

Notice of meeting and agenda

City of Edinburgh Council

10.00 am Thursday, 25th November, 2021

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 Any items under "Private Business" will not be published, although the decisions will be recorded in the minute.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

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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 October 2021 submitted for approval as a correct record 13 - 100

5. Leader's Report

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6. Appointments

- 6.1 Appointments to Committees and Outside Organisations etc – Report by the Executive Director of Corporate Services 103 - 106

7. Reports

- 7.1 Independent Inquiry Report Arising Out of Allegations Concerning the Conduct of the Late Sean Bell – Update on 107 - 118

Recommendations – Report by the Chief Executive

7.2	Boundary Commission for Scotland – 2023 Review of UK Parliament Constituencies – Report by the Chief Executive	119 - 126
7.3	Edinburgh Health and Social Care Partnership – Appointment of Service Director - Operations – Report by the Chief Executive	127 - 130
7.4	City of Edinburgh Council – 2020/21 Annual Audit Report to the Council and the Controller of Audit – referral from the Finance and Resources Committee	131 - 404

8. Motions

8.1 By Councillor Neil Ross - Call for Action on Zebra Markings for Side Streets

“Council:

- 1) Notes the national call for authorisation from central government to use zebra markings for side streets. The joint statement has been signed by Living Streets, British Cycling, Guide Dogs, the Campaign for Better Transport, The Ramblers, Sustrans and Playing Out as well as motoring body The AA.
- 2) Recognises that, in the face of the global climate crisis and worsening obesity and physical inactivity levels, the need to enable millions more people across the nation to make local journeys on foot is not a choice but an absolute necessity.
- 3) Notes that Greater Manchester Council has published new evidence showing that zebra markings on side roads lead to drivers giving way 30% more than where there is no marking and is asking for permission to roll out a large-scale trial of zebra markings at side roads.
- 4) Notes that the Danish city of Aarhus is to trial 3D zebra style crossings.
- 5) Notes that new YouGov polling data published and commissioned by Living Streets has found that:

- **83%** of adults would feel more confident crossing the road with zebra markings
 - **29%** of adults have been hit or had a near miss at a side road
 - **65%** of adults think the UK government should authorise zebra markings on side roads
 - **76%** of parents of 4-11-year-olds would feel safer about their child walking to school (or allowing them to walk independently) if there were zebra crossings on side roads
 - **76%** would also be more likely to walk to school if there were zebra crossings at side roads.
- 6) Notes that the proposed side road zebra markings - that do not use expensive Belisha Beacons or zigzags - are in common use across the world to give greater priority to pedestrians when crossing quieter roads. They are also in widespread use across the UK in supermarket car parks and airports and are already authorised for use on protected cycle tracks. The crossings typically cost around £1,000 compared to £40,000 for a zebra crossing with Belisha Beacons.
- 7) Requests that the Convener of Transport & Environment writes to the Scottish Government ministers responsible for Transport and Active Travel to
- highlight the benefits to pedestrians of zebra markings for side streets;
 - ask for authorisation, if necessary in conjunction with the UK Government, for the Council to implement zebra markings for side streets; and
 - report to the Transport & Environment Committee within two cycles to provide details of the correspondence with the Minister, including the response received from the Minister and details of any progress made.
- 8) Requests that officers investigate the potential to set up a trial of zebra markings on side streets in Edinburgh, learning from the trials in Manchester and Aarhus, by

selecting suitable locations in each of the locality areas in collaboration with local councillors with a focus towards, but not exclusive to, safer routes to school. Officers should report their recommendations to the Transport & Environment Committee in one cycle with the aim of commencing the trial within the current Council term.”

8.2 By the Lord Provost - Freedom of the City of Edinburgh on the Edinburgh Squadron of the Scottish and North Irish Yeomanry

“Council:

Notes that 2021 is the 250th anniversary of the birth of Sir Walter Scott and the variety of celebrations organised to commemorate this.

Notes that on 30th October 2021 the City hosted the largest civic commemorative event seen for several generations to mark the 250th anniversary.

Notes that the Scottish and North Irish Yeomanry, based at Redford barracks, is formed of four Squadrons and has a rich history and role in Scotland’s past. They are formed of A (Earl of Carrick’s Own) Squadron based in Ayr, B (North Irish Horse) Squadron in Belfast, C (Fife & Forfar/Scottish Horse based in Cupar and in Edinburgh, E (Lothians & Border Yeomanry) Squadron.

Notes that the latter’s antecedent Regiments having been formed by Sir Walter Scott, protected the Lord Provost on North Bridge, formed the Reconnaissance unit for the 51st Highland Division at St Valery in 1940 and more recently supported the SNHS.

Notes that Edinburgh Squadron has been at the forefront of the military contribution at home and abroad and has a proud and deep connection within the communities in which we live and serve.

Agrees to confer the Freedom of the City of Edinburgh on the Edinburgh Squadron of the SNIY in recognition of the above.”

8.3 By Councillor Laidlaw - Granton Gas Holder

“Council:

Welcomes the UK Government announcement that it will provide £16.482 million from its Levelling-Up Fund to support the Council in the first phase of the Granton Waterfront regeneration programme, with the money allocated to restore the B-Listed Granton Gas Holder.

Recognises the historic value of the Gas Holder as an iconic building for North Edinburgh and beyond, and its role in providing heritage context to the new development and public realm, with the aim to create a ‘new coastal town’.

Commits to working with the UK Government to secure additional Levelling-Up funding for projects across the City of Edinburgh to supplement existing sources of funding.”

8.4 By Councillor Booth - Cycle Parking Technical Guidance

“Council:

- 1) Notes the recently reported rise in cycle thefts in Edinburgh, with the capital responsible for over a third of Scottish statistics, and an increase of over 10% in thefts in the capital compared with last year;
- 2) Notes that safe, secure, well-lit and convenient cycle parking at both origin and destination locations can significantly reduce the chance of a bicycle being stolen, and is also essential to encouraging more people to cycle;
- 3) Welcomes the recent changes to the Permitted Development (Scotland) Order which removed the requirement for planning permission for certain small bike storage sheds;
- 4) Notes with dismay that the Planning technical factsheet "Cycle Parking in New Developments", which at the meeting of full council in December 2018 the Planning Convenor said he was keen to publish "as quickly as possible" has still not been published;
- 5) Therefore agrees that the council will urgently consult with Sustrans, Spokes and any other organisations with expertise in cycle parking as it sees fit, and present draft

technical factsheet(s) on cycle parking to the next meeting of Planning Committee for approval.”

8.5 By Councillor Howie - Street Furniture

“Council:

- 1) Notes Councillor Miller’s Equal Pavements Pledge motion which was passed during September’s Full Council Meeting.
- 2) Recognises the increase in street furniture facilitates the Covid recovery.
- 3) Commends the work done by many pubs and restaurants to make their outdoor areas in public spaces disability-friendly.
- 4) Notes that the recent applications for pubs and restaurants to place platformed seating areas outside their premises are now increasing and altering so that they become permanent arrangements instead of temporary.
- 5) Notes however that issues raised by Guide Dogs for the Blind Scotland regarding the enforcement of the regulations on street furniture indicate there are still issues for the blind in Edinburgh.
- 6) Is concerned that many blind and visually impaired people avoid parts of our city, such as Portobello Promenade, because the street furniture regulations are being ignored, leading to excessive, and for them, dangerous, street clutter.
- 7) Calls for officers to compile, in consultation with Guide Dogs for the Blind Scotland and other disability groups, a report on the continued impact of street furniture on blind and visually impaired people, the wider disabled community and parents with buggies and how to mitigate it and how this should be aligned with the aforementioned motion.”

9. Congratulatory Motions

9.1 By Councillor Neil Ross - St Margaret's Chapel Guild - 80th Anniversary

"Council notes:

In 1942 the Very Reverend Dr Selby Wright CVO TD, at that time minister of Canongate Kirk, placed an advertisement in the local press inviting anyone with Margaret in their name to place flowers in St Margaret's Chapel in Edinburgh Castle. Such was the response that the St Margaret's Chapel Guild was founded and has been in existence ever since. 2022 will be the Guild's 80th anniversary.

The aims of the Guild are to follow the example and to practice the principles of St Margaret, to promote the use of the Chapel for public and private devotion, to ensure that those with the name of Margaret place flowers in the Chapel every week of the year, and to support organisations or people with ideals similar to St Margaret's.

The Guild is a non-denominational charity and holds services in the chapel every year on St Margaret's Day, 16th November.

In acknowledging the positive work of the St Margaret's Chapel Guild, Council requests that the Lord Provost marks their 80th Anniversary in an appropriate way."

10. Questions

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|-------------|---|-----------|
| 10.1 | By Councillor Lang - Kirkliston Crossroads – for answer by the Convener of the Transport and Environment Committee | 405 - 406 |
| 10.2 | By Councillor Lang - Pedestrian Waiting Times at Road Crossings – for answer by the Convener of the Transport and Environment Committee | 407 - 408 |
| 10.3 | By Councillor Howie - Staff Identified as having Disabilities – for answer by the Convener of the Finance and Resources Committee | 409 - 410 |

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| 10.4 | By Councillor Booth - Bilingual Gaelic/English Signage Throughout the New Meadowbank Building – for answer by the Convener of the Culture and Communities Committee | 411 - 412 |
| 10.5 | By Councillor Booth - Bilingual Gaelic/English Signage on the Newhaven Tram Extension – for answer by the Convener of the Transport and Environment Committee | 413 - 414 |
| 10.6 | By Councillor Mitchell - Permit Zone N3 and TRO/21/16 – for answer by the Convener of the Transport and Environment Committee | 415 - 416 |
| 10.7 | By Councillor Mitchell - Permit Zone N2 and TRO/21/16 – for answer by the Convener of the Transport and Environment Committee | 417 - 418 |
| 10.8 | By Councillor Rust - Active Travel Measures Travelling Safely – Lanark Road – for answer by the Convener of the Transport and Environment Committee | 419 - 420 |
| 10.9 | By Councillor Jim Campbell - Waste and Cleansing Policy - Litter Bin Siting Policy – for answer by the Depute Leader of the Council | 421 - 422 |
| 10.10 | By Councillor Doggart - Princes Street Gardens East – for answer by the Convener of the Culture and Communities Committee | 423 - 424 |

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| 10.11 | By Councillor Jim Campbell - Emissions Profile of Scotrail's Inter7City Fleet – for answer by the Convener of the Transport and Environment Committee | 425 - 426 |
| 10.12 | By Councillor Johnston - The Potential Impact of CityPlan 2030 on Businesses with Council Leases – for answer by the Convener of the Planning Committee | 427 - 428 |
| 10.13 | By Councillor Booth – Old/Obsolete Items of IT Equipment – for answer by the Convener of the Finance and Resources Committee | 429 - 430 |

Deputations

Nick Smith

Service Director, Legal and Assurance

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.

This meeting of the City of Edinburgh Council is being held virtually by Microsoft Teams.

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 by going to the Council's online [Committee Library](#).

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Minutes

The City of Edinburgh Council

Edinburgh, Thursday 28 October 2021

Present:-

LORD PROVOST

The Right Honourable Frank Ross

COUNCILLORS

Robert C Aldridge
Scott Arthur
Gavin Barrie
Eleanor Bird
Chas Booth
Claire Bridgman
Mark A Brown
Steve Burgess
Lezley Marion Cameron
Jim Campbell
Kate Campbell
Mary Campbell
Maureen M Child
Gavin Corbett
Cammy Day
Alison Dickie
Denis C Dixon
Phil Doggart
Karen Doran
Scott Douglas
Catherine Fullerton
Neil Gardiner
Gillian Gloyer
George Gordon
Ashley Graczyk
Joan Griffiths
Derek Howie
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
Alasdair Rankin
Cameron Rose
Neil Ross
Jason Rust
Stephanie Smith
Alex Staniforth
Mandy Watt
Susan Webber
Iain Whyte
Donald Wilson
Norman J Work
Ethan Young
Louise Young

1 Condolences on the Death of Sir David Amess MP – Motion by Councillor Whyte

The Council observed a minute's silence in memory of Sir David Amess MP who had died on 9 April 2021.

Councillors Whyte, McVey, Day, Burgess, Aldridge and Barrie paid tribute to the service and contributions made by Sir David Amess MP.

The following motion by Councillor Whyte was submitted in terms of Standing Order 17:

“Council sends its deepest condolences to the family, friends and colleagues across the House of Commons of the Conservative MP Sir David Amess, stabbed to death whilst holding a surgery and carrying out his duties as a constituency MP.

The death of a fellow elected member whilst carrying out their duties is an event that reminds us that whatever our political differences, once elected, we share in the common aim of serving our constituents.

Representing the public and your community is a privilege that can only be undertaken by engaging with the public and being part of those communities and Council agrees that in this moment of vulnerability it is more necessary than ever to continue to deliver democracy.

Council stands united to honour the work of Sir David, to grieve with his family, constituents and friends.

Council agrees to reaffirm its belief in democracy and pledge to continue to play its part in ensuring that open, representative democracy continues to honour the memory of Sir David Amess and the service he gave to his community.”

- moved by Councillor Whyte, seconded by the Lord Provost

Decision

To approve the motion by Councillor Whyte.

2 Independent Inquiry Report Arising Out of Allegations Concerning the Conduct of the late Sean Bell

Details were provided on the outcome of an independent Inquiry commissioned by the Council into complaints about the conduct of the late Sean Bell, a former senior manager in the Communities and Families directorate, who passed away in August 2020 whilst due to stand trial for sexual offences charges. Police Scotland's criminal investigation was brought to a close following his death.

The Inquiry had been carried out by a specialist team from Pinsent Masons' Manchester office, and overseen by Inquiry Chair, Susanne Tanner QC, the purpose of the which was to establish, amongst other things, whether or not any, or appropriate, steps had been taken by the Council to respond to any past allegations or suspicions of abuse or inappropriate behaviour by Mr Bell.

The independent Inquiry had identified certain failings and missed opportunities on the part of the Council to address the unacceptable conduct of the late Sean Bell and had made recommendations in this regard.

Decision

- 1) To note that the independent Inquiry into complaints about the late Sean Bell, conducted by Pinsent Masons LLP and overseen by Inquiry Chair Susanne Tanner QC, had completed its investigation. The Open Report with Summary, Conclusions and Recommendations (the "Open Report") had been prepared by the independent Inquiry and was attached at Appendix 1 to the report by the Chief Executive.
- 2) To thank the survivors for their courage, sincerity and perseverance, in sharing their horrific experiences to allow the Council to take forward recommendations to improve policies and practice to ensure the Council can identify and deal with matters of abuse swiftly and effectively and also progress a scheme to provide redress for survivors, where appropriate and in accordance with the recommendations from the independent inquiry.
- 3) To additionally thank the witnesses who contributed to the Inquiry, including current and former Council staff, for their candour in doing so.
- 4) To further thank the independent Chair Susanne Tanner QC and the investigation team at Pinsent Masons LLP. Their work had ensured the investigation, conclusions and recommendations were survivor-led and set out a clear way forward as a starting point to strengthen the Council's processes, policies and practice.
- 5) To accept with regret the conclusion at 4.2 of the report by the Monitoring Officer that maladministration and injustice had taken place due to the failure to act on disclosures regarding Sean Bell's conduct.
- 6) To therefore apologise to the survivors in light of their appalling experiences as highlighted by the independent inquiry and more generally the Council apologises for its corporate failings and their impacts as identified in the independent inquiry.

- 7) To agree that the Chief Executive report back to Council within one cycle detailing how the recommendations of the Inquiry would be implemented in full.

In doing so the Chief Executive should meet with Group Leaders before the November Council to provide a sounding board for the detailed development of this work.

- 8) In addition, to agree:
 - a) Without prejudice to any further specific recommendations from the Independent Inquiry on Council's wider culture that a full review of all Council policies relating to staff conduct be undertaken to determine how these could be consolidated and clarified to aid compliance and investigation in future. To note discussions had already begun to improve effectiveness of staff conduct policies as a holistic suite to improve compliance and understanding of the policies as well as access for staff to use policies to be able to more effectively raise issues and get access to support.
 - b) That in delivering the Inquiry Recommendations, the Chief Executive give consideration to expanding the scope of the special investigations unit detailed in paragraph 9.1.1 of the investigation report to include any other serious issues of misconduct including, but not limited to, serious fraud or misappropriation of public funds.
 - c) To request the Chief Executive request details from inquiry team of those that some witnesses described as being part of an "old boy's network". In addition to the recommendations that Human Resources and Internal Audit conduct an assessment of disciplinary issues or complaints handled by any of those actors in order that any issues identified were acted upon and reported appropriately.
 - d) To request a briefing by the Chief Executive to Councillors within one cycle on the circumstances of the departure of Alastair Gaw and Andy Jeffries from Council employment as well as information on the ability (or otherwise) of the Council to progress and conclude disciplinary processes after an employee has resigned.
 - e) To request a briefing by the Chief Executive within one cycle on the processes followed by the internal and external investigations to establish whether there was any misuse of public funds by Sean Bell

and the conclusions reached. In the meantime, to note both the contents of Footnote 1 of the Inquiry Report and Paragraph 4.6 of the Chief Executive's report.

(References - reports by the Chief Executive and the Monitoring Officer, submitted)

3 Minutes

Decision

To approve the minute of the Council of 23 September 2021 as a correct record.

4 Leader's Report

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

- Edinburgh Programme during COP26 – travel in the city
- Condolences to family, friends and colleagues of East Lothian Council Leader, Councillor Willie Innes

The following questions/comments were made:

Councillor Whyte	-	COP26 – street cleanliness
Councillor Burgess	-	COP26 – Climate emergency - UK Government Budget announcement
Councillor Aldridge	-	Low emission zones – revised proposals
Councillor Day	-	East Lothian Council Leader, Councillor Willie Innes
	-	Additional funding for homelessness from the Scottish Government
Councillor Fullerton	-	Condolences to the family and colleagues of Martin Rich, Licensing Team
Councillor Laidlaw	-	Councillor Dickie – cross party working
Councillor Miller	-	COP26 – reducing climate changing pollution
Councillor Louise Young	-	COP26 – Impact on Policing in Edinburgh

Councillor Watt	- Appointment of Angela Voulgari to the post of Equally Safe Edinburgh Committee Lead Officer
	- Support for 16 days of action to end gender based violence against women
Councillor Bird	- Compulsory searches at night clubs – women’s safety
Councillor Doggart	- Concern at NHS Lothian’s announcement that A and E Departments should only be used for life-threatening conditions – share of funding
Councillor Barrie	- Royal High School Preservation Trust – Edinburgh Music School future opportunities
Councillor Lang	- Climate emergency – SNP MSP’s voting in favour of a 3 rd runway at Heathrow Airport
Councillor Munro	- Approaches to the Scottish Government for a share of unspent funding
Councillor McNeese-Mechan	- Public awareness of the impact of fireworks – support for campaign
Councillor Booth	- Edinburgh Slavery and Colonialism Legacy Review Group – Council’s wider work to challenge racism
Councillor Gardiner	UK budget impact on poverty – tapering universal credit and triple lock pensions

5 Amplification of Sound in Public Spaces – Motion by Councillor Neil Ross

a) Deputation – GRASS – Grassmarket Residents Association

A written deputation was presented on behalf of GRASS – Grassmarket Residents Association.

The deputation expressed its support for the motion by Councillor Neil Ross on the amplification of sound in public places and outlined the negative impact that amplified sound from the street, from buskers and street entertainers, had had on the life of residents in the Grassmarket in recent years. They felt that it was noise pollution of the worst kind, making concentration impossible for

those who worked from home, as well as ruining enjoyment of quieter domestic activities

The deputation stressed that lack of regulation, and confusion over who to complain to, certainly made matters considerably worse and felt that police rarely saw such complaints as a priority. They indicated that controls were urgently needed.

b) Deputation – New Town and Broughton Community Council

A written deputation was presented on behalf of New Town and Broughton Community Council.

The deputation welcomed and supported Councillor Neil Ross's motion for the regulation of amplification of sound in public spaces and in particular the creation of straightforward ways for residents and businesses to report disturbances arising from the amplification of sound in public spaces, from whatever sources.

The deputation believed there was no easily defined and enforceable level of acceptable amplified sound, especially in places with high ambient street noise and asked the Council to consider a simple ban on amplification, following the successful Copenhagen policy, with musicians and other performers required to use natural acoustic sound.

c) Motion by Councillor Neil Ross

The following motion by Councillor Neil Ross was submitted in terms of Standing Order 17:

“Council:

- a) Welcomes buskers and street entertainers who liven up our city and who follow the Council's advice to do so at a considerate volume so passers-by can hear but nearby businesses and residents are not disturbed.
- b) Recognises the concerns of residents, businesses and visitors, in particular in the city centre, about the negative auditory impact of over-amplification of sound by some buskers and street entertainers in public spaces when the advice at a) above is ignored.
- c) Notes that a level of noise at or above 85 decibels can damage hearing or inflict pain on the hearer.

- d) Notes that there is a limitation on the amplification of sound for open air events in the standard conditions of the Council's Public Entertainment Licence.
- e) Notes the failure of the Council to bring forward any proposals to control the amplification of sound in public spaces in response to the motion approved by the Council on 22 August 2019.
- f) Notes the answers given on 23 September 2021 to questions on the control of noise from street entertainers and the lack of powers available to the Council to achieve balanced, fair, sensible and positive street performing behaviours.
- g) Therefore, requests the Convener of the Regulatory Committee to write to Ben Macpherson MSP, the Minister for Local Government in Scotland:
 - i) to highlight the negative auditory impact of amplified sound from buskers and street entertainers in public spaces in Edinburgh;
 - ii) to request additional powers to allow the Council to effectively control the amplification of sound in public spaces under the Civic Government (Scotland) Act 1982, whether through an extension of the arrangements governing the licensing of public entertainment or by other means; and
 - iii) to report to the Regulatory Committee within two cycles to provide details of the correspondence with the Minister, including the response received from the Minister and details of any progress made.
- h) Also requests the Council's Street Enforcement team to actively engage with buskers and street entertainers to encourage adherence to the Council's advice on busking, as noted on the Council's website.
- i) Also requests that officers explore the feasibility of creating straight forward ways for residents and businesses to report disturbances to the Council arising from the amplification of sound in public spaces."

- moved by Councillor Neil Ross, seconded by Councillor Osler

Decision

To approve the motion by Councillor Neil Ross.

6 Raising HMO Standards – Motion by Councillor Neil Ross

a) Deputation – Marchmont and Sciennes Community Council

A written deputation was presented on behalf of Marchmont and Sciennes Community Council.

The deputation raised concerns about the high percentage of student flats in the Marchmont and Sciennes area which were HMO's and in particular with complaints from residents over bad behaviour, noise and waste dumping.

The deputation were in agreement with the proposal to raise the standards for HMO Licensing and hoped that there would be some positive and beneficial changes to the current situation.

b) Deputation – Southside Community Council

The deputation indicated that their main concerns were about the number of HMOs in any one stair at one time, the way in which properties were converted and maintained, the availability of contact details for property agents/owners and the proper factoring of properties. They suggested that a register for logging complaints be set up by the Council with the costs for this being covered within the licence fee for HMOs.

c) Motion by Councillor Neil Ross

The following motion by Councillor Neil Ross was submitted in terms of Standing Order 17, and verbally altered in terms of Standing Order 22.5:

“Council:

Notes there are a number of elements of HMO licensing where standards applying to landlords could be raised and best practice amongst letting agents could be encouraged, for example,

1) The issue of application notices to residents -

The regularity of complaints by neighbouring residents that the site notice relating to an HMO application is often not easily seen during the required period of 21 days suggests that residents would be better informed of HMO licence applications if they were given a copy of the site notice, either paper or electronic.

2) The issue of emergency contact details to residents –

Changes in the residents neighbouring HMO licenced properties over the three year period of a licence mean that the current requirement for

landlords and agents to provide contact details, including 24/7 emergency contact details, to every occupier in the same building as the licence applicant's premises and any adjoining premises could be improved by making this an annual requirement.

- 3) The problem of fly tipping and/or abuse of residential waste facilities by contractors employed by landlords or agents –

The increasing use by the Council of enforcement action and the issue of fixed penalties to businesses and landlords found to have illegally dumped waste in the street or abused residential waste facilities suggests that a new HMO condition requiring adherence to acceptable waste disposal practices by landlords, and agents and sub-contractors acting on their behalf, might discourage this behaviour by contractors employed by landlords or agents. Therefore, requests a report to the Regulatory Committee in two cycles on ways to raise standards amongst landlords to improve the conditions of tenants, to provide clarity for neighbours and to encourage best practice amongst letting agents, in particular, to address the matters highlighted above but also other areas where improvements can be made either via changes to HMO conditions or the HMO application process or by other means, both compulsory and voluntary. The report should also outline how HMO conditions, standards and guidance might be updated to reflect legislative changes and should reference the current HMO Licensing context, where relevant.

Motion

To approve the motion by Councillor Neil Ross

- moved by Councillor Neil Ross, seconded by Councillor Osler

Amendment

To retain the opening sentence of the motion by Councillor Neil Ross up to "encouraged" and replace remainder as follows:

"And:

- 1) To note that the HMO licensing conditions displayed on the council website date from 2012, reflecting the last issue of statutory guidance from the Scottish Government, and that there had been significant change in legislation since then.
- 2) To recognise the breach of HMO conditions may give rise to criminal offence so conditions were framed in that light.

- 3) To recognise that raising standards among landlords and letting agents should have, as its primary purpose, the improvement of conditions for tenants; as well as better information for neighbours on matters such as notification of licence applications; regular communication of landlord and agent details; and mis-use of domestic waste by landlords, agents and contractors.
- 4) To therefore agree a report be submitted to Regulatory Committee in two cycles outlining how HMO conditions, standards and guidance might be updated to reflect legislative and good practice change; improvements for tenants; and greater clarity for neighbours.

- moved by Councillor Staniforth, seconded by Councillor Booth

In accordance with Standing Order 21(12), the amendment was adjusted and accepted as an amendment to the motion.

Decision

To approve the following adjusted motion by Councillor Neil Ross:

To note there were a number of elements of HMO licensing where standards applying to landlords could be raised and best practice amongst letting agents could be encouraged, for example,

- 1) The issue of application notices to residents -

The regularity of complaints by neighbouring residents that the site notice relating to an HMO application was often not easily seen during the required period of 21 days suggested that residents would be better informed of HMO licence applications if they were given a copy of the site notice, either paper or electronic.

- 2) The issue of emergency contact details to residents -

Changes in the residents neighbouring HMO licenced properties over the three year period of a licence meant that the current requirement for landlords and agents to provide contact details, including 24/7 emergency contact details, to every occupier in the same building as the licence applicant's premises and any adjoining premises could be improved by making this an annual requirement.

- 3) To recognise that raising standards among landlords and letting agents should have, as its primary purpose, the improvement of conditions for tenants; as well as better information for neighbours on matters such as notification of licence applications; regular communication of landlord and agent details; and mis-use of domestic waste by landlords, agents and contractors

- 4) The problem of fly tipping and/or abuse of residential waste facilities by contractors employed by landlords or agents –

The increasing use by the Council of enforcement action and the issue of fixed penalties to businesses and landlords found to have illegally dumped waste in the street or abused residential waste facilities suggested that a new HMO condition requiring adherence to acceptable waste disposal practices by landlords, and agents and sub-contractors acting on their behalf, might discourage this behaviour by contractors employed by landlords or agents. Therefore, to request a report to the Regulatory Committee in two cycles on ways to raise standards amongst landlords to improve the conditions of tenants, to provide clarity for neighbours and to encourage best practice amongst letting agents, in particular, to address the matters highlighted above but also other areas where improvements could be made either via changes to HMO conditions or the HMO application process or by other means, both compulsory and voluntary. The report should also outline how HMO conditions, standards and guidance might be updated to reflect legislative changes and should reference the current HMO Licensing context, where relevant.

7 Early Days Prevention of Adverse Childhood Experiences – Motion by Councillor Webber

a) Deputation – Wave Trust

The deputation expressed its full support for the proposals for the early days prevention of adverse childhood experiences and urged the Council to agree to the motion by Councillor Webber.

b) Motion by Councillor Webber

The following motion by Councillor Webber was submitted in terms of Standing Order 17, and verbally altered in terms of Standing Order 22.5:

“Council

Notes the work of WAVE Trust and its 70/30 campaign to reduce levels of child abuse, neglect and domestic abuse by 70 per cent by 2030;

Notes that over 700 MPs, MSPs, MLAs, AMs, mayors and local Councillors have endorsed the campaign across all political parties;

Recognises the role that Adverse Childhood Experiences (ACE) play in the entrenchment of intergenerational health and income inequalities and the loss of over £20 billion per year to the UK economy;

Recognises the preventative work already being carried out by the City of Edinburgh Council and acknowledges that there is a wide understanding of ACEs across services, including Education, the impact this can have on children as well as adults, and in turn their care of their own children, and the decisions they make as adults.

Agrees that the Council should further develop their existing wide-ranging early years' strategy to prevent harm to children before it happens, ensuring that all parents are supported to give children the best possible start in life.

Agrees that the Council should explore with WAVE Trust (our/their) ideas on how to achieve 70/30, and to report back to Council in six cycles to indicate what would be required for the key recommendations of this strategy to be implemented and embedded within the culture and processes of the City of Edinburgh Council."

- moved by Councillor Webber, seconded by Councillor Mowat

Decision

To approve the motion by Councillor Webber.

8 Recognition of Dr Elsie Inglis - Motion by the Lord Provost

a) Deputation – Girlguiding Edinburgh

The deputation indicated that it was delighted to be involved in the project working with dedicated and enthusiastic individuals who all believed that the proposed statue of Elsie Inglis was a focus for telling her story. The deputation were keen to promote her characteristics and achievements as a role model for young people in the future.

The deputation urged the council to support their fund-raising project in any way possible.

b) Motion by the Lord Provost

The following motion by the Lord Provost was submitted in terms of Standing Order 17:

"Council:

Recognises that Dr Elsie Inglis (1864 – 1917) was a pioneering Scottish doctor and surgeon becoming the founder of Women's medical practices and hospitals located within the City of Edinburgh.

Further recognises her work and achievements during the First World War I, becoming a Suffragist and founder of the Scottish Women's Hospitals for Foreign Service, sending qualified teams of female nurses to Belgium, France, Serbia and Russia.

Notes that the Lord Provost, Mercat Tours and the Edinburgh Evening News upon the Centennial anniversary of Elsie's death on 26 November 2017 began a fundraising campaign to honour her life and recognise her work in the city and abroad by commemorating her with a statue.

Further notes that:

- our Capital city has more statues of animals than women;
- Elsie Inglis was a woman of character, who inspired others with her determination and pioneering work during inauspicious times;
- Elsie's values mirror those of the Edinburgh 2050 City Vision of **'Thriving, Welcoming, Fair and Pioneering'** which resulted from the **Councils largest consultation with the Citizens of Edinburgh in 2019;**
- to date £2,400 has been raised, and,
- in the past few months the campaign has been rejuvenated with the support of a group of dedicated and passionate volunteers, along with Girl Guiding Edinburgh.

Welcomes the support from all parties involved and commend them for their fundraising efforts planned for March 2022, which includes the Girl Guiding sponsored 'Sit Still' in the Meadows and various afternoon teas being held at the City Chambers and the Royal College of Surgeons Edinburgh.

Council agrees to give full and unequivocal support to all of these activities to raise funds, enabling the life and work of Dr Elsie Inglis to be commemorated in the form of a statue; to be bequeathed to the Citizens of Edinburgh."

- moved by the Lord Provost, seconded by Councillor Griffiths

Decision

To approve the motion by the Lord Provost.

9 Appointment to Committees

Appointments to the Council's committees were made at the Council meeting on 27 May 2021. At its meeting on 24 June 2021, the Council appointed Councillor Rankin to the Pensions Committee and as Convener of that Committee.

Councillor Alasdair Rankin had tendered his resignation as a member and Convener of the Pensions Committee and the Council was asked to appoint Councillor Munn in his place.

Decision

- 1) To appoint Councillor Munn in place of Councillor Rankin on the Pensions Committee.
- 2) To appoint Councillor Munn in place of Councillor Rankin as Convener of the Pensions Committee.
- 3) To note that the Convener of the Finance and Resources Committee was also appointed as a Director of Lothian Pension Fund Employment Ltd.

(References – Act of Council No 7 of 27 May 2021 and Act of Council No 5 of 24 June 2021; report by the Executive Director of Corporate Services, submitted.)

10 BioQuarter Outline Business Case – referral from the Policy and Sustainability Committee

The Policy and Sustainability Committee had referred a report on the Outline Business Case (OBC) for the procurement of a Private Sector Partner (PSP) for BioQuarter project which built upon the Strategic Business Case (SBC), to the Council for agreement to enter into EBQ3 Ltd on the terms outlined in the report by the Executive Director of Place.

Decision

To agree to the Council entering into EBQ3 Ltd on the terms outlined in the report by the Executive Director of Place.

(References – Policy and Sustainability Committee of 5 October 2021 (item 15); referral from the Policy and Sustainability Committee, submitted.)

11 Edinburgh International Conference Centre Hotel and Hotel School – Final Business Case

Details were provided on a final business case for the Council entering into a 25-year head lease on a 349-bedroom hotel that is being developed at Haymarket Edinburgh

by Quartermile Developments Limited for The Prudential Assurance Company Limited. The Council would in turn sub lease the hotel to Edinburgh International Conference Centre Limited (“EICC Ltd”), who would operate the hotel under a Franchise Agreement with the hotel brand Hyatt. The EICC would also operate a hotel school based in the hotel in partnership with Edinburgh College providing a unique training facility for students.

Motion

- 1) To agree the final business case for the Edinburgh International Conference Centre (EICC) hotel and hotel school project (provided in Appendix 1 to the report by the Executive Director of Place).
- 2) To agree that the Council proceed with the EICC hotel and hotel school project on the terms set out in the report and the final business case.
- 3) To note that delegated authority would be granted to the Chief Executive (or any such other officer as they shall sub-delegate to) to proceed with the Agreement for Head Lease, the Agreement for Sub Lease, and any other agreements and actions required to commence the project.
- 4) To note that the Strategic Delivery Agreement (SDA) which would be entered into between the Council and EICC (as referenced in the final business case) was now provided at detailed Heads of Terms stage and that this would be reported to the Housing, Homelessness and Fair Work Committee for consideration once developed into a full SDA covering both hotel and conference activities in January 2022.
- 5) To note that EICC would submit, as part of the SDA, changes to its governance and board composition in order to deliver this project and its wider portfolio of business.

- moved by Councillor McVey, seconded by Councillor Day

Amendment

- 1) To agree not to proceed with the hotel project as outlined.
- 2) To recognise that the final business case rests on a scenario with even greater risks and uncertainty than that presented at the time of the outline business case, particularly with a 25 year financial commitment, without break clauses, based on norms about the scale and nature of tourism, and specifically business tourism, which have been highly disrupted since March 2020.
- 3) To recognise the poor strategic alignment between the council’s 2030 Net Zero Carbon commitments and a business model which sees the council

taking a lease in the city's largest hotel to underpin business which is based on thousands of people flying tens of thousands of miles to attend events.

- 4) To note that hotels account for one tonne in every fifty of global greenhouse gas emissions and therefore expresses disappointment that a hotel which will be ready to operate in late 2024 will achieve an energy rating of only EPC C at a time when new buildings need to be achieving zero carbon standards; and when new hotels are being built in other countries at or near zero energy specification.
- 5) To welcome the commitment to enhance the training offer in partnership with Edinburgh College via the hotel school but note that Council is being asked to approve the lease and associated agreements before the hotel school arrangement had been completed; and therefore encourage the EICC to continue to develop the training and learning opportunity outside of the need for CEC to take a lease of a hotel.
- 6) In light of the points above, to mandate officers to work with EICC to develop alternative ways of funding capital investment in the conference centre and a learning environment with Edinburgh College, based on a business model which is consistent with the city's net zero carbon commitment.

- moved by Councillor Miller, seconded by Councillor Staniforth

Voting

The voting was as follows:

For the motion	-	47 votes
For the amendment	-	9 votes

(For the motion: The Lord Provost, Councillors Aldridge, Arthur, Barrie, Bird, Brown, Cameron, Jim Campbell, Kate Campbell, Child, Day, Dickie, Dixon, Doggart, Doran, Douglas, Fullerton, Gardiner, Gloyer, Gordon, Griffiths, Hutchison, Johnston, Key, Laidlaw, Lang, Macinnes, McLellan, McNeese-Mechan, McVey, Mitchell, Mowat, Munn, Munro, Osler, Perry, Rose, Neil Ross, Rust, Smith, Watt, Webber, Whyte, Wilson, Work, Ethan Young and Louise Young.

For the amendment: Councillors Booth, Burgess, Mary Campbell, Corbett, Graczyk, Main, Miller, Rae and Staniforth.)

Decision

To approve the motion by Councillor McVey.

(References – Act of Council No 15 of 12 March 2020; report by the Executive Director of Place, submitted.)

Declaration of Interests

Councillor Smith declared a non-financial interest in the above item as a former member of EICC.

Councillors Cameron and Whyte declared a non-financial interest in the above item as members of EICC.

Councillor Gordon declared a non-financial interest in the above item as Chair of EICC.

12 Reprioritisation of Capital Budget to Support a Mobile Workforce Solution (Totalmobile) for Homecare and reablement – referral from the Finance and Resources Committee

The Council, in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, agreed that the following item of business should be private for the reason that it involved the likely disclosure of exempt information as defined in Paragraphs 6, 8 and 9 of Part 1 of Schedule 7(A) of the Act.

The Finance and Resources Committee had a referred a report on the Reprioritisation of Capital Budget to support a Mobile Workforce Solution (Totalmobile) for homecare and reablement to the City of Edinburgh Council for approval.

Decision

To approve the reprioritisation of Capital Budget to support a Mobile Workforce Solution (Totalmobile) for homecare and reablement.

(References – Finance and Resources Committee of 7 October 2021 (item 27); referral from the Finances and Resources Committee, submitted.)

13 Unsuitable Accommodation Order: Purchasing Homes – referral from the Finance and Resources Committee

The Council, in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, agreed that the following item of business should be private for the reason that it involved the likely disclosure of exempt information as defined in Paragraphs 8 and 9 of Part 1 of Schedule 7(A) of the Act.

The Finance and Resources Committee had a referred a report on a proposal to purchase up to 270 homes to address an Unsuitable Accommodation Order to the City of Edinburgh Council for approval of Prudential Borrowing of £59.5 million.

Decision

To approve the Prudential Borrowing of £59.5 million.

(References – Finance and Resources Committee of 10 October 2021 (item 28); referral from the Finances and Resources Committee, submitted.)

14 Supporting Teach the Future - Motion by Councillor Mary Campbell

The following motion by Councillor Mary Campbell was submitted in terms of Standing Order 17:

“Council notes the positive work being undertaken by ‘Teach the Future’, a campaign group led by young people in schools and higher education, trying to ensure that all students are substantively taught about the climate emergency and ecological crisis.

Council resolves to support Teach the Future by requesting the Council Leader writes to the Cabinet Secretary for Education and Skills to express Council’s support for the following asks –

- ASK 1: A government commissioned review into how the whole of the Scottish formal education system is preparing students for the climate emergency and ecological crisis which offers recommendations for action at a local authority and individual school level.
- ASK 2: Inclusion of the climate emergency and ecological crisis in teacher education and a new professional teaching qualification.
- ASK 3: Increased priority for sustainability in school inspections and publicly influencing educational ranking.
- ASK 4: A Scottish Climate and Biodiversity Emergency Education Act. Council also requests a report to the Education, Children and Families Committee meeting in March outlining the response to the letter and detailing the work Edinburgh Council is doing to embed learning about the climate emergency and the ecological crisis. This should include planned curriculum work, the Climate Literacy training programme, the work of the Sustainability Board, and how children and young people are being empowered to participate in these changes.”

Motion

To approve the motion by Councillor Mary Campbell.

- moved by Councillor Mary Campbell seconded by Councillor Burgess

Amendment 1

- 1) Council notes the positive work being undertaken by 'Teach the Future', a campaign group led by young people in schools and higher education, trying to ensure that all students are substantively taught about the climate emergency and ecological crisis.
- 2) Council amends motion by Councillor Mary Campbell as follows:

Council resolves to support Teach the Future but notes

- Education Scotland has a range of resources around climate change available for teachers to access and <https://education.gov.scot/improvement/learning-resources/exploring-climate-change/> and w climate change and renewable energy are embedded within the learning experiences of children and young people within the broad general education of Curriculum for Excellence.
- Climate change is addressed through combining experiences and outcomes across curriculum areas in a variety of contexts as part of the theme of Learning for Sustainability (LfS) Scotland's "Vision 2030+ Report" provides a strategic plan and 14 recommendations on how to support Learning for Sustainability up to 2030 including:
 - all learners should have an entitlement to Learning for Sustainability;
 - every practitioner, school and education leader should demonstrate Learning for Sustainability in their practice;
 - every school should have a "whole school approach" to Learning for Sustainability that is robust, demonstrable, evaluated and supported by leadership at all levels;
 - school buildings, grounds and policies should support Learning for Sustainability;
 - a strategic national approach to supporting Learning for Sustainability should be established
- Learning for Sustainability is embedded throughout the General Teaching Council for Scotland's professional standards for teachers. It is also cited in the policy context for community learning and development.
- With regard to sustainability in the built environment, it has been agreed that improvements to the school estate should meet the highest

standards of sustainable and environmental design as set out in Building Better Schools and Principle Six of the School Estate Strategy

3) Council therefore agrees (per the motion):

A report to the Education, Children and Families Committee meeting in March detailing the work Edinburgh Council is doing to embed learning about the climate emergency and the ecological crisis. This should include planned curriculum work, the Climate Literacy training programme, the application of Building Better Schools and Principle Six of the School Estate Strategy, and how children and young people are being empowered to participate in these changes.

- moved by Councillor Laidlaw, seconded by Councillor Rust

Amendment 2

To ensure the positive work already being done by pupils and schools is recognised and used to motivate further action, to change the start of the final sentence in the motion by Councillor Mary Campbell, replacing “This should include” with the following so that it reads:

“The report should include details of what positive action is already being done in schools and supported by the Council, as well as planned curriculum work...”

- moved by Councillor Louise Young, seconded by Councillor Neil Ross

In accordance with Standing Order 21(12), Amendment 2 was accepted as an amendment to the motion.

Voting

The voting was as follows:

For the Motion (as adjusted)	-	39 votes
For Amendment 1	-	15 votes

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

For Amendment 1: Councillors Brown, Jim Campbell, Doggart, Douglas, Hutchison, Johnston, Laidlaw, McLellan, Mitchell, Mowat, Rose, Rust, Smith, Webber and Whyte.)

Decision

To approve the following adjusted motion by Councillor Mary Campbell:

Council notes the positive work being undertaken by 'Teach the Future', a campaign group led by young people in schools and higher education, trying to ensure that all students are substantively taught about the climate emergency and ecological crisis.

To resolve to support Teach the Future by requesting the Council Leader write to the Cabinet Secretary for Education and Skills to express Council's support for the following asks –

- ASK 1: A government commissioned review into how the whole of the Scottish formal education system is preparing students for the climate emergency and ecological crisis which offers recommendations for action at a local authority and individual school level.
- ASK 2: Inclusion of the climate emergency and ecological crisis in teacher education and a new professional teaching qualification.
- ASK 3: Increased priority for sustainability in school inspections and publicly influencing educational ranking.
- ASK 4: A Scottish Climate and Biodiversity Emergency Education Act. Council also requests a report to the Education, Children and Families Committee meeting in March outlining the response to the letter and detailing the work Edinburgh Council is doing to embed learning about the climate emergency and the ecological crisis. The report should include details of what positive action is already being done in schools and supported by the Council, as well as planned curriculum work.

15 Engine Idling - Motion by Councillor Neil Ross

The following motion by Councillor Neil Ross was submitted in terms of Standing Order 17:

"Council:

- 1) Notes that while emissions from stationary vehicles are only a small contributor to overall levels of air pollution, they can cause discomfort to people in the immediate vicinity, particularly where they occur in sensitive areas (e.g. outside schools). High levels of localised pollution can also trigger the symptoms of asthma and other respiratory diseases in vulnerable people.
- 2) Notes that the Council has powers under the Environment Act 1995 to tackle engine idling and, in the vast majority of cases, the only action required will be to remind a driver to switch off the engine while the vehicle is parked. If a

driver refuses to co-operate, the Council can issue a Fixed Penalty Notice of £20. The Council's Street Enforcement team currently carries out vehicle emission enforcement, but it is possible to also employ a third party to carry this out.

- 3) Notes that the Council employs NSL to regulate and enforce parking in the city.
- 4) Requests that the Council should engage with NSL to discuss the potential for vehicle emission enforcement by parking attendants including, in particular:
 - i) the issue of appropriately worded leaflets to remind drivers whose engines are idling of their legal obligation to switch off the engine when parked;
 - ii) where a driver refuses to co-operate, the issue a Fixed Penalty Notice of £20; and
 - iii) to report on the result of the discussions within two cycles to the Transport and Environment Committee.”

- moved by Councillor Neil Ross, seconded by Councillor Lang

Decision

To approve the motion by Councillor Neil Ross.

16 Local Electricity Bill - Motion by Councillor McVey

The following motion by Councillor McVey was submitted in terms of Standing Order 17:

““Council:

- 1) Notes the reduction of more than 60% in Edinburgh Council carbon emissions achieved, far exceeding the 42% 2020 target and acknowledges the ongoing efforts to get to net-zero as a City by 2030.
- 2) Recognises the very large financial setup and running costs involved in selling locally generated renewable electricity to local customers result in it being impossible for local renewable electricity generators to do so.
- 3) Further recognises that making these financial costs proportionate to the scale of a renewable electricity supplier's operation would create significant opportunities for local companies, community groups and councils to be providers of locally generated renewable electricity directly to local people, businesses and organisations, if they wished, providing revenues received by

such local companies, community groups or councils that chose to become local renewable electricity providers could be used to help improve the local economy, local services and facilities and to reduce local greenhouse gas emissions.

- 4) Notes that the Parliamentary Environmental Audit Committee, as a result of its 2021 Technological Innovations and Climate Change inquiry, recommended that a Right to Local Supply for local energy suppliers be established to address this.
- 5) Supports the Local Electricity Bill, currently supported by a cross-party group of 264 MPs and which, if made law, would establish a Right to Local Supply which would promote local renewable electricity supply by making the setup and running costs of selling renewable electricity to local customers proportionate to the size of the supply company; and requests the Council leader writes to the UK Government and Edinburgh's MP's to highlight Council's support for the Bill."

- moved by Councillor McVey, seconded by Councillor Day

Decision

To approve the motion by Councillor McVey.

17 Universal Credit Cut and Child Poverty - Motion by Councillor McVey

The following motion by Councillor McVey was submitted in terms of Standing Order 17,

"Council:

- 1) Notes that the Conservative UK Government has by failing to make permanent its Covid related increase in Universal Credit cut around £1,000 from the incomes of 35,000 Edinburgh families, and an estimated further 6 million households in the rest of the UK, at a time when the cost of living is rising sharply.
- 2) Notes the widespread opposition to this cut – with Holyrood voting to condemn this plan in the Scottish Parliament on September 28th 2021 - with only Conservatives MSPs supporting the Conservative UK Government's withdrawal of this support from those most in need in our society.
- 3) Notes analysis from the Joseph Rowntree Foundation showing this will take £35m from residents in Edinburgh who need it most, pushing thousands more families, including thousands of children, into poverty.

- 4) Notes the compounded impact of this cut on existing policies such as the abhorrent two child cap for children born after April 2017 (and its grossly insensitive “rape clause”), the recent decision of the UK Conservative Government to increase National Insurance, energy price rises and other factors which means the impact on a single working parent with 2 children could be up to £1,750 a year according to analysis by the Joseph Rowntree Foundation.
- 5) Council joins the Scottish Parliament, Edinburgh Poverty Action Group and more than 100 organisations including JRF, Child Poverty Action Group, Citizens Advice Scotland, Crisis, One Parent Families Scotland, The Poverty Alliance, the Robertson Trust, and others in condemning this action as an attack on those most in need in our city and demands the Conservative UK Government reverse this cut.
- 6) Welcomes the use of devolved powers to create the Scottish Child Payment, at £520 per child per year with no cap on families’ entitlements. Notes this will go some way to mitigate the effects on child poverty of the UK Government’s Universal Credit cut.
- 7) Supports the Council Leader and Deputy Leader in writing to the Conservative UK Government setting out the impact of our City of the Universal Credit cut set within the context of the Poverty Commission Report. Further ask that the Council Leader and Deputy Leader writes to Scottish Government Ministers to explore other actions that can mitigate the impacts to poverty by the UK Government’s actions, including increasing the rate of the Scottish Child Payment.”

Motion

To approve the motion by Councillor McVey.

- moved by Councillor McVey, seconded by Councillor Day

Amendment

To delete all of Councillor McVey’s motion and replace with:

Council:

- 1) Notes that the Conservative UK Government is increasing the national living wage to £9.50 an hour, boosting low-paid full-time workers by an estimated £1,000 a year.
- 2) Recognises the decision to extend the temporary £20 per week uplift for six months during the height of the pandemic and that UK Government spending

during the pandemic delivered an additional £14.5 billion for the Scottish Government.

- 3) Council also notes the key observation from the Edinburgh Poverty Commission (EPC) that, "There is no pathway to ending poverty in Edinburgh without resolving the city's housing crisis".
- 4) Further notes the EPC's call for the Scottish Government "as an urgent priority, to ensure the city has the right funding and support to meet its social housing expansion needs."
- 5) Is therefore concerned that the City Plan 2030 recognises a need for 42,900 affordable homes in the period 2021-2032, but sets the affordable housing supply target at 17,350 in the same period.
- 6) Notes with further concern that the City Plan 2030 housing technical note states, "It is not realistic to set a target which provides in full for the need for affordable housing identified."
- 7) Therefore, regrets that over the next ten years the authority and the Scottish Government will be unable to meet even half the identified need for affordable housing and that this represents a failure to address a core cause of poverty in Edinburgh.
- 8) Council therefore instructs the council leader and the Housing, Homelessness and Fair Work Convener to work with the Scottish Government and to produce a plan which addresses this shortfall, to be brought forward in a report to be presented to the Housing, Homelessness and Fair Work in three cycles.

- moved by Councillor McLellan, seconded by Councillor Jim Campbell

Voting

The voting was as follows:

For the motion	-	41 votes
For the amendment	-	15 votes

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

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

Decision

To approve the motion by Councillor McVey.

18 Community Wealth - Motion by Councillor Day

The following motion by Councillor Day was submitted in terms of Standing Order 17,

“Acknowledges the benefits of Community Wealth building approach, and understands the Council leads in many areas of this, in particular our in-built Community Benefits schemes and employment opportunities.

Community Wealth Building can be described as people-centred approach to local economic development, which redirects wealth back into the local economy, and places control and benefits into the hands of local people. Championed in Scotland with the Centre for Local Economic Strategies (CLES).

Notes the 5 key principles of Progressive Procurement, Fair Employment, Shared Ownership, socially just use of assets, and making financial power work for local places.

Calls for a report in two cycles to Policy and Sustainability committee setting out Edinburgh’s approach to People centred approaches/Community Wealth building and identify any further opportunities going forward.”

Motion

To approve the motion by Councillor Day.

- moved by Councillor Day, seconded by Councillor McVey

Amendment

To add to the motion by Councillor Day:

“for Edinburgh and non-Edinburgh Communities alike, including any detrimental impacts on either or both.”

- moved by Councillor Jim Campbell, seconded by Councillor Mowat

Voting

The voting was as follows:

For the motion	-	41 votes
For the amendment	-	15 votes

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

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

Decision

To approve the motion by Councillor Day.

19 Responsible and Sustainable Pension Fund Investments - Motion by Councillor Munn

The following motion by Councillor Munn was submitted in terms of Standing Order 17,

“Notes that the holding of COP26 in Glasgow 31 Oct-12 Nov brings with it a focus on Local Government Pension Scheme investments in fossil fuels.

Notes that Lothian Pension Fund has a fiduciary duty to deliver the best returns for its pension holders and that fiduciary duty must be paramount in all decision making around the pension fund.

Notes that Lothian Pension Fund is a member of Climate Action 100+ and in September signed the Global Investor Statement on Climate calling on governments to urgently ramp up their efforts to address the climate crisis.

Notes the ongoing work of Lothian Pension Fund in actively engaging with companies it holds shares in to meet environmental, social and corporate governance standards as set out in the funds Statement of Responsible Investment Principles.

Notes Lothian Pension Fund holds shares in green technologies of around £120m in 2021 but has residual shares in companies operating in fossil fuels of around £118m in 2021. Further notes the Fund is using data from the Transition Pathway Initiative (TPI), to encourage companies to adopt business models and strategies that are in line with the aims of the Paris agreements. Our ambition is that all holdings covered by TPI [will have achieved a level 4 assessment and] have a business plan whose carbon performance is in-line with the Paris agreement or better by 2025.

Notes that the Council and wider city are working to objectives of achieving a net-zero carbon position by 2030 and driving down poverty and making Edinburgh a living wage City.

Council requests the Council Leader writes to the pension fund to seek assurance on the robustness of the Funds response to climate change and the need for action, an assurance that divestment will proceed for investments that are not TPI level 4 compliant by 2025, particularly as COP26 takes place in Scotland. Council further requests that the pension fund make a net zero commitment, incorporating detail on how to achieve this into the next iteration of the fund's Statement of Responsible Investment Principle, due June 2022.

Further requests the Leader set out Council and citywide policies to be taken into consideration when making investment decisions, including requesting the pension fund formally sign up to the City's climate compact."

Motion

To approve the motion by Councillor Munn.

- moved by Councillor Munn, seconded by Councillor Griffiths

Amendment 1

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

- 1) Believes that the current policy of Lothian Pension Fund (LPF) to continue investments in fossil fuel companies is not compatible with the decision of this Council to declare a Climate Emergency and to seek to reduce the City's contribution to climate-changing pollution to net zero by 2030;
- 2) Recognises the 'fiduciary duty' of the LPF to make returns for its members, however, notes that there are financial and reputational risks to the pension fund by continuing with investments in fossil fuels, including the possibility of stranded assets and reduced returns on investments;
- 3) Further recognises that this Council and the LPF should also have a wider duty of care towards its members and that the impacts of climate change are likely to affect the well-being of these members, including financially as a result of disruption to the economy;
- 4) Believes that a great number of members of the LPF would not wish to see their investments continuing to contribute to the global Climate Emergency;
- 5) Notes that across the world hundreds of institutions have already committed to divest from fossil fuels, including this week Dutch pensions provider ABP reported as divesting of €15bn in oil, coal and gas shares, their CEO stating:

'We part with our investments in fossil fuel producers because we see insufficient opportunity for us as a shareholder to push for the necessary, significant acceleration of the energy transition at these companies' ;

- 6) Notes the growing market in renewable energy and energy efficiency services and the opportunity for pension funds such as LPF to make secure and profitable investments in these clean energy companies instead from fossil fuels;
- 7) Welcomes the recognition in the motion that divestment has a role to play in de-carbonising investments however believes paragraph 7 could be strengthened to read:

*Council requests the council leader writes to the pension fund to seek an **assurance that divestment will proceed for investments that are not aligned with a 1.5 degree Paris aligned scenario according to the TPI's 'carbon performance' metric by 2025;***

- 8) However, notwithstanding this, Council believes that the Lothian Pension Fund should divest from all companies whose business is the extraction and trading in fossil fuels as a matter of urgency and therefore requests that LPF should produce a report by the first quarter of 2023 as to how this will be achieved

- moved by Councillor Burgess, seconded by Councillor Booth

Amendment 2

To agree to make the following amendment to replace the penultimate paragraph of the motion by Councillor Munn with the following:

'Council requests the Council Leader writes to the pension fund to seek assurance on the robustness of the Fund's response to climate change and the need for action and assurance that divestment of the shares of companies that are not TPI level 4 compliant by 2025 is the pension fund's clear intention. Council further requests that the pension fund make a net zero commitment, incorporating detail on how to achieve this into the next iteration of the fund's Statement of Responsible Investment Principles, due June 2022.'

- moved by Councillor Neil Ross, seconded by Councillor Louise Young

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

Voting

The voting was as follows:

For the Motion (as adjusted) - 47 votes
For Amendment 1 - 9 votes

(For the motion (as adjusted): The Lord Provost, Councillors Aldridge, Arthur, Barrie, Bird, Brown, Cameron, Jim Campbell, Kate Campbell, Child, Day, Dickie, Dixon, Doggart, Doran, Douglas, Fullerton, Gardiner, Gloyer, Gordon, Griffiths, Hutchison, Johnston, Key, Laidlaw, Lang, Macinnes, McLellan, McNeese-Mechan, McVey, Mitchell, Mowat, Munn, Munro, Osler, Perry, Rose, Neil Ross, Rust, Smith, Watt, Webber, Whyte, Wilson, Work, Ethan Young and Louise Young.

For the amendment: Councillors Booth, Burgess, Mary Campbell, Corbett, Graczyk, Main, Miller, Rae and Staniforth.)

Decision

To approve the following adjusted motion by Councillor Munn:

- 1) To note that the holding of COP26 in Glasgow 31 Oct-12 Nov brings with it a focus on Local Government Pension Scheme investments in fossil fuels.
- 2) To note that Lothian Pension Fund had a fiduciary duty to deliver the best returns for its pension holders and that fiduciary duty must be paramount in all decision making around the pension fund.
- 3) To note that Lothian Pension Fund was a member of Climate Action 100+ and in September signed the Global Investor Statement on Climate calling on governments to urgently ramp up their efforts to address the climate crisis.
- 4) To note the ongoing work of Lothian Pension Fund in actively engaging with companies it holds shares in to meet environmental, social and corporate governance standards as set out in the funds Statement of Responsible Investment Principles.
- 5) To note Lothian Pension Fund held shares in green technologies of around £120m in 2021 but had residual shares in companies operating in fossil fuels of around £118m in 2021. To further note the Fund was using data from the Transition Pathway Initiative (TPI), to encourage companies to adopt business models and strategies that were in line with the aims of the Paris agreements. Our ambition was that all holdings covered by TPI [will have achieved a level 4 assessment and] have a business plan whose carbon performance was in-line with the Paris agreement or better by 2025.
- 6) To note that the Council and wider city were working to objectives of achieving a net-zero carbon position by 2030 and driving down poverty and making Edinburgh a living wage City.

- 7) To request the Council Leader write to the pension fund to seek assurance on the robustness of the Fund's response to climate change and the need for action and assurance that divestment of the shares of companies that were not TPI level 4 compliant by 2025 was the pension fund's clear intention. To further request that the pension fund make a net zero commitment, incorporating detail on how to achieve this into the next iteration of the fund's Statement of Responsible Investment Principles, due June 2022.
- 8) To further request the Leader set out Council and citywide policies to be taken into consideration when making investment decisions, including requesting the pension fund formally sign up to the City's climate compact.

Declaration of Interests

Councillor Rose declared a non-financial interest in the above item as a member of Lothian Pension Fund.

Councillors Burgess, Munn and Neil Ross declared a non-financial interest in the above item as members of the Pensions Committee.

Councillor Aldridge declared a financial interest in the above item as a person in receipt of a pension from Lothian Pension Fund.

20 Small Business Saturday - Motion by Councillor Lezley Marion Cameron

The following motion by Councillor Lezley Marion Cameron was submitted in terms of Standing Order 17,

“Council notes the continuing challenges facing small business across the city in their attempts to reopen and recovery from the impact of Covid 19 and Brexit; and doing so in keeping with Scottish Government guidance.

Council welcomes the innovative and imaginative ways in which small businesses have adapted their operations, supply chains, and their offering to customers during this difficult period.

Council congratulates businesses which have taken steps to successfully reduce their carbon footprint; improve the overall sustainability of their operations, reducing waste and encouraging customers to adopt behaviours which contribute to this.

Council also recognises the efforts made by businesses to invest in the accessibility and appeal of their premises and “shop fronts” and the meaningful contribution this makes to the inclusiveness, attractiveness and vibrancy of Edinburgh's local high streets and city centre.

Council continues to proactively support Small Business Saturday, taking place this year on Saturday 4th December and to encourage Edinburgh residents and visitors to explore and support the wonderful and diverse range of local and small businesses in Edinburgh.

Council is also committed to continue to increase its procurement spend with small and local business and to continue to provide procurement advice and support to Council suppliers, meet the buyer events etc.

Council calls for a campaign in the run-up to and including Small Business Saturday which encourages businesses to make their business premises meaningfully more accessible and their operations more sustainable.

Council calls for a report to the Policy and Sustainability Cttee within 2 cycles setting out what advice and practical support Council can give to the small business sector to assist them improve the accessibility of their premises and to improve the overall sustainability of their business operations.”

- moved by Councillor Lezley Marion Cameron, seconded by Councillor Kate Campbell

Decision

To approve the motion by Councillor Lezley Marion Cameron.

21 Hibernian and Hearts Ladies Football Teams Encouraging Women and Girls into Sport - Motion by Councillor Barrie

The following motion by Councillor Barrie was submitted in terms of Standing Order 17,

“Council applauds Hibernian Football Club’s decision to throw open the doors of Easter Road Stadium to host the Women’s Premier League fixture, Hibernian Women versus Hearts on September 29th, with no admission charge to fans.

This ground-breaking initiative to support and promote women’s football in our city, by playing the game in a major stadium, free of charge to fans, is extremely welcome. This initiative saw a recordbreaking crowd of 5,512 fans attend a thrilling game where Hibernian Women prevailed with a 3-0 win.

Council congratulates both teams, those on the field and behind the scenes, for their part in making this such a success, whilst demonstrating what a credit to the city both teams are, and also for doing a magnificent job in supporting and encouraging girls and women in to sport at all levels.”

- moved by the Lord Provost, seconded by Councillor Griffiths

Decision

To approve the motion by Councillor Barrie.

22 Jack Kane Community Centre - Motion by Councillor Kate Campbell

The following motion by Councillor Kate Campbell was submitted in terms of Standing Order 17,

“Council notes the exceptional work of the Jack Kane Community Centre, in partnership with the Council, in supporting young people in the wider Craigmillar and Niddrie community.

Council recognises the award of three-year funding through BBC Children in Need, gained by listening and acting on volunteering stories, and recognises the additional value such a proactive approach from the Jack Kane Community Centre brings, using the funding and support from the council to leverage in further funding and projects to support the community.

Council congratulates the Jack Kane Community Centre staff and volunteers for the superb achievement of becoming the first community centre in Edinburgh and Scotland to gain the CLD standards mark for the quality of the educational experience they provide, and the acknowledgement that the core principles and values of CLD competencies are embedded in the work they carry out with young volunteers alongside the other valuable work that takes place across the centre.

Council agrees that the Lord Provost will write to the management committee to share council’s congratulations and appreciation of their work, and reaffirm our commitment to continue to work with them to develop opportunities for the wonderful community and young people they support.”

- moved by the Lord Provost, seconded by Councillor Griffiths

Decision

To approve the motion by Councillor Kate Campbell.

23 George Heriot's – Independent School of the Year 2021 - Motion by Councillor Bruce

The following motion by Councillor Bruce was submitted in terms of Standing Order 17,

“Council recognises George Heriot's School has, for many years, given educational opportunities to children who have lost a parent or indeed to refugees fleeing war-torn countries.

That the school has a strong work ethic for both pupils and staff within a safe and friendly environment where pupils are openly encouraged to help each other in times of need.

That this has been endorsed by the judges of the 2021 Independent School of the Year awards, who said the school “exemplifies the pioneering and generous spirit of independent education”.

Council therefore congratulates George Heriots for being named Independent School of the year 2021 ahead of over 700 nominated schools in the United Kingdom, and also Coeducational School of the year, and asks the Lord Provost to send a letter of congratulation to the school to recognise this achievement.”

- moved by the Lord Provost, seconded by Councillor Griffiths

Decision

To approve the motion by Councillor Bruce.

Declaration of Interests

Councillor Doggart declared a non-financial interest in the above item as the parent of a young person who attended the school mentioned in the motion.

24 80 Years of Life Care - Motion by Councillor Mitchell

The following motion by Councillor Mitchell was submitted in terms of Standing Order 17,

“Council:

- congratulates LifeCare on 80 successful years of serving the community and wider city since 1941;
- recognises the work of LifeCare supporting people with dementia, the elderly, those with reduced mobility, older people living in deprivation, and the socially isolated in Edinburgh over eight decades;

- particularly acknowledges that over the last year LifeCare has worked with and supported over 770 vulnerable older people in especially trying circumstances;
- thanks LifeCare for continuing to support and empower older people to live independently and happily in their community, and asks the Lord Provost to appropriately mark LifeCare’s 80th birthday.”

- moved by the Lord Provost, seconded by Councillor Griffiths

Decision

To approve the motion by Councillor Mitchell.

Declaration of Interests

Councillors Mitchell and Osler declared a non-financial interest in the above item as observers on Life Care (Edinburgh) Ltd.

25 Questions

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

Appendix 1

(As referred to in Act of Council No 25 of 28 October 2021)

QUESTION NO 1

By Councillor Lang for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 28 October 2021

At its April 2021 meeting, the Transport and Environment Committee considered the report “Delivery of the Road Safety Improvements Programme”.

Paragraph 4.11 of the report said that a programme to roll out appropriate speed reduction measures on the roads listed in appendix 3 would be developed “shortly”.

Question (1) What speed reduction measures have been agreed for each of the roads listed in appendix 3 of the report?

Answer (1) Appendix 3 of the [April 2021](#) report identified 91 20mph streets and three 30mph streets which had been highlighted in traffic surveys for further investigation for further speed reduction measures.

The measures for each street will vary, but could include signage and road markings, vehicle activated speed signs and speed indication devices, safety cameras or physical traffic calming measures.

There are 57 streets where measures are expected to be implemented in 2021/22. The Road Safety team can provide details of the proposed measures on these streets to Elected Members if requested.

Question (2) Which of these agreed speed reduction measures have already been implemented?

Answer (2) Additional speed reduction measures have been implemented at two of the streets (Fettes Avenue and Orchard Road) identified in the April 2021 report and in one other street (Queen’s Drive).

Question (3) Which of the remaining speed reduction measures are expected to be implemented by the end of the calendar year?

Answer (3) Additional speed reduction measures are expected to be delivered on a further 54 streets before the end of this financial year (31 March 2022), as shown in Table 1 below.

The actual implementation dates will depend on the appointment of contractors and the necessary statutory road works registrations being in place.

Table 1 – Implementation of additional road safety measures

	20mph Speed Limits	Implemented already	Implemented by end 2021/22
1	Abbey Mount		X
2	Abercromby Place		
3	Balcarres Street		X
4	Beaufort Road		X
5	Bellevue (B901)		X
6	Blackford Avenue		X
7	Braid Avenue		X
8	Braid Hills Road		X
9	Braid Road		X
	Braid Road		
10	Bridge Road		X
11	Brighton Place		X
12	Broughton Road		X
13	Brunstane Road South		X
14	Cammo Gardens		
15	Campbell Avenue		
16	Chester Street		
	Chester Street		
17	Christiemiller Avenue		X
18	Claremont Park		X
19	Clermiston Road		
20	Corbiehill Road		
21	Craigcrook Road (west)		X
22	Craigentenny Avenue		X
23	Craigentenny Road		X
	Craigentenny Road		
24	Craighouse Gardens		
25	Craighouse Road		X
26	Craigs Road		
27	Douglas Gardens		
28	Drum Brae Drive		
	Drum Brae Drive		
29	East Fettes Avenue		X
30	East Hermitage Place		X

31	Ellersly Road		
32	Falcon Road West		X
33	Fettes Avenue	X	
34	Fillyside Road		X
35	Freelands Way		X
36	Gordon Road		
37	Grange Road		X
38	Great King Street		
39	Hermitage Drive		X
40	High Street, Kirkliston		
41	Inverleith Place		X
42	Inverleith Row		X
43	Joppa Road		X
44	Kilgraston Road		X
45	Kingsknowe Road South		
46	Kirkliston Road		
47	Ladywell Road		
48	Lennel Avenue		
49	Lennymuir		
50	Lochend Road		X
51	Lochend Road (A8)		
52	Lower Granton Road		
	Lower Granton Road		
	Lower Granton Road		
53	Main Street, Davidsons Mains		
54	March Road		X
55	Marchmont Road		X
56	Marionville Avenue		X
	Marionville Avenue		
57	Mayfield Road		X
58	Midmar Drive		X
59	Milligan Drive		X
60	Morningside Drive		X
61	Mountcastle Drive South		X
	Mountcastle Drive South		
62	Mounthooly Loan		X
63	Murrayfield Road		
64	Myreside Road		
65	Northfield Broadway		X
	Northfield Broadway		
	Northfield Broadway		
66	Orchard Road	X	
	Orchard Road		
67	Polwarth Gardens		X
68	Portobello High Street/Abercorn Terrace		X
69	Prestonfield Avenue		
70	Quality Street		

71	Queen Street		
	Queen Street		
72	Ravelston Dykes		
73	Restalrig Avenue		X
74	Restalrig Road South		X
75	Robertson Avenue		X
76	Saughtonhall Drive		
77	Scotstoun Avenue		
78	Slateford Road		
79	Starbank Road		
80	Stirling Road, Kirkliston		
81	Sleigh Drive		X
82	Stevenson Drive (20s section)		X
83	Strachan Road		X
84	Swanston Road		x
85	Turnhouse Farm Road		
86	Turnhouse Road		
87	Wakefield Avenue		X
88	Westburn Avenue		X
89	Whitehouse Road		X
90	Wilkieston Road		X
91	Woodhall Road		X

	30mph Speed Limits	Implemented already	Implemented by end 2021/22
1	Builyeon Road		
	Builyeon Road		
2	Cammo Road		
3	Freelands Road		

	Not on April 2021 List (20mph)	Implemented already	Implemented by end 2021/22
1	Queen's Drive	X	

Supplementary Question

Can the Convener list the specific measures which will be introduced in each of the 57 streets where measures are expected in 2021/22?

**Supplementary
Answer**

As set out in answer 1 above, the measures that will be installed in each street will vary, but could include improved signage and road markings, vehicle activated speed signs (VASS) and speed indication devices, safety cameras or physical traffic calming measures.

The main factor used to determine which types of measure are most appropriate are the average speeds recorded in traffic surveys undertaken on each street. This is supplemented by an assessment of the nature and road layout of the street, which will also determine the most appropriate locations for additional measures to be introduced.

Some examples of the measures being introduced are provided below:

Street	Measures Proposed
Orchard Road	Physical traffic calming measures (road humps)
Fettes Avenue	Speed limit roundel refresh
Marionville Avenue and Restalrig Avenue	Physical traffic calming measures
Abbey Mount	Roundel relocation, additional painted roundel and SLOW markings refresh
East Fettes Avenue	Signs and line refresh, install advisory cycle lanes to narrow carriageway
Bridge Road	Physical calming measures (raised crossing and speed cushions), temporary VASS locations and refresh 20mph signs and roundels
Wilkieston Road	Physical calming measures (raised crossing), temporary VASS locations and refresh 20mph signs and roundels
Abercorn Terrace	Physical calming measures (build outs with uncontrolled crossing points)

Swanston Road	Signage and roundel refresh/relocation and temporary VASS locations
Freelands Way	Signage review, new roundels and temporary VASS locations

For details of proposed measures on other specific streets, please contact the Road Safety team.

QUESTION NO 2

By Councillor Lang for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 28 October 2021

Question

What progress has been made in the review of school travel plans since work commenced in November 2020?

Answer

Updates on the review of school travel plans have been provided to Transport and Environment Committee on [28 January 2021](#), [17 June 2021](#) and [14 October 2021](#).

Due to difficulties arising from the Covid-19 pandemic which prevented the direct engagement required with schools and pupils, the review was put on hold following the survey of the James Gillespie's cluster (November 2020).

The review restarted at the end of August 2021, following the school summer break, prioritising those schools where Spaces for People measures have been implemented.

Travel surveys have since been undertaken with parents at 11 schools and the data gathered from these surveys is currently being analysed to inform the development of draft travel plans, prior to further consultation with the schools and parent councils.

Supplementary Question

In her answer, the Convener said the COVID pandemic prevented direct engagement with schools and pupils and therefore meant the review of school travel plans was put on hold. However, the review itself was announced in November 2020 at the height of the pandemic. Can the Convener clarify why a review was promised when it was not feasible to carry out the review at the time?

Supplementary Answer

Officers began planning and preparing for the School Travel Plan Review in late 2019/early 2020, with the Review originally planned to commence in August 2020. However, this was delayed, due to schools closing in March 2020 in response to the COVID-19 pandemic.

The Review subsequently commenced in November 2020, following the return of children to schools from mid-August. However, work had to be suspended when schools closed for a second time in January 2021

QUESTION NO 3

By Councillor Lang for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 28 October 2021

Question (1) On what date did the Convener first become aware of the decision of officers to review those residents who are registered for assisted waste collections?

Answer (1) On 12 November 2020, Committee approved a report regarding kerbside waste collection policies. It was indicated in this report that reviews will happen under the assisted collections policy -

- We will contact you regularly to check whether you still need the service.
- This will not usually take place more often than annually, except where a temporary assisted collection has been agreed for a shorter period.

In terms of the current review, I was made aware by an email circulated to all elected members on 15 October 2021.

Question (2) Was the Convener consulted on either the need for a review or the process which was proposed to be undertaken?

Answer (2) As it had been agreed by Committee that reviews would take place, no consultation was needed.

Question (3) If the Convener was consulted, did she approve of the review and processes proposed?

Answer (3) N/A

Question (4) Specifically, did the Convener consent to the intention to remove someone from assisted collections if they did not reply to either of the two letters?

Answer (4) N/A

Question (5) What is the Convener's current view on (a) the need for the review and (b) the processes being proposed for the review?

Answer

- (5) There are currently 7500 assisted collections across the city. Crews were frequently reporting that bins were being presented at the kerbside in the usual manner at some of the addresses concerned. This would clearly indicate that the circumstances for an assisted collection may have changed.

In the interest of service efficiency and correct application of resources where they are most needed a review, clearly signalled in the Transport & Environment Committee report of November 2020, should be welcomed.

Back in December 2017/January 2018, those flagged by crews as requiring a review were contacted if details were available. Following the volume of feedback received from crews that bins listed for assisted collections were being presented at the kerbside it was decided that a city-wide review of all assisted collection customers would be carried out to ensure we are holding accurate details.

As part of developing this review it was also acknowledged that we do not hold details of the customer requiring an assisted collection, only the address. This means we did not hold contact details and were unable to address any issues a customer may be experiencing with their collections (for example, if we are unable to gain access because the gate was locked).

This review was developed in a way that allows us to not only check if the service is still required but also able to capture contact details for future management of the assisted collection and any issues experienced with collections. This ensures that we remove properties that no longer require assistance (this could be due to change of circumstances or residents at the property) whilst improving the service to those who do require assistance.

It is clear from the service team's response to councillor enquiries that everyone is very aware of the need for sensitivity and care in reviewing these requests for assisted collections. I have confidence in the processes as outlined in the councillor briefing and subsequent service team emails to councillors.

**Supplementary
Question**

With respect to answer (4) and whilst respecting that consent was neither sought nor given, can the Convener clarify if she approves of the intention to remove someone from assisted collections if they do not respond to one of the two letters?

**Supplementary
Answer**

The assessment being undertaken to ascertain whether the Assisted Collections service is being targeted correctly is the right thing to do. Any change in circumstances when dealing with sometimes vulnerable residents requires to be carefully handled and I am confident, as already outlined in answer 3, of the team's desire to handle this as carefully and as sensitively as possible. While there may be instances where this exercise may give cause for concern to residents, I do not believe that there is particular number of letter notifications that would necessarily prevent that concern. Two letters of notification is a reasonable number of contacts, particularly when there is an undertaking from the service to take this forward in an appropriate manner.

It is also important to recall that this approach is one which will not only increase council efficiency in how we undertake our Waste collections, thereby ensuring no wasted resources, but that it also ensures that those people who truly require the service are being correctly supported.

QUESTION NO 4

By Councillor Lang for answer by the Vice-Convener of the Transport and Environment Committee at a meeting of the Council on 28 October 2021

Question (1) On what date did the Vice-Convener first become aware of the decision of officers to review those residents who are registered for assisted waste collections?

Answer (1) On 12 November 2020, Committee approved a report regarding kerbside waste collection policies. It was indicated in this report that reviews will happen under the assisted collections policy -

- We will contact you regularly to check whether you still need the service.
- This will not usually take place more often than annually, except where a temporary assisted collection has been agreed for a shorter period.

In terms of the current review, I was made aware by an email circulated to all elected members on 15 October 2021.

Question (2) Was the Vice-Convener consulted on either the need for a review or the process which was proposed to be undertaken?

Answer (2) As it had been agreed by Committee that reviews would take place, no consultation was needed.

Question (3) If the Vice-Convener was consulted, did she approve of the review and processes proposed?

Answer (3) N/A

Question (4) Specifically, did the Vice-Convener consent to the intention to remove someone from assisted collections if they did not reply to either of the two letters?

Answer (4) N/A

Question (5) What is the Vice-Convener's current view on (a) the need for the review and (b) the processes being proposed for the review?

Answer

- (5) There are currently 7500 assisted collections across the city. Crews were frequently reporting that bins were being presented at the kerbside in the usual manner at some of the addresses concerned. This would clearly indicate that the circumstances for an assisted collection may have changed.

In the interest of service efficiency and correct application of resources where they are most needed a review, clearly signalled in the Transport & Environment Committee report of November 2020, should be welcomed.

Back in December 2017/January 2018, those flagged by crews as requiring a review were contacted if details were available. Following the volume of feedback received from crews that bins listed for assisted collections were being presented at the kerbside it was decided that a city-wide review of all assisted collection customers would be carried out to ensure we are holding accurate details.

As part of developing this review it was also acknowledged that we do not hold details of the customer requiring an assisted collection, only the address. This means we did not hold contact details and were unable to address any issues a customer may be experiencing with their collections (for example, if we are unable to gain access because the gate was locked).

This review was developed in a way that allows us to not only check if the service is still required but also able to capture contact details for future management of the assisted collection and any issues experienced with collections. This ensures that we remove properties that no longer require assistance (this could be due to change of circumstances or residents at the property) whilst improving the service to those who do require assistance.

It is clear from the service team's response to councillor enquiries that everyone is very aware of the need for sensitivity and care in reviewing these requests for assisted collections. I have confidence in the processes as outlined in the councillor briefing and subsequent service team emails to councillors.

**Supplementary
Question**

With respect to answer (4) and whilst respecting that consent was neither sought nor given, can the Vice Convener clarify if she approves of the intention to remove someone from assisted collections if they do not respond to one of the two letters?

**Supplementary
Answer**

The assessment being undertaken to ascertain whether the Assisted Collections service is being targeted correctly is the right thing to do. Any change in circumstances when dealing with sometimes vulnerable residents requires to be carefully handled and like the Convenor, I am confident, as already outlined in answer 3, of the team's desire to handle this as carefully and as sensitively as possible. While there may be instances where this exercise may give cause for concern to residents, I also do not believe that there is particular number of letter notifications that would necessarily prevent that concern. Two letters of notification is a reasonable number of contacts, particularly when there is an undertaking from the service to take this forward in an appropriate manner.

I agree that It is also important to recall that this approach is one which will not only increase council efficiency in how we undertake our Waste collections, thereby ensuring no wasted resources, but that it also ensures that those people who truly require the service are being correctly supported.

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 October 2021

On the 26th August, Council unanimously agreed that the Convener of Transport and Environment would write to both of the Cabinet Secretary for Finance and the Economy and the Cabinet Secretary for Net Zero, Energy and Transport in order to seek sufficient increased funding to make critical improvements which will be necessary to protect communities from future flooding.

Question (1) When did the Convener send the agreed communication to each Cabinet Secretary?

Answer (1) Due to partnership working with Scottish Water, the detailed letter has only been sent recently. The main content is below.

As Convener of the Transport and Environment Committee, for the City of Edinburgh Council, I am writing to you following the significant surface water flooding events experienced by Edinburgh in August 2020, December 2020, July 2021 and most recently in August 2021. All these events have had distressing consequences for residents and businesses of the city.

Whilst the city's drainage system has served it well, for hundreds of years in some cases, the very intense, short duration storms now being experienced on a regular basis often exceed the capacity of the road drainage, and underlying sewer network. Quite simply, the system was never designed to cope with the volumes of water it is now subject to, due to our changing climate. This results in surface water flooding to homes and businesses, and expensive disruption for residents, businesses and insurance companies. Living in fear of repeat flood events can lead to long term mental health issues for our residents and subsequent pressure on our health services.

The City of Edinburgh Council recognises Climate Change as a key challenge and acknowledges that the Council cannot solve this issue itself. The increasing risk of surface water flooding has been identified as one of the biggest impacts we face from Climate Change. In 2018, the Council formed a partnership with Scottish Water, SEPA and neighbouring local authorities. The formation of the Edinburgh & Lothians Strategic Drainage Partnership has resulted in the Council working collaboratively with Scottish Water at both strategic and operational levels, in new, effective ways. In the last two years, our respective organisations have had a step change in how the responsibility for flooding is viewed. Rather than each other's problem, it is now acknowledged as a problem for the City of Edinburgh, which we are trying to solve together.

The Council and Scottish Water have collaborated on a number of strategic projects recently, including the Council's Water Vision; looking at how the city can adapt to the changing climate concerning the management of storm

water, and the Green Blue Network Masterplan; identifying opportunity areas where multiple natural capital benefits could be achieved through green-blue measures. Both projects are now actively informing third-party development throughout the city; ensuring that new housing and infrastructure being built is sustainable, and that it meets Edinburgh's policies in relation to water management and biodiversity, while creating a vibrant and healthy city through place-making principles.

Surface water management and the importance of blue-green infrastructure has also been acknowledged in the Scottish Government's Water-resilient places policy framework, which sets out 21 recommendations on what we as a country can do to improve surface water management in Scotland. One of the topics, which covers three of these recommendations, is finance, and is specifically identified in Recommendation 19:

Recommendation 19: Scottish Government should consider how our transition to blue-green places will be funded and where new sources of sustainable finance from a wider range of beneficiaries can be accessed to support the vision.

The focus of Edinburgh's collaborative work to date has been in relation to strategy and planning, which does result in some practical benefits as housing developers are required to introduce effective surface water management measures, however this is not reflected across all projects in the city. To date, much of the emphasis of national funding has been on fluvial (river) flooding, as evidenced in the arrangement by which 80% of the £42m annual grant is allocated to large-scale projects. Edinburgh has benefited directly from Scottish Government funding for the Water of Leith Flood Prevention Scheme and realises the importance of such schemes. However, the remaining 20% of the annual grant whilst beneficial does not allow local authorities to comprehensively tackle surface water flooding, particularly once other Local Flood Risk Management Plan actions are addressed.

In partnership with Scottish Water, the Council has identified retrofitting opportunities throughout the city to more effectively manage surface water and reduce flood risk. A reasonable estimate of the level of investment required to deliver all of these improvements is in the region of £500m. There is a need to not only deal with known flooding issues, but also to adapt our city for Climate Change impacts and build resilience for the future. With current pressures on the Council's Capital Budget, we are unable to commit the funding necessary to undertake this retrofitting but the devastating damage to the properties of residents and businesses continues to be a significant risk. Our current policies and guidance go some way to ensuring that new projects consider surface water management, but this infrastructure is more expensive than that which has traditionally been built, and the need to focus funding on other critical issues such as road safety and asset management means that these surface water interventions are not affordable and the opportunities will be missed.

It is for this reason that I am writing to you to seek your assistance to ensure that central government funding will be made available to Councils in order to undertake these improvements in surface water management. We would request that any such funding made available is flexible to meet the requirement of Councils as opposed to being allocated to a particular project or phase of work.

You will both be only too aware of the challenges that we face as a Council in adapting to the challenges of Climate Change alongside the balance of increasing financial pressures. While recognising similar pressures felt within the Scottish government I would ask that you please consider this matter as a priority for investment. It would allow us to intervene now and, by better equipping our capital city to face climate challenges, prevent as much future heartache, economic and financial loss for our residents and business owners as we possibly can.

Question (2) For each communication, has the Convener received a response?

Answer (2) N/A

Question (3) **If Yes:**

- Which Cabinet Secretary has responded?
- What was the response?

If No:

- Has the Convener followed up with the Cabinet Secretary to seek a response?

Answer (3) N/A

Supplementary Question Appreciate that the letters to the Cabinet Secretary for Finance and the Economy and the Cabinet Secretary for Net Zero, Energy and Transport have only just been sent. Can I ask then that when a response is received that the Convener circulate it.

Supplementary Answer Yes, happy to circulate any response when it is received.

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 October 2021

Question (1) What is the average length of time for processing applications requesting a Disabled Person's Parking Place (DPPP)?

Answer (1) It takes approximately six weeks for an application to be processed, including the necessary site investigations and requirement assessments, before a decision is communicated to the applicant.

Should an application be approved, the installation of the DPPP can take up to a further eight weeks and the DPPP must also be added to the relevant Traffic Regulation Order, following the prescribed statutory process.

Question (2) How many DPPP applications and/or requests has the Council received in each of the following years:

2018
2019
2020
2021?

Answer (2) The table below shows the number of requests received:

Year	Number of DPPP requests received
2018	113
2019	115
2020	82
2021	155

Question (3) Of these applications and/or requests how many have been processed and actioned in each of the following years:

2019
2020
2021?

Answer (3) The table below shows the number of applications approved:

Year	Number of DPPP requests approved
2018	54
2019	83
2020	67
2021	66

Question (4) In each of the following years, how many have been refused:

2018
2019
2020
2021?

Answer (4) The table below shows the number of applications refused:

Year	Number of DPPP requests refused
2018	16
2019	6
2020	7
2021	31

Question (5) In total, how many applications and/or requests currently are outstanding?

Answer (5) There are 66 applications currently being processed.

Supplementary Question Question 5 asked how many applications and or requests currently are outstanding. The answer given was that 66 applications were currently being processed. Doing some quick maths from the answers given to the preceding questions that then leaves another 69 applications that have been applied for that no action has been taken on. Can the Convenor shed some light on this?

**Supplementary
Answer**

At the time that the answer was prepared, there were 66 applications which were in progress but not yet concluded. Unfortunately, the data for 2018 and 2019 was not held centrally and therefore it has not been possible to identify the reason for the difference in the number of applications received, those approved and those refused. However, officers have been advised that some of the applications included in the 2020 and 2021 data have been resubmitted as previous applications had not been concluded.

QUESTION NO 7

**By Councillor Louise Young for
answer by the Convener of the
Education, Children and Families
Committee at a meeting of the
Council on 28 October 2021**

Question **(1)** How many days/hours were eligible children offered in Playscheme, during the following school holiday periods (recognising some periods were impacted by Covid restrictions):

- Easter 2019
- Summer 2019
- October 2019
- Easter 2020
- Summer 2020
- October 2020
- Easter 2021
- Summer 2021
- October 2021

Answer **(1)** Easter 2019 - 1 week

Summer 2019 - 2-4 weeks

October 2019 - 1 week

Easter 2020 - No service was offered due to Covid

Summer 2020 – vulnerable children were offered 1-2 weeks

October 2020 - 2-4 days over the 1 week holidays

February 2021 – 2-4 Days over the 1 week holiday

Easter 2021 – 4-5 Days over 8 days

Summer 2021 – 4- 8 Days over 5 or six weeks

October 2021 – 2 Days over 1 week

Question (2) If Summer or October 2021 was lower than the equivalent pre-covid (ie 2019), why?

Answer (2) We specifically targeted some children with more significant needs as they had very little support over lockdown and they required a higher staffing ratio.

With the pandemic, support had to be changed in line with Scottish Governments instructions and so smaller bespoke supports were set up. (please refer to the information from Committee report dated March 21 for further details)

This continued into summer of 2021. Unfortunately, the easing of restrictions did not come in enough time to significantly increase the numbers of children attending. The organisation of summer holiday support starts in January due to the logistics involved in setting up this provision.

Following consultation with a representative parents group we extended the provisions already set up and an additional resource for children was arranged. This was based at Braidburn school. On advice from parents this was offered to a wider range of children with the aim of offering 2 days over the holidays.

The take up for this was lower than we planned for, and we were able to increase the number of days to 4 for 120 children.

October 2021 numbers were lower than anticipated and this was due to the providers not being able to recruit staff with Council officers experiencing similar difficulties .The Braidburn provision has been provided for October as well.

Question (3) Is the expected days/hours provision for Easter and Summer 2022 expected to be at pre-Covid levels? If not, why?

Answer (3) The development officer for holiday support will be looking at the model of support delivery for these key holiday periods and a plan will be presented at Committee once this is completed. There is a clear expectation that we will return to the pre-covid levels.

- Question** (4) If 2022 is expected to continue at a lower level, when is it intended that the amount of days/hours will return to pre-Covid levels?
- Answer** (4) It is likely that over the February holiday 2022, the support will be at a lower level (similar to Oct 21) and this is due to this always being a difficult time to recruit staff and there being a national shortage of social care workers. The plan going forward will be designed by the development officer post in consultation with parents/carers, stakeholders and the children.

QUESTION NO 8

By Councillor Louise Young for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 28 October 2021

Despite emails sent on the 13th December 2020, and then on 6th February, 6th August, 28th August and 6th September, I have been unable to get an updated list of outstanding road adoptions for Kirkliston. Many emails have gone unanswered. The only responses received were to redirect my email in August and provide a copy of the 2019 status report.

Question (1) Does the Convener find it acceptable that a request made 10 months ago is still outstanding?

Answer (1) No, in general it is not acceptable that an elected member did not receive an appropriate response when the request for information was originally made. I would be grateful if Cllr Young can send me a complete copy of all the correspondence mentioned to allow a discussion with senior officers to take place on this matter.

Question (2) What timescale does the Convener consider appropriate for a response to such a request to be provided?

Answer (2) While I recognise that, in general, requests for specific information can sometimes be difficult to fulfil depending on, for example, the stage of development that a project is at or whether an outside contractor is involved, a response outlining the scope of a possible answer should be given with a short period to elected members. I understand that the Road Construction Consent Team generally aim to respond to councillor emails within 5 days and this has clearly not happened in this case.

I am pleased that this request has now been fulfilled in the table below.

Question (3) Can the Convener provide the requested update – namely “a list of unadopted roads/developments in Kirkliston and the latest position and proposed next steps for each”

Answer

- (3)** The table below provides an update on the unadopted roads/developments in Kirkliston

Developer	Reference	Location	Status Update
Miller Homes	ED/08/0001	Path Brae - Pikes Pool Drive	Waiting on remedial repairs before going onto maintenance period
	ED/04/0012	Drambuie, Stirling Road - Buies Estate	Awaiting application for adoption from developer
Barratt Homes	ED/10/0011	North Kirkliston Area B(The Willows) - Maude Place	Preparation of adoption certificates planned
	ED/10/0010	North Kirkliston Areas C&D – (The Beeches) - Maude Park, Eilston Terrace, Loan, Drive and Maude Park	
	ED/10/0022	North Kirkliston Area A – Taudshaugh Gardens	
	ED/10/0012	North Kirkliston Area X - Maude Close	
	ED/12/0014	North Kirkliston -Area Y – Mackinnon Crescent	Adoption application received
Cala Homes	ED/09/0014	North Kirkliston Area J - Catelbock Close	Awaiting response from the developer on remedial works
Walker Group	ED/13/0037	North Kirkliston Area K – Balcomie Gardens	Substantial completion given in August 2020 – Awaiting application for adoption from developer
	ED/15/0031	North Kirkliston Area G – Catastane Road	
Westpoint Homes	ED/20/0020	Almondhill	New development

QUESTION NO 9

**By Councillor Rust for answer by the
Convener of the Transport and
Environment Committee at a meeting
of the Council on 28 October 2021**

Question (1) Please could you supply the cycle count data for the Water of Leith cycle counter by Spylaw Park for the whole of 2021 to date. Please provide this in the same format as previously supplied data for 2019 and 2020 - on a weekly basis and split by weekday and weekend.



WoL Counts Spylaw
Park.xlsx

Answer (1) Table and Graph 1 below provide this information.

Question (2) Please provide data for any other cycle counter on Water of Leith or Union Canal within 1 mile of Lanark Road, for 2019, 2020 and 2021 year to date, in the same format.

Answer (2) Table and Graph 2 below provide this information for the counter on the Union Canal path at Wester Hailes. This is the only other cycle counter within 1 mile of Lanark Road. Unfortunately, there is no data available for 2019 at this site due to damaged hardware.

**Supplementary
Question** Lanark Road Spaces for People scheme was installed to provide an alternative to the Water of Leith pathway and facilitate physical distancing. In spite of negative impacts for disabled people, it is now proposed to keep it as a key part of the cycle network.

It would therefore be expected that to establish if the project was successful and justified being kept, it would be necessary to analyse data from both Lanark Road and the Water of Leith.

Was any of the data on the Water of Leith that has just been provided in answer to this question provided in reports or briefings to councillors when decisions were taken at the Transport and Environment Committee on 14th October?

**Supplementary
Answer**

The protected cycle lanes were initially installed on Lanark Road for a number of reasons associated with the COVID-19 pandemic, including to provide an alternative to the Water of Leith pathway.

However, as reported to Transport and Environment Committee in January and June 2021, proposals to retain these measures on an experimental basis have also taken account of wider Council policy goals, and therefore data on cycle usage on the Water of Leith path and Lanark Road form part of a wider group of considerations.

The specific data provided in response to this question was not included in the Active Travel Measures – Travelling Safely update for Transport and Environment Committee in [October](#), although the viability of the Water of Leith in providing an improved active travel route was included in Appendix 2 of the report.

Table 1 - 2020-2021 Spylaw Park

Week	Weekend Total volume (Cycles) 2020	Weekend Total volume (Cycle) 2021	Mon-Fri Total volume (Cycles) 2020	Mon-Fri Total volume (Cycles) 2021
1	*	*	*	*
2	*	*	*	*
3	*	*	*	*
4	*	*	*	*
5	*	*	*	*
6	*	*	*	*
7	*	371	*	131
8	*	826	*	272
9	*	816	*	672
10	116	473	38	541
11	296	967	152	1153
12	798	520	568	860
13	*	934	991	676
14	1004	826	1533	1128
15	902	464	1923	1719
16	1200	*	2137	*
17	1396	533	2229	815
18	1374	386	1683	556
19	1133	493	2584	691
20	1103	357	2342	655
21	727	570	2469	582
22	1672	661	3373	1261
23	1315	654	2114	1191
24	1021	477	1989	1080
25	1245	460	2287	963
26	735	354	2542	1222
27	577	386	1664	624
28	981	589	1796	1201
29	827	687	1680	1549
30	623	425	1509	1127
31	811	315	1304	997
32	930	482	1095	846
33	772	298	1379	1168
34	789	489	929	1184
35	666	226	618	1072
36	752	*	988	*
37	555	*	1030	*
38	733	*	1281	*
39	744	*	1031	*
40	263	*	1018	*
41	723	*	813	*

Week	Weekend Total volume (Cycles) 2020	Weekend Total volume (Cycle) 2021	Mon-Fri Total volume (Cycles) 2020	Mon-Fri Total volume (Cycles) 2021
42	541		458	
43	495		746	
44	198		536	
45	*		531	
46	289		*	
47	396		297	
48	431		345	
49	158		239	
50	*		219	
51	*		*	
52	*		*	

An * indicates other occasions when data was unavailable.

Graph 1 - 2020-2021 Spylaw Park

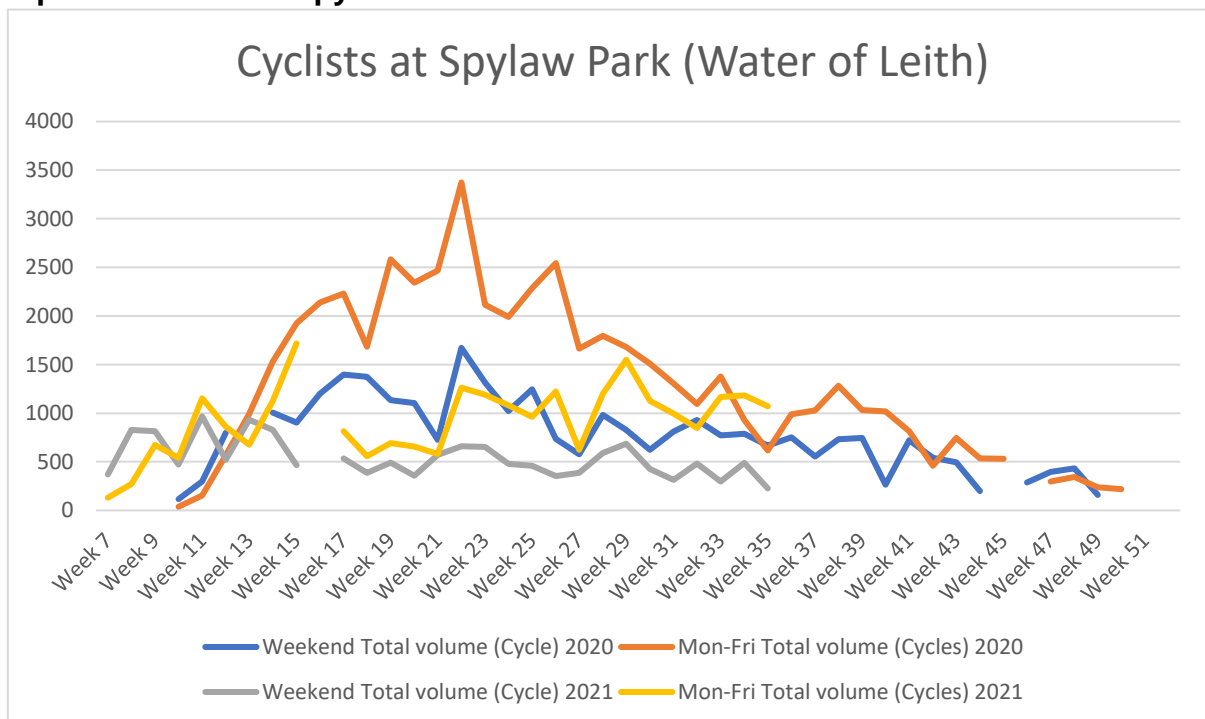


Table 2 - 2020-2021 Union Canal - Wester Hailes (No data for 2019)

Week	Weekend Total volume (Cycles) 2020	Weekend Total volume (Cycle) 2021	Mon-Fri Total volume (Cycles) 2020	Mon-Fri Total volume (Cycles) 2021
1	*	53	*	66
2	*	142	*	211
3	103	70	238	146
4	91	135	720	165
5	73	144	506	198
6	53	13	688	140
7	46	177	290	284
8	57	318	369	391
9	40	273	539	557
10	87	183	719	375
11	131	303	565	599
12	263	199	492	482
13	309	271	475	591
14	314	327	546	527
15	321	285	769	714
16	462	306	710	737
17	453	231	903	488
18	461	194	778	442
19	368	246	1022	480
20	347	193	956	486
21	212	253	922	524
22	510	265	1208	739
23	471	273	816	640
24	385	216	858	559
25	441	222	1029	538
26	248	140	1047	608
27	240	189	707	428
28	361	208	888	618
29	340	191	839	592
30	287	203	643	487
31	305	125	707	583
32	385	213	692	483
33	283	141	718	588
34	271	197	581	627
35	279	208	437	606
36	330	168	597	544
37	234	182	639	574
38	341	219	737	515
39	289	*	742	*

40	154	*	691	*
41	247	*	590	*
Week	Weekend Total volume (Cycles) 2020	Weekend Total volume (Cycle) 2021	Mon-Fri Total volume (Cycles) 2020	Mon-Fri Total volume (Cycles) 2021
42	262		494	
43	219		573	
44	87		502	
45	224		558	
46	133		462	
47	137		400	
48	173		447	
49	103		320	
50	88		334	
51	136		343	
52	72		279	

An * indicates other occasions when data was unavailable.

Graph 2 - 2020-2021 Union Canal - Wester Hailes



QUESTION NO 10

**By Councillor Rust for answer by the
Convener of the Transport and
Environment Committee at a meeting
of the Council on 28 October 2021**

Question

- (1)** Please confirm the total cost of running the recent "local engagement" exercise for Lanark Road *Spaces for People* for all tasks involved which will include as a minimum:
- a) Planning the consultation approach;
 - b) Designing and writing the consultation materials (in all accessible formats);
 - c) Producing the consultation materials - print costs and digital implementation costs, and any technical requirements to keep the consultation secure and unable to be manipulated by special interest groups;
 - d) Promoting the materials - including any delivery of letters, adverts design, media spend, time spent on press releases etc;
 - e) Analysing the responses;
 - f) Preparing the report for committee.

Please split the cost by:

- Internal council officer time
- External costs.

Specifically how much officer time was involved in:

- a) responding to complaints relating to the engagement exercise?
- b) identifying respondents who needed to be contacted?
- c) liaising with individual respondents to confirm or change their answers?

Answer

(1) Internal Council officer time:

In total, officers have spent approximately 26 hours on the local engagement exercise for Lanark Road. The cost of this is estimated to be: £585.00.

External costs:

The cost of letter distribution was £225.40.

The development of the design for engagement was approximately £3,500 (The total commission covered designs for both Lanark Road and Comiston/Braid Road).

In response to the specific questions:

- a) Approximately 2.5 hours of officer time were spent on responding to complaints about the consultation exercise;
- b) Information on the respondents who needed to be contacted were provided, therefore there was only a small amount of officer time spent on this (approximately 20 minutes); and,
- c) Liaising with individual respondents took approximate 1.5 hours.

Question

(2) Please provide the evidence that demonstrates the local engagement met, or did not meet, the required measures for the seven consultation quality standards within "Edinburgh's Consultation Framework - Guidance Note 7 - Consultation Quality Standards", under the headings:

- Process
- Genuine
- Inclusive and Accessible
- Informative
- Effective
- Action-focused
- Feedback

Answer (2) The Council's Consultation Policy does not apply to engagement work, therefore the Guidance Note referenced above is not applicable. This engagement exercise was a limited discussion to refine local outcomes, following the broader consultation on retaining Spaces for People measures.

Question (3) In this local engagement exercise, the postcodes and email addresses for individual respondents were captured. This created various concerns in terms of data and identification and that this method of validating responses can still be spammed and is inadequate etc.

- a) Will this be reviewed to use a more robust method in future?
- b) What will now happen to this data, bearing in mind it may need to be kept somewhere in case of future legal challenge?

Answer (3) a) Participants of the survey were required to supply first name, surname, postcode and email address. This information was used in data analysis to determine the responses received from within the leafleted area, those from the EH13 and EH14 postcode areas, and those received from a wider area. The details requested were also designed to make it difficult for someone to fake a response. However, should future engagement exercises be undertaken, a review of this approach will be carried out and any lessons learned will be implemented.

- b) The information gathered will be stored in accordance with the Council's policies and procedures for Information Governance, including data protection.

**Supplementary
Question**

If a survey appears on the council's consultation hub, citizens will reasonably expect that it meets basic quality standards. As the Council's consultation policy doesn't apply to engagement work, what quality standards are in place to ensure meaningful local engagement or if there aren't quality standards for surveys such as this, is the consultation hub an appropriate place for them as it risks damaging faith in full consultations covered by the guidelines?

**Supplementary
Answer**

Engagement takes many forms and the Council expects each activity to reflect the subject, the particular scope and the needs of those affected by any proposals. The National Standards for Community Engagement provide principles of good practice which services may reference to guide engagement activity and inform engagement plans. More information about these principles is available on the [Scottish Community Development Centre's](#) website. For this engagement exercise, officers from the project team referenced these good practice principles in developing the survey.

The Council's Consultation and Engagement Hub was utilised for this local engagement exercise as it is the most appropriate and secure platform to undertake an exercise of this nature. The survey was also clearly titled Local Engagement to ensure that people participating could identify that this was an engagement rather than consultation exercise.

QUESTION NO 11

**By Councillor Rust for answer by the
Convener of the Transport and
Environment Committee at a meeting
of the Council on 28 October 2021**

- Question** (1) The council is proposing extending the likes of the bollard cycle lanes on Lanark Road, Longstone, Comiston Road, Silverknowes and Newington for 18 months under ETROs. Some of these areas are within or border conservation areas. Assuming they will be made permanent, at what point does the council plan to replace the bollards with a more aesthetically pleasing design, eg as shown in the latest Cycling by Design guidelines, on p56 (p61 of the pdf), p79 (p84 of the pdf) or p104 (p109 of the pdf)
<https://www.transport.gov.scot/media/50323/cycling-by-design-update-2019-final-document-15-september-2021-1.pdf>
- Answer** (1) The measures are currently proposed to be extended on an experimental basis using the same infrastructure as is currently in place. Decisions on more permanent infrastructure will depend on the outcome of the experimental period and will be based on funding and prioritisation as well as taking account of the expected longevity of the current infrastructure as well as aesthetic and other considerations.
- Question** (2) Please can you provide an approximate budget for replacing all bollard lanes in Edinburgh with a design such as this (broken down by each individual bollard scheme in Edinburgh)?
- Answer** (2) It is not possible to provide a budget for this as the cost will depend on a variety of factors, in particular the nature of 'replacement' infrastructure and the extent to which replacement projects incorporate other upgrades.
- Question** (3) Please confirm what level of evidenced cycle lane usage will be required to justify this investment?

Answer (3) Any decision on investment would be based on a number of factors including strategic fit, prioritisation, funding.

Question (4) Please confirm that the cost for this can be covered within the recently announced funding of £118m that has recently been secured for the next 5 years?

Answer (4) The report to Transport and Environment Committee on [14 October 2021](#) on the Active Travel Investment Programme set out how the funding available for active travel will be spent. The report highlighted that this does not include funding for the Travelling Safely programme and therefore the cycle lane infrastructure investment highlighted above has not been included.

The report did however highlight that it is expected new funding sources may become available in the coming years.

Supplementary Question Does the Convener see it is a priority to replace bollard schemes on arterial routes with something more aesthetically appropriate?

Supplementary Answer As set out above, the replacement of temporary infrastructure would be subject to the strategic context, scheme prioritisation and available funding and this is not something which is included in the current budget for Travelling Safely measures.

Should the measures be approved for retention following the trial period, the Council will work towards implementation of safe and permanent infrastructure considering appropriate contemporary design guidance.

QUESTION NO 12

**By Councillor Jim Campbell for
answer by the Convener of the
Housing, Homelessness and Fair
Work Committee at a meeting of the
Council on 28 October 2021**

Question **(1)** How many properties has City of Edinburgh Council purchased or earmarked to become Home Share Temporary Accommodation since May 2017?

Answer **(1)** There have been 12 properties (46 rooms) in use or earmarked since May 2017. A further 12 properties (44 rooms) have been offered to the Council through a recent procurement process. If all of these are accepted, this will mean the Council has access to a total of 24 properties (90 rooms).

Question **(2)** In each case, can the date of purchase / decision to earmark be given, alongside the date the first tenant moved into the property?

Answer **(2)** The table below provides this information.

Question **(3)** Of the properties with at least one tenant, what is the current average occupancy of home share temporary accommodation?

Answer **(3)** The average occupancy of home share temporary accommodation is currently 36 tenants, who stay for an average of 242 days.

Table 1

Property Address	Date Taken on	Date of First Tenant	Comments	Average Stay	Total Days
Property 1	14/09/2020	01/10/2020			
Property 2	19/10/2005	13/06/2019	Previously B&B	117	587
Property 3	05/09/2019	10/09/2019		98	488
Property 4	24/05/2019	27/05/2019		570	2,281
Property 5	15/07/2019	16/07/2019		338	1,351
Property 6	28/09/2020	16/10/2020		292	875
Property 7	23/12/2019	23/12/2019		146	439
Property 8	14/09/2020	24/09/2020		208	832
Property 9	31/01/2020	31/01/2020		131	131
Property 10	08/10/2020	02/11/2020		191	875
Property 11	26/04/2021	10/06/2021		130	130
Property 12*	20/07/2021	n/a			

* Property 12 was purchased by the Council in July 2021. The property required work to increase the size of one of the bedrooms to meet HMO standards. This work is currently underway.

QUESTION NO 13

**By Councillor Jim Campbell for
answer by the Convener of the
Transport and Environment
Committee at a meeting of the
Council on 28 October 2021**

Question

I understand Committee has agreed to the introduction of a lower speed limit on Granton Road and Craighall Road in my Ward. Local people are interested in when this might be implemented on the ground.

Can the Convener use her Office to establish the go live date for the new speed limit, and share that with me by way of answer to this question, as all other enquiries have thus far failed?

Answer

I am sorry that you have not received an answer to your enquiries as to when this new speed limit will be implemented, and I have followed this up with the Service Director for Sustainable Development.

The design work for the changes to signs and road markings to implement the reduced speed limits is nearing completion and implementation of the changes is set to commence before the end of this calendar year.

I have been advised that it is not currently possible to provide precise dates when the new limits will be brought into operation at each individual street however, this information will be shared with local Ward Councillors for both Granton Road and Craighall Road when it becomes available.

QUESTION NO 14

**By Councillor Mowat for answer by
the Leader of the Council at a
meeting of the Council on 28 October
2021**

Question (1) Will the Council Leader distance himself from the comments of the Council Depute Leader at Council on 23 September 2021, when the Depute Leader made clearly disparaging remarks about a fellow senior Member of this Council, a member of the Leader’s political Group, and the Vice Convener of the Education Children and Families Committee, comparing her work on behalf of constituents to “Miss Marple” in a pejorative way?

Answer (1) We have seen an increase in personal comments in our Council and I would strongly encourage members to refrain from doing so and engage in the substance of the issues which we discuss as Councillors.

I would note that Councillor Mowat is drawing a conclusion from remarks made by the Depute Leader that only he can clarify and would suggest Councillor Mowat follows this up with him.

Question (2) Is the Leader aware of the Depute Leader making a full unreserved apology for this public outburst?

Answer (2) See answer 1.

Question (3) If so, can the Leader share this apology?

Answer (3) See answer 1.

Question (4) If not, will the Leader use this question as an opportunity to condemn the lack of an apology?

Answer (4) See answer 1.

QUESTION NO 15

By Councillor McLellan for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 28 October 2021

- Question** (1) What discussions has the Convener had with Historic Environment Scotland about the re-opening of the Low Road from through Holyrood Park from Duddingston Village?
- Answer** (1) I meet with senior officials from HES regularly and discuss a wide range of park management issues and cooperation with CEC. The rock assessment and subsequent road closure are clearly key operational matters for HES and have been the subject of discussion with CEC officers.
- Question** (2) What work have council officers done to assist HES to bring about the re-opening of the road as quickly as possible?
- Answer** (2) The closure of Duddingston Low Road follows a recent rock risk assessment in Holyrood Park, which falls within the remit of Historic Environment Scotland (HES). HES are currently working to deliver a solution to allow the Low Road to reopen but for now the road remains closed. Council officers have been working with HES since the rockfall assessment was completed and regular meetings are to be established to enable the Council and HES to liaise more closely together in the future.
- Question** (3) Can an assessment of the impact of the Low Road closure on surrounding streets be conducted?
- Answer** (3) As the closure is short term officers currently have no plans to carry out an assessment of the impact of the closure on the surrounding streets. However, they are working to identify if baseline information is available to enable an assessment to be carried out should the closure be extended for a longer period of time.

QUESTION NO 16

**By Councillor Mowat for answer by
the Convener of the Regulatory
Committee at a meeting of the
Council on 28 October 2021**

For the following the streets could the information in the questions below be provided please:

- Scotland Street;
- Drummond Place;
- Dublin Street;

Question (1) The number of HMOs licensed in each street in each of the last 5 years.

Answer (1) Table 1 below shows the number of HMO licenses granted or renewed each year since 2016. It is important to note that, in 2017, the Council introduced a three-year license cycle which means that not all licenses are now renewed annually.

Question (2) The number of flats where there is a registered landlord in each street in each of the last 5 years.

Answer (2) The register of landlords is an external system which is operated by Registrars of Scotland. It has not been possible to obtain the information requested in time to respond to this Council Question. If this information is provided to the Council, it will be shared with Councillor Mowat.

Question (3) The number of properties registered for council tax in each of the last five years.

Answer (3)

	Council Tax Registered Properties				
	2021	2020	2019	2018	2017
TOTAL	376	372	368	366	361
Scotland Street	129	127	126	126	126
Dublin Street	134	133	132	130	127
Drummond Place	113	112	110	110	108

Question (4) The number parking permits issued for each street in the last 5 years and the number of properties with more than two permits (should there be any) in any of the last five years.

Answer (4)

Unfortunately, this data is only available for the previous three years due to a change of IT systems:

	Drummond Place	Dublin Street	Scotland Street
2019	59	64	66
2020	35	69	51
2021	35	50	49

No properties have been issued with more than two parking permits in the previous three years.

Table 1 – HMO Licenses Granted or Renewed

HMO Licenses Granted or Renewed									
Street name	2016	2017	2018	2019	2020	2021	2022	2023	Grand Total
Drummond Place	3	2	3	1		1	1		11
Dublin Street Lane South	1		1			1			3
Dublin Street	11	9	13		1	12		1	47
Scotland Street	14	15	14	2	1	12	2	1	61
Grand Total	29	26	31	3	2	26	3	2	122

QUESTION NO 17

By Councillor Douglas for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 28 October 2021

Question (1) What the current staffing levels are in the forestry service team?

Answer (1) The forestry team currently includes:

- 2 x Lead Arborists;
- 2 x Machine Operators;
- 6 x Arborist Climbers;
- 1 x Forestry Team Leader;
- 1 x Senior Trees and Woodlands Officer; and
- 2 x Trees and Woodlands Officers.

Question (2) What plans there are to fill any vacancies?

Answer (2) Recruitment is currently underway for:

- 1 x Lead Arborist; and
- 4 x Assistant Trees and Woodlands Officer (these are new positions to assist with additional tree surveying and condition assessments, including surveying for Ash Dieback Disease, Dutch Elm Disease, etc).

In addition, pre-employment checks are currently being progressed for a further Trees and Woodlands Officer.

Question (3) The current backlog of work within the department, including waiting times for dealing with new enquiries?

Answer

- (3) There are currently 4,226 outstanding trees in the works programme, of which 520 are classed as high priority.

All enquiries are risk assessed and prioritised based on the nature of the enquiry and in line with the Council's policies which guide the [management of trees and woodland](#). This is done to ensure that any emergency or highly dangerous tree enquiries are dealt with first. The schedule of works sets out the timescales which the forestry team aims to complete works.

The service area anticipates that once the recruitment outlined in part 2 of this answer is complete, this will improve the response times for general enquiries.

Supplementary Question

Once the recruitment outlined is complete, how long do you expect it to take to get through the outstanding trees in the work programme, and are there any legal/financial consequences if these trees cause any harm or damage in the interim?

Supplementary Answer

It is not possible to provide a timescale for completing the outstanding work programme because it is maintained on a rolling basis to ensure those trees in most immediate need for work are prioritised. Once emergency and urgent health and safety work is undertaken (mostly reactive), then other less urgent but necessary (proactive) tree work can be carried out. A monitoring programme also ensures that trees are assessed regularly should conditions change (e.g. in severe winter weather).

Tree health can change due to various factors (e.g. age, weather damage, condition, damage to roots or branches, pathogens, etc.). This places importance on inspection to ensure that priority is given to dealing with emergency works and dangerous trees. Officers also follow up on tree enquiries and concerns from the public. While it is impossible to remove all risk from trees, the approach taken aims to minimise risk of legal or financial consequences.

The focus of Council officers is on trees that are the responsibility of the Council, typically on Council land or where private trees overhang or interfere with road or

footway users. However, private owners are responsible for caring for and carrying out any work to trees growing on their property and managing associated financial and legal risks.

QUESTION NO 18

By Councillor Douglas for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 28 October 2021

Question

To ask the Convener whether any monitoring is done of the number of cyclists to have taken a left turn onto Waterloo Place when travelling from Leith Street, and if so, how many cyclists have made this turn?

Answer

No monitoring has been carried out of the number of cyclists making this manoeuvre.

The Active Travel team have indicated that they expect numbers to be fairly low.

Supplementary Question

Would there be a reduction in time that pedestrians had to wait to cross at Waterloo Place if the ability to make that left turn was taken away, therefore allowing pedestrians to cross while the lights were green at the top of Leith Street?

Supplementary Answer

Yes. Banning turns at signalled junctions can be used to increase the crossing time available to pedestrians. The fact that this movement is permitted reflects a presumption against banning turning movements for cyclists, to help contribute to the convenience of travelling by bike.

QUESTION NO 19

**By Councillor Jim Campbell for
answer by the Leader of the Council
at a meeting of the Council on 28
October 2021**

Question

It is understood the report by Susanne Tanner QC into the Sean Bell affair was shared with Group Leaders on 15 October and subsequently made available for review by other Council members.

Can the Leader inform Council which individuals outside Ms Tanner's team saw her report before 15 October and for what purposes?

Answer

This is a matter for the independent Chair who would be able to confirm who was granted access prior to publication.

QUESTION NO 20

**By Councillor Mowat for answer by
the Leader of the Council at a
meeting of the Council on 28 October
2021**

Question (1) Have any assurances been given to Council that the proposed Scottish Government scheme for those under 22 years to travel without charge on public transport will include Government funding to support such arrangements on the Transport for Edinburgh tram line?

Answer (1) The Council continues to make the case to the Scottish Government to extend the concessionary public transport scheme for under 22 years travel to the Edinburgh Tram service. Elected Members and officers will continue to engage with the Scottish Government and Transport Scotland on this until we secure the agreement to take this forward.

Question (2) In addition, has the Scottish Government given any commitment to include funding for Edinburgh Trams, so that the cost of providing 'free' tram travel to older citizens is covered by Government rather than this Council?

Answer (2) The situation remains the same as outlined in answer 1. Glasgow subway is also affected, as light rail, does not receive the same subsidy as bus travel but efforts to include both continue.

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Ensuring a positive legacy from COP26

Without doubt the most important event the UK has ever hosted, COP26, made the climate crisis and environmental action headline news for two weeks solid. And while the final result fell short of many people's expectations, including my own, we must build on the interest, debate and momentum brought about by the negotiations – as well as continuing to put pressure on national governments.

Whilst the conference was hosted in Glasgow, we did all we could as a Council and as Scotland's Capital City to ensure that we [supported and played a full part in the event](#).

From running a series of fringe events, including the Edinburgh Climate Summit in partnership with the Edinburgh Chamber of Commerce, to launching a [Net Zero Challenge](#) to help people understand their impact on the environment and inspire them to take action, there was a great deal taking place across the city to celebrate how people and organisations are supporting Edinburgh's ambitious climate targets.

Together with the Lord Provost, Depute Leader and other senior Councillors, I hosted and spoke at numerous events across the central belt, using the opportunity to [highlight the scale and speed of green investment and action](#) already taking place in our city.

Although COP26 may have come to an end, we're continuing to take and plan for climate action. This month, we became the [only city in Scotland to be awarded the highest rating for climate action](#), in recognition of the steps we're taking as a Council to manage the Capital's environmental impacts. Then, on Monday, we'll launch our new multi-media 'Green Christmas' campaign, encouraging residents to buy more responsibly and waste less over the festive season.

And, with the publication of Edinburgh's final 2030 Climate Strategy and accompanying implementation plan coming to committee later this month, I know we'll continue to make strides in helping to deliver a [net-zero, climate-ready capital by 2030](#).

Together we can end violence against women and girls

I make no apology for using this report and my time speaking about it in the Council Chamber to denounce any type of violence against women and to call on all men to consider their behaviour – whether that be physical or verbal.

Most men do not commit violence against women – but they all have a role in ending it. If we all start by making a pledge never to commit, condone or remain silent about men's violence against women in all its forms, that will make a huge difference.

I'm proud to be an ambassador for [White Ribbon Scotland](#) and look forward to promoting their work across our City. Male violence towards women and girls needs every man and boy to be an ally in calling it out and tackling it head on, including other misogynistic behaviours.

Meanwhile, this month sees the start of this year's global 16 Days of Activism campaign, which runs annually from 25 November, the International Day for the Elimination of Violence against Women, to 10 December, [Human Rights Day](#).

The Council will again support and publicise this campaign widely through its channels and I would encourage you to do likewise. Please visit the [UN Women website](#) for more information and the [Improvement Service](#) for details of local action and events.

Edinburgh: a Living Wage City

It's fantastic to confirm that Edinburgh is now a Living Wage City. Awarded by Living Wage Scotland, this recognises the commitment made by the Edinburgh Living Wage Action Group – a collaboration of public sector bodies, trade unions, social enterprises and businesses – to double the number of accredited employers to over 900 in the next five years.

If achieved, it would result in at least 40,000 workers in Edinburgh benefitting from the Living Wage commitments, 10,000 of whom would see a direct increase in their pay as a result.

It was [great to hear directly from so many city employers](#) that have already seen the value of paying a fair wage for a fair day's work. We also heard from key academics from Edinburgh University and others who are encouraging businesses to get on board.

The benefits for businesses and employees are evident on both moral and operational grounds. Businesses see better staff retention, loyalty and reduced absences, while staff have told us it makes them feel valued and allows them to plan for the future, without having to worry about paying their rent and bills.

Becoming a Living Wage City will transform lives, moving people out of in-work poverty and helping them to thrive – and helping us to make Edinburgh a city where all work is fair work.

Real progress in the care of our older people

Earlier this month, the Care Inspectorate and Health Improvement Scotland published their [latest report](#) into our services for older people, citing a clear vision for the future and structured approach to planning, while highlighting real and positive progress against their previous recommendations. So much so, they felt able to bring this latest review to a close.

This is a significant and welcome step forward given the findings of their initial inspection report back in 2017 and I want to thank Judith Proctor and her team for the progress they've made since then. While of course there remain challenges in the system, exacerbated by the ongoing effects of Covid and the arrival of winter, these findings should give us confidence in the strength of the Partnership to navigate the difficult months that lie ahead.

I would also like to recognise the efforts of the great many people who provide care – either directly or indirectly – across Edinburgh. Their hard work and commitment to the most vulnerable in our communities cannot be overstated.

Granton boost

In my last report I welcomed the approval of an outline business case for the creation of a sustainable new coastal town at Granton Waterfront.

Our £1.3 billion vision will transform Edinburgh's waterfront, with the benefits felt right across the north of the city and beyond. It will attract significant new investment and jobs to the area, while ensuring that education, culture and green spaces are very much at its heart.

In a further boost to the project, Edinburgh was successful in one of the six bids submitted to the UK Government's Levelling Up Fund, allowing us to invest in a major restoration of the B-listed Granton gas holder, reinvigorating it into a vibrant community space for all to enjoy.

We've already seen the exciting potential of this iconic structure, which is now [illuminated every night thanks to our partnership with Edinburgh College](#), and I'm sure its restoration will secure further investment, while providing a fitting symbol for the huge ambition we have for the Granton area and its residents.

And the Edinburgh Award goes to...

Congratulations to Edinburgh International Festival director, Fergus Linehan, who has been named as the 15th recipient of the Edinburgh Award in recognition of his major contribution to the arts and our city's cultural heritage.

Following in the footsteps of last year's winner Alexander McCall Smith, as well as fellow festivals' champions Richard Demarco and Timothy O'Shea, Fergus has brought the EIF to a whole new audience, welcoming an innovative and exciting range of performers to our city. He has also weathered an extremely challenging period for our festivals, staging an ambitious and extremely well-received programme this year, despite the restrictions.

Throughout his seven years in charge, he has worked tirelessly to take the Festival to all corners of the Capital, reaching out to international partners while engaging with local communities to deliver multi-cultural yet accessible events for residents and visitors alike.

Fergus has announced that next year's EIF will be his last, making this award even more special.

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.

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The City of Edinburgh Council

10.00am, Thursday 25 November 2021

Appointments to Committees and Outside Organisations etc

Item number	Executive
Executive/routine	Executive
Wards	All
Council Commitments	

1. Recommendations

- 1.1 To appoint a Green Group member to the Finance and Resources Committee in place of Councillor Corbett;
- 1.2 To appoint a Green Group member to the Transport and Environment Committee in place of Councillor Corbett;
- 1.3 To appoint a Green Group member to the Committee on Discretionary Rating Relief Appeals in place of Council Corbett;
- 1.4 To appoint a Green Group member to the Lothian Valuation Joint Board/Lothian Electoral Joint Committee in place of Councillor Corbett;
- 1.5 To appoint a Canal Champion in place of Councillor Corbett;
- 1.6 To appoint a member to the Edinburgh Community Solar Co-operative in place of Councillor Corbett;
- 1.7 To appoint a member to the Torness Local Liaison Committee in place of Councillor Corbett; and,
- 1.8 To appoint a member to the Board of Energy for Edinburgh in place of Councillor Corbett.

Stephen S. Moir
Executive Director of Corporate Services

Contact: Louise Williamson, Assistant Committee Officer
Legal and Assurance Division, Corporate Services Directorate
Email: louise.p.williamson@edinburgh.gov.uk

Appointments to Committees and Outside Organisations etc

2. Executive Summary

- 2.1 Councillor Gavin Corbett has submitted his resignation as a councillor of the City of Edinburgh Council for Ward 9, Fountainbridge/Craiglockhart.
- 2.2 Councillor Corbett's resignation as an elected member results in a number of vacancies at committees, joint boards and outside organisations.

3. Main report

- 3.1 The appointment of committees, joint committees and joint boards is a reserved matter for full Council.
- 3.2 Appointments to Outside Bodies for 2017 – 22 were approved by Council on 29 June 2017.
- 3.3 Appointments to the Council's committees were made at the Council meeting on 27 May 2021.
- 3.4 Councillor Corbett was a member of the Finance and Resources Committee, the Transport and Environment Committee, the Committee on Discretionary Rating Relief Appeals and Lothian Valuation Joint Board/Lothian Electoral Joint Committee and in terms of the Committee Terms of Reference and Delegated functions, the replacement committee members should be green Group members.
- 3.5 Councillor Corbett was appointed as the Council's Canal Champion on 24 August 2017. The remit of the Canal Champion is to champion the development, maintenance and repair of canals throughout the city and the region.
- 3.6 Councillor Corbett was appointed to Edinburgh Community Solar Co-operative on 27 June 2019. The local community benefit society aims to deliver viable co-operative energy projects in the city. The other Council representatives on the Co-operative are Councillors Cameron and Macinnes.
- 3.7 Councillor Corbett was appointed to the Torness Local Liaison Committee on 27 June 2019. The Committee discusses safety issues at Torness Nuclear Power

Station. The other Council representatives on the Committee are Councillors Child and Dixon.

- 3.8 Councillor Corbett was also appointed to the Board of Energy for Edinburgh on 27 June 2019. Energy for Edinburgh is the Council's arms-length energy services company. The other members appointed to the Board are Councillors Doran and Macinnes.

4. Next Steps

- 4.1 Any members appointed will be expected to contribute to the workplans of the Finance and Resources Committee, the Transport and Environment Committee, the Committee on Discretionary Rating Relief Appeals and the Lothian Valuation Joint Board/Lothian Electoral Joint Committee, starting at their next meetings.
- 4.2 The member appointed as Canal Champion should align to complement the current committee and convener structure.
- 4.3 Any changes in representation to the Edinburgh Community Solar Co-operative, Torness Local Liaison Committee and the Board of Energy for Edinburgh will be communicated to the organisations.

5. Financial impact

- 5.1 None.

6. Stakeholder/Community Impact

- 6.1 None

7. Background reading/external references

- 7.1 [Minute of the City of Edinburgh Council of 27 May 2021](#)
- 7.2 [Minute of the City of Edinburgh Council of 29 June 2017](#)
- 7.3 [Minute of the City of Edinburgh Council of 24 August 2017](#)
- 7.4 [Minute of the City of Edinburgh Council of 27 June 2019](#)

8. Appendices

- 8.1 None.

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City of Edinburgh Council

10.00am, Thursday 25 November 2021

Independent Inquiry Report Arising Out of Allegations Concerning the Conduct of the Late Sean Bell – update on recommendations

Executive/routine Executive
Wards
Council Commitments

1. Recommendations

- 1.1 To note the progress with regard to the recommendations made in the Inquiry report.
- 1.2 To decide whether to accept the recommendation from Pinsent Masons that no further review of the misuse of public funds matter take place given proportionality considerations.

Andrew Kerr

Chief Executive

E-mail: andrew.kerr@edinburgh.gov.uk | Tel: 0131 469 3002

Independent Inquiry Report Arising Out of Allegations Concerning the Conduct of the Late Sean Bell – update on recommendations

2. Executive Summary

- 2.1 On 28 October 2021, Council received a report from the independent Inquiry chaired by Susanne Tanner QC (“Inquiry”) which identified certain failings and missed opportunities on the part of the Council to address the unacceptable conduct of the late Sean Bell. The Inquiry made certain recommendations in this regard.
- 2.2 Council requested an update from the Chief Executive within one cycle as to how these recommendations would be implemented.
- 2.3 This report updates Council on progress and proposed next steps in this regard.

3. Background

- 3.1 The Council commissioned an independent Inquiry into complaints about the conduct of the late Sean Bell, a former senior manager in its Communities and Families directorate, who passed away in August 2020. Mr Bell was due to stand trial for sexual offences charges, but Police Scotland’s criminal investigation was brought to a close following his death.
- 3.2 The Inquiry was carried out by a specialist team from Pinsent Masons’ Manchester office, and was overseen by Inquiry Chair, Susanne Tanner QC.
- 3.3 The purpose of the Inquiry was to establish, amongst other things, whether or not any, or appropriate, steps were taken by the Council to respond to any past allegations or suspicions of abuse or inappropriate behaviour by Mr Bell.
- 3.4 At October Council, the Council considered the report from the Inquiry which identified key issues, findings and recommendations.

4. Main report

- 4.1 The Inquiry made certain recommendations in their Inquiry report. In October, Council also made additional requests in relation to the findings. These are as set out in the decision of Council.
- 4.2 Elected Members are asked to note progress, next steps and timelines with regard to the recommendations of both the Inquiry and Council. It is important to note that it is expected that some of the recommendations and actions may need to be reviewed once the wider Inquiry report into organisational culture has reported. It is considered likely that there will be areas of crossover which will need to be taken into account and accordingly it is difficult to provide certainty over timelines for all aspects at this stage. Further reports to Council will provide more detail on this.
- 4.3 Recommendations and next steps are the table below.

<p>Policy: Whilst this workstream is likely to be enhanced by the wider Inquiry report into organisational culture which will shortly be received by Council, below details proposed immediate responses with timelines. Once this report has been received and considered, further plans will be brought back to Council for approval.</p>	
Recommendations	Council response
<p>(9.1.9) the current CEC HR practices relating to relationships between CEC employees are inadequate and do not reflect the close working and personal relationships between many CEC employees, which are often undisclosed.</p> <p>(9.1.10) a CEC policy should be created which stipulates that relationships between CEC staff members must be disclosed if they involve an individual with line management responsibilities. This policy should also include the steps to be taken if a situation involving allegations of a sexual nature, domestic abuse or those relating to physical violence, harassment, or stalking, within or outwith the working day or CEC workplace, arises between employees who are, or were, involved in a relationship.</p>	<p>As an immediate step new Policy and guidance in respect of Relationships and Familial will be developed which addresses 9.1.9 and 9.1.10. This will be taken to Policy and Sustainability Committee in March 2022 for approval.</p> <p>A process for the requirement of disclosure of conflicts of interest, specifically relating to familial or former familial relationships between employees will be developed and implemented by the end of quarter one 2022 to address 9.1.16.</p> <p>In respect of 9.1.11 as an immediate step our Domestic Abuse Policy and underpinning guidance and training has been revised and it is proposed will be taken to Policy and Sustainability Committee in March 2022 for approval. We are working with Respect to secure accreditation for this revised policy. (See further detail on training below which will accompany this Policy).</p>

<p>(9.1.16) familial or former familial relationships of employees within the CEC should be disclosed and logged appropriately on both employees' HR files, to ensure that any actual or potential conflicts which may arise during the course of internal investigations are addressed.</p> <p>(9.1.11) the current CEC domestic abuse policy, the 2019 PDA, requires to be revised to state explicitly that it covers situations with CEC employees which arise outside the workplace and / or outwith work hours.</p> <p><i>Further council recommendation:</i> Without prejudice to any further specific recommendations from the Independent Inquiry on Council's wider culture that a full review of all Council policies relating to staff conduct is undertaken to determine how these could be consolidated and clarified to aid compliance and investigation in future. Notes discussions have already begun to improve effectiveness of staff conduct policies as a holistic suite to improve compliance and understanding of the policies as well as access for staff to use policies to be able to more effectively raise issues and get access to support.</p>	<p>In respect of the further Council recommendation, it should be noted that Council employment Policies are legally compliant, but a review will be undertaken in quarter one 2022, in discussion with Trade Unions, as to opportunities to further simplify and consolidate Policies relating to employee conduct. Appendix One details those policies which would be in scope for further consideration</p> <p>This will include adding into Disciplinary Policy that the Council maintains the right to continue any investigations in light of an employee resigning from their employment. Additionally, we will address the pending possible future legal requirement for organisations to prevent sexual harassment at work.</p> <p>Policy review or development will need to adhere to due process (e.g. consultation).</p> <p>However, perhaps what is more important is ensuring colleagues have absolute clarity on routes available for them to escalate matters – whether that be through employment policies, line managers, trade unions, whistleblowing or SHE (our Health & Safety reporting).</p> <p>We have commenced work, engaging with colleagues on this already and will continue this. We hope to conclude this initial preparatory work by the end of quarter one 2022. Beyond that date, further work will need to follow to develop the processes and systems needed, aligned to any Policy changes and, to cascade and embed these across our organisation. Additional consideration will need to be given to any training required for colleagues and line managers.</p>
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Investigations: Whilst this workstream is likely to be enhanced by the wider Inquiry report into organisational culture which will shortly be received by Council, below details proposed immediate responses with timelines. Once this report has been received and considered, further plans will be brought back to Council for approval.

Recommendations	Council response
<p>(9.1.1) the system of investigation within the CEC relating to sexual allegations, domestic abuse, physical violence, stalking or harassment needs to be reformed to ensure that it is independent and impartial, and seen to be as such, both within and outwith the CEC.</p> <p>(9.1.2) the CEC should consider the implementation of an independent investigation unit of appropriately experienced and properly trained investigators, to investigate all allegations in relation to CEC employees of a sexual nature, domestic abuse, physical violence, harassment or stalking (whether occurring during the course of work hours or on CEC premises or not). The CEC should either procure an independent external firm to establish an independent team of investigators to take on this role; or create an internal unit of investigators whose sole role is to carry out such investigations. If internal, any such unit should be regularly audited by an independent body.</p> <p>(9.1.3) all allegations in relation to CEC employees of a sexual nature, domestic abuse, physical violence, harassment or stalking (whether occurring during the course of work hours or on CEC premises or not) must be escalated to the CEC’s Monitoring Officer prior to the appointment of any investigator, whether internal or external; and a record should be kept of all such allegations for an appropriate period of time, subject to GDPR considerations, to allow for identification of patterns of behaviour.</p> <p>(9.1.4) if the system of investigation for such matters remains internal, all CEC employees tasked with conducting investigations must be properly trained to ensure, amongst other</p>	<p>This will include simplification (where possible) and further clarification of the entry points for reporting of all employee related instances in respect of conduct. Additionally, full proposals and options for investigatory activity moving forward, including detail on costs.</p> <p>The current practice of appointing Investigatory Officers for employee cases will be reviewed.</p> <p>It is proposed that we will create a ring-fenced team of experienced and trained investigators. Options are currently being considered and costed for both an external unit and/or an internal team who can access specialist external support if required.</p> <p>Whilst the Inquiry team have recommended this team investigate allegations of a sexual nature, domestic abuse, physical violence, stalking or harassment, the proposal which will be developed will consider all formal cases to potentially be investigated by this team (as per Council recommendation). This will ensure that any other issues (e.g. race or hate incidents) are also treated equally.</p> <p>Given the average number of cases we have across our organisation, it</p>

<p>things, that: (a) they are alive to the possibility of potential conflicts of interest arising from personal / work related relationships with those subject to investigation, or witnesses, and decline to act where there is an actual or apparent conflict prior to, or during, the investigation, as required; and (b) they understand how to properly conduct interviews with alleged survivors of various kinds of abuse and will make referrals to support services for survivors, where necessary.</p> <p>(9.1.5) if the system of such investigations remains internal, the CEC should look to an external service provider with appropriate expertise to design and / or deliver the training to CEC employees, and to provide refresher training annually.</p> <p><i>Further council recommendation:</i> That in delivering the Inquiry Recommendations, the Chief Executive give consideration to expanding the scope of the special investigation's unit detailed in paragraph 9.1.1 of the report to include any other serious issues of misconduct including, but not limited to, serious fraud or misappropriation of public funds.</p>	<p>is likely that the Investigatory team will need to be circa 10 individuals, depending on final proposal of scope of cases to be investigated by this team. The cost will vary depending on whether this is an in-house or external resource; but is likely to be in the region of £600,000 (if in house) plus the cost of any assurance audit.</p> <p>Additional steps will be added to process and relevant Policies to ensure matters relating to allegations of a sexual nature, domestic abuse, physical violence, harassment or stalking will be escalated to CEC's Monitoring Officer.</p> <p>Further detailed recommendations will be brought to Council in early 2022.</p> <p>There will remain a reliance on senior employees undertaking the role of Nominated Officer and it should be noted that a pressure on this pool to undertake this role will remain.</p>
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<p>Training and Education: Whilst this workstream is likely to be enhanced by the wider Inquiry report into organisational culture which will shortly be received by Council, below details proposed immediate responses with timelines. Once this report has been received and considered, further plans will be brought back to Council for approval.</p>	
Recommendations	Council response
<p>(9.1.6) staff training and understanding within the CF Department and the wider-CEC surrounding domestic abuse, coercive control, the 2019 PDA, the 2019 WBP and other employee and service user welfare policies needs to be improved. Appropriate</p>	<p>As an immediate step training is being designed to roll out once our new Domestic Abuse Policy and Guidance is approved at Policy and Sustainability Committee in March 2022.</p>

<p>training and education are paramount in ensuring an effective safeguarding culture for employees and service user.</p> <p>(9.1.7) all employees of the CEC with line management responsibilities should be required to partake in mandatory training on domestic abuse, coercive control and how to appropriately deal with those individuals making complaints of a potentially criminal nature; and such training should be refreshed annually, with records kept of such training. The CEC should look to an external service provider with appropriate expertise to design and / or deliver the training.</p> <p>(9.1.8) all employees of the CEC with line management responsibilities should be required to undertake training on public interest disclosures and the 2019 WBP, to enable them to differentiate between such disclosures and matters falling within other CEC policies (the PDA 2019, grievances, and potential disciplinary matters). The CEC should look to an external service provider with appropriate expertise to design and / or deliver the training.</p>	<p>In the meantime, we already have an online level 1 training which is suitable for all employees and includes a small section of how to conduct a trauma informed interview, which is a Scottish Government Resource. This will be promoted across our organisation.</p> <p>Additionally, training to CEC practitioners will continue to be provided from our 14 Council Domestic Abuse Trainers who are accredited by an external body. The cost to deliver this training on an ongoing basis will need to be finalised.</p> <p>Online training in respect of Public Interest Disclosure will be sourced, developed and made accessible for all line managers by the end of quarter one 2022.</p> <p>It is important to note that not all of our employees have access to online training, unless they grant permission for personal email addresses to be used. This remains a challenge for us to ensure such training is completed.</p>
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<p>Records and data: Whilst this workstream is likely to be enhanced by the wider Inquiry report into organisational culture which will shortly be received by Council, below details proposed immediate responses with timelines. Once this report has been received and considered, further plans will be brought back to Council for approval.</p>	
Recommendations	Council response
<p>9.1.12 there must be a formal system in place at the CEC for recording disclosures by employees, service users or others relating to allegations of sexual or physical violence, harassment or stalking by CEC employees (whether</p>	<p>9.1.12 & 9.1.13 Immediate consideration is being given as to how more clearly defined and centralised routes for such disclosures can be escalated, recorded and responded to. This relates to the recommendation 9.1.3.</p> <p>There are (HR) system functionality dependencies which need to be</p>

<p>occurring during the course of work hours or on CEC premises or not).</p> <p>9.1.13 record keeping must be improved within the CEC, with notes taken at all meetings where disclosures or concerns are raised by employees to line managers regarding sexual or physical violence, harassment or stalking (whether occurring during the course of work hours or on CEC premises or not). Once recorded, line managers should be obliged to report such disclosures or concerns up the management structure at the CEC.</p> <p>(9.1.14) a record of all investigations conducted (whether internal or external) regarding abuse of a sexual or physical nature, harassment or stalking (whether occurring during the course of work hours or on CEC premises or not) should be kept by the CEC for a period of twenty-five years, in a searchable and accessible format, subject to GDPR considerations.</p>	<p>considered in respect of these recommendations and, further work will need to be completed to address and cost these.</p> <p>9.1.14 Immediate steps will be taken to ensure that all such investigations (as defined) are recorded centrally adhering to GDPR.</p>
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‘Old boys’ network’	
Recommendations	Council response
<p><i>Council recommendation:</i> To request the Chief Executive requests details from inquiry team of those that some witnesses described as being part of an “old boy’s network”. In addition to the recommendations that Human Resources and Internal Audit conduct an assessment of disciplinary issues or complaints handled by any of those actors in order that any issues identified are acted upon and reported appropriately.</p>	<p>A list of those individuals who were alleged to have been part of an “old boys’ network” within the Children and Families department has been received from Pinsent Masons. An assessment is currently ongoing as to how best to conduct a proportionate review of disciplinary or complaint matters handled by these individuals. A recommendation will be brought back to Council for approval.</p>

Departure of former senior employees	
Recommendations	Council response
<p><i>Council recommendation:</i> To request a briefing by the Chief Executive to Councillors within one cycle on the circumstances of the departure of Alastair Gaw and Andy Jeffries from Council employment as well as information on the ability (or otherwise) of the Council to progress and conclude disciplinary processes after an employee has resigned.</p>	<p>A briefing note in relation to this matter was sent to all elected members on 19 November 2021 and this recommendation can now be closed.</p>

Redress scheme	
Recommendations	Council response
<p>(9.1.15) an appropriate CEC redress scheme should be set up, without admission of liability, to compensate those who have been abused by SB.</p>	<p>The Council is making significant progress to ensure our insurers remain up to speed with the recommendations arising from the Inquiry, and work is advancing on how best to set up a redress scheme. Further details will be brought back to Council for approval.</p>

Misuse of public funds	
Recommendations	Council response
<p><i>Council recommendation:</i> To request a briefing by the Chief Executive within one cycle on the processes followed by the internal and external investigations to establish whether there was any misuse of public funds by Sean Bell and the conclusions reached.</p>	<p>A briefing note in relation to this matter was sent to all elected members on 19 November 2021. The recommendation from Pinsent Masons is that, given the potential costs, that prior investigations have taken place, and the fact that any potential useful outcomes will likely have been exhausted (the value of funds used is low, the funds were only given to those in need, many interviewees have left the Council (and therefore could not be compelled to provide evidence) and the main</p>

	accused party is deceased), it would not be proportionate to spend further public funds to reinvestigate this matter. A decision is required from Council as to whether to accept this recommendation from Pinsent Masons.
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- 4.4 Finally, the Council reiterates its commitment to identifying and addressing inappropriate behaviours and activities and welcomes individuals raising issues of concern through available means of escalation including management, the independent whistleblowing service, our employment Policies or Trade Unions.

5. Next Steps

- 5.1 Following receipt and consideration of the Inquiry report into the wider cultural review of the Council, the Chief Executive will report back to Council within two cycles providing further recommendations on how the Inquiry's recommendations can be implemented.

6. Financial impact

- 6.1 The cost of this Inquiry into complaints about the late Sean Bell to date excluding work in progress which has not yet been invoiced is £0.6m. A budget of £1m has been approved for both inquiries and a further £0.4m will be set aside from the 2020/21 audited budget underspend.
- 6.2 There are likely to be significant financial impacts flowing from the recommendations of the Inquiry report. These have yet to be fully assessed and an update will be provided when the Chief Executive reports back to Council.

7. Stakeholder/Community Impact

- 7.1 The report identifies that Mr Bell had a seriously detrimental impact on those survivors and the wider staff cohort in some of his interactions. This was, and is, not acceptable.
- 7.2 The Council acknowledges that the need for, and the outcome of, this report will come as a shock to, and be distressing for, many employees and citizens and the Council hopes that implementation of the Inquiry's report recommendations will address the concerns identified going forward.

8. Background reading/external references

- 8.1 [Response to Council Motion on Whistleblowing Culture, Policy and Sustainability Committee – 6 October 2020](#)
- 8.2 [Response to Council Motion on Whistleblowing Culture, Referral from P&S Committee, City of Edinburgh Council 15 October 2020](#)
- 8.3 [City of Edinburgh Council Meeting – 28 October 2021](#)

9. Appendices

- 9.1 Appendix 1 – Policy recommendations

APPENDIX ONE

Employment Policy

Our current employment policies are legally compliant however, there are potential opportunities to seek to simplify and clarify some aspects of Policy. In this regard the following will be undertaken:

- Review of all conduct related Policy/Procedure to seek to simplify: Employee Code of Conduct; Violence at work policy; Avoidance of Bullying and Harassment; Disciplinary policy (Local Government Employees); Disciplinary policy (Teachers); Disciplinary policy (Chief Officers); Grievance procedure (Local Government Employees); Grievance procedure (Teachers);
- Development of new policy in respect of Familiar/Relationships at Work to be taken to Policy and Sustainability Committee March 2022;
- Complete the revision of our Domestic Abuse policy, with underpinning guidance and training to be taken to Policy and Sustainability Committee March 2022;
- Consideration of developing policy in respect of alcohol, drugs and substance misuse;
- Consideration in respect of pending duty for employers to prevent sexual harassment

Additionally, in order to prioritise the above, a number of Policies which are currently being reviewed may need to be rescheduled for completion (consultation, approval and implementation) to later in 2022/23 due to resource constraints – these includes Maternity, Paternity and Parental Leave, Shared Leave and Sustainable Travel for our Employees.

The City of Edinburgh Council

10.00 am Thursday, 25 November, 2021

Boundary Commission for Scotland – 2023 Review of UK Parliament Constituencies

Executive/routine	
Wards	All
Council Commitments	

1. Recommendations

- 1.1 To note the Boundary Commission for Scotland consultation on the proposed new UK Parliamentary Constituencies.
- 1.2 To approve the response to the Boundary Commission for Scotland as detailed in appendix 1 to this report

Andrew Kerr
Chief Executive and Returning Officer

Contact: Chris Highcock, Elections Manager and Depute Returning Officer
E-mail: chris.highcock@edinburgh.gov.uk | Tel: 0131 469 3126

Boundary Commission for Scotland – 2023 Review of UK Parliament Constituencies

2. Executive Summary

- 2.1 The Boundary Commission for Scotland has published initial proposals for a new map of UK Parliamentary constituencies in Scotland. Scotland has been allocated 57 constituencies for the 2023 Review, two fewer than at present, the UK Parliament retaining 650 constituencies in total. The overall aim is to make the electorate of each constituency more equal. Under the proposals Edinburgh retains 5 constituencies, with the current names, with minor changes to the boundaries between constituencies. However, it is proposed that the Edinburgh East constituency should include the western half of Musselburgh. A consultation on the proposals is open until 8 December 2021.

3. Background

- 3.1 The 2023 Review of UK Parliamentary constituencies is required by the Parliamentary Constituencies Act 1986. It is being conducted simultaneously by the four Boundary Commissions in Scotland, England, Northern Ireland and Wales in their respective countries. Reviews are required to take account of changes in population size and distribution.
- 3.2 The four UK Boundary Commissions began reviews in 2011 and 2016 that would have reduced the total number of constituencies by 50 to 600. Neither of these Reviews resulted in any change to constituencies, as the first was cancelled by changes to legislation and the second not implemented by Parliament. This current review commenced in January 2021.
- 3.3 The existing constituencies have remained unchanged since 2005 and were used in the 2005, 2010, 2015, 2017 and 2019 UK Parliamentary General Elections.

4. Main report

- 4.1 For the purposes of the 2023 Review, the UK Parliament has retained 650 constituencies with an overall aim to make the electorate of each constituency more

equal. An electoral quota was calculated by dividing the total UK electorate by the number of constituencies with protected island constituencies excluded.

- 4.2 The electorate for the review was taken from the electoral register on 2 March 2020 and each constituency apart from Na h-Eileanan an Iar (the Western Isles) and Orkney & Shetland must be within 5% of the UK electoral quota of 73,392, therefore within the range 69,724 and 77,062.
- 4.3 In determining boundaries of constituencies to reach this quota the Boundary Commission for Scotland will take into account a range of factors including:
- special geographical considerations, including the size, shape and accessibility of a constituency;
 - boundaries of council areas and electoral wards;
 - existing Westminster constituency boundaries; and
 - any local ties which would be broken by changes in constituencies.
- 4.4 The Commission developed its initial proposals in council area groupings, with the City of Edinburgh included in the seven constituencies wholly within the City of Edinburgh, East Lothian and Midlothian council areas.
- 4.5 For Edinburgh, the existing Edinburgh South West constituency and the existing constituency names are unchanged. However, there are minor changes proposed to the boundary between the Edinburgh West and the Edinburgh North and Leith constituencies at Craigmyle and the Dean Village. The boundary between the Edinburgh East and Edinburgh South constituencies has been amended at Prestonfield. The Edinburgh East constituency now includes the western half of Musselburgh.
- 4.6 Maps showing the proposed boundaries have been produced by the Boundary Commission along with a range of background information. The maps and consultation material have been shared separately with political groups on the Council.
- 4.7 These documents have been made available for public consultation at the City Chambers, held in the Election Office, and at a number of libraries throughout the Council area. They are also available to download from the Commission's website: <https://www.bcomm-scotland.independent.gov.uk/?q=reviews/2023-review-uk-parliament-constituencies> . The consultation is also signposted from the Council's website and has been promoted by the Council via its social media activity.
- 4.8 The Commission requires any comments or representations on its proposals by 8 December 2021. Comments on the proposals should state whether they approve of, or object to, the proposals and to give reasons for approval or objection. Objectors should state what they propose in place of the Commission's recommendations.
- 4.9 Comments can be made via the consultation site: www.bcs2023review.com , in writing to: Boundary Commission for Scotland, Thistle House, 91 Haymarket

Terrace, Edinburgh EH12 5HD or by email to comments@scottishboundaries.gov.uk

- 4.10 In early 2022 there will be a secondary six-week consultation period, including up to 5 Public Hearings, which will include publication of all comments received up to the 8 December. Following consideration of any evidence received, any revised proposals would be offered for public consultation in late 2022 with final recommendations submitted to the Speaker by 1 July 2023.
- 4.11 The next UK Parliamentary General Election is scheduled to be held on Thursday 2 May 2024, in line with the Fixed-term Parliaments Act. The Dissolution and Calling of Parliament Bill, laid before Parliament in May 2021, would repeal the 2011 Act. Once enacted, the Prime Minister will again be able to exercise the prerogative power of the monarch to dissolve Parliament and call an early election with just 25 working days' notice.
- 4.12 In terms of the administration of elections by the Council's Election Team on behalf of the Returning Officer, these are minor changes administratively and can easily be accommodated in the work programme. The addition of the proposed portion of Musselburgh would include only two further polling places which would be a small addition to the existing 150 polling places staffed and managed currently.

5. Next Steps

- 5.1 Details of the proposals have been placed in libraries and in the Election Office at the City Chambers. This has been highlighted on the Council website and on social media feeds.
- 5.2 A proposed response to the consultation from the Council is provided at Appendix 1.
- 5.3 Political groups may wish to respond individually if there are particular political issues of concern to them

6. Financial impact

- 6.1 Not applicable.

7. Stakeholder/Community Impact

- 7.1 Not applicable

8. Background reading/external references

- 8.1 Boundary Commission for Scotland portal to view current and proposed boundaries and to make comments <https://www.bcs2023review.com/>

- 8.2 Boundary Commission for Scotland Initial Proposals - 2023 Review web pages
<https://www.bcomm-scotland.independent.gov.uk/?q=reviews/2023-review-uk-parliament-constituencies>

9. Appendices

- 1 – Proposed consultation response

Isabel Drummond-Murray
Secretary Boundary Commission for
Scotland
Thistle House
91 Haymarket Terrace
Edinburgh
EH12 5HD

Date
Our Ref
Your Ref

Dear Isabel,

**2023 REVIEW OF UK PARLIAMENT CONSTITUENCIES PUBLIC CONSULTATION
INITIAL PROPOSALS: CONSULTATION RESPONSE**

I refer to your letter of 13 October 2021 regarding the current consultation on the Commission's initial proposals as a result of the 2023 Review of UK Parliament Constituencies.

Your letter and enclosures provided the background to the review, its timeline, the basis on which the electoral quota had been identified and proposals for the boundaries of the new 57 UK constituencies in Scotland. I should be grateful if you could treat this letter as the City of Edinburgh Council's response to the Commission's initial proposals.

I note that for the UK constituencies with the City of Edinburgh Council area the proposals represent minor change. The existing Edinburgh South West constituency and the existing constituency names are unchanged. However, there are minor changes proposed to the boundary between the Edinburgh West and the Edinburgh North and Leith constituencies at Craighleith and the Dean Village. The boundary between the Edinburgh East and Edinburgh South constituencies has been amended at Prestonfield.

A more significant change is that the Edinburgh East constituency now includes the western half of Musselburgh, adding a small area outwith the City of Edinburgh Council area to what was previously a constituency wholly within the City of Edinburgh.

Given the applicable legislation, the policies and procedures adopted by the Commission in the conduct of this review, the City of Edinburgh Council is content that the proposals for the five UK constituencies in the council's area represent an acceptable set of boundaries that recognise existing UK constituencies, the Scottish Parliament constituencies and council wards. The proposed adjustments to boundaries Edinburgh West and the Edinburgh North and Leith and the Edinburgh East and Edinburgh South constituencies, take account of natural local features and boundaries and are supported. The addition of a portion of East Lothian through the inclusion of west Musselburgh in Edinburgh East is unfortunate. It would be the preference for constituencies to be wholly within the Council area allowing a more accurate route to data analysis, a simpler alignment of political representation and avoids any cross-boundary issues in electoral administration.

However given the population changes and the electoral quota the boundaries presented for Edinburgh East are understandable in terms of polling the addition of this small element of East Lothian can easily be accommodated by the council's Election Team.

This Council looks forward to any revised proposals that may result from the this consultation and will again consider those when they are published.

Yours sincerely,

Andrew Kerr
Chief Executive

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The City of Edinburgh Council

10.00am, Thursday, 25 November 2021

Edinburgh Health & Social Care Partnership – Appointment of Service Director - Operations

Executive/routine
Wards
Council Commitments

1. Recommendations

- 1.1 To note the arrangements for the appointment of the Service Director – Operations, Health & Social Care.
- 1.2 To agree the arrangements for the recruitment and appointment of the Service Director – Operations, including the establishment of an IJB recruitment panel to make the appointments.
- 1.3 To delegate authority to the Chief Executive to authorise the appointment (if necessary) of the Service Director – Operations following the selection of appropriate candidates by the IJB.

Andrew Kerr

Chief Executive

Contact: Eleanor Kay, Relationship Lead

E-mail: eleanor.kay@edinburgh.gov.uk | Tel: 0131 469 3973

Edinburgh Health & Social Care Partnership – Appointment of Service Director - Operations

2. Executive Summary

- 2.1 This report details the recruitment process which will be followed to appoint the Service Director Operations within the Edinburgh Health and Social Care Partnership.
- 2.2 The successful candidate will be employed by either the Council or NHS Lothian.
- 2.3 Normally, Service Directors employed by the Council would be appointed by a Recruitment Committee comprising seven elected members. In the current circumstances, it is proposed that the Council waive its right, and agree that responsibility for the selection of these posts be given to an IJB recruitment panel.
- 2.4 In doing so the report requests that delegated authority be given to the Chief Executive of The City of Edinburgh Council to approve the appointment made by the IJB.

3. Background

- 3.1 Upon the confirmation that Tom Cowan, will be retiring as Service Director – Operations (Health & Social Care,) it has been agreed to commence the external recruitment for a replacement.
- 3.2 Following a selection exercise, Judith Proctor, Chief Officer has appointed Mike Massaro-Mallinson on an interim Acting Up basis into the post whilst the recruitment process takes place.
- 3.3 Recruitment arrangements for the permanent appointment of the Service Director have been agreed by the IJB. These include a joint recruitment panel comprising the Council and NHS Lothian Chief Executives and the Chief Officer, Council Leader (Adam McVey), IJB Chair (Councillor Henderson) plus one other NHS IJB representative as well as a stakeholder panel, whose members are yet to be finalised, but comprising of its vice-chair (Angus McCann), and two nonvoting IJB members, to be determined by the Chief Officer in consultation with the chair and vice-chair.

4. Main report

- 4.1 Service Directors permanently employed by the Council normally require to be selected by the Council's Recruitment Committee, comprising seven elected members and chaired by the Council Leader and then subsequently appointed by the Council.
- 4.2 The IJB has established a joint recruitment panel to oversee the appointment of the Service Director post. The process will be comprised of psychometric testing, scenario exercise and competency-based interview, overseen by HR colleagues from both CEC and NHS Lothian.
- 4.3 These arrangements will ensure a consistent approach, and timely appointment of the successful candidate. They will underpin the key partnership approach between the two constituent parties, while also promoting engagement and support from the wider stakeholders.
- 4.4 Council approval for this proposal for the recruitment selection process is required. If the successful candidate is to be employed by the Council, then it would be usual for the Council to approve these appointments. Due to the requirement for the IJB to also agree the appointments and the subsequent delay these approvals could result in for the successful candidate, it is proposed that the Chief Executive is delegated authority to approve, on behalf of the Council, any necessary appointment made by the IJB.
- 4.5 If the successful candidate is to be employed by NHS Lothian the correct recruitment process will be followed and the necessary approvals sought from an NHS perspective.

5. Next Steps

- 5.1 If approval for delegated authority is given necessary recruitment to this post will proceed in line with tentatively agreed timescales.

6. Financial impact

- 6.1 The costs of recruiting to this post are contained within existing approved budgets.

7. Stakeholder/Community Impact

- 7.1 N/A

8. Background reading/external references

- 8.1 [Organisational Change Policy and Guidance](#)

8.2 [Chief Officer Recruitment and Selection Policy](#)

9. Appendices

9.1 None

The City of Edinburgh Council

10.00am, Thursday, 25 November 2021

City of Edinburgh Council – 2020/21 Annual Audit Report to the Council and the Controller of Audit – referral from the Finance and Resources Committee

Executive/routine
Wards
Council Commitments

1. For Decision/Action

1.1 The City of Edinburgh Council is asked to note the report.

Stephen S. Moir
Executive Director of Corporate Services

Contact: Emily Traynor, Assistant Committee Officer
Legal and Assurance Division, Corporate Services
E-mail: emily.traynr@edinburgh.gov.uk

Referral Report

City of Edinburgh Council – 2020/21 Annual Audit Report to the Council and the Controller of Audit

2. Terms of Referral

- 2.1 On 9 November 2021, the Governance, Risk and Best Value Committee considered a report on the City of Edinburgh Council – 2020/21 Annual Audit Report to the Council and the Controller of Audit. The report was referred to the Finance and Resources Committee for approval.
- 2.2 On 18 November 2021, the Finance and Resources Committee considered the report by the Executive Director of Corporate Services.
- 2.3 The Finance and Resources Committee agreed:
 - 2.3.1 To approve the audited annual accounts.
 - 2.3.2 To refer the audited annual accounts to the City of Edinburgh Council for noting.

3. Background Reading/ External References

- 3.1 Minute of the Governance, Risk and Best Value Committee – 9 November 2021
- 3.2 Minute of the Finance and Resources Committee – 18 November 2021

4. Appendices

Appendix 1 – report by the Executive Director of Corporate Services

Finance and Resources Committee

10.00am, Thursday, 18 November 2021

City of Edinburgh Council – 2020/21 Annual Audit Report to the Council and the Controller of Audit – Referral from the Governance, Risk and Best Value Committee

Executive/routine Executive
Wards
Council Commitments

1. For Decision/Action

- 1.1 The Governance, Risk and Best Value Committee has referred the attached report to the Finance and Resources Committee for approval and to thereafter refer the report to Council for noting.

Stephen S. Moir
Executive Director of Corporate Services

Contact: Emily Traynor, Assistant Committee Officer
Legal and Assurance Division, Corporate Services
E-mail: emily.traynr@edinburgh.gov.uk

Referral Report

City of Edinburgh Council – 2020/21 Annual Audit Report to the Council and the Controller of Audit – Referral from the Governance, Risk and Best Value Committee

2. Terms of Referral

- 2.1 On 9 November 2021, the Governance, Risk and Best Value Committee considered a report on the City of Edinburgh Council – 2020/21 Annual Audit Report to the Council and the Controller of Audit.
- 2.2 The Governance, Risk and Best Value Committee agreed:
- 2.2.1 To note that, following the audit process, it was anticipated that an unqualified audit opinion would be issued on the Council's annual accounts for 2020/21.
 - 2.2.2 To refer the audited annual accounts to the Finance and Resources Committee for approval and thereafter to Council for noting.
 - 2.2.3 To note that, following approval by the Finance and Resources Committee, the audited annual accounts would be signed and submitted to the external auditor.
 - 2.2.4 To note the external auditor's assessment of both implementation of the recommendations contained within the Council's Best Value Assurance Report and across the four dimensions of the wider scope audit and that progress in the delivery of the resulting improvement actions set out in Appendix 4 of the auditor's report would be reported to the Committee during the coming year. To agree:
 - 2.2.4.1 That items 1,2,3,4 and 5 shall have regular updates to the Executive Committees via their business bulletins on progress and full reports at implementation date detailing completion or outstanding actions; and
 - 2.2.4.2 That Item 6 'Implementation of BVAR recommendations' will be reported to each meeting of GRBV under the Business Bulletin to monitor progress (tabular form acceptable) towards completion dates;

2.2.4.3 That reports be prepared in the following terms on the areas listed below:

- Common Good – a report reviewing progress towards completion of 2017/18 recommendations on the Common Good Asset Register and what outstanding work there is to complete this and what resource is required (in officer hours) in two cycles and copied to the relevant Executive Committee;
- Framework for collaboration with community councils – a report detailing current arrangements, funding and how this links into wider community planning responsibilities with any actions for improvement identified and reporting framework detailed in two cycles and copied to the relevant Executive Committee;
- Community Asset Transfer – short report in two cycles on current process and timescales to include a table on number of requests received and stage in process with time taken to get to that point.

2.2.5 To note that, once approved, a summarised version of the annual accounts would also be published on the Council's website by 30 November 2021.

3. Background Reading/ External References

3.1 Minute of the Governance, Risk and Best Value Committee – 9 November 2021

4. Appendices

Appendix 1 – report by the Executive Director of Corporate Services

Governance, Risk and Best Value Committee

10.00am, Tuesday, 9 November 2021

City of Edinburgh Council – 2020/21 Annual Audit Report to the Council and the Controller of Audit

Executive/routine
Wards
Council Commitments

Executive

1. Recommendations

- 1.1 Members of the Governance, Risk and Best Value Committee are asked to:
- 1.1.1 note that, following the audit process, it is anticipated that an unqualified audit opinion will be issued on the Council's annual accounts for 2020/21;
 - 1.1.2 refer the audited annual accounts to the Finance and Resources Committee for approval and thereafter to Council for noting;
 - 1.1.3 note that, following approval by the Finance and Resources Committee, the audited annual accounts will be signed and submitted to the external auditor;
 - 1.1.4 note the external auditor's assessment of both implementation of the recommendations contained within the Council's Best Value Assurance Report and across the four dimensions of the wider scope audit and that progress in the delivery of the resulting improvement actions set out in Appendix 4 of the auditor's report will be reported to the Committee during the coming year; and
 - 1.1.5 note that, once approved, a summarised version of the annual accounts will also be published on the Council's website by 30 November 2021.

Stephen S. Moir
Executive Director of Corporate Services

Contact: Hugh Dunn, Service Director: Finance and Procurement,
Finance and Procurement Division, Corporate Services Directorate
E-mail: hugh.dunn@edinburgh.gov.uk | Tel: 0131 469 3150

City of Edinburgh Council – 2020/21 Annual Audit Report to the Council and the Controller of Audit

2. Executive Summary

- 2.1 The report summarises the principal findings arising from the Council's 2020/21 external audit. While primarily focused on the review of the financial statements, the wider scope aspects of the audit include consideration of the Council's financial sustainability, financial management, governance and transparency and arrangements to secure and demonstrate value for money. Following the publication of the Council's Best Value Assurance Report (BVAR) in November 2020, the report also assesses progress in implementing its recommendations.
- 2.2 The proposed audit certificate provides an unqualified audit opinion on the financial statements and other prescribed matters.
- 2.3 Progress in addressing all of the recommendations contained within the BVAR is noted, with approaches to addressing the recommendations agreed and many of the overarching strategies also confirmed. It is now important that further detailed work is completed to support these agreed approaches.
- 2.4 The report concludes that the Council had appropriate arrangements in place for managing its financial position and use of resources during the year, with an overall surplus of £7.9m recorded after transferring COVID-specific funding to be applied in subsequent years to reserves at the year-end. The report also notes the Council increased its unallocated general reserve from £13m to £25m at the year-end as part of a reprioritisation of its earmarked funds.
- 2.5 While the report notes that a five-year medium-term financial framework has been developed, this shows significant funding gaps in future years and the Council therefore needs to take steps now to ensure that work has commenced in the areas and initiatives services will be required to deliver to address the shortfalls identified.
- 2.6 The report concludes that the Council's governance arrangements were satisfactory during the year, with appropriate scrutiny, challenge and informed decision-making and a prompt and effective response in political management arrangements during the pandemic. Areas with scope for improvement exist, however, and these have been highlighted in the BVAR, the work of internal audit and independent reviews.

- 2.7 Finally, the report notes the development of the Adaptation and Renewal programme and the reporting of regular updates to members on the pandemic's impact on the Council and steps taken during the year to improve and align business planning and public performance reporting.

3. Background

- 3.1 The Council submitted its unaudited annual accounts to the external auditor by the required date of 30 June. As with the 2019/20 audit, the supplementary provisions contained within the Coronavirus (Scotland) Act 2020, however, allowed local authorities, in consultation with their external auditors, to defer reporting to those charged with governance (in the Council's case, members of this committee) by up to two months i.e. from the end of September until the end of November. This flexibility reflected the additional logistical challenges of obtaining appropriate audit assurance within a remote working environment. A revised timetable for the audit process was subsequently agreed, with the auditor's report being presented to today's meeting.
- 3.2 The review of all matters relating to external audit forms part of the remit of the Governance, Risk and Best Value Committee and is an important aspect of the overall governance arrangements of the Council. The external auditor will attend today's meeting to provide an overview of the accompanying report and respond to specific queries members may have on its content. Given the Committee's scrutiny function, however, approval of the annual accounts will be secured by onward referral to the Finance and Resources Committee meeting taking place on 18 November. Subject to this approval, a shorter, more accessible version of the annual accounts will then be published on the Council's website by 30 November.
- 3.3 The unaudited annual accounts were published on the Council's website by 30 June 2021 and made available for public inspection from 1 July 2021 for a period of 15 working days, in accordance with relevant regulations. Due to the on-going pandemic, however, this year's inspection process was undertaken by electronic means.
- 3.4 Correspondence was received from two individuals on two different subjects during this period, resulting in the lodging of two objections. Following consideration by the external auditor, one of these was assessed not to constitute a valid objection as the issues raised did not relate to material misstatements in the accounts due to incorrect recognition, measurement, presentation, disclosure or illegality.
- 3.5 The other submission related to the Lauriston Castle Charitable Trust and did contain elements that constituted a valid objection. The issue raised related to the Council's contribution towards meeting the net operating costs of Lauriston Castle not being included within the Lauriston Charitable Trust unaudited accounts. This

objection was upheld and the accounts now reflect a net Council contribution in 2020/21, with an equivalent contribution also included within the restated prior year.

3.6 The external auditor is required, in undertaking the audit, to comply with Audit Scotland's revised Code of Audit Practice and ISA260: Communications with those charged with governance. As part of the standard, the auditor is required to highlight:

- Relationships that may bear on the independence, integrity and objectivity of the appointed auditor and audit staff;
- The overall scope and approach to the audit, including any expected limitations, or additional requirements;
- Expected modifications to the audit report;
- Management representations requested by him/her;
- Unadjusted misstatements other than those that are clearly trivial;
- Material weaknesses in internal control identified during the audit;
- Qualitative aspects of accounting practice and financial reporting, including accounting policies; and
- Matters specifically required by auditing standards to be communicated to those charged with governance and any other matters that are relevant to the audit.

3.7 Appendix 1 of the auditor's report summarises the respective responsibilities of the Council and the auditor.

4. Main report

Overall audit opinion

4.1 There are no qualifications to the proposed audit certificate. The report notes that the unaudited accounts were received in accordance with the audit timetable and were accompanied by working papers of a high standard.

4.2 As part of the audit process, a number of adjustments were incorporated within the audited accounts and these are itemised within Appendix 2 of the auditor's report.

Wider scope assessment and BVAR actions follow-up

4.3 As with recent years' reports, the audit reflects the revised approach to best value agreed by the Accounts Commission in June 2016. This "wider scope" audit comprises four elements:

- Financial sustainability;
- Financial management;
- Governance and transparency; and
- Value for money.

- 4.4 In addition, the report includes a progress assessment on the implementation of the recommendations contained within the Council's BVAR.

Key messages (pages 4 to 8)

- 4.5 The key messages from the audit are presented on pages 4 to 8 of the auditor's report, with a number of action points for the Council to address in the coming months also noted. These, together with the management responses provided by the Council (including assigned responsibility and associated timescale for implementation), are shown on pages 92 to 98. The report also summarises on pages 100 to 114 progress made in implementing the recommendations contained in previous years' reports.
- 4.6 The wider scope aspects of the audit and progress in addressing the recommendations of the BVAR are subject to a revised grading system set out on page 8. With the exception of financial sustainability where, due to the need to initiate a programme to address significant future-year funding gaps, current arrangements are assessed to be inadequate, all other areas are assessed as having no major weaknesses but with opportunities for improvement to offset remaining risks.

Annual accounts audit (pages 12 to 37)

- 4.7 An unqualified opinion has been provided on the financial statements and other prescribed matters, with positive feedback provided across a number of areas.
- 4.8 While noting the improvements implemented in recent years in respect of property valuations, the report nonetheless identifies opportunities to build further on these through closer collaboration between Finance and Estates staff, as well as more explicit consideration of potential impairment for assets under construction.
- 4.9 Although audit testing confirmed the appropriateness of provisions made in respect of doubtful debts, the report also encourages the Council to keep the amount of this provision under annual review based on any significant changes in debt recovery rates and consideration of other relevant factors.
- 4.10 The report attests to the appropriateness of both the Council's decision to "de-badge" the Other Catering Significant Trading Operation (STO) and the accounting entries processed in respect of capitalisation of interest costs for relevant projects during the year.
- 4.11 The report notes the receipt of some £359m of COVID-related funding during the year and comments on the Council's arrangements to account, as appropriate, for sums received acting as principal (i.e. acting on its own behalf) or agent (i.e. acting as an intermediary). Audit testing identified one small funding stream of £0.162m which had been accounted for as income received as principal where, in fact, the Council was acting as an agent. This change is reflected in the audited accounts, resulting in a revised in-year underspend of £7.918m.

4.12 Very late in the audit process, an adjustment required to comply with the Accounting Code of Practice was identified. While not material, this adjustment, which affects only the Group and not the Council, would have required considerable reworking and, for this reason, has not been incorporated in the audited accounts. The auditor's report therefore draws attention to this unadjusted error in Appendix 2.

BVAR follow-up (pages 38 to 40)

4.13 Progress in addressing all of the recommendations contained within the BVAR is noted, with approaches to addressing the recommendations agreed and many of the overarching strategies already confirmed. It is now important that further work is prioritised to support these agreed approaches, specifically to:

- develop detailed savings plans to address the significant funding gaps identified in the medium-term financial plan;
- develop detailed workforce plans for service teams to support the strategic workforce plan;
- develop annual service plans for directorates and teams that support the delivery of key performance targets. Targets should be set for all KPIs agreed within the new Planning and Performance Framework;
- continue to progress approved Community Asset Transfer requests as a matter of priority; and
- progress the framework drawn up for collaboration with community councils and ensure this delivers the real involvement of community representatives in delivering community outcomes.

4.14 A summary of progress in respect of each recommendation is included as Appendix 3 to the report.

Financial sustainability (pages 41 to 47)

4.15 The report notes the Council's development of a medium-term revenue framework covering the period to 2026/27, along with a balanced ten-year capital budget strategy, albeit with a number of associated risks. Whilst the 2021/22 revenue budget is forecast to show a balanced position, the medium-term framework identifies significant funding gaps in future years, emphasising the importance of taking steps now to ensure that work has commenced on the areas and initiatives services are required to deliver to address the shortfalls identified.

4.16 The report also sets out various facets of the Council's response to the United Kingdom's exit from the European Union.

Financial management (pages 48 to 53)

4.17 The report concludes that the Council had appropriate arrangements in place for managing its financial position and use of resources during the year, with an overall surplus of £7.9m recorded after transferring COVID-specific funding to be applied in subsequent years to reserves at the year-end. The report also notes the Council

increased its unallocated general reserve from £13m to £25m as part of a reprioritisation of its earmarked funds.

- 4.18 The external auditor's report intimates that no significant weaknesses were identified within the Council's systems of accounting and internal financial control and that its arrangements with regard to the detection of fraud and irregularity are considered sufficient and appropriate, complemented by active participation in the National Fraud Initiative.

Governance and transparency (pages 54 to 63)

- 4.19 The report concludes that the Council's governance arrangements were satisfactory during the year, with appropriate scrutiny, challenge and informed decision-making. Areas with scope for improvement exist, however, and these have been highlighted in the BVAR, the work of internal audit and independent reviews.
- 4.20 The Council is assessed to have responded promptly and effectively in its political management arrangements to the COVID-19 crisis. An external review of the effectiveness of the scrutiny applied by the Governance, Risk and Best Value Committee undertaken as part of the 2021 Internal Audit Plan concluded that it was fulfilling its core remit but identified a number of short- and longer-term potential improvements, to which the Council has now responded, with the majority to be implemented after the May 2022 elections.

Value for money (pages 64 to 70)

- 4.21 The report notes the development of the Adaptation and Renewal programme and the regular reporting of updates to members on the pandemic's impact on the Council and steps taken during the year to improve and align business planning and public performance reporting, including a redesign of the performance web pages.
- 4.22 In-year service performance was significantly impacted by the pandemic, with many indicators therefore not comparable year on year. Of those that were comparable, however, 80% showed maintained or improved performance.

5. Next Steps

- 5.1 Subject to approval by the Finance and Resources Committee on 18 November, the annual accounts will be signed and submitted to the external auditor.
- 5.2 Progress in implementing the improvement actions set out in Appendix 4 will be reported to the Governance, Risk and Best Value Committee over the coming year.

6. Financial impact

- 6.1 There is no direct additional impact arising from the report's contents, although the on-going effectiveness of the Council's current financial management and planning arrangements has been noted.

7. Stakeholder/Community Impact

- 7.1 The annual audit report includes a review of the effectiveness of existing and proposed arrangements to empower communities.
- 7.2 The financial statements were made available for public inspection in July for a period of 15 working days in accordance with the provisions of Part VII of the Local Government (Scotland) Act 1973 and the Local Authority Accounts (Scotland) Regulations 2014. Following the upholding of an element of an objection received, the audited accounts include the Council's contribution towards the net operating cost of Lauriston Castle.

8. Background reading/external references

- 8.1 [Revenue Monitoring 2020/21 – outturn report](#), Finance and Resources Committee, 12 August 2021
- 8.2 [Unaudited Annual Accounts 2020/21](#), The City of Edinburgh Council, 24 June 2021

9. Appendices

- Appendix 1 – 2020/21 Annual Audit Report to the Council and the Controller of Audit
- Appendix 2 – 2020/21 Audited Annual Accounts



City of Edinburgh Council

2020/21 Annual Audit Report to the Council and the
Controller of Audit

November 2021



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Key messages

A solid green horizontal bar spanning the width of the page, positioned below the 'Key messages' heading.

This report concludes our audit of the City of Edinburgh Council for 2020/21.

This section summarises the key findings and conclusions from our audit.

Financial statements audit

<p>Audit opinion</p>	<p>The annual accounts are due to be considered by the Governance, Risk and Best Value Committee on 9 November and approved by the Finance and Resources Committee on 18 November.</p> <p>We report unqualified opinions within our independent auditor’s report.</p>
<p>Key findings on audit risks and other matters</p>	<p>COVID-19 continues to present unprecedented challenges to the operation, financial management and governance of organisations, including public sector bodies. In response to the pandemic, we identified potential areas of increased risk of material misstatement to the financial statements and/or our audit opinion. We are pleased to report those risks identified did not materialise.</p> <p>The Council had appropriate administrative processes in place to prepare the annual accounts and the required supporting working papers.</p>
<p>Audit adjustments</p>	<p>Audit adjustments are detailed at Appendix 2. The overall impact on the annual accounts was an increase in group reserves of £53.359million.</p> <p>We also identified disclosure and presentational adjustments during our audit, which have been reflected in the final set of accounts.</p>
<p>Accounting systems and internal controls</p>	<p>We have applied a risk-based methodology to the audit. This approach requires us to document, evaluate and assess the Council’s processes and internal controls relating to the financial reporting process.</p> <p>Our audit is not designed to test all internal controls or identify all areas of control weakness. However, where, as part of our testing, we identify any control weaknesses, we have included these in this report. We consider the control environment within the Council to be satisfactory although there is scope for improvement.</p>

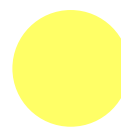
Best value Assurance Report – follow up

Appointed auditors have a duty to be satisfied that local government bodies have made proper arrangements to secure best value.

A Best Value review was undertaken on the City of Edinburgh Council in 2020. The Best Value Assurance Report (BVAR) includes recommendations to help the Council address the improvement areas identified during the audit.

We have considered progress made by the Council in implementing the recommendations made in the BVAR.

Auditor judgement



Overall, progress has been made against all of the recommendations. Agreed approaches to addressing the recommendations and many of the overarching strategies have been confirmed. It is now important that further detailed work is completed to support these agreed approaches.

Wider scope audit



Financial Sustainability

Auditor judgement



A medium-term financial framework covering the period to 2026/27 has been developed. Whilst the 2021/22 revenue budget is forecast to show a balanced position, the medium-term framework identifies significant funding gaps facing the Council in future years. The Council should take steps now to ensure that work has commenced on the areas and initiatives services are required to deliver to address the shortfalls identified.



Financial Management

Auditor judgement



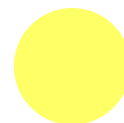
The Council has appropriate arrangements in place for financial management and the use of resources.

The Council reported a surplus outturn position in 2020/21. The surplus was achieved after additional transfers to reserves from the receipt of COVID-19 funding late in 2020/21. The Council has earmarked £101million in reserves to off-set future specific or unknown COVID-19 costs. 82% of approved savings were delivered.

The Council has reviewed its reserves policy, increasing the size of the unallocated general fund reserve from £13million to £25million.

Around 94% of the revised general fund capital programme and 62% of the revised HRA capital programme was delivered in 2020/21.

Auditor judgement



Governance & Transparency

Governance arrangements at the Council were found to be satisfactory and appropriate, including throughout the COVID-19 pandemic and we concluded that the Council responded promptly and effectively in its political management arrangements.

From our review of committee papers and observations at committee meetings we are satisfied that there has been appropriate scrutiny, challenge and informed decision making; in particular over the Council's financial arrangements and its monitoring and support to ALEO's during the pandemic.

Areas with scope for improvement exist in the Council's governance arrangements. These have been highlighted through the Best Value Assurance Report, the work of internal audit and independent reviews.

Auditor judgement



Value for Money

In response to the pandemic, the Council developed an Adaptation and Renewal work programme, with 5 main workstreams. Regular updates are presented to committee which include the impact the pandemic has on the Council.

The Council has published an annual performance report and report on performance against the Local Government Benchmarking Framework (2019/20). Performance in 2020/21 has been impacted by the pandemic; in particular in areas such as education, social care, housing and waste services.

Further work is required to fully demonstrate compliance with the Accounts Commission Statutory Performance Information Direction; in particular demonstrating best value. During 2021, the Council published its Business Plan which is supported by a newly developed Planning and Performance Framework (PPF). The new PPF is designed to meet the Council's public performance reporting responsibilities including meeting the requirements of Statutory Performance Information Directions.

Definition

Our wider scope audit involves consideration of the Council's arrangements as they relate to financial sustainability; financial management, governance and transparency and value for money. We have used the following grading to provide an overall assessment of the arrangements in place as they relate to the four dimensions.



Introduction



We carried out our audit in accordance with Audit Scotland's Code of Audit Practice and maintained auditor independence



Scope

1. We outlined the scope of our audit in our External Audit Plan, which we presented to the Governance, Risk and Best Value Committee at the outset of our audit. The core elements of our work include:
 - an audit of the 2020/21 annual accounts for both the Council and its group and related matters;
 - consideration of the wider dimensions of public audit work, as set out in Exhibit 1;
 - consideration of the Council's arrangements to secure best value
 - consideration of the arrangements for the collection and publication of statutory performance information in accordance with the Accounts Commission direction
 - monitoring the Council's participation in the National Fraud Initiative (NFI); and
 - any other work requested by Audit Scotland.

Exhibit 1: Audit dimensions within the Code of Audit Practice



Responsibilities

2. The Council is responsible for preparing annual accounts which show a true and fair view and for implementing appropriate internal control systems. The weaknesses or risks identified in this report are only those that have come to our attention during our normal audit work and may not be all that exist. Communication in this report of matters arising from the audit or of risks or weaknesses does not absolve management from its responsibility to address the issues raised and to maintain an adequate system of control.
3. We do not accept any responsibility for any loss occasioned to any third party acting, or refraining from acting on the basis of the content of this report, as

this report was not prepared for, nor intended for, any other purpose.

4. We would like to thank all management and staff for their co-operation and assistance during our audit.

Auditor independence

5. International Standards on Auditing in the UK (ISAs (UK)) require us to communicate on a timely basis all facts and matters that may have a bearing on our independence.
6. We confirm that we complied with the Financial Reporting Council's (FRC) Ethical Standard. In our professional judgement, we remained independent and our objectivity has not been compromised in any way.
7. We set out in Appendix 1 our assessment and confirmation of independence. Our assessment includes consideration of:
 - Provision of non-audit services to the Council's group components; and
 - Relationships between Azets and the Council, its elected members and senior management that may reasonably be thought to bear on our objectivity and independence.

Adding value through the audit

8. All of our clients demand of us a positive contribution to meeting their ever-changing business needs. Our aim is to add value to the Council through our external audit work by being constructive and forward looking, by identifying areas of improvement and by recommending and encouraging good practice. In this

way, we aim to help the Council promote improved standards of governance, better management and decision making and more effective use of resources.

Feedback

9. Any comments you may have on the service we provide, the quality of our work and our reports would be greatly appreciated at any time. Comments can be reported directly to any member of the audit team.

Openness and transparency

10. This report will be published on Audit Scotland's website www.audit-scotland.gov.uk.

Annual accounts audit

The Council's annual accounts are the principal means of accounting for the stewardship of its resources and its performance in the use of those resources.

Overall conclusion

11. The annual accounts are due to be considered by the Governance, Risk and Best Value Committee on 9 November and approved by the Finance and Resources Committee on 18 November. Our independent auditor's report is unqualified.

Administrative processes

12. We received unaudited annual accounts and supporting papers of a high standard, in line with our agreed audit timetable. Our thanks go to staff at the Council for their assistance with our work, particularly given the current environment we are working in.

Our audit opinion

Opinion	Basis for opinion	Conclusions
Financial statements	<p>We conduct our audit in accordance with applicable law and International Standards on Auditing.</p> <p>Our findings / conclusion to inform our opinion are set out in this section of our annual report.</p>	We have issued unqualified audit opinions.
Going concern basis of accounting	<p>In the public sector when assessing whether the going concern basis of accounting is appropriate, the anticipated provision of the services is more relevant to the assessment than the continued existence of a particular public body.</p> <p>We assess whether there are plans to discontinue or privatise the Council's functions.</p> <p>Our wider scope audit work considers the financial sustainability of the Council.</p>	<p>We reviewed the financial forecasts for 2021/22. Our understanding of the legislative framework and activities undertaken provides us with sufficient assurance that the Council will continue to operate for at least 12 months from the signing date.</p> <p>Our audit opinion is unqualified in this respect.</p>
Opinions prescribed by the Accounts Commission on:	<p>We read all the statutory other information in the annual accounts to identify material inconsistencies with the financial statements and to identify any information that is apparently materially incorrect</p>	<p>The statutory other information contains no material misstatements or inconsistencies with the financial statements.</p> <p>We have concluded that:</p>

Opinion	Basis for opinion	Conclusions
<ul style="list-style-type: none"> Management Commentary Annual Governance Statement Remuneration Report 	<p>based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit.</p> <p>We plan and perform audit procedures to gain assurance that the statutory other information has been prepared in accordance with:</p> <ul style="list-style-type: none"> statutory guidance issued under the Local Government in Scotland Act 2003 (Management Commentary); the Delivering Good Governance in Local Government: Framework (Annual Governance Statements); and The Local Authority Accounts (Scotland) Regulations 2014 (Remuneration Report) 	<ul style="list-style-type: none"> the management commentary is consistent with the financial statements and has been prepared in accordance with statutory guidance issued under the Local Government in Scotland Act 2003. the information given in the annual governance statement and statement of financial control is consistent with the financial statements and has been prepared in accordance with the Delivering Good Governance in Local Government: Framework. the audited part of the Remuneration Report has been properly prepared in accordance with The Local Authority Accounts (Scotland) Regulations 2014.
<p>Matters reported by exception</p>	<p>We are required to report on whether:</p> <ul style="list-style-type: none"> adequate accounting records have not been kept; or the financial statements and the audited part of the Remuneration and Staff Report are not in agreement with the accounting records; or we have not received all the information and explanations we require for our audit; or there has been a failure to achieve a prescribed financial objective. 	<p>We have no matters to report.</p>

An overview of the scope of our audit

13. The scope of our audit was detailed in our External Audit Plan, which was presented to the Governance, Risk and Best Value Committee in March 2021. The plan explained that we follow a risk-based approach to audit planning that reflects our overall assessment of the relevant risks that apply to the Council. This ensures that our audit focuses on the areas of highest risk. Planning is a continuous process and our audit plan is subject to review during the course of the audit to take account of developments that arise.
14. At the planning stage we identified the significant risks that had the greatest effect on our audit. Audit procedures were then designed to mitigate these risks.
15. In our audit, we test and examine information using sampling and other audit techniques, to the extent we consider necessary to provide a reasonable basis for us to draw conclusions. We obtain evidence through performing a review of the

significant accounting systems, substantive procedures and detailed analytical procedures.

Significant risk areas

16. Significant risks are defined by professional standards as risks that, in the judgement of the auditor, require special audit consideration. In identifying risks, we consider the nature of the risk, the potential magnitude of misstatement, and its likelihood. Significant risks are those risks that have a higher risk of material misstatement.
17. The significant risk areas described in the table below are those that had the greatest effect on our audit strategy, the allocation of resources in the audit and directing the efforts of the audit team. Our audit procedures relating to these matters were designed in the context of our audit of the annual accounts as a whole, and not to express an opinion on individual accounts or disclosures. Our opinion on the annual accounts is not modified with respect to any of the risks described below.

Significant risk areas

1. Management override

Significant risk description

In any organisation, there exists a risk that management have the ability to process transactions or make adjustments to the financial records outside the normal financial control processes. Such issues could lead to a material misstatement in the financial statements. This is treated as a presumed risk area in accordance with ISA (UK) 240 - *The auditor's responsibilities relating to fraud in an audit of financial statements*.

Risk assessment: High

Significant risk areas

How the scope of our audit responded to the significant risk	Key judgement <p>There is the potential for management to use their judgement to influence the financial statements as well as the potential to override controls for specific transactions.</p> Audit procedures <ul style="list-style-type: none">• Review of the Council's accounting records and audit testing on transactions.• Adoption of data analytics techniques in carrying out testing.• Review of judgements and assumptions made in determining accounting estimates as set out in the financial statements to determine whether they are indicative of potential bias. This included a retrospective review of the prior year estimates against the current year estimates.
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Key observations	We have not identified any indication of management override in the year. We did not identify any areas of bias in key judgements made by management and judgements were consistent with prior years.
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2. Revenue recognition

Significant risk description	Under ISA (UK) 240 - <i>The auditor's responsibilities relating to fraud in an audit of financial statements</i> there is a presumed risk of fraud in relation to revenue recognition. The presumption is that the Council could adopt accounting policies or recognise income transactions in such a way as to lead to a material misstatement in the reported financial position.
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Risk assessment: High

How the scope of our audit responded to the significant risk	Key judgements <p>Given the financial pressures facing the public sector as a whole, there is an inherent fraud risk associated with the recording of income around the year end.</p> Audit procedures <ul style="list-style-type: none">• Evaluate each material revenue stream and review controls over revenue accounting.• Substantive testing on all material revenue streams.• Audit testing over the revenue recognition policy to ensure it is appropriate and applied consistently throughout the year.
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Significant risk areas

Key observations At the planning stage of our audit we concluded that the revenue recognition risk was present in all revenue streams except for council tax income, non-domestic rates, housing rents and non-ring fenced government grants. Our conclusion remained the same throughout the audit.

Based on audit work performed, we have gained reasonable assurance on the completeness and occurrence of income and we are satisfied that income is fairly stated in the financial statements.

3. Expenditure recognition

Significant risk description As most public sector bodies are net expenditure bodies, the risk of fraud is more likely to occur in expenditure. There is a risk that expenditure may be misstated resulting in a material misstatement in the financial statements.

Risk assessment: High

How the scope of our audit responded to the significant risk

Key judgements

Given the financial pressures facing the public sector as a whole, there is an inherent fraud risk associated with the recording of accruals around the year end.

Audit procedures

- Evaluate the significant non-pay expenditure streams and review the controls in place over accounting for expenditure. (Payroll is subject to separate tailored testing).
- Consideration of the Council's key areas of expenditure and obtain evidence that expenditure is recorded in line with appropriate accounting policies and the policies have been applied consistently across the year.
- Review of accruals around the year end to consider if there is any indication of understatement of balances held through consideration of accounting estimates.

Key observations We gained reasonable assurance over the completeness and occurrence of expenditure and are satisfied that expenditure is fairly stated in the financial statements.

Significant risk areas

4. Asset valuations (significant accounting estimate)

Significant risk description The Council carries out a rolling programme of revaluations that ensures all property, plant and equipment required to be measured at fair value is revalued at least every five years.

The valuation provided by the valuer as at 31 March 2020 recognised a material uncertainty, indicating that lower confidence could be attached to the valuation than otherwise would be the case given the unprecedented impact of COVID-19 on global markets. We included an emphasis of matter paragraph in our independent auditor's report on the 2019/20 annual accounts to draw attention to this.

There is a risk of material misstatement to the financial statements relating to asset valuations.

Risk assessment: High

How the scope of our audit responded to the significant risk

Key judgements

Councils are required to revalue assets held at fair value with sufficient regularity to ensure that the carrying amount does not differ materially from the current value at 31 March. This includes other land and buildings, council dwellings, investment properties, assets held for sale and surplus assets.

In accordance with its accounting policies, all valuations are carried out internally by a professional valuer.

Audit procedures

- Consider the competence, capability and objectiveness of the internal valuer in line with ISA (UK) 500 Audit Evidence.
- Consider the scope of the valuer's work and the information provided to the valuer for completeness.
- Review the valuation report and consider the assumptions used by the valuer against external sources of evidence.
- Challenge management's formal assessment of impairment to ensure assets are not materially misstated as at 31 March.

Key observations

Valuations are carried out by internal valuers and formally communicated to the Council through a valuation report. We have gained assurance that the carrying value of assets in the audited annual accounts is in line with the internal valuer's report.

In accordance with ISA (UK) 500 "Audit Evidence" we have considered the competence, capability and objectivity of the

Significant risk areas

professional valuer and did not identify any items which gave use cause for concern over the suitability of the valuer.

In the current year, the valuation report provides assurance that, whilst the pandemic continues to affect economies and global markets, property markets have started to function again and, as a result, the valuation as at 31 March 2021 is not subject to a material valuation uncertainty. This is consistent with the latest guidance issues by the Royal Institute of Chartered Surveyors (RICS). The valuer is satisfied that there is no evidence to suggest the valuation of assets as at 31 March 2020 is materially misstated.

Review of assumptions

We confirmed that the basis of valuation for assets is appropriate based on their usage and that the assumptions applied appear reasonable. Overall, the valuation movements were in line with our expectation.

Council dwellings are valued using the beacon method which aggregates the vacant possession value of each unit of housing stock based on the value of a beacon or sample property. A discount factor is applied to reflect the lower rent yield from social housing compared to market rates. A full revaluation exercise is completed every five years, with the last exercise undertaken in 2018/19.

In interim years the Council applies an uplift factor to the valuation of beacon properties based on growth in the housing sector and other key factors. The appropriateness of the discount factor is also considered. An uplift of 4.5% was applied in 2020/21 whilst the discount factor remained at 38%; both of which we deem to be reasonable based on the evidence available.

Other land and buildings are held at fair value and revalued as part of the five-year rolling programme. In addition, the valuer considers all material changes to assets, such as significant maintenance spend or a change in the condition of the property and makes an assessment as to whether a revaluation is necessary.

In 2020/21 a total of 559 valuations were completed, equating to 19% of asset records and over 30% of the portfolio by value. We reviewed the reasonableness of valuation assumptions applied and are satisfied that these are appropriate.

The Council has considered the potential for applying indexation to other land and buildings, using indices to reflect market changes in interim years between valuations. However, based on the professional judgement of the valuer it was deemed that this would

Significant risk areas

make valuations less accurate and oversimplify all the relevant factors that should be considered when determining a valuation. Hence, indexation has not been applied.

We deem this assessment to be reasonable. Indexation should only be applied where there is sufficient certainty that the indices used are comparable to the valuations being adjusted. The Council's portfolio of other land and buildings is so diverse that this cannot be guaranteed and as such there is a risk that indexation could result in inappropriate or inaccurate movements in valuation. We deem the Council's current approach of revaluing a proportion of the portfolio each year and considering all material changes to relevant assets to provide sufficient assurance that the valuation of other land and buildings is free from material misstatement as at 31 March.

Scope of the valuer's work

We considered the instructions and information provided to the valuer and performed procedures to confirm the accuracy and completeness of information. All property, plant and equipment required to be carried at fair value has been appropriately revalued as part of the five-year rolling programme.

However, some improvements are required in communication between the Finance team and the internal valuer to support timely and robust valuations.

We identified two assets where the valuation was not based on accurate or up-to-date information as a result of miscommunication between the Finance team and the valuer. The valuation of these two assets was revisited, resulting in a net decrease of £3.640million which has been adjusted for in the annual accounts.

The Council applies component accounting to land and buildings, with management estimating how the overall valuation should be allocated between each component. Whilst we are satisfied that the estimated allocation is free from material misstatement, going forward we encourage management to take a more collaborative approach, liaising with the valuer when making this estimate.

In addition, we noted a number of assets under construction that were prematurely valued by the valuer when Finance intended to continue holding the asset at cost within the annual accounts. Increased collaboration between both parties is required to support a more efficient and robust valuation exercise.

Action Plan Point 1

Significant risk areas

Impairment

The Council has further developed its procedures for assessing whether there has been an impairment to ensure this takes cognisance of a range of sources of information. This includes:

- Any changes in condition per the conditions surveys performed as part of the five year rolling programme;
- A review of the level of repairs and maintenance undertaken on each property;
- Confirmation from asset managers as to whether any assets have been damaged or demolished in year.

No indication of material impairment was identified, which is consistent with our testing. However we would encourage the Council to further develop its procedures by ensuring assets under construction are also subject to an impairment review.

Action Plan Point 2

Disclosure of estimation uncertainty

IAS 1 'Presentation of Financial Statements' requires entities to disclose assumptions made about the future and other major sources of estimation uncertainty, specifically those that present a significant risk of resulting in a material adjustment to the carrying amount of assets and liabilities within the next financial year. Disclosures should include the nature of the assumption or estimation uncertainty and the sensitivity of the carrying amounts to the methods, assumptions and estimates underlying their calculation.

The Council has identified the valuation of property, plant and equipment as a major source of estimation uncertainty. At our request, management have included further disclosures within the audited annual accounts on key assumptions made when determining the valuation of all assets held at fair value and their sensitivities.

Significant risk areas

5. Pension assumptions (significant accounting estimate)

Significant risk description An actuarial estimate of the pension fund asset/liability is calculated on an annual basis under IAS 19 and on a triennial funding basis by an independent firm of actuaries with specialist knowledge and experience. The estimates are based on the most up to date membership data held by the pension fund and have regard to local factors such as mortality rates and expected pay rises with other assumptions around inflation when calculating the liabilities. There is a risk that the assumptions used are not appropriate.

Risk assessment: High

How the scope of our audit responded to the significant risk

Key judgements

A significant level of estimation is required in order to determine the valuation of pension assets/liabilities. Small changes in the key assumptions (including discount rates, inflation and mortality rates) can have a material impact on the pension asset/liability.

Audit procedures

- Review the controls in place to ensure that the data provided from the pension fund to the actuary is complete and accurate.
- Review the reasonableness of the assumptions used in the calculation against other local government pension fund actuaries and other observable data.
- Agree the disclosures in the financial statements to information provided by the actuary.
- Consider the competence, capability and objectiveness of the management expert in line with ISA (UK) 500 Audit Evidence.

Key observations

Formal actuarial valuations are carried out every three years, where each employer's assets and liabilities (obligations) are calculated on a detailed funding basis, using individual member data, for cash contribution setting purposes. The 31 March 2020 formal valuations for Scottish LGPS Funds were concluded by 31 March 2021.

The accounting balance sheet position as at 31 March 2021 is based on a roll forward from the 2020 formal valuation. This differs to the balance sheet position as at 31 March 2020 which was based on a roll forward from the 2017 formal valuation. This 'step change' can lead to sizeable asset and obligation 'remeasurement experience' items in the reconciliation of the balance sheet from 31 March 2020

Significant risk areas

to 31 March 2021. Movements in price/salary increase assumptions and reductions in the discount rate as a result of reducing corporate bond rates also impact on the year end position.

We reviewed the reasonableness of those assumptions used in the calculation against other local government pension fund actuaries and other observable data, with no issues identified.

We reviewed the information in the actuarial report for completeness and accuracy against the published pension fund data. Our review identified the omission of early retirement data from the valuation report. An updated report was prepared and the annual accounts reflect the revised report. The net effect was an increase to the net pension liability of £2.084million.

We have considered the competence, capability and objectivity of the actuary in line with the requirements of ISA (UK) 500 'Audit Evidence'. From this review we did not identify any items which gave us cause for concern over the suitability of the actuary.

6. Provisions for doubtful debts (significant accounting estimate)

Significant risk description

The Council in its annual accounts provides for doubtful debts over sundry debtors and housing rent arrears.

There is a significant degree of subjectivity in the measurement and valuation of provisions for doubtful debts. This subjectivity represents an increased risk of misstatement in the financial statements.

Risk assessment: High

How the scope of our audit responded to the significant risk

Key judgements

Given the financial pressures facing the public sector as a whole, there is an inherent fraud risk associated with the recording of provisions around the year end.

Audit procedures

- Review of management's estimation for the provisions and related disclosures.

Key observations

We are satisfied that the amounts recognised as a provisions for doubtful debts over sundry debtors and housing rent arrears appropriately reflect the expected recovery rate of debt over the next 12 months. This is based on a historical analysis of aged debt recovery within the Council.

Significant risk areas

Whilst we deem the provision for doubtful debts to be free from material misstatement, we encourage the Council to continue to reflect on any significant changes in debt recovery rates when calculating this provision.

Action Plan Point 3

7. Financial instruments (significant accounting estimate)

Significant risk description

The Council maintains significant debt and investment portfolios. Financial assets classified as loans and receivables and all financial liabilities are carried in the balance sheet at amortised cost. The fair value of these is estimated by calculating the net present value of the remaining contractual cash flows using a number of methods and assumptions.

Risk assessment: High

How the scope of our audit responded to the significant risk

Key judgements

Fair values are categorised by their level in the fair value hierarchy:

Level 1 – fair value is derived from quoted prices in active markets for identical assets or liabilities

Level 2 – fair value is calculated from inputs other than quoted prices that are observable for the asset or liability

Level 3 – fair value is determined using unobservable inputs

For level 1 and level 2; the Council's valuations are supported by independent expert advice from its treasury management advisors; Arlingclose. For level 3, there is the potential for management to use their judgement to influence the financial statements.

Audit procedures

- Evaluate and review the controls in place over accounting for financial instruments.
- Consider the Council's material financial instruments and obtain evidence that these have been appropriately valued at 31 March 2021 including challenging fair value classification.
- Review management experts and external investment managers.
- Review the disclosures within the annual accounts to ensure they are consistent with supporting information.

Significant risk areas

Key observations

Level 1 / 2

Levels 1 and 2 comprise loans, including PWLB loans, and investments held within money market funds and local authority loans.

For those loans and investments assessed as level 1/2 the Council's valuations are supported by expert advice from its treasury management advisors. We obtained evidence during our audit over the values assigned to those loans and investments and where appropriate third party confirmation over the values.

Level 3 – PPP liabilities

The Council has entered into significant financial contracts to build new schools and a residual waste treatment plant under 'Public Private Partnership' agreements. At 31 March 2021, the value of financial liabilities in relation to these projects was £294.236million. Valuations are based on a financial model prepared by management.

We considered the appropriateness of the models, ensuring that the assumptions, inputs and disclosures are reasonable. We agreed the models to the underlying contract and third party operator models. We considered whether the models and resulting transactions were in line with accounting standards. We challenged changes to an operational model which resulted in the valuation of the liability being revisited and adjusted in the accounts.

We gained reasonable assurance over the valuation of the PPP liabilities at year end and are satisfied that the liabilities are fairly stated in the financial statements.

Other risk factors

Other impacts of COVID-19 on the annual accounts

18. COVID-19 continues to present unprecedented challenges to the operation, financial management and

governance of organisations, including public sector bodies. In response to the pandemic we identified potential areas of increased risk of material misstatement to the financial statements and/or our audit opinion. Our conclusions are set out in the table below.

Area considered	Description	Conclusion
<p>Access to audit evidence</p>	<p>Our audit this year has been carried out remotely. As a consequence, we identified a risk that access to and provision of sufficient, appropriate audit evidence in support of our audit opinion may be impacted by the inherent nature of carrying out our audit remotely.</p>	<p>We have employed a greater use of technology to examine evidence, but only where we have assessed both the sufficiency and appropriateness of the audit evidence produced.</p> <p>We stayed in close contact with Council officers to ensure all relevant issues were satisfactorily addressed.</p>
<p>Timescales / administrative processes</p>	<p>The pre COVID-19 deadline was 30 September and the provisional deadline for 2020/21 was 31 October. The Scottish Government amended the accounts regulations to require the 2020/21 annual accounts to be signed off by 31 October (amended from 30 September) and published by 15 November (amended from 31 October).</p> <p>However, the provision of the Coronavirus (Scotland) Act 2020 (which permitted bodies to delay publication of the 2019/20 accounts until reasonably practicable) have been extended. 'Reasonably practicable' was considered to be 30 November and this date is considered appropriate for 2020/21. The extension of the Act also allows flexibility over the date (usually 30 June) for the unaudited accounts.</p>	<p>The annual accounts are due to be considered by the Finance and Resources Committee on 18 November 2021 and therefore are in line with the revised timescales.</p>

Significant trading operations (STO)

19. Local authorities have a duty under section 10 of the Local Government in Scotland Act 2003 to maintain and disclose trading accounts for Significant Trading Operations.
20. The Council has in previous years classified and reported its Edinburgh Catering Services – Other Catering as a significant trading operation.
21. During the year, the Council reviewed whether this trading account should continue to be classified as a significant trading operation. As a result of the pandemic and the move to home working, the trading operation has been unable to trade. As a result of its review, the Council concluded that the Edinburgh Catering Services – Other Catering was no longer a significant trading operation. This 'declassification' took effect from 1 April 2020.
22. We have reviewed the basis / justification for the reclassification of its trading operation and concluded that the assessment reasonable and appropriate.

Change in accounting policy – capitalisation of interest costs

23. During the year, the Finance and Resources Committee approved a change to the Council's accounting policy to allow interest to be capitalised under specific circumstances for expenditure on qualifying assets.
24. Interest costs were retrospectively capitalised in 2019/20 for the Trams to Newhaven project, with the changes reflected in the annual accounts.
25. We reviewed the accounting treatment and disclosures in the annual

accounts and concluded that they complied with the relevant accounting standards. The overall impact on the prior year accounts was the capitalisation of £1.234million of interest costs.

Coronavirus Job Retention Scheme

26. The Coronavirus Job Retention Scheme is a UK wide scheme, managed by the UK Government. Only organisations that are not fully funded by public grants can consider accessing the scheme. However public bodies which rely extensively on commercial income can apply to access it.
27. The Council undertook an assessment in year and concluded that staff working in its outdoor centres, non-school catering services and the culture sector would be able to access the scheme.
28. In 2020/21, furlough claims to HMRC totalling £0.986million were submitted in respect of staff working in the Council's outdoor centres, non-school catering services and Culture employees. As the value of claims was below our performance materiality threshold we did not undertake sample testing on the validity of those claims.

COVID-19 funding streams

29. In response to the pandemic, the Scottish Government provided a range of COVID-19 support funding streams. A key consideration for the Council in 2020/21 was determining whether the Council acted as principal (acting on its own behalf) or as an agent (acting as an intermediary) when administering the receipt and payment of these funding streams. This assessment impacted on the accounting treatment in the annual

accounts whereby principal transactions are recognised in the Comprehensive Income and Expenditure Statement and agent transactions are disclosed in the annual accounts but not accounted for in the core financial statements.

30. During 2020/21, the Council received and accounted for the following COVID-19 funding streams:

	£m
Principal	145.384
Agent	213.473

31. As part of our audit; we reviewed the Council’s classification of these funding streams against guidance issued to local authorities. We considered the completeness, existence and associated accounting treatment / disclosures. Through our audit testing we identified one funding stream which had been accounted for as a principal funding stream where the Council was acting as an agent (£162,000). The annual accounts were updated to reflect the correct accounting treatment.

Common Good

32. Local Authorities are required to administer common good funds under section 15 of the Local Government (Scotland) Act 1994. The purpose of common good funds is to provide benefit to the population of the area either through the disbursement of funds, securing assets for on-going use for the population or contributing to specific local projects/initiatives.
33. The Common Good Fund stands separately from the Council’s annual accounts and has been described as

“the ancient patrimony of the community”.

34. During 2020/21, a surplus of £3,000 was reported on the common good fund. Overall useable common good funds stood at £2.669million as at 31 March 2021.
35. In 2016, the Council’s Finance and Resources Committee approved the use of the common good fund for planned maintenance of part of the common good assets. £2million was earmarked in 2015/16 (following a receipt from the sale of East Market Street Garage), to fund a maintenance programme for common good assets.
36. Since this earmarked fund was created in 2016, £123,000 has been used on the Scott Monument, £33,000 on surveys at the City Observatory, £8,600 on Queensferry Harbour, £12,600 on Portobello Municipal Clock and £16,400 on Queensferry Harbour.
37. During our 2020/21 audit of the Common Good fund annual accounts, we noted the following:

Common Good income & expenditure

38. The common good fund comprehensive income and expenditure statement reports a full disclosure of the income and expenditure which relates to the common good fund. Property costs expenditure for the period totalled £2.983million which has been offset by rental income for the period of £0.271million. In order to achieve a “breakeven position” on property costs, the Council has offset the expenditure with an income recharge from the Council of £2.566million and capital funding of £142,000.
39. As part of the planning and fieldwork stages of the audit we identified all

- accounting estimates made by management and determined which were key to the common good fund. We identified expenditure recognition as a key area where management use estimates.
40. Our audit work consisted of reviewing the keys areas for any indication of bias and assessing whether the judgements used by management are reasonable.
41. While we gained reasonable assurance that expenditure was materially appropriate, we identified areas for improvements. Estimates for expenditure on parks and other green spaces did not take into account all relevant assets. We recommend that going forward, the process is reviewed to ensure that estimates are based on appropriate and complete data.

Action plan point 4

Common Good Asset Registers

42. Local Authorities have a statutory responsibility, per Part 8 of the Community Empowerment (Scotland) Act 2015, to establish, maintain and publish a register of all property held by them for the common good. The Council has met all statutory deadlines set by this act in the establishment, consultation and publication of a common good register.
43. As part of audit work in 2019/20, we confirmed the completeness of the Common Good annual accounts by comparing the published common good register to the asset register (“accounting asset register”) used to prepare the accounts. We identified five assets which were on the published register but not included in the accounting asset register and a further four which were included in the

accounting asset register but not on the published register.

44. In 2020/21, we followed up on these identified items and found a further item which had been included on the published register but not on the accounting register. The items identified previously remain unactioned.
45. We reviewed the requirements of the Community Empowerment (Scotland) Act 2015 along with related Scottish Ministerial guidance. We noted that the requirement to provide, consider and respond to representations within twelve weeks has not been met on a number of occasions. There is also no timetable of when cases will be looked at by the local authority.

Estimates and judgements

46. We are satisfied with the appropriateness of the accounting estimates and judgements used in the preparation of the financial statements.
47. As part of the planning and fieldwork stages of the audit we identified all accounting estimates made by management and determined which of those were key to the overall financial statements. Consideration was given to asset valuations, pension assumptions, impairment, depreciation and amortisation rates, provisions for legal obligations and doubtful debts, financial instruments and accruals. Other than asset valuations, pension assumptions, provisions for doubtful debts and financial instruments, we have not determined the accounting estimates to be significant. We revisited our assessment during the fieldwork and completion stages of our

audit and concluded that our assessment remained appropriate.

48. Our audit work consisted of reviewing these keys areas for any indication of bias and assessing whether the judgements used by management are

reasonable. We have summarised our assessment of this below, categorised between Prudent, Balanced and Optimistic.

Estimates and judgements

Asset valuation

Balanced

Valuations are undertaken internally on a five year rolling programme. We evaluated the competence, objectivity and capability of management experts in line with the requirements of ISA (UK) 500 and concluded that use of the experts was appropriate.

We considered key assumptions against other sources of evidence. While we have not identified any indication that the asset valuation as at 31 March 2021 is not materially appropriate, challenges to valuations resulted in a net decrease of £3.640 million to the carrying amount of fixed assets which has been reflected in the annual accounts.

Pension Assumptions

Balanced

Management consider the present value of retirement obligations on an annual basis. The valuation is carried out by the actuarial firm Hymans Robertson. We considered key assumptions against other sources of evidence and did not identify any indication that the valuation was materially misstated as at 31 March 2021.

The assumptions of the actuary, Hymans Robertson, were within our expected range. The assumptions were predominantly in the middle of our expected range with the exception of the discount rate which, while within our expected range, is considered to be on the prudent end of the scale.

Provisions for doubtful debts

Balanced

There is a significant degree of subjectivity in the measurement and valuation of provisions for doubtful debts. We considered key assumptions and are satisfied that these are reflective of debt recovery rates across the Council.

Financial instruments

Balanced

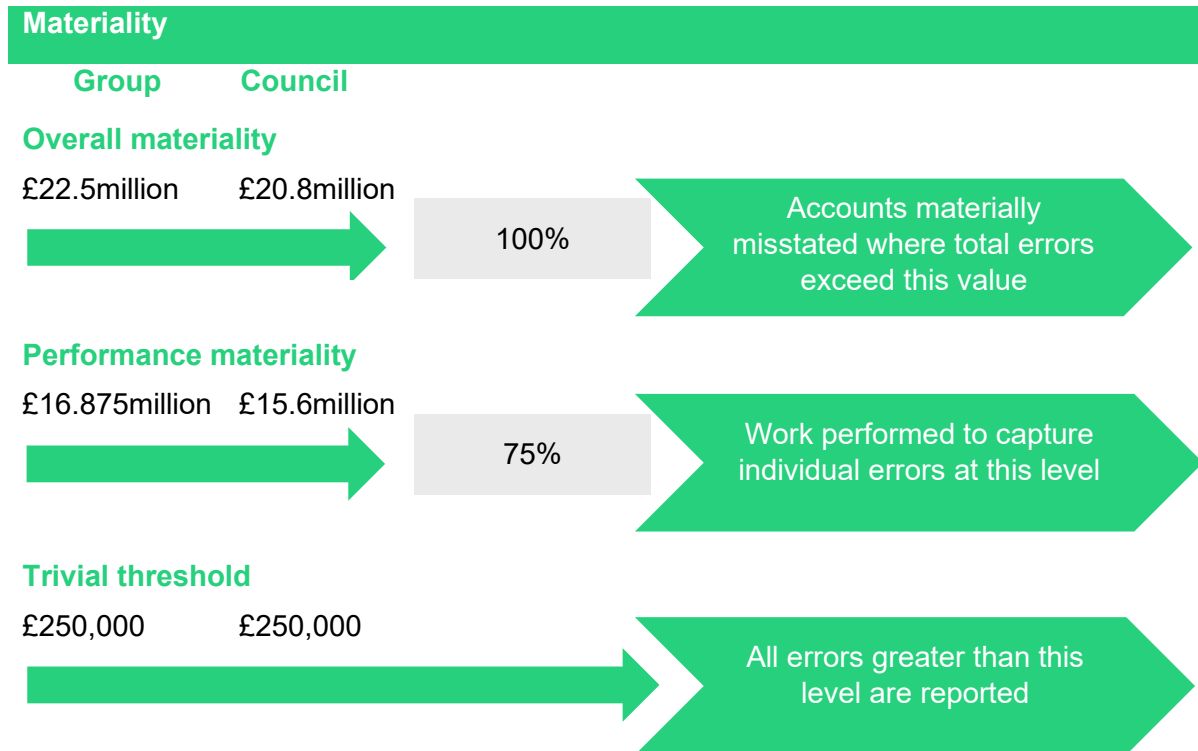
For financial instruments assessed under the fair value hierarchy as level 1 or level 2; the Council's valuations are supported by independent expert advice from its treasury management advisors; Arlingclose. We evaluated the competence, objectivity and capability of management experts in line with the requirements of ISA (UK) 500 and concluded that use of the experts was appropriate.

Materiality

49. Materiality is an expression of the relative significance of a matter in the context of the financial statements as a whole. A matter is material if its omission or misstatement would reasonably influence the decisions of an addressee of the auditor’s report. The assessment of what is material is a matter of professional judgement and is affected by our assessment of the risk profile of the organisation and the needs of users. We review our

assessment of materiality throughout the audit.

50. Our initial assessment of materiality for the group annual accounts was £22.3million and for the Council single entity annual accounts £20.3million. On receipt of the unaudited annual accounts, we reassessed materiality and revised it as detailed in the table below. We consider that our updated assessment has remained appropriate throughout our audit.



Materiality

Our assessment is made with reference to the group and Council’s gross expenditure. We consider this to be the principal consideration for users of the annual accounts when assessing financial performance of the Council and its group.

Our assessment of materiality equates to approximately 1% of gross expenditure as disclosed in the 2020/21 unaudited annual accounts.

We apply a lower level of materiality to the audit of the Remuneration Report. Our materiality is set at £5,000.

Performance materiality

Performance materiality is the working level of materiality used throughout the audit. We use performance materiality to determine the nature, timing and extent of audit procedures carried out. We perform audit procedures on all transactions, or groups of transactions, and balances that exceed our performance materiality. This means that we perform a greater level of testing on the areas deemed to be at significant risk of material misstatement.

Performance materiality is set at a value less than overall materiality for the financial statements as a whole to reduce to an appropriately low level the probability that the aggregate of the uncorrected and undetected misstatements exceed overall materiality.

Trivial misstatements

Clearly trivial' as matters that are clearly inconsequential, whether taken individually or in aggregate and whether judged by any quantitative or qualitative criteria.

Group audit

51. The Council has a complex group which requires consolidation of a range of subsidiaries, associates and joint ventures. The group structure is detailed within the Council's annual accounts.
52. As group auditors under ISA (UK) 600 we are required to obtain sufficient appropriate audit evidence regarding the financial information of the components and regarding the consolidation process to express an opinion on whether the group financial statements are prepared, in all material respects, in accordance with the applicable financial reporting framework. The following table sets out the components within the group.

Component	Significant	Level of response required
City of Edinburgh Council	Yes	Comprehensive
Transport for Edinburgh	Yes	Comprehensive
Edinburgh Living MMR LLP	Yes	Comprehensive
CEC Holdings Limited	No	Analytical
Edinburgh Leisure	No	Analytical
Capital Theatres	No	Analytical
Lothian Valuation Joint Board	No	Analytical
Common Good	No	Analytical
Edinburgh Integration Joint Board	No	Analytical

Comprehensive The component is of such significance to the group as a whole that an audit of the components financial statements is required for group reporting purposes. Azets is the appointed auditor to all significant components.

Analytical The component is not significant to the Group and audit risks can be addressed sufficiently by applying analytical procedures at the Group level.

53. As part of our audit we reviewed the consolidation entries made within the group accounts and confirmed those entries back to the financial statements of the group bodies. 31 December). The overall impact was an decrease in net pension liabilities of £43.009million; resulting in an overall net pension asset position for Transport for Edinburgh.
54. The Code sets out that the financial statements of all entities within the group accounts are required to be prepared to the same date. Where entities within the group do not have the same year-end as the Council, either additional financial statements should be prepared or where this is impracticable, the financial statements should be adjusted for the effects of significant transactions and events that occur between the two dates. 56. The audited annual accounts also include the following prior year adjustments as they relate to the group bodies:
- Transport for Edinburgh – An adjustment to reflect the acquisition of B shares after the year end date of 31 December;
 - Edinburgh Living MMR LLP – adjustment in respect of grant funding towards the costs of acquiring properties being recognised as deferred income;
55. In 2020/21, an adjustment was made to the Council’s group accounts for net pension liabilities as reported by Transport for Edinburgh (whose financial statements are prepared to

- CEC Holdings – adjustment to align accounting policies in respect of leases;
 - Lothian Valuation Joint Board – deferred Individual Electoral Registration grant funding has been restated and recognised as income in the annual accounts.
57. Overall, we concluded that the results of the group bodies had been appropriately consolidated into the Council's audited group accounts.
58. As part of our audit planning process we assess the group, for the purposes of approach to the audit of the group. As set out in our External Audit Plan we deemed the following subsidiaries to be significant in the context of the group audit:
- Transport for Edinburgh; and
 - Edinburgh Living MMR LLP.
59. We revisited our assessment, following receipt of the unaudited accounts and our assessment remained the same.
60. In preparing the annual accounts, the Council makes an assessment as to whether those bodies to be consolidated are classified as a subsidiary, associate or joint venture. Entities which the council controls should be treated as subsidiaries. The Code of Accounting Practice sets out three aspects of control including:
- Power over an entity
 - Exposure, or rights, to variable returns from involvement with the entity
 - Ability to use power over the entity to affect the amount of returns
61. Further to this; information on assessing control is provided in IFRS10,11 and 12.
62. Edinburgh Leisure is accounted for as an associate within the group accounts. Due to the current environment, and the support provided by the Council to its arm's length external organisations in year, particularly Edinburgh Leisure we would encourage the Council to review and update its assessment of its group bodies.
63. We note for 2020/21 that the financial results for Edinburgh Leisure, should it have been accounted for as a subsidiary, would not have had a material impact on the Council's group accounts.
64. Azets is also the appointed auditor to Transport for Edinburgh and Edinburgh Living MMR LLP. During our audit we liaised with the audit engagement teams to confirm that their programmes of work were adequate for our purposes.
65. We have nothing to report in respect of the following matters:
- No significant deficiencies in the system of internal control or instances of fraud were identified by the component auditor; and
 - There were no limitations on the group audit.
- ### Audit differences
66. Audit differences, both adjusted and unadjusted, we identified during the audit have been detailed in Appendix 2.

- 67. All misstatements identified during our audit have been adjusted for in the annual accounts.
- 68. We also identified disclosure and presentational adjustments during our audit, which have been reflected in the final set of annual accounts and are also disclosed in Appendix 2.

preparation of the financial statements such that we were able to design appropriate audit procedures. Our audit is not designed to test all internal controls or identify all areas of control weakness. However, where, as part of our testing, we identify any control weaknesses, we report these to the Council. These matters are limited to those which we have concluded are of sufficient importance to merit being reported.

Internal controls

- 69. As part of our work we considered internal controls relevant to the

Area	Assessment	Comment
Control and process environment	Satisfactory – although scope for improvement	<p>We consider the control environment within the entity to be satisfactory although there is scope for improvement.</p> <p>Our assessment has taken into account Internal Audit’s annual audit opinion. Internal audit’s overall opinion was that “<i>significant improvement was required as significant and / or numerous control weaknesses were identified, in the design and / or effectiveness of the control environment and / or governance and risk management frameworks</i>”. Consequently, only limited assurance could be provided that risks were being managed and that the Council’s objectives should be achieved.</p> <p>We have noted suggestions on possible process improvements as documented at Appendix 4.</p>
Quality of supporting schedules	Satisfactory	We received unaudited annual accounts and supporting papers of a high standard, in line with our agreed audit timetable.
Responses to audit queries	Satisfactory	Management’s responses to our audit queries were appropriate and received on a timely basis.

Follow up of prior year recommendations

- 70. We followed up on progress in implementing actions raised in the

prior year as they relate to the audit of the financial statements. Full details of our findings are included in Appendix 5.

Other communications

Accounting policies, presentation and disclosures

71. Our work included a review of the adequacy of disclosures in the financial statements and consideration of the appropriateness of the accounting policies adopted by the Council.
72. The accounting policies, which are disclosed in the annual accounts, are considered appropriate.
73. There are no significant financial statements disclosures that we consider should be brought to your attention. All the disclosures required by relevant legislation and applicable accounting standards have been made appropriately.
74. Overall we found the disclosed accounting policies, and the overall disclosures and presentation to be appropriate.

Fraud and suspected fraud

75. We have previously discussed the risk of fraud with management. We have not been made aware of any incidents in the period nor have any incidents come to our attention as a result of our audit testing
76. Our work as auditor is not intended to identify any instances of fraud of a non-material nature and should not be relied upon for this purpose.

Non-compliance with laws and regulations

77. As part of our standard audit testing, we have reviewed the laws and regulations impacting the Council. There are no indications from this work of any significant incidences of non-compliance or material breaches of laws and regulations that would necessitate a provision or contingent liability.

The Local Authority Accounts (Scotland) Regulations 2014

78. As part of our audit we reviewed the Council's compliance with the Local Authority Accounts (Scotland) Regulations 2014, in particular with respect to regulations 8 to 10¹ as they relate to the annual accounts.
79. The Scottish Government included in its Finance Circular 10/2020 guidance on the publication and inspection of the unaudited annual accounts as a result of the COVID-19 pandemic.
80. Overall we concluded that appropriate arrangements were in place to comply with the Regulations and the guidance as set out in Finance Circular 10/2020.
81. We received two submissions in relation to the annual accounts in 2020/21. One submission did not constitute a valid objection to the accounts, as the issues raised did not relate to material misstatements in the accounts due to incorrect recognition, measurement, presentation, disclosure or illegality. The other submission related to Lauriston Charitable Trust and did contain elements that constituted a valid objection. The issue raised related to

¹ Regulations 8 to 10 relate to the preparation and publication of unaudited accounts, notice of public

right to inspect and object to the accounts and consideration and signing of the audited accounts.

the City of Edinburgh Council's contribution towards meeting the costs of Lauriston Castle not being included within the Lauriston Charitable Trust unaudited accounts. We upheld this objection and the Lauriston Castle Charitable Trust accounts now reflect in 2020/21 a net contribution of £202k representing expenditure met by the Council. The 2019/20 comparative has also been restated to reflect a £229k net contribution from the Council.

Written representations

82. We will present the final letter of representation to the Service Director: Finance and Procurement (section 95 officer) to sign at the same time as the financial statements are approved.

Related parties

83. We are not aware of any related party transactions which have not been disclosed.

Confirmations from third parties

84. All requested third party confirmations have been received.

Best Value

Appointed auditors have a duty to be satisfied that local government bodies have made proper arrangements to secure best value.

A Best Value review was undertaken on the City of Edinburgh Council in 2020. The Best Value Assurance Report (BVAR) includes recommendations to help the Council address the improvement areas identified during the audit.

We have considered progress made by the Council in implementing the recommendations made in the BVAR.

Auditor judgement



Overall, progress has been made against all of the recommendations. Agreed approaches to addressing the recommendations and many of the overarching strategies have been confirmed. It is now important that further detailed work is completed to support these agreed approaches.

Best Value Assurance report follow-up

85. The Best Value Assurance Report on the City of Edinburgh Council was published in November 2020 following consideration by the Accounts Commission. The Commission's findings were that the City of Edinburgh Council is an ambitious council that needs to do more to maximise its potential. The Commission considered that more momentum was needed to demonstrate and embed a culture of continuous improvement. Although services continued to perform relatively well the council needed to better articulate and deliver its ambition by providing clearer priorities and direction and to ensure better reporting of performance against objectives.
86. The Commission considered that while the Council has had a good record in managing its finances, it needed a longer-term financial plan to show how it would address future pressures. This also needed to be supported with more effective workforce planning, an area where the council's progress had not been satisfactory.
87. The Commission also expressed concern about the effect of COVID-19 on the inequalities experienced by some communities. It encouraged the Council to continue its work to progress the commitments arising from the work of Edinburgh's Poverty Commission and to better reflect how it would empower communities in improving community outcomes and public services.

The Council's response

88. The Best Value Assurance Report was submitted to the Council's Policy and Sustainability Committee, Governance Risk and Best Value Committee and full Council in December 2020. Members noted the findings and provided feedback on priority areas for improvement. They also noted that the improvement actions arising from the report would be addressed in the Council's refreshed Business Plan and specifically requested further consideration of genuine local community empowerment. The Council Business Plan: Our Future Council, Our Future City was published on 27 January 2021.
89. An action plan was drawn up to address the main recommendations included in the report and subsequent reports on progress against the action plan were submitted to the Policy and Sustainability Committee in February, April and October 2021. These update reports include progress reports from the Edinburgh Partnership.
90. Appendix 1 to this report shows a summary of the Council's progress against the main recommendations made along with the audit assessment of this progress. Overall, progress has been made against all of the recommendations. Agreed approaches to addressing the recommendations and many of the overarching strategies have been confirmed. It is now important that further detailed work is completed to support these agreed approaches. In particular we would highlight the following areas which the Council should prioritise:
 - Develop detailed savings plans to address the significant funding

gaps identified in the medium-term financial plan.

- Develop detailed workforce plans for service teams to support the strategic workforce plan.
- Develop annual service plans for directorates and teams that support the delivery of key performance targets. Targets should be set for all KPIs agreed within the new Planning and Performance Framework.
- Continue to progress approved Community Asset Transfer requests as a matter of priority.
- Progress the framework drawn up for collaboration with community councils and ensure this delivers the real involvement of community representatives in delivering community outcomes.

Action plan point 6

Financial sustainability

Financial sustainability looks forward to the medium and longer term to consider whether the Council is planning effectively to continue to deliver its services and the way in which they should be delivered.



Auditor judgement



A medium-term financial framework covering the period to 2026/27 has been developed. Whilst the 2021/22 revenue budget is forecast to show a balanced position, the medium-term framework identifies significant funding gaps facing the Council in future years. The Council should take steps now to ensure that work has commenced on the areas and initiatives services are required to deliver to address the shortfalls identified.

Significant audit risk

91. Our audit plan identified a significant risk in relation to financial sustainability under our wider scope responsibilities:

Financial sustainability

The Council's Business Plan and budget for 2021/22 were approved by Council in February 2021, subject to approval of the Scottish Government's budget and UK budget announcements in March 2021. The Council approved a balanced budget for 2021/22, a five-year revenue forecast projection and a 10 year capital budget strategy. Council tax was frozen for 2021/22.

In October 2020 a review was undertaken of the Council's underlying planning assumptions and previously approved savings for both 2021/22 and 2022/23 to determine where corresponding adjustments may be required. The results of this review were considered by the Finance and Resources Committee on 29 October and pointed to a need to identify further savings of at least £16.1million in 2021/22, with an additional £5.6million of savings also required in 2022/23. The paper presented to Council in February 2021 noted that savings of £18.661million would be required in 2021/22 and c. £95million over the four years commencing 2022/23 prior to consideration of new savings and financial flexibilities.

The approved budget assumes that the Council will utilise financial flexibility whereby the payment of the principal element of the planned loans fund repayment in 2021/22 will be deferred until 2022/23. This enabled the Council to approve a balanced budget for 2021/22; reducing the savings gap by £18million. The application of the financial flexibilities does however impact on subsequent years. The revised forecast position over the four years commencing 2022/23 is c.£112.7million. Update reports on the financial position are regularly reported to Committee.

Provision for the anticipated recurring financial impacts of the pandemic total £23million in 2021/22, reducing to £21million in 2022/23 and continuing at that level thereafter. The Council has noted however there is a risk that the net pressure on the budget, after taking account of any additional COVID-related funding included within the Local Government Finance Settlement, is higher than that assumed. On that basis, the Council, in addition to optimising the level of financial flexibilities available to spread the pandemic expenditure and income impacts over a longer period, reprioritised its earmarked reserves to create a specific COVID mitigation reserve.

In response to the BVAR, the Council has reviewed its reserves policy. The Council's reserves as of 31 March 2021 are expected to comprise four main elements:

- an increased unallocated General Fund balance of £25million, equating to around 2.3% of the Council's net expenditure and being more in line with other authorities in Scotland;

Financial sustainability

- a series of ringfenced reserves maintained for statutory or specific policy reasons or to reflect timing differences between the receipt of income and its subsequent application;
- a workforce transformation reserve; and
- a COVID contingency reserve, acknowledging the continuing uncertainty of the recurring impacts of the pandemic on, in particular, income levels in key areas such as parking, commercial rentals and other fees and charges.

Noted in the 2020/21 External Audit Plan (March 2021)

92. Our detailed findings on the Council's financial framework for achieving long term financial sustainability are set out below.

2021/22 financial plans

93. In February 2021 the Council set a balanced one-year revenue budget for 2021/22. The budget included provision for £23million of COVID-19 related impacts, the majority of which was funded on a short-term basis through application of loans charge repayment flexibility. This flexibility was granted by the Scottish Government so that councils could take a loans fund principal repayment "holiday" in 2021/22, with the amount of this repayment being added to the term of the remaining loans fund advance.
94. At the time the budget was set, further financial COVID related impacts were anticipated for future years and as a result a specific COVID contingency reserve was established.
95. The Executive Director of Corporate Services reported in October 2021 that a balanced overall revenue budget continued to be forecast although there were considerable uncertainties over the continuing impact of the pandemic on the Council and its ALEOs. COVID-related costs expected for 2021/22 have been updated and are now forecast for the year as follows:

Area of expenditure /income loss	£m
Reduction in parking income	8
Reduction in commercial rental income	5
Loss of Lothian Buses dividend	6
Support for Edinburgh Leisure	6
Support for other ALEOs	1
Personal Protective Equipment costs	1
Homelessness	5
Other income loss e.g. cultural venues and additional costs e.g. staffing costs for waste and cleansing and processing support payments	7
Total 2021/22 estimated costs related to COVID	39

96. In 2021/22 the on-going costs of COVID-19 are estimated to be £39million with a further £25million estimated for 2022/23 and £11million in 2023/24. This represents a total estimated cost to the Council related to COVID-19 in the period to 2023/24 of over £152million. Against this the Council has received support from the Scottish Government to date of £121.3million.

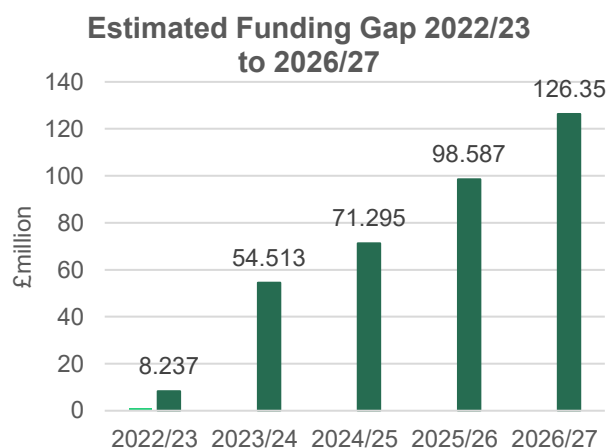
97. Whilst overall, the 2021/22 budget is on track to be delivered with unmet savings being off-set by favourable variances identified in loans charges, a significant risk is identified in relation to local government employees pay negotiations for 2021/22 which have not yet been concluded. Provision was

made in the budget for a 2% increase but an offer broadly aligned to this level of provision has been rejected by the Unions. Any increase to the provision would add significantly to the savings required. In addition, back-dating of an agreed pay award would also add to the cost pressures faced by the Council .

Medium term financial planning

98. As part of the Council's response to its Best Value Assurance Report (BVAR), a medium-term financial framework covering the period to 2026/27 has been developed. Whilst the 2021/22 revenue budget is forecast to show a

balanced position, the medium-term framework identifies significant funding gaps facing the Council in future years.



99. This amounts to an accumulated funding gap over the five years to 2026/27 of £359million. The assumptions behind this financial assessment include increases due to pay awards, inflation, demographic increases and assumptions around increases in council tax and government funding.

100. These assumptions will be refined over time as greater certainty is gained.

101. The medium term financial framework identifies significant funding gaps. Whilst the savings requirement for 2022/23 is fairly modest in relation to the Council's net budget, from 2023/24 the impact of increases to payroll and general inflation means the savings requirements grow substantially each year. The Council should take steps now to ensure that work has commenced on the areas and initiatives services are required to deliver to address the shortfalls identified.

Capital plans

102. A Sustainable Capital Budget Strategy 2021-2031 covering General Fund expenditure was approved by the Council in 2021. This reflected capital investment of £1,492.5million over the 10 years to 2031. Further work was undertaken to identify a funding shortfall but in October 2021 it was reported that this shortfall had been addressed and the capital budget was now fully funded.

103. The budget aligns with the Council Business Plan and includes significant investment in new primary and secondary schools (£361million), roads and transport, including completion of works on North Bridge (£204million), the Tramline to Newhaven (£127million), asset management works (£224million) and lending to Edinburgh Living LLP for new house building (£210million). This will be financed principally by capital grants (£483million) and loans fund borrowing (£604million) with other funding coming from asset sales, developer contributions, specific grants and revenue funding.

104. The capital plan is ambitious but is subject to significant risk given the increased financial pressures caused by COVID -19 and rising construction costs. In addition, as noted above whilst the revenue budget remains unbalanced over the first 5 years of the capital budget strategy there remain uncertainties over the affordability of the capital plan.

Housing Revenue Account

105. The financial framework underpinning revenue and capital decisions on the Housing Revenue Account is the HRA

Business Plan 2021/22- 2050/51. A 10 year capital plan totalling £2.8billion of investment was approved in 2021 and includes funding to achieve the Council's commitment to build at least 20,000 social and affordable homes over the first 5 year period. The capital plan also includes commitments to retrofit houses where the Council is a landlord to meet energy efficiency and sustainability objectives. The funding for this £2.8billion of investment is to come from capital receipts, prudential borrowing and Scottish Government subsidy for new social rented homes. Members agreed to a freeze on housing rents for 2021/22. Cost efficiencies of 12% are also to be delivered in line with the Business Plan.

EU withdrawal

Risk management

106. Detailed work had been undertaken to manage the risks associated with the UK's withdrawal from the EU. Mitigating actions were identified and implemented by the relevant services in regard to these risks. The Council's response to COVID-19, however, has taken priority over the last year. While there has not been a significant change in circumstances in regard to the exit from the EU for the Council to respond to, the Corporate Leadership Team has been updated on how the risks are being managed. The Brexit Resilience Working Group which is a sub-group of the Council Resilience Group met to review the risk register and identify whether any further changes are recommended.
107. The Brexit Risk Register was created in response to a no-deal EU Exit. It was therefore agreed by the Chief

Executive that Brexit risks would transfer to directorate risk registers, as appropriate, and that the Brexit Risk register (last agreed by CLT on 18 December 2020) as a 'standalone' would cease.

108. With supply chain issues being identified as the most likely ongoing risk, such issues come through Directorate SMTs/Incident MTs and Risk Committees, with Commercial and Procurement Services providing guidance and support.
109. Prior to this, detailed work had been collated by Resilience in order for services to manage the risks associated with the UK's withdrawal from the EU. Mitigating actions were identified and implemented by the relevant services. The Brexit Resilience Working Group has been disbanded and post-Brexit supply chain issues may be raised at the Council Resilience (main) Group with procurement specialists invited to attend on an ad-hoc basis, where appropriate.

Workforce

110. The Council continues to monitor the number of EU/EEA nationals employed across the organisation and can produce data at departmental, service and job title level. Until 30 June 2021 no additional Right to Work evidence was required from EU/EEA nationals joining the organisation and the Council did not have to record settled/pre-settled status before this date.
111. In terms of vacancies, the recruitment market is extremely difficult across a wide range of sectors and the Council's main recruitment partner has confirmed this is not limited to The City of Edinburgh Council/Public Sector but

includes private sector organisations as well. There is currently no Council data to assess if this is the impact of Brexit, the pandemic, or a combination of both.

Procurement

112. The Council is managing multiple requests for price increases from existing and newly-awarded contracts due to material cost increase and container/haulage increases. Some suppliers are suffering manufacturing delays in the UK due to delays in parts arriving into the country. ICT, vehicles and technical products are all affected by mineral shortages due to demand for microchips. There is currently a six-month lead time for laptops and many vehicles and electronic products.
113. Many suppliers to the Council are reviewing and changing import routes based on container processing delays at the ports. This often leads to increased lead times or changes to the product or brand and can lead to additional validity checks before products are distributed across services areas. These situations also apply to suppliers on national frameworks where partners are performing the same checks and implementing price variations which the Council has to accept.

Financial management

Financial management is concerned with financial capacity, sound budgetary processes and whether the control environment and internal controls are operating effectively.



Auditor judgement



The Council has appropriate arrangements in place for financial management and the use of resources.

The Council reported a surplus outturn position in 2020/21. The surplus was achieved after additional transfers to reserves from the receipt of COVID-19 funding late in 2020/21. The Council has earmarked £101million in reserves to off-set future specific or unknown COVID-19 costs. 82% of approved savings were delivered.

The Council has reviewed its reserve policy, increasing the size of the unallocated general fund reserve from £13million to £25million.

Around 94% of the revised general fund capital programme and 62% of the revised HRA capital programme was delivered in 2020/21.

Financial performance

114. The 2020/21 Comprehensive Income and Expenditure Statement shows that the Council spent a total of over £2billion on the provision of public services and recorded an accounting surplus on the provision of services of £80.733million. The accounting surplus is partly technical as it includes elements of income and expenditure that need to be accounted for to comply with the Code of Practice on Local Authority Accounting (the Code), and which are subsequently adjusted to show their impact on statutory Council reserves.
115. The key measure of performance in the year is the movement in the Council's general fund balance. Following the required adjustments, the net impact on the general fund is an increase of £99.687million to £221.033million. In total, cash backed (useable) reserves held by the Council increased by £131.395million in the year to £359.875million.

Movement in the Council's useable reserves per the Annual Accounts 2020/21

	2019/20 £million	2020/21 £million	Movement £million
General Fund	121.346	221.033	99.687
Housing Revenue Account	0	0	0
Renewal and Repairs Fund	29.748	41.162	11.414
Capital Fund	48.934	49.731	0.797
Capital Grants Unapplied Account	28.452	47.949	19.497
Total useable reserves	228.480	359.875	131.395

116. The significant increase in General Fund reserves is due primarily to the receipt of COVID funding in the last quarter of the financial year which included funding for 2021/22. reserves was undertaken, increasing the size of the unallocated general reserve from £13million to £25million in 2020/21 equivalent to 2.127% of annual net budgeted expenditure. Unallocated General Fund Reserves are held to cover unforeseen circumstances and the increase from
117. Following the Best Value Assurance Report, as part of its budget strategy, a detailed review of the Council's

the previous level of 1.37% of annual net budgeted expenditure brings the Council more in line with other Scottish local authorities.

118. Other elements of the General Fund include balances set aside to manage specific financial risks or for specific investment in the future together with income received in advance. Details of the make-up of these balances are shown in note 12 to the annual accounts.

Revenue performance against budget

119. The final outturn position on the General Fund for 2020/21 shows a surplus of £7.92million compared with a break-even budget. This surplus is carried forward to 2021/22 to meet a number of agreed initiatives. The surplus represents a combination of favourable movements in service outturns (£3.1million) and additional Council Tax income (£4.8million).
120. The surplus achieved is after additional transfers to reserves of £39.195million representing COVID related funding received late in 2020/21 to be applied against COVID costs in 2021/22 and subsequent years. This together with other earmarked and non-specific COVID relating funding carried forward to be applied to future years means that the Council has £101million in reserves at March 2021 to off-set future specific or unknown COVID costs.
121. The approved 2020/21 budget was predicated on the delivery of £29.5million of directorate-specific and corporate savings. 82% of approved

savings by value were actually delivered. This represents an improvement on previous years – 2019/20: 77%, 2018/19: 60%.

Housing revenue account (HRA)

122. The balance on the HRA is nil. In line with the HRA Business Plan, at the end of 2020/21 the HRA was balanced after making a contribution totalling £11.103million towards in-year capital investment and the Strategic Housing Investment Fund.

COVID-19 costs

123. In 2019/20 the impact of COVID-19 was felt late in the financial year but there was a cost (including loss of income) of £8.4million. In 2020/21 total COVID related costs including loss of income amounted to £69.0million. A breakdown of these costs is shown below.

COVID related expenditure/(loss of income)	£m
Loss of parking income	12.3
Temporary accommodation	8.8
Reduction in commercial rental income	7.1
Loss of Lothian Buses dividend	6.0
Additional waste and cleansing costs	4.0
ALEO support -Edinburgh Leisure	3.0
ALEO support – Edinburgh Trams	6.0
Loss of income cultural venues	3.5
Free school meals and wider food support	2.9
Additional costs relating to prioritisation of repairs (General Fund)	2.2
Other costs including reduction in parking fines, reduction in council tax and outdoor centres income, reduction in planning fees and additional agency costs to cover staff absences	13.2
Total COVID costs 20/21	69.0

Capital expenditure

124. During 2020/21, the Council reported total capital expenditure of £347million; of which £306million was general fund expenditure and £41million was housing revenue account (HRA) expenditure. In so doing the Council delivered on 94% of its revised general fund capital programme and 62% of its HRA

revised capital programme. The slippage was caused by the impact of the COVID-19 lockdown in the winter as well as land acquisitions not proceeding as planned.

125. Projects contributing to the slippage on the general fund capital programme include:

- New South Edinburgh Primary School, Darroch refurbishment and rising school rolls projects
 - Energy efficiency street lighting, fleet replacement and the town centre projects
 - National Housing Trust (NHT)
 - Edinburgh Living LLPs
 - Trams to Newhaven
126. Projects contributing to the slippage on the housing revenue account capital programme were:
- Land acquisition of Liberton Hospital
 - Improvements to council houses

Treasury management

127. The Council increased its borrowing in 2021 by £70million of which £10million was from PWLB and £60million from the market. The Council's debt outstanding increased during the year due to the new borrowing, but at 31 March 2021 remained £134million below its Capital Financing Requirement.
128. Borrowing was undertaken during 2020/21 for the following:
- £60million as part of the Growth Accelerator Model (GAM) to support the Edinburgh St James Centre redevelopment. The GAM is a funding mechanism that allows borrowing costs to be off-set by performance-related payments from the Scottish Government linked to the achievement of targets relating to the rateable value of the centre and surrounding areas by new income streams – primarily Non-Domestic

Rate Income. Under the GAM agreement payment of the amounts to the developer was due when practical completion certificates had been issued and where at least 50% of the retail and leisure element on which NDR is payable was open for trading. Whilst the 50% threshold test has been met statements of practical completion have not been issued in relation to the cinema and only interim certificates in relation to the other growth assets. The Council therefore withheld £5million from the amounts paid in September 2021 to ensure that all aspects of the GAM assets were completed.

- In 2019 the Scottish Government made lending available to local authorities at a reduced interest rate for infrastructure projects. The Council applied and was awarded £2million in 2019/20 and £10million in 2020/21.

Systems of internal control

129. We have evaluated the Council's key financial systems and internal financial controls to ensure internal controls are operating effectively to safeguard public assets.
130. We did not identify any significant weaknesses in Council's accounting and internal control systems during our audit.

Prevention and detection of fraud and irregularity

131. We found the Council's arrangements for the prevention and detection of fraud and other irregularities to be sufficient and appropriate. The Council has continued to operate an

appropriate control environment throughout the pandemic to ensure that those controls and procedures which prevent fraud have been appropriately managed.

132. The Council has a Whistleblowing Policy which was updated in May 2019, a Policy on Fraud Prevention (updated July 2021) and an Anti-Bribery policy which dates back to 2012. Regarding cyber-security, Council back-ups are held within the cloud, segregated and air-gapped, should recovery from a ransomware incident ever be required. Incident testing and playbook exercises are a key ongoing priority for the Council and its IT suppliers.
133. Audit Scotland published a report "*COVID-19 Emerging Fraud Risks*" in July 2020. The report identified that the COVID-19 pandemic has brought significant challenges across the Scottish public sector as bodies seek to deliver services for individuals. The report identified six areas of expected increased risk due to the COVID-19 pandemic: governance risk, procurement risk, COVID-19 funding, payroll, IT and cyber-crime and health and wellbeing risk. In response, the Council provided a summary position with regard to these six risk areas which was reported in our 2019/20 Annual Report on the Audit.

financial systems that might suggest the existence of fraud or error. Participating bodies received matches for investigation in January 2021. All recommended matches plus any further matches based on findings and the risk of error or fraud should be investigated by early 2022 and the results recorded on the NFI system.

135. The Council has advised that this remains work in progress and will be completed in line with the deadline. At the end of August 2021 the total number of high risk matches investigated was 3,058 which represented 53% of the total number of high risk matches. Areas with the most high risk matches were Blue Badges and Council Tax reductions.

National Fraud Initiative (NFI)

134. The National Fraud Initiative (NFI) in Scotland is a biennial counter-fraud exercise led by Audit Scotland, and overseen by the Cabinet Office for the UK as a whole. It uses computerised techniques to compare information about individuals held by different public bodies, and on different

Governance and transparency

Governance and transparency is concerned with the adequacy of governance arrangements, leadership and decision making, and transparent reporting of financial and performance information.



Auditor judgement



Governance arrangements at the Council were found to be satisfactory and appropriate, including throughout the COVID-19 pandemic to date where we concluded that the Council responded promptly and effectively in its political management arrangements.

From our review of committee papers and observation at committee meetings we are satisfied that there has been appropriate scrutiny, challenge and informed decision making; in particular over the Council's financial arrangements and its monitoring and support to ALEO's during the pandemic.

Areas for scope for improvement exist in the Council's governance arrangements. These have been highlighted through the Best Value Assurance Report, the work of internal audit and independent reviews.

Governance and transparency

Responding to the COVID-19 pandemic

136. The Council has responded promptly and effectively in its political management arrangements to the COVID-19 crisis.
137. Following the COVID-19 emergency and in accordance with existing provisions within the Scheme of Delegation, a Leadership Advisory Panel was established by the Council. The Leadership Advisory Panel consisted of five Councillors, the Council Leader and Deputy Leader, and the Leaders of the Conservative, Green and Scottish Liberal Democrat Groups. The Leadership Advisory Panel was set up to deal with the initial emergency measures created by COVID-19 and the subsequent lock-down.
138. In May 2020 interim political management arrangements were put in place. A Policy and Sustainability Committee, comprising the conveners of all of the Council's executive committees and the majority of party group leaders was reconvened to sit every two weeks. Scrutiny of decision-making was provided by the Governance, Risk and Best Value Committee (GRBV) which met from June 2020 on a monthly basis. In addition groups were established to deal with planning and licensing issues. The Policy and Sustainability Committee continued to meet throughout the first months of the pandemic, holding virtual but web-cast meetings with papers available on the web-site.
139. In August 2020 it was agreed that all other committees could start to meet including the Finance and Resources Committee and the Policy and Sustainability Committee. It was agreed that all meetings would be held virtually and that the meetings would be webcast.
140. In August 2021 it was agreed that physical meetings of executive committees would re-commence with the Policy and Sustainability Committee on 5 October 2021. Meetings of the full Council would continue virtually until the Council removed the physical distancing requirement in its buildings. The Chief Executive was delegated, in consultation with relevant Conveners and Vice-Conveners, to agree appropriate time to reinstate physical other Committees and sub-committees.

Governance arrangements

141. In our 2019/20 audit we noted the importance of all councillors and senior staff having a clear understanding of their rights and responsibilities in relation to information held by the Council.
142. We recommended that Councillors and the senior leadership team should review the existing protocols to ensure these were still appropriate and that both members and officers could comply fully with their responsibilities.
143. The Council initially agreed by January 2020 to review its existing protocols with elected members and senior management to ascertain where improvements were required. This was

paused to take account of the Scottish Government's planned review of the Code of Conduct for Councillors. This review has not yet been completed and it is disappointing to note that the intention now is that this work is not scheduled to be completed until after the May 2022 elections.

Review of the effectiveness of the Governance Risk and Best Value Committee

144. As part of the 2021 internal audit programme the Council appointed the Chartered Institute of Internal Auditors UK and Ireland to undertake a review of the effectiveness of the scrutiny applied by the Council's GRBV Committee.
145. The review involved interviews with selected members and Council officers supported by a wider survey of members and heads of divisions, observation of GRBV meetings and review of GRBV papers, agendas and other records.
146. The review's summary conclusions were included in a report dated July 2021:

In regard to GRBV's responsibilities, as set out in its terms of reference, the Committee is fulfilling its core remit, particularly in relation to oversight of the internal and external audit processes, risk management and the operational performance of the Council. However, the current design of the arrangements for GRBV, does limit the effectiveness of the scrutiny it undertakes and the impact it can achieve.

GRBV is to some degree constrained by the overall design of

the Council's scrutiny model and we have made some suggestions for consideration when this model is reviewed post the 2022 elections.

Nevertheless, there are actions that could be taken, independently in relation to GRBV, which would enhance the Committee's effectiveness. We have made a number of recommendations in this regard. Some of these actions, such as considering adding independent experts to the GRBV, could be taken in the short term before the May 2022 elections.

147. The report makes a number of recommendations including:
- Reinstating the role of a Vice Convenor from another non-administration party
 - Independent experts joining the committee
 - Enhancing the scrutiny oversight of Executive Committees
 - Annually setting objectives and goals for scrutiny and evaluating whether these have been achieved
 - Undertaking an annual skills assessment to identify the expertise required
 - Enhancing training arrangements for GRBV members
 - Preparation of an annual report of the Committee's activities
 - Agreement of a formal protocol between GRBV and Executive Committees.
148. We would endorse the recommendations made in this

independent review as further ways to improve the effectiveness of the Committee's work.

149. The Council has responded to each of the recommendations with most of the actions scheduled for after the May 2022 election. Those which are scheduled to be implemented by an earlier date are in progress and expect to be in place by the agreed date.

Internal Audit

150. The Council's internal audit service is an independent assurance function that provides an opinion on the Council's control environment. It objectively examines, evaluates and reports on the adequacy of the control environment as a contribution to the proper, economic, efficient and effective use of resources. To avoid duplication of effort and to ensure an efficient audit process we have taken cognisance of the work of internal audit.

151. Internal audit's annual audit opinion on the Council for the year to 31 March 2021 was presented to GRBV in August 2021.

152. As a result of some service teams being unable to support the completion of planned audits due to the pandemic a limited opinion was given as only 80% of the agreed plan could be completed. Internal audit's overall opinion was that significant improvement was required as significant and / or numerous control weaknesses were identified, in the design and / or effectiveness of the control environment and / or governance and risk management frameworks. Consequently, only limited assurance could be provided that risks were being managed and

that the Council's objectives should be achieved. This opinion is consistent with that given in 2019/20.

153. The 2020/21 internal annual opinion has slightly improved in comparison to the 2019/20 position, with internal audit's assessment now at the lower end of the red rated / significant improvement required category. In particular internal audit highlights in its annual report:

- closure of all 26 historic internal audit findings that were reopened in June 2018;
- a decrease in the total number of findings raised, with 69 raised in 2020/21 in comparison to 83 and 82 in 2019/20 and 2018/19 respectively;
- a decrease in the proportion of high rated findings raised, with 23% (16) raised in 2020/21 in comparison to 32% (27) and 37% (30) in 2019/20 and 2018/19 respectively.

154. One of the reports during the year was rated as inadequate due to the inconsistent application of the Council's established supplier management framework to support effective management of high risk contracts. Other areas where improvements were identified as being required were:

- **COVID-19 response:** Areas were identified where the design and implementation of controls relating to the Council's COVID 19 response could have been improved.
- **Governance, Decision making and scrutiny:** Improvement of second-line frameworks to support

- effective management and scrutiny of the Council's ALEOs. Improvement areas were identified in the GRBV effectiveness review
- **Resilience:** Only limited assurance could be given over the Council's ability to restore critical systems and services in the event of a technology resilience incident
 - **Health and Safety:** The Council's violence at work policy required updating. Education and Children's Services policies and procedures required to be updated and consistently applied
 - **Technology and Information:** significant improvement was required to the security of the Council's corporate and learning and teaching networks
 - **Service delivery:** some weaknesses identified in service delivery controls.
155. Internal audit's view is that the weaknesses identified and highlighted in reports supporting the 2020/21 annual opinion are predominantly attributable to lack of capacity and skills within first line divisions and directorates to ensure that key controls, governance and risk management processes are consistently and effectively applied to support effective ongoing management of service delivery and projects.
156. We note that the Council has agreed to enhance its first and second line assurance capability with a first quarterly cycle of reporting on assurance activities through Directorates and the Corporate Leadership Team by March 2022.
157. The annual audit report continues to report that there are significant overdue findings which have not been implemented by the original agreed dates. 64 recommendations were reported as overdue including 17 high recommendations which could have significant detrimental impact on the Council if not addressed. It is imperative that the upgraded first and second line assurance capability is put in place as soon as possible to ensure that these long overdue weaknesses identified are addressed.
- ### Following the public pound
158. The Council uses a number of arm's-length external organisations (ALEOs) to provide services on its behalf, including Transport for Edinburgh Limited and Edinburgh Leisure. While the ALEOs are responsible for the delivery of the services, the Council remains responsible for the public money it provides to the ALEOs and the quality of services the ALEOs provide. The Council needs to hold ALEOs to account for their use of public funds and should have sufficient governance arrangements in place to do so.
159. The Council's Governance Hub has continued to meet quarterly to scrutinise the management of the Council's ALEOs, seek assurance over the delivery of services, consider activities during the pandemic and ensure that the Council is aware of any risks.
160. The Council's executive committees scrutinise the future direction of each ALEO, service performance, including progress against service level agreements, and any emerging issues.

161. The GRBV Committee scrutinises the ALEOs' financial performance, including the annual accounts, and any risks affecting the Council or any individual ALEO. Reviews of the main Council ALEOs are scheduled for November and December 2021 meetings of the Committee.
162. Through our review of the committee papers, we are satisfied that there has been effective scrutiny, challenge and informed decision making through the financial period.
163. All of the ALEOs undertake services that have been greatly affected by COVID-19, for example leisure services, cultural venues and transport. As reflected in the financial management section of this report the Council has required to make additional payments to a number of its ALEOs as a result of lost income. In the case of Lothian Buses its anticipated annual dividend stream of £6million to the Council has not been made and future dividends income remains unlikely and has been removed from the medium term financial plan. Services will continue to be affected for some time by social distancing requirements, public attitudes and market capacity. These factors will all affect future income forecasts. A further £7million of support is also anticipated in 2021/22 in support of the Council's ALEOs including Edinburgh Leisure.
164. The Council has provided letters of comfort to a number of the Boards of its ALEOs to allow directors to conclude regarding the going concern of these companies.
165. To achieve greater integration of the public transport system, the Council considered options for the reform of its Transport ALEOs (Lothian Buses Limited, Transport for Edinburgh Limited and Edinburgh Trams Limited). A working group comprising Council officers and NEDs from each of the Transport ALEOs was convened to consider the options available.
166. Their conclusions were to reconstitute Lothian Buses with an amended Memorandum and Articles of Association to be responsible for multi-modal public transport delivery with Edinburgh Trams operating as a subsidiary. The proposal required a new shareholder agreement to be drawn up with the minority shareholders of Lothian Buses respected, a new Board appointed and updated corporate documentation. Once this was in place Transport for Edinburgh would be wound down. This process would take place over the 12 months to August 2022. The proposals were considered by the Transport and Environment Committee and approved but referred onto full Council at which the recommendations were approved.

Whistleblowing investigation

167. In October 2020, in response to a motion from an elected member on the council's whistleblowing culture, the Policy and Sustainability Committee agreed that an independent assessment of council culture and relevant processes should be undertaken. Susanne Tanner QC was appointed as an independent chair of the investigation with support provided by Pinsent Masons.
168. Terms of reference were prepared by the chair in consultation with Council

ALEO restructuring

political leaders. These included the objective of the review – to: *“examine the organisational culture, processes and practices, relevant to whistleblowing and reporting of and responding to wrongdoing, of the Council as a whole, including amongst elected members, officers and colleagues.”*

169. The terms of reference also specify that the remit is to:

“determine the organisational culture, processes and practices with a view to making recommendations to improve any shortcomings. The Review will necessarily entail looking at the approach to whistleblowing and other relevant processes, which may include reports and investigations both before and after the introduction of the Council’s Whistleblowing Policy in May 2014, insofar as relevant to the assessment of the current position”

170. Anyone from within or out with the Council could raise issues they believed relevant to the investigation. The outcome of the review would be a written report to be provided to the Council with the independent chair reporting publicly on the Review’s findings
171. A call for evidence was opened in November 2020. This is now closed. The inquiry has yet to report its findings to the Council. The total costs to date for this investigation amount to £521,000.

Inquiry into complaints regarding Sean Bell

172. In addition to the whistleblowing culture investigation, the Council commissioned an independent inquiry into complaints about a former senior manager in Communities and Families who died in August 2020. Sean Bell was due to stand trial for charges of non-recent sexual offences but the investigation was closed following his death.
173. The investigation is being undertaken by Pinsent Masons and overseen by Susanne Tanner QC. The purpose of the inquiry is to establish, amongst other things, whether or not any steps were taken by the Council to respond to any past allegations or suspicions of abuse or inappropriate behaviour by Mr Bell.
174. The Inquiry team issued calls for evidence and interviewed nearly 100 witnesses. The Team considered evidence which included consideration of five alleged formal disclosures to the Council from survivors of sexual or physical abuse from Sean Bell. They concluded that Sean Bell was a serial abuser and that the abuse took many forms. There was no evidence that anyone else at the Council was involved in the abuse but there was evidence that there was widespread knowledge of or suspicion of Sean Bell’s inappropriate conduct across the Council. On several occasions, the Council failed to take appropriate action and the Inquiry Team considered that the failure to properly report, escalate and investigate the allegations of inappropriate behaviour was a significant failing of the Council and was in breach of its own policies in place at the time. In 2010 an

incident was reported to two senior officers but there was a failure to take appropriate action which the report considers a dereliction of their duty.

175. The Inquiry Team made a number of recommendations including :
- The Council should consider the implementation of an independent investigation unit of appropriately experienced and properly trained investigators, to investigate all allegations in relation to the Council employees of a sexual nature, domestic abuse, physical violence, harassment or stalking (whether occurring during the course of work hours or on Council premises or not). The Council should either procure an independent external firm to establish an independent team of investigators to take on this role; or create an internal unit of investigators whose sole role is to carry out such investigations. If internal, any such unit should be regularly audited by an independent body;
 - an appropriate Council redress scheme should be set up, without admission of liability, to compensate those who have been abused by Sean Bell;
 - current Council HR practices relating to relationships between Council employees are inadequate and do not reflect the close working and personal relationships between many Council employees, which are often undisclosed. These require to be revised and updated;
 - record keeping must be improved within the Council, with notes

taken at all meetings where disclosures or concerns are raised by employees to line managers regarding sexual or physical violence, harassment or stalking (whether occurring during the course of work hours or on Council premises or not). Once recorded, line managers should be obliged to report such disclosures or concerns up the management structure at the Council;

- all allegations in relation to Council employees of a sexual nature, domestic abuse, physical violence, harassment or stalking (whether occurring during the course of work hours or on Council premises or not) must be escalated to the Council's Monitoring Officer prior to the appointment of any investigator.

176. The report was considered by the full Council on 28 October 2021 and the Chief Executive was requested to report back to Council within one cycle detailing how the recommendations will be implemented. The failings and omissions identified by the Inquiry were also noted by the Monitoring Officer as amounting to maladministration and injustice.

177. The total costs to date for this investigation amount to £511,000.

Risk management

178. Well-developed risk management arrangements help councils to make effective decisions and secure better use of resources. The Council's GRBV committee is responsible for monitoring the effectiveness of the risk management arrangements in place with risk management responsibilities held at corporate, divisional and team

level and leadership teams reviewing risks quarterly. Emerging risks are escalated to the Corporate Leadership Team (CLT) as appropriate.

179. In 2019/20 the Council reviewed and updated its risk management framework. It has established a 'three lines of defence' model:
- The 'first line' is the team responsible for consistent application of the risk management framework.
 - The 'second line' is the team responsible for establishing and communicating an appropriate organisational risk management and governance framework and a risk appetite statement framework.
 - The 'third line' provides independent assurance (for example, Internal Audit) on the controls established to manage risks.
180. As part of the process of updating the risk management framework, the Council has restructured the team responsible for risk management. It has increased oversight by Service Director: Legal and Risk and the Head of Internal Audit, along with transferring more responsibility for risk management from the second to the first line of defence.
181. The implementation of the new risk management framework is planned to be undertaken over the three years to 2022/23. In 2020/21 this included the establishment of appropriate governance structures. In 2021/22 further work will be undertaken

including the implementation of sample-based assurance reviews. 2022/23 is planned to include detailed assurance mapping as recommended by CIPFA.

182. In response to the COVID-19 pandemic the Council's Incident Management Team agreed on the approach to be applied to the ongoing management assessment and recording of new and emerging COVID-19 risks and associated mitigating actions. A risk management plan was drawn up which continues to be updated to reflect any new and emerging COVID-19 risks. The risk management plan is discussed weekly at a Risk Forum and reviewed fortnightly at the incident management team.
183. The original and current risk assessment ratings (24 September 2021) for each of the COVID-19 strategic risks are detailed below. This assessment demonstrates that mitigating actions have reduced the risk in eight of the nine strategic risks.

Covid-19 Strategic Risks as at 24 September 2021

Covid-19 Strategic Risks	Original Risk	Current Risk
Health and Safety of Citizens and Service Users	Critical	High
Council response and governance	Critical	High
Health and availability of employees to deliver services	Critical	Critical
Council premises and physical security	Critical	High
Supply chain risk	Critical	Medium
Technology and information	Critical	High
Financial and economic risk	Critical	Medium
Fraud and Serious Organised Crime Risk	Medium	Low
Legal and Commercial Risk	Medium	Low

Value for money

Value for money is concerned with using resources effectively and continually improving services. In this section we report on our audit work as it relates to the Council's reporting of its performance.



Auditor judgement



In response to the pandemic, the Council developed an Adaptation and Renewal work programme, with 5 main workstreams. Regular updates are presented to committee which include the impact the pandemic has on the Council.

The Council has published an annual performance report and report on performance against the Local Government Benchmarking Framework (2019/20). Performance in 2020/21 has been impacted by the pandemic; in particular in areas such as education, social care, housing and waste services.

Further work is required to fully demonstrate compliance with the Accounts Commission Statutory Performance Information Direction; in particular demonstrating best value. During 2021, the Council published its Business Plan which is supported by a newly developed Planning and Performance Framework (PPF). The new PPF is being designed to meet the Council's public performance reporting responsibilities including meeting the requirements of Statutory Performance Information Directions.

The Council's response to the pandemic: Adaptation and Renewal

184. In May 2020 the Council, recognising the significant long-term impact and challenges caused by the pandemic, commenced a programme of work titled Adaptation and Renewal, focussed on post-Covid new ways of working. It aimed to set a clear long-term vision, feeding into the business plan, on how the city would recover while retaining the flexibility to adapt to the changing public health situation.
185. Five officer working groups were established, four of which continue to be active:
- **Public Health - Triage Oversight Group** – bringing together Council, NHS Lothian and Edinburgh Health and Social Care Partnership colleagues to ensure effective communication and implementation of national advice concerning public health within an Edinburgh context;
 - **Service Operations: Wellbeing Programme** – facilitating cross-Council co-ordination to enable a phased and prioritised plan for resumption and adaptation where possible, guided by the Scottish Government's route map;
 - **Sustainable Economic Recovery** – allowing key sectors of the city to survive and thrive thereafter, with a focus on investment and development, employability, business support and resilience, our future cultural capital and fostering innovation;
 - **Life Chances** – aligning the Council's recovery activity to the key theme of addressing poverty, promoting sustainability and improving well-being;
 - **Change, People and Finance** – enabling the adaptation and renewal of the Council as an organisation and ensuring that clear direction for the Council's own requirements for change in a post COVID-19 world is aligned with the resources available to deliver these changes. This group has recently reached conclusion and delivered against its original scope so has now been stepped down.
186. Regular updates have been presented to the Council's Policy and Sustainability Committee which covered:
- the impact of the pandemic on the Council over the short, medium and longer term (presented as a dashboard);
 - decisions taken under urgency provisions by the Chief Executive in consultation with the Leader and Deputy Leader. Such matters are discussed by the Council Incident Management Team (CIMT) which has continued to meet twice a week or at the weekly Corporate Leadership Team meetings;
 - service resumption; and
 - update on current system pressures – services impacted include social care, education, waste and cleansing, streetscapes.
187. Since the Adaptation and Renewal programme was approved, the Council Business Plan has been published

and the officer working groups have either delivered their remit, or their activity has moved into business as usual delivery arrangements. In addition, the senior leadership review of Chief Officer roles has concluded with responsibilities and accountabilities for delivery now aligned to the new Council organisational structure.

188. A 'close' report is in development which will look at how well the projects that formed the Adaptation and Renewal Programme delivered against the scope for the now, near and future phases. It will also highlight any 'follow on actions' i.e. outputs or outcomes that still need to be delivered as part of business as usual activities.
189. Lessons Learned have been captured across individual projects and will be consolidated into the close report for awareness and adoption to inform other similar programmes response types.

Performance management framework 2020/21

190. The Council's performance management framework was revised in light of the pandemic. The revised framework comprised the following components in 2020/21:
- Performance reports were produced as required throughout the year. For some services, reports continued to be generated throughout the year whereas for others reporting was suspended as the service ceased due to COVID restrictions. As services started to resume, performance reporting was restarted. For other services,

reporting was refocused to reflect new ways of working or additional support as they set up to support people during lockdowns (for example, the customer contact team ran the shielding/vulnerable lines and reports were developed to show changes in activity and pressures).

- New reports were created to highlight the impact of COVID on demand for Council services as well as the wider impact on Edinburgh to support senior managers' decision making.
- Quarterly scorecards were paused and weekly/monthly Corporate Leadership Team (CLT) COVID dashboards were developed. Quarterly scorecards contained KPIs on services that were paused during 2020/21.
- A Weekly Covid Dashboard was created and shared with Elected Members and the wider Leadership Team with key COVID data.
- A monthly CLT COVID dashboard was created to provide CLT with an overview of Covid Public Health data as well as core services information to support their decision making due to impact of the pandemic.
- The focus of most reports to Committee during 2020/21 was on impact of the pandemic and service resumption not improvement plans. Regular Adaptation and Renewal report updates went to the Policy and Sustainability Committee to give an overview of the Council's

response to the pandemic and changes to services.

- An annual performance report was presented to elected members which sets out progress against the key performance indicators (KPIs) in its Change Strategy. Elected members also received six-monthly updates on the 52 Business Plan commitments and annual updates on the Local Government Benchmarking Framework (LGBF).

Performance management framework 2021/22

191. Following the approval by Council of its Business Plan in February 2021, a new Planning and Performance Framework has been developed. The Planning and Performance Framework includes a new suite of key performance indicators aligned to the business plan. The performance indicators have been mapped against the National Performance Framework and seven best value themes.
192. The new Planning and Performance Framework will support the use of performance information including benchmarking data, such as the Local Government Benchmarking Framework (LGBF), to drive continuous improvement.
193. Where appropriate, targets for 2021/22 have been set. However, the impact of COVID-19 over the last year has resulted in some indicators requiring new baselines to be established before meaningful target setting can be done.
194. Performance scorecards and trend dashboards are to be aligned to

service plans and monitored regularly at each level in the organisation.

195. On an annual basis, a review of its Directorate/Divisional Plans will be undertaken to ensure that the Council is on track to deliver its outcomes and objectives. Benchmarking data such as LGBF will be used to review performance against plans and inform the next year's annual planning process, the budget cycle and year end performance reporting.
196. This suite of measures (and targets) will be kept under review as part of the Planning and Performance Framework annual cycle to ensure they remain fit for purpose.
197. The framework sets the Council's approach to monitoring and reporting performance including service level arrangements, elected members scrutiny of performance and public performance reporting arrangements:

Elected members scrutiny of performance

198. A Council performance report with both supporting narrative and trend analysis will be submitted to the Policy and Sustainability Committee once every four months. This will include the annual performance report which will be brought to the Policy and Sustainability Committee and full Council in June of each year. In addition, there will be the publication of data of specific performance indicators for elected member and public oversight. The Council aims to move to a more transparent and open data led approach, with the intention of supporting wider discussions about the performance of specific services beyond the Committee. The Best Value Assurance Audit Report progress update will be presented

alongside the Council performance reports.

Public reporting of performance information

199. The Council intends to, in addition to publishing all committee performance reports, develop a suite of core measures to be published on a quarterly basis. A data section on the website is to be developed to give a wider perspective on city data, for example, Edinburgh by Numbers.

200. The Council is also reviewing its website with a view to simplifying public access to performance data and ensuring timely publication of the performance information. The redesign of the performance web pages is due to be completed by the end by March 2022.

Statutory Performance Information

201. The Accounts Commission has a statutory responsibility to define the performance information that councils must publish. This responsibility links with the Commission's best value audit responsibilities. In turn, councils have their own responsibilities, under their best value duty, to report performance to the public. The Accounts Commission issued a revised 2018 Statutory Performance Information Direction ('2018 Direction') in December 2018, which applied for the first time in 2019/20 and remains in effect for 2020/21 and 2021/22. The 2018 Direction requires a council to report its:

- performance in improving local public services provided by the council (on its own and with its partners and communities), and progress against agreed desired outcomes

- own assessment and independent audit assessments of how it is performing against its duty of best value and how it plans to improve these assessments

- how it (with its partners where appropriate) has engaged with and responded to its diverse communities.

202. The information reported in the Council's 2020/21 Annual Performance Report and the 2019/20 Local Government Benchmarking Framework Report is the Council's response to meeting the requirements of the 2018 Statutory Performance Direction.

203. In the prior year we recommended that the Council map its annual performance report against the 7 Best Value themes and publish these as part of the Annual Performance Report. An exercise was carried out by the Council to show coverage against the best value themes; however this has not been included in the Annual Performance Report. A similar exercise has been carried out to map the new performance indicators under the Planning and Performance Framework against the best value themes.

204. Statutory Performance Indicator 2 in the 2018 Direction is on demonstrating best value; including the Council's assessment of how it is performing against its duty of best value and its plans to improve against this assessment. On review of the 2020/21 Annual Performance Report, and notwithstanding the current environment, we consider that the performance report could be further developed to fully demonstrate the Council's compliance with the 2018

Direction as it relates to demonstrating best value. We recommend that the Council develop future performance reports to ensure / demonstrate full compliance with the 2018 Direction.

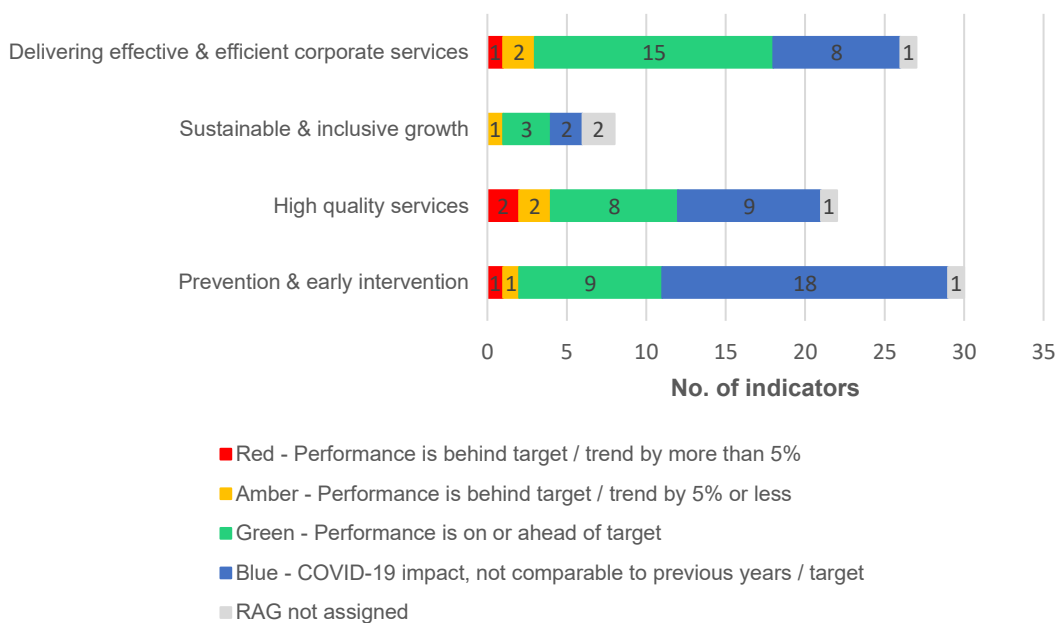
indicators and benchmarking data including the Local Government Benchmarking Framework 2019/20 data.

Overview of performance in 2020/21

205. The Council's 2020/21 Annual Performance Report provides an overview of council performance against its Change Strategy themes, drawing on corporate performance

206. The impact of the COVID-19 pandemic has been varied across Council services. The Council has implemented a Blue RAG assessment to show where this impact makes comparison with performance in previous years or against targets not appropriate (37 out of 87 indicators)²

Council performance against KPIs by theme, 2020/21



Source: City of Edinburgh Council 'Annual Performance 2020/21' Report

² Comments on the performance information as reported in the Annual Performance Report:

The suite of performance indicators reported has changed slightly from last year, with one indicator re-introduced; 6 indicators revised; 3 indicators added; and one indicator removed.

Some of indicators refer to the latest academic school year (running from August 2019 to June 2020) and trend analysis and RAG status has been reported on this data.

The lag time in the publication of some national reports (delayed by the impact of COVID-19) means there are some indicators where full year data for 2020/21 is not available.

207. The 'blue' assessed indicators covered the following areas:

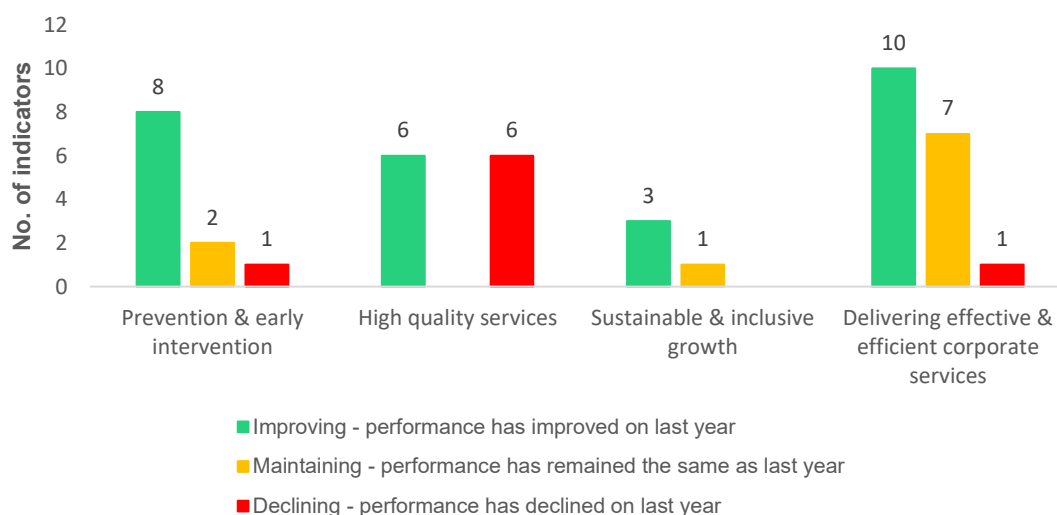
- Schools and education
- Homelessness
- Criminal justice orders
- Street cleansing
- Rent arrears
- Attendances at museums and galleries
- Non-Domestic Rates / Council tax collection
- Commercial income
- Asset management
- Lost working time due to ill health

- Delivery of budget savings

208. Of the remaining indicators where a RAG status has been assigned, 36 show improved or maintained performance and nine show a decline. The indicators that show a decline in performance in 2020/21 are found across the services rather than focused in a single service area, including: waste management, roads, adult social care, housing and customer services.

209. The report identifies areas where performance challenges remain and sets out how the Council is focussing on these areas and the next steps being put in place to address these areas.

2020/21 Performance in comparison with 2019/20



Source: City of Edinburgh Council 'Annual Performance 2020/21' Report

Local Government Benchmarking Framework


210. The Council's annual LGBF report (2019/20) was reported to the Policy and Sustainability Committee in June 2021. As this information is based on 2019/20 it does not show the impact of

COVID-19. These results will be reported in 2022.

Appendices

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Appendix 1: Respective responsibilities of the Council and the Auditor

The Code of Audit Practice (2016) sets out the responsibilities of both the Council and the auditor and are detailed below.

Council responsibilities

The Council is required to make arrangements for the proper administration of financial affairs and to secure that one of its officers has responsibility for the administration of those affairs. The Service Director: Finance and Procurement has been designated as that officer.

The Service Director: Finance and Procurement is responsible for the preparation of the Council’s annual accounts in accordance with proper practices as set out in the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom (the Code).

Area	Council responsibilities
Corporate governance	<p>The Council is responsible for establishing arrangements to ensure the proper conduct of its affairs including the legality of activities and transactions, and for monitoring the adequacy and effectiveness of these arrangements. Those charged with governance should be involved in monitoring these arrangements.</p>
Financial statements	<p>The Council has responsibility for:</p> <ul style="list-style-type: none"> • preparing financial statements which give a true and fair view of its financial position and their expenditure and income, in accordance with the applicable financial reporting framework and relevant legislation; • maintaining accounting records and working papers that have been prepared to an acceptable professional standard and that support its financial statements and related reports disclosures; • maintaining proper accounting records; and • preparing and publishing, along with the financial statements, an annual governance statement, management commentary (or equivalent) and a remuneration report that is consistent with the disclosures made in the financial statements. Management commentary should be fair, balanced and understandable and also address the longer term financial sustainability of the Council. <p>Management is responsible, with the oversight of those charged with governance, for communicating relevant information to users about the</p>

Area	Council responsibilities
	<p>entity and its financial performance, including providing adequate disclosures in accordance with the applicable financial reporting framework. The relevant information should be communicated clearly and concisely.</p> <p>The Council is responsible for developing and implementing effective systems of internal control as well as financial, operational and compliance controls. These systems should support the achievement of its objectives and safeguard and secure value for money from the public funds at its disposal. They are also responsible for establishing effective and appropriate internal audit and risk-management functions.</p>
<p>Standards of conduct for prevention and detection of fraud and error</p>	<p>The Council is responsible for establishing arrangements to prevent and detect fraud, error and irregularities, bribery and corruption and also to ensure that its affairs are managed in accordance with proper standards of conduct.</p>
<p>Financial position</p>	<p>The Council is responsible for putting in place proper arrangements to ensure the financial position is soundly based having regard to:</p> <ul style="list-style-type: none"> • Such financial monitoring and reporting arrangements as may be specified; • Compliance with statutory financial requirements and achievement of financial targets; • Balances and reserves, including strategies about levels and their future use; • Plans to deal with uncertainty in the medium and long term; and • The impact of planned future policies and foreseeable developments on the financial position.
<p>Best value</p>	<p>The Council has a specific responsibility to ensure that arrangements have been made to secure best value. They are responsible for ensuring that these matters are given due priority and resources, and that proper procedures are established and operate satisfactorily.</p>

Auditor responsibilities

Auditor responsibilities are derived from statute, the Code of Audit Practice, International Standards on Auditing (UK), professional requirements and best practice. These are to:

- undertake statutory duties, and comply with professional engagement and ethical standards;
- provide an opinion on the financial statements and the regularity of transactions;
- review and report on, as appropriate, other information such as annual governance statements, management commentaries and remuneration reports;
- notify the Controller of Audit when circumstances indicate that a statutory report may be required; and
- demonstrate compliance with the wider scope of public audit.

Wider scope of audit

The special accountabilities that attach to the conduct of public business, and the use of public money, mean that public sector audits must be planned and undertaken from a wider perspective than in the private sector. This means providing assurance, not only on the financial statements, but providing audit judgements and conclusions on the appropriateness, effectiveness and impact of corporate governance and performance management arrangements and financial sustainability.

The Code of Audit Practice frames a significant part of our wider scope responsibilities in terms of four audit dimensions: financial sustainability; financial management; governance and transparency; and value for money.

Best Value

Appointed auditors have a duty to be satisfied that local government bodies have made proper arrangements to secure best value.

Our work in respect of the Council's best value arrangements has been integrated into our audit approach, including our follow up on the Council's Best Value Assurance Report and work on the wider scope dimensions.

Independence

In accordance with our profession's ethical guidance and further to our External Audit Annual Plan issued confirming audit arrangements there are no further matters to bring to your attention in relation to our integrity, objectivity and independence.

We confirm that Azets Audit Services and the engagement team complied with the FRC's Ethical Standard. We confirm that all threats to our independence have been properly addressed through appropriate safeguards and that we are independent and able to express an objective opinion on the financial statements.

Audit and non-audit services

The total fees charged to the Group for the provision of services in 2020/21 is as follows:

	Current year £
Audit of City of Edinburgh Council (Auditor remuneration)	333,550
Audit of components (as audited by Azets)	153,889
Total audit	487,439
Non-audit services	34,000
Total fees	521,439

FRC's Ethical Standard stipulates that where an auditor undertakes non audit work, appropriate safeguards must be applied to reduce or eliminate any threats to independence. No non-audit services are provided to the City of Edinburgh Council. We have detailed in the table below the non-audit services provided to the wider group, the threats to our independence and the safeguards we have put in place to mitigate these threats.

Non-audit service	Type of threat	Safeguard
Corporation tax compliance services	Self-review	Corporation tax compliance services are provided by a separate tax team.
Tax advisory services	Self-review Management decisions	Tax advisory services are provided by a separate tax team.
Preparation of financial statements	Self-review Management decisions	All adjustments to the financial statements are agreed with those charged with governance. In addition to this, a 2 nd manager review of the financial statements is performed by an audit manager not involved in the audit of the financial statements.

Audit quality

The Auditor General and the Accounts Commission require assurance on the quality of public audit in Scotland through comprehensive audit quality arrangements that apply to all audit work and providers. The audit quality arrangements recognise the importance of audit quality to the Auditor General and the Accounts Commission and provide regular reporting on audit quality and performance.

Audit Scotland maintains and delivers an [Audit Quality Framework](#).

The most recent audit quality report which covers our work at the Council since appointment can be found at <https://www.audit-scotland.gov.uk/report/quality-of-public-audit-in-scotland-annual-report-202021>

Appendix 2: Audit differences identified during the audit

Adjusted audit differences

Prior year audit adjustments - Group

No	Detail	Balance Sheet	Comprehensive Income and Expenditure Statement
		Dr / (Cr) £million	Dr / (Cr) £million
1.	CEC – adjustments in respect of Residual Waste PPP	(10.939)	10.939
2.	Transport for Edinburgh – adjustment in respect of B shares	8.800	(8.800)
3.	Lothian Valuation Joint Board – adjustment to reflect prior year audit adjustment in its accounts	0.173	(0.173)
Net impact on total comprehensive (income)/expenditure (increase)/decrease			1.966
Total reserves per the unaudited annual accounts (Group)			3,102.490
Revised reserves per the audited annual accounts (Group)			3,100.524

Current year audit adjustments - Group

No	Detail	Balance Sheet	Comprehensive Income and Expenditure Statement
		Dr / (Cr) £million	Dr / (Cr) £million
1.	CEC – COVID funding adjustments	(0.268)	0.268
2.	CEC – IAS 19 pension adjustments	(2.084)	2.084
3.	CEC – PPP adjustments	(11.582)	11.582
4.	CEC – Provisions adjustments	3.476	(3.476)
5.	Transport for Edinburgh – IAS 19 pension adjustments	43.009	(43.009)
6.	Transport for Edinburgh – B shares consolidation	17.131	(17.131)
7.	Transport for Edinburgh – IFRS 16 adjustment	0.006	(0.006)
8.	Transport for Edinburgh – Minority interests	4.254	(4.254)
9.	Group bodies – adjustments to reflect audited accounts of group bodies	(0.583)	0.583
Net impact on total comprehensive (income)/expenditure (increase)/decrease			(53.359)
Total reserves per the unaudited annual accounts (Group)			3,400.879
Revised reserves per the audited annual accounts (Group)			3,454.238

Unadjusted audit differences - Group

No	Detail	Balance Sheet	Comprehensive Income and Expenditure Statement
		Dr / (Cr)	Dr / (Cr)
		£million	£million
1.	Alignment of group accounting policies (treatment of capital grant income)	5.233	(5.233)
Net impact on total comprehensive (income)/expenditure (increase)/decrease			(5.233)
Total reserves per the audited annual accounts (Group)			3,454.238
Revised reserves if the adjustment were amended for (Group)			3,459.471

We have discussed this unadjusted audit difference with management and confirmed that its is immaterial to the annual accounts.

Disclosure amendments

Note reference in the annual accounts	Detail
Movement in reserves statement	Restricting the statutory adjustment from the General Fund to the Capital Adjustment Account to depreciation on the asset's historical cost in line with LASAAC guidance. Depreciation on the asset's revaluation element has been transferred from the Revaluation Reserve to the General Fund.
Note 4	Assumptions made about the future and other major sources of estimation uncertainty – Property, Plant and Equipment Additional disclosure included on key assumptions made in relation to the valuation of other land and buildings, council dwellings and investment properties.
Note 4	Assumptions made about the future and other major sources of estimation uncertainty – Housing Rent Arrears Additional disclosure included on the sensitivity of the carrying amount of the provision for doubtful debt to the methods, assumptions and estimates underlying its calculation.
Note 15	Property, Plant and Equipment Correction to the disclosure of Queensferry High School within the Public Private Partnership and similar assets disclosure.
Note 25	Provisions Provisions split between long term and short term.
Note 29	Cash flow statement notes Additional disclosures provided.

Appendix 3: Best Value Assurance Report – follow up

In assessing the Council’s progress on implementing the recommendations included in the Best Value Assurance Report we have considered both the pace and depth of improvement.

The recommendations have been categorised under the key areas of focus for the Best Value audit and an overall auditor judgement applied. The definitions for our judgements are as set out in the Executive Summary.

1. Council vision and strategic direction Overall auditor judgement:



Recommendation	As part of its Adaptation and Renewal Programme, the council should quickly amalgamate its Business Plan and Change Strategy, to provide clearer priorities and direction for the council.
Status and progress to date	<p>On 27 January 2021 the Council published the draft three-year Council Business Plan: The three year Business Plan: Our Future Council, Our Future City and budget were approved by the Council on 18 February 2021.</p> <p>The Business Plan is supported by a People Strategy and Workforce Plan.</p> <p>The Business Plan brings together 15 outcomes and accompanying actions for the next three years. It includes detail on working with partners, finances and the new planning and performance framework.</p> <p>The Business Plan is a live document which staff are using across the Council to provide strategic direction for deliverables – replacing the previous Business Plan and Change Strategy.</p> <p>It is available on both the Council’s intranet and public pages alongside the People Strategy and Strategic Workforce Plan. It remains a live document which will be updated as required.</p>
Audit assessment	<p>Complete</p> <p>The 5 year Business Plan now provides strategic direction. The Business Plan is a well-developed document setting out how the Council will achieve its priorities. It needs to be fully costed and supported by a Financial Plan which covers the same time horizon.</p>

1. Council vision and strategic direction

Overall auditor judgement:



<p>Recommendation</p>	<p>To help them carry out their best value responsibilities, elected members should take advantage of the learning and development opportunities provided by the council.</p>
<p>Status and progress to date</p>	<p>To fully respond to this recommendation the Council is proposing a short (end of March 2021), medium (2021/2022) and longer-term response (post local government 2022 election).</p> <p>Short (end March 2021) – To ensure elected member learning and development meets statutory requirements, is continuous, relevant and of good quality officers will carry out an audit of all current training materials and communicate the current offering to members.</p> <p>Medium (2021/2022) – A training needs analysis will be carried out with elected members. This will be fundamental to identify any gaps in learning and development and help implement further training that is useful, relevant, developmental and will encourage and support participation.</p> <p>Long-term (post Local Government elections) - The training needs analysis will be a fundamental tool to support the induction and on-going training offering to new and returning members after the 2022 election. As in previous election years, a full 8-week induction programme will be offered to members. Building on this, there will then be a focus on continuous learning and development with members supported to take an active role in their development and monitor their participation in further training.</p>
<p>Audit assessment</p>	<p>In progress</p> <p>An audit of all current training materials has been undertaken and Members have been informed about the learning and development opportunities.</p> <p>The medium-term and long-term commitments are currently at planning stage. Officers are currently developing a programme of workstreams - Council 2022 in preparation for the 2022 Local Government elections.</p>

1. Council vision and strategic direction

Overall auditor judgement:



<p>Recommendation</p>	<p>In order to make community engagement an integral part of service improvement and delivery, the council should support community groups to complete asset transfers</p>
<p>Status and progress to date</p>	<p>Community Asset Transfer (CAT) is an important element of the Council's approach to Community Empowerment. The Council has a well-established CAT Policy and provides advice and guidance to community organisations at all stages of the process to enable them to present the best possible case for an asset transfer. Prior to formal asset transfer requests being submitted, officers score the draft submissions following the CAT policy scoring matrix and works with the community to improve their business case so that it is as strong and robust as possible in terms of finance, operation, community consultation and governance. The Council has recently seen evidence of a greater number of Community Asset Transfer requests which it has supported and the number of approved requests has risen during the last 12 months.</p>
<p>Audit assessment</p>	<p>In progress</p> <p>Since the publication of the Best Value report there have been three further Community Asset Transfers completed and a further four transfers have been agreed to by the Council and legal work is ongoing to bring them to a successful conclusion. There are a further 14 CATs being worked on.</p>

2. Performance and outcomes, including public performance reporting

Overall auditor judgement:



Recommendation	<p>The Council should further improve its performance reporting by making better use of performance measures and targets, particularly to demonstrate the impact of improvement work.</p>
Status and progress to date	<p>The Council’s draft Business Plan includes a new strategy performance map which details the outcomes, actions and initial metrics.</p> <p>In June 2021, the Policy and Sustainability Committee approved the new planning and performance framework for the Council Business Plan, including an initial suite of Key Performance Indicators (KPIs) which are aligned to Specific, Measurable, Achievable and Relevant (SMART) performance indicators and milestones.</p> <p>The new planning and performance framework provides a clear link between the three- year business plan, key strategies, annual service plans and the underlying performance framework including benchmarking.</p> <p>The next phase of work will look to develop service plans and targets against each performance indicator or milestone.</p>
Audit assessment	<p>In progress</p> <p>The Planning and Performance Framework includes KPIs. Some of these KPIs do not have targets. The covering report notes that 2021/22 targets have been set where appropriate but that the impact of COVID-19 has resulted in some indicators requiring new baselines to be established before meaningful targets can be set. It is important that progress is made in setting these targets.</p> <p>The intention is that a Council Performance Report with both supporting narrative and trend analysis is submitted to the Policy and Sustainability Committee every four months. The first Council Performance Report under these new arrangements is due in November 2021.</p>

2. Performance and outcomes, including public performance reporting

Overall auditor judgement:



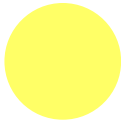
Recommendation	The Council should further improve its performance reporting by publishing easily accessible, up-to-date performance information on its website.
Status and progress to date	<p>Officers are working to improve the performance reporting available to the public via the Council website. Key improvements have focused on the layout and format of its reporting to ensure that publications are both accessible and timely.</p> <p>Along with publishing all committee performance reports officers are working to improve the performance reporting available to the Public via the Council website. Key improvements have focused on the layout and format of our reporting to ensure that publications are both accessible and timely.</p>
Audit assessment	<p>In progress</p> <p>The Annual Performance Report for 2020/21 was approved by the Council in June 2021 and is available on the Council web-site. It follows a similar structure to previous report. Quarterly reporting under the new planning and performance framework is due to start in November 2021</p>


3. Effective use of resources

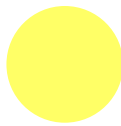
Overall auditor judgement:



Recommendation	As part of its Adaptation and Renewal Programme, the Council should prepare sustainable medium and long-term financial plans, and detailed workforce plans, to support its strategic priorities.
Status and progress to date	<p>Given the announcement on 5 January 2021 that Edinburgh and all other mainland authorities in Scotland would be returning to arrangements akin to the March 2020 lockdown and the significant consequent increase in uncertainty and risk that any longer-term budget is based on incomplete information or flawed assumptions, the primary focus for 2021/22 activity has reflected the Council’s statutory responsibility to set a balanced budget for the following year by 11 March. This shorter, one-year timeframe is consistent with both the UK and Scottish Governments and councils elsewhere in Scotland.</p> <p>Once the financial position is clearer, a strategic long-term financial plan, guided by the overarching vision, principles and priorities set out within the Business Plan: Our Future Council, Our Future City will be developed.</p>
Audit assessment	<p>In progress</p> <p>A high level medium term financial revenue plan was submitted to Finance and Resources Committee in October 2021 covering the period 2022/23 to 2026/27. The plan reflects a number of assumptions over the period and the fact that the local government finance settlement has not been published beyond 2021/22. Currently the plan shows an estimated funding gap of £8.237m in 2022/23 rising to £126.350m in 2026/27. The financial plan will need to be updated as some of the assumptions used become clearer. Savings plans to address the shortfalls in 2022/23 and beyond require to be drawn up to ensure the plan reflects a realistic assessment of the next five years’ position.</p> <p>A capital budget covering the 10 years from 2022-2032 was also agreed by the Finance and Resources Committee. Whilst the capital budget is fully funded there is a recognition that capital budgets are expected to come under significant pressure as a result of higher tender prices. Delivery of the capital budget will also be impacted by the revenue budget which as noted above is currently showing significant funding gaps over the first 5 years of the capital budgets timescale</p>

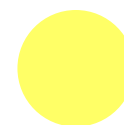
<p>3. Effective use of resources</p>	<p>Overall auditor judgement:</p>	
	<p>A People Strategy and Strategic Workforce Plan has been approved. However these are not detailed workforce plans. The Strategic Workforce Plan includes within its action plan an action to develop workforce plans for Customer, Property and Facilities Management, Waste, Housing, Culture and Education as part of the organisational review process but to date none of the workforce plans have been completed.</p>	

<p>4. Partnership working and community engagement</p>	<p>Overall auditor judgement:</p>	
<p>Recommendation</p>	<p>In order to make community engagement an integral part of service improvement and delivery, the Council should embed the lessons from effective community engagement activity and clearly communicate the results of, and the Council’s response to, community consultation.</p>	
<p>Status and progress to date</p>	<p>A new Consultation and Engagement policy has been approved to formally embed the principles of high-quality engagement and consultation. This came into effect in August 2021.</p> <p>A Consultation Advisory Panel of expertly trained council officers who will evaluate proposed significant consultations and make recommendations to the Corporate Leadership Team has been established. The Consultation Advisory Panel has met successfully to review high-assessed consultation proposals. The first CAP report has been considered and approved by CLT. The Consultation Advisory Panel will ensure that planning for consultation and engagement takes account of and commits to the public reporting of how citizens’ views have shaped the decisions of the Council.</p> <p>A 3-year training programme has been developed to upskill colleagues and elected members on consultation practice and funding has been agreed for year one.</p> <p>The Council is considering its approach to empowering communities and the relationship with community councils with partners in the city, under the auspices of the Edinburgh Partnership. Funding has been agreed for a new team to drive community and voluntary sector</p>	

<p>4. Partnership working and community engagement</p>	<p>Overall auditor judgement:</p>	
	<p>engagement in the development of major new change projects – 20-minute Neighbourhoods and Poverty Prevention.</p>	
<p>Audit assessment</p>	<p>In progress</p> <p>The Consultation and Engagement policy was approved in April 2021 and set out a new 12-week standard for consultations. In August the first Consultation Advisory Panel proposals regarding consultations were submitted to CLT. These considered consultations on short-term letting controls, extension of 20mph speed limits and the use of public spaces for filming and events.</p> <p>It is not clear how the work of the CAP and the decisions made by CLT will be communicated more widely across the community as part of the Council’s ongoing engagement.</p>	
<p>Recommendation</p>	<p>The Council should work with the Edinburgh Partnership Board to implement its new governance arrangements, effectively involve community representatives and deliver improved outcomes for communities.</p>	
<p>Status and progress to date</p>	<p>Work to progress this recommendation is being taken forward in two parts;</p> <ul style="list-style-type: none"> i. as a Community Planning Partnership looking at effective partnership working, and, ii. as a Council in support of community capacity and local empowerment. <p>The Edinburgh Partnership</p> <p>Following a meeting of the Edinburgh Partnership Board on 15 December 2020, a working group of key partners led by the Council’s Executive Director of Place was established to consider the Accounts Commission’s recommendations and formulate a partnership response. Progress on delivering the BV improvement Plan was reported to the Edinburgh Partnership Board in September.</p> <p>The Council</p> <p>The Council Business Plan has clearly articulated how the Council’s priorities and key strategic programmes of work align with the Community Planning Partnership priorities and, in response to committee agreement to give further consideration of genuine local</p>	

4. Partnership working and community engagement

Overall auditor judgement:



	<p>community empowerment, the Council is carrying out a review of the Localities teams.</p> <p>A new Local Outcome Improvement Plan (LOIP) Delivery Plan with corresponding performance measures was approved in September 2021.</p>
<p>Audit assessment</p>	<p>In progress</p> <p>The Council has acknowledged that not enough capacity and resource had been allocated to establish the new governance arrangements successfully in all parts of the city and committed to strengthening the resourcing and capacity to support Neighbourhood Networks and the LCPPs through the establishment of new Community Empowerment teams. Work is in progress.</p>
<p>Recommendation</p>	<p>The council should work with the Edinburgh Partnership Board to produce progress reports with clear targets, accountable leads and links between the actions taken and the impact on performance.</p>
<p>Status and progress to date</p>	<p>Officers worked with community planning partners to agree clear performance measures and a reporting framework. These were incorporated in a LOIP Delivery Plan. Further work will be carried out to revise the LOIP and to develop refreshed 10 year outcome measures to align with the reframed priorities. Account will be taken of the outcome measures contained within the city's strategic framework to ensure appropriate alignment and specifically incorporate the End Poverty Edinburgh targets set by the Poverty Commission</p>
<p>Audit assessment</p>	<p>In progress</p> <p>A new LOIP delivery plan including priorities, proposed actions, timescales and measures for success was approved by the Edinburgh Partnership Board in September 2021.</p> <p>The LOIP does not yet reflect a full performance reporting matrix with clear targets and accountable leads. The report notes that further work will be carried out to revise the LOIP and to develop refreshed 10 year outcome measures. This will be a mix of existing and new performance metrics to align with the reframed priorities.</p>

5. Continuous improvement

Overall auditor judgement:



<p>Recommendation</p>	<p>The Council should implement a strategic approach to self-evaluation and continuous improvement. This should include better demonstrating how it responds to feedback and scrutiny findings.</p>
<p>Status and progress to date</p>	<p>Continuous improvement is central to the Council’s approach for an integrated planning and performance framework aligned to the Council’s new business plan. This integrated framework is underpinned by the ‘plan, do, check, review/act’ model and methodology.</p> <p>To ensure delivery of the draft business plan outcomes and service priorities the Council will introduce the development of annual service plans at all levels in the Council (from Directorate to Service Team level). Plans will be aligned to Key Performance Indicator (KPI) scorecards and underpinned by trend dashboards which will be monitored and actioned regularly.</p> <p>Each year service teams will undertake a detailed review of their plans and associated performance to assess the progress made in delivering outcomes and improving performance. This review will inform service planning for the next year which will ensure that continuous improvement is embedded at all levels.</p> <p>To ensure effective scrutiny of our performance a regular cycle of performance reporting will be developed for Elected Members as well as the wider public.</p> <p>The Council also plans to engage with the Improvement Service to look at the options open to the Council to implement a strategic approach to self-evaluation.</p>
<p>Audit assessment</p>	<p>In progress</p> <p>The Performance and Planning Framework provides an overview of the strategic and performance framework together with a suite of KPI’s to support the Council’s key priorities. There are targets for some but not all of these KPIs.</p> <p>Annual Service Plans in the form of a “Plan on a Page” are being developed. A template has been devised and workshops have been held with CLT, Directors and senior managers to develop these plans at Directorate and Service level. Final approval from Directors for these plans is awaited. Once approved a corporate action tracker will be used alongside the Business Plan together with a KPI scorecard and dashboard.</p>

Appendix 4: Action plan

Our action plan details the weaknesses and opportunities for improvement that we have identified during our audit.

Action plan grading structure

To assist the Council in assessing the significance of the issues raised and prioritising the action required to address them, the recommendations have been rated. Our rating structure has been revised to ensure consistency with the structure/terminology used by internal audit.

Rating	Assessment rationale
Critical	<p>A finding that could have a:</p> <ul style="list-style-type: none"> • Critical impact on operational performance; or • Critical monetary or financial statement impact; or • Critical breach in laws and regulations that could result in material fines or consequences; or • Critical impact on the reputation or brand of the organisation which could threaten its future viability.
High	<p>A finding that could have a:</p> <ul style="list-style-type: none"> • Significant impact on operational performance; or • Significant monetary or financial statement impact; or • Significant breach in laws and regulations resulting in significant fines and consequences; or • Significant impact on the reputation or brand of the organisation.
Medium	<p>A finding that could have a:</p> <ul style="list-style-type: none"> • Moderate impact on operational performance; or • Moderate monetary or financial statement impact; or • Moderate breach in laws and regulations resulting in fines and consequences; or • Moderate impact on the reputation or brand of the organisation.
Low	<p>A finding that could have a:</p> <ul style="list-style-type: none"> • Minor impact on the organisation's operational performance; or • Minor monetary or financial statement impact; or • Minor breach in laws and regulations with limited consequences; or • Minor impact on the reputation of the organisation.
Advisory	<p>A finding that does not have a risk impact but has been raised to highlight areas of inefficiencies or good practice.</p>

Current year action plan

1. Communication with valuer	Medium
Observation	<p>We identified the following examples of communication and collaboration between the valuer and the Finance team where further improvements could be made:</p> <ul style="list-style-type: none"> • One asset where incomplete cost information was provided to the valuer; • The valuer provided one consolidated valuation for two assets which was not made clear to the Finance team and incorrectly recognised in the fixed asset register; • Management allocating the assets valuation as provided by the valuer between individual asset components without initially engaging with the valuer over the reasonableness of this estimated split; • Valuations provided by the valuer for assets under construction when the Finance team correctly intend to continue holding these assets at cost.
Implication	<p>Valuation of assets may be misstated within the annual accounts if the valuation exercise is not based on fully clear, complete or timely information.</p>
Recommendation	<p>A more collaborative approach should be taken to the valuation exercise to ensure valuations are based on complete information, are only obtained when both the Finance team and the valuer deem it necessary, and the valuer's expertise is used to inform all key estimates where appropriate.</p>
Management response	<p>In 2020/21 a total of 559 valuations were completed, equating to 19% of asset records and over 30% of the portfolio by value, with a further 15 deletions or additions meaning that 574 assets were reviewed before componentisation is considered. In addition, there were 500 lines of capital expenditure reviewed and capitalised as part of the year end process over the course of several weeks.</p> <p>Finance and Estates maintain strong communication throughout the year, with the valuation process underway in October through to completion of the unaudited accounts in May.</p> <p>The first bullet point relates to one asset that had been primarily constructed under a Design, Build, Finance, Maintain (DBFM) contract but there was a minor element of largely historic capital expenditure incurred by the Council on the same asset. This had</p>

been treated as one asset as it was all under one AIS reference, however, following the audit it became clear that we should treat the two elements separately based on their respective funding arrangements and this has now been reflected in the Audited Accounts. This issue should be a one-off and was the reason for the gap in the process this financial year.

The second bullet point relates to two assets which were held as one asset due to their having the same AIS reference as they are located on the same land, however, during the audit it became clear that we should treat the two elements separately and that has now been reflected in the Audited Accounts.

Finance will continue to work collaboratively with the valuer on asset componentisation in future years, following audit advice on the matter this year.

Finance will make it clear to the valuer that any asset which isn't completed by the end of the financial year will be carried at cost in Assets Under Construction, subject to the impairment review recommended at Action 2. As a result of this impairment review, as well as purposes such as insurance, valuations may still be required on Assets Under Construction. On completion, they would be transferred to the correct asset categorisation, most likely Other Land and Buildings.

Responsible officer: Senior Accountant (Capital Accounts), Finance and Procurement

Implementation date: March 2022

2. Impairment of assets under construction		Medium
Observation	Assets under construction are not considered as part of the Council's impairment assessment.	
Implication	There is a risk that assets under construction may be overstated as at 31 March if indicators of impairment are not appropriately considered and acted upon.	
Recommendation	The Council should ensure their assessment of impairment adequately considers events and changes in circumstance that may indicate an impairment to assets under construction. This includes, but is not limited to, evidence of obsolescence, physical damage or a change in the way that asset is expected to be used by the Council.	
Management response	<p>All assets under construction will be reviewed for impairment during the financial year to ensure that there is no evidence of obsolescence, physical damage or a change in the way that asset is expected to be used by the Council.</p> <p>Responsible officer: Senior Accountant (Capital Accounts), Finance and Procurement</p> <p>Implementation date: March 2022</p>	

3. Provision for doubtful debts		Medium
Observation	The Council provides for a specific percentage of doubtful debt based on the age of the sundry debtor and housing rent arrears. Whilst we deem the provision for doubtful debt to be free from material misstatement as at 31 March 2021, the key assumptions applied should be subject to regular review.	
Implication	The provision for doubtful debts may be materially misstated if the method and assumptions applied do not appropriately reflect the expected recovery rate of debt over the next 12 months.	
Recommendation	The Council should reflect on any significant changes in recovery rates of sundry debtors and housing rent arrears when calculating their provision for doubtful debts and adjust the percentages provided for as appropriate.	
Management response	<p>The Council will review any significant factors that affect the likely recovery of sundry debts and house rents on an annual basis and ensure these are considered when determining the appropriate impairment level.</p> <p>Responsible officer: Head of Corporate Finance, Finance and Procurement</p> <p>Implementation date: March 2022</p>	

4. Common good – accounting estimates		Medium
Observation	Improvements have been noted relating to accounting estimates in common good expenditure recognition. While we have gained reasonable assurance that the estimates are materially correct, the council should ensure going forward that all relevant assets are considered, and the estimates are based on timely and relevant data.	
Implication	There is a risk that expenditure on assets held in the common good does not reflect all information known at year end due to improvements which could be made to the quality of data used.	
Recommendation	The Council should review processes to ensure that Common Good expenditure is complete and estimates are based on complete and relevant information.	
Management response	<p>The Council will review relevant processes with a view to ensuring the completeness and robustness of expenditure-related Common Good disclosures.</p> <p>Responsible officer: Senior Accountant (Common Good), Finance and Procurement</p> <p>Implementation date: March 2022</p>	

5. Payroll reconciliations		Medium
<p>Observation</p>	<p>While the Council undertakes monthly payroll reconciliation focused on the Balance Sheet, a year-end reconciliation of employee expenditure to the payroll system is not undertaken by management.</p> <p>Procedures have been undertaken to gain assurance that the accounts materially reflect the payroll system.</p> <p>We further identified issues in relation to inaccurate employer pension contribution percentages, which are set by the Pension Fund actuary, for a small number of employees. While we have gained assurance that the impact is trivial, action should be taken to ensure that employer pension contributions are set appropriately.</p>	
<p>Implication</p>	<p>There is a risk that inappropriate adjustments to employee expenses, including payroll costs, are not identified due to a lack of appropriate management processes.</p>	
<p>Recommendation</p>	<p>The Council should undertake a year-end reconciliation of employee expenses to the payroll system.</p>	
<p>Management response</p>	<p>“A year-end reconciliation of employee expenses to the payroll system will be undertaken going forward</p> <p>Responsible officer: Principal Accountant (Corporate Accounts), Finance and Procurement</p> <p>Implementation date: June 2022</p>	

6. Implementation of BVAR recommendations		High
Observation	While, overall, progress has been made against all of the recommendations in the Best Value Assurance Report, further detailed work is now required to support the agreed approaches and overarching strategies.	
Implication	The BVAR noted that the Council needs to quickly increase the pace of improvement to help it demonstrate that it is achieving Best Value. Implementation of these recommendations will help the Council address the improvement areas as identified in the BVAR. The Commission will monitor the pace and depth of implementing these actions.	
Recommendation	<p>In particular, the Council should:</p> <ol style="list-style-type: none"> 1. Develop detailed savings plans to address the significant funding gaps identified in the medium-term financial plan. 2. Develop detailed workforce plans for service teams to support the strategic workforce plan. 3. Develop annual service plans for directorates and teams that support the delivery of key performance targets. Targets should be set for all KPIs agreed within the new Planning and Performance Framework. 4. Continue to progress approved Community Asset Transfer requests as a matter of priority. 5. Progress the framework drawn up for collaboration with community councils and ensure this delivers the real involvement of community representatives in delivering community outcomes. <p>Specific timescales should be documented over implementation of these actions.</p>	
Management response	<p>Action 1</p> <p>A detailed update and response on this recommendation is included within the prior year’s action follow-up section of the report.</p> <p>Responsible officer: Service Director: Finance and Procurement Implementation date: December 2022</p> <p>Action 2</p> <p>The Council’s Strategic Workforce Plan 2021/24 was approved at the Policy and Sustainability Committee in April 2021 (in conjunction with an approved People Strategy 2021/24) and aligned to the Business Plan 2021/24.</p>	

6. Implementation of BVAR recommendations

High

We have developed an approach to workforce planning and this is currently being piloted within Human Resources. This will then be taken to the Corporate Leadership Team in December 2021 for approval before implementation within identified teams.

Responsible officer: Service Director: Human Resources

Implementation date: June 2022

Action 3

A detailed update and response on this recommendation is included within the prior year's action follow-up section of the report.

Responsible officer: Change and Delivery Manager (Data, Performance and Business Planning), Strategic Change and Delivery, Corporate Services

Implementation date: March 2022

Action 4

Community Asset Transfers continue to be actively encouraged across all property service areas as part of business as usual. In the past twelve months, there has been a sizeable increase in interested parties who are at the pre-application stage and the service continues to support and advise these aspirations.

Responsible officer: Investments Senior Manager, Sustainable Development, Place Directorate

Implementation date: The original recommendation has been implemented but work in this area is, by its nature, on-going

Action 5

A working group comprising senior Council officers and members of the Edinburgh Association of Community Councils (EACC) has been established to discuss the areas the community councils identified as requiring improvement. Following on from this, a draft improvement plan has been produced which is due to be considered at a further meeting being held on 10 November. The plan responds directly to the asks of the EACC and covers actions to improve the immediate ways of working, together with longer-term structural changes. The work to date has focused on the relationship between the Council and community councils and further work is required to address the collaborative working with members of the Edinburgh Partnership. A report on this is anticipated to be presented to the Edinburgh Partnership Board in December 2021.

6. Implementation of BVAR recommendations

High

Responsible officer: Head of Policy and Insight, Corporate Services Directorate

Implementation date: December 2021 (for identification of proposed improvements), followed by period of implementation, timescales for which will be dependent upon these agreed actions

Appendix 5: Follow up of prior year recommendations

We have followed up on progress in implementing actions raised in the prior year/s. The table below summarises progress made by the Council in implementing these actions.

		Year recommendation raised			
	Rating	2016/17	2017/18	2018/19	2019/20
Ongoing	High	1	3	2	-
	Medium	-	-	1	2
Closed	High	-	1	-	-
	Medium	-	-	-	1
Total		1	4	3	3

Actions outstanding or in progress from previous years

2019/20 recommendations which are in progress in 2020/21

Long term financial plan		Medium
Recommendation	Management comments	
<p>The agreement of a three year revenue budget and long term capital budget was a positive achievement, particularly given the delays in the announcement of UK and Scottish Government budgets. We note however that a three-year revenue budget is at the lower end of what Audit Scotland would consider as adequate medium-term financial planning and would recommend that the council agrees a longer term financial planning framework for its revenue budget.</p>	<p>In recognising the continuing uncertainty resulting from both the pandemic's longer-term impacts and a succession of one-year financial settlements, the primary focus will remain on setting a balanced, three-year revenue budget. Once greater certainty is obtained in these areas, opportunities to plan over a longer timescale will be considered and reported to the Finance and Resources Committee. At this stage, however, it is difficult to state with accuracy when this might be.</p> <p>Responsible officer: Head of Finance</p> <p>Implementation date: TBC</p>	
Current status	Update	
Superseded by Best Value recommendations	<p>An update on the revenue budget framework, based on a five-year planning timeframe, was presented to the Finance and Resources Committee on 7 October 2021, highlighting a projected annual savings requirement of some £126million in 2026/27.</p> <p>Recognising the lead-in time for the scale of change likely to be required to address this requirement, the report emphasised the need for early consideration and a corresponding comprehensive and sustainable savings plan, rooted in the Council's priorities as set out in the Business Plan, to be initiated by Autumn 2021 to address the projected funding gap in 2022/23 and, in particular, the significant shortfalls in subsequent years.</p> <p>The provision by the Scottish Government of three-year high-level budgets in spring 2022 will assist in the development of a longer-term plan.</p>	

Long term financial plan		Medium
Revised implementation date	December 2022 (for the development of savings plan for the medium term financial plan to 2026/27 and an indicative longer term financial plan)	
Responsible officer	Service Director: Finance and Procurement	

Public Performance Reporting

Medium

Recommendation

Management comments

The information reported in the Annual Performance Report and the Local Government Benchmarking Framework is one of the main ways the Council provides updates to the public on how it is performing and demonstrating Best Value. It is not clear however how the Council has addressed the SPI 2 requirements regarding performance against Best Value responsibilities. We recommend that annual performance is mapped against the 7 Best Value themes.

The Council is developing a new business plan and performance framework which will be in place by the next financial year. As part of this process we will consider how we demonstrate our performance against Best Value responsibilities and in particular compliance with the SPI 2 requirements. In the interim we will map our existing KPIs against the seven best value themes as part of our annual review of the Councils KPIs.

Responsible officer: Change and Delivery Manager (Data, Performance and Business Planning), Strategy and Communications

Implementation date: March 2021

Current status

Update

Superseded by Best Value recommendations

The Council's new Business Plan was approved by Council in February 2021. Thereafter, a new Planning and Performance Framework including a new suite of key performance indicators aligned to the business plan was developed and approved by the Policy and Sustainability Committee in June 2021 (both papers are available on the Council's website). The framework details our approach to planning and performance including Elected Members' scrutiny of performance as well as performance updates for the public. We have commenced the implementation of the framework and expect our annual service plans to be completed by the end of September 2021. We will provide performance updates to the Policy and Sustainability Committee in November 2021 and February 2022. A detailed annual performance report and an LGBF report will be submitted to Committee in June 2022. All reports will be published on the Council website for members of the public to access. The Business Plan KPIs have been mapped against the National Performance Framework and the seven Best Value themes.

Additionally, we are reviewing the Performance and Data section of our website to simplify public access to our performance data and ensure performance and data reports are collated under a single

Public Performance Reporting		Medium
	<p>section. Our current pages include all performance reports to Committee, but we will expand what is available to include a quarterly performance update report and a range of data analytic reports, for example; Edinburgh by Numbers, SIMD, Locality profiles and the Annual Complaints report will also be located with the performance and data section. The redesign of our performance web pages will be completed by the end by March 2022.</p>	
Revised implementation date	March 2022	
Responsible officer	Change and Delivery Manager (Data, Performance and Business Planning), Strategic Change and Delivery, Corporate Services	

2018/19 recommendations which are in progress in 2020/21

Elected member and officer protocols		Medium
Recommendation	Management comments	
Councillors and the senior leadership team should review the current protocols to ensure these are still appropriate and that both members and officers can comply fully with their responsibilities.	A review was carried out on the Member/Officer Protocol in 2019 and this included workshops with the Governance, Risk and Best Value Committee and officers separately and then a facilitated workshop (by the Improvement Service) with a cross-section of elected members and officers. The protocol was then to be taken back to committee before approval. This has, however, been paused whilst the Council awaits the review of the Councillors' Code of Conduct and associated appendix on member/officer relations so as to ensure it is consistent.	
Current status	Update	
Ongoing	This will now form part of the wider review of political management arrangements following the Local Government Election.	
Revised implementation date	August 2022	
Responsible officer	Head of Democracy, Governance and Resilience, Legal and Assurance Division, Corporate Services	

Implementation of audit recommendations

High

Recommendation

Management comments

In August 2019 internal audit reported that 47 internal audit findings (those overdue where management action had not been actioned or evidenced) were outstanding. Of these 26 were more than one year old. 118 management actions were also identified as overdue. There were high rated findings in both overdue management actions and internal audit findings.

Whilst we are satisfied that audit is seen as an important element of the internal control framework by senior management and Councillors there needs to be a greater prioritisation of addressing issues raised by internal audit across the Council.

As at July 2020 there were 82 open internal audit findings across the Council. This was a significant deterioration in performance in comparison with previous quarters as a result of the impact of Covid-19. The Council agreed an approach whereby management would assess the significance of the risks of open internal audit findings and then prioritise the most significant risks for closure with extensions applied to the remainder of findings.

We recognise the impact of the pandemic on council services however it is essential that in future all internal audit findings are closed in line with the revised protocol.

Current status

Update

Ongoing

In recognising the crucial importance of implementing internal audit recommendations on a timely basis, approval has recently been granted to recruit to a number of dedicated posts across Directorates. These posts have a specific remit to oversee progress in reducing the number of higher-risk actions beyond their agreed implementation dates, as well as heightening wider awareness around the importance of internal control.

Revised implementation date

On-going

Responsible officer

Chief Executive and all Executive Directors

Service performance

High

Recommendation

2019/20 Management comments

Whilst there has been some improvement in some of the Councils key indicators we are disappointed to note that there is a continuation of areas of poor performance within Adult Social Care Services, Environmental Services and Homelessness.

The Council in 2019/20 has demonstrated improvements in performance in several areas including waste and cleaning, school education and processing times for benefits and grant claims. Performance has however declined in five of the nine adult social care indicators.

Significant improvements are required, including the pace of change in implementing such improvements

Current status

Update

Ongoing

Homelessness - During the course of the last financial year we have secured an additional 390 temporary furnished flats and continue to progress with actions set out in the Rapid Rehousing Transition Plan to secure alternative forms of accommodation. Given the ongoing COVID-19 pandemic we have not been able to reduce the amount of emergency accommodation.

Work continues to ensure a high percentage of social rented homes are let to homeless households and increased access to the Private Rented Sector and mid-market rent properties, along with an increase in preventative work.

Adult Social Work - In the 2020/21 Annual Performance Report, 7 out of 10 adult social care indicators were on or ahead of target, with a further one not comparable to previous years due to COVID. The EIJB continues to work with partners to deliver sustained improvement across adult social care services.

Revised implementation date

On-going

Responsible officer

Interim Homelessness and Housing Support Senior Manager, Place Directorate

Chief Officer, Edinburgh Health and Social Care Partnership

2017/18 recommendations which are in progress in 2020/21

Common good asset register		High
Recommendation	2019/20 Management comments	
<p>The Council, in preparing the 2018/19 common good fund annual accounts should review the accounting policies for property, plant and equipment and heritage assets to ensure that:</p> <p>The assets are classified correctly;</p> <p>The appropriate valuation basis has been applied; and</p> <p>Depreciation is applied dependent on the accounting policy and classification of the asset.</p>	<p>Work on categorising civic regalia and artefacts that are assets of the Common Good fund is advancing well but has been delayed by the COVID-19 lockdown and the changes to working practices. This workstream will not be able to proceed until it is safe to return to the office to catalogue the items. Once this work has been completed, we will subsequently need to value the assets to be transferred.</p> <p>While one further workstream remains outstanding, this does not, however, alter the land and property assets as listed in the Common Good Asset Register as published. This work comprises larger assets that are “split”, having been acquired at different times under different titles, some being deemed Common Good and others not so, being held on other accounts. This workstream had commenced but will also not be able to be completed until it is safe to return to the office to review the title deeds and plans.</p> <p>Those categorised as assets of the Common Good will be added to the register which is live on the Council’s webpage.</p>	
Current status	Update	
Ongoing	The above commentary is still current and until there is access back to the office, we will be unable to finalise an action plan to resolve progress on the outstanding items.	
Revised implementation date	June 2022 (access permitting)	

Common good asset register		High
Responsible officer	Senior Accountant (Common Good), Finance and Procurement	

Financial sustainability – health and social care		High
Recommendation	2019/ 20 Management comments	

The EIJB continues to face financial pressures. The EIJB's financial plan in 2019/20, despite a challenging efficiencies programme and the release of unallocated funds, remained unbalanced by £7.1million as at 31 August 2019. The financial and service performance of the EIJB remains a high risk issue and the Council needs to work together with the EIJB and NHS Lothian to reach an agreed financial settlement.

The EIJB continues to face significant financial pressures despite significant investment. Development of the EIJB medium term financial plan has been delayed and ongoing work halted as a result of the emerging pressures and impact of COVID-19. The EIJB has committed to developing their medium term strategy by December 2020 and the Council needs to work together with the EIJB and NHS Lothian to deliver this.

Current status	Update
Ongoing	<p>The EIJB continues to face significant financial pressures.</p> <p>In March 2021, the Integration Joint Board (IJB) agreed the 2021/22 financial plan and associated savings and recovery programme. Recognising that the impact of the additional measures which would be required to balance the plan would have a significant negative impact on performance gains and, ultimately, on outcomes for people, the board made the difficult decision to support a budget which did not deliver financial balance. At this point the plan had a deficit of £9.3m and, following the allocation of £2.5m of additional funding from the Council, this has reduced to £6.8m. Discussions are continuing with the Scottish Government to explore the extent to which additional funding for the financial impact of Covid-19 can be applied to support the range of financial pressures and challenges faced.</p> <p>The EIJB savings and recovery programme has been adversely impacted by the pandemic. The EIJB Chief Finance Officer has reported that the Senior Responsible Officers for the purchasing savings scheme (with total approved savings of £11.2m in 2021/22)</p>

Financial sustainability – health and social care		High
	<p>are agreeing recovery and mitigation actions with the Partnership’s Executive Management Team as a matter of urgency.</p> <p>In December 2020 the IJB considered the draft financial outlook for 2021-24 which set out the projected financial gap for the 3 year period. This paper introduced the EIJB Integration and Sustainability Framework (ISF), developed in response to the longer term financial challenges and advised that the ISF will be aligned to and underpinned by the EIJB’s strategic plan. Urgent work is required to develop a detailed medium-term revenue budget savings and prioritisation programme, guided by the EIJB strategic plan, to address the estimated revenue funding gaps in future years</p>	
Revised implementation date	On-going	
Responsible officer	Chief Finance Officer, Edinburgh Integration Joint Board	

Health and Social Care performance		High
Recommendation	2019/20 Management comments	
<p>Whilst there has been some improvement in performance, it remains too early to conclude whether this can be sustained. The approval of a new Strategic Plan should provide a framework for delivering real improvement however there is a danger that this is compromised by the significant financial challenges faced by the IJB in reaching a balance position.</p>	<p>The committee conducted its first meeting in September 2019 and met bi-monthly until all committee meetings were suspended in April 2020.</p> <p>A performance report is presented at each Performance and Delivery committee, providing an overview of performance against the seven key local indicators and national Ministerial Strategic Group measures. Detailed dashboards are supported by a narrative report which highlights key risks and noteworthy changes to performance.</p> <p>Performance reports are significant in length with the most recent committee report in excess of 60 pages. Whilst the</p>	

Health and Social Care performance

High

level of detail may be beneficial to some members, this does not support efficient scrutiny. Members should focus discussions on area of concern or underperformance and the current reporting format does not succinctly summarise or highlight these areas.

Performance reports would benefit from the inclusion of a performance scorecard that summarises for each indicator whether performance has improved, declined or remained constant and how this compares against targets or thresholds. A RAG rating could be used to draw members' attention to areas of underperformance or concern

Current status

Update

Ongoing

The EHSCP's Performance and Evaluation Manager has been in post since February 2021. Performance reports to the Performance and Delivery Committee have evolved since this point to include more upfront narrative outlining the key aspects of performance that committee members should be aware of. This is specifically done in an overarching rather than indicator by indicator approach to allow the committee to be aware of performance issues and pressures that are impacting across a range of measures. It also allows explanations of the links between performance across indicators to be explained.

The P&E Manager is working on a performance framework that will review the performance information included in the performance report to the Performance and Delivery Committee. Consideration of whether a scorecard and RAG dashboard is appropriate will be considered at that stage, however this is likely to be based on progress towards achieving our strategic priorities rather than at an indicator by indicator level for the reasons outlined above and to support an outcomes-based approach to performance.

More detail on the process for preparing this performance report is set out below.

- The partnership's overall performance report is prepared on a triannual basis to align with the Performance and Delivery Committee meeting schedule. This process is now led by

Health and Social Care performance

High

	<p>the Performance and Evaluation Manager who started in February 2021. Once the report is prepared, the P&E Manager meets with the four locality managers to discuss the content of the report, any factors that are influencing performance and trends to be highlighted to the EMT and P&D committee. Additional commentary and insight is then added to the report by the P&E Manager.</p> <ul style="list-style-type: none"> • The report first goes to our Executive Management Team (EMT) who have a half hour slot on their agenda to discuss it. The P&E Manager will present EMT with a summary of the report, including any areas of significant positive or negative trends. EMT discuss the report, raising any particular pieces of data they have concerns about and discussing the general context of the trends. Where EMT deem it necessary, further pieces of work ('deep dives') into particular indicators are commissioned, for example, we are currently undertaking a deep dive into the readmissions rate in Edinburgh. These deep dives are reported back to EMT and the P&D Committee at future meetings either as part of the performance report or as separate papers. • Following EMT, the paper is updated to incorporate any additional insights then circulated for the Performance and Delivery Committee. Again the P&E Manager presents a summary of the report at the P&D meeting before opening for discussion and questions. Committee members review the report carefully prior to the meeting and will raise questions about particular pieces of data. As at EMT, the Committee will ask for deep dives to be done on particular indicators where they need more information.
Revised implementation date	On-going
Responsible officer	Chief Officer, Edinburgh Integration Joint Board

2016/17 recommendations which are in progress in 2020/21

Delayed discharges		High
Recommendation	2019/20 Management comments	
<p>Edinburgh has regularly had the highest number of delayed discharges of any Integration Authority in Scotland.</p> <p>We recommend that improving performance in this area remains a priority.</p>	<p>The IJB has historically underperformed against its delayed discharges target (the number of days people spend in hospital when they are ready to be discharged) but reported a significant improvement in the 2019/20 annual performance report.</p> <p>In March 2020 partnerships were asked to prepare mobilisation plans in response to the COVID-19 pandemic with the aim of creating capacity and space within hospitals. As associated target to reduced delayed discharges was set across Scotland.</p> <p>The partnership identified a number of actions to reduce delays, free up beds in acute services and develop capacity within the community. This had a significant impact on performance and the IJB reported an improvement of 27% compared to 2018/19. However, the IJB continues to significantly underperform compared to the Scottish average (50% higher) and remains in the bottom quartile, ranking 27th compared to other integration authorities (2018/19: ranked 31st).</p> <p>Partnerships across Scotland managed to reduce delayed discharges, A&E attendances and hospital admissions in March and April as the pandemic hit. A national lessons learned exercise was completed in July 2020 highlighting local initiatives and examples of good practice that could support a sustainable improvement in performance.</p>	

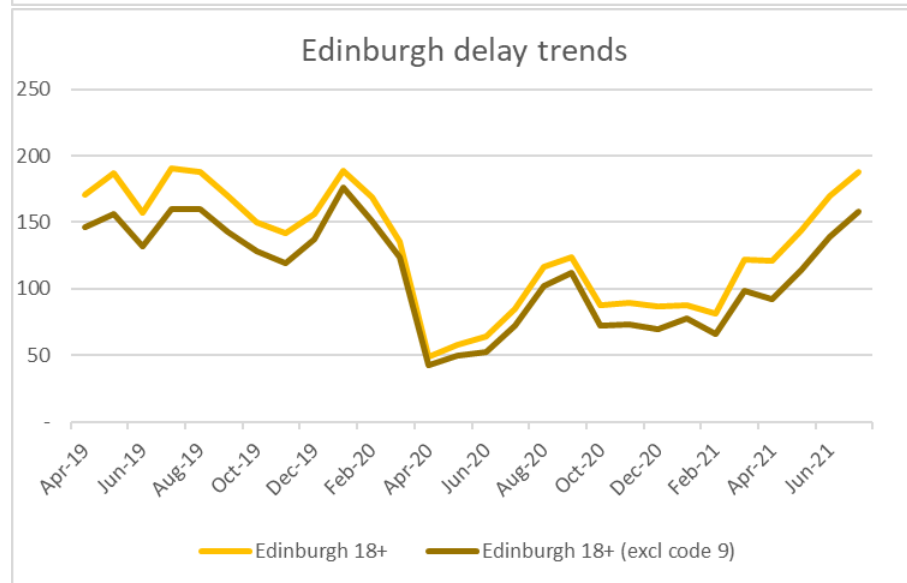
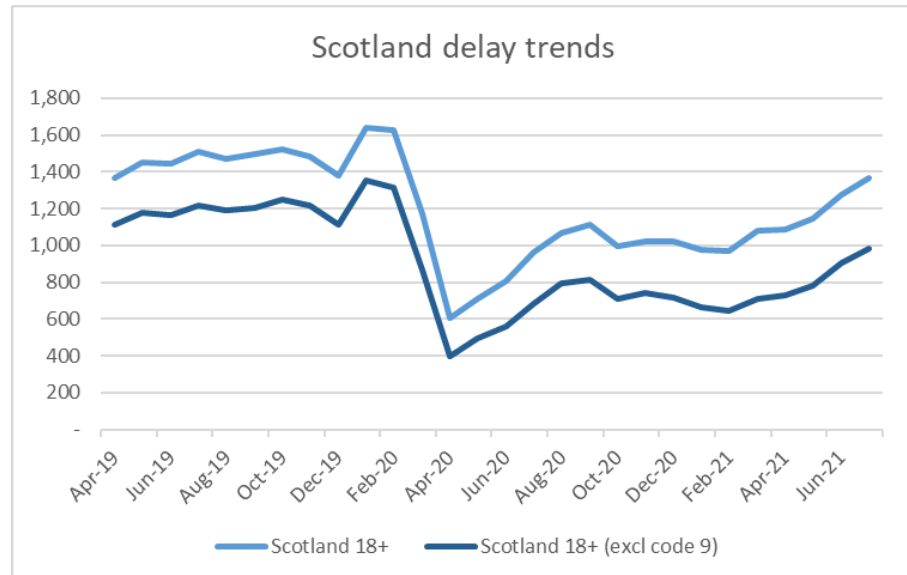
Delayed discharges		High
Current status	Update	
Ongoing	<p>The rate of bed days lost due to delayed discharged for those over 75 has decreased sharply in 2020/21 for both Edinburgh and Scotland. The 2020/21 figures will be affected by the pandemic both due to the lower number of people being admitted to hospital and the focus on this area to free up beds to increase hospital capacity. However, between 2019/20 and 2020/21, this figure decreased by 51% in Edinburgh compared to a 37% decrease in the figure for Scotland.</p> <p>We remain higher than the national level, but the gap has closed over the last few years. The 2020/21 figure for Edinburgh was 579 compared to 488 in Scotland. This is a decrease in Edinburgh from 1,175 days in 2019/20. In 2020/21 we were ranked 22nd out of 31 partnerships, an improvement from our ranking of 27th in 2019/20.</p> <p>We continue to work to reduce the levels of delayed discharges in Edinburgh, however we are seeing these increase again as our services remobilise and system-wide pressures on capacity increases following the removal of pandemic restrictions. However, the trend in Edinburgh follows the same pattern as the national trend (see below graphs).</p> <p>Our bed-based strategy and market shaping projects will implement changes that support increased capacity in care at home, intermediate care and nursing homes, which will facilitate timelier hospital discharges. Ongoing work through the Home First project on implementing a Planned Date of Discharge will also support more proactive discharge planning.</p>	

Delayed discharges

High

Figure 1: Number of delays across Scotland

Figure 2: Number of delays across Edinburgh



Revised implementation date

On-going

Responsible officer

Chief Officer, Edinburgh Integration Joint Board

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2020/21

AUDITED ANNUAL ACCOUNTS



The City of Edinburgh Council

Annual Accounts

Year to 31 March 2021

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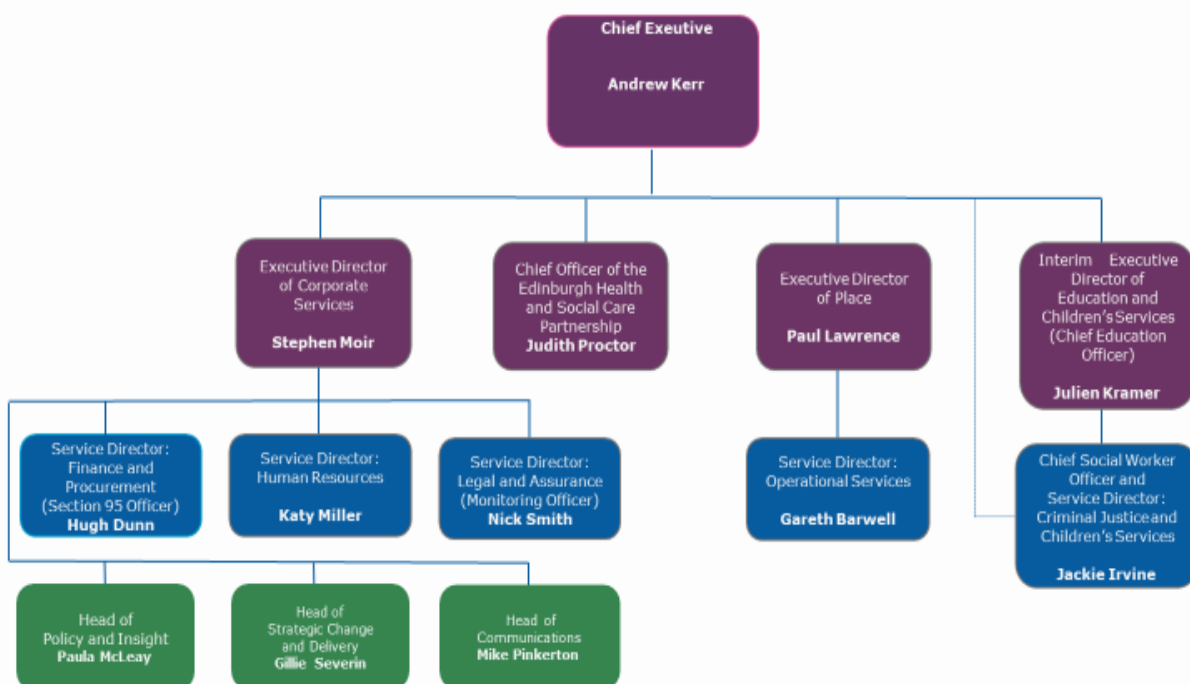
MANAGEMENT COMMENTARY

Introduction

The Audited Annual Accounts present the financial position and performance of the Council, together with the wider Council Group, for the year to 31 March 2021. They have been prepared in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom 2020/21 using the Council's management structure as a reporting basis, the same as in the previous year.

The City of Edinburgh Council was constituted under the Local Government, etc. (Scotland) Act 1994 and became the unitary local authority to Scotland's capital city in April 1996. The Council brought together most of the services delivered by the previous regional and district councils, with its primary current frontline functions being the provision of education to school-age children within the city, social care services, economic development, a range of community-based services such as roads maintenance, street lighting and refuse collection and quality of life functions such as libraries, culture, recreation and parks. Services are delivered to some 527,000 citizens across the 102 square mile Council area. As of March 2021, the Council employed 14,898 FTE staff, compared to 14,754 FTE as of March 2020.

The structure of the Council continues to evolve but the Corporate Leadership Team (CLT) organisational chart and tables below indicate the position at the date the accounts were approved.



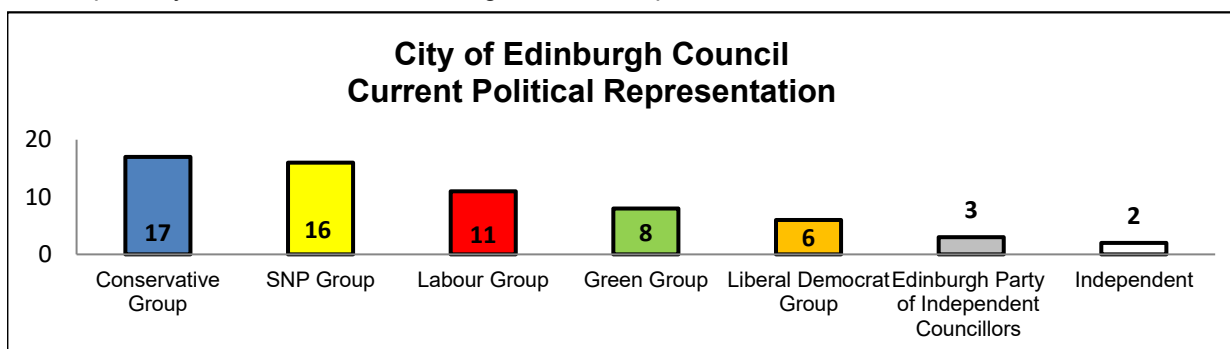
Corporate Services	Health and Social Care	Place
Customer and Digital Services	Edinburgh Integration Joint Board	Environment (inc. waste and parks)
Finance and Procurement	Older people's services	Transport (inc. parking)
Legal and Assurance	Learning and Physical disabilities	Roads, bridges and flood prevention
Human Resources	Mental Health	Housing and Regulatory Services
Strategy and Communications	Substance Misuse	Planning and building standards
	Education and Children's Services	Culture, Museums and Galleries
	Schools and Lifelong Learning	Property and Facilities Management
	Children's social work	Libraries and Sports
	Community education	Homelessness services
	Early Years	
	Community Justice	

Further comprehensive detail of the services provided by the Council is included on its [website](#) and within the annual **Key Facts and Figures** publication.

MANAGEMENT COMMENTARY

There was a Local Government Election on 4 May 2017 which resulted in a change in political representation for the Council, with a new minority SNP and Labour administration formed.

The Council currently has **63 Councillors** representing 17 wards within the city. Taking into account subsequent by-elections and other changes, current representation is as follows:



The Full Council meets once a month and also delegates decisions to **committees** which meet regularly throughout the year.

Details of the senior councillors' remuneration and committee roles, for those in office during the financial year, are disclosed in the Remuneration Report from page 132 of these financial statements.

Edinburgh and the Council's Role

2020/2021 has been a year like no other and throughout the pandemic, we have worked hard to keep services running, and to deliver vital help to those citizens and businesses who need it most.

To enable this response, several groups were established, including the Council Incident Management Team (CIMT) and Directorate Incident Management Teams (with escalation to CIMT). These groups have provided a clear, easy to understand and effective governance structure for organising services during the emergency. They have met with differing frequency during the pandemic, operating flexibly to ensure the Council could react rapidly to any arising issues. Full details of these decision-making arrangements are outlined in the Annual Governance Statement.

Edinburgh continues to see significant population growth, with a 8.5% increase between 2010 and 2020 compared to a national rise of 4.7% over the same period. The majority of this growth is due to net overseas migration. Analysis of population trends suggests that the total number of residents will increase by at least 64,000 people by 2043, with a 72% increase in those aged 75 and over. It is also projected that by 2030 the number of pupils in our primary and secondary schools will increase by 9%. This growth will place further demands on a range of frontline services and as a result, the Council's budget framework continues to provide additional annual sums in respect of growing numbers of school pupils, at-risk children, older people and those with physical and/or learning disabilities.

City of Edinburgh Council's Corporate Strategy and Vision

In February 2021, the Council approved **a new Business Plan** which sets out the Council's priorities and how the aims set out in the **Community Plan** would be taken forward.

The Business Plan covers a three-year period and provides an overarching focus for the Council in terms of its priorities and the delivery of its aims. It provides an opportunity to deliver a future organisation to meet the changing needs of citizens.

The Business Plan sets out the three main priorities the Council will focus on in the coming years:

1. Ending poverty by 2030;
2. Becoming a sustainable and net zero city; and
3. Enhancing wellbeing and equalities

The Business Plan describes the approach the Council will take to deliver its priorities in the form of 15 outcomes with 55 actions. This plan stands as one part of a golden thread linking and guiding operations through to the shared goals and commitments of the Edinburgh Partnership and towards the long term ambitions for Edinburgh to be a fair, welcoming, pioneering, and thriving city, as outlined in the **2050 Edinburgh City Vision**.

The Business Plan also meets the Accounts Commission's Best Value Report recommendations on aligning the Council's strategic direction.

MANAGEMENT COMMENTARY

The 15 outcomes of the Business Plans are as follows:

Ending poverty by 2030

- 1 On track to end poverty in Edinburgh by 2030 by meeting the targets set by the Edinburgh Poverty Commission
- 2 On track to deliver new prevention service models
- 3 More residents experience fair work and receive the living wage
- 4 Intervene before the point of crisis to prevent homelessness
- 5 Ongoing delivery of our 20,000 affordable homes programme
- 6 Increasing attainment for all and reducing the poverty-related attainment gap
- 7 Edinburgh's economy recovers from recession and supports businesses to thrive

Becoming a sustainable and net zero city

- 8 On track to deliver our 2030 net zero target
- 9 Citizens are engaged and empowered to respond to the climate emergency
- 10 Develop key strategic sites and projects to meet the needs of a diverse and growing city
- 11 The city has a well-connected and sustainable transport and active travel network

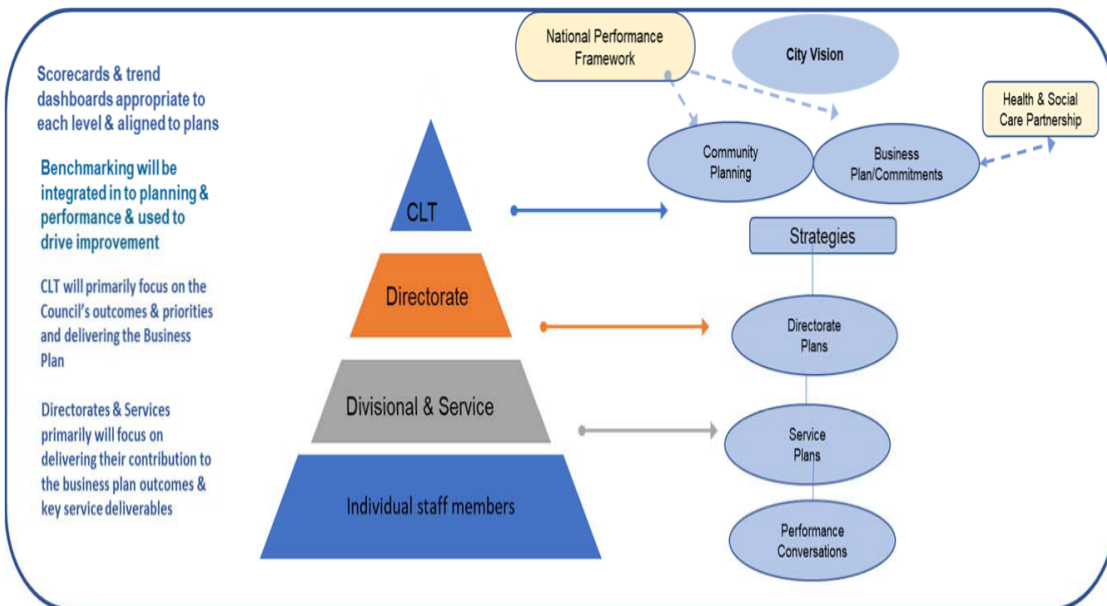
Enhancing Wellbeing and equalities

- 12 People can access the support they need in the place they live and work
- 13 Improved safety and wellbeing for vulnerable citizens
- 14 Core services are maintained or improved
- 15 Make better use of the Council estate and resources to meet our strategic priorities

The Business Plan forms the central part of the strategic Planning and Performance Framework and sits within the wider ecosystem of strategic planning for the Council as shown in the diagram below.

The framework has been designed to ensure that our priorities and outcomes are translated into clear actions and performance measures which are appropriately monitored, actioned and delivered. It will be underpinned by the "Plan, Do, Check, Act/Review" continuous improvement model and delivered through a robust annual cycle.

The approach embeds a "golden thread" between the three-year Council Business Plan, strategies, annual Directorate/ Divisional plans and colleague annual performance conversations, ensuring a clear understanding of our key deliverables across all our services.



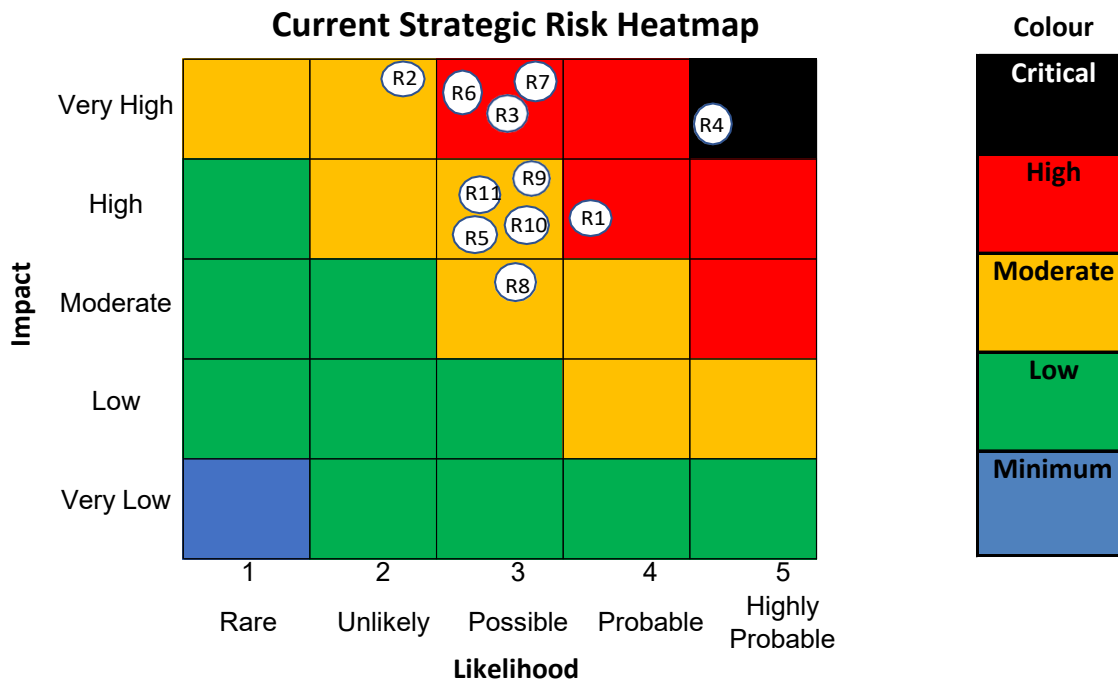
Risks and Uncertainty

The Corporate Leadership Team's (CLT) highest-prioritised risks as reported to the Governance, Risk and Best Value Committee (GRBV) on 8 June 2021 are outlined below, along with the key controls in place to mitigate them.

In light of the COVID-19 pandemic, the Council developed a detailed risk management plan that identifies and tracks key risks, along with associated mitigating actions. These have been discussed at weekly risk forum meetings with cross-Directorate representation, and fortnightly at the Council Incident Management Team (CIMT).

MANAGEMENT COMMENTARY

Risks and Uncertainty - continued



R1	Strategic Delivery	R7	Technology and Information
R2	Financial and Budget Management	R8	Governance and Decision Making
R3	Programme and Project Delivery	R9	Service Delivery
R4	Health and Safety (including Public Safety)	R10	Regulatory and Statutory Compliance
R5	Resilience	R11	Reputational
R6	Supplier, Contractor and Partnership Management		

Five of the Council's eleven strategic risks are currently outwith approved risk appetite ranges, mainly due to the ongoing impacts of Covid-19, with Health and Safety (including public safety) remaining the most significant current risk for the Council, which continues to be assessed as critical. The following mitigating actions are in progress in respect of these five risks, with further details available in **Appendix 2 of the plan**:

R1	Strategic Delivery	- Develop and implement new performance framework
R3	Programme and Project Delivery	- Consolidation of all major projects into the Adaptation and Renewal Programme
R4	Health and Safety (including Public Safety)	- Implementation of Life Safety audit actions - Corporate (2nd Line) Health and Safety recruitment
R6	Supplier, Contractor, and Partnership Management	- Understand impacts of the new Brexit legislation on significant (Tier 1 and 2) contracts
R7	Technology and Information	- Resolution of vulnerability scanning outcomes

Quarterly CLT and Directorate risk committees were paused during Covid-19 to enable focus on the Council's Covid-19 resilience response. Both CLT and Directorate risk quarterly committees have now been reinstated.

Appropriate risk management arrangements have been established to support ongoing identification; assessment; recording; and management of the new Covid-19 risks faced by the Council. These new risks are recorded together with mitigating actions in the Covid-19 Risk Management Plan (RMP) that is regularly reviewed and refreshed and presented monthly to the CIMT for review and discussion.

The Council's **Enterprise Risk Management Policy** is reviewed and approved annually by the Policy and Sustainability Committee.

Once approved by the Committee, the Policy is shared and communicated across the Council, with the refreshed version published on the policy register maintained on the Council's website. The next review will be carried out in October 2021.

The Council's **Risk Appetite Statement** (covering its attitude to service delivery, infrastructure, compliance and financial risks) was approved at the meeting of the Policy and Sustainability Committee on 6 October 2020.

MANAGEMENT COMMENTARY

Other Risks, Challenges and Uncertainties

On 27 May 2021, the Accounts Commission published its annual **Local Government in Scotland Overview**. This report sets out a number of challenges common to all councils in Scotland, mainly relating to the impact of the pandemic, and the key characteristics of the response:

Communities and people. Community wellbeing and the role of communities in responding to the crisis; differing impacts of Covid-19 on demographic groups; the impact of the pandemic on inequalities; communities' contributions in responding to the crisis.

- Service delivery and partnership working. The adaption of service provision and working with partners: reduced service provision and prioritised services; innovation and digital delivery; enhanced collaboration and more positive working relationships.
- Resources and governance. The financial impact of responding to Covid-19, use of resources and changes to governance arrangements: challenging financial outlook– additional spending and lost income; new funding and financial flexibilities; staff redeployed to fulfil essential roles; virtual decision-making; changes to governance arrangements.

On 1 December 2020, in response to the Poverty Commission's final report, the City of Edinburgh Council became the first UK local authority to set a target date for ending poverty by agreeing the proposals set out in the **End Poverty in Edinburgh Delivery Plan 2020-30**.

The Edinburgh Partnership has also published a **paper** setting out how partners will collectively work towards the aim of ending poverty in the city by 2030.

Performance Overview

While the Council is required by statute to report publicly on its performance across a range of areas set out by the Accounts Commission, a suite of measures is reported quarterly to the Corporate Leadership Team, using a balanced scorecard approach analysing performance across a complementary range of service outcome, delivery, capability and financial sustainability perspectives.

An **Adaptation and Renewal Programme** update report, outlining the Council's on-going response to the pandemic, was considered by the Policy and Sustainability Committee on 5 October 2021 including a Covid-19 Response Dashboard detailing Edinburgh case numbers, vaccinations, Public Health and Safety, vulnerable groups and economic indicators.

Edinburgh specific performance data has also been provided through a range of other channels, including the **Capital Residents Survey** which took place between 12 October and 2 December 2020. The survey was jointly funded with NHS Lothian and focused on resident experience of services during Covid-19 and areas of mutual interest to both organisations, such as alternative service delivery mechanisms. Since March 2020, when the UK first went into lockdown, 80% of Edinburgh residents said they were satisfied with the services provided by the Council.

Council Performance and Best Value

The Council's **2020/21 Annual Performance Report**, along with a progress assessment against the 52 commitments underpinning the Council's Business Plan, was considered by the Policy and Sustainability Committee on 10 June 2021. A separate report included an analysis of the comparative indicators comprising the 2019/20 Local Government Benchmarking Framework (LGBF). Initial analysis points to a slight improvement in the Council's performance compared to other local authorities in both relative and absolute terms, particularly in Environmental services.

The Council's **2019/20 Annual Audit Report** concluded that the Council had appropriate arrangements in place for managing its financial position during 2019/20 despite reporting an unplanned net overspend of £4.9million due to the impact of COVID-19, which was met from a drawdown of earmarked reserves. It was noted that the Council's three-year revenue budget strategy and 10 year capital budget strategy were developed prior to the impact of COVID-19 becoming known, and that these strategies therefore required to be updated given the significant cost impact of COVID-19 on council services and income levels over the short and medium term.

It was found that the Council had demonstrated improvements in performance in several areas including waste and cleaning, school education and processing times for benefits and grant claims. Performance declined in five of the nine adult social care indicators however the 2018/19 Local Government Benchmarking Framework information showed that the Council performed better than other councils in around half of national benchmarking indicators in overall terms.

The Council's **Best Value Assurance Report** was considered by the Accounts Commission on 12 November 2020. The Accounts Commission accepted the Controller of Audit's report and endorsed his recommendations. The final report was published by the Accounts Commission on 26 November 2020.

The report noted that mixed progress had been made since the 2016 Best Value report but that services continued to perform relatively well. Much of the work for the Best Value audit was undertaken before the Covid-19 pandemic and did not consider the additional and sizeable pressure that Covid-19 has placed on the Council, especially on its finances, however, it was recommended that the Council implement a longer-term financial plan to show how it will address such future pressures. The Council was commended for its commitment to reducing inequalities, including the work of the Edinburgh Poverty Commission.

Actions were agreed at the Edinburgh Partnership Board on 23 March 2021 in response to the partnership working and empowerment findings of the Council Best Value Assurance Audit and updates are reported to the **Policy and Sustainability Committee**.

MANAGEMENT COMMENTARY

Financial Performance

Comparative Performance

Under Section (1) (1) (a) of the Local Government Act 1992, the Accounts Commission has a statutory power to define the performance and outcome information that councils must publish locally in the following financial year with a view to facilitating comparison over time within, and across, authorities, including their effectiveness in working with partners and communities. Councils also require to assess how they are performing against the duty of best value, including actions taken in response to audit recommendations for improvement.

The Council's **2020/21 Annual Performance Report** provides an overview of council performance in 2020/21 against the Change Strategy themes, drawing on corporate performance indicators and benchmarking data including the Local Government Benchmarking Framework. The report provides a detailed analysis of performance in the year of the COVID-19 pandemic using a Red Amber Green (RAG) assessment. The impact of COVID-19 has varied across Council services so a Blue RAG status has been added to indicate where comparison with performance in previous years or against targets is not appropriate (37 out of 87 indicators). Of the remaining indicators where a RAG status has been assigned, 37 show improved or maintained performance and nine show a decline. The indicators that show a decline in performance in 2020/21 were spread across a number of services rather than being focused in a single service area.

Revenue - General Fund

The Council's financial performance is presented in the Comprehensive Income and Expenditure Statement, which can be seen on page 22. This statement has been prepared as interpreted and adapted by the Code of Practice on Local Authority Accounting in the United Kingdom 2020/21. To show the net position of the Council, it is necessary to adjust the Comprehensive Income and Expenditure Statement for statutory items that require to be taken into account in determining the position on the General Fund and Housing Revenue Account for the year. These are summarised in the Movement in Reserves Statement (page 19).

An Expenditure and Funding Analysis has been provided to reconcile adjustments between the Council's financial performance under the funding position and the surplus on the Provision of Services in the Comprehensive Income and Expenditure Statement. The Expenditure and Funding Analysis can be found in Note 5 and the Expenditure and Income Analysed by Nature in Note 6.

The outturn position for the General Fund, excluding accounting practice adjustments, compared to budget is summarised below. This basis of presentation is the main one adopted for reporting purposes as it is consistent with both budget-setting and in-year monitoring and also best aligned to the Council's statutory responsibilities.

	Revised Budget 2020/21 £000	Actual 2020/21 £000	(Under) / Over Spend £000
General Fund services	989,618	985,119	(4,499)
Non-service specific areas			
Loans charges / interest on revenue balances	90,650	79,064	(11,586)
Other non-service specific costs	63,584	33,376	(30,208)
Council Tax Reduction Scheme*	28,470	28,075	(395)
Net Cost of Benefits	(127)	(127)	0
Dividend and other interest received	(7,021)	(2,638)	4,383
Non-service specific areas total	175,556	137,750	(37,806)
Movements in Reserves			
Net contribution to / (from) earmarked funds	17,167	56,362	39,195
Contribution to / (from) Capital Fund	(885)	(885)	0
Movements in Reserves total	16,282	55,477	39,195
Sources of funding			
General Revenue Grant	(635,771)	(635,771)	0
Distribution from Non-Domestic Rate pool	(238,922)	(238,922)	0
Council Tax **	(306,763)	(311,571)	(4,808)
Sources of funding total	(1,181,456)	(1,186,264)	(4,808)
Transfer (to) / from earmarked reserves	0	(7,918)	(7,918)

Fees and charges levied by the Council have been offset against the cost of providing services and are included within the actual cost of General Fund Services shown above.

*uncommitted funds linked to the in-year underspend in respect of the Council Tax Reduction Scheme of £0.395m were transferred to an earmarked reserve.

** gross Council Tax (excluding Council Tax Reduction Scheme)

MANAGEMENT COMMENTARY

Financial Performance - continued

Budget performance - General Fund - continued

On 20 February 2020, the Council set a **balanced budget for 2020/21** but with the delivery of approved savings and the prompt identification and management of underlying or emerging pressures key to maintaining financial stability in the year. In total, the approved budget was predicated on the delivery of some £35.845m of directorate-specific and corporate savings.

Covid-19 Financial Impact

While the initial financial impacts of the pandemic were felt in 2019/20, the extent of this additional expenditure, and in particular loss of income, increased greatly in 2020/21. By the end of the year, the net cost to the Council, including exposure through its Arm's-Length External Organisations (ALEOs), had reached nearly £80m, with some £69m of this relating to 2020/21. The largest single contributors during the year were loss of parking income, net of reduced enforcement costs, of £13.4m, additional homelessness expenditure of £8.8m, loss of commercial rental income of £7.1m, loss of £6m of dividend income from Lothian Buses; £6m of financial support for Edinburgh Trams and reduced income from cultural venues of £3.9m.

Given the unprecedented scale of these impacts, elected members considered detailed financial reports on a monthly basis during 2020/21 and through a combination of savings identified in corporate budgets and significant additional grant funding received late in the financial year, expenditure and income were brought back into balance, with an overall underspend of £7.9m recorded.

Looking forward, in order to provide resilience against the longer-lasting financial impacts of the pandemic and other budget framework risks, the 2021/22 budget set aside further monies for these impacts and almost doubled the size of the Council's unallocated reserves. Significant additional service investment was also approved across a number of priority areas in February 2021, with these sums supplemented by further targeted service funding following approval by Council in May 2021.

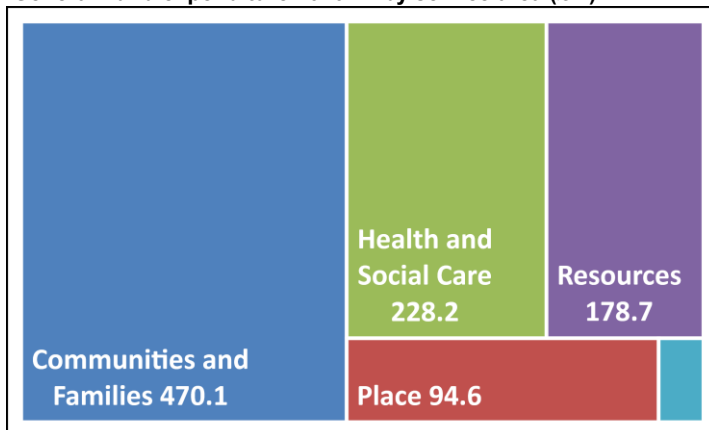
In overall terms, 82% of approved savings were delivered during the year. This marked a continuing improvement on the equivalent figures for 2019/20 (77%) and 2018/19 (60%).

Principal Sources of Funding - General Fund

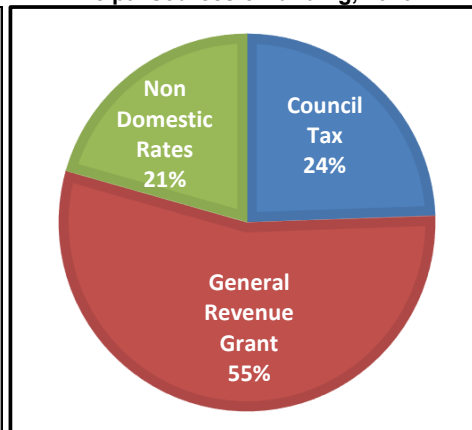
The principal sources of funding used by the Council during the year were:

	£000
Council Tax, net of Council Tax Reduction Scheme (CTRS) <i>(property-related tax from households)</i>	283,496
General Revenue Grant <i>(Government revenue grant funding based on city's relative needs assessment)</i>	635,771
Distribution from Non-Domestic Rates pool <i>(property-related tax primarily from businesses)</i>	238,922
Total	<u>1,158,189</u>

General Fund expenditure 2020/21 by service area (£m)*



Principal sources of funding, 2020/21



* - The light blue-shaded box on the expenditure diagram represents Other Expenditure of £13.5m, comprising the net cost of the Chief Executive's Service and the Council's requisition for the Lothian Valuation Joint Board.

Following the onset of the pandemic and recognising significant in-year relief granted to affected businesses, the Scottish Government revised the relative balance of funding between General Revenue Grant and Non-Domestic Rates and thus the proportions are significantly different from past years.

MANAGEMENT COMMENTARY

Financial Performance - continued

Reserves

General Fund

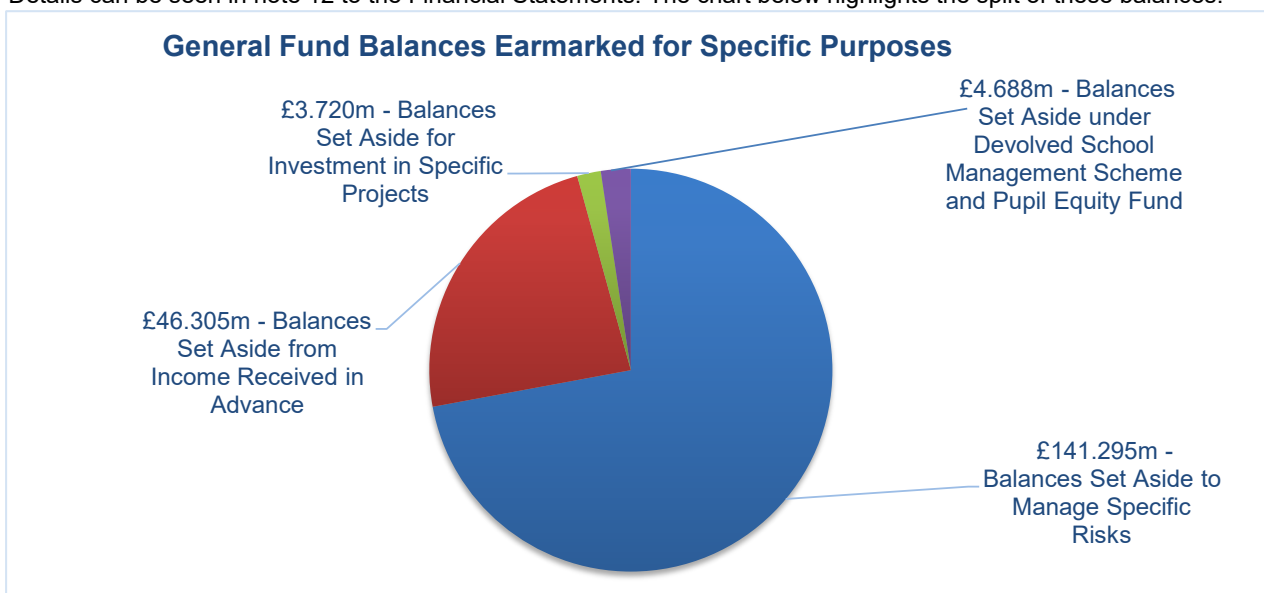
The Council's General Fund reserves comprise two elements:

- The unallocated General Fund; and
- Balances earmarked for specific purposes.

The unallocated General Fund is held against the risk of unanticipated expenditure and/or reduced income arising in any particular year. The level of this reserve is reviewed annually by the Council as part of the revenue budget-setting process. This review considers the level of balances held, the financial risks which could be realised and the arrangements in place to manage these.

The **latest review** was in February 2021, as part of the 2021/22 budget-setting process. The unallocated General Fund balance at 31 March 2021 was £25.025m, which equates to 2.115% of the annual budgeted net expenditure.

In addition, the Council has a further £196.008m (2019/20 £106.185m) of balances earmarked for specific purposes. Details can be seen in note 12 to the Financial Statements. The chart below highlights the split of these balances.



These balances are held for a number of reasons:

- Balances set aside for specific financial risks which are likely to arise in the medium-term future. Examples include monies earmarked for staff release costs, dilapidations and other related contractual commitments and the insurance fund. The sums shown above include £78.473m of non-service specific COVID-related funding received or earmarked in-year to be applied against expenditure and income losses in future years;
- Balances set aside from income received in advance are primarily from grant income, due to timing differences between the receipt of the grant income and the planned expenditure thereof. The sums above include £22.382m of service-specific COVID-related funding carried forward to be offset against expenditure in 2021/22;
- Balances set aside to enable the Council to undertake investment in specific projects which will deliver savings in future years, such as Spend to Save. These savings are used, initially, to replenish the earmarked balances.
- Balances held under the School Board Delegation Scheme (DSM) and Pupil Equity Fund (PEF), which permits balances on individual school budgets to be carried forward to the following financial year and academic years.

As noted above, the most recent review of the Council's earmarked and unallocated reserves resulted in a realignment and reprioritisation of these sums based on the risks it faces. In addition to increasing the size of the Council's unallocated reserve to a level closer to that of other Scottish local authorities, a £16m dedicated reserve was created to provide an additional contingency against the on-going financial impacts of the pandemic. This reserve, when combined with additional COVID-related grant funding received late in 2020/21, allowed the Council to increase from £18m to £39m the level of provision made for these impacts in 2021/22, as well as increasing the corresponding sum in 2022/23 whilst still addressing the majority of that year's residual funding gap. Receipt of these sums also allowed the Council to defer use of the planned loans fund repayment financial flexibility, with the position to be reviewed in the autumn.

Other Reserves

The Council holds other usable reserves; these are the Capital Grants Unapplied Account with a balance of £47.949m, the Capital Fund with a balance of £49.731m and the Renewal and Repairs Fund with a balance of £41.162m, including £3.293m of monies for schools prepaid under PPP arrangements.

MANAGEMENT COMMENTARY

Financial Performance - continued

Financial Ratios

Financial ratios relating to Council Tax, debt and borrowing are shown below.

Re-stated

Council Tax	2020/21	2019/20	Notes on interpretation of ratios
In-year collection rate	95.96%	96.95%	This shows the % of Council Tax collected during the financial year that relates to bills issued for that year. It does not include collection of sums billed relating to previous financial years. The collection rate is stated on a line-by-line basis, adjusted for the impact of water-only debt in the joint collection of Council Tax and water charges. The indicator shows that the in-year collection levels dropped slightly, which reflects the economic impact of the COVID-19 pandemic on Council Tax collection, including rescheduling of recovery actions.
Council Tax income as a percentage of overall funding	24.48%	27.18%	This shows the proportion of total funding that is derived from Council Tax, net of Council Tax Reduction Scheme (CTRS) support. While Council Tax levels increased by 4.79% in 2020/21, this was outweighed by the provision of significant additional (mainly COVID-related) funding during the year.
Debt and Borrowing - Prudence			Notes on interpretation of ratios
Capital Financing Requirement	£1,773.0m	£1,676.2m	The capital financing requirement represents the underlying need to borrow to fund expenditure on assets and shows an increase of around 6% during the year. Financing costs are provided for within the Council's Long-Term Financial Plan. Further details of the capital financing requirement can be seen in note 38 to the Financial Statements.
External debt levels	£1,594.5m	£1,591.1m	External debt levels include long-term commitments in respect of finance leases (mainly schools provided through PPP schemes) together with borrowing undertaken to finance capital expenditure. External debt levels are lower than the capital financing requirement as the Council has adopted a position of under borrowing, as set out in the Treasury Strategy.
Debt and Borrowing - Affordability			Notes on interpretation of ratios
Financing costs to net revenue stream - General Fund	6.83%	10.50%	These ratios show the proportion of total revenue funding that is used to meet financing costs. In each case, the impact of the Loans Fund review and other treasury-related savings has reduced the nominator whilst, particularly in the case of the General Fund, receipt of additional funding has resulted in a significant increase in the denominator.
Financing costs to net revenue stream - HRA	32.92%	37.65%	
Impact of capital investment on Council Tax	-8.23%	-0.95%	These ratios show incremental impact of financing costs, the increase or (decrease) in financing costs from the previous financial year, as a percentage of Council Tax, in respect of costs payable through the General Fund and house rents for the HRA.
Impact of capital investment on house rents	-4.59%	-0.02%	

MANAGEMENT COMMENTARY

Financial Performance - continued

Treasury Management Strategy

The **Annual Treasury Management Strategy 2021/22** was approved on 11 March 2021. The key points are:

- the Council's total capital expenditure is forecast to be £1.987 billion between 2020/21 and 2024/25;
- the Council's underlying need to borrow at 31 March 2025 is forecast to be £2.327 billion;
- the opportunity to mitigate future interest rate risk with alternatives to the Public Works Loan Board (PWLB) will continue to be sought and the risk locked out where appropriate; and
- the Council will continue to fund its Capital Financing Requirement from temporary investment balances over the next year.

Capital Strategy

The **Sustainable Capital Strategy 2021-31 - Annual Report** was approved at Full Council on 11 March 2021.

The report provides a high-level overview of how capital expenditure, capital financing and treasury management activity contribute to the provision of Council services and is linked to a number of other key plans and policies such as the Annual Treasury Strategy, the Capital Investment Programme and HRA Budget Strategy.

The Capital Budget Strategy has been reviewed in light of COVID-19 and the Council's priorities and approach proposed under the Adaptation and Renewal Programme outlined in the new Council Business Plan.

Capital Expenditure

Capital expenditure is controlled through the Prudential Code that provides the framework for investing in infrastructure. In Scotland, local authorities are required by regulation to comply with the Prudential Code under Part 7 of the Local Government (Scotland) Act 2003. The key objectives of the Prudential Code are to ensure that capital plans are affordable, prudent and sustainable and that treasury decisions are taken in accordance with professional guidance and best practice.

The 2020/21 outturn position for capital expenditure is summarised below:

	Budget	Actual	(Slippage) /
	2020/21	2020/21	Acceleration*
	£000	£000	£000
Capital expenditure			
General Fund services	341,182	316,551	(24,631)
Housing Revenue Account	56,969	41,456	(15,513)
Total capital expenditure	398,151	358,007	(40,144)
Capital receipts and other contributions			
- General Fund services	(50,059)	(52,887)	(2,828)
- Housing Revenue Account	(26,100)	(36,674)	(10,574)
Government and other grants			
- General Fund services	(119,331)	(113,058)	6,273
- Housing Revenue Account	(6,933)	(6,361)	572
Total capital income	(202,423)	(208,980)	(6,557)
Balance to be funded through borrowing			
- General Fund services	171,792	150,606	(21,186)
- Housing Revenue Account	23,936	(1,579)	(25,515)
Total advances from loans fund	195,728	149,027	(46,701)

* - in the case of income, a positive figure indicates an under-recovery relative to budget, a negative figure an over-recovery.

Expenditure on General Fund services slipped in total by £24.631m. The majority of slippage was caused by COVID-19 related delays, including the construction lockdown and restrictions on internal works. Within Place, the main slippage was from On-Lending for the provision of mid-market homes (£11.760m) which is offset by a delay in the need to borrow. Within Communities and Families, the main slippage was on construction of learning estates, such as Canaan Lane and Leith Victoria Primary Schools and Darroch Refurbishment.

Expenditure on Housing Revenue Account slipped in total by £15.513m, primarily as a result of the acquisition of Liberton Hospital for £12m not completing in the financial year. HRA capital income also exceeded budget by £10.002m for the financial year, primarily from capital receipts from sales to Edinburgh Living LLP, Scottish Government grant and disposals through the Acquisitions and Disposals Programme resulting in a negative net requirement of £1.579m in loans fund advance. This will result in a revenue benefit in 2021/22 from lower than expected loan charges with this benefit offset with the capital expenditure reprofiled and incurred in later years.

MANAGEMENT COMMENTARY

Financial Performance - continued

Capital Expenditure

The Council received £38.129m of general capital grant during 2020/21. The support provided through general capital grant enables the Council to direct resources to its own priorities.

Capital expenditure for the year totalled £358.007m. Major capital projects undertaken during the year included:

- Creation and expansion of educational properties - £67.639m;
- Trams to Newhaven project - £53.071m;
- Social housing through the housing development fund - £49.143m;
- Roads, carriageways and other transport infrastructure - £44.353m;
- Investing in new council homes and enhancing existing assets through the Housing Revenue Account programme - £41.456m;
- Millerhill Recycling and Energy Recovery Centre (RERC) capital contribution - £29.520m;
- Providing funding for homes for mid-market rent from the Housing Revenue Account through the Edinburgh Living LLP - £19.313m;
- Sports facilities - £17.229m; and
- Asset Management Works at operational properties - £14.517m.

Housing Revenue Account

The Council has a statutory obligation to maintain a housing revenue account (HRA) which records all income and expenditure for the management of, and investment in, Council homes. The HRA is entirely self-financing and receives no funding from the general Council budget. All expenditure is funded through the tenants' rent, related service charges, and interests gained through HRA assets.

The Council approved the Housing Revenue Account Budget Strategy 2020 – 2030 in February 2020 (pre-Covid 19). It set out an ambitious strategy to deliver £2.5 billion investment over ten years in building and improving Council homes to deliver our commitments on affordable housing and net zero carbon. The aspiring capital investment was accompanied by the Housing Service Improvement Plan (HSIP), which aims to improve customer satisfaction, operating performance and ensure value for money.

The HRA revenue account secured £104.823 million of income in 2020/21. HRA rent arrears increased in 2020/21, this is partly due to the financial impact of the Covid pandemic on households and restrictions on formal actions for rent arrears recovery (courts closure and increased notice period for new court actions under the Coronavirus legislation).

Around £160 million has been invested to improve existing homes and estates over the last five years, resulting in over 20,000 improvement measures delivered. The capital programme was paused for most of the first quarter in 2020/21 during the first lockdown but resumed as soon as government restrictions allowed to do so. As a result, the programme was revised down by 41% to £56.969 million and mainly focused on the improvements on the wider estates and external fabric and communal areas of buildings.

The year-end outturn for 2020/21 was £41.456 million; £12.000m of the £15.513 million slippage was due to the delay in concluding the land acquisition of Liberton Hospital. The land acquisition was previously expected to take place in the last quarter of 2020/21 but is now expected to conclude in early 2021/22. Improvements requiring access to tenants' homes were postponed for most of the year, with the suspended works to be carried out over the next two years, as restrictions are lifted.

The Housebuilding Programme delivered over 270 affordable homes completed in 2020/21 at Craigmillar Town Centre, Crewe Road Gardens, and North Sighthill. This included 149 mid-market rented homes that were purchased by Edinburgh Living LLP. Handovers were delayed in both Pennywell and North Sighthill; and will now take place up until autumn 2021.

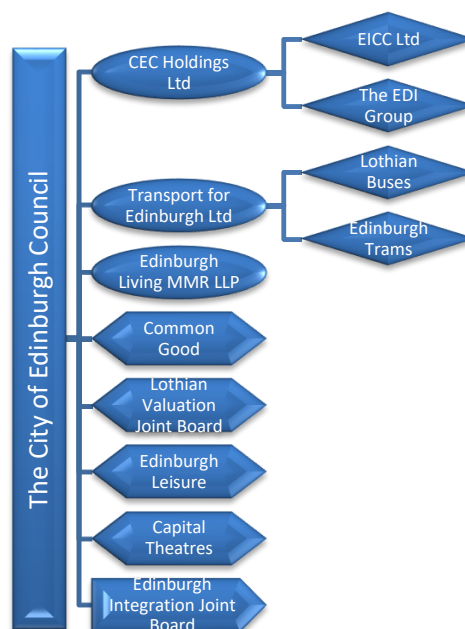
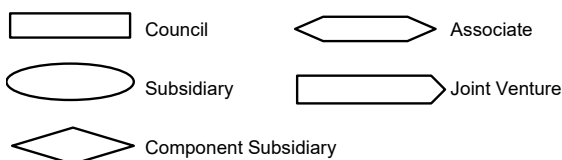
MANAGEMENT COMMENTARY

Financial Performance - continued

Group Accounts

In accordance with the Code of Practice on Local Authority Accounting in the United Kingdom, Group Accounts have been prepared, which consolidate the financial interests the Council has in subsidiaries, associates and joint ventures, where the interest is considered material. Note 9 details the interests the Council holds and further financial details about the entities. The adjacent chart shows the components in the structure of the Group. Information on the Common Good can be found on page 115.

Key:



CEC Holdings Ltd

EDI Group Ltd (subsidiary of CEC Holdings Ltd)

The EDI Group was established in 1988 by The City of Edinburgh Council to carry out the development of Edinburgh Park, now regarded as one of the principal business parks in Europe. In early 2017, the Council conducted a review of its approach to the use of surplus land and its interactions with the property market and concluded that the default position will be that the land or buildings are used to deliver affordable housing, meaning that EDI has no future pipeline of projects. As a result, in the longer term the Council decided it should not have an arm's length development company. The Council therefore instructed the directors to begin a process of closure, with the majority of land transferring to the Council and all staff leaving by October 2018, with the company's activities now overseen by Council officers under the governance of a scheme of delegation and service level agreement. The company will continue to trade into 2021 and beyond until such time as all projects currently being undertaken by EDI have either concluded or have been transferred to the Council.

Edinburgh International Conference Centre (EICC) Ltd (subsidiary of CEC Holdings Ltd)

EICC Ltd operates a prime conference venue in the centre of Edinburgh. The Centre was built in 1995 and since that time has welcomed 1.5 million delegates from more than 120 countries, generating £660m of economic impact for the city region.

At the outset of 2020, the Centre anticipated a strong financial year and continuation of the growth shown in the previous five years, however, due to the global Covid-19 pandemic the Centre closed on 18th March 2020 which had a negative impact on the Centre's traditional client base. To retain as much business as possible, the Centre developed an alternative virtual events platform "Make it Edinburgh Live" and delivered 15 virtual events during the year. This together with robust client contracts had a significant impact on the Centre's revenue which amounted to £3.188m, which was a significant decrease from the previous year of £9.359m but revenues generated were much greater than expected earlier in the year.

In the first half of 2021 the Conference Centre secured a large contract with NHS Lothian to use the Conference Centre as a covid mass vaccination centre between January and July. The company is pleased to be part of the solution in the country's vaccination rollout whilst allowing the Centre to be operational in a covid secure manner.

Transport for Edinburgh Ltd

The core purpose of Transport for Edinburgh Ltd (TfE) is to deliver a high-quality and integrated transport service for the city. It also delivers profit through a strong commercial focus and drive for efficiency across all of its activities. TfE's long-term vision is to be an integral part of the future success of the city and the Lothians, by providing world-class, environmentally-friendly and socially-inclusive public transport.

The Group retained a substantial share of the local public transport market in Edinburgh and the Lothians. Revenue has decreased by 22.6% from the previous year to £143.6m although this was in line with expectations due to the significant downturn in patronage due to Covid-19 restrictions on travel. The Group continued to face significant operating and cost pressures in 2020, with the Covid-19 outbreak in March 2020 and the ongoing restrictions meaning the Group had to be extremely proactive to address and mitigate the impact of the revenue decline and cost pressures in order to maintain its business.

With Government advice to avoid Public Transport during the pandemic, in July 2020, Transport Scotland awarded TfE financial support as a means of allowing services to be maintained for essential key workers and those still needing to use public transport. Edinburgh Trams also received £6m of in-year support from the Council.

MANAGEMENT COMMENTARY

Financial Performance - Group Accounts - continued

Edinburgh Living MMR LLP

Edinburgh Living MMR LLP was established as a housing delivery partnership to address housing needs in Edinburgh. The initiative is a partnership between The Council and Scottish Futures Trust. The partnership delivers homes for mid-market rent to let to households in housing need.

Edinburgh Living MMR LLP bought its first homes in January 2019 and over the course of 2020/21 purchased 149 homes across three developments in the city, bringing the total number of homes the LLP owns to 299.

Lothian Valuation Joint Board (LVJB)

The Board reported core expenditure of £6.208m for 2020/21 which was within the approved budget. The approved revenue budget included a planned drawdown of reserves of £0.657m to meet both Transformation Programme severance costs and running costs. Due mainly to underspends in employee, property, transport and supplies costs and additional Scottish Government funding received during 2020/21, a contribution of £0.051m was made to unallocated reserves to achieve a balanced budget. The reserve will be retained as part of the Board's Unallocated Reserve to support Transformation Programme costs in future years.

Edinburgh Leisure

Edinburgh Leisure operates over fifty sport and leisure facilities across the city on behalf of the Council, attracting over four million visits each year, with the aim of inspiring Edinburgh to become a more active and healthy city. The range of facilities includes sport and leisure centres, swim centres, golf courses, tennis courts, bowling greens and sports pitches.

During 2020/21, the Covid-19 pandemic had a significant impact on Edinburgh Leisure income, particularly when all venues and services were closed during lockdown from 20 March 2020. The Coronavirus Job Retention Scheme provided support to 92% of the workforce who were furloughed under the Scheme and alongside £3m of additional in-year support received from the City of Edinburgh Council has enabled the charity to continue and report an underlying surplus on unrestricted funds of £1.524m.

Edinburgh Leisure continued to work with the Council and other stakeholders on a range of projects during the year, including Active Communities which encouraged communities to keep active during the pandemic as a way to benefit physical and mental health and Get Active classes which were livestreamed during Level 3 and 4 restrictions.

Capital Theatres

Due to the Covid-19 pandemic, all Capital Theatre's buildings were closed on 20th March 2020 and at the end of 2020/21 they remained closed, although awaiting clearance to hold performances in the near future.

On closing on 20th March, 90% of Capital Theatre's regular income disappeared overnight, however, support has been available from the Coronavirus Job Retention Scheme, the City of Edinburgh Council, the Scottish Government, Creative Scotland and the National Lottery Heritage Fund together with donated funds from many hundreds of audience members.

The Trust's Learning and Participation work has continued in 2020/21, with much of the Creative Learning activities moving to a virtual world. Additionally the Life Changes Trust, which ensures people with dementia and their carers can continue to be part of the theatre-going community, continues to hold events remotely including the popular Tea Party.

Edinburgh Integration Joint Board

The Edinburgh Integration Joint Board (EIJB) was formally delegated the functions and resources of the Council's Health and Social Care Service and NHS Lothian's Community Health Partnership, with effect from 1 April 2016. At that time an assessment was undertaken on the relationship of the Council with the Edinburgh Integration Joint Board and on the basis of level of control, being fifty percent Board representation, and wider materiality levels, this Joint Venture has been consolidated into the Group accounts for the year to 31 March 2021, see note 9.4.

The Edinburgh Integration Joint Board agreed its strategic plan for 2019-22 in August 2019. The Board is now engaged in the next planning cycle, remaining focussed on four key areas: redefining the Edinburgh Pact, embracing the three conversations approach, adopting the principle of home first and advancing our transformation programme. A comprehensive programme of redesign and transformation was designed to deliver the vision set out in the strategic plan, working in tandem with other core strategies such as Carers, Thrive Edinburgh (mental health) and the Primary Care Improvement Plan. The transformation programme remains a key element of the strategy, and is a wide-ranging and ambitious programme of change and innovation which aims to deliver high quality and sustainable health and social care services for our citizens.

For the year to 31 March 2021, the EIJB reported a surplus of £22.2m in the annual accounts, largely as a result of the additional funding made available by the Scottish Government. All funding received during the year but not yet spent has been transferred to reserves, bringing total reserves to £25.4m. The vast majority of these reserves is 'ring fenced' for specific purposes, with the balance of £1.0m being held in general reserve.

MANAGEMENT COMMENTARY

Financial Performance - Group Accounts - continued

Group Summary

Net assets for 2020/21 include a combined group pension liability of £701.122m (2019/20 £462.327m), as shown in note 42.9. This reflects the inclusion of pension liabilities relating to the Council, other employees (including subsidiary companies) and the incorporation of Lothian and Borders Valuation Joint Board as an associate within the group. This exceeds the value of distributable reserves held by the Group. It should be noted that this is a snapshot of the position at 31 March 2021. The actuarial valuation, which takes a longer term view, will consider the appropriate employers' contribution rates and these, together with employee contributions and revenues generated from fund investments, will be utilised to meet the financing of these liabilities. It is therefore appropriate to adopt a going concern basis for the preparation of the group financial statements.

COVID-19

Council and its Group's role and response

The Council continues to provide ongoing support to communities and businesses during the pandemic. In the first weeks of the initial lockdown, the Contact Centre team handled 12,000 calls, providing guidance and support to vulnerable and shielded residents. Council Resilience Centres meant appropriate face to face services could be continued, with almost 6,000 citizens making use of these essential services between April and September. Over 8,000 applications for crisis support were processed, which was a 76% increase on the same period in 2019 and there was a 100% increase in the take-up of free school meals, with direct payments made to families throughout lockdown and school holidays. During 2020/21, over £188 million of grants were also processed, to support the city's businesses, individuals and the economy, including Strategic Framework grants, Business Support Grants, Taxi and Private Hire Support, Self Employed Grants, Retail and Hospitality Support, and Hardship Grants. In addition, the Council administered the full range of additional COVID-related Non-Domestic Rates reliefs mandated by the Scottish Government, including full-year relief totalling well over £100m for leisure, hospitality and recreation businesses within the city. The Council continues to respond to new challenges quickly, to ensure that services are maintained, businesses are supported and the most vulnerable people in the city get the help they need. This work can only be done in close partnership with the third sector, volunteers and our communities. Locality Operation Groups have been set up to provide practical and professional support to the children and families most in need of assistance. Barriers that have prevented collaboration in the past have been overcome in the face of a crisis. As plans are made for recovery, these changes will be embraced, be that in working in new ways with the third and voluntary sector, or simply equipping and supporting residents and local businesses to play a more active role in maintaining their local environment and helping each other out.

The Council's Arm's-Length External Organisations (ALEOs) have also been severely impacted, with the closure of all of Edinburgh Leisure's sports facilities and the Edinburgh International Conference Centre for much of the year, and passenger numbers on buses and trams running at a fraction of normal levels whilst adhering to strict guidelines on social distancing.

Immediate and on-going financial impacts

Given the unprecedented nature and scale of the financial challenges facing the Council in 2020/21, the frequency of reporting to the Corporate Leadership Team and elected members (through the Leadership and Advisory Panel, Policy and Sustainability Committee and Finance and Resources Committee) was greatly increased, with a focus not only on the immediate in-year position but estimated implications for the budget framework in future years.

A series of assessments of the financial position has been reported to elected members. The **most recent** of these was considered by the Finance and Resources Committee on 7 October 2021.

While an unprecedented level of overspend had been forecast early in the year, through a combination of savings in corporate budgets and the receipt of additional grant funding late in the year, an in-year underspend of £7.9m was achieved. An element of this underspend relates to an IFRS9-related gain and, as such, is not available for spending on frontline services. This sum, alongside additional carried-forward COVID-related funding and a COVID contingency created through re-alignment of the Council's reserves, has been used to increase the budget framework's provision for the pandemic's on-going impacts. Despite the impacts of the pandemic, it was also encouraging to note the continuing increase in the in-year proportion of savings delivered.

The financial impact of Covid-19 in 2020/21 is estimated at £69m comprising income losses of £39m, additional expenditure of £21m and £9m of support for ALEOs.

MANAGEMENT COMMENTARY

COVID-19 - continued

A preliminary assessment has been undertaken as to the extent to which the Council's financial management arrangements comply with the principles set out within the CIPFA Financial Management (FM) Code. The Code is designed to support good practice and assist councils in demonstrating their financial sustainability and resilience by setting out expected standards of financial management. While 2020/21 is only a "shadow" year for implementation of the Code, all councils are encouraged to undertake an early assessment in preparation for full adoption during 2021/22. This assessment has highlighted a number of recent improvements contributing positively to the Council's financial resilience and stability, including:

- realigning and reprioritising the Council's reserves to enable the creation of a £16m COVID-specific contingency whilst also increasing the level of the unallocated general reserve to £25m;
- incorporating within the budget framework explicit provision for underlying service pressures and anticipated shortfalls in savings delivery, all based on detailed discussion with members of the Corporate Leadership Team;
- reflecting within the budget framework, insofar as is practicable at this stage given the on-going nature of the pandemic, increased provision for its continuing impacts, particularly for losses of income; and
- dedicated investment in prevention-related resource which, if used effectively, should make a contribution towards future years' savings requirements, as well as improving outcomes for service users.

While the above position reflects a number of positive aspects, it has been impressed upon elected members that there is a need for additional savings proposals to be brought forward if the Council's financial sustainability is to be maintained. With this in mind, the revenue budget update report considered by Council on 27 May 2021 pointed to an anticipated incremental savings requirement of more than £50m in 2023/24 with, at this stage, no specific proposals as to how this gap will be bridged. This savings requirement has subsequently increased to more than £54m, re-emphasising the need to initiate by the autumn of 2022 a comprehensive savings programme, rooted in the priorities set out within the Council's Business Plan, to address this gap.

The case will therefore continue to be made for greater use of service prioritisation aligned to the three principles within the **Business Plan**:

- ending poverty and preventing adverse outcomes such as homelessness and unemployment
- becoming a net zero city
- ensuring wellbeing and equalities are enhanced for all

The **Sustainable Capital Budget Strategy 2021 - 2031** details the priorities for council capital investment in alignment with the Business Plan, over the medium to long-term and sets out a plan on how they could be funded. The Capital Budget Strategy is expected to come under significant financial pressure as a result of higher tender prices caused by social distancing requirements and associated construction industry changes arising from COVID-19 guidance. There is also renewed focus on embedding the ambitions of a net-zero carbon City contribution from the Council by 2030 into the restart of major capital investment projects, which has had further financial consequences on previous assumptions. The capital budget strategy can only be funded if the Council is able to balance its revenue budget over the medium to long-term to comply with the terms of the Prudential Code. Moreover, the strategy assumes that some priorities, such as the City Centre Transformation and wider transport initiatives, will be funded from a combination of external funding and realignment of existing budgets.

Changing for the future

Steps are being made to implement new ways of working as elected members approved '**Our Future Work**' strategy at Policy and Sustainability Committee. The first hybrid Committee meeting has taken place with some elected members joining in person and some virtually. Teams will also take part in a trial at Waverley Court and City Chambers from the end of October, and their experiences will be used to shape what a return to our buildings could look like.

Adaptation and Renewal Programme

In recognising the need for a fundamental re-assessment of service operating models as the city emerges from the pandemic, an **Adaptation and Renewal programme** was established, co-ordinating all aspects of the Council and city's response. Five officer working groups were established, four of which continue to be active as follows:

MANAGEMENT COMMENTARY

COVID-19 - continued

Adaptation and Renewal Programme - continued

- **Public Health - Triage Oversight Group** – bringing together Council, NHS Lothian and Edinburgh Health and Social Care Partnership colleagues to ensure effective communication and implementation of national advice concerning public health within an Edinburgh context;
- **Service Operations: Wellbeing Programme** – facilitating cross-Council co-ordination to enable a phased and prioritised plan for resumption and adaptation where possible, guided by the Scottish Government's route map;
- **Change, People and Finance** – enabling the adaptation and renewal of the Council as an organisation and ensuring that clear direction for the Council's own requirements for change in a post COVID-19 world is aligned with the resources available to deliver these changes. This group has recently reached conclusion and delivered against its original scope so has now been stepped down;
- **Sustainable Economic Recovery** – allowing key sectors of the city to survive and thrive thereafter, with a focus on investment and development, employability, business support and resilience, our future cultural capital and fostering innovation; and
- **Life Chances** – aligning the Council's recovery activity to the key themes of addressing poverty, promoting sustainability and improving well-being.

Progress on this complex but vital programme continues to be reported to elected members, wider stakeholders and to the **Policy and Sustainability Committee**.

Change Strategy and Business Plan

A Best Value Assurance Audit was carried out by a team from Audit Scotland and the Council's external auditor, Azets. The resulting **Best Value Assurance Report (BVAR)** was published by the Accounts Commission on 26 November 2020.

As recommended in the report, the Council amalgamated its Change Strategy into its **Business Plan**.

The other recommended improvement actions included in the BVAR were also addressed in the Business Plan.

The report highlighted a number of key achievements and areas for the Council to improve since the 2016 Best Value Audit, and reflects on this as mixed progress.

The key achievements include:

- The Council's ambitious plans for the City. Specifically, referencing the Council's Sustainability Programme, approach to tackling poverty, major housing and community regeneration projects in Fountainbridge, Meadowbank and at Granton Waterfront; retail, hospitality and cultural developments, such as the St James Quarter; and extending the tram network;
- The Council's long track record of maintaining revenue expenditure within budget;
- Aspects of leadership and service performance. Specifically, referencing improved performance across many KPIs – schools and education, waste and cleansing and time taken to process benefit and grant claims; and
- Improvements in asset management, procurement and risk management.

The report also notes areas where further progress is required:

- Alignment of strategic priorities;
- Implementation of effective community planning governance arrangements, the pace of change within the CPP and community empowerment;
- The Council's approach to self-assessment, continuous improvement and public performance reporting; and
- Long-term financial planning and workforce planning.

ANDREW KERR
Chief Executive

STEPHEN S. MOIR
Executive Director of Corporate Services

ADAM MCVEY
Council Leader

STATEMENT OF RESPONSIBILITIES FOR THE ANNUAL ACCOUNTS

The Authority's Responsibilities

The Authority is required:

- to make arrangements for the proper administration of its financial affairs, including group interests, and to secure that the proper officer of the authority has the responsibility for the administration of those affairs (section 95 of the Local Government (Scotland) Act 1973). In this Authority, that officer is the Service Director: Finance and Procurement.
- to manage its affairs to secure economic, efficient and effective use of its resources and safeguard its assets.
- to ensure the Annual Accounts are prepared in accordance with legislation (The Local Authority Accounts (Scotland) Regulations 2014), and so far as is compatible with that legislation, in accordance with proper accounting practices (section 12 of the Local Government in Scotland Act 2003).
- to approve the Annual Accounts for signature.

I confirm that these Annual Accounts were approved for signature by the Finance and Resources Committee at its meeting on 18 November 2021.

ADAM MCVEY
Council Leader

Date

The Section 95 Officer's responsibilities

The Section 95 Officer is responsible for the preparation of the Authority's Annual Accounts in accordance with proper practices as required by legislation and as set out in the CIPFA / LASAAC Code of Practice on Local Authority Accounting in the United Kingdom (the Accounting Code).

In preparing the Annual Accounts, the Section 95 Officer has:

- selected suitable accounting policies and then applied them consistently;
- made judgements and estimates that were reasonable and prudent;
- complied with legislation; and
- complied with the Local Authority Accounting Code (insofar as it is compatible with legislation), except where stated in the Policies and Notes to the Accounts.

The Section 95 Officer has also:

- kept proper accounting records which were up to date; and
- taken reasonable steps for the prevention and detection of fraud and other irregularities.

Annual Accounts

I certify that the financial statements give a true and fair view of the financial position of the Council and its Group at the reporting date and the transactions of the Council and its Group for the year ended 31 March 2021.

HUGH DUNN, CPFA
Service Director: Finance and Procurement
Section 95 Officer

MOVEMENT IN RESERVES STATEMENT

This statement shows the movement from the start of the year to the end on the different reserves held by the authority, analysed into 'usable reserves' (i.e. those that can be applied to fund expenditure or reduce local taxation) and other 'unusable reserves'. The Movement in Reserves Statement shows how the movements in year of the authority's reserves are broken down between gains and losses incurred in accordance with generally accepted accounting practices and the statutory adjustments required to return to the amounts chargeable to Council Tax or rents for the year. The net increase/decrease line shows the statutory General Fund balance and Housing Revenue Account balance movements in the year following those adjustments.

Council 2020/21	General Fund Balance	Housing Revenue Account Balance	Renewal and Repairs Fund	Capital Grants Unapplied Account	Capital Fund	Total Usable Reserves	Total Unusable Reserves	Total Reserves
	£000	£000	£000	£000	£000	£000	£000	£000
Balance at 31 March 2020 (Re-stated)	121,346	0	29,748	28,452	48,934	228,480	2,653,457	2,881,937
Movement during 2020/21								
Total Comprehensive Income and Expenditure	72,059	8,674	0	0	0	80,733	309,016	389,749
Adjustments to Usable Reserves permitted by accounting standards	32,090	17,922	0	0	0	50,012	(50,012)	0
Adjustments between accounting basis and funding basis under regulations (Note 11)	(3,552)	(16,092)	0	19,497	797	650	(650)	0
Net increase / (decrease) before transfers to statutory reserves	100,597	10,504	0	19,497	797	131,395	258,354	389,749
Transfer (to) / from other statutory reserves (Note 12.3)	(910)	(10,504)	11,414	0	0	0	0	0
Increase / (decrease) in year	99,687	0	11,414	19,497	797	131,395	258,354	389,749
Balance at 31 March 2021	221,033	0	41,162	47,949	49,731	359,875	2,911,812	3,271,687

Group - 2020/21	Total Usable Reserves	Total Unusable Reserves	Council Total Reserves	Group Reserves	Minority Interest	Total Reserves
	£000	£000	£000	£000	£000	£000
Balance at 31 March 2020 (Re-stated)	228,480	2,653,457	2,881,937	203,643	14,944	3,100,524
Movement during 2020/21						
Total Comprehensive Income and Expenditure	80,733	309,016	389,749	(35,940)	0	353,809
Adjustments to Usable Reserves permitted by accounting standards	50,012	(50,012)	0	0	0	0
Adjustments between accounting basis and funding basis under regulations	650	(650)	0	0	0	0
Net increase / (decrease) before transfers to statutory reserves	131,395	258,354	389,749	(35,940)	0	353,809
Transfer (to) / from other statutory reserves	0	0	0	0	0	0
Minority interest and other consolidation adjustments	0	0	0	3,662	(3,757)	(95)
Increase / (decrease) in year	131,395	258,354	389,749	(32,278)	(3,757)	353,714
Balance at 31 March 2021	359,875	2,911,812	3,271,687	171,365	11,187	3,454,238

MOVEMENT IN RESERVES STATEMENT

Re-stated Council	General Fund Balance £000	Housing Revenue Account Balance £000	Renewal and Repairs Fund £000	Capital Grants Unapplied Account £000	Capital Fund £000	Total Usable Reserves £000	Total Unusable Reserves £000	Total Reserves £000
2019/20 Comparative Data								
Balance at 31 March 2019	144,845	0	26,346	15,784	55,908	242,883	2,386,886	2,629,769
Movement during 2019/20								
Total Comprehensive Income and Expenditure	(98,139)	17,694	0	0	0	(80,445)	332,612	252,167
Adjustments between accounting basis and funding basis under regulations (Note 11)	93,496	(33,149)	0	12,668	(6,974)	66,041	(66,041)	0
Net increase / (decrease) before transfers to statutory reserves	(4,643)	(15,455)	0	12,668	(6,974)	(14,403)	266,571	252,168
Transfer (to) / from other statutory reserves (Note 12.3)	(18,856)	15,455	3,402	0	0	0	0	0
Increase / (decrease) in year	(23,499)	0	3,402	12,668	(6,974)	(14,403)	266,571	252,168
Balance at 31 March 2020	121,346	0	29,748	28,452	48,934	228,480	2,653,457	2,881,937

Re-stated Group - 2019/20	Total Usable Reserves £000	Total Unusable Reserves £000	Council Total Reserves £000	Group Reserves £000	Minority Interest £000	Total Reserves £000
Balance at 31 March 2019	242,883	2,386,886	2,629,769	193,248	13,301	2,836,318
Movement during 2019/20						
Total Comprehensive Income and Expenditure	(80,445)	332,612	252,167	12,038	0	264,205
Adjustments between accounting basis and funding basis under regulations	66,041	(66,041)	0	0	0	0
Net increase / (decrease) before transfers to statutory reserves	(14,404)	266,571	252,167	12,038	0	264,206
Transfer (to) / from other statutory reserves	0	0	0	0	0	0
Minority interest and other consolidation adjustments	0	0	0	(1,643)	1,643	0
Increase / (decrease) in year	(14,404)	266,571	252,167	10,395	1,643	264,206
Balance at 31 March 2020	228,480	2,653,457	2,881,937	203,643	14,944	3,100,524

GROUP COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT

This statement shows the accounting cost in the year of providing services for the Group in accordance with generally accepted accounting practices, rather than the amount to be funded from taxation. The Council raises taxation to cover its expenditure in accordance with regulations; this may be different from the accounting cost. The taxation position is shown in the Movement in Reserves Statement.

for the year ended 31 March 2021

Re-stated 2019/20 £000		Notes	Gross Expend. £000	Income £000	Net Expend. £000
	SERVICES				
436,054	Communities and Families		596,882	(135,655)	461,227
136,414	Place		336,161	(167,482)	168,679
(15,308)	Housing Revenue Account		102,940	(104,828)	(1,888)
228,111	Health and Social Care		584,015	(349,000)	235,015
279,536	Resources		246,262	(41,309)	204,953
10,588	Chief Executive		13,479	(2,787)	10,692
3,678	Lothian Valuation Joint Board		3,805	0	3,805
(277)	Net cost of benefits		176,736	(178,210)	(1,474)
(9,539)	Other non-service specific costs		14,967	1,752	16,719
25,183	Subsidiary Companies		165,521	(138,542)	26,979
<u>1,094,440</u>	COST OF SERVICES		<u>2,240,768</u>	<u>(1,116,061)</u>	1,124,707
(5,331)	Gains on disposal of non-current assets				(6,525)
121,603	Financing and Investment Income and Exp.	13.			84,365
(1,124,640)	Taxation and Non-Specific Grant Income	14.			(1,267,227)
<u>86,072</u>	(SURPLUS) / DEFICIT ON PROVISION OF SERVICES				(64,680)
4,782	Associates and Joint Ventures Accounted for on an Equity Basis				(12,410)
374	Taxation of Group entities	14.			(325)
<u>91,228</u>	GROUP (SURPLUS) / DEFICIT				<u>(77,415)</u>
(147,821)	Surplus on Revaluation of Non-Current Assets			(410,549)	
195,313	Return on assets excluding amounts incl. in Financing and Investment Inc / Exp			(399,005)	
(379,337)	Changes in Financial and Demographic Assumptions / Other Experience			500,620	
(23,588)	Other Unrealised (Gains) / Losses			32,540	
(355,433)	Other Comprehensive Income				(276,394)
<u>(264,205)</u>	TOTAL COMPREHENSIVE INCOME				<u>(353,809)</u>

COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT

This statement shows the accounting cost in the year of providing Council services in accordance with generally accepted accounting practices, rather than the amount to be funded from taxation. The Council raises taxation to cover its expenditure in accordance with regulations; this may be different from the accounting cost. The taxation position is shown in the Movement in Reserves Statement.

		for the year ended 31 March 2021		
Re-stated 2019/20		Gross Expend.	Income	Net Expend.
£000	SERVICES	£000	£000	£000
	Notes			
436,054	Communities and Families	596,882	(135,655)	461,227
136,414	Place	336,161	(167,482)	168,679
(15,308)	Housing Revenue Account	102,940	(104,828)	(1,888)
228,111	Health and Social Care	584,015	(349,000)	235,015
279,536	Resources	246,262	(41,309)	204,953
10,588	Chief Executive	13,479	(2,787)	10,692
3,678	Lothian Valuation Joint Board	3,805	0	3,805
(277)	Net cost of benefits	176,736	(178,210)	(1,474)
(1,208)	Other non-service specific costs	14,967	12,675	27,642
<u>1,077,588</u>	COST OF SERVICES	<u>2,075,247</u>	<u>(966,596)</u>	1,108,651
(5,464)	Gains on disposal of non-current assets			(6,499)
132,961	Financing and Investment Income and Exp.	13.		84,342
(1,124,640)	Taxation and Non-Specific Grant Income	14.		(1,267,227)
80,445	(SURPLUS) / DEFICIT ON PROVISION OF SERVICES			(80,733)
(147,821)	Surplus on Revaluation of Non-Current Assets		(410,549)	
195,313	Return on assets excluding amounts incl. in Financing and Investment Inc / Exp		(399,005)	
(379,337)	Changes in Financial and Demographic Assumptions / Other Experience		500,620	
(767)	Other Unrealised (Gains) / Losses		(82)	
<u>(332,612)</u>	Other Comprehensive Income			<u>(309,016)</u>
<u>(252,167)</u>	TOTAL COMPREHENSIVE INCOME			<u>(389,749)</u>
RECONCILIATION OF THE COUNCIL'S POSITION TO THE GROUP POSITION				
£000				£000
(252,167)	Total Comprehensive Income on the Council's Comprehensive Income and Expenditure Statement (CIES)			(389,749)
(21,319)	Subsidiary and associate transactions included in the Council's CIES			(10,841)
7,462	(Surplus) / deficit arising from other entities included in the Group Accounts Subsidiaries			57,547
1,819	Associates and Joint Ventures			(10,766)
<u>(264,205)</u>	Group total Comprehensive Income for the year			<u>(353,809)</u>

BALANCE SHEET

The Balance Sheet shows the value as at the Balance Sheet date of the assets and liabilities recognised by the Council and Group. The net assets (assets less liabilities) are matched by the reserves held by the Council and Group. Reserves are reported in two categories. The first is usable reserves, i.e. those reserves that may be used to provide services, subject to the need to maintain a prudent level of reserves and any statutory limitations on their use. The second category are those that are not able to be used to provide services. This includes reserves that hold unrealised gains and losses (for example, the revaluation reserve) where amounts would only become available if the assets are sold; and reserves that hold timing differences shown in the Movement in Reserves Statement line 'adjustments between accounting basis and funding basis under regulations'.

Re-stated				31 March 2021	
31 March 2020				Group	Council
Group	Council		Notes	£000	£000
£000	£000				
444	444	Intangible Assets	17.	296	296
4,908,111	4,769,127	Property, Plant and Equipment	15.	5,349,212	5,221,797
47,221	19,225	Investment Properties	16.	65,631	19,239
32,077	32,077	Heritage Assets	18.	31,391	31,391
1,254	1,254	Assets Held for Sale	23.	59	59
66,190	0	Other Long-Term Assets (Pension)		23,743	0
11,698	23,690	Long-Term Investments	22.	9,461	21,455
29,531	0	Investments in Associates and Joint Ventures		41,055	0
137,293	158,755	Long-Term Debtors	20.	156,332	190,594
<u>5,233,819</u>	<u>5,004,572</u>	Long-Term Assets		<u>5,677,180</u>	<u>5,484,831</u>
45,798	45,563	Short-Term Investments	22.	31,571	31,571
21,139	21,139	Assets Held for Sale	23.	6,135	6,135
67,936	67,936	Financial Assets	43.	85,691	85,691
13,472	3,451	Inventories	19.	13,569	3,448
137,395	123,276	Short-Term Debtors	20.	143,503	126,929
110,204	81,177	Cash and Cash Equivalents	21.	195,977	165,558
<u>395,944</u>	<u>342,542</u>	Current Assets		<u>476,446</u>	<u>419,332</u>
(77,396)	(75,288)	Short-Term Borrowing	43.	(70,695)	(68,588)
(247,704)	(203,393)	Short-Term Creditors	24.	(284,854)	(228,719)
(36,960)	(34,512)	Provisions	25.	(12,446)	(7,380)
<u>(362,060)</u>	<u>(313,193)</u>	Current Liabilities		<u>(367,995)</u>	<u>(304,687)</u>
(1,270,552)	(1,285,886)	Long-Term Borrowing	43.	(1,287,954)	(1,303,005)
(313,995)	(300,484)	Other Long-Term Liabilities	40.1	(302,967)	(288,615)
0	0	Long-Term Provisions	25.	(25,703)	(25,703)
(10,932)	0	Deferred Tax		(247)	0
(44,865)	(42,079)	Deferred Liability	43.	(39,964)	(39,964)
(3,300)	0	Liabilities in Associates and Joint Ventures		(4,056)	0
(523,535)	(523,535)	Other Long-Term Liabilities (Pensions)	27.5	(670,502)	(670,502)
<u>(2,167,179)</u>	<u>(2,151,984)</u>	Long-Term Liabilities		<u>(2,331,393)</u>	<u>(2,327,789)</u>
<u>3,100,524</u>	<u>2,881,937</u>	Net Assets		<u>3,454,238</u>	<u>3,271,687</u>
2,779,110	2,653,457	Unusable Reserves	27.	3,037,011	2,911,812
321,414	228,480	Usable Reserves	12.	417,227	359,875
<u>3,100,524</u>	<u>2,881,937</u>	Total Reserves		<u>3,454,238</u>	<u>3,271,687</u>

The audited accounts were issued on 18 November 2021.

HUGH DUNN, CPFA
Service Director: Finance and Procurement

CASH FLOW STATEMENT

The Cash Flow Statement shows the changes in cash and cash equivalents of the Council and Group during the reporting period. The statement shows how the Council and Group generate and use cash and cash equivalents by classifying cash flows as operating, investing and financing activities. The amount of net cash flows arising from operating activities is a key indicator of the extent to which the operations of the Council and Group are funded by way of taxation and grant income or from the recipients of services provided by the Council and Group. Investing activities represent the extent to which cash outflows have been made for resources which are intended to contribute to the Council and Group's future service delivery. Cash flows arising from financing activities are useful in predicting claims on future cash flows by providers of capital (i.e. borrowing) to the Council and Group.

Re-stated

Year to 31 March 2020			Year to 31 March 2021	
Group	Council		Group	Council
£000	£000	Notes	£000	£000
		Operating Activities		
86,072	80,445	Surplus on the Provision of Services	(64,680)	(80,733)
374	0	Adjustment to Surplus / (Deficit) for Taxation of Group entities	(325)	0
(244,864)	(203,814)	Adjustments to Surplus on the Provision of Services for non-cash movements	(246,415)	(214,543)
5,762	(5,597)	Adjustments for items included in the Surplus on the Provision of Services that are investing or Financing Activities	97,570	97,594
<u>(152,656)</u>	<u>(128,966)</u>	Net cash flows from operating activities	<u>(213,850)</u>	<u>(197,682)</u>
		Investing Activities		
303,438	268,656	Net cash flows from investing activities	140,459	119,947
<u>(125,142)</u>	<u>(114,188)</u>	Net cash flows from financing activities	<u>(12,382)</u>	<u>(6,646)</u>
<u>25,640</u>	<u>25,502</u>	Net decrease / (increase) in cash and cash equivalents	<u>(85,773)</u>	<u>(84,381)</u>
<u>(135,844)</u>	<u>(106,679)</u>	Cash and cash equivalents at 1 April	<u>(110,204)</u>	<u>(81,177)</u>
<u>(110,204)</u>	<u>(81,177)</u>	Cash and cash equivalents at 31 March	<u>(195,977)</u>	<u>(165,558)</u>
<u>25,640</u>	<u>25,502</u>	Net decrease / (increase) in cash and cash equivalents	<u>(85,773)</u>	<u>(84,381)</u>

NOTES TO THE FINANCIAL STATEMENTS

1. Accounting Policies

The Annual Accounts summarise the authority's and the authority's group transactions for the 2020/21 financial year and its position at the year-end of 31 March 2021. The authority is required to prepare Annual Accounts by the Local Authority Accounts (Scotland) Regulations 2014, which Section 12 of the Local Government in Scotland Act 2003 requires to be prepared in accordance with proper accounting practices. The Accounts have been prepared in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom 2020/21 (the Code) and supported by International Financial Reporting Standards (IFRS).

1.1 Material Items

Items of income and expenditure are material if individually or collectively they could influence the decisions or assessments of users of the financial statements, by omission, misstatement or obscuring of information. Materiality is an expression of the relative significance of a matter in the context of the annual accounts as a whole.

The principle of materiality does not, however, override the need for relevant statutory disclosures (such as those included within the remuneration report), even if the amounts concerned would otherwise fall below the materiality threshold. Similarly, the assessment of materiality also considers the nature of transactions, irrespective of amount, insofar as these might influence a user of the financial statements.

1.2 Recognition of Income and Expenditure

- The revenue and capital accounts have been prepared on an accruals basis in accordance with the Code. Activity is accounted for in the year that it takes place, not simply when cash payments are made or received. In particular:

Income from service recipients is recognised when the goods or services are transferred to the service recipient.

Supplies are recorded as expenditure when they are consumed. Where there is a gap between the date the supplies are received and their consumption, they are carried as inventories on the Balance Sheet.

- Where revenue and expenditure have been recognised but cash has not been received or paid, a debtor or creditor for the relevant amount is recorded on the Balance Sheet.
- Provision has been made in the relevant accounts for bad and doubtful debts.
- Revenue from Council Tax and Non Domestic Rates is recognised when it is probable that the economic benefits will flow and the amount of revenue can be measured reliably. Revenue is measured at the full amount receivable (net of any bad debt provision) as they are non-contractual, non-exchange transactions.

1.3 Value Added Tax

Value added tax (VAT) is excluded from the financial statements unless it is non-recoverable from HM Revenue and Customs.

1.4 Overheads

The costs of support services are reported in accordance with the current management structure. Certain support service costs are recovered through direct charges during the year.

1.5 Going Concern

The Council's Statement of Accounts for 2020/21 have been prepared on a going concern basis. The concept of a going concern assumes that the Council's functions and services will continue in operational existence for the foreseeable future. The provisions in respect of going concern reporting requirements reflect the economic and statutory environment in which local authorities operate. These provisions confirm that, as authorities cannot be created or dissolved without statutory prescription, they must prepare their financial statements on a going concern basis of accounting. In accordance with the CIPFA Code of Local Government Accounting (2020/21), the Council is required to prepare its financial statements on a going concern basis unless informed by the relevant national body of the intention for dissolution without transfer of services or function to another entity. The accounts are prepared on the assumption that the Council will continue in operational existence for the foreseeable future.

NOTES TO THE FINANCIAL STATEMENTS

1. Accounting Policies - continued

1.6 Events after the balance sheet date

Events after the balance sheet date are those events, both favourable and unfavourable, that occur between the end of the reporting period and the date when the Annual Accounts are authorised for issue. Two types of events can be

- those that provide evidence of conditions that existed at the end of the reporting period - the Annual Accounts are adjusted to reflect such events.
- those that are indicative of conditions that arose after the reporting period - the Annual Accounts are not adjusted to reflect such events, but where the effect would have been material, disclosure is made in the notes of the nature of the event and its estimated financial effect.

Events taking place after the date of authorisation for issue are not reflected in the Annual Accounts.

1.7 Prior period adjustments, changes in accounting policies and estimates

Prior period adjustments may arise as a result of a change in accounting policy or to correct a material error. Changes in accounting policy are only made when required by proper accounting practice or to provide more reliable or relevant information on the Council's financial position. Where a change is made, it is applied retrospectively by adjusting opening balances and comparative amounts for the prior period, as if the new policy had always been applied. Changes in accounting estimation techniques are applied in the current and future years and do not give rise to a prior period adjustment.

1.8 Public Private Partnership - School Buildings, Maintenance and Other Facilities

Public Private Partnership (PPP) contracts are agreements to receive services, where the responsibility for making available the non-current assets required to provide the services passes to the PPP contractor. As the Council is deemed to control the services that are provided under this scheme and as ownership of the schools and other facilities will pass to the Council at the end of the contracts for no additional charge, the Council carries the non-current assets used under the contracts on its Balance Sheet.

Non-current assets recognised on the Balance Sheet are revalued and depreciated in the same way as other assets owned by the Council.

The amounts payable to the PPP operators each year are analysed into five elements:

- fair value of the services received during the year - debited to services in the Comprehensive Income and Expenditure Statement.
- finance cost - an interest charge of 8.968% (PPP1 scheme), 5.895% (PPP2 scheme), 8.197% (James Gillespie's High School), 4.36% (Queensferry High School) and 6.84% (Millerhill Residual Waste Facility) on the outstanding balance sheet liability - debited to 'financing and investment income and expenditure' in the Comprehensive Income and Expenditure Statement.
- contingent rent - increases in the amount to be paid for the property arising during the contract - debited to 'financing and investment income and expenditure' in the Comprehensive Income and Expenditure Statement.
- payment towards liability - applied to write down the value of the finance lease on the Balance Sheet.
- lifecycle replacement costs - recognised as non-current assets on the Balance Sheet.

Service Concession Agreements are accounted for in accordance with IFRIC 12 'Service Concession Arrangements'. The Standard recognises that the Council is in control of services provided under the PPP scheme. As ownership of the long-term assets will pass to the Council at the end of the contract for no additional charge, the Council carries the assets on the Balance Sheet.

1.9 Fair Value measurement - surplus assets and investment properties

Surplus assets, investment properties and relevant financial instruments are measured at fair value. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date.

The fair value of an asset or liability is measured using the assumptions that market participants would use when pricing the asset or liability, assuming that market participants act in their economic best interest.

NOTES TO THE FINANCIAL STATEMENTS

1. Accounting Policies - continued

1.9 Fair Value measurement - surplus assets and investment properties - continued

In measuring the fair value, the market participant's ability to generate economic benefits by using the asset in its highest and best use or by selling it to another market participant that would use the asset in its highest and best use is taken into account.

Appropriate valuation techniques have been applied, maximising the use of relevant observable inputs and minimising the use of unobservable inputs.

Inputs to the valuation techniques in respect of assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within the fair value hierarchy as:

- Level 1 - quoted prices (unadjusted) in active markets for identical assets or liabilities that the authority can access at the measurement date.
- Level 2 - inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly.
- Level 3 - unobservable inputs for the asset or liability.

1.10 Property, Plant and Equipment

• Categories of Assets

Property, plant and equipment is categorised into the following classes:

Council dwellings	Other land and buildings
Vehicles, plant, furniture and equipment	Infrastructure assets, e.g. roads and footways
Community assets, e.g. parks	Assets under construction
Surplus assets (assets that are surplus to requirements, but there are no clear plans to sell these at the current time)	

• Recognition

Expenditure on the acquisition, creation or enhancement of non-current assets has been capitalised on an accruals basis. Expenditure lower than £10,000 on individual assets is charged to revenue.

A change in accounting policy was approved at Finance and Resources Committee on 21 January 2021, enabling interest costs with qualifying assets to be capitalised to better match costs to income streams. A de minimis limit of £2m for interest costs has been approved.

• Measurement

Infrastructure, community assets and assets under construction are initially measured at historic cost, comprising their purchase price and any costs attributable to bringing the assets into use for their intended purpose.

All other classes of property, plant and equipment are measured at fair value.

- Other land and buildings - fair value is the amount that would be paid for the assets in their existing use.
- Council dwellings - fair value is measured at existing use value - social housing.
- Vehicles, plant, furniture and equipment - fair value is the amount equivalent to depreciated historical cost for short life and/or low value assets. For assets with longer lives and/or high values, fair value is the amount that would be paid for the asset in its existing use or depreciated replacement cost for specialised /rarely sold assets where insufficient market-based evidence exists.
- Surplus assets - fair value is the price that would be paid for an asset in its highest and best use.

NOTES TO THE FINANCIAL STATEMENTS

1. Accounting Policies - continued

1.10 Property, Plant and Equipment - continued

- **Depreciation**

Depreciation is provided on all property, plant and equipment, other than freehold land, community assets and assets under construction.

The Council depreciates its non-current assets in the year of acquisition. The Council operates a five-year rolling revaluation programme for assets and provides for depreciation on a straight line basis on the opening book value plus the cost of acquisitions and enhancements during the year over the remaining useful life of the asset. Thus the charge to the Comprehensive Income and Expenditure Statement for the year is impacted by changes in asset value during the year arising from enhancements but not revaluation.

Component accounting is applied as part of the revaluation process. As a result, where a building asset is split down into further components for the first time in year, the depreciation charge is based on the opening book value over the opening remaining useful life of the asset rather than subsequent component values and associated lives. The difference is not considered material.

- **Charges to Revenue for use of Non-Current Assets**

Service revenue accounts, support services and trading accounts are debited with the following amounts to record the real cost of holding non-current assets during the year:

- depreciation attributable to the assets used by the relevant service.
- impairment losses attributable to the clear consumption of economic benefits on property, plant and equipment used by the service and other losses where there are no accumulated gains in the Revaluation Reserve against which they can be written off.

The Council is not required to raise Council Tax to cover depreciation or impairment losses. Depreciation and impairment losses are therefore a reconciling item in the Movement in Reserves Statement for the General Fund and Housing Revenue Account by way of an adjusting transaction with the capital adjustment account.

- **Revaluations**

Where assets are included in the Balance Sheet at fair value, revaluations are carried out at intervals of no more than five years. The Council operates a rolling programme for revaluations. The determination of fair value of land and buildings is undertaken by the Council's Operational Estate Manager. Changes in the market are monitored throughout the year and any property which has a material change during the year that impacts its value is revalued at the time of the change. This includes extensions, improvements, demolitions, new construction and property damage.

- **De-recognition**

An asset is de-recognised either on its disposal, or where no future economic benefits or service potential are expected from its use or disposal. The gain or loss arising from de-recognition of an asset is included in 'surplus or deficit on the provision of services' within the Comprehensive Income and Expenditure Statement when the asset is de-recognised.

The gain or loss on de-recognition of property, plant and equipment assets is a reconciling item in the Movement in Reserves Statement for the General Fund and Housing Revenue Account.

- **Components**

Component accounting is applied to all assets that comprise land and buildings. Land and buildings are treated as separate components of an asset and accounted for separately.

The building component of an asset is separated into further components primarily to those with a carrying value of over £5 million. This policy is also applied to buildings with a carrying value of less than £5 million where enhancement expenditure is considered significant in relation to the overall carrying value of the building component.

NOTES TO THE FINANCIAL STATEMENTS

1. Accounting Policies - continued

1.10 Property, Plant and Equipment - continued

Where it is necessary to break a building down into further components, the following categories are applied:

- Structural - includes external and internal walls, traditional roofing, doors, etc.
- Non-traditional roofing - includes flat roof, non-traditional roof coverings and industrial type roofs.
- Finishes - includes doors, windows and room finishes.
- Mechanical and electrical services - includes water, heat, ventilation, electrical, lifts, fire and communications.
- Fittings and furnishings - includes fittings, furnishings and sanitary appliances.

1.11 Revenue Expenditure Funded from Capital Under Statute

Expenditure that may be capitalised under statutory provisions that does not result in the creation of assets for the Council has been charged to the 'cost of services' in the Comprehensive Income and Expenditure Statement.

These costs are a reconciling item in the Movement in Reserves Statement for the General Fund by way of an adjusting transaction with the capital adjustment account.

1.12 Group Account Consolidation

The group has reviewed its investments in other entities to assess whether the conclusion to consolidate is different under IFRS 10 than under IAS 27. No differences were found.

Group accounts have been prepared on the following basis:

- Accounting policies for group members have been aligned unless highlighted below.
- The following methods of consolidation have been used:
 - Subsidiaries - line-by-line basis;
 - Associates and Joint Ventures - equity method.
- Transport for Edinburgh Limited's, CEC Holdings Limited's and Edinburgh Living MMR LLP's reporting periods are to 31 December. As this is within three months of the Council's reporting period (to 31 March) a review was undertaken to establish the potential impact of the different reporting periods and of the COVID-19 pandemic on the financial position of the companies. Adjustments have been made for the pension valuation and the B Shares issue of Transport for Edinburgh, as a result of this review, but no other consolidation adjustments have been assessed as being required.
- Transport for Edinburgh Limited and CEC Holdings Limited have adopted Accounting Standard IFRS 16 Finance Leases for the year to 31 December 2020. The Council is not required to adopt this standard until 1 April 2022 and therefore consolidation adjustments have been made.
- Edinburgh Living MMR LLP accounts for government grants for acquisition of properties on a deferred income basis, which is not aligned to the Council's income recognition policy requirements. The relevant balances in Edinburgh Living's accounts in 2020/21 is £5.233m (2019/20 £2.859m), which have not been adjusted on consolidation.
- Inter-company transactions have been eliminated on consolidation.
- Group members' financial statements have been prepared on an accruals basis.

NOTES TO THE FINANCIAL STATEMENTS

2. Accounting Standards that have been issued but not yet adopted

The Code requires the disclosure of information relating to the impact of an accounting change that will be required by a new standard that has been issued but not yet adopted. This applies to the adoption of the following new or amended standards within the 2021/22 Code:

The Code requires implementation from 1 April 2021 and there is therefore no impact on the 2020/21 financial statements.

- Definition of a Business: Amendments to IFRS 3
- Interest Rate Benchmark Reform (Amendments to IFRS 9, IAS 39 and IFRS 7)
- Interest Rate Benchmark Reform - Phase 2 (Amendments to IAS 9, IAS 39, IFRS 7, IFRS 4 and IFRS 16)

3. Judgements Made in Applying Accounting Policies

In applying the accounting policies set out in Note 1 and elsewhere in the notes to the Financial Statements, the Council has had to make certain judgements about complex transactions or those involving uncertainty about future events. The most significant judgements made in these Financial Statements are detailed below:

3.1 Provision of School Buildings and Waste Facility

The Council has entered into Public Private Partnership (PPP) and Design, Build, Finance and Maintain (DBFM) agreements for provision of school buildings and waste facilities. For each of these contracts the Council has considered the tests under IFRIC12 and concluded these to be service concessions.

The Council is deemed to control the services provided under the Public Private Partnership agreements (PPP1 and PPP2) and the Design, Build, Finance and Maintain (DBFM) for James Gillespie's High School (JHGS) and Queensferry High School (QHS), for the provision of school buildings, maintenance and other facilities with Edinburgh Schools Partnership (PPP1), Axiom Education Limited (PPP2), Hub South East Scotland (JGHS) and QHS DBFMCO Ltd (QHS).

The Council is deemed to control 80% of the services provided under the DBFM for Millerhill Residual Waste Facility (20% controlled by Midlothian Council).

The accounting policies for public private partnerships have been applied to these arrangements and the schools and waste facility (valued at net book value of £527.216m and £97.488m respectively at 31 March 2021) are recognised as Property, Plant and Equipment on the Council's Balance Sheet.

3.2 Group Membership

The Council has an interest in a number of subsidiary and associate companies and trusts. The most significant of these companies in terms of the size of trading operations, shareholding and board representation and other factors have been assessed and where deemed material to the Council, are included in the Group Accounts. Full details of these interests are shown in note 9 to the Financial Statements.

3.3 Materiality

The assessment of materiality is based on 1% of gross expenditure, at net cost of services level, as this is considered to be the principal consideration for users when assessing the Group and Council's performance. The materiality assessment is set out in the table below.

Specific levels of materiality are considered appropriate for the Housing Revenue Account. The Housing Revenue Account has been assessed on 1% of gross expenditure.

Group	Council	HRA
£m	£m	£m
22.454	20.818	0.887

3.4 Agency Arrangements

The Council is in receipt of funding which it administers on behalf of other bodies. The Council has assessed the nature of these transactions to determine if it is acting as a Principal or Agent in the process. Under the Code an Agent is acting as an intermediary, whereas a Principal is acting on its own behalf. Details of those arrangements which have been assessed as agency are disclosed in Note 34.

NOTES TO THE FINANCIAL STATEMENTS

4. Assumptions Made About the Future and Other Major Sources of Estimation Uncertainty

The Financial Statements contain estimated figures that are based on assumptions made by the Council about the future or that are otherwise uncertain. Estimates are made taking into account historical experience, current trends and other relevant factors. However, because balances cannot be determined with certainty, actual results could be materially different from the assumptions and estimates.

The following table details uncertainties on assumptions and estimates, and outlines the potential effect if actual results differ from the assumptions made.

Item	Uncertainty	Effect if Actual Results Differ from Assumptions																																																													
Property, Plant and Equipment	<p>Assets are depreciated over useful lives that are dependent on assumptions about the level of repairs and maintenance that will be incurred in relation to individual assets. A reduction in spending on repairs and maintenance would bring into doubt the useful lives assigned to the assets. Estates have used data available on repairs and maintenance to improve the identification of impairments as part of the valuation process. A formal procedure has been put in place in accordance with that procedure and included within the Checklist for Asset Valuation Process. The valuation process also includes a material changes spreadsheet which includes both impairments from unexpected events, the scrutiny of the repairs and maintenance data and the condition score data, as well as changes from capital expenditure on assets, demolitions, etc. In addition, facilities management have now retendered their repairing contracts and have two new suppliers that cover the whole city between them. The works orders will now be raised through a new IT solution and it is anticipated that the repairing data will be easier to scrutinise in future as a result. The new contracts come into force on 1 October 2021. No estimations and assumptions about the estimated cost of dismantling, removing or restoring items of property, plant and equipment have been included in the Capital Expenditure in the Accounts. The Council has reviewed the potential for indexation of the Other, Land and Buildings within our asset base but it was deemed by our senior surveyors and external advisors that in their professional judgement this would make values less accurate and move away from professionally prepared valuations to figures calculated without due attention to all the relevant factors that would influence a valuation and inevitably be a more time consuming exercise. Council dwellings are valued using the Beacon Method under which the values of groups of similar properties are calculated by assessing the capital value of one of them (a beacon) then extrapolating the value across the rest of the group. The beacon discount factor is determined by comparing levels of private rent with social rent for each beacon property and calculating the average to apply across the whole portfolio to take account of the difference between private stock (the source of the comparable sales data) and social rented stock. This methodology takes account of regional variations in capital values, stock condition, rent arrears and voids. The discount factor applied in the 2020-21 revaluations is 38% with a 4.5% uplift (38% previously).</p> <p>Per Accounting Policy 1.9, the building component of an asset is separated into further components primarily to those with a carrying value of over £5 million. This policy is also applied to buildings with a carrying value of less than £5 million where enhancement expenditure is considered significant in relation to the overall carrying value of the building component. We have also introduced a new system for calculating the remaining useful lives for each property rather than using an assumed useful life and are part way through the five-year programme to calculate them all. In any given financial year, we also calculate useful lives for each property we revalue. This is used as the basis for the useful life of the building component.</p> <p>The Council use the table below as the basis for their standard apportionments of components;</p>	<p>If the useful life of assets is reduced, depreciation increases and the carrying value of the assets falls.</p> <p>It is estimated that the annual depreciation charge would increase and the carrying value would fall by £10.942m for each year that useful lives were reduced.</p> <p>If the discount factor is increased by 1%, this would lead to a corresponding reduction in the total value of council dwellings of £26.210m.</p> <p>If the assumption of £5 million building carrying value increased to £10 million then the number of assets included would decrease from 21 to nine. As a result, depreciation in-year would decrease by £2.147m.</p>																																																													
		Standard Apportionments																																																													
		<table border="1"> <thead> <tr> <th>Type</th> <th>B - Structural</th> <th>D - Finishes</th> <th>F - Fittings</th> <th>R - Non-Traditional Roof</th> <th>S - Services</th> </tr> </thead> <tbody> <tr> <td>High School</td> <td>38%</td> <td>17%</td> <td>3%</td> <td>6%</td> <td>36%</td> </tr> <tr> <td>Primary School</td> <td>38%</td> <td>17%</td> <td>3%</td> <td>6%</td> <td>36%</td> </tr> <tr> <td>Care Home</td> <td>36%</td> <td>19%</td> <td>4%</td> <td>3%</td> <td>38%</td> </tr> <tr> <td>Sport Centre</td> <td>39%</td> <td>17%</td> <td>4%</td> <td>6%</td> <td>34%</td> </tr> <tr> <td>Waverley Court</td> <td>43%</td> <td>16%</td> <td>2%</td> <td>3%</td> <td>36%</td> </tr> <tr> <td>City Chambers</td> <td>46%</td> <td>16%</td> <td>2%</td> <td>0%</td> <td>36%</td> </tr> <tr> <td>Offices, Galleries and Other</td> <td>44%</td> <td>16%</td> <td>2%</td> <td>2%</td> <td>36%</td> </tr> <tr> <td>Millerhill Residual Waste</td> <td>38%</td> <td>16%</td> <td>4%</td> <td>5%</td> <td>37%</td> </tr> <tr> <td></td> <td></td> <td>25 Years</td> <td>15 Years</td> <td>35 Years</td> <td>20 Years</td> </tr> </tbody> </table>	Type	B - Structural	D - Finishes	F - Fittings	R - Non-Traditional Roof	S - Services	High School	38%	17%	3%	6%	36%	Primary School	38%	17%	3%	6%	36%	Care Home	36%	19%	4%	3%	38%	Sport Centre	39%	17%	4%	6%	34%	Waverley Court	43%	16%	2%	3%	36%	City Chambers	46%	16%	2%	0%	36%	Offices, Galleries and Other	44%	16%	2%	2%	36%	Millerhill Residual Waste	38%	16%	4%	5%	37%			25 Years	15 Years	35 Years	20 Years	<p>This table and the relevant splits will be reviewed annually by the valuer.</p>
		Type	B - Structural	D - Finishes	F - Fittings	R - Non-Traditional Roof	S - Services																																																								
High School	38%	17%	3%	6%	36%																																																										
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NOTES TO THE FINANCIAL STATEMENTS

4. Assumptions Made About the Future and Other Major Sources of Estimation Uncertainty - continued

Pensions Liability	<p>Estimation of the net liability to pay pensions depends on a number of complex judgements relating to the discount rate used, the rate at which salaries are projected to increase, changes in retirement ages, mortality rates and expected returns on pension fund assets. A firm of consulting actuaries is engaged to provide the Council with expert advice about the assumptions to be applied.</p> <p>The interim solution to avoid inequalities between men and women's benefits following the introduction of the Single Status Pension in 2016 has resulted in a recalculation of pension liabilities related to the estimated impact of Guaranteed minimum pension (GMP) indexation changes. A further recent ruling on GMP has been made, in relation to past transfers.</p> <p>Legislation requires the Local Government Pension Scheme (LGPS) to undertake periodic valuations to monitor the cost of the LGPS to ensure it remains sustainable and affordable. The costs management process has been paused following the Court of Appeal ruling that the transitional arrangements in both the Judges' Pension Scheme (McCloud) and Firefighters' Pension Scheme (Sargeant) were age discriminatory. These cases could have knock on implications for the LGPS (potentially increasing the liabilities).</p> <p>The Goodwin case judgement, in respect of deemed discrimination in spousal transfer on death of a member, may also result in the potential increasing of the pension liabilities.</p> <p>The Walker and O'Brien cases, may impact LGPS benefits in the future, in respect of retrospective discrimination in spousal transfer of benefits for same sex couples.</p>	<p>The effects on the net pensions liability of changes in individual assumptions can be measured.</p> <p>Note 42.6 provides further information on the Council's pension liability.</p> <p>The increased liability has been reflected in the pension liability as a past service cost.</p> <p>The Council's actuary has not included any allowance for this as they deem it unlikely to have a significant impact on the pension obligations of a typical Employer.</p> <p>The Council's actuary has included an estimate within the pension liability as a past service cost.</p> <p>The Council's actuary has not included an estimate of the impact of the Goodwin case in the valuation due to the uncertainty of the final outcome. The estimated impact on the Employer's future obligations may be around 0.13% higher.</p> <p>The Council's actuary has not included an estimated of the impact of these cases as they are unlikely to result in significant impact on the pension obligations.</p>
Arrears	<p>At 31 March, the Council had a balance of sundry debtors of £43.984m. A review of significant balances suggested that an impairment of doubtful debts of £9.1m (20.7%) was appropriate. In the current economic climate it is not certain that this will be sufficient.</p>	<p>If collection rates were to deteriorate, a 5% increase in the rate of the impairment of doubtful debts would require an additional £2.199m to be set aside as an allowance.</p>
House Rent Arrears	<p>At 31 March, the Council had a balance of housing rent arrears of £10.447m. A review of significant balances suggested that an impairment of doubtful debts of £9.035m (86.5%) was appropriate. In the current economic climate it is not certain that this will be sufficient.</p>	<p>There is a relatively high level of arrears and the impairment set aside should help protect against potential loss of income to the Council arising from welfare reforms such as Universal Credit and the reduction in the benefits cap which will potentially impact on the level of rent arrears.</p>

This list does not include assets and liabilities that are carried at fair value based on recently observed market prices.

NOTES TO THE FINANCIAL STATEMENTS

5. Expenditure and Funding Analysis - Council

The objective of the Expenditure and Funding Analysis is to demonstrate to Council Tax and rent payers how the funding available to the authority (i.e. government and other grants, rents, fees and charges, Council Tax and business rates) for the year has been used in providing services in comparison with those resources consumed or earned by authorities in accordance with generally accepted accounting practices. The Expenditure and Funding Analysis also shows how this expenditure is allocated for decision making purposes between the Council's services. Income and expenditure accounted for under generally accepted accounting practices is presented more fully in the Comprehensive Income and Expenditure Statement on Page 22.

2020/21	Net Expend. Chargeable to the General Fund and HRA Balances £000	Adjustments £000	Net Expenditure in the CIES £000
Communities and Families Place	470,063	(8,836)	461,227
Housing Revenue Account	94,630	74,049	168,679
Health and Social Care Resources	0	(1,888)	(1,888)
Chief Executive	228,156	6,859	235,015
Lothian Valuation Joint Board	178,740	26,213	204,953
	9,725	967	10,692
	3,805	0	3,805
Cost of Services	985,119	97,364	1,082,483
Other income and expenditure			
Net cost of benefits	(127)	(1,347)	(1,474)
Other non-service specific costs	33,376	(5,734)	27,642
Net income and changes in relation to investment properties and changes in their fair value	0	(811)	(811)
Interest and investment income	(2,638)	(1,173)	(3,811)
Interest payable and similar charges (<i>loan charges in management reporting</i>)	79,064	(2,353)	76,711
Net pension interest cost	0	12,410	12,410
Gains on disposal of assets	0	(6,499)	(6,499)
Gains on derecognition or revaluation of financial assets	0	(156)	(156)
Contribution from Capital Fund	(885)	885	0
Contribution to General Fund	56,362	(56,362)	0
Income from Council Tax	(283,496)	0	(283,496)
Government Grants	(635,771)	0	(635,771)
Distribution from NDR1 pool	(238,922)	0	(238,922)
Movement in donated assets	0	1,008	1,008
Capital grants and contributions	0	(110,047)	(110,047)
(Surplus) / Deficit on the provision of services	(7,918)	(72,815)	(80,733)
Opening General Fund and HRA Balance	121,346		
Contributions to / (from) reserves, including those within services (<i>see notes 12.1 and 12.3 for detail</i>)	91,769		
Surplus on the provision of services	7,918		
Closing General Fund and HRA Balance at 31 March	221,033		

For a split of the balance between the General Fund and the HRA, see the Movement in Reserves Statement on page 19.

NOTES TO THE FINANCIAL STATEMENTS

5. Expenditure and Funding Analysis - Council - continued Re-stated

2019/20 Comparative Data	Net Expend. Chargeable to the General Fund and HRA		Net
	Balances £000	Adjustments £000	Expenditure in the CIES £000
Communities and Families Place	423,570	12,484	436,054
Housing Revenue Account	53,269	83,145	136,414
Health and Social Care Resources	0	(15,308)	(15,308)
Chief Executive	218,472	9,639	228,111
Lothian Valuation Joint Board	167,555	111,981	279,536
	9,050	1,538	10,588
	3,678	0	3,678
Cost of Services	875,594	203,479	1,079,073
Other income and expenditure			
Net cost of benefits	(277)	0	(277)
Other non-service specific costs	25,112	(26,320)	(1,208)
Net deficit on trading activities	0	48	48
Net income and changes in relation to investment properties and changes in their fair value	0	(1,967)	(1,967)
Interest and investment income	(3,204)	(1,433)	(4,637)
Interest payable and similar charges (<i>loan charges in management reporting</i>)	104,710	18,487	123,197
Net pension interest cost	0	16,410	16,410
Gains on disposal of assets	0	(5,464)	(5,464)
Gains on derecognition or revaluation of financial assets	0	(90)	(90)
Contribution from Capital Fund	(334)	334	0
Contribution from General Fund	581	(581)	0
Income from Council tax	(271,044)	0	(271,044)
Government Grants	(360,206)	0	(360,206)
Distribution from NDR1 pool	(366,025)	0	(366,025)
Movement in donated assets	0	441	441
Capital grants and contributions	0	(127,806)	(127,806)
Surplus on the provision of services	4,907	75,538	80,445
Opening General Fund and HRA Balance	144,845		
Contributions to / (from) reserves, including those within services (<i>see notes 12.1 and 12.3 for detail</i>)	(18,592)		
Deficit on the provision of services	(4,907)		
Closing General Fund and HRA Balance at 31 March	121,346		

For a split of the balance between the General Fund and the HRA, see the Movement in Reserves Statement on page 20.

NOTES TO THE FINANCIAL STATEMENTS

5. Expenditure and Funding Analysis - Council

5.1 Adjustments from the General Fund to arrive at the Comprehensive Income and Expenditure Statement amounts

2020/21	Adjusts. For Capital Purposes £000	Net Change for Pensions Adjusts. £000	Other Differences £000	Total Statutory Adjusts. £000
Communities and Families Place	(10,943)	12,270	953	2,280
Housing Revenue Account	81,004	7,301	444	88,749
Health and Social Care Resources	8,478	975	(838)	8,615
Chief Executive	111	6,661	525	7,297
	48,020	6,100	412	54,532
	0	667	47	714
Cost of Services	126,670	33,974	1,543	162,187
Other income and expenditure				
Net cost of benefits	0	0	0	0
Other non-service specific costs	275	(1,031)	(11)	(767)
Net income and changes in relation to investment properties and changes in their fair value	0	0	(13)	(13)
Interest and investment income	(1,164)	0	0	(1,164)
Interest payable and similar charges	(25,821)	0	(2,129)	(27,950)
Net pension interest cost	0	12,410	0	12,410
Gains on disposal of assets	(6,499)	0	0	(6,499)
Gains on derecognition or revaluation of financial assets	0	0	0	0
Capital grants and contributions	(110,047)	0	0	(110,047)
Income from donated assets	1,008	0	0	1,008
Total Adjustments	(15,578)	45,353	(610)	29,165

Notes -

Adjustments for capital purposes include the replacement of depreciation and impairment costs with repayment of borrowing to the Loans Fund.

Net changes for pensions adjustment relate to the adjustment made for the removal of IAS19 Employee Benefits pension related expenditure and income with the pension contributions.

Other differences include reversal of the value of entitlement to accrued leave, the revaluation of investment properties and the timing differences for premiums and discounts associated with borrowing within the Loans Fund.

NOTES TO THE FINANCIAL STATEMENTS

5. Expenditure and Funding Analysis - Council - continued

5.1 Adjustments from the General Fund to arrive at the Comprehensive Income and Expenditure Statement amounts

2020/21	Total Statutory Adjusts. b/fwd £000	Presentation Adjusts. £000	Use of Reserves £000	Total Adjusts. £000
Communities and Families Place	2,280	(26)	(11,090)	(8,836)
Housing Revenue Account	88,749	25	(14,725)	74,049
Health and Social Care Resources	8,615	0	(10,503)	(1,888)
Chief Executive	7,297	(438)	0	6,859
	54,532	(18,666)	(9,653)	26,213
	714	0	253	967
Cost of Services	162,187	(19,105)	(45,718)	97,364
Other income and expenditure				
Net cost of benefits	0	0	(1,347)	(1,347)
Other non-service specific costs	(767)	(5,529)	562	(5,734)
Net income and changes in relation to investment properties and changes in their fair value	(13)	(798)	0	(811)
Interest and investment income	(1,164)	(9)	0	(1,173)
Interest payable and similar charges	(27,950)	25,597	0	(2,353)
Net pension interest cost	12,410	0	0	12,410
Gains on disposal of assets	(6,499)	0	0	(6,499)
Gains on derecognition or revaluation of financial assets	0	(156)	0	(156)
Use of reserves	0	0	(55,477)	(55,477)
Capital grants and contributions	(110,047)	0	0	(110,047)
Income from donated assets	1,008	0	0	1,008
Total Adjustments	29,165	0	(101,980)	(72,815)

Notes -

Presentational adjustments relate primarily to the presentation of interest payments on finance leases (*including PPP schemes*), internal recharges and income and expenditure on investment properties for decision making purposes.

NOTES TO THE FINANCIAL STATEMENTS

5. Expenditure and Funding Analysis - Council - continued

5.1 Adjustments from the General Fund to arrive at the Comprehensive Income and Expenditure Statement amounts

Re-stated

2019/20 Comparative Data	Adjusts. For Capital Purposes £000	Net Change for Pensions Adjusts. £000	Other Differences £000	Total Statutory Adjusts. £000
Communities and Families Place	(5,735)	17,964	(311)	11,918
Housing Revenue Account	75,240	10,873	(842)	85,271
Health and Social Care	(44,544)	811	12,970	(30,763)
Resources	72	9,981	26	10,079
Chief Executive	116,946	9,050	(898)	125,098
	1	1,046	(81)	966
Cost of Services	141,980	49,725	10,864	202,569
Other income and expenditure				
Other non-service specific costs	(3,153)	(18,046)	(1)	(21,200)
Net income and changes in relation to investment properties and changes in their fair value	0	0	(309)	(309)
Interest and investment income	(1,189)	0	0	(1,189)
Interest payable and similar charges	(35,114)	0	31,346	(3,768)
Net pension interest cost	0	16,410	0	16,410
Gains on disposal of assets	(5,464)	0	0	(5,464)
Gains on derecognition or revaluation of financial assets	0	0	0	0
Capital grants and contributions	(127,806)	0	0	(127,806)
Income from donated assets	441	0	0	441
Total Adjustments	(30,305)	48,089	41,900	59,684

Notes -

Adjustments for capital purposes include the replacement of depreciation and impairment costs with repayment of borrowing to the Loans Fund.

Net changes for pensions adjustment relates to the adjustment made for the removal of IAS19 Employee Benefits pension related expenditure and income with the pension contributions.

Other differences include reversal of the value of entitlement to accrued leave, the revaluation of investment properties and the timing differences for premiums and discounts associated with borrowing within the Loans Fund.

NOTES TO THE FINANCIAL STATEMENTS

5. Expenditure and Funding Analysis - Council - continued

5.1 Adjustments from the General Fund to arrive at the Comprehensive Income and Expenditure Statement amounts

Re-stated

	Total Statutory Adjusts. b/fwd £000	Presentation Adjusts. £000	Use of Reserves £000	Total Adjusts. £000
2019/20 Comparative Data				
Communities and Families Place	11,918	(81)	647	12,484
Housing Revenue Account	85,271	53	(2,179)	83,145
Health and Social Care Resources	(30,763)	0	15,455	(15,308)
Chief Executive	10,079	(440)	0	9,639
	125,098	(16,586)	3,469	111,981
	966	0	572	1,538
Cost of Services	202,569	(17,054)	17,964	203,479
Other income and expenditure				
Other non-service specific costs	(21,200)	(3,469)	(1,651)	(26,320)
Net deficit on trading activities	0	48	0	48
Net income and changes in relation to investment properties and changes in their fair value	(309)	(1,658)	0	(1,967)
Interest and investment income	(1,189)	(32)	(212)	(1,433)
Interest payable and similar charges	(3,768)	22,255	0	18,487
Net pension interest cost	16,410	0	0	16,410
Gains on disposal of assets	(5,464)	0	0	(5,464)
Gains on derecognition or revaluation of financial assets	0	(90)	0	(90)
Use of reserves	0	0	(247)	(247)
Capital grants and contributions	(127,806)	0	0	(127,806)
Income from donated assets	441	0	0	441
Total Adjustments	59,684	0	15,854	75,538

Notes -

Presentational adjustments relate primarily to the presentation of interest payments on finance leases (*including PPP schemes*), trading operations, internal recharges and income and expenditure on investment properties for decision making purposes.

NOTES TO THE FINANCIAL STATEMENTS

5. Expenditure and Funding Analysis - Council

5.2 Segmental Analysis of Expenditure and Income included in Expenditure and Funding Analysis

2020/21	Communities and Families		Housing Revenue Account	Health and Social Care
	£000	Place £000	£000	£000
Expenditure				
Employee expenses	362,517	86,561	11,220	88,029
Other service expenses	251,463	189,009	42,093	269,282
Support service recharges	0	18	6,893	0
Interest payments	21	0	17,414	0
Debt repayments (<i>HRA only</i>)	0	0	17,130	0
Total Expenditure	614,001	275,588	94,750	357,311
Income				
Revenues from external customers	(56,187)	(111,913)	(91,461)	(17,925)
Income from recharges for services	0	(165)	(254)	0
Government grants and other contribs.	(87,751)	(68,880)	(1,871)	(111,230)
Interest and investment income	0	0	(1,164)	0
Total Income	(143,938)	(180,958)	(94,750)	(129,155)
Cost of Services	470,063	94,630	0	228,156

Expenditure	Resources	Chief Executive	Lothian Valuation Joint Board	Council Total
	£000	£000	£000	£000
Employee expenses	75,510	8,034	0	631,871
Other service expenses	129,012	4,847	3,805	889,511
Support service recharges	(873)	0	0	6,038
Interest payments	19,464	0	0	36,899
Debt repayments (<i>HRA only</i>)	0	0	0	17,130
Total Expenditure	223,113	12,881	3,805	1,581,449
Income				
Revenues from external customers	(18,292)	(574)	0	(296,352)
Income from recharges for services	(8,772)	(477)	0	(9,668)
Government grants and other contribs.	(17,309)	(2,105)	0	(289,146)
Interest and investment income	0	0	0	(1,164)
Total Income	(44,373)	(3,156)	0	(596,330)
Cost of Services	178,740	9,725	3,805	985,119

Expenditure	Subsidiaries	Associates and Joint Ventures	Group Total
	£000	£000	£000
Employee expenses	97,733	0	729,604
Other service expenses	43,677	0	933,188
Support service recharges	0	0	6,038
Depreciation, amortisation and impairment	24,111	0	24,111
Interest payments	0	0	36,899
Debt repayments (<i>HRA only</i>)	0	0	17,130
Net expend from Associates and Joint Ventures	0	300	300
Total Expenditure	165,521	300	1,747,270
Income			
Revenues from external customers	(176,590)	0	(472,942)
Income from recharges for services	0	0	(9,668)
Government grants and other contribs.	38,048	0	(251,098)
Interest and investment income	0	0	(1,164)
Net income from Associates and Joint Ventures	0	(12,710)	(12,710)
Total Income	(138,542)	(12,710)	(747,582)
Cost of Services	26,979	(12,410)	999,688

NOTES TO THE FINANCIAL STATEMENTS

5. Expenditure and Funding Analysis - Council - continued

5.2 Segmental Analysis of Expenditure and Income included in Expenditure and Funding Analysis

2019/20 Comparative Data	Communities and Families		Housing Revenue Account	Health and Social Care
	£000	Place £000	£000	£000
Expenditure				
Employee expenses	343,850	84,015	10,242	87,256
Other service expenses	199,027	179,689	42,509	232,390
Support service recharges	0	0	7,023	0
Interest payments	77	0	18,001	0
Debt repayments (<i>HRA only</i>)	0	0	43,695	0
Total Expenditure	542,954	263,704	121,470	319,646
Income				
Revenues from external customers	(53,075)	(141,768)	(98,098)	(19,432)
Income from recharges for services	(16)	(435)	(166)	0
Government grants and other contribs.	(66,293)	(68,232)	(22,018)	(81,742)
Interest and investment income	0	0	(1,188)	0
Total Income	(119,384)	(210,435)	(121,470)	(101,174)
Cost of Services	423,570	53,269	0	218,472

Expenditure	Resources	Chief Executive	Lothian Valuation Joint Board	Council Total
	£000	£000	£000	£000
Employee expenses	73,940	7,966	0	607,269
Other service expenses	133,520	5,576	3,678	796,389
Support service recharges	37	0	0	7,060
Interest payments	18,196	0	0	36,274
Debt repayments (<i>HRA only</i>)	0	0	0	43,695
Total Expenditure	225,693	13,542	3,678	1,490,687
Income				
Revenues from external customers	(29,342)	(780)	0	(342,495)
Income from recharges for services	(9,938)	(475)	0	(11,030)
Government grants and other contribs.	(18,858)	(3,237)	0	(260,380)
Interest and investment income	0	0	0	(1,188)
Total Income	(58,138)	(4,492)	0	(615,093)
Cost of Services	167,555	9,050	3,678	875,594

Expenditure	Subsidiaries	Associates and Joint Ventures	Group Total
	£000	£000	£000
Employee expenses	119,178	0	726,447
Other service expenses	62,144	0	858,533
Support service recharges	0	0	7,060
Depreciation, amortisation and impairment	24,433	0	24,433
Interest payments	0	0	36,274
Debt repayments (<i>HRA only</i>)	0	0	43,695
Net expend from Associates and Joint Ventures	0	5,243	5,243
Total Expenditure	205,755	5,243	1,701,685
Income			
Revenues from external customers	(146,504)	0	(488,999)
Income from recharges for services	0	0	(11,030)
Government grants and other contribs.	(34,068)	0	(294,448)
Interest and investment income	0	0	(1,188)
Net income from Associates and Joint Ventures	0	(461)	(461)
Total Income	(180,572)	(461)	(796,126)
Cost of Services	25,183	4,782	905,559

NOTES TO THE FINANCIAL STATEMENTS

6. Expenditure and Income Analysed by Nature Group

6.1 The authority's expenditure and income, as set out within the Comprehensive Income and Expenditure Statement is analysed as follows;

	2020/21	2019/20
	£000	£000
Expenditure		
Employee expenses	772,712	764,758
Other service expenses	1,254,853	1,213,316
Support service recharges	6,038	7,059
Depreciation, amortisation and impairment	206,840	255,785
Interest payments	167,044	226,798
Net Interest in the (profit) / loss of associates and joint ventures	<u>(12,410)</u>	<u>4,782</u>
Total Expenditure	<u>2,395,077</u>	<u>2,472,498</u>
Income		
Fees, charges and other service income	(874,617)	(868,012)
Gain on the disposal of assets	(6,525)	(5,331)
Movement on donated assets	1,008	441
Interest and investment income	(80,020)	(105,152)
Income from Council Tax and Non-Domestic Rates	(522,419)	(637,069)
Government grants and other contributions	(877,371)	(638,341)
Recognised capital income	<u>(112,548)</u>	<u>(127,806)</u>
Total Income	<u>(2,472,492)</u>	<u>(2,381,270)</u>
Group (Surplus) / Deficit	<u>(77,415)</u>	<u>91,228</u>

Council

6.2 The authority's expenditure and income, as set out within the Comprehensive Income and Expenditure Statement is analysed as follows

	2020/21	Re-stated 2019/20
	£000	£000
Re-stated Expenditure		
Employee expenses	674,979	645,580
Other service expenses	1,211,501	1,150,799
Support service recharges	6,038	7,059
Depreciation, amortisation and impairment	182,729	231,352
Interest payments	<u>154,369</u>	<u>210,865</u>
Total Expenditure	<u>2,229,616</u>	<u>2,245,655</u>
Income		
Fees, charges and other service income	(687,103)	(713,178)
(Gain) / Loss on the disposal of assets	(6,499)	(5,464)
Interest and investment income	(69,871)	(77,861)
Income from Council Tax and Non-Domestic Rates	(522,419)	(637,069)
Government grants and other contributions	(915,419)	(604,273)
Recognised capital income	(110,046)	(127,806)
Donated asset income	<u>1,008</u>	<u>441</u>
Total Income	<u>(2,310,349)</u>	<u>(2,165,210)</u>
(Surplus) / Deficit on the Provision of Services	<u>(80,733)</u>	<u>80,445</u>

NOTES TO THE FINANCIAL STATEMENTS

7. Material Items of Income and Expense

There has been material income and expense during this financial year related to the Covid 19 pandemic, further details of this are contained in the Management Commentary page 8.

8. Events After the Balance Sheet Date

There have been no material events to disclose after the Balance Sheet date.

9. Subsidiaries and Associates

The Council holds shares in various trading companies, either as a controlling or minority shareholder.

The Council is also represented on the Boards of various companies that are limited by guarantee and have no share capital. It participates in these companies by means of Board membership and the provision of funding and management support.

The following entities have a significant impact on the Council's operations and have been consolidated into the Group Accounts:

Subsidiaries:	Shareholding	
• CEC Holdings Limited	100.00%	
• Transport for Edinburgh Limited	100.00%	
• Edinburgh Living MMR LLP	99.999%	
Associates:		
• Edinburgh Leisure	33.33%	Board representation
• Capital Theatres	33.33%	Board representation
• Lothian Valuation Joint Board	61.29%	Funding percentage
• Common Good	100.00%	
Joint Venture	Interest	
• Edinburgh Integration Joint Board	50.00%	Board representation

The following companies are not consolidated into the Group Accounts. An assessment has been carried out on these companies, their activities and the level of Council control. These companies are not considered to be a material part of the Group and have therefore been excluded from the Group Accounts:

	Shareholding	
• Capital City Partnership Limited	100.00%	
• CEC Recovery Limited (formerly tie Limited)	100.00%	
• Marketing Edinburgh Limited	100.00%	
• Energy for Edinburgh Limited	100.00%	
• Edinburgh Living MR LLP	99.00%	(dormant to 31.12.20)
• Telford NHT LLP	> 75% controlling interest	

In January 2019 the Council bought out the developer's share in Telford NHT LLP and held majority control of this associate during the financial year, in conjunction with the Scottish Futures Trust. The properties held were sold on 4 May 2021, however the controlling interest has been retained.

LFPE Limited and LPFI Limited are consolidated in the annual accounts of Lothian Pension Fund.

Unless otherwise stated, the accounts of these bodies may be accessed, as they become available, through [the Council's website](#).

NOTES TO THE FINANCIAL STATEMENTS

9. Subsidiaries and Associates - continued

9.1 Analysis of Minority Interest Shares in the Group Comprehensive Income and Expenditure Statement

Attributable shares of income and expenditure 2020/21	Authority £000	Minority Interest £000	Total £000
(Surplus) or Deficit on the Provision of Services	(82,903)	5,263	(77,640)
Other Comprehensive Income and Expenditure	(274,887)	(1,506)	(276,393)
	<u>(357,790)</u>	<u>3,757</u>	<u>(354,033)</u>
2019/20	£000	£000	£000
(Surplus) or Deficit on the Provision of Services	90,068	1,107	91,175
Other Comprehensive Income and Expenditure	(352,683)	(2,750)	(355,433)
	<u>(262,615)</u>	<u>(1,643)</u>	<u>(264,258)</u>

9.2 Subsidiary Companies

• CEC Holdings Limited

The principal activities of the company are property development and the operation of an international conference centre. The company is wholly owned by the City of Edinburgh Council.

The most recent audited results of the company are as follows:	31.12.20 £000	Re-stated 31.12.19 £000
Net assets	13,837	20,493
Net (profit) / loss before taxation	4,941	(3,135)
Retained profit / (loss) carried forward	(56,107)	(49,420)

The Council inherited its interest in CEC Holdings Limited following the local government reorganisation in 1996. It is considered that this was on an acquisition basis, however, as no consideration was given for these interests, there was no goodwill involved in these transactions.

• Transport for Edinburgh Limited

The principal activities of the company are as a holding company for the City of Edinburgh Council's interest in public transport companies; Lothian Buses Limited and Edinburgh Trams Limited. The company is wholly owned by the City of Edinburgh Council.

The Council's major shareholding in Lothian Buses of 5,824,139 (91.01%) £1 ordinary shares (fully paid) was transferred to Transport for Edinburgh Limited in 2014.

The Council inherited its interest in Lothian Buses Limited, following the reorganisation of local government in 1996. It is considered that this was on an acquisition basis, however, as no consideration was given for these interests, there was no goodwill involved in these transactions.

Edinburgh Trams Limited commenced a fare paying revenue service on 31 May 2014.

The most recent audited results of the company are as follows:

Transport for Edinburgh Limited (Consolidated Group)	31.12.20 £000	31.12.19 £000
Net assets	70,310	129,486
Net loss before taxation	21,271	16,873
Retained earnings	(38,230)	22,223
Dividend paid in March 2020 and March 2019	0	7,000

A copy of the latest accounts can be obtained by writing to the Finance Director, Lothian Buses Limited, Annandale Street, Edinburgh, EH7 4AZ.

• Edinburgh Living MMR LLP

The limited liability partnership (LLP) members are the City of Edinburgh Council and Scottish Futures Trust (SFT). The principal activities of the partnership are to acquire and manage homes for mid-market rent.

The most recent audited results of the partnership are as follows:	31.12.20 £000	Re-stated 31.12.19 £000
Net assets	40,268	24,848
Net profit before taxation	(2,627)	(8,252)
Retained profit carried forward	2,627	8,252

NOTES TO THE FINANCIAL STATEMENTS

9. Subsidiaries and Associates - continued

9.3 Associates

- **Edinburgh Leisure**

This is a non-profit-distributing company limited by guarantee and registered as a Charity. Each member has undertaken to contribute an amount not exceeding £1 towards any deficit arising in the event of the company being wound up.

The principal activity of the company is the provision of recreation and leisure facilities.

The City of Edinburgh Council is represented on the company's Board of Directors and contributes a substantial sum to the company towards the cost of operating sport and leisure facilities.

The City of Edinburgh Council leases its sport and leisure centres to the company.

The most recent audited results of the company are as follows:	31.03.21	31.03.20
	£000	£000
Net assets / (liabilities)	892	(1,223)
Net operating (profit) / loss	(2,115)	4,901
Earnings / (Losses) carried forward	892	(1,223)

Although Edinburgh Leisure is included in the Group Accounts, as the nature of its activities is a core part of Council policy, the Council has no legal interest in the assets or liabilities of the company.

- **Capital Theatres**

This is a non-profit-distributing company limited by guarantee and registered as a Charity.

The City of Edinburgh Council is represented on the trust's board of directors and gives substantial financial assistance. The City of Edinburgh Council leases the King's Theatre and the Festival Theatre to the trust.

The most recent audited results of the company are as follows:	31.03.21	31.03.20
	£000	£000
Net assets	5,626	5,323
Net operational (profit) / loss	82	(561)
Fund balances carried forward	5,626	5,323

Although Capital Theatres is included in the Group Accounts, due to its activities being a core part of the Council's policy, the Council has no legal interest in the assets or liabilities of the company.

- **Lothian Valuation Joint Board**

The Lothian Valuation Joint Board provides Valuation Appeals, Lands Valuation, Electoral Registration and Council Tax Valuation Services.

The Board comprises 16 members of whom nine are elected by the City of Edinburgh, three by West Lothian and two each by East and Midlothian Councils. Costs incurred by the Lothian Valuation Joint Board are apportioned in accordance with the non-domestic rateable subjects and dwellings valued for Council Tax within the areas of each constituent authority.

	31.03.21	Re-stated
	£000	31.03.20
		£000
Deficit for the year	490	565
Net Liabilities	(6,620)	(4,718)
Usable reserves	1,231	1,181
Unusable reserves	(7,851)	(5,899)
Total reserves	<u>(6,620)</u>	<u>(4,718)</u>

NOTES TO THE FINANCIAL STATEMENTS

9.4 Joint Ventures

• Edinburgh Integration Joint Board

The Edinburgh Integration Joint Board (EIJB) was established by order of Scottish Ministers on 27 June 2015 under the Public Bodies (Joint Working) (Scotland) Act 2014.

The Board comprises 10 voting members, made up of five elected members appointed by the City of Edinburgh Council and five NHS non-executive directors appointed by NHS Lothian, along with a number of non voting members.

The expenditure incurred by the EIJB is covered in full by income received from the partner bodies, NHS Lothian and the City of Edinburgh Council. EIJB therefore commission services from the parent bodies based on the approved strategic plan.

The most recent audited results of the Board are as follows:	31.03.21	31.03.20
	£000	£000
Gross expenditure	850,054	762,032
(Surplus) / Deficit for the year	(22,244)	6,528
Usable reserves	25,410	3,166

9.5 Audit Opinions noted on the Accounts of the Companies

Unless otherwise indicated, the companies' accounts are audited.

9.6 Shareholder Support to Council Companies

A number of companies within the group are currently dependent on the continued financial support of the Council. The companies are EICC Limited, a subsidiary of CEC Holdings Limited - (the Council owns 100% of the shares in CEC Holdings Limited), Transport for Edinburgh Ltd - (including Lothian Buses and Edinburgh Trams Ltd), Capital Theatres and Edinburgh Leisure.

9.7 Financial Impact of Consolidation

The effect of inclusion of subsidiaries and associates on the Group Balance Sheet is to increase both reserves and net assets by £182.551m (2019/20 £218.587m) representing the Council's share of the realisable surpluses or deficits in these companies.

10. Contingent Liabilities

Contingent Assets and Liabilities are not recognised in the accounting statements. Where there is probable inflow or outflow of economic benefits or service potential, these are disclosed in the notes to the financial statements.

There may be outstanding liability claims or claims to be submitted against the Council in relation to insured and uninsured losses or incidents. The actual cost and timing of any claims cannot be estimated with reasonable accuracy and consequently no specific provision has been made in the financial statements in respect of any such claims.

The work of the Scottish Child Abuse Inquiry, which began in 2015, is continuing under Lady Smith. With the imminent introduction of the Redress scheme for survivors of historical child abuse and the introduction of Qualified One-Way Costs Shifting (QOCS) from June 2021, there will be increased avenues for survivors to seek compensation for abuse which took place whilst in the care of an organisation. The Council's project team continues to support the inquiry, review historic records and respond to requests from the Inquiry for information. Local authorities across Scotland will be presented with claims, however the extent of the exposure remains unknown in 2021 as there is no time bar on the presentation of claims.

The Inquiry has identified a number of Council operated or commissioned facilities which it wishes to review as part of their investigation. Separately, some civil litigation claims have been submitted to the City of Edinburgh Council, as successor authority to Lothian Regional Council. Where claims are ongoing, it is impossible to confirm the likely cost to the Council as reserves change regularly and accurate costs are only known when a claim is settled. The total cost to the Council will include any settlement amount, fees (both first and third party), which may be offset by the insurance coverage in force at the time of the alleged abuse. It is worth noting that discussions are due to take place to ensure an equitable distribution of legacy claims across all Lothian councils which will further impact the exposure to the Council.

NOTES TO THE FINANCIAL STATEMENTS

11. Adjustments Between Accounting Basis and Funding Basis Under Regulations

This note details the adjustments that are made to the total comprehensive income and expenditure recognised by the Council in the year in accordance with proper accounting practice to the resources that are specified by statutory provisions as being available to the Council to meet future capital and revenue expenditure.

2020/21	Usable Reserves		
	General Fund Balance £000	Housing Revenue Account Balance £000	Capital Receipts Reserve £000
Adjustments primarily involving the Capital Adjustment Account			
Reversal of items debited or credited to the Comprehensive Income and Expenditure Statement (CIES)			
Charges for depreciation and impairment of non-current assets	109,538	23,031	0
Movements in the market value of investment properties	(14)	0	0
Amortisation and impairment of intangible assets	148	0	0
Capital grants and contributions applied	(87,797)	(22,249)	0
Capital funded from revenue	(13,658)	0	0
Donated assets	1,008	0	0
Capital fund used to finance new capital expenditure	0	0	0
Revenue expenditure funded from capital under statute	51,107	0	0
Insertion of items not debited or credited to the CIES			
Statutory provision for the financing of capital investment	(50,778)	(17,130)	0
Capital expenditure charged against General Fund and HRA balances	(51,107)	0	0
Adjustments primarily involving the Capital Grant Unapplied Account			
Application of grants to capital financing transferred to the Capital Adjustment Account	0	0	0
Adjustments primarily involving the Capital Receipts Reserve			
Net (gain) / loss on sale of property, plant and equipment and assets held for sale	(6,251)	(248)	27,388
Use of the Capital Receipts Reserve to finance new capital expenditure	0	0	(27,388)
Adjustments primarily involving the Financial Instruments Adjustment Account			
Amount by which finance costs charged are different from finance costs chargeable in the year in accordance with statutory requirements	(2,129)	(906)	0
Adjustments primarily involving the Pensions Reserve			
Reversal of items relating to retirement benefits debited or credited to the CIES	115,521	3,063	0
Employer's pension contributions and direct payments to pensioners payable in the year	(71,511)	(1,721)	0
Adjustments primarily involving the Employee Statutory Adjustment Account			
Amount by which officer remuneration charges to the CIES are different from remuneration chargeable in the year in accordance with statutory requirements	2,371	68	0
Total Adjustments	(3,552)	(16,092)	0

NOTES TO THE FINANCIAL STATEMENTS

11. Adjustments Between Accounting Basis and Funding Basis Under Regulations - continued

2020/21	Usable Reserves		Movement in Unusable Reserves £000
	Capital Grants Unapplied Account £000	Capital Fund £000	
Adjustments primarily involving the Capital Adjustment Account			
Reversal of items debited or credited to the Comprehensive Income and Expenditure Statement (CIES)			
Charges for depreciation and impairment of non-current assets	0	0	(132,569)
Movements in the market value of investment properties	0	0	14
Amortisation of intangible assets	0	0	(148)
Capital grants and contributions applied	19,645	0	90,401
Capital funded from revenue	0	0	13,658
Donated assets	0	0	(1,008)
Capital fund used to finance new capital expenditure	0	2,000	(2,000)
Revenue expenditure funded from capital under statute	0	0	(51,107)
Insertion of items not debited or credited to the CIES			
Statutory provision for the financing of capital investment	0	(1,203)	69,111
Capital expenditure charged against General Fund and HRA balances	0	0	51,107
Adjustments primarily involving the Capital Grant Unapplied Account			
Application of grants to capital financing transferred to the Capital Adjustment Account	(148)	0	148
Adjustments primarily involving the Capital Receipts Reserve			
Net gain / (loss) on sale of property, plant and equipment and assets held for sale	0	0	(20,889)
Use of the Capital Receipts Reserve to finance new capital expenditure	0	0	27,388
Adjustments primarily involving the Financial Instruments Adjustment Account			
Amount by which finance costs charged are different from finance costs chargeable in the year in accordance with statutory requirements	0	0	3,035
Adjustments primarily involving the Pensions Reserve			
Reversal of items relating to retirement benefits debited or credited to the CIES	0	0	(118,584)
Employer's pension contributions and direct payments to pensioners payable in the year	0	0	73,232
Adjustments primarily involving the Employee Statutory Adjustment Account			
Amount by which officer remuneration charges to the CIES are different from remuneration chargeable in the year in accordance with statutory requirements	0	0	(2,439)
Total Adjustments	19,497	797	(650)

NOTES TO THE FINANCIAL STATEMENTS

11. Adjustments Between Accounting Basis and Funding Basis Under Regulations - continued

Re-stated 2019/20 Comparative Data	Usable Reserves		
	General Fund Balance £000	Housing Revenue Account Balance £000	Capital Receipts Reserve £000
Adjustments primarily involving the Capital Adjustment Account			
Reversal of items debited or credited to the Comprehensive Income and Expenditure Statement (CIES)			
Charges for depreciation and impairment of non-current assets	202,216	29,078	0
Movements in the market value of investment properties	(351)	42	0
Amortisation of intangible assets	58	0	0
Capital grants and contributions applied	(98,544)	(29,262)	0
Capital funded from revenue	(6,581)	(23,000)	0
Donated assets	441	0	0
Capital fund used to finance new capital expenditure	0	0	0
Revenue expenditure funded from capital under statute	52,778	0	0
Insertion of items not debited or credited to the CIES			
Statutory provision for the financing of capital investment	(77,890)	(20,695)	0
Capital expenditure charged against General Fund and HRA balances	(52,778)	0	0
Adjustments primarily involving the Capital Grant Unapplied Account			
Application of grants to capital financing transferred to the Capital Adjustment Account	0	0	0
Adjustments primarily involving the Capital Receipts Reserve			
Net loss / (gain) on sale of property, plant and equipment and assets held for sale	(1,910)	(3,554)	9,640
Use of the Capital Receipts Reserve to finance new capital expenditure	0	0	(9,640)
Adjustments primarily involving the Financial Instruments Adjustment Account			
Amount by which finance costs charged are different from finance costs chargeable in the year in accordance with statutory requirements	31,346	13,113	0
Adjustments primarily involving the Pensions Reserve			
Reversal of items relating to retirement benefits debited or credited to the CIES	114,743	2,803	0
Employer's pension contributions and direct payments to pensioners payable in the year	(67,925)	(1,530)	0
Adjustments primarily involving the Employee Statutory Adjustment Account			
Amount by which officer remuneration charges to the CIES are different from remuneration chargeable in the year in accordance with statutory requirements	(2,107)	(144)	0
Total Adjustments	93,496	(33,149)	0

NOTES TO THE FINANCIAL STATEMENTS

11. Adjustments Between Accounting Basis and Funding Basis Under Regulations - continued

Re-stated 2019/20 Comparative Data	Usable Reserves		Movement in Unusable Reserves £000
	Capital Grants Unapplied Account £000	Capital Fund £000	
Adjustments primarily involving the Capital Adjustment Account			
Reversal of items debited or credited to the Comprehensive Income and Expenditure Statement (CIES)			
Charges for depreciation and impairment of non-current assets	0	0	(231,293)
Movements in the market value of investment properties	0	0	309
Amortisation of intangible assets	0	0	(58)
Capital grants and contributions applied	13,473	0	114,333
Capital funded from revenue	0	0	29,581
Donated assets	0	0	(441)
Capital fund used to finance new capital expenditure	0	(6,311)	6,311
Revenue expenditure funded from capital under statute	0	0	(52,778)
Insertion of items not debited or credited to the CIES			
Statutory provision for the financing of capital investment	0	(663)	99,248
Capital expenditure charged against General Fund and HRA balances	0	0	52,778
Adjustments primarily involving the Capital Grant Unapplied Account			
Application of grants to capital financing transferred to the Capital Adjustment Account	(805)	0	805
Adjustments primarily involving the Capital Receipts Reserve			
Net (loss) / gain on sale of property, plant and equipment and assets held for sale	0	0	(4,176)
Use of the Capital Receipts Reserve to finance new capital expenditure	0	0	9,640
Adjustments primarily involving the Financial Instruments Adjustment Account			
Amount by which finance costs charged are different from finance costs chargeable in the year in accordance with statutory requirements	0	0	(44,459)
Adjustments primarily involving the Pensions Reserve			
Reversal of items relating to retirement benefits debited or credited to the CIES	0	0	(117,546)
Employer's pension contributions and direct payments to pensioners payable in the year	0	0	69,455
Adjustments primarily involving the Employee Statutory Adjustment Account			
Amount by which officer remuneration charges to the CIES are different from remuneration chargeable in the year in accordance with statutory requirements	0	0	2,251
Total Adjustments	12,668	(6,974)	(66,041)

NOTES TO THE FINANCIAL STATEMENTS

12. Usable Reserves

12.1 Transfers to and from Usable Reserves

This note sets out the amounts set aside in the Group's and the Council's usable reserves and the amounts posted back from these reserves to meet expenditure during the year.

	Balance at 01.04.20 £000	Net Transfers Out 2020/21 £000	Net Transfers In 2020/21 £000	Balance at 31.03.21 £000
Group Reserves				
Subsidiaries				
CEC Holdings Limited				
Revenue reserves	(49,323)	(6,707)	0	(56,030)
Capital grants unapplied account	1,305	(92)	0	1,213
Transport for Edinburgh Limited				
Revenue reserves	119,653	(37,114)	0	82,539
Minority interests	14,944	(3,757)	0	11,187
Edinburgh Living MMR LLP				
Revenue reserves	17	0	125	142
Total Usable Reserves - Subsidiaries	86,596	(47,670)	125	39,051
Associates and Joint Ventures				
Common Good Fund - Reserves	2,665	0	4	2,669
Edinburgh Leisure - Reserves	(408)	0	705	297
Capital Theatres - Reserves	1,774	0	101	1,875
Lothian Valuation Joint Board - Reserves	724	0	31	755
Edinburgh Integration Joint Board - Reserves	1,583	0	11,122	12,705
Total Usable Reserves - Associates and Joint Ventures	6,338	0	11,963	18,301
Total Usable Reserves - Subsidiaries, Associates and Joint Ventures	92,934	(47,670)	12,088	57,352

NOTES TO THE FINANCIAL STATEMENTS

12. Usable Reserves - continued

12.1 Transfers to and from Usable Reserves - continued

	Balance at 01.04.19 £000	Net Transfers Out 2019/20 £000	Net Transfers In 2019/20 £000	Balance at 31.03.20 £000
Group Reserves				
Subsidiaries				
CEC Holdings Limited				
Revenue reserves	(51,059)	0	1,736	(49,323)
Capital grants unapplied account	1,521	(216)	0	1,305
Transport for Edinburgh				
Revenue reserves	127,518	(7,865)	0	119,653
Minority interests	13,301	(1,107)	2,750	14,944
Edinburgh Living MMR LLP				
Revenue reserves	0	0	17	17
Total Usable Reserves - Subsidiaries	91,281	(9,188)	4,503	86,596
Associates and Joint Ventures				
Common Good Fund - Reserves	2,352	0	313	2,665
Edinburgh Leisure - Reserves	203	(611)	0	(408)
Capital Theatres - Reserves	1,626	0	148	1,774
Lothian Valuation Joint Board - Reserves	775	(51)	0	724
Edinburgh Integration Joint Board - Reserves	4,847	(3,264)	0	1,583
Total Usable Reserves - Associates and Joint Ventures	9,803	(3,926)	461	6,338
Total Usable Reserves - Subsidiaries, Associates and Joint Ventures	101,084	(13,114)	4,964	92,934

NOTES TO THE FINANCIAL STATEMENTS

12. Usable Reserves - continued

12.1 Transfers to and from Usable Reserves - continued

	Balance at 01.04.20 £000	Transfers Out 2020/21 £000	Transfers In 2020/21 £000	Balance at 31.03.21 £000
Council's Usable Reserves				
General Fund				
Balances Set Aside to Manage Financial Risks and for Specific Investment				
Balances set aside for specific inv.	44,690	(36,815)	20,130	28,005
Council Priorities Fund	757	(757)	0	0
Contingency funding, Workforce Transformation	13,589	(2,500)	148	11,237
Dilapidations Fund	3,228	(778)	1,550	4,000
Insurance Funds*	20,097	(1,572)	1,055	19,580
Covid Funds	0	0	78,473	78,473
	<u>82,361</u>	<u>(42,422)</u>	<u>101,356</u>	<u>141,295</u>
Balances Set Aside from Income Received in Advance				
Licensing Income*	2,982	0	991	3,973
Revenue grants and contributions received in advance of planned expenditure	6,801	(2,420)	7,297	11,678
Council Tax Discount Fund*	4,304	(520)	2,279	6,063
Other earmarked balances	204	(29)	0	175
City Strategic Investment Fund	2,795	(906)	145	2,034
Covid advance funding	0	0	22,382	22,382
	<u>17,086</u>	<u>(3,875)</u>	<u>33,094</u>	<u>46,305</u>
Balances Set Aside for Investment in Specific Projects which will Generate Future Savings				
Energy Efficiency Fund	295	(28)	44	311
Spend to Save Fund and similar projects	3,006	(148)	551	3,409
	<u>3,301</u>	<u>(176)</u>	<u>595</u>	<u>3,720</u>
Balances Set Aside under Devolved School Management Scheme and Pupil Equity Fund				
Balances held by schools under Devolved School Management (DSM) and Pupil Equity Fund (PEF)*	4,671	(4,671)	4,688	4,688
Unallocated General Fund	<u>13,927</u>	<u>0</u>	<u>11,098</u>	<u>25,025</u>
Total General Fund	<u>121,346</u>	<u>(51,144)</u>	<u>150,831</u>	<u>221,033</u>
Housing Revenue Account Balance	0	0	0	0
Renewal and Repairs Fund	29,748	(3,537)	14,951	41,162
Capital Fund	48,934	(1,203)	2,000	49,731
Capital Receipts Reserve	0	(27,388)	27,388	0
Capital Grants Unapplied Account	28,452	(148)	19,645	47,949
Total Usable Reserves - Council	<u>228,480</u>	<u>(83,420)</u>	<u>214,815</u>	<u>359,875</u>
Total Usable Reserves - Group	<u>321,414</u>	<u>(131,090)</u>	<u>226,903</u>	<u>417,227</u>

* - mandatory earmarked General Fund balances

NOTES TO THE FINANCIAL STATEMENTS

12. Usable Reserves - continued

12.1 Transfers to and from Usable Reserves - continued

Re-stated	Balance at 01.04.19 £000	Transfers Out 2019/20 £000	Transfers In 2019/20 £000	Balance at 31.03.20 £000
General Fund				
Balances Set Aside to Manage Financial Risks and for Specific Investment				
Balances set aside for specific inv.	42,296	(10,876)	13,270	44,690
Council Priorities Fund	6,625	(9,154)	3,286	757
Contingency funding, Workforce Transformation	18,194	(7,160)	2,555	13,589
Dilapidations Fund	5,721	(2,493)	0	3,228
Insurance Funds*	19,585	(841)	1,353	20,097
	<u>92,421</u>	<u>(30,524)</u>	<u>20,464</u>	<u>82,361</u>
Balances Set Aside from Income Received in Advance				
Licensing Income*	2,584	(118)	516	2,982
Revenue grants and contributions received in advance of planned expend.	5,394	(1,680)	3,087	6,801
Council Tax Discount Fund*	18,631	(18,000)	3,673	4,304
Other earmarked balances	203	0	1	204
City Strategic Investment Fund	3,552	(902)	145	2,795
	<u>30,364</u>	<u>(20,700)</u>	<u>7,422</u>	<u>17,086</u>
Balances Set Aside for Investment in Specific Projects which will Generate Future Savings				
Energy Efficiency Fund	244	0	51	295
Spend to Save Fund and similar projects	2,718	(245)	533	3,006
	<u>2,962</u>	<u>(245)</u>	<u>584</u>	<u>3,301</u>
Balances Set Aside under Devolved School Management Scheme				
Balances held by schools under Devolved School Management (DSM) and Pupil Equity Fund (PEF)*	6,073	(6,034)	4,632	4,671
Unallocated General Fund	<u>13,025</u>	<u>0</u>	<u>902</u>	<u>13,927</u>
Total General Fund	<u>144,845</u>	<u>(57,503)</u>	<u>34,004</u>	<u>121,346</u>
Housing Revenue Account Balance	0	0	0	0
Renewal and Repairs Fund	26,346	(5,123)	8,525	29,748
Capital Fund	55,908	(8,453)	1,479	48,934
Capital Receipts Reserve	0	(279,048)	279,048	0
Capital Grants Unapplied Account	15,784	(805)	13,473	28,452
Total Usable Reserves - Council	<u>242,883</u>	<u>(350,932)</u>	<u>336,529</u>	<u>228,480</u>
Total Usable Reserves - Group	<u>343,967</u>	<u>(364,046)</u>	<u>341,493</u>	<u>321,414</u>

* - mandatory earmarked General Fund balances

NOTES TO THE FINANCIAL STATEMENTS

12. Usable Reserves - continued

12.2 Devolved School Management and Pupil Equity Funding

A net credit balance of £4.688m (2019/20 £4.671m) is held within the General Fund in accordance with the Devolved School Management scheme and permitted carry forward of the Pupil Equity Fund.

12.3 Reconciliation of transfers to and from earmarked reserves in Movement of Reserves Statement to Transfers to and from Usable Reserves

2020/21

	General Fund £000	HRA Balance £000	Renewal / Repairs Fund £000	Capital Receipts Reserve £000
Transfers out	(51,144)	0	(3,537)	(27,388)
Transfers in	150,831	0	14,951	27,388
Total movements in fund	<u>99,687</u>	<u>0</u>	<u>11,414</u>	<u>0</u>

Recognised in Comprehensive Income and Expenditure Statement

	100,597	10,504	0	0
Transfers to other earmarked reserves	(910)	(10,504)	11,414	0
Total movements in fund	<u>99,687</u>	<u>0</u>	<u>11,414</u>	<u>0</u>

	Capital Grants Unapplied £000	Capital Fund £000	Group Usable Reserves £000	Total £000
Transfers out	(148)	(1,203)	(47,670)	(131,090)
Transfers in	19,645	2,000	12,088	226,903
Total movements in fund	<u>19,497</u>	<u>797</u>	<u>(35,582)</u>	<u>95,813</u>

Recognised in Comprehensive Income and Expenditure Statement

	19,497	797	(35,791)	95,604
Transfers to other earmarked reserves	0	0	0	0
Group account adjustments unusable reserves	0	0	209	209
Total movements in fund	<u>19,497</u>	<u>797</u>	<u>(35,582)</u>	<u>95,813</u>

2019/20 Comparative Data

	General Fund £000	HRA Balance £000	Renewal / Repairs Fund £000	Capital Receipts Reserve £000
Transfers out	(57,503)	0	(5,123)	(279,048)
Transfers in	34,004	0	8,525	279,048
Total movements in fund	<u>(23,499)</u>	<u>0</u>	<u>3,402</u>	<u>0</u>

Recognised in Comprehensive Income and Expenditure Statement

	(4,643)	(15,455)	0	0
Transfers to other earmarked reserves	(18,856)	15,455	3,402	0
Total movements in fund	<u>(23,499)</u>	<u>0</u>	<u>3,402</u>	<u>0</u>

NOTES TO THE FINANCIAL STATEMENTS

12. Usable Reserves - continued

12.3 Reconciliation of transfers to and from earmarked reserves in Movement of Reserves Statement to Transfers to and from Usable Reserves - continued

2019/20 Comparative Data	Capital	Capital	Re-stated	Total
	Grants	Fund	Group	
	Unapplied		Usable	
	£000	£000	Reserves	£000
Transfers out	(805)	(8,453)	(13,114)	(364,046)
Transfers in	13,473	1,479	4,964	341,493
Total movements in fund	<u>12,668</u>	<u>(6,974)</u>	<u>(8,150)</u>	<u>(22,553)</u>
Recognised in Comprehensive Income and Expenditure Statement	12,668	(6,974)	(3,612)	(18,015)
Transfers to other earmarked reserves	0	(0)	(4,538)	(4,538)
Total movements in fund	<u>12,668</u>	<u>(6,974)</u>	<u>(8,150)</u>	<u>(22,553)</u>

13. Financing and Investment Income and Expenditure

	2020/21		Re-stated 2019/20	
	Group	Council	Group	Council
	£000	£000	£000	£000
Interest payable and similar charges	79,236	76,711	76,334	76,253
Premiums arising from refinancing	0	0	46,943	46,943
Interest cost on defined benefit obligation	87,808	77,658	103,520	87,668
Interest receivable and similar income	(3,394)	(3,812)	(5,792)	(4,636)
Interest income on plan assets	(75,815)	(65,248)	(89,130)	(71,258)
Net income in relation to investment properties and changes in their fair value	(3,314)	(811)	(10,230)	(1,967)
Net income in relation to financial assets derecognised or revalued	(156)	(156)	(90)	(90)
Net deficit from trading activities	0	0	48	48
	<u>84,365</u>	<u>84,342</u>	<u>121,603</u>	<u>132,961</u>

14. Taxation and Non-Specific Grant Income

	2020/21		2019/20	
	Group	Council	Group	Council
	£000	£000	£000	£000
Council Tax income	(283,496)	(283,496)	(271,044)	(271,044)
Non-domestic rates	(238,922)	(238,922)	(366,025)	(366,025)
Non-ring fenced government grants	(635,771)	(635,771)	(360,206)	(360,206)
Capital grants and contributions	(110,046)	(110,046)	(127,806)	(127,806)
Movement on donated assets	1,008	1,008	441	441
Taxation expenses / (refund)	(325)	0	374	0
	<u>(1,267,552)</u>	<u>(1,267,227)</u>	<u>(1,124,266)</u>	<u>(1,124,640)</u>

NOTES TO THE FINANCIAL STATEMENTS

15. Property, Plant and Equipment

15.1 Depreciation

Depreciation is provided in the year of an asset's purchase. Assets in the course of construction are not depreciated until they are brought into use. Where depreciation is provided for, assets are depreciated using the straight line method over the following periods:

Council dwellings	50 years
Buildings	Up to 120 years as advised by the valuer (assets not subject to component accounting)
Buildings - structural	50 years
Buildings - non-traditional roofing	35 years
Buildings - finishes	25 years
Buildings - mechanical and electrical	20 years
Buildings - fittings and furnishings	15 years
PPP - Millerhill Residual Waste Facility	30 years
PPP - Schools	40 years (PPP1 schools) and 35 years (PPP2 schools) 50 years (JGHS and QHS)
Infrastructure assets	20 years
Vehicles, plant, furniture and equipment	5 years to 30 years, to reflect estimated useful life 3 years to 15 years, Group Companies

15.2 Capital Commitments

At 31 March 2021, the Council had entered into a number of contracts for the construction or enhancement of property, plant and equipment. These are budgeted to cost £250.801m. A number of these amounts relate to contract retentions, as projects are now complete. Similar commitments at 31 March 2020 were £192.129m.

	£000	Expected Completion Date
Trams to Newhaven	81,583	23/24
St James Redevelopment - Growth Accelerator Model	61,400	21/22
Picardy Place Public Realm *	1,500	21/22
General Fund - Asset Management Works Programme	13,967	21/22
Trinity High School Phase 1 - Bangholm	13,590	21/22
Castlebrae High School	11,117	21/22
HRA - Pennywell Town Centre	10,345	22/23
Darroch School Refurbishment	8,853	22/23
New South Edinburgh Primary School	7,939	21/22
General Fund - Other	15,175	22/23
HRA - Other	6,840	23/24
North Bridge Refurbishment	6,240	23/24
Energy Efficiency Street Lighting Project	3,904	21/22
St Crispin's Special School	3,511	21/22
HRA - Pennywell Phase 3	3,481	22/23
Meadowbank Sports Centre	1,356	21/22
	<u>250,801</u>	

* The Picardy Place public realm payment will be made following the completion of the wider St James Redevelopment.

NOTES TO THE FINANCIAL STATEMENTS

15. Property, Plant and Equipment - continued

15.3 Movements on Balances - Group Movements in 2020/21

	Council Dwellings £000	Other Land and Buildings £000	Vehicles, Plant, Furniture and Equipment £000	Infrastructure Assets £000
Cost or Valuation				
At 1 April 2020	1,569,110	2,338,814	359,048	1,543,665
Additions	21,437	22,462	12,350	99,085
Revaluation increases / (decreases) recognised in the Revaluation Reserve	46,591	290,902	0	0
Revaluation increases / (decreases) recognised in the Surplus on the Provision of Services	(17)	(7,378)	0	0
Derecognition - disposals	(2,849)	(442)	(18,602)	0
Derecognition - other	0	0	0	0
Assets reclassified (to) / from held for sale	0	406	0	0
Other increases / (decreases) in cost or valuation	20,875	39,408	0	0
At 31 March 2021	<u>1,655,147</u>	<u>2,684,172</u>	<u>352,796</u>	<u>1,642,750</u>
Accumulated Depreciation and Impairment				
At 1 April 2020	(9,012)	(151,526)	(172,255)	(771,663)
Depreciation charge	(31,651)	(71,695)	(27,970)	(73,851)
Depreciation charge written out to Revaluation Reserve	49,849	47,971	0	0
Depreciation written out to the Surplus on the Provision of Services	(9,219)	(360)	0	0
Derecognition - disposals	75	0	17,207	0
Derecognition - other	0	0	0	0
Impairment losses recognised in the Surplus on the Provision of Services	0	0	0	0
Depreciation on assets transferred to Held for Sale	0	0	0	0
At 31 March 2021	<u>42</u>	<u>(175,610)</u>	<u>(183,018)</u>	<u>(845,514)</u>
Net book value				
At 31 March 2021	<u>1,655,189</u>	<u>2,508,562</u>	<u>169,778</u>	<u>797,236</u>
At 31 March 2020	<u>1,560,098</u>	<u>2,187,288</u>	<u>186,793</u>	<u>772,002</u>

NOTES TO THE FINANCIAL STATEMENTS

15. Property, Plant and Equipment - continued

15.3 Movements on Balances - Group Movements in 2020/21

	Community Assets £000	Surplus Assets £000	Assets Under Construction £000	Total Property Plant and Equipment £000
Cost or Valuation				
At 1 April 2020	7,195	20	194,715	6,012,567
Additions	601	0	77,890	233,825
Revaluation increases / (decreases) recognised in the Revaluation Reserve	(145)	0	225	337,573
Revaluation increases / (decreases) recognised in the Surplus on the Provision of Services	(32)	0	0	(7,427)
Derecognition - disposals	0	0	(17,763)	(39,656)
Derecognition - other	0	0	0	0
Assets reclassified (to) / from held for sale	0	15,799	225	16,430
Other increases / (decreases) in cost or valuation	0	0	(60,283)	0
At 31 March 2021	<u>7,619</u>	<u>15,819</u>	<u>195,009</u>	<u>6,553,312</u>
Accumulated Depreciation and Impairment				
At 1 April 2020	0	0	0	(1,104,456)
Depreciation charge	0	0	0	(205,167)
Depreciation charge written out to Revaluation Reserve	0	0	0	97,820
Depreciation written out to the Surplus on the Provision of Services	0	0	0	(9,579)
Derecognition - disposals	0	0	0	17,282
Derecognition - other	0	0	0	0
Impairment losses recognised in the Surplus on the Provision of Services	0	0	0	0
Depreciation on assets transferred to Held for Sale	0	0	0	0
At 31 March 2021	<u>0</u>	<u>0</u>	<u>0</u>	<u>(1,204,100)</u>
Net book value				
At 31 March 2021	<u>7,619</u>	<u>15,819</u>	<u>195,009</u>	<u>5,349,212</u>
At 31 March 2020	<u>7,195</u>	<u>20</u>	<u>194,715</u>	<u>4,908,111</u>

NOTES TO THE FINANCIAL STATEMENTS

15. Property, Plant and Equipment - continued

15.4 Movements on Balances - Group Accounts 2019/20 Comparative Data

	Council Dwellings £000	Other Land and Buildings £000	Vehicles, Plant, Furniture and Equipment £000	Infrastructure Assets £000
Cost or Valuation				
At 1 April 2019	1,484,507	2,155,479	335,320	1,465,451
Additions	35,034	180,542	37,627	78,214
Revaluation increases / (decreases) recognised in the Revaluation Reserve	39,167	92,703	0	0
Revaluation decreases recognised in the Surplus on the Provision of Services	137	(52,597)	0	0
Derecognition - disposals	(2,684)	(1,540)	(13,899)	0
Derecognition - other	0	0	0	0
Assets reclassified (to) / from held for sale	0	0	0	0
Other increases / (decreases) in cost or valuation	12,949	(35,773)	0	0
At 31 March 2020	<u>1,569,110</u>	<u>2,338,814</u>	<u>359,048</u>	<u>1,543,665</u>
Accumulated Depreciation and Impairment				
At 1 April 2019	(141)	(97,601)	(160,162)	(701,660)
Depreciation charge	(29,510)	(70,128)	(24,895)	(70,003)
Depreciation charge written out to Revaluation Reserve	20,604	14,627	0	0
Depreciation written out to the Surplus on the Provision of Services	0	1,576	0	0
Derecognition - disposals	35	0	12,802	0
Derecognition - other	0	0	0	0
Impairment losses recognised in the Surplus on the Provision of Services	0	0	0	0
At 31 March 2020	<u>(9,012)</u>	<u>(151,526)</u>	<u>(172,255)</u>	<u>(771,663)</u>
Net book value				
At 31 March 2020	<u><u>1,560,098</u></u>	<u><u>2,187,288</u></u>	<u><u>186,793</u></u>	<u><u>772,002</u></u>
At 31 March 2019	<u><u>1,484,366</u></u>	<u><u>2,057,878</u></u>	<u><u>175,158</u></u>	<u><u>763,791</u></u>

NOTES TO THE FINANCIAL STATEMENTS

15. Property, Plant and Equipment - continued

15.4 Movements on Balances - Group 2019/20 Comparative Data

	Community Assets £000	Surplus Assets £000	Assets Under Construction £000	Total Property Plant and Equipment £000
Cost or Valuation				
At 1 April 2019	8,987	1,421	109,161	5,560,326
Additions	2,055	0	76,756	410,228
Revaluation increases / (decreases) recognised in the Revaluation Reserve	347	0	0	132,217
Revaluation decreases recognised in the Surplus on the Provision of Services	(4,195)	0	0	(56,655)
Derecognition - disposals	0	0	(14,986)	(33,109)
Derecognition - other	0	0	0	0
Assets reclassified (to) / from held for sale	0	0	0	0
Other increases / (decreases) in cost or valuation	1	(1,401)	23,784	(440)
At 31 March 2020	<u>7,195</u>	<u>20</u>	<u>194,715</u>	<u>6,012,567</u>
Accumulated Depreciation and Impairment				
At 1 April 2019	0	0	0	(959,564)
Depreciation charge	0	0	0	(194,536)
Depreciation charge written out to Revaluation Reserve	0	0	0	35,231
Depreciation written out to the Surplus on the Provision of Services	0	0	0	1,576
Derecognition - disposals	0	0	0	12,837
Derecognition - other	0	0	0	0
Impairment losses recognised in the Surplus on the Provision of Services	0	0	0	0
At 31 March 2020	<u>0</u>	<u>0</u>	<u>0</u>	<u>(1,104,456)</u>
Net book value				
At 31 March 2020	<u>7,195</u>	<u>20</u>	<u>194,715</u>	<u>4,908,111</u>
At 31 March 2019	<u>8,987</u>	<u>1,421</u>	<u>109,161</u>	<u>4,600,762</u>

NOTES TO THE FINANCIAL STATEMENTS

15. Property, Plant and Equipment - continued

15.5 Movements on Balances - Council Movements in 2020/21

	Council Dwellings £000	Other Land and Buildings £000	Vehicles, Plant, Furniture and Equipment £000	Infrastructure Assets £000
Cost or Valuation				
At 1 April 2020	1,569,110	2,265,909	169,398	1,536,995
Additions	21,437	22,433	6,301	99,085
Revaluation increases / (decreases) recognised in the Revaluation Reserve	46,591	290,902	0	0
Revaluation increases / (decreases) recognised in the Surplus on the Provision of Services	(17)	(7,378)	0	0
Derecognition - disposals	(2,849)	(362)	(419)	0
Derecognition - other	0	0	0	0
Assets reclassified (to) / from held for sale	0	402	0	0
Other increases / (decreases) in cost or valuation	20,875	39,412	0	0
At 31 March 2021	<u>1,655,147</u>	<u>2,611,318</u>	<u>175,280</u>	<u>1,636,080</u>
Accumulated Depreciation and Impairment				
At 1 April 2020	(9,012)	(119,845)	(80,290)	(765,068)
Depreciation charge	(31,651)	(71,459)	(12,109)	(73,776)
Depreciation charge written out to Revaluation Reserve	49,849	47,971	0	0
Depreciation written out to the Surplus on the Provision of Services	(9,219)	(360)	0	0
Derecognition - disposals	75	0	419	0
Derecognition - other	0	0	0	0
Impairment losses recognised in the Surplus on the Provision of Services	0	0	0	0
Other increases / (decreases) in cost or valuation	0	0	0	0
At 31 March 2021	<u>42</u>	<u>(143,693)</u>	<u>(91,980)</u>	<u>(838,844)</u>
Net book value				
At 31 March 2021	<u>1,655,189</u>	<u>2,467,625</u>	<u>83,300</u>	<u>797,236</u>
At 31 March 2020	<u>1,560,098</u>	<u>2,146,064</u>	<u>89,108</u>	<u>771,927</u>

Included within Other Land and Buildings is £1.833m for donated assets related to timing of PPP lifecycle maintenance spend by the contract provider, ahead of the planned programme.

NOTES TO THE FINANCIAL STATEMENTS

15. Property, Plant and Equipment - continued

15.5 Movements on Balances - Council

Movements in 2020/21

Cost or Valuation	Community Assets £000	Surplus Assets £000	Assets Under Construction £000	Total Property Plant and Equipment £000	PPP and similar Assets £000
At 1 April 2020	7,195	20	194,715	5,743,342	634,123
Additions	601	0	77,890	227,747	1,574
Revaluation increases / (decreases) recognised in the Revaluation Reserve	(145)	0	225	337,573	0
Revaluation decreases recognised in the Surplus on the Provision of Services	(32)	0	0	(7,427)	40,588
Derecognition - disposals	0	0	(17,763)	(21,393)	0
Derecognition - other	0	0	0	0	0
Assets reclassified (to) / from held for sale	0	15,799	225	16,426	0
Other increases / (decreases) in cost or valuation	0	0	(60,283)	4	337
At 31 March 2021	<u>7,619</u>	<u>15,819</u>	<u>195,009</u>	<u>6,296,272</u>	<u>676,622</u>
Accumulated Depreciation and Impairment					
At 1 April 2020	0	0	0	(974,215)	(21,839)
Depreciation charge	0	0	0	(188,995)	(14,264)
Depreciation charge written out to Revaluation Reserve	0	0	0	97,820	8,656
Depreciation written out to the Surplus on the Provision of Services	0	0	0	(9,579)	0
Derecognition - disposals	0	0	0	494	0
Derecognition - other	0	0	0	0	0
Impairment losses recognised in the Surplus on the Provision of Services	0	0	0	0	0
Other increases / (decreases) in cost or valuation	0	0	0	0	0
At 31 March 2021	<u>0</u>	<u>0</u>	<u>0</u>	<u>(1,074,475)</u>	<u>(27,447)</u>
Net book value					
At 31 March 2021	<u>7,619</u>	<u>15,819</u>	<u>195,009</u>	<u>5,221,797</u>	<u>649,175</u>
At 31 March 2020	<u>7,195</u>	<u>20</u>	<u>194,715</u>	<u>4,769,127</u>	<u>612,284</u>

The disclosure for PPP and similar assets is for information only. The costs and depreciation are included in 'Other Land and Buildings' and 'Assets Under Construction'.

NOTES TO THE FINANCIAL STATEMENTS

15. Property, Plant and Equipment - continued

15.6 Movements on Balances - Council 2019/20 Comparative Data

	Council Dwellings £000	Re-stated Other Land and Buildings £000	Vehicles, Plant, Furniture and Equipment £000	Infrastructure Assets £000
Cost or Valuation				
At 1 April 2019	1,484,507	2,093,576	163,562	1,458,781
Additions	35,034	179,458	7,069	78,214
Revaluation increases / (decreases) recognised in the Revaluation Reserve	39,167	83,677	0	0
Revaluation decreases recognised in the Surplus on the Provision of Services	137	(53,489)	0	0
Derecognition - disposals	(2,684)	(1,540)	(1,233)	0
Derecognition - other	0	0	0	0
Assets reclassified (to) / from held for sale	0	0	0	0
Other increases / (decreases) in cost or valuation	12,949	(35,773)	0	0
At 31 March 2020	<u>1,569,110</u>	<u>2,265,909</u>	<u>169,398</u>	<u>1,536,995</u>
Accumulated Depreciation and Impairment				
At 1 April 2019	(141)	(66,106)	(72,866)	(695,177)
Depreciation charge	(29,510)	(69,942)	(8,656)	(69,891)
Depreciation charge written out to Revaluation Reserve	20,604	14,627	0	0
Depreciation written out to the Surplus on the Provision of Services	0	1,576	0	0
Derecognition - disposals	35	0	1,232	0
Derecognition - other	0	0	0	0
Impairment losses recognised in the Surplus on the Provision of Services	0	0	0	0
At 31 March 2020	<u>(9,012)</u>	<u>(119,845)</u>	<u>(80,290)</u>	<u>(765,068)</u>
Net book value				
At 31 March 2020	<u>1,560,098</u>	<u>2,146,064</u>	<u>89,108</u>	<u>771,927</u>
At 31 March 2019	<u>1,484,366</u>	<u>2,027,470</u>	<u>90,696</u>	<u>763,604</u>

Included within Other Land and Buildings is £1.833m for donated assets related to timing of PPP lifecycle maintenance spend by the contract provider, ahead of the planned programme.

NOTES TO THE FINANCIAL STATEMENTS

15. Property, Plant and Equipment - continued

15.6 Movements on Balances - Council

2019/20 Comparative Data

	Community Assets £000	Surplus Assets £000	Total Assets Under Construction £000	Total Property Plant and Equipment £000	Re-stated PPP and similar Assets £000
Cost or Valuation					
At 1 April 2019	8,987	1,421	109,161	5,319,995	520,170
Additions	2,055	0	76,756	378,586	129,974
Revaluation increases / (decreases) recognised in the Revaluation Reserve	347	0	0	123,191	0
Revaluation decreases recognised in the Surplus on the Provision of Services	(4,195)	0	0	(57,547)	(16,021)
Derecognition - disposals	0	0	(14,986)	(20,443)	0
Derecognition - other	0	0	0	0	0
Assets reclassified (to) / from held for sale	0	0	0	0	0
Other increases / (decreases) in cost or valuation	1	(1,401)	23,784	(440)	0
At 31 March 2020	7,195	20	194,715	5,743,342	634,123
Accumulated Depreciation and Impairment					
At 1 April 2019	0	0	0	(834,290)	(8,542)
Depreciation charge	0	0	0	(177,999)	(13,297)
Depreciation charge written out to Revaluation Reserve	0	0	0	35,231	0
Depreciation written out to the Surplus on the Provision of Services	0	0	0	1,576	0
Derecognition - disposals	0	0	0	1,267	0
Derecognition - other	0	0	0	0	0
Impairment losses recognised in in the Surplus on the Provision of Services	0	0	0	0	0
At 31 March 2020	0	0	0	(974,215)	(21,839)
Net book value					
At 31 March 2020	7,195	20	194,715	4,769,127	612,284
At 31 March 2019	8,987	1,421	109,161	4,485,705	511,628

The disclosure for PPP and similar assets is for information only. The costs and depreciation are included in 'Other Land and Buildings' and 'Assets Under Construction'.

NOTES TO THE FINANCIAL STATEMENTS

15. Property, Plant and Equipment - continued

15.7 Council Dwellings, Other Land and Buildings and Investment Properties

The Council carries out a rolling programme of revaluations that ensures that all property, plant and equipment required to be measured at fair value is revalued at least every five years. All valuations were carried out internally. Valuations of land and buildings were carried out under the direction of the Council's Operational Estate Manager, L. Turner RICS, in accordance with the Statements of Asset Valuation Practice and Guidance Notes of The Royal Institution of Chartered Surveyors. Fixtures and fittings are included in the valuation of the buildings where appropriate.

In 2019/20, the Valuation Certificate that accompanied the asset valuations contained a Material Valuation Uncertainty clause in line with RICS guidance. The RICS has set up a Material Valuation Uncertainty Leaders Forum (UK) in response to the COVID-19 Pandemic. On 9 September 2020, the forum recommended a general "lifting" of material valuation uncertainty excluding assets valued with reference to trading potential. This recommendation was reaffirmed on 3 November 2020 and 5 January 2021. On 11 May 2021, the recommendation was amended to lift the exclusion of assets valued with reference to trading potential.

In line with the RICS recommendations, no material valuation uncertainty declaration is made for the asset valuations this year. The Valuation Certificate contains a statement to this effect in line with the RICS Covid 19 practice alert supplement "Impact of Covid 19 on Valuation" dated 6 November 2020.

The significant assumptions applied in estimating fair value are:

- Unless otherwise stated, all properties with a greater than de minimis value were taken into account based on the actual condition of the property and its actual residual useful life. Where the Council has a planned replacement programme asset life is reviewed accordingly;
- The valuations were prepared using information from the Council's internal records, together with the valuation roll produced by Lothian Valuation Joint Board; and
- Not all properties were inspected.

The following statement shows the progress of the Council's five-year rolling programme for the revaluation of property, plant and equipment.

Council assets	Council Dwellings £000	Other Land and Buildings £000	Vehicles, Plant, Furniture and Equipment £000	Infrastructure Assets £000
Carried at historical cost	204	199,461	175,280	1,636,080
Valued at fair value as at:				
31 March 2021	1,653,448	689,156	0	0
31 March 2020	630	245,658	0	0
31 March 2019	363	700,593	0	0
31 March 2018	502	590,195	0	0
31 March 2017	0	186,255	0	0
Total cost or valuation	1,655,147	2,611,318	175,280	1,636,080

Council assets	Community Assets £000	Surplus Assets £000	Assets Under Construction £000	Total £000
Carried at historical cost	7,619	15,799	195,009	2,229,452
Valued at fair value as at:				
31 March 2021	0	0	0	2,342,604
31 March 2020	0	0	0	246,288
31 March 2019	0	0	0	700,956
31 March 2018	0	0	0	590,697
31 March 2017	0	20	0	186,275
Total cost or valuation	7,619	15,819	195,009	6,296,272

NOTES TO THE FINANCIAL STATEMENTS

15. Property, Plant and Equipment - continued

15.8 Surplus Assets and Investment Properties - Fair Value Disclosure

Recurring fair value measurements using:	Quoted prices in active markets for identical assets (Level 1)	Other significant observable inputs (Level 2)	Significant unobservable inputs (Level 3)	Fair Value as at 31 March 2021
	£000	£000	£000	£000
Surplus assets	0	15,819	0	15,819
Investment properties - advertising hoardings	0	19,239	0	19,239
Total cost or valuation	0	35,058	0	35,058

- There were no transfers between levels during the year.
- The fair value for surplus assets has been based on the market approach using current market conditions and recent sales prices and other relevant information for similar assets in similar locations. Market conditions are such that similar properties are actively purchased and sold and the level of observable inputs is significant, leading to the properties being categorised at level 2 in the fair value hierarchy. In estimating the fair value of the Council's surplus assets, the assumption has been made that these would be disposed of for highest and best use consideration.
- The fair value for investment properties has been based on the market approach using current rent receivable with a capitalisation rate applied. The rate reflects the return that an investor would expect from the capital employed. There is evidence of lettings from the Council's property information systems which have been used to determine valuation parameters and the level of observable inputs is significant, leading to the investment properties being categorised at level 2 in the fair value hierarchy. In estimating the fair value of the Council's investment properties, the highest and best use of the properties is their current use.

16. Investment Properties

Policy

Investment properties are initially measured at cost. After initial recognition, investment properties are measured at fair value (the price that would be received for the asset in its highest and best use).

Any gains or losses arising from a change in the fair value of investment properties are recognised in the Comprehensive Income and Expenditure Statement for the period in which they arise.

Investment properties are revalued annually.

Investment properties held at fair value are not depreciated.

Investment properties are de-recognised on disposal or when the investment property is permanently withdrawn from use and no future economic benefits or service potential are expected from its disposal.

The gain or loss arising from the retirement or disposal of an investment property is recognised in the 'surplus or deficit on provision of services' within the Comprehensive Income and Expenditure Statement in the period of the retirement or disposal.

Note

16.1 Income and Expenses on Investment Properties

Income of £0.798m (£1.658m 2019/20) and expense £Nil (£Nil 2019/20) have been accounted for in the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement.

There are no restrictions on the Council's ability to realise the value inherent in its investment properties or on the Council's right to the remittance of income and the proceeds of disposal.

NOTES TO THE FINANCIAL STATEMENTS

16. Investment Properties - continued

16.2 Movement in Fair Value - continued

The following table summarises the movement in the fair value of investment properties over the year.

	2020/21		2019/20	
	Group £000	Council £000	Group £000	Council £000
Value at 1 April	47,221	19,225	19,136	18,916
Additions	15,894	0	19,513	0
Disposals	0	0	0	0
Net (loss) / gain from fair value adjustments	2,516	14	8,572	309
	<u>65,631</u>	<u>19,239</u>	<u>47,221</u>	<u>19,225</u>
Value at 31 March	65,631	19,239	47,221	19,225

17. Intangible Assets

Policy

Intangible fixed assets represent software licences purchased by the Council.

Expenditure on the acquisition, creation or enhancement of intangible fixed assets has been capitalised on an accruals basis.

Intangible fixed assets are initially measured at cost. Software licences are depreciated over the period of the licence, commencing in the year of acquisition.

Note

The carrying value of intangible assets of the Group and the Council is £0.296m in 2020/21 (£0.444m in 2019/20).

The carrying amount of intangible assets is amortised on a straight-line basis. The amortisation of £0.148m in 2020/21 (2019/20 £0.58m) was charged to Resources.

18. Heritage Assets

Policy

Heritage assets comprise the following:

Monuments and statues	Civic regalia and artefacts
Archival collections	Libraries' special collections
Museum and gallery collections	

Intangible heritage assets represent three private vehicle registration plates.

It has not been practical or possible to split out all heritage assets belonging to the common good fund, charities or trusts. Therefore, the Council's Balance Sheet may hold elements of heritage assets that belong to other entities. Work is on-going to establish and maintain a common good register, in accordance with the Community Empowerment (Scotland) Act 2015.

Expenditure on the acquisition, creation or enhancement of heritage assets has been capitalised on an accruals basis.

Heritage asset valuations may be made by any method that is appropriate and relevant. Furthermore valuations need not be carried out by external valuers and there is no prescribed period between valuations.

NOTES TO THE FINANCIAL STATEMENTS

18. Heritage Assets - continued

Heritage assets are deemed to have indeterminate lives and a high residual value; hence it is not considered appropriate to charge depreciation.

Reconciliation of the Carrying Value of Heritage Assets Note

Movements in 2020/21

	Monuments and Statues £000	Civic Regalia and Artefacts £000	Archival Collections £000
Cost or Valuation			
At 1 April 2020	1,615	2,047	6,797
Additions	672	0	0
Revaluation decreases recognised in the Surplus / Deficit on the Provision of Services	(1,358)	0	0
At 31 March 2021	<u>929</u>	<u>2,047</u>	<u>6,797</u>
Net book value			
At 31 March 2021	<u>929</u>	<u>2,047</u>	<u>6,797</u>
At 31 March 2020	<u>1,615</u>	<u>2,047</u>	<u>6,797</u>
		Museum and Gallery Collections £000	Total Heritage Assets £000
Cost or Valuation			
At 1 April 2020	1,975	19,643	32,077
Additions	0	0	672
Revaluation decreases recognised in the Surplus / Deficit on the Provision of Services	0	0	(1,358)
At 31 March 2021	<u>1,975</u>	<u>19,643</u>	<u>31,391</u>
Net book value			
At 31 March 2021	<u>1,975</u>	<u>19,643</u>	<u>31,391</u>
At 31 March 2020	<u>1,975</u>	<u>19,643</u>	<u>32,077</u>

NOTES TO THE FINANCIAL STATEMENTS

18. Heritage Assets - continued

18.1 Reconciliation of the Carrying Value of Heritage Assets - continued 2019/20 Comparative Data

Cost or Valuation	Monuments and Statues £000	Civic Regalia and Artefacts £000	Archival Collections £000
	At 1 April 2019	842	2,047
Additions	773	0	0
At 31 March 2020	<u>1,615</u>	<u>2,047</u>	<u>6,797</u>
Net book value			
At 31 March 2020	<u>1,615</u>	<u>2,047</u>	<u>6,797</u>
At 31 March 2019	<u>842</u>	<u>2,047</u>	<u>6,797</u>

Cost or Valuation	Libraries' Special Collections £000	Museum and Gallery Collections £000	Total Heritage Assets £000
	At 1 April 2019	1,975	19,643
Additions	0	0	773
At 31 March 2020	<u>1,975</u>	<u>19,643</u>	<u>32,077</u>
Net book value			
At 31 March 2020	<u>1,975</u>	<u>19,643</u>	<u>32,077</u>
At 31 March 2019	<u>1,975</u>	<u>19,643</u>	<u>31,304</u>

NOTES TO THE FINANCIAL STATEMENTS

18. Heritage Assets - continued

18.2 Details of Heritage Assets

- Valuations on Monuments and Statues are carried out under the direction of the Council's Operational Estate Manager. Monuments and Statues are valued on a historic basis.
- Civic Regalia and artefacts include items such as the Lord Provost's Badge and Chain of Office and the Rosebery Jewel. The value of these assets is based on an insurance purposes valuation carried out in 1998.
- Archival collections include historical records which relate to the history of Edinburgh and its surrounding areas. The value of these assets is based on a current insurance purposes valuation based on restoration costs only. This valuation has not changed since 2008/09.
- Libraries' special collections include items such as rare book collections and pictures in Calotype. The value of these assets is based on an insurance purposes valuation carried out in 2007 with a minor proportions valuation being updated in 2014.
- Museums and Gallery collections include various collections held at a number of museums across Edinburgh. They include items held within the Social History, Applied Art, Writers' Museum, Childhood, City Art Centre and Picture Loan Scheme. The value of these assets is based on insurance purposes valuations carried out in 2003 along with a minor proportions valuation being updated in 2014. A small minority of the assets are based on insurance purposes valuations carried out in 1996.
- The valuations for heritage assets have all been carried out internally and although they are from earlier periods, they are considered the most appropriate and relevant. Carrying out valuations for the majority of collections held is very costly and time consuming so it is not practicable to obtain recent valuations at a cost which is commensurate with the benefits to users of the financial statements. The carrying amounts of these heritage assets will be reviewed with sufficient regularity in the future to ensure they are brought up to date and remain appropriate.
- The Council has three private vehicle registration plates which meet the definition of intangible heritage assets. These have not been recognised on the balance sheet due to lack of information on cost or current value. They are limited registration numbers that rarely become available for sale and therefore no relevant or appropriate current value can be placed on these. It is also almost certain they are below the materiality threshold for the Council.

19. Inventories

Policy

Inventories are measured at the lower of cost and net realisable value.

Inventories acquired through a non-exchange transaction are measured at their fair value as at the date of acquisition.

Inventories held for distribution at no charge or a nominal charge are measured at the lower of cost and current replacement cost.

Note	2020/21		2019/20	
	Group £000	Council £000	Group £000	Council £000
Total				
Balance at 1 April	13,472	3,451	13,285	2,984
Purchases	60,675	13,901	62,285	15,437
Held by a third party	169	169	62	62
Recognised as an expense in the year	(60,745)	(14,071)	(62,127)	(14,999)
Stock written off	(2)	(2)	(33)	(33)
Balance at 31 March	<u>13,569</u>	<u>3,448</u>	<u>13,472</u>	<u>3,451</u>

The majority of the Council inventory transactions and balances relate to fuel and building materials, with catering supplies, community equipment and clothing making up the remainder. The Group inventory mainly relates to fuel and work in progress.

NOTES TO THE FINANCIAL STATEMENTS

20. Debtors

20.1 Long-term Debtors

	2020/21		2019/20	
	Group £000	Council £000	Group £000	Council £000
Council Tax	99,556	99,556	87,063	87,063
Trade Debtors	54,607	54,607	44,516	44,516
Other Debtors	132,226	166,488	119,626	141,088
Total long-term debtors before provision for impairment	286,389	320,651	251,205	272,667
Less: Provision for impairment	(130,057)	(130,057)	(113,912)	(113,912)
Total net long-term debtors	156,332	190,594	137,293	158,755

Long-term debtors include £10.123m (2019/20 £10.667m) for sums recoverable from Police Scotland. These sums relate to monies advanced to the former joint board for capital expenditure.

20.2 Short-term Debtors

	2020/21		2019/20	
	Group £000	Council £000	Group £000	Council £000
Council Tax	120,691	120,691	120,416	120,416
Trade Debtors	50,923	47,266	35,260	32,092
Prepayments	7,534	4,470	6,265	3,469
Other Debtors	86,119	76,266	97,911	89,756
Total current debtors before provision for impairment	265,267	248,693	259,852	245,733
Less: Provision for impairment	(121,764)	(121,764)	(122,457)	(122,457)
Total net current debtors	143,503	126,929	137,395	123,276

20.3 Provision for Impairment

	2020/21		2019/20	
	Group £000	Council £000	Group £000	Council £000
Long-term provision for impairment				
Council Tax	(91,685)	(91,685)	(81,340)	(81,340)
Trade Debtors	(28,520)	(28,520)	(25,856)	(25,856)
Other Debtors	(9,852)	(9,852)	(6,716)	(6,716)
Total long-term provision for impairment	(130,057)	(130,057)	(113,912)	(113,912)
Current provision for impairment				
Council Tax	(108,562)	(108,562)	(109,827)	(109,827)
Trade Debtors	(12,621)	(12,621)	(12,451)	(12,451)
Other Debtors	(581)	(581)	(179)	(179)
Total current provision for impairment	(121,764)	(121,764)	(122,457)	(122,457)

21. Cash and Cash Equivalents

The balance of cash and cash equivalents comprises the following elements. Investments maturing within three months of the balance sheet are deemed to be cash and cash equivalents.

	2020/21		2019/20	
	Group £000	Council £000	Group £000	Council £000
Cash held	352	352	351	351
Bank current accounts	8,244	(22,175)	14,022	(15,005)
Short-term deposits:				
With banks or building societies	112,212	112,212	28,364	28,364
With other local authorities	75,169	75,169	67,467	67,467
	195,977	165,558	110,204	81,177

NOTES TO THE FINANCIAL STATEMENTS

22. Investments

22.1 Long-Term Investments

	2020/21		2019/20	
	Group £000	Council £000	Group £000	Council £000
Transport for Edinburgh	0	5,824	0	5,824
Tudor Trust	350	350	350	350
TIE	1	1	1	1
CEC Holdings	7,874	14,044	7,876	14,044
Telford NHT	1,236	1,236	3,471	3,471
	<u>9,461</u>	<u>21,455</u>	<u>11,698</u>	<u>23,690</u>

22.2 Short-Term Investments

	2020/21		2019/20	
	Group £000	Council £000	Group £000	Council £000
Local Authority Loans	31,571	31,571	45,563	45,563
Other short-term investments	0	0	235	0
	<u>31,571</u>	<u>31,571</u>	<u>45,798</u>	<u>45,563</u>

23. Assets Held for Sale

Policy

Current assets held for sale are assets that the Council has identified as surplus to requirements, are being actively marketed and it is expected that the sale will be realised within twelve months of the Balance Sheet date.

Non-current assets held for sale are assets that the Council has identified as surplus to requirements, are being actively marketed, but it is not expected that the sale will be realised within twelve months of the Balance Sheet date.

Assets held for sale are measured at the lower of carrying value and fair value less costs to sell at the Balance Sheet date. Where the sale is expected to occur in more than twelve months, the cost is measured at present value.

Current and non-current assets held for sale are not depreciated.

Note

	2020/21		2019/20	
	Group £000	Council £000	Group £000	Council £000
23.1 Non-Current Assets - Held for Sale				
Balance at 1 April	1,254	1,254	1,586	1,586
Additions	17	17	2	2
Revaluation gains/(losses) recognised in the revaluation reserve	0	0	(316)	(316)
Revaluation gains/(losses) recognised in Surplus on the Provision of Services	0	0	(18)	(18)
Assets Declassified as held for sale	<u>(1,212)</u>	<u>(1,212)</u>	<u>0</u>	<u>0</u>
Balance at 31 March	<u>59</u>	<u>59</u>	<u>1,254</u>	<u>1,254</u>

23.2 Current Assets - Held for Sale

	2020/21		2019/20	
	Group £000	Council £000	Group £000	Council £000
Balance at 1 April	21,139	21,139	17,606	17,606
Additions	210	210	296	296
Revaluation gains/(losses) recognised in the revaluation reserve	0	0	2,631	2,631
Revaluation gains/(losses) recognised in Surplus on the Provision of Services	0	0	606	606
Assets declassified as held for sale	<u>(15,214)</u>	<u>(15,214)</u>	<u>0</u>	<u>0</u>
Balance at 31 March	<u>6,135</u>	<u>6,135</u>	<u>21,139</u>	<u>21,139</u>

NOTES TO THE FINANCIAL STATEMENTS

24. Creditors	2020/21		Re-stated 2019/20	
	Group £000	Council £000	Group £000	Council £000
Trade Creditors	(121,355)	(118,594)	(101,372)	(98,434)
Council Tax refundable to taxpayer	(6,958)	(6,958)	(5,029)	(5,029)
Other Tax payable	(13,924)	(11,239)	(13,068)	(10,282)
Other Creditors	(118,696)	(78,067)	(78,073)	(48,318)
PPP Creditor (Note 40.1)	(11,924)	(11,924)	(39,462)	(39,462)
Finance Leases (non PPP - Note 39.1)	(11,997)	(1,937)	(10,700)	(1,868)
	<u>(284,854)</u>	<u>(228,719)</u>	<u>(247,704)</u>	<u>(203,393)</u>

25. Provisions Policy

The value of provisions is based upon the Council's obligations arising from past events, the probability that a transfer of economic benefit will take place and a reasonable estimate of the obligation. An assessment of long and short-term provisions has been made at the 31 March 2021 year end and provisions disclosed separately.

Note Long-Term	2020/21		2019/20	
	Group £000	Council £000	Group £000	Council £000
Balance at 1 April	0	0	0	0
Transfers	(25,925)	(25,925)	0	0
Additional provisions made in year	(1,952)	(1,952)	0	0
Amounts used during the year	2,174	2,174	0	0
Unused amounts reversed during year	0	0	0	0
Balance at 31 March	<u>(25,703)</u>	<u>(25,703)</u>	<u>0</u>	<u>0</u>

Short-Term	2020/21		2019/20	
	Group £000	Council £000	Group £000	Council £000
Balance at 1 April	(36,960)	(34,512)	(36,710)	(33,810)
Transfers	25,925	25,925	0	0
Additional provisions made in year	(7,398)	(3,805)	(7,755)	(5,878)
Amounts used during the year	2,445	1,470	4,397	2,067
Unused amounts reversed during year	3,542	3,542	3,108	3,109
Balance at 31 March	<u>(12,446)</u>	<u>(7,380)</u>	<u>(36,960)</u>	<u>(34,512)</u>

The Council provisions include estimates of settlements on outstanding equal pay, compensation, insurance and other claims, contract arrangements, land acquisition costs for the tram project and Council Tax discounts that require to be set aside for housing projects.

26. Reserves Policy

Reserves held on the Balance Sheet are classified as either usable or unusable reserves.

Usable reserves hold monies that can be applied to fund expenditure or reduce Council Tax.

Unusable reserves cannot be applied to fund expenditure.

Usable Reserves

The Council operates the following usable reserves:

- Capital receipts reserve - this represents capital receipts available to finance capital expenditure in future years.
- Capital grants unapplied account - holds capital grants and contributions that have been received towards specific works that have yet to be completed.
- Capital fund - under Schedule 3 of the Local Government (Scotland) Act 1975, certain receipts derived from the sale of property may also be used to create a capital fund "to be used for defraying any expenditure of the authority to which capital is properly applicable, or in providing money for repayment of the principal of loans".
- Renewal and repairs fund - holds monies set aside for the renewal and repair of Council property and funds for PPP school lifecycle maintenance. This fund is operated under the terms of Schedule 3 to the Local Government (Scotland) Act 1975.
- General Fund - held to mitigate financial consequences of risks and other events impacting on the Council's resources. Monies within the General Fund can be earmarked for specific purposes.

NOTES TO THE FINANCIAL STATEMENTS

27. Unusable Reserves

Note

Movements in the Group and the Council's usable reserves are detailed in the Movement in Reserves Statement (on pages 19 to 20) and Note 12.

Policy

The Council operates the following unusable reserves:

- Revaluation reserve - holds unrealised gains arising since 1 April 2007 from holding non-current assets.
- Capital adjustment account - provides a mechanism between the different rates at which assets are depreciated and are financed through the capital controls system.
- Financial instruments adjustment account - provides a mechanism between the different rates at which gains and losses (such as premiums on the early repayment of debt) are recognised under the Code and are required by statute to be met from the General Fund.
- Available for sale financial assets - provides a mechanism to recognise the unrealised gains and losses on the revaluation of financial assets (such as investment bonds).
- Pensions reserve - represents the net monies which the Council requires to meet its pension liability, as calculated under IAS19, Employee Benefits. The Council operates a pensions reserve fund under the terms of the Local Government Pension Reserve Fund (Scotland) Regulations 2003.
- Employee statutory adjustment account - represents the net monies which the Council requires to meet its short-term compensated absences for employees under IAS19.

27.1 Summary of Unusable Reserves

	Balance as at:	
	31 March 2021 £000	31 March 2020 £000
Revaluation Reserve	2,117,198	1,758,446
Capital Adjustment Account	1,564,291	1,518,318
Financial Instruments Adjustment Account	(82,929)	(85,965)
Pensions Reserve	(670,502)	(523,535)
Employee Statutory Adjustment Account	(16,246)	(13,807)
Total Council Unusable Reserves	<u>2,911,812</u>	<u>2,653,457</u>
Subsidiaries, Associates and Joint Ventures	125,199	125,653
Total Group Unusable Reserves	<u><u>3,037,011</u></u>	<u><u>2,779,110</u></u>

27.2 Revaluation Reserve

The revaluation reserve contains the gains made by the Council arising from increases in the value of its property, plant and equipment. The balance is reduced when assets with accumulated gains are: revalued downwards or impaired and the gains are lost; used in the provision of services and the gains are consumed through depreciation; or disposed of and the gains are realised.

The reserve contains unrealised gains accumulated since 1 April 2007, the date the reserve was created. Accumulated gains arising before 1 April 2007 were consolidated into the capital adjustment account.

	2020/21 £000	2019/20 £000
Balance at 1 April	1,758,446	1,666,037
Upward revaluation of assets	469,879	178,646
Downward revaluation of assets and impairment losses not charged to the Surplus on the Provision of Services	(59,330)	(30,825)
Surplus on revaluation of non-current assets not posted to the Surplus on the Provision of Service	<u>410,549</u>	<u>147,821</u>
Difference between fair value depreciation and historical cost depreciation	(50,011)	(53,963)
Accumulated gains on assets sold written off to the capital adjustment account	(1,786)	(1,449)
Balance at 31 March	<u><u>2,117,198</u></u>	<u><u>1,758,446</u></u>

NOTES TO THE FINANCIAL STATEMENTS

27. Unusable Reserves - continued

27.3 Capital Adjustment Account

The capital adjustment account provides a balancing mechanism for timing differences arising from the different arrangements for accounting for the consumption of non-current assets and for financing the acquisition, construction or enhancement of those assets under statutory provisions. The account is debited with the cost of acquisition, construction or enhancement as depreciation, impairment losses and amortisations are charged to the Comprehensive Income and Expenditure Statement (CIES) (with reconciling postings from the revaluation reserve to convert fair value figures to a historical cost basis). The account is credited with the amounts set aside by the Council to finance the costs for acquisition, construction and enhancement of non-current assets. The account also holds accumulated gains and losses on investment properties and revaluation gains accumulated on property, plant and equipment prior to 1 April 2007.

Note 11 provides details of the source of the transactions posted to this account, except those involving the revaluation reserve.

	2020/21 £000	2019/20 £000
Balance at 1 April	1,518,318	1,437,923
<u>Reversal of items relating to capital expenditure debited or credited to the CIES</u>		
Charges for depreciation and impairment of non-current assets	(132,569)	(231,293)
Amortisation and impairment of intangible assets	(148)	(58)
Capital funded from revenue	13,658	29,581
Revenue exp. funded from capital under statute	(51,107)	(52,778)
Amounts of non-current assets written off on disposal or sale as part of the gain / loss on disposal to the CIES	(20,889)	(3,847)
	<u>(191,055)</u>	<u>(258,395)</u>
Adjusting amounts written out of the revaluation reserve	1,786	55,412
	<u>(189,269)</u>	<u>(202,983)</u>
<u>Capital financing applied in the year:</u>		
Use of the capital receipts reserve to finance new capital expenditure	27,388	9,640
Donated assets	(1,008)	(440)
Use of capital fund for new capital expenditure	(2,000)	6,311
Capital grants and contributions credited to the CIES that have been applied to capital financing	90,401	114,333
Application of grants from the capital grants unapplied account / capital fund	148	805
Statutory provision for the financing of capital investment charged against the General Fund and HRA balances	69,111	99,247
Capital expenditure charged against the General Fund and HRA balances	51,107	52,778
	<u>235,147</u>	<u>282,674</u>
Movements in the market value of investment properties credited to the CIES	14	309
Other unrealised losses debited to the CIES	81	395
Balance at 31 March	<u><u>1,564,291</u></u>	<u><u>1,518,318</u></u>

NOTES TO THE FINANCIAL STATEMENTS

27. Unusable Reserves - continued

27.4 Financial Instruments Adjustment Account

The financial instruments adjustment account provides a balancing mechanism between the different rates at which gains and losses (such as premiums on the early repayment of debt) are recognised under the Code and are required by statute to be met from the General Fund and Housing Revenue Account. This account also holds the equivalent interest rate adjustment on lender option / borrower option loans.

	2020/21	2019/20
	£000	£000
Balance at 1 April	(85,965)	(41,548)
Proportion of premiums incurred in previous financial years to be charged against the General Fund and HRA balances in accordance with statutory requirements	3,010	2,375
Premium on refinancing of loans	0	(46,900)
Proportion of equivalent interest rate calculation on lender option / borrower option loans (LOBOs)	26	108
Amount by which finance costs charged to the Comprehensive Income and Expenditure Statement are different from finance costs chargeable in accordance with statutory requirements	3,036	(44,417)
Balance at 31 March	<u>(82,929)</u>	<u>(85,965)</u>

The Council operates a loans pool on behalf of the General Fund and Housing Revenue Account. With the transfer of responsibility for Police and Fire services to the new national bodies, all movements are now reflected on the Council's Balance Sheet. An element of the cost, however, is recovered through the pooled interest rate and therefore there is no financial impact on the Council.

27.5 Pensions Reserve

The pensions reserve provides a balancing mechanism arising from the different arrangements for accounting for post employment benefits (pension costs) and for funding pensions in accordance with statutory provisions. The Council accounts for pensions in the Comprehensive Income and Expenditure Statement as the benefits are earned by employees accruing years of service, updating the liabilities recognised to reflect inflation, changing assumptions and investment returns on any resources set aside to meet the costs.

Statutory arrangements, however, require benefits to be financed as the Council makes its contributions to Lothian Pension Fund or pays any pensions for which it is directly responsible.

NOTES TO THE FINANCIAL STATEMENTS

27. Unusable Reserves - continued

27.5 Pensions Reserve - continued

The debit balance on the pension reserve therefore shows a substantial shortfall between the benefits earned by past and current employees and the resources that the Council has set aside to meet them. The statutory arrangements will ensure that funding will have been set aside by the time the benefits require to be paid.

	2020/21	2019/20
	£000	£000
Balance at 1 April	(523,535)	(659,468)
Actuarial gains or (losses) on pension assets and liabilities	(101,615)	184,024
Reversal of items relating to retirement benefits debited or credited to the Surplus on the Provision of Services in the Comprehensive Income and Expenditure Statement	(118,584)	(117,546)
Employer's pension contributions and direct payments to pensioners payable in the year	73,232	69,455
Balance at 31 March	<u>(670,502)</u>	<u>(523,535)</u>

27.6 Employee Statutory Adjustment Account

The employee statutory adjustment account provides a balancing mechanism arising from the different arrangements that would otherwise impact on the General Fund and HRA balances from accruing for compensated absences earned but not taken in the year (annual leave entitlement carried forward at 31 March). Statutory arrangements require that the impact on the General Fund and HRA balances is mitigated by transfers to or from this account.

	2020/21	2019/20
	£000	£000
Balance at 1 April	(13,807)	(16,058)
Settlement or cancellation of accrual made at the end of the preceding year	13,807	16,058
Amount accrued at the end of the current year	<u>(16,246)</u>	<u>(13,807)</u>
Amount by which officer remuneration charged to the Comprehensive Income and Expenditure Statement on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements	(2,439)	2,251
Balance at 31 March	<u>(16,246)</u>	<u>(13,807)</u>

NOTES TO THE FINANCIAL STATEMENTS

27. Unusable Reserves - continued

27.7 Unusable Reserves - Group Members

	Re-stated	
	31 March 2021 £000	31 March 2020 £000
Subsidiaries		
CEC Holdings Limited	77,040	77,009
Transport for Edinburgh	18,725	20,516
Edinburgh Living MMR LLP	10,737	8,235
Associates and Joint Ventures		
Common Good	23,509	23,509
Lothian Valuation Joint Board	(4,812)	(3,616)
Total Unusable Reserves - Subsidiaries, Associates and Joint Ventures	<u>125,199</u>	<u>125,653</u>

28. Cash Flow Statement - Operating Activities

The cash flows for operating activities include the following items:

	2020/21		2019/20	
	Group £000	Council £000	Group £000	Council £000
Cash paid to and on behalf of employees	646,146	646,146	641,666	641,666
General Revenue Grant	(635,771)	(635,771)	(360,206)	(360,206)
Non-Domestic Rates receipts from national pool	(238,922)	(238,922)	(366,025)	(366,025)
Other net operating cash payments / (receipts)	30,865	30,865	(44,401)	(44,401)
Net cash flows from subsidiary companies	(16,168)	0	(23,691)	0
Net cash flows from operating activities	<u>(213,850)</u>	<u>(197,682)</u>	<u>(152,657)</u>	<u>(128,966)</u>

29. Cash Flow Statement - Operating Activities - continued

The cash flows for operating activities include the following items:

	2020/21		2019/20	
	Group £000	Council £000	Group £000	Council £000
Interest received	(2,129)	(2,062)	(4,219)	(4,093)
Interest paid	77,565	76,267	78,156	77,504
Investment income received	(1,750)	(1,750)	(1,047)	(1,047)

The surplus or deficit on the provision of services has been adjusted for the following items that are investing and financing activities:

Proceeds from short-term and long-term investments	(9,272)	(11,443)	(127,518)	(132,962)
Proceeds from the sale of property, plant and equipment, investment property and intangible assets				
Recognised Capital Income	110,046	110,046	127,806	127,806
Income from Donated Assets	(1,008)	(1,008)	(441)	(441)
	<u>99,766</u>	<u>97,595</u>	<u>(153)</u>	<u>(5,597)</u>

NOTES TO THE FINANCIAL STATEMENTS

29. Cash Flow Statement - Operating Activities - continued

	2020/21		2019/20	
	Group £000	Council £000	Group £000	Council £000
Depreciation	(209,280)	(186,335)	(201,516)	(176,505)
Impairment	3,606	3,606	(45,228)	(53,294)
Increase/(decrease) in impairment for bad debts	(14,112)	(14,392)	(21,631)	(4,773)
Increase/(decrease) in creditors	(37,031)	(17,927)	24,030	22,203
Increase/(decrease) in debtors	34,209	29,184	32,225	34,303
Increase/(decrease) in inventories	97	(3)	188	468
Carrying amount of non-current assets and non-current assets held for sale, sold or de-recognised	9,001	6,499	13,726	5,464
Other non-cash items charged to the net surplus or deficit on the provision of services	(43,671)	(35,176)	(60,293)	(31,681)
	<u>(257,181)</u>	<u>(214,544)</u>	<u>(258,499)</u>	<u>(203,815)</u>

30. Cash Flow Statement - Investing Activities

	2020/21		2019/20	
	Group £000	Council £000	Group £000	Council £000
Purchase of Property, Plant and Equipment, Investment Property and Intangible Assets	346,033	324,026	308,038	279,213
Proceeds from the Sale of Property, Plant and Equipment, Investment Property and Intangible Assets	(26,835)	(25,384)	(77,873)	(76,910)
Net purchase of Short-Term and Long-Term Investments	3,763	3,763	70,439	70,439
Other payments for investing activities	(555)	(555)	53,510	46,510
Other receipts from investing activities	<u>(181,947)</u>	<u>(181,903)</u>	<u>(50,676)</u>	<u>(50,596)</u>
Net cash flows from investing activities	<u>140,459</u>	<u>119,947</u>	<u>303,438</u>	<u>268,656</u>

31. Cash Flow Statement - Financing Activities

	2020/21		2019/20	
	Group £000	Council £000	Group £000	Council £000
Cash Receipts of Short- and Long-Term Borrowing	(68,250)	(70,000)	(236,129)	(236,348)
Other Receipts for Financing Activities	(5,422)	(5,422)	11,199	11,199
Cash Payments for the Reduction of the Outstanding Liability relating to Finance Leases and on-Balance Sheet PPP Contracts	23,288	9,650	26,575	12,323
Repayment of short-term and long-term borrowing	38,002	59,126	73,213	98,638
Net cash flows from financing activities	<u>(12,382)</u>	<u>(6,646)</u>	<u>(125,142)</u>	<u>(114,188)</u>

NOTES TO THE FINANCIAL STATEMENTS

32. Trading Operations

Edinburgh Catering Services - Other Catering no longer meets the definition of a significant trading operation under the terms of the Local Government in Scotland Act 2003, as amended. It ceased to operate as such from 1 April 2020, with formal "de-badging" **approved by the Finance and Resources Committee** on 4 March 2021.

33. Financial Support and Guarantees

33.1 Loans and guarantees

The Council has made loans to the following organisations at less than market interest rates (soft loans).

	2020/21 £000	2019/20 £000
	Spartans Community Football Academy	Spartans Community Football Academy
Opening Balance	58	57
New Loans	0	0
Increase in the Discounted Amount	5	4
Fair Value Adjustment	0	0
Loan Repayment	<u>(3)</u>	<u>(3)</u>
Balance Carried Forward	<u>60</u>	<u>58</u>
Nominal Value Carried Forward	<u>90</u>	<u>93</u>

Adjustments have been made under the requirements of IFRS 9 Financial Instruments, as required by the Code.

The Spartans loan relates to the lease of an area of ground lying immediately to the west of Ainslie Park Leisure Centre, Pilton Drive, Edinburgh. The original outstanding payment was £120,000, with £3,000 to be paid on or before 31 March each year for ten consecutive years from 31 March 2012 and £9,000 to be paid for ten consecutive years on or before 31 March from 31 March 2022.

33.2 Guarantees

In February 2018 the Council agreed to provide a formal pension guarantee to Lothian Pension Fund on behalf of Edinburgh Leisure.

From 1 April 2018 Lothian Pension Fund introduced a new investment strategy, whereby those employers closed to new entrants but who do not meet the criteria for the Fund's low-risk strategy, would be moved to a medium risk strategy.

Edinburgh Leisure would fall into this category and the impact would be a considerable increase in contribution rates and would likely result in a significant impact on services provided by this entity.

The Council approved providing a pension guarantee which enabled Edinburgh Leisure to be moved back to a low-risk strategy, avoiding the additional financial costs.

In June 2018 the Council also approved to provide a pension guarantee to Lothian Pension Fund on behalf of Lothian Buses, to enable them to merge their existing pension fund into Lothian Pension Fund, to streamline the pension portfolio and bring associated financial efficiencies.

NOTES TO THE FINANCIAL STATEMENTS

33. Financial Support and Guarantees - continued

33.3 Shared Equity Scheme / Scheme of Assistance

In 2010/11, the Council approved a shared equity scheme to help buyers purchase homes from PARC. The Council provided assistance to sixteen purchasers, at a cost of £0.484m. No further assistance has been provided since 2012/13.

The monies are required to be repaid to the Council either on sale of the property or after twenty years, whichever occurs earlier.

Purchasers have the option to pay interest annually or accumulate charges on the same terms as the original equity. Sums due to the Council, including accrued interest, where owners have opted to defer interest, are included in long-term debtors.

The assisted purchase scheme was an initiative administered on behalf of the Council to allow home owners to enter into a lifetime mortgage agreement to finance repairs to their properties. Forty loans were made between 2007 and 2012, with an original loan principal value of £0.762m. These sums are included in long-term debtors.

The loans are repayable on sale of the property or on the death of the home owner. The amount repayable is a minimum of the original loan principal and a maximum of the original loan as a percentage of the property value on signing the agreement, as applied to the value on redeeming the loan.

In June 2018 the Council purchased the interest in a shared equity loan scheme from PARC for £0.512m. The scheme provided assistance to buyers to purchase homes from PARC and twenty two loans remain in the scheme. These sums are included in long-term debtors.

The loans are repayable on sale of the property or on the death of the home owner. The amount repayable is a minimum of the original loan principal and a maximum of the original loan as a percentage of the property value on signing the agreement, as applied to the value on redeeming the loan.

33.4 National Housing Trust

The National Housing Trust (NHT) is a housing initiative developed by the Scottish Government, in partnership with the Scottish Futures Trust (SFT) and local authorities. The aim is to deliver new homes for mid-market rent while at the same time stimulating the housing market. The scheme is underwritten by the Scottish Government, by way of a guarantee against the borrowing and associated interest costs. The Council works with the Scottish Government and SFT to procure private developers to build homes for mid-market rent and enter into joint ventures with the Council, by way of Limited Liability Partnerships through the NHT initiative.

Phase 1 and 2 of NHT are now complete and have delivered 518 new homes.

Phase 1 NHT developments are now in the latter stages of their investment, and in accordance with the scheme, are now making arrangements to repay their borrowing.

The Telford NHT LLP with Miller Homes was bought over by the Council in January 2019. The Council agreed, in October 2020, to approve the sale of the homes in the Telford North LLP to LAR Housing Trust. The sale took place in May 2021.

NHT Phase 3 is to deliver up to 368 mid-market rent homes across three separate sites. The total required budget for NHT3 is £50.1m for the three projects. Fruitmarket NHT3 has completed, with investment totalling £9.153m and delivery of 80 homes. Western Harbour has also completed, with investment totalling £17.284m and 138 homes delivered. The final project under NHT Phase 3 (Shrubhill) commenced in 2018/19 and 93 homes have been delivered to date, with an investment of £14.923m. The final two phases at Shrubhill (57 homes in total) will no longer be part of the NHT Programme, as works are due to be completed outwith the approved timeframe. There will therefore be no further Council investment in NHT Phase 3.

NOTES TO THE FINANCIAL STATEMENTS

33. Financial Support and Guarantees - continued

33.4 National Housing Trust - continued

The Council has advanced and had repaid the following sums through the NHT scheme:

Developer	Development Site	Phase	Total No. of Units	Advanced 2020/21 £000	Repaid 2020/21 £000	Prior Years £000	Total £000
Places for People	Lochend North	1	79	0	(4,692)	9,751	5,059
Places for People	Lighthouse Court	1	44	0	(2,021)	5,396	3,375
Teague Homes Limited	Salamander Place / Leith Links	1	145	0	0	15,551	15,551
City of Edinburgh Council	Telford North	1	89	0	0	10,299	10,299
FP Newhaven Ltd	Sandpiper Road	2	96	0	0	11,908	11,908
Ediston Homes Ltd	Fruitmarket	3	80	0	0	9,153	9,153
Cruden Homes	Western Harbour	3	138	0	0	17,284	17,284
Places for People	Shrubhill	3	93	0	0	14,923	14,923
			764	0	(6,713)	94,265	87,552

These sums are included within long-term debtors, as detailed in note 20.1.

34. Agency Income and Expenditure

The Council has entered into agency agreements with other local public bodies to provide and receive services, the income and expenditure for which is included in the Comprehensive Income and Expenditure Statement.

During the financial year the total Agency income was £284.898m (2019/20 £101.877m) and Agency Expenditure £276.450m (2019/20 £96.167m).

During the financial year the Council undertook the administration of several Covid-19 related funding streams on behalf of the Scottish Government, on an agency basis. During the year income and expenditure, amounted to £213.473m, of which £188m was paid out as grants, with the remainder due to be paid out in the new financial year or repaid to the Scottish Government.

The council also undertakes, on an agency basis, the financial administration on behalf of the Scottish Cities Alliance. During the year £0.231m (2019/20 £0.323m) was paid out to the respective lead authorities of the projects concerned, included in the totals above.

The Council acts as the Billing Authority for a number of Business Improvement Districts (BIDs). The Council collects a levy from the business rate payers on behalf of the BID bodies, Essential Edinburgh and Edinburgh West End. During the year income of £1.071m (2019/20 £1.195m) was collected and £0.401m (2019/20 £1.240m) paid out to BID schemes, included in the totals above.

In August 2018 the Edinburgh and South-East Scotland City Region Deal (ESES CR Deal) was signed and committed a total of £600m of funding from both the Scottish and UK Governments, over 15 years. The Council has undertaken, on an agency basis, to act as the accountable body for the management of the Deal. During the year income and expenditure amounted to £58.659m (2019/20 £89.159m).

35. Audit Costs

The fees payable to Azets Audit Services in respect of external audit services undertaken in accordance with the Code of Audit Practice are £0.638m (2019/20 £0.623m).

In addition, the Council paid audit fees to Azets Audit Services for the audit of CEC Recovery Limited's (formerly tie Limited) accounts. The Council paid £0.002m during 2020/21 (2019/20 £0.003m) for the audit of the 2019/20 financial statements.

NOTES TO THE FINANCIAL STATEMENTS

36. Grant Income

Policy

• Revenue

Revenue grants and contributions have been included in the financial statements on an accruals basis.

Where such funds remain unapplied at the Balance Sheet date, but approval has been given to carry these funds forward to the next financial year, these amounts have been set aside in the General Fund.

• Capital

Capital grants and contributions are recognised in the Comprehensive Income and Expenditure Statement except to the extent there are conditions attached to them that have not been met.

Where there are no conditions attached to capital grants and contributions, these funds are a reconciling item in the Movement in Reserves Statement for the General Fund and Housing Revenue Account by way of an adjusting transaction with the capital adjustment account, where expenditure has been incurred, and the unapplied capital grants account, where expenditure has not been incurred.

Where there are outstanding conditions attached to capital grants and contributions that have not been met at the Balance Sheet date, the grant or contribution will be recognised as part of capital grants receipts in advance. Once the condition has been met, the grant or contribution will be transferred from capital grants received in advance and recognised as income in the Comprehensive Income and Expenditure Statement, as above.

Note

Grants and contributions credited to the Comprehensive Income and Expenditure Statement include the following:

	2020/21		2019/20	
	£000	£000	£000	£000
Credited to taxation and non-specific grant income				
General revenue funding	(635,771)		(360,206)	
Non-domestic rates	(238,922)		(366,025)	
Capital grants and contributions	<u>(110,046)</u>		<u>(127,806)</u>	
		(984,739)		(854,037)
Credited to services				
Central Government Bodies	(285,120)		(225,700)	
Other Local Authorities	(3,059)		(2,907)	
NHS bodies	(75,403)		(78,050)	
Other entities and individuals	<u>(14,269)</u>		<u>(23,419)</u>	
		<u>(377,851)</u>		<u>(330,076)</u>
Total		<u><u>(1,362,590)</u></u>		<u><u>(1,184,113)</u></u>

NOTES TO THE FINANCIAL STATEMENTS

37. Related Parties

During the year, the Council entered into a number of transactions with related parties. The most material of these transactions, not disclosed elsewhere, are shown below.

	2020/21 Expenditure	2020/21 Income	2020/21 Debtor / (Creditor)	2019/20 Net Expenditure / (Income)	2019/20 Debtor / (Creditor)
	£000	£000	£000	£000	£000
Capital City Partnership	4,484	(47)	225	3,377	(7)
Capital Theatres	588	(279)	0	(482)	0
CEC Holdings (incl. EDI Group, EICC)	76	(292)	5,985	(184)	4,723
Edinburgh Leisure Limited	13,395	(269)	2,299	8,065	99
Edinburgh Living MMR	19,313	(21)	38,089	16,348	19,212
Edinburgh Trams Ltd	1,403	(24,076)	(117)	(31,595)	4,110
Edinburgh Integration Joint Board	252,021	(251,744)	(27,898)	(28,434)	(3,992)
HMRC	0	0	6,071	0	1,862
Lothian Buses	1,033	(62)	(6)	1,443	5,911
Lothian Pension Fund	2	(339)	(6,081)	(346)	(4,943)
Lothian Valuation Joint Board	3,806	(394)	(1,695)	3,632	(1,437)
NHS Bodies	3,815	(31,687)	29,852	(24,067)	1,527
Other Local Authorities	2,458	(2,205)	93	1,550	76
Scottish Government	468	(77,330)	40,984	10,002	59,826
Scottish Police Authority	1,206	(1)	0	2,245	0
Scottish Qualifications Authority	1,504	0	0	1,523	0
Telford NHT	0	(11)	17	0	3
<u>Other</u>					
Audit Scotland	606	0	(448)	652	(388)
Autism Initiative UK	5,219	0	0	4,423	0
Bethany Christian Trust	979	0	(72)	969	0
Criminal Justice Bodies	590	0	0	591	0
Dean and Cauvin Charitable Trust	906	(1)	(4)	1,028	0
Edinburgh International Festival Society	2,026	0	0	2,133	0
Edinburgh Military Tattoo	0	(401)	0	(406)	0
Edinburgh School Partnership	17,778	0	(46,894)	14,359	(49,475)
Edinburgh Vol. Org. Council	810	0	(62)	526	0
Festivals Edinburgh Ltd	125	0	0	149	0
Handicab	499	0	248	620	248
Hubco	10,482	0	(1,635)	3,223	0
Lifecare Edinburgh	404	0	0	388	0
Marketing Edinburgh	374	0	0	695	0
Police Scotland	38	(1,058)	10,138	(1,040)	10,684
Port of Leith Housing	2,190	(1)	0	10,525	0
Royal Blind Asylum and School	1,142	(159)	0	1,186	0
Royal Lyceum Theatre Co Ltd	329	(88)	0	356	0
Scottish Fire and Rescue Service	0	0	(86)	93	0
Scottish Water	7	(12)	73	794	70
SESTRAN	0	(12)	483	(15)	163
Spartans	150	(5)	0	89	0
SUSTRANS	0	(7,981)	6,212	3,566	2,746
Transport Scotland	0	(14)	635	2	1,811
Total	350,226	(398,489)	56,406	7,983	52,829

NOTES TO THE FINANCIAL STATEMENTS

38. Capital Expenditure and Capital Financing

The total amount of capital expenditure incurred during the year is shown below (including the value of assets acquired under finance leases and PPP contracts), together with the resources that have been used to finance it. Where capital expenditure is to be financed in future years through charges to revenue (loan charges), capital expenditure results in an increase in the capital financing requirement. This shows the amount of capital expenditure that has yet to be financed. The capital financing requirement is analysed below.

	2020/21		Re-stated 2019/20	
	£000	£000	£000	£000
Opening capital financing requirement		1,676,228		1,567,368
Capital Investment				
Property, plant and equipment	257,267		349,066	
Heritage Assets	672		773	
Assets held for sale	227		298	
Intangible assets	0		168	
Capital Receipts transferred to Capital Fund	2,000		0	
National Housing Trust - Consent to borrow (see note 33.4)	0		11,789	
Edinburgh Living LLP - Consent to borrow	19,313		16,348	
Revenue expenditure funded from capital under statute	51,107		52,778	
PPP Lease Agreements Recognised In-Year	<u>1,983</u>		<u>16,691</u>	
		332,569		447,911
Sources of Finance				
Capital receipts	(27,388)		(9,640)	
Capital Funded from Current Revenue	(13,658)		(29,581)	
Government grants and other contributions	(138,389)		(179,164)	
PPP schools - - under construction and lifecycle additions	(1,983)		(16,691)	
Loans fund / finance lease repayments	<u>(54,332)</u>		<u>(103,975)</u>	
		(235,750)		(339,051)
Closing capital financing requirement		<u><u>1,773,047</u></u>		<u><u>1,676,228</u></u>
Explanation of movements in year				
(Decrease) / increase in underlying need to borrow or fund from credit arrangements		94,695		55,956
Assets acquired under finance leases		2,124		52,904
(Decrease) / Increase in capital financing requirement		<u><u>96,819</u></u>		<u><u>108,860</u></u>

NOTES TO THE FINANCIAL STATEMENTS

39. Leases

39.1 Assets Leased in - Finance Leases

Policy

Finance leases, which have substantially transferred to the authority the benefits and risks of ownership of a non-current asset, are treated as if the asset had been purchased outright.

Assets acquired under finance leases are included in non-current assets at the lower of the fair value or the present value of the minimum lease payments. The capital element of the lease is included as obligations under finance leases / creditors.

The lease rentals comprise capital and interest elements. The capital element is applied to reduce the outstanding obligation and the interest element is charged to revenue on a straight line basis over the terms of the lease.

Note

The Council has acquired a waste treatment facility and its IT equipment under finance leases. The assets classified under these leases are included in property, plant and equipment in the Balance Sheet.

The Group subsidiaries Edinburgh Trams Ltd and CEC Holdings Ltd have adopted the new standard IFRS 16 - Finance Leases, from 1 January 2019, in accordance with company accounting standards. The Council is not required to adopt IFRS 16 until 1 April 2022, therefore consolidation adjustments have been made to the finance lease disclosures to adjust for right of use assets and related lease liabilities in connection with all former operating leases.

	2020/21		2019/20	
	Group £000	Council £000	Group £000	Council £000
Value at 1 April	37,906	9,986	17,867	8,683
Additions during the year	141	141	23,506	2,856
Depreciation charge for the year	(4,435)	(1,887)	(3,467)	(1,553)
Value at 31 March	<u>33,612</u>	<u>8,240</u>	<u>37,906</u>	<u>9,986</u>
Vehicles, plant, equipment and furniture	<u>33,612</u>	<u>8,240</u>	<u>37,906</u>	<u>9,986</u>
Value at 31 March	<u><u>33,612</u></u>	<u><u>8,240</u></u>	<u><u>37,906</u></u>	<u><u>9,986</u></u>
Analysed by:	£000	£000	£000	£000
Current	11,997	1,937	10,700	1,868
Non-Current	13,535	6,303	21,302	8,118
Finance costs payable in future years	1,390	774	1,615	985
	<u>26,922</u>	<u>9,014</u>	<u>33,617</u>	<u>10,971</u>
Finance Lease Liabilities	£000	£000	£000	£000
Within one year	12,526	2,117	11,167	2,082
Between 2 and 5 years	11,050	3,550	18,618	5,057
Over 5 years	3,347	3,347	3,832	3,832
Total liabilities	<u>26,923</u>	<u>9,014</u>	<u>33,617</u>	<u>10,971</u>

39.2 Assets Leased in - Operating Leases

Policy

Leases that do not meet the definition of a finance lease are accounted for as operating leases.

Rental payments, net of benefits received, under operating leases are charged to the relevant service on a straight line basis over the life of the lease.

NOTES TO THE FINANCIAL STATEMENTS

39. Leases - continued

39.2 Assets Leased in - Operating Leases - continued

Note

The Group subsidiaries Edinburgh Trams Ltd and CEC Holdings Ltd adopted the new accounting standard IFRS 16 - Finance Leases, from 1 January 2019, in accordance with company accounting standards. The Council is not required to adopt IFRS 16 until 1 April 2022, therefore consolidation adjustments have been made to the operating lease disclosures to adjust for right of use assets and related lease liabilities in connection with all former operating leases.

The Group leases in property, vehicles and copying equipment. The amount charged to the Comprehensive Income and Expenditure Statement under these arrangements and the value of future payments under operating leases is shown below.

Under these operating leases, the Group and Council is committed to paying the following sums:

	2020/21		2019/20	
	Group £000	Council £000	Group £000	Council £000
Future Repayment Period				
Not later than one year	10,072	845	9,910	870
Later than one year and not later than five years	38,372	1,590	37,949	1,977
Later than five years	62,963	915	71,897	1,190
	111,407	3,350	119,756	4,037
Value at 31 March				
Other land and buildings	13,460	2,919	13,691	3,637
Vehicles, plant, equipment and furniture	97,947	431	106,065	400
	111,407	3,350	119,756	4,037
Recognised as an expense during the year	10,576	1,313	10,252	1,216

39.3 Assets Leased Out by the Council - Operating Leases

Policy

Rental income received under operating leases is credited to the relevant service in accordance with the terms specified in the lease agreement.

Note

The Council leases out property, equipment and infrastructure under operating leases for a number of purposes, including:

- for economic development purposes, including regeneration and to provide suitable affordable accommodation for local businesses.
- to arm's-length companies for the provision of services such as sport and leisure and theatres.
- an operating lease arrangement with Edinburgh Trams for the lease of the tram infrastructure.

The future minimum lease payments receivable under non-cancellable leases in future years are:

	2020/21 £000	2019/20 £000
Not later than one year	21,133	22,486
Later than one year and not later than five years	74,149	78,534
Later than five years	324,515	339,362
Total liabilities	419,797	440,382

The Council has a number of leases that are agreed for a period of over 100 years, the majority of which relate to land.

NOTES TO THE FINANCIAL STATEMENTS

40. Public Private Partnerships and Similar Contracts

40.1 PPP, Finance Lease and Other Liabilities

	Note	2020/21		Re-stated 2019/20	
		Group £000	Council £000	Group £000	Council £000
Short Term Creditors					
PPP Residual Waste	40.2	2,606	2,606	30,039	30,039
PPP Education	40.3	9,318	9,318	9,423	9,423
Finance Leases	39.1	11,997	1,937	10,700	1,868
		<u>23,921</u>	<u>13,861</u>	<u>50,162</u>	<u>41,330</u>
Other Long-Term Liabilities					
PPP Residual Waste	40.2	23,987	23,987	24,300	24,300
PPP Residual Waste Donated Asset	40.2	52,745	52,745	55,038	55,038
PPP Education	40.3	203,597	203,597	213,028	213,028
PPP Queensferry High School - Phase 2		1,983	1,983	0	0
Finance Leases	39.1	13,535	6,303	21,302	8,118
Group other liabilities		7,120	0	327	0
		<u>302,967</u>	<u>288,615</u>	<u>313,995</u>	<u>300,484</u>

40.2 PPP - Residual Waste

In 2016, the Council entered into a twenty five year contract with FCC to supply residual waste treatment at Millerhill. The contract is a joint arrangement between the Council and Midlothian Council on an 80:20 split respectively. This contract became operational in April 2019. The Council's 80% share of the facility value is included in the Fixed Assets on the balance sheet.

Under the agreements the Council is committed to paying the following sums as detailed in the contractor's final bid model:

	Payment for Services £000	Reimburse. of Capital Expenditure £000	Interest £000	Total £000	Donated Asset £000
Payable in 2021/22	4,102	313	3,737	8,152	2,293
Within two to five years	17,827	1,247	14,482	33,556	9,173
Within six to ten years	25,372	1,913	16,969	44,254	11,466
Within eleven to fifteen years	28,161	4,120	14,853	47,134	11,466
Within sixteen to twenty years	31,941	8,027	10,424	50,392	11,466
Within twenty one to twenty five years	21,816	8,680	2,546	33,042	9,174
	<u>129,219</u>	<u>24,300</u>	<u>63,011</u>	<u>216,530</u>	<u>55,038</u>

Payments due under the scheme have been inflated by 1.06% per annum, reflecting the terms of the contracts.

NOTES TO THE FINANCIAL STATEMENTS

40. Public Private Partnerships and Similar Contracts - continued

40.3 PPP - Education Projects

In 2001, the Council entered into a Public Private Partnership (PPP1) for the provision of school buildings, maintenance and other facilities with Edinburgh Schools Partnership. This agreement was supplemented by a further agreement in April 2004, which now requires Edinburgh Schools Partnership either to replace or substantially renovate ten primary, five secondary and two special schools, together with one close support unit and a community wing, and to maintain these schools to an agreed standard. When the agreement ends in July 2033 the schools will be handed to the Council with a guaranteed maintenance-free life of five years.

In April 2007, the Council entered into a second Public Private Partnership (PPP2) for the provision of school buildings, maintenance and other facilities with Axiom Education Limited. This required Axiom Education Limited to replace six secondary schools and two primary schools and to maintain these schools to a high standard. When the agreement ends in July 2038 the schools will be handed to the Council with an agreed major maintenance-free life of five years.

In December 2013, the Council entered in to an agreement with Hub South East Scotland for the provision of a new building for James Gillespie's High School. This has been procured using a Design, Build, Finance and Maintain (DBFM) agreement with Hub South East Scotland. The concession is due to terminate in July 2041.

In June 2018, the Council entered in to an agreement with QHS DBFMCO Ltd for the provision of a new building for Queensferry High School. This has been procured using a Design, Build, Finance and Maintain (DBFM) agreement with QHS DBFMCO Ltd. The concession is due to terminate in March 2045. Capital expenditure of £1.983m related to Phase 2 of the school project is reported as Assets Under Construction within the balance sheet and as a future finance lease liability.

Under the agreements the Council is committed to paying the following sums as detailed in the contractor's final bid model:

	Payment for Services £000	Reimburse. of Capital Expenditure £000	Interest £000	Total £000
Payable in 2021/22	21,296	9,318	19,769	50,383
Payable within two to five years	98,198	36,053	73,910	208,161
Payable within six to ten years	137,230	56,828	81,844	275,902
Payable within eleven to fifteen years	119,051	60,560	60,731	240,342
Payable within sixteen to twenty years	50,370	38,944	24,168	113,482
Payable within twenty one to twenty five years	2,929	11,212	2,917	17,058
	<u>429,074</u>	<u>212,915</u>	<u>263,339</u>	<u>905,328</u>

Payments due under the following schemes have been inflated by: 1.11% per annum for the PPP1 scheme, 1.67% per annum for the PPP2 scheme and 2.5% per annum for the James Gillespie's High School scheme, reflecting the terms of the separate contracts and assumed inflation of 2.5% per annum.

The amounts disclosed as reimbursement of capital expenditure are included in creditors and other long-term liabilities on the Balance Sheet. These are not subject to the above inflationary uplifts.

The unitary charges paid to the service providers include amounts to compensate them for the capital expenditure incurred and interest payable whilst the capital expenditure remains to be reimbursed. The liability outstanding to pay the service providers for capital expenditure incurred is as follows:

	2020/21 £000	2019/20 £000
Balance at 1 April	187,859	196,065
Additions during the year	34,594	0
Repayments during the year	<u>(9,538)</u>	<u>(8,206)</u>
Balance at 31 March	<u>212,915</u>	<u>187,859</u>

NOTES TO THE FINANCIAL STATEMENTS

40. Public Private Partnerships and Similar Contracts - continued

40.4 Provision of Information Technology services

In 2015 the Council entered into a seven year contract with CGI for the provision of information technology services. This contract became operational on 1 April 2016. During the financial year a seven year contract extension was approved to 31 March 2029.

Under the agreement the Council is committed to paying the following sums in cash terms (assuming an inflationary uplift). These sums exclude amounts disclosed under finance leases for ICT asset additions.

Future Repayment		Inflationary	
Period	£000	Uplift	
2021/22	25,531	0.4%	
2022/23 - 2028/29	156,613	2.0%	
	<u>182,144</u>		

40.5 Provision of Parking Enforcement

The Council entered into a five year contract with NSL for the provision of parking enforcement on 1 October 2014 which ended on 30 September 2019. There was a five year extension clause which has been approved with the contract extended to 30 September 2024.

The Council is committed to paying the following sums in cash terms (renegotiated annually):

Future Repayment	
Period	£000
2021/22	7,000
2022/23 - 2024/25	17,500
	<u>24,500</u>

40.6 Other Rolling Contracts

The Council has entered into a number of rolling contracts to provide services, which are mainly care orientated through 'Supporting People'. The annual value of these contracts is £33.404m.

41. Pension schemes accounted for as defined contribution schemes

The Scottish Teachers' Superannuation Scheme is an unfunded scheme administered by the Scottish Public Pensions Agency. The scheme is excluded from the accounting requirements of IAS 19 as it is a national scheme which does not allow for the identification of pension liabilities consistently and reliably between participating authorities. The accounts, therefore, only include the payments made by the Council to the scheme in year and do not reflect the estimated pension assets or liabilities of the scheme. The exception to this are payments in relation to unfunded pension enhancements for members of the scheme as they are administered through the Local Government Pension Scheme and are taken into consideration in accounting for pension costs under IAS 19.

	2020/21		2019/20	
	£000	%	£000	%
Amount paid to Scottish Government in respect of teachers' pension costs	36,657		31,974	
As a percentage of teachers' pensionable pay Apr - Aug		23.00		17.20
As a percentage of teachers' pensionable pay Sep - Mar		23.00		23.00
Amount paid in respect of added years	0		0	
As a percentage of teachers' pensionable pay		0.00		0.00
Capitalised value of discretionary awards entered into prior to 2018/19	15,012		15,978	

At 31 March 2021, creditors include £4.292m (2019/20 £4.166m) in respect of teachers' superannuation.

42. Defined Pension Schemes

42.1 Participation in Pension Scheme

The Council is operating as an administering authority for the Local Government Pension Scheme.

The Council also makes contributions towards the cost of its own employees' post-employment benefits. Although these benefits will not be payable until employees retire, the Council has a commitment to make payment for those benefits and to disclose them at the time that employees earn their future entitlement.

Employees other than teachers are eligible to join the Local Government Pension Scheme. The pension costs charged to Services in respect of these employees have been calculated under IAS 19 - Employee Benefits.

NOTES TO THE FINANCIAL STATEMENTS

42. Defined Pension Schemes - continued

42.1 Participation in Pension Scheme - continued

In terms of this scheme, in 2020/21 the Council paid an employer's contribution of £66.934m (2019/20 £63.062m) into the Lothian Pension Fund, representing 22.7% (2019/20 22.3%) of pensionable pay. Contribution rates are determined by the Fund's Actuary based on triennial actuarial valuations of the pension fund. The data is based on the valuations as at March 2020, at which point the funding level (i.e. the percentage of assets to past service liabilities) was 106%.

The Fund's Actuary is unable to provide an analysis of IAS19 pension costs by individual service. The charge in the Comprehensive Income and Expenditure Statement applied against each service included in 'Cost of Services' reflects an apportionment of costs in line with the actual cash payments made by the Council to Lothian Pension Fund.

42.2 Transactions Relating to Post-Employment Benefits

The cost of pension benefits, as assessed by the Fund's Actuary and reflected within 'Cost of Services', differed from the cash payment to the Fund charged against Council Tax. The following summarises the entries reflected within the Comprehensive Income and Expenditure Statement in respect of accounting for pensions under IAS19. The amount by which pension costs calculated in accordance with IAS19 are different from the contributions due under the pension scheme regulations is included in the Movement in Reserves Statement.

	2020/21		2019/20	
Comprehensive Income and Expenditure Statement	£000	£000	£000	£000
<i>Cost of services:</i>				
Service cost, comprising:				
Current service costs	103,848		117,983	
Past service costs	2,326		(16,847)	
		106,174		101,136
<i>Financing and investment income:</i>				
Net interest expense		12,410		16,410
Total post employee benefit charged to the surplus on the provision of services		118,584		117,546
<i>Other post-employment benefits charges to the Comprehensive Income / Expenditure Statement</i>				
Re-measurement of the net defined liability, comprising:				
Return on plan assets, excluding the amount incl. in the net interest expense above.	(399,005)		195,313	
Actuarial (gains) and losses arising on changes in financial assumptions	712,967		(354,198)	
Actuarial (gains) and losses arising on changes in demographic assumptions	(167,174)		0	
Other experience	(45,173)		(25,139)	
		101,615		(184,024)
Total post-employment benefits charged to the Comprehensive Income / Expenditure Statement		220,199		(66,478)
Movement in Reserves Statement				
Reversal of net charges made to the surplus on the provision of services for post-employment benefits in accordance with the Code.		(118,584)		(117,546)
Actual amount charged against the General Fund Balance for pensions in the year:				
Employer's contributions payable to the scheme		68,031		64,097
Contributions in respect of unfunded benefits		5,201		5,358
		73,232		69,455

NOTES TO THE FINANCIAL STATEMENTS

42. Defined Pension Schemes - continued

42.3 Pension Assets and Liabilities Recognised in the Balance Sheet

The amount included in the Balance Sheet arising from the Council's obligations in respect of its defined benefit plan is as follows:

	2020/21	2019/20
	£000	£000
Fair value of employer assets	3,250,790	2,843,437
Present value of funded liabilities	(3,853,353)	(3,296,740)
Present value of unfunded liabilities	<u>(67,939)</u>	<u>(70,232)</u>
Net liability arising from defined benefit obligation	<u><u>(670,502)</u></u>	<u><u>(523,535)</u></u>

42.4 Reconciliation of the Movements in the Fair Value of Scheme Assets

	2020/21	2019/20
	£000	£000
Opening fair value of scheme assets	2,843,437	2,970,647
Effect of settlements	0	0
Interest income	65,250	71,258
Re-measurement gain / (loss):		
Return on plan assets, excluding the amount included in the net interest expense	399,005	(195,313)
Contributions from employer	68,031	64,097
Contributions from employees into the scheme	18,249	17,430
Contributions in respect of unfunded benefits	5,201	5,358
Other Experience	(47,851)	0
Benefits paid	(95,331)	(84,682)
Unfunded benefits paid	<u>(5,201)</u>	<u>(5,358)</u>
Closing fair value of scheme assets	<u><u>3,250,790</u></u>	<u><u>2,843,437</u></u>

Reconciliation of Present Value of the Scheme Liabilities

	2020/21	2019/20
	£000	£000
Present value of funded liabilities	(3,296,740)	(3,548,983)
Present value of unfunded liabilities	<u>(70,232)</u>	<u>(81,132)</u>
Opening balance at 1 April	(3,366,972)	(3,630,115)
Current service cost	(103,848)	(117,983)
Interest cost	(77,660)	(87,668)
Contributions from employees into the scheme	(18,249)	(17,430)
Re-measurement gain / (loss):		
Change in financial assumptions	(712,967)	354,198
Change in demographic assumptions	167,174	0
Other experience	93,024	25,139
Past service (cost) / gain	(2,326)	16,847
Benefits paid	95,331	84,682
Unfunded benefits paid	<u>5,201</u>	<u>5,358</u>
Closing balance at 31 March	<u><u>(3,921,292)</u></u>	<u><u>(3,366,972)</u></u>

NOTES TO THE FINANCIAL STATEMENTS

42. Defined Pension Schemes - continued

42.5 Fair Value of Employer Assets

The following asset values are at bid value as required under IAS19.

	2020/21 £000	%	2019/20 £000	%
Consumer *	406,173	12	271,003	10
Manufacturing *	474,653	15	410,093	15
Energy and Utilities *	175,030	5	181,357	6
Financial Institutions *	221,518	7	184,931	7
Health and Care *	221,555	7	196,766	7
Information technology *	155,331	5	122,907	4
Other *	<u>260,975</u>	8	<u>207,594</u>	7
Sub-total Equity Securities	<u>1,915,234</u>		<u>1,574,651</u>	
Debt Securities:				
UK Government *	196,096	6	175,051	6
Corporate Bonds (investment grade) *	0	0	47,625	2
Corporate Bonds (investment grade)	<u>1,767</u>	0	<u>104,649</u>	4
Sub-total Debt Securities	<u>197,863</u>		<u>327,325</u>	
Private Equity				
All	<u>509,731</u>	16	<u>24,740</u>	1
Sub-total Private Equity	<u>509,731</u>		<u>24,740</u>	
Real Estate:				
UK Property *	0	0	32,704	1
UK Property	169,910	5	153,614	5
Overseas Property	<u>1,218</u>	0	<u>2,505</u>	0
Sub-total Real Estate	<u>171,127</u>		<u>188,823</u>	
Investment Funds and Unit Trusts:				
Equities *	46,753	1	34,815	1
Bonds	72,141	2	12,205	0
Infrastructure	<u>2,608</u>	0	<u>399,797</u>	14
Sub-total Investment Funds and Unit Trusts	<u>121,502</u>		<u>446,817</u>	
Derivatives:				
Foreign Exchange *	<u>(346)</u>	0	<u>5,801</u>	0
Sub-total Derivatives	<u>(346)</u>		<u>5,801</u>	
Cash and Cash Equivalents				
All *	<u>335,679</u>	10	<u>275,280</u>	10
Sub-total Cash and Cash Equivalents	<u>335,679</u>		<u>275,280</u>	
Total Fair Value of Employer Assets	<u>3,250,790</u>	<u>100</u>	<u>2,843,437</u>	<u>100</u>

Scheme assets marked with an asterisk (*) have quoted prices in active markets.

NOTES TO THE FINANCIAL STATEMENTS

42. Defined Pension Schemes - continued

42.6 Basis for Estimating Assets and Liabilities

Hymans Robertson, the independent actuaries to Lothian Pension Fund, have advised that the financial assumptions used to calculate the components of the pension expense for the year ended 31 March 2021 were those from the beginning of the year (i.e. 31 March 2020) and have not been changed during the year. The main assumptions in the calculations are:

Investment returns

Actual return for period from 31 March 2020 to 31 March 2021	(16.40%)
Total return for period from 1 April 2020 to 31 March 2021	(16.40%)

Average future life expectancies at age 65:

	31.03.21	31.03.20
Current pensioners	male 20.5 years	21.7 years
Current pensioners	female 23.3 years	24.3 years
Future pensioners	male 21.9 years	24.7 years
Future pensioners	female 25.2 years	27.5 years
Period ended	31.03.21	31.03.20
Pension increase rate	2.85%	1.90%
Salary Increase rate	3.35%	3.50%
Discount rate	2.00%	2.30%

As at the date of the most recent valuation, the duration of the Employer's funded obligations is 19 years.

Estimation of defined benefit obligations is sensitive to the actuarial assumptions set out above. In order to quantify the impact of a change in the financial assumptions used, the Actuary has calculated and compared the value of the scheme liabilities as at 31 March 2021 on varying bases. The approach taken by the Actuary is consistent with that adopted to derive the IAS19 figures.

For example, to quantify the uncertainty around life expectancy, the Actuary has calculated the difference in cost to the Employer of a one year increase in life expectancy. For sensitivity purposes, this is assumed to be an increase in the cost of benefits of broadly 3-5%. In practice the actual cost of a one year increase in life expectancy will depend on the structure of the revised assumption and changes in some of the assumptions may be interrelated.

Change in assumptions at 31 March 2021	Approximate % Increase to Employer	Approximate Monetary Amount £000
0.1% decrease in Real Discount Rate	2%	71,662
1 year increase in member life expectancy	4%	156,852
0.1% increase in the Salary Increase Rate	0%	7,330
0.1% increase in the Pension Increase Rate	2%	63,529

42.7 Impact on the Council's Cash Flows

The objectives of the scheme are to keep employers' contributions at as constant a rate as possible. The Council agreed a contribution stability mechanism with the scheme's actuary until 31 March 2024. The rate will be increased by 1.1% from 1 April 2021 and thereafter, for the remainder of the actuarial valuation period, rates will remain fixed.

42.8 Information about the defined benefit obligation

	£000	%
Active members	1,749,800	45.4%
Deferred members	598,084	15.5%
Pensioner members	1,505,469	39.0%
Total	<u>3,853,353</u>	<u>100.0%</u>

NOTES TO THE FINANCIAL STATEMENTS

42. Defined Pension Schemes - continued

42.8 Information about the defined benefit obligation - continued

The figures are for funded obligations only and do not include the unfunded pensioner liabilities. The durations are effective as at the previous formal valuation of 31 March 2020.

The unfunded pensioner liability at 31 March 2021 comprises approximately £52.927m (2019/20 £54.254m) in respect of LGPS unfunded pensions and £15.012m (2019/20 £15.978m) in respect of teachers' unfunded pensions. For unfunded liabilities as at 31 March 2021, it is assumed that all unfunded pensions are payable for the remainder of the member's life. It is further assumed that 90% of pensioners are married (or cohabiting) at death and that their spouse (cohabitee) will receive a pension between 37.5% and 50% of the member's pension as at the date of the member's death.

42.9 Pension Reserves - Group Position

The pension reserves shown in the Group Balance Sheet relate to the Council. Pension reserves for the Lothian Valuation Joint Board are included in unusable reserves. Pension reserves for other companies in the group are included in usable reserves. The value of the pension reserves is shown separately below;

	2020/21 Pension Reserve £000	2019/20 Pension Reserve £000
Unusable Reserves		
Council	(670,502)	(523,535)
Lothian Valuation Joint Board	(4,934)	(3,750)
	<u>(675,436)</u>	<u>(527,285)</u>
	2020/21 £000	2019/20 £000
Usable Reserves		
Edinburgh Leisure	(2,172)	(1,232)
Transport for Edinburgh Ltd	(23,514)	66,190
	<u>(25,686)</u>	<u>64,958</u>
Net Pension Reserves	<u>(701,122)</u>	<u>(462,327)</u>

42.10 Analysis of projected amount to be charged to profit or loss for the period to 31 March 2022

	Assets £000	Obligations £000	Net (liability) / asset £000	% of pay
Current service cost	0	(117,983)	(117,983)	(51.4%)
Past service cost including curtailments	0	16,847	16,847	0.0%
Effect of settlements	0	0	0	0.0%
Total Service Cost	0	(101,136)	(101,136)	(51.4%)
Interest income on plan assets	71,258	0	71,258	23.1%
Interest cost on defined benefit obligation	0	(87,668)	(87,668)	(28.2%)
Total Net Interest Cost	71,258	(87,668)	(16,410)	(5.1%)
Total included in Profit or Loss	<u>71,258</u>	<u>(188,804)</u>	<u>(117,546)</u>	<u>(56.5%)</u>

The Council's estimated contribution to Lothian Pension Fund for 2021/22 is £63.712m.

NOTES TO THE FINANCIAL STATEMENTS

42. Defined Pension Schemes - continued

42.11 Strain on the Pension Fund

Lothian Pension Fund has the right to require the Council to make additional payments to the pension fund to reflect the extra cost to the pension fund of immediate payment of benefits to employees who retire early on efficiency, redundancy or voluntary grounds. This amounted to £1.194m, including accrued payments (2019/20 £1.186m).

42.12 Further Information

Further information on Lothian Pension Fund can be found in the Council's Pension Fund's Annual Report which is available upon application to the Chief Executive Officer, Lothian Pension Fund, Atria One, 144 Morrison Street, Edinburgh, EH3 8EX.

43. Financial Instruments

Policy

Classifications

A financial instrument is a contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another entity. Non-exchange transactions, such as those relating to taxes, benefits and government grants, do not give rise to financial instruments.

Financial Liabilities

A financial liability is an obligation to transfer economic benefits controlled by the Council and can be represented by a contractual obligation to deliver cash or financial assets or an obligation to exchange financial assets and liabilities with another entity that is potentially unfavourable to the Council.

All of the Council's financial liabilities held during the year are measured at amortised cost and comprised:

- long-term loans from the Public Works Loan Board and commercial lenders,
- lease payables detailed in note 39,
- PPP contracts detailed in note 40, and
- trade payables for goods and services received.

Financial Assets

A financial asset is a right to future economic benefits controlled by the Council that is represented by cash, equity instruments or a contractual right to receive cash or other financial assets or a right to exchange financial assets and liabilities with another entity that is potentially favourable to the Council. The financial assets held by the Council during the year are accounted for under the following classifications:

Amortised cost (where cash flows are solely payments of principal and interest and the Council's business model is to collect those cash flow) comprising:

- cash in hand,
- current, call and notice accounts with banks
- fixed term deposits with banks and building societies,
- loans to other local authorities,
- certificates of deposit and covered bonds issued by banks and building societies,
- treasury bills and gilts issued by the UK Government,
- trade receivables for goods and services provided.

Fair value through other comprehensive income (where cash flows are solely payments of principal and interest and the Council's business model is to both collect those cash flows and sell the instrument; and equity investments that the Council has elected into this category) comprising:

- money market funds

Financial assets held at amortised cost are shown net of a loss allowance reflecting the statistical likelihood that the borrower or debtor will be unable to meet their contractual commitments to the Council.

NOTES TO THE FINANCIAL STATEMENTS

43. Financial Instruments - continued

43.1 Categories of Financial Instruments

The following categories of financial instrument are carried on the Council's Balance Sheet:

	2020/21		2019/20	
	Long-Term £000	Current £000	Long-Term £000	Current £000
Assets				
At amortised cost				
- Bank Call Accounts (Note 21)	0	112,212	0	28,364
- Local Authority Loans - S-T (Note 22)	0	31,571	0	45,563
- Local Authority Loans - S-T (Note 21)	0	75,169	0	67,467
		<u>218,952</u>		<u>141,394</u>
At fair value through profit and loss				
- Money Market Funds	0	85,691	0	67,935
		<u>85,691</u>		<u>67,935</u>
Total Financial Instruments - Assets	0	304,643	0	209,329
The Investment total does not include £21.1m (2019/20 £23.34m) in unquoted equity in subsidiary companies which are not deemed to be Financial Instruments.				
Debtors				
At amortised cost	209,994	85,677	160,515	103,164
Total debtors	<u>209,994</u>	<u>85,677</u>	<u>160,515</u>	<u>103,164</u>
Borrowings				
- Public Works Loans Board	(1,000,544)	(62,672)	(1,041,404)	(71,783)
- Salix	(454)	(268)	(722)	(302)
- Market debt	<u>(302,007)</u>	<u>(5,648)</u>	<u>(243,760)</u>	<u>(3,203)</u>
Total borrowings	<u>(1,303,005)</u>	<u>(68,588)</u>	<u>(1,285,886)</u>	<u>(75,288)</u>
Other Liabilities				
Financial liabilities at amortised cost	0	(19,217)	0	(19,008)
PPP and finance lease liabilities	(235,870)	(11,568)	(245,446)	(39,037)
PPP and finance lease liabilities (donated assets)	(52,745)	(2,293)	(55,038)	(2,293)
Deferred liability	<u>(39,964)</u>	<u>0</u>	<u>(42,078)</u>	<u>0</u>
Total other long-term liabilities	<u>(328,579)</u>	<u>(33,078)</u>	<u>(342,562)</u>	<u>(60,338)</u>

In August 2018, the Council undertook a fixed rate forward starting loan transaction. The Council drew down a £60m loan in October 2020 repayable over 25 years on a semi annual annuity basis.

Lothian Regional Council entered into an agreement for the disposal of Norton Park Annex to the Tudor Trust. The terms of the disposal included the creation of a Title Company with share capital of 100 ordinary shares, held by the Tudor Trust, and 350,000 £1 preference shares held by City of Edinburgh Council. The preference shares carry rights that, in the event of the company being wound up or the property sold, the Council will receive the first £0.35m of the sale proceeds. This is included in the Balance Sheet as a 'Deferred Liability' of £0.35m, and as a long-term investment.

NOTES TO THE FINANCIAL STATEMENTS

43. Financial Instruments - continued

43.1 Categories of Financial Instruments - continued

Other deferred liabilities relate to income received in advance, which is required to be put on interest bearing deposit.

Further detail on the finance lease and PPP liabilities can be seen in notes 39 and 40.

43.2 Income, Expenses, Gains and Losses

	Financial Liabilities: Measured at Amortised Cost £000	Financial Assets: Measured at Amortised Cost £000	Fair Value through Profit / Loss £000	Total £000
Interest expense	59,083	0	0	59,083
Interest on leases	21,111	0	0	21,111
Total expense in Surplus on the Provision of Services	80,194	0	0	80,194
Interest income	0	(491)	(119)	(610)
Total Interest and investment income	0	(491)	(119)	(610)
Net (gain) / loss for the year	80,194	(491)	(119)	79,584

In addition to the above interest expense, £3.008m (2019/20 £2.419m) was charged to the loans pool from the financial instruments adjustment account during the year, but not reflected in the Comprehensive Income and Expenditure Statement. The increase relates to the charging of premiums incurred on the restructuring of the Council's Inverse LOBO loans. It also excludes £0.118m (2019/20 £0.232m) of loans fund expenses charged to the Council.

Dividend income of £1.75m (2019/20 £1.047m) was received from a subsidiary council company but not included in the table above as the holding is not classified as a financial instrument.

43.3 Fair Value of Assets and Liabilities

The Council has adopted IFRS 13 for the calculation of fair values. Financial assets classified as available for sale are carried in the Balance Sheet at fair value. For Treasury Bills and shares in Money Market Funds, the fair value is taken from the market price. Financial assets classified as loans and receivables and all financial liabilities are carried in the Balance Sheet at amortised cost. Their fair values have been estimated by calculating the net present value of the remaining contractual cash flows at 31 March 2021, using the following methods and assumptions:

- Loans, including PWLB loans, borrowed by the Council have been valued by discounting the contractual cash flows over the whole life of the instrument at the appropriate market rate for local authority loans.
- The value of "Lender's Option Borrower's Option" (LOBO) loans has been increased by the value of the embedded options.
- The fair values of other long-term loans and investments have been discounted at the market rates for similar instruments with similar remaining terms to maturity on 31 March.
- The fair values of finance lease assets and liabilities and of PFI scheme liabilities have been calculated by discounting the contractual cash flows (excluding service charge elements) at the appropriate AA-rated corporate bond yield.

NOTES TO THE FINANCIAL STATEMENTS

43. Financial Instruments - continued

43.3 Fair Value of Assets and Liabilities - continued

- The fair value of soft loan assets has been calculated using the cash flows implied by the appropriate market interest rate which has been deemed to be the appropriate PWLB rate plus a credit spread of between 2% and 5% depending on the party to whom the advance has been made.
- The fair value of short-term instruments, including trade payables and receivables, is assumed to approximate to the carrying amount.

Fair values are shown in the table below, split by their level in the fair value hierarchy:

- Level 1 – fair value is only derived from quoted prices in active markets for identical assets or liabilities, e.g. bond prices.
- Level 2 – fair value is calculated from inputs other than quoted prices that are observable for the asset or liability, e.g. interest rates or yields for similar instruments.
- Level 3 – fair value is determined using unobservable inputs, e.g. non-market data such as cash flow forecasts or estimated creditworthiness.

The fair values are calculated as follows:

	Fair Value Level	2020/21		2019/20		
		Principal Outstanding £000	Carrying Amount £000	Fair Value £000	Carrying Amount £000	Fair Value £000
Public Works Loans Board	2	(1,051,404)	(1,063,216)	(1,345,200)	(1,113,186)	(1,400,813)
Salix	2	(741)	(722)	(736)	(1,024)	(1,003)
Market debt	2	(294,900)	(307,655)	(513,134)	(246,964)	(456,213)
Borrowings		(1,347,045)	(1,371,593)	(1,859,070)	(1,361,174)	(1,858,029)
Other long-term liabilities	n/a	(39,964)	(39,964)	(39,964)	(42,078)	(42,078)
Trade creditors	n/a	(19,217)	(19,217)	(19,218)	(19,008)	(19,008)
PPP and Finance Leases	3	(302,476)	(302,476)	(391,022)	(341,814)	(357,321)
Financial liabilities		<u>(1,708,702)</u>	<u>(1,733,250)</u>	<u>(2,309,274)</u>	<u>(1,764,074)</u>	<u>(2,276,436)</u>

The fair value is higher than the carrying amount because the authority's portfolio of loans includes a number of fixed rate loans where the interest rate payable is higher than the rates available for similar loans at the Balance Sheet date.

	Fair Value Level	2020/21		2019/20	
		Carrying Amount £000	Fair Value £000	Carrying Amount £000	Fair Value £000
Investments held at Fair Value through Profit and Loss					
Money Market Funds	1	85,691	85,691	67,936	67,936
		<u>85,691</u>	<u>85,691</u>	<u>67,936</u>	<u>67,936</u>
Investment held at Amortised Cost					
Bank Call Accounts	n/a	112,212	112,211	28,364	28,361
Local Authority Loans	2	106,740	106,749	113,030	113,125
		<u>218,952</u>	<u>218,960</u>	<u>141,394</u>	<u>141,486</u>
Debtors					
Loan Stock	n/a	2,240	2,240	2,240	2,240
Soft Loans	3	58	58	56	56
Other trade debtors	n/a	85,677	85,677	103,164	103,164
		<u>87,975</u>	<u>87,975</u>	<u>105,460</u>	<u>105,460</u>
Total Investments		<u>392,618</u>	<u>392,626</u>	<u>314,790</u>	<u>314,882</u>

NOTES TO THE FINANCIAL STATEMENTS

43. Financial Instruments - continued

43.4 Financial Assets classified as Fair Value through Profit and Loss

	Fair Value Level	2020/21		2019/20	
		Carrying Amount £000	Fair Value £000	Carrying Amount £000	Fair Value £000
Investments held at Fair Value through Profit and Loss					
Money Market Funds	1	85,691	85,691	67,936	67,936
		<u>85,691</u>	<u>85,691</u>	<u>67,936</u>	<u>67,936</u>

There was no unrealised gain on the available for sale financial assets (2019/20 £nil).

44. Nature and Extent of Risks Arising from Financial Instruments

44.1 Overall Procedures for Managing Risk

The Council's overall risk management procedures focus on the unpredictability of financial markets, and implementing restrictions to minimise these risks. The Council complies with the CIPFA Prudential Code and has adopted the CIPFA Treasury Management in the Public Services Code of Practice.

Overall these procedures require the Council to manage risk in the following ways:

- by formally adopting the requirements of the Code of Practice;
- by approving annually in advance prudential indicators for the following three years limiting:
 - the Council's overall borrowing;
 - its maximum and minimum exposures to fixed and variable rates;
 - its maximum and minimum exposures in the maturity structure of its debt;
- by selecting investment counterparties in compliance with the Council's Treasury Policy Statement.

The annual treasury management strategy which incorporates the prudential indicators was approved by the Council on 11 March 2021 and is available on the Council website. The key issues within the strategy are:

- The authorised limit for 2021/22 has been set at £2.814bn. This is the maximum limit for external borrowings and other short and long term liabilities.
- The operational boundary for 2021/22 has been set at £2.207bn. This is the expected upper level of borrowing and other short and long term liabilities during the year.

The prudential indicators are reported and approved as part of the Council's annual budget setting process. Actual performance is also reported annually to members of the Council.

44.2 Key Risks

The Council's activities expose it to a variety of financial risks, the key risks are:

- Credit risk – the possibility that other parties might fail to pay amounts due to the Council;
- Liquidity risk – the possibility that the Council might not have funds available to meet its commitments to make payments;
- Re-financing risk – the possibility that the Council might be requiring to renew a financial instrument on maturity at disadvantageous interest rates or terms;
- Market risk - the possibility that financial loss might arise for the Council as a result of changes in such measures as interest rates movements.

NOTES TO THE FINANCIAL STATEMENTS

44. Nature and Extent of Risks Arising from Financial Instruments - continued

44.3 Credit Risk

Credit risk arises from deposits with banks and financial institutions, as well as credit exposures to the Council's customers. Deposits are with banks, building societies, and other institutions in line with the Council's prevailing counterparty limits as set out in the Council's treasury policy statement. Investment decisions are considered daily as part of the daily cash flow management by the Council's Treasury Team who can, and do, restrict the list further in light of market conditions.

The Council's funds are managed along with those of Lothian Pension Fund and some other related organisations which are pooled for investment purposes as a treasury cash fund. Management of the cash fund is on a low risk, low return basis, with security of the investments the key consideration while at the same time seeking innovative and secure cash investment opportunities. This arrangement has allowed a better management of the Council's risk in the exceptional financial and market circumstances in recent years.

As well as lending monies to other local authorities, the Council purchases UK Government Treasury Bills and has previously purchased Bonds and Floating Rate Notes with an explicit UK Government Guarantee. At 31 March 2021, the Council had £31.6m in short term investments, all of which were loans to other local authorities. Of the net Cash and Cash Equivalents, 27.5% were loans to other local authorities, a further 31.4% was held in three AAA rated Money Market Funds, leaving only 41.1% with banks. All of the monies held on deposit with banks at 31 March 2021 were in call or near call accounts.

The principal outstanding on monies held by the Council under its treasury management arrangements at 31 March 2021 was £255.0m (31 March 2020: £209.3m). This was held with the following institutions:

	Standard and Poor's Rating	Principal Outstanding 31.03.21 £000	Carry Value 31.03.21 £000	Fair Value 31.03.21 £000	Carry Value 31.03.20 £000
Summary					
Money Market Funds					
Deutsche Bank AG, London	AAAm	39,523	39,523	39,523	25,141
Goldman Sachs	AAAm	3	3	3	15,022
Standard Life	AAAm	2,868	2,870	2,870	27,772
Bank Call Accounts					
Bank of Scotland	A+	30,575	30,576	30,576	5,789
Royal Bank of Scotland	A-	23,473	23,473	23,473	11,630
Santander UK	A	30,579	30,581	30,581	1
Barclays Bank	A	16	16	16	14
Svenska Handelsbanken	AA-	0	0	0	7
HSBC Bank Plc 31 dn	AA-	27,561	27,561	27,561	10,918
HSBC Bank Plc	AA-	5	5	5	5
UK Pseudo-Sovereign Risk Instruments					
Local Authorities (see below)	n/a	106,720	106,740	106,749	113,030
Total		261,323	261,348	261,357	209,329

Local Authorities are generally assumed to have a pseudo-sovereign credit rating (which in the UK at 31 March 2021 would have been 'AA' from S&P) due to their tax raising powers and the perceived government support. Very few have their own credit rating.

The Council's maximum exposure to credit risk in relation to its direct investments in banks and building societies of £112.2m cannot be assessed generally as the risk of any institution failing to make interest payments or repay the principal sum will be specific to each individual institution. Recent experience has shown that it is rare for such entities to be unable to meet their commitments. A risk of irrecoverability applies to all of the Council's deposits, but the Council takes a low risk approach to investment. There was no evidence at 31 March 2021 that this risk was likely to crystallise.

NOTES TO THE FINANCIAL STATEMENTS

44. Nature and Extent of Risks Arising from Financial Instruments - continued

44.3 Credit Risk - continued

No breaches of the Council's counterparty criteria occurred during the reporting period and the Council does not expect any losses from non-performance by any of its counterparties in relation to deposits.

In line with the Investment Regulations governing local authorities introduced in 2010, the Council approved an annual investment strategy and treasury policy statement for both the Council and the Cash Fund at its March 2021 meeting. The papers are available on the Council's website. A full list of the deposits outstanding at 31 March 2021 is contained in the Treasury Cash Fund Investment Report for Quarter 1 2021. This is available on request from corporate.finance2@edinburgh.gov.uk, marked for the attention of Treasury.

All Council invoices become due for payment on issue. Excluding pre-payments of £4.088m (2019/20 £0.569m), trade debtors past due date can be analysed by age as follows:

	2020/21	2019/20
	£000	£000
Less than two months	20,330	15,170
Two to four months	3,498	1,662
Four to six months	2,360	699
Six months to one year	5,164	1,609
More than one year	9,919	7,212
Total	<u>41,271</u>	<u>26,352</u>

Collateral – During the reporting period the Council held no collateral as security.

Credit Risk: Trade Debtors

Loss allowances on debtors have been calculated by reference to the Council's historic experience of default. The Council will continue to take appropriate and proportionate action to recover what is due even where the related debts are written off for the purposes of the financial statements.

Debtors are collectively assessed for credit risk in the following groups:

31.03.21			
		Gross	Loss
	Range	Receivable	Allowance
Council Tax	3% - 100%	220,246	(200,246)
Non Domestic Rates	1% - 100%	4,579	(3,122)
HRA tenants and other debtors	5% - 95%	10,432	(7,424)
Housing Benefits	75% - 80%	27,785	(21,863)
Trade and Other Debtors	10% - 100%	61,299	(19,166)
Total		<u>324,341</u>	<u>(251,821)</u>

44.4 Liquidity risk

The Council carries out short and medium term cash flow management to ensure that it will have sufficient liquidity to cover all of its payment obligations. This includes monitoring the maturity profile of investments to ensure sufficient liquidity is available for the Council's day to day cash flow needs. The Council also has ready access to borrowings from the money markets to cover any day to day cash flow needs. It is anticipated that some short to medium term borrowing may be required within the next financial year to meet cashflow and working capital requirements. This will be managed as part of the Council's short- and medium-term cashflow monitoring as required.

NOTES TO THE FINANCIAL STATEMENTS

44. Nature and Extent of Risks Arising from Financial Instruments - continued

44.4 Liquidity risk - continued

Whilst the PWLB provides access to longer term funds, it also acts as a lender of last resort to the Council. The Council is also required by statute to achieve a balanced budget, which ensures sufficient monies are raised to cover annual expenditure. There is therefore no significant risk that it will be unable to raise finance to meet its commitments under financial instruments.

The Council manages its liquidity position through the risk management procedures above (the setting and approval of prudential indicators and the approval of the treasury and investment strategy reports), as well as through cash flow management procedures required by the Code of Practice.

44.5 Re-financing and Maturity Risk

The Council maintains significant debt and investment portfolios. The re-financing risk to the Council relates to managing the exposure to replacing financial instruments as they mature. As shown in the chart in 44.6, the majority of the Council's debt portfolio consists of fixed rate longer term loans, and as such, the Council has a relatively low re-financing risk on its liabilities. However, the Council has market debt which allows the lender the option to ask for a rate increase at set dates and at that point the Council may choose to repay the loan at no additional cost. This gives a potential re-financing risk which the Council monitors and manages.

The Council's approved treasury strategy addresses the main risks and the treasury team address the operational risks within approved parameters. This includes monitoring the maturity profile of financial liabilities and amending the profile through either new borrowing or the rescheduling of the existing debt. With the margin on new borrowing rates and a separate rate for the premature repayment of loans, it is unlikely that there will be much scope for any substantial rescheduling of PWLB debt. However the Council is in on-going discussion with institutions over the potential to restructure some of the Council's market debt. In 2019/20 the Council repaid its £40m Inverse LOBO loans and replaced them with a £40m fixed rate loan from the PWLB.

The maturity analysis of the principal outstanding on the Council's debt is as follows:

	2020/21	2019/20
	£000	£000
Less than one year	(66,726)	(100,457)
Between one and two years	(65,057)	(65,051)
Between two and five years	(191,282)	(173,330)
Between five and ten years	(236,341)	(270,803)
More than ten years	<u>(1,090,115)</u>	<u>(1,068,344)</u>
Financial Liabilities	<u>(1,649,521)</u>	<u>(1,677,985)</u>

All trade and other payables are due to be paid in less than one year and trade creditors of £19.218m (2019/20 £19.008m) are not shown in the table above. The above figures show the principal outstanding, therefore, neither accrued interest of £15.733m (2019/20 £16.176m) nor net equivalent interest rate (EIR) adjustments of £8.834m (2019/20 £8.825m) to the carrying amounts of market debt shown in the financial liabilities are included.

The only investment which the Council has with a maturity of greater than one year is £2.24m in EDI loan stock.

44.6 Market risk

Interest rate risk

The Council is exposed to interest rate movements on its borrowings and investments. Movements in interest rates have a complex impact on the Council, depending on how variable and fixed interest rates move across differing financial instrument periods. For instance, a rise in variable and fixed interest rates would have the following effects:

- borrowings at variable rates – the interest expense charged to the Comprehensive Income and Expenditure Statement will rise;
- borrowings at fixed rates – the fair value of the borrowing liability will fall;
- investments at variable rates – the interest income credited to the Comprehensive Income and Expenditure Statement will rise; and
- investments at fixed rates – the fair value of the assets will fall.

NOTES TO THE FINANCIAL STATEMENTS

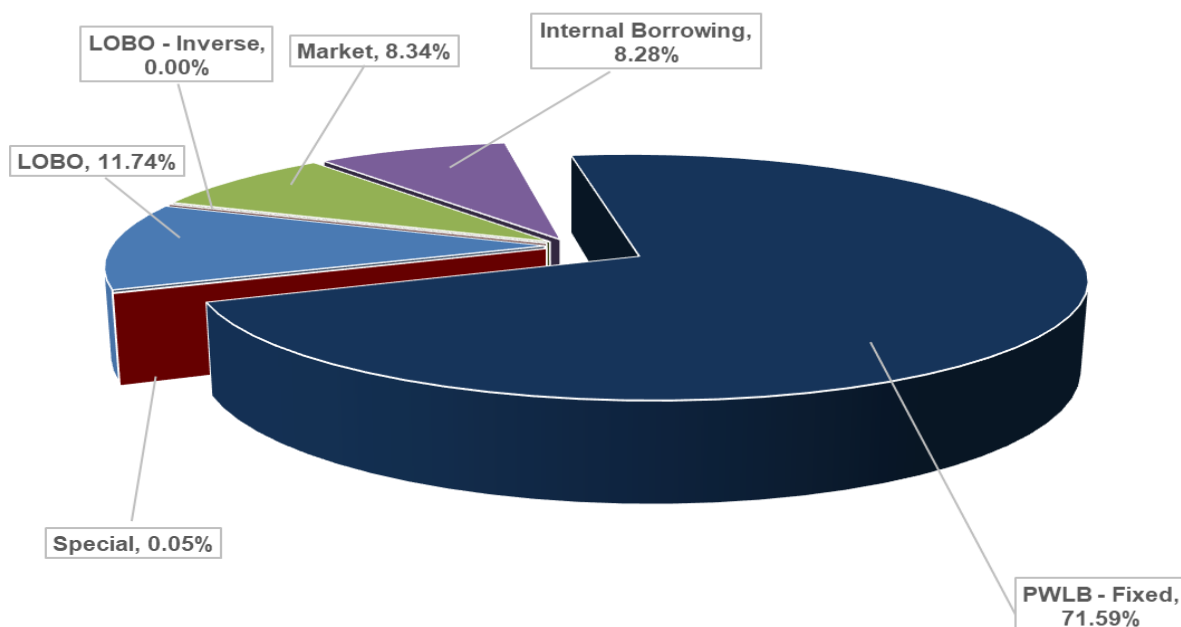
44. Nature and Extent of Risks Arising from Financial Instruments - continued

44.6 Market risk - continued

Borrowings are not carried at fair value on the Balance Sheet, so nominal gains and losses on fixed rate borrowings would not impact on the Comprehensive Income and Expenditure Statement or Movement in Reserves Statement. However, changes in interest payable and receivable on variable rate borrowings and investments will be posted to the Comprehensive Income and Expenditure Statement and affect the General Fund Balance, subject to influences from Government grants. Movements in the fair value of fixed rate investments will be reflected in the Movement in Reserves Statement, unless the investments have been designated as fair value through the Comprehensive Income and Expenditure Statement.

The Council has a number of strategies for managing interest rate risk. The annual treasury management strategy includes a forecast for short and longer term interest rates. The treasury team continue to monitor market and forecast interest rates during the year and adjust investment policies accordingly. For instance during periods of falling interest rates, and where economic circumstances make it favourable, fixed rate investments may be taken for longer periods to secure better long term returns. Any such strategy is run within the short and medium term liquidity requirements of the Council.

The following chart shows the source of the Council's borrowing. Most of the Council's borrowings are from the Government by way of the Public Works Loans Board (PWLB). As interest rates are historically low, none of the PWLB borrowing was variable rate.



Sources of Borrowing 2020/21

In addition to the borrowing in the chart above, in August 2018, the Council undertook a fixed rate forward starting loan transaction. The Council drew down a £60m loan in October 2020 repayable over 25 years on a semi annual annuity basis. The purpose of the transaction was to mitigate the interest rate risk on the Council's future capital financing requirement.

NOTES TO THE FINANCIAL STATEMENTS

44. Nature and Extent of Risks Arising from Financial Instruments - continued

44.6 Market risk - continued

If all interest rates had been 1% higher with all other variables held constant, the financial effect would be:

	£000
Increase in interest receivable on variable rate investments	(1,718)
Impact on Comprehensive Income and Expenditure Statement	(1,718)
Decrease in fair value of fixed rate borrowings liabilities	(280,242)

Price Risk

The Council does not generally invest in equity shares but does have shareholdings of £21.105m (2019/20 £23.340m) in a number of Council owned Companies and joint ventures. Whilst these holdings are generally illiquid, the Council is exposed to losses arising from movements in the prices of the shares.

As the shareholdings have arisen in the acquisition of specific interests, the Council is not in a position to limit its exposure to price movements by diversifying its portfolio.

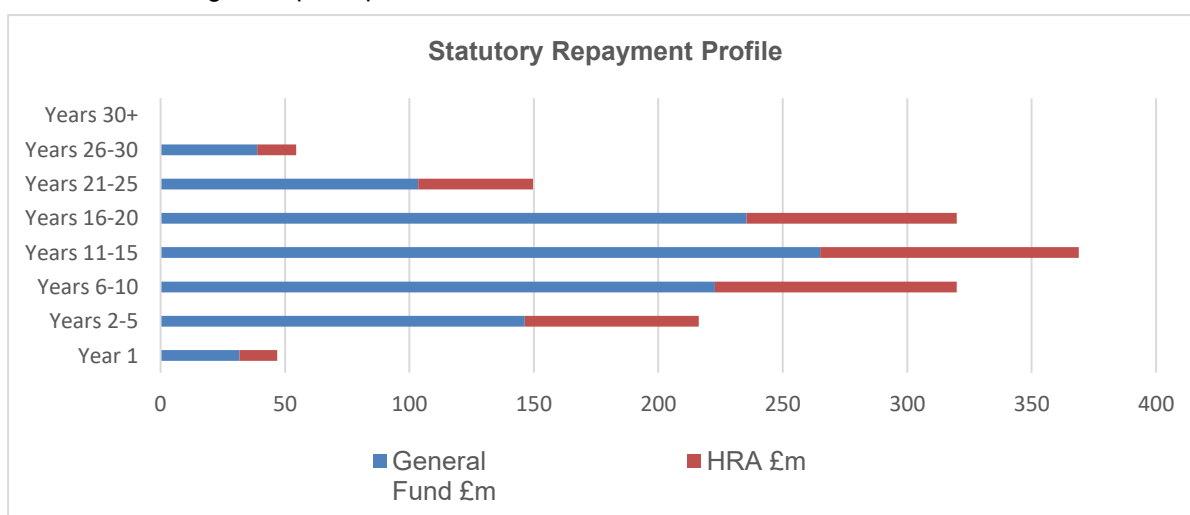
Foreign exchange risk

The Council has no financial assets or liabilities denominated in foreign currencies. It therefore has no exposure to loss arising from movements in exchange rates.

44.7 Repayment Profile

The Local Authority (Capital Finance and Accounting) (Scotland) Regulations 2016 require the statutory loans fund to be administered in accordance with the 2016 Regulations, proper accounting practices and prudent financial management.

The Council operates a consolidated loans fund under the terms of these Regulations. Capital payments made by services are financed by capital advances from the loans fund. As part of the 2019/20 budget process the Council received a report on the review carried out on the loans fund. The report recommended changes in the method of calculating loans fund repayments for current and historical capital advances. Those changes mean that the repayments for both historical and new capital advances (with the exception of those detailed below) will be calculated using the Asset Life method. For capital advances relating to loans to the Edinburgh Living LLPs and capital advances for the "Trams to Newhaven" project, all advances from the loans fund in the current year have a repayment profile set out using the funding/income method and these capital advances will be repaid using an annuity structure with fixed interest rate and principal repayments. The business cases brought forward for other projects involving major capital expenditure funded by borrowing will consider the appropriate repayment method depending on the structure of the business case. The Council operates the loans fund to manage historic debt and the balance therefore represents historic borrowing for capital spend.



NOTES TO THE FINANCIAL STATEMENTS

45. The City of Edinburgh Council Charitable Funds

The City of Edinburgh Council administers a number of charitable funds. Over the last few years, the Council has rationalised the number of charitable trusts down from over a hundred to six, with approval also granted to wind up the Boyd Anderson Trust.

45.1 The funds are:

	Scottish Charity Registration Number	Market Value 31.03.21 £000	Market Value 31.03.20 £000
Scottish Registered Charities			
Lauriston Castle	SC020737	7,673	7,043
Jean F. Watson	SC018971	6,641	6,450
Edinburgh Education Trust	SC042754	1,191	1,012
Nelson Halls	SC018946	271	235
The Royal Scots Trust	SC018945	33	35
Boyd Anderson	SC025067	96	100
Total market value		<u>15,905</u>	<u>14,875</u>

These funds do not represent assets of the Council and are not included in the Consolidated Balance Sheet.

45.2 Financial Position of the Scottish Registered Charity Funds

Re-stated 2019/20 Income and Expenditure Account £000	2020/21 £000
Income	
71 Investment income	71
356 Other non-investment income	295
<u>427</u>	<u>366</u>
Expenditure	
(347) Prizes, awards and other expenses	(306)
(15) Governance Costs	(16)
<u>(362)</u>	<u>(322)</u>
<u>65</u> Surplus / (Deficit) for the year	<u>44</u>
2019/20 Balance Sheet £000	
Long-Term Assets	
2,143 Investments	2,505
5,374 Artworks - Jean F Watson Trust	5,383
7,021 Heritable property	7,645
<u>14,538</u> Total Long-Term Assets	<u>15,533</u>
Current Assets	
361 Cash and bank	387
16 Debtors	15
<u>377</u>	<u>402</u>
Current Liabilities	
(40) Creditors	(30)
<u>(40)</u>	<u>(30)</u>
<u>14,875</u> Total Assets less Liabilities	<u>15,905</u>
Funds	
3,490 Capital at 1 April	3,497
65 Surplus / (Deficit) for the year	44
0 Unrealised gains on investments	361
(58) Unrealised losses on investments	0
<u>3,497</u>	<u>3,903</u>
<u>11,378</u> Revaluation reserve	<u>12,002</u>
<u>14,875</u> Funds at 31 March	<u>15,905</u>

Separate Trustee's Reports and Accounts have been prepared which give further information on the Scottish registered charities in the trusteeship of the Council. A copy of this document may be obtained on the [Council's website](#).

NOTES TO THE FINANCIAL STATEMENTS

46. Prior Period Adjustment

Capitalisation of Tram Interest

The Finance and Resources Committee on 21 January 2021 approved the adoption of a retrospective change in accounting policy to enable the capitalisation of interest on qualifying assets, detailed at Note 1.10. The 2019/20 financial statements have been restated to reflect this change.

Accounting treatment of Residual Waste Facility donated asset

The residual waste facility at Millerhill became operational during 2019/20 and was accounted for as a PPP service concession with the inclusion of an element of a donated asset. The accounting treatment for the donated asset element and a deferred capital payment has subsequently been reviewed and amended to better reflect the nature of these transactions. In addition the change in accounting treatment has impacted on the financial repayment profile on the asset.

	2019/20 Statements £000	Tram Interest £000	Residual Waste PPP £000	Presentational Adjustment £000	2019/20 Re-stated £000
Movement in Reserves Statement					
Total Comprehensive Income and Expenditure					
General Fund	(42,749)	1,234	(70,477)	13,853	(98,139)
HRA	31,547	0	0	(13,853)	17,694
Total Usable Reserves	(11,202)	1,234	(70,477)	0	(80,445)
Total Reserves	321,411	1,234	(70,477)	0	252,168
Adjustments between accounting basis and funding basis					
General Fund	23,019	0	70,477	0	93,496
Donated Asset Fund	61,893	0	(61,893)	0	0
Total Usable Reserves	57,457	0	8,584	0	66,041
Net increase / (Decrease) before transfers to statutory reserves					
Total Usable Reserves	46,256	1,234	(61,893)	0	(14,403)
Total Reserves	321,411	1,234	(70,477)	0	252,168
Balance at 31 March 2020					
General Fund	120,112	1,234	0	0	121,346
Total Usable Reserves	289,140	1,234	(61,893)	0	228,481
Total Reserves	2,951,180	1,234	(70,477)	0	2,881,937
Council Comprehensive Income and Expenditure Statement					
Resources	270,917	0	8,619	0	279,536
Cost of Services	1,068,969	0	8,619	0	1,077,588
Financing and Investment Income and Expenditure	134,230	(1,234)	(35)	0	132,961
Taxation and Non-Specific Grant Income	(1,186,533)	0	61,893	0	(1,124,640)
(Surplus) / Deficit on Provision of Services	11,202	(1,234)	70,477	0	80,445
Total Comprehensive (Income) / Expenditure	(321,410)	(1,234)	70,477	0	(252,167)
Council Balance Sheet					
Property, Plant and Equipment	4,776,512	1,234	(8,619)	0	4,769,127
Long-Term Assets	5,011,957	1,234	(8,619)	0	5,004,572
Net Assets	2,951,180	1,234	(70,477)	0	2,881,937
Short Term Creditors	(200,580)	0	(2,813)	0	(203,393)
Other Long-Term Liabilities	(241,440)	0	(59,044)	0	(300,484)
Unusable Reserves	2,662,041	0	(8,584)	0	2,653,457
Usable Reserves	289,139	1,234	(61,893)	0	228,480
Total Reserves	2,951,180	1,234	(70,477)	0	2,881,937

NOTES TO THE FINANCIAL STATEMENTS

46. Prior Period Adjustment - Continued

Lothian Valuation Joint Board

Deferred Individual Electoral Registration grant funding has been restated in accordance with IAS20. Grant income has been removed from short-term creditors and recognised as an earmarked reserve.

	2019/20 Statements £000	Council Adj. £000	Lothian Valuation Joint Board £000	Sub-total £000
Movement in Reserves Statement				
Total Comprehensive Income and Expenditure				
Total Usable Reserves	(11,202)	(69,243)	0	(80,445)
Total Reserves	321,410	(69,243)	0	252,167
Group Total Reserves	342,104	(69,243)	(53)	272,808
Adjustments between accounting basis and funding basis				
General Fund	23,019	70,477	0	93,496
Donated Asset Fund	61,893	(61,893)	0	0
Total Usable Reserves	57,457	8,584	0	66,041
Net increase / (Decrease) before transfers to statutory reserves				
Total Usable Reserves	46,256	(60,659)	0	(14,403)
Total Reserves	321,411	(69,243)	0	252,168
Group Total Reserves	342,105	(69,243)	(53)	272,809
Balance at 31 March 2020				
General Fund	120,112	1,234	0	121,346
Total Usable Reserves	289,139	(60,659)	0	228,480
Total Reserves	2,951,180	(69,243)	0	2,881,937
Group Total Reserves	3,160,596	(69,243)	174	3,091,527
Group Comprehensive Income and Expenditure Statement				
Resources	270,917	8,619	0	279,536
Non-Department Specific Income	(1,208)	0	0	(1,208)
Subsidiary Companies	16,980	0	0	16,980
Cost of Services	1,085,949	8,619	0	1,094,568
Financing and Investment Income and Expenditure	131,178	(1,269)	0	129,909
Taxation and Non-Service Specific Grant income	(1,186,533)	61,893	0	(1,124,640)
(Surplus) / Deficit on Provision of Services	25,261	69,243	0	94,504
Associates and Joint Ventures	4,729	0	53	4,782
Group Surplus / Deficit	30,364	69,243	53	99,660
Other unrealised Gains and losses	(40,623)	0	0	(40,623)
Total Comprehensive (Income) / Expenditure	(342,104)	69,243	53	(272,808)
Group Balance Sheet				
Property, Plant and Equipment	4,916,532	(7,385)	0	4,909,147
Long-Term Debtors	128,493	0	0	128,493
Long-Term Assets	5,233,440	(7,385)	0	5,226,055
Short-Term Creditors	(244,990)	(2,813)	0	(247,803)
Other Long-Term Liabilities	(255,990)	(59,044)	0	(315,034)
Deferred Liability	(44,960)	0	0	(44,960)
Liabilities in Associates and Joint Ventures	(3,472)	0	174	(3,298)
Net Assets	3,160,596	(69,243)	174	3,091,527
Unusable Reserves	2,799,888	(8,584)	0	2,791,304
Usable Reserves	360,708	(60,659)	174	300,223
Minority Interest	0	0	0	0
Total Reserves	3,160,596	(69,243)	174	3,091,527

NOTES TO THE FINANCIAL STATEMENTS

46. Prior Period Adjustment - Continued

Transport for Edinburgh

A prior year adjustment has been included in the group accounts as a consolidation adjustment to reflect the transactions post Transport for Edinburgh's year end date of December for the acquisition of B Shares. Additionally, the minority interest has been removed from unusable reserves and presented separately on the Balance Sheet.

Edinburgh Living

The Scottish Government provided grant funding towards the costs of acquiring properties, the accounting treatment for the government grant has been reviewed and now treated as deferred income. Additionally the revaluation gain is now included in financing and investment income.

CEC Holdings

The CEC Holdings Ltd accounts contained a lease for use of assets under IFRS16 which was not identified in the City of Edinburgh Council audited accounts. The City of Edinburgh Council is not required to adopt IFRS 16 until 1 April 2022 a consolidation adjustment has therefore been recognised for this. A misstatement relating to an accrual in EDI Market Street has been also been restated.

	Sub-total £000	Transport for Edin. £000	Edinburgh Living £000	CEC Holdings £000	2019/20 Re-stated £000
Movement in Reserves Statement					
Total Comprehensive Income and Expenditure					
Total Usable Reserves	(80,445)	0	0	0	(80,445)
Total Reserves	252,167	0	0	0	252,167
Group Total Reserves	272,808	(8,800)	23	174	264,205
Adjustments between accounting basis and funding basis					
General Fund	93,496	0	0	0	93,496
Donated Asset Fund	0	0	0	0	0
Total Usable Reserves	66,041	0	0	0	66,041
Net increase / (Decrease) before transfers to statutory reserves					
Total Usable Reserves	(14,403)	0	0	0	(14,403)
Total Reserves	252,168	0	0	0	252,168
Group Total Reserves	272,809	(8,800)	23	174	264,206
Balance at 31 March 2020					
General Fund	121,346	0	0	0	121,346
Total Usable Reserves	228,480	0	0	0	228,480
Total Reserves	2,881,937	0	0	0	2,881,937
Group Total Reserves	3,091,527	8,800	23	174	3,100,524
Group Comprehensive Income and Expenditure Statement					
Resources	279,536	0	0	0	279,536
Non-Department Specific Income	(1,208)	(8,331)	0	0	(9,539)
Subsidiary Companies	16,980	8,331	(23)	(105)	25,183
Cost of Services	1,094,568	0	(23)	(105)	1,094,440
Financing and Investment Income and Expenditure					
Taxation and Non-Service Specific Grant income	(1,124,640)	0	0	0	(1,124,640)
(Surplus) / Deficit on Provision of Services	94,504	0	(8,258)	(174)	86,072
Associates and Joint Ventures	4,782				
Group Surplus / Deficit	99,660	0	(8,258)	(174)	91,228
Other unrealised Gains and losses	(40,623)	8,800	8,235	0	(23,588)
Total Comprehensive (Income) / Expenditure	(272,808)	8,800	(23)	(174)	(264,205)
Group Balance Sheet					
Property, Plant and Equipment	4,909,147	0	0	(1,036)	4,908,111
Long-Term Debtors	128,493	8,800	0	0	137,293
Long-Term Assets	5,226,055	8,800	0	(1,036)	5,233,819
Short-Term Creditors	(247,803)	0	(72)	171	(247,704)
Other Long-Term Liabilities	(315,034)	0	0	1,039	(313,995)
Deferred Liability	(44,960)	0	95	0	(44,865)
Liabilities in Associates and Joint Ventures	(3,298)				
Net Assets	3,091,527	8,800	23	174	3,100,524
Unusable Reserves	2,791,304	(12,194)	0	0	2,779,110
Usable Reserves	300,223	6,050	23	174	306,470
Minority Interest	0	14,944	0	0	14,944
Total Reserves	3,091,527	8,800	23	174	3,100,524

HOUSING REVENUE ACCOUNT

INCOME AND EXPENDITURE STATEMENT for the year ended 31 March 2021

The Housing Revenue Account (HRA) Income and Expenditure Statement shows in more detail the income and expenditure on HRA services included in the Council's Comprehensive Income and Expenditure Statement.

2019/20		2020/21	
£000	EXPENDITURE	£000	£000
29,616	Repairs and maintenance	24,749	
20,993	Supervision and management	22,706	
29,078	Depreciation and impairment of non-current assets	40,953	
7,133	Other expenditure	10,347	
613	Impairment of debtors	2,662	
<u>87,433</u>			101,417
	INCOME		
(99,592)	Dwelling rents	(100,924)	
(22)	Non-Dwelling rents (gross)	(29)	
(4,366)	Other income	(3,870)	
<u>(103,980)</u>			<u>(104,823)</u>
(16,547)	Net income for HRA Services (as included in the Council's Comprehensive Income and Expenditure Statement)		(3,406)
166	HRA share of corporate and democratic core		253
1,073	HRA share of other amounts included in the Council's Net Cost of Services but not allocated to specific services		<u>1,265</u>
(15,308)	Net income for HRA Services		(1,888)
	HRA share of other operating expenditure included in the Council's Comprehensive Income and Expenditure Statement		
(3,554)	(Gain) / loss on sale of HRA fixed assets	(248)	
42	Investment Property changes in fair value	0	
31,114	Interest payable and similar charges	16,509	
2,467	Interest cost on defined benefit obligation (<i>pension-related</i>)	2,299	
(1,188)	Interest and investment income	(1,164)	
(2,005)	Interest income on plan assets (<i>pension-related</i>)	(1,933)	
<u>(29,262)</u>	Capital grants and contributions	<u>(22,249)</u>	
<u>(2,386)</u>			<u>(6,786)</u>
<u><u>(17,694)</u></u>	Surplus for the year on HRA services		<u><u>(8,674)</u></u>

HOUSING REVENUE ACCOUNT

MOVEMENT ON THE HRA STATEMENT

2019/20 £000		2020/21 £000
0	Balance on the HRA at the end of the previous year	0
17,694	Surplus for the year on the HRA Income and Exp Account	8,674
(33,149)	Adjustments between accounting basis and funding basis under statute	1,830
<u>(15,455)</u>	Net increase before transfers to reserves	<u>10,504</u>
15,455	Contribution (to) / from renewal and repairs fund, via the General Fund	<u>(10,504)</u>
<u><u>0</u></u>	Balance on the HRA at the end of the current year	<u><u>0</u></u>

Adjustments Between Accounting Basis and Funding Basis Under Regulations

£000		£000
	Adjustments primarily involving the Capital Adjustment Account	
	Reversal of items debited or credited to the Income and Expenditure Statement	
29,078	Charges for depreciation and impairment of non-current assets	40,953
(29,262)	Capital grants and contributions applied	(22,249)
42	Movement in the market value of investment properties	0
	Insertion of items not debited or credited to the Income and Expenditure Statement	
(20,695)	Statutory provision for the financing of capital investment	(17,130)
(23,000)	Capital funded from revenue	0
	Adjustments primarily involving the Capital Receipts Reserve	
(3,554)	Transfer of cash sale proceeds credited as part of the gain / loss on disposal of assets	(248)
	Adjustments primarily involving the Financial Instruments Adjustment Account	
13,113	Amount by which finance costs charged are different from finance costs chargeable in the year in accordance with statutory requirements	(906)
	Adjustments primarily involving the Pensions Reserve	
2,803	Reversal of items relating to retirement benefits debited or credited to the Income and Expenditure Statement	3,063
(1,530)	Employer's pension contributions and direct payments to pensioners payable in the year	(1,721)
	Adjustments primarily involving the Employee Statutory Adjustment Account	
(144)	Amount by which officer remuneration charged to the Income and Expenditure Statement on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements	68
<u>(33,149)</u>		<u><u>1,830</u></u>

HOUSING REVENUE ACCOUNT

Notes to the Housing Revenue Account

1. The number and types of dwellings in the authority's housing stock at 31 March 2021 are as follows:

Types of Houses	2021		2020	
	Number	Annual Average Rent (£)	Number	Annual Average Rent (£)
Main provision Council dwellings				
1 Apartment	286	4,132.00	285	4,051.00
2 Apartment	5,633	4,619.00	5,610	4,532.00
3 Apartment	10,249	5,353.00	10,207	5,262.00
4 Apartment	3,526	6,168.00	3,512	6,069.00
5 Apartment	523	6,655.00	521	6,496.00
6 Apartment	10	6,672.00	10	6,557.00
7 Apartment	4	6,463.00	4	6,336.00
8 Apartment	1	6,463.00	1	6,336.00
Mid-market rent dwellings				
2 Apartment	23	6,005.00	23	5,896.00
3 Apartment	84	7,378.00	84	7,240.00
4 Apartment	22	9,307.00	22	9,125.00
	<u>20,361</u>		<u>20,279</u>	

The stock figure represents all types of residential properties, including furnished tenancies, sheltered housing and homelessness units. The housing types and numbers at 31 March 2021 have been established on a pro-rated basis to the 2019/20 mix of housing types.

- The amount of rent arrears included as debtors in the Council's Consolidated Balance Sheet was £10.447m (£7.569m 2019/20) against which a provision amounting to £9.035m (£6.386m 2019/20), has been created in respect of non collectable debts.
- The total value of uncollectable void rents for main provision properties was £0.948m (2019/20 £0.648m). This has been netted against rental income.

COUNCIL TAX INCOME ACCOUNT

The Council Tax Income Account (Scotland) shows the gross income raised from council taxes levied and deductions made under Statute. The resultant net income is transferred to the Comprehensive Income and Expenditure Statement.

2019/20 £000		2020/21 £000	£000
(366,569)	Gross council tax levied and contributions in lieu		(387,802)
58,696	Less: - Exemptions and other discounts	62,682	
9,207	- Provision for bad debts	11,344	
24,070	- Council Tax Reduction Scheme	28,075	
4,457	- Other reductions	5,044	
<u>96,430</u>			<u>107,145</u>
(270,139)			(280,657)
<u>(905)</u>	Previous years' adjustments		<u>(2,839)</u>
<u>(271,044)</u>	Total transferred to General Fund		<u>(283,496)</u>

Notes to the Council Tax Income Account

The in-year collection rate for Council Tax was 96.0% (2019/20 97.0%).

Each household or occupied dwelling is allocated to a Council Tax band by the Assessor. The charge per Council Tax band is calculated as a proportion of band D - these proportions are determined by legislation. Bands E to H were rebased in 2017/18 by the Scottish Government as per the Council Tax Base table below, with a 4.79% increase applied to Council Tax in 2020/21 (2019/20 3%).

Unoccupied properties are eligible for 10% discount for up to 12 months, from the date the property was last occupied, thereafter 100% additional charge, with certain exceptions. For Council Tax purposes, students and certain other categories of people are not regarded as occupants. Reductions in Council Tax payable are also granted to properties, with certain attributes, that are the sole and main residence of permanently disabled persons.

Charges in respect of water and sewerage are the responsibility of Scottish Water. The Council collects both water and sewerage charges and makes payment to the Water Authority.

Calculation of the Council Tax Base 2020/21

Band	Number of Properties	Disabled Relief	Exemptions	Discounts	Effective Properties	Ratio to Band D	Band D Equivalents	Charges per Band
A Up to £27,000	24,417	79	3,882	3,522	17,092	6/9	11,395	£892.39
B £27,001 - £35,000	48,226	60	3,747	7,056	37,483	7/9	29,153	£1,041.12
C £35,001 - £45,000	45,320	(2)	2,896	5,667	36,755	8/9	32,671	£1,189.86
D £45,001 - £58,000	41,159	71	2,609	4,574	34,047	9/9	34,047	£1,338.59
E £58,001 - £80,000	43,141	(16)	3,588	3,909	35,628	473/360	46,811	£1,758.76
F £80,001 - £106,000	26,054	(32)	1,518	2,035	22,469	585/360	36,512	£2,175.20
G £106,001 - £212,000	22,429	(127)	491	1,334	20,477	705/360	40,101	£2,621.40
H Over £212,000	4,183	(33)	134	205	3,811	882/360	9,337	£3,279.54
							Total	240,027
							Add: Contributions in Lieu	500
							Less: Provision for Non-Payment	<u>(8,418)</u>
							Council Tax Base	<u>232,109</u>

NON-DOMESTIC RATES INCOME ACCOUNT

The Non-Domestic Rate Account is an agent's statement that reflects the statutory obligation for billing authorities to maintain a separate Non-Domestic Rate Account. The statement shows the gross income from the rates and deductions made under statute. The net income is paid to the Scottish Government as a contribution to the national Non-Domestic Rate pool.

2019/20 £000		2020/21 £000	£000
(477,545)	Gross rates levied and contributions in lieu		(478,952)
104,041	Less: - Reliefs and other deductions	290,727	
5,095	- Uncollectable debt written off and provision for impairment	2,644	
<u>109,136</u>			<u>293,371</u>
(368,409)			(185,581)
25,591	Previous years' adjustments		17,665
<u>(342,818)</u>	Net Non-Domestic Rates Income		<u>(167,916)</u>
775	Non-domestic rate income retained by authority		0
<u>(342,043)</u>	Non-Domestic Rate Income		<u>(167,916)</u>
	Allocated to:		
(342,740)	Contribution to Non-Domestic Rate Pool		(168,636)
697	City of Edinburgh Council		720
<u>(342,043)</u>			<u>(167,916)</u>

Notes to the Non-Domestic Rates Income Account

Rateable Values as at 1 April 2020	Number	Rateable Value £000
Shops, offices and other commercial subjects	16,108	637,703
Industrial and freight transport	2,797	80,549
Telecommunications	6	23
Public service subjects	361	50,217
Miscellaneous	3,955	170,732
	<u>23,227</u>	<u>939,224</u>

1. The amount distributed to the council from the national non-domestic rate income pool in the year was £238.922m (2019/20 £365.250m).

2. Occupiers of non-domestic property pay rates based on the valuation of the property within the valuation roll for Edinburgh. The non-domestic rate poundage is determined by the Scottish Ministers, and was 49.8p per £ in 2020/21 (2019/20 49.0p per £).

Properties with a rateable value between £51,001 and £95,000 (2019/20 greater than £51,000) had their rate charges calculated using the poundage of 51.1p per £ (2019/20 51.6p per £). Properties with rateable value greater than £95,000 had their rate charges calculated using the poundage of 52.4p per £ (2019/20 51.6p).

3. From 1 April 2008, the Scottish Government introduced the small business bonus scheme. Business properties with a rateable value of £18,000 or less may receive relief as set out below.

100% relief	below	£ 15,000
25% relief	£ 15,001 to	£ 18,000
Upper limit for combined rateable value *		£ 35,000

* Businesses with multiple properties whose combined rateable value is £35,000 or less will be eligible for relief of 25% for each property with a rateable value of £18,000 or less.

4 Due to Covid-19 a number of sectors including retail, hospitality, aviation and leisure were given additional rates reliefs and this accounts for the significant increase in the above figures.

COMMON GOOD FUND

Common Good Fund Foreword

The Common Good Fund stands separate from the Council's accounts and has been described as "the ancient patrimony of the community". It was originally derived from the grants by the Sovereigns of Scotland at various times. The present fund is an amalgam of the funds of the City and Royal Burgh of Edinburgh and the Royal Burgh of South Queensferry.

A report on the (Edinburgh) Common Good prepared by the Town Clerk and City Chamberlain in 1905 set out the historical background of the fund and listed its then assets in some detail. The report also stated a "General Principle" that the Fund should be administered "for the purpose of upholding the dignity and suitable hospitality of the City; performing the duties incumbent upon a Royal Burgh maintaining the municipal establishment and managing the municipal affairs; vindicating or extending the corporate rights of the community and defending its interests; acquiring additional land or property for the corporate benefit, or improving existing corporation property, and generally for any purpose which, in the bona fide judgement of the Town Council, is for the good of the community as a whole, or in which the inhabitants at large may share, as distinct from the separate interests or benefit of any particular individual or class, however deserving or needy. The purpose must be limited to those which concern the City and its interests".

The Local Government etc. (Scotland) Act 1994 confirms this interpretation that use of the Fund shall "have regard to the interests of all the inhabitants" of the area.

The Common Good accounts are prepared in accordance with the Council's accounting policies as detailed in Note 1.

In 2015/16, £2m of the Common Good Fund was earmarked to be utilised to fund a planned property maintenance programme. £123,000 of this funding has been used to fund Scott Monument lighting work and surveys, £33,000 on surveys and work at the City Observatory, £16,400 on engineering consultancy at the Queensferry Harbour, and £12,600 on surveys and work for the Portobello Municipal Clock.

The balance of the Common Good Fund is £2.669m as at 31 March 2021 (£2.665m 2019/20). This is split £0.854m in the fund and £1.815m in the planned property maintenance fund.

During 2020/21, the Common Good made a surplus of £0.003m.

The lease of 329 High Street was completed in January 2020 with a lease premium of £3.036m received in the Common Good. The lease premium is being amortised over the lease term of 125 years. The in-year surplus, as mentioned above, includes a lease premium of £0.024m for 2020/21. Recommendations for the use of the funds from the lease will be presented to the Finance and Resources Committee for approval.

The Common Good Annual Performance Report will be considered by the Finance and Resources Committee in November 2021, along with the Audited Annual Accounts.

COMMON GOOD FUND - INCOME AND EXPENDITURE ACCOUNT

2019/20	2020/21	
£000	£000	£000
Income		
(24) Investment income	(13)	
(1,160) Rent Income	(271)	
(71) Capital Funding	(142)	
(338) Sale of Fixed Assets	0	
(5) Lease Premium	(24)	
<u>(2,175) Recharges Income</u>	<u>(2,566)</u>	
(3,773) Total Income	(3,016)	
Expenditure		
67 Common Good Fund	30	
<u>3,394 Common Good Property Costs</u>	<u>2,983</u>	
3,461 Total Expenditure		3,013
<u>(312) (Surplus) / Deficit for the Year</u>		<u>(3)</u>

COMMON GOOD FUND - BALANCE SHEET

31 March 2020 £000		31 March 2021 £000 £000	
<u>2,558</u>	Community Assets	<u>2,558</u>	
<u>2,558</u>	Property, Plant and Equipment		2,558
17,798	Long-Term Debtors	17,823	
<u>146</u>	Heritage Assets	<u>146</u>	
<u>17,944</u>	Long-Term Assets		17,969
1,616	Short-Term Investments	989	
4	Debtors	9	
<u>4,052</u>	Cash and Cash Equivalents	<u>4,653</u>	
<u>5,672</u>	Current Assets		<u>5,651</u>
<u>26,174</u>	Net Assets		<u>26,178</u>
23,522	Capital Contribution	23,522	
<u>(13)</u>	Capital Adjustment Account	<u>(13)</u>	
<u>23,509</u>	Unusable Reserves		23,509
842	Common Good Fund	854	
<u>1,823</u>	Earmarked Reserve	<u>1,815</u>	
<u>2,665</u>	Usable Reserves		<u>2,669</u>
<u>26,174</u>	Total Reserves		<u>26,178</u>

The audited accounts were issued on 18 November 2021.

HUGH DUNN, CPFA
Service Director: Finance and Procurement

COMMON GOOD FUND - NOTES TO FINANCIAL STATEMENTS

1. Property, Plant and Equipment and Heritage Assets

1.1 Movements on Balances

	Community Assets £000	Total Property, Plant and Equipment £000	Heritage Assets £000
Cost or Valuation At 1 April 2020	2,558	2,558	146
At 31 March 2021	2,558	2,558	146
Net Book Value At 31 March 2021	2,558	2,558	146
At 31 March 2020	2,558	2,558	146
Cost or Valuation At 1 April 2020	2,558	2,558	146
At 31 March 2020	2,558	2,558	146
Net Book Value At 31 March 2020	2,558	2,558	146
At 31 March 2019	2,558	2,558	146

These asset categories are not depreciated.

1.2 Developing a Common Good Register

Significant progress has been made to collate information regarding properties considered by the Council to be Common Good.

A response to the Community Empowerment (Scotland) Act 2015 consultation on Common Good matters was approved by the Finance and Resources Committee on 28 September 2017 and submitted to the Scottish Government.

The relevant provisions came into force on 27 June 2018, and the Scottish Government published the accompanying guidance in July 2018. The Community Empowerment (Scotland) Act 2015 places a duty on Local Authorities to “establish and maintain a register of property which is held by the authority as part of the Common Good” (a Common Good Register).

Before establishing a Common Good Register, the Act requires a Local Authority to prepare and publish a list of properties that it proposes to include in the register. The Common Good Asset Register for **public consultation** was approved for issuing at the 27 September 2018 Finance and Resources Committee. The consultation closed on 31 December 2018.

The first version of the Common Good Register was published on the Council's Common Good webpage on 28 June 2019, complying with Scottish Government guidance. The Register was subsequently presented and approved by the Finance and Resources Committee on 26 September 2019 as part of the 2018-19 Common Good Annual Performance Report.

The Council maintains a **web page** with a link to the latest Common Good Register on its website.

A further updated draft of the Common Good Asset Register is yet to be finalised because work had to be put on hold due to the imposed COVID-19 lockdown. Therefore, at the balance sheet date, the Council's balance sheet may hold heritage assets that belong to the Common Good and vice versa.

COMMON GOOD FUND - NOTES TO FINANCIAL STATEMENTS

2. Unusable Reserves

2.1 Capital Contribution

This balance contains the gains made by the Common Good Fund arising from increases in the value of its property, plant and equipment. The balance is reduced when assets with accumulated gains are:

- transferred from Common Good;
- revalued downwards or impaired and the gains are lost;
- used in the provision of services and the gains are consumed through depreciation; or
- disposed of and the gains are realised.

The reserve contains unrealised gains accumulated since 1 April 2007, the date the reserve was created. Accumulated gains arising before 1 April 2007 were consolidated into the capital adjustment account.

	2020/21		2019/20	
	£000	£000	£000	£000
Balance at 1 April		23,522		23,523
Movement of assets	0		(1)	
Downward revaluation of assets and impairment losses not charged to the Surplus on the Provision of Services	0		0	
Surplus / (Deficit) on revaluation of non-current assets not posted to the Surplus on the Provision of Service		0		(1)
Derecognition of asset disposals		0		0
Balance at 31 March		<u>23,522</u>		<u>23,522</u>

2.2 Capital Adjustment Account

The capital adjustment account provides a balancing mechanism for timing differences arising from the different arrangements for accounting for the consumption of non-current assets and for financing the acquisition, construction or enhancement of those assets under statutory provisions. The account is debited with the cost of acquisition, construction or enhancement as depreciation, impairment losses and amortisations are charged to the Comprehensive Income and Expenditure Statement (CIES) (with reconciling postings from the revaluation reserve to convert fair value figures to a historical cost basis).

The account also holds revaluation gains accumulated on property, plant and equipment prior to 1 April 2007, the date the revaluation reserve was created to hold such gains.

	2020/21	2019/20
	£000	£000
Balance at 1 April	(13)	(13)
Movement in Year	0	0
Balance at 31 March	<u>(13)</u>	<u>(13)</u>

ANNUAL GOVERNANCE STATEMENT

Introduction

2020/21 has been an unprecedented year for the City of Edinburgh Council, responding to the demands of a global pandemic and fundamental changes to people's freedoms and way of life. As a direct consequence of the Council's response to Covid-19, governance, both political and operational, had to adapt and evolve rapidly to ensure that the Council fulfilled its statutory duties arising from the Civil Contingencies Act and was able to work directly and with partners to address the safety of vulnerable people, the continuity of essential public services and the safety of our employees alike. Recognising the importance of democratic leadership and oversight of the Council's response to the pandemic, a rapid transition back to the full operation of our executive committees as soon as practicable was also managed. The past year has been challenging for elected members and officers alike and has placed a significant strain upon Council finances, the workforce, digital and physical assets, along with our supply chain and partners. Through robust and effective governance, the Council has been able to respond well to these challenges, to adapt and evolve the provision of its services and, importantly, to take on additional responsibilities to support local and national responses to Covid-19.

Scope of Responsibility

The City of Edinburgh Council is responsible for ensuring that its business is conducted in accordance with the law and appropriate standards, and that public money is safeguarded, properly accounted for, and used economically, efficiently, effectively and ethically. The Council also has a statutory duty under the Local Government in Scotland Act 2003, to make arrangements to secure best value, which is demonstrated by continuous improvement in the way its functions are carried out.

In discharging these responsibilities, Elected Members and senior officers are responsible for implementing effective arrangements for governing the Council's affairs, and facilitating the effective exercise of its functions, including arrangements for the management of risk.

This statement also covers the organisations included in the Council's Group Accounts, a list of which is included on page 42 of the Accounts.

Council's Strategy and Vision

In February 2021 the Council approved a new Council Business Plan: Our Future Council, Our Future City which set out the Council's strategic priorities and how the aims set out in the Community Plan would be taken forward over the next 3 years.

The Business Plan covers a three year period and provides an overarching focus for the Council in terms of its priorities and the delivery of its aims. It provides an opportunity to deliver a future organisation to meet the changing needs of citizens.

The Business Plan set out the three main priorities the Council would focus on in the coming years:

- Ending poverty by 2030;
- Becoming a sustainable and net zero city; and
- Wellbeing and Equalities

The Business Plan describes the approach the Council will take to deliver its priorities in the form of 15 outcomes with actions. This plan stands as one part of a golden thread linking and guiding operations, through to the shared goals and commitments of the Edinburgh Partnership and towards the long term ambitions for Edinburgh to be a fair, welcoming, pioneering, and thriving city, as outlined in the 2050 Edinburgh City Vision.

The Business Plan addressed the Accounts Commission's Best Value Report recommendations on aligning the Council's strategic direction.

Decision making structures

Political Governance Arrangements

The Council operates an executive committee structure (see figure 1.1). This consists of six executive committees which are responsible for policy and financial decision making and scrutiny in their designated areas of responsibility. These committees are Policy and Sustainability; Culture and Communities; Education, Children and Families; Finance and Resources; Housing, Homelessness and Fair Work; and Transport and Environment.

The Governance, Risk and Best Value Committee seeks assurance over the adequacy of governance and risk management frameworks and the internal control environment. It also scrutinises the Council's financial and nonfinancial performance, approves and monitors progress against the internal audit risk-based plan, and monitors performance of the internal audit service.

The Council also operates a range of other committees, some of which are quasi-judicial such as the Development Management Sub-Committee and the Licensing Sub-Committee, to consider individual applications.

ANNUAL GOVERNANCE STATEMENT

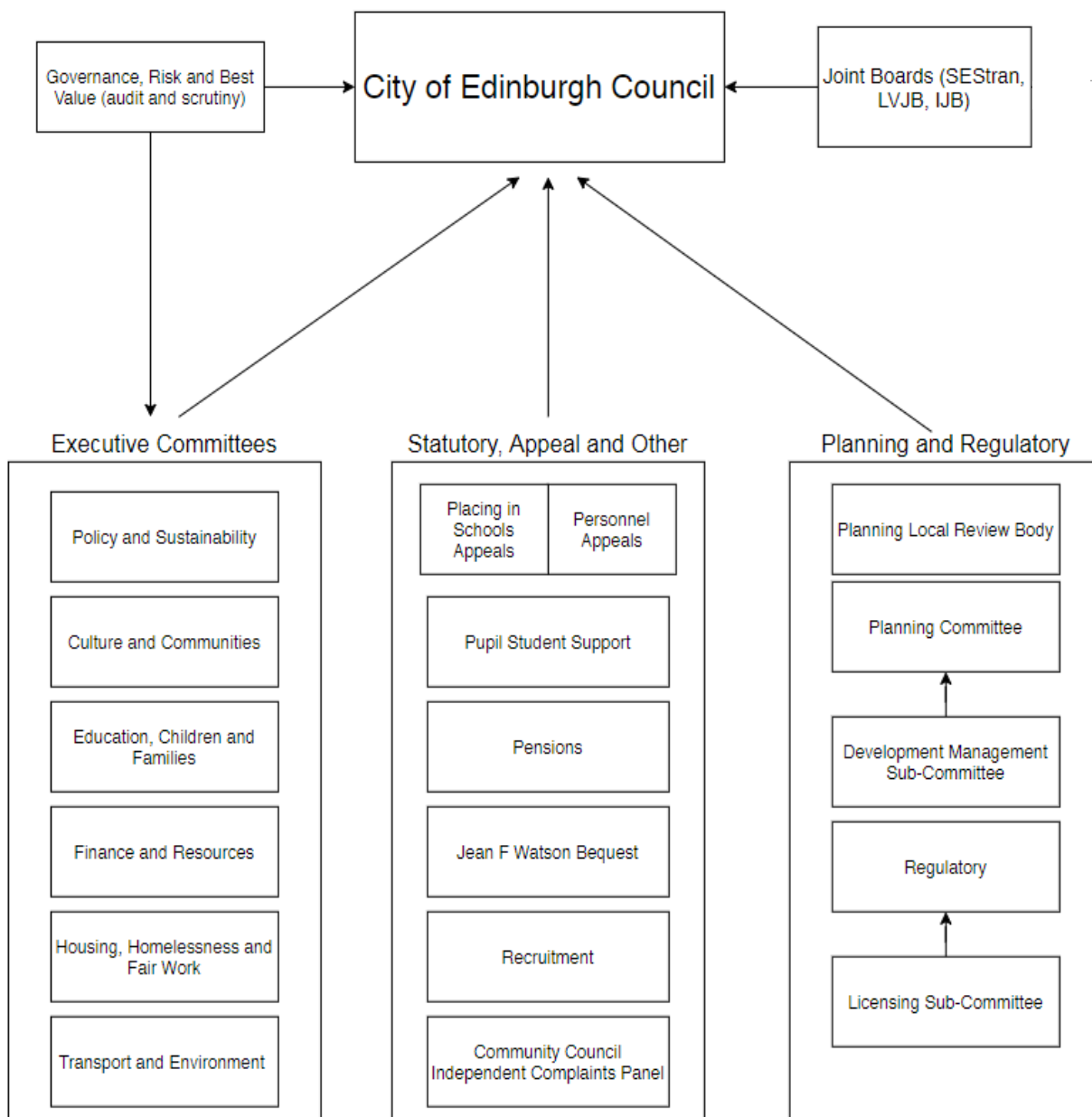


Figure 1.1 Executive Committee Structure

Political Decision Making in Covid-19

To date the Council has implemented three phases of political governance arrangements in response to the Covid-19 emergency. The first phase, agreed by the Chief Executive under emergency powers, was to extend the recess period of the City of Edinburgh Council from Friday 20 March 2020 to Sunday 29 March 2020 inclusive and from Monday 20 April 2020 to Sunday 26 April 2020 inclusive. The Leadership Advisory Panel was an existing committee that had the authority to take all decisions during recess periods. This was stood up and met twice during this period.

The second phase followed a report considered by the Leadership Advisory Panel on 23 April 2020 and agreed that the Policy and Sustainability Committee would meet every two weeks from May 2020 and would have the authority to make decisions on all matters of business. This committee has a larger number of elected members, includes a number of the executive committee conveners and is chaired by the Council Leader. All business, with the exception of quasi-judicial matters, was submitted to this committee. The Development Sub-Committee and the Local Review Bodies met from May 2020 as required and the Governance, Risk and Best Value Committee met again from 9 June 2020. This re-established independent committee scrutiny and allowed audit activity to re-commence.

The third phase from 7 August 2020 re-introduced the Finance and Resources Committee to provide financial scrutiny and then all other executive committees from 1 September 2020; meaning the Council's political management arrangements were back operating normally (and remotely) from that date.

ANNUAL GOVERNANCE STATEMENT

Officer Decision Making

The Corporate Leadership Team (CLT) meets weekly, led by the Chief Executive, and includes all Executive Directors and key statutory officers including the Section 95 Officer, Monitoring Officer and Chief Social Work Officer.

It is supported by a range of groups covering key matters such as risk, health and safety and programme management. There is a robust health and safety reporting structure which includes directorate health and safety groups, a quarterly Council health and safety group and a quarterly consultative forum involving the trade unions. Health and safety working groups are in place for key life safety issues including: fire; water safety; and, asbestos. All directorates have risk and assurance committee meetings at least quarterly and ensure escalation of risks. The CLT also has a specific risk committee meeting which reviews the corporate risk register on a quarterly basis.

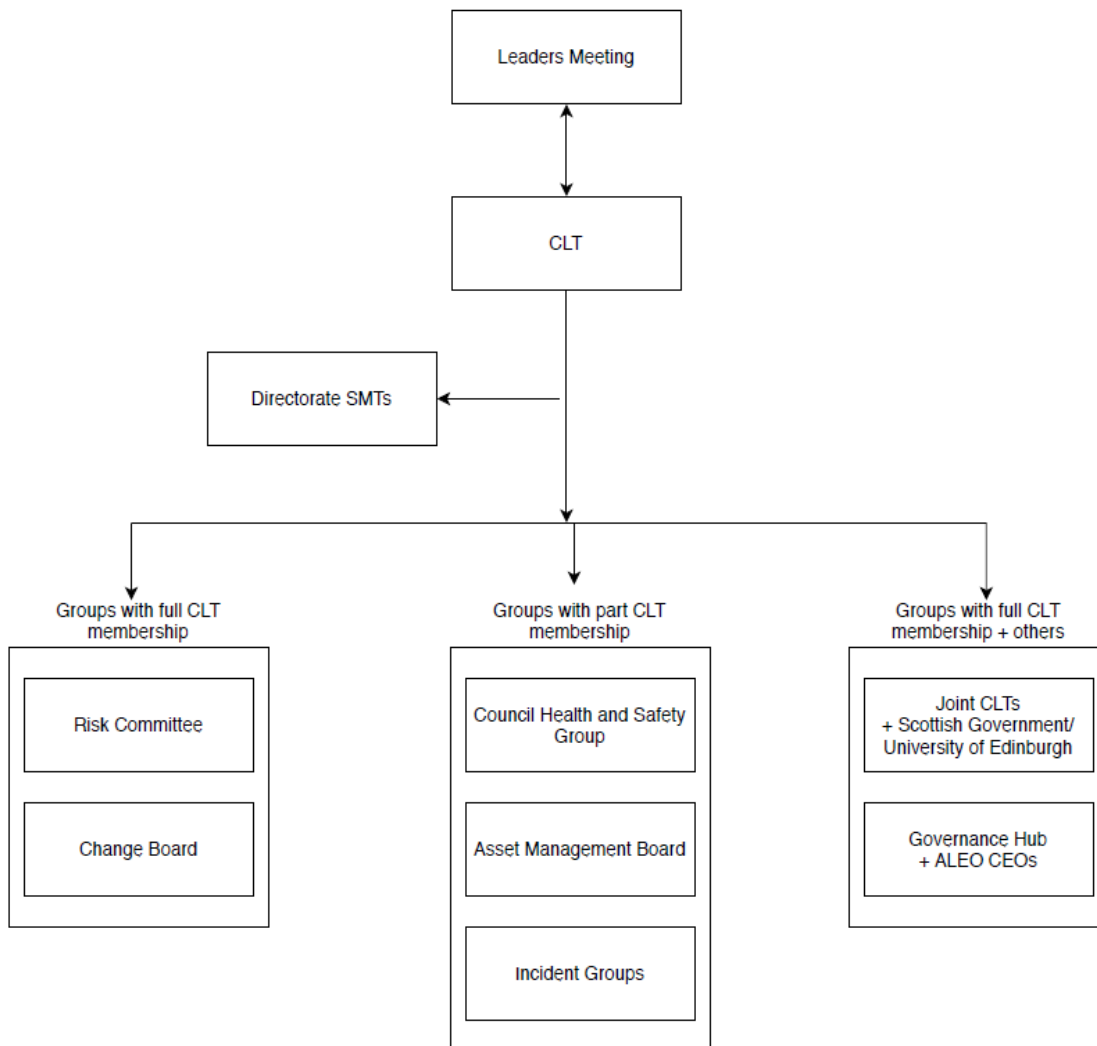


Figure 1.2 - CLT and Senior Management Team (SMTs) Structure

A key area of governance for the Council is its involvement in national, regional and city wide bodies. The Chief Executive and members of CLT represent the Council on a number of groups. Examples of these include SOLACE, Scottish Government Directors, City Deal Executive, Edinburgh Guarantee and Edinburgh Chamber of Commerce Council. Partnership working has increased during the Pandemic, building on strong relationships and the need to work together to provide holistic solutions for the City and its region.

Arm's Length External Organisations (ALEOs) reporting in terms of the Annual Governance Statement is reported through assurance schedules being submitted to the relevant directorate. The Executive Director then determines whether they feel it is appropriate for any issues highlighted to be included in their assurance schedules and reported in the Annual Governance Statement.

ANNUAL GOVERNANCE STATEMENT

Covid-19 Officer Decision Making

The groups below were all established to respond to Covid-19:

- Council Incident Management Team (CIMT), chaired by the Chief Executive
- Directorate Incident Management Teams, with escalation to CIMT
- Specialist Incident Management Teams:
 - Health and Social Care Command, chaired by Edinburgh Health and Social Care Partnership
 - (EHSCP) Head of Operations
 - Personal Protective Equipment (PPE), chaired by the Chief Procurement Officer
 - Shielding, chaired by the Executive Director of Resources
 - Vulnerable and Volunteering, chaired by the Executive Director of Communities and Families
- Cross-Council Risk Forum, convened and chaired by the Head of Legal and Risk
- Weekly meetings with the Trade Unions, including on specialist subjects such as PPE

The CIMT and directorate IMTs have provided a clear, easy to understand and effective governance structure for organising services during the emergency. They have met with differing frequency during the pandemic, operating flexibly to ensure the Council could react rapidly to any arising issues.

The three principles that were set out at the beginning of the response have been the framework for every decision taken:

- to protect the most vulnerable in our city;
- to minimise the risks to our colleagues; and
- to continue to provide services in challenging circumstances.

The Chief Executive established measures to ensure that decision making was as transparent as possible and that decisions were taken only by officers where absolutely necessary. The following principles were applied:

- The Chief Executive would be the only officer to take decisions in response to the Covid-19 emergency using powers outlined in the Scheme of Delegation to Officers;
- The Chief Executive would consult on all these decisions with the Leader and Depute Leader;
- Decisions would be considered and discussed at the Council's Incident Management Team;
- If possible, Executive Directors would discuss matters at their directorate incident management teams before escalating to the CIMT;
- Decisions would only be taken by the Chief Executive where urgent and where they could not be considered in good time by the Leadership Advisory Panel;
- Decisions would be reported to the Leadership Advisory Panel for information; and
- When making decisions, the potential risk and impact of those decisions, whether existing controls are effective and what new measures or controls may be required should be considered. This process should be as efficient and streamlined as possible.

The Council has reduced both the number and frequency of its Covid-19 meetings, but the Council's Incident Management Team continues to meet twice a week and other meetings have been stood back up depending on the changing situation of the pandemic.

In May 2020 the Council, recognising the significant long term impact and challenges caused by the pandemic, commenced a programme of work titled Adaptation and Renewal, focussed on post-Covid new ways of working. It aimed to set a clear long term vision, feeding into the business plan, on how the City would recover while retaining the flexibility to adapt to the changing public health situation.

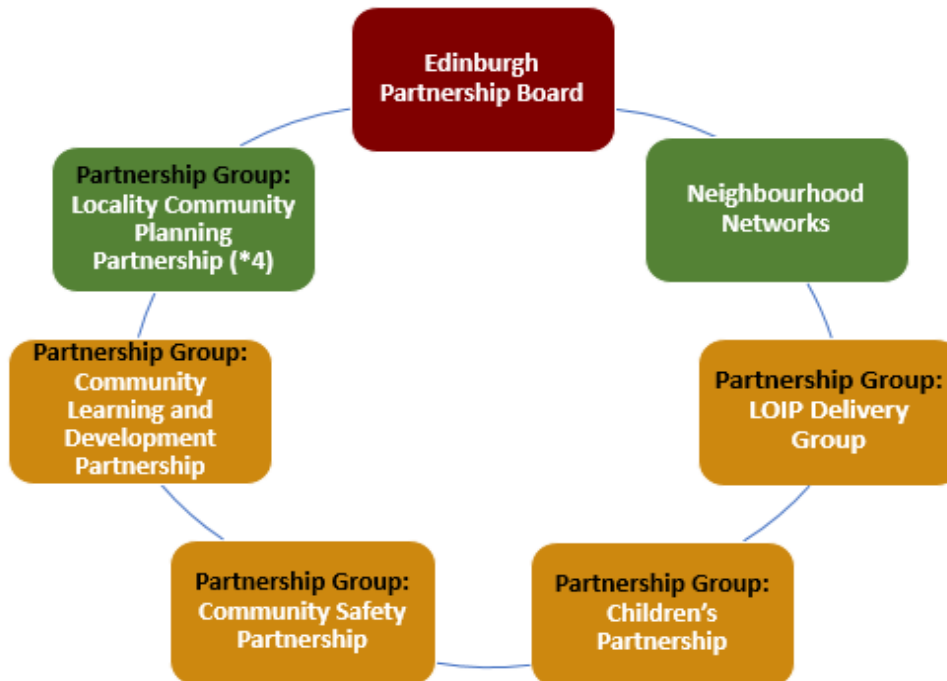
Its five work programmes were as follows:

- **Public Health Advisory Board** - This board brought together NHS Lothian and the Edinburgh Health and Social Care Partnership (EHSCP) to ensure the effective communication and implementation of national advice concerning public health.
- **Service Operations** – To consider how to reintroduce services and adapt to new ways of working.
- **Change, People and Finance** – To evolve the Council's current Change Strategy and financial framework and the impact of the pandemic on our workforce, our digital strategy and governance arrangements.
- **Sustainable Economic Recovery** – To work closely with the Scottish and UK Governments, the business community and the third sector, to respond to the challenging economic circumstances facing the city and the nation.
- **Life Chances** - To consider the provision of education and to ensure the Council is supporting people who are vulnerable or need support because of the impact of Covid-19.

ANNUAL GOVERNANCE STATEMENT

Partnership Working

The Council plays an important role in the Edinburgh Partnership, the Community Planning Partnership in Edinburgh, and its new community planning structure. The new framework agreed by the Edinburgh Partnership comprises a Board, four city wide partnerships, four locality partnerships and thirteen neighbourhood networks. The new arrangements are designed to support a different way of working and to support the delivery of the Partnership's priorities for the city as set out in the new community plan. The plan focuses on reducing poverty and inequality in the city through making sure people have enough money to live on; access to work, learning and training opportunities; and have a good place to live.



The Council, NHS Lothian and the Edinburgh Integration Joint Board work closely together to work towards a more caring, healthier and safer Edinburgh. The responsibility for the budget does not sit with the Council but it plays a key role in supporting the processes in place to ensure sound financial management and budget control.

Internal Controls

A significant part of the governance framework is the system of internal controls in place to ensure that risks are being identified and managed effectively. The Council has adopted a local Corporate Governance Code (CGC). The CGC is based on the Chartered Institute of Public Finance and Accountancy (CIPFA) and Society of Local Authority Chief Executives and Senior Managers (SOLACE) model framework Delivering Good Governance in Local Government. The CGC outlines how the Council embeds good governance throughout the organisation and is available on the Council's website.

Review of Effectiveness

An assurance statement on the effectiveness of the system of internal controls has been provided and was informed by:

- the work of the Corporate Leadership Team which develops and maintains the governance environment;
- the certified annual assurance statements provided by all Executive Directors;
- the certified assurance statements provided by the Chief Executives and Directors of Finance of the Council's group companies;
- council officers' management activities;
- the Chief Internal Auditor's annual report and internal audit reports, risk-based, across a range of Council services;
- reports from the Council's external auditor; and
- reports by external, statutory inspection agencies.

The Accounts Commission in November 2020 published their Best Value Assurance report into the City of Edinburgh Council. The report highlights a number of key achievements and areas for the Council to improve since the 2016 Best Value Audit and reflects on this as mixed progress.

ANNUAL GOVERNANCE STATEMENT

Review of Effectiveness - continued

Best Value and Strategy and Vision

The key achievements outlined in the Best Value Assurance report include:

- The Council's ambitious plans for the City. Specifically, referencing the Council's Sustainability Programme, approach to tackling poverty, major housing and community regeneration projects in Fountainbridge, Meadowbank and at Granton Waterfront; retail, hospitality and cultural developments, such as the St James Quarter; and extending the tram network;
- The Council's long track record of maintaining revenue expenditure within budget;
- Aspects of leadership and service performance. Specifically, referencing improved performance across many of KPIs – schools and education, waste and cleansing and time taken to process benefit and grant claims;
- Improvements in asset management, procurement and risk management.

The Best Value Assurance report also notes areas where further progress is required:

- To align strategic priorities;
- The implementation of effective community planning governance arrangements, the pace of change within the CPP and community empowerment;
- The Council's approach to self-assessment, continuous improvement and public performance reporting; and
- Long-term financial planning and workforce planning.

The Chief Executive put into place an improvement plan for all the areas of improvement outlined in the Best Value Assurance report. As outlined above the Business Plan has been created to ensure strategic priorities are aligned under a set of key priorities. Changes have been made to ensure the Council is working to the business plan including senior management structural change and work will continue throughout 2021 to align work streams and governance with the business plan and the priorities within.

As outlined earlier the Best Value report highlighted that the Council and its partners had not established effective community planning governance arrangements. The report acknowledged that it was too early to conclude if the review undertaken in 2019 would effectively support the Partnership to deliver the Local Outcome Improvement Plan (LOIP). There was further commentary on the Partnership not delivering effective Local Improvement Plans. The Edinburgh Partnership has considered the recommendations outlined in the Best Value report and has agreed a series of actions to address the concerns, with a number of these being led by the Council. This includes a partnership plan to deliver the 20 minute neighbourhood model, strengthening the resourcing and capacity to support neighbourhood networks and developing a framework for collaboration with the Edinburgh Association of Community Councils and Community Councils themselves.

Following approval of the Council Business Plan in February 2021, work was outlined to develop a new integrated planning and performance framework. This aims to ensure that the Council's priorities and outcomes are translated into clear actions and performance measures which are monitored, actioned and delivered. This is expected to be delivered in June 2021.

The Council agreed a new People Strategy in April 2021, supporting the new Business Plan and aligned to the key priorities. The Plan sets out what employees should expect from the Council as their employer and what the Council expects from its workforce. The Plan has three strategic themes:

- Living our behaviours;
- Maximising our capacity and performance; and
- Enhancing our colleague experience.

The People Strategy should also be cross-referenced with the Strategic Workforce Plan 2021-2024 which sets out how the Council addresses the gaps between its current workforce and the future workforce needed to meet the priorities of the Business Plan.

Decision Making

The impact of the Council's review of its political management arrangements was disrupted by the Covid-19 pandemic but had been in place six months before committees were paused. The full committee system did recommence in September 2020 and has operated remotely during that period. Meetings have taken longer than pre-Covid but the system has continued to run effectively, with meetings continuing to be filmed and available to the public in the archive. To reduce the impact on staff and elected members, changes were made to Standing Orders to manage the time taken at committee whilst still ensuring that effective scrutiny could take place.

ANNUAL GOVERNANCE STATEMENT

Review of Effectiveness - continued

The Council was faced with having to make important decisions quickly in response to the pandemic but also ensure good governance was still being applied. An example of this is support to local businesses that was approved in August 2020. This streamlined the process to allow businesses to apply to use outdoor space, created a champions network and waived fees. This work was done quickly with the first report going to Council on 28 July and then followed up on 6 August. It showed the Council could make urgent decisions efficiently but also still with full democratic oversight and transparency.

The Council's political management arrangements consider a significant amount of business and that puts pressure on resources in terms of elected members and officers. The system could potentially be improved by freeing up more time for the most significant items of business and by reducing reports on more straightforward business matters. However, as a whole, current arrangements provide a transparent and robust decision-making structure with clear democratic accountability. The Best Value report by the Accounts Commission highlighted that the Council had been able to make important decisions despite there being a difficult political environment, demonstrating the effectiveness of the structure.

Covid-19 has created, and continues to set, a very challenging environment for the Council which has resulted in decisions being made at pace but never without efficient and effective governance at the core. Although there was a reduction in the number of committee meetings for a period at the start of the pandemic, the Chief Executive tried to ensure that delegated decisions taken by him under emergency powers were kept to a minimum and that the democratic decision making structures were re-instated as soon as they could safely be re-introduced. External Audit concluded in the annual report that the Council had responded promptly and effectively in its political management arrangements during the Covid-19 pandemic.

The Council undertook an audit carried out externally into the effectiveness of its Governance, Risk and Best Value Committee. A number of weaknesses were found, and these findings will be built into the review of the Council's political management arrangements for the new Council. Councillors from the committee and across the Council embraced the audit and saw it as a real opportunity to look at the strengths and weaknesses of its scrutiny and improve the committee structure.

The Council has extensive governance at officer level to support operational decision making. The current system has evolved through custom and practice and can be sometimes be unwieldy and difficult to navigate. Although it can be resource intensive, it does ensure that there is sufficient oversight of major decisions. However, improvements should be made to ensure there is a structure in place that is more efficient and encourages cross-directorate working. Work is ongoing to create a new officer governance structure that will align with the business plan and the new senior management structures.

In August 2021 the Council agree to take forward reforms with its Transport ALEOs. This would reconstitute Lothian Buses to be responsible for multi modal public transport delivery, with Edinburgh Trams now being a subsidiary of Lothian Buses. The Board of Transport for Edinburgh would be stood down with the assets or liabilities transferred into the Council or reconstituted company.

Internal Controls

The Internal Audit team operates in accordance with CIPFA's Code of Practice for Internal Audit and the Public Sector Internal Audit Standards (PSIAS). The team undertakes an annual work programme based on an agreed audit strategy and formal assessments of risk that are reviewed regularly. During the year, the Chief Internal Auditor reported to the Head of Legal and Risk but had free access to the Chief Executive, all Executive Directors and Elected Members along with direct reporting to the Governance, Risk and Best Value Committee.

Each Executive Director has reviewed the arrangements in their directorate and reported on their assessment of the effectiveness of control arrangements, together with any potential areas requiring improvement, to the Chief Executive. Where improvement actions are identified, an action plan will be developed and will be subject to regular monitoring. In reviewing the overall governance framework, the Council has also considered relevant third party reviews and recommendations. Assurance has also been taken from each organisation's most recent audited accounts, together with the Council's detailed knowledge of these organisations as a consequence of their continued involvement.

ANNUAL GOVERNANCE STATEMENT

Review of Effectiveness - continued

The Council carries out a review each year of the Corporate Governance Code which is then scrutinised by the Governance, Risk and Best Value Committee. The Corporate Governance Code outlines the Council's internal controls and is aligned with the questions in the annual assurance schedules that are issued to directorates. In addition to the Code a self-assessment is carried out which scores the design on the controls in place. The aim is to provide a subjective picture of the quality of the design of controls which can then inform the full picture when looking at whether directorates have implemented said controls. There is also a benefit of senior officers discussing, reflecting and rating the Council's controls.

External Audit had previously highlighted the importance of adhering to approved member-officer protocols in respect of sensitive information and the importance of all Councillors and senior officers having a clear understanding of their respective rights and responsibilities in relation to information held by the Council. A review of the Member/Officer protocol had commenced but completion of the revised document was delayed by Covid-19 and a subsequent delay to the revised Councillors' Code of Conduct. Work has recommenced on the document and is expected to be considered by the Council in Summer 2021.

The Council agreed a new Consultation Policy in April 2021, recognising the need to strengthen community engagement but also introduce more robust controls to manage significant consultations. The policy strengthens the management and governance of consultation activity by introducing a sign off process to ensure oversight and challenge at an early stage.

External Audit concluded that the Council's arrangements in relation to standards of conduct and the prevention of bribery and corruption were adequate.

In compliance with standard accounting practice, the Section 95 Chief Financial Officer has provided the Chief Executive with a statement of the effectiveness of the Group's internal financial control system for the year ended 31 March 2021. It is the Chief Financial Officer's opinion that although a degree of assurance can be placed upon the adequacy and effectiveness of the Group's systems of internal financial control, further improvements, including some embedding of actions taken in response to previous recommendations, are still required. This said, while some aspects of the financial control framework have had to be adapted to a home-working environment following the COVID-19 pandemic, the emphasis has consistently been on obtaining assurance in a different way rather than compromising or relaxing existing controls. Responsible managers have also worked closely with Internal Audit colleagues in developing a proportionate system of internal control for payment of business grants with a view to detecting fraudulent claims.

While full implementation of the CIPFA Financial Management (FM) Code does not fall due until the 2021/22 reporting year, the Chief Financial Officer has also undertaken a preliminary assessment of the extent to which the Council's arrangements comply with its principles. This assessment, carried out with reference to the 2021/22 budget process and involving interviews with a range of key stakeholders including service directors, elected members and colleagues within partner services, has highlighted a number of improvements contributing positively to the Council's financial resilience and stability, including realignment of its reserves (including significantly increasing the size of the unallocated General Fund reserve), additional investment in preventative services and explicit recognition within the budget framework of underlying service pressures and assessments of likely savings delivery. While the unprecedented current level of uncertainty has been widely acknowledged to make planning much more difficult, the assessment also highlighted steps undertaken thus far to adopt a longer financial planning timeframe, the detail of which will be added once the likely recurring implications of the pandemic become clearer.

The Chief Internal Auditor's Annual Opinion for the year ended 31 March 2021 stated that significant improvement was required as significant and/or numerous control weaknesses were identified in the design and/effectiveness of the control environment and/or governance and risk management frameworks across the Council. This was a limited opinion, recognising that the plan had not been substantially completed due to the Covid pandemic. The Chief Internal Auditor noted that this was the Council's fourth 'red' rated opinion although progress had been made with the move from the middle towards the lower end of the category. The Chief Internal Auditor noted that whilst all 26 historic findings that were reopened in June 2018 have now been closed, an increase in the percentage of overdue IA findings as at 31 March 2021 is evident, together with a deterioration in their ageing profile. Consequently, further focus is required to ensure that the Council consistently addresses the risks associated with open IA findings by implementing agreed management actions within agreed timeframes.

ANNUAL GOVERNANCE STATEMENT

Review of Effectiveness - continued

Meeting the demands of new data protection legislation has led to significant increases in the volume of data protection work. The work necessary to deal with complex subject access requests has increased significantly reducing the number of staff working on Freedom of Information requests. This has resulted in several resource and operational challenges which have had a detrimental effect on statutory obligations and associated timescales. Remedial plans continue to be maintained to reduce risks in this area and to ensure that statutory obligations are met.

The Council's whistleblowing arrangements continue to operate with oversight from an independent external service provider with the autonomy to decide who investigates the concerns raised, the Council or the service provider. The Governance, Risk and Best Value Committee receives a quarterly update on whistleblowing and the whistleblowing policy is reviewed annually by committee. In October 2020, the Council agreed to commission an independent review of its whistleblowing culture. At the time of writing this review is in progress but has not yet been published.

Work is still outstanding on reviewing how the Council works with its ALEOs, in particular examining the shareholder agreements and Service Level Agreements in place to ensure a greater degree of consistency, alignment with key outcomes and clarity of relationship.

Following concerns raised at committee, the Council began looking into its governance arrangements regarding the Trusts where it is sole trustee. This is expected to report later in 2021.

Each directorate's assurance schedule is scrutinised by the Governance, Risk and Best Value Committee.

There are established, well exercised, resilience incident management processes and protocols in place to effectively plan for and respond to emergencies. The Council Resilience Group and Council Counter Terrorism Group are the two main groups that drive and monitor the Council Resilience Management Programme, reporting to CLT, with the flexibility to convene working groups as required, for example, for Brexit planning. In the event of an incident there is a flexible framework, including directorate and Council-wide levels, that can be stood up as required, reporting to CLT and the appropriate committee(s). The Council feeds into Scotland's resilience structures on a multi-agency basis, through the Lothian and Borders Local Resilience Partnership and East of Scotland Regional Resilience Partnership. The incident management used for Covid-19 is a good example of the effectiveness and agility of these structures.

The Council is aligning its operational risk management arrangements with the 'three lines of defence' model and good practice. A series of phased improvements over a three-year period were set out in November 2020. It was specifically highlighted that to ensure the ongoing effectiveness of the Council risk management framework, it was essential that there was sufficient capacity with the skills and experience to support the changes. These arrangements are supported by a refreshed enterprise risk management policy and risk appetite statement approved in September 2020.

Work has been ongoing to address previously identified control weaknesses in the Council's policy management framework. Renewed processes, responsibilities and definitions have been agreed by CLT and a review of the public facing policy register was undertaken. Software solutions are currently being explored that could be used to assist with the communication of policies to the Council's workforce.

ANNUAL GOVERNANCE STATEMENT

Review of Effectiveness - continued

The Council has adapted how it works on some of its key priorities enabling it to work flexibly with its partners with a view to achieving its ambitious objectives. An example of this is the Poverty Commission where the Council has worked with a newly created independent body and chair and agreed that recommendations proposed by the Commission will be used to inform future Council policies and actions to prevent, reduce, and mitigate poverty in Edinburgh. A further example is the partnership with the University of Edinburgh to appoint a climate commission. The flexible governance approach taken in these two examples has allowed the Council to be informed by external experts from across a range of sectors with the aim of achieving better outcomes, however final decision making remains with the Council and partner organisations.

Although partnership working has strengthened over the pandemic, engagement with local communities has been more challenging. The Council is though aware of the need to improve how it empowers communities and is reviewing its locality arrangements.

During the Covid-19 emergency, the Council's role in providing governance oversight and support for Community Councils has included the provision of guidance on key issues including the submission of accounts, the use of meetings software and Annual General Meeting responsibilities. A consultation was conducted on the Community Councillors' Code of Conduct Complaints Procedure and a revised version was approved by the Culture and Communities Committee in March 2021.

The status of the previous year's actions is outlined below. Where actions are incomplete, they will be rolled forward and their progress will be monitored alongside the new actions.

	Governance Issue	Mitigation Action / Proposed Action	Responsible Party	Status
1	I have internal controls and procedures in place throughout my directorate that are proportionate, robust, monitored and operate effectively	Development of Business Forums for Finance/ Property/HR to provide a risk based approach to business management	Executive Director for Communities and Families	Completed except for the Property Group which is to be established.
2	I have risk management arrangements in place to identify the key risks to my directorate (and the Council).	Roll out risk management framework across wider leadership teams and Partnership teams	Chief Officer, Edinburgh Health and Social Care Partnership (EHSCP)	Started - This work has been delayed as Partnership Services were and continue to be impacted by Covid19, however, the Partnership have now agreed their integrated risk framework and risk governance structure and are starting to develop plans to roll this across the Partnership.
3	I have robust controls in place to manage new starts, movers and leavers, including induction and mandatory training, IT systems security (access and removal) and access to buildings and service users' homes.	The creation of the Edinburgh Learns Risk Board is to involve school colleagues in the management of relevant risks. It will act as a gatekeeper in terms of what is included in risk management and will provide isomorphic learning here the Service learns from within to manage the risks jointly, efficiently and effectively	Executive Director for Communities and Families	Managed through Headteacher Executive Lite weekly meetings

ANNUAL GOVERNANCE STATEMENT

	Governance Issue	Mitigation Action / Proposed Action	Responsible Party	Reporting Date
4	I have arrangements in place for the annual review of policies owned by my directorate, via the relevant executive committee, to ensure these comply with the Council's policy framework.	All Edinburgh Health and Social Care Partnership and Place policies on the Policy Register will be reviewed with the support of the Governance team. A review framework will be introduced to ensure that the register is updated, and relevant changes are applied accordingly.	Executive Director of Place and Chief Officer, EHSCP	Started – This work has been delayed as Partnership Services were and continue to be impacted by Covid19. The Partnership have started to develop an approach to developing their policy framework.
5	I have competencies, processes and controls in place to ensure that all service areas in my directorate, and other areas of responsibility, operate in compliance with all applicable Health & Safety laws and regulations.	Directorate to review SHE and the Essential Learning matrix and mechanism within the Service to be undertaken with Corporate Health and Safety to ensure that the portal is being used efficiently, effectively and necessary improvements are made.	Executive Director for Communities and Families	HR reviewing essential learning system Council wide
6		To ensure that the Health and Safety Team Professional Advisor roles are recruited to a sufficient level, with posts filled by individuals with appropriate competency and qualification levels during the course of the next financial year.	Executive Director of Resources	Complete
7	I have appropriate arrangements in place throughout my service area for recording, monitoring and managing customer service complaints and customer satisfaction.	Development of a carbon scenario tool with ECCL as part of the sustainability programme	Chief Executive	Complete
8	All projects and programmes have a clear business justification, as a minimum this should articulate outcomes and benefits; have appropriate governance in place to support delivery; effective controls in place to track delivery progress and to take corrective action if required; have a robust benefits management framework in place; and ensure that a formal closure process is undertaken.	There will be a development of a new Roads and Transport Infrastructure Improvement Plan. This will require the realignment of roads and transport services to implement the plan. This will ensure clear accountability for all programmes and projects.	Executive Director of Place	The Roads and Transport Infrastructure Improvement Plan was approved by Transport and Environment Committee on 1 October 2020.
9	The operation of financial controls in my directorate is effective in ensuring the valid authorisation of financial transactions and maintenance of accurate accounting records.	The Finance Service will work with the Schools and Lifelong Learning Service to review the issues with the forecasting spreadsheet used in schools. This review will address the causal effects and seek to mitigate them.	Executive Director for Communities and Families	Being addressed through Finance Group

ANNUAL GOVERNANCE STATEMENT

	Governance Issue	Mitigation Action / Proposed Action	Responsible Party	Reporting Date
10	All outstanding issues or recommendations arising from this exercise, commissioned reviews, committee reports and other initiatives in previous years have been addressed satisfactorily.	A Consolidated decision tracker for ensuring the implementation of Best Value, Assurance and Annual Accounts recommendations is created.	Chief Executive	The additional resource to solve assurance capacity issues is designed to provide the consolidated monitoring, tracking and review of Best Value, Assurance and Annual Accounts
11	All outstanding issues or recommendations arising from this exercise, commissioned reviews, committee reports and other initiatives in previous years have been addressed satisfactorily.	To ensure that a framework is in place for directorates to understand the requirements of the Annual Assurance Schedule and the Corporate Governance Framework.	Chief Executive	Completed

Following the review of effectiveness and the assurance statements from directorates and ALEOs, the following actions have been identified to improve the Council's governance arrangements:

	Action	Action Owner	Action Deadline
1	To review, design and implement an officer governance structure for the Council aligned to the Council Business Plan.	Head of Democracy, Governance and Resilience/Head of Strategic Change and Delivery	August 2021
2	To review and propose a revised Scheme of Delegation to take into account senior management restructures.	Head of Democracy, Governance and Resilience	October 2021
3	To create a revised planning and performance framework linked to the Business Plan	Head of Strategic Change and Delivery	June 2021
4	To report on the progress with the first year's implementation of the new Equality and Diversity Framework 2021-2025	Chief Executive	June 2022
5	Review of the governance arrangements regarding the Council's trusts	Executive Director of Corporate Services	December 2021
6	Initiate development of a cross-Council savings programme, aligned to the priorities set out within the Business Plan, to address significant estimated funding gaps in 2023/24 and 2024/25	Service Director: Finance and Procurement and Head of Strategic Change and Delivery	November 2021
7	Review of the Council's service level agreements and shareholder agreements with its ALEOs	Executive Director of Corporate Services	August 2022
8	Review of the political management arrangements of the Council	Chief Executive	August 2022

ANNUAL GOVERNANCE STATEMENT

Conclusion

In conclusion, the Council's governance and controls framework provides a satisfactory level of assurance. The Council understands its areas for improvement and there are robust arrangements to deal with issues when they do arise. Improvements are needed in certain areas to ensure that the Council's controls are implemented and embedded fully and in particular capacity issues in services has to be overcome. Covid-19 has put considerable strain on services but the Council has put in strong processes to manage these pressures. However, the Council must continue to be ambitious and committed to improving its governance to ensure that it continues to operate effectively.

We are satisfied that the actions highlighted in this Statement reflect the Council's commitment to continuous improvement and will further enhance our corporate governance and internal control arrangements.

Certification

It is our opinion that, in light of the foregoing, assurance can be placed upon the adequacy and effectiveness of City of Edinburgh Council and its Group's systems of governance. The annual review demonstrates sufficient evidence that the Code is operated effectively, and the Council and its Group comply with the Local Code of Corporate Governance in all significant respects.

ANDREW KERR
Chief Executive

ADAM MCVEY
Council Leader

STEPHEN S. MOIR
Executive Director of Corporate Services

Date

Date

Date

REMUNERATION REPORT

The Council is required under statute to provide information on the remuneration of each senior officer and each senior elected member, together with any other officer not otherwise included whose remuneration was over £150,000 during the year covered by these accounts. In addition, the Council is required to provide information for the most senior employee within each of its subsidiary companies, together with all other employees whose remuneration exceeds £150,000 in that year.

Remuneration Arrangements

Councillors

The remuneration of Councillors is regulated by the Local Governance (Scotland) Act 2004 (Remuneration) Regulations 2007 (SSI No. 2007/183) as amended by the Local Governance (Scotland) Act 2004 (Remuneration and Severance Payments) Amendment Regulations 2017. The Regulations provide for the grading of councillors for the purposes of remuneration arrangements, as either the Leader of the Council, the Civic Head (the Lord Provost), senior councillors or councillors. The Leader of the Council and the Civic Head cannot be the same person for the purposes of payment of remuneration. A senior councillor is a councillor who holds a significant position of responsibility in the Council's political management structure.

When determining the level of Councillors' remuneration, Scottish Ministers consider the recommendations of the Scottish Local Authority Remuneration Committee (SLARC). SLARC's recommendations were first implemented for councillors elected in the local government elections in May 2007. SLARC was stood down as a committee in February 2013, but the principles of its work continue.

The salary that is to be paid to the Leader of the Council is set out in the Regulations. For 2020/21, the remuneration for the Leader of the City of Edinburgh Council was £53,567. The Regulations permit the Council to remunerate one Civic Head. The Regulations set out the maximum remuneration that may be paid to the Civic Head (the Lord Provost). For 2020/21 this was £40,175. The Council's policy is to pay the Lord Provost at the national maximum.

The Regulations also set out the remuneration that may be paid to Senior Councillors and the total number of Senior Councillors the Council may have (24 for the City of Edinburgh Council). The maximum yearly amount that may be paid to a Senior Councillor is 75% of the total yearly amount payable to the Leader of the Council. The total yearly amount payable by the Council for remuneration of all Senior Councillors shall not exceed £696,351. The Council is able to exercise local flexibility in the determination of the precise number of Senior Councillors and their remuneration within these maximum limits. The Council's current policy is summarised below:

	No. of Posts	% of amount payable to Leader of the Council
Depute Leader of the Council	1	75%
Depute Convener	1	50%
Conveners of Culture and Communities, Housing, Homelessness and Fair Work, Education, Children and Families, Finance and Resources, Planning, Regulatory, Transport and Environment, Licensing Board and Integration Joint Board Committees	9	62.5%
Convener of Governance, Risk and Best Value	1	50%
Vice-Conveners of Culture and Communities, Housing, Homelessness and Fair Work, Education, Children and Families, Finance and Resources, Planning, Regulatory and Transport and Environment Committees	7	50%
Opposition Group Leaders - Conservative, Green and Liberal Democrat Groups	3	50%

In addition, the Council has an arrangement with the Joint Boards to reimburse the Council for any additional costs for councillors that arise from their being a Convener or Vice Convener of the Joint Boards.

REMUNERATION REPORT

Remuneration Paid

The following tables provide details of the remuneration paid to the Council's Senior Councillors, Senior Employees and the remuneration paid to the Chief Executive (or the most senior manager of that body) of each of the Council's subsidiary bodies. Where a Councillor has held more than one post during the year, he/she is only included once within the following table. Salary, fees and allowances represents the total amount received during the year, where the individual was a Senior Councillor for part or all of the year.

Council's Leader, Civic Head and Senior Councillors	Salary, Fees and Allowances £	Taxable Expenses £	Non-Cash Expenses / Benefits-in-kind £	Total Remun. 2020/21 £	Total Remun. 2019/20 £
A. McVey, Leader of the Council	53,567	0	722	54,289	53,234
F. Ross, Lord Provost	40,175	0	117	40,292	44,063
C. Day, Deputy Leader of the Council	40,175	0	117	40,292	39,426
J. Griffiths, Depute Convener	26,785	0	116	26,901	26,424
<u>Conveners</u>					
D. Wilson, Convener Culture and Communities	33,480	0	116	33,596	33,293
I. Perry, Convener Education, Children and Families	33,480	0	123	33,603	33,199
A. Rankin, Convener Finance and Resources (to 25.08.20)	33,480	0	117	33,597	32,929
R. Munn, Convener Finance and Resources (from 25.08.20)	27,263	0	717	27,980	17,718
K. Campbell, Convener Housing, Homelessness and Fair Work	33,480	0	117	33,597	33,613
L. Macinnes, Convener Transport and Environment	33,480	0	116	33,596	32,893
J. Mowat, Convener Governance, Risk and Best Value	26,785	0	117	26,902	26,987
N. Work, Convener Licensing Board	33,480	0	131	33,611	32,294
N. Gardiner, Convener Planning	33,480	0	117	33,597	33,520
C. Fullerton, Convener Regulatory	33,480	0	116	33,596	32,880
<u>Vice-Conveners</u>					
A. McNeese-Mechan, Vice Convener Culture and Communities	26,785	0	187	26,971	27,145
A. Dickie, Vice Convener Education, Children and Families	26,785	0	116	26,901	26,408
M. Watt, Vice Convener Housing, Homelessness and Fair Work	26,785	0	717	27,502	26,874
K. Doran, Vice Convener Transport and Environment	26,785	0	117	26,902	26,974
R. Henderson, Vice Chair Edinburgh Integration Joint Board	33,480	0	716	34,196	33,515
M. Child, Vice Convener Planning	26,785	0	142	26,927	26,316
D. Dixon, Vice Convener Regulatory	26,785	0	117	26,902	26,085

REMUNERATION REPORT

Remuneration Paid - continued

	Salary, Fees and Allowances £	Taxable Expenses £	Non-Cash Expenses / Benefits- -in-kind £	Total Remun. 2020/21 £	Total Remun. 2019/20 £
Council's Leader, Civic Head and Senior Councillors					
<u>Opposition Group Leaders</u>					
I. Whyte, Conservative Group Leader	26,785	0	692	27,477	26,121
R. Aldridge, Liberal Democrat Group Leader	26,785	0	0	26,785	25,993
M. Main, Green Group Leader (to 27.07.2020 and from 29.01.2021)	22,295	0	125	22,420	19,819
A. Staniforth, Green Group Leader (from 28.07.2020 to 28.01.2021)	22,343	0	118	22,461	21,974
<u>Councillors</u>					
D. Key, Convener to the Lothian Valuation Joint Board (Note 1)	22,320	0	96	22,416	21,936

Notes:

1. The amount recharged to Lothian Valuation Joint Board in 2020/21 was £4,488.40 (2019/20 £4,391.88). Expenses relate to Councillor role.
2. For Councillors whose role has covered part-year, the Salary, Fees and Allowances disclosed relates to the full year appointment, not just the current appointment.
3. The full year equivalent under Salary, Fees and Allowances represents the Senior Responsibility Allowance at the year end for the position.

Members' Salaries and Expenses

The Council paid the following amounts to members of the Council during the year (these sums include the totals shown above):

	2020/21 £	2019/20 £
Salaries	1,455,259	1,422,542
Expenses		
<i>Claimed by councillors</i>	0	387
<i>Paid directly by the Council</i>	13,286	39,635
Total	<u>1,468,544</u>	<u>1,462,564</u>

Remuneration paid to Senior Officers

	Salary, Fees and Allowances £	Compensation for Loss of Office £	Total Remun. 2020/21 £	Total Remun. 2019/20 £
Council's Senior Officers				
A. Kerr, Chief Executive (Note 1)	179,364	0	179,364	175,740
A. Gaw, Executive Director of Communities and Families (to 13.10.20) (Note 2) <i>(full year equivalent)</i>	127,072	0	127,072	158,150
J. Proctor, Integration Joint Board Chief Officer (Note 3)	80,624	0	80,624	79,009
P. Lawrence, Executive Director of Place	161,247	0	161,247	158,150
J. Irvine, Chief Social Work Officer	111,266	0	111,266	109,100
S. Moir, Executive Director of Resources	161,247	0	161,247	158,150
H. Dunn, Head of Finance	117,039	0	117,039	115,230
Total	<u>937,859</u>	<u>0</u>	<u>937,859</u>	<u>953,529</u>

Notes:

1. Remuneration shown above excludes any fees payable in respect of returning officer or other election duties. The approved remuneration for A Kerr for Returning Officer Duties in 2020/21 amounted to £234.
2. A Gaw's remuneration paid for 2020/21 includes a payment in lieu of notice of £37,083.
3. J. Proctor took up the position of Chief Officer of the Integration Joint Board in May 2018. J Proctor is employed by the City of Edinburgh Council and 50% of her salary costs are recharged to the EIJB and NHS Lothian. The above figures therefore show the Council's share.

REMUNERATION REPORT

Remuneration Paid - continued

Remuneration paid to Senior Officers - continued

Council Subsidiary Companies

EICC is a subsidiary company of CEC Holdings Limited. Figures shown for this company, Edinburgh Trams Ltd. and Lothian Buses Ltd. are for the years ended 31 December 2020 and 2019 respectively.

	Salary, Fees and Allowances	Bonus	Compensation Other Benefits	for Loss of Office	Total Remun. 2020/21	Total Remun. 2019/20
	£	£	£	£	£	£
Council's Subsidiary Companies						
M. Dallas, Chief Executive, EICC	161,380	0	0	0	161,380	183,779
R. Hunter, Chief Executive, Capital City Partnership	64,240	0	0	0	64,240	58,767
<u>Transport for Edinburgh</u>						
G. Lowder, Chief Executive	150,834	0	1,516	0	152,350	146,441
<u>Lothian Buses Ltd.</u>						
R. Hall, Managing Director (Note 1)	53,446	0	1,071	0	54,517	323,091
N. Serafini, Interim Managing Director (Note 2)	125,498	0	2,120	0	127,618	0
<u>Edinburgh Trams Ltd.</u>						
L. Harrison, Managing Director (Note 3)	150,523	0	16,037	0	166,560	198,920
	<u>705,921</u>	<u>0</u>	<u>20,744</u>	<u>0</u>	<u>726,665</u>	<u>910,998</u>

Notes:

1. Prior-year figure includes compensation for loss of office and contractually-due payment in lieu of six-month notice period agreed at the end of March 2020.
2. N. Serafini was appointed Interim Managing Director on 24 February 2020.
3. L. Harrison's 2019/20 Total Remuneration has been restated.
4. Edinburgh Living MMR LLP is a subsidiary of the Council however there are no employees and therefore no remuneration disclosures.

REMUNERATION REPORT

Remuneration Paid - continued

Number of Employees by Pay Band

The total number of Council employees receiving more than £50,000 remuneration for the year (including early retirement / voluntary release costs) is shown below.

	2020/21	2019/20		2020/21	2019/20
£50,000 - £54,999	426	410	£115,000 - £119,999	3	2
£55,000 - £59,999	203	218	£120,000 - £124,999	1	1
£60,000 - £64,999	146	134	£125,000 - £129,999	1	1
£65,000 - £69,999	92	70	£130,000 - £134,999	1	1
£70,000 - £74,999	22	16	£135,000 - £139,999	1	0
£75,000 - £79,999	20	34	£140,000 - £144,999	0	0
£80,000 - £84,999	23	20	£145,000 - £149,999	0	0
£85,000 - £89,999	21	17	£150,000 - £154,999	0	0
£90,000 - £94,999	2	2	£155,000 - £159,999	0	4
£95,000 - £99,999	1	2	£160,000 - £164,999	3	1
£100,000 - £104,999	3	2	£165,000 - £169,999	0	0
£105,000 - £109,999	2	11	£170,000 - £174,999	0	0
£110,000 - £114,999	9	1	£175,000 - £179,999	1	1
			Total No. of Employees	981	948

Notes:

- The 2019/20 remuneration includes the back dated pay awards for 2018/19 (3.5% for local government employees and 3% for teachers) which were paid in April/May 2019 and the subsequent pay increases for the 2019/20 tax year (3% for local government employees and 7% for teachers).

Exit Packages

The number of exit packages provided for by the Council and the Group during the year, together with the total cost of those packages is shown in the table below. The total cost shown includes pension strain costs and the capitalised value of compensatory added years payments.

Exit package cost band	Number of Compulsory Redundancies		Number of Other Departures Agreed		Total Number of Exit Packages by Cost Band		Total Cost of Exit Packages in Each Band	
	2020/21	2019/20	2020/21	2019/20	2020/21	2019/20	2020/21 £000	2019/20 £000
£0 - £20,000								
- Council	0	0	7	30	7	30	60	245
- Group companies	31	0	7	1	38	1	210	6
£20,001 - £40,000								
- Council	0	0	12	28	12	28	366	788
- Group companies	0	1	8	2	8	3	229	88
£40,001 - £60,000								
- Council	0	0	4	13	4	13	223	675
- Group companies	0	0	2	1	2	1	98	50
£60,001 - £80,000								
- Council	0	0	5	5	5	5	350	344
- Group companies	0	0	1	0	1	0	66	0
£80,001 - £100,000								
- Council	0	0	4	3	4	3	360	276
- Group companies	0	0	0	0	0	0	0	0
£100,001 - £150,000								
- Council	0	0	1	3	1	3	123	358
- Group companies	0	0	0	0	0	0	0	0
£150,001 - £200,000								
- Council	0	0	4	1	4	1	702	151
- Group companies	0	0	0	1	0	1	0	157
£200,001 - £250,000								
- Council	0	0	2	2	2	2	466	458
- Group companies	0	0	0	0	0	0	0	0
	<u>31</u>	<u>1</u>	<u>57</u>	<u>90</u>	<u>88</u>	<u>91</u>	<u>3,253</u>	<u>3,596</u>

REMUNERATION REPORT

Pension Rights

Pension benefits for councillors and local government employees are provided through the Local Government Pension Scheme (LGPS).

Councillors' pension benefits are based on career average pay. For Pre April 2015 benefits, the councillor's pay for each year or part year ending 31 March (other than the pay in the final year commencing 1 April) is increased by the increase in the cost of living, as measured by the appropriate index (or indices) between the end of that year and the last day of the month in which their membership of the scheme ends. The total revalued pay is then divided by the period of membership to calculate the career average pay. This is the value used to calculate the pension benefits. The Post April 2015 benefits are calculated in the same way as Local Government employees.

For local government employees the Local Government Pension Scheme (LGPS) became a career average pay scheme on 1 April 2015. Benefits built up to 31 March 2015 are protected and based on final salary. Accrued benefits from 1 April 2015 will be based on career average salary.

The scheme's normal retirement age for both councillors and employees is linked to the state pension age (but with a minimum of age 65).

From 1 April 2009 a five tier contribution system was introduced with contributions from scheme members being based on how much pay falls into each tier. This is designed to give more equality between the cost and benefits of scheme membership. Prior to 2009 contributions rates were set at 6% for all non-manual employees.

The tiers and members' contribution rates for 2020/21 were as follows:

Whole Time Pay	Contribution rate
On earnings up to and including £22,200 (2019/20 £21,800)	5.50%
On earnings above £22,201 and up to £27,100 (2019/20 £21,801 to £26,700)	7.25%
On earnings above £27,101 and up to £37,200 (2019/20 £26,701 to £36,600)	8.50%
On earnings above £37,201 and up to £49,600 (2019/20 £36,601 to £48,800)	9.50%
On earnings above £49,601 (2019/20 £48,801)	12.00%

From April 2015, when allocating contribution rates to members, pensionable pay means the actual pensionable pay, regardless of hours worked.

There is no automatic entitlement to a lump sum for members who joined the scheme post April 2009. Members may opt to give up (commute) pension for lump sum or bigger lump sum up to the limit set by the Finance Act 2004.

The value of the accrued benefits has been calculated on the basis of the age at which the person will first become entitled to receive a pension on retirement without reduction on account of its payment at that age; without exercising any option to commute pension entitlement into a lump sum; and without any adjustment for the effects of future inflation - assuming that the person left the related employment or service as at 31st March in the year to which the value relates.

The pension figures shown relate to the benefits that the person has accrued as consequence of their total local government service, and not just their current appointment.

Trade Union (Facility Time Publication Requirements) Regulations 2017

The Council is required to report from 1 April 2017 a range of information on facility time made available to its employees who are trade union representatives.

For the reporting year 2020/21, the equivalent of 7.2 FTE (across 19 individuals) of paid facility time was made available, with an associated cost of £0.22m. This sum equates to 0.05% of the Council's overall paybill.

Of the total time made available, four individuals spent 100% of time during the year on trade union-related activities, one between 51% and 99%, and the remaining fourteen between 1% and 50%.

REMUNERATION REPORT

Pension Rights - continued

Council's Leader, Civic Head and Senior Councillors

The pension entitlements of senior councillors for the year to 31 March 2021 are shown in the table below, together with the contribution made by the Council to each senior councillor's pension during the year.

	In-year pension contribs.			Accrued Pension Benefits	
	For year to 31.03.2021	For year to 31.03.2020		As at 31.03.2021	Difference from 31.03.2020
	£	£		£000	£000
<u>Council's Leader and Civic Head</u>					
A. McVey, Leader of the Council	12,213	11,688	Pension	7	1
			Lump Sum	0	0
F. Ross, Lord Provost	9,160	8,766	Pension	7	1
			Lump Sum	0	0
C. Day, Deputy Leader of the Council	9,160	8,766	Pension	3	1
			Lump Sum	0	0
J. Griffiths, Depute Convener	6,107	5,844	Pension	4	1
			Lump Sum	0	0
<u>Conveners</u>					
D. Wilson, Convener Culture and Communities	7,633	7,305	Pension	8	0
			Lump Sum	2	0
I. Perry, Convener Education, Children and Families	7,633	7,305	Pension	8	1
			Lump Sum	2	0
A. Rankin, Convener Finance and Resources (to 25.08.20)	7,633	7,305	Pension	6	1
			Lump Sum	0	0
R. Munn, Convener Finance and Resources (from 25.08.20)	6,216	3,247	Pension	1	1
			Lump Sum	0	0
K. Campbell, Convener Housing, Homelessness and Fair Work	7,633	7,305	Pension	2	0
			Lump Sum	0	0
L. Macinnes, Convener Transport and Environment	7,633	7,305	Pension	3	1
			Lump Sum	0	0
J. Mowat, Convener Governance, Risk and Best Value	6,107	5,844	Pension	4	0
			Lump Sum	0	0
N. Work, Convener Licensing Board	7,633	7,162	Pension	7	1
			Lump Sum	2	0
N. Gardiner, Convener Planning	7,633	7,305	Pension	2	0
			Lump Sum	0	0
<u>Vice-Conveners</u>					
A. McNeese-Mechan, Vice Convener Culture and Communities	6,107	5,844	Pension	2	1
			Lump Sum	0	0
A. Dickie, Vice Convener Education, Children and Families	6,107	5,844	Pension	2	0
			Lump Sum	0	0
M. Watt, Vice Convener Housing, Homelessness and Fair Work	6,107	5,819	Pension	2	0
			Lump Sum	0	0
K. Doran, Vice Convener Transport and Environment	6,107	5,844	Pension	4	1
			Lump Sum	0	0
R. Henderson, Vice Chair Edinburgh Integration Joint Board	7,633	7,305	Pension	8	1
			Lump Sum	2	0
M. Child, Vice Convener Planning	6,107	5,844	Pension	11	0
			Lump Sum	17	0
D. Dixon, Vice Convener Regulatory	6,107	5,796	Pension	4	1
			Lump Sum	0	0

REMUNERATION REPORT

Pension Rights - continued

Council's Leader, Civic Head and Senior Councillors

	In-year pension contribs.		Accrued Pension Benefits		
	For year to 31.03.2021 £	For year to 31.03.2020 £		As at 31.03.2021 £000	Difference from 31.03.2020 £000
<u>Opposition Group Leaders</u>					
I. Whyte, Conservative Group Leader	6,107	5,796	Pension	7	1
			Lump Sum	2	0
R. Aldridge, Liberal Democrat Group Leader	6,107	5,796	Pension	6	1
			Lump Sum	2	0
M. Main, Green Group Leader (to 27.07.2020 and from 29.01.2021)	5,192	4,399	Pension	3	0
			Lump Sum	0	0
A. Staniforth, Green Group Leader (from 28.07.2020 to 28.01.2021)	5,094	5,373	Pension	2	1
			Lump Sum	0	0
<u>Councillors</u>					
D. Key (including role as Convener of Lothian Valuation Joint Board)	5,089	4,870	Pension	4	1
			Lump Sum	0	0

All senior councillors shown in the above table are members of the Local Government Pension Scheme. Not all senior councillors are members of the Local Government Pension Scheme. The pension figures shown relate to the benefits that the person has accrued as a consequence of their total local government service, including any service with a Council subsidiary body, and not just their current position.

Senior Employees

The pension entitlements of senior employees for the year to 31 March 2021 are shown in the table below, together with the contribution made by the Council to each senior employee's pension during the year.

	In-year pension contribs.		Accrued Pension Benefits		
	For year to 31.03.2021 £	For year to 31.03.2020 £		As at 31.03.2021 £000	Difference from 31.03.2020 £000
A. Kerr, Chief Executive	n/a	n/a	Pension	9	0
			Lump Sum	0	0
A. Gaw, Executive Director of Communities and Families (to 13.10.20)	19,667	35,267	Pension	80	2
			Lump Sum	150	2
J. Proctor, Integration Joint Board Chief Officer (Note 1)	36,764	35,238	Pension	6	6
			Lump Sum	0	0
P. Lawrence, Executive Director of Place	36,764	35,267	Pension	32	3
			Lump Sum	0	0
J. Irvine, Chief Social Work Officer	25,369	24,329	Pension	36	3
			Lump Sum	38	1
S. Moir, Executive Director of Resources	9,191	35,267	Pension	10	1
			Lump Sum	0	0
H. Dunn, Head of Finance	26,685	25,696	Pension	83	4
			Lump Sum	151	0
Total	<u>154,440</u>	<u>191,064</u>			

Notes:

- J Proctor is employed by the City of Edinburgh Council and 50% of her salary costs are recharged to the EIJB and NHS Lothian. The above Pension figures show the full contributions but only 50% of these are relevant to the City of Edinburgh Council

REMUNERATION REPORT

Pension Rights - continued Senior Employees - continued

Notes:

The pension figures shown for senior employees relate to the benefits that the person has accrued as consequence of their total local government / public service and not just their current appointment. Accrued pension benefits relate to the position as at 31 March 2021, or the date of leaving, if that is earlier. Employees contribute towards their pensions in accordance with the rates set out on page 137.

There are no accrued pension benefits included in the table above if the employee has been a member of the pension scheme for less than 2 years.

The in-year pension contributions include pension strain costs where applicable.

Council's Subsidiary Companies

The pension entitlements of senior employees within the Council's subsidiary bodies for the year to 31 March 2021 are shown below, together with the contribution made to each senior employee's pension during the year.

	In-year pension contribs.		Accrued Pension Benefits		
	For year to 31.03.2021 £	For year to 31.03.2020 £		As at 31.03.2021 £000	Difference from 31.03.2020 £000
M. Dallas, Chief Executive, EICC	5,693	9,617	Pension Lump Sum	n/a n/a	n/a n/a
<u>Lothian Buses Ltd.</u>					
R. Hall, Managing Director	4,397	17,462	Pension Lump Sum	n/a n/a	n/a n/a
N. Serafini, Interim Managing Director	35,161	0	Pension Lump Sum	n/a n/a	n/a n/a
<u>Edinburgh Trams Ltd.</u>					
L. Harrison, Managing Director	19,971	13,203	Pension Lump Sum	n/a n/a	n/a n/a
<u>Capital City Partnership</u>					
R. Hunter, Chief Executive	14,904	12,929	Pension Lump Sum	16 13	2 2
Total	<u>80,126</u>	<u>53,211</u>			

EICC is a subsidiary company of CEC Holdings Limited. Figures shown for this company, Edinburgh Trams Ltd. and Lothian Buses Ltd. are for the years ended 31 December 2020 and 2019 respectively.

R. Hunter and N Serafini are the only current members of the Local Government Pension Scheme in the above table. The pension figures shown relate to the benefits that the person has accrued as a consequence of their total relevant service and not just their current appointment.

There are no accrued pension benefits included in the table above if the employee has been a member of the pension scheme for less than 2 years.

The in-year pension contributions include pension strain costs where applicable.

ANDREW KERR
Chief Executive

ADAM MCVEY
Council Leader

INDEPENDENT AUDITOR'S REPORT

Independent auditor's report to the members of City of Edinburgh Council and the Accounts Commission

Reporting on the audit of the financial statements

Opinion on financial statements

We certify that we have audited the financial statements in the annual accounts of City of Edinburgh Council and its group for the year ended 31 March 2021 under Part VII of the Local Government (Scotland) Act 1973. The financial statements comprise the group and council-only Movement in Reserves Statements, Comprehensive Income and Expenditure Statements, Balance Sheets, and Cash-Flow Statements, the council-only Housing Revenue Account Income and Expenditure Statement, the Movement on the Housing Revenue Account Statement, the Council Tax Income Account, the Non-domestic Rates Income Account, the Common Good Fund Income and Expenditure Account and Balance Sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and International Financial Reporting Standards (IFRSs) as adopted by the European Union, and as interpreted and adapted by the Code of Practice on Local Authority Accounting in the United Kingdom 2020/21 (the 2020/21 Code).

In our opinion the accompanying financial statements:

- give a true and fair view in accordance with applicable law and the 2020/21 Code of the state of affairs of the council and its group as at 31 March 2021 and of the income and expenditure of the council and its group for the year then ended;
- have been properly prepared in accordance with IFRSs as adopted by the European Union, as interpreted and adapted by the 2020/21 Code; and
- have been prepared in accordance with the requirements of the Local Government (Scotland) Act 1973, The Local Authority Accounts (Scotland) Regulations 2014, and the Local Government in Scotland Act 2003.

Basis for opinion

We conducted our audit in accordance with applicable law and International Standards on Auditing (UK) (ISAs (UK)), as required by the Code of Audit Practice approved by the Accounts Commission for Scotland. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report. We were appointed by the Accounts Commission on 31 May 2016. The period of total uninterrupted appointment is 5 years. We are independent of the council and its group in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. Non-audit services prohibited by the Ethical Standard were not provided to the council. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern basis of accounting

We have concluded that the use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the council's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from when the financial statements are authorised for issue.

Risks of material misstatement

We report in a separate Annual Audit Report, available from the Audit Scotland website, the most significant assessed risks of material misstatement that we identified and our judgements thereon.

Responsibilities of the Service Director: Finance and Procurement and council for the financial statements

As explained more fully in the Statement of Responsibilities, the Service Director: Finance and Procurement is responsible for the preparation of financial statements that give a true and fair view in accordance with the financial reporting framework, and for such internal control as the Service Director: Finance and Procurement determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

INDEPENDENT AUDITOR'S REPORT

In preparing the financial statements, the Service Director: Finance and Procurement is responsible for assessing the council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless deemed inappropriate.

The council is responsible for overseeing the financial reporting process.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities outlined above to detect material misstatements in respect of irregularities, including fraud. Procedures include:

- obtaining an understanding of the applicable legal and regulatory framework and how the council is complying with that framework;
- identifying which laws and regulations are significant in the context of the council;
- assessing the susceptibility of the financial statements to material misstatement, including how fraud might occur; and
- considering whether the audit team collectively has the appropriate competence and capabilities to identify or recognise non-compliance with laws and regulations.

The extent to which our procedures are capable of detecting irregularities, including fraud, is affected by the inherent difficulty in detecting irregularities, the effectiveness of the council's controls, and the nature, timing and extent of the audit procedures performed.

Irregularities that result from fraud are inherently more difficult to detect than irregularities that result from error as fraud may involve collusion, intentional omissions, misrepresentations, or the override of internal control. The capability of the audit to detect fraud and other irregularities depends on factors such as the skilfulness of the perpetrator, the frequency and extent of manipulation, the degree of collusion involved, the relative size of individual amounts manipulated, and the seniority of those individuals involved.

A further description of the auditor's responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Reporting on other requirements

Opinion prescribed by the Accounts Commission on the audited part of the Remuneration Report

We have audited the part of the Remuneration Report described as audited. In our opinion, the audited part of the Remuneration Report has been properly prepared in accordance with The Local Authority Accounts (Scotland) Regulations 2014.

Statutory other information

The Service Director: Finance and Procurement is responsible for the statutory other information in the annual accounts. The statutory other information comprises the Management Commentary, Annual Governance Statement, Statement of Responsibilities and the unaudited part of the Remuneration Report.

INDEPENDENT AUDITOR'S REPORT

Our responsibility is to read all the statutory other information and, in doing so, consider whether the statutory other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this statutory other information, we are required to report that fact. We have nothing to report in this regard.

Our opinion on the financial statements does not cover the statutory other information and we do not express any form of assurance conclusion thereon except on the Management Commentary and Annual Governance Statement to the extent explicitly stated in the following opinions prescribed by the Accounts Commission.

Opinions prescribed by the Accounts Commission on Management Commentary and Annual Governance Statement

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Management Commentary for the financial year for which the financial statements are prepared is consistent with the financial statements and that report has been prepared in accordance with statutory guidance issued under the Local Government in Scotland Act 2003; and
- the information given in the Annual Governance Statement for the financial year for which the financial statements are prepared is consistent with the financial statements and that report has been prepared in accordance with the Delivering Good Governance in Local Government: Framework (2016).

Matters on which we are required to report by exception

We are required by the Accounts Commission to report to you if, in our opinion:

- adequate accounting records have not been kept; or
- the financial statements and the audited part of the Remuneration Report are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

We have nothing to report in respect of these matters.

Conclusions on wider scope responsibilities

In addition to our responsibilities for the annual accounts, our conclusions on the wider scope responsibilities specified in the Code of Audit Practice, including those in respect of Best Value, are set out in our Annual Audit Report.

Use of our report

This report is made solely to the parties to whom it is addressed in accordance with Part VII of the Local Government (Scotland) Act 1973 and for no other purpose. In accordance with paragraph 120 of the Code of Audit Practice, we do not undertake to have responsibilities to members or officers, in their individual capacities, or to third parties.

Nick Bennett (for and on behalf of Azets Audit Services)
Exchange Place 3
Semple Street
Edinburgh
EH3 8BL

Date

QUESTION NO 1

By Councillor Lang for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 25 November 2021

At the 19 August 2021 meeting of the Transport Committee, and following a discussion on the business bulletin item covering the Kirkliston cross roads, committee voted to agree “that a report setting out options for reconfiguring the junction and any other appropriate action should be presented to committee for decision in November 2021”.

Question (1) Why was a report not presented to committee at the November meeting?

Answer (1)

Question (2) When will the report be presented?

Answer (2)

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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 November 2021**

Question **(1)** What engagement has there been with Living Streets Edinburgh since the October meeting of the Transport & Environment Committee regarding the review of pedestrian waiting times at road crossings?

Answer **(1)**

Question **(2)** How many crossing waiting times have been reviewed since this meeting of the committee?

Answer **(2)**

Question **(3)** What programme is in place to review pedestrian waiting times at crossings throughout the city?

Answer **(3)**

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QUESTION NO 3

By Councillor Howie for answer by the Convener of the Finance and Resources Committee at a meeting of the Council on 25 November 2021

Question (1) According to our equalities data, what percentage of staff identify as disabled?

Answer (1)

Question (2) In terms of degree of disability, how many of these staff have been offered support to get Department of Work and Pensions Access to Work funding for assistance with their role?

Answer (2)

Question (3) What steps has the council taken to make the recruitment process easier for people who experience neurodivergence (e.g. on the autistic spectrum or with attention deficit disorder) but don't qualify as disabled?

Answer (3)

Question (4) For each of the past 3 years:

- How many, both in numbers and as a percentage of all applicants through myjobscotland.gov.uk indicated they identified as disabled and were eligible for the Guaranteed Interview Scheme and what percentage of those were Modern apprenticeships?
- How many of these were invited to an interview?
- How many of these required adjustments to attend the interview?
- How many of these adjustments were accommodated by us enabling them to attend?
- How many of these were offered the job?

Answer (4)

Question (5) Part time contracts (Temporary and permanent):

- Does the council operate a scheme whereby disabled people work part time and at the same time retain full benefits?
- If so, how many are employed on a temporary basis?
- If so, how many are employed are on a permanent basis?

Answer (5)

Question (6) Pay grades, career development, promotion:

- What grades are disabled employees on?
- How many disabled employees are offered career development opportunities?
- How many disabled employees occupy promoted positions?
- How many disabled employees are currently occupying grade 10 posts or above?

Answer (6)

QUESTION NO 4

By Councillor Booth for answer by the Convener of the Culture and Communities Committee at a meeting of the Council on 25 November 2021

Question (1) Please can the Convener confirm whether the cost of fully bilingual Gaelic/English signage throughout the new Meadowbank building has been investigated, either by the council or by Edinburgh Leisure?

Answer (1)

Question (2) If so, what was the estimated cost of fully bilingual signage? What was the estimated cost of monolingual signage?

Answer (2)

Question (3) If this has not been investigated, why not?

Answer (3)

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QUESTION NO 5

By Councillor Booth for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 25 November 2021

Question (1) Please can the Convenor confirm whether the cost of fully bilingual Gaelic/English signage on the Newhaven tram extension has been investigated?

Answer (1)

Question (2) If so, what is the estimated cost of fully bilingual signage? What is the estimated cost of monolingual signage?

Answer (2)

Question (3) If this has not been investigated, why not?

Answer (3)

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QUESTION NO 6

By Councillor Mitchell for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 25 November 2021

Question

Please could the Convener set out in table form (1) the number of parking spaces currently available to N3 permit-holders in the following streets, (2) the net gain or loss to N3 permit-holders should TRO/21/16 be implemented in these streets, and (3) totals for both.

- Bedford Street
- Cheyne Street
- Comely Bank Avenue
- Comely Bank Grove
- Comely Bank Place
- Comely Bank Row
- Comely Bank Street
- Comely Bank Terrace (both sides)
- Dean Park Street
- Learmonth Avenue
- Learmonth Crescent
- Learmonth Gardens
- Learmonth Grove
- Learmonth Park
- Learmonth Place
- Learmonth View
- Portgower Place
- Raeburn Place
- South Learmonth Gardens

Answer

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QUESTION NO 7

By Councillor Mitchell for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 25 November 2021

Question

Please could the Convenor set out in table form (1) the number of parking spaces currently available to N2 permit-holders in the following streets, (2) the net gain or loss to N2 permit-holders should TRO/21/16 be implemented in these streets, and (3) the totals for both.

- Bangholm Terrace
- Eildon Street
- Goldenacre Terrace
- Howard Place
- Howard Street
- Inverleith Avenue
- Inverleith Row
- Inverleith Terrace
- Monmouth Terrace
- Montagu Terrace
- Royston Terrace
- Warriston Crescent

Answer

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QUESTION NO 8

By Councillor Rust for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 25 November 2021

In the report about Lanark Road provided to the Transport and Environment Committee on 14 October, in the Active Travel Measures Travelling Safely update in item 7.1, Appendix 2 (Lanark Road: Monitoring Results, Feedback from Engagement Exercise and Recommendations) contains cycle and vehicle count data for Lanark Road near Redhall Bank Road and Spylaw Bank Road.

For each of the survey periods, please could you provide the daily counts for each date within the survey period for both locations:

- Question** (1) October 2020 data, in the report all that was provided was an average from the 5 working days. Please provide the individual counts for each of 7, 8, 9, 10, 11, 12 and 13 October, to include the weekend for both cycle and vehicles.
- Answer** (1)
- Question** (2) August 2021 data - the data for the school holiday period is missing. Please provide data for each of 16, 17, 18, 19, 20 August for both cycle and vehicles
- Answer** (2)
- Question** (3) In the July 2021 and August 2021 survey periods, it appears from the report that the weekends were excluded from the survey.
- a) Why wasn't a full week of data captured in the survey periods to include weekends?
 - b) If it was included, please can you provide cycle and vehicle counts for both locations for the weekend days for July and August 2021.
- Answer** (3)

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QUESTION NO 9

**By Councillor Jim Campbell for
answer by the Depute Leader of the
Council at a meeting of the Council
on 25 November 2021**

The Depute Leader will be aware of considerable comment on this policy approved by the Transport and Environment Committee on 17 May 2018 regarding litter and litter bins in Victoria Park.

The policy review is annually, or as required.

Question (1) Can the Depute Leader confirm which Committee of Council will next review this policy, and when this review is due to take place?

Answer (1)

Question (2) Would the Depute Leader agree that a review would be a helpful in response to the comment from the community around Victoria Park?

Answer (2)

Question (3) Finally, would the Depute Leader accept that more frequent servicing of the litter bins where they are currently sited in Victoria Park, and other locations throughout the city, would reduce the unacceptable spectacle of litter overflowing from Council litter bins and contaminating the public realm?

Answer (3)

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QUESTION NO 10

By Councillor Doggart for answer by the Convener of the Culture and Communities Committee at a meeting of the Council on 25 November 2021

Question

In November 2018, Council approved a motion that prevented the erection of large structures in Princes St Gardens East prior to Remembrance Sunday. Could the convener explain why the construction of the “big wheel” this year breached that motion?

Answer

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QUESTION NO 11

By Councillor Jim Campbell for answer by the Convener of the Transport and Environment Committee at a meeting of the Council on 25 November 2021

I thank the Convener on the understanding that Scotrail have been written to in terms of the earlier Decision of Council.

Question (1) Can the Convener share a copy of her letter?

Answer (1)

Question (2) Can the Convener share a copy of the response?

Answer (2)

Question (3) If the same EURO VI emissions standards that are proposed for commercial vehicles in the delayed Edinburgh Low Emissions Zone (LEZ) were applied to diesel power trains, what penalty income could the Council expect to receive from Scotrail?

Answer (3)

Question (4) Will the Convener use the delay in the LEZ scheme to request that all transport modes within the area comply to the same standards?

Answer (4)

Decision of Council, October 2020

To approve the following adjusted motion by Councillor Jim Campbell:

- 1) To note the low numbers of passengers currently traveling by all modes of public transport, including intercity train. Recognise this had substantially increased the emissions and the costs of public transport, when expressed in terms of passenger kilometres.
- 2) Wish to understand the environmental impact of Scotrail's Inter7City fleet, which were anticipated to be a significant source of diesel emissions in the Waverley Valley and therefore request the Transport Convener to write to Scotrail to seek their direct commitment to Edinburgh's 2030 net-zero carbon target and get assurance that their investment plans will reflect this aim with:
 - a) Information on the emissions standards these engines conformed to; and
 - b) The projected engine emissions in the Waverley Valley of the Inter7City fleet of trains running a full timetable, in terms of CO₂, NO_x and Particulate matter.

QUESTION NO 12

**By Councillor Johnston for answer
by the Convener of the Planning
Committee at a meeting of the
Council on 25 November 2021**

Question (1) How many Council lease holders have been written to as part of CityPlan 2030 and the proposed changes in land use?

Answer (1)

Question (2) Can a breakdown of these lease holders' activities be provided?

Answer (2)

Question (3) In terms of the lease duration of these lease holders, what is the longest, the mean and mode value?

Answer (3)

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QUESTION NO 13

By Councillor Booth for answer by the Convener of the Finance and Resources Committee at a meeting of the Council on 25 November 2021

Question (1) Please can the Convener list the number of old/obsolete items of IT equipment which have been returned to Digital Services in the last two years from

- a) the Corporate division, and
- b) the learning & teaching division.

Answer (1)

Question (2) In each case will the convener please also specify:

- a) the number of items that have been rebuilt/reused within the council?
- b) the number of items that it is not possible to rebuild/reuse within the council?

Answer (2)

Question (3) Of those that cannot be reused within the council, how many are donated to charity, and how many are recycled?

Answer (3)

Question (4) What steps is the council taking to increase the proportion of old IT equipment which is reused or donated to charity?

Answer (4)

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CITY OF EDINBURGH COUNCIL

Item No 3

THE CITY OF EDINBURGH COUNCIL

25 NOVEMBER 2021

DEPUTATION REQUESTS

Subject	Deputation
3.1 In relation to Item 8.1 on the agenda – Motion by Councillor Neil Ross – Call for Action on Zebra Markings for Side Streets	(a) Bruntsfield Primary School Parent Council (written submission attached) (b) South Morningside Primary School Parent Council (written submission attached) (c) Stockbridge Primary Parent Council (written submission attached)
3.2 In relation to Item 8.4 on the agenda – Motion by Councillor Booth – Cycle Parking Technical Guidance	Spokes (written submission attached)
3.3 In relation to Item 8.5 on the agenda – Motion by Councillor Howie – Street Furniture	Guide Dogs Scotland (written submission attached)

Zebra Markings for Side Streets – Deputation from Bruntsfield Parent’s Council and Forum

At our meeting of 17 November 2021 we discussed and strongly supported Councillor Ross’ motion for a trial of cost-efficient Zebra markings for side streets to encourage walking to school and to promote the wider Living Streets for our school community and all of Edinburgh.

Feedback from our parents and carers makes clear that prioritising pedestrians is an essential element in enabling our school community to feel safe in walking to and from school and being able to participate fully in our bustling neighbourhood. This initiative could make a real difference, so we urge the Council to proceed with a trial as soon as possible.

We would also encourage the Council to show its support for the national call by Living Streets and other road safety groups to ask the government to give zebra markings the same legal force as zebra crossings.

Bruntsfield Parent Council and Forum was established under the Scottish Schools (Parental Involvement) Act 2006. It is made up of elected and co-opted office bearers, and a number of ordinary members from the parents and community of Bruntsfield Primary School.

SMPS Deputation for City of Edinburgh Council Thursday, 25th November, 2021
 Item 8.1 - By Councillor Neil Ross - Call for Action on Zebra Markings for Side Streets

We at South Morningside Parent Council Transport Committee were very pleased to see the proposal to introduce a trial of side street zebra crossings and would likely to strongly support it.

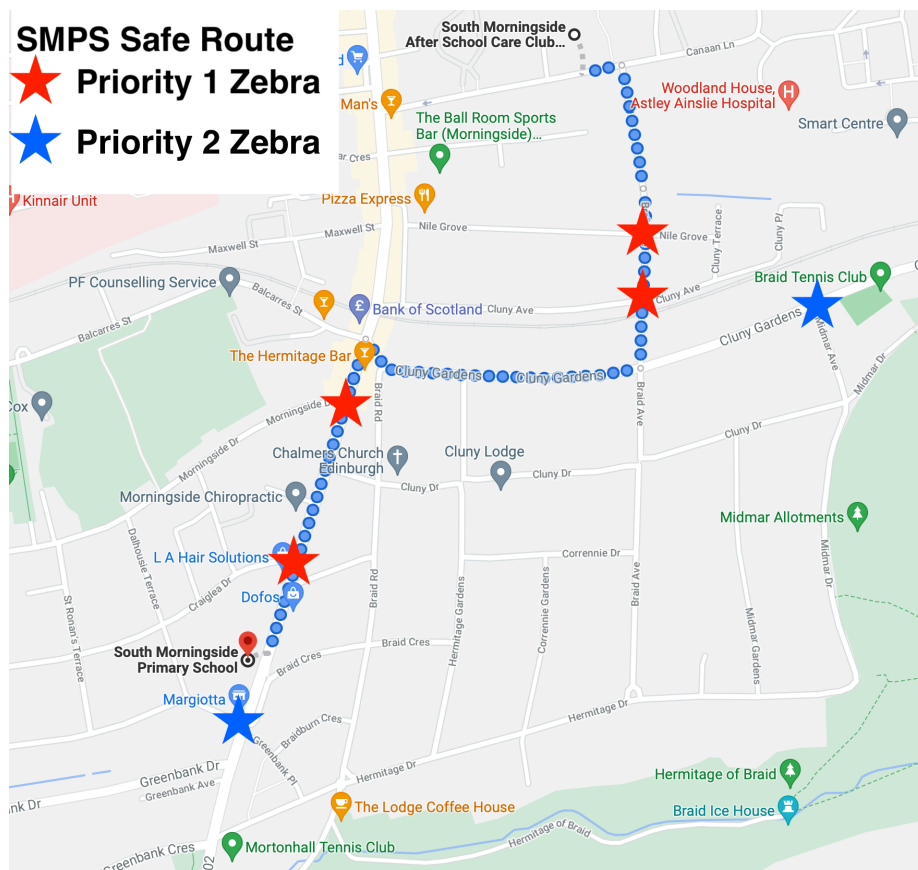
A large proportion of our pupils already walk, scoot or cycle to school but sadly we frequently hear stories of near misses and parents report that they constantly have to be on high alert at side streets to ensure that accidents are avoided as many drivers are unwilling to give way even when they're already crossing. Many of these parents are pushing buggies or escorting pre-school children on scooters and bikes, often having to carry those over busy crossings. We also have families that would like to travel more actively but need some encouragement to entice them to change their habits.

While not a solution to all the issues we see, we believe that painted zebra markings would be an excellent addition to the measures that allow safe travel to school. We believe these crossings would make a real difference to encouraging active travel.

We would also like to volunteer a proposal for a trial route and are willing to help canvas parents for opinions on whether the route has improved their walk to school.

South Morningside Primary School has two sites, one on Comiston Road and one at the Deanbank annexe. There are many families with children at both sites and the introduction of the new school on Canaan Lane will mean more families introduced to the area.

We would suggest the following route as an option for the trial. These four side street zebra crossings would allow families to walk between the sites using only signalled crossings, zebra crossings, or one way junctions which are slightly easier to navigate. The two crossings on Braid Avenue/Woodburn Terrace also link up with the Greenback to Meadows Quiet Route.



Please note that the reason we haven't suggested north on Morningside Road and along Canaan Lane is that the junction between Canaan Lane and Morningside Road is due to be closed to traffic to enable the building of flats at the old Canaan Lane public toilet site. The design of that involves scaffolding on the road and space for pedestrians will be narrowed and we are not yet sure what the full impact will be on pedestrians.

We have also marked two crossings as Priority 2 which, while they don't form part of a route between the school sites, we believe would be perfect for a trial. The Comiston Road/Comiston Drive crossing at Margiotta is used daily by a large number of our families who live in the south of the catchment in areas such as Greenbank. The Midmar Avenue/Cluny Gardens crossing is difficult crossing that is particularly busy now that Braid Avenue is closed and will be part of the route for more families as the catchment area for the new school expands east.

Re Motion to Council 25 November 2021 (Cllrs Neil Ross & Kevin Lang)

Call for action on zebra markings for side streets

Stockbridge Primary School is a City of Edinburgh non-denominational local authority school and nursery with a student body of approximately 265 pupils aged 3 to 12. The vast majority of our children travel to school on foot, scooter or bicycle; within our school we support local and national initiatives that promote active, green and safe travel to school, and a group of pupils volunteer as Junior Road Safety Officers.

Our parent body have had longstanding safety concerns about the crossing at the bottom of Saxe-Coburg Terrace where it meets Henderson Row – a crossing used by families in the east of our catchment and in the Stockbridge Colonies. An assessment of the location was carried out by CEC in **March 2018**, when it was confirmed that the crossing met the criteria for a zebra crossing or other crossing improvement and would therefore be placed on a priority list. No pedestrian crossing improvement has taken place. Cllr Mitchell (Inverleith Ward) confirmed November 17th 2021 that no design work would start until the **2022/23** financial year at the earliest, and that this 12-18 month process might be subject to further delays as a consequence of resources being redirected to Spaces for People and other pandemic measures. Today (23/11) CEC have also carried out a survey for an additional crossing guard.

Ironically, the importance of measures for keeping our children safe on Edinburgh's streets as they travel to school has increased greatly during the pandemic, when parents have been encouraged by schools, at the council's direction, to let children from P4 up travel to and from school without adult supervision in order to reduce parent gathering on the streets/ in the playground.

We fully support the call for action on zebra markings for side streets and argue that this cost-effective initiative would go some way to improving the safety of our pupils, in our case those who use the Saxe-Coburg crossing, until other measures can be put in place. It is particularly appealing that the zebra markings could be actioned quickly given the addition hazards our children face in the dark mornings and afternoons of the Scottish winter. (We are making separate representation to CEC about getting an additional crossing guard for this junction.) We are sure that other schools in Edinburgh would benefit from zebra markings on side-streets.

Jenny Litster (Co-Chair)

Stockbridge Primary Parent Council

Cycle parking in new developments

Spokes have longstanding concerns with the provision of cycle parking in new developments. We have seen numerous planning applications be approved with substandard cycle parking, and in some cases no provision whatsoever.

Given the longevity of new buildings it is vital that they play their part enabling the change to more active and less car dependent transport. Enabling everyone to safely and securely store their bicycles is a key part of this. Spokes is of a firm view that all the main aspects of proposed cycle parking should be set out in planning applications. This should specify how security will be achieved as well as how easy to access and use the parking will be.

A particular problem is the tendency for developers to only provide two-tier bike racks, which are difficult to use for many people, and only suitable for “standard” shaped bikes. This excludes many people from using them, including anyone who uses, or wants to use, a cargo bike, tandem or handbike. The recent increase in the number of people using e-bikes, which tend to be heavier, makes this issue all the more pertinent. The council’s design guidance should therefore specify a minimum proportion (say 10%) of bike spaces in any new development which are accessible for non-standard bikes. A maximum proportion (say 40%) of bike spaces which are in two-tiered bike racks should also be specified.

We therefore welcome Cllr Booth’s motion to urgently bring forward the technical factsheet on cycle parking, and hope that it is passed.

David French

Spokes Planning Group

November 2021



Street Furniture - Deputation in support of Motion 8.5 (25.11.21)

Guide Dogs Scotland have serious concerns about the proliferation of temporary street furniture, which can act as an obstacle to people with vision impairment or limited mobility.

We acknowledge that this is a very difficult time for local authorities who face a variety of unprecedented challenges with limited resources. However, it remains vital that people with a vision impairment and others with limited mobility should continue to be able to access their streets, businesses and other local services safely.

Obstacles on the pavement make navigating more difficult for people with sight loss. Changes to infrastructure because of social distancing have already hit blind and partially sighted people disproportionately hard, with two-thirds of respondents to an RNIB survey reporting that they have felt less independent since social distancing was introduced.

The potential increase in street furniture could force blind and partially sighted people to walk in the road, change their route, avoid travelling independently, or even stay at home altogether.

Recommendations

- *Review and enforce* any existing guidance on the placement of street furniture; temporary and/or emergency schemes should not result in decisions that disadvantage people with limited sight or mobility
- Evaluate whether disabled people, including people with sight loss, can use temporary measures effectively

- Encourage businesses to consult with groups in the area that may be affected by the proposals
- The need for an accessible barrier with colour contrast and a tap rail so that long cane users can navigate safely
- Ensuring the minimum pavement width remaining allows two pedestrians to pass each other while socially distancing
- No structures or signs allowed outside the designated area, the presence of tables and chairs should never discourage pedestrians from using the footway.
- Where possible that furniture be located on the carriageway to enable social distancing
- Potential locations for outdoor seating/tables should be assessed to ensure that they don't add to existing street clutter. For example, that tables/chairs should not be located near to/next roadworks, bike racks, diversion signs and any other street clutter likely to impede the safe passage of pedestrians

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