including letting within a property that the host used as their main residence (i.e. within the host's home).
- 3) To consider that this would make the availability of accommodation scarcer and considerably more expensive during the August Festival period when many homeowners took a holiday and let out their own home or took in guests in their

home. It is further noted that cost and lack of availability of accommodation of this type had been a growing concern for the Edinburgh Fringe Festival in recent years and that the lack of accommodation for performers had been cited as a possible barrier to the future viability of the Fringe Festival. The scope creep now involved in the proposed legislation was never envisaged by campaigners or politicians seeking change.

- 4) To further consider that the Council's response to the consultation was deficient in not pointing out these issues and agree that the Council Leader should write to the Minister for Local Government, Housing and Planning seeking changes to the legislation to allow for the possibility of dispensations for at least the Festival period in order that the Edinburgh Festivals could return in some form post the Covid-19 pandemic.

- moved by Councillor Whyte, seconded by Councillor Mowat

Voting

The voting was as follows:

For the motion	-	10 votes
For the amendment	-	7 votes

(For the motion: Councillors Kate Campbell, Day, Gardiner, Macinnes, Main, McVey, Munn, Perry, Staniforth and Wilson.

For the amendment: Councillors Aldridge, Gloyer, Hutchison, McLellan, Mowat, Webber and Whyte.)

Decision

To approve the motion by Councillor McVey.

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

13. Chief Social Work Officer's Annual Report 2019-20

The Chief Social Work Officer Annual Report for 2019/2020 was presented. Due to the Covid-19 pandemic, the format had once more been altered to reflect the challenges that the pandemic had brought to social work services across Scotland.

Decision

To note the Chief Social Work Officer's (CSWO) Annual Report for 2019/20 at Appendix 1 to the report by the Chief Executive.

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

14. Welfare Reform Update

An update was provided on the Council's ongoing welfare reform activities which included the implementation of Universal Credit.

Decision

- 1) To note the ongoing work to support Universal Credit (UC) and Welfare Reform, in Edinburgh.
- 2) To note the current spend projections for Discretionary Housing Payments, Council Tax Reduction Scheme and the Scottish Welfare Fund.

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

15. Contact Centre Performance – January to September 2020

The Contact Centre performance for the period January to September 2020 was presented together with information on associated service improvement activities, as well as changes to service delivery resulting from COVID-19 restrictions.

Decision

- 1) To note the current performance trends within the Contact Centre.
- 2) To note the ongoing improvement activities to ensure that Council services were easy to access, and citizen queries and complaints were dealt with effectively.
- 3) To note service delivery changes as a result of COVID-19 restrictions.

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

16. Energy Management Policy for Operational Buildings – Annual Report

Approval was sought for a revised Energy Management Policy for the Council's operational buildings. An overview of energy management activity including progress on policy aims and objectives as well as highlighting work underway within Property and Facilities Management to support the Council's target for Edinburgh to be a net zero carbon city by 2030 was provided.

Decision

- 1) To approve the revised Energy Management Policy Statement attached in Appendix 1 to the report by the Executive Director of Resources.
- 2) To note the progress on implementation of the Energy Management Policy and Energy Management System across the Council's operational estate.
- 3) To note that Property and Facilities Management had obtained certification to ISO 50001 Energy Management System.

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

17. Council Health and Safety Policy

Details were provided on the proposed new Council Health and Safety Policy which set out a commitment to protecting the health, safety and welfare of employees and those persons who engaged, interacted with, or might be affected by, Council services and/or property. The Policy was to replace the existing Corporate Health and Safety Policy and recognised, and gave greater clarity to, the current health and safety governance and assurance arrangements within the Council and captured recommended actions stemming from the comprehensive external 'Life Safety' audit carried out in 2020 as part of the 2019/20 Internal Audit plan.

Decision

To approve the revised Council Health and Safety Policy.

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

18. Council Smoke Free Policy

Details were provided on a proposed revised Council Smoke Free Policy which reconfirmed the position of the City of Edinburgh Council with regards to smoke free workplaces but also inserted updated guidance and resources for those employees who might be seeking to stop smoking.

Decision

To approve the revised Council Smoke Free Policy.

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