

Notice of meeting and agenda

Culture and Communities Committee

10.00 am Tuesday, 13th December, 2022

Dean of Guild Court Room - City Chambers

This is a public meeting and members of the public are welcome to attend or watch the webcast live 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 Any items under "Private Business" will not be published, although the decisions will be recorded in the minute.

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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 | Minute of Culture and Communities Committee of 4 October 2022 – submitted for approval as a correct record | 7 - 8 |
| 4.2 | Minute of Culture and Communities Committee of 13 October 2022 – submitted for approval as a correct record | 9 - 12 |

5. Forward Planning

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|-----|---------------------------------|---------|
| 5.1 | Work Programme – Report by | 13 - 16 |
| 5.2 | Rolling Actions Log – Report by | 17 - 38 |

6. Business Bulletin

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| 6.1 | Business Bulletin | 39 - 62 |
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7. Executive Decisions

7.1	Use of Public Spaces for Events and Filming Update – Report by Executive Director of Place	63 - 94
7.2	Local Outcome Improvement Plan –Report by Interim Executive Director of Corporate Services	95 - 128
7.3	Citywide Cultural Strategy –Report by Executive Director of Place	129 - 152
7.4	Custom House – Report by Executive Director of Place	153 - 272
7.5	Amplification of Sound In Public Spaces – Report by Executive Director of Place	273 - 284
7.6	Park and Greenspace Investment – Report by Executive Director of Place	285 - 306
7.7	Changes to Legislation on the Sale and Use of Fireworks in Scotland – Report by Executive Director of Place	307 - 322
7.8	Community Empowerment – Report by Executive Director of Place	323 - 332

8. Routine Decisions

8.1	Edinburgh Leisure – Active Communities Programme Update – Report by Executive Director of Place	333 - 362
8.2	Response to Motion by Councillor Osler – Physical Activity and Sport Strategy – Report by Executive Director of Place	363 - 370
8.3	Response to Motion by Councillor Osler - Trees – Report by Executive Director of Place	371 - 378

9. Motions

9.1	Motion by Councillor Heap - Library Collection Development (Reflecting Edinburgh’s national, ethnic and linguistic diversity)	
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Committee:

1. Welcomes, further to the discussion of acquiring library resources at the last Culture and Communities Committee meeting, the publication of the briefing note Provision of Ukrainian Language Book Stock in Edinburgh Libraries ('the briefing note')

2. Thanks the staff of the library services for the excellent work noted therein they have done to ensure Ukrainian refugees have access to library resources in appropriate languages, including providing lending collections of Ukrainian language books and Ebooks, and ensuring relevant library services are provided through engaging with community groups and representative organisations.

3. Requests a report to be made to Committee within 3 cycles containing information on:

(a) What steps have been taken to realise the aims laid out in Section 4 ("Next Steps") of the briefing note to ensure expanded provision of library resources for refugees from Ukraine

(b) How the Council develops its library collections to meet reader needs arising from the city's growing national, ethnic and linguistic diversity, including how it meets the needs of its readers who are

(i) Refugees

(ii) Asylum seekers

(iii) BAME (Black, Asian and Minority Ethnic) people

(iv) People for whom English is not their first language

10. Resolution to Consider in Private

10.1 The Committee is requested under Section 50(A)(4) of the Local Government (Scotland) Act 1973 to exclude the public from the meeting for the following item of business on the grounds that they would involve the disclosure of exempt information as defined in Paragraphs 8 and 9 of Part 1 of Schedule 7A of the Act.

11. Private Report

11.1 Edinburgh's Christmas - Emergency Contract Award - Referral 379 - 408
from Finance and Resources Committee – Report by

Nick Smith

Service Director – Legal and Assurance

Committee Members

Councillor Val Walker Convener), Councillor Fiona Glasgow, Councillor Dan Heap, Councillor Finlay McFarlane, Councillor Amy McNeese-Mechan, Councillor Jane Meagher, Councillor Max Mitchell, Councillor Marie-Clair Munro, Councillor Hal Osler, Councillor Alex Staniforth and Councillor Edward Thornley

Information about the Culture and Communities Committee

The Culture and Communities Committee consists of 11 Councillors and is appointed by the City of Edinburgh Council. The Culture and Communities Committee usually meets in the Dean of Guild Court Room in the City Chambers on the High Street in Edinburgh. There is a seated public gallery and the meeting is open to all members of the public.

Further information

If you have any questions about the agenda or meeting arrangements, please contact Natalie Le Couteur, Committee Services, City of Edinburgh Council, Business Centre 2.1, Waverley Court, 4 East Market Street, Edinburgh EH8 8BG, Tel 0131 529 6160 / 0131 529 4085, email natalie.le.couteur@edinburgh.gov.uk / blair.ritchie@edinburgh.gov.uk.

A copy of the agenda and papers for this meeting will be available for inspection prior to the meeting at the main reception office, City Chambers, High Street, Edinburgh.

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Minutes

Culture and Communities Committee

10.00am, Tuesday 4 October 2022

Present:

Councillor Walker (Convener), Glasgow, Heap, McFarlane, McNeese-Mechan, Meagher, Mitchell, Munro, Osler, Staniforth and Thornley.

1. Adjournment

Councillor Walker proposed in terms of Standing Order 21(1) that the meeting be adjourned due to technical issues with the availability of meeting papers.

Decision

- 1) To agree to continue consideration of the agenda of 4 October 2022 to the Culture and Communities Committee of 13 December 2022.
 - 2) To agree that the Convenor would clarify with the Place and Corporate Services Directorates if there was a requirement to consider the reports continued from the committee of 4 October 2022 prior to the next meeting of the Committee on 13 December 2022.
 - 3) To agree that the membership of committee would be advised by electronic mail if there was a requirement to convene a meeting prior to the next scheduled meeting of the committee on 13 December 2022 in order to consider any reports which were considered urgent.
 - 4) To agree to ensure that the following reports were presented to Committee on 13 December 2022:
 - a. Use of Public Spaces for Filming and Events
 - b. Terms and Conditions for Operating in Parks
 - c. Princes Street Gardens
 - d. Amplification of Noise in Public Space
 - e. Response to Motion – Trees
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Minutes

Culture and Communities Committee

10.00am, Thursday 13 October 2022

Present:-

Councillor Walker (Convener), Kate Campbell (**substituting for Councillor Glasgow – items 2 - 4**), Heap, McFarlane, McNeese-Mechan, Meagher, Mitchell, Munro, Osler, Staniforth and Thornley.

1. Dowie's Mill Weir Fish Pass, River Almond

An update was provided on the Dowie's Mill Weir Fish Pass on the River Almond and approval was sought to progress with development of a rock ramp at this location to improve fish migration.

Decision

- 1) To note the content of the report.
- 2) To agree the construction of a rock ramp at Dowie's Mill Weir.
- 3) To support the development of the rock ramp proposal to detailed design stage and subject to further stakeholder engagement in the design process.
- 4) To allow the Executive Director of Place to progress the necessary arrangements for the construction of a fish pass at Dowie's Mill Weir, subject to Planning consent being approved and adequate funding being in place.

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

2. Terms and Conditions for Operating Events in Parks: West Princes Street Gardens and the Ross Bandstand

It was reported that an evolving events sector, increasing environmental protection measures and the closure of the entrance to West Princes Street Gardens at King's Stables Road, due to rockfall had required a revision to how event organisers could access and use the Gardens and the Ross Bandstand for events and concerts.

Officers had drafted a set of operating guidelines that aimed to maintain viable access and egress conditions, enable events to take place safely, sought to minimise disruption to the general public and supported environmental protection the Gardens and access routes. This was attached as Appendix 1 of the Executive Director of Place.

Recognising that the events programme in West Princes Street Gardens was an evolving process (and that an additional report was being considered on the Use of Public Spaces for Events and Filming), Committee was asked to recognise that until a solution was found to the rockfall from the Castle there was a need to control and limit access on grounds of health and safety, as well as reducing the environmental risks to the St Cuthbert's Churchyard entrance to the Gardens. The recommendations in the report still supported the 2014 Edinburgh Parks Events Manifesto and would feed into any subsequent refresh of that document.

Motion

To continue consideration of the matter as these issues were being considered at Committee on 13 December 2022 and agreeing to the recommendations would adversely affect the recommendations in the report in December.

- moved by Councillor Osler, seconded by Councillor Thornley.

Amendment

- 1) To approve the Conditions and Parameters for events in West Princes Street Gardens.
- 2) To approve the proposed number of major events which maintained the ambition of the 2014 Edinburgh Parks Events Manifesto.
- 3) To note that officers would continue to pursue a solution to the rockfall from Edinburgh Castle with Historic Environment Scotland.

- moved by Councillor Walker, seconded by Councillor Meagher.

Voting

For the motion - 4

For the amendment - 7

(For the motion: Councillors Mitchell, Munro, Osler and Thornley.)

(For the amendment: Councillors Kate Campbell, Heap, McFarlane, McNeese-Mechan, Meagher and Staniforth and Walker.)

Decision

- 1) To approve the Conditions and Parameters for events in West Princes Street Gardens.
- 2) To approve the proposed number of major events which maintained the ambition of the 2014 Edinburgh Parks Events Manifesto.
- 3) To note that officers would continue to pursue a solution to the rockfall from Edinburgh Castle with Historic Environment Scotland.

- 4) To agree to provide a briefing note to members concerning the nature of rockfall from the castle and to liaise with Historic Environment Scotland about the impact of fireworks on rockfall and relay this information to members.

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

3. Fields in Trust Dedications, Ravelston Park and Orchard Brae Park

Details were provided that Ravelston Park was dedicated under a Fields in Trust protection agreement. A community asset transfer had been agreed for an area of the park and the pavilion and therefore written consent was required from Fields in Trust to allow the transfer to be finalised. The report by the Executive Director of Place detailed the process involved.

Decision

- 1) To support the proposal to offer Orchard Brae Park to Fields in Trust as replacement for lost ground in Ravelston Park.
- 2) To approve the launch of a public consultation to seek feedback on the proposal.
- 3) To note the updated Minute of Agreement.
- 4) To clarify if the report referred to Orchard Brae Park or Orchard Park and liaise with Councillor Osler.

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

4. Emergency Motion by Councillor Heap – Filmhouse and Edinburgh International Film Festival

The following motion by Councillor Heap was submitted in terms of Standing Order 4.5 and ruled urgent by Councillor Walker in order that the motion could be considered timeously.

“Committee:

- 1) Believed that film had a long and proud history in Edinburgh, with the Edinburgh International Film Festival (EIFF) operating since 1947.
- 2) Understood how important the EIFF and the Filmhouse cinema were to the filmmaking, cinema and broader cultural heritage of the city.
- 3) Noted with regret that the Centre for Moving Image (CMI), operator of the EIFF and Filmhouse cinema, announced it had gone into administration on 6 October 2022, putting at risk the future of film in the city and with deeply regrettable job loss.
- 4) As a priority action, wished to ensure that support for those most impacted, the staff, is provided as urgently as possible.
- 5) Acknowledged the pressures at play within the cinema distribution and exhibition industry, as digital competition and new market entrants had an impact.

- 6) Further acknowledged the impact of rising costs and cost of living issues in the cultural ecology of the city.
 - 7) Understood that the Council Leader and the Convenor of the Culture and Communities Committee were working with Scottish Government, Creative Scotland, Screen Scotland and all other stakeholders to examine all options for the future of the Filmhouse and EIFF, including the possibility that meantime measures were put in place for the Edinburgh Filmhouse to continue to operate and for the EIFF to run in 2023, and requested them to continue to do so.
 - 8) Requested Council officers explored working with stakeholders to create a trust (or other suitable entity) to co-ordinate donated and other funds that would ensure the short-term future of both the Filmhouse and EIFF.
 - 9) Requested the Council Leader and Convenor of the committee provided the Festivals APOG with regular updates on the Council's work to support the future of the Filmhouse and EIFF.
 - 10) Requested a report to the Culture and Communities Committee in two cycles on (a) how the shorter term future of both could be assured and the role the Council could play in this; (b) how staff were being supported by the Council; (c) How much funding CMI, EIFF and the Filmhouse had received from the Council in the past five financial years and prospects for continuing previous funding in FY 2023/4, (d) how the longer term future of both could be assured and the role of the Council in this, and (e) what could be done to support cultural and community cinema in Edinburgh.
 - 11) Requested a verbal briefing to the December meeting of the Culture and Communities Committee regarding (a) update on the situation facing the Filmhouse and EIFF (b) the resilience of cultural organisations within the city, given the wider implications of the current environment.”
- Moved by Councillor Dan Heap, Seconded by Councillor Val Walker

Decision

- 1) To approve the motion by Councillor Heap.
- 2) To include in the Business Bulletin for the next meeting of the Committee on 13 December 2022 an update on the situation.
- 3) To have discussions with officers to consider the possibility of creating a mechanism to ensure that cultural delivery across the entire city would be protected.
- 4) To have discussions with Creative Scotland, regarding the financial situation, and what steps could be taken for the future.

Work Programme

Culture and Communities Committee 13 December 2022

7 March 2023

	Title / description	Anticipated Routine / Executive	Lead officer	Directorate	Expected date
1.	City Centre Hostile Vehicle Mitigation Measures	Executive	Claire Miller	Place	7 March 2023
2.	Response to motion by Councillor Mowat – Festivals Review	Executive	Joan Parr	Place	7 March 2023
3.	Response to motion by Councillor Thornley – Playparks Investment	Executive	Andy Williams	Place	7 March 2023
4.	Response to motion by Councillor Hyslop – Safer Parks	Executive	Andy Williams	Place	7 March 2023
5.	Ash Dieback Strategy	Executive	Andy Williams	Place	7 March 2023
6.	Thriving Green Spaces Strategy	Executive	Andy Williams	Place	7 March 2023
7.	Third Party Cultural Grants	Executive	Lindsay Robertson	Place	7 March 2023
8.	Core Events Programme	Executive	Lindsay Robertson/David Waddell	Place	7 March 2023
9.	Edinburgh's Christmas 2022	Executive	David Waddell	Place	7 March 2023

10.	Edinburgh Biodiversity Action Plan (Naturalisation in Parks and Greenspaces)	Executive/ Presentation	Andy Williams	Place	7 March 2023
11.	Edinburgh Leisure Annual Report 2021/22	Executive	Evelyn Kilmurry	Place	7 March 2023
12.	Response to Motion by Councillor Campbell – Edinburgh Leisure Pitch Hire Prices	Executive	Evelyn Kilmurry	Place	7 March 2023
13.	Lauriston Farm Lease	Routine/ Business Bulletin	Graeme McGartland	Place	7 March 2023
14.	Capital Theatres Annual Report	Routine	Lindsay Robertson	Place	7 March 2023
15.	Museums and Galleries – Annual Policy Update	Routine	Karl Chapman	Place	7 March 2023
16.	Public Realm CCTV Update	Routine/ Business Bulletin	Shirley McLaren	Place	7 March 2023
17.	Tinderbox	Presentation	Evelyn Kilmurry	Place	7 March 2023

Future Reports/Presentations

	Title / description	Anticipated Routine / Executive	Lead officer	Directorate	Expected date
18.	Fair Fringe and Fair Hospitality	Executive	David Waddell	Place	By Summer 2023
19.	Cemetery Strategy	Executive	Andrew Mitchell	Place	By Summer 2023

20.	Response to Motion by Councillor McVey – Edinburgh’s Christmas	Executive	David Waddell	Place	By Summer 2023
21.	Management Rules for Public Parks and Greenspaces	Executive	Andy Williams	Place	By Summer 2023
22.	Edinburgh Million Tree City Annual Update	Executive	Andy Williams	Place	By Summer 2023
23.	Filming in Edinburgh 2022	Routine	Rosie Ellison	Place	By Summer 2023
24.	Bridgend Farmhouse	Presentation	Joan Parr	Place	By Summer 2023
25.	Meadows Jawbone Project	Business Bulletin	Karl Chapman	Place	By Summer 2023
26.	Europe for Festivals, Festivals for Europe	Executive	Joan Parr	Place	By December 2023
27.	Cemetery Management Rules	Executive	Andrew Mitchell	Place	By December 2023
28.	Options for Central Library (Action from 11 December 2018 Education, Children and Families Committee)	Executive	Evelyn Kilmurry	Place	By December 2024
29.	Parks and Greenspace Investment Updates	Routine	Andy Williams	Place	Six Monthly (Summer 2023/Winter 2023)

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Rolling Actions Log

Culture and Communities Committee

13 December 2022

No	Date	Report Title	Action	Action Owner	Expected completion date	Comments
1.	31.05.18	City of Edinburgh Council - Fair Fringe and Fair Hospitality Charter Guidelines	Calls for report on the Charter's efficacy to go to Culture and Communities Committee after August 2019.	Executive Director of Place Lead officer: David Waddell	By Summer 2023	The Fringe Society are currently updating their Fringe Worker Charter. Once this is complete, the Council's Fair Fringe and Fair Hospitality Charter Guidelines will be updated and reported to Committee
2.	18.06.19	Citywide Culture Plan Update 2018/19	To note that a Culture Plan review update report would be presented in June 2020	Executive Director of Place Lead officer: Joan Parr	December 2022	Recommended for closure This report is included on the agenda for Committee on 13 December 2022
3.	06.11.12 (Corporate Policy and Strategy Committee)	The Future Management and Ownership of Easter Craiglockhart Hill Local Nature Reserve (LNR) –	To provide information on the possibility of community ownership and management of the woodland and open space in the area in the longer term and how this might be achieved, with	Executive Director of Place Lead officer: Andy Williams	Early 2023	A briefing note will be shared with Committee early in the new year (2023). Last update: 12 November 2019 .

No	Date	Report Title	Action	Action Owner	Expected completion date	Comments
		motion by Councillor Burns	ownership transferring to the Council as an interim measure, with a view to the eventual transfer of ownership and management, to a community organisation.			
4.	11.12.18 (Education, Children and Families Committee)	Petition for Consideration - Edinburgh Central Library vs Virgin Hotel	To request that the annual report on the Lifelong Learning Plan scheduled for October 2019, includes within it, options for the Central Library, drawing on past and current studies and feasibility exercises and a clear vision for its role in the city's cultural landscape.	Executive Director of Place Lead officer: Evelyn Kilmurry	December 2024	It would not be appropriate to incorporate options for the Central Library into the Lifelong Learning Plan. However, it is proposed to bring forward a report on these options to Committee by the end of calendar year 2024.
5.	10-09-19	City Centre Hostile Vehicle Mitigation Measures Update Report - report by the Executive Director of Place	1) To note that a further update report will be prepared following return to normal working conditions to outline the findings from the working group and to provide details of the anticipated	Executive Director of Place Lead officer: Claire Miller	7 March 2023	

No	Date	Report Title	Action	Action Owner	Expected completion date	Comments
			<p>cost and how it will be funded.</p> <p>2) To agree to update Committee on City Centre Hostile Vehicle Mitigation (HVM), and possibilities that HVM assets which were located in Edinburgh, may need to be reallocated in line with national policing priorities.</p>			
6.	28.01.20	The Quaich Outline Business Case	<p>1) To welcome the work carried out to date by the Quaich Project and to support the intention to improve West Princes Street Gardens.</p> <p>2) To request the Executive Director of Place to provide a more detailed report to Committee within one cycle setting out the assumptions in</p>	<p>Executive Director of Place</p> <p>Lead officer: Karl Chapman</p>	October 2022	<p>Recommended for Closure</p> <p>A report on the terms and conditions for operating in Parks: West Princes Street Gardens and Ross Bandstand was approved on 13 October 2022.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Comments
			<p>the business case presented.</p> <p>3) To note that Councillor Osler had declared she would recuse herself from the determination on matters pertaining to the planning application for the Quaich Project.</p>			
7.	26/01/21	Thriving Green Spaces	To receive further project updates and requests for approval as the project moves beyond its midpoint review, from development phase to transition phase.	<p>Executive Director of Place</p> <p>Lead officer: Andy Williams</p>	7 March 2023	The Thriving Green Spaces strategy is due to be presented to Committee in March 2023.
8.	16/03/21	Developing Trauma Informed Services	To request an updated progress report in 12 months' time.	Executive Director of Education and Children's Services	August 2022	<p>Recommended for Closure</p> <p>The development of trauma informed services is embedded and ongoing in Justice</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Comments
9	15/06/21	Lauriston Farm, Edinburgh – Proposed Lease	To agree that an update would be submitted to committee on the success of the lease holder to ensure Committee had oversight of the activity underway on the Urban farm, which formed part of the wider setting of Lauriston Castle.	Executive Director of Place Lead officer: Graeme McGartland	Early 2023	There has been a delay in finalising the lease, but it is hoped that this will be completed in early 2023 and will be reported to Committee thereafter.
10	14/09/21	Use of Public Spaces for Events and Filming	1) To agree that the report which returned to committee following the consultation articulated the impact on residents and discharged the motions which had been brought to full Council: • Council Approved Motion – 19 September 2019 Greening the Fringe (Originally submitted by Councillor Rae):	Executive Director of Place Lead officer: Lindsay Robertson/Ian Buchanan	December 2022	Recommended for closure This report is included on the agenda for Committee on 13 December 2022

No	Date	Report Title	Action	Action Owner	Expected completion date	Comments
			<ul style="list-style-type: none"> • Summertime Streets Programme Motion- 22 August 2010 (originally submitted by Councillor Mowat) • Amplification of Noise in Public Spaces Motion - 22 August 2010 (originally submitted by Councillor Neil Ross) • Events and Attractions in Parks Motion – 22 November 2018 (originally submitted by Councillor Miller) • Princes Street Gardens Christmas Market Motion – 22 November 2018 (originally submitted by Councillor Doggart) 			
11	14/09/21	Europe for Festivals, Festivals for Europe	To agree that the Executive Director for Place provides a report at a future meeting of the committee on the benefits and achievements	Executive Director of Place Lead officer: Joan Parr	By December 2023	Formal signing took place in May 2022. A report on the benefits and achievements will be presented to Committee at the end of the first year.

No	Date	Report Title	Action	Action Owner	Expected completion date	Comments
			of Europe for Festivals, Festivals for Europe			
12	16/11/21	Physical Activity and Sports Strategy – Planning Ahead	To note the need for a separate action plan and discussion about sport, involving the key partners, to agree the priorities for sport and report back to Committee separately on issues regarding sport but also to consider the wider benefits of sport on health and wellbeing.	Executive Director of Place Lead officer: Evelyn Kilmurry	December 2022	Recommended for closure An update on the Physical Activity and Sport Strategy is provided for Committee on 13 December 2022, with an update on the action plan which will follow development of the strategy.
13	16/11/21	Public Realm CCTV Update –	To note an update on the Public Realm CCTV upgrade project progress in six months' time.	Executive Director of Place Lead officer: Shirley McLaren	August 2022	Recommended for closure Report considered on 16 August 2022.
14	16/11/21	Cemetery Strategy	1) To note the update on Craigmillar Castle Park Cemetery and the financial analysis set out in paragraph 6.1.2 of the report and note	Executive Director of Place Lead officer: Andrew Mitchell	By June 2023	

No	Date	Report Title	Action	Action Owner	Expected completion date	Comments
			that a report would be prepared for Committee when the funding options had been investigated.			
15	01/02/22	Cemetery Management Rules	To agree that officers would report back to committee one year from implementation detailing compliance, complaints, and any enforcement actions in relation to the new management rules.	Executive Director of Place Lead officer: Andrew Mitchell	By December 2023	
16	01/02/22	Council Companies – Edinburgh Leisure Annual Report 2020/21	To recognise the efforts that Edinburgh Leisure has made to support vulnerable groups throughout the Pandemic and to consider inviting colleagues from Edinburgh Leisure to a future committee to demonstrate the good work of the Active Communities Team.	Executive Director of Place Lead officer: Evelyn Kilmurry	December 2022	Recommended for closure An update on the work of the Edinburgh Leisure Active Communities programme is included on the agenda for Committee on 13 December 2022.

No	Date	Report Title	Action	Action Owner	Expected completion date	Comments
			Project and circulate this information to Elected Members.			further update will be provided, including a timeline for the project, once a suitable location is identified.
19	26/04/22	<u>Makars' Court: Proposed Additional Inscriptions</u>	To consider further ways to highlight the work of the Makars and Scottish writers and allow members of the public easier access to this.	Executive Director of Place Lead officer: Gillian Findlay	Update due in early 2023	Officers are continuing to investigate ways to promote the Makars and Scottish writers.
20	26/04/22	<u>Filming in Edinburgh 2021</u>	To clarify the training taking place through Edinburgh College and provide update to Councillor McNeese-Mechan.	Executive Director of Place Lead officer: Rosie Ellison	End October 2022	Recommended for closure Update provided on 21 September 2022
21	26/04/22	<u>Management Rules for Public Parks and Greenspace 2023-2033</u>	1) To agree that when the Council was developing management rules, to liaise with Legal Services to ensure clarity of regulations and that they complied with legislation and that signs reflecting the	Executive Director of Place Lead officer: Andy Williams	May 2023	

No	Date	Report Title	Action	Action Owner	Expected completion date	Comments
			<p>rules would be bespoke for individual parks.</p> <p>2) To agree to clarify which department or service was responsible for handling enforcement and complaints in the follow up report which would be presented to Culture and Communities or a successor committee.</p> <p>3) To agree to work with Active Travel regarding cycle infrastructure and to consider ways to deal with issues such as abandoned cycles.</p> <p>4) To agree that there would be public engagement and an update provided on the issue of barbeques.</p> <p>5) To agree to give consideration to the use of bollards to deter illegal parking at</p>			

No	Date	Report Title	Action	Action Owner	Expected completion date	Comments
			<p>Saughton Park and to provide an update to committee.</p> <p>6) To agree to provide an update to Members on CCTV and security in parks.</p> <p>7) To agree to consider controls which would address noise and surface erosion associated with outdoor exercise classes.</p> <p>8) To agree to update Councillor Fullerton on the staffing at Saughton Park on 25.04.22.</p>			
22	26/04/22	City Centre Street Hockey and Skating Facility	To improve facilities of existing parks, such as Burdiehouse Valley Park and to consider creating facilities in others.	Executive Director of Place Lead officer: Andy Williams	June 2023 (or next Committee if there is no meeting in June)	This work is on-going and an update will be provided in the next Parks and Greenspace Investment update for Committee
23	16/08/22	Edinburgh Biodiversity Action Plan	To request the Executive Director of Place to provide a presentation on	Executive Director of Place	7 March 2023	

No	Date	Report Title	Action	Action Owner	Expected completion date	Comments
			naturalisation in parks and greenspaces on a citywide basis, including Meadows and Bruntsfield Links. Invite the Friends of Meadows and Bruntsfield Links to make a presentation on the matter. in two cycles	Lead officer: Andy Williams		
24	16/08/22	Parks and Greenspace Investment	To agree that regular updates to Committee would be provided in the form of a report.	Executive Director of Place Lead officer: Andy Williams	June 2023 (or next Committee if there is no meeting in June)	An update is included on the agenda for Committee on 13 December 2022. Regular updates on this have been added to the Committee work programme.
25	16/08/22	Amplification of Sound in Public Spaces	To note that the report on amplification of sound in public spaces would be brought to Committee in October 2022.	Executive Director of Place Lead officer: Paul Lawrence	December 2022	Recommended for closure This report is included on the agenda for Committee on 13 December 2022.
26	16/08/22	Edinburgh Million Tree City	To provide an update on maintenance and water care for newly planted trees in the next Business Bulletin.	Executive Director of Place	December 2022	Recommended for closure This is included in the report to Committee in December 2022 in

No	Date	Report Title	Action	Action Owner	Expected completion date	Comments
				Lead officer: Andy Williams		response to Councillor Osler's motion – Trees.
27	16/08/22	Business Bulletin	To invite Tinderbox who led on Making Music in Libraries to a future meeting of the Committee to give a presentation on the project.	Executive Director of Place Lead officer: Evelyn Kilmurry	7 March 2023	Tinderbox have been invited to present to Culture and Communities Committee in March 2023.
28	16/08/22	Business Bulletin	To arrange a visit for members to archives to view items relating to the 1822 visit of George IV to Edinburgh.	Interim Executive Director of Corporate Services	December 2022	Recommended for closure The visit to the archives to view these items has been arranged for 16 December 2022.
29	16/08/22	Business Bulletin Sports Clubs and Groups	To request a further update to committee on how sports clubs and groups in the city were progressing after their return from lockdown.	Executive Director of Place Lead officer: Evelyn Kilmurry	End October 2022	Recommended for closure A briefing note was circulated on 15.11.22.
30	16/08/22	Business Bulletin	To note that officers would consider editing the level of information included in the Business Bulletin, ensuring that the correct level of	Executive Director of Place Lead officer: Joan Parr	December 2022	Recommended for closure A review of the Culture and Communities Committee Business Bulletin for December 2022 has been carried out.

No	Date	Report Title	Action	Action Owner	Expected completion date	Comments
			scrutiny and publicity was maintained.			
31	16/08/22	UCI Cycling World Championships 2023	<p>1) To note that members and all stakeholders would be kept updated on the arrangements through communication and public engagement and via the Council's Event Planning and Operations Group (EPOG) and the APOG on Festivals and Events.</p> <p>2) To note that members would be informed about the timescales for the removal of road blocks and infrastructure once this had been confirmed.</p>	<p>Executive Director of Place</p> <p>Lead officer: David Waddell</p>	<p>August 2023</p> <p>August 2023</p>	This is being progressed as part of the on-going EPOG and APOG process.
32	16/08/22	Physical Activity and Sport Strategy –	Agrees to provide within 2 cycles an update on the present development of the Physical Activity and Sport Strategy including a focus	<p>Executive Director of Place</p> <p>Lead officer: Evelyn Kilmurry</p>	December 2022	<p>Recommended for closure</p> <p>Report is included on the agenda for Committee on 13 December 2022.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Comments
		Motion by Councillor Osler	on how the strategy tackles inequality be it by gender, race, ability, sexuality or economic opportunity.			
33	16/08/22	Parks and Greenspace Investment – Motion by Councillor Thornley	<p>1) Requests a report, within two cycles, to update the Culture and Communities Committee on:</p> <p>I. Progress toward the completion of all works identified by ward, particularly those identified as Priority 01 and 02.</p> <p>II. How much of the cost for the works was sourced from capital budget allocation, how much from external funding, and how much if any has not been spent.</p>	<p>Executive Director of Place</p> <p>Lead officer: Andy Williams</p>	December 2022	<p>Recommended for closure</p> <p>Report is included on the agenda for Committee on 13 December 2022.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Comments
			III. The plan to deliver works identified as part of the £9.1 million, by ward, but that are not considered Priority 01 or 02.”			
34	22.09.2022 (The City of Edinburgh Council)	Motion by Councillor Hyslop – Safer Parks	<p>1) Produce a report which outlines the current vehicular access into all of the city’s parks and examines how best to prevent vehicular access to each of these spaces.</p> <p>2) Produce a report outlining existing powers and any available enforcement powers that could be used to act against drivers or owners of vehicles that access parks and greenspaces and a strategy for enforcement which can be used to penalise</p>	Executive Director of Place Lead officer: Andy Williams	7 March 2023	

No	Date	Report Title	Action	Action Owner	Expected completion date	Comments
			unauthorised parking in public parks.			
35	22.09.2022 (The City of Edinburgh Council)	Motion by Councillor Thornley – Playparks Investment	Report on investment in playparks, with details outlined in the approved motion.	Executive Director of Place Lead officer: Andy Williams	7 March 2023	
36	13.10.2022	Terms and Conditions for Operating Events in Parks: West Princes Street Gardens and Ross Bandstand	Provide a briefing note to members concerning the nature of rockfall from the Castle and to liaise with Historic Environment Scotland about the impact of fireworks on rockfall and relay this information to members.	Executive Director of Place Lead officer: Gareth Barwell/Alison Coburn	January 2023	
37	13.10.2022	Emergency Motion – Filmhouse and Edinburgh International Film Festival	1) To include in the Business Bulletin for the next meeting of Committee on 13 December 2022 an update on the situation. 2) To have discussions with officers to consider the	Executive Director of Place Lead officer: Joan Parr		Action 1 – Hold for Recommendation to close A verbal updated will be provided to the meeting on 13 December 2022.

No	Date	Report Title	Action	Action Owner	Expected completion date	Comments
			<p>possibility of creating mechanism to ensure that cultural delivery across the entire city would be protected.</p> <p>3) To have discussions with Creative Scotland, regarding the financial situation, and what steps could be taken for the future.</p>			
38	27.10.2022 (The City of Edinburgh Council)	Edinburgh's Christmas – Motion by Councillor McVey	<p>Report within 3 cycles to the Culture and Communities Committee to revisit the options for the Edinburgh Christmas Market Delivery and to examine options that would ensure commitments to: quality, reliability, community engagement, supporting local traders and sharing the celebrations around the city.</p> <p>Consideration should also</p>	<p>Executive Director of Place</p> <p>Lead officer: David Waddell</p>	May 2023	

No	Date	Report Title	Action	Action Owner	Expected completion date	Comments
			be given to a different model of partnership delivery.			
39	27.10.2022 (The City of Edinburgh Council)	Motion by Councillor Campbell – Edinburgh Leisure Pitch Hire Prices	<ol style="list-style-type: none"> 1) Report within two cycles to the Culture and Communities Committee detailing prices for all 3G and 4G pitches within the schools estate and Edinburgh Leisure’s own facilities, along with a market comparison. 2) To invite the Chief Executive of Edinburgh Leisure to that Committee to discuss how to access to 3G and 4G pitches in areas of SIMD 1- 4 could be more affordable and in a way that avoided any unintended consequences. 	<p>Executive Director of Place</p> <p>Lead officer: Evelyn Kilmurry</p>	7 March 2023	

No	Date	Report Title	Action	Action Owner	Expected completion date	Comments
			3) Briefing note on the findings of action 2 above within two cycles.			
40	27.10.2022 (The City of Edinburgh Council)	Motion by Councillor Burgess – Bridgend Farmhouse	To invite Bridgend Farmhouse to give a presentation to Culture and Communities Committee on the work they do.	Executive Director of Place Lead officer: Joan Parr	By Summer 2023	

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Latest News

Culture and Communities Committee
10.00am, Tuesday 13 December 2022



Fields in Trust Dedications – Ravelston Park and Orchard Brae Park – Clarification (Wards Affected: 5 - Inverleith)

Following on from the report which was considered at Culture and Communities Committee on [13 October 2022](#) and in response to the point raised by Councillor Osler at Committee, this bulletin update has been prepared to confirm that the park being proposed for Fields in Trust protection is known as Orchard Park (North and South) and not Orchard Brae Park was referred to in the October report.

A plan of the park is attached in Appendix 1. This details the park covered and will be used as part of the upcoming 12 week consultation on this proposal (the consultation will be published on the Council's Consultation Hub).

The Meadows Jawbones: Update (Wards Affected: 11 - City Centre and 15 - Southside/Newington)

In [February 2022](#), Culture and Communities Committee recommended that a suitable indoor location for the original Jawbone Arch should be explored. Committee agreed that the location should be both free and publicly accessible, and that funding should be sought to commission a bronze replica to be erected in its place.

The bones are currently in storage, but due to their fragile condition, officers are prioritising trying and find a new indoor location, preferably within proximity to the Meadows area of the city. This location needs to have easy access (recognising that the Jawbones are extremely large and need to be moved by crane) and that the chosen location needs to be easy to access and to have sufficient space for the Jawbones to be displayed. However, despite discussions both internally and externally, a new site has not yet been identified.

Until a suitable location is identified and funding obtained, it is not possible to address the request from Committee that a timeline for the project should be provided. Officers will continue to work on

this and to identify a funding for the project and will keep Committee and Edinburgh World Heritage Trust (as major stakeholders and co-funders of the project) updated.

Hunters Hall Park

(Wards Affected: 17 - Portobello/Craigmillar)

On [16 December 2014](#), Committee approved feasibility work to progress with the development of a masterplan for new sports facilities at Hunter's Hall Park. The masterplan includes an outdoor velodrome, competition-standard BMX track, pump track and synthetic sports pitches.

The delivery of the plan has been progressed on a phased basis, with the construction of new synthetic sports pitches and a pump track completed to date utilising Section 75 funding.

Officers have continued to explore options for the development of the remaining cycling elements of the masterplan and an opportunity has arisen to apply for funding from **sportscotland's** Cycling Facilities Fund to progress with the development of a competition standard BMX track at Hunter's Hall Park. The Council has a budget set aside in its Capital Investment Programme to provide match funding towards the cost of the track and discussions are on-going with Edinburgh Leisure and other partners on the new facility.

Officers will commission consultants to complete the final design work on the BMX track, estimate construction costs and compile the information required to apply to the Cycling Facilities Fund.

Committee will be kept updated on progress with this.

Museums and Galleries Schools and Young People Update

(Wards Affected: All)

The Museums and Galleries service provides a number of opportunities for schools and young people to gain experience of working within the Council's museums and galleries service and also to support learning. Recent activities have included:

- With financial support from **KPE4**, a young person from Craigoyston High School has been offered the opportunity of a paid work experience placement at the City Art Centre. This placement is focused on assisting primary schools from North Edinburgh to attend Funded Post: An amazing opportunity is being given to a young person from Craigoyston High School in North Edinburgh. KPE4 are paying Impact Arts to allow a young person to get a paid placement at the City Art Centre, to assist young people attending the City Art Centre from primary schools in North Edinburgh visiting the Centre. The service is grateful to KPE4 for their financial assistance for this programme, and in particular the funding provided to meet transport costs;
- In October 2022, the Museums and Galleries service began supporting the **Promising Young People** initiative, which offers the opportunity for care experienced young people to access placements to support their developed;
- **Crankstart** provides support to scholars, through the Oxford University scheme, to support and give experience to families with low income. One of the current scholars is developing a series of videos to help people engage more easily with the Council's Museums and Galleries

collections and another delivered a lecture during Black History Month, focusing on her research into the Council's collection on the legacies of Slavery and Colonialism; and

- A new **maths week** lesson plan was launched at Lauriston Castle in September 2022. This links to Edinburgh Napier University and the invention of logarithms. Over 50 schools participated.

Update on Building Works for the Central Library (Wards Affected: 11 - City Centre)

The programme of building works at Central Library is continuing, with the replacement of 95% of the internal lighting, an overhaul of the electrical system (with replacement of all of the electrical distribution boards) and new fire safety equipment now complete.

Externally, work to replace and repoint the stonework continues, as does refurbishment work to ensure all of the windows are wind and watertight. Scaffolding has now been completely removed from the Cowgate elevation of the building, and it is anticipated that the building work will be completed by April 2023.

Hostile Vehicle Mitigation (HVM): Trial and Briefing (Wards Affected: All)

A trial of different temporary hostile vehicle mitigation equipment was launched during the Summer Festivals 2022. The trial involved two different suppliers, Crowdguard and Hormann, and four different types of equipment. It also involved a multi-agency team, with particular thanks going to Police Scotland, University of Edinburgh and Edinburgh International Book Festival for their contribution to the trial.

The aims of the trial were to:

- Raise awareness of some of the products available on the market, be able to see them working on site and evaluate their effectiveness;
- Encourage discussion on how venues, event organisers and landowners could work collaboratively to procure and install rated measures across the city in the future;
- Increase security at one of Edinburgh's busiest festival sites, which has the highest concentration of venues and therefore significant footfall; and
- Enhance Edinburgh's reputation as a safe place to host events by taking a proactive approach in providing and promoting counter terrorism measures for crowded places.

The findings of the trial will be reported to Culture and Communities Committee, the multi-agency CONTEST group and the HVM Partner Forum as well as the European PACTESUR project (EU commission led project intended to protect urban environments from terrorism of which is Edinburgh is an associate city).

Summer Festivals – HVM trial

Products in Edinburgh

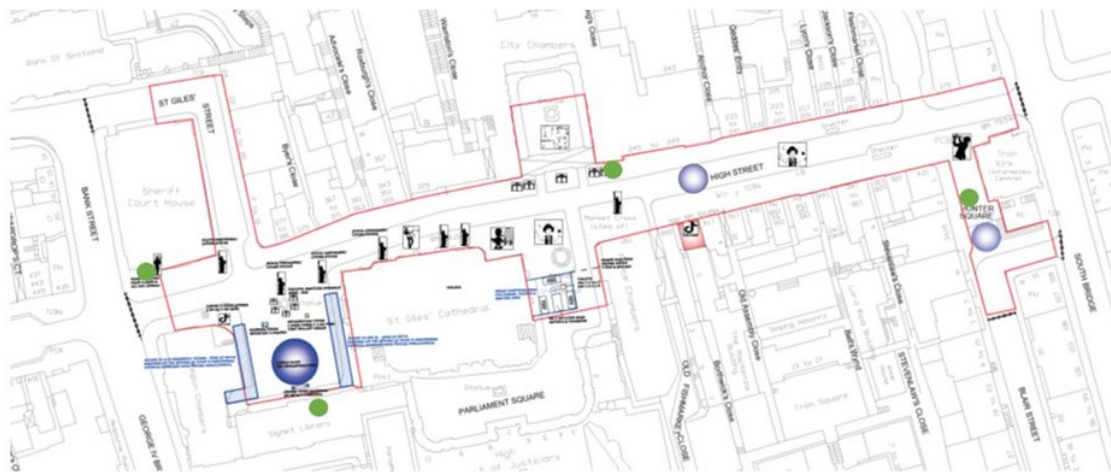


Turin Delegation: Crowd Sensors (Wards Affected: All)

During the summer festivals, Council officers and Police Scotland hosted a delegation from Turin trialling crowd sensors (www.dropper.ai), with the iconic Fringe High Street arena as their test site.

The picture shows where the sensors were positioned and they gathered data on peak attendance, most travelled routes (point to point), preferred entry points, dwell time and travel time.

The picture shows where the sensors were positioned (●). They gathered data on peak attendance, most travelled routes (point to point), preferred entry points, dwell time and travel time.



It is possible that this technology could help in matters relating to night time economy, smart cities and zone ex/grey space at events and sports grounds, however a full report on the trial is expected to be received shortly.

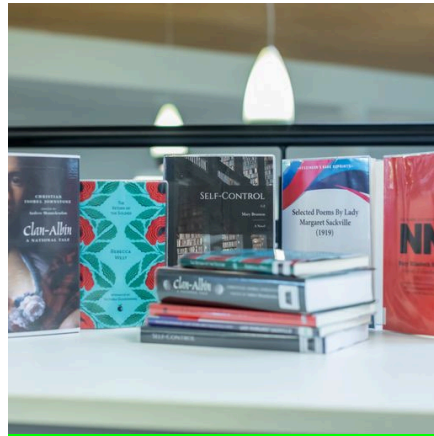
Edinburgh's Literary Women Recognised (Wards Affected: As noted below)

In partnership with the City of Literature, Edinburgh Libraries were honoured to be gifted stock

titles from a list of five over-looked women writers - Mary Brunton, Christian Isobel Johnstone, Elizabeth Sanderson Haldane, Lady Margaret Sackville and Rebecca West. One of each title will now be placed in Balgreen, Blackhall, Corstorphine, Craigmillar, Currie, Drumbrae, Fountainbridge, Leith, MacDonald Road, Morningside, Newington, Portobello, Piershill, Stockbridge and South Queensferry Libraries.

The Lord Provost kindly accepted the books at a ceremony which took place at Drumbrae Library.

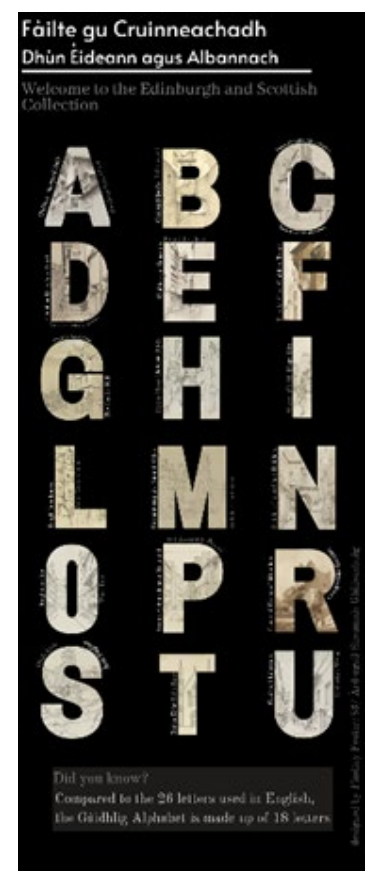
[Full Story](#)



Central Library – Gaelic Language Plan (Wards Affected: All)

Edinburgh Central Library has been supporting delivery of the the Gaelic Language Plan through:

- *Gaelic collection* – the Edinburgh and Scottish Library has a wonderful selection of Gaelic reading material to borrow, as well as many books on the history and culture of the Gàidhealtachd. The collection includes children’s and adults’ fiction and non-fiction titles, reading group sets and Gaelic language learning aids;
- Special signage for a part of the collection was designed by Findlay Foster, a student at James Gillespie’s High School. The signage concentrates on the 18 letters of the Gaelic alphabet;
- *Children’s activities* –a monthly Gaelic Bookbug session for 0-5 year olds is held, together with a monthly reading group for young children.
- *Groups for adults* - a weekly Gaelic Reading Group, meets on Tuesdays in the Library. A conversation group also meets monthly; and
- In September we held a successful book launch of Gaelic Neighbours by Dr Vincent McKee – his book explored the historic relationship between Scotland and Northern Ireland.



Update on Levelling Up Bids (Wards Affected: All)

Following a report to Housing, Homelessness and Fair Work Committee on [23 June 2022](#), funding bids were submitted to the UK Levelling Up Fund for two projects which fall under the remit of this Committee - The Inch Park Regeneration Project and the City Wide Cultural Regeneration Project. The outcome of these bids is not yet known but will be reported to Committee in the future.

Filmhouse/EIFF Update

A verbal update on Filmhouse/EIFF will be given at the Committee meeting.

Cemetery Tour Guides Registration Update (Wards Affected: 11 – City Centre)

The city has five historic city centre graveyards in the UNESCO World Heritage area. Three of those (Canongate, Greyfriars and Old Calton) are Category A listed for the national significance of their monuments, memorials and walls. These cemeteries are popular with visitors, but they require expensive ongoing conservation and maintenance to keep them safe (in 2021/22, the cost to repair paths in Canongate, Greyfriars and St Cuthbert's graveyards was £61,750).

In [September 2020](#) the Committee agreed to introduce a Cemetery Tour Guide Operator Registration Scheme, which included a registration fee, a Code of Conduct and a request for donated contributions from visitors to support the cost of maintenance. The Code of Practice highlights that it is the responsibility of each Cemetery Tour Guide Operator to either make a donation with respect to each paying customer, or to encourage each customer to do so themselves.

In 2021/22, the Council received income from Cemetery Tour Guide Operator registration fees of £3,309, which is lower than was anticipated. In addition, officers have noted that the number of donations to the graveyards is significantly lower than the number of visitors.

In September 2022, officers met with representatives of a number of the major tour guide operators to discuss the operation of and compliance with the Scheme. It is proposed to continue discussions with them in an effort to improve compliance with the requirements of the registration scheme before considering any review of the fees charged.

Cultural Grant Funded Organisations – Carbon Management Update (Wards Affected: All)

The Culture Service is continuing to lead the way in ensuring that, as a requirement of funding, organisations have carbon management plans in place or are working towards having one. Working with Creative Carbon Scotland colleagues, a survey of revenue funded organisations has been carried out on their Carbon Management Plans.

26 out of 27 revenue funded organisations responded (the remaining organisation received funding for the first time in 2022/23 and therefore will report in 2023/24).

Creative Carbon Scotland advised on carbon management plans for this year and most organisations also reported energy, utilities, waste, and travel information so that individual carbon footprint reports could be provided. Measuring and monitoring emissions is the best way to understand them and to develop plans to reduce emissions, so it is great to see organisations building this into their business processes.

This year, the focus of the carbon management plan was on the actions that the organisations are planning to implement by 2025 to reduce their carbon footprint. The table below provides a summary of the actions included:

Organisation	Actions by 2025
Artlink	Greater use of public transport and car-sharing to reduce emissions from car journeys.
Dance Base	Committing to using ground transport for all UK travel and, if possible, in Europe.
Edinburgh International Festival	Embracing new models of working with companies and orchestras, including increased engagement through residences in Edinburgh.
Edinburgh Sculpture Workshop	Switching lighting to LEDs and exploring the options for renewables and replacing the boiler system.
Festivals Edinburgh	Setting a carbon budget of 30 tonnes for the next three years.
Imagineate	Setting a travel carbon budget that reduces by 20% each year and forecast travel associated with every project prior to it beginning to ensure the budget is stuck to.
North Edinburgh Arts	Installation of renewable energy sources: an air source heat pump and solar PV.
Scottish Chamber Orchestra	Bringing visiting artists into Scotland for 2 week blocks instead of 1 week projects.
Scottish Poetry Library	Switching lighting to LEDs and exploring installation of solar panels.
Stills: Centre for Photography	Full replacement of heating system and implementing a travel reduction process.
Traverse Theatre	Switching to a renewable energy provider.

This information will continue to be gathered on an annual basis from revenue funded organisations and will be shared for inclusion in the Council's the Public Bodies Climate Change Duties report.

Culture and Communities Committee



Convener

Councillor Val Walker

Members

Councillor Walker (*Convener*)
Councillor Glasgow
Councillor Heap
Councillor McFarlane
Councillor McNeese-Mechan
Councillor Mitchell
Councillor Meagher
Councillor Munro
Councillor Osler
Councillor Staniforth
Councillor Thornley

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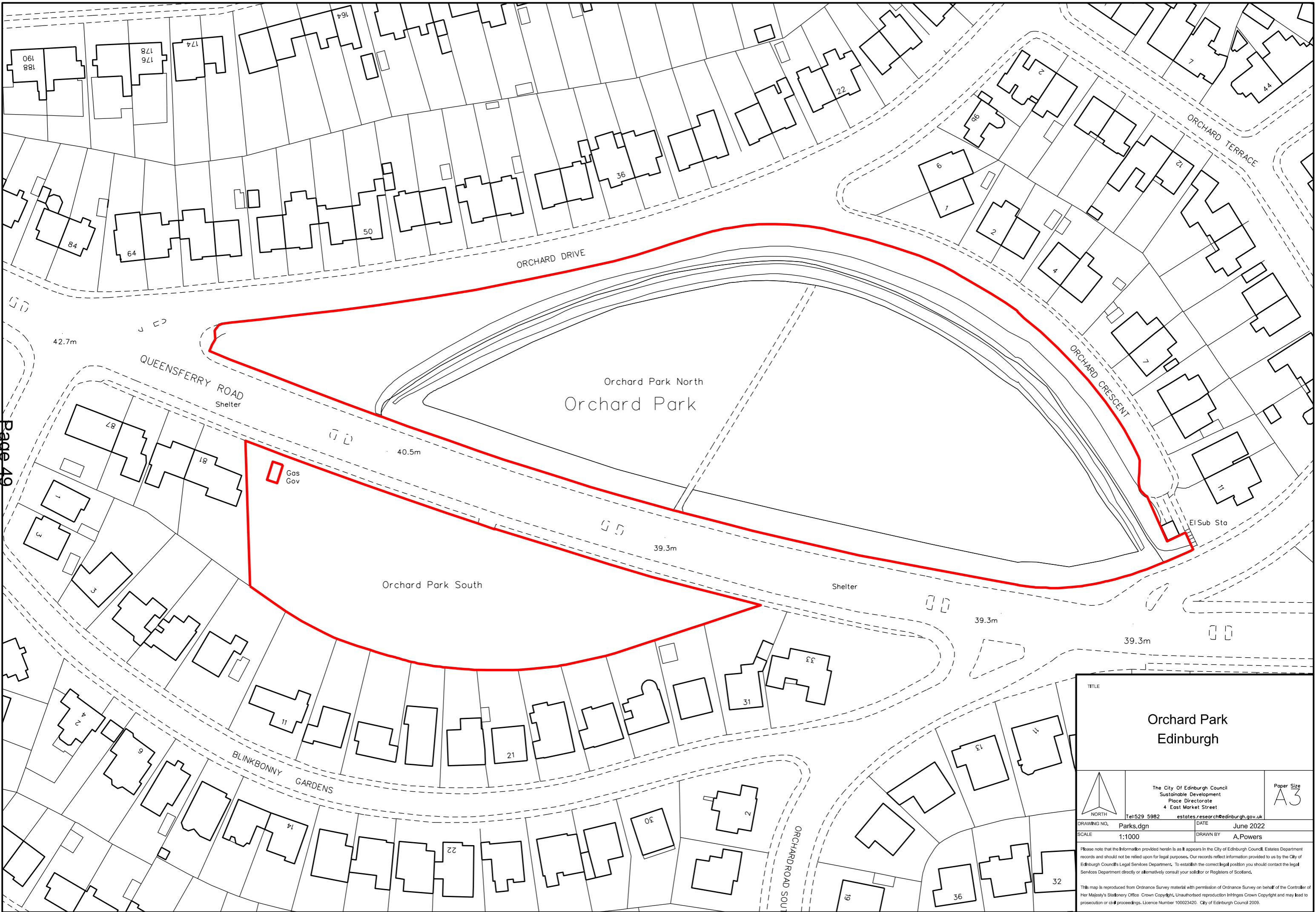
*Acting Head of Schools and Lifelong Learning
Communities and Families*
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Gareth Barwell

Service Director Operational Services
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Natalie Le Couteur

Committee Services
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TITLE		Orchard Park Edinburgh	
 NORTH		The City Of Edinburgh Council Sustainable Development Place Directorate 4 East Market Street Tel: 529 5982 estates.research@edinburgh.gov.uk	
DRAWING NO.	Parks.dgn	DATE	June 2022
SCALE	1:1000	DRAWN BY	A.Powers
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Upcoming Exhibitions and Events

Ron O'Donnell – Edinburgh: A Lost World (City Art Centre - 19 November 2022 – 5 March 2023)

This winter the City Art Centre presents an exhibition featuring black and white and colour photographs of unseen and forgotten Edinburgh interiors by Scottish artist Ron O'Donnell, taken during the 1970s and 1980s. The images are of unusual interiors such as prison cells, public toilets, and laundrettes as well as local shops such as grocers, fishmongers, and pet shops.

The *Edinburgh: A Lost World* highlights how many of these once bustling and thriving locations have now disappeared from the city's interior landscape. The exhibition is accompanied by an in person and digital events programme. For further information please visit edinburghmuseums.org.uk



Credit: Ron O'Donnell, *Laundrette, South Clerk Street, 1978.* © the artist



Credit: Ron O'Donnell, *Robert Cresser, Brush Shop, Victoria Street, 1978.* © the artist

Respect! Caribbean Life in Edinburgh Museum of Edinburgh - Sunday 16 October 2022 – Sunday 19 February 2023 (Wards Affected: All)



A new exhibition, *Respect! Caribbean life in Edinburgh* is a celebration of the Caribbean community in Edinburgh, represented through museum objects, poetry and film and has been

created in collaboration with the Edinburgh Caribbean Association (ECA).

The items on display have been chosen or loaned by members of the Edinburgh Caribbean Association to share their stories with museum visitors. A film has been made of the group discussing Scotland and the Caribbean and a playlist has also been created so visitors can enjoy Caribbean music. For more information on the exhibition, please visit the [website](#).



Put Your Thinking Cap On Exhibition
Museum of Edinburgh – Community Area, Ground Floor until 26 February 2023
(Wards Affected: All)

The Put Your Thinking Cap On exhibition, is a collaboration between youth Samba band Pulse of the Place and Ferryhill Primary School.

Inspired by the drumming sessions hosted by Rohan Seilman at the School and spurred on by an invitation to perform in a music video for the Edinburgh Festival Carnival, the exhibition shows portraits of students wearing their 'thinking caps' that were used at the Pulse of the Place performance. The headgear was designed and fashioned by students with guidance and oversight from teacher and art specialist Dr Anke-Beate Stahl. The materials used were papier mâché, paper, wire, straws, pipe cleaners, pompoms, and glue. This provided an opportunity for pupils to express themselves creatively and experiment with different designs.

Many more pupils performed for Pulse of the Place than those whose portraits are displayed at the exhibition and their contribution should also be recognised. The portraits were shot in the school dining hall with this being the first experience of its kind for many students.



Events at Museums and Galleries (Wards Affected: All)

For more information on upcoming events in the Council's Museums and Galleries, please visit their website - <https://www.edinburghmuseums.org.uk/whats-on>.

Usher Hall (Wards Affected: All)

Details of the upcoming events at the Usher Hall can be found here - <https://www.usherhall.co.uk/whats-on>.



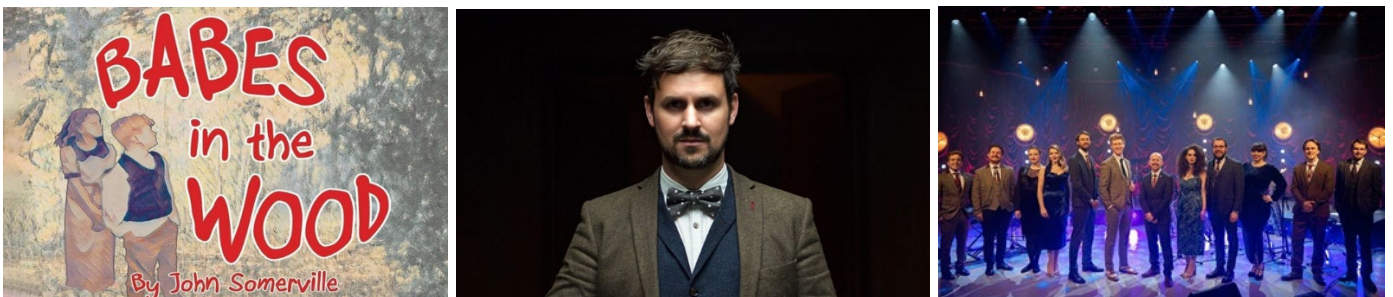
Assembly Rooms (Wards Affected: All)

Details of upcoming events at the Assembly Rooms can be found here - <https://www.assemblyroomsedinburgh.co.uk/whats-on>



Church Hill Theatre (Wards Affected: All)

Details of upcoming events at the Church Hill Theatre can be found here - <https://churchhilltheatre.co.uk/whats-on>:



Recent Events and Activities

Digital Exhibition Explores How Edinburgh Was Made Fit For A King (Wards Affected: All)

On 10 August 2022, a new digital exhibition was launched that explores the impact and legacy of a landmark royal visit.

The Royal Visit of George IV to Edinburgh, 1822: Making a city fit for a King enables visitors to view objects made for the visit via a map showing the locations of pageants, ceremonies and other events held for the King, the first reigning monarch to visit the capital in nearly 200 years. You can view the exhibition here: [The royal visit of George IV to Edinburgh, 1822: making a city fit for a King - Our Town Stories](#)

Black History Month (Wards Affected: All)

Working with The Coalition for Racial Equality and Rights (CRER), Museums and Galleries Edinburgh hosted an annual programme of lectures for Black History Month in October 2022, including:

- The Face of A Thousand Faces: Representations of Non-Whites in Western Culture;
- The Tartan Gandhi: Mahatma Gandhi and Scotland;
- Caribbean Life in Edinburgh: A Celebration;
- Scotland's Ties to Slavery; and
- Racializing Children: Addressing Anti-Black Racism in the Museum of Childhood Book Collection.

Taking the theme of Time for Change: Action Not Words, the Central Library installed a display in the staircase exhibition cabinets with selected reproductions of some of the placards and banners collected by Museums and Galleries Edinburgh, alongside books held in the collections of Central Library, promoting the contribution of people of colour to society and recounting their experiences. The collections reflect our wish to offer a broad range of material including works related to or created by those from under-represented groups. You can view a selection of placards and banners on [Capital Collections](#)

In addition, our community Libraries hosted book displays and the Central Library also Kate Phillips, author of [Bought & Sold: Scotland, Jamaica and Slavery](#) and broadcaster and journalist Stuart Cosgrove, telling the epic story of Black music and the White House from his new book

At South Queensferry High School, staff worked together with the Support learning department to inform students and staff with updates that happened twice per week. There was a Black History Month display and a smaller display which changed every week to fit with the School Librarians programme.



South Asian Heritage Month by Roshni Gallagher, Library Advisor (Wards Affected: All)

Shining a light on South Asian histories and identities – South Asian Heritage Month was founded in 2020 and ran this year from 18 July to 17 August. The theme was ‘Journeys of Empire’.

The journeys included the odyssey of indenture in the Caribbean and East Asia, the ones taken by Indian Ayahs paid to travel to Scotland in the 19th century, South Asian migration to Britain, and many others.

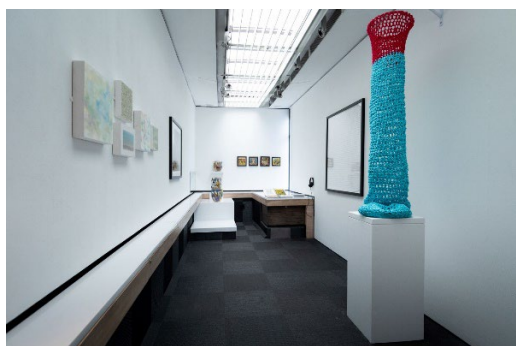
For Edinburgh Libraries, Roshni has collated a wonderful book list to celebrate the Journeys of Empire, which can be accessed here - <https://talesofonecity.wordpress.com/2022/07/21/journeys-of-empire-south-asian-heritage-month/>.

Travelling Gallery Autumn 2022 Exhibition (Wards Affected: All)

The Travelling Gallery’s Autumn 2022 exhibition, *ReConnect*, has been touring Scotland since September.

Reconnecting has rarely felt more vital, which is why Travelling Gallery is partnering with [Project Ability](#) (an open studio for people with lived experience of mental ill health) to exhibit four diverse artists from their ReConnect programme. Grant Glennie, Sian Mather, Simon McAuley and Bel Pye’s artistic practices bring a wide variety of styles, techniques and mediums to Travelling Gallery, all of which have been explored and nurtured in the ReConnect studio, allowing the artists to discover a sense of themselves.

ReConnect is both the title of this exhibition and the very notion that we are once again re-connecting, individually and as an organisation.



Travelling Gallery installation view

The exhibition successfully launched up Calton Hill before visiting Edinburgh venues (including Blackhall Library, The Ripple Project in Restalrig and Bridgend Farmhouse near The Inch), before closing on Portobello High Street as part of Art Walk Party.

Travelling Gallery is on the road until December, with venues in: North Lanarkshire, Argyll and Bute, Clackmannanshire, East Lothian, Glasgow, East Ayrshire, West Dunbartonshire and Inverclyde. For more information on Travelling Gallery, please visit <https://travellinggallery.com/>.

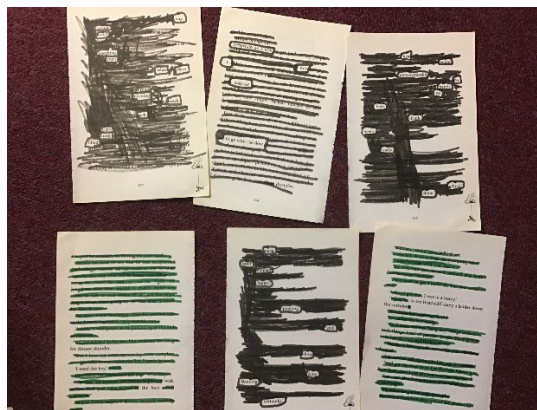
Libraries Service Update (Wards Affected: All)

National Poetry Day

On National Poetry Day (6 October), Stockbridge Library hosted an interactive event asking customers to come along to hear staff reading their favourite poems, to bring their favourite poems and take a look at our Poetry resources.

Central Library hosted a Poetry writing workshop, with Roshni Gallagher, and Drumbrae Library invited their children visitors to see how wonderful writing poetry can be and celebrate this art form.

Forester Pupils and P7 parents had a go at creating poetry from books at the P7 Parents Evening. Supplied with a marker pen and recycled pages from novels, they tried to create a poem from one single page by blacking out the unwanted words. It was a tough challenge, but the results were amazing!



Portobello library was the main venue for the 14th Portobello Book Festival, an annual free festival run by community volunteers in partnership with the library service. Library staff are part of the Organising Committee, distribute tickets and supporting delivery of the festival.

This year's festival ran between 28 September and 2 October, with a varied programme of 21 events, 19 of which were hosted by the library. The festival featured a range of contributors, including Portobello local historian Archie Foley speaking about his new book, thriller writer Christopher Brookmyre alongside romantic author Jenny Colgan, and *Songs From the Last Page*, an evening of music and conversation that has been specially created by songwriter and composer Gareth Williams for Chamber Music Scotland as part of EventScotland's Year of Stories.

There were over 600 attendees at this year's festival. This year for the first time the Portobello Book Shop ran the book stall in the library, a partnership with a local business that it is anticipated will continue in the future.



Libraries Events and Innovations

Prison Library - Gabriel Krauze, an author longlisted for the Booker Prize, read and talked to multiple groups at HMP Edinburgh (40+ in attendance) candidly answering questions about himself and his first book *Who They Was*: “An astonishing, visceral autobiographical novel about a young man straddling two cultures: the university where he is studying English Literature and the disregarded world of London gang warfare” (EIBF, 2022). Subsequently the library has received multiple requests for more author talks (and wish-listed names) and officers are currently exploring opportunities to deliver similar talks in the future.

Corstorphine Library hosted Clydebuilt Puppet Theatre, where children joined the library, puppet books were issued and materials were donated to the library to allow us to host our own future craft days.

Art & Design Exhibition – Dreams by Molly Kent - The Art and Design Library were thrilled to have a rising star of the contemporary art world, [Molly Kent](#), exhibiting in September with tapestry and weaving on show entitled “Dreams”. [Click here](#) for our blog

Macmillian@Edinburgh Libraries – Coffee Mornings Oxfangs Library is one of the MacMillan cancer care information locations and so Oxfangs Library staff participated in one of the big coffee morning celebrations in September. With the help of the MacMillan volunteers and friends, staff sold cakes alongside a cup of tea or coffee for visitors and raised over £100 in cash.

Blackhall Library also participated and raised over £200.



Drumrae Library are continuing to offer a wide range of activities and events for the local community including hosting the Junior Creative Writing Group, Gaming League, Funky Friday Craft, Legotime, Drawing Club, Chatterbooks for children and Colouring Group, Mindful Movement, Creative Writing Group, and Tabletop Knights for adults.



Sighthill Library hosted the Booster Cushion Theatre, a travelling one-man show that retells well known fairy tales in new and exciting ways. We invited Murrayburn Primary's year two and three classes along, since their class topic this year is fairy tales. There were forty-nine children in total, with five adults



Girlguiding Pencil Express

Edinburgh Libraries are working in partnership with Girlguiding Edinburgh to host the displays from their Pencil Express Initiative. This will hopefully lead to a great community connection between our two associations. This project inspires girls across Scotland, to express themselves. Girls are given a pencil and encouraged to express themselves in any way that they like, this can be through story, letter, zine or picture. Below are some examples of the activities taking place in our Libraries:

Blackhall Library were proud to be able to display the work of the Cramond Brownies during October., here is a sample of some of the fab work they have done.



South Queensferry and **Kirkliston Library** have exhibitions on display from local Rainbows and Brownies. They hosted open evening inviting in parents/carers and children to showcase their work. During the drop in event 48 adults and 75 children visited the Library and of those five adults and 12 children took out library memberships and immediately took out books. An outcome from this partnership will be that we will be having visits to the Library by the local Rainbows and Brownies groups, and we will host a family Christmas event at Kirkliston with crafts and refreshments following from the success of this event.



Maths Week Scotland

[Maths Week Scotland](#) took place throughout October and highlighted the importance of maths in our everyday lives. A number of our Community Libraries took part in the campaign with a wide range of events and activities to reach children and young people across the city. [See what we've been doing.](#)

Craigroyston HS - As part of Edinburgh International Book Festival, we hosted an event with Alex Wheatle, author of *Cane Warriors*, talking about his book *Kemosha of the Caribbean*. Both stories are set around the Caribbean during the peak of the Atlantic Slave Trade, which this year's S3s studied when they were in S2, and focus on untold stories of adventure, rebellion and resistance in the Caribbean, framing black protagonists as heroes rather than victims. This resonates enormously with this year's Black History Month theme of "Actions, Not Words"



Tynecastle HS - Lunchtime Partnership – Tynecastle High School Library is working in partnership with Dunedin Canmore Youth Projects to deliver an extra-curricular programme of creative crafts and media activities. This partnership is helping to create learner social networks, establish community links, and supports the school's application to become an accredited Scottish Book Trust Reading School.

Forrester High School Library has warmly welcomed the super-fluffy Archie the Therapet, who is working with pupils from English and the Wellbeing Hub. He's brilliant at listening to pupils who are building confidence in reading out loud. Teen Titles Magazine is back in print, after a short period of being digital-only due to the pandemic. Pupils from Forrester High School interviewed teen-guru Nicola Morgan about her latest title 'Be Resilient'. Other features include interviews by Broughton High School who interviewed Brigid Kemmerer, St Thomas of Aquins RC High School who met up with Alex Wheatle, Mark Jones was interviewed by Trinity Academy and Cynthia Murphy was interviewed by Castlebrae High School.



Forester School also have a display of the latest 'Cool Reads' - a collection of books requested by and purchased for pupils. The pupils at Forrester High School have selected a wide range of books that they want to read in the school library. These include dyslexic-friendly horrors, choose-your-own-ending stories, footballer biographies, cars, graphic novels and mysteries.

Active Schools (Wards Affected: All)



Rugby

Rugby has made a comeback thanks to a fresh connection between Linlithgow Rugby Club (LRC) and Active Schools. All P7 pupils received four weeks of brilliant taster sessions delivered by LRC Rugby Manager Dougie Thomson and his fantastic team.

Although there is some rugby delivered in the PE curriculum, the children really embraced the opportunity to be back having delivery from external providers and focus on learning skills and rules of the game. This culminated in a giant Touch Rugby festival for all 180 of them at Queensferry High (QHS) where they put their learnings into practice, all expertly refereed by 14 QHS Sports Leaders. The sun shone, the children smiled throughout and importantly made new friendships ahead of their next adventure transitioning to high school together. Next steps are a satellite club, promoting LRC for families to watch club games so children see the progression and hopefully join 'Tartan Touch'.

It was so satisfying to see that this new project and partnership between Active Schools, Linlithgow Rugby Club and the Schools ran so smoothly for the first time. P7 were targeted as that is where the club had capacity and it would be great to keep that momentum going each year and develop into delivery for more year groups once the local satellite club and coaching staff are established.

Leadership Academy

It's been another successful year with the Active Schools Leadership Academy with senior pupils involved from across the city of Edinburgh. Over 60 pupils engaged in the programme and there

was even a return to in person meetings.

The Leadership Academy compliments the SportScotland Young Ambassador programme with pupils gaining experience in leadership in sport, sports coaching and promoting sport opportunities in their school and community.

The senior pupils meet several times during the school year to learn and share their knowledge of motivating and inspiring others to get involved in sport. This was the first year that an SQA unit had been added to the programme with participants being offered the opportunity to undertake the 'Assisting an Activity' unit and eight completed this. This will hopefully be progressed with more SQA units offered next year. Along with this SQA unit participants also had the chance to complete SportScotland Introduction to Coaching Children Qualification with 48 completing this, Scottish Sport Futures Mental Health and Well Being Training and 13 of them also completed their Scottish Disability Sport UK Disability and Inclusion Training.

The Leadership Academy ensures young people are equipped with the right knowledge and confidence to take on any opportunity in the sporting world. Many participants who signed up to the programme completed at least 10 hours of voluntary delivery with Active Schools Edinburgh.

Outcomes of the programme were;

- Increased confidence in delivering sport;
- New relationships developed;
- Increased knowledge of sports coaching; and
- Improved understanding of Inclusion.



Epic Adventures – Sport and Outdoor Learning Unit (SOLU)

SOLU has built upon the highly successful 2021 Epic Days (e.g. [CEC News](#) and the [Edinburgh Reporter](#)).



In partnership with the South-East Scotland Scouts/Bonaly Scout Centre, the 2022 programme was entitled Epic Adventures. This was a much more targeted programme to support specific groups of learners and young people and has recently concluded for this year (October 2022).

SOLU staff provided approximately 3,500 hours of instructor delivery with 2,470 pupils benefitting

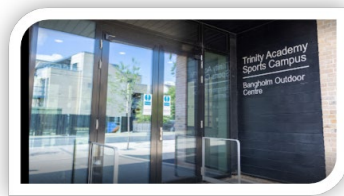
from the programmes. Pupils ranged from P5 – S6 and provision included ‘school day’ visits, extended days and two-night stays. SOLU has piloted transition/induction activities and residential progression models, including a night-time star-watching walk for a class who have been learning the constellations. Epic Adventures instructors have also been deployed offsite delivering cycling days using two-wheel, three-wheel and adaptive bikes at five of our special school (two-days in each school).

The innovative Epics business plan and collaboration with Bonaly Scout Centre has also allowed SOLU to support wider Council initiatives including offsite and onsite holiday Discover! provision; cycling projects; and Edinburgh’s Job, Education and Training (JET) Programme.

SOLU is currently working on a business plan for 2023 and beyond (Phase 3 of SOLU’s ‘Epic’ brand development), which will commit towards a longer-term plan and partnership. Demand is significant on top of existing provision and opportunities. 2023+ work will focus again on targeted provision and complement SOLU’s existing portfolio of work. Epic Adventures provision is designed to supplement and complement existing work. It cannot and is not designed to replace existing provision. It will support a wide range of Council initiatives so that all young people can engage with and benefit from the great outdoors!

Trinity Academy Sports Campus / Bangholm Outdoor Centre

The Bangholm Outdoor Centre has recently opened and is shared with Trinity Academy.



SOLU staff are based onsite and are responsible for delivering a range of outdoor learning training; excursions support; related wider achievement awards and the delivery of adventurous activity and general outdoor learning provision. The site includes an office and bespoke annexe allowing SOLU to organise, store and maintain a wide range of general and specialist kit to support outdoor learning across the city and beyond. The new site and surrounding area provide many opportunities to enrich and deliver high quality outdoor learning.

The Bangholm Outdoor Centre staff are currently working in collaboration with local primary and secondary schools to design and deliver additional innovative outdoor learning provision for local Ukrainian pupils. This will include onsite activity focusing on the lagoon and bushcraft area, and extending to local resources such as biking on Edinburgh’s extensive cycle routes to explore and become more familiar with Edinburgh. SOLU is currently planning to work with outdoor learning partners to build capacity and extend provision. Direct outdoor learning delivery for Ukrainian families by SOLU staff across the city is likely to equate to approximately 3 days a week from November 2022.

Bangholm Outdoor Centre/Scottish Cycle Repair Scheme (SCRS)

The Bangholm Outdoor Centre is pleased to announce it received a further grant from Cycling UK under the Scottish Cycle Repair Scheme.

After two previous grants, Cycling UK were keen to extend the partnership with the Council to successfully target support to families who would not normally be able to get their bikes repaired, by providing free cycle repairs and maintenance work, up to the value of £50 per person (non-

standard cycles e.g. trikes, tandems or recumbent bikes excluding standard upright e-bikes are eligible for up to £100 repairs under SCRS). Basic service and mechanical repairs are covered by the scheme i.e. repairs that are necessary to make the cycle roadworthy and fit for purpose.



Cliff Smith (Bangholm Outdoor Centre/SOLU staff member) completing repairs to adaptive bikes at St Crispin's Special School

Duke of Edinburgh's Award (DofE)

The DofE Award programme is continuing to benefit many young people in the city. Council staff and volunteers have and continue to be focused on delivering a strong pandemic recovery so that young people can access high quality provision and opportunities. This has been supported by the UK-wide [flexible arrangements](#). SOLU can report an impressive performance with the number of overall DofE enrolments (starters) and completions across all levels (Bronze, Silver and Gold combined) returning to pre-COVID levels and continuing to rise.

Volunteering is a key part of the DofE's Award and SOLU is delighted to report that DofE Scotland has recently estimated that our young people undertaking their award with this Council spent an estimated 9,685 hours volunteering in just one year. This equates to a social value of £44,745 within their local communities.

The Council and DofE are immensely proud of the dedication, effort and achievement of our young people making an impact in their community.

The city's developments continue, including ensuring all young people can access this award, including: starting a new DofE community group based at the Wester Hailes library; and the Broughton University (UP) Programme (involving a collaboration between teachers, learners, parents/carers and local university partners to deliver an ambitious targeted intervention initiative).

Benmore and Lagganlia Outdoor Centres

The Council's Benmore and Lagganlia outdoor centres undertook a prompt restart of residential school visits in Autumn 2021, and during the 21/22 academic year, a total of 5,773 young people visited Benmore and Lagganlia last year, including the delivery of a whopping 69,726 meals; a superb team effort by all involved! Additionally, Benmore delivered an innovative 2022 residential summer holiday programme via the Summer Holiday Food and Childcare Funding. SOLU, locality youth work and third sector staff and volunteers worked together to design and deliver provision, which included full board and a wide range of adventurous activity. 60 young people benefitted via a total of 6408 childcare hours. Evaluations involved locality youth work and third sector staff, and families. This demonstrated significant outcomes and very high satisfaction rates.



The Sport and Outdoor Learning Unit staff are currently updating guidance and support to assist with the ongoing priority of reducing the cost of the school day. This will include planned workshops with schools during the Autumn, involving existing good practice on how to maximise attendance on residential. SOLU is continuing to liaise with schools to record and monitor attendance to support training and provision. Updated results will be included in a report to the Education, Children and Families Committee planned for early 2023.

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Culture and Communities Committee

10.00am, Tuesday, 13 December 2022

Use of Public Spaces for Events and Filming Update

Executive/routine Wards Council Commitments	Executive All, particularly 11 – City Centre
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1. Recommendations

- 1.1 Culture and Communities Committee is asked to:
 - 1.1.1 Note the results of the public consultation on the key principles for the use of public spaces for events and filming;
 - 1.1.2 Approve the finalised key principles and process for submitting applications for the use of public spaces as set out in paragraphs 4.12 – 4.14 and in Appendices 2 and 4;
 - 1.1.3 Subject to approval of recommendation 1.1.2, agree that an action plan to implement the responses to the key principles will be presented to Culture and Communities Committee on 7 March 2023 for approval;
 - 1.1.4 Discharge the outstanding motions from the Council, as set out in in Appendix 1, which have been addressed by the key principles or in previous responses to the appropriate Executive Committees;
 - 1.1.5 Note that officers will continue to progress implementation of the motion on Greening the Fringe, working with partners as appropriate. Committee will be kept updated on progress via the Committee Business Bulletin.

Paul Lawrence

Executive Director of Place

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Use of Public Spaces for Events and Filming Update

2. Executive Summary

- 2.1 This report seeks approval of the key principles and process for the Council to progress applications for the use of public spaces for events and filming.

3. Background

- 3.1 For the purposes of this report, public spaces are defined as the city's parks and greenspaces as well as public highways (including footways and Council managed public realm).
- 3.2 In [January 2020](#), Committee agreed to combine the Edinburgh Parks Events Manifesto and the Public Spaces Protocol into a single Public Space Management Plan.
- 3.3 At the time, the use of parks, green and public spaces in the city were managed through a variety of policies and procedures and therefore, although the plans which governed the use of public spaces had the same goals, there were sometimes areas of overlap and duplication.
- 3.4 Committee agreed to create a Public Space Management Plan, and in late 2020 a period of engagement (including creation of a Stakeholder Working Group) led to the recommendation that principles for the use of public spaces for events and filming should be developed.
- 3.5 Committee requested that the outcome of the public consultation be reported back, with details of the impact of using public spaces for events and filming on residents.

4. Main report

Public Consultation

- 4.1 On [14 September 2021](#), Committee approved a draft set of Key Principles for the use of public spaces for events and filming for public consultation.
- 4.2 The key principles are included in Appendix 2.
- 4.3 The consultation ran from 22 September 2021 to 15 December 2021 on the Council's [consultation hub](#). In order to encourage participation in the consultation, a

news/press release was published, promotional posters were displayed in parks, libraries and community notice boards and the working group stakeholders (including Community Councils) were asked to promote and support the consultation through their networks.

Findings from the Public Consultation

- 4.4 Analysis of the findings from the consultation shows that consultees broadly agreed with the key principles and demonstrated strong support for the environment, sustainability, and the Edinburgh community.
- 4.5 The feedback highlighted consultees understand that developing an approach to use of public spaces is complex and, therefore, is not a 'one size fits all' solution.
- 4.6 A summary of some of the other key points made is provided below:
 - 4.6.1 Some key principles were seen as non-negotiable, for example no deviation from carbon neutral by 2030;
 - 4.6.2 Financial benefit is seen as important, but not 'very important'
 - 4.6.3 Providing information on event and filming applications was seen as important with 84% of respondents saying it would be useful or very useful to be able to see information on events and filming, both proposals and those approved;
 - 4.6.4 When asked 'In exceptional circumstances, do you think it would be OK for an event or filming to deviate from these principles, where it would have a clear positive benefit for Edinburgh?' the response was split almost 50:50 at Yes 49.57% and No 47.63%; and
 - 4.6.5 The term 'exceptional' requires clearer definition along with the benefits that would justify a variation from the key principles
- 4.7 In addition to the consultation questions, 1,500 comments were submitted to the consultation. Full details of the response to the consultation is attached in the Consultation Report (Appendix 3).

Impact on Residents

- 4.8 The consultation asked consultees whether they agreed that decisions on events and filming should be based on the impact they will have on people and places. There were 463 responses in total to this question, with approximately 420 people agreeing that the impact should be the basis for decisions.
- 4.9 The comments received show that nearly all of the comments received aligned with the outcomes which underpin the Key Principles. Some people also recognised the importance of considering the positive as well as the negative impacts.
- 4.10 There were, however, questions around how the impacts will be measured and how decisions would be made using this information.
- 4.11 It was clear that consultees felt that the benefits for the local area – financial, social and economic – were important or very important with many of the comments focused on the desire to prioritise social value over financial value in the

assessment of applications, although there was a lack of confidence in how this would be done.

- 4.12 There has been feedback requesting that residents would like to vote or veto individual events. Although this was debated by the Stakeholder Group, it is considered that the application of the principles will ensure that the city's best interests are protected.

Implementation of the Key Principles

- 4.13 The table in Appendix 2 sets out how the Council will respond to the feedback received on the key principles
- 4.14 In order to support the implementation of the key principles, officers have developed a clear timeline for applicants to clearly show at what point applications are required. This includes details of when to apply for planning consent, building warrants, Temporary Traffic Regulation Orders (TTRO) and Licenses.
- 4.15 There is a separate process and Code of Practice for filming, which was approved at Culture and Communities Committee on [29 January 2019](#). While the same key principles will apply to filming and events, filming follows a slightly different process due to multiple sites and locations being used. The Code of Practice clearly sets out the Council's expectations of the conduct of filmmakers when filming in Edinburgh and details the expected timescales for supplying information to the Council. Given the specialist nature of this, the process sits alongside the Customer Journey for events and is co-ordinated by the Film Office.
- 4.16 Officers recognise that there are both opportunities and sometimes operational challenges in hosting events and filming in public spaces and, while the principles help to support decision making moving forward, there are some practical steps which the Council has or will take to address some of these operational challenges:
- 4.16.1 An application form for using public spaces for events has been created and includes a dedicated email address for submission of applications. The application includes a request for a TTRO and request for permission to use parks or greenspaces;
- 4.16.2 The process for applications, planning and delivery of events is now clearly set out, with details of what is required at each stage (Appendix 4). The processes to support this are already in place but it is hoped that the information presented will make it clear to applicants when and how the process works;
- 4.16.3 Officers will create a dedicated page on the Council website to show the applications received. This will be updated with the decision once the application has been considered; and
- 4.16.4 While event organisers are required to notify residents of upcoming events or filming, providing a named contact and dedicated telephone number (contactable 24 hours) for any issues. However, recognising that residents have reported that issues are not always addressed by event organisers,

officers will ask them to provide details to the Council of the issues raised by residents and the action taken to address them.

5. Next Steps

- 5.1 If Committee approve the recommendations in this report, officers will:
 - 5.1.1 Publish the key principles and application process on the Council website (removing out of date information from the Council (and other associated) websites. This will also be shared with previous applicants;
 - 5.1.2 Support applicants in understanding the principles and application process, providing guidance and help as necessary;
 - 5.1.3 Create a dedicated page on the Council (or other appropriate) website for residents to view the list of applications received for events or filming and public spaces. This will be updated once a decision is known; and
 - 5.1.4 Request details of any resident complaints and the actions taken by event organisers to help identify themes or issues which need to be resolved on an on-going basis.
- 5.2 Officers will continue to progress implementation of the response to the key principles, as set out in Appendix 2.
- 5.3 It is recognised that further improvements could be made to the process if some Council systems could be adapted to make it easier to apply for and/or progress applications for use of public spaces for events. While funding is not currently available to provide a dedicated web portal for this, officers will continue to adapt this process if and when further improvements can be identified.
- 5.4 In addition, a formal process to request modification or departure from the key principles will be developed by the Council's Events Management Group.

6. Financial impact

- 6.1 The cost of developing the key principles and the consultation have been met by the Council's existing revenue budget.
- 6.2 There may be financial implications to implement the next steps above, which will be met from the existing Council budget.
- 6.3 However, to fully implement the key principles, there may be additional costs. If these cannot be met from the existing budget, the changes, benefits and associated financial costs will be reported to the appropriate Executive Committee.

7. Stakeholder/Community Impact

- 7.1 Stakeholders, including event and filming organisers, community councils, resident groups, business groups, friends' groups, Council officers and interested individuals collaboratively engaged in the development and refinement of key principles for the use of public space for events and filming.
- 7.2 Following the March 2021 Committee, stakeholders representing 50 groups formed a Working Group with seven focused sub-groups to conclude the development of the key principles for the use of public space for events and filming.
- 7.3 The key principles developed by the Stakeholder Working Group were [publicly consulted](#) on between 22 September and 15 December 2021.

8. Background reading/external references

- 8.1 Review of Event Management Operations in Edinburgh – Edinburgh's Christmas – Policy and Sustainability Committee, [25 February 2020](#).
- 8.2 [Filming in Edinburgh](#)
- 8.3 Filming in Edinburgh 2021 – Culture and Communities Committee, 26 April 2022

9. Appendices

- 9.1 Appendix 1 – Approved motions progressed alongside the Use of Public Spaces for Events and Filming
- 9.2 Appendix 2 – Delivering the Key Principles
- 9.3 Appendix 3 – Consultation Report
- 9.4 Appendix 4 – Process for Applications for Events

Appendix 1 – Approved motions progressed alongside the Use of Public Spaces for Events and Filming

Date	Motion	Update
19 September 2019	Motion by Councillor Rae - Greening the Fringe	Work with partners is on-going to implement the actions agreed in this motion. It is proposed that this motion is not discharged at this time. Committee will be kept updated on progress via the Committee Business Bulletin
22 August 2019	Motion by Councillor Mowat - Summertime Streets Programme	Recommended for closure as the action is discharged through development of Key Principles. Advertising structures managed through existing advertising contracts with Out of Hand.
22 August 2019	Motion by Councillor Neil Ross - Amplification of Noise in Public Spaces	Recommended for closure as the action was discharged at the 28 February 2022 Regulatory Committee (Business bulletin here). A report on the Amplification of Noise in Public Spaces is included on this agenda for Committee.
22 November 2018	Motion by Councillor Miller - Events and Attractions in Parks	Recommended for closure as the action is discharged through development of Key Principles. Tree Protection Zones enforced in Parks. A report on limiting number of large events in West Princes Street Gardens was considered

		by Culture and Communities Committee on 13 October 2022 .
22 November 2018	Motion by Councillor Daggart - Princes Street Gardens Christmas Market	Recommended for closure as the action was discharged through tender for delivery of Edinburgh's Christmas and ongoing Parks Management rules which restrict activities for Edinburgh's Christmas in relation to Remembrance sites.

Appendix 2 – Delivering the Key Principles

Key Principle	How We Will Respond
<p>1. The Application and Approval for events and filming will be based on the scale of the activity, the impact it will have, both short and long term.</p>	<p>A single application form will replace the multiple existing forms to improve the customer journey for events. Larger scale events that involve the input of multiple Council services or have an impact on areas outwith their event site will require to engage with the Council's Event Planning and Operations Group (EPOG).</p>
<p>2. A digital platform will hold an events and filming calendar, planned disruption to an area such as road works or construction, Area Conditions and an application template with a guide to what's required for a successful application, including notification of stakeholders likely to be impacted. It will also record and communicate the positive benefits events and filming provide, as well as the negative impacts, to ensure balanced analysis.</p>	<p>This will involve signposting and making clearer the existing resources that provide details of events and activities in the city.</p> <p>The standing agenda for EPOGs will be amended to include 'stakeholder consultation' so will record how those impacted by events are going to be notified by the event organiser. Event organisers will also be asked to provide details of complaints received and actions taken.</p> <p>A notification letter template will be created to ensure consistency of approach.</p> <p>A web page will be created to provide details of applications received and the outcome of these applications.</p> <p>Investigation on hosting applications online so they can be easily accessed in one place will be progressed.</p>
<p>3. A single point of contact 'event and filming office' will aid clarity, information exchange and consistency. It will be appropriately resourced and empowered.</p>	<p>Public Space Event applications are circulated across all Council services impacted by events for comment and awareness. This will now include all Parks events, which were previously separate.</p> <p>Filming can impact multiple sites and dates and is managed separately.</p>

	However, it is part of the same office and stakeholder communication process.
4. Applications will be expected to follow the principles and guidelines. In exceptional circumstances an applicant may seek modification or departure from these principles but will be required to present their case, including mitigations, to impacted stakeholders and for scrutiny by the Council. The Council, after due consideration and taking account of comments, will not be obliged to grant the exception	The Key Principles will be clearly advertised in advance to deter applications that do not meet the criteria. Where an applicant does not meet the criteria, the application will be 'red flagged' to relevant Senior Officers and Elected Members for comment. The final decision on any event application that does not meet the criteria will rest with the Convener of Culture and Communities Committee.
5. Area Conditions will have information available on the area including stakeholders, facilities, capacity, toilets, key contacts.	Area conditions for public spaces and Parks already exist but we will make these clearer and easier to access. Relevant legislation (e.g. noise) and the resources available through the Event Safety Guide (Purple Guide) will be highlighted.
6. The use of Council-owned or public good sites for commercial events should be framed within a Community wealth building approach.	Where a 'commercial' event is making an application, organisers will be asked to highlight the community benefits they will deliver. This could include, for example, a £1 ticket levy to fund local initiatives or invest in local facilities.
7. Information on events and filming will be as open and transparent as confidentiality allows and proportionate to the scale of the activity and the impact it will have. It will be provided at the earliest opportunity, to all those who may be interested in it, in appropriate and accessible formats.	See Key Principle 2.
8. Proportionate to the scale of the activity and the impact it will have, communication must be sufficient and accessible to allow anyone who may be impacted by events and filming to understand the disruption and if needed	See Key Principle 2.

make alternative arrangements in a timely manner.	
9. There will be open and transparent sharing of non-confidential information and engagement, proportionate to the scale of the activity and the impact it will have. As with planning applications, engagement can provide comment to be taken into account; while this will not automatically veto an event or filming, stakeholders will be entitled to an explanation where their views are not upheld.	In addition to Key Principle 4, a single reasoned decision on why 'exceptional' events have been approved or declined will be published. Existing mechanisms for Planning and Licensing allow the public to submit comments.
10. There will be maximum transparency in all contracts and reporting, proportionate to the scale of the activity and the impact it will have.	Where the Council receives an income for events, an annual aggregated report on all income received will be published. Where the Council directly procures an event, the tender documents will be made available and reports to Committee will provide oversight on the performance of those events.
11. Every opportunity must be taken to minimise disruption.	Agreed. No further action.
12. Built and green areas will be protected to allow an expeditious return to pre event conditions (or better).	A reinstatement bond for public spaces is requested where there is a reasonable risk of damage (e.g. event vehicle movement in parks). In addition to this, organisers will be expected to fully protect all surfaces and comply with tree protection orders. A pre and post site condition survey will be undertaken with relevant Council officers and the event organiser. All reinstatement works will be delivered by the Council but paid for by the event organiser.
13. Organisers must demonstrate that events and filming respect and contribute to the city's cultural identity, reputation and quality of life for	A change of wording is proposed to - 'Organisers must respect and contribute to the city's cultural

<p>residents. They will be expected to join with Edinburgh residents in taking responsibility for the good appearance of the city.</p>	<p>identity...’ to strengthen this key principle.</p> <p>In assessing an event application, officers will consider whether it meets these criteria and how it fits with the city’s Events Strategy. If it does not meet these criteria, then it will not be approved.</p>
<p>14. Responsibility for re-instatement, where required, will be identified at application and timescales given for both anticipated conditions and adverse conditions.</p>	<p>See Key Principle 12.</p>
<p>15. Events and filming must comply with Edinburgh’s Sustainability Approach to ‘net zero’ by 2030 and events with the principles of ISO 20121.</p>	<p>Agreed. No further action required.</p>
<p>16. Relevant and significant positive and negative effects on groups of people should be identified and factored into the decision. Decisions about events and filming should be made such that they pursue as much of net positive social value as possible and mitigate any unavoidable negative effects as far as possible. The anticipated social value and the way this has influenced decision making must be transparent</p>	<p>Participating in cultural and creative activities is a fundamental and integral part of the well-being of every one of us. Events are a key element of this and the benefits from attending or participating in events are well recognised.</p> <p>Where the Council directly procures an event, the applicant must state the community benefits deriving from that event. Larger scale events (see Key Principle 1) will be required to submit a community benefits plan as part of their event application.</p>
<p>17. All those employed in events and filming should be covered by the living wage and approved employment practices, including receiving necessary training.</p>	<p>Organisers will be asked to confirm if they are a Real Living Wage employer. If the event uses volunteers, then they will be asked to confirm compliance with the Council’s guidelines on the use of volunteers. Applicants will also be asked to confirm that they will comply with the Council’s Workers’ Welfare Commitment for Festivals and Events.</p>

	Employment Law already contains a number of statutory obligations.
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Use of Public Open Space for Events and Filming

<https://consultationhub.edinburgh.gov.uk/sfc/use-of-public-open-space-for-events-and-filming>

This report was created on Tuesday 21 December 2021 at 08:45

The activity ran from 22/09/2021 to 15/12/2021

Responses to this survey: **464**

1: Your details

First Name

There were 464 responses to this part of the question.

Surname

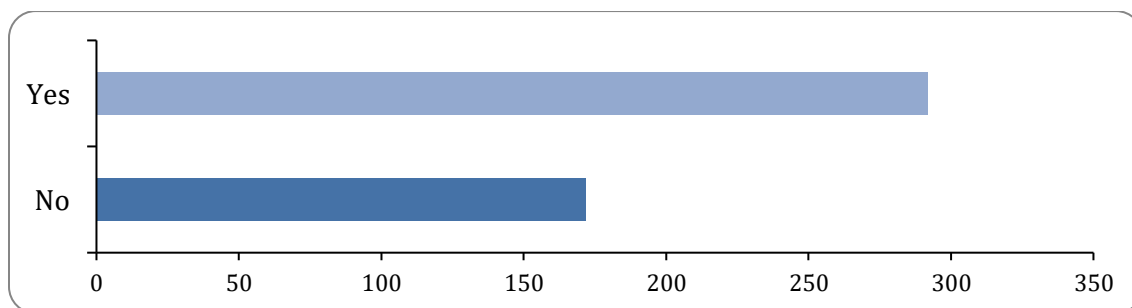
There were 464 responses to this part of the question.

Email address

There were 464 responses to this part of the question.

Yes, I consent to being contacted about this consultation

There were 292 responses to this part of the question.



Option	Total	Percent
Yes	292	62.93%
No	172	37.07%

2: If you are responding in an official capacity on behalf of an organisation , what is the name of that organisation?

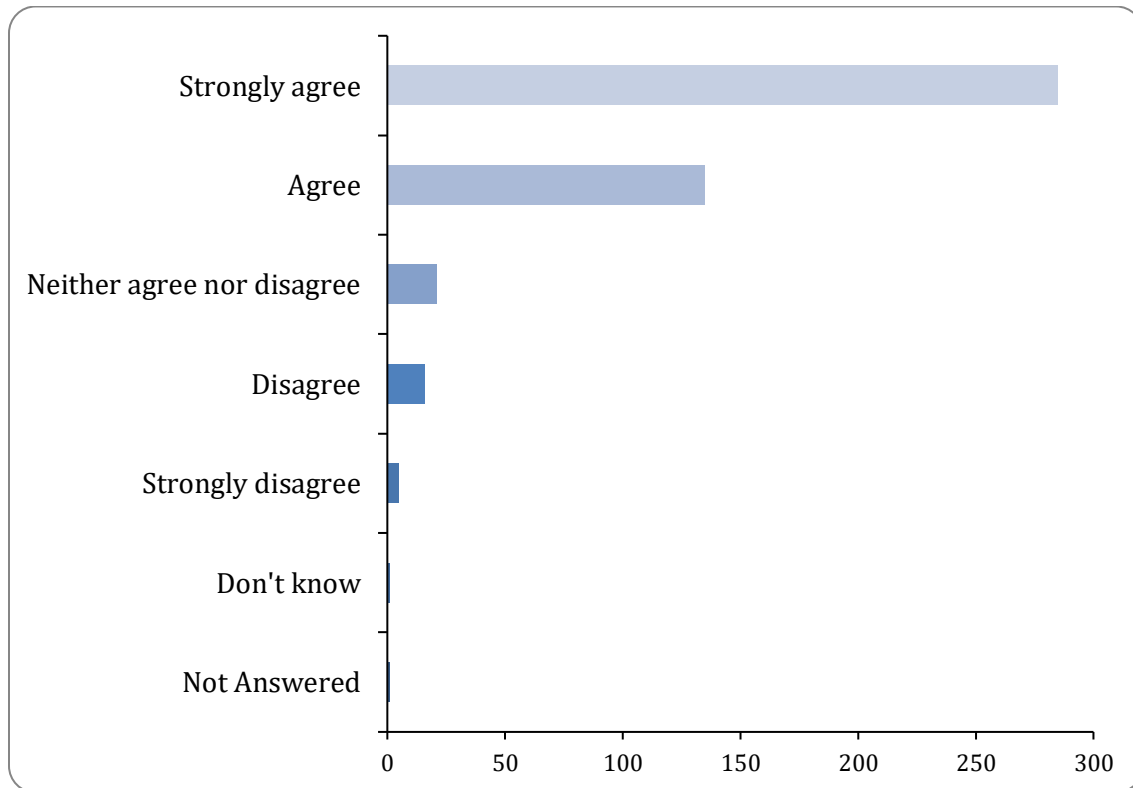
Organisation name

There were 48 responses to this part of the question.

3: To what extent do you agree that decisions on events and filming should be based on the impact they will have on people and places?

Agreement on scale and impact

There were 463 responses to this part of the question.



Option	Total	Percent
Strongly agree	285	61.42%
Agree	135	29.09%
Neither agree nor disagree	21	4.53%

Disagree	16	3.45%
Strongly disagree	5	1.08%
Don't know	1	0.22%
Not Answered	1	0.22%

4: Please use the space below for any comments or suggestions on the above.

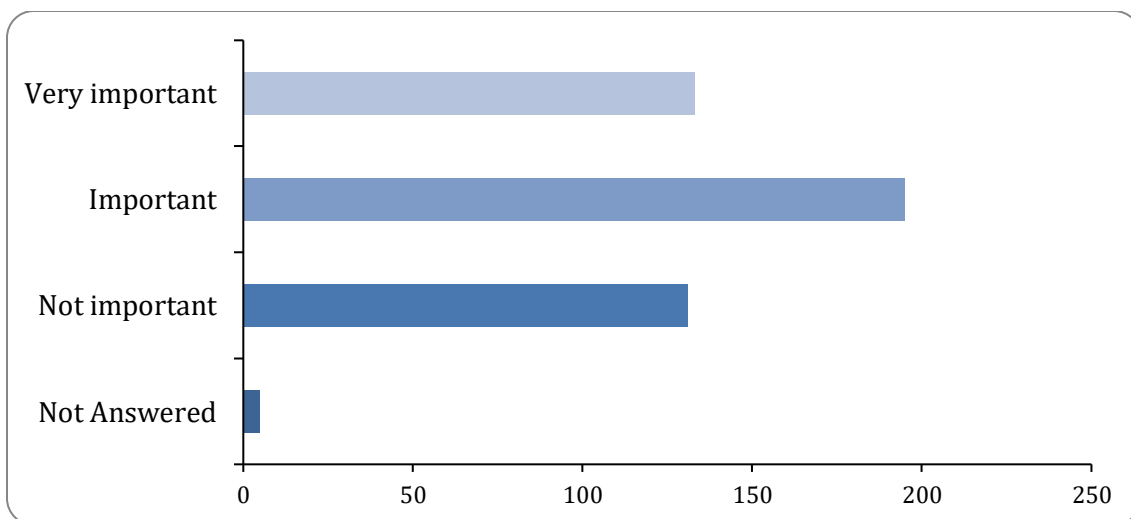
Comments on scale and impact

There were 239 responses to this part of the question.

Comment review - Nearly all comments are aligned with outcomes from the stakeholder groups. Some cannot accept that there will be access restrictions to public open spaces. Quite a few comments said we must consider the positive impacts as well as the negative ones (that is an aim of the key principles). Questions around exactly what impacts are considered, how they are measured or assessed and how decisions are made using this information. Some skepticism.

5: For Edinburgh - for an individual event or filming, what do you feel is important? Please select the level of importance for each of the below.
benefits importance - Financial benefit

There were 459 responses to this part of the question.

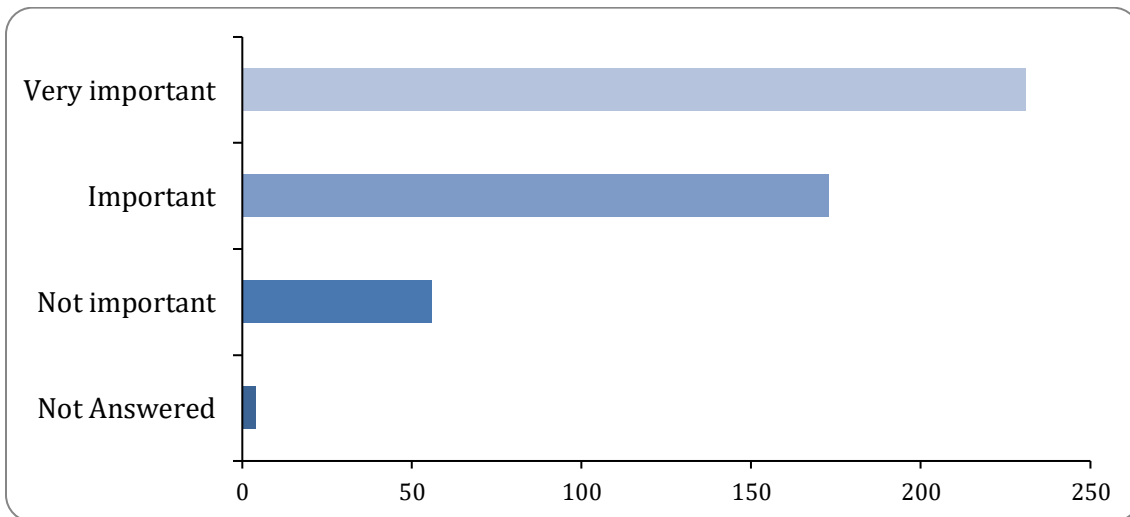


Option	Total	Percent
Very important	133	28.66%
Important	195	42.03%

Not important	131	28.23%
Not Answered	5	1.08%

benefits importance - Social benefit

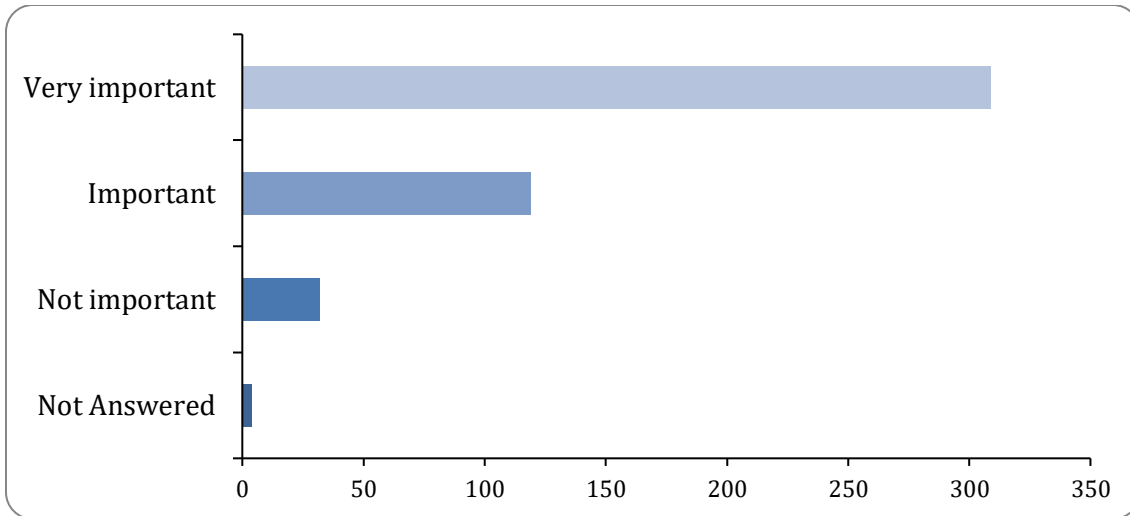
There were 460 responses to this part of the question.



Option	Total	Percent
Very important	231	49.78%
Important	173	37.28%
Not important	56	12.07%
Not Answered	4	0.86%

benefits importance - Community benefit

There were 460 responses to this part of the question.

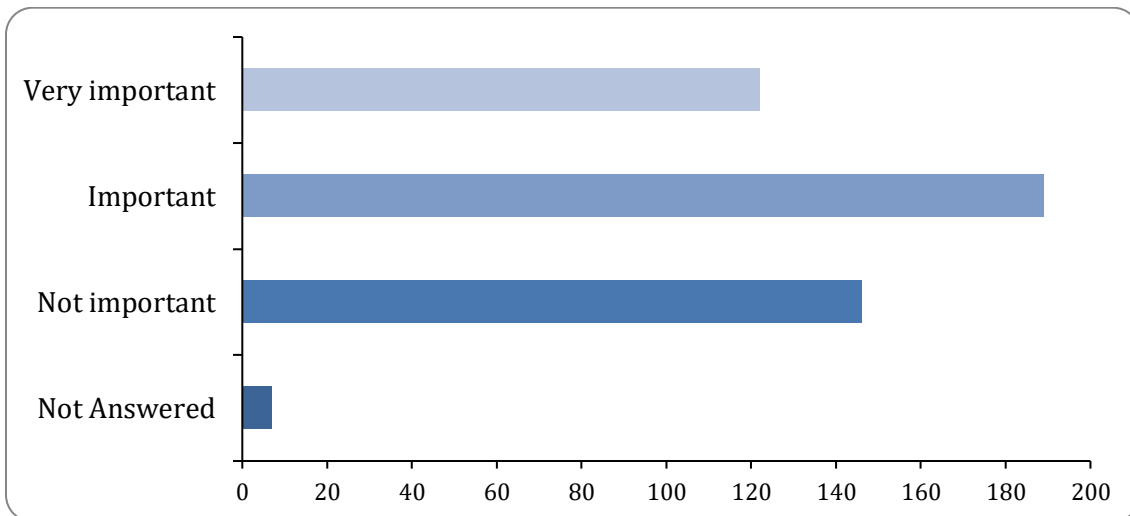


Option	Total	Percent
Very important	309	66.59%
Important	119	25.65%
Not important	32	6.90%
Not Answered	4	0.86%

6: For your local area - for an individual event or filming, what do you feel is important? Please select the level of importance for each of the below.

Benefits for local area - Financial benefit

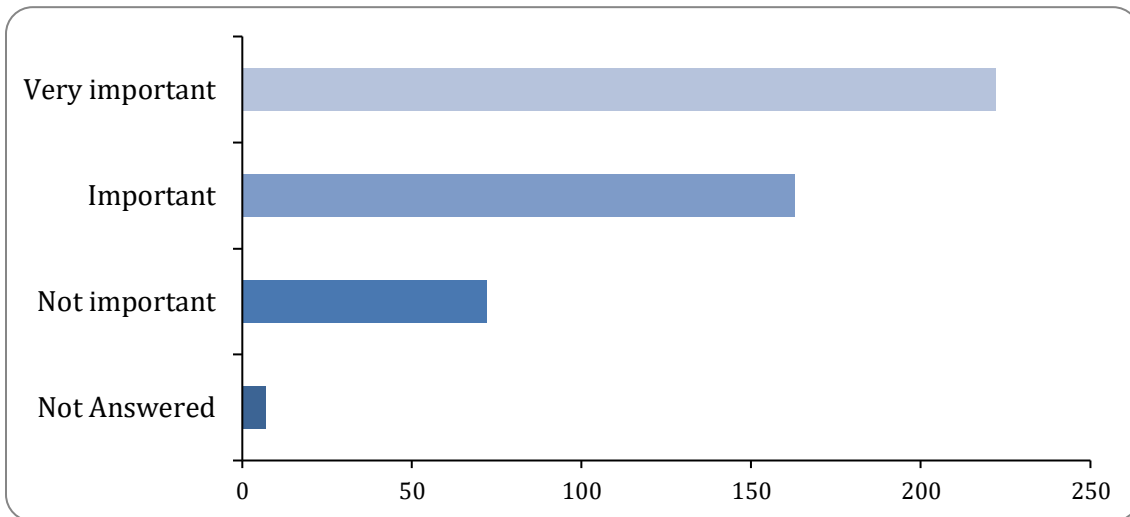
There were 457 responses to this part of the question.



Option	Total	Percent
Very important	122	26.29%
Important	189	40.73%
Not important	146	31.47%
Not Answered	7	1.51%

Benefits for local area - Social benefit

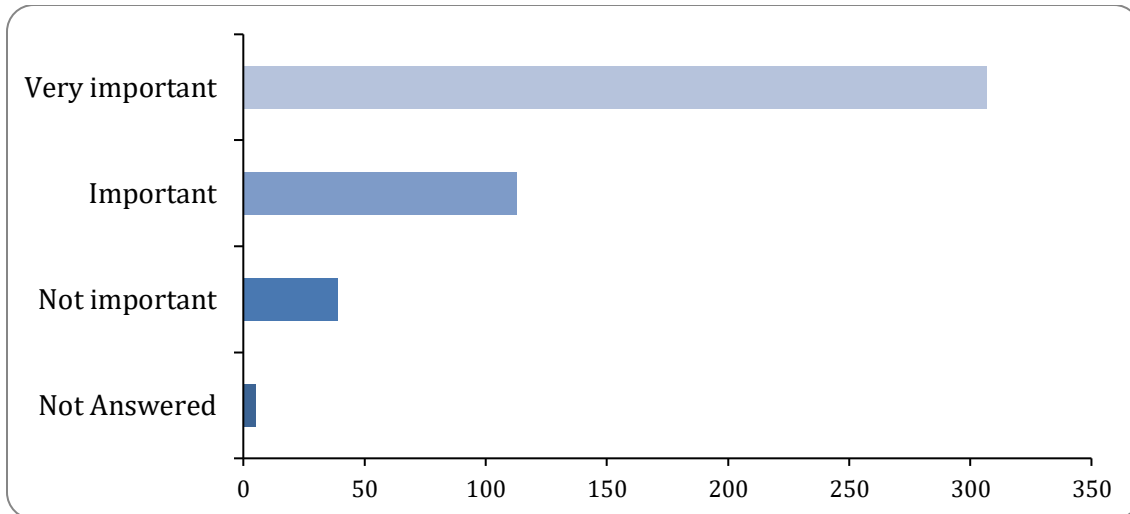
There were 457 responses to this part of the question.



Option	Total	Percent
Very important	222	47.84%
Important	163	35.13%
Not important	72	15.52%
Not Answered	7	1.51%

Benefits for local area - Community benefit

There were 459 responses to this part of the question.



Option	Total	Percent
Very important	307	66.16%
Important	113	24.35%
Not important	39	8.41%
Not Answered	5	1.08%

7: Please use the space below for any comments or suggestions on the above.

Comments on Social, economic and community benefit

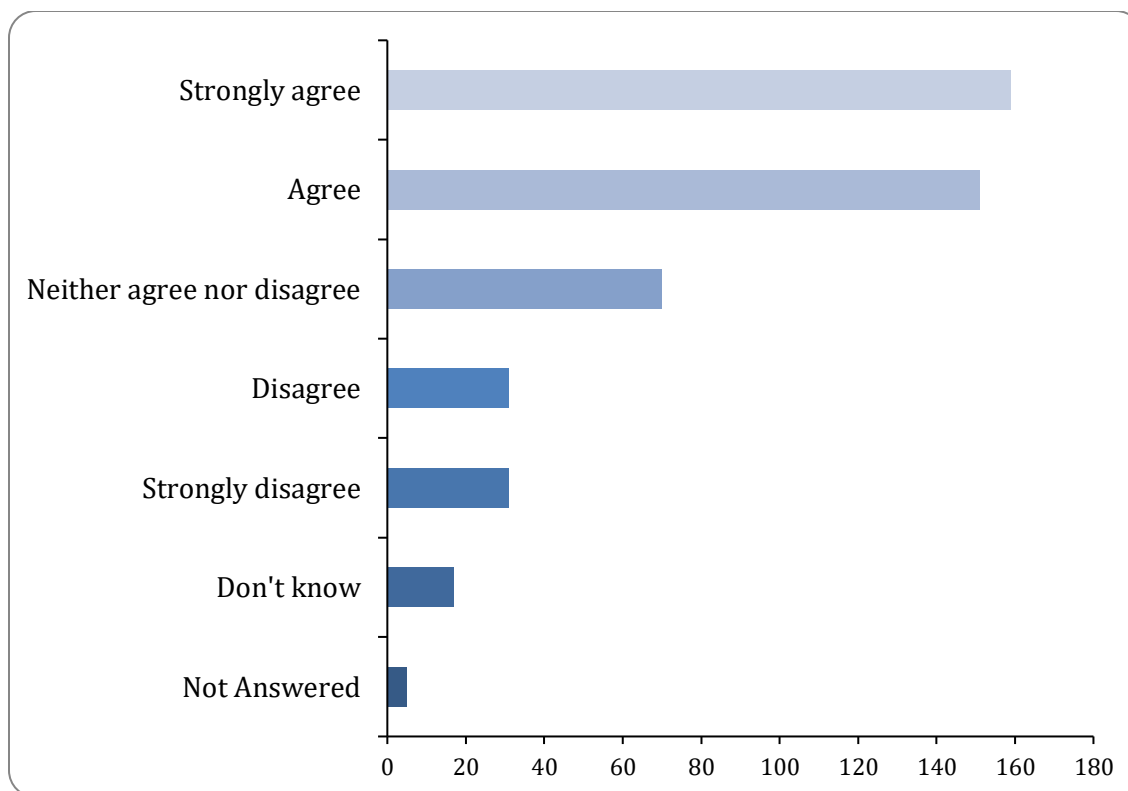
There were 190 responses to this part of the question.

Comment review - Many comments are aligned with the key principles. Some lack of understanding of 'net benefit' and lack of confidence in the council to assess and apply appropriately. Some comments focusing on finance as the key monitor but many more saying social value should come before financial value. Quite a few comments on 'commercialisation' and 'profits', with some possibly missing the fact that even a local community event will have costs that need to be recovered and risk that needs to be rewarded.

8: To what extent do you agree that 'The use of council-owned or public good sites for commercial events should be framed within a Community wealth building approach.?'

Agreement on Community wealth building

There were 459 responses to this part of the question.



Option	Total	Percent
Strongly agree	159	34.27%
Agree	151	32.54%
Neither agree nor disagree	70	15.09%
Disagree	31	6.68%
Strongly disagree	31	6.68%
Don't know	17	3.66%
Not Answered	5	1.08%

9: Please use the space below for any comments or suggestions on the above.

Comments on community wealth building

There were 200 responses to this part of the question.

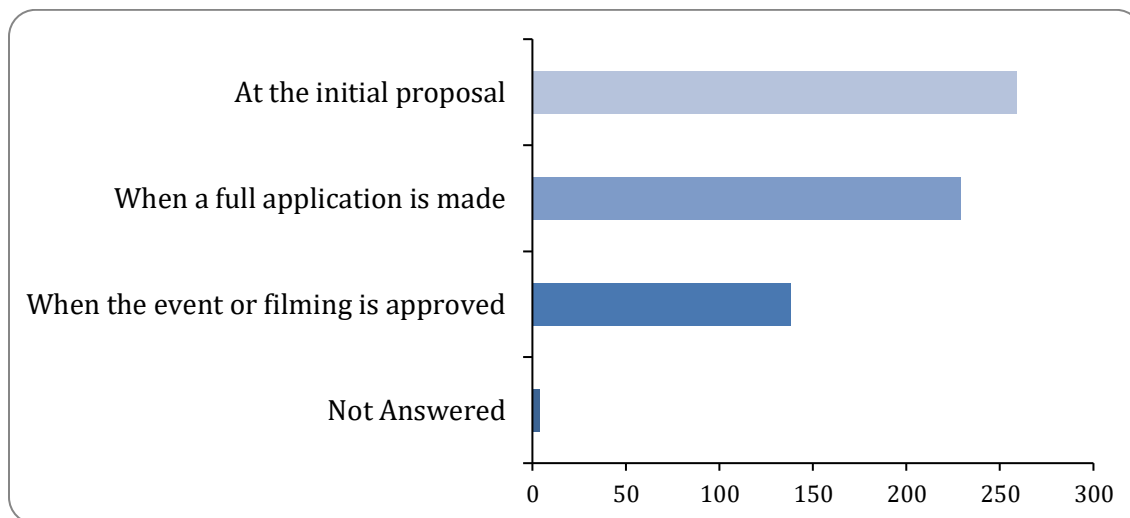
Comment review - Many comments are aligned with the key principles. Some lack of understanding of community wealth building and lack of confidence in the council. Quite a few comments on 'commercialisation' and 'profits'. Most comments appear generally supportive of the approach but don't think that is what's intended by CEC...lack of trust.

While supportive of the approach, not sure how it will be implemented or if it can be. Quite a few comments reflecting back rather than looking forward.

10: At what stage would you like to have information on events and filming?

At what stage would you like to have information on events and filming?

There were 460 responses to this part of the question.



Option	Total	Percent
At the initial proposal	259	55.82%
When a full application is made	229	49.35%
When the event or filming is approved	138	29.74%
Not Answered	4	0.86%

11: Please use the space below for any comments or suggestions on the above.

Comments on Open and transparent info

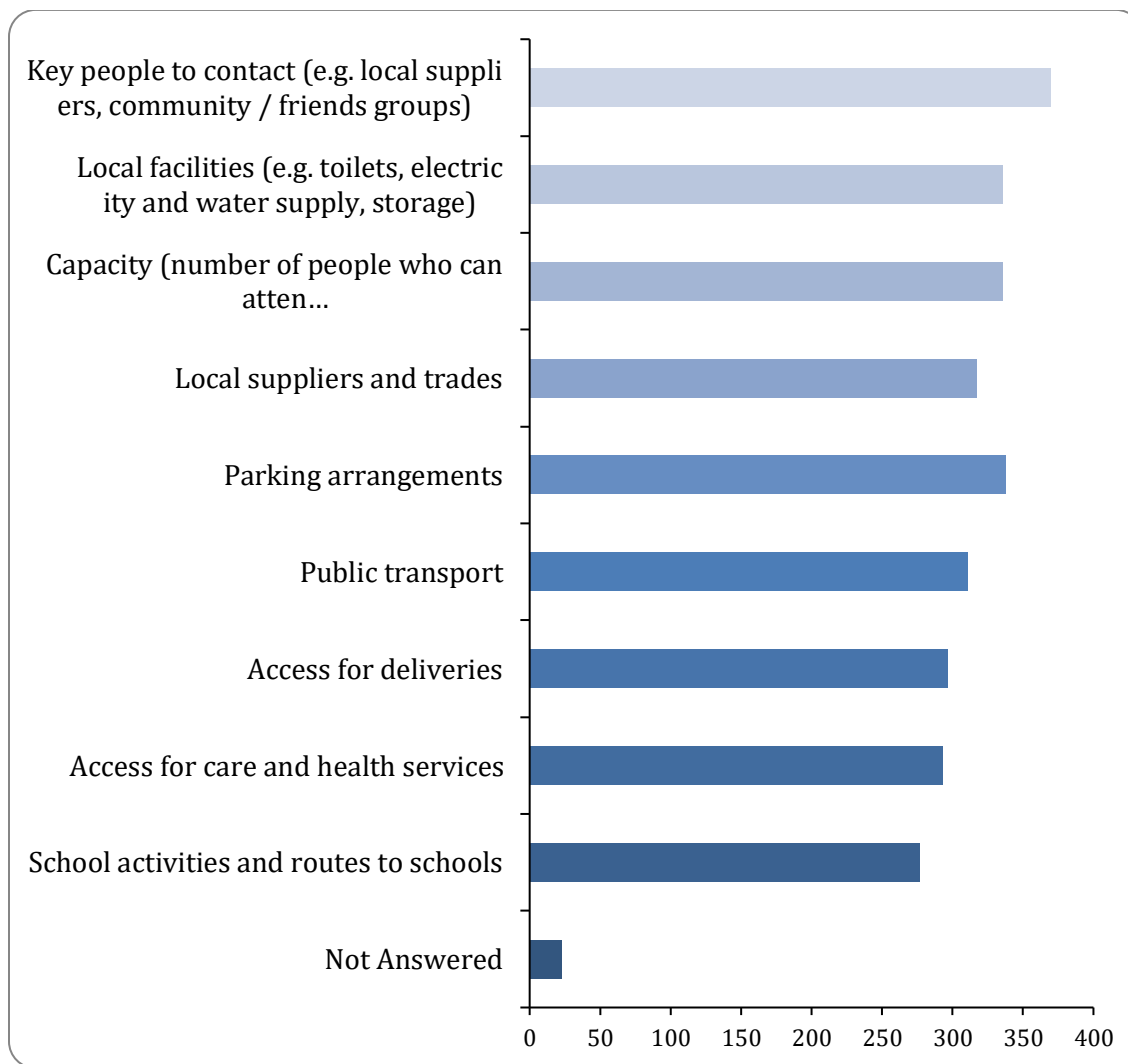
There were 166 responses to this part of the question.

Comment review - Mostly support for the provision of open and honest information. Some concern from organisers, especially film makers, on the level of information provided and its detail, and how this can easily be done (support for online portal). Some wanting to have an active part in decision making, 'voting' on proposals, 'vetoing'.

12: What’s important for you, that you feel organisers should have local information on when they are planning an event or filming in your area? (select all that apply)

Information organisers should have

There were 441 responses to this part of the question.



Option	Total	Percent
Key people to contact (e.g. local suppliers, community / friends groups)	370	79.74%
Local facilities (e.g. toilets, electricity and water supply, storage)	336	72.41%
Capacity (number of people who can attend at one time)	336	72.41%
Local suppliers and trades	317	68.32%

Parking arrangements	338	72.84%
Public transport	311	67.03%
Access for deliveries	297	64.01%
Access for care and health services	293	63.15%
School activities and routes to schools	277	59.70%
Not Answered	23	4.96%

13: Please use the space below for any comments or suggestions on the above.

Comments of Area conditions

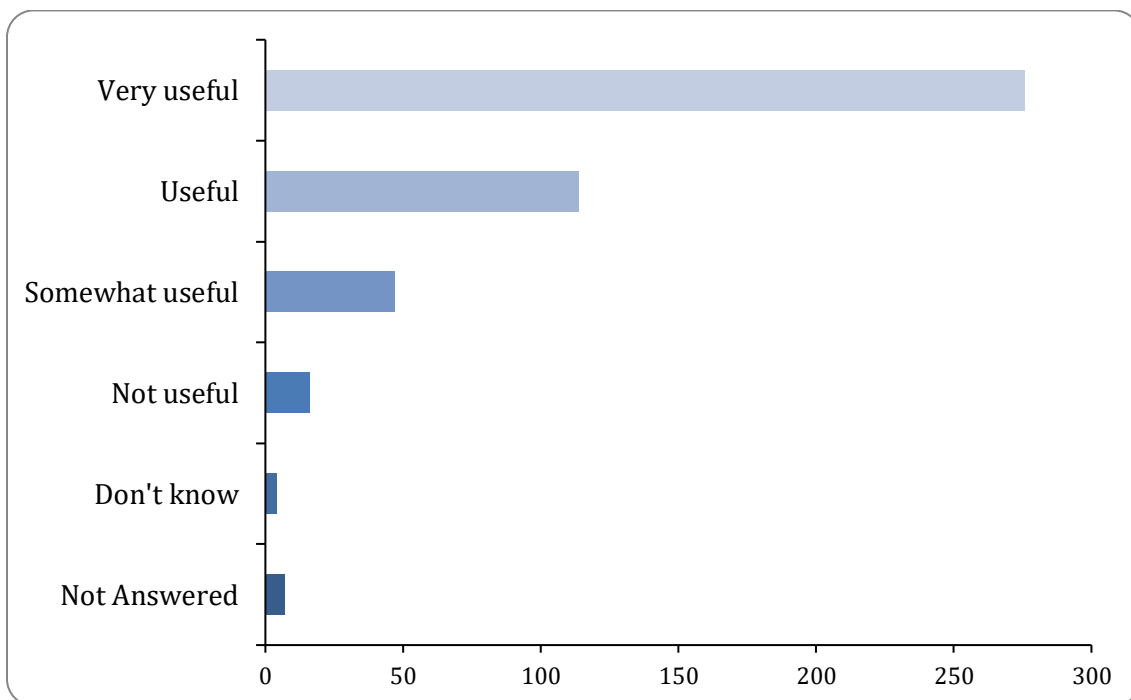
There were 122 responses to this part of the question.

Comment review - High level of support for having this information available with some suggested additional information, e.g. capacities seated, standing, promenade, load bearing of ground and acceptable loading (over roots, drains etc).

14: How useful to you would be being able to see information on events and filming, both proposals and approved, on a web platform?

Usefulness of digital platform

There were 457 responses to this part of the question.



Option	Total	Percent
Very useful	276	59.48%
Useful	114	24.57%
Somewhat useful	47	10.13%
Not useful	16	3.45%
Don't know	4	0.86%
Not Answered	7	1.51%

15: Please use the space below for any comments or suggestions on the above.

Comments on digital platform

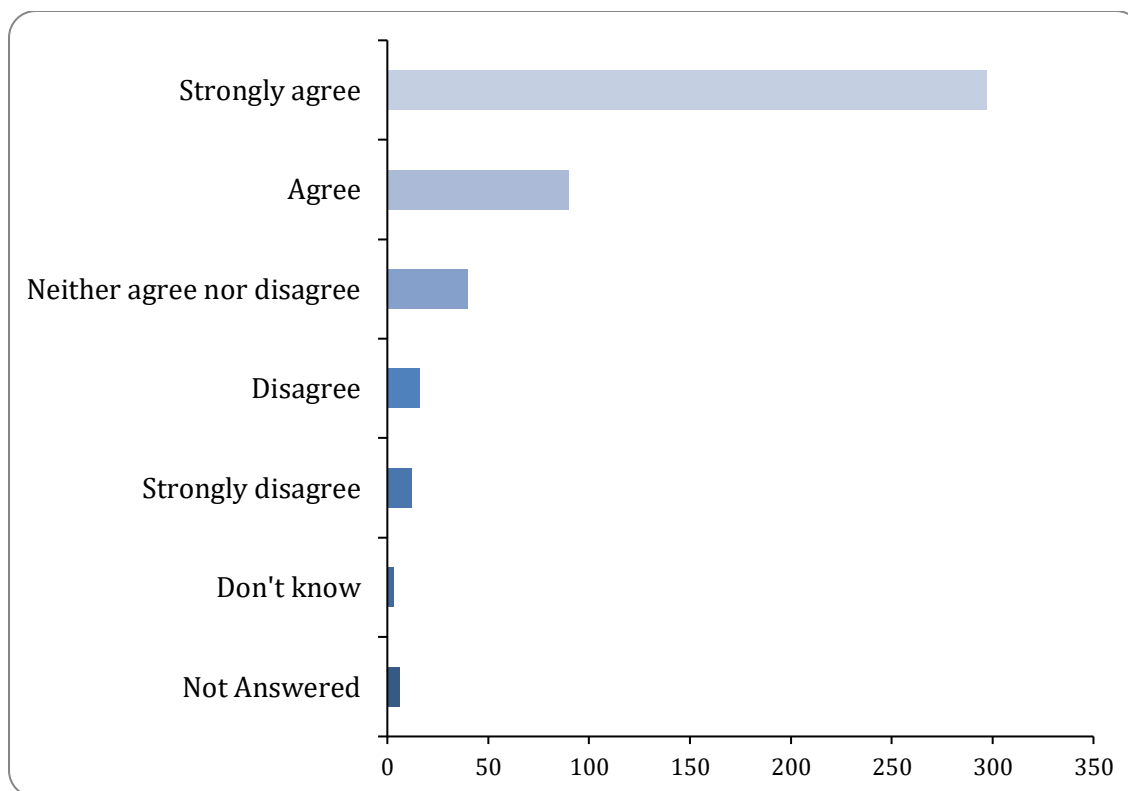
There were 123 responses to this part of the question.

Comment review - Much support for having a 'one stop shop' of information, especially a calendar of events and a platform for comments/feedback. A lot of comment re those who are not digitally connected. Some organisers, especially filming, concerned with providing too much information re their production as some information is confidential or sensitive.

16: To what extent do you agree that events and filming organisers should respect and contribute to the city's cultural identity, reputation and quality of life for residents?

Agreement on cultural identity and reputation.

There were 458 responses to this part of the question.



Option	Total	Percent
Strongly agree	297	64.01%
Agree	90	19.40%
Neither agree nor disagree	40	8.62%
Disagree	16	3.45%
Strongly disagree	12	2.59%
Don't know	3	0.65%
Not Answered	6	1.29%

17: Please use the space below for any comments or suggestions on the above.

Comments on cultural identity, reputation and quality of life

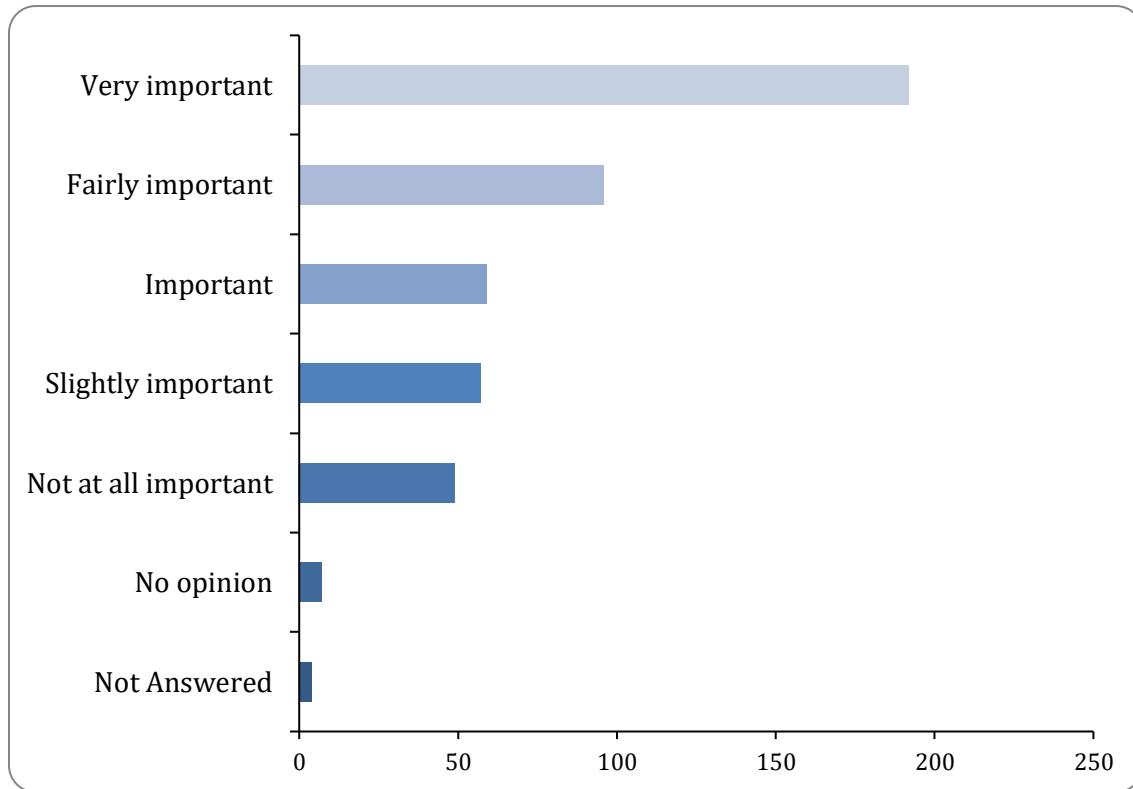
There were 158 responses to this part of the question.

Comment review - Strong support for organisers to respect the city's cultural identity, reputation and quality of life for residents but many said the primary focus should be on residents first. Also a lot of concern of possible 'censoring' and who/how cultural identity and reputation is defined - Trainspotting often cited as would it have been refused?

18: How important for you is it to have information on the carbon impact of events and filming?

How important for you is it to have information on the carbon impact of events and filming?

There were 460 responses to this part of the question.

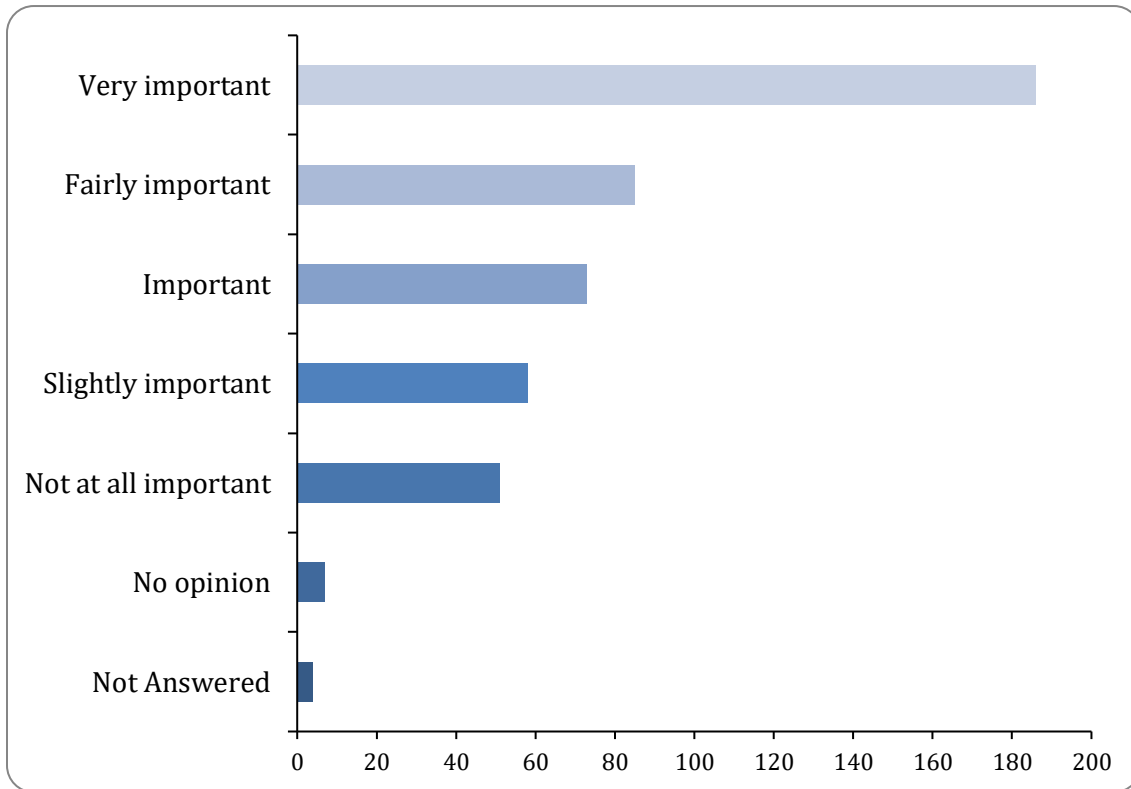


Option	Total	Percent
Very important	192	41.38%
Fairly important	96	20.69%
Important	59	12.72%
Slightly important	57	12.28%
Not at all important	49	10.56%
No opinion	7	1.51%
Not Answered	4	0.86%

19: How important for you is it to have information on what organisers of events and filming are doing to reduce their overall carbon impact?

How important for you is it to have information on what organisers of events and filming are doing to reduce their overall carbon impact?

There were 460 responses to this part of the question.

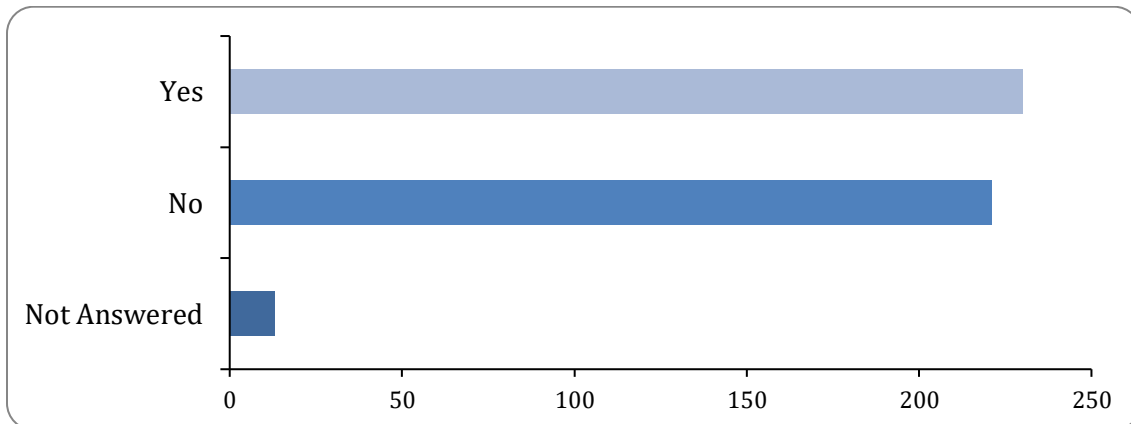


Option	Total	Percent
Very important	186	40.09%
Fairly important	85	18.32%
Important	73	15.73%
Slightly important	58	12.50%
Not at all important	51	10.99%
No opinion	7	1.51%
Not Answered	4	0.86%

20: In exceptional circumstances, do you think it would be OK for an event or filming to deviate from these principles, where it would have a clear positive benefit for Edinburgh?

In exceptional circumstances, do you think it would be OK for an event or filming to deviate from these principles?

There were 451 responses to this part of the question.



Option	Total	Percent
Yes	230	49.57%
No	221	47.63%
Not Answered	13	2.80%

21: Please use the space below for any comments or suggestions on the above.

Comments on following principles.

There were 205 responses to this part of the question.

Comment review - Comments split as per question, roughly 50:50 yes:no. Quite a lot of 'grey area' on what people understand by exception; what is exceptional, and who decides if it is? Some saying deviate if on balance there is a large financial benefit to the city, others saying just a financial benefit should never be justification for deviation. Also comment around degree of deviation and variations depending on the principle being deviated from e.g. no deviation from carbon neutral by 2030.

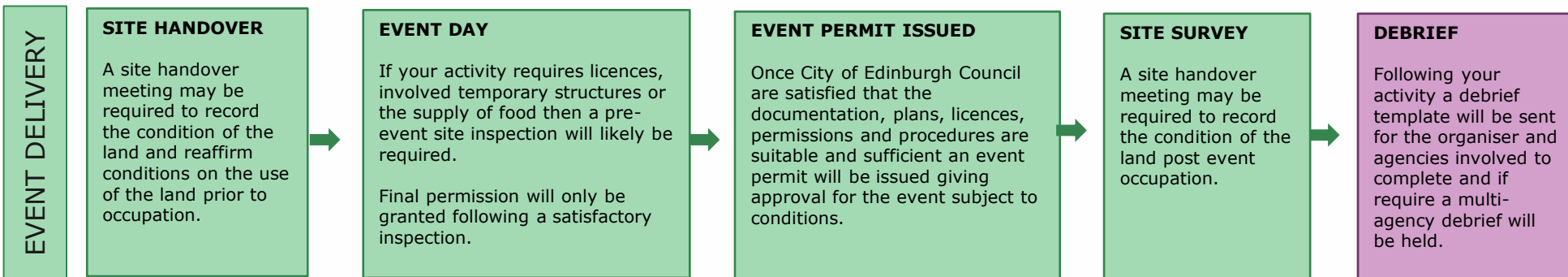
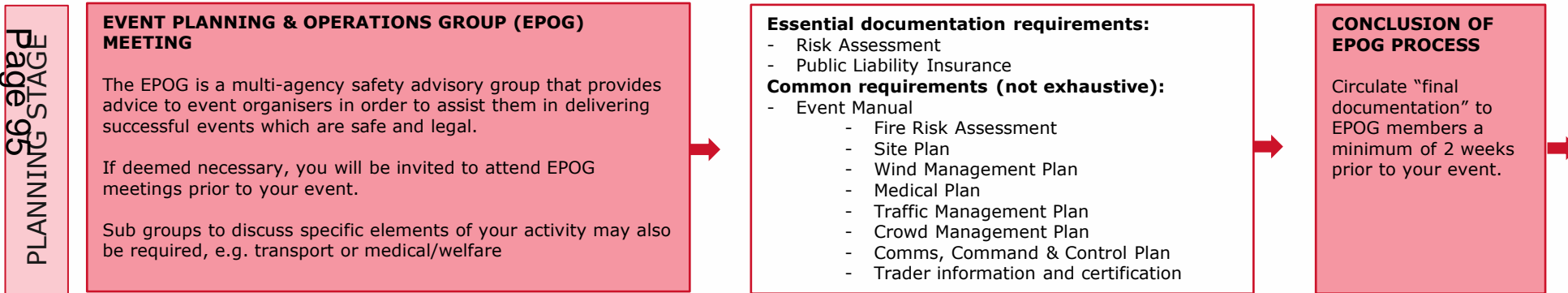
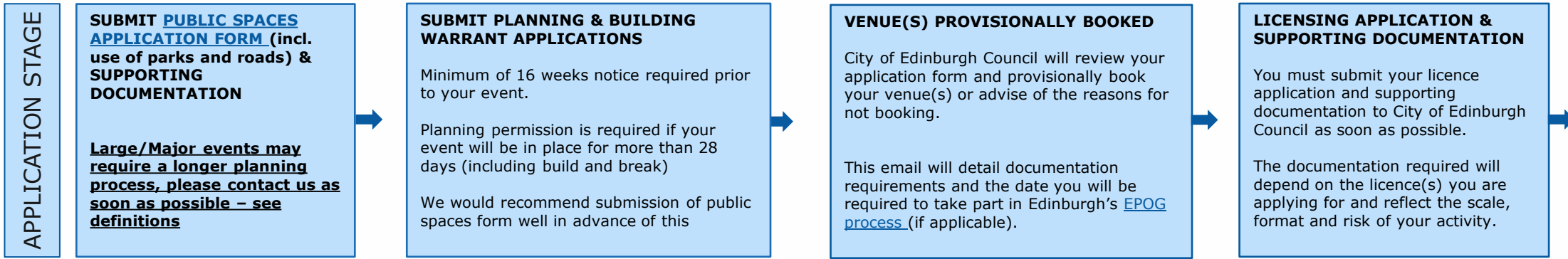
Customer Journey – Key Deadlines

TIME TILL EVENT

16 weeksLast date to apply for [planning consent](#) or a [building warrant](#)**12 weeks**Last date to submit [public spaces application form](#)
(If you are planning a large/major event, please submit asap – up to a year in advance)[This application includes a request for a Temporary Traffic Regulation Order for events taking place on the public highway](#)This application includes a request for [Parks & Greenspace permission](#)Closure of parks to the public is discouraged, however if public access needs to be restricted, e.g. for public safety during the build/strike then you may need to apply [for a Section 11 order](#)**4 weeks**Last date to [apply for any licences](#) that are requiredLast date to [notify the Council](#) of your intention to hold a march or parade**2 weeks**Last date to apply for a [Section 89 permit](#) for raised structures

Final documentation to be circulated to council officers (and wider multi-agency EPOG group if required)

Please note: All required permissions relevant to your event must be granted before your event can go ahead



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Culture and Communities Committee

10am, Tuesday, 13 December 2022

Local Outcome Improvement Plan

Executive/routine
Wards
Council Commitments

1. Recommendations

- 1.1 It is recommended that Council agrees the revised Edinburgh Partnership Local Outcome Improvement Plan 2022-28.

Richard Carr

Interim Director of Corporate Services

Contact: Michele Mulvaney, Strategy Manager (Communities)

E-mail: michele.mulvaney@edinburgh.gov.uk

Local Outcome Improvement Plan

2. Executive Summary

- 1.1 The Edinburgh Partnership is required to produce a Local Outcome Improvement Plan (LOIP) under the Community Empowerment (Scotland) Act 2015.
- 1.2 The current plan, approved in 2018, has now been revised to reflect policy shifts in the city, the effects of Covid-19, the climate emergency and findings of the Best Value Assurance Audit in 2020. The primary focus remains to tackle poverty and inequality which is the single most critical challenge faced by community planning partners in the city.
- 2.1 The Edinburgh Partnership approved the plan in March 2022 subject to the agreement of partners through their individual governance arrangements.

3. Main report

- 1.3 The existing Local Outcome Improvement Plan was approved in 2018. It set out how the Edinburgh Partnership through collaborative action would tackle poverty and inequality based on delivering against three priority workstreams to ensure all citizens in the city have:
 - Enough money to live on
 - Access to work, learning, and training
 - A good place to live
- 1.4 These priorities remain the basis of the new plan but have been revised to address the shift in the strategic context for the city in respect of the Climate Emergency and most notably the effects of the pandemic and the consequent increased risk of poverty and inequality, together with the findings from the Poverty Commission. This has provided a new landscape for the Edinburgh Partnership where the need for a fair, sustainable, and more resilient place to live is greater than ever before.
- 1.5 The plan has been updated to reflect this change with greater emphasis now afforded to actions to tackle the need for a fair economic recovery and improved wellbeing across the city through systemic change and increased empowerment. The initial programme of work set out in the plan will further develop over time in response to needs and circumstances in the city.

- 1.6 This shift in focus is reflected across the revised actions under all three priorities. For example, Priority 1 activity is directed at support for income maximisation, poverty-proofing public services, and expanding the availability of affordable credit to improve the financial resilience, health, and wellbeing of people who are already in or are at risk of being in poverty.
- 1.7 Similarly for Priority 2, the emphasis is on addressing the new economic reality experienced by citizens as a result of the pandemic, with activity now focused beyond existing key groups such as care experienced young people and prison leavers, to addressing the needs of all people living on low incomes, including young people and equalities groups, to ensure they have access to the learning and employment opportunities in the city.
- 1.8 For priority 3, a new vision has been developed and approved by the Edinburgh Partnership in June 2021. This moves from infrastructure improvement to one where the determinants of inequality are addressed, and a just transition is achieved. Taking this more holistic approach to creating vibrant, healthy, and safe places and communities puts wellbeing at the core of what the Partnership will do and creates positive links to the public health and sustainability agendas in the city.
- 1.9 Within this context, a key feature is working collaboratively to create new service delivery models which address the needs of communities and build on the learning from the pandemic of how the public, third and community sectors can work differently to deliver positive outcomes. Significant within this is the 20-minute neighbourhood model which aims, through cross-sectoral working, to improve the lives of communities within their immediate local area.
- 3.8 To support the revisions to the plan, the performance indicators have also been updated to reflect this wider context and to include the Poverty Plan targets for the city.

4. Next Steps

- 4.1 With the approval of the plan, work will continue to deliver the priorities and the corresponding actions. A revised delivery plan is underway and the updated performance indicators will form the basis of the annual reporting of progress to the Edinburgh Partnership Board.

5. Financial impact

- 5.1 The Council contribution to the delivery of the plan will require to be contained within approved budgets.
- 5.2 Similarly, costs associated with this report will require to be contained within existing partner budgets.

6. Stakeholder/Community Impact

- 6.1 A range of evidence from stakeholders has informed the revision of the plan which seeks to improve the lives of people and communities, and specifically those experiencing inequality and poverty.
- 6.2 Community planning activity contributes to the delivery of the Equality Act 2010 general duties of advancing equality of opportunity and fostering good relations.

7. Background reading/external references

- 7.1 None.

8. Appendices

Appendix 1: Local Outcome Improvement Plan 2022-28

Edinburgh Partnership Community Plan 2022 - 2028



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Foreword

Edinburgh is a successful and prosperous city for many, but many residents are still unable to access the opportunities that exist in our fantastic capital.

This Community Plan shows the commitment of the Edinburgh Partnership to work together to focus on reducing poverty and inequality within the city and improve the quality of life for all. The plan identifies those issues that require sustained joint working to make a difference.

Our plan for up to 2028 has been jointly developed by community planning partners. It is based on what our communities have said are the issues for them and their areas. It responds to the current challenges faced by the city, where the need for action to tackle poverty, climate change, economic recovery and citizen wellbeing is greater than ever before.

Our plan is focused on tackling poverty and covers three central themes: enough money to live on, access to work, learning or training opportunities and making sure people have a good place to live.

Community participation is at the heart of community planning. Edinburgh is made up of many communities and it is important to listen to what communities have articulated their needs and aspirations to be.

We will continue to measure, monitor and develop the plan to reflect the changing needs of the communities as well as ensuring that progress is being made towards the outcomes we have agreed.

It is up to all of us now to take on board these views and work together to deliver for our communities. This is the only way we will make a difference and ensure that Edinburgh has a positive, equitable and inclusive future.



Cllr Adam McVey,

**Chair, Edinburgh Partnership and
Leader of The City of Edinburgh
Council**

Our vision and priorities

Purpose

The Edinburgh Partnership is the community planning partnership for Edinburgh. It is unique in the city for bringing together public agencies, the third sector, and the private sector with communities, for the single purpose of tackling poverty and inequality. Our vision focuses on improving the city, its services and the lives of people who live and work here. Our vision focuses on prevention and early intervention, and through genuine partnership working, addressing the inequalities in our communities.

The Community Empowerment (Scotland) Act 2015 requires the Partnership to publish a Local Outcomes Improvement Plan (LOIP), or Community Plan. This document provides a framework and sets out our shared priorities for the city, and describes the areas where we, the Edinburgh Partnership, will work together to make improvements and meet these priorities to improve outcomes and reduce inequalities

This plan:

- sets the strategic direction for community planning in Edinburgh over ten years

- describes the shared priorities we are working to achieve
- describes what we are going to do to achieve those priorities
- describes how we are going to measure our progress on these priorities.

It aims to provide a framework within which every member of the Edinburgh Partnership (see [Appendix 1](#)) can make an active contribution to meeting our shared priorities to tackle poverty and inequality.

Partnership Vision

We have a clear vision to guide our work together:

Our vision is that Edinburgh is a thriving, connected, inspired and fair city, where all forms of poverty and inequality are reduced.

This vision is more relevant today than ever before with the pandemic significantly impacting on the city and the economic, physical and social wellbeing of its citizens.

With this vision, we aim to set the direction needed for community planning partners in Edinburgh to begin to meet the long-term aspirations for the city set out by the Edinburgh 2050 City Vision, and to support

the local priorities set out in Locality Improvement Plans.

Community planning partners in the city already work together across many strategies, partnerships and areas of policy, including the joint planning of services for:

- local communities, through Locality Improvement Plans established for each area of the city
- children and young people, through the Edinburgh Children's Services Plan
- health and wellbeing, through the Edinburgh Integration Joint Board, and the Edinburgh Health and Social Care Partnership Strategic Plan
- economic development through the Edinburgh Economy Strategy and the Edinburgh and South-East Scotland City Region Deal
- placemaking and sustainable communities, through the City Housing Strategy, City Mobility Plan, and City Plan 2030
- safer communities, through the Criminal Justice Outcome Improvement Plan, and

- environmental sustainability and climate change resilience, through the 2030 Climate Strategy.

[Appendix 2](#) of this plan provides an overview of and links to the key partnership plans and strategies in place to guide this work, as well as the corporate plans of key partners such as Police Scotland.

This plan does not seek to replicate or capture the actions or outcomes included in each of these plans, but instead seeks to articulate the additional actions needed, the additional leadership, integration, and collaborations required by the Edinburgh Partnership.

A focus on poverty and inequality

To focus our work, this community plan concentrates on a few key priorities where additional joint action is needed and has the greatest potential to address poverty and inequality in our city, recognising the adverse impacts of the pandemic and rise in the cost of living.

Edinburgh is recognised as an affluent and growing city but is also a city with wide levels of inequality and home to some of the most excluded communities in

Scotland. Average incomes within the city are high, and employment rates have rarely been higher ¹. However, this masks that one in five of all children in Edinburgh grow up in poverty, that this ratio rises to one in four in some parts of the city² and that work alone is not necessarily enough to keep families out of poverty.

The evidence base is well established, and tackling poverty and inequality is the most important challenge jointly faced by all members of the Edinburgh Partnership. This challenge is critical to meeting priorities set out in strategic partnership and agency plans across the city. More than that, these are issues which cannot be addressed effectively by any one partner or partnership alone.

This focus on poverty and inequality is consistent with guidance provided through the Fairer Scotland Duty, and the requirement for public bodies to act to reduce inequalities of outcome caused by socio-economic disadvantage. It aligns with the direction provided by the new Public Health Priorities for Scotland, which encourage public services, third sector, community organisations and others to work better together to address the drivers of inequalities in Scotland's health. In doing

so, it encourages new preventative approaches to improving health and wellbeing.

Three priority workstreams

The drivers of, and solutions to, issues of poverty and inequality are entrenched and complex and require significant partnership effort and investment to resolve. Through consultation with partners and building on advice gathered from communities across the city, we have identified a series of areas where additional action and leadership (above and beyond the individual strategic plans and priorities of each Edinburgh Partnership member) is needed to prevent, mitigate, prevent undo the effects and causes of poverty and inequality. These actions build on guidance and advice published by agencies such as Health Scotland, the Joseph Rowntree Foundation, and the Christie Commission.

Over the period of this plan, we will deliver actions to ensure that residents across all parts of Edinburgh have:

- **Enough money to live on:** Family income is often used as a key indicator

¹ NOMIS Annual Population survey Sept 2021

² End Child Poverty (ECP) coalition data 2020

of resources available and, by extension, of the ability to maintain an acceptable standard of living. Within this context, this workstream includes actions to maximise the income available to lower income households, and to ensure that residents have enough money to live on.

- **Access to work, learning and training opportunities:** Worklessness remains the single most important predictor of poverty - 71% of households in which no adult is in work live on incomes below the poverty threshold. However, work alone is not necessarily enough to prevent poverty. This workstream aims to provide additional targeted services to help residents access the work, learning, and training opportunities they need to maintain a good quality of life.
- **A good place to live:** The places people live and work, the connections with others and the extent to which they can influence the decisions that affect them, all have a significant impact on their quality of life and wellbeing. This workstream aims to articulate the additional actions we need to take to ensure residents can access an affordable, well designed, safe and inclusive place to live.

Across all three workstreams, the plan sets out our programme of work under each of these priorities. This programme is inclusive, and the actions will address the needs of all individuals experiencing poverty and exclusion, including those in areas generally considered to be more affluent.

This programme responds to the recommendations and actions proposed by the **Edinburgh Poverty Commission** during 2020 and will further develop over time, through ongoing dialogue with communities experiencing poverty and inequality.

To deliver these actions, we will:

- provide high profile leadership that ensures these priorities are embedded throughout the work of partners across the city
- create new opportunities for partner integration and collaboration to tackle these shared challenges
- build on work already in place across the partnership network to create new projects and partnership actions, and
- seek new ways to combine partnership assets to drive change and deliver improved outcomes.

The remainder of this document sets out the actions and activities we will lead on under each of these three workstreams. Each workstream sets out:

- **What we know** – evidence on the scale of the challenge and the opportunity to make improvements through partnership action.
- **What we do now** – current partnership activity already in place, and the additional activity needed to meet our vision.
- **The difference we will make** – the changes and actions that will be led by us through the implementation of this plan, and the outcomes those actions will deliver.
- **How we will know we have made a difference** – the performance indicators we will track throughout the life of this plan to provide insight into progress.

These indicators will form part of our performance framework which includes:

- Life experience stories: key to ensuring we are listening to individuals directly affected to inform future actions.
- Long term outcome indicators: key to monitoring the overarching challenges we aim to impact over the longer term.

- Medium term indicators: key to monitoring the impact of our joint actions taken forward under the priorities in this plan. These indicators may change as new areas for action are identified and implemented during the life of the plan.
- Progress on actions through output measures.

We have identified a suite of high level outcome indicators which are shown under the three priorities and will be monitored throughout the life of the plan. These outcomes indicators are also summarised in [Appendix 3](#).

The development of medium term indicators and output measures focusing on the impact of the actions under the three priorities is underway. SMART target setting for the output measures will be part of the development and implementation of actions. Initial indicators, where agreed, are shown within the plan. However, these indicators need to reflect current actions being undertaken by the Partnership so will change during the life of the plan.

Priority 1: Enough money to live on

According to most standard definitions, a person is said to be in poverty when their resources fall below the level needed to meet their minimum needs. Family income is often used as a key indicator of resources available and, by extension, of the ability to maintain an acceptable standard of living, and to take part in society. Within this context, a core element of most strategies to prevent, reduce, and mitigate poverty are actions to maximise the income available to lower income households, and to ensure that people, of all ages, have enough money to live on.

What do we know?

Evidence shows that poverty rates in Edinburgh are high. Action to improve incomes can have a significant impact on residents' lives.

- Latest data on poverty rates in Edinburgh shows no annual change. An estimated 78,900 people in Edinburgh were living in relative poverty after housing costs in the period to 2020, including 16,100 children.
- This data does not yet incorporate the full impacts of the COVID pandemic on poverty rates and levels. There is a view that poverty rates across the UK will rise driven in part by rising living costs including the cost of energy, planned benefits cuts, and slow earnings growth. The first official data covering the period affected by pandemic will be available in 2022.³
- Employment remains the best way to improve income but having a job does not always ensure that people have enough money to live on. 61% of people

in poverty live in a household⁴ where at least one adult is in work, with a trend of this increasing in recent years⁵. Low pay and insufficient working hours are significant drivers of in-work poverty. Some 37,000 workers in Edinburgh earn less than the Real Living Wage of £9.50 per hour and 27% of Edinburgh workers are in jobs that do not provide 'satisfactory' pay, contracts, or hours⁶. Research highlights that harsh debt recovery practices, benefits delays, gaps or sanctions, health and disability related financial problems, and food, fuel and housing costs are key drivers of financial insecurity⁷.

- The 2019/20 Living Costs and Food Survey reported that lower income households spend a higher percentage of their budget on food, housing and energy.⁸

³ End Poverty in Edinburgh – Annual Progress Report October 2020

⁴ NOMIS definition: A household is a single person, or a group of people living at the same address who have the address as their only or main residence and either share one main meal a day or share living accommodation (or both). Households include at least one person aged 16-64.

⁵ UK Poverty data, JRF (2019-20)

⁶ Edinburgh Living Wage City – Action Plan (Oct 2021)

⁷ Fitzpatrick S, Bramley G, Sosenko F, Blenkinsopp J, Wood J, Johnsen S, et al. Destitution in the UK 2018. York: Joseph Rowntree Foundation; 2018

⁸ [UK Poverty Statistics - JRF](#)

- Additional actions, led by the public and third sector, can be effective in increasing the amount of money that residents have to live on. This can include support to maximise incomes, advice on benefits, advice on reducing costs particularly energy costs, as well as direct measures to 'poverty proof' public services (such as reducing the cost of the school day).
- These actions can provide a significant impact for people, as well as delivering efficiencies for service providers:
 - a Social Return on Investment analysis⁹ on services in Edinburgh and Dundee concluded that every £1 invested generated around £39 of health, social and economic benefits.
 - analysis has shown that for every £1 invested, around £15 of financial gain is generated from a mixture of increased income e.g. welfare benefits, income maximisation, rescheduled debts, one off payments or written off debts.

What are we doing now?

Community planning partners provide a range of services to improve the financial position of low income families. These include services provided by the City of Edinburgh Council, NHS Lothian, Edinburgh Health & Social Care Partnership, voluntary sector organisations, housing providers and others. These services include welfare rights advice, income maximisation, debt advice emergency grant and loans, and housing advice and support services. Welfare rights and debt advice services are resourced in a variety of ways such as grants, tendered contracts or direct from funders. Funding timescales often do not align which can reduce the ability of partners to plan properly and can result in the removal of services in different parts of the city or for different client groups. Accessibility and quality of services can vary so that people accessing services in different parts of the city may not be assured of the same level of service.

Across the system, there is, at present, no overview which allows for planning and co-

ordination of services. As a result, it is difficult for partners to target services to those areas or groups where need is highest, to ensure that maximum impact is being delivered for public investment, and to ensure that residents have a simple and accessible service in all parts of the city.

What difference will we make?

We will work together to deliver a more co-ordinated approach to planning income maximisation, support, and advice services. As a result, residents should have access to income maximisation support where and when they need it and receive the same high quality support wherever they are in the city.

We will agree and implement a common Edinburgh approach to income maximisation to ensure that services are:

- more accessible to residents in need of support: services will be in communities with highest need in a range of locations such as community projects, health centres and council locality offices

⁹ Improvement Service: [Analysis of Social Return on Investment of Co-locating Advice Workers](#)

- targeted to those in greatest need, including specific groups (e.g. lone parents, low income families, people with disabilities, people involved with criminal justice system, people who are homeless, veterans, older people, and unpaid carers)
- more co-ordinated and avoid duplication; shared service standards will be established to ensure residents get the highest quality service wherever they access services and services will be available across the city. This will include improving links to other related services already targeting these groups.

In delivering these services and more active promotion of them, income maximisation is primarily viewed as a means to mitigate and reduce the effects of poverty and low income and to prevent crises brought on by debt and lack of affordable credit and financial management skills. We will also work to develop a prevention programme focusing on:

- Expanding on successful initiatives e.g. '1 in 5' programme in schools and support the requirement to 'poverty proof' all public services.
- Affordable credit.

To ensure that all stakeholders (i.e. wider than community planning partners e.g. Social Security Scotland, Department of Work & Pension, Home Energy Scotland) are involved and engaged, the governance for this work was reviewed and a sub-group of the LOIP Delivery Group formalised: the Income Maximisation & Poverty Group.

How will we know we have made a difference?

The following key measures will be used to track progress in the delivery of this workstream:

Outcome measures:

- Percentage of people living on incomes below the poverty threshold

- Percentage of children living in families on incomes below the poverty threshold
- Percentage of people living in destitution

Action specific measures:

Indicators focused on the actions are still to be defined as part of the service standards setting work to be undertaken. These indicators will cover the following areas:

- Uptake of services
 - Number of people supported with welfare rights queries by the Advice Shop and other main providers in Edinburgh e.g. The Edinburgh Consortium funded by the EHSCP
 - Scottish Welfare Fund payments
 - Discretionary Housing payments

Outcomes for people supported

Priority 2: Access to work, learning and training opportunities

Worklessness remains the single most important predictor of poverty. 74% of households in which no adult is in work live on incomes below the poverty threshold¹⁰. However, work alone is not necessarily enough to prevent poverty. We will provide additional targeted services to help residents access the work, learning, and training opportunities they need to maintain a good quality of life.

What do we know?

Unemployment in Edinburgh has increased since the pandemic and remains 54% higher than pre-pandemic levels. The pandemic has impacted some groups more, notably women, older and younger workers, and those from the BAME community. Our engagement with partners shows that additional action is needed to support residents with specific needs. We know that:

- 69% of young people with care experience secure a positive destination

on leaving school, compared to a city average of 93%.

- Increasing educational attainment levels helps improve outcomes in adulthood. In the 2016-17, 86% of all school leavers left with at least one pass at National 5 or equivalent. By contrast, only 75% of leavers from the most deprived areas of Edinburgh (SIMD quintile 1) achieved this level of attainment. The figure for leavers with care experience was yet lower, at 46%.
- The 15–24 Learner Journey (published in May 2018)¹¹ found that some young people felt that the focus on attainment and qualifications within schools was not giving them the skills required to succeed in life, learning and work. As a result, some felt ill-prepared for life after school and this had a negative impact on their learner journeys. This was found to be particularly true of young people from socially disadvantaged backgrounds, who may have limited support to develop life skills at home.

- Work alone is not necessarily enough to prevent poverty, 61% of people in poverty in Edinburgh live in a family where at least one adult is in work. Work undertaken to map service provision related to employability, learning, training, and volunteering against client data¹², as well as discussions during the co-production of services with stakeholders, service providers and service users has highlighted gaps in provision around three key areas.
 - People can find it difficult to get to the help they need quickly, with multiple agencies often working with members of the same family but not wholly joined up or connected. Systemic failure occurs where individuals and families are consistently losing out or not fully engaging.
 - Those in prison face challenges that require a clearer partnership approach to avoid homelessness, substance misuse and reoffending. Support for

¹⁰ NOMIS Annual Population survey March 2018

¹¹ Scottish Government publication May 18

¹² Data analysis undertaken by CPP covering data from around 20,000 clients in 2017/18

people with convictions needs to be coherent and holistic.

- Care experienced young people are less likely to engage fully and benefit from the current Edinburgh employability offer focused on young people.
- People from the BAME community are less likely to secure employment and even less likely to progress into higher paid positions.

What are we doing now?

Edinburgh's employability offer is structured around an Employability Pipeline. Edinburgh's Job Strategy Group ensures this offer is a joined-up partnership approach, avoids duplication and identifies gaps and market failure and offers solutions. As noted above, whilst this approach works for many, there are still some residents who face challenges and disadvantage that can only be tackled through partnership efforts.

We have good practice and learning already established. These include:

- a complex needs employability service with a focus on substance misuse, homelessness and involvement with criminal justice services

- Statutory bodies, employability providers and employers developing a cohesive strategy in supporting people with convictions in Edinburgh into work to reduce reoffending
- a learning evaluation from a four year intensive family project with recommendations to tackle child poverty
- Extensive employability services for young people, including Developing Young Workforce and Edinburgh Guarantee, to create opportunities between schools, colleges and employers and increase school engagement through to positive destinations
- Youth work supporting young people's achievements leading to increased educational attainment, employability and health and wellbeing
- New change project led on and informed by those from the BAME community through a Citizen's Panel to tackle poverty and provide pathways to success being launched April 2022
- There is recognition that a supportive pathway, including volunteering, is critical for change and long term success.

What difference will we make?

The practice identified above shows the potential of targeted partnership working to address gaps in service provision, and support residents with complex needs. Through the delivery of this plan, we will work together to provide new targeted support to help residents whose needs are not met by other programmes into and through the Employability Pipeline. This will include delivery of additional support for:

- **Jobseekers and Job Changers:** we will extend the Edinburgh Guarantee offer to people of all ages to ensure everyone who needs a service gets access to one quickly, including job offers, training, and barrier removal support.
- **Excluded Families:** long term integrated support for 60 identified families to help them into work. These families are not able to take up the existing employability offer as they have a high level of need compounded with often chaotic experiences. In some instances, there is a wider family network with little experience of regular work. We will provide long-term sustained pre-employability action to address this, ranging from young people

in school to adults who have never worked.

- **People on release from prison:** we will develop stronger links between community justice and employability services so we can offer a systematic, holistic, joined up and long-term sustained partnership approach to working with people released from prison.
- **Young people with care experience:** we will recognise, promote and support wider achievement among young people with care experience by working together to:
 - improve engagement by broadening the range of quality educational experiences offered
 - ensure there is integrated and appropriate support services to enable them to achieve a sustainable positive destination.
- **BAME Citizens:** we will develop joined up pathways for people from the BAME community to better access services, achieve improved outcomes, reduce

household poverty and have more input and agency over the services they need. We will also work with employers to improve recruitment from the BAME community.

How will we know we have made a difference?

The following key measures will be used to track progress in the delivery of this workstream:

Outcome measures:

- Number of households with no adult in employment
- Employment rates
- Number of young adults (16-19 year olds) participating in education, training or employment

Action specific measures:

- Status tracking of 60 families over time
- Percentage of Edinburgh resident prison leavers with a positive (employment or training?) destination within six months of release

- Percentage of looked after young people who secure a positive destination on leaving school compared to a city average
- Percentage of school leavers living in most deprived areas gaining 1+ awards @ SCQF level
- Percentage of BAME community moving into employment and progressing into higher wage earnings

Priority 3: A good place to live

The places people live and work, the connections with others and the extent to which they can influence the decisions that affect them, all have a significant impact on their quality of life and wellbeing. The physical environment, the social networks people belong to, the design of housing, and accessibility to work and the range of public services are key determinants of health and also have a profound effect on the way people experience poverty and low income¹³. In particular, there is compelling evidence in Edinburgh that high housing costs trap people in poverty and reduce the opportunity to progress. Improving these determinants of health and wellbeing is fundamental to reducing inequality and poverty in the city.

The design of the environment in which people live provides opportunities to develop approaches to improving people's health and wellbeing that draw on all the assets and resources of a community, including how public services integrate and how communities build resilience. Our

communities also need to prepare for and adapt to the challenges of climate change. The city's climate change strategy reiterates plans for Council-led housing developments within the 10-year sustainable housing investment plan to be net zero. But all new housebuilding must be part of a co-ordinated approach to developing sustainable neighbourhoods across the city.

We aim to ensure residents can access an affordable, well designed, safe and inclusive place to live.

What do we know?

Evidence shows us that:

- The Edinburgh Poverty Commission stated that 'There is no pathway to ending poverty in Edinburgh without resolving the city's housing and homelessness crisis.' One in three Edinburgh households living in poverty are in this situation because of excessive housing costs.

- The average house price is six times the average gross annual earnings in the city, making Edinburgh the least affordable city in Scotland to buy a home¹⁴.
- Housing costs in Edinburgh have continued to rise and the number of new homes being built is not meeting housing need and demand, particularly for those on lower incomes. High housing costs pose a risk to the longer term economic growth of the city and widen the inequality gap, particularly in key sectors such as health and social care.
- Those areas where poverty is highest also show lower than average satisfaction with their neighbourhood as a place to live, and lower than average perceptions of their neighbourhood as a safe place to be after dark¹⁵.
- Communities expressed a shared desire for improving various services within

¹³ Public Health Priorities for Scotland

¹⁴ Affordable Cities review annual report

¹⁵ The City of Edinburgh Council publication, Edinburgh People's Survey

their localities including more integrated transport systems and improved use of civic space. This helps to create a nurturing environment to facilitate the development of community projects and greater social value.

- The Poverty Commission report calls for more funding for affordable housing in the city and a focus on preventing homelessness. It also stresses the importance of the design principles behind 20 minute neighbourhoods to increase inclusion and connectedness¹⁶.
- 20 minute neighbourhoods need to incorporate community wealth building capacity. Local economic opportunities are essential for vibrant neighbourhoods and are a cornerstone for anti-poverty work. Community wealth building is a way in which the city's Anchor Institutions can align with community organisations to increase the value of public sector investment locally.

What are we doing now?

The Council and its registered social landlord (RSL) partners made a commitment to deliver 20,000 new affordable and low-cost homes in

Edinburgh by 2027. This included a commitment to support Edinburgh Health and Social Care Partnership's Strategic Plan priorities through investment to build around 4,500 affordable homes, integrated with health and social care services, to meet the needs of older people and people with complex physical and health needs.

The Place Based Opportunities Board provides a forum for discussions about Edinburgh's public-sector estate and co-ordinates opportunities for accelerated investment through strategic partnership and review of public sector assets.

The City Plan 2030 updates housing targets to 36,911 new homes by 2032. It also proposes a 35% affordable housing target¹⁷.

The Council has also created a team to co-ordinate activity across services to embed 20 minute neighbourhood approaches across all development activity.

The city climate change strategy also stresses 20 minute neighbourhoods as a key principle for the delivery of a just transition. The climate change priorities are all place-based approaches to delivering this change.

These are ambitious goals and show a commitment to encourage investment in new and existing housing, to drive place-led development and bring about wider environmental, economic and social benefits.

However, additional support is required from the community planning partnership to deliver these commitments. In particular, work is needed to:

- deliver an approach to place making, which creates sustainable places based on 20 minute neighbourhood principles with well-located and co-located services shaped by the needs of local communities.

What difference will we make?

We will work together to:

- focus community planning partnership efforts in Wester Hailes and Liberton to deliver new development in accordance with the principles of 20 minute neighbourhoods.
- embed Community Planning Partnership community wealth building work being led by EVOC across 20 minute neighbourhood work.

¹⁶ A Just Capital: Actions to End Poverty in Edinburgh

¹⁷ City Plan 2030: Proposed Plan

How will we know we have made a difference?

For this priority, a series of key aspirations have been identified:

A sense of belonging

- People's sense of wellbeing and belonging is increased

A sense of connection

- Social networks in local communities are strong
- Social connections and positive relationships are strengthened for groups in need

A sense of power and control

- Everyone feels they are an active part of their community
- People have opportunities to, learn, work and volunteer

A sense of wellbeing

- Communities have access to quality natural environments
- Equitable access to local shops and services

A sense of security

- Everyone has access to safe and affordable places to live
- Levels of crime and anti-social behaviour are reduced

The following key measures will be used to track progress in the delivery of this workstream:

Outcome measures:

- Satisfaction with neighbourhood as place to live
- Neighbourhood is a place where people of different backgrounds get along
- Neighbourhood is a place where local people take action to help improve the neighbourhood

- Feeling of belonging in immediate neighbourhood
- Walking distance to green space
- How safe people feel walking alone in their neighbourhood after dark
- Number of new affordable home approvals
- Number of new affordable home completions.
- Life expectancy (at birth)

Action focused measures:

- place-making - outcomes for communities.
- community wealth building e.g. uptake of community benefit portals such as www.ESESCommunities.org and https://nhsnss.service-now.com/community_benefit/.

Our approach

As a partnership we are committed to transforming the way we work. We recognise the need to combine our resources, thinking beyond our organisational boundaries, to work more meaningfully with communities to deliver our shared ambitions for change.

Core to this success is the genuine engagement with residents and communities, recognising their knowledge and expertise and using this to influence, prioritise and shape all our activity.

We are committed to strengthening community influence and participation and creating opportunities for participation in different ways and at all levels, identifying and addressing the barriers to involvement. We will continue to use the National Standards for Community Engagement to inform our practice and improve the impact of this work evidencing the participation and views of our communities and how they have been considered. Additionally, our empowerment plan will augment and enhance work already done across the community and voluntary sector in the city.

Our focus on 20 minute neighbourhoods and, in particular, community wealth building, means that community needs and benefits are directly incorporated into this work. But community empowerment is central to each LOIP priority: a co-ordinated income maximisation service can deliver better outcomes for Edinburgh citizens; the blend of universal and targeted employability services outlined in this LOIP is designed to meet the needs of as many of our citizens as possible; and healthy, affordable, sustainable places where people are safe and secure in their homes is a basic right.

We recognise for us to deliver we will need to strengthen and improve all aspects of the way we work, building and capitalising on our existing practice. Our new governance arrangements are designed to improve our decision making and increase transparency and accountability.

Critical to achieving our priorities, is identifying, and committing the necessary joint resources. To do this we will:

- improve how we share information about residents, performance, and services
- use data and insight more effectively to drive change in the way we design, plan and deliver services
- work collaboratively to develop and support staff from all our organisations to work together, ensuring they have the appropriate skills and knowledge to deliver our ambitions and work effectively with communities
- take a practical approach to change, identifying, and maximising opportunities for rationalisation, collaborative working, and integrated service delivery
- develop a clear understanding of levels of expenditure on each priority, using this information to combine budgets to reshape services
- commit resources to support the administration and facilitation of community planning in the city

- support our accountability through a consistent approach to performance management and progress monitoring and reporting

- recognising that at times, legislative imperatives change priorities and impact on outcome development.

In delivering the plan we will collaborate with others to build and develop our

understanding of the evidence, using this to influence investment decisions and to make the case for change of policy and strategy at a national level.

Appendices

Appendix 1: Edinburgh Partnership Board

Armed forces

The City of Edinburgh Council

Edinburgh Affordable Housing Partnership

Edinburgh Association of Community Councils (EACC)

Edinburgh Chamber of Commerce

Edinburgh College

Edinburgh Garrison – Armed Forces

Edinburgh University

Edinburgh Voluntary Organisations' Council (EVOC)

Equality and Rights Network (EaRN)

Integrated Joint Board

NHS Lothian

Police Scotland

Scottish Enterprise

Scottish Fire and Rescue Service

Skills Development Scotland

Appendix 2: Key partnership strategies and plans (current at February 2022)

Only strategies and plans that have been finalised, as at February 2022, are shown in the list below. Links to other key strategies currently in development will be added when finalised.

National	
Strategy/Plan	Link
Community Empowerment (Scotland) Act 2015	www.legislation.gov.uk/asp/2015/6 https://www.gov.scot/publications/community-empowerment-scotland-act-summary/
Fairer Scotland Duty –	www.gov.scot/FairerScotland https://www.gov.scot/publications/fairer-scotland-duty-guidance-public-bodies/
National Performance Framework	https://nationalperformance.gov.scot

National	
Strategy/Plan	Link
Public Health Priorities for Scotland	http://www.healthscotland.scot/our-organisation/our-context-public-health-in-scotland/public-health-reform
Social Enterprise strategy	https://www.gov.scot/publications/scotlands-social-enterprise-strategy-2016-2026/

Partnership	
Strategy/Plan	Link
Edinburgh 2050 City Vision	www.edinburgh2050.com/
Locality Improvement Plans	https://www.edinburghpartnership.scot/plans/locality-improvement-plans/1
Community Justice Outcome Improvement Plan	https://www.edinburghpartnership.scot/downloads/file/26/community-justice-outcomes-improvement-plan-2019-22

Partnership	
Strategy/Plan	Link
Edinburgh Children's Services Plan	https://www.edinburgh.gov.uk/edinburghchildrenpartnership
Edinburgh Compact Partnership Strategic Framework and Action Plan	https://www.edinburghcompact.org.uk/our-purposes/compact-strategy/
Edinburgh Economy Strategy	https://www.edinburgh.gov.uk/economicstrategy
Edinburgh Health and Social Care Partnership Strategic Plan	https://www.edinburghhsc.scot/whoweare/strategicvision/
Edinburgh and South-East Scotland City Region Deal	www.acceleratinggrowth.org.uk/
Edinburgh's Joint Community Safety Strategy 2020- 2023	https://www.edinburgh.gov.uk/downloads/file/28334/edinburgh-s-joint-community-safety-strategy-2020-to-2023
Climate 2030	https://www.edinburgh.gov.uk/2030-Climate-Strategy#:~:text=The%202030%20Climate%20Strategy%20sets,to%20live%20and%20work%20in.
Edinburgh Community Learning and Development Plan 2021-24	https://www.edinburghpartnership.scot/downloads/file/30/edinburgh-community-learning-and-development-plan
Edinburgh and South East Scotland Regional Prosperity Framework	

Partner (single agency)	
Strategy/Plan	Link
The City of Edinburgh Council - City Housing Strategy	https://www.edinburgh.gov.uk/council-planning-framework/housing-strategy/1
The City of Edinburgh Council - Local Development Plan - City Plan 203	https://www.edinburgh.gov.uk/cityplan2030
The City of Edinburgh Council - Strategic Housing Investment Plan	https://democracy.edinburgh.gov.uk/documents/s39972/7.5%20-%20Strategic%20Housing%20Investment%20Plan%20SHIP%202022-27.pdf
Edinburgh College – Strategic Plan	https://www.edinburghcollege.ac.uk/about-us/corporate-and-governance/strategy-and-policy
NHS – Out Health Our Care Our Future: NHS Lothian Strategic Plan 2014-2024	https://org.nhslothian.scot/OurHealthOurCareOurFuture/Pages/default.aspx
Police Scotland – Annual Police Plan	https://www.scotland.police.uk/spa-media/njykirq/annual-police-plan-21-22.pdf
Police Scotland – Strategic plan	https://www.scotland.police.uk/about-us/how-we-do-it/strategic-planning/
Scottish Fire and Rescue Service – Strategic Plan 2019-22	https://www.firescotland.gov.uk/media/1143834/sfrs_strategic_plan_2019_22_v10.pdf

Partner (single agency)	
Strategy/Plan	Link
Scottish Fire and Rescue Service – Local plan	https://www.firescotland.gov.uk/media/1144207/localfrplanedinburgh2020.pdf
Strategy for our Veterans	https://www.gov.uk/government/publications/strategy-for-our-veterans
Inspiring Edinburgh’s Volunteers Strategy	https://www.edinburghcompact.org.uk/what-we-do/volunteering-strategy/

Appendix 3: Table of outcome indicators

Priority 1 Enough money to live on						
KPI		Earlier		Latest	Source	Comments
Percentage of people living on incomes below the poverty threshold	2019/202	15%	2019/2020	15%		Latest Poverty figures are for 2019/20 and remain static at 15% and do not show the full impact of Covid-19. Next data available Spring 2022
Percentage of children living in families on incomes below the poverty threshold	2019/202	19%	2019/2020	19%		Latest Poverty figures are for 2019/20 and remain static at 19% and do not show the full impact of Covid-19. Next data available Spring 2022.
Percentage of people living in destitution*		-		4%		Refreshed Poverty figures give a new baseline for people in destitution of 4.0. Next data available Spring 2022.

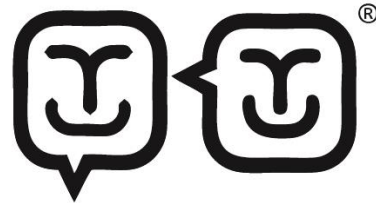
Priority 2 Access to work, learning and training opportunities						
KPI		Earlier		Latest	Source	Comments
Number of households with no adult in employment*		12.4%	Jan-Dec	16%	NOMIS	Latest figures from Jan-Dec 2020. Below Scottish average of 18.1%
Employment rate*	Oct 19-Sep 20	76.7%	Oct 20-Sep 21	78.1%	NOMIS	Latest figures from Oct 2020-Sep 2021. Unemployment 3.9%
Percentage of young adults (16-19-year olds) participating in education, training or employment*	August 2020	92.4%	August 2021	92.5%	SDS	Latest figures from August 2022. Consistent with previous year and in line with Scottish average.

Priority 3 A good place to live						
KPI		Earlier		Latest	Source	Comments
Satisfaction of neighbourhood as a place to live by year*	2018	96%	2019	95%	SHS	Latest figures from the Scottish Household Survey. Consistent with Scottish average/trend.
Percent who feel strongly that they belong in immediate neighbourhood	2018	73%	2019	75%	SHS	
Walking distance to green space *		Under 5 min 72%, 6-10 min 21%, 11 minute and more 7%	2019	Under 5 min 69%, 6-10 min 21%, 11 minute and more 9%	SHS	
Percent who feel safe when walking alone in local neighbourhood after dark*	2016-2018	82.1%	2018-2020	81.1%	SCJS	

Priority 3 A good place to live						
KPI		Earlier		Latest	Source	Comments
Percent who agree that in their local neighbourhood people from different backgrounds get on well together*		71%	2019	69%	SHS	
Percent who agree that their local neighbourhood is somewhere local people take action to help improve the area*		61%	2019	61%	SHS	
Number of new affordable home completions	2018	966	2021	5790	ECC	Target to build 20,000 by 2027.
Number of new affordable home approvals	2018	1475	2021	7500	ECC	

Priority 3 A good place to live						
KPI		Earlier		Latest	Source	Comments
Life expectancy (at birth)*	2017-2019	Male - 78.38 Female – 82.5	2018-2020	Male - 78.4 Female – 82.5	ONS	The figures pre-date COVID19. Edinburgh remains above the Scottish average (76.9 Males, 81.06 Females). The Scottish average. In Edinburgh life expectancy has increased since the 1980s but has stayed largely the same at around since 2010. In Edinburgh a significant gap continues for those living in the most deprived areas compared to the least deprived areas. With those born in the least deprived areas expected to live as much as 12 years longer than those in deprived areas.

*New Outcome indicator



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Culture and Communities Committee

10.00am, Tuesday, 13 December 2022

Citywide Culture Strategy 2023-30

Executive/routine
Wards

Executive
All

1. Recommendations

- 1.1 It is recommended that Culture and Communities Committee:
 - 1.1.1 Approves the draft Citywide Culture Strategy 2023-30 (Appendix 1); and
 - 1.1.2 Note that four action plans will be developed by the Culture and Wellbeing service, aligned to the Strategy. The action plans will align with the service areas of: Cultural Partnerships and Strategy; Heritage, Culture Venues and Museums; Community Empowerment; and Libraries, Sport and Wellbeing.

Paul Lawrence

Executive Director of Place

Contact: Joan Parr, Director of Culture and Wellbeing

E-mail: joan.parr@edinburgh.gov.uk | Tel: 0131 469 3765

Citywide Culture Strategy 2023 - 30

2. Executive Summary

- 2.1 This report seeks approval of a Citywide Culture Strategy for 2023 - 2030. Once approved, the Strategy will form the basis of the work of the Council's Culture and Wellbeing service. Once the Strategy is approved, action plans for each of the four areas of the service will be developed.

3. Background

- 3.1 In early 2022, the Council established a Culture and Wellbeing service, bringing together the Council's activities with Cultural Partnerships and Strategy; Heritage, Culture Venues and Museums; Community Empowerment; and Libraries, Sport and Wellbeing into a single service area.
- 3.2 The development of a Citywide Culture Strategy sets out a clear way forward for the service and its role in the wider city ecology.

4. Main report

- 4.1 The new Culture and Wellbeing service supports the Council's leadership role in retaining and evolving the city's reputation as: a place of creative opportunities for all; Scotland's most diverse city; and a leading cultural destination and festivals city.
- 4.2 In addition, it is important to capture the Council's responsibility in contributing to residents' wellbeing as a direct consequence of living and working in the city.
- 4.3 In the interests of ensuring a clear way forward for the service and its role in the wider city ecology, a draft Citywide Culture Strategy for the period 2023 to 2030 has been developed for approval and delivery.
- 4.4 The draft Strategy (Appendix 1) sets out the strategic purpose, vision and aims for the service. It will be further populated with detailed individual service area action plans (Cultural Partnerships and Strategy; Heritage, Culture Venues and Museums; Community Empowerment; and Libraries, Sport and Wellbeing) should the headline strategic approach be approved.

- 4.5 Several strategic initiatives have successfully contributed to the on-going development of this work, including the emerging Council Business Plan and the existing Culture Plan. The new Strategy is intended to build on the work done to date via a single Strategic agenda for the service as a whole.
- 4.6 The Strategy is aligned with the Council's three priorities to:
- 4.3.1 Create good places to live and work;
 - 4.3.2 End poverty in Edinburgh; and
 - 4.3.3 Become a net zero city.

5. Next Steps

- 5.1 If the Strategy is approved, the Culture and Wellbeing service will work closely colleagues within the Council and with stakeholders to develop action plans which focus on the individual service area priorities of Cultural Partnerships and Strategy; Heritage, Culture Venues and Museums; Community Empowerment; and Libraries, Sport and Wellbeing.
- 5.2 It is proposed to review and update the action plans on an annual basis.

6. Financial impact

- 6.1 At this stage, the development of the new Citywide Culture Strategy development has been met from within the Culture and Wellbeing service budget. The cost of developing the action plans will also be met from the service budget.
- 6.2 In developing the action plans, the costs and risks associated with emerging partnership projects, existing or developing capital projects, and related risks will be defined and, where necessary, reported to the appropriate Committee.
- 6.3 The service will continue to seek partnership funding opportunities as appropriate.

7. Stakeholder/Community Impact

- 7.1 The draft strategy has been shared and developed with input from a range of cultural stakeholders in Edinburgh and with reference to a number of existing reports including:
- City of Edinburgh consultations;
 - Festivals Edinburgh consultations;
 - Creative Community hubs research;
 - Creative Edinburgh research;
 - The Desire Lines Call to Action;

- Thundering Hooves 2.0 report;
- Edinburgh; City of Imagination, 2030 vision (Festivals Edinburgh);
- Edinburgh Reimagined (Morvern Cunningham); and
- Professor David Stevenson from Queen Margaret University has acted as a critical friend throughout.

7.2 The Strategy action plans will be designed, agreed, and implemented with sector and resident input and consultation.

8. Background reading/external references

- 8.1 Citywide Culture Plan Update, Culture and Communities Committee, [18 June 2019](#)
- 8.2 [Edinburgh Festivals' Impact Report](#)
- 8.3 [Thundering Hooves 2.0](#)
- 8.4 [Desire Lines](#)
- 8.5 [Edinburgh Reimagined](#)
- 8.6 [Festival Edinburgh's City Vision 2030](#)

9. Appendices

- 9.1 Appendix 1 – Citywide Culture Strategy 2023 - 30

CULTURE AND WELLBEING

CITYWIDE CULTURE STRATEGY 2023-30

◆ EDINBURGH ◆
THE CITY OF EDINBURGH COUNCIL

www.cultureedinburgh.com

CITYWIDE CULTURE STRATEGY

CULTURE AND CREATIVITY - THE INCUBATOR OF EDINBURGH'S FUTURE

TABLE OF CONTENTS

section 1

Introduction - What is this strategy for?

What do we mean by culture and why is it important? How does a cultural ecology work?

What is the role of City of Edinburgh Council in this cultural ecology?

Where is the cultural ecology in Edinburgh now?

What is the vision for 2030? What do we want to achieve?

What are the principles that will inform the delivery of the strategy?

section 2

Aims and Objectives

Aim 1. All Edinburgh residents can easily access cultural experiences that they find meaningful in their local area, and everyone has the opportunity to contribute to shaping local cultural provision.

Aim 2. Edinburgh is a welcoming and supportive city in which a broad spectrum of creative and cultural practitioners choose to develop their careers.

Aim 3. Edinburgh is a world leading cultural capital, an environmentally responsible host city where ideas are exchanged freely, and the diversity of its residents is celebrated.

section 3

Action Plans



INTRODUCTION

WHAT IS THIS STRATEGY FOR?

Edinburgh has a long history as a world centre of creative thought and practice.

The health and vibrancy of the culture and creative sectors in Edinburgh are fundamental to our success as a city; whether that success is defined in terms of:

- the number of people who choose to live and work here because of our culture and values,
- the contribution of culture to the wellbeing of individual residents,
- the way we treasure our past and support creativity in learning and across disciplines,
- our international reputation as a world festival city,
- the number of tourists who visit,
- the monetary value the creative sector generates and attracts,
- the number of people employed in the sector, or
- how well we embrace and celebrate our diversity.

In thinking about what the future of culture in Edinburgh should look like all these factors need to be considered.

Granton Gas Holder

This strategy outlines the priorities and details the guiding principles that will guide the City of Edinburgh Council's support for culture in Edinburgh over the next 8 years. It is based on evidence and ideas from many sources including:

- City of Edinburgh consultations
- City of Edinburgh Council Business Plan: Our Future Council, Our Future City
- Edinburgh's 2030 Tourism Strategy
- Festivals Edinburgh consultations
- Creative Community hubs research
- Creative Edinburgh research
- The Desire Lines Call to Action
- Thundering Hooves 2.0 report
- Edinburgh; City of Imagination, 2030 vision (Festivals Edinburgh)
- Edinburgh Re-imagined (Morven Cunningham)
- Professor David Stevenson from Queen Margaret University has acted as a critical friend throughout.

During the global pandemic, the cultural and creative sector was severely impacted, with entire industries, income streams and livelihoods shut down. People have been unable to take part in activities essential for mental health or to be inspired by the live performance and work of others.

However, during this period, creative minds have been hard at work, reappraising long term challenges, looking for the opportunities presented by the new context, exploring new ways of working, of connecting to old and new audiences and of understanding and developing the many benefits of engaging with culture and creativity to the city, to organisations, communities, groups and individuals.

Now is the time to learn from our experience, to reimagine the future, to set new goals, to be clear about what we value and to seek to develop the immensely rich cultural assets of Edinburgh in a way that benefits, inspires and includes all residents as well as those that chose to visit our amazing, precious and unique city.





INTRODUCTION

WHAT DO WE MEAN BY CULTURE AND WHY IS IT IMPORTANT? HOW DOES A CULTURAL ECOLOGY WORK?

We express ourselves, our culture, our values, our ideas, our aspirations and thoughts through creativity and art. Our culture is our way of life, it is made up of the attitudes, values and ambitions that we share. Culture is not a fixed thing it is constantly changing and evolving, it is influenced and enriched by our diverse and shared histories, by world events and by the people who choose to come and live, work, visit and study here.

Edinburgh is officially the most diverse city in Scotland (Scotland's census 2021) and this diversity should be encouraged, facilitated and celebrated. Participating in cultural and creative activities is a fundamental and integral part of the well-being of every one of us. The evidence for this is strong and growing, not least through the work of the All Party Parliamentary Group on Arts and Health

and the Arts Culture Health and Wellbeing Scotland Network.

What we mean by “well-being” in Scotland is best articulated in the National Performance Framework and SHANARRI principles. As evidenced in A Culture Strategy for Scotland cultural activity can positively transform lives and communities, it provides means of expression, a sense of purpose; it helps prevent feelings of loneliness and isolation. The breadth and diversity of cultural activity across the city must be recognised, valued and supported so that everyone can benefit.

Cultural and creative activity sustains and challenges us and gives us the tools to understand ourselves, our communities, and our society and to imagine different possibilities.

Usher Hall

Since the Scottish Enlightenment Edinburgh has played a role as a world centre for cultural and creative enquiry, this role is as important now as it has ever been.

We build our individual, community and civic identities through culture and creativity. We are endlessly different in our enjoyment and consumption of, and participation in, cultural activities, whether we prefer rap or classical music or enjoy both; whether we write poetry never intended to be read by anyone; whether we make our living, or would like to (or not) by working in the cultural and creative industries; whether we are interested in our own history or the history of our communities or prefer to look at and be inspired or challenged by our old and new architecture, whether we enjoy watching films, reading, singing on our own or with others, dancing, only at weddings or in the spotlight or anything in between. All these activities are valuable.

Whatever we choose to do, it is an expression of who we are. They are what makes us feel good, what inspires us and

allows us to enjoy life no matter where or how we live. It is a human right enshrined in The Universal Declaration of Human Rights.

Such a breadth of activity requires an appropriate range of spaces in which it can take place. Spaces where communities, groups and individuals can explore and nurture their creativity; places to access books, music, paintings, films, heritage objects and more; nightclubs, public squares and venues that attract world class professionals that are safe, comfortable and welcoming for audiences and artists alike; studios where cultural professionals can make and develop their work and office space for cultural organisations to plan and develop programmes and connections. These needs must be considered in city planning and developments.

In terms of the economic impact, the Festivals' Collective Impact report of 2016 found that the 11 international festivals contributed £313m to Scotland's economy and 5,660FTE jobs were created annually in the Edinburgh economy.

The Universal Declaration of Human Rights

Article 27:

Everyone has the right freely to participate in the cultural life of the community, to enjoy the arts and to share in scientific advancement and its benefits





INTRODUCTION

WHAT IS THE ROLE OF CITY OF EDINBURGH COUNCIL IN THIS CULTURAL ECOLOGY?

The City of Edinburgh Council is responsible for providing political leadership and governance for a comprehensive range of services across the city. It functions as a collector and dispenser of public funds, a licensor, a guardian of public safety, a developer, a facilitator and an influencer. The Council has various roles, connections, and responsibilities across the cultural sector. In some cases, it is a venue owner and/or programmer (for example; Usher Hall, Assembly rooms, Edinburgh Museums, Edinburgh Libraries, some community centres); in some cases it is the landlord (for example; Capital Theatres, Lyceum Theatre, Fruitmarket Gallery); sometimes it is a financial supporter or advocate and sometimes it is a facilitator.

The City of Edinburgh Council is a part of the cultural ecology of Edinburgh, but it

is rarely, if ever, solely responsible for delivering the cultural activities that take place. Instead, we work in partnership with many other organisations and individuals including, Scottish and UK Governments, international, national and local arts and cultural organisations, higher and further education institutions, resident's fora, emergency services, tourism and enterprise bodies and community groups.

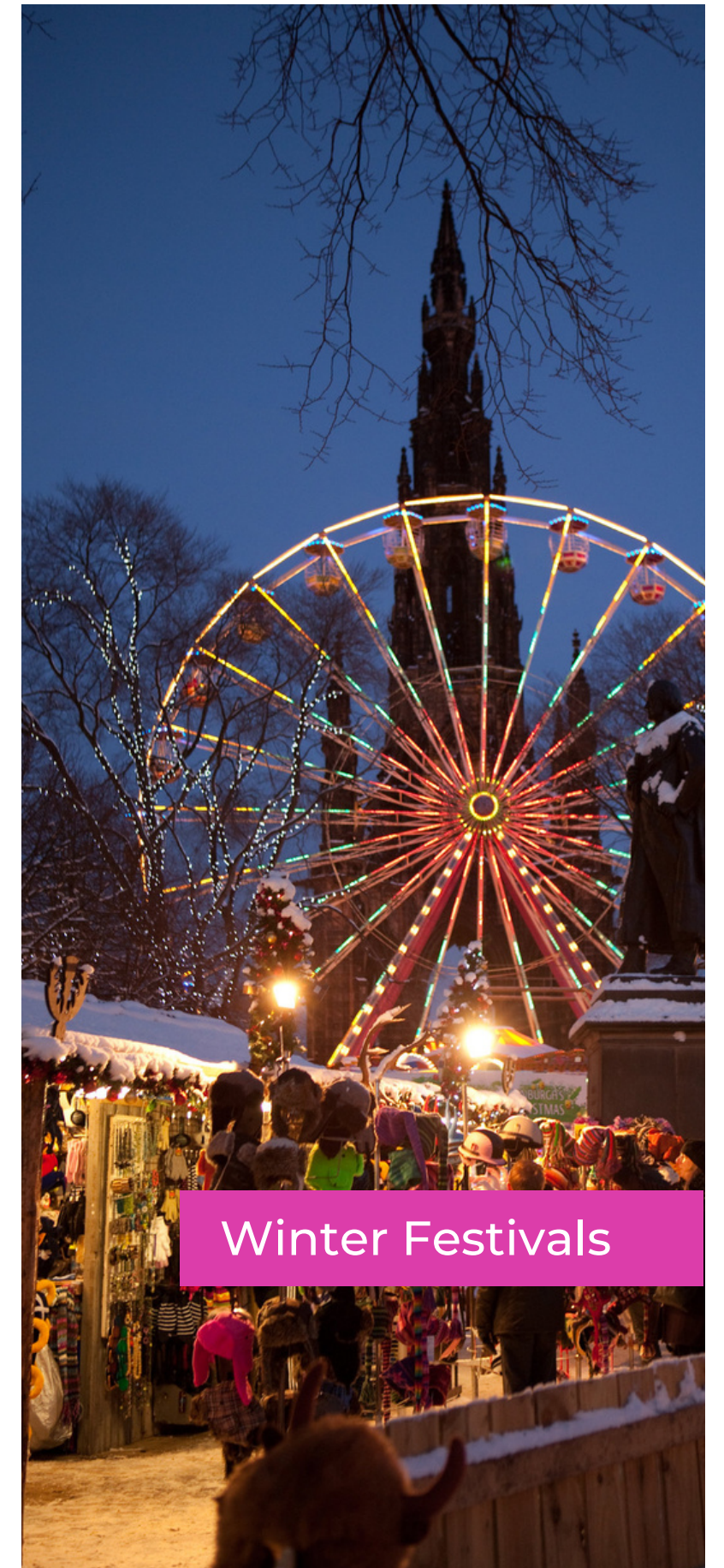
This strategy compliments Museums and Galleries Scotland National Strategy and Historic Environment Scotland's Strategy. We work with UNESCO to maintain our 2 World Heritage sites and our designation as the original UNESCO City of Literature. These relationships are built on integrity, openness, respect, trust and a shared desire to see culture and creativity in Edinburgh thrive for the benefit of all.



Because of the importance of cultural and creative activity to individuals and societal wellbeing, this strategy contributes to achieving the goals of City of Edinburgh Council's Business Plan: Our Future Council, Our Future City. The ambitions of this strategy contribute to the following council priorities:

Edinburgh's cultural activity continues to be a source of inspiration for local people and enhances our national and international reputation – we will:

- a. Work with Edinburgh's Festivals to ensure sustainable recovery and renewal takes place
- b. Ensure the cultural and sporting assets across the city are effectively delivering maximum value for money from cultural, social, wellbeing, and economic perspectives and delivering quality outcomes for local communities
- c. Seek to ensure our cultural buildings are fit for the future
- d. Maximise the role of the voluntary sector, in the sporting and arts sectors, to deliver quality outcomes for local communities.



Winter Festivals

INTRODUCTION

WHERE IS THE CULTURAL ECOLOGY IN EDINBURGH NOW?

There is no question that Edinburgh has a strong and diverse cultural ecology that has enriched the lives of residents and visitors for centuries. It is a capital city, the UK's festival city, it has a global reputation because of its culture and is a major driver of visitors to Scotland.

However, the world has undergone significant change in the past few years and the cultural sector is no exception. Cultural organisations and venues have had little or no income for over two years and are struggling to stay afloat financially, rebuild staff teams, rethink business models, and redesign their offers. This in turn affects a whole range of service businesses and jobs created by the vibrant cultural life of the city.

Digital technology has been a lifeline for many during lockdown providing a means of connection. Many cultural organisations have "pivoted" to online delivery to stay in touch with existing audiences and attract those who have not engaged with their organisations before.

2 UNESCO World Heritage Sites
11 public museums and art galleries
11 world-class festivals
23 school libraries
28 public libraries
38 community centres
200 monuments
5,500+ freelance workers that are members of Creative Edinburgh
200,000 items in the collections of the museums and galleries
4.5m visitors (pre-Covid)



Calton Hill

However, these new methods have not replaced the lost income from live interaction or provided the same depth of experience. Furthermore, while for some, digital provision feels safe and has addressed some issues of accessibility, for others it has had the opposite affect and issues of digital exclusion must be considered. Added to this, audiences are feeling their way back into a socialised world, everyone is re-evaluating where and how they feel safe, what risks they are willing to take, and what activities now make them feel good and enhance their lives.

It is likely that continued change and unpredictability will be constants for the foreseeable future. Within this context the priorities for the city of Edinburgh Council must be to find ways in which it can continue to support the cultural ecology of Edinburgh with ambition and integrity to retain Edinburgh's position as an international focal point for creativity, and to ensure that all residents have equitable access

to quality cultural services that they find meaningful and valuable.

Delivering on these priorities will involve navigating several considerable challenges, some specific to Edinburgh and some being felt nationally. There is a concentration of cultural provision in the city centre leading to many other areas feeling neglected and less valued and to high peak concentrations of people with a consequential negative environmental impact in the city centre. Great care needs to be taken to manage this and balance the responsibilities of a welcoming host with care for residents and the environment. Equally, public finances are forecast to be very constrained over the next four years and philanthropic giving is becoming increasingly competitive. These financial pressures are taking place against a background of significant inflationary pressures that will affect everyone but will be felt most acutely by the least well off and most vulnerable.

The impact of Covid in terms of access to cultural services in Edinburgh.

Visits to museums and galleries

2018: 706,564

2020: 8,924

Attendance at major festivals

2019: 4,960,297

2021: 792,928

Libraries: Items loaned

2018-19, 1,682,532

2020-21, 75,401

Libraries: Downloads

(eBooks, eMagazines, eNewspapers)

2018-19: 911,942

2020-21: 2,958,560

Libraries: PC usage

2018-19: 266,062

2020-21: 2,662



INTRODUCTION

WHAT IS THE VISION FOR 2030? WHAT DO WE WANT TO ACHIEVE?

In 2030 Edinburgh will be a city that:

- has a network of well run, ambitious and accessible local creative and cultural hubs throughout the city where all residents can feel safe, welcomed, able to participate in, develop and influence cultural activities that have meaning for them. These hubs will be connected to the city centre venues and organisations as respected and equal partners enlivening their programming and enhancing audience development.
- is internationally connected and a magnet for creative thinkers and practitioners from across the world who choose to live, work, visit and study here.
- has a range of accessible spaces where creative practitioners can experiment, develop, rehearse and produce their work.
- values culture and creativity as an essential element of individual and collective wellbeing, embedding this principle in city, community, and public health planning.
- facilitates opportunities for all young people to experience a range of cultural and creative experiences and encourages and nurtures creative talent and enthusiasm.
- ensures the diversity of the population is reflected in the planning and delivery of cultural provision and the way we interpret and experience our heritage.
- values creative workers and embeds the principles of fair work and good practice in volunteering in all its planning and contracting.

Edinburgh Castle

- cares for its unique urban environment; its historic buildings and green spaces, by appropriately balancing the demands of accessibility and protection through planning, investment, and regulation.
- is a model of excellence in partnership working with all stakeholders, working collaboratively, openly, with respect and integrity.
- is known across the world as a cultural capital; a fun, inspiring, safe, fair and vibrant place where it is evident that the positive impacts of culture to individual and collective wellbeing are understood.

WHAT ARE THE PRINCIPLES THAT WILL INFORM THE DELIVERY OF THE STRATEGY?

- Everyone has the right to participate freely in the cultural life of the community.
- Culture and creativity are essential and fundamental to the wellbeing of the city, localities, communities, groups, and individuals.
- The cultural vibrancy of the city is a collective endeavour; power, responsibility and opportunity are shared.
- Diverse cultures, voices and stories are essential to cultural growth.
- Fairness, respect, environmental responsibility, and equity of opportunity are fundamental to a healthy cultural ecology.
- Local, national, and international connections are enriching and vital.
- Our shared and different heritages are important and provide inspiration for cultural expression today.
- The cultural and creative workforce should be supported to explore, innovate, and take creative risks



WHAT ARE THE HIGH-LEVEL AIMS FOR THE STRATEGY?

AIM 1

ALL EDINBURGH RESIDENTS CAN EASILY ACCESS CULTURAL EXPERIENCES THAT THEY FIND MEANINGFUL IN THEIR LOCAL AREA, AND EVERYONE HAS THE OPPORTUNITY TO CONTRIBUTE TO SHAPING LOCAL CULTURAL PROVISION

AIM 2

EDINBURGH IS A WELCOMING AND SUPPORTIVE CITY IN WHICH A BROAD SPECTRUM OF CREATIVE AND CULTURAL PRACTITIONERS CHOOSE TO DEVELOP THEIR CAREERS

AIM 3

EDINBURGH IS A WORLD LEADING CULTURAL CAPITAL, AN ENVIRONMENTALLY RESPONSIBLE HOST CITY WHERE IDEAS ARE EXCHANGED FREELY, AND THE DIVERSITY OF ITS RESIDENTS IS CELEBRATED

AIMS AND OBJECTIVES

AIM 1. ALL EDINBURGH RESIDENTS CAN EASILY ACCESS CULTURAL EXPERIENCES THAT THEY FIND MEANINGFUL IN THEIR LOCAL AREA, AND EVERYONE HAS THE OPPORTUNITY TO CONTRIBUTE TO SHAPING LOCAL CULTURAL PROVISION

Why this aim matters

Cultural provision is essential for wellbeing therefore residents need to have easy access to relevant resources and opportunities no matter what their personal circumstances or where or how they live. Local community facilities allow trusted relationships to grow, they are places where interests and talents can be explored, uncovered, and developed, they promote social cohesion and confident cultural identities, prevent isolation and loneliness and enable signposting to other services. They provide a focal point for debate and discussion and facilitated creative activity enables local voices to be expressed and heard.

What success for this aim will look like

- The majority of people in Edinburgh will feel that it is a creative place to live, and they can easily access cultural services they find meaningful near to where they live.
- Residents will report enhanced wellbeing as a result of participating in cultural activity
- Residents will feel they have a say in local cultural provision
- The boards of cultural organisations in Edinburgh will be more diverse
- The city's museum and art collections will be accessible at more locations.

AIM 1



To deliver this aim we will:

- Ensure cultural provision is embedded in Council plans for 20-minute neighbourhoods and community planning.
- Work in collaboration with other council teams particularly in sustainable development, public health, social work, and education services to ensure the contribution of culture to wellbeing is recognised, included in planning, and the use of resources is maximised.
- Work in partnership with EVOC to better connect cultural organisations to communities and support good practice.
- Ensure project funding supports organisations in a wide range of postcodes
- Provide support and opportunities for local cultural organisations to share knowledge and experience and facilitate connections between the local and centrally based organisations.
- Review Museum and Gallery service delivery to explore ways of making collections more accessible outwith the city centre.
- Review the council estate to explore ways cultural services can be more effectively delivered across the city.
- Develop the core cultural service offer available across the city's libraries in response to local need and focussing activities and opportunities in communities where participation levels are historically low.
- Improve access to the libraries cultural resources including books, heritage collections, digital resource, music lending services, access to computers and wifi.
- Undertake programmes of engagement with local residents, communities and community management committees to ensure the cultural content and opportunities to participate are relevant and meet local interest and need.
- Encourage cultural organisations to diversify their Boards to ensure the population is more accurately represented.
- Review ticket pricing structures for cultural venues to ensure a fair balance between income generation and affordability.





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AIM 2

AIMS AND OBJECTIVES

AIM 2. EDINBURGH IS A WELCOMING AND SUPPORTIVE CITY IN WHICH A BROAD SPECTRUM OF CREATIVE AND CULTURAL PRACTITIONERS CHOOSE TO DEVELOP THEIR CAREERS.

Why this aim matters

A creative workforce that feels supported and is valued is essential to the delivery of all our cultural services and to creating the vibrant cultural ecology we seek to sustain. They need time and space to develop their practice and appropriate and safe places and resources to work with others to produce quality outcomes. Whether they are freelance or employed by organisations, an artist or an arts administrator, they and their work enliven spaces and inspire others. Volunteering has benefits for organisations, localities and the individuals taking part, it is to be encouraged where appropriate and must be done in a safe, managed and fair way that respects the volunteers and interns and is mindful of why they are making this contribution.

What success for this aim will look like

- All organisations and projects that we fund will apply EDI and Fair work principles and implement good practice guidelines for volunteers and interns.
- There is a wide variety of accessible spaces being used by creative practitioners across the city.
- Artists and creative organisations feel that the application processes for funding are proportionate, advice and support in advance of making an application is readily available and monitoring and evaluation is streamlined.
- There is an active cohort of volunteers and interns who feel valued and treated fairly.
- There are opportunities for the creative workforce to come together, share ideas and undertake training and professional development.

To deliver this aim we will:

- Ensure EDI and Fair Work principles are proactively implemented in all organisations and projects to which we provide funding.
- Work with FE/HE partners to identify and fill creative industry skills gaps
- Work collaboratively with Creative Edinburgh to ensure the voice of freelancers is reflected in plans and developments
- Support the development of EPAD's directory of available space for creative practitioners and proactively seek to make new spaces available
- Streamline monitoring and evaluation processes with other major funders to minimise duplication of effort whilst remaining transparent and accountable
- Work in partnership with Volunteer Edinburgh on capacity building for organisations with volunteer programmes
- Ensure good practice guidelines for volunteering and internships are applied in all organisations and projects to which we provide funding.



AIMS AND OBJECTIVES

AIM 3. EDINBURGH MAINTAINS ITS POSITION AS A WORLD LEADING CULTURAL CAPITAL, AND ENHANCES ITS REPUTATION AS AN ENVIRONMENTALLY RESPONSIBLE HOST CITY WHERE IDEAS ARE EXCHANGED FREELY AND THE DIVERSITY OF ITS RESIDENTS IS CELEBRATED.

Why this aim matters

A world leading cultural capital requires year round infrastructure built on sustainable business models and a cultural ecology that connects the local and global. The city should be an incubator of homegrown talent and a compelling cultural destination, offering citizens new ideas and perspectives and attracting a diverse spectrum of the world's most exciting artists to come and create or present work here while experiencing and contributing to the unique creative and cultural mix that Edinburgh has to offer. Residents across the city should feel the benefit, the challenge and the inspiration this meeting of local and international talent brings and their diversity should be reflected in and

connected to the programmes on offer. The environmental impact of all activity must be carefully considered and inline with the Council's goal of achieving a net zero city by 2030.

What success for this aim will look like

- All Cultural organisations will have developed greater financial security and be undertaking longer term planning.
- The environmental impact of cultural activity taking place in the city is reduced.
- Edinburgh will have a worldwide reputation for the delivery of safe and well managed, inspiring events.
- More creative practitioners and cultural organisations in Edinburgh are involved in active international collaborations.

AIM 3



To deliver this aim we will:

- Support cultural organisations with multi year funding agreements where possible.
- Work in collaboration with other council services to contribute to the net zero goal and work to ensure that in the context of events, our green spaces are respected and used in line with the parks manifesto.
- Facilitate collaboration between the city centre organisations, festivals and local creative hubs for mutual benefit and to ensure the diversity of residents and their needs are reflected in planning.
- Facilitate the regular networking of the international cultural attaches based in Edinburgh.
- Through our application and reporting processes, ensure all organisations and projects to which we provide funding have considered their environmental impact and how to minimise this.
- Support organisations where possible to lever funding from other sources.

- Lead on convening regular city-wide events and public safety planning.
- Liaise with Visit Scotland and Event Scotland to promote Edinburgh as a destination.
- Make the case for any future Transient Visitor Levy to contribute to the upkeep and development of the cultural infrastructure and activity.
- Proactively encourage international connections and networks across service delivery areas.

How progress against our outcomes will be measured:

- Responses to specific questions in the Edinburgh Residents survey.
- Information gathered from funded organisations and projects monitoring forms.
- Collaborating with other stakeholders consultations, research and monitoring.
- Record of attendance at cultural events, initiatives and activities in libraries.

Each team within the Culture and Wellbeing directorate will produce annual operational plans designed to address these aims and achieve these outcomes.



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Culture and Communities Committee

10.00am, Tuesday, 13 December 2022

Custom House: Recommendation for development by the Scottish Historic Buildings Trust

Executive/routine Wards Council Commitments	Executive 13 - Leith
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1. Recommendations

- 1.1 Culture and Communities Committee is asked to:
- 1.1.1 Agree the preferred option: Option 4 - Mixed-use Community, Creative and Heritage hub – as detailed in the Scottish Historic Buildings Trust (SHBT) feasibility study, as the vision and way forward for the project to secure the long-term future for the Custom House in Leith;
 - 1.1.2 Note that a backup option will be developed should the full funding for Option 4 not be secured. This would be Option 4A – Phase 1 of the Community, Creative and Heritage hub focusing on the main Custom House building – as detailed in the SHBT feasibility study, enabling Phase 2 on the Cruiser Store to follow as and when funding becomes available;
 - 1.1.3 Note that if funding for Option 4 is not secured within the agreed timeframe of 24 months, a report will be brought back to Committee outlining the plan to progress and fund Option 4A;
 - 1.1.4 Note that the initial five-year lease granted to SHBT will require to be extended to December 2025 or until such time as the 99 Year Lease is effective in order to facilitate this development;
 - 1.1.5 Note that the use of Common Good Funding was for acquisition only and no further conditions or restriction would be imposed on the building from the Common Good fund; and

- 1.1.6 Note that SHBT welcomes the advice and input offered from the Council's Museums and Galleries Service to jointly develop the heritage element of the project, and that a report will be brought back to Committee to fully define this element and the long-term partnership arrangements.

Paul Lawrence

Executive Director of Place

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Custom House: Recommendation for development by the Scottish Historic Buildings Trust

2. Executive Summary

- 2.1 This report summarises the results of a feasibility study (Appendix 1) on the future of Custom House and the preferred development option proposed by Scottish Historic Buildings Trust (SHBT) for it to become a mixed-use Community, Creative and Heritage Hub enabling the accessible display of heritage artefacts relating to the history of Leith.
- 2.2 This option will create an open and welcoming building for the community whilst generating sufficient commercial income to ensure that it has a sustainable future. It respects the historic fabric of this important, category A-listed property.

3. Background

- 3.1 The need for a cultural landmark that celebrates the heritage of the community has been an aspiration of the people of Leith for a number of years. The knowledge that National Museums Scotland (NMS) was intending to vacate their premises at Custom House in 2014 led to a bid to save the building for a potential Museum for Leith.
- 3.2 Initial meetings were held in 2014 with a number of parties regarding potential acquisition of the building. The Council confirmed that it was supportive of a Museum/Heritage offer in Leith.
- 3.3 Following approval at Full Council on [21 August 2014](#) to acquire Custom House from NMS using the Common Good Fund, the Council entered into agreement with the SHBT as a third-party developer to take forward the development.
- 3.4 SHBT later secured agreement from the Council for an interim five-year lease to develop the capital project which will convert to a 99-year lease at a point in time when the capital project is ready to start its construction phase and terms are finalised. SHBT have provided an interim 'meanwhile' use for the building on this short-term lease as a Creative Hub, whilst undertaking a feasibility study investigating the potential development options and viability for the building.

- 3.5 A Custom House Short Life Working Group was convened when the initial lease was set up and included representatives from the Council, SHBT, local community organisations and individuals. This formal group has since been replaced by the Custom House Heritage Group which includes a number of cultural and heritage organisations from within Leith.
- 3.6 The Council acquired Custom House from NMS for the sum of £650,000 using Common Good funding on 7 April 2015 with the following development criteria:
“To secure appropriate use of the building to include a museum/heritage purpose for the benefit of Leith and the wider city and to negotiate with third parties accordingly.”
- 3.7 SHBT took over the direct management of Custom House on 1 May 2015, initially occupying the building on a month-by-month Licence to Occupy basis until the five-year lease was in place with a Date of Entry on 1 July 2018. This initial short-term lease expires 30 June 2023. Discussions to extend are ongoing.
- 3.8 The “meanwhile” use provided for the building by SHBT has enabled significant engagement with the local community which will be augmented as the capital project develops and the long-term use is delivered.
- 3.9 SHBT appointed a design team and developed a feasibility study for the wider repair and re-development options for Custom House, and a preferred long-term vision and development option that can be delivered by SHBT has been identified.
- 3.10 SHBT, on securing agreement from Committee for a preferred, sustainable development plan and the necessary project funding, will agree terms with the Council on which to convert the existing five-year lease to a 99-year lease and progress with the construction phase of a major capital project which will see the building restored and take its place within the heart of Leith.
- 3.11 On completion of the capital project, SHBT will continue to manage and operate Custom House and will work with stakeholders to sustain it in the future.

4. Main Report

- 4.1 SHBT has engaged consistently with the local community over the last seven years regarding the future of Custom House through events and open days. Over 14,000 people have visited the building during this time.
- 4.2 Consultation started with an Open Day on 14 June 2015 and a formal community consultation exercise was carried out between November 2019 and January 2020. Responses were collated to develop the vision for the Custom House as to identify design options by the design team. SHBT has consulted widely on the outcome of the feasibility study and this will continue for the foreseeable future.
- 4.3 The feasibility study identified the many issues facing Custom House, including the poor condition of the building fabric and building services; significant issues providing access to, and within, the building for everyone; limited physical and visual connections to external spaces; the lack of ancillary spaces within the

building for toilets, cleaning, plant etc; how the building addresses issues relating to climate change; and the limitations of change to historic fabric.

- 4.4 During the study it became clear that the level of external funding for a capital project for a single use community option, such as a museum project, would be extremely challenging to achieve and that the revenue costs associated with such a venture, likely requiring significant third-party subsidy, would make this option unsustainable. The Council has confirmed it is not in a position to develop or operate another single use museum within the Custom House building. To date no other third party with a proven track record of delivering and operating a venue of the scale of Custom House has been identified.
- 4.5 The feasibility study therefore investigated a “hybrid” building use. It is however central to the Custom House development to incorporate some form of heritage display provision which would enable significant access for the community and visitors.
- 4.6 A long list of potential use options was assessed, and a short list compiled to develop and test within the study as follows:
 - 4.6.1 Option 1: Enhanced existing use including creative studio accommodation;
 - 4.6.2 Option 2: Ground floor commercial use supporting wider community facilities and heritage display on first floor;
 - 4.6.3 Option 2A: As Option 2 but with retention of historic fabric;
 - 4.6.4 Option 3: Mixed-use commercial, community, and creative hub; and
 - 4.6.5 Option 4: Mixed-use Community Creative and Heritage Hub. There is a fall-back Option 4a which phases the project, completing the Custom House as Phase 1 and the Custom Lane (Cruiser Store) as Phase 2 if full funding cannot be achieved to develop the project in a single phase.
- 4.7 After thorough review and assessment, Option 4 - Mixed-use Community, Creative and Heritage hub - was identified as the preferred option by SHBT. This provides enhanced entry points to the building which could potentially engage with the adjacent external spaces including the current Dock Street Car Park, and create a series of flexible community and heritage display spaces on the ground floor. It provides creative business accommodation on the upper floor levels with semi public/private spaces formed from the feature central rooms beneath the domed ceilings and cupola rooflights.
- 4.8 The income generated from the creative business accommodation will be augmented by income from an opened-up and enhanced Custom Lane providing limited café and retail opportunities as well as studio space for rent to complement the main building.
- 4.9 SHBT believes that the preferred option provides the most appropriate balance between community use, accommodation for permanent heritage displays and touring exhibitions, and commercial activity to ensure the long-term viability of the development.

- 4.10 Due to the complex and changing external funding landscape, particularly following the impact of Covid on communities, Option 4A - Phase 1 of the Community, Creative and Heritage Hub focusing on the main Custom House building, will be developed in parallel with the preferred option for the foreseeable future as a potential back up option. This option would still secure the future of this significant heritage asset and allow the building to be used by the community to a greater degree than currently on offer, with Phase 2, the development of Custom Lane being undertaken at a later date, as and when funding becomes available.
- 4.11 Both the preferred option and the backup option would provide accommodation for community, creative and heritage use. Initial discussions between SHBT and the Council's Museums and Galleries service have been positive and, aligning with the potential to develop the cultural offer to the "20-minute neighbourhood" model, it is anticipated that a partnership agreement will be drafted establishing how the Service will contribute to the creation and maintenance of a high-quality heritage display element within Custom House during the development stage of the project.
- 4.12 The design team has examined each of the development options and provided indicative costs for the capital works. The indicative costs (including design team fees, fit out costs, legal fees etc) for the preferred option is circa £15.2m. The indicative costs for the backup option are circa £10m, some £5m less than the preferred option.
- 4.13 Since January 2021, the feasibility study outcomes as stated above have been shared widely with the Community through a various means including Open Drop-in Sessions, SHBT attendance at local Community Council, and individual and group meetings with the public and a number of local Councillors. The study is available on the SHBT website and key outcomes are displayed on boards outside the Custom House.
- 4.14 By early August 2022, 850 people had responded formally to the study, and feedback is very positive with 96% respondents declaring either support, or strong support, for the preferred options for development. Details about the consultation are attached to this report in Appendix 2.
- 4.15 This feedback evidences significant public support for the proposals that SHBT are presenting to the Committee for development of Custom House, and provides creative suggestions about how plans might be developed further. For example, there is agreement that while the building needs to accommodate the heritage element requirement, there is also potential for creation of a workshop and the provision of a goods lift to enable larger scale objects to be transported through the building. Discussions are also ongoing with Forth Ports to secure the future of the Dock Street Car Park and enable this to become part of the project so providing external amenity space.
- 4.16 Much interest was expressed during the consultation about plans for the heritage element proposed. To inform its ideas, SHBT spent time with OnFife Cultural Trust exploring the extension of the recently developed Dunfermline Carnegie Library and Galleries. This historic building has been re-configured as a popular 5* visitor

attraction with a wide range of uses and spaces where people can enjoy both permanent object displays and changing temporary exhibitions.

- 4.17 The Council Museum and Galleries Service is aware of this model and is keen to work with SHBT to explore how objects from the Leith Collection it cares for can be displayed securely and accessibly at Custom House.
- 4.18 The current outline programme indicates a construction phase site start in Spring 2025 with a completion and re-opening of Custom House in Spring 2028.

5. Next Steps

- 5.1 The following next steps are proposed for the development of Custom House:
 - 5.1.2 Ongoing promotion of the preferred option and project timescale within the local community.
 - 5.1.3 Creation of key funding bids by SHBT for both development funding for the project as well as capital funds for the works.
 - 5.1.4 Once funding is secured, appointment of design team by SHBT for development stage up to RIBA Stage 3 (Planning) and then RIBA Stage 4 (Tender Action).
 - 5.1.5 Once funding is secured, development of community engagement activities by SHBT linked to the Custom House development and its place within the history of Leith.
 - 5.1.6 Working with the Council's Museums and Galleries Service, development of proposals for the heritage display element of the project, including consulting with other partners and stakeholders.
 - 5.1.7 Working with the Council's legal team to confirm extension of its current lease until December 2025 and agree terms of the 99-year lease to enable this to be signed when the construction phase is ready to start on site.
 - 5.1.8 Once funding is secured and the tender process concluded, appointment of the main contractor by SHBT for the works and start of the capital project works on site.

6. Financial impact

- 6.1 SHBT will prepare and submit applications to external funders for both project development and capital costs. The aim is to fully fund the capital project from external sources.
- 6.2 No further costs are being requested towards the capital project cost from the Council.
- 6.3 Council Museum and Galleries staff will be involved in developing the heritage element of the project including proposals for collections display within Custom

House. There will also be ongoing resource and staff input required from the Council's Museum and Galleries Service.

- 6.3 SHBT will follow the Public Contracts Scotland procurement process to identify and appoint the main contractor for the capital works.

7. Stakeholder/Community Impact

- 7.1 The preferred option and the backup option both provide space for community activities as well as heritage display to meet the criteria set out during the acquisition process by the Council using Common Good funding.
- 7.2 The developed project has the potential to align with the objectives of the "20-minute neighbourhood" model being developed by the Council, enabling enhanced delivery of services within the local area.
- 7.3 The development will aim to enhance the existing fabric and services to become more energy efficient and, where possible, harness energy from renewable sources and/or micro-generation, subject to limitations for a category A-listed building. The stated aim for the project is to become an exemplar in how a historic asset can be retrofitted to meet the challenges of climate changes as far as is practicable.

8. Background reading/external references

- 8.1 Report for, and Minute of the City of Edinburgh Council, Finance and Resources Committee dated [13 May 2015](#).
- 8.2 Report for, and Minute of the City of Edinburgh Council, Culture and Communities Committee dated [18 June 2019](#).

9. Appendices

- 9.1 Appendix 1 - SHBT Custom House Feasibility Study.
- 9.2 Appendix 2 – SHBT Custom House Community Consultation Summary



CUSTOM HOUSE, LEITH

Feasibility Study

April 2022

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- Appendix 02 **Existing Drawings**
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- Appendix 04 **Strategic Costs – Repairs** (Mar. 2020) - Morham & Brotchie Partnership
- Appendix 05 **Structural Condition Report** (Sept. 2019) – David Narro Associates
- Appendix 06 **Services Condition Report** (Oct. 2019) – Ramboll
- Appendix 07 **Conservation Plan** (Sept. 2019) – Simpson & Brown
- Appendix 08 **Feasibility Report** (Nov. 2021) - Richard Murphy Architects
- Appendix 09 **Strategic Costs** (May 2021) - Morham & Brotchie Partnership
- Appendix 10 **Structural Drawings** (May 2021) - David Narro Associates
- Appendix 11 **Services Report** (Nov. 2021) – RSP Consulting Engineers LLP
- Appendix 12 **Community Consultation Report** (July 2021) - Sylvester & Chambers
- Appendix 13 **Energy Feasibility Study** (May 2018) – Mace
- Appendix 14 **Potential Use Long List Assessment**
- Appendix 15 **Short Listed Options - Breakdown of Accommodation**
- Appendix 16 **Capital Project Costs – All Short Listed Options**
- Appendix 17 **Capital Project Costs – Preferred Use** (Full & Phased)

EXECUTIVE SUMMARY

Introduction

Custom House, Leith is an iconic Georgian building, originally located, by design, to be visible from the sea and lie adjacent to the entrance to the newly constructed docks. Over 200 years the building has seen dramatic changes in the burgh, but has continued to occupy a prominent position and act as a visual anchor point for this resilient community.

Coordinated community action led the City of Edinburgh Council (CEC) to purchase Custom House in 2014 using Common Good Funding, and SHBT taking on a short-term lease in 2015 to provide a “meanwhile” use for the building whilst options for its future redevelopment were explored.

The aim of our proposals is to secure the future of this important landmark building, ensuring that the building is as accessible as possible, and delivering a mix of sustainable uses to benefit and support the local community.

Vision for the Project

Our vision for the project is to create an open and welcoming building, incorporating carefully designed interventions to meet modern day standards, whilst respecting the historic fabric of this important, category A-listed property. The proposed community and creative hub will encourage a diverse cross section of the local community to engage with the building in a variety of ways and become an important and thriving hub for businesses and organisations, as well as serving the growing community of Leith, strengthening the civic pride that already exists in the area.

The Options Appraisal has assessed a variety of potential use possibilities for Custom House including a full Museum Option. This option is recorded in the study for information. However, during development of the study it became clear that a single use Museum project, would be extremely challenging to deliver, both in terms of available funding sources to support a capital project and the likely need for significant third-party subsidy to support ongoing revenue costs for such a venture. The City of Edinburgh Council confirmed that they would not be in a position to develop or operate a single use Museum of a scale of the entire Custom House building, nor would they be able to contribute capital/revenue funding to the project. No other third party, with a proven track record of delivering and operating a venue of the scale of Custom House has been identified.

Careful investigation, consultation and development, has identified a preferred option to create a thriving mixed-use community and creative hub including the accessible display of heritage artefacts relating to the history of Leith.

Our preferred option – Option 4 – Community and Creative Hub - incorporates the potential for heritage display, which will include interpretation of the rich local, national, and international history of both the building and Leith as a whole. Alongside the important community functions, this preferred option will also provide studio and workshop accommodation for the creative and business community, building on the successful “meanwhile” use currently being delivered by Scottish Historic Buildings Trust. It is hoped that the links between the local community, heritage display element, and the creative community in the redeveloped building will create a variety of opportunities for community arts and learning initiatives to the mutual benefit of the building occupants and local residents.

The overall project cost for the preferred redevelopment of Custom House as a mixed-use community and creative hub is estimated as **£15.1million**. This includes all essential repair works; improved access to, and within, the buildings; improved services and facilities, development and delivery of a high-quality heritage display element; public realm works to

link the buildings with the surrounding townscape, and all project delivery related expenditure.

Based on the current exploration of potential external funding opportunities, including a local fundraising campaign, the potential funding for the capital project delivery is approximately **£9.277 million**. This results in a potential funding deficit of approximately **-£5.9 million** based on the current estimated capital project costs and potential funding identified.

Conclusion

The recommendation of this study is that the preferred redevelopment option for Custom House is as a mixed-use community and creative hub allowing the accessible display of heritage artefacts relating to the history of Leith, Option 4 in the Feasibility Study:

Option 4 – Community and Creative Hub

Total Cost	£15,098,585
Potential Funding	<u>£ 9,277,000</u>
Surplus/Shortfall	-£ 5,821,585

The current funding landscape is however complex and challenging with the impact of the Covid pandemic, conflict in Ukraine and rising energy wholesale pricing being particularly troublesome for a variety of organisations and potential funders. There is a risk that funding the full preferred redevelopment of Custom House may not be possible. The study has therefore also investigated a phased approach to the development of a mixed-use community and creative hub, targeting the main Custom House for full development to meet the project outputs, and carrying out a reduced package of works on the Cruiser Store in the interim. The costs for this are estimated at **£9.936 million**, with potential funding of **£9.277 million**, creating a more modest shortfall of **-£659,028** which may be covered by a long term loan or further cost savings.

The Feasibility Study has therefore included a phased option – Option 4A – Community & Creative Hub – Phased Option.

Option 4A – Community and Creative Hub – Phased Option

Total Cost	£ 9,936,028
Potential Funding	<u>£ 9,277,000</u>
Surplus/Shortfall	-£ 659,028

This Phased Option will create a mixed-use community and creative hub, including a heritage display within the Custom House allowing access for the local community and other visitors as well as a variety of new complimentary uses. It will also sustain Custom Lane in its existing use for development in a future phase.

Our proposals will secure the future of this important landmark building, ensuring that the building is open and welcoming to all, and delivering a mix of sustainable uses to benefit and support the local community.

Way Forward

The Options Appraisal demonstrates there is the potential to develop a capital project with a long-term sustainable end use for the building as a mixed-use community and creative hub. To develop the project further the following steps will be taken in the immediate future:

- Draft Feasibility Study to be circulated to CEC Culture & Communities Committee meeting for comment and approval (26th April 2022)
- Engagement with local community on recommendations from Feasibility Study (May 2022)
- Final Feasibility Study to be circulated to SHBT Board for approval (9th June 2022)
- Final Feasibility Study incorporating feedback from community engagement and SHBT Board Approval to be circulated to CEC Finance & Resources Committee for approval (16th June 2022)
- Project Development including fundraising taken forward from Autumn 2022.
- Project Progress updates to CEC Committees and local community as required during development stage.
- Anticipated Site Start in Spring 2025
- Anticipated Project Completion and Grand Opening Spring 2028.

SHBT's experience and passion for securing sustainable futures for historic buildings, will bring a highly significant building, located in a very prominent location in the heart of Leith, into use as a 21st Century creative and community hub. The redeveloped building will be fully accessible to a diverse range of users and visitors and will be capable of hosting a variety of business, creative and community uses and activities, building and strengthening resilience within the wider Leith community.

1.0 INTRODUCTION

Custom House, Leith is an iconic Georgian building, originally located, by design, to be visible from the sea and lie adjacent to the entrance to the newly constructed docks. Over 200 years the building has seen dramatic changes in the burgh, but has continued to occupy a prominent position and act as a visual anchor point for this resilient community.

The architecture for Custom House was specifically designed to give the building a severe and commanding character, reminding people of the power and prestige of the Government function it was created to deliver. That architecture perhaps made the building foreboding to the passer by and, once vacated by the HM Custom & Excise and occupied as a secure store for historic artefacts by the National Museum of Scotland in 1980, the buildings severe, and predominantly closed, demeanour was further enhanced.

After the National Museum of Scotland moved their store to purpose-built premises in 2014, coordinated community action led the City of Edinburgh Council (CEC) to purchase Custom House using Common Good Funding.

Scottish Historic Building Trust (SHBT) were granted an initial five-year lease of the building to provide a “meanwhile” use and allow the development of a long-term vision for the property. Through rigorous investigation, consultation, and analysis, various options for a future use of Custom House have been explored, always with the engagement of the community in mind.

A formal Community Consultation exercise was carried out between November 2019 and January 2020 undertaken by consultants Janet Sylvester and Karen Chambers, with the responses collated to assist with the vision for the development of Custom House as well as identification of the design options by an award-winning design team, led by Richard Murphy Architects.

The long-term aim is that SHBT, on arriving at a preferred, sustainable development plan, together with securing the necessary project funding, will take on a 99-year lease of the building and progress with a major capital project which will see the building restored and take its place within the heart of Leith, celebrating both the building’s and Leith’s heritage.

It is anticipated that, on completion of the Capital project, SHBT will be responsible for the management and operation of the building and will work with other key stakeholders to deliver a sustainable future plan.

It should be noted that the potential future use of the current Dock Place car park, and how this area could compliment the redeveloped Custom House, will be considered in the next development stage of the project once a preferred option is identified for the building.

1.1 The Question of “A Museum for Leith”

One of the central arguments put forward by the local community when lobbying the City of Edinburgh Council to purchase Custom House with Common Good funding was the fulfilment of an oft stated civic promise to deliver a “Museum for Leith.”

The criteria set for the development of Custom House by the CEC is based on the following statement:

“to secure appropriate use of the building to include a museum/heritage purpose for the benefit of Leith and the wider city and to negotiate with third parties accordingly.”

As part of the investigations for this study the above statement set the backdrop to every option explored and how some form of heritage display can be incorporated within the building that would be accessible to all.

Clearly the simplest solution would be the creation of a stand-alone Museum and archive facility. There is no doubt that such a single use could be accommodated within a modified and enhanced building envelope at Custom House. Indeed, the previous studies carried out in 2008/09 demonstrated how a potential Museum and archive store could be achieved physically.

As the feasibility development and discussions with key stakeholders progressed it became clear, however, that such a single use undertaking would require a very substantial capital outlay to create the necessary spaces, incorporate specialist environmental controls for displaying and storing artefacts and implement significant security provision. A single use Museum would also require to demonstrate a very high level of potential revenue generation (or more likely subsidy) in order to manage, maintain and operate such a venue in the future.

Since 2001, national museums and collections that are funded directly by the Scottish Government must have a “free to all” admissions policy for permanent collections, although they may still charge for temporary exhibitions. Almost all university museums and a large number of local authority museums, including those operated by the City of Edinburgh Council, also operate a “free to all” admissions policy for permanent collections. This policy, whilst aimed at encouraging visitors from all backgrounds to engage with the collections, does limit the potential for income generation through admission charges and puts a reliance on other income generation sources or subsidies to operate any sites.

It was clear that the level of external funding potential for a single use Museum project would be extremely challenging and that the revenue costs associated with such a venture, likely requiring significant third-party subsidy, would make this particular option unsustainable, both in terms of project deliverability and long-term sustainable success.

The decision was therefore taken that efforts for the study should be directed towards investigating some form of “hybrid” building use which would allow Leith’s story to be told in an accessible and cost-effective form whilst allowing the building to generate sufficient income through other, complimentary, uses to operate sustainably.

The options presented in this study are therefore based on this “hybrid” use, with heritage display and community use being incorporated to a greater or lesser degree in each option and underpinned with some form of “Commercial” accommodation.

The impact of the Covid 19 Pandemic and the long-term changes in the way we live, work and socialise are still to be fully understood. As restrictions are lifted and some “normality” returns to everyday life, there are many questions that cannot be answered at this stage, particularly in terms of the way we visit local attractions and consume heritage. Many public and “free to all” venues remain closed (with some struggling to implement alterations to meet Covid guidance) and the pivot to digital content accessibility, whether for meetings, videos, tours of buildings etc, has opened up an interesting area of diversification and widened the potential audience for many attractions. A simple switch back to “how it used to be” would seem unlikely and would potentially miss opportunities to engage with the local community and those from further afield. There is much talk of “hybrid” initiatives and local delivery of public services (20 Minute Neighbourhood) but how these schemes develop to ensure no-one is left out remains to be seen.

Further investigation and research will be required during the development phase of the Custom House project to incorporate best practice but there is clearly an opportunity to create a venue which leads the way for the future.

1.2 Location of Custom House, Leith

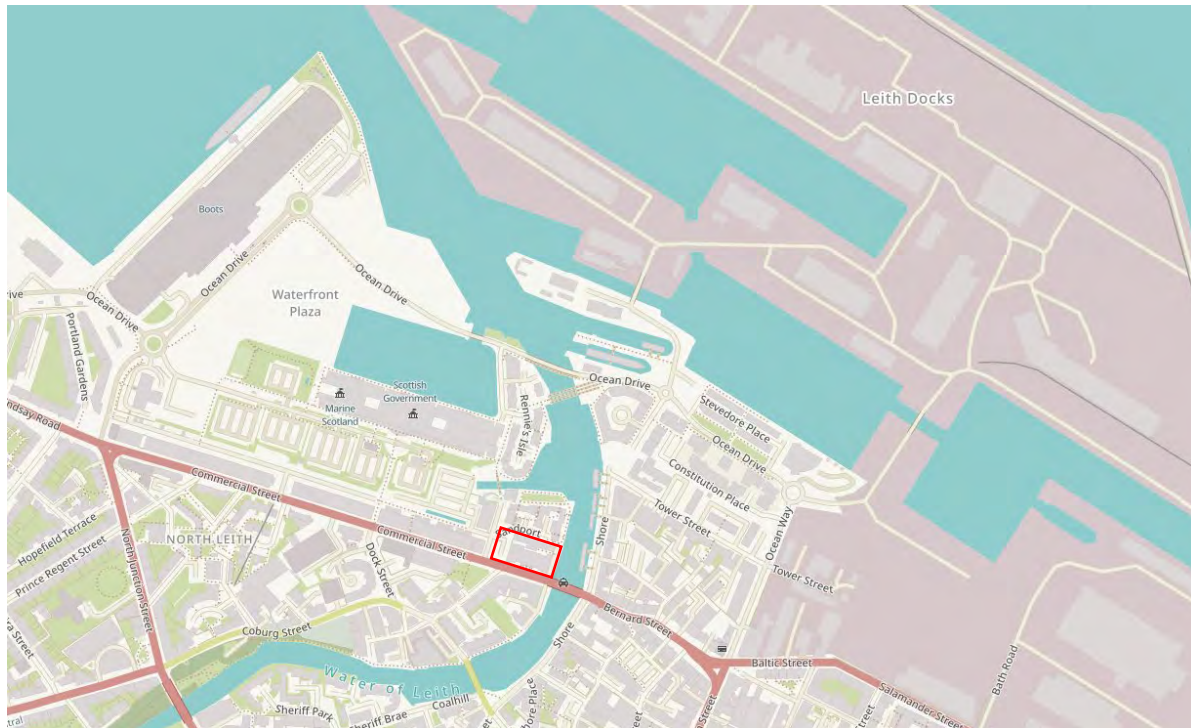


Figure 1: Custom House, indicated with a red rectangle, in the context of the port of Leith. *OpenStreetMap*

The building known as Custom House (although it no longer has this function), is located at 67 Commercial Street, in Leith, Edinburgh and comprises the main Custom House building and the secondary Cruiser Store building to the North. The buildings occupy a prominent site in the very heart of Leith, at the edge of the Water of Leith harbour, and near to the Bernard Street Bridge.

The primary facade faces South, addressing Commercial Street, a busy traffic, pedestrian, and public transport route. The formal main entrance to the building is located centrally on this elevation however despite the grandeur of the portico this has not always been the case with original entry via the gates to East and West of this façade, one to Customs and the other to Excise.

The buildings are bordered to the East by Customs Wharf and the Water of Leith and to the West by Dock Place. The open aspect to both East & West facades, with no directly adjoining buildings, ensures the original setting and status of Custom House is preserved.

To the North however significant change has taken place since the building's construction in 1811-13, with land reclaimed to provide space for additional warehousing and storage, which is now occupied by a modern housing development, Sandport.

The adjacent land use to Commercial Street and Dock Place (beyond the car park area) is primarily a mix of retail units at ground floor level and residential accommodation on the upper floors. Sandport contains exclusively private residential accommodation. Custom Wharf, as previously described has an open aspect to the Water of Leith.

This study investigates the development potential of the site, including the main Custom House building and the Cruiser Store, owned by the City of Edinburgh Council. Whilst there may be some surface enhancement of the Dock Place carpark and Custom Wharf areas, subject to agreement, it is not the intention within this study to propose the erection of new significant structures to these locations.

Leith itself is located within the North of Edinburgh looking out over the Firth of Forth. Originally a separate burgh Leith grew over many years with the expansion and importance of the Port of Leith. Leith's amalgamation with Edinburgh took place in 1920 however it is acknowledged that the community retains a distinct and proud individual identity.

The development site is located within the Old Leith and the Shore Sub Area of the Leith Conservation Area. (Ref. CA612)

1.3 Purpose of the Feasibility Study

This Feasibility Study has been prepared by the Scottish Historic Buildings Trust to establish whether there is a viable option for the redevelopment of Custom House that is in keeping with the historic and architectural significance of the building.

This Feasibility Study considers the special character of the building, including its historic significance; the internal and external fabric condition of the building and current issues affecting its use; Planning and other constraints likely to affect its re-use; the development options for re-use, to include cost of repair and development, market potential for various uses, and appropriateness of re-use in relation to the buildings significance; identification of potential funding sources; and how SHBT can provide a long-term sustainable future with significant community access for this Category A listed property.

The result of this exercise should establish whether there is a viable new use for the building and enable SHBT and the various project Stakeholders to decide how to develop the project.

1.4 Background information on the Scottish Historic Buildings Trust (SHBT)

SHBT is a Building Preservation Trust which has been in existence for over 40 years. It is a charity which specialises in saving derelict and redundant historic buildings by identifying sustainable new uses for them, raising the necessary project funds and managing the repair and conversion works. The Trust works throughout Scotland and has secured the future of over 25 significant historic buildings at risk ranging from Strathpeffer Spa Pavilion in the Highlands to Greenlaw Town Hall in the Borders and Strathleven House in Dumbarton to numerous buildings within the City of Edinburgh.

SHBT's project development model is to secure a fully-funded Capital project with funding from a variety of sources, typically including grant funding for the building repairs, as well as in-kind contributions, public appeal and loans, including cash-flow loans, as required. Where loans are used, the repayments are included in the ongoing costs to be supported by the building's revenue once returned to use and the level of possible repayment is tested through the preparation of a robust business plan.

On completion of a Capital project, buildings may be retained or sold by SHBT as appropriate. Where SHBT retains ownership, we provide long term management of the property. The arrangements vary to suit the building and its use and include full repairing and insuring leases of entire buildings to a single tenant. At other properties, the level of management provided by SHBT is much higher, including facilitating event hire or short-term rentals, plus managing all repairs and insurance in-house. We therefore have a thorough understanding of the long-term resource implications, both financial and staff, of managing historic properties. The aim for SHBT is to always endeavour to ensure that the individual buildings operate sustainably, covering day to day running costs as well as providing scope for future proactive and reactive maintenance.

In addition to developing and delivering our own capital projects, the Trust also works as a consultant to other organisations. We frequently provide project management and fundraising expertise for historic building repair and conversion projects and also have experience managing substantial grant schemes on behalf of local authorities.

1.5 SHBT's involvement with Custom House

The need for a cultural landmark that celebrates the heritage of the community of Leith, and its crucial part of Scotland's links with the wider world has been an aspiration of the people of Leith for a number of years. In 2009, with the knowledge that the National Museum of Scotland was intending to vacate Custom House, a study was completed which highlighted Custom House as the heart of a development for a Museum of Culture. This study was commissioned by Mark Lazarowicz, then MP for Edinburgh North & Leith, with input from the City of Edinburgh Council Culture & Sport, and Museums & Galleries. Unfortunately, with uncertainty as to the timing of NMS vacating Custom House, the project did not progress further.

In 2014 SHBT were invited to a meeting with the Leith Trust to advise them on how a project to save the building could move forward. Further meetings were quickly established with both Fiona Hyslop, MSP, then Culture Secretary for the Scottish Government, who expressed her support that the building was saved for public benefit and NMS, who indicated that the sale of the building was imminent and that the community group had 4 weeks to come forward with a firm offer to purchase the building.

SHBT inspected the building and prepared initial information and advice on a potential route forward to purchase the building and provide a short term "meanwhile" use to allow any capital project to develop. A Custom House – Short Life Working Group was established with representatives from CEC, the local community and SHBT, with the building purchased for the sum of £650,000 by CEC using Common Good funding. SHBT moved in to the Custom House in 1st May 2015 initially occupying the building on a month by month Licence to Occupy basis until the five-year lease was in place.

The building was gradually opened up, allowing light in, and a planned programme of repairs and alterations to take place to arrest any further decay to the building and provide useable accommodation for the "meanwhile" use. Members of the local community were also encouraged into the building through a series of open days and events, which has continued to this day.

Slowly a variety of "creative" tenants were attracted to the main building, managed by SHBT, and the Cruiser Store, whilst still under the control of SHBT, was sublet to a third party. The "meanwhile" use created a vibrant mix of occupants, engaging with the local community on a number of fronts.

SHBT continued the exploration of the building's potential with community events and consultations and formally appointed a design team to develop the feasibility study in 2019. A full condition survey of the building fabric and a Conservation Plan was prepared and a formal community consultation carried out in 2019. This work assisted SHBT in developing a brief for the design team and the creation of costed development options for robust analysis and assessment.

The Covid 19 pandemic and widespread restrictions had a significant impact on both SHBT resources and the development of the feasibility study. The potential to engage with the community was also significantly reduced and delaying the conclusion of the study.

SHBT has, at every step, used best endeavours to develop the building to provide an engaging and relevant "meanwhile" use whilst attempting to create a robust set of proposals for the long-term sustainable development of the building, ensuring that the community is always considered at the centre of decisions for the building's future.

1.6 Consultation

From the outset of SHBT's involvement with Custom House there has been consultation with the local community on the future of this landmark building. Regular open days have allowed the public access to the previously "closed" interiors of the building, engagement with the buildings tenants and encouraged dialogue (through written questionnaires, verbal discussions, comment boards etc) on potential development uses.

A formal Community Consultation exercise, with over 620 responses, was also carried out between November 2019 and January 2020, undertaken by consultants Janet Sylvester and Karen Chambers.

The Custom House – Short Life Working group, set up during the very early discussions regarding potential acquisition of Custom House, provided a significant level of local community engagement and consultation with many local groups and organisations being represented. This group has morphed over the intervening years and is now the Leith Heritage Group with a wider remit than simply the Custom House, connection many heritage and cultural groups in the area. Again, the Leith Heritage Group provides a forum for progress updates and dialogue on the development within the local community.

These consultations with the community and key stakeholders have assisted with the creation of a vision for Custom House as well as helping SHBT develop a relevant development brief for the award-winning design team, led by Richard Murphy Architects.

The following organisations and individuals have been consulted and contributed to the development of these options:

- City of Edinburgh Council
- Local Elected Members
 - Councillor Chas Booth
 - Councillor Adam McVey
 - Councillor Gordon Munro
 - Councillor Richard Lewis
 - Councillor Norma Austin Hart
 - Councillor Dominic Heslop
 - Councillor Alastair Shields
- Custom House - Short Life Working Group which includes representation from the following local community groups / organisations:
 - Leith Local History Society
 - Leith Links Community Council
 - Leith Chamber of Commerce
 - Leith Trust
 - Leith Trust
 - Leith Civic Trust
 - Leith Rotary Trust
 - Spirit of Leithers
 - Leith Museum Trust
 - Leith Harbour and Newhaven Community Council
 - Friends of Water of Leith Basin
 - Leith Central Community Council
 - Greener Leith
 - Coburg House Gallery and Studios
 - South Leith Parish Church

- Leith Heritage Group - Formed from the Custom House - Short Life Working Group and which includes representation from the above local community groups / organisations as well as the following additional local community groups / organisations:
 - Yardheads Theatre
 - Citadel Arts
 - SS Explorer
 - Leith Rules Golf Society
 - Forth Ports Ltd
 - Visit Scotland
 - Leith Late
 - Leith Theatre Trust

1.7 Contributors

Following a competitive tender process on the Public Contracts Scotland website, Richard Murphy Architects (RMA) were appointed to lead the Design Team for this Feasibility Study. RMA have considerable, award winning experience in re-purposing traditional buildings with considered contemporary interventions where appropriate. Their contributory document is attached as Appendix 08.

Other members of the Design Team included Morham & Brotchie as Cost Consultants (Appendix 04 & 09); David Narro Associates as Structural Engineers (Appendix 05 & 10); and RSP Consulting Engineers as Services Engineers (Appendix 11).

Simpson & Brown Architects were appointed to carry out a Condition Survey (Appendix 03) and Conservation Plan (Appendix 07) for this study.

Janet Sylvester and Karen Chambers were commissioned to conduct community consultations on behalf of SHBT. Their report is attached as Appendix 12.

1.8 Feasibility Study Funders

This Feasibility Study has been possible thanks to funding from the City of Edinburgh Council and the Architectural Heritage Fund.

2.0 CUSTOM HOUSE – A VISION FOR THE FUTURE

The ultimate vision for Custom House, Leith is the creation of a vibrant cultural and community venue within this iconic heritage asset for the people of Leith and beyond. A place for everyone to enjoy, create and learn, to tell stories, engage with the past and develop their future. Key, therefore, to a sustainable future for the building is the identification of a mix of uses which will provide much needed community facilities as well as commercial income generating potential, allowing the building to become both self-sustaining and a well-used asset for the community for many years to come.

The challenge is to transform what is an austere, and essentially secure, historic building into something altogether more outward looking, attractive and engaging for the community. A building that can be used by everyone – locals and visitors alike - and that can act as a catalyst to bring Leith's diverse and expanding community together to participate in a variety of different activities.

When identifying a Vision for the development and future of this grand piece of Leith's historic fabric, the key central considerations must be that it provides benefit for the Common Good of the people of Leith, attempting to meet all of the community aspirations for the building, provides interpretation relating to the history of Leith including making collections available to be viewed by the general public, and respects the buildings architecture and status as a building of National importance.

Equally though a vision for Custom House cannot be seen as open ended or fantastical and therefore a vision needs to be clearly based in a reality that is potentially deliverable and, ultimately, economically sustainable to ensure that the building is looked after and that it meets the needs of the occupants and wider community for many years to come.

Considerations, including potential capital funding sources, future economic viability and sustainability, operational management etc. have all influenced the vision for Custom House and whilst there are any number of uses that could have been explored for the building, many were discounted as being unattainable within the parameters set for the project delivery.

Simply stated therefore, the vision for the future of Custom House, Leith is:

The sensitive transformation of this important historic landmark to create an open, accessible, and welcoming building which can both support and promote sustainable, diverse and vibrant activity, not only for the building's occupants, but also for the wider Leith community and visitors to this historic area.

The building itself not only has its own story to tell - with links to international trade, smuggling and political history - but has also borne witness to great change in Leith as well - with expansion, mechanisation, industrial decline, protests, amalgamation, and even today continued reinvention. What an opportunity therefore exists for a rejuvenated Custom House to not only be home to a vibrant mix of local occupants making their own mark in Leith's history but also to provide a welcoming destination for the community of Leith to tell "their" story to locals and visitors alike.

This vision, it is hoped, will gain widespread support that will see Custom House given its place back in the heart of Leith, for the community and the future.

3.0 THE SITE (HISTORY AND SIGNIFICANCE)

3.1 Timeline of Key Dates

- 1128 Leith first mentioned when David I grants his lands of 'Inverleith' to Abbey of Holyrood as part of its incorporation.
- 1548 Mary of Guise moves government to Leith causing it to be besieged in 1560.
- 1620-21 Leith "customar" is operating from a Custom House in the King's Wark, a building located on the shore belonging to the Crown.
- 1683 King's Wark destroyed by fire. The Custom House moves to a new building in Tolbooth Wynd.
- 1707 Act of Union results in the English system of collection being implemented in Scotland with separate Customs & Excise Offices, presumably operating from the Custom House at Tolbooth Wynd
- 1800 Drawbridge at the West End of Bernard St (adjacent to CH - not yet built) was constructed.
- 1801-06 East Dock, designed by John Rennie, constructed.
- 1810-17 West Dock, again designed by John Rennie, constructed.
- 1811-13 Leith Custom House, designed by Robert Reid (the King's Architect and Surveyor in Scotland) constructed for the Board of Customs and Excise.
- 1817 Greenock Custom House built by William Burn.
- 1824 Significant alterations to Leith Custom House carried out by William Burn.
- 1828 The Docks Commission was created - a joint stocks company with commissioners from Leith and Edinburgh.
- 1833 Edinburgh Corporation declared bankrupt.
- 1849 The *Excise Department* was combined with the *Board of Stamps and Taxes* to form the *Board of Inland Revenue*.
- 1852 Victoria Dock opened. (Just North of the East & West docks)
- 1869 Albert Dock was opened.
- 1874 Victoria Swing bridge constructed - largest swing bridge in UK when completed.
- 1877-93 Reclamation of land to North of Custom House for further warehouses.
- 1881 Edinburgh Dock opened.
- 1896 Alexandra Dry Dock opened.
- 1909 The *Excise Department* moved from *Inland Revenue* to be combined with customs in the new *Board of Customs and Excise*.
- 1973 UK joins the EEC dramatically reducing the number of import/export taxes needing to be paid and so effectively negated the need for Custom House.
- 1980 Custom House is acquired by the National Museum of Scotland and is used almost exclusively for storage.
- 2015 NMS move to purpose-built storage facility. CEC acquire building and SHBT awarded short term lease for "meantime" use.

3.2 Historic Maps Showing Site Development

The following historic maps demonstrate the development of the site and surroundings. In each case the approximate boundaries of Custom House have been marked in red.



Figure 2: 'Plan of North Leith within the Regality of Canongate', by Bell printed 1813 (NLS)



Figure 3: 'Plan of the Town of Leith and its environs', by Thomson, printed 1822 (NLS)



Figure 4: 1852 OS Map - 6 Inch, First Edition (NLS)

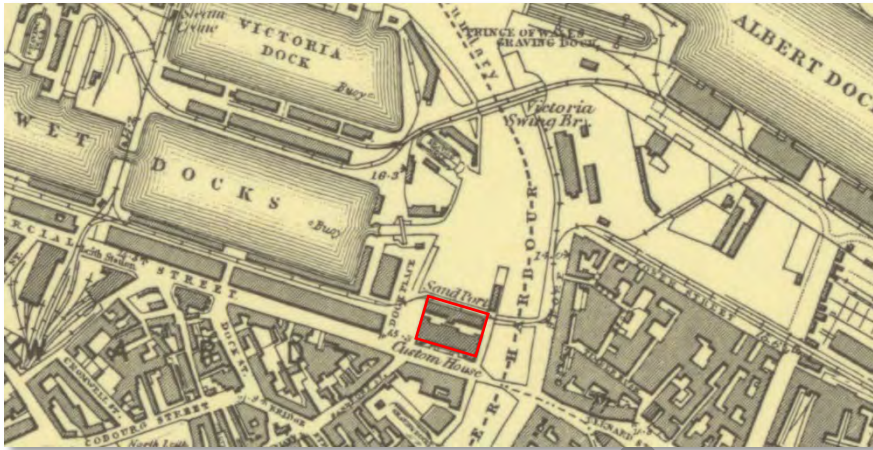


Figure 5: 1877 OS Map - 6 Inch, Second Edition (NLS)

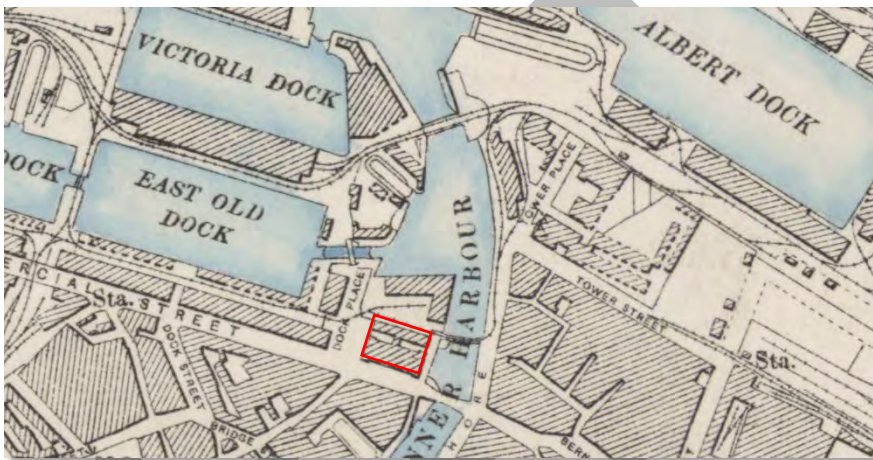


Figure 6: 1894 OS Map - 6 Inch (NLS)



Figure 7: 1946 OS Map - 6 Inch (NLS)

3.3 Statement of Significance

The Conservation Plan prepared by Simpson & Brown Architects (See Appendix 07) provides a detailed breakdown of the significance of the Custom House under the following categories:

- Historical
- Architectural, aesthetic and design
- Social
- Archaeological

It considers each of these elements and the entirety of the surviving fabric of the building within a hierarchical scale of significance consisting of:

- Outstanding
- Considerable
- Moderate
- Neutral
- Negative

Based on their analysis of the building under the identified categories and using the above scale of significance, the report concludes that *'the Custom House and its former warehouse are of considerable significance'*. This derives primarily from the building's historical and social significance, with additional architectural significance and limited archaeological significance. The analysis as laid out in the Conservation Plan, and summarised in this Statement of Significance, provides an important benchmark against which all proposals for enhancement and change to the Custom House should be assessed.

3.3.1 Summary of Significance

The Custom House is a Category A listed building, (See Appendix 01) prominently situated in the centre of Leith opposite the Shore. Its size and purpose are intrinsically linked to the reason for Leith's existence and historic development: its harbour. This association is a key part of the building's historical significance, which combine with its architectural and social significance to make it a building of national importance.

The recorded history of Leith goes back to 1128, when it already had an established harbour. Leith's proximity to Edinburgh meant that the importance of this harbour quickly grew until it became the primary port of Scotland, a position it maintained for over five centuries. The 'Great Custom', a royal tax on imports and exports, was introduced in Scotland during the medieval period. This tax was initially collected by the Royal Burghs (in this case Edinburgh) but at the start of the 17th century this changed and the Customs Officers for Leith and the surrounding area instead began to operate directly from Leith. They first used the King's Wark, a royal building which stood close to the present Custom House on the opposite side of the Shore. When this burnt down in 1683, they moved to a new building in Tolbooth Wynd (also no longer extant), before commissioning the present Custom House in 1810.

The construction of the Custom House was part of a major development of Leith Harbour. This saw the creation of Leith's first 'wet docks', which were protected against tidal movement and could hold up to 150 ships. The East Dock was completed in 1806 and the West Dock followed in 1817. The site for the new Custom House lay immediately adjacent to the entrance to these docks and was prominently visible from the sea. The building was commissioned by the Scottish Boards of Customs and Excise and designed by the architect Robert Reid. Unusually, the building's central columned portico was not designed as the entrance. Instead, visitors originally entered the Customs and Excise sections of the building separately, through the gatehouses at either end of the main façade. This strange design, along with changes to way the Customs and Excise departments were organised, contributed to the building being substantially altered by William Burn from 1824-5. The internal layout and external structure of the Custom House have remained largely intact ever

since. Minor additions include piecemeal extensions into the east and west courtyards, which the 1825 alterations had made redundant. This included the mid-19th century 'Reading Room', which has its own entrance. The building remained in primary use by the Customs and Excise departments until 1980, when it was sold to the National Museum of Antiquities of Scotland for use as a storage facility.

The Custom House's historic significance derives primarily from its use; it has local and regional significance as a building strongly linked to the history and development of Leith and it has national significance as a British custom house, exemplifying the long-held importance of maritime trade to the British economy. From the time of its completion in 1813 to its closure in 1980, all trade passing through Leith had to be declared at the Custom House, making it a prominent public building. The fact that it retained its use over such a long period of time also means that it has survived in largely original (circa 1825) form. On the exterior, the carved and painted Royal Arms of King George III remain in-situ in the central pediment. On the inside, one of the key areas of considerable significance is the Long Room, which was where members of the public would come to pay customs duties and obtain import and export licenses.

A notable addition to this historic significance is the fact that the Custom House as it stands today is almost entirely the work of two significant Scottish architects. The original designer, Robert Reid (1774-1856), was from 1808 the 'King's Architect and Surveyor in Scotland' and in 1827 he was officially appointed the last Scottish 'Master of Works'. William Burn (1789-1870) was an even more prolific architect who worked across the British Isles and pioneered the Scots Baronial style.

The building that Reid created and Burn altered holds architectural significance as a good example of a prominent British custom house and 19th-century institutional buildings in general. The architecture was specifically intended to give the building a severe and commanding character, reminding people of the power and prestige of the British government. The exact style used by Reid is the Greek Revival style, most obviously visible in the building's two large Doric columns. Whilst not a particularly distinctive example of this style, the Custom House is notably early and pre-dates the widespread use of the Greek Revival in Britain. It likely influenced the design of Greenock Custom House (built 1818) and Glasgow Custom House (built in 1840). Inside, the grand central staircase and two first floor rooms either side, one of which is the Long Room, all possess significant architectural and design merit. All three are topped with large oval cupolas, marking them out as high-status spaces. The 19th century 'Reading Room' (now known as the Gallery), is also notable for its ornate plaster ceiling, which is remarkably crisp for its age, and prominent marble chimneypiece.

The final, crucial element that makes the Custom House a significant building is its physical and psychological presence within the Leith community. Its size, positioning and historic nature all combine to make it a particularly prominent building within Leith, featured in paintings, postcards, photographs and the collective local memory. This status is increased by the fact that its exterior has remained unchanged for nearly two centuries. Although not designed as a specifically 'public' building, it is one that from 1813 until 1980 was regularly entered by those involved in trade and worked in by a number of Leithers. The fact that the building only ceased to operate as a Custom House just over 40 years ago means that there remain significant number of former employees who remember how the building operated and exactly what the different spaces were used for. Whilst so many other parts of historic Leith have been demolished, the Custom House has survived. This, combined with its placement at the heart of the harbour area, gives the building the unique potential to become a centre point for both the modern community of Leith and new insights into Leith's past.

4.0 Conservation Policy and Principles

The Scottish Historic Buildings Trust as a building preservation trust is established to repair and restore historic buildings whilst also providing them with viable and sustainable uses. Inevitably there is a balance to be made between the preservation of the building and the need to bring that building into viable, up to date, use.

SHBT require to acquire title or secure a long-term lease of the buildings that they restore and retain that title/lease upon completion of the capital work thereby ensuring that income generated from the new uses is reinvested into the buildings under the care of SHBT as appropriate.

Article 6.1 of The Australia ICOMOS Charter for the Conservation of Places of Cultural Significance (2013), also known as The Burra Charter, states:

'The cultural significance of a place and other issues affecting its future are best understood by a sequence of collecting and analysing information before making decisions. Understanding cultural significance comes first, then development of policy and finally management of the place in accordance with the policy.'

This process was first established in 1979 is now widely accepted as best practice in conservation. The best way to ensure this process is carried out is through the production of a conservation plan.

SHBT always work within the interests of the building and its significance. The repair and reuse of Custom House will be guided by the overriding principle that the significance of the building will be conserved and enhanced as stated in the developed Conservation Plan by Simpson & Brown (See Appendix 07)

The architectural and historic significance can be enhanced through repairs and restoration whereas the enhancement of the social and educational significance may be achieved through the types of uses that the building accommodates and its accessibility to others.

The Conservation Plan includes a series of Outline Conservation Principles that are the benchmarks and guidance that should as far as possible be followed to guide the repair and adaptation of the building for future use. These principles will form the baseline from which the future use options for the building will be assessed with regards to the impact on historic fabric and appropriateness for the building. The principles will also inform the development of detailed scheme designs for the redevelopment of Custom House.

5.0 THE ISSUES

Any redevelopment of Custom House will need to address a number of significant issues to create a building that is open and welcoming, as well as secure in terms of its future viability and fabric condition. The following key issues have been identified and will require careful consideration as the project develops:

5.1 Current Condition of the Building

A Condition Survey Report was prepared in December 2019 (updated in March 2020) by Simpson & Brown with Richard Murphy Architects Ltd and is included as Appendix 03. The report assessed the current condition of the building fabric of both Custom House and the Cruiser Store in terms of a further 60-year life span.

The report highlights that the general fabric of both Custom House and the Cruiser Store is in adequate condition however, a number of elements will require repair, renewal or replacement in the short to medium term simply as they are nearing the end of their natural life having served the building for over two centuries.

The main roof to Custom House is in a “good” condition both in terms of slate and lead coverings, although there are localised areas of repair that are needed. The flat roofs to the single storey East and West wings of Custom House are considered to be in “adequate to poor” condition and will require replacement in the near future. The three large cupolas of Custom House need further investigation but the report concluded that these elements should be considered for full replacement due to the “poor” condition of the timber elements. The roof to the Cruiser Store is in an adequate condition however reinstatement of rooflights to the South elevation may consequently require additional works to the slate roof covering.

The rainwater goods and SVP pipes to both buildings are generally in “adequate-to-poor” condition and would benefit being replaced on a like for like basis. There may even be an argument to increase the size of rainwater goods (with statutory approval) to cope with the increased intensity of weather being experienced due to climate change.

The masonry of the buildings is generally in “good” condition and has lasted well since the original construction of the building. There will be some localised stone repairs needed but these are not thought to be extensive. There is some evidence of open joints at high level balustrading which requires further investigation.

The main windows and external doors to Custom House and the Cruiser Store are also generally in “adequate” condition and with repair and refurbishment should be able to be retained with only minor replacement of units needed.

Internally the plaster to the walls is in “adequate” condition with localised repairs needed throughout especially where water ingress has occurred previously. Much will depend on the level of physical intervention taken forward in the development. The existing services, many of which are surface mounted, will need significant replacement therefore there may be additional plaster repairs required once these are removed/replaced.

The Condition Survey analysis of Custom House and Cruiser Store identified 198 (143+55) items relating to the elevations, 50 (41+9) relating to the roof areas and 150 (143+7) relating to the internal areas. These were categorised as either *Immediate*, *Urgent*, *Necessary* or *Desirable*. More detail can be found in the Condition Survey Report.

The Condition Survey Report offers recommendations to ensure that each component of the building can last a further 60 years - whether by full replacement, repair, protective measures or interventions, upgrading and/or continued maintenance. The report also

contains a recommended Repair Strategy for the external and internal fabric repairs and how these could be phased and/or incorporated within a future development.

5.2 General Access

After the fabric condition of the building, possibly THE most significant issue facing Custom House and the stated aim of creating an open and welcoming venue for any of the potential uses is access, both in terms of entering the building and movement within the building.

The current main entrance, one of the most significant alterations made by William Burn in 1824-25, requires building users to ascend a set of external steps to reach the main door. Upon entering the building, the user is faced with negotiating steps to either return down to the ground floor level or up to first floor level.

Secondary external access to the building from the West (Dock Place), North (Custom Lane), or East (Custom Wharf) is via steps, with the only current accessible entry point being via the loading bay and a ramped corridor into the West breakout space of the ground floor.

Internally, once inside the building, all of the accommodation on the ground floor is generally accessible on a single level although the level access route between East and West on the ground floor involves a fairly mean passageway behind the main stair.

Vertical access between ground and first floors is only provided by the William Burn designed central feature staircase. No other stairs or means of vertical access is provided in the main building from ground floor. Access to the attic space from first floor is by means of a secondary stair located off the West central space or via a small spiral stair located off of the East central space.

Access throughout the first floor is on a single level with no other level changes. The attic floor, similarly, is on a single level, however existing (redundant) ventilation ducting restricts unimpeded access throughout.

Resolution of accessible external entry to the building, unimpeded access throughout each habitable floor, and vertical access for all to the Ground, First and Attic floors is crucial in any development proposal and will require significant skill and attention to detail to successfully integrate the solution within the A listed historic fabric.

Similarly, the Cruiser Store, whilst more accessible from Custom Lane to the ground floor level, would benefit from a developed and considered solution to obtain vertical access to the first-floor accommodation. There are changes in level throughout the ground floor which will need to be accommodated in any proposals.

It should also be noted that the first-floor level of the East and West pavilions of the Cruiser Store are higher than the first-floor level of the central accommodation with stepped access provided internally. Again, consideration on how these level changes can be accommodated would need careful exploration.

5.2.1 Disabled Access

The overall accessibility of the building is poor and, at present discriminates against both visually impaired and mobility impaired persons. This is largely due to the following:

- Steps from public footpath to raised entrance for main building from Commercial Street;
- Steps to external access points to the ground floor of the main building from East (Custom Wharf), West (Dock Place) and North (Custom Lane);
- A single ramped access point is provided to the ground floor of the main building from Custom Lane through the existing loading bay;
- No lift within either the main building or Cruiser Store and therefore no accessible circulation to the upper floors;
- Changes in levels and steps on each floor within the Cruiser Store;
- Limited accessible toilet provision;

- Poor signage and visibility of entrance locations generally, and specifically for accessible entry;
- Poor / temporary signage at entrances, receptions and in circulation areas;

5.2.2 Fire Escape

The current building layout provides limited fire escape options especially as there is only a single stair from ground to first floor, and all bar one of the fire exit points are via steps. The building has no fire suppression system and limited fire compartmentation.

Provision and incorporation of additional protection systems and escape routes within a traditional building are a challenging but necessary alteration. Again, the key will be to ensure the existing fabric is respected where possible.

5.2.3 Custom Lane Access

Custom Lane runs from East to West between Custom House and the Cruiser Store. Whilst pedestrian passage is possible from one end to the other the significant presence of the boiler room, oil tank and chimney as well as the later extension of the loading bay, detract from this potential open space. It is acknowledged that the original boiler room was part of the Robert Reid layout from the outset, however the potential to create a public space within the Lane which attracts pedestrian access and activity does need to be explored and the advantages / disadvantages assessed.

An open, publicly accessible, Custom Lane outdoor space has the potential to open up both the North elevation of Custom House and the South elevation of the Cruiser store to create an interaction between the two buildings which is completely lacking at present.

5.2.4 Parking and Public Transport

Custom House benefits from private car parking facilities from Dock Place leased from Forth Ports to tie in with the main building lease period. Vehicular access is also provided to the East, on Custom Wharf however ownership of this area is still to be resolved fully.

No specific accessible parking space has been identified serving Custom House and no electric vehicle charging point is available for building users. Outwith Custom House, Leith currently enjoys FREE parking in designated areas. (on street and off-street parking facilities)

Cycle parking and changing facilities are not provided at Custom House with an ad-hoc system of securing bicycles to the external railings on Commercial Street (discouraged by the building management) or tenants lifting bicycles up the steps and storing in internal circulation areas. Some cycle storage racks are available for tenants of the Cruiser Store within Custom Lane however the capacity does not meet the demand.

The building is well located for public transport with main bus routes stopping immediately in front of Custom House. The city tram network is also being extended to Leith (Trams to Newhaven project) with stops being located close by at Bernard Street, Ocean Terminal, & Victoria Quay.

The City Plan 2030 seeks to mitigate the impact of climate change and together with the councils City Mobility Plan will aim to widen travel choice and reinforce the national sustainable travel hierarchy that promotes walking, wheeling, cycling, public transport and car sharing in preference to single occupancy car use.

5.3 Spatial Layout

The alterations to the internal layout of the main Custom House building, implemented by William Burn in 1824, is still primarily what exists as the current building layout. At both ground and first floors there is a series of three connected central circulation spaces forming the “spine” of the building from which all of the perimeter, cellular accommodation can be

accessed. These perimeter rooms are a variety of sizes, each with access to daylight and natural ventilation.

The central circulation spaces to the first floor are lit by cupola rooflights within the domed ceiling. At ground floor level however, the East & West circulation spaces have no direct access to daylight or natural ventilation.

The West circulation space at first floor level is likely to have been the “Long Room” for the Custom House, with arched openings through to adjacent spaces to the North and South of the building.

The original Robert Reid designed entrance routes, from East & West external courtyards, have been significantly altered and the external courtyards filled in with accommodation. Some of the features of this original arrangement are still in place although partially concealed by future reorganisation and partitioning.

5.4 Physical and Visual Connections to External Spaces

Custom House is a detached building which has significant surrounding external space to both the East (Custom Wharf) and West. (Dock Place). The current use of the space to the west is as a private car park, although this space also hosts the weekly Leith Market every Saturday. The building is separated from the Dock Place car park by a high wall, topped with barbed wire, which results in the building looking more “prison” like than a welcoming, community venue.

To the East (Custom Wharf) more ad-hoc activity takes place, mainly due to the accessible quayside location, with visitors to the retail units and café, as well as the wider Leith community inhabiting the space. Access is also provided from the Wharf to Custom Lane and the creative activities and businesses that occupy the Cruiser Store accommodation. The main Custom House however, even with direct access to this area, does not really engage with the external space or water beyond due to the significant ground to floor level difference.

Similarly, Custom House does not engage in any meaningful way with the external space of Custom Lane. Again, the level difference between ground and floor level, as well as the high sill level of the ground floor windows to the North elevation of Custom House act as barrier between the internal and external spaces.

Generally Custom House, with its original function as office accommodation for HM Customs and Excise did not require these connections to the wider community however resolution of these barriers will be needed in some manner for a building that hopes to welcome the general public.

5.5 Historic Fabric

Through all of the potential options and interventions that will be explored it is paramount to retain the Category A listed status of the building and respect for the historic fabric. Whilst the buildings original layout by Robert Reid has been significantly altered it needs to be remembered that the William Burn alterations themselves are now nearly 200 years old.

Clearly there will always be issues between what was accepted 200 years ago and how a public facing building must operate today. Finding a balance that helps conserve the past whilst providing a use for the future will be one of the key challenges to be addressed.

To improve the accessibility, circulation and usability of the building it may be necessary to undertake some major structural interventions, including the provision of a lift and formation of additional access stairs and toilet facilities. Such interventions should be located, if possible, in areas of lesser significance in order to minimise the impact on the historic fabric and plan form.

It should be noted that the buildings “A Listed” status does not preclude development and potentially significant alterations however it is clear, and accepted, that any development,

internal or external, should be sensitive to the buildings historic fabric and provide a benefit to the building's future use and the wider community.

The Conservation Plan for Custom House prepared by Simpson and Brown (See Appendix 07) is a key document in terms of understanding the importance of the historic fabric and determining how to approach alterations and improvements whilst respecting the buildings A-listed status.

5.6 Ancillary Accommodation

It is clear that the current building lacks the necessary amenities (toilets, kitchen, cleaning etc) for the scale of the building and current number of occupants. Any potential development will likely increase the building occupancy and therefore need to increase the level of ancillary accommodation to meet modern standards.

The building layout is essentially a series of perimeter rooms accessed from central circulation areas. It is therefore challenging to provide ancillary accommodation without impacting some of the existing rooms. Again, finding a balance to accommodate the necessary provision without impacting (or detracting) from the original layout will be a key challenge.

5.7 Attic Accommodation

The attic of Custom House was originally intended as a secure store with goods hoisted from the lane and access provided from a single secure stair from the first floor. The floor area of the attic is large however the sloping roof pitches reduce the available head height within the space and the three large domed rooflight voids and supporting stone walls further reduce useable floor space and circulation potential.

Additional accommodation within the attic would clearly benefit the long-term economic sustainability of the development however the impact of additional rooflights/dormer windows, servicing, fabric upgrading etc as well as the impact on the historic nature of the existing fabric may preclude development of this space.

5.8 Building Services

A survey of the existing building services was undertaken by Ramboll and the report from October 2019 is attached as Appendix 06. The report confirms that the current building services are dated and no longer fit for purpose. There have been piecemeal, uncoordinated, improvements and upgrading of the building services over many years, including the surface mounted installation of ducting, conduit and cabling, which all have had a negative impact on the building's historic fabric. The proposal being put forward as part of this study is to replace the existing building services in full.

Incoming utilities (electricity, water, comms etc) will require to be upgraded during any future redevelopment project and the location of a centralised plant room and local distribution points within the buildings will be a crucial investigation as the project develops.

Both the main building and Cruiser Store are currently heated centrally from an oil-fired boiler housed in the original boiler room in Custom Lane. There is very limited insulation of the large bore distribution pipework and many of the radiators are undersized for the rooms they serve. Consequently, many of the tenants augment their room comfort with ad-hoc electric heaters. The impact of this inefficient system of heating is an uneconomical and uncoordinated control of heating provision within the building and the wasteful consumption of energy, which in relation to climate change and current energy prices is unsustainable.

Hot water is provided via individual, point of distribution, electric water heaters in the kitchen and toilet accommodation. This was an effective short-term solution to get the property up and running with additional toilet facilities. The units are from a variety of manufactures with no coordinated servicing potential.

Much of the air handling ducting and environmental control units needed when the building was used as a Museum Store by NMS are still incorporated in the building fabric, including the mechanical plant in the attic. These are all redundant and will require to be carefully removed and the building fabric repaired as necessary.

The existing fire and security systems were augmented when SHBT took control of the building however these will need fully reviewed in relation to future use and layout of the building and new systems installed to meet current requirements to protect the building occupants and the historic building fabric. There is currently no fire suppression system installed in the building.

Additional small power distribution has been installed throughout the building however much of this has been surface mounted in trunking / conduit. Similarly, data provision has been installed throughout, again in surface mounted trunking / conduit. A clear strategy for replacement power and data provision, designed to meet the anticipated needs of the future occupants and room uses, will be required, with these appropriately located within the existing historic building fabric.

Generally, the current lighting provision throughout is inefficient fluorescent light fittings. Energy efficiency improvements have not been undertaken to date and all of the buildings internal and external light fittings will require to be replaced to meet modern energy standards and the wider energy and aesthetic strategy for the building.

Existing foul and surface water drainage systems will need to be fully reviewed and altered as required to meet both new occupancy layouts proposed as well as the impact of climate change. A review of the sizing of rainwater goods (Gutters, downpipes, catch pits, hoppers etc) in particular is crucial to ensure the tolerable capacity can accommodate the significant increase in rainfall intensity being experienced in current weather patterns.

5.9 Climate Change

The impact of climate change on our historic buildings cannot be underestimated. We are seeing evidence of more severe weather events and protection of our heritage assets needs to be considered. This could manifest itself in any number of ways, from increasing the sizing of existing rainwater goods when replacements are needed to changing the servicing arrangements for a property.

The need to adopt alternative solutions needs to be carefully considered with the aim of reducing the buildings carbon footprint, consuming fewer natural resources whilst respecting the buildings qualities especially when working with the fabric of an A listed property.

Custom House was constructed over 200 years ago with materials and detailing available at the time. Whilst some alterations have taken place over the intervening period the building fabric is still, essentially, intact, and is “traditional” in nature. In general, the building envelope is un-insulated with single glazed sash and case windows and mass masonry walls. The building services require to be replaced in full with the current oil-fired heating system of particular concern both in terms of operational reliability and its impact on the environment.

The aim for any future development and/or re-purposing of Custom House, and indeed for any future SHBT managed building, is to look to current best practice and how a traditional building can be enhanced to become as sustainable as possible, not just in terms of,

primarily, its use of natural resources and impact on the environment but also its operating costs and economic viability.

Being over 200 years old and still retaining many original materials and features, Custom House has significant embodied energy within its fabric and it is essential that proposals to “upgrade” the energy strategy for the building as part of any development respect the buildings significant historic status and work with the traditional materials. The use of modern interventions needs to be carefully considered to ensure the impact on the building is minimised and that unintended detrimental issues are not imparted.

It is crucial to SHBT, in the way that we look to develop buildings, that localised opportunities for renewable energy generation are fully explored. In terms of Custom House, with the building’s proximity to a significant body of water, the potential to harness that energy in some manner is an obvious source for exploration. Likewise, with significant areas of land around Custom House there is the potential to explore ground source heating solutions.

The research so far, conducted as part of this study, indicates that the technology exists to make a significant contribution to the energy demands of Custom House through renewable energy / micro generation solutions, all be it with a higher capital outlay and likely increased space requirement for associated plant and equipment.

An independent assessment of the energy consumption, and report on the feasibility for low carbon energy supply options at Custom House was prepared by Mace in May 2018, with support from Scottish Enterprise. (included as Appendix 13) This study informed the design team as part of their research in to potential solutions for a redeveloped Custom House, however it is acknowledged that greater research and detailed development, including consultation with key stakeholders (including conservation, ecology, Archaeological and renewable energy bodies) will be required to ensure that the most appropriate scheme can be developed and adopted within a re-purposed Custom House.

5.10 Current Uses & Building Management

Custom House is currently owned by the City of Edinburgh Council with SHBT awarded a short-term lease until development proposals are completed, at which point SHBT will take a 99 Year Lease. SHBT have extensive experience in managing traditional buildings with multiple tenants and are responsible for the general management, security and day to day upkeep of the building.

SHBT have undertaken significant repairs to the building fabric when it took over direct management and now continue to operate on a reactive basis to arrest further decay and ensure that the property remains in good order, habitable for the tenants, and that defects are not allowed to manifest into wider damage to the building.

The aim of the “meanwhile” use was to open up the property which had been inaccessible to the general public since 1980 whilst used as a storage facility by the National Museum of Scotland.

SHBT carried out some basic alterations (including installation of toilet provision throughout the building) and offered individual spaces for rent to creative practitioners. This “low input – low output” model has been very successful with the workspaces generally achieving 100% occupancy.

Space within the building, generally to the East (Custom Wharf / Water of Leith) was identified and made available to the community for meetings, events, exhibitions etc. including the Gallery space with its wonderful plaster ceiling.

The Cruiser Store was sub-let by SHBT and now, branded Custom Lane, hosts a range of business, creative and community spaces including a café, and the Edinburgh Tool Library.

The current “meanwhile” use demonstrated the potential for a mixed creative use to inhabit the building successfully, whilst allowing engagement with the wider community.

SHBT also took a lease to the Car Park at Dock Place to enable the Leith Market to continue to operate every Saturday throughout the year. During the week the car park is offered to let to the tenants of the Custom House and wider community within Leith.

Without a future sustainable development plan and strategy to resolve the buildings outstanding defects there is a significant risk that SHBT, with no long-term lease, would not be able to access the funding streams necessary to repair / redevelop the building in full, resulting in the “meantime” use becoming unsustainable and the fabric decay accelerating to the point where part, or indeed all, of the building becomes uninhabitable.

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6.0 PLANNING CONTEXT

6.1 Statutory and Non-Statutory Designations

6.1.1 Listed Building

Custom House, 67 Commercial Street, Leith is listed at Category A in Historic Environment Scotland's statutory list of buildings of special architectural or historic interest (ref LB26787 - see Appendix 01). This means it is deemed to be a building 'of special architectural or historical interest which is an outstanding example of a particular period, style or building type'. Custom House was listed on 14th December 1970.

6.1.2 Conservation Area

Custom House, 67 Commercial Street sits within the Old Leith and the Shore Sub Area of the Leith Conservation Area (ref CA612). According to the specifications laid out the S.61 Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997, this means it is part of "an area of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance".

The Leith conservation area is recognised by the City of Edinburgh Council for its:

Unique and complex architectural character, the concentration of buildings of significant historic and architectural quality, the unifying effect of traditional materials, the multiplicity of land use activities, and the importance of the Water of Leith and Leith Links for their natural heritage, open space and recreational value.

6.1.3 Nearby Designations

There are 37 other listed buildings in an approximate 250m radius from the Custom House. They are illustrated in **Figure 8** below.

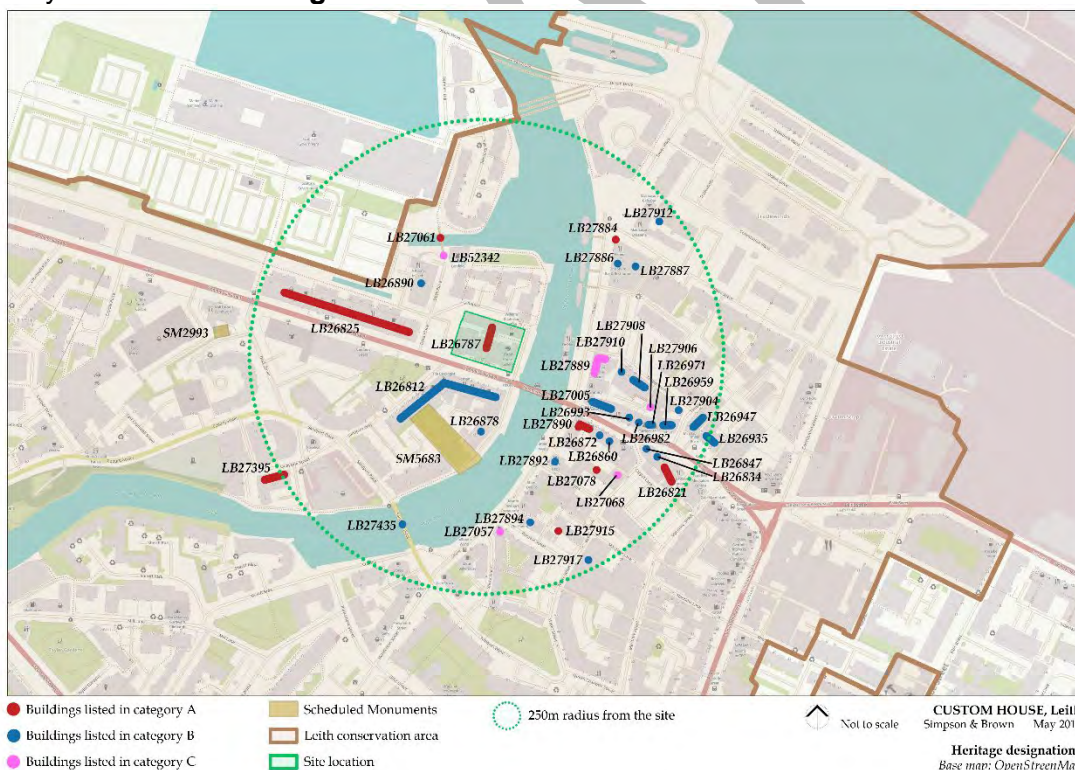


Figure 8 Map showing the site (in green) and designations in a 250m radius. *Base map: OpenStreetMap*

6.1.4 CECAS Historic Environment Record

The City of Edinburgh Council Archaeology Service (CECAS) maintains an Historic Environment Record (HER), which is accessible through the Canmore database.

The Custom House is recognised as two separate HER sites: the Custom House (Canmore ID 52018) and the stables (Canmore ID 258548). Within an approximate 250m radius, there are over 150 HER sites. They consist of listed and unlisted buildings, structures, and sites of events or finds, all with archaeological interest.

6.2 Planning Policies - National and Local

The Scottish Planning Policy (SPP) and Historic Environment Policy for Scotland (HEPS) together set out the Scottish Ministers' policies for planning and the historic environment. These should be read in conjunction with relevant Planning Advice Notes (PANs) and also with the Managing Change in the Historic Environment Guidance Notes produced by HES. The advice and policies laid out in these documents should be considered by planning authorities when determining applications for listed building consent or planning permission for development which may affect the historic environment. Developers should also take Government policy and guidance on the historic environment into account when forming development proposals.

6.2.1 The Scottish Planning Policy (2014)

The **Scottish Planning Policy** (2014) sets out national planning policies which reflect Scottish Ministers' priorities for the operation of the planning system and for the development and use of land. The SPP promotes consistency in the application of policy across Scotland whilst allowing sufficient flexibility to reflect local circumstances.

It includes an explicit recognition of the need for informed conservation, to understand the significance of historic sites and the potential impacts that any proposed development might have. It also emphasises the need to 'enable positive change in the historic environment' based on well-informed understanding.

The most relevant aspects of the SPP can be found in paragraphs 141 and 142 which together set out national policy as applies to listed building:

141. Change to a listed building should be managed to protect its special interest while enabling it to remain in active use. Where planning permission and listed building consent are sought for development to, or affecting, a listed building, special regard must be given to the importance of preserving and enhancing the building, its setting and any features of special architectural or historic interest. The layout, design, materials, scale, siting and use of any development which will affect a listed building or its setting should be appropriate to the character and appearance of the building and setting. Listed buildings should be protected from demolition or other work that would adversely affect it or its setting.
142. Enabling development may be acceptable where it can be clearly shown to be the only means of preventing the loss of the asset and securing its long-term future. Any development should be the minimum necessary to achieve these aims. The resultant development should be designed and sited carefully to preserve or enhance the character and setting of the historic asset.

6.2.2 Historic Environment Policy for Scotland (2019)

This policy statement by HES, along with their **Managing Change in the Historic Environment** guidance note series, are the documents to which local planning authorities are directed in consideration of applications affecting historic environment assets in their jurisdiction.

HEPS is a policy statement directing decision-making that affects the historic environment. It is non-statutory, which means that it is not required to be followed as a matter of law or statute. It is relevant to a wide range of decision-making at national and local levels. It is supported by detailed policy and guidance.

HEPS is intended to ‘support and enable good decision-making about changes to the historic environment.’ and identifies six key policies for managing the historic environment:

HEP1 Decisions affecting any part of the historic environment should be informed by an inclusive understanding of its breadth and cultural significance.

HEP2 Decisions affecting the historic environment should ensure that its understanding and enjoyment as well as its benefits are secured for present and future generations.

HEP3 Plans, programmes, policies and strategies, and the allocation of resources, should be approached in a way that protects and promotes the historic environment.

If detrimental impact on the historic environment is unavoidable, it should be minimised. Steps should be taken to demonstrate that alternatives have been explored, and mitigation measures should be put in place.

HEP4 Changes to specific assets and their context should be managed in a way that protects the historic environment. Opportunities for enhancement should be identified where appropriate.

If detrimental impact on the historic environment is unavoidable, it should be minimised. Steps should be taken to demonstrate that alternatives have been explored, and mitigation measures should be put in place.

HEP5 Decisions affecting the historic environment should contribute to the sustainable development of communities and places.

HEP6 Decisions affecting the historic environment should be informed by an inclusive understanding of the potential consequences for people and communities. Decision-making processes should be collaborative, open, transparent and easy to understand.

6.2.3 Planning Advice Notes

Relevant Planning Advice Notes that should be consulted include:

- PAN 2/2011: Planning and Archaeology
- PAN 71: Conservation area management and planning advice
- PAN 59: Improving Town Centres

6.2.4 Local Planning Policy Context: Edinburgh Local Development Plan

The Edinburgh LDP was adopted in November 2016.

The LDP sets out policies and proposals relating to the development and use of land in the Edinburgh area. The policies in the LDP will be used to determine future planning applications.

Concerning conservation areas, it mentions that:

Across Edinburgh there are a number of designated conservation areas. These are areas of special architectural or historic interest, the character or appearance of which should be conserved or enhanced. A quarter of Edinburgh’s urban area lies within a conservation area. Each conservation area has its own unique character and appearance that is identified in a character appraisal. The underlying principle behind the designation of the conservation areas is to maintain the variety of character that illustrates the history of Edinburgh. An ongoing review of conservation areas will consider amendments to boundaries, opportunities for enhancement, and the designation of new conservation areas. In conservation areas, consent is required for

changes such as demolitions and window alterations, which elsewhere in the city wouldn't require permission. This additional level of control helps to ensure that small scale incremental changes do not damage the character of the conservation areas.

Concerning listed buildings:

Listed Buildings are buildings of special architectural or historic interest. Edinburgh has the greatest concentration of listed buildings in Scotland – around 5,000 listed items comprising 31,500 individual buildings. 75% of buildings in the World Heritage Site are listed. Listed buildings have statutory protection, which means that listed building consent is required for the demolition of a listed building, or its alteration or extension in any manner which would affect its character. Some proposals may also require planning permission. Development plan policies have a role to play in helping to protect listed buildings, their setting and features of special interest.

6.2.5 Proposed Edinburgh LDP: City Plan 2030

City of Edinburgh Council have prepared a draft local development plan, titled **City Plan 2030**. The proposed plan sought input from consultees up to December 2021, with the aim of a final plan being submitted to Scottish Ministers in 2022.

The above statements in relation to Conservation Areas and Listed Buildings are included in the proposed plan. Other key aims within the new City Plan, relevant to a future Custom House development, include:

Delivering a network of 20-minute walkable neighbourhoods and embedding a 'place-based' approach to the creation of high quality, high density, mixed-use and walkable communities, linked by better active travel and public transport infrastructure, green and blue networks and bringing community services closer to homes.

Implementing environment policies to deal with climate change mitigation and adaptation, protect our beautiful green setting, increase biodiversity, physical and mental wellbeing, reduce flooding and other climate impacts, and improve air quality.

Edinburgh needs to be resilient, adaptable and address the impacts of climate change, contributing to the delivery of a net zero city by 2030. We also want Edinburgh to be a sustainable and healthy city which protects and enhances its natural, historical and community assets.

The proposed plan also identifies significant development potential in a variety of locations within North and East Edinburgh which may have a potential impact on a future Custom House development, specifically within Edinburgh Waterfront. (Leith Western Harbour, Central Leith Waterfront, East of Salamander Place, and Northern and Eastern Docks)

The plan proposes to “ensure the regeneration of Edinburgh’s Waterfront comes forward in a planned manner within the context of a long-term vision.” There will also be a requirement for the “provision of local retail facilities and leisure and tourism attractions, including water related recreation in and around retained harbours.”

The City Plan 2030 also refers to Environment and Design policies regarding development of listed buildings in the following sub sections:

Env 11 Listed Buildings – Setting

Env 12 Listed Buildings and Structures – Alterations and Extensions

Env 14 Conservation Areas - Development

The proposed plan refers to Economy Policies and in particular the following sub section with regards to a future Custom House development:

Re 9 Entertainment, Leisure and Café/restaurant Developments – Preferred Locations

Planning permission will be permitted for high quality, well designed arts, café/restaurant, leisure and entertainment facilities and visitor attractions in the City Centre, at Leith and Granton Waterfront, in a town centre, and local centres provided:

- a. the proposal can be integrated satisfactorily into its surroundings with attractive frontages to a high quality of design that safeguards existing character,*
- b. the proposal is compatible with surrounding uses and will not lead to a significant increase in noise, disturbance and on-street activity at unsocial hours to the detriment of living conditions for nearby residents,*
- c. the development will be easily accessible by public transport, foot and cycle.*

Policy Re 9 also states:

Entertainment and leisure uses will be a key component of the major regeneration proposals at Leith Waterfront and Granton Waterfront and are also appropriate in town centres and local centres, contributing to the diversity and vitality.

The City Plan 2030 provides a framework within which the Custom House development can be delivered. Discussions regarding the 20-minute neighbourhood potential for the building are already underway and will be developed during the next stage of the design development for the building. Over 1,300 new residential units within a 10-minute walk from Custom House have been, or will be, delivered in the coming years making Custom House an ideal location to engage with both the existing and increased community. The buildings location, close to public transport, particularly the Tram line extension to Newhaven from the City Centre also has the potential to attract visitors from further afield, provided a high-quality attraction can be delivered. As a community focused building Custom House can play a major part in the drive to deliver sustainable, locally based services and also revitalise a major heritage landmark in the area for the future.

7.0 OPTIONS FOR RE-USE

Custom House was fortunate in that the building could be given a “meanwhile” use whilst development proposals are prepared. The building fabric and services, whilst challenging and in need of significant upgrading and repair was secure enough in the short term to allow occupation with only minimal investment.

The current “meanwhile” use, providing low cost creative studio accommodation, continues to be successfully delivered by SHBT (reaching 100% occupancy) and has demonstrated that this particular option could be pursued as a potential permanent use for an upgraded Custom House either as a standalone use or as part of a mixed-use development.

The building fabric however, does need considerable investment. If the essential and urgent repair works are not undertaken then the building will decay and will soon become unusable. The services alone need immediate investment including, but not limited to, the oil-fired boilers and heating system which is not fit for purpose and is unable to heat the building.

For these reasons SHBT, the City of Edinburgh Council and other interest parties are keen to see Custom House re-used in a manner that is appropriate to its significance and that will bring in the financial commitment required to bring the building into a good state of repair.

From the outset of its involvement SHBT set the bar high for the development of Custom House, befitting its category A listed status. Following a competitive tender process award winning practice, Richard Murphy Architects (RMA) were appointed to lead the highly experienced Design Team for the development.

Through rigorous investigation, consultation, and analysis, various options for a future use of Custom House have been explored, always with the engagement of the community in mind.

SHBT identified that engagement with the community of Leith was key to the development of a successful project and carried out consultations at every opportunity. A formal Community Consultation exercise was carried out by Janet Sylvester and Karen Chambers between November 2019 and January 2020 with the key findings being:

- That the building should “feel” open and welcoming to all local communities and convey a strong message about accessibility and inclusivity. Barriers to access should be minimised, including both physical and financial barriers.
- That the building should be capable of hosting permanent and changing displays related to the history and heritage of Leith, its cultural development and both national and international significance.
- That the building should include space for use by the community for events/classes but that this space should be appropriate and compliment what is available at other local venues.
- That the building should offer food and drink opportunities to enhance the wider attraction of visitors (both local and tourists) and experience for all of the building users.
- That the building should offer a range of small-scale workspace / studio accommodation similar to the current interim usage to create a vibrant community of occupants within the building to attract and engage with the wider community.
- That the building could be used as an opportunity to promote local products/artists which, in turn, could have a commercial potential to support the buildings community aspirations.

The responses from the various community consultations were examined to assist with the preparation of a vision for the Custom House development as well as identification of a long list of possible use options for the building.

7.1 Option Assessment Criteria

The following set of criteria was prepared to assess the Long List of potential uses and identify a short list of options for further development:

Options Evaluation Criteria

Potential demand for facilities that could be accommodated in Custom House.

(Max Score 5)

- Existing and planned similar use within surrounding area.
- Need and likely demand for use.

Benefit to the community.

(Max Score 5)

- Public benefits, in particular for the local community, including employment opportunities, public access and amenity of site and in relation to proposed new uses of buildings.

Architectural fit for historic building.

(Max Score 5)

- Spatial arrangement of uses. (logistics)
- Ability to accommodate use within the building curtilage.
- Building service requirements.
- Impact of use on historic fabric.
- Potential to enhance significance of the building.
- Servicing and access requirements.
- Environmental sustainability of use.

Potential capital project viability.

(Max Score 5)

- Potential fundability of capital project. (External funding sources)
- Potential fundability of capital project. (Local fundraising possibilities)
- Project delivery model

Potential ongoing sustainability.

(Max Score 5)

- Potential for income generation.
- Potential ongoing expenditure
- Potential property management by SHBT (or others)

7.2 Long List of Options: Assessment

A long list of 24No. potential uses, based on discussions with key stakeholders and the wider community, have been evaluated using the criteria above.

Each use was given a weighting under each of the criteria and the outcome of this assessment is provided in the table below. A score of 1 is low with a score of 5 being the highest.

The full assessment of the long listed potential uses is provided in Appendix 14.

Long List Use Options	Potential demand	Community benefits	Architectural fit for building	Capital Project Viability	Ongoing Sustainability	Total
Creative Studios / Workshops	5	4	4	4	4	21
Community Hub	5	5	5	3	3	21
Function Venue	4	4	4	4	3	19*
Museum / Heritage Display	5	4	4	4	2	19*
Archive / Local History	4	5	4	4	2	19*
Restaurant / Bar	4	2	3	4	5	18*
Rehearsal Space	4	3	3	4	3	17*
Flexible Office Suites	4	3	3	3	4	17
Art School	3	3	4	3	4	17
Mixed Cultural Venue	4	4	3	3	3	17
Conference / Meeting Space	3	3	3	3	3	15*
Art Gallery/Centre	3	3	4	3	2	15
Youth Centre	2	4	2	3	3	14*
Retail	2	3	2	2	4	13*
Library	1	4	4	3	1	13
Private Residential (Multiple)	4	1	3	2	0	10
Commercial Office (Grade A)	1	2	1	1	4	9
Hotel	5	1	2	0	0	8
Casino	2	1	4	0	0	7
Theatre	2	3	1	0	0	6
Nightclub	2	2	1	0	0	5
Health / Leisure Centre	2	2	1	0	0	5
Cinema	1	2	1	0	0	4
Storage Facility	1	1	1	0	0	3

Score of 1 = Low; Score of 5 = High; Maximum Total Score = 25

* Only deliverable as part of a mixed-use development.

From the list it can be seen that a number of the options that have scored highly, such as Function Venue, Restaurant/Bar etc. would only work as a part of a mixed-use development.

7.3 Short List of Options: Assessment

The long list of options was reviewed and assessed against the results generated by the Community Consultation, the required project outputs determined by key project stakeholders, and the external funding and project deliverability potential.

It became clear that a single use for Custom House would be challenging on a number of fronts and that a combined use development would offer greater potential to engage with the local community in the widest possible manner as well as provide a more robust, and importantly, sustainable future for the building.

The mix of uses was further assessed by the level of interventions required, with the design team offering potential solutions to the key issues identified in Section 5. Some of these solutions are relatively simple to incorporate in any design option, whilst others may prove more controversial, particularly from a conservation stand point. They are no less valid and should be considered on their merits and assessed in terms of the benefits that might accrue in the way the building operates and engages with the community, as well as the potential impact on the historic fabric. Significant discussions with statutory bodies and conservation groups have not formed part of this study and dialogue would be needed as part of any future development stage.

Based on the long list scoring the developed options contain a mix of some or all of the following uses:

- Creative Studios / Workshops
- Community Hub
- Function Venue
- Restaurant / Bar
- Museum / Heritage Display
- Archive / Local History

Each short-listed option incorporates the same level of repairs to the building fabric recommended in the Condition Report to ensure that Custom House is in as good a condition as possible no matter which development option is pursued. The design team have also identified locations for additional stairs allowing access from ground floor to attic within the northern rooms of the main building in every option, increasing the flexibility of the building operation and improving the emergency escape provision from all floors. The introduction of a lift from ground floor to attic has also been identified in every option to make the building fully accessible to ALL potential users.

A layout for the attic level has been identified however due to circulation and emergency escape provision and the physical constraints of the attic fabric the layout proposed is the same for each option.

Future servicing of the building and, in particular, a target to significantly reduce energy consumption and the incorporation of renewable energy technology within a traditional building have been explored in principle as part of the study (See Appendix 11 – Services Report) and it is the stated aim of SHBT to incorporate a strategy for all future development projects which will address climate change issues and reduce the carbon footprint of our properties where possible.

Renewal of all building services and new utility connections are included in the proposals however further exploration of the incorporation of any renewable technology or energy efficiency measures will be fully investigated in a future development phase.

It should be noted that the potential future use of the current Dock Place car park, and how this area could compliment the redeveloped Custom House, will be considered in the next development stage of the project once a preferred option is identified for the building.

Based on the above the following options have been identified:

- Option 1 Enhanced existing use including creative studio accommodation
- Option 2 Ground floor commercial use supporting wider community facilities and heritage display on first floor
- Option 2A Ground floor commercial use supporting wider community facilities and heritage display on first floor (Retention of Central Stair)
- Option 3 Mixed-use commercial, community, & creative hub
- Option 4 Mixed-use community and creative hub

As identified in section 1.1 “The Question of a Museum for Leith”, a single use Museum building was identified and discussed at length early in the feasibility study process but could not be justified as deliverable in the current economic climate.

City of Edinburgh Council have confirmed that they are not in a position to develop or operate a single use Museum of a scale of the entire Custom House building. Such an undertaking would therefore require identification of a significant third-party organisation with a proven track record of delivering and operating a venue of the scale of Custom House. To date no such third party has been identified.

It is however central to the Custom House development to incorporate some form of heritage display provision in the proposals. Each of the short-listed options within this study therefore includes a provision of Heritage Display which would allow significant access for the community and visitors, and be underpinned by other income generating uses.

It should be noted that the COVID-19 Pandemic has significantly impacted many areas of our lives. Interest in the idea of the '20-minute neighbourhood' has grown around the world putting a spotlight on the importance of the liveability of where we live. The way that we engage with heritage has also changed and the idea of the creation of a series of both fixed and flexible spaces to assist City of Edinburgh Council, or other community based third party organisation, deliver heritage outputs at a local level and meet the potential changing demands of the local community is included in the proposals for Custom House. This study acknowledges the development of proposals by the Heart of Newhaven Community group for a Newhaven Heritage Centre as part of the former Victoria Primary School community proposals.

The proposed heritage display(s) at Custom House would generally be curated by the City of Edinburgh Museums and Galleries and the spaces would be both secure and environmentally conditioned for the appropriate display of identified artefacts. Some initial discussions have already taken place to that end and it is anticipated that further discussions would take place during the development phase of the project with Council Officers to ascertain the scale, curation, and interpretation of heritage display elements within a future development. The identified options within this study would all provide flexibility of space to accommodate a variety of Heritage Display elements and there would also be potential to discuss the inclusion of displays from other providers and/or local community / third party organisations which might operate on a permanent or temporary basis.

Likewise, the “what” of any permanent display will be investigated more thoroughly in the development phase of the Custom house project but there are many options available that would create a significant attraction to locals and visitors alike.

The consultation for this study found that it is crucial to the long-term success of the project that space can be allocated within a redeveloped Custom House for both permanent collection display as well as touring exhibitions. This would encourage a greater number of return visitors, assist in the development of a vibrant community asset, and increase the income generation potential of the Custom House.

The assessment on the “fit” within the historic building, challenges associated with delivery of the project, indicative project costs, estimated project funding, potential annual rental

income, and project viability potential is summarised on the following pages for each of the short-listed options.

Ground and First Floor plans have been included for each short-listed option for reference. Full design layouts and further information of the short-listed options are included within the Richard Murphy Architects Feasibility Report. (See Appendix 08)

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7.3.1 Option 1 Enhanced existing use including creative studio accommodation

This option explores how the existing use of spaces within Custom House could be enhanced to offer improved accommodation and facilities, a greater degree of accessibility to, and within, the building for ALL building users and visitors, and incorporation of heritage display within circulation spaces made accessible to the public.

The main building would accommodate creative studio accommodation within the existing perimeter rooms on the ground and first floors generally and in the developed attic accommodation. Existing natural daylight to the ground and first floor rooms would be augmented with improved heat, light, power and data provision to make these spaces extremely attractive to future tenants. Similarly, the proposed attic accommodation can be developed with significant new openings for natural daylight and natural ventilation as well as more intimate creative spaces for use by individuals.

Heritage display would be contained within the central circulation spaces on the ground and first floors, augmented with additional space in flexible community accommodation formed to the East of the ground floor as a suite of community rooms accessible from either the main circulation space or directly from Custom Wharf, or in the central rooms on the north of the first floor. The community rooms would be capable of accommodating a variety of uses including meetings, classes, events, functions and talks as well as exhibitions and displays. Areas devoted to, or capable of hosting, heritage display, either permanently or on an ad-hoc / touring basis, would be both secure and environmentally conditioned for the appropriate display of artefacts, making a truly flexible set of accommodation that can adapt to future demands within the community.

In this option the Cruiser Store building would retain much of its current use, with commercial or community spaces and café on the ground floor and creative studio space on the upper floor, with general fabric repairs and necessary improvements proposed. Indeed, this option would potentially allow a phased development to be undertaken, with the main building refurbished in full, including re-servicing, whilst the existing Cruiser Store occupation continued and then a future phase of works incorporating the redevelopment of the Cruiser Store would be planned with existing tenants decanted to the refurbished main building. Similar to the current arrangement, the Cruiser Store could be sub-let and operated / managed independently by a third-party organisation.

The focus of this option is to enhance the usability of the buildings whilst retaining as much of the original historic fabric as possible. The current “meanwhile” use, providing low cost creative spaces, has demonstrated that such a use is both popular and viable in the long term, as well as assisting with the development of a close-knit community of like-minded individuals within the building who also engage with the wider community of Leith.

The existing “formal” entrance to the main building from Commercial Street, with the stepped arrangement internally and externally introduced by William Burn in 1824, would be retained, with additional accessible entry points formed to the north in Custom Lane. Whilst the Commercial Street entrance would be inaccessible to some, this option has the advantage, through careful design, of encouraging pedestrian traffic for both the main building and Cruiser Store to Custom Lane via both Dock Place and Custom Wharf, creating a vibrant “street” environment, and linking the main building and cruiser store activities in a far more robust manner than the current arrangement can achieve.

The breakdown of accommodation is fully detailed in Appendix 15 however a summary of the accommodation area per type is shown in figure (7.i) below.

Option 1 - Enhanced Existing Use

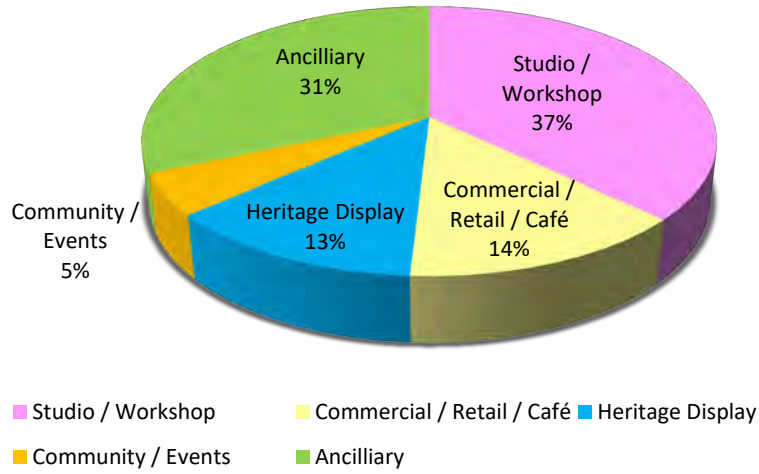


Figure (7.i) Area analysis of Option 1



Enhanced existing use including creative studio accommodation	
<i>Fit within the building? (See Appendix 08 for full drawings)</i>	<p>This option improves the accessibility of the main building whilst retaining much of the historic fabric, particularly the feature elements such as the formal entrance arrangement.</p> <p>The proposed use is an enhancement of the current “meanwhile” use (Creative Studios) which has successfully operated since SHBT took on the management of the building, with the addition of increased access for the public and the formation of permanent and flexible spaces for community use and heritage display.</p> <p>These uses can be accommodated, generally within the existing room arrangement thereby retaining the historic fabric of the building.</p>
<i>Townscape Impact</i>	<p>Enhancement of the public amenity of the local area with the creation of additional public space in Custom Lane, linking Dock Place and Custom Wharf and the main Custom House and Cruiser Store activity.</p> <p>Reinforcement of the public area for Leith Market and other public events.</p> <p>Provision of a high quality cultural and artistic resource within a restored landmark building in Leith will notably contribute to the land-use mix and vitality of the local community.</p>
<i>Market Demand</i>	<p>Custom House is currently 100% occupied with new enquiries on a regular basis for space. (Even after the impact of Covid 19)</p> <p>Other local creative facilities are also 100% occupied with a waiting list for simple, low cost, robust space.</p>
<i>Challenges associated with delivery of the project.</i>	<p>The focus for entry to the building will need to be carefully designed to ensure the Custom Lane entry points are considered equal to the existing “formal” entry from Commercial Street.</p> <p>The accessibility from East to West internally through the ground floor is compromised by the existing central stair arrangement.</p> <p>Listed Building consent will be required for all alterations including the substantial structural interventions and alterations to accommodate the proposed lift, stairs and toilet/plant and services.</p> <p>Management of the building entry points for the general public and security of building tenants / occupants and heritage display artefacts.</p> <p>Limited commercial / income generation potential to underpin community uses and build a sustainable future for the building’s management and maintenance requirements.</p>
<i>Indicative Project Cost</i>	£13,179,993
<i>Estimated Project Funding Available</i>	£9,227,000
<i>Capital Project Shortfall</i>	£3,952,993
<i>Indicative Potential Annual Income</i>	£634,000

7.3.2 Option 2 **Ground floor commercial use supporting wider community facilities and heritage display on first floor**

This option investigates the potential for much of the ground floor accommodation of both the main Custom House building and Cruiser Store to be developed for commercial activities, which in turn would support the provision of community facilities and heritage display provision on the first floor of the main building.

A number of architectural interventions are proposed to “open up” the building and make it fully accessible throughout for building users and the general public, including removal of significant areas of historic fabric such as the external entry steps to the main building from Commercial Street and the creation of a street level entrance sequence, replacement of the existing central staircase to re-evaluate the internal circulation, large scale opening up of external walls to Dock Place and Custom Wharf to create new entry points, and large scale opening up of the ground floor elevation of the Cruiser Store facing Custom Lane.

As noted the main building ground floor accommodation would be developed to create 2no. independent commercial units (suggested to be restaurant/bar units) to the East (Custom Wharf) and West (Dock Place) with new entry points created for each through the central section of the external walls. These new openings would also create a new or enhanced visual and physical connection between Custom House and the external public spaces of Dock Place and Custom Wharf to increase the external activity around Custom House.

Each unit would also require back of house accommodation to be formed (commercial kitchen and guest toilets) as well as enhanced Mechanical and Electrical servicing provision (Ventilation etc) to be woven through the existing fabric.

The first-floor accommodation would provide community space / heritage display with the central, domed, circulation spaces providing curated permanent display, capable of also hosting functions and events. The principle rooms on the first floor would provide community spaces capable of accommodating a variety of uses including meetings, classes, and talks. These spaces could also be utilised for additional exhibition space and also as support spaces for any functions / events. Areas devoted to, or capable of hosting, heritage display, either permanently or on an ad-hoc / touring basis, would be both secure and environmentally conditioned for the appropriate display of artefacts, making truly flexible accommodation that can adapt to future demands within the community. The remainder of the first floor and attic accommodation of the main building would continue to offer low cost creative studio spaces to support local, small scale business.

The ground floor of the Cruiser Store could be sub divided to provide 6No. smaller commercial units each with a glazed frontage to Custom Lane. The Lane itself would also be enhanced with the removal of the boiler room and formation of a terraced area and ramps from the Main Building to create an attractive and vibrant “street”. The upper floor of the Cruiser Store remains as Option 1 with creative studio accommodation in a similar arrangement to its current layout.

The aim of the significant commercial accommodation is to generate sufficient rental income to support community and heritage display activity throughout the rest of the main building. Whilst this option proposes significant alterations to the historic fabric of the building it does demonstrate the potential to create a truly open and accessible building. This arrangement also offers the potential for significant income generation to support the management and ongoing operational needs of the community and heritage display elements.

The breakdown of accommodation is fully detailed in Appendix 15 however a summary of the accommodation area per type is shown in figure (7.ii) below.

Option 2 - Commercial supporting Community Use

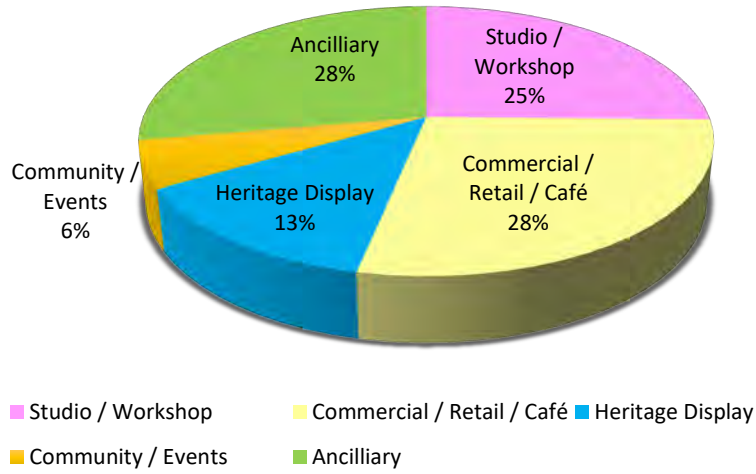


Figure (7.ii) Area analysis of Option 2



Ground floor commercial use supporting wider community facilities and heritage display on first floor	
<i>Fit within the building? (See Appendix 08 for full drawings)</i>	This option requires significant alterations to the historic building fabric, particularly at the ground floor level. It does however also reinstate some of the original Robert Reid entry sequence. The majority of the principle rooms and spaces within the building are retained or enhanced. Smaller perimeter rooms area also retained.
<i>Townscape Impact</i>	<p>Enhancement of the public amenity of the local area with the “opening up” of the main entrance to Commercial Street and physical connections to Dock Place, Custom Wharf and Custom Lane.</p> <p>Reinforcement of the public area for Leith Market and other public events.</p> <p>Provision of a high-quality cultural resource within a restored landmark building allowing significant access to the community and wider public.</p> <p>Reinforcement of Leith as a destination and support of the local economy with the provision of additional commercial activity.</p>
<i>Market Demand</i>	<p>Leith is already very well established as a fine dining location. Given the prominent stature and location of the building on the Quayside, Custom House would be attractive to operators ranging from the well-known high street brands to the top end dining experiences. It may also attract themed attractions including drinks experiences eg Gin / Whisky experiences. Operators would wish to exploit the quayside and Dock Place frontages.</p> <p>One of the key issues will be the inefficient cellular layout that will put off certain operators unless further opening up is possible. Another major issue will be the fit-out cost which in the past operators have been prepared to take on with long leases and extended rent frees In the current challenging market capital contributions and long rent frees are available to tenants.</p>
<i>Challenges associated with delivery of the project.</i>	<p>The significant alterations to historic fabric, including the complete removal of certain elements, will need extensive dialogue with conservation groups to ensure the benefits to the building and community can be demonstrated.</p> <p>Statutory approvals will be required for all alterations including the substantial structural interventions and alterations proposed.</p> <p>Dialogue with potential project funders will be required to demonstrate the benefit of incorporating significant areas of commercial activity to underpin community and heritage display activities.</p> <p>Management of the building entry points for the general public and security of building tenants / occupants and heritage display artefacts.</p>
<i>Indicative Project Cost</i>	£16,506,574
<i>Estimated Project Funding Available</i>	£9,227,000
<i>Capital Project Shortfall</i>	£7,279,574
<i>Indicative Potential Annual Income</i>	£676,225

7.3.3 Option 2A Ground floor commercial use supporting wider community facilities and heritage display on first floor (Retention of Central Stair)

This option is a slight variation on the Option 2 layout which demonstrates the potential of retaining the existing feature staircase added by William Burn in 1824. The proposal still includes significant interventions including removal of historic fabric such as the external entry steps to the main building from Commercial Street and the creation of a street level entrance sequence, large scale opening up of external walls to Dock Place and Custom Wharf to create new entry points, and large scale opening up of the ground floor elevation of the Cruiser Store facing Custom Lane.

The use mix proposed for the main building and Cruiser Store identified in Option 2 remain in this option with the aim of the commercial accommodation generating sufficient income to underpin the community and heritage display management and operation.

The retention of the existing feature stair, whilst perhaps not providing improved circulation on the ground or first floors, does not indicate significant issues to impede the proposed layout and usage of the wider ground and first floors and would still allow access to ALL building users and visitors as anticipated.

The breakdown of accommodation is fully detailed in Appendix 15 however a summary of the accommodation area per type is shown in figure (7.iii) below.

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Option 2 - Commercial supporting Community Use

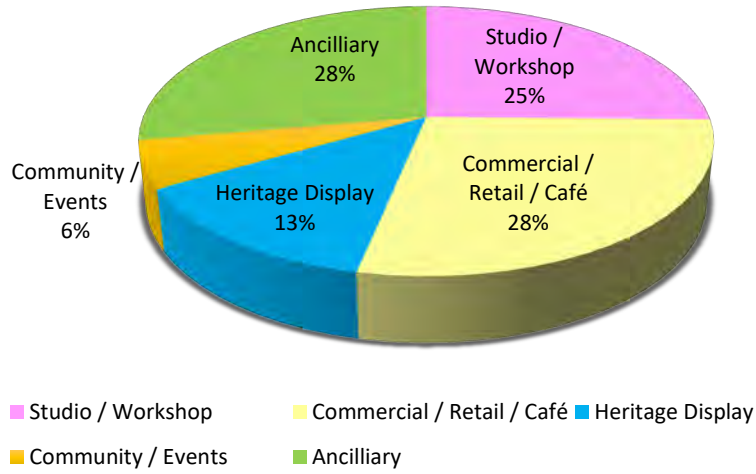


Figure (7.iii) Area analysis of Option 2A



Ground floor commercial use supporting wider community facilities and heritage display on first floor (Retention of Central Stair)	
<i>Fit within the building? (See Appendix 08 for full drawings)</i>	This option requires significant alterations to the historic building fabric, particularly at the ground floor level. It does however also reinstate some of the original Robert Reid entry sequence. The majority of the principle rooms and spaces within the building are retained or enhanced. Smaller perimeter rooms area also retained.
<i>Townscape Impact</i>	<p>Enhancement of the public amenity of the local area with the “opening up” of the main entrance to Commercial Street and physical connections to Dock Place, Custom Wharf and Custom Lane.</p> <p>Reinforcement of the public area for Leith Market and other public events.</p> <p>Provision of a high-quality cultural resource within a restored landmark building allowing significant access to the community and wider public.</p> <p>Reinforcement of Leith as a destination and support of the local economy with the provision of additional commercial activity.</p>
<i>Market Demand</i>	<p>Leith is already very well established as a fine dining location. Given the prominent stature and location of the building on the Quayside, Custom House would be attractive to operators ranging from the well-known high street brands to the top end dining experiences. It may also attract themed attractions including drinks experiences eg Gin / Whisky experiences. Operators would wish to exploit the quayside and Dock Place frontages.</p> <p>One of the key issues will be the inefficient cellular layout that will put off certain operators unless further opening up is possible. Another major issue will be the fit-out cost which in the past operators have been prepared to take on with long leases and extended rent frees. In the current challenging market capital contributions and long rent frees are available to tenants.</p>
<i>Challenges associated with delivery of the project.</i>	<p>The significant alterations to historic fabric, including the complete removal of certain elements, will need extensive dialogue with conservation groups to ensure the benefits to the building and community can be demonstrated.</p> <p>Statutory approvals will be required for all alterations including the substantial structural interventions and alterations proposed.</p> <p>Dialogue with potential project funders will be required to demonstrate the benefit of incorporating significant areas of commercial activity to underpin community and heritage display activities.</p> <p>Management of the building entry points for the general public and security of building tenants / occupants and heritage display artefacts.</p>
<i>Indicative Project Cost</i>	£16,435,260
<i>Estimated Project Funding Available</i>	£9,227,000
<i>Capital Project Shortfall</i>	£7,208,574
<i>Indicative Potential Annual Income</i>	£676,225

7.3.4 Option 3 Mixed Commercial / Creative / Community Use

This option looks at a possible hybrid use for the Custom House and Cruiser Store buildings, incorporating as many of the potential uses and key requirements identified both in the community consultation process and as being appropriate uses for the buildings as part of the long list assessment process.

This layout also reduces the number of significant architectural interventions proposed, retaining the historic fabric where possible, especially the William Burn entry sequence from Commercial Street and the existing internal feature staircase. In order, however, to ensure that the community and heritage display areas of the main building are seen to be open and accessible to ALL users and visitors, the proposed main entry for this option is via a significant architectural intervention from Custom Wharf. This has the benefit of allowing some independent access to community spaces out with the wider opening of Custom House and also would reinstate the original Robert Reid entry sequence from an external courtyard at the side of the building. The entry point from Commercial Street would become secondary, perhaps as a “ceremonial” entry point for specific occasions. The day to day entry and control of visitors would be via the new level access Custom Wharf entrance.

Community and Heritage Display spaces would be accommodated on the ground and first floors in the east and central rooms and circulation spaces, with appropriate vertical access provided via a new stair and lift. As with other options the community rooms would be capable of accommodating a variety of uses including meetings, classes, events, functions and talks as well as exhibitions and displays. Areas devoted to, or capable of hosting, heritage display, either permanently or on an ad-hoc / touring basis, would be both secure and environmentally conditioned for the appropriate display of artefacts, making a truly flexible set of accommodation that can adapt to future demands within the community.

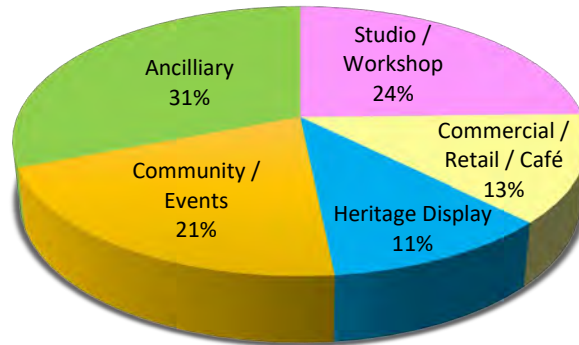
This would allow the West accommodation at ground floor to be developed as a stand-alone commercial unit (Restaurant / Bar) with a similar architectural intervention - opening the external wall to connect visually and physically to Dock Place, and internal layout to Option 2. This would again reinforce the public external space to Dock Place for a variety of complimentary activities and events such as the successful Leith Market.

The West accommodation at first floor would provide space for creative studios to the perimeter rooms all accessed from a shared central space beneath the domed ceiling. This central space could be private, semi-private or public depending on the needs of the building users and would offer tenants of the creative studios a security buffer from the public areas as well as a location to exhibit works or hold classes/events. The developed attic accommodation would continue, as previous options, to offer additional creative studio space.

This option proposes significant development of the Cruiser Store building with 2no. flexible community event spaces located on the ground floor, which could accommodate functions, exhibitions, performances, rehearsal space etc and a new entrance with lift access for 2no. creative studios or small business units on the first floor. The end pavilions of the Cruiser store to the East and West would become self-contained commercial units accessed directly from either Dock Place or Custom Wharf. The ground floor of the Cruiser Store would be opened up with a continuous glazed screen to enhance the connection between the community spaces and Custom Lane, again with the aim of creating Custom Lane as a vibrant street location linking the activities of Custom House and the Cruiser Store with the wider community.

The breakdown of accommodation is fully detailed in Appendix 15 however a summary of the accommodation area per type is shown in figure (7.iv) below.

Option 3 - Commercial / Community / Creative Hub



- Studio / Workshop
- Commercial / Retail / Café
- Heritage Display
- Community / Events
- Ancillary

Figure (7.iv) Area analysis of Option 3



Mixed Commercial / Creative / Community Use	
<i>Fit within the building? (See Appendix 08 for full drawings)</i>	<p>This option retains the William Burn entrance and feature stair but requires significant alterations to historic fabric to the east and west elevations and the Cruiser Store.</p> <p>The original Robert Reid entrance sequences can be restored all be it from a new courtyard.</p> <p>The existing cellular rooms and central circulation spaces are generally retained and provided with new uses.</p> <p>The organisation of the building uses assists in the ability to open or close areas of the building as required.</p>
<i>Townscape Impact</i>	<p>Enhancement of the public amenity of the local area with the “opening up” of a new main entrance to Custom Wharf and physical connections to Dock Place, and Custom Lane.</p> <p>Reinforcement of the public area for Leith Market and other public events.</p> <p>Provision of a high-quality artistic and cultural resource within a restored landmark building in allowing significant access to the community and public.</p> <p>Reinforcement of Leith as a destination and support of the local economy with the provision of additional commercial and community activity (Restaurant/Bar and Function/event/performance spaces)</p>
<i>Market Demand</i>	<p>The community consultation exercise demonstrated that there is significant interest in both heritage display (permanent and touring exhibitions) as well as the need for good quality, affordable, community space.</p> <p>Custom House is currently 100% occupied with new enquiries on a regular basis for creative working space. (Even after the impact of Covid 19) Other local creative facilities are also 100% occupied with a waiting list.</p> <p>Given the prominent stature and location of the building on the Quayside Custom House would be very attractive to operators ranging from the well-known high street brands to the top end dining experiences.</p>
<i>Challenges associated with delivery of the project.</i>	<p>The significant alterations to historic fabric, including the complete removal of certain elements, will need extensive dialogue with conservation groups to ensure the benefits to the building and community can be demonstrated.</p> <p>Statutory approvals will be required for all alterations including the substantial structural interventions and alterations proposed.</p> <p>Dialogue with potential project funders will be required to demonstrate the benefit of incorporating significant areas of commercial activity to underpin community and heritage display activities.</p> <p>Reduced significance of the existing entrance from Commercial Street.</p>
<i>Indicative Project Cost</i>	£15,222,917
<i>Estimated Project Funding Available</i>	£9,227,000
<i>Capital Project Shortfall</i>	£5,995,917
<i>Indicative Potential Annual Income</i>	£517,286

7.3.5 Option 4 Mixed Creative / Community Hub

This option looks at the potential for the ground floor of Custom House to provide accommodation for all of the Community and Heritage Display elements accessed from a new internal “Street” formed from Dock Place to Custom Wharf, reinstating entrance sequences from the original Robert Reid design and incorporating the existing ground floor circulation spaces.

As previous options, significant interventions would be required to both the Dock Place and Custom Wharf elevations to form new accessible entry points. These would have the benefit of making the building more open and accessible to all users and visitors, as well as connecting Custom House with the external public spaces.

The entry point from Commercial Street would again become secondary, perhaps as a “ceremonial” entry point for specific occasions with the day to day entry and control of visitors via the new level access Custom Wharf and Dock Place entrances.

Heritage display would be contained within the central circulation spaces on the ground and first floors, augmented with additional space in the flexible community spaces. The community rooms would be capable of accommodating a variety of uses including meetings, classes, events, functions and talks as well as exhibitions and displays. Areas devoted to, or capable of hosting, heritage display, either permanently or on an ad-hoc / touring basis, would be both secure and environmentally conditioned for the appropriate display of artefacts, again making a truly flexible set of accommodation that can adapted to future demands within the community.

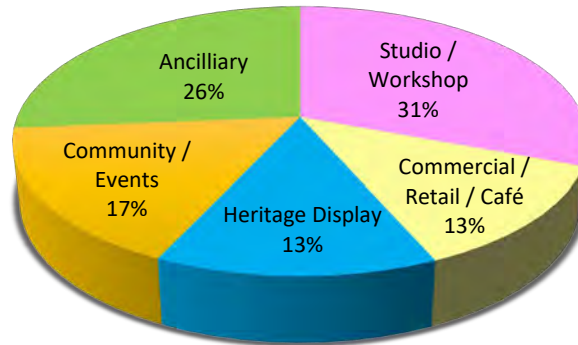
The perimeter rooms to the first floor and proposed attic accommodation would generally provide creative studio accommodation with the central circulation spaces at first floor providing space for Heritage Display, exhibitions or small-scale function. The central rooms to the north on the first floor would operate as flexible community spaces which again could host a variety of uses including additional exhibition / display space.

Similar to Option 3, the West accommodation at first floor could be accessed from a shared central space beneath the domed ceiling. This central space could be private, semi-private or public depending on the needs of the building users and would offer tenants of the creative studios a security buffer from the public areas as well as a location to exhibit works or hold classes/events.

As with Option 1, the Cruiser Store building would retain much of its current use, with commercial / café spaces on the ground floor and creative studio space on the upper floor, with general fabric repairs and necessary improvements proposed. Indeed, this option would potentially allow a phased development to be undertaken, with the main building refurbished in full, including re-servicing, whilst the existing Cruiser Store occupation continued and then a future phase of works incorporating the redevelopment of the Cruiser Store would be planned with existing tenants decanted to the refurbished main building. Similar to the current arrangement, the Cruiser Store could be sub-let and operated / managed independently by a third-party organisation.

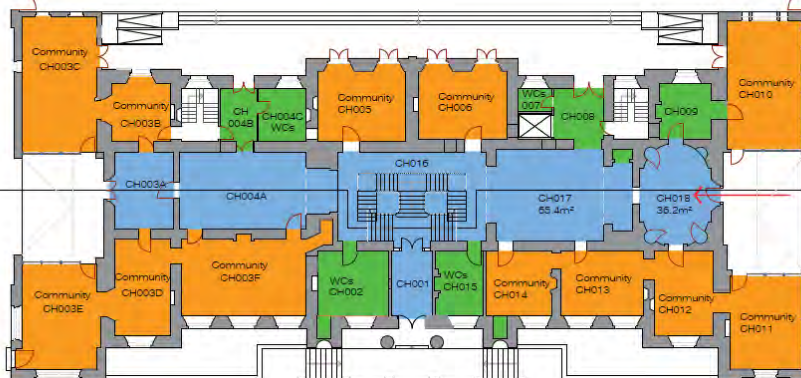
The breakdown of accommodation is fully detailed in Appendix 15 however a summary of the accommodation area per type is shown in figure (7.v) below.

Option 4 - Community / Creative Hub



- Studio / Workshop
- Commercial / Retail / Café
- Heritage Display
- Community / Events
- Ancillary

Figure (7.v) Area analysis of Option 4



Mixed Creative / Community Hub	
<i>Fit within the building? (See Appendix 08 for full drawings)</i>	<p>This option again retains the William Burn entrance and feature stair but requires significant alterations to historic fabric to the east and west elevations and the Cruiser Store.</p> <p>The original Robert Reid entrance sequences can be restored all be it from a new courtyard.</p> <p>The existing cellular rooms and central circulation spaces are generally retained and provided with new uses.</p> <p>Creates a very open and welcoming building for the community both internally and externally.</p>
<i>Townscape Impact</i>	<p>Enhancement of the public amenity of the local area with the “opening up” of a new main entry points to the main building from both Custom Wharf and Dock Place. Links between the main building, the Cruiser Store and Custom Lane are also strengthened.</p> <p>Reinforcement of the public area for Leith Market and other public events.</p> <p>Provision of a high-quality artistic and cultural resource within a restored landmark building allowing significant access to the community and public.</p> <p>Reinforcement of Leith as a destination and support of the local economy with the provision of additional commercial (Cruiser Store), community (Ground Floor) and creative (First Floor) spaces.</p>
<i>Market Demand</i>	<p>The community consultation exercise demonstrated that there is significant interest in both heritage display (permanent and touring exhibitions) as well as the need for good quality, affordable, community space.</p> <p>There was also clear support and demand for some form of café facility to be part of the proposed development.</p> <p>Custom House is currently 100% occupied with new enquiries on a regular basis for creative working space. (Even after the impact of Covid 19) Other local creative facilities are also 100% occupied with a waiting list.</p>
<i>Challenges associated with delivery of the project.</i>	<p>The significant alterations to historic fabric, including the complete removal of certain elements, will need extensive dialogue with conservation groups to ensure the benefits to the building and community can be demonstrated.</p> <p>Statutory approvals will be required for all alterations including the substantial structural interventions and alterations proposed.</p> <p>Dialogue with potential project funders will be required to demonstrate the benefit of incorporating significant areas of commercial activity to underpin community and heritage display activities.</p> <p>Reduced significance of the existing entrance from Commercial Street.</p>
<i>Indicative Project Cost</i>	£15,098,585
<i>Estimated Project Funding Available</i>	£9,227,000
<i>Capital Project Shortfall</i>	£5,871,585
<i>Indicative Potential Annual Income</i>	£563,517

7.4 Consultations

The following organisations and individuals have been consulted and contributed to the development of these options:

- City of Edinburgh Council
- Local Elected Members
- Custom House - Short Life Working Group which includes representation from the following local community groups / organisations:
 - Leith Local History Society
 - Leith Links Community Council
 - Leith Chamber of Commerce
 - Leith Trust
 - Leith Trust
 - Leith Civic Trust
 - Leith Rotary Trust
 - Spirit of Leithers
 - Leith Museum Trust
 - Leith Harbour and Newhaven Community Council
 - Friends of Water of Leith Basin
 - Leith Central Community Council
 - Greener Leith
 - Coburg House Gallery and Studios
 - South Leith Parish Church
- Leith Heritage Group - Formed from the Custom House - Short Life Working Group and which includes representation from the above local community groups / organisations as well as the following additional local community groups / organisations:
 - Yardheads Theatre
 - Citadel Arts
 - SS Explorer
 - Leith Rules Golf Society
 - Forth Ports Ltd
 - Visit Scotland
 - Leith Late
 - Leith Theatre Trust

7.5 Short List of Options: Assessment Summary

It is clear from the assessment of the short-listed options that each of the potential schemes offers something different and could provide a wonderful set of spaces to deliver a sustainable future for Custom House.

Each option would have a mix of uses that would encourage the local community to engage with the facilities and all options would require some degree of physical intervention and removal of historic fabric from the building to create better access, ensure occupants safety or allow modern servicing.

Following the short list assessment process, there are two options that are considered to be significantly more complex to deliver in terms of justification of loss of historic fabric and the potential to secure external funding. These are:

- Option 2 Commercial / Community Use
- Option 2A Commercial / Community Use (Retention of Central Stair)

The assessment determined that the loss of the William Burn external steps to create a level access entry point in both discarded options would be difficult to justify in conservation terms

whilst other options for access to the building were possible, particularly where, even though this entry sequence was not original to the building, it was still significantly old (nearing 200 years) and therefore an intrinsic part of the character of Custom House.

Similarly, the loss of the William Burn feature stair case in Option 2, whilst assisting in the ground floor accessibility, did not resolve all of the access issues to the ground and first floors to justify its removal.

In all options explored there has been a pragmatism that in order to deliver the community and heritage display spaces that are crucial to engaging with the local community and ensuring that the building is as open and welcoming as possible, there would need to be a significant commercial element within the development proposals to ensure Custom House was delivered with a sustainable future.

The assessment concluded that the extent of commercial activity in options 2 and 2A, taking over the majority of the ground floors of both Custom House and the Cruiser Store, would prove problematic in meeting external funders requirements and therefore in securing vital external funding opportunities to allow the project to proceed.

The remaining three options - Option 1 Enhanced Existing Creative Studio Use; Option 3 Mixed Commercial / Community / Creative Use; and Option 4 Mixed Community / Creative Hub – will be considered further to determine a preferred development option(s).

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8.0 MARKET APPRAISAL

8.1 Overview

As the Covid 19 restrictions are slowly lifted, Leith is well placed to benefit from economic recovery with its mix of commercial, business and residential properties however the impact on business and consumer confidence as well as the changing way in which people access services and socialise is still to be fully understood. Further research and monitoring will be required as the Custom House project moves forward into a development stage.

Significant residential development in and around Leith is ongoing with over 1,300 residential units currently under construction / being released to market, including developments at Baltic Street, South Fort Street, and Ocean Drive all within 1 mile of Custom House. These developments are a mix of accommodation types (apartments, town houses, studios etc) and sizes, and include both private and affordable homes to buy and rent.

The proposed City of Edinburgh Council Local Development Plan – City Plan 2030 - will also have a major impact on the area with its focus on future residential developments on brownfield sites with good public transport. Leith has been identified as a major residential growth point for the city in the new plan and the continued development of Edinburgh Waterfront (a major residential development) together with many other smaller sites will see a significant increase in the area's population.

The Ambassador Group also recently published proposals and a community consultation to substantially redevelop the Ocean Terminal retail and leisure venue, improving the quayside attraction and incorporating proposals for a major residential development.

Taken together, the residential units, primarily one and two bed flats, under construction or proposed for the future will create substantial population growth in the area. This, consequently, has the potential to have a positive impact on the demand for commercial premises in and around Leith.

The Edinburgh Tram network expansion continues with the Trams to Newhaven extension currently under construction and due to be completed in 2023. This has the potential to have a significant benefit to Leith, both in terms of easy commuting access for local residents (Existing residents and residents of future developments) to other parts of the City, and the potential to attract other visitors to the area using a modern, reliable mode of transport connected directly to Edinburgh city centre and the city's major public transport hubs. (Main line rail stations at Waverley & Haymarket, St Andrews Square Bus station and Edinburgh airport) Custom House will be close to a number of tram stops located at Bernard Street, Port of Leith and Ocean Terminal. Again, this has the potential to bring more city inhabitants and tourists to explore the history and unique atmosphere of Leith and particularly the Shore.

Whilst there is no doubt that many businesses have felt the full economic impact from the pandemic, Leith remains a positive and attractive location to live, work and socialise. The Shore remains vibrant and independent retailers, bars and restaurants along both Bernard Street and Constitution Street will soon emerge from the disruptive Tram construction works hopefully with a significantly improved public realm. Forth Ports have committed to a full restoration of the iconic Victoria Swing Bridge crossing the Water of Leith near to Custom House and the proposed City Plan 2030 reinforces the heritage assets of the area and encourages renovation and re-purposing over demolition and new build.

There has always been a civic pride and sense of belonging for Leithers and current moves towards the 20 Minute Neighbourhood, where facilities and services, be that commercial or public, are within 20 minutes' walk for members of the community, will only strengthen the "keep it local" mantra that already exists in the area.

Leith will, therefore, see a major period of expansion over the coming years on top of any economic recovery which will take place post Pandemic. This, combined with Leith's existing local and destination status, will see it well placed to attract and sustain new commercial, cultural and community activity in the future.

8.2 Creative Studio Accommodation

For the last 40 years Leith has been a popular and affordable location for a number of businesses in the creative sector. It's "edgy" feel and atmosphere, as well as numerous venues to socialise, has attracted businesses including advertising, PR, architects, IT, Media and the like, as well as artists, sculptors and now the film industry.

Coupled with Leith's industrial past, the area consequently has a vibrancy within its community which continues to attract creative uses in many properties.

When SHBT was granted a short-term lease for Custom House in 2015, the decision was taken to provide low cost, creative studio accommodation as a "meanwhile" use for the building. This required only basic improvements to the building at the time and the existing cellular layout of rooms provided robust spaces for the artists to occupy.

This use continues to be successfully delivered by SHBT as the development proposals for Custom House are prepared. The building is currently 100% occupied with 13No. tenants and a waiting list of future tenants. New enquiries for space are received on a regular basis. (Even after the impact of Covid 19)

Current rental rates for creative studio space at Custom House are £9/sqft with £6/sqft service charge. The accommodation is basic in terms of the studio space which is supplied clean and painted for each new tenant. There are shared toilet and kitchen facilities and reduced rate hire of the Gallery Space for exhibitions and displays. The service charge covers all heat, light and power for both the tenant's studio space and the common areas and also includes cleaning of all communal areas.

This "meanwhile" use has demonstrated that this particular use option could be pursued as a potential permanent use for an upgraded Custom House, either as a standalone use or as part of a mixed-use development.

Current research indicates that there are approximately 13No. creative studio and workshop facilities within 2.0 miles of Custom House providing accommodation for over 500 creative practitioners.

9No. of these ventures have 100% occupancy (Over 450 creative practitioners) and operate a waiting list for interested tenants. Costs for accommodation vary, dependant on the studio provider and other facilities on offer. Studios are available from £13/sqft to £20/sqft. Where specialist workshop accommodation is available this is charged by the hour, half day, or full day. Some of the venues also have gallery space that can be hired for exhibitions or classes with rates for internal hire and external hire.

The following table presents current charge-out rates for the hire of creative spaces within 2.0 miles of Custom House:

Place	Room Type	Capacity
Quality Yard	Creative	6
Coburg House Studios	Creative	80
Edinburgh Open Workshop	Workshop	10
Good Vibes Artist Studios	Creative	6
Biscuit Factory	Mixed	18
Edinburgh Sculpture Workshop	Workshop	25
Out of the Blue (Dalmeny)	Creative	60
Upload Studios	Digital	1
Beaverhall Studios	Creative	20
WASP Studios (Albion)	Creative	22
Out of the Blue (Abbeymount)	Creative	30
WASP Studios (Patriothall)	Creative	32
Edinburgh Palette (St Margaret's)	Creative	200

Much of the accommodation provided in these venues is simple, low cost, robust space which can be utilised for a number of different artistic media. Some specialist space exists, such as the facilities at Edinburgh Sculpture Workshop and Edinburgh Open Workshop.

Typical features offered for creative spaces include:

- Individual or shared studio accommodation with heat, light, and power.
- Internet, Wi-Fi, broadband connections etc.
- Shared display/exhibition space
- Kitchen / tea point
- Toilets

The waiting lists for the majority of studio provision in Leith, and indeed the wider city, demonstrates that there is significant demand for creative studio accommodation. The key to successfully attracting tenants for this use will be pitching the pricing structure at a level which is attainable for creative practitioners. A “low input – low output” development model, creating basic, robust accommodation is likely to be more successful than a high-end specification and finish.

The above indicates that there is a demonstrable demand and potential for parts of the building to offer creative studio accommodation as part of a mixed-use development.

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8.3 Community Space

The Community Consultation process and, indeed, the reason for purchasing Custom House in the first place, was to provide a community facility in the heart of Leith and make Custom House open and accessible, primarily for members of the local community.

Pre-Pandemic, there was significant demand for community spaces in the area, with peak demand being found in the weekday evenings when many local groups operate. Many of the community venues were closed during the Covid restriction period with some community groups able to continue with virtual activities. As restrictions started to ease the venues began reopening and there is clearly an appetite, although tempered with some hesitancy and limitation on numbers, to get back to some in person group activity.

Community space, by its nature and diversity of the community it serves, needs to be flexible to be attractive and useable to a wide cross section of the local population. It may be needed to offer simple, round table meeting accommodation for local groups, or to allow for small scale presentations and talks, or provide rehearsal space for drama or music, or allow some form of activity to help our physical or mental wellbeing.

There is demand from within the community for a variety of community uses, however this demand does change dependant on the needs of the community. It is not intended that SHBT will be the organiser of community activities (Classes, talks etc) but rather will manage bookings and the buildings operational needs.

Established community groups tend to try and find a location and make regular block bookings so that members of the group know when and where an activity will take place. Some community groups are more nomadic or require space for specific events or activities.

Bookings from community groups tend to be for a limited time on a specific day each week (ie. 7pm to 9pm every Tuesday evening) with room set up requirements differing between the various groups. This does present challenges for groups who require space for a specific activity, such as an exhibition, rehearsal, or performance. It is not uncommon for community venues to be unavailable for a one-off block booking and this presents potential opportunities to create a mix of spaces at Custom House.

Research with professional Theatre Companies shows that obtaining space for rehearsals where props or set ups can be left in place and rehearsals can take place every day for a period of time are very limited with most venues requiring a clear space at the end of each daily booking period.

Further research indicates that there are approximately 18No. community venues (some with multiple spaces) within 2.0 miles of Custom House. The largest space is approximately 560sqm with a variety of other sized spaces down to a number of smaller, more intimate meeting rooms. These potential community spaces include hospitality function rooms as well as spaces targeted to community activities.

The hire cost of these spaces varies dependant on the size of the venue and duration of the booking. Most of the venues offer a significant discount for bookings by Community groups and non-commercial organisations.

Typical features offered for community spaces include:

- Range of spaces in a single venue – from halls to meeting rooms – including potential Breakout area(s)
- Internet, Wi-Fi, broadband connections etc.
- Multi-media presentation facilities (i.e. plasma screen, projector, video/DVD, retractable screen etc.)
- Online booking facilities
- Catering potential
- Kitchen / tea point
- Toilets

- Accessible accommodation
- Audio induction loop for hearing impaired
- Room set up (chairs, tables etc in the layout required)

The provision of community accommodation can require considerable and ongoing financial investment from the property owner/business due to the costs of providing and maintaining these facilities. Booking administration, room set up, cleaning costs etc

Costs incurred range from salaries of building management staff, contributions for reception and ancillary facilities, room set up and cleaning costs. To make such a community venture viable, there needs to be sufficient revenue generated from the building as a whole to cover these costs as well as provide sufficient income to support the wider upkeep of the buildings internal and external fabric.

Community spaces can also be used for commercial hire, particularly in relation to meeting room accommodation if the right offer and promotion can be achieved. The Covid Pandemic has changed the way of working, certainly in the short to medium term as many businesses rationalise their working environments - reducing the amount of floor space or creating socially distanced desk layouts. Many businesses have implemented home working through the lockdown restrictions and all indicators suggest that this trend will continue once restrictions are removed with a hybrid return to the office.

Whilst the true nature of this change is still to be fully understood, it is highly likely that with staff working from home and business premises reduced or limited in numbers, demand for serviced meeting spaces for local business will increase.

Community venues may be able to provide some of that much needed space particularly as the community use is less during daytime working hours. This would certainly offer an opportunity to subsidise community rental rates with commercial income without detracting significantly from the community offer and availability.

The following table presents current charge-out rates for the hire of community spaces within 2.0 miles of Custom House:

Place	Room Type	Capacity / Area	Hourly	Half Day	Full Day	Other
Scottish Malt Whisky Society	Meeting	14			£200	
Scottish Malt Whisky Society	Meeting	32			£300	
Queen Charlotte Rooms	Function	120				
Queen Charlotte Rooms	Function	80				
Leith Theatre	Hall & Stage	560sqm	£20 to £40		£160 to £320	
Leith Theatre	Hall & Stage	236sqm	£20 to £40		£160 to £320	
South Leith Parish Church	Hall & Stage	Over 100sqm	£10 to £40			
South Leith Parish Church	Meeting / Hall	Up to 100sqm	£10 to £20			
The Old Dr Bell Baths	Function	136sqm	£20 to £40			
Leith Community Education Centre	Hall	144sqm	£22 to £35			
Leith Community Education Centre	Hall	522sqm	£33 to £45			
Leith Community Education Centre	Meeting	48sqm	£11 to £25			
Leith Community Education Centre	Meeting	48sqm	£11 to £25			
Leith Community Education Centre	Meeting	54sqm	£11 to £25			
Leith Community Education Centre	Meeting	54sqm	£11 to £25			

Leith Dockers Club	Hall	140	£80			
Leith Dockers Club	Function	60	£60			
The Junction	Meeting / Hall	50	£15 to £18			
Duncan Place	Meeting / Hall	62sqm				
Duncan Place	Meeting	29sqm				
North Leith Parish Church	Hall	228sqm				
Duke Street United Reform Church	Hall	Up to 100sqm	£10 to £20			
Room to Move	Hall	Over 100sqm	£18			
The Biscuit Factory	Various	Various	£20 to £40		£160 to £320	
Out of the Blue	Hall	80sqm	£22 to £42			
Out of the Blue	Meeting	38sqm	£18 to £32			
Out of the Blue	Meeting	32sqm	£12 to £24			
Out of the Blue	Hall	340sqm	£40 to £56			
Pilrig St Pauls Church	Hall	Over 100sqm	£20			
Pilrig St Pauls Church	Meeting	Up to 100sqm	£14			
Norton Park Conference Centre	Hall	135sqm	£37			
Norton Park Conference Centre	Meeting	Up to 100sqm	£12			
Norton Park Conference Centre	Meeting / Hall	Over 100sqm	£15			

The above indicates that there is a demonstrable demand and potential for parts of the building to operate as a community venue offering flexible accommodation for a variety of community uses.

8.4 Heritage Display

Custom House was acquired by the City of Edinburgh Council using Common Good funding. The criteria set for the development of Custom House by the City of Edinburgh Council is based on the following statement:

“to secure appropriate use of the building to include a museum/heritage purpose for the benefit of Leith and the wider city and to negotiate with third parties accordingly.”

It is essential, therefore that any proposals for the future use of the building include some form of heritage display that will engage with the local community.

The formal Community Consultation process carried out between November 2019 and January 2020 undertaken by consultants Janet Sylvester and Karen Chambers, demonstrated that there was significant interest from respondents for the provision of Heritage Display, including both permanent display (telling the story of Leith and its development) and temporary display. (Touring exhibitions linked to Leith’s history) The consultation responses were summarised in the Community Consultation report as follows:

There is real interest in Custom House including a display of Leith’s heritage/history. Whilst this interest has been enhanced by the plans for the Leith Museum, it is clear from the consultations that there was felt to be genuine community benefit in having a venue that told the story of Leith, particularly in relation to its maritime port/history.

The highest levels of interest were in temporary exhibitions, with respondents likely to visit this relatively frequently. Respondents were also interested in a permanent exhibition, but frequency of visit was likely to be much lower than for temporary exhibitions.

An accessible archive of Leith’s history was of less interest, but around half the respondents said they might use this resource.

There are approximately 10 No. Museums and Galleries within 2.0 miles of Custom House. Some of these are permanent attractions whilst others are more temporary. This list also includes venues which are seen to be a more central / city center location rather than embedded in Leith such as Holyrood Palace and the Queens Gallery.

In Leith itself, Trinity House Maritime Museum is run by Historic Environment Scotland. The venue is generally only open for pre-booked tours or educational visits and is not usually open at weekends. The average number of visitors per year is just over 2,800 since 2016, with roughly 30% of those being Educational visits. Admission to the venue is free but must be pre-booked. The museum closed to visitors at the start of the Covid Pandemic and has not yet reopened although HES do have plans to reopen the venue in the near future.

The Wee Museum at Victoria Primary School is under review as the Primary School has moved in to a new building. The Heart of Newhaven Community Group are in the process of acquiring the former school building from the City of Edinburgh Council and are looking to create a museum offer as part of the future development looking at the History of Newhaven.

The Royal Yacht Britannia is a Five Star visitor attraction permanently docked at Ocean Terminal. Pre-pandemic the venue attracted over 390,000 visitors per year and over 6million visitors since the attraction opened in 1998. The Royal Yacht is only 0.6 miles from Custom House and attracts a wider national / international audience as well as visitors from within the local community. Adult Admission for 2022 is £18 with children’s admission priced at £9.

The Wee Museum of Memory run by the Living Memory Association in conjunction with the Spirit of Leithers Group has been operating in a previously empty retail unit at Ocean Terminal as a free, drop in venue for local history.

In January 2022 the LMA announced that they have agreed to take on a “meanwhile” use of the former Debenhams Department Store at Ocean Terminal to provide a Community Heritage and Culture Hub. The large unit will create many opportunities for community

groups to occupy on an ad-hoc basis. The Spirit of Leithers will occupy some of the ground floor with a heritage centre to expand their displays and allow visitors to watch films or slide shows about the local history of the area.

The Ambassador Group, the owners of Ocean Terminal organised an exhibition at the end of 2021 to update the community on the proposed redevelopment of the centre including its vision to open up the venue to the waterfront. This will include significant demolition and new building to the east of the existing building where the former Debenhams Store is located. Timescales for the development are not fixed at present but the “meanwhile” use of the space by the LMA will provide a flexible location for community activity in the short term.

The above indicates that there is a demonstrable demand and potential for parts of the building to provide flexible heritage display accommodation.

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8.5 Retail

There is potential to incorporate some small-scale retail offer within a redeveloped Custom House and/or Cruiser Store. The building has, indeed, previously hosted a Post Office branch and this area could again offer some form of retail potential, all be it with a requirement to improve accessibility.

The Cruiser store is also capable of hosting retail space on the ground floor, especially if the frontage to Custom Lane was significantly opened up with the introduction of glazed screens. The potential of this location could create a vibrant series of individual units or a larger single unit with scope to engage with the pedestrianised outdoor space linking Dock Place and Custom Wharf.

The surrounding area is not a prime retail location, all be it there are some specialist shops in the nearby vicinity of Custom House. Retail is generally located at Ocean Terminal, Great Junction Street and Leith Walk therefore it is likely that any retail at Custom House would be linked to the activities within the developed building (craft / design outlet) or created as a destination retail venue for a specialist provider looking for a high quality, unique location.

There is demand for quality and unique retail space however this would likely be a limited use potential for areas of Custom House and / or the Cruiser Store.

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8.6 Function / Event Space

With the provision of enhanced external access points, lift access from ground to first floors, and improved circulation and toilet accommodation, the principal rooms (Gallery and central rooms to GF & FF) and the main circulation spaces at first floor (including the former Long Room) will provide a degree of versatility for a range of function use, including bookings for special celebrations as well as small scale events, performances and exhibitions.

The architectural significance of Custom House in general, and specifically the Gallery space to the East of the ground floor facing on to Custom Wharf, and the domed ceiling, top lit circulation spaces on the first floor, provide stunning, high quality spaces offering a special venue for such events.

There may be a synergy between Function / Event Space and the incorporation of a commercial Café / Bar / Restaurant as part of a Custom House development, allowing an “in-house” caterer to meet the variety of catering needs for internal events or external hires.

Since the introduction of the Marriage (Scotland) Act 2002 it has been possible to use a variety of venues to conduct civil marriage ceremonies. As a result, Edinburgh City boasts a wide range of potential wedding venues within buildings of architectural significance and grandeur such as the Great Hall at Edinburgh Castle, the former Mansfield Traquair church, and the Georgian House to name a few.

Research shows, however, that Leith, whilst being able to accommodate the after-ceremony activities (wedding breakfasts, receptions etc.) does not have many such locations for the wedding ceremony to take place, other than traditional church venues. (Some of which are, of course, are architecturally significant and grand)

There is therefore potential for Custom House, and particularly the Gallery space within Custom House, with its ornate plaster ceiling and open aspect overlooking the Water of Leith, to become a venue to hire for civil marriage ceremonies. This is likely to be particularly attractive to wedding couples with links to the local area, but also to those from further afield looking for a unique wedding venue.

The following non-denominational venues have been identified as offering wedding ceremony venue hire in Leith:

Place	Capacity
The Old Dr Bell Baths	100
The Biscuit Factory (Ground)	450
The Biscuit Factory (Top)	120
Leith Arches	60
Malmaison	15
Leith Theatre	180

It is anticipated that the frequency of hire for wedding events peaks during the spring and summer months with research, based primarily on a UK-wide report from Bridebook, showing that nationally August is the most popular month for getting married. Typically, January/February are the quietest times for weddings. December/January are however the peak in terms of enquiries to venues, as this is the big engagement period.

There are a number of venues in Leith which offer potential for a variety of social functions and gatherings. Some of the venues offer very competitive rates for basic spaces where others have carried out significant improvements and clearly invested heavily in the quality of spaces and facilities offered. There is also a mix of styles from traditional venues through to ultra-modern fit outs as well as alternative / quirky settings.

Again, there is a mix with some venues offering bar facilities and catering in-house and others allowing external catering services to deliver.

Edinburgh is known as the Festival City with events to suit all ages and interests. There are a number of festivals that take place locally in Leith each year including the Leith Festival and the Edinburgh Mela as well as the city-wide Edinburgh International Festival and Edinburgh Fringe Festival

As an iconic building in the heart of Leith, Custom House is ideally placed as a potential venue to host festival events and related activities, perhaps even attracting some of the many events/activities normally only found in Edinburgh City Centre to a new audience in Leith.

Custom House has already played host to a number of creative performances including Grid Irons promenade production of The Devil's Larder in November 2015, the outdoor film screening by Cinetopia as part of the Leith For Ever project in September 2021, and the upcoming Citadel Arts Groups promenade performance, Leithers – One Family, which will meander through Custom House, demonstrating the potential of the building to attract and deliver high quality, imaginative, artistic performance.

To run, organise and manage events and hires will require either a dedicated team or some kind of third-party agency to market, operate (including setting up) and manage bookings and events. SHBT do currently have an events team, based at Riddles Court, with experience of delivering a variety of events including weddings.

The operation and management of external function and event hires can require considerable and ongoing financial investment from the property owner/business due to the costs of providing and maintaining these facilities. Booking administration, room set up, cleaning costs etc

Costs incurred range from salaries of building management staff, contributions for reception and ancillary facilities, room set up and cleaning costs. To make such a community venture viable, there needs to be sufficient revenue generated from the building as a whole to cover these costs as well as provide sufficient income to support the wider upkeep of the buildings internal and external fabric.

The following table presents current charge-out rates for the hire of function spaces within 2.0 miles of Custom House:

Place	Room Type	Capacity	Hourly	Half Day	Full Day	Other
Scottish Malt Whisky Society	Meeting/ Function	32			£300	
Queen Charlotte Rooms	Function	120				
Queen Charlotte Rooms	Function	80				
Leith Theatre	Hall & Stage	560sqm	£20 to £40		£160 to £320	
Leith Theatre	Hall & Stage	236sqm	£20 to £40		£160 to £320	
South Leith Parish Church	Hall & Stage	Over 100sqm	£10 to £40			
South Leith Parish Church	Meeting / Hall	Up to 100sqm	£10 to £20			
The Old Dr Bell Baths	Function	136sqm	£20 to £40			
Leith Community Education Centre	Hall	144sqm	£22 to £35			
Leith Community Education Centre	Hall	522sqm	£33 to £45			
Leith Dockers Club	Hall	140	£80			
Leith Dockers Club	Function	60	£60			
The Junction	Meeting / Hall	50	£15 to £18			
North Leith Parish Church	Hall	228sqm				
Duke Street United Reform Church	Hall	Up to 100sqm	£10 to £20			

Room to Move	Hall	Over 100sqm	£18			
The Biscuit Factory	Various	Various	£20 to £40		£160 to £320	
Out of the Blue	Hall	80sqm	£22 to £42			
Out of the Blue	Hall	340sqm	£40 to £56			
Pilrig St Pauls Church	Hall	Over 100sqm	£20			
Norton Park Conference Centre	Hall	135sqm	£37			

The above indicates that there is a demonstrable demand and potential for parts of the building to operate as a function venue including the delivery of wedding ceremonies.

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8.7 Commercial Café / Restaurant

Leith is already well established as a fine dining location, hosting restaurants from leading chefs such as Tom Kitchin and Martin Wishart, as well as offering a variety of other price point establishments.

The impact of the Covid 19 Pandemic hit particularly hard on hospitality outlets and it is anticipated that some businesses will be in a financially fragile state. As restrictions continue to ease there is a sense of anticipation, tempered with hesitancy, in getting back to social interaction and “going out”.

The independent operators in Leith were generally able to navigate the worst of the pandemic, switching to alternative offering, including take-away and delivery, which has at least allowed them to survive in the short term. Confidence is still low in the current hospitality market however Leith does appear to be in a strong position given its established reputation.

Current research indicates that there are approximately 45No. restaurants and 30No. bars (15No. of these are joint Bar / Restaurants) within 2.0 miles of Custom House. Most of these venues have continued regular trading as Covid restrictions ease and there are very few hospitality properties on the market either to lease or buy within the local area. It is likely that the next year, and particularly the summer tourism months and build up to Christmas 2022, will be crucial to the survival of many of these businesses.

Given the prominent stature and location of the building, Custom House would be very attractive to hospitality operators ranging from well-known “brands” to individual, dining experiences. It is highly likely that operators would be attracted to, and wish to exploit, the quayside location to Custom Wharf and, to a lesser extent the open area, currently used as car parking and for hosting the Leith Market, to Dock Place.

There is also a trend for the development of themed tourist attractions including drinks experiences, such as the recently completed Johnnie Walker Experience in the former Frasers Department Store on Princes Street and the construction of the Port of Leith Distillery adjacent to Ocean Terminal.

Whilst there would be interest in a redeveloped Custom House from national and established local brands given its location, one of the key issues will be how the inefficient cellular layout can be opened up. Fit out costs will also be an issue. In the past operators have been prepared to take on fit out costs with long leases and extended rent-free periods. In the current, more challenging, market capital contributions and long rent free are being offered in order to attract tenants. It is clear that there will be demand, particularly for any accommodation accessing the quayside, but financial assistance will require to be identified for fit outs.

The above indicates that there is a demonstrable demand and potential for parts of the building to operate as a Commercial Café / Restaurant.

9.0 CAPITAL PROJECT COSTS

This section looks at the capital project cost of Development Options 1,3 & 4. It also provides an estimation of the capital project costs for repairing and restoring the fabric of the building alone. The repair works would closely follow those outlined in the Condition Report by Simpson & Brown Architects dated December 2019 and updated in March 2020. (included within Appendix 03).

These capital project costs are based on the Quantity Surveyors report prepared by Morham and Brotchie dated May 2021 and includes other costs required to deliver the redevelopment of the building such as fit-out and project management fees as well as the development of the overall project such as marketing, business planning, project organisation, fundraising and other associated costs. A summary of the project costs is provided below. A further breakdown of project costs for all short-listed options is provided in Appendix 16

An inflation rate of 20.8% (estimated by Morham & Brotchie) has been added to the figures provided as it is assumed that the capital project will start on site in Spring 2025.

CONSTRUCTION COSTS	OPTION 1	OPTION 3	OPTION 4
Preparatory Works	£30,000	£50,000	£50,000
Main Contract Building Costs	£8,011,000	£8,461,000	£8,373,828
Inflation (assume 20.8% to Spring 2025)	£1,672,528	£1,770,288	£1,752,156
Public Realm	£350,000	£750,000	£750,000
Professional Fees	£1,895,980	£2,130,854	£2,111,825
CONSTRUCTION COSTS TOTAL	£11,959,508	£13,162,142	£13,037,810
OTHER CAPITAL PROJECT COSTS	OPTION 1	OPTION 3	OPTION 4
Other Professional Fees	£130,500	£197,500	£197,500
Property Fit Out Costs	£70,000	£120,000	£120,000
Miscellaneous Costs	£140,000	£145,000	£145,000
Fundraising Costs	£70,000	£115,000	£115,000
Expenses	£10,000	£25,000	£25,000
Financial Costs	£120,000	£240,000	£240,000
Contingency	£50,000	£100,000	£100,000
Activity Costs	£245,000	£490,000	£490,000
Other Project Costs	£384,985	£628,275	£628,275
OTHER CAPITAL PROJECT COSTS TOTAL	£1,220,485	£2,060,775	£2,060,775
PROJECT COSTS TOTAL	£13,179,993	£15,222,917	£15,098,585

Please Note

- The indicative construction costs are based on drawings prepared by Richard Murphy Architects.
- Whilst the design team have visited the site, a significant number of assumptions have had to be made at this point whilst preparing the indicative costs. It should also be noted that the condition will continue to deteriorate the longer it takes for any capital project to be progressed.
- As the start of onsite work would be estimated to begin in spring 2025 an estimate of inflation to that date has been included in the building works costs and the other project costs.
- VAT is excluded as it is assumed that any project would opt to tax the buildings, meaning that VAT can be reclaimed.

9.1 Summary of Estimated Capital Project Costs

The analysis of estimated capital project costs shows that even the costs of undertaking the basic internal and external fabric repair works alone are considerable (nearly £4million - excl. Fees, other project costs etc.) and undertaking these repairs will not bring the benefit of introducing new uses into the building or addressing some of the significant issues outlined in Section 5.0 such as Building Access, Fire Safety, Relationship with External Spaces etc. It is highly unlikely that a repair only option would attract sufficient external funding to cover the costs of the necessary fabric repair works.

The costs for each of the redevelopment options 1, 3 & 4 are between £10.1million to £11.1million (excluding Design Team Fees, Statutory Fees, other project costs etc.) with the highest cost relating to Option 3 - Mixed-use commercial, community, & creative hub which is £1million more than the lowest cost relating to Option 1 - Enhanced existing use including creative studio accommodation. This is due to the simplified development and reduced physical interventions of Option 1 which aims to utilise the building layout with only minimal alterations to make the building more accessible to meet modern requirements.

9.2 Funding Potential

SHBT is the largest and most active building preservation trust in Scotland and has considerable expertise in developing, funding, and managing complex historic building repair and conservation projects. SHBT's project development model is that all capital projects must be fully funded.

The funding climate in Scotland, and the UK as a whole, is currently challenging as a result of the impact of the Covid-19 pandemic as well as wider issues of conflict and energy price rises. This may mean that public funding and funding from Charitable Trusts and Foundations is harder to access and/or very competitive. However, any fundraising strategy developed by SHBT for Custom House would also include philanthropic donors, business support and a defined local community public appeal.

The redevelopment of Custom House to incorporate Community, Heritage Display and Creative uses brings a range of benefits to the local community, providing amenities and uses within the building including education and learning, community space, and creative arts facilities, in addition to the repair and re-use of a significant historic building in the centre of Leith. It is likely that this mix of uses will be attractive to many funders which have provided support to buildings developed by SHBT previously. The potential also exists that other funding opportunities may be available to support this more community-based use of the building, particularly relating to health & wellbeing and the development of community heritage interpretation.

The incorporation of energy efficiency measures and renewable energy technology to help mitigate the buildings impact on climate change also has the potential to attract a range of funders either with direct grant support and/or low interest loans for design and installation costs. These funding streams seem to be more changeable and time dependant, and will be investigated more during the development phase of the project as the renewable energy strategy is identified fully and developed in more detail.

A table indicating the currently identified potential funding opportunities for the redevelopment options is presented below. This list will be continually updated as additional research is carried out and the project is more fully developed during the next project development stage. The potential funding is applicable to all of the identified redevelopment options.

CAPITAL PROJECT FUNDING	
Funding Organisation / Stream	Amount
Architectural Heritage Fund	£40,000
Historic Environment Scotland	£500,000
National Lottery Heritage Fund	£5,000,000
CEC - Rental Value (5 years @ £35k p.a.)	£175,000
Common Good Fund	£50,000
Landfill Tax (Various Funders)	£165,000
Monument Trust	£500,000
Scottish Arts Council	£50,000
Foundation Scotland (Various)	£137,000
Museum Galleries Scotland	£20,000
Renewable Energy Funding (Various)	£1,225,000
Charitable Trusts & Foundation	£827,500
Philanthropic Donations	£100,000
Business Sponsorship	£50,000
Community Share	£150,000
Public Appeal	£50,000
Gift Aid on Public Appeal	£12,500
SHBT - Custom House Property Surplus	£75,000
Volunteer Time	£150,000
TOTAL INCOME	£9,277,000

The deficit between the total project costs (Building works, fees, fit out and other project costs) and the currently identified funding is around £5.9million for both Options 3 and 4 which is significant. The deficit between the total project costs and the currently identified funding for Option 1 is less, at around £4.0million, however this is still significant shortfall.

Whilst the preference would be to undertake all of the chosen development as a single contract there is scope to look at the potential to phase any of the development options as follows:

- Phase 1 Enhancement of the ground & first floor accommodation to Custom House including fabric repairs to internal and external elements, replacement of building services; and the incorporation of physical interventions to improve access, vertical circulation (Lift & Stairs), and ancillary accommodation to the building.
- Phase 2 Enhancement of the ground & first floor accommodation to the Cruiser Store including fabric repairs to internal and external elements, replacement of building services; and the incorporation of physical interventions to the building.
- Phase 3 Improvements to the external public spaces to Dock Place and Custom Lane including landscaping opportunities and enhanced provision of sustainable travel facilities. (Cycle parking, EV Charge point etc)
- Phase 4 Conversion of the attic space of Custom House including necessary fabric upgrading, introduction of daylight and natural ventilation openings etc. and partitioning/fitting out of the spaces. Vertical access to attic level would be incorporated in Phase 1.

The phasing of the development would add additional costs to each phase (estimated at a 10% increase by Morham & Brotchie) and the overall development of Custom House. It would also significantly increase the timescale to address all of the issues identified in Section 5.0 of this study to make the building fully open and welcoming for the community.

Phasing of the development would however potentially allow external funding to be secured and targeted critical enhancement and repair works to proceed in a shorter time scale, particularly for the main Custom House building. This may also assist in demonstrating the deliverability of the chosen business model, how it engages with the local community, and thereby help in attracting funders for future phases to complete the wider development of Custom House and the Cruiser Store.

Phasing of the development would also allow continuation of an income stream, all be it on a more limited basis, and potentially retention of some of the buildings existing tenants.

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10.0 THE PREFERRED OPTION

The preferred option for the redevelopment of Custom House based on outcomes of the option appraisal, market appraisal and funding potential exercises is to develop Custom House as a ***mixed-use community and creative hub allowing the accessible display of heritage artefacts relating to the history of Leith.***

The creative studios and limited other commercial accommodation have the potential to generate sufficient revenue to support the sustainable maintenance and upkeep of the building. In addition, there are spaces within the building that can be multifunctional and serve as community space, function venues for hire and exhibition space. The hire of these facilities could also generate income to support the buildings upkeep and underpin the wider community and heritage display elements ensuring that the majority of Custom House is publicly accessible all year round.



First Floor Plan



Ground Floor Plan

10.1 Breakdown of Accommodation

The Custom House development can be broken down into the 3 storeys (including the attic) of the Main Building and the 2 storey Cruiser Store building. The proposed development has a total floor area of 2,763sqm – 29,740sqft, split between Custom House (1,889sqm – 20,333sqft) and the Cruiser Store (874sqm – 9,407sqft) The accommodation is broken down further into the various uses as shown in figure (10.i) below.

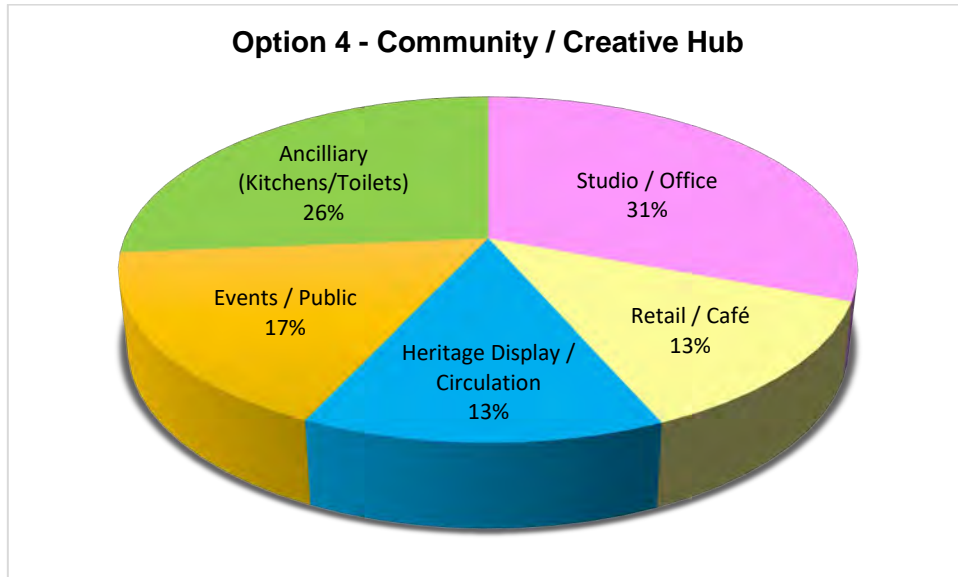


Figure (10.i) Area analysis of preferred option

Some of the accommodation has income generating potential and as shown in figure (10.ii) the balance between each type of income generating use is quite even. This will allow the building flexibility for the future as no one use dominates over the others, making the potential for the building income to be stable and consequently the preferred option sustainable in the future.

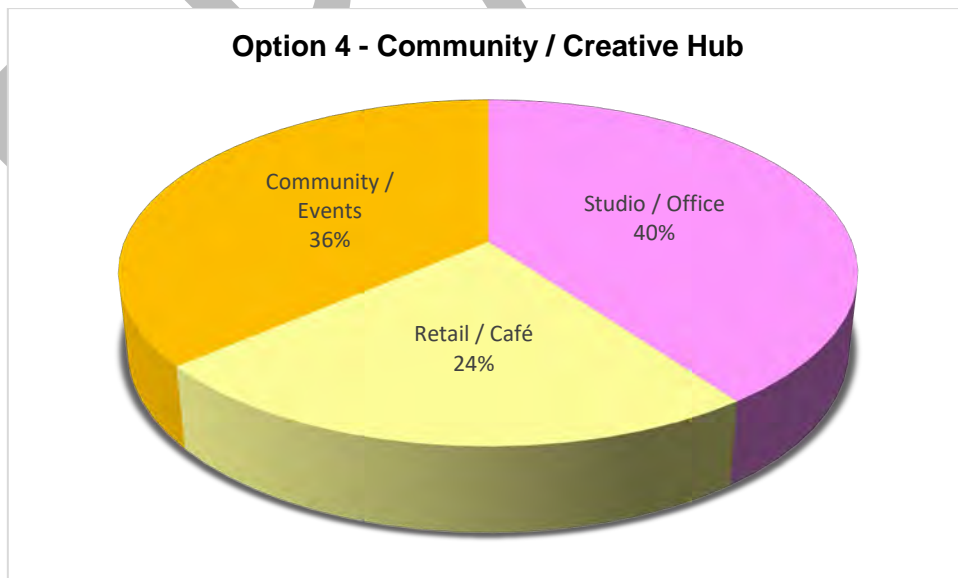


Figure (10.ii) Income generation potential per accommodation type

The breakdown of accommodation on each floor itemised on the following pages.

10.1.1 Custom House - Ground Floor

The focus for the ground floor of the main building is to create an open and accessible internal “street” linking Dock Place with Custom Wharf, reinstating the original Robert Reid designed entry sequences from both the East and West via re-established external courtyards. This central circulation spine would provide opportunities for some heritage display, as well as an enhanced entrance, orientation and interpretation for the building.

The majority of the ground floor, perimeter accommodation would remain intact, with the spaces enhanced to meet modern requirements, to provide flexible rooms capable of hosting a variety of community activities, secure curated heritage display, touring exhibitions and performances, and functions and events.

Enhanced toilet and service provision would be incorporated on the ground floor to serve this significant community facility whilst new vertical access (including additional stairs and lift) would allow coordinated access to the upper floors.

The ground floor arrangement would allow scope to open/close the building in a number of ways to allow full or limited access as required by the needs of the building users. The arrangement would also allow access to the upper floors of the building either publicly or in a secure manner which would be beneficial for letting to independent tenants.

The breakdown of Custom House Ground Floor accommodation areas and occupancy levels is as follows:

Room No.	Use Description	Area (sqm)	Area (sqft)	Occ. Cap. (General)	Occ. Cap. (Assembly)
CH001	Central Entrance Lobby	14.1	152	NA	NA
CH002	Toilet / Service	24.2	260	NA	NA
CH003A	West Entrance (Dock Place)	23.9	257	NA	NA
CH003B	Community Room	18.1	194	18	36
CH003C	Community Room	49.2	530	49	98
CH003D	Community Room	28.3	305	28	56
CH003E	Community Room	43.6	469	43	86
CH003F	Community Room	50.7	546	50	100
CH004A	West Circulation / Display	57.5	619	NA	NA
CH004B	West Stair Lobby	9.5	102	NA	NA
CH004C	Toilet / Service	13.5	145	NA	NA
CH005	Community Room	32.9	354	32	64
CH006	Community Room	31.7	341	31	62
CH007	Toilet / Service	4.1	44	NA	NA
CH008	East Stair Lobby	15.7	169	NA	NA
CH009	Toilet / Service	15.3	165	NA	NA
CH010	Community Room (Gallery)	50.7	546	50	100
CH011	Community Room	35.9	386	35	70
CH012	Community Room	26.3	283	26	52
CH013	Community Room	28.0	301	28	56
CH014	Community Room	22.5	242	22	44
CH015	Toilet / Service	15.0	161	NA	NA
CH016	Central Staircase / Display	70.4	758	NA	NA
CH017	East Circulation / Display	65.4	704	NA	NA
CH018	East Entrance (Custom Wharf)	36.2	390	NA	NA
Total				412	824

10.1.2 Custom House - First Floor

The preferred first floor option for Custom House retains much of the original fabric and layout of the building with the perimeter rooms generally providing creative studio accommodation accessed from the central circulation areas.

The original “Long Room” of Custom House, to the West of the central stair, is proposed to be subdivided to provide additional creative studio accommodation with an event space identified under the domed ceiling with the Cupola rooflight. The West accommodation could therefore be secured as a “zone” for semi private use by the tenants, opening up for specific events or activities as required.

Similarly, the creative studio accommodation to the East on the first floor is accessed from the central circulation space which could also provide additional event space. Circulation required to access the lift makes the Eastern central space more difficult to secure however there is an opportunity, by using the small corridor (CH115) outside the former Board room (CH114) to provide a secure “buffer” space from public areas of the building.

The central rooms to the North on the first floor (CH109 & CH110) are identified as Community Spaces but could provide flexible space for events and, perhaps, changing exhibitions linked to the permanent display. The new stairs and lift from the ground floor provide the potential for secure access for the tenants of the upper floors direct from Custom Lane, allowing other parts of the building to be secured when not in use.

The layout provides flexibility for the future accommodation needs of the building (i.e. the rooms can be designated with a use as required) whilst retaining the overall historic fabric and sequence of spaces from the William Burn alterations of 1824. There is, of course, the option to retain the original “Long Room” rather than subdivide the space as proposed, dependant on the business model for the building operation and the need for specific types of accommodation such as a larger event/function space. The breakdown of Custom House First Floor accommodation areas and occupancy levels is as follows:

Room No.	Use Description	Area (sqm)	Area (sqft)	Occ. Cap. (General)	Occ. Cap. (Assembly)
CH101	Creative Studio	39.7	427	6	NA
CH102A	Creative Studio	54.0	581	9	NA
CH102B	West Circulation / Display	63.8	687	NA	126
CH103	Creative Studio	22.7	244	3	NA
CH104	Toilet / Service	3.3	36	NA	NA
CH105	Creative Studio	18.5	199	3	NA
CH106	Creative Studio	18.1	195	3	NA
CH107	West Stair Lobby	11.7	126	NA	NA
CH108	Toilet / Service	11.1	119	NA	NA
CH109	Community Room	36.0	388	36	72
CH110	Community Room	31.7	341	31	62
CH111	Toilet / Service	4.1	44	NA	NA
CH112	East Stair Lobby	13.5	145	NA	NA
CH113	Toilet / Service	18.7	201	NA	NA
CH114	Creative Studio	33.5	361	5	NA
CH115	Lobby	9.8	105	NA	NA
CH116	Creative Studio	25.6	276	4	NA
CH117	Creative Studio	28.0	301	4	NA
CH118	Creative Studio	36.8	396	6	NA
CH119	Central Staircase / Display	42.0	452	NA	NA
CH120	East Circulation / Display	54.4	586	NA	108
Total				110	368

10.1.3 Custom House - Attic Floor

The Attic floor has the potential to be developed to provide either small scale cellular creative studio accommodation (Rooms in the roof) or to create a more open plan “booth” type accommodation similar to the spaces created by GRAS in the current first floor of Custom Lane/Cruiser Store.

Circulation is required to link both the East and West access stairs with the creative studio accommodation proposed to the East, South and West. The creative studio accommodation would require significant openings to be formed in the existing roof fabric to provide natural daylight however this would provide the opportunity to create some highly desirable, creative spaces at the attic level.

Lift access would be brought up to the attic level from the ground floor, ensuring that the building was fully accessible to all.

Whilst the development of the attic level would provide more private creative studio accommodation, it would add to the income generating potential of the building as a whole and help to support the more public / community activities and spaces offered within a redeveloped Custom House.

The breakdown of Custom House Attic Floor accommodation areas and occupancy levels is as follows:

Room No.	Use Description	Area (sqm)	Area (sqft)	Occ. Cap. (General)	Occ. Cap. (Assembly)
CH201	Plant / Toilet / Services / Storage	38.8	418	NA	NA
CH202	East Stair Lobby	16.3	175	NA	NA
CH203	Creative Studio	63.8	687	10	NA
CH204	Circulation	64.9	699	NA	NA
CH205	Storage	5.6	60	NA	NA
CH206	Creative Studio	28.0	301	4	NA
CH207	Creative Studio	41.1	442	6	NA
CH208	Storage	4.6	50	NA	NA
CH209	Creative Studio	56.5	608	9	NA
CH210	West Circulation	28.5	307	NA	NA
CH211	Plant / Toilet / Services / Storage	49.9	537	NA	NA
Total				29	0

10.1.4 Cruiser Store - Ground Floor

The preferred option for the ground floor of the Cruiser Store is to provide commercial accommodation throughout with the East and West pavilions being stand-alone retail or office space at ground floor level. With the removal of the existing boiler room, the South elevation of the Cruiser Store, facing on to Custom Lane would be significantly opened up to create an enhanced “street” building on the activity already provided in Custom Lane. The focus of the ground floor accommodation between the pavilions would be to provide opportunities for small café / restaurant businesses to inhabit the Lane and bring a vibrancy to the outdoor space. This commercial activity would assist in financially underpinning the community activities and spaces within Custom House and offer the potential for catering of events and functions as well as providing a social destination within, and for, the community.

The breakdown of the Cruiser Store Ground Floor areas and occupancy levels is as follows:

Room No.	Use Description	Area (sqm)	Area (sqft)	Occ. Cap. (General)	Occ. Cap. (Assembly)
CS001	Retail Unit	33.5	361	16	NA
CS002	Plant / Toilet / Services / Storage	76.1	819	NA	NA
CS003	Café / Retail	111.9	1204	111	222
CS004	Café / Retail	128.0	1378	128	256
CS005	Toilet /Services	15.4	166	NA	NA
CS006	Stair Access to First Floor	12.1	130	NA	NA
CS007	Toilet /Services	6.3	68	NA	NA
CS008	Toilet /Services	11.2	121	NA	NA
CS009	Retail Unit	33.5	361	16	NA
Total				271	478

10.1.5 Cruiser Store - First Floor

The first floor of the Cruiser Store would offer creative studio accommodation on a similar basis to the existing accommodation with enhancements made to toilet and provision. The “room in the roof” accommodation fits well with various types of creative studio use and has the potential to create a vibrant addition to the overall Custom House development. There is some potential to explore the phasing of the development, with the Cruiser Store forming a later stage, particularly if the use is an enhancement of the existing facility rather than a full-scale redevelopment.

The breakdown of the Cruiser Store First Floor areas and occupancy levels is as follows:

Room No.	Use Description	Area (sqm)	Area (sqft)	Occ. Cap. (General)	Occ. Cap. (Assembly)
CS101	Creative Studio	19.6		3	NA
CS102	West Circulation	6.0		NA	NA
CS103	Creative Studio	10.5		1	NA
CS104	Toilet / Services	4.5		NA	NA
CS105	Toilet / Services	4.5		NA	NA
CS106	Creative Studio	34.1		56	NA
CS107	Stair Access to Ground Floor	12.1		NA	NA
CS108	Toilet / Services	4.5		NA	NA
CS109	Toilet / Services	4.5		NA	NA
CS110	Creative Studio	20.0		3	NA
CS111	East Circulation	6.0		NA	NA
CS112	Creative Studio	10.2		1	NA
Total				64	0

10.2 Key Users and Activities

The preferred option aims to open Custom House to the wider community as well as building on the creative community that has developed during the buildings “meanwhile” use. The following key users are anticipated:

10.2.1 Community Organisations

The Custom House will be developed to be open and accessible to all and the preferred option, creating a community and creative hub, will ensure that the ground floor will have a variety of spaces that can be used by a number of local groups. The accommodation will be developed to be flexible to cater for as many uses as possible, such as classrooms for learning, craft spaces, exhibitions, meetings etc. SHBT will manage the spaces and encourage local promotion to ensure the building becomes an attractive and welcoming venue for a diverse range of local groups and organisations.

10.2.2 Visitors and Tourists

The potential for a redeveloped Custom House to be used to create a series of spaces to house a high-quality heritage display element would aim to attract visitors from the local community and further afield. The building can be another landmark destination in Leith to compliment other attractions, such as the Royal Yacht Britannia and Trinity House Museum to the benefit of the local economy.

The inclusion of a café and/or retail accommodation in the Cruiser Store will also reinforce the destination potential for Custom House.

10.2.3 Creative Practitioners and Businesses

The “meanwhile” use of Custom House has successfully developed a creative community and, it is hoped, that this community can be enhanced in the redeveloped building. The upper floor accommodation provides robust spaces for creative endeavour and, coupled with areas for exhibitions and displays as well semi private spaces for a variety of communal activities, has the potential to become a highly sought-after location for many creative practitioners.

10.2.4 Leith Community in General

The aim has always been to create a building that is open and welcoming for the community of Leith. With the variety of spaces that will be available there will be potential to engage with the community in a variety of ways. The building will provide accommodation suitable for small to medium scale events and functions and will aim to attract, individual, one off activity to ensure the building becomes truly embedded in the community.

10.3 Delivery of Preferred Option

Custom House was purchased by the City of Edinburgh Council using Common Good funding and as such the Council will retain ownership of Custom House in the future.

Discussions have however taken place from the outset of SHBT’s involvement in the project as to the mechanism needed to allow SHBT to undertake the redevelopment and future management of the building.

In order for SHBT to secure external funding to deliver the preferred option, the City of Edinburgh Council have agreed, in principle, to award SHBT a long-term lease of the building (99-year) for a nominal rent. The long-term lease will start when the project is fully funded and site operations are ready to commence. This lease period will be a crucial condition for many of the external funders.

The car park to Dock Place is under the ownership of Forth Ports Ltd however early discussions have concluded that Forth Ports Ltd are willing to offer a long-term lease of the car park area (99-year) to run concurrently with the long-term lease period for Custom House. This will ensure that the setting of Custom House, so crucial to its overall character,

will be secured for the long term and that any necessary access arrangements and publicly accessible spaces can be delivered as part of the overall development.

These lease agreements will enable SHBT to access funds available to them as a charity and Building Preservation Trust. SHBT will then deliver the capital project, with a view that upon completion SHBT will employ the necessary resources to operate and manage the building in the long term, maintain the building to a high conservation standard and ensure that the requirements and objectives of the various funding bodies are fulfilled.

10.4 Benefits of Preferred Option

The preferred option is a potential way forward for the future development that will see the A-listed Custom House, Leith conserved and re-used to a standard and use appropriate to the significance of the building. The redevelopment of the building will see the creation of an open and welcoming venue for the community whilst building a resilient and vibrant creative community therein.

The redevelopment of the building to a high standard will include repairs to the external fabric of the building as well as improving the accessibility to, and within, the building, enhancing the links between the building and the external public spaces, and encouraging a diverse range of activities to take place in and around the building. It will also provide unprecedented public access to this significant historic landmark in Leith to a wide range of users from the local community as well as national and international visitors, forging links with the wider community, showcasing the collection of artefacts held by the City of Edinburgh Council relating to the history of Leith, and providing opportunities for other touring exhibits to be displayed in the local area rather than further afield.

The redevelopment of Custom House has the potential to create a community hub to interact, share and learn from each other and from the resources that will be provided, and will therefore benefit a range of community, voluntary, educational, artistic and cultural organisations within the area.

The multi-functional nature of the community rooms and public spaces within the building will not only bring a range of different uses to these spaces but will also provide a high-quality venue for use by local arts and cultural organisations and be available to provide activities and events in relation to local Festivals, contributing to the dynamic arts and cultural provision in Leith.

These community spaces, coupled with the creative studio accommodation, aim to develop a synergy to maximise the shared participation of the building and ensure that Custom House develops into a vibrant and respected asset within Leith.

The inclusion of commercial space, including the creative studios will financially underpin the operation costs of the community spaces ensuring that the hire costs are kept low, making the building truly accessible within the community.

10.5 Adaptability of Preferred Option

The Short Listed options development exercise has demonstrated that an appropriate layout for the building combines a mix of uses including community space, heritage display accommodation, creative studios and commercial units.

At present the preferred use for the building is as a mixed-use community and creative hub allowing the accessible display of heritage artefacts relating to the history of Leith, however, the original building layout is still very much intact and could easily allow the expansion or contraction of the level of community facilities or creative studios without significant alteration.

Custom House has an innate flexibility in terms of the use given to the rooms, particularly those rooms around the perimeter of the building, and if the access issues are resolved as suggested then future flexibility is assured. Indeed, the other options explored could also be

incorporated without significant alteration to the internal or external fabric beyond what has already been proposed, provided an alternative need could be demonstrated to be viable.

10.6 Back Up Options

Due to the challenging funding market currently being experienced, particularly since the Covid pandemic, it is prudent to investigate the potential for a reduced scope project for Custom House. The following options are proposed which would allow a more modest project to proceed, securing the buildings future and providing accessible community accommodation and Heritage display, in line with the stated outputs for the project.

10.6.1 Reduced Scope Development - The Enhanced Existing Use

Having assessed various options and mitigating factors it is proposed that Option 1 – The Enhanced Existing Use is developed as a backup option to the preferred development option.

This option looks to enhance the existing building fabric whilst minimising the physical interventions proposed and therefore is the lowest cost full development option investigated by this study. The aim is still to provide enhanced access to, and within, the building for the community and provide some degree of Heritage Display which is accessible to the public.

This back up option has a total floor area of 2,848sqm – 30,655sqft, split between Custom House (1,974sqm – 21,248sqft) and the Cruiser Store (874sqm – 9,407sqft) The accommodation is broken down further into the various uses as shown in figure (10.iii) below.

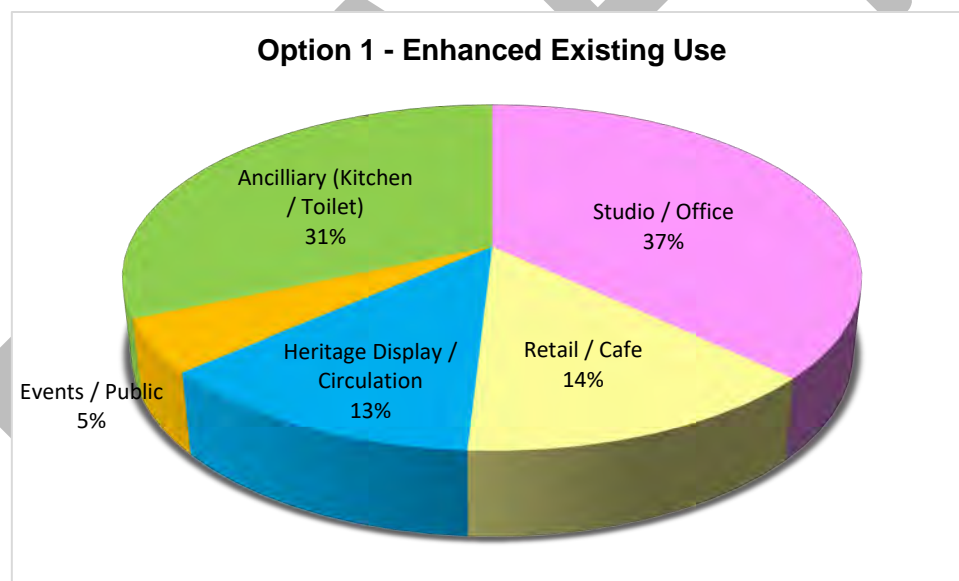


Figure (10.iii) Area analysis of back up option

Similar to the preferred option, some of the accommodation has income generating potential and as shown in figure (10.iv) the balance between each type of income generating use is quite even although the main use will clearly be linked to creative studio accommodation.

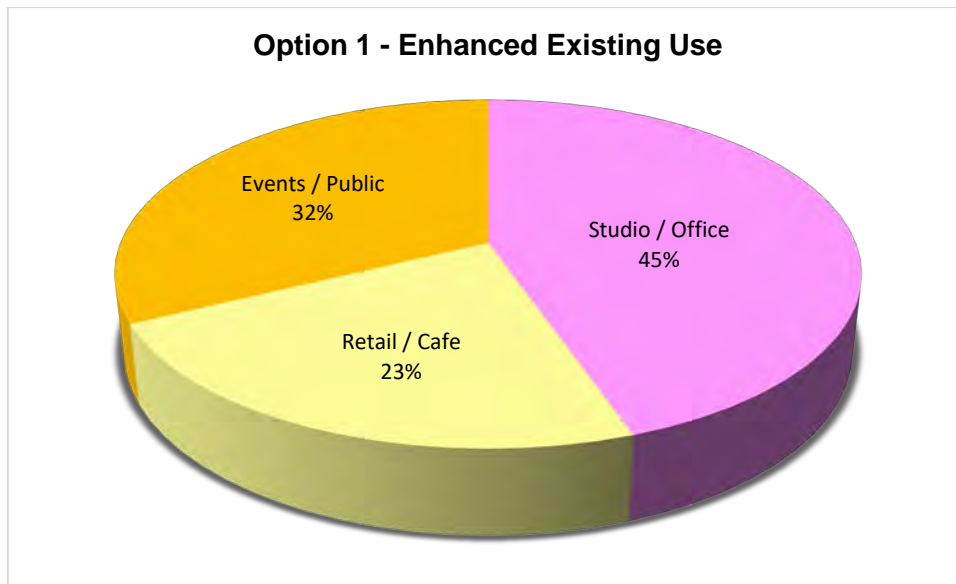


Figure (10.iv) Income generation potential per accommodation type

The reduced scope of this option, as identified in Section 9.0 Capital Project Costs, also results in a reduction of the project development costs by nearly £2million from the Preferred Option. These costs could be further reduced through a process of value engineering of the estimated construction costs and specification, as well as a careful assessment of the other project costs in relation to a reduced scope project. Care would need to be taken to ensure that the project was still attractive to potential funders and met, at least in part, the criteria for the buildings purchase and aspirations from the community.

The next stage of the project development would assess this potential, and identify the impact both on project costs and project outputs in more detail.

10.6.2 Preferred Option - Phased Development

Whilst the preference would be to undertake all of the development as a single contract there is scope to look at a phased development of the Preferred Option to create a ***mixed-use community and creative hub allowing the accessible display of heritage artefacts relating to the history of Leith*** as follows:

- Phase 1 Enhancement of the ground & first floor accommodation to Custom House including fabric repairs to internal and external elements, replacement of building services; and the introduction of accessible external access points and additional vertical circulation within the main building. (Lift & Stairs)
- Phase 2 Enhancement of the ground & first floor accommodation to the Cruiser Store including fabric repairs to internal and external elements, replacement of building services; and the introduction of accessible external access points to the building.
- Phase 3 Improvements to the external public spaces to Dock Place and Custom Lane including landscaping opportunities and enhanced provision of sustainable travel facilities. (Cycle parking, EV Charge point etc)
- Phase 4 Conversion of the attic space of Custom House for creative studio accommodation including fabric upgrading, introduction of daylight and natural ventilation openings etc. Vertical access to attic level to be incorporated in Phase 1.

The estimated total project costs for Phase 1 of the Preferred Option would be around £10million, some £5.1million less than the full development costs. This “saving” would need to be balanced against the likely increased cost associated with other phases of

development and the reduced income generating potential of the building until all phases are completed.

The potential phasing of the development would almost certainly add additional costs to each future phase (estimated as at least 10% increase by Morham & Brotchie) and the overall development costs for Custom House. It would also significantly increase the timescale to address all of the issues identified in Section 5.0 of this study.

Phasing of the development would however potentially allow external funding to be secured and critical enhancement and repair works to proceed in a shorter time scale. This may also assist in demonstrating the deliverability of the chosen business model, how it engages with the local community, and thereby help in attracting funders for future phases to complete the wider development of Custom House and the Cruiser Store.

It should also be noted that the Back Option identified in 10.6.1 above, Reduced Scope Development - The Enhanced Existing Use, could also be delivered in a phased manner as identified above.

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13.0 CONCLUSION AND RECOMMENDATIONS

13.1 Summary Conclusion

Custom House is a highly significant landmark building located in the heart of Leith which links back to the areas past as a major trading port between Scotland and the wider world, particularly northern European countries. The buildings architectural composition is significant in showcasing how governmental power was communicated at the time. It should be remembered that Custom House would, when first constructed, have been visible by vessels entering the Port of Leith from a distance.

Whilst the building may not have been open to the general public to any great degree in the past, the cultural and international trade connections that the building facilitated ensured that local area prospered and developed as an individual, significant and diverse community which still resonates to this day.

These links to the building have far reaching implications for the local community and it is fitting that this iconic building has now been purchased, using Common Good funding, to become an asset to assist in the future growth of the community.

An historic building of this scale carries with it the burden of significant operating costs (both day to day running costs, and ongoing maintenance costs) and the need for any future use to be relevant to the local community and be economically sustainable for the long term.

It is highly unlikely that Custom House, in whichever developed form, will receive any third-party subsidy, therefore the income generation potential must be carefully considered to maximise income whilst providing accommodation which is open and accessible for the community.

This study investigated a long list of potential uses for Custom House, some of which could be discounted very quickly as being inappropriate or not sustainable in terms of being able to secure external funding or develop a long-term sustainable use.

A range of five potential use layouts for the building has been explored based on the developed remit for the project as well as the operational potential for SHBT.

It is clear from this assessment that the preferred option for the future use of Custom House is as a ***mixed-use community and creative hub which allows the accessible display of heritage artefacts relating to the history of Leith***. This proposed use meets the requirement of creating an open and accessible building, embedding the future of Custom House within the local community and creating a sustainable economic model to secure the long-term future of the building.

The preferred option will provide multi-functional accommodation with a range of revenue stream potential, but always at its core is the ethos to provide welcoming community accommodation to attract a diverse range of users from across the local community and beyond.

The layout proposed in the preferred option remains flexible enough to accommodate the needs of a changing society (particularly pertinent post Covid) whilst respecting the buildings unique location and architectural significance.

The current funding landscape for a project of the scale of Custom House is challenging and will remain so for the foreseeable future. The preferred option of a mixed-use community and creative hub will require significant external funding as well as local fundraising activities in order to be delivered. There is therefore a risk that the project will not achieve the level of funding required for delivery.

This study has also researched the potential to phase some of the development (between the main building and the Cruiser Store) and / or to revert to the simpler development option of enhancing the existing creative use for Custom House. Whilst not the preferred option this

11.0 FINANCIAL ANALYSIS & VIABILITY

11.1 Capital Project Costs

The estimated capital costs for the preferred re-development of Custom House as a *mixed-use community and creative hub allowing the accessible display of heritage artefacts relating to the history of Leith* are provided below:

CONSTRUCTION COSTS		OPTION 4
BUILDING WORKS	Preparatory Works	£50,000
	Main Contract Building Costs - Custom House External Fabric Repairs	£1,720,000
	Main Contract Building Costs - Custom House Internal Fabric Repairs	£1,567,801
	Main Contract Building Costs - Custom House Alterations	£1,858,960
	Main Contract Building Costs - Cruiser Store External Fabric Repairs	£391,000
	Main Contract Building Costs - Cruiser Store Internal Fabric Repairs	£968,773
	Main Contract Building Costs - Cruiser Store Alterations	£321,194
	Cruiser Store Allowance	£0
	Main Contract Building Costs - Attic Conversion	£950,000
	Inflation (assume site start Spring 2025) @ 20.8%	£1,752,158
	Public Realm - Car Park, Custom Lane & Custom Wharf	£750,000
	Building Works Sub-Total	£10,925,984
PROFESSIONAL FEES	Building Survey Fees	£25,000
	Design Team Fees (13.07% of Contract Costs, incl Public Realm - Itc)	£1,428,028
	Public Realm - Consultant Fees (15% of Contract Sum LAB%, QS4%, SME/3%)	£112,500
	Project Management Fee/SHBT (5% of Building Costs)	£546,290
	Professional Fees Sub-Total	£2,111,825
	CONSTRUCTION COSTS TOTAL	£13,037,810
OTHER CAPITAL COSTS		OPTION 4
OTHER PROFESSIONAL FEES	Legal (Securities, Leases, etc), Accountancy, VAT	£60,000
	Property Valuation (for Cash Flow Loan)	£5,000
	Archaeology/Building Recording/Heritage Impact (incl Car Park/Wharf, etc)	£35,000
	Heritage Display Curatorial Fee	£25,000
	Community Consultation	£7,500
	Business Plan	£15,000
	Marketing Plan & Year 1 Marketing Costs	£25,000
	Additional Reports	£25,000
PROPERTY FIT OUT COSTS	General, Statutory & Signage Fit Out Costs	£25,000
	Front of House/Community/Meeting Room Fit Out Costs	£35,000
	Communications (Telephone/Broadband/IT) Fit Out Costs	£35,000
	Other Fit Out Costs	£25,000
MISCELLANEOUS COSTS	Insurance (Based on 2.5 years @ £50,000 p.a.)	£125,000
	Statutory Consents	£20,000
FUNDRAISING COSTS	Fundraising Fees (SHBT Staff Costs - eqvly of 1 x fl staff for 3 years)	£90,000
	Fundraising Expenses / Goods Purchasing	£25,000
EXPENSES	Sundry Expenses & Disbursements on Fees	£25,000
FINANCIAL COSTS	Amf Cash Flow Loan (£300,000 x 5 years @ 8% interest)	£150,000
	Property Shortfall - Covering 3 years of Property Shortfall @ £30k p.a.)	£90,000
CONTINGENCY	SHBT Client Contingency	£100,000
	OTHER CAPITAL COSTS TOTAL	£942,500
ACTIVITY COSTS		OPTION 4
Staff Costs	Community Engagement/Activity Delivery Officer (5 Year Full-Time post)	£150,000
Activity Costs	Community Engagement/Activity Plan Consultants Fee	£15,000
	Community/Activity Plan Delivery Costs/Expenses	£50,000
Training	Training for Volunteers	£15,000
Interpretation	Heritage/Exhibition/Interpretation Design Fee	£50,000
	Heritage Exhibition/Interpretation Fit Out	£150,000
Digital Outputs	Filming/Photographic Recording	£25,000
	Website - New Custom House Website & CRM Booking System	£35,000
	ACTIVITY COSTS TOTAL	£480,000
OTHER PROJECT COSTS		OPTION 4
BPT Overheads	SHBT Overheads based on FCR Calculation over 5 Years (@ £40k)	£200,000
Recruitment	Recruitment Expenses for new Staff	£3,000
Non Cash Contributions	CEC - Property Rental Value (5 years @ £35k per year)	£175,000
Volunteer Input	See Separate Sheet for Breakdown (incl volunteers, activity & SHBT Trustees)	£150,000
Inflation	Assumed 7% on other Costs (Tender Price Inflation noted above)	£100,275
	OTHER PROJECT COSTS TOTAL	£628,275
	PROJECT COSTS TOTAL	£15,098,585

These costs include the following:

- Construction costs and associated professional fees (design team and project management);
- Other professional fees including; archaeological survey, heritage impact assessment, business and marketing plans, and legal fees;
- Statutory fit-out including fire extinguishers, signage and alarms
- Office fit-out costs including furniture, computers, copiers etc;
- Meeting/venue space fit-out including furniture and audio equipment;
- Communications fit-out including computers, telephone, visitor management and induction loop;
- Heritage Interpretation and fit out;
- Community engagement activity programme development;
- Salary and training budget for a Community Engagement Officer to develop programmes and activities and build the audience for access to the heritage display element;
- Cost of BPT organisation, overheads and fundraising fees;
- Interest on Architectural Heritage Fund cash flow loan;

11.2 Capital Project Funding

SHBT is the largest and most active building preservation trust in Scotland and has considerable expertise in developing, funding, and managing complex historic building repair and conservation projects. SHBT's project development model is that all capital projects must be fully funded.

The funding climate in Scotland, and the UK as a whole, is currently challenging as a result of the impact of the Covid-19 pandemic as well as wider issues of conflict and energy price rises. This may mean that public funding and funding from Charitable Trusts and Foundations is harder to access and/or very competitive. However, any fundraising strategy developed by SHBT for Custom House would also include philanthropic donors, business support and a defined local community public appeal.

A full list of potential project funders will be prepared when additional research is carried out at the project development stage. At this stage, the main potential capital grant funders for the project have been identified as follows:

Architectural Heritage Fund – Project Development Grant

(Maximum Funding = £40,000)

The Architectural Heritage Fund can award grants towards project development. Project Development grants are only available to Building Preservation Trusts and are awarded if the end use is demonstrated to be feasible. The total amount of project development grants available is £40,000. The Architectural Heritage Fund also offers a loan facility to assist organisations with cash flow during the construction phase of a project.

Historic Environment Scotland - Historic Environment Repair Grant

(Maximum Funding = £500,000)

Under the Historic Environment Repair Grant scheme, financial help is available to meet the cost of high-quality repairs using traditional materials and specialist contractors to conserve original features in buildings of special architectural or historic interest. In return properties must be maintained and fully insured for a specific period of time and allow some access to visitors. Applicants must be organisations or individuals who have a legal responsibility for the repair of a historic building.

Heritage Fund - Heritage Enterprise Programme

(Maximum Funding = £5million)

The Heritage Enterprise scheme is aimed at projects that seek to rescue neglected historic buildings and sites and return them to a viable productive use. Only not-for-profit organisations and partnerships between commercial and not-for-profit organisations can apply for Heritage Enterprise grants. Grants of between £250,000 and £5million can be applied for, although a limited amount of funding (10% of the delivery grant request) is also available for urgent repair works to prevent further deterioration of a building during the development phase.

Local Authority & National Government Grants

(Maximum Funding = Varies)

A variety of funding streams are being promoted by both the local authority and national governments (Town Centre Fund, Levelling Up Fund etc), in some cases with very short turn around for application or delivery. These funds are changeable over time therefore it is crucial that, as the Custom House project becomes "shovel ready", the opportunities to secure funding from these sources is identified.

Climate Change and Energy Efficiency Grants

(Maximum Funding = Varies)

Detailed strategies to address/mitigate the impact of climate change and issues of energy efficiency/consumption for Custom House will be part of the project development stage.

There are likely to be opportunities, at that point, to identify funding streams directly related to these issues, improving the fabric or insulating envelope of the building, and/or incorporating renewable energy/micro-generation technology.

Charitable Trusts and Foundations

(Maximum Funding = Varies)

A significant amount of funding could be raised from Charitable Trusts, some of which will fund the building repairs and some of which will contribute towards delivery of particular viable end uses. Applications to Charitable Trusts are typically made once there has been a significant success with major capital grant funding and there is a shortfall to meet.

Local Community Public Appeal

(Maximum Funding = Varies)

The development of a local community Public Appeal to support the project is seen as a key aspect for the overall funding package. Such a campaign is not intended to generate significant sums for the development compared with other Capital project funders, but rather to demonstrate the commitment from within the community for the project. It is crucial for the project's future success and sustainability that the local community take "ownership" of the project and that it is for the people of Leith.

As the preferred scheme will also include uses that may be deemed to attract commercial rents, such as private hire of the public spaces, or the incorporation of commercial units for rent, they may not be eligible for some capital funding. It must be demonstrated that any income generated by the commercial elements of Custom House are essential to the upkeep and maintenance of the building and not for profit.

Through experience and initial contact with funders, we can assume likely available levels of funding. The current funding climate is challenging and complex, particularly due to the impact being felt from the Covid pandemic. Competition is fierce for all funding bodies and the project team will be mindful of other community projects which may also be seeking funding at a similar timeframe as the Custom House project (Newhaven Heritage Museum)

11.3 Project Funding Matrix

A table indicating the currently identified potential funding opportunities for the redevelopment options is presented below. This list will be continually updated as additional research is carried out and the project is more fully developed during the next project development stage.

CAPITAL PROJECT FUNDING	
Funding Organisation / Stream	Amount
Architectural Heritage Fund	£40,000
Historic Environment Scotland	£500,000
National Lottery Heritage Fund	£5,000,000
CEC - Rental Value (5 years @ £35k p.a.)	£175,000
Common Good Fund	£50,000
Landfill Tax (Various Funders)	£165,000
Monument Trust	£500,000
Scottish Arts Council	£50,000
Foundation Scotland (Various)	£137,000
Museum Galleries Scotland	£20,000
Renewable Energy Funding (Various)	£1,225,000
Charitable Trusts & Foundation	£827,500
Philanthropic Donations	£100,000
Business Sponsorship	£50,000
Community Share	£150,000
Public Appeal	£50,000
Gift Aid on Public Appeal	£12,500
SHBT - Custom House Property Surplus	£75,000
Volunteer Time	£150,000
TOTAL INCOME	£9,277,000

This shows that it may be possible to raise over £9million towards the capital project and is based on the following assumptions:

- The maximum anticipated funding amounts from the main funding bodies as described above are awarded;
- A successfully subscribed community share issue;
- A successful public fundraising appeal;
- There will be a mix of direct grant funding and low interest loans;

11.4 Indicative Capital Project Programme

An indicative programme for the preferred capital project is provided below. In summary it is anticipated that the capital project will be a six-year project with project development starting in the third quarter of 2022 (Autumn) with project completion anticipated in Spring 2028.

The capital project may be undertaken in phases (Custom House and Cruiser Store) dependant on the funding potential however this will be explored further in the development stage of the project. This would have the benefit of potentially retaining some of the existing creative community at Custom House.

Indicative Programme - Capital Project Custom House	2022				2023				2024				2025				2026				2027				2028			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	Approval of preferred option by project stakeholders.																											
Funding Strategy Identification																												
Project Development Funding Applications																												
Finalise Brief and Appoint Design Team																												
Design Development - Planning & LBC																												
Technical Development - Building warrant																												
Tender Action and Assessment																												
Appointment of Main Contractor																												
Fundraising - Major Grants																												
Fundraising - Charitable Trusts																												
Community Share Issue & Public Appeal																												
Construction Phase																												
Fit-out and Handover																												
Opening of Custom House																												

11.5 Capital Project Viability – Preferred Option

Currently the estimated project costs for the preferred option - ***mixed-use community and creative hub*** - are £15,098,585. This figure includes all construction works, design team fees, statutory fees and other project costs and is the total estimated cost to deliver the preferred option as a single contract project. The preferred option project costs include all of the proposed interventions, fabric repairs, services renewal, attic conversion, landscaping, and fit out (including heritage display curation and exhibition design) for both the Custom House and the Cruiser Store.

Based on the current exploration of potential external funding opportunities, including a local fundraising campaign, the estimated income for the capital project delivery is approximately £9,277,000. This results in a potential funding deficit of approximately £5.9 million based on the current estimated capital project costs and potential funding identified.

It has been demonstrated that there is scope to generate surplus income during the day to day operation of the preferred option for Custom House and the Cruiser Store. (See Section 12.0 - Management and Financial Implications)

Due to the significant funding deficit the conclusion is that the preferred option, in its current form, is NOT viable from external funding sources alone. There is however potential to generate further income through a wider investigation of potential funders during the next development stage and also potential borrowing based on the annual surplus projected for the completed project.

Further work to test the reduction or omission of certain elements from any future development, including the impact on potential outcomes and income / expenditure analysis will need to be undertaken in the next development stage. Further detailed research will also be required to determine if the preferred option can generate additional external funding, perhaps for specific elements within the development (Renewable energy, safeguarding historic fabric, heritage interpretation, health & wellbeing etc.) Some of these funding streams may only become apparent now that a preferred option has been identified.

11.6 Capital Project Viability – Back Up Option

Currently the estimated project costs for the back-up option – ***enhanced existing use*** - are £13,179,993. This figure includes all construction works, design team fees, statutory fees and other project costs and is the total estimated cost to deliver the back-up option as a single contract project. The back-up option project costs include all of the proposed interventions, fabric repairs, services renewal, attic conversion, landscaping, and fit out (including heritage display curation and exhibition design) for both the Custom House and the Cruiser Store.

Based on the current exploration of potential external funding opportunities, including a local fundraising campaign, the estimated income for the capital project delivery is approximately £9,277,000. This results in a potential funding deficit of approximately £4.0 million based on the current estimated capital project costs.

Due to the significant funding deficit the conclusion is that the preferred option, in its current form, is NOT viable from external funding sources alone. There is however potential to generate further income through a wider investigation of potential funders during the next development stage and also potential borrowing based on the annual surplus projected for the completed project.

Further work to test the reduction or omission of certain elements from any future development, including the impact on potential outcomes and income / expenditure analysis will need to be undertaken in the next development stage. Further detailed research will also be required to determine if the preferred option can generate additional external funding, perhaps for specific elements within the development (Renewable energy, safeguarding historic fabric, heritage interpretation, health & wellbeing etc.) Some of these funding streams may only become apparent now that a preferred option has been identified.

11.7 Capital Project Viability – Preferred Option - Phased Development

As outlined in Section 10.0 – Preferred Option, the preference would be to undertake all of the development as a single contract. There is, however, scope to look at a phased development of the Preferred Option as identified in 10.6.2

The estimated total project costs for Phase 1 of the Preferred Option would be £9,936,028, more than £5.0 million less than the full development costs. (See Appendix 17) This figure includes all construction works, design team fees, statutory fees and other project costs and is the total estimated cost to deliver the Phase 1, targeting the main Custom House building. A sum has also been included in the identified Phase 1 costs for critical works to the Cruiser Store, particularly to separate services, remove the existing Boiler Room and carry out essential repairs.

Based on the current exploration of potential external funding opportunities, including a local fundraising campaign, the estimated income for the capital project delivery is approximately £9,277,000.

This results in a potential funding deficit of approximately £700k based on the current estimated phase 1 capital project costs. There is potential to value engineer the proposed project costs and also look at borrowing to fund the shortfall, although this would need to be balanced against the likely increased cost associated with other phases of development and the reduced income generating potential of the building until all phases are completed.

The conclusion, therefore, is that undertaking Phase 1 of the Preferred Option is viable from the external funding sources identified and some additional borrowing, although further investigation of the impact on future income generation would need to be fully assessed.

It should be noted that the potential phasing of the development would almost certainly add additional costs to each future phase. (estimated as at least 10% increase by Morham & Brotchie) It would also significantly increase the timescale to address all of the issues identified in Section 5.0 of this study.

Phasing of the development would however potentially allow external funding to be secured and critical enhancement and repair works to the main Custom House building to proceed in a shorter time scale. This may also assist in demonstrating the deliverability of the chosen business model, how it engages with the local community, and thereby help in attracting funders for future phases to complete the wider development of Custom House and the Cruiser Store.

12.0 MANAGEMENT AND FINANCIAL IMPLICATIONS

12.1 Long Term Management

SHBT is unusual in that we retain a number of the buildings where we have carried out building conservation and conversion projects and manage the buildings in the long term.

The arrangements vary to suit the individual building and its use. We therefore have a thorough understanding of the long-term resource implications, both financial and staff, of managing historic properties.

It is anticipated that SHBT would continue to manage a developed Custom House, including, sub-letting of commercial spaces, coordinating usage of community spaces, facilitating event hire or short-term rentals, plus managing all repairs and insurance in-house for all of the proposed schemes.

Where a specialist use is identified (Such as a full-scale “Museum” operation) SHBT would review the potential management implications and determine if they were able to resource these in-house.

12.2 Income & Expenditure

Once repaired and redeveloped it is proposed that income will be generated from the following sources:

- Rental of serviced creative studio / office accommodation
- Rental of serviced commercial units (Retail / Café)
- Booking of flexible accommodation spaces by community groups, commercial organisations etc.
- Booking of event spaces for functions, weddings, touring exhibitions, festivals etc.

The income generated by this range of sources will vary, with the higher earning income streams off-setting those that have a lower income generation. The income generated from these uses will be lower in the first few years of operation as occupancy is anticipated to be lower whilst the building establishes a reputation. It is expected that the building will have its maximum occupation and therefore income generation by the sixth year of operation (Year Five).

The flexibility of the building and the spaces provided mean that there is wide potential to generate income from community and commercial lets of the public spaces and heritage display areas to contribute to the running and maintenance of the building, and it will be necessary to do this to boost income to cover the running and maintenance costs.

However, as previously stated if some of the premises are deemed to be on a purely commercial basis then capital funding may be restricted, unless they can be justified in terms of the types of users (learning, artistic, cultural, heritage organisations) and demonstrated to be necessary to finance the building.

12.3 Building Maintenance

Upon completion of any project, SHBT would envisage a Building Maintenance Plan for Custom House being drawn up and implemented. This would be advisable in any case to protect the building fabric and, indeed the properties A-listed status however it will be necessitated within conditions of grant support should the project receive funding from certain sources such as Historic Environment Scotland and/or the Heritage Fund.

The Building Maintenance Plan would draw together all the relevant information which may be required in the future to look after the building. It would include a Planned Preventive Maintenance Programme, setting out sensible intervals for various maintenance and repair operations to the building fabric, internal services, fittings and fixtures.

It is anticipated that funds for planned maintenance and additional funds for unforeseen emergency repairs will be set aside in future budget planning related to Custom House.

On-going maintenance will ensure that future expenditure related to the building fabric can be sustainably managed, and potential future defects are addressed prior to becoming insurmountable.

12.4 Income and Expenditure Forecasts

The following pages have been prepared to estimate the income and expenditure forecasts based on the Preferred Option, as a mixed-use community and creative hub allowing the accessible display of heritage artefacts relating to the history of Leith.

Potential income and expenditure forecasts have been developed to cover a 15-year period for high, medium and low scenarios. A fifteen-year period has been used as this is sufficient to cover the first full cycle of planned maintenance and repairs for the building to maintain it in a good condition. The income generated must be sufficient to cover the running, annual and planned maintenance costs for the building; this will vary depending on the extent of demand for the spaces.

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12.4.1 High Use Scenario

The estimated annual expenditure for the building when operating at high capacity (7 days a week day) have been calculated and are estimated as being £189,000 after opening (Year 1) rising to £297,737 by the sixth year. (Year 5) This is a considerable expenditure but reflects the staffing costs associated with the management of this multi-functional building, the power and heating costs of a building that will be in use seven days a week and the intensiveness of the use of the public rooms and spaces, which bring with it high cleaning costs and insurance premiums.

Estimated expenditure costs at Year 5 for **HIGH USE** scenario are as follows:

EXPENDITURE (Year 5)	£ per annum
Running Costs:	
Building Insurance	£22,000
Gas/Power/Lighting/Water	£55,250
Cleaning and Consumable	£22,500
Waste Collection	£7,250
Window Cleaning	£5,000
Telephones/Broadband	£7,000
Staffing Costs (Receptionist/Building Manager/Out of Hours)	£90,000
Repairs and Renewals	£12,500
Annual Maintenance Costs	£14,250
Total Running Costs	£236,020
Other Costs:	
Rates	£15,000
Planned Maintenance	£19,217
Annual Property Management Fee	£7,500
Marketing (Overhead)	£20,000
Total Other Costs	£61,717
TOTAL	£297,737

Estimated income at Year 5 for **HIGH USE** scenario is as follows:

INCOME (Year 5)	£ per annum
Rental	£266,300
Service Charge	£92,217
Bookings	£205,000
Other Income	£35,000
TOTAL INCOME	£598,517

12.4.2 Medium Use Scenario

The **MEDIUM** use scenario has been calculated as 10% reduction on use of public / community spaces and 30% (Years 0-2) to 15% (Years 3-15) reduction on commercial / studio space use. The expenditure for the building will reduce proportionally for some cost elements that will vary depending on use.

The estimated annual expenditure for the building when operating at medium capacity is £170,858 after opening (Year 1) rising to £270,199 by the sixth year (Year 5).

Estimated expenditure at Year 5 for the **MEDIUM** use scenario is as follows:

EXPENDITURE (Year 5)	£ per annum
Running Costs:	
Building Insurance	£22,000
Gas/Power/Lighting/Water	£49,725
Cleaning and Consumable	£22,500
Waste Collection	£6,163
Window Cleaning	£5,000
Telephones/Broadband	£5,950
Staffing Costs (Receptionist/Building Manager/Out of Hours)	£76,500
Repairs and Renewals	£12,500
Annual Maintenance Costs	£14,520
Total Running Costs	£214,858
Other Costs:	
Rates	£15,000
Planned Maintenance	£19,217
Annual Property Management Fee	£7,500
Marketing (Overhead)	£17,000
Total Other Costs	£58,717
TOTAL	£273,574

Estimated income at Year 5 for **MEDIUM** use scenario is as follows:

INCOME (Year 5)	£ per annum
Rental	£226,355
Service Charge	£78,385
Bookings	£184,500
Other Income	£29,750
TOTAL INCOME	£518,990

12.4.3 Low Use Scenario

The **LOW** use scenario has been calculated as 20% reduction on use of public spaces and 40% (Years 0-2) to 25% (Years 3-15) reduction on commercial / studio space use . The expenditure for the building will reduce proportionally for some cost elements that will vary depending on intensity of use.

The estimated annual expenditure for the building when operating at low capacity is £161,033 after opening (Year 1) rising to £255,624 by the sixth year (Year 5).

Estimated expenditure at Year 5 for the **LOW** use scenario is as follows:

EXPENDITURE (Year 5)	£ per annum
Running Costs:	
Building Insurance	£22,000
Gas/Power/Lighting/Water	£44,200
Cleaning and Consumable	£22,500
Waste Collection	£5,438
Window Cleaning	£5,000
Telephones/Broadband	£5,250
Staffing Costs (Receptionist/Building Manager/Out of Hours)	£67,500
Repairs and Renewals	£12,500
Annual Maintenance Costs	£14,520
Total Running Costs	£198,908
Other Costs:	
Rates	£15,000
Planned Maintenance	£19,217
Annual Property Management Fee	£7,500
Marketing (Overhead)	£15,000
Total Other Costs	£56,717
TOTAL	£255,624

Estimated income at Year 5 for **LOW** use scenario is as follows:

INCOME (Year 5)	£ per annum
Rental	£199,725
Service Charge	£69,162
Bookings	£164,000
Other Income	£26,250
TOTAL INCOME	£459,137

12.4.4 Summary of Income and Expenditure Forecasts

The income/expenditure forecast summaries indicate that with the proposed uses for the building, even with the low use scenario the property has the potential to operate with an operating surplus.

As a charity SHBT invests significant sums in the upkeep of a number of historic properties in their care to ensure they are maintained appropriately for the future. Custom House, as part of that property portfolio, and also as a condition of most, if not all, of the external funders, will require to be maintained appropriately to protect the substantial investment made. Surplus income generated through Custom House will however help support other property maintenance and repair priorities, including to CEC owned properties at Riddles Court and the Tron Kirk, which are under the care of SHBT, with a reciprocal arrangement for future Custom House repair and maintenance requirements.

12.5 Sale of Custom House

As Custom House was purchased by the City of Edinburgh Council with Common Good funding and the stated aim is that, once the project delivery phase is ready to commence, SHBT will transfer from the current short-term lease to a 99-year lease, the potential sale of the property upon completion of a development has not been considered as part of this study.

12.6 Phased Development

Should a phased development be pursued for Custom House then further detailed analysis will be required to assess the impact on estimated income and expenditure projections. It is likely that a reduced building development would generate less income but may also have a reduced expenditure.

An estimated timescale and future phased developments would also be required to determine when income and/or expenditure may increase during the stated 15 year period.

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13.0 CONCLUSION AND RECOMMENDATIONS

13.1 Summary Conclusion

Custom House is a highly significant landmark building located in the heart of Leith which links back to the areas past as a major trading port between Scotland and the wider world, particularly northern European countries. The buildings architectural composition is significant in showcasing how governmental power was communicated at the time. It should be remembered that Custom House would, when first constructed, have been visible by vessels entering the Port of Leith from a distance.

Whilst the building may not have been open to the general public to any great degree in the past, the cultural and international trade connections that the building facilitated ensured that local area prospered and developed as an individual, significant and diverse community which still resonates to this day.

These links to the building have far reaching implications for the local community and it is fitting that this iconic building has now been purchased, using Common Good funding, to become an asset to assist in the future growth of the community.

An historic building of this scale carries with it the burden of significant operating costs (both day to day running costs, and ongoing maintenance costs) and the need for any future use to be relevant to the local community and be economically sustainable for the long term.

It is highly unlikely that Custom House, in whichever developed form, will receive any third-party subsidy, therefore the income generation potential must be carefully considered to maximise income whilst providing accommodation which is open and accessible for the community.

This study investigated a long list of potential uses for Custom House, some of which could be discounted very quickly as being inappropriate or not sustainable in terms of being able to secure external funding or develop a long-term sustainable use.

A range of five potential use layouts for the building has been explored based on the developed remit for the project as well as the operational potential for SHBT.

It is clear from this assessment that the preferred option for the future use of Custom House is as a ***mixed-use community and creative hub which allows the accessible display of heritage artefacts relating to the history of Leith***. This proposed use meets the requirement of creating an open and accessible building, embedding the future of Custom House within the local community and creating a sustainable economic model to secure the long-term future of the building.

The preferred option will provide multi-functional accommodation with a range of revenue stream potential, but always at its core is the ethos to provide welcoming community accommodation to attract a diverse range of users from across the local community and beyond.

The layout proposed in the preferred option remains flexible enough to accommodate the needs of a changing society (particularly pertinent post Covid) whilst respecting the buildings unique location and architectural significance.

The current funding landscape for a project of the scale of Custom House is challenging and will remain so for the foreseeable future. The preferred option of a mixed-use community and creative hub will require significant external funding as well as local fundraising activities in order to be delivered. There is therefore a risk that the project will not achieve the level of funding required for delivery.

This study has also researched the potential to phase some of the development (between the main building and the Cruiser Store) and / or to revert to the simpler development option of enhancing the existing creative use for Custom House. Whilst not the preferred option this

would allow the critical fabric repairs and improvements to be undertaken and encourage a greater degree of community accessibility to the building, securing its future.

These “back-up” options provide security that a development of Custom House, will be possible and that the building will remain a focal point for the community in the years to come.

13.2 SHBT’s role at Custom House

SHBT were granted an initial short-term lease of Custom House to provide an interim use whilst development proposals were prepared. The stated aim for the project from SHBT is as follows:

- To develop a project that is deliverable in terms of the external capital funding likely to be accessible in a challenging and competitive funding market;
- To address, where possible, the criteria set for the development of Custom House by the City of Edinburgh Council when purchasing Custom House with Common Good funding;
- To ensure that any development proposed brings the property into a continuous and sustainable use that can be managed effectively by resources identified by SHBT;

Once the development proposals have been agreed by key stakeholders and the required external funding identified and secured to allow the development to proceed, SHBT will be granted a 99-year lease to manage and maintain the building. SHBT have significant experience in managing mixed use properties including sub letting buildings, wholly or in part, to other third-party organisations. SHBT also have extensive experience in event management, venue booking for a variety of uses, and community engagement and outreach.

Identification of key partners and development of relevant content to meet the aim of providing Heritage Display related to the History of Leith will be a critical component of SHBT’s role in managing the building and ensuring that Custom House is open and welcoming for the community and visitors from further afield.

SHBT have demonstrated that they have the necessary skills and expertise to develop historic buildings, such as Custom House, and provide them with a sustainable future. Whilst SHBT will attempt to align the project outputs with all the key project stakeholders’ requirements and community expectations it is crucial that they are allowed the latitude to develop the project to meet a sustainable business model for both Custom House and their wider property portfolio.

13.3 Project Development and Implementation

As this study demonstrates there is the potential (all be it challenging) to develop a capital project with a long-term sustainable end use for the building as a mixed-use community and creative hub which allows the accessible display of heritage artefacts relating to the history of Leith. To develop this preferred option further it is recommended that the following action needs to be undertaken:

- Agreement on the preferred option as a mixed-use community and creative hub which allows the accessible display of heritage artefacts relating to the history of Leith by the project’s key stakeholders.
- Development funding to be applied for, from the Architectural Heritage Fund and others;
- Develop capital fundraising strategy including local community fundraising targets and activities;

- Initial applications to major funders including Historic Environment Scotland, the Heritage Fund, Architectural Heritage Fund etc. with a view to a response within 6 months;
- Further research of the physical fabric of the building to better understand the changes and alterations to the property particularly where substantial interventions to form vertical access (Stairs and lift), external openings and sanitary accommodation is proposed.
- Appointment of design team to develop detailed designs (up to RIBA Stage 3/4)
- Apply for necessary statutory approvals including Listed Building Consent, Planning Permission and Building Warrant;
- Development of the operational structure and further research on potential revenue streams;
- Business plan to be prepared to ascertain the most efficient and lowest risk model of operating the building, and to develop more detailed market research;
- Progression to RIBA Stage 4/5, Tender action and appointment of main contractor for the Construction phase of the project;
- Discussions with key stakeholders to determine the extent, curation and management of the heritage display element;
- Development of a communication strategy to engage with and update the community on the progress of the project including potential community outreach projects to embed the project in the community.

Regular project reviews and milestones will require to be identified to monitor project progress, update key stakeholders and funders, and ensure the preferred option continues to be deliverable.

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13.4 Project Development Programme

The following indicative programme is proposed, comprising a 6-year project duration:

Project Stage	Date
Approval of Feasibility Study and preferred option recommendation by project stakeholders.	By June 2022
Identification and initial discussion with main capital project funders including expressions of interest where applicable.	July 2022 to September 2022
Preparation and Submission of Development Funding Applications	July 2022 to December 2022
Finalise Project Brief and Appoint Design Team	January 2023 to March 2023
Design Development and Planning / Listed Building Consent Applications (RIBA Stage 3/4)	April 2023 to March 2024
Production Information and Technical Design. Building Warrant application (RIBA Stage 4)	October 2023 to September 2024
Bidding / Tender period and Tender Assessment	October 2024 to March 2025
Client Approval and Contractor Appointment	March 2025
Preparation and Submission of Major Funders Grant Applications	October 2022 to December 2024
Identification, Preparation and Submission of other Funding Applications	January 2024 to March 2025
Development of Community Share Issue and Public Fundraising Appeal	January 2024 to March 2025
Contractor Mobilisation and Site Start	April 2025
Construction Phase	April 2025 to September 2027
Project Site Completion	September 2027
Client Fit Out Period	October 2027 to March 2028
Grand Opening	April 2028

13.5 Recommendations

Based on the research carried out, exploration of potential use options, development of short-listed layouts, assessment of the financial viability and the potential for a sustainable development to be delivered as outlined in the previous sections of this study, the following recommendations are offered:

- That a single use “Museum” for Custom House is not a sustainable option for SHBT to deliver;
- That the preferred option for the Custom House development will be the delivery of a mixed-use community and creative hub. (Option 4)
- That the building will incorporate an accessible display of heritage artefacts relating to the history of Leith. This permanent heritage display element will be developed with key partners, such as the City of Edinburgh Council’s Museum & Galleries service to ensure a high standard of interpretation and curation;
- That the building must be developed with the potential to generate sufficient income to operate, manage and maintain Custom House to a high standard;
- That issues related to how the building addresses climate change, energy efficiency and a drive towards “net zero” will be central to the wider development and future operation of Custom House with the aim to respect and compliment the historic fabric of the building and be an exemplar for the future redevelopment of heritage assets by SHBT and others;
- That Option 4A – Phase 1 of the preferred option targeting redevelopment of the main Custom House building, is developed as a “back up” option, addressing some, but not all of the key issues facing the building;
- That further assessment is carried out during the next development stage with regards the potential phasing of the development project. The impact on overall development costs if the project was to be phased, timescales to deliver a fully redeveloped Custom House & Cruiser Store, and the financial sustainability of the buildings operational model in the short, medium and long term would need to be explored in detail.

CUSTOM HOUSE, LEITH – FEASIBILITY STUDY CONSULTATION – from 2021 Onwards

Consultations:

Date	Group	Attendees	Comments
7.1.21	Leith Rotary Club		Presentation to Rotary Club on SHBT and an update on progress on the Custom House following conclusion of community consultation report. Explanation on how this is feeding into the study including Outlining 4 No. design options – Enhanced Existing, Heritage/History, Commercial and Community. Basic plans showing proposed access arrangements opening up the building.
2.6.21	Attendees via Eventbrite	tbc	Pre-recorded talk on the Custom House project with live Q&A Session hosted via Zoom.
14.9.21	Leith Heritage Group		SHBT gave an update on the current position for the Custom House and noted that the group would be consulted. Concern noted about the length of time the study was taking and were keen to hear proposals asap.
20.9.21	Leith Forever Event @ Custom House – Exploring initial findings for the Study including access arrangements and outline schemes.	Numbers tbc	Presentation to all visitors to the Custom House as part of doors open day. Explanation on how this is feeding into the study including Outlining 4 No. design options – Enhanced Existing, Heritage/History, Commercial and Community. Basic plans showing proposed access arrangements opening up the building. General support of the project and the work being undertaken by SHBT.
25.9.21	Edinburgh Doors Open Day – Timed Ticketed Event to tour the building and hear about progress on the project.	260 No. members of the public booked (254 turned up on the day) & a small number turned up at the door (not counted)	Presentation to all visitors to the Custom House as part of doors open day. Explanation on how this is feeding into the study including Outlining 4 No. design options – Enhanced Existing, Heritage/History, Commercial and Community. Basic plans showing proposed access arrangements opening up the building. General support of the project and the work being undertaken by SHBT.
25.1.22	Leith Heritage Group Members Leith Trust Leith Links Community Council Leith & Newhaven Com Council Citadel Arts Visit Scotland	Margaret Allan Jim Scanlon Jennifer Marlborough Liz Hare Alasdair MacLauchlan	SHBT gave an update on the Custom House Project and indicated that by Spring of 2022 it is anticipated that the Study will be completed (delayed due to the pandemic) and SHBT will be able to consult widely on the outcomes. SHBT noted the recent press article on Custom House being used as a slavery museum and noted that SHBT had spoken with CEC on this matter.

	Leith Theatre SS Explorer Yard Heads Leith Writings SHBT	Anna Higham Alan Hush Alexandra Lort Phillips Tim Bell Barbara Kerr Una Richards	
28.4.22	Leith Heritage Group Members: Leith Trust Water of Leith Basin Trust Water of Leith Basin Trust Newhaven Community Council Former MP	Margaret Allen Nic Groves Raines Kirsten Hansdottr Cron Mackay Jennifer Marlborough Mark Lazarowicz	SHBT presentation at the Custom House to members of the Leith Heritage Group to share the Feasibility Study and its outcomes including Vision for the Project and Preferred Scheme (Option 4) and noted Fallback Scheme (Option 4a) for a Community/Creative/Heritage Hub. Group appreciated apology from SHBT for not being able to share the study earlier and were in support of the Options outlined. Specific Comments: <ul style="list-style-type: none"> - Supportive and was a well thought through scheme which gave flexibility - Concern that heritage element not presented in more detail
26.5.22	Leith MP & MSP	Dedrie Brock, MP Ben MacPherson, MSP	SHBT presentation at Custom House to share the Feasibility Study and its outcomes including Vision for the Project and Preferred Scheme (Option 4) and noted Fallback Scheme (Option 4a) for a Community/Creative/Heritage Hub. Very supportive of the project and the scheme and offered to help out at any point in the future. Offered useful contacts to help with the scheme moving forward.
31.5.22	Leith Heritage Group Members: Water of Leith Basin Trust Leith Trust Water of Leith Conservation Trust SS Explorer Newhaven Community Council Forth Ports Former MP Yard Heads Ltd Heart of Newhaven	George Johnston Margaret Allan Helen Brown Alan Hush Jennifer Marlborough Alasdair Sibbald Mark Lazarowicz Amanda Rogers Alexandra Lort Phillips Tim Bell Christine McDerment Rob Lerwick	SHBT presentation at Custom House to further members of the Leith Heritage Group to share the Feasibility Study and its outcomes including Vision for the Project and Preferred Scheme (Option 4) and noted Fallback Scheme (Option 4a) for a Community/Creative/Heritage Hub. Group appreciated apology from SHBT for not being able to share the study earlier. Overall support of the Preferred Option and discussions on clarification of facilities. Comments on the Heritage Spaces and frustration that what might be included not yet known and urged CEC to assist with this soon as this was the main aspect people were interested in hearing about. Felt that what had been presented was well thought through and good. Specific comments: <ul style="list-style-type: none"> - Feeling that CH should be somewhere that tourists can go to - Felt that the community were well catered for - Keen that the spaces are for the local community - Café and heritage element with community spaces was a good mix Question as to whether a Tourist Information Centre could be included within community spaces.
6.6.22	Forth Ports	Alasdair Sibbald	SHBT presentation at Riddle's Court and on Zoom to further members of the Leith Heritage Group to share the Feasibility Study and its outcomes including Vision for the Project and Preferred Scheme (Option 4) and noted Fallback Scheme (Option 4a) for a Community/Creative/Heritage Hub. Very supportive of the project and happy to offer written support. Felt that the allocation of space within the building ensures flexibility. Agreement to extend the current Lease for the Car Park to match the Council 99 Year Lease on the building to enable the Car Park to be developed to form a

			community space within the project. Would like to set up a meeting with SHBT/CEC in due course to discuss the Car Park and also the adjoining Dock Place.
6.6.22	GRAS Architects Anchor Tenant within Custom Lane	Gunner Groves Raines Stewart Stirling Zoe Alston	SHBT presentation at Riddle's Court and on Zoom to further members of the Leith Heritage Group to share the Feasibility Study and its outcomes including Vision for the Project and Preferred Scheme (Option 4) and noted Fallback Scheme (Option 4a) for a Community/Creative/Heritage Hub. Supportive of the project and happy that the study is now concluded. Felt that the approach to the heritage element within the project was appropriate. Happy to write a letter of support in due course.
11.6.22	Leith Festival Open Day	Members of the Public Approximately 375 No. people visited the building of which 45 No. listened to the talk on Custom House, others viewed the presentation boards	SHBT presentation at an Open Day at the Custom House to members of the public (which included some members of the Leith Heritage Group) to share the Feasibility Study and its outcomes including Vision for the Project and Preferred Scheme (Option 4) and noted Fallback Scheme (Option 4a) for a Community/Creative/Heritage Hub. Those listening to the presentation were supportive of the project and comments were mainly further clarification on points. Other points noted: <ul style="list-style-type: none"> - SHBT discussed heritage within the project but the Project Title was Community & Creative and perhaps Heritage should be included. This is now being actioned. - Questions on the Heritage Element and what this might look like. SHBT explained that the building was being designed flexibly to enable flexible options in the circulation spaces with spaces off having more environmental and security controls in case there future displays/exhibitions came from National Institutes. Those visiting were asked to respond to boards asking: <ul style="list-style-type: none"> - The plans for the redevelopment of Custom House need your help to progress. How strongly do you support the proposed community and creative hub? Of those commenting – 40 No. Strongly Supported, 4 No. Supported and 1 No. was unsure. - SHBT is keen to know how you might use the new community spaces at the Custom House. Please share any further thoughts – 3 No. – Music, 1 No. – Dance, 1 No. – Weddings, 1 No. Events. All were told that information would be put onto SHBT Website shortly and also boards would be put in the display cases at the outside of the Custom House and were asked to complete an online survey using a QR code on a leaflet handed out to all who visited the building so it is expected that further comments will filter in in due course.
27.6.22	Custom Lane Tenants	Evie Harding Rowan MacKinnon Paula Soree Kirsten Pont Ruth Leslie Aaron Zaccordillie Derek Baxter	SHBT Presentation to a tenants All very supportive of the project and options. Discussion on options for the fallback scheme and scope for CL to continue.

		J Robson	
27.6.22	Custom House Tenants	Trina Bohan Graeme Tyrrie Lea Vaughan Robbie McKay Tom Aatcha Matt Sinclair Rodd McRae	SHBT Presentation to Tenants from within the Custom House All very supportive in concluding the Study and the Preferred Scheme. All keen to remain part of the Custom House in the future and main discussion on implications on closing the building down and provision of alternative accommodation whilst the work is on site. SHBT considering using its other building in Leith (St Ninian's Manse) to provide interim accommodation for those tenants who wish to remain part of the project.
27.6.22	Leith Links Community Council	Cllr Chas Booth – Leith (Green) Jim Scanlon Sally Millar Eileen Simpson David Wood Angus Hardie Gail ? Iain McMenemy (S W) Teresa Perchard (S W) Abigail Cunningham Don & Izzy Tracy Byford Mary ? Christine Wreid Catherine Henderson (SW) David Igoe Barbara Kerr	SHBT Presentation to the Leith Links Community Council Chas Booth and Jim Scanlon undertook to pick up with CEC to discuss the Leith Collection Supportive of the project with specific comments: <ul style="list-style-type: none"> - TP – Very helpful presentation. Referred back to CEC Minutes from 2014 and reference to Museum/Heritage Space and asked for more detail on this and an understanding of how this might work. - JS – noted that the building was being provided for heritage use but unclear exactly what this would look like and undertook to approach CEC for more information. - D & I – asked that when communicating proposals, information be made available to those not on the internet. UR confirmed that display boards would be installed at the Custom House in due course for people to view - AH – great presentation. Questioned who would manage the building. UR confirmed at present assumed that SHBT would manage upon completion, but potential also to speak with other groups/organisations in due course.
28.6.22	Leith Harbour & Newhaven Community Council	Cllr Chas Booth – Leith (Green) Jennifer Marlborough Bruce Ryan Stewart Auld Douglas Tharby Celia Mainland Ian Mainland Neil Tulloch Jim Preacher	SHBT Presentation to the Leith Links Community Council Charles Booth thought it was a fantastic presentation. Asked for clarification as to how SHBT might raise the funds required and explain the fallback scheme further. Other comments: <ul style="list-style-type: none"> - CM - Thanked SHBT for their efforts on behalf of the community - JM - Suggested asking Forth Ports for funding support - SA - Questioned whether there was sufficient interest for artist/studio space (UR referred to previous consultation with CH tenants and their wish to remain involved in the building) - DG - was delighted in the early stages of the project when SHBT said that they would become involved and now seen presentation he was even more thrilled - DT – no other building like the Custom House and looked forward to the plans becoming a reality – very pleased.

		Don Giles (also Water of Leith Basin Trust)	- IM – was one of the Custom Officers in the picture shown from the consultation. Very happy to see the plans to bring the building back to life.
6.7.22	CEC Councillor – Leith (Labour)	Cllr Katrina Faccenda	SHBT Presentation to Local Councillor. Very supportive. Good and clear presentation and idea was sold to her. Noted a lack of rooms for hire in Leith at present and this would support demand. Agreed to speak to her colleagues on the Culture and Finance Committee to brief them on the project and bring them on board.
6.7.22	CEC Councillor – Leith Walk (Liberal Democrats)	Cllr Jack Caldwell – Leith Walk	SHBT Presentation to Local Councillor Worked at Out of the Blue prior to becoming a Councillor and very supportive of securing a new use for the Custom House and had no concerns on the project or scheme.. Said that he would let other groups know what is happening and suggested that that the Gretna Rail Disaster Exhibition could be considered for use in the short term within the building. Asked to consult within South Leith and the Heritage Corridor so other groups were able to become involved in the Custom House.
6.7.22	CH Open Session Consultation	Attendees list to follow	SHBT Presentation to members of the Leith Community Supportive of the scheme. Liked the idea of opening up both ends of the building and the flexibility and openness of the scheme.
11.7.22	CH Open Session Consultation	Attendees list to follow	SHBT Presentation to members of the Leith Community Generally supportive. A lot of discussion on the heritage element and what the internal street would look like. <ul style="list-style-type: none"> - Felt the scheme was reasonable and also ambitious. Questioned how SHBT raises the funds for the capital projects - LH – would like to take some of the CH stories (such as oral history exercise with C&E Officers) and turn it into a play. Also mentioned other plays done on smugglers, Leith hospital etc and how these might be brought to CH in the future - Suggestions on undertaking a reminiscence exercise to collect stories of Leith. - Support for the scheme and heritage element within internal street. Expressed concern that a number of museums have closed and flexibility of space a sensible way forward - Expressed concern about lack of information on the heritage element, but supported this area being free to visit and opening up the bulding
Future Consultations – confirmed at 20th July 2022			
21.7.22	CEC Staff	Karl Chapman Gillian Findlay	SHBT Presentation on the Custom House Feasibility Study
25.7.22	Trinity Community Council	Bill Roger Others tbc	SHBT Presentation on the Custom House Feasibility Study Bill Roger attended the consultation on 11.7.22 and asked UR to attend their next meeting.
4.8.22	CEC Councillor – Fountainbridge/Craiglockhat (Labour)	Cllr Val Walker	SHBT Presentation on the Custom House Feasibility Study to Convener of Culture Committee
15.8.22	Leith Central Community Council	tbc	SHBT Presentation on the Custom House Feasibility Study - tbc
29.8.22	Granton & District Community Council	Tbc	SHBT Presentation on the Custom House Feasibility Study - tbc

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Ongoing Consultations to include:

- All remaining Leith Councillors (Leith, Leith Walk & Forth)
- Remaining Community Councils – Leith Central CC
- Leith Heritage Group – offer to all individual groups for SHBT to attend their next meetings to give presentations (including Leith Trust, Leith Local History Society, Leith Civic Trust, Heart of Newhaven, Leith Theatre, Leith Rules of Golf Society, SS Explorer, Spirit of Leithers, Citadel Arts, etc)
- Sandport Residents Association
- Visit Scotland
- Wider Leith Community Groups – offer given at every consultation to attend wider groups meetings
- Public Consultations will be ongoing

Further consultations to engage with the wider community groups and organisations which will range from Open House talks at the Custom House or SHBT staff visiting and talking directly to organizations at appropriate meetings.

Una Richards, SHBT

16th June 2022

(Updated 22nd June and 20th July 2022)

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Culture and Communities Committee

10.00am, Tuesday, 13 December 2022

Amplification of Sound in Public Spaces

Executive/routine Wards Council Commitments	Executive 11 – City Centre
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1. Recommendations

- 1.1 Culture and Communities Committee is asked to note:
 - 1.1.1 The summary of existing legislation (Appendix 1) relating to the amplification of sound in public spaces;
 - 1.1.2 The information provided on the creation of a bye law and that any decision for this would need to be on the basis of evidence presented; and
 - 1.1.3 That the outcome of the consultation and feedback from the Busking Working Group will be reported back to Committee, in order to consider whether there would be sufficient to justification to proceed with preparing a bye law.

Paul Lawrence

Executive Director of Place

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Amplification of Sound in Public Spaces

2. Executive Summary

- 2.1 This report sets out the existing legislative framework governing noise in public spaces.

3. Background

- 3.1 On [28 October 2021](#), the Council approved a motion by Councillor Neil Ross on the Amplification of Sound in Public Spaces. The approved motion stated that the Council:
- 3.1.1 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.
 - 3.1.2 Recognises the concerns of residents, businesses and visitors, in particular in the city centre, about the negative auditory impact of overamplification of sound by some buskers and street entertainers in public spaces when the advice at 3.1.1 above is ignored.
 - 3.1.3 Notes that a level of noise at or above 85 decibels can damage hearing or inflict pain on the hearer.
 - 3.1.4 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.
 - 3.1.5 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.
 - 3.1.6 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.
 - 3.1.7 Therefore, requests the Convener of the Regulatory Committee to write to Ben Macpherson MSP, the Minister for Local Government in Scotland:

- 3.1.7.1 To highlight the negative auditory impact of amplified sound from buskers and street entertainers in public spaces in Edinburgh;
 - 3.1.7.2 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
 - 3.1.7.3 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.
- 3.1.8 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.
- 3.1.9 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.
- 3.2 In response to the action outlined in paragraph 3.1.7, an update was provided to Regulatory Committee on 28 February 2022. Councillor Neil Ross again wrote to the Minister and the Minister's reply dated 8 August 2022 is attached at Appendix 2.
- 3.3 The remainder of the motion was addressed in a report to Culture and Communities Committee on [26 April 2022](#). The Committee decision was to:
- 3.3.1 Note the report.
 - 3.3.2 Agree to continue to erect notices to indicate and signpost appropriate busking locations, and to ensure that the Environmental Team would be working with the police to identify busking hot spots.
 - 3.3.3 Agree to revisit Section 79 of the Environmental Protection Act to identify what powers were available and how they could be enforced and to agree to provide a further report or briefing note to the Committee.
 - 3.3.4 Agree to provide a web form for residents to report busking concerns.
 - 3.3.5 Agree to adopt learnings for management of busking from other Scottish cities and to work with the Scottish Government to address gaps in legislation.
 - 3.3.6 Agree to verify with Police Scotland the number of convictions for noise offences after 9.00 pm and to liaise with Councillor Doggart.

4. Main report

- 4.1 The following section of the report summarises the legislative powers which could be considered to incorporate the amplification of sound in public spaces.

Legislative Powers

- 4.2 Section 54 of the Civic Government (Scotland) Act 1982, wide ranging and is intended to deal with instruments, singing and playing radios or other sound producing device that give a person reasonable cause for annoyance.
- 4.3 Enforcement powers for this section of the Civic Government (Scotland) Act 1982 are only available to Police Scotland.
- 4.4 There is no requirement for measurements to be taken, a Police Officer simply needs to form an opinion that the noise is annoying.
- 4.5 In addition, there is Section 62 of the Control of Pollution Act 1974. This section of the act attempts to deal with any person who operates or permits to operate a loudspeaker in a road between 9pm and 8am, or at any time for the purpose of advertising any entertainment, trade or business.
- 4.6 As noted, this part of the 1974 Act is specifically designed to deal with noise from loudspeakers used by commercial businesses operating in a road.

Section 79 – Environmental Protection Act 1990

- 4.7 Section 79 of the Environmental Protection Act 1990 is intended to deal with statutory nuisance, including noise emitted from a premises, or caused by a vehicle, machinery or equipment in the road.
- 4.8 In such circumstances, the Council has a duty to investigate and, where appropriate, service an abatement notice pursuant to section 80 and 80A of the 1990 Act.
- 4.9 However, statutory nuisance is not defined. Generally, this is considered to mean that the disturbance from a single source, is long term and sustained in its nature. It is acknowledged that cumulatively busking can continue in some locations for an extended period but in practice it is often transient in nature with individual buskers moving from location to location. It is therefore unlikely that busking would meet the threshold of statutory nuisance under this section of the 1990 Act.
- 4.10 In circumstances where a statutory nuisance is identified, any abatement notice would require to have an appeal period of 21 days allowing the person on whom it has been served the right to exercise an appeal to the courts. In Edinburgh there have been no abatement notices issued in relation to street performers in the last 10 years.

Other Legislative Powers

- 4.11 A summary of the other legislative powers which could have a bearing on the action taken in relation to noise in public spaces (with and without amplification) is attached in Appendix 1.
- 4.12 While a Street Trading Licence is required for the sale of CDs, the Civic Government (Scotland) Act 1982 does not specify busking as a licensable activity therefore it is not possible to use the existing licensing framework to regulate noise in public spaces.

- 4.13 To create a licensing framework for noise in public spaces would require a change in primary legislation. However, this risks impacting the ability to hold other licensed events due to the inappropriateness of dual licensing.
- 4.14 Also, it is important to note that this would not give the Council the power to stop noise in public spaces generally.

Byelaw to tackle the nuisance of noise in public spaces

- 4.15 As noted above, there is existing legislation which could potentially deal with the problem of noise (including amplification) in public spaces. Specifically, the Civic Government (Scotland) Act 1982 (s54) and the Control of Pollution Act 1974 (s62) are considered to be the primary legislation in place to deal with any nuisance of noise in public spaces.
- 4.16 Where an issue is covered by existing legislation, it is not permitted to introduce a byelaw to also deal with that issue.
- 4.17 Should a decision be taken to proceed with the design of a byelaw which does not duplicate any of the existing legislation, this would require the approval of the Council and the Scottish Government.
- 4.18 The overall time taken to introduce a new byelaw can vary but will generally take around 18 months.
- 4.19 A byelaw must be specific and proportionate to the problem it seeks to address. The submission of a proposed byelaw must be objectively justified, with a clear evidence base, (e.g. by a consultation with those who may be affected by the issues underpinning the proposed byelaw). Details of any objections must be sent to Scottish Ministers.
- 4.20 The evidence base may consist of an analysis of complaints made to the Council about noise nuisance (including amplification) in public spaces. Additionally, the Council may seek a letter of support from the Chief Constable of Police Scotland. Statistical evidence may also be used to support the necessity to tackle this type of nuisance in the area affected. A consultation with persons affected by the proposed byelaw will also form part of the evidence base.

Busking Working Group

- 4.21 As is being reported to this Committee on another agenda item today, the annual review of the Summer Festivals 2022 highlighted the challenges of busking in the city.
- 4.22 In response to this, it is proposed to create a busking working group which will consist of officers from across the Council, the Police and relevant local stakeholders.
- 4.23 This group will help take forward a partnership approach to managing nuisance busking and amplified sound in public spaces. It is proposed that the group will develop a clear plan, with recommendations on zones where busking and amplified sound could be managed and the times of year that appropriate management could be delivered.

- 4.24 The group will also identify resources necessary to deliver the plan, including any financial implications to deliver it successfully.

Resident Survey

- 4.25 Following Committee in April 2022, the Street and Environmental Enforcement team erected advisory busking advice notices at identified hotspots such as the Grassmarket and Hunter Square. This team also collect feedback from residents directly in order to respond to areas of concerns. Committee had previously requested that a webform for residents to report concerns should be created. However, due to the cost of implementation, in 2022/23 officers have continued to respond to resident feedback received directly to the Street and Environmental Enforcement Team.
- 4.26 To ensure that the scale of any issues is clearly understood and, recognising that should the decision be taken to proceed with a bye law (in addition to the existing legislation), it is proposed to carry out a survey of residents to seek details of their experiences of the amplification of noise in public spaces.
- 4.27 This survey response will be added to other resident feedback held by the Council, including complaints and submissions made to the Street and Environmental Enforcement Team.
- 4.28 The resident survey will be launched in the new year and will seek feedback on the following:
- 4.28.1 Particular hot spots where busking and amplified sound should be avoided;
 - 4.28.2 Any locations or zones where busking and amplified sound could be accommodated and managed;
 - 4.28.3 Times of day and year when busking and amplified sound could be accommodated and managed; and
 - 4.28.4 Any initial information provided by the Busking Working Group.

5. Next Steps

- 5.1 The feedback from the resident survey and the Busking Working Group will be presented to a future Committee in order to consider whether there would be sufficient to justification to proceed with preparing a bye law.

6. Financial impact

- 6.1 There are no financial impacts arising from this report, other than staff time to progress the resident survey and any other actions agreed by Committee.

7. Stakeholder/Community Impact

- 7.1 It is intended to carry out a resident survey to seek evidence of the issues associated with the amplification of noise in public spaces.

8. Background reading/external references

- 8.1 [City of Edinburgh Council – Busking Guidance.](#)

9. Appendices

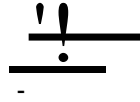
- 9.1 Appendix 1 – Summary of Legislation
- 9.2 Appendix 2 – Response from the Minister for Social Security and Local Government (9 August 2022)

Appendix 1 – Summary of Legislation

Legislation	Section	Primary Purpose	Enforcement Responsibility	Challenges and/or Issues
Civic Government (Scotland) Act 1982	54	Instruments, singing, playing radios or other sound making device that give any person reasonable cause for annoyance	Police Scotland	Complaints have to compete with other service demands and priorities.
Control of Pollution Act 1974	62	Operating or permitting to operate a loudspeaker in a road between 9pm and 8am, or at any time, for the purpose of advertising, entertainment, trade or business	Police Scotland	Intended to deal with noise from a loudspeaker in a road. Not applicable where loudspeakers are not used. Complaints have to compete with other service demands and priorities.
Environmental Protection Act 1990	79	Duty to detect statutory nuisances, includes prejudicial noise emitted from 'equipment' in a road	Local Authority	Statutory nuisances are not defined in the legislation. Typically considered to be noise from one source over a sustained period of time and prejudicial to health. The Act does not cover the collective impact of noise from a number of sources. Unlikely that the noise from a busker would meet the threshold of statutory nuisance. Significant trained resources would be required to prove the noise should be considered a statutory nuisance. Further, any notice issued could not be enforced for 21 days to allow the opportunity for appeal.

The Public Health (Scotland) Act 2008	113	Provides powers to serve fixed penalty notices as an alternative to prosecution if the enforcement notice issued under the Environmental Protection Act (1990 (s79)		
Antisocial Behaviour (Scotland) Act 2004	Part 2	Antisocial Behaviour Order (ASBO) can be issued to prevent a specific person from causing a disturbance in a specific geographical area (at an address or an area of public street). These powers also extend to allow the local authority to apply for a warrant to seize any equipment causing the antisocial behaviour.	Local Authority Police Scotland	Duty to investigate and serve a warning notice. A fixed penalty notice (FPN) can also be served (following a warning) if the problem persists. The FPN can be issued by a representative of the local authority (with appropriate powers) or a Police Officer. Highly unlikely that acts of an individual buskers would meet the threshold of causing fear and alarm or negatively impacting health.
Roads (Scotland) Act 1984	129 (2)	Deals with individuals who place or deposit anything in a road, that obstructs or endangers road users.	Police Scotland	Complaints have to compete with other service demands and priorities.

Minister for Social Security and Local Government
Ministear airson Tearainteachd Shoisealta agus Riaghaltas
Ionadail
Ben Macpherson BPA/MSP



Scottish Government
Riaghaltas no h-Alba
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Councillor Neil Ross
City Chambers High Street
Edinburgh
United Kingdom
EH1 1YJ

Our Reference: 202200310699
Your Reference: NR/Macpherson/lr

9 August 2022

Dear Cllr Ross,

Thank you for your recent letter regarding amplification of sound in public places, a follow up to Cathy Fullerton's letter dated 8 December 2021.

Since my response (22 December 2021), officials responsible for Noise and Nuisance policy within the Scottish Government are in discussions with legal colleagues on whether existing legislation might be used to confer powers to allow Scottish Local Authorities to effectively control the amplification of sound in public spaces. Officials will look to raise this issue with other local authorities to establish whether this is a widespread concern and consider whether there is scope to extend the arrangements governing the licensing of public entertainment under the Civic Government (Scotland) Act 1982. Scottish Government Noise Policy officials will be in touch in due course to discuss this further.

Yours sincerely,

BEN MACPHERSON

Scottish Ministers, special advisers and the Permanent Secretary are covered by the terms of the Lobbying (Scotland) Act 2016. See WWW.lobbying.scot

Tha Ministearanna h-Alba, an luchd-comhairleachaidh sonraichte agus Runaire Maireannach fo chumhachan Achd Coiteachaidh (Alba) 2016. Faicibh www.lobbying.scot

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Culture and Communities Committee

10.00am, Tuesday, 13 December 2022

Response to motion by Councillor Thornley - Parks and Greenspace Investment

Executive/routine Wards Council Commitments	Routine All
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1. Recommendations

- 1.1 It is recommended that Culture and Communities Committee:
- 1.1.1 Note the progress made with condition surveys of parks infrastructure assets and with the investment in priority 01 projects;
 - 1.1.2 Acknowledge the costs associated with these schemes and the external funding secured to progress projects, particularly at Harlaw, Threipmuir and Bonaly;
 - 1.1.3 Recognise that the existing funding allocation will only cover priority 01 works; and
 - 1.1.4 Note that update reports on progress with the parks and greenspace investment programme will be reported to Committee on a six monthly basis.

Paul Lawrence

Executive Director of Place

Contact: Bob McAllister, Technical Manager

E-mail: bob.mcallister@edinburgh.gov.uk

Response to motion by Councillor Thornley - Parks and Greenspace Investment

2. Executive Summary

- 2.1 This report provides details of the progress on the investment in parks and greenspace assets across the city.

3. Background

- 3.1 On [18 February 2021](#), the Council approved capital investment in parks and greenspaces of £4m. At the time of the funding being agreed, the parks and greenspace service also included cemeteries, so they have been incorporated within the investment programme.
- 3.2 This capital funding was additional to £1.95m of capital funding previously allocated to the service, over a 10 year period, to maintain outdoor assets within parks and cemeteries. This means that the total capital funding for investment in parks and greenspaces is £5.95m over the 10 year period. The service has allocated the funding as follows:
- 3.2.1 Park Asset Investment - £4.75m; and
- 3.2.2 Cemeteries Health and Safety Investment - £1.2m.
- 3.3 On [15 June 2021](#), Culture and Communities Committee approved progressing the works identified in this report as priority rated category 01 urgent (within one year) and priority category 02 essential (within two years), provided they could be contained within the capital budget allocation and any additional funding secured.
- 3.4 On 16 August 2022, Culture and Communities Committee agreed that regular updates on investment in parks and greenspaces would be provided in the form of a report. Committee also approved the following motion by Councillor Thornley. Committee:
- 3.4.1 Notes the report received by the Committee on Tuesday 15 June 2021 “Parks and Greenspace Investment”, in particular Appendix 7 (Ward Summary of Priority 01 and 02 Works).
- 3.4.2 Notes that the expected cost of works was identified as £9.1 million (point 4.13), of which £4.2 million were Priority 01 and 02, and that work was to be progressed on them following agreement of the report.

- 3.4.3 Notes that this was provisional on these works being contained within capital budget allocation and any external funding secured.
- 3.4.4 Requests a report, within two cycles, to update the Culture and Communities Committee on:
- 3.4.4.1 Progress toward the completion of all works identified by ward, particularly those identified as Priority 01 and 02.
 - 3.4.4.2 How much of the cost for the works was sourced from capital budget allocation, how much from external funding, and how much if any has not been spent.
 - 3.4.4.3 The plan to deliver works identified as part of the £9.1 million, by ward, but that are not considered Priority 01 or 02.
- 3.5 A further motion by Councillor Thornley on Playparks Investment was approved by the Council on [22 September 2022](#), to be reported to Committee in two cycles. This report will be presented in March 2023.
- 3.6 In addition, on 22 September, a report was requested in response to a motion by Councillor Hyslop and an amendment by Councillor Walker on Safer Parks. This report is being prepared for presentation to Committee in March 2023.

4. **Main report**

Parks and Greenspace Infrastructure Surveys

- 4.1 As reported to Committee in June 2021, to ensure the investment funding available is allocated based on need, Estate surveyors have been commissioned to survey and record the condition and safety of infrastructure assets within parks and greenspaces.
- 4.2 These visual surveys confirm to the Scottish Government methodology for asset condition surveying and provide an estimated asset investment cost (based on market rates) to repair the asset.
- 4.3 To date, surveys have been completed for 108 of the 193 parks and greenspace sites (56%).
- 4.4 All high priority parks and greenspace sites are complete and 48% of the medium priority sites have also been assessed. The priority of each location was identified based on the overall condition of the assets in each location.
- 4.5 Appendix 1 provides a list of sites and indicates the priority rating for each site, alongside the ward in which they are located and the current status of the survey.
- 4.6 Surveys for the remaining 35 medium priority sites are ongoing and these are expected to be concluded by March 2023. The final 50 low priority sites are forecast to be completed by the end of 2023.

Asset Condition

- 4.7 To date, the surveys have identified 2,347 assets for investment. The latest estimated cost per priority rating is summarised in the following table:

Priority Rating	Description	Estimated Cost
01	Urgent work required within one year	£4,271,477
02	Essential work required within one to two years	£4,713,683
03	Desirable work required with three to five years	£3,743,866
04	Desirable work required over 5 years	£197,011

- 4.8 The estimated costs above are indicative only and will be subject to market conditions when work is tendered.

Progress Update on Investment Works

- 4.9 Appendix 2 provides an update in respect of projects that have been completed and are those in progress.
- 4.10 The table highlights that the works progressed to date have been predominantly paid for by the Council, as limited external and third-party funding has so far been secured to support delivery of these projects. However, officers will continue to seek external funding for these improvements where it is possible to do so.
- 4.11 To date, 95 individual actions have been progressed, with 62 progressed since the last update to Committee [in February 2022](#). The total cost of these projects is £2.2m. Path works within Canongate Kirkyard (£0.2m) have also been approved taking the total committed spend over the last two years to £2.4m.

Capital and Revenue Investment

- 4.12 While recognising that there are many parks and greenspace assets requiring investment, the only works eligible for inclusion in the investment programme are those costing over £10,000 (gross). This restricts spend to the remediation of high-value assets or a series of lower-value assets that are linked together to form a larger project (for example, the individual replacement waste a bin in parks and greenspaces is £559, however when combined across the parks and greenspace estate, the value was £57,856).
- 4.13 The remediation of lower-value assets (<£10,000) must be funded through revenue budgets.

Upcoming Investment

- 4.14 Appendix 3 shows the next phase of projects to be progressed. The estimated value of those projects is £2.3m, of which £1.2m is funded from the Council's capital investment in parks and greenspaces, with the balance of £1.1m coming from other funding sources.
- 4.15 After allocation of funds to planned, ongoing and completed priority 01 works, the balance remaining of funding agreed by the Council is £1.35m.

- 4.16 It is highly likely that this funding will be required to complete any priority 01 works which are found as the remaining asset surveys are completed. It is also possible that this amount may not be sufficient to meet the cost of any new priority 01 works identified in the upcoming surveys.
- 4.17 In addition, recent economic instability has increased costs. Given this and the number of priority 01 work already committed and planned, only further priority 01 works can be considered for investment within the funding available, although in isolated cases, there may be justification in delivering priority 02 works where they overlap with priority 01 works.
- 4.18 This means that, although Parks Officers routinely receive suggestions for parks improvements, the existing funding is only sufficient to deliver the priority 01 projects identified both now and anticipated in the future. Officers will continue to support delivery of other suggestions where possible, with external funding if available.

External Funding

- 4.19 As shown in Appendix 3, a small number of upcoming projects have attracted third-party funding.
- 4.20 The largest external funding allocation to date is from the Rural Development Trust to improve car parking facilities within Natural Heritage areas of the city, specifically car parks located at Harlaw and Threipmuir. This upcoming project upgrades and extends parking areas, reduces the danger and damage caused by overcrowding and poor parking, provides toilet facilities, bike parking, bike pump and repair, and generally improves access to popular countryside areas. An added benefit will be income from parking fees to offset operating costs in the Pentland Hills Regional Park and, potentially, also fund improvements. Grants of £555,834 have been secured for a capital investment of £118,548 and an in-kind investment of £69,698.
- 4.21 Additional funding of £207,886 has recently been secured for similar upgrades to Bonaly car park, with capital investment of £89,094.
- 4.22 Appendix 4 highlights a selection of asset investment projects that have progressed, showing asset condition before and after works have been completed.

5. Next Steps

- 5.1 Parks and greenspace asset investment will continue, prioritising assets where failure will present a potential danger to the public and staff, and which could result in the closure of grounds. These will be progressed by Council staff and using procurement contracts and frameworks, as appropriate.
- 5.2 While much of the work is unlikely to attract additional investment, opportunities will continue to be progressed from external sources (including for example planning-led developer contributions, community fundraising and third-party grants). Conversations with Edinburgh and Lothians Greenspace Trust are ongoing on how they might assist in leveraging additional third party funding.

- 5.3 The sustainability of remediation works will be a key feature and solutions will be developed to meet the long-term placemaking aspirations and development plans for each site.
- 5.4 The programme to ensure that all of the parks and greenspace infrastructure assets have been surveyed will continue. At present, it is anticipated that the programme will be completed by the end of 2023.
- 5.5 Regular updates on parks and greenspace investment will be presented to Committee on a six monthly basis.
- 5.6 Reports in response to the actions agreed at the Council meeting on 22 September 2022 on Playparks Investment and Safer Parks will be presented to Committee in March 2023.

6. Financial impact

- 6.1 As noted in the background section of this report, the Council has identified £5.95m of capital funding for the delivery of investment in parks and greenspace infrastructure.
- 6.2 The current estimate for priority 01 and 02 rated asset investment work is £9m. This will increase as more parks and greenspace surveys are completed and investment estimates improve.
- 6.3 Some external funding has been secured, as outlined above and in Appendices 2 and 3.
- 6.4 Asset investments that do not meet the capital de minimis of £10,000 will be funded through revenue budgets where possible.

7. Stakeholder/Community Impact

- 7.1 There are significant health and safety and service delivery failure implications by not addressing the maintenance and remediation needs of infrastructure assets.
- 7.2 Failure of assets will have a negative impact on the recreation value and accessibility of the city's greenspace.

8. Background reading/external references

- 8.1 Previous progress update – Culture and Communities Committee Business Bulletin, [1 February 2022](#).

9. Appendices

- 9.1 Appendix 1 – Progress of Parks and Greenspace Asset Surveys.

- 9.2 Appendix 2 – Asset Investment Ongoing and Completed.
- 9.3 Appendix 3 – Asset Investment Planned.
- 9.4 Appendix 4 – Asset Investment Examples.

PRIORITY	STATUS	SITE REF	SITE NAME	WARD NO.	CONDITION SURVEY REFERENCE
1_MEDIUM	COMPLETED - IC	SIT0006	ABERCORN PARK	17	CS001723
2_HIGH	COMPLETED - JF	SIT0019	ALLISON PARK	1	CS001531
0_LOW	NOT STARTED	SIT0215	ATHOLL CRESCENT	11	
1_MEDIUM	COMPLETED - IC	SIT1652	BALGREEN PARK	6	CS001744
1_MEDIUM	COMPLETED - IC	SIT0035	BALGREEN TO CORSTORPHINE WALKWAY	6	CS001712
1_MEDIUM	COMPLETED - IC	SIT0587	BARONSCOURT PARK	14	CS001743
0_LOW	NOT STARTED	SIT1732	BELLEVUE CRESCENT GARDENS NORTH	11	
0_LOW	NOT STARTED	SIT0058	BELLEVUE CRESCENT GARDENS SOUTH	11	
1_MEDIUM	NOT STARTED	SIT0062	BINGHAM PARK	17	
0_LOW	NOT STARTED	SIT0069	BLACKFORD HILL	15	
0_LOW	NOT STARTED	SIT0077	BLINKBONNY PARK	2	
0_LOW	NOT STARTED	SIT0078	BLOOMIEHALL PARK	2	
0_LOW	NOT STARTED	MULTIPLE	BONALY COUNTRY PARK (PENTLAND HILLS REGIONAL PARK)	8 and 2	
0_LOW	NOT STARTED	SIT0094	BRAID HILLS GOLF COURSE	10	
1_MEDIUM	COMPLETED - JM	SIT0096	BRAIDBURN VALLEY PARK	10	CS001688
1_MEDIUM	COMPLETED - IC	SIT0102	BRIGHTON PARK	17	CS001724
1_MEDIUM	NOT STARTED	SIT1737	BRUNSTANE MILL PARK	17	
0_LOW	NOT STARTED	SIT1200	BRUNTSFIELD LINKS EAST	10	
0_LOW	COMPLETED - 2019 SURVEY USED	SIT0119	BRUNTSFIELD LINKS WEST	10	CS001405
1_MEDIUM	NOT STARTED	SIT0125	BUCKSTONE WOODS	8	
2_HIGH	COMPLETED - JF	MULTIPLE	BURDIEHOUSE BURN LOCAL NATURE RESERVE (INCLUDING ELLEN'S GLEN)	16	CS001695
0_LOW	NOT STARTED	SIT0351	BUTTERCUP FARM PARK	3	
2_HIGH	COMPLETED - IC	SIT0133	CAIRNTOWS PARK	17	CS001647
1_MEDIUM	NOT STARTED	SIT0141	CALTON HILL	11	
1_MEDIUM	NOT STARTED	SIT0147	CAMMO ESTATE	1	
1_MEDIUM	COMPLETED - JM	SIT0148	CAMPBELL PARK	8	CS001674
0_LOW	COMPLETED - 2019 SURVEY USED	SIT0178	CASTLE TERRACE GARDENS	11	CD001386
2_HIGH	COMPLETED - JM	SIT1248	CLERMISTON PARK	3	CS001582
0_LOW	NOT STARTED	SIT0028	COATES CRESCENT	11	
2_HIGH	COMPLETED - JM	SIT0231	COLINTON DELL	9	CS001607
2_HIGH	COMPLETED - JM	SIT1575	COLINTON DELL - PART OF SLATEFORD BALERNO WALKWAY	8	CS001607
2_HIGH	COMPLETED - JM	SIT1531	GROUND	8	CS001664
2_HIGH	COMPLETED - JM	SIT0236	COLINTON MAINS PARK	8	CS001623
1_MEDIUM	NOT STARTED	SIT0248	CORSTORPHINE HILL LOCAL NATURE RESERVE	3, 5, 6	CS001757
2_HIGH	COMPLETED - JM	SIT1729	CRAIGLOCKHART DELL	9	CS001596
1_MEDIUM	NOT STARTED	SIT1743	CRAIGLOCKHART WOODS	9	
0_LOW	NOT STARTED	SIT0283	CRAIGMILLAR CASTLE JUBILEE PARK	17	
0_LOW	NOT STARTED	SIT0691	CRAMOND FORESHORE	1	
1_MEDIUM	NOT STARTED	SIT0298	CRAMOND WALLED GARDEN	1	
1_MEDIUM	NOT STARTED	SIT1725	CURRIEMUIREND PARK	2	
0_LOW	COMPLETED - 2019 SURVEY USED	SIT0324	DALMENY STREET PARK	12	CS001354
0_LOW	NOT STARTED	SIT0339	DAVIDSON'S MAIN'S PARK	1	
0_LOW	NOT STARTED	SIT1150	DEACONESS GARDEN	15	
0_LOW	NOT STARTED	SIT0447	DONKEYFIELD COMMUNITY ORCHARD	17	
0_LOW	NOT STARTED	SIT0610	DOVECOT PARK (KINGSKNOWE)	2	
1_MEDIUM	NOT STARTED	SIT1250	DRUM BRAE PARK	3	
2_HIGH	COMPLETED - JM	SIT0353	DRUM PARK	16	CS001625
0_LOW	NOT STARTED	SIT0374	DUNBAR'S CLOSE GARDENS	11	
1_MEDIUM	NOT STARTED	SIT0375	DUNDAS PARK (SQ)	1	
1_MEDIUM	IN PROGRESS	SIT0385	EAST PILTON PARK	4	
2_HIGH	COMPLETED - IC	SIT0386	EAST PRINCES STREET GARDENS	11	CS001609
0_LOW	NOT STARTED	SIT0277	EASTER CRAIGLOCKHART HILL LOCAL NATURE RESERVE	9	
1_MEDIUM	NOT STARTED	SIT0390	EASTER DRYLAW PARK	5	
1_MEDIUM	COMPLETED - JF	SIT1730	ELLEN'S GLEN (INCLUDED IN BURDIEHOUSE LOCAL NATURE RESERVE)	16	CS001695
0_LOW	NOT STARTED	SIT0403	FAIRMILEHEAD PARK	8	
2_HIGH	COMPLETED - IC	SIT0405	FAULDBURN PARK	3	CS001636
2_HIGH	COMPLETED - JF	SIT0409	FERNIEHILL COMMUNITY PARK	16	CS001644
2_HIGH	COMPLETED - JF	SIT0411	FERNIESIDE RECREATION GROUND	16	CS001645
2_HIGH	COMPLETED - JM	SIT0412	FERRY GLEN AND BACK BRAES	1	CS001576
1_MEDIUM	COMPLETED - IC	SIT1744	FIGGATE PARK EAST (FIGGATE BURN PARK)	14	CS001730
1_MEDIUM	COMPLETED - IC	SIT0419	FIGGATE PARK WEST (FIGGATE BURN PARK)	14	CS001733
1_MEDIUM	COMPLETED - JF	SIT1735	FOUNTAINBRIDGE GREEN	9	CS001748

PRIORITY	STATUS	SITE REF	SITE NAME	WARD NO.	CONDITION SURVEY REFERENCE
1_MEDIUM	COMPLETED - JF	SIT0441	GARDNER'S CRESCENT	9	CS001747
1_MEDIUM	NOT STARTED	SIT0442	GAYFIELD SQUARE	11	
1_MEDIUM	COMPLETED - IC	SIT0953	GLENDEVON PARK	6	CS001713
0_LOW	NOT STARTED	SIT0327	GORGIE/DALRY COMMUNITY PARK	7	
1_MEDIUM	COMPLETED - JF	SIT1731	GRACEMOUNT COMMUNITY PARK	16	CS001721
0_LOW	NOT STARTED	SIT1738	GRANNY'S GREEN	11	
1_MEDIUM	IN PROGRESS	SIT1726	GRANTON CRESCENT PARK	4	
1_MEDIUM	COMPLETED - IC	SIT0504	GYLE PUBLIC PARK & RECREATION GROUND	3	CS001690
0_LOW	NOT STARTED	SIT0506	GYPSY BRAE RECREATION GROUND	4	
0_LOW	NOT STARTED	SIT0508	HAILES QUARRY PARK	7	
0_LOW	NOT STARTED	SIT0837	REGIONAL PARK)	2	
0_LOW	NOT STARTED	SIT1594	HARRISON PARK EAST	9	
0_LOW	NOT STARTED	SIT0519	HARRISON PARK WEST	9	
1_MEDIUM	NOT STARTED	SIT0092	HAUGH PARK	1	
0_LOW	NOT STARTED	SIT0286	HAWKHILL WOODS	17	
2_HIGH	COMPLETED - IC	SIT1741	HAYS PARK	16	CS001612
2_HIGH	COMPLETED - IC	SIT1179	HENDERSON GARDENS	4	CS001572
1_MEDIUM	NOT STARTED	SIT0539	HERMITAGE OF BRAID	10	
1_MEDIUM	COMPLETED - IC	SIT0550	HILL SQUARE GARDEN	15	CS001725
0_LOW	COMPLETED - 2019 SURVEY USED	SIT0551	HILLSIDE CRESCENT GARDENS	12	CS001340
0_LOW	NOT STARTED	SIT0558	HOPETOUN CRESCENT GARDENS	12	
2_HIGH	COMPLETED - JM	SIT0563	HUNTERS HALL PARK (JACK KANE)	17	CS001469
2_HIGH	COMPLETED - IC	SIT0569	INCH PARK	16	CS001618
1_MEDIUM	NOT STARTED	SIT0571	INCHCOLM PARK (SOUTH QUEENSFERRY)	1	
1_MEDIUM	NOT STARTED	SIT1424	INVERLEITH PARK	5	
2_HIGH	COMPLETED - IC	SIT0063	JEWEL PARK	17	CS001648
2_HIGH	COMPLETED - IC	SIT0593	JOPPA QUARRY PARK	17	CS001649
1_MEDIUM	COMPLETED - IC	SIT0602	KEDDIE PARK	12	CS001749
1_MEDIUM	NOT STARTED	SIT0603	KING GEORGE V CURRIE	2	
0_LOW	NOT STARTED	SIT0604	KING GEORGE V EYRE PLACE	5	
0_LOW	NOT STARTED	SIT0560	KING GEORGE V SOUTH QUEENSFERRY	1	
2_HIGH	COMPLETED - JM	SIT0638	LAURISTON CASTLE	1	CS001577
2_HIGH	COMPLETED - IC	SIT0652	LEITH LINKS EAST	4	CS001523
2_HIGH	COMPLETED - IC	SIT0651	LEITH LINKS WEST	4	CS001519
0_LOW	COMPLETED - 2019 SURVEY USED	SIT0661	LIBERTON PARK	16	CS001362
1_MEDIUM	COMPLETED - JF	SIT1733	LITTLE FRANCE PARK	17	CS001610
1_MEDIUM	NOT STARTED	SIT0668	LOCHEND PARK	14	
0_LOW	COMPLETED - 2019 SURVEY USED	SIT0935	LONDON ROAD GARDENS	11	CS001341
1_MEDIUM	NOT STARTED	SIT1708	MAGDALENE GLEN	17	
0_LOW	NOT STARTED	SIT0518	MALLENY BING	2	
0_LOW	NOT STARTED	SIT1747	MALLENY BOWL	2	
0_LOW	NOT STARTED	SIT1467	MALLENY PARK	2	
1_MEDIUM	NOT STARTED	SIT0217	MARCHBANK PARK	2	
2_HIGH	COMPLETED - JM	SIT0705	MEADOWFIELD PARK	14	CS001624
2_HIGH	COMPLETED - Q&A	SIT0706	MEADOWS YARD LOCAL NATURE RESERVE	14	CS001661
0_LOW	NOT STARTED	SIT0707	MEADOWSPOT PARK	9	
0_LOW	COMPLETED - 2019 SURVEY USED	SIT0720	MONTGOMERY STREET PARK	12	CS001339
2_HIGH	COMPLETED - IC	SIT1184	MOREDUN PARK (GILMERTON)	16	CS001639
0_LOW	NOT STARTED	SIT0126	MOREDUN WOODS	16	
1_MEDIUM	COMPLETED - JF	SIT1683	MORGAN PLAYING FIELDS	15	CS001717
1_MEDIUM	COMPLETED - JM	SIT0733	MORNINGSIDE PARK	10	TBC
1_MEDIUM	COMPLETED - JF	SIT1523	MORTONHALL COMMUNITY PARK	16	CS001714
0_LOW	NOT STARTED	SIT0744	MUIR WOOD PARK	2	
1_MEDIUM	NOT STARTED	SIT0742	MUIRHOUSE LINEAR PARK PHASE 1	4	
1_MEDIUM	NOT STARTED	MULTIPLE	MUIRHOUSE LINEAR PARK PHASE 2	4	
0_LOW	NOT STARTED	SIT0745	MURIESTON PARK	7	
1_MEDIUM	COMPLETED - JF	SIT0768	NEWCRAIGHALL PARK	17	CS001722
0_LOW	COMPLETED - 2019 SURVEY USED	SIT0782	NICOLSON SQUARE GARDEN	15	CS001270
2_HIGH	COMPLETED - IC	SIT1646	ORCHARD BRAE PARK NORTH	5	CS001570
2_HIGH	COMPLETED - IC	SIT0815	ORCHARD BRAE PARK SOUTH	5	CS001571
0_LOW	NOT STARTED	SIT1650	PARKSIDE PARK (NEWBRIDGE)	1	
0_LOW	NOT STARTED	SIT0830	PATIE'S ROAD RECREATION GROUND	9	
0_LOW	NOT STARTED	SIT0317	PENTLAND VIEW PARK	2	
2_HIGH	COMPLETED - JM	SIT1739	PIKES POOL	1	TBC
2_HIGH	COMPLETED - MK	SIT0849	PILRIG PARK	12	CS001640

PRIORITY	STATUS	SITE REF	SITE NAME	WARD NO.	CONDITION SURVEY REFERENCE
2_HIGH	COMPLETED - Q&A	SIT0347	PORTOBELLO COMMUNITY GARDEN	17	CS001689
0_LOW	NOT STARTED	SIT0869	PORTOBELLO PARK / GOLF COURSE	17	
1_MEDIUM	NOT STARTED	SIT0878	PRESTONFIELD PARK	15	
1_MEDIUM	COMPLETED - IC	SIT0898	RATHO PARK	2	CS001704
1_MEDIUM	COMPLETED - IC	SIT1365	RATHO STATION PARK	1	CS001705
1_MEDIUM	COMPLETED - IC	SIT0669	RATHO STATION RECREATION GROUND	1	CS001706
1_MEDIUM	NOT STARTED	SIT0902	RAVELSTON PARK	5	
1_MEDIUM	NOT STARTED	SIT1745	RAVELSTON WOODS	5	
0_LOW	NOT STARTED	SIT1366	REDBRAES PARK	12	
0_LOW	NOT STARTED	SIT1581	REDFORD WOODS	8	
1_MEDIUM	COMPLETED - JM	SIT0907	REDHALL PARK	7	CS001693
1_MEDIUM	COMPLETED - IC	SIT0908	REGENT ROAD PARK	11	CS001696
2_HIGH	COMPLETED - IC	SIT0912	RIVER ALMOND WALKWAY	1	CS001583
1_MEDIUM	COMPLETED - IC	SIT1651	RIVERSIDE PARK	1	CS001699
2_HIGH	COMPLETED - IC	SIT1717	ROCHEID PATH	5	CS001677
2_HIGH	COMPLETED - JM	SIT0927	ROSEBURN PARK	6	CS001619
2_HIGH	COMPLETED - MK	SIT0929	ROSEFIELD PARK	17	CS01635
0_LOW	COMPLETED - 2019 SURVEY USED	SIT0946	SAUGHTON PARK	7	CS001431
2_HIGH	COMPLETED - JM	SIT1519	SEAFIELD RECREATION GROUND	14	CS001621
1_MEDIUM	NOT STARTED	SIT0959	SEAFIELD WALKWAY	4	
2_HIGH	COMPLETED - MK	SIT1057	SEVEN ACRE PARK (LEASED FOR GRAZING)	16	CS001628
1_MEDIUM	COMPLETED - JF	SIT0975	SIGHTHILL PARK	7	CS001698
0_LOW	NOT STARTED	SIT1724	SILVERKNOWES PARK / GOLF COURSE	1	
1_MEDIUM	IN PROGRESS	MULTIPLE	SOUTH MEADOW WALK	10	
2_HIGH	COMPLETED - IC	MULTIPLE	SOUTH QUEENSFERRY WALKWAY	1	CS001581
2_HIGH	COMPLETED - JM	SIT1017	SPYLAW PARK	8	CS001601
0_LOW	NOT STARTED	SIT1660	ST KATHARINE'S PARK	16	
2_HIGH	COMPLETED - JM	SIT1041	ST MARGARET'S PARK	6	CS001620
1_MEDIUM	NOT STARTED	SIT1043	ST MARK'S PARK	12	
2_HIGH	COMPLETED - IC	SIT1052	ST PATRICK SQUARE	15	CS001608
2_HIGH	COMPLETED - JM	SIT1057	STAINDYKEHEAD SEVEN ACRE PARK	16	CS001628
0_LOW	NOT STARTED	SIT1059	STARBANK PARK	4	
2_HIGH	COMPLETED - JM	SIT0679	STATION ROAD PARK	1	CS001575
1_MEDIUM	NOT STARTED	SIT1728	STENHOUSE PLACE EAST PARK	7	
2_HIGH	COMPLETED - IC	SIT1734	STRAITON PLACE PARK	17	CS001611
1_MEDIUM	COMPLETED - IC	SIT1077	TAYLOR GARDENS	4	CS001756
1_MEDIUM	IN PROGRESS	SIT0382	THE MEADOWS	10	CS001767
0_LOW	NOT STARTED	SIT1094	TORPHIN QUARRY (PENTLAND HILLS REGIONAL PARK)	8	
2_HIGH	COMPLETED - JM	SIT1033	TREVERLEN PARK	17	TBC
1_MEDIUM	COMPLETED - IC	SIT1106	UNION PARK	6	CS001711
1_MEDIUM	COMPLETED - IC	SIT1111	VICTORIA PARK	4	CS001750
2_HIGH	COMPLETED - IC	SIT1772	WATER OF LEITH WALKWAY - BAIRD DRIVE (102) TO RIVERSDALE CRESCENT (14)	6	CS001672
2_HIGH	COMPLETED - IC	SIT1774	WATER OF LEITH WALKWAY - BELLS BRAE (15) TO MILLER ROW (12)	5	CS001598
2_HIGH	COMPLETED - JM	SIT0983	WATER OF LEITH WALKWAY - BLINKBONNY ROAD (BROOKLEA) TO WOODHALL MILLBRAE (39)	N/A	CS001675
2_HIGH	COMPLETED - IC	SIT1780	WATER OF LEITH WALKWAY - CANONMILLS (32) TO WARRISTON ROAD (15)	N/A	CS001687
2_HIGH	COMPLETED - IC	SIT1125	WATER OF LEITH WALKWAY - COLTBRIDGE AVENUE (64) TO DAMSIDE (2)	5	CS001597
2_HIGH	COMPLETED - IC	SIT1778	WATER OF LEITH WALKWAY - DAMSIDE (2) TO BELLS BRAE (15)	11	CS001678
2_HIGH	COMPLETED - JM	SIT1770	WATER OF LEITH WALKWAY - ELS HOUSE, GORGIE ROAD TO LANARK ROADX (24)	N/A	TBC
2_HIGH	COMPLETED - IC	SIT1375	WATER OF LEITH WALKWAY - FORDS ROAD (62) TO ELS HOUSE, GORGIE ROAD	7	CS001671
2_HIGH	COMPLETED - JM	SIT1576	WATER OF LEITH WALKWAY - GILLESPIE ROAD TO SPYLAW BANK ROAD	N/A	TBC
2_HIGH	COMPLETED - IC	SIT1781	WATER OF LEITH WALKWAY - INVERLEITH TERRACE LANE (20) TO BRANDON TERRACE CONVENIENCES	N/A	CS001683
2_HIGH	COMPLETED - JM	SIT1691	WATER OF LEITH WALKWAY - KIRKGATE (3) TO KILEITH MILL ROAD (1)	N/A	CS001676
2_HIGH	COMPLETED - IC	SIT1028	WATER OF LEITH WALKWAY - MILLER ROW (12) TO MACKENZIE PLACE AT ST BERNARDS BRIDGE	11	CS001599
2_HIGH	COMPLETED - JM	SIT1773	WATER OF LEITH WALKWAY - PAPES COTTAGES TO COLTBRIDGE AVENUE (64)	N/A	TBC

PRIORITY	STATUS	SITE REF	SITE NAME	WARD NO.	CONDITION SURVEY REFERENCE
2_HIGH	COMPLETED - IC	SIT1779	WATER OF LEITH WALKWAY - SAUNDERS STREET AT ST BERNARDS BRIDGE TO KERRS STREET AT JUBILEE PARK	N/A	CS001600
2_HIGH	COMPLETED - IC	SIT1775	WATER OF LEITH WALKWAY - ST BERNARDS ROW (15) TO KERR STREET	N/A	CS001682
2_HIGH	COMPLETED - IC	SIT0486	WATER OF LEITH WALKWAY - WARRISTON ROAD (15) TO COMMERCIAL STREET (2)	N/A	CS001668
2_HIGH	COMPLETED - JM	SIT1769	WATER OF LEITH WALKWAY - WEST MILL ROAD (10) TO GILLESPIE ROAD (8)	N/A	CS001685
2_HIGH	COMPLETED - JM	SIT1777	WATER OF LEITH WALKWAY - WEST MILL ROAD TO WEST MILL BANK	N/A	CS001667
2_HIGH	COMPLETED - IC	SIT1771	WATER OF LEITH WALKWAY - WESTFIELD AVENUE (22) TO STEVENSON AVENUE (22)	7	CS001686
2_HIGH	COMPLETED - JM	SIT1776	WATER OF LEITH WALKWAY - WOODHALL MILLBRAE TO LANARK ROAD (467)	N/A	CS001684
1_MEDIUM	NOT STARTED	SIT1145	WEST PILTON PARK	4	
2_HIGH	COMPLETED - IC	SIT1147	WEST PRINCES STREET GARDEN	11	CS001613
1_MEDIUM	NOT STARTED	SIT1736	WESTER CRAIGLOCKHART HILL	9	
0_LOW	NOT STARTED	SIT1715	WHINHILL PARK	7	
0_LOW	NOT STARTED	SIT1169	WHITE PARK	7	

APPENDIX 2 - ASSET INVESTMENT ONGOING AND COMPLETED

Site	Ward	Project / Status	Parks Capital	Other funding	Project Value
Ferry Glen	1	Design replacement bridge / Completed Mar 22	£ 5,745	£ -	£ 5,745
Hawthornbank	1	Refurbish walls / Completed Jul 22	£ 10,790	£ -	£ 10,790
Lauriston Castle	1	Refurbish outhouse / Completed Mar 22	£ 18,507	£ -	£ 18,507
Lauriston Castle	1	Refurbish tea house / Due Nov 22	£ 17,153	£ -	£ 17,153
Pike's Pool	1	Refurbish path network / Completed Nov 21	£ 23,870	£ -	£ 23,870
Ravelston Dykes Cycle Path	1	Refurbish fencing / Completed Mar 22	£ 17,023	£ -	£ 17,023
River Almond	1	Refurbish path network / steps / Completed Jan 22	£ 17,258	£ -	£ 17,258
Station Road Park	1	Refurbish path network / Completed Jun 22	£ 68,834	£ -	£ 68,834
Malleny Park	2	Refurbish car park / Completed Nov 21	£ 24,375	£ 24,000	£ 48,375
Pentland Hills Regional Park - Harlaw, Bonaly Threipmuir, (Flotterstone)	2	Design - new car park areas / Due Nov 22	£ 69,724	£ -	£ 69,724
Pentland Hills Regional Park - Harlaw, Bonaly Threipmuir, (Flotterstone)	2	New car park areas - project management / Due Mar 23	£ 32,378	£ -	£ 32,378
Spylaw Park	2	Assess walls conditions / Completed Nov 21	£ 600	£ -	£ 600
Water Of Leith - 61 Hailes Garden	2	Refurbish walls / Completed Oct 21	£ 13,870	£ 13,870	£ 27,740
Water Of Leith - Balerno	2	Demolish bridge / Completed Jan 22	£ 23,900	£ -	£ 23,900
Victoria Park	4	Community garden - community engagement / Completed Oct 21	£ 1,695	£ -	£ 1,695
Victoria Park	4	Refurbish artificial pitch / Completed Jan 22	£ 24,268	£ -	£ 24,268
Victoria Park	4	Refurbish Edward VII Memorial / Due Nov 22	£ 20,330	£ -	£ 20,330
Balgreen Walkway	5	New safety fencing / Completed Feb 22	£ 9,996	£ -	£ 9,996
Inverleith Park	5	Refurbish safety surface / Completed Jan 22	£ 10,631	£ -	£ 10,631
Inverleith Park	5	Drainage design option appraisal / Completed Mar 22	£ 1,889	£ -	£ 1,889
Inverleith Park	5	Refurbish boardwalk / Completed Mar 22	£ 43,977	£ -	£ 43,977
Inverleith Park	5	Drainage upgrade / Completed Mar 22	£ 144,820	£ -	£ 144,820
St Mark's Park	5	Refurbish fencing / Due Nov 22	£ 30,406	£ -	£ 30,406
Warriston Allotment	5	Refurbish fencing / Completed Mar 22	£ 30,163	£ -	£ 30,163
Water Of Leith - Damside	5	Refurbish bridge / Completed Jun 21	£ 20,300	£ -	£ 20,300
Water Of Leith - Miller Row	5	Refurbish walls - design / project manage / Completed Oct 22	£ 18,699	£ -	£ 18,699
Corstorphine Hill Local Nature Reserve	6	Preliminary enabling works for path network / Completed Mar 22	£ 7,034	£ -	£ 7,034
St Margaret's Park	6	Refurbish car park / Completed Dec 21	£ 32,274	£ -	£ 32,274
Hailes Quarry Park	7	Refurbish path network / Completed Apr 22	£ 14,614	£ -	£ 14,614
Saughton Park	7	Refurbish walls / Completed Feb 22	£ 19,565	£ -	£ 19,565
Campbell Park	8	New safety fencing / Completed Nov 21	£ 10,415	£ -	£ 10,415
Campbell Park	8	New path network / Completed Jun 22	£ 56,650	£ -	£ 56,650

APPENDIX 2 - ASSET INVESTMENT ONGOING AND COMPLETED

Site	Ward	Project / Status	Parks Capital	Other funding	Project Value
Dells	8	Landslip - design solutions / Ongoing	£ 35,471	£ -	£ 35,471
Fairmilehead Park	8	Refurbish fencing / Completed Jun 22	£ 11,686	£ -	£ 11,686
Paties Road Recreation Ground	8	Refurbish car park phase one / Completed Jan 22	£ 32,496	£ -	£ 32,496
Paties Road Recreation Ground	8	Refurbish car park phase two / Completed Jul 22	£ 3,445	£ -	£ 3,445
Water of Leith - Dells	8	Design & project manage bridges / Completed Mar 22	£ 37,170	£ -	£ 37,170
Blackford Glen	10	Refurbish path network / Completed Jan 22	£ 12,820	£ -	£ 12,820
Braid Hills	10	Refurbish fencing / Completed May 22 inc. Regent Road	£ -	£ -	£ -
Braidburn Valley Park	10	Remove foundations / Completed May 22	£ 28,241	£ -	£ 28,241
Braidburn Valley Park	10	Refurbish fencing / Completed Feb 22	£ 19,384	£ -	£ 19,384
Braidburn Valley Park	10	Refurbish path network and gabions / Completed Feb 22	£ 18,711	£ -	£ 18,711
Calton Hill	11	Refurbish path network / Completed Nov 21	£ 10,651	£ -	£ 10,651
Calton Hill	11	Refurbish path network / Completed Jan 22	£ 45,582	£ -	£ 45,582
Calton Hill	11	Refurbish wall / Completed Feb 22 inc. Braidburn Valley	£ -	£ -	£ -
Gayfield Square	11	Refurbish fencing / Completed Mar 22	£ 19,522	£ -	£ 19,522
Regent Road Park	11	Refurbish fencing / Completed May 22	£ 16,227	£ -	£ 16,227
Dalmeny Street Park	12	Refurbish path network / Completed Mar 22 inc. Joppa Quarry	£ -	£ -	£ -
Dalmeny Street Park	12	Refurbish fencing / Completed Feb 22	£ 69,133	£ -	£ 69,133
Heriot Hill Terrace	12	Refurbish walls / Completed Feb 22	£ 17,420	£ -	£ 17,420
Keddie Gardens	12	Refurbish wall / Completed Feb 22 inc. Heriot Hill Ter	£ -	£ -	£ -
Montgomery Street Park	12	Refurbish fencing / Completed Dec 21	£ 11,918	£ -	£ 11,918
Montgomery Street Park	12	Refurbish path network / Completed Mar 22 inc. Joppa Quarry	£ -	£ -	£ -
Leith Links (East)	13	Refurbish path network / Completed Mar 22	£ 17,915	£ -	£ 17,915
Water of Leith - 12 Bonnington Rd	13	Refurbish walls / Completed May 22	£ 20,750	£ -	£ 20,750
Abercorn Park	14	Refurbish fencing / Completed Dec 21	£ 22,684	£ -	£ 22,684
Lochend Park	14	Upgrade drainage / Completed Dec 21	£ 34,798	£ -	£ 34,798
Lochend Park	14	Refurbish walls / Completed Mar 22	£ 14,040	£ -	£ 14,040
Lochend Park	14	Refurbish path network / Completed Aug 22	£ 49,017	£ -	£ 49,017
Deaconess Gardens	15	Refurbish fencing / Completed Mar 22	£ 45,263	£ -	£ 45,263
Inch Park	15	Refurbish walls / Completed Mar 22	£ 31,410	£ -	£ 31,410
Inch Park	15	Refurbish storage building roof / Completed Jun 22	£ 30,799	£ -	£ 30,799
Inch Park	15	Refurbish manhole and road / Completed Mar 22	£ 10,974	£ -	£ 10,974
Inch Park	15	Refurbish walls / Completed Mar 22	£ 6,945	£ -	£ 6,945
Inch Park	15	Remediate contaminated area and path network / Completed Mar 22	£ 18,905	£ -	£ 18,905
Inch Park	15	Refurbish roof / Completed Jul 22	£ 12,646	£ -	£ 12,646
Inch Park	15	Refurbish glasshouse / Completed Mar 22	£ 17,951	£ -	£ 17,951

APPENDIX 2 - ASSET INVESTMENT ONGOING AND COMPLETED

Site	Ward	Project / Status	Parks Capital	Other funding	Project Value
Inch Park	15	Refurbish left-side gable end / Completed Jul 22	£ 11,753	£ -	£ 11,753
Inch Park	15	Plumbing and electrical safety works / Completed Jul 22	£ 17,468	£ -	£ 17,468
Inch Park	15	Refurbish entrance path network / Completed Mar 22	£ 11,147	£ -	£ 11,147
Inch Park	15	Electrical safety works / Due Oct 22	£ 11,799	£ -	£ 11,799
Inch Park	15	Refurbish walls / Completed Jun 22	£ 14,100	£ -	£ 14,100
Inch Park	15	Palisade security gate / Completed May 22	£ 12,266	£ -	£ 12,266
Inch Park	15	Make safe buildings / Completed Jul 22	£ 20,767	£ -	£ 20,767
Inch Park	15	Refurbish walls - NSL car park area / Due Nov 22	£ 23,409	£ -	£ 23,409
Inch Park	15	Refurbish walls - nursery walled garden / Due Nov 22	£ 19,688	£ -	£ 19,688
Inch Park	15	Refurbish historic cottage / Completed Apr 22	£ 24,887	£ -	£ 24,887
Inch Park	15	Refurbish historic cottage / Due Nov 22	£ 24,536	£ -	£ 24,536
Inch Park	15	Refurbish historic cottage / Due Nov 22	£ 20,062	£ -	£ 20,062
Ellens Glen	16	Refurbish walls / Completed Jan 22	£ 3,850	£ -	£ 3,850
Liberton Park	16	Remediation of walls included in Meadows project / Completed Feb 22	£ 16,600	£ -	£ 16,600
Liberton Park	16	Install active travel path network / Completed Feb 22 inc. Braidburn Valley	£ -	£ -	£ -
Seven Acre Park	16	Refurbish fencing / Completed May 22	£ 45,527	£ -	£ 45,527
St Katherine's Park	16	Refurbish path network / Completed Jan 22 inc. Seven Acre	£ -	£ -	£ -
Brighton Park	17	Perimeter walls - design / specification / Completed Jul 22	£ 9,220	£ -	£ 9,220
Cairntows Park	17	Refurbish fencing / Completed Jan 22 inc. Newcarighall Park	£ -	£ -	£ -
Figgate Park	17	Refurbish boardwalk / Completed Mar 22	£ 16,467	£ -	£ 16,467
Joppa Quarry Park	17	Refurbish path network / Completed Mar 22	£ 125,934	£ -	£ 125,934
Little France Park	17	Remediation gas pipe / Completed May 22	£ 15,730	£ -	£ 15,730
Milton Road	17	Refurbish fencing / Completed Mar 22 inc. Smokey Brae	£ -	£ -	£ -
Newcraighall Park	17	Refurbish fencing / Completed Jan 22	£ 10,481	£ -	£ 10,481
Newcraighall Park	17	Refurbish path network / Completed Mar 22 inc. Joppa Quarry	£ -	£ -	£ -
Smokey Brae	17	Refurbish fencing / Completed Mar 22	£ 78,533	£ -	£ 78,533
Windsor Place	17	Refurbish fencing / Due Nov 22	£ 10,582	£ -	£ 10,582
P&G - City Wide	All	Replace obsolete waste bins phase one / Completed Jan 22	£ 27,909	£ -	£ 27,909
P&G - City Wide	All	Replace obsolete seating / Completed Apr 22	£ 9,665	£ -	£ 9,665
P&G - City Wide	All	Replace obsolete waste bins phase two / Due Nov 22	£ 29,947	£ -	£ 29,947
Total			£ 2,178,054	£ 37,870	£ 2,215,924

APPENDIX 3 - ASSET INVESTMENT PLANNED

Site	Ward	Project / Status	Parks Capital	Other funding	Estimated Project Value
Cammo Estate	1	Refurbish path network and footbridge / Progress to tender	£ 5,000	£ 5,000	£ 10,000
Ferry Glen	1	Replace bridge / Progress to tender	£ 23,653	£ -	£ 23,653
Ferry Glen	1	Landslip design / Tender	£ 16,000	£ -	£ 16,000
Ferry Glen	1	Landslip remediation / Awaiting design proposals	£ 100,000	£ -	£ 100,000
Pentland Hills Regional Park - Harlaw, Bonaly Threipmuir, (Flotterstone)	2	Upgrade car park areas / Progress to tender - part third party funded	£ 207,642	£ 833,418	£ 1,041,060
Spylaw Park	2	Refurbish walls / Move from revenue	£ 12,000	£ -	£ 12,000
Inverleith Park	5	Master planning project enabling fund / Provisional capital contribution to project	£ 50,000	£ -	£ 50,000
Water Of Leith - Miller Row	5	Refurbish walls / Progress to tender due March 2023	£ 80,000	£ -	£ 80,000
Saughton Park	7	Park renovation / Project balance outstanding	£ 168,287	£ 21,500	£ 189,787
Sighthill Park	7	Refurbish car park surface / Progress to tender	£ 30,000	£ -	£ 30,000
REDACTED	-	REDACTED	£ 240,000	£ -	£ 240,000
Water of Leith - Dells nr Bogmill Rd	8	Landslip remediation / Revise design	£ 20,000	£ -	£ 20,000
Water of Leith - Dells nr Spylaw Rd	8	Landslip remediation / Revise design	£ 80,000	£ -	£ 80,000
Water of Leith - Dells	8	Refurbish rustic bridge / Progress to tender due March 2023	£ 140,000	£ -	£ 140,000
Water of Leith - Dells	8	Replace pipe bridge / Progress to tender due March 2023	£ 40,000	£ -	£ 40,000
Easter Craiglockhart Hill Local Nature Reserve	9	Landslip remediation / Progress to tender - third party funding	£ -	£ 200,000	£ 200,000
Leith Links (East)	13	Master planning project enabling fund / Provisional capital contribution to project	£ 50,000	£ -	£ 50,000
Craigmillar Castle Park	17	Refurbish walls and fencing / Progress to tender	£ 85,000	£ -	£ 85,000
Total			£ 1,347,582	£ 1,059,918	£ 2,305,298

Park and Greenspace Infrastructure / Asset Improvement

Project overview

Project Reference	Inch Park01
Site	Inch Park
Ward	15
Lead Officer	Janice Peter

Works / Project Status	Refurbish walls / Completed Mar 22
Value	£31,410
Priority	01

Prior



After



Park and Greenspace Infrastructure / Asset Improvement

Project overview

Project Reference	Blackford Glen1
Site	Blackford Glen
Ward	10
Lead Officer	Andrew Law
Works / Project Status	Refurbish path network / Completed Jan 22
Value	£12,820
Priority	01

Prior



After



Park and Greenspace Infrastructure / Asset Improvement

Project overview

Project Reference	Abercorn Park1
Site	Abercorn Park
Ward	14
Lead Officer	Scott Thomson
Works / Project Status	Refurbish fencing / Completed Dec 21
Value	£22,684
Priority	01

Prior



After



Park and Greenspace Infrastructure / Asset Improvement

Project overview

Project Reference	Lochend Park1
Site	Lochend Park
Ward	14
Lead Officer	Scott Thomson
Works / Project Status	Upgrade drainage / Completed Dec 21
Value	£34,798
Priority	01

Prior



During



After

Park and Greenspace Infrastructure / Asset Improvement

Project overview

Project Reference	Inch Park02
Site	Inch Park
Ward	15
Lead Officer	Janice Peter
Works / Project Status	Refurbish storage building roof / Completed Jun 22
Value	£30,799
Priority	01
Notes	Bothy and Boiler House Prior



After



Park and Greenspace Infrastructure / Asset Improvement

Project overview

Project Reference	Inverleith Park3
Site	Inverleith Park
Ward	5
Lead Officer	Ritchie Fraser

Works / Project Status	Refurbish boardwalk / Completed Mar 22
Value	£43,977
Priority	01

Prior



After



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Culture and Communities Committee

10.00am, Tuesday, 13 December 2022

Changes to Legislation on the Sale and Use of Fireworks in Scotland

Executive/routine Wards Council Commitments	Routine All
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1. Recommendations

- 1.1 It is recommended that the Culture and Communities Committee notes:
 - 1.1.1 The content of this report; and
 - 1.1.2 That a further report will be submitted in Autumn 2023 providing a more detailed update on the legislative changes and implications for the City of Edinburgh Council.

Paul Lawrence

Executive Director of Place

Contact: Tom Veitch, Acting Regulatory Operations Manager

E-mail: tom.veitch@edinburgh.gov.uk | Tel: 0131 469 3871



Changes to Legislation on the Sale and Use of Fireworks in Scotland

2. Executive Summary

- 2.1 This report provides a summary of provisions contained in the Fireworks and Pyrotechnic Articles (Scotland) Act 2022, which has recently been passed by the Scottish Parliament.

3. Background

- 3.1 Following considerable disturbance and antisocial behaviour linked to Bonfire Night 2017, and subsequent local media coverage, the Council raised concerns with both the UK and Scottish Governments.
- 3.2 Motions agreed by the City of Edinburgh Council on [23 November 2017](#) also reflected widespread concerns about the events of 5 November 2017 at many locations city-wide. These motions were discharged by a 2018 report entitled [Sale and Use of Fireworks](#).
- 3.3 In response to these and other concerns, the Scottish Government committed to look at the impact of fireworks and bonfires on safer communities, and to consider any perceived legislative gaps. A public consultation on fireworks in Scotland was conducted in February 2019, followed by the establishment of a Fireworks Review Group to consider the responses and to develop recommendations for amending regulations.
- 3.4 The Fireworks (Scotland) Miscellaneous Amendments Regulations 2021 were introduced in March 2021, implementing initial actions from the Fireworks Review Group to restrict the retail sales of fireworks by volume (5kg maximum) and to limit the permitted sales hours to 7am to 6pm only. The Trading Standards and Licensing Enforcement teams have incorporated proactive inspections and test purchasing around these new requirements into the existing regulatory compliance program, a breakdown of which is attached at Appendix 3.
- 3.5 In June 2021, a further public consultation was held on the introduction of new legislation on the sale and use of fireworks in Scotland and tackling the misuse of pyrotechnics.

- 3.6 The Fireworks and Pyrotechnic Articles (Scotland) Act 2022 ('the Act') was passed by the Scottish Parliament on 29 June 2022 and became law following Royal Assent on 10 August 2022. Specific provisions of the Act will be brought into effect by the Scottish Government.

4. Main report

- 4.1 The Act contains six key provisions designed to support a cultural shift in how fireworks and other pyrotechnic articles are used in Scotland, however it does not give the Council any additional powers to further restrict or ban the sale of fireworks in the city.
- 4.2 This report summarises the key elements of the six provisions, with a more comprehensive Scottish Government overview paper attached in Appendix 1.
- 4.3 The six key provisions are:
- 4.3.1 Introducing a fireworks licensing system;
 - 4.3.2 Introducing a proxy purchase and supply offence prohibiting fireworks or other pyrotechnic articles being provided to children;
 - 4.3.3 Restricting the days when fireworks can be supplied and used;
 - 4.3.4 Enabling local authorities to designate areas as fireworks control zones;
 - 4.3.5 Prohibiting pyrotechnic articles at certain places or events; and
 - 4.3.6 Introducing a statutory aggravation for offences involving pyrotechnic articles and emergency workers.

Fireworks licensing for the purchase and use of fireworks

- 4.4 The Act makes provision for a fireworks licensing system to be established. Once operational, all members of the public will need to apply for and obtain a fireworks licence before they are able to purchase, acquire, possess, or use most types of fireworks in Scotland.
- 4.5 A national licensing system will be developed and operated centrally by the Scottish Government and is separate from the existing licensing requirement for the storage of fireworks or all year round retail of fireworks. Enforcement relating to the new requirement for licensing will be shared between Police Scotland and local authority Trading Standards teams. Trading Standards teams will deal with retailers and the Police will deal with any issue with unlicensed members of the public seeking to purchase fireworks.
- 4.6 Establishing the fireworks licensing system will require further legislation, and it is understood that the earliest the system will be in place will be late 2023/early 2024.

Proxy purchase and supply offence

- 4.7 The Act creates an offence for a person to knowingly buy or attempt to buy, give, or otherwise make available, a firework or other pyrotechnic article to a person under the age of 18. This is known as proxy purchase or proxy supply, and similar offences already exist in relation to the supply of products such as alcohol and tobacco to children.
- 4.8 This offence is enforced by Police Scotland and commenced on 10 October 2022. This is in addition to the current offence for a retailer to sell fireworks to anyone under the age of 18. A Scottish Government guidance paper is attached in Appendix 2.

Restricting permitted days of supply and use

- 4.9 The Act sets out the periods when retailers in Scotland are permitted to supply members of the public with fireworks, as well as periods when people may use fireworks. This would replace the previous voluntary code which had recommended restrictions on the periods in which fireworks should be sold. This does not affect the supply of fireworks to professionals in the fireworks industry or organisers of public fireworks displays.
- 4.10 The provision limits the supply of fireworks to, and use of fireworks by, the general public to specific periods aligning with long established traditional or religious events.
- 4.11 It is anticipated that these changes will be in place in mid-2023, with enforcement shared between local authority Trading Standards teams and Police Scotland.

Firework control zones

- 4.12 The Act allows a local authority to designate a place (or places) within its area as a firework control zone in which it will be an offence for the general public to use certain categories of fireworks, including on private property.
- 4.13 The Scottish Government has committed to co-designing the local authority guidance for this provision with key stakeholders and local communities. Therefore, to allow time for the further legislation and guidance to be developed, it is likely that this provision will commence in mid-2023 at the earliest.

Pyrotechnic articles in public places and at designated venues and events

- 4.14 The Act creates two offences enforced by Police Scotland relating to the possession of pyrotechnics:
- 4.14.1 An offence of being in possession of a pyrotechnic article in a public place without reasonable excuse; and
- 4.14.2 An offence of being in possession of a pyrotechnic article, including all fireworks, at a designated sporting or music venue or event, without reasonable excuse.
- 4.15 The Act extends the power of Police Officers to stop and search a person (including

their vehicle) without warrant, where there are reasonable grounds to suspect that a person is committing an offence under the Act. These provisions will require further legislation before they can commence in full, and it is likely that they will commence in 2023.

Statutory aggravation for offences involving pyrotechnics and emergency workers

- 4.16 The Act makes provision for a statutory sentencing aggravation to apply in cases where fireworks and/or other pyrotechnic articles are used to attack emergency workers. Police Scotland will be responsible for the relevant enforcement of this provision.

Community Improvement Partnership

- 4.17 Since 2018, the Council has led a multi-agency Community Improvement Partnership (CIP) which brings together key stakeholders including Police Scotland, the Scottish Fire and Rescue Service (SFRS), and Council officers to co-ordinate a partnership response in the lead-up to and on Bonfire Night itself, to help keep communities safe from harm. Actions have included educational input in schools on fireworks/bonfire safety, diversionary activities for young people, fireworks test purchasing, clear up operations, and joint hot spot patrols.
- 4.18 A summary of activity of Council officers from Regulatory Services is detailed in Appendix 3.

5. Next Steps

- 5.1 An annual debrief of activity takes place after Bonfire night, with CIP partners agreeing recommendations for future work based on analysis of crimes/incidents reported and other relevant factors. A full report detailing lessons learned, estimated costs, and recommendations agreed by partners will be presented to the Community Safety and Justice Partnership in March 2023. The report will include an action to enhance communications activity relating to the promotion of licensed community-organised events.
- 5.2 The Council will also contribute to the Scottish Government's implementation activity relating to the legislative changes outlined in this report, which includes provisions for restricting permitted days of supply and use of fireworks, and a licensing system for their purchase and use due to be fully implemented in 2023/24.
- 5.3 A further report will be presented to Committee in Autumn 2023 on the implementation of the Act and the implications of this for the Council.

6. Financial impact

- 6.1 Following the establishment of the Fireworks Review Group and publication of its [November 2020 report](#) setting out recommendations for legislative change, the Scottish Government created a short life working group (SLWG) to consider the costs of implementing the proposed provisions. The SLWG membership consisted of stakeholder representation including representatives from other local authorities and the Council. Projected costings are being developed but will depend on the final details of the new statutory requirements and associated guidance once published.

7. Stakeholder/Community Impact

- 7.1 The Scottish Government overview paper (Appendix 1) provides the rationale for each of the provisions introduced by the new legislation, including the intended stakeholder/community impact.

8. Background reading/external references

- 8.1 [City of Edinburgh Council Meeting](#) on 23 November 2017 at which Council Motions in relation to fireworks were raised.
- 8.2 Report to the Culture and Communities Committee, 26 March 2019, [Council response to the Scottish Government Consultation on Fireworks in Scotland](#).
- 8.3 Fireworks Review Group [report to the Scottish Government](#), 3 November 2020
- 8.4 [Fireworks and Pyrotechnic Articles \(Scotland\) Act 2022](#).

9. Appendices

- 9.1 Appendix 1 – Overview of Fireworks and Pyrotechnic Articles (Scotland) Act 2022.
- 9.2 Appendix 2 – Fireworks and Pyrotechnic Articles (Scotland) Act 2022 - Guidance for proxy purchase offence.
- 9.3 Appendix 3 - Trading Standards and Licensing Enforcement activity in advance of 5 November 2022.

Overview of the Fireworks and Pyrotechnic Articles (Scotland) Act 2022

The Fireworks and Pyrotechnic Articles (Scotland) Act 2022 (“the Act”) was passed by the Scottish Parliament on Wednesday 29 June 2022 and became law following Royal Assent on Wednesday 10 August 2022.

The Act contains six key provisions designed to support a cultural shift in how fireworks and other pyrotechnic articles are used in Scotland (further information on categories of fireworks and other pyrotechnic articles is included at the end of this paper). These are:

- Introducing a fireworks licensing system.
- Introducing a proxy purchase and supply offence prohibiting fireworks or other pyrotechnic articles being provided to children.
- Restricting the days when fireworks can be supplied and used.
- Enabling local authorities to designate areas as firework control zones.
- Prohibiting pyrotechnic articles at certain places or events.
- Introducing a statutory aggravation for offences involving pyrotechnic articles and emergency workers.

Fireworks Licensing

The Act makes provision for a firework licensing system to be established. This licensing system will be developed and operated centrally by the Scottish Government.

Once this is in operation, all members of the public will need to apply for and obtain a fireworks licence before they are able to purchase, acquire, possess or use category F2 and F3 fireworks in Scotland. This includes people who are part of a community group or organisation and who are organising a public firework display on behalf of that group or organisation.

There will be a number of mandatory requirements as part of the fireworks licence application process, such as completing a fireworks training course, disclosing any previously revoked or cancelled fireworks licences, and disclosing unspent convictions for relevant offences.

The training course will be a core element of the licensing system, which will need to be successfully completed before a fireworks licence can be granted. This will ensure that those who are able to purchase, possess and use fireworks in Scotland have the required knowledge on how to do so in a safe, appropriate and lawful way.

The aim of the licensing system is to ensure members of the public who use fireworks are aware of how to do so safely, responsibly and lawfully. There are exemptions set out within the Act for certain groups who it is considered already have adequate fireworks knowledge. This includes regulatory authorities, professional firework operators and businesses involved in the supply or trade of fireworks, and their employees.

The Act makes it an offence to purchase, acquire, possess or use an F2 or F3 firework without having a licence. It also makes it an offence to supply an F2 or F3 firework to a person who does not have a licence. Trading Standards will enforce offences in relation to

the commercial supply of fireworks. This includes ensuring retailers are taking the necessary steps to check that an individual has a valid licence, or is exempt, when they supply fireworks. Police Scotland will enforce aspects involving the possession and use of fireworks by the public, including establishing whether those in possession of, or using, fireworks are licensed to do so.

Establishing the fireworks licensing system will require further legislation, for example setting out details of the training course and the amount of the licence fee. Time will therefore be required to consult on and prepare such legislation and for this to be scrutinised by the Scottish Parliament; as well as to commission and develop a suitable IT system.

The very earliest the licensing system will therefore be in place will be late 2023 / early 2024.

Proxy Purchase and Supply Offence

The Act makes it an offence for a person to knowingly buy or attempt to buy, give or otherwise make available, a firework or other pyrotechnic article to a person under the age of 18. This applies to all fireworks and pyrotechnic articles apart from category F1 fireworks and percussion caps for toys that are classified for use by children.

This type of offence is known as proxy purchase or proxy supply, and there are already similar offences in relation to the supply of products such as alcohol and tobacco to children.

There may, however, be legitimate reasons for making pyrotechnic articles, such as safety flares, available to people under the age of 18. There are therefore specific exemptions from the offence in relation to the non-retail supply of appropriate pyrotechnic articles in certain limited circumstances.

The Act makes it clear that a person does not commit an offence if the pyrotechnic article is designed to be used as a visual distress signal, and the person providing the pyrotechnic article intends for the recipient (under the age of 18) to use the pyrotechnic article only for that purpose in appropriate circumstances. For example, if an adult supplies a person under the age of 18 with a safety flare to use if they need to signal for help whilst sailing, the adult does not commit an offence.

It is recognised that some people under the age of 18 may need to use pyrotechnic articles as part of their education, training or employment in supervised settings. Such use of pyrotechnics is subject to safety obligations already placed on education providers and employers, such as health and safety legislation on managing risk in the workplace. Use of pyrotechnics may also be required when a person under the age of 18 is a member of the armed forces, a cadet force, or an organisation involved in activities such as search and rescue. These activities are also exempt from the new offence.

Police Scotland will have enforcement responsibility for the new proxy purchase and supply offence. Trading Standards will continue to have enforcement responsibility for ensuring that retailers of fireworks and pyrotechnic articles operate in line with existing legislation concerning the commercial supply to children under the age of 18. This includes, for example, utilising enforcement tools such as test purchasing to ensure a retailer does not supply fireworks to a child.

Work is underway to commence this offence in early October 2022.

Restricting the Days of Supply and Use

The Act sets out permitted periods when retailers in Scotland are able to supply members of the public with fireworks, as well as periods when people are able to use fireworks. This does not apply to category F1 fireworks. It also does not affect the supply of fireworks to professionals in the fireworks industry, to organisers of public fireworks displays, or to purchasers located outside Scotland.

The Act limits the supply of fireworks to, and use of fireworks by, the general public to specific periods that align with long established traditional or religious events. The permitted days when fireworks can be supplied are:

- 7 April to 14 April (which covers the Sikh festival of Vaisakhi);
- 27 October to 10 November;
- 26 December to 31 December;
- The first day of Chinese New Year and the 3 days immediately preceding it; and
- The first day of Diwali and the 3 days immediately preceding it.

The permitted days when fireworks can be used, as set out in the Bill, are:

- 7 April to 16 April;
- 27 October to 12 November;
- 26 December to 2 January;
- The 3 days immediately preceding the first day of Chinese New Year to the seventh day after the first day of Chinese New Year; and
- The 3 days immediately preceding the first day of Diwali to the seventh day after the first day of Diwali.

The permitted days for use extend slightly beyond when fireworks can be supplied to avoid a situation where people buy fireworks towards the very end of the permitted supply period and then are not able to use them on that day, for example due to bad weather.

The Act allows the Scottish Ministers to introduce a compensation scheme to address the economic impact of restricting the days of supply of fireworks, if required. This would be a targeted scheme and would be limited to only those businesses that are wholly or mainly concerned with the supply, distribution or importation of fireworks in Scotland, where a likely negative impact can be demonstrated. The detail of the scheme will be set out in regulations.

The restricted days of supply and use provisions will not require further substantive legislation or formal guidance before commencement. However, fair and sufficient time will be provided for businesses to adapt their processes and existing stock in line with the changes. Regulations will be required to provide for any compensation that is to be available, as described above. This provision will therefore not commence this year. It is anticipated that these changes will be in place in mid-2023.

Firework Control Zones

The Act provides local authorities with the power to designate a place (or places) within its area as a firework control zone, where it will be an offence for the general public to use (category F2 and F3) fireworks, including on private property.

The Act sets out that local authorities must have regard to any guidance which is published by the Scottish Ministers in relation to firework control zones. It is intended that guidance will be published to provide local authorities with the information and best practice to make informed decisions concerning the designation, amendment, or revocation of firework control zones.

It will still be possible for public firework displays, whether organised by a professional firework operator or by a community group, to take place within a firework control zone (subject to local licensing arrangements). This ensures that well organised public displays can continue in such areas.

The Scottish Government has committed to co-designing the local authority guidance for this provision with key stakeholders such as COSLA and local communities. To allow sufficient time for a meaningful co-design process it is likely that the fireworks control zones provision will commence in mid-2023, although time will then be required for local authorities to ensure appropriate processes are in place and undertake the mandatory 60-day consultation process in advance of any zones being designated.

Pyrotechnic articles in public places and at designated venues and events

The Act creates two offences relating to the possession of pyrotechnics: an offence of being in possession of a pyrotechnic article, excluding F1 fireworks, in a public place, without reasonable excuse; and an offence of being in possession of a pyrotechnic article, including all fireworks, at a designated sporting or music venue or event, without reasonable excuse. The creation of two distinct offences ensures both proportionality in the restrictions applied to different places, and consistency with existing pyrotechnic offences which are to be replaced by those in the Act. A person convicted of either new offence is liable, on summary conviction, to imprisonment for a term not exceeding 6 months or a fine not exceeding level 5 on the standard scale (or both).

The Act extends the power of police officers to stop and search a person (including their vehicle) without warrant where there are reasonable grounds to suspect a person is committing an offence under the Act. It is anticipated that these powers will support these new offences to be effective in their aim of proactively preventing the misuse of pyrotechnics and fireworks, and thereby providing increased protection to the public

These provisions will require further legislation before they can commence in full and to their full intended effect. It is likely these will commence in 2023.

Statutory Aggravation for Offences involving Pyrotechnics and Emergency Workers

The Act makes provision for a statutory sentencing aggravation to apply in cases where fireworks and/or other pyrotechnic articles are used to attack emergency workers, reflecting the serious nature of offences committed in these particular circumstances.

For all offences committed involving the use of a lit or ignited (or recently lit or ignited) firework or other pyrotechnic article and where the victim or intended victim of the offence is an emergency worker, the courts are required to treat this as an aggravated offence and, amongst other matters, must take the aggravation into account when determining the appropriate sentence.

In addition, it will require courts to record when offences involving the use of fireworks and pyrotechnics against emergency workers have been found to be aggravated. This will help

build data and evidence over time as to the extent of use being made of fireworks and pyrotechnics in offences against those who risk life and limb keeping communities safe.

Work is underway to commence this offence in early October 2022.

Further information on categorisation of fireworks and pyrotechnic articles

Fireworks are categorised as either category F1, F2, F3 or F4 depending on the type and composition of the firework, including the net explosive content (NEC), and the associated hazard and noise levels. While there are some exceptions, broadly speaking categories of firework can be described as:

- F1 fireworks are typically indoor or close proximity fireworks with lower minimum safety distances, for example 1 metre. Examples of common types of F1 products include small sparklers, ice fountains, Christmas crackers and party poppers. These are not covered by the new offence.
- F2 fireworks are outdoor fireworks that have an NEC of up to 600g depending on their type and have a minimum spectator safety distance of 8 metres. Examples of common types F2 products include roman candles (up to 50g), rockets (up to 75g) and batteries (up to 500g) and combinations (up to 600g).
- F3 fireworks are outdoor fireworks that have an NEC up to 3000g. They have a minimum spectator safety distance of 25 metres. Examples of common types of F3 products include larger rockets (up to 200g), mines (up to 200g), batteries (up to 1000g) and combinations (up to 3000g).
- F4 fireworks present a high hazard and are for professional use only and are not available to members of the public.

Pyrotechnic articles, that are not categorised as fireworks, are given a different categorisation. This includes:

- Theatrical Pyrotechnic Articles (T1 and T2), often referred to as stage pyrotechnics proximity effects or special effects. These are items designed for use on stage and in theatres, including use by professionals for television shows, films, sporting events and concerts. Examples might include maroons and stage gerbs (theatrical fountains).
- Other Pyrotechnic Articles (P1 and P2) which are most often designed for outdoor use and can include devices designed for life saving (such as distress flares and distress rockets), and paintball accessories (such as smoke devices).

For further information regarding the Fireworks and Pyrotechnic Articles (Scotland) Act 2022, please contact fireworks@gov.scot.

Fireworks and Pyrotechnic Articles (Scotland) Act 2022: prohibition on providing fireworks and pyrotechnic articles to children

[Guidance on the prohibition on the provision of fireworks and pyrotechnic articles to children through the Fireworks and Pyrotechnic Articles \(Scotland\) Act 2022.](#)

The Fireworks and Pyrotechnic Articles (Scotland) Act 2022 was passed by the Scottish Parliament on 29 June 2022 and received Royal Assent on 10 August 2022.

Section 21 of the Act includes an offence which prohibits the provision of fireworks and other pyrotechnic articles to children.

This makes it illegal for anyone to provide¹ a firework, or other pyrotechnic article, to someone under the age of 18.

The offence came into force on 10 October 2022.

Anyone that commits this offence is liable, on summary conviction, to a fine not exceeding level 5 on the standard scale (which is currently £5,000) or to a term of imprisonment not exceeding 6 months, or both.

This type of offence is known as proxy purchase or proxy supply, and there are already similar offences in relation to providing products such as alcohol and tobacco to children.

Enforcement

Police Scotland have enforcement responsibility for the new proxy purchase and supply offence. Offences in relation to the commercial supply of fireworks and other pyrotechnic articles will continue to be enforced by Trading Standards.

Existing laws: supply of fireworks and pyrotechnic articles to children

The commercial supply of fireworks and other pyrotechnics articles continues to be subject to existing legislation.

It is already illegal for any economic operator, such as a retailer, to supply F2 and F3 fireworks, and P1 and T1 pyrotechnics to anyone under 18 years of age (The Pyrotechnic Articles (Safety) Regulations 2015)

¹ This includes knowingly buying, attempting to buy, giving or – in any way - making available

What type of products are included in the proxy purchase and supply offence?

The proxy purchase and supply offence applies to all fireworks and other pyrotechnic articles other than category F1 fireworks and percussion caps for toy guns (intended for use by children under the age of 14).

Category F1 fireworks are not included as it is not an offence for a person under the age of 18 to possess a category F1 firework.

Percussion caps for toys that are intended for use by children under the age of 14 are also excluded from the definition of “pyrotechnic article” in the Pyrotechnic Articles (Safety) Regulations 2015 (S.I. 2015/1553) (see regulation 3(2)(e)) meaning that such percussion caps may be sold to children directly.

While it is already unlawful for retailers to sell category F4 fireworks, and category P2 and T2 pyrotechnics to the public, these are included in the new offence to make it explicitly clear that these items should not be provided to a child.

Further information on categorisation of fireworks and pyrotechnic articles

Fireworks are categorised as either category F1, F2, F3 or F4 depending on the type and composition of the firework, including the net explosive content (NEC), and the associated hazard and noise levels. While there are some exceptions, broadly speaking categories of firework can be described as:

- F1 fireworks are typically indoor or close proximity fireworks with lower minimum safety distances, for example 1 metre. Examples of common types of F1 products include small sparklers, ice fountains, Christmas crackers and party poppers. These are not covered by the new offence.
- F2 fireworks are outdoor fireworks that have an NEC of up to 600g depending on their type and have a minimum spectator safety distance of 8 metres. Examples of common types F2 products include roman candles (up to 50g), rockets (up to 75g) and batteries (up to 500g) and combinations (up to 600g).
- F3 fireworks are outdoor fireworks that have an NEC up to 3000g. They have a minimum spectator safety distance of 25 metres. Examples of common types of F3 products include larger rockets (up to 200g), mines (up to 200g), batteries (up to 1000g) and combinations (up to 3000g).
- F4 fireworks present a high hazard and are for professional use only and are not available to members of the public.

Pyrotechnic articles, that are not categorised as fireworks, are given a different categorisation. This includes:

- Theatrical Pyrotechnic Articles (T1 and T2), often referred to as stage pyrotechnics proximity effects or special effects. These are items designed for use on stage and in theatres, including use by professionals for television

shows, films, sporting events and concerts. Examples might include maroons and stage gerbs (theatrical fountains).

- Other Pyrotechnic Articles (P1 and P2) which are most often designed for outdoor use and can include devices designed for life saving (such as distress flares and distress rockets), and paintball accessories (such as smoke devices).

Legitimate use of pyrotechnic articles by people under 18 years of age

There may be legitimate reasons for making pyrotechnic articles, such as safety flares, available to people under the age of 18. There are therefore specific exemptions from the offence in relation to the non-retail supply of appropriate pyrotechnic articles in certain limited circumstances.

The Act makes it clear that a person does not commit an offence if the pyrotechnic article is designed to be used as a visual distress signal, and the person providing the pyrotechnic article intends for the recipient (under the age of 18) to use the pyrotechnic article only for that purpose in appropriate circumstances. For example, it is not an offence if a person provides a person under the age of 18 with a safety flare to use if they need to signal for help whilst sailing.

It is recognised that some people under the age of 18 may need to use pyrotechnic articles as part of their education, training or employment in supervised settings. Such use of pyrotechnics is subject to safety obligations already placed on education providers and employers, such as health and safety legislation on managing risk in the workplace. Use of pyrotechnics may also be required when a person under the age of 18 is a member of the armed forces, a cadet force, or an organisation involved in activities such as search and rescue. These activities are also exempt from the new offence.

Sources for further information

- [Fireworks and Pyrotechnic Articles \(Scotland\) Act 2022](#)
- [The Fireworks \(Scotland\) Miscellaneous Amendments Regulations 2021](#)
- [The Fireworks Act 2003](#)
- [The Fireworks \(Scotland\) Regulations 2004](#)
- [Fireworks Regulations 2004](#)
- [Explosives Regulations 2014](#)
- [The Pyrotechnic Articles \(Safety\) Regulations 2015](#)

Contact

For further information contact fireworks@gov.scot

Trading Standards and Licensing Enforcement activity in advance of 5 November 2022

Action		Notes
Fireworks storage inspections	31 inspections completed (with SFRS and Police Scotland partners where available)	<ul style="list-style-type: none"> • Mostly multinational retailers with agreed systems in place to prevent inappropriate sales and ensuring safe storage • Some premises had decided to cease supply
Fireworks storage revisits	Five revisits	<ul style="list-style-type: none"> • Following a significant theft of fireworks from a retailer, we updated our guidance regarding the storage arrangements on site and carried out a series of revisits to implement the new arrangements • Storage guidance is usually agreed nationwide to ensure consistency, and so is being raised with enforcement groups for further consideration
Test purchase attempts	Eight attempts made – no sales made	<ul style="list-style-type: none"> • These visits related to the new restrictions referenced at 3.4 of the report, restricting the volume of sales to 5kg and the times of sales to between 7am and 6pm only. • Two premises closed thus no test purchase could be attempted.
Test purchase attempts	Seven attempts made – no sales made	<ul style="list-style-type: none"> • Age restricted sales • Two premises closed thus no test purchase could be attempted.
Screening of Fast Parcel outlets	Ongoing - in conjunction with partners in Border Force	<ul style="list-style-type: none"> • Scotland pilot as part of staged implementation of Fireworks (Scotland) Act • No significant issues identified
Online screening	Ongoing	<ul style="list-style-type: none"> • Scotland-wide
Intelligence led work	Two investigations completed – no enforcement action necessary	<ul style="list-style-type: none"> • Visit to domestic premises with Police Scotland after an allegation of illicit/illegal fireworks being sold • Visit to premises in the South of the city after an allegation of an unregistered fireworks retailer

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Culture and Communities Committee

10.00am, Tuesday, 13 December 2022

Community Empowerment Update

Executive/routine Wards Council Commitments	Routine All
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1. Recommendations

- 1.1 Culture and Communities Committee is asked to note:
 - 1.1.1 This update on the organisational review of Lifelong Learning and the wider context which has influenced the development and refinement of proposals for the Council’s future staffing structure across the services of Wider Achievement, Libraries, Sport and Wellbeing and Community Empowerment;
 - 1.1.2 The prioritisation of support for community centres and community planning (through Neighbourhood Networks and Local Community Planning Partnerships (LCPPs));
 - 1.1.3 The intention to support improved partnership working between the public sector, the voluntary sector and the community sector.

Paul Lawrence

Executive Director of Place

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Community Empowerment Update

2. Executive Summary

- 2.1 This report provides an update on the Lifelong Learning organisational review and sets out a proposed approach to supporting community centres and local community planning.

3. Background

Community Empowerment (Scotland) Act 2015

- 3.1 The Community Empowerment (Scotland) Act 2015 places a number of duties in respect of both Community Planning and Community Empowerment on local authorities, including:
- 3.1.1 Putting in place appropriate governance arrangements to support effective and efficient community planning, providing clarity on the role of community bodies in decision making;
 - 3.1.2 Community Planning (including preparing, maintaining and delivering Locality and Local Outcomes Improvement Plans);
 - 3.1.3 Participation Requests; and
 - 3.1.4 Community Asset Transfer.

Best Value Audit 2020

- 3.2 In [2020](#) a Best Value Audit of the City of Edinburgh Council found that, while there were examples of the Council working well with partners, the Community Planning Partnership had made slow progress and that, while the Council consulted extensively with residents and stakeholders and there were examples of innovative and participative community engagement, community empowerment was not yet embedded in the Council's culture.
- 3.3 One of the key actions for the Council arising from the Best Value Audit was the conclusion that further consideration should be given to genuine local community empowerment.
- 3.4 At the time of the Best Value audit, the Council acknowledged that there was not sufficient capacity and resources allocated to the new governance arrangements to

successfully support community empowerment across the city and committed to strengthening the resourcing and capacity to support Neighbourhood Networks and Local Community Planning Partnerships (LCPPs).

- 3.5 In response, the Council committed to considering its approach to empowering communities and the relationship with community councils and partners in the city, under the auspices of the Edinburgh Partnership.

Community Planning in Edinburgh

- 3.6 The Edinburgh Partnership is Edinburgh's community planning partnership, "bringing together public agencies, third and private sector partners with local communities to improve the city, its services and the lives of the people who live and work here".
- 3.7 The Edinburgh Partnership has six community bodies which support the city's approach to community planning:
- 3.7.1 The Edinburgh Children's Partnership;
 - 3.7.2 Community Safety Partnership;
 - 3.7.3 Edinburgh Community Learning and Development Partnership;
 - 3.7.4 Locality Community Planning Partnerships (there are four LCPPs in Edinburgh);
 - 3.7.5 Neighbourhood Networks (there are 13 networks across Edinburgh); and
 - 3.7.6 Local Outcome Improvement Plan (LOIP) Delivery Group.
- 3.8 Whilst direct community participation in these partnerships varies, with some being officer/partner groups, all are required to deliver plans that are directly influenced and informed by community needs and priorities. Neighbourhood Networks, which comprise community, voluntary sector and elected members, are the principal vehicle within the governance arrangement for ensuring this requirement is met.

Matrix Approach to Management and Delivery of Lifelong Learning

- 3.9 For a number of years, the Council has managed Lifelong Learning through a matrix approach, with strategic policy development being managed centrally in Education and Children's Services and service delivery being managed in Locality teams. Feedback from colleagues and partners is that this approach has led to a lack of clear leadership, responsibility and accountability.

Community Centres

- 3.10 The matrix approach has also meant that support for community centres and management committees has been variable, with some resources stretched, and a range of on-going operational and strategic issues which need to be addressed.
- 3.11 In [2019](#), the Council agreed to carry out a consultation with management committees on draft standard lease terms.

- 3.12 An assessment of Council owned Community Centre buildings in 2020 identified improvements are required to the fabric of many of these buildings, with an estimated capital cost of £13.6m (which is currently unfunded).
- 3.13 The Council also has a duty to ensure that the fire and health and safety arrangements within community centres is always maintained. At present, the responsibility for this is held by five Lifelong Learning Service Managers (LLSMs), alongside a number of other duties. The LLSMs are not based in the Community Centres on a daily basis but are expected to fulfil the Duty Holder responsibilities for these buildings, as defined in the Council's Health and Safety policy.

Communities and Families and Place Organisational Review

- 3.14 In March 2020, following a long period of staff engagement, an organisational review of the (then) Communities and Families and Place directorates focused on removing the complexities of the matrix approach to Lifelong Learning service delivery, creating a dedicated community empowerment team and bringing together the city's libraries services under a single Senior Manager.
- 3.15 The proposals focused on:
- 3.15.1 Enhancing the approach to community empowerment and engagement;
 - 3.15.2 Embedding local services alongside city-wide services to ensure consistency of approach and removing the matrix structure; and
 - 3.15.3 Developing delivery arrangements to strengthen the Council's focus on addressing the poverty related attainment gap.
- 3.16 However, shortly after the staff consultation launched, the Council agreed with the Trade Unions that all organisational reviews would be paused following the outbreak of Coronavirus (COVID-19).

Feedback from Community Councils and Impact of COVID-19

- 3.17 However, there is ongoing feedback from community councils and other partners that engaging with the Council can be challenging and that they are keen to work with the Council to improve partnership working.
- 3.18 During the pandemic, there was also feedback from community councils, third sector partners and community centre management committees that bureaucracy in the Council can at times hamper their ability to operate, that contacting the Council can be difficult and that they have strong local networks and the ability to respond in a more agile way to meet local needs.

4. Main report

Edinburgh Partnership Community Empowerment Plan

- 4.1 In response to the Best Value Audit report, the Edinburgh Partnership agreed to create a Community Empowerment Strategy, with agreed priorities and a costed delivery plan.

- 4.2 The development of the plan has been delayed as a result of the pandemic but work is now progressing development of the strategy and engagement plan.
- 4.3 Currently in the information gathering and action planning phase, the Partnership are identifying opportunities, actions, best practice and resources on which to build the Strategy.
- 4.4 The principles of the plan focus on:
 - 4.4.1 Leadership;
 - 4.4.2 Outcomes;
 - 4.4.3 Community ownership;
 - 4.4.4 Effective relationships;
 - 4.4.5 Transparent decision making; and
 - 4.4.6 Improved communications.

Lifelong Learning Organisational Review

- 4.5 In June 2022, an organisational review of the services which form part of the Council's Lifelong Learning service, including those which were managed in Localities, commenced.
- 4.6 The review built on the staff engagement which was carried out in 2018 and 2019 and sought to learn lessons from previous organisational reviews of these services.
- 4.7 The review proposals were developed on a cost neutral basis, prioritising equity across the city and primarily focused on creating three new service areas:
 - 4.7.1 Community Empowerment;
 - 4.7.2 Libraries, Sport and Wellbeing (in libraries, this is primarily focused on creating a management team to support and deliver services across the city); and
 - 4.7.3 Wider Achievement.

Contextual Change

- 4.8 The consultation with staff concluded at the end of July 2022. Up to that time, the review had been taken forward on a 'cost neutral' basis. However given the budget planning process underway, and the financial position of the Council, a closer examination took place as to whether some savings contributions from the review were possible (in common with all Council organisational reviews).
- 4.9 Officers in Education and Children's Services have started to develop the Team around the Learning Community model. This has the potential to be a key part of the Council's anti-poverty work moving forward to improve outcomes for those in greatest need, whilst at the same time removing duplication between agencies. A report on this will be presented to the Education, Children and Families Committee in January 2023 and briefings for members will be offered in advance of committee.

- 4.10 The feedback from staff and these contextual changes were considered alongside the operational service delivery structural proposals, and it was clear that a revision to the proposed structures and a refocusing of priorities would be required

Revised Proposals for Community Empowerment

- 4.11 Recognising the feedback received from community centres and voluntary sector organisations during the pandemic alongside the feedback from the review consultation, it is proposed that the Council prioritises support for Community Centre Management Committees, and development of a new strategy for Community Centres alongside supporting statutory community planning activities (including Neighbourhood Networks and LCPPs).
- 4.12 This approach recognises the importance of community centres in local areas and the need to ensure that the centres are operating safely and effectively and can adapt in an agile way to change. As part of this approach, the consultation on draft standard lease terms (referenced in paragraph 3.11) will be progressed.
- 4.13 To support the Council's work with community centres, funding of £290,000 has also for the next three years from the UK Shared Prosperity Fund.
- 4.14 In addition, this approach recognises the importance of building on the existing partnership approach between the Council and community organisations and the third sector. It also ensures that the Community Grants Fund continues to be supported, working closely with Neighbourhood Networks, and prioritises a consistent approach to community empowerment and engagement.
- 4.15 This approach means that there may be some changes in the way in which these services are delivered in the future, and this may mean that some community centres which have had lifelong learning officers on site on a full-time basis may see some changes to ensure that the support received is equitable across the city.
- 4.16 To ensure this work is fully joined up at officer level, it is proposed that a Council wide Community Empowerment Board be established, with the key outcomes of the Board reported to Committee on a regular basis.
- 4.17 This approach recognises that many Council services already support community empowerment, but that the approach to doing so is at times inconsistent.
- 4.18 The Board, chaired by the Executive Director of Place, will bring together strategic and operational teams, to provide strategic leadership, direction and oversight to ensure that the Council is meeting its obligations in respect of the Community Empowerment (Scotland) Act 2015 (as set out in paragraph 3.1).

Role of the Voluntary Sector

- 4.19 As noted above, it is also recognised that there are a number of public agencies, private and third sector partners who all play a role in ensuring that local communities and the city overall continue to improve.
- 4.20 The role of the voluntary sector has become increasingly important through the Coronavirus pandemic, and it is important to recognise their impact and reach in

helping to support local people more effectively than other partners (including the Council) have been able to do.

- 4.21 These approaches are leading to emerging new models of community empowerment and service delivery. Voluntary organisations are keen to build on these approaches and to address the on-going frustration of many individuals and umbrella bodies who feel that there are improvements to be made but they are unable to do so without the recognition and support of the Council.
- 4.22 As part of the revised proposals, it is proposed to make modest financial support available for qualifying voluntary sector networks to enable them to respond positively to models emerging post pandemic.
- 4.23 For example, in North Edinburgh, the R2 Response and Recovery Group was initially established from the North Edinburgh COVID-19 Foodshare group and is providing a dedicated phone line for local people in need of assistance with food provision and other support. It is proposed to build on this approach, working collaboratively (rather than in competition), taking a strategic approach both now and in the future, and developing policy and system change.

Conclusion

- 4.24 This revised approach recognises that there are a number of organisations working in local communities to support service delivery and community engagement/empowerment and that these organisations have significant potential to improve local outcomes.
- 4.25 In addition, by prioritising support for community centres and development of a new Community Centre Strategy, the Council is recognising the importance of community centres to local areas.
- 4.26 The creation of a Community Empowerment Board will provide strategic oversight of all of the Council's community empowerment activities and will provide opportunities for peer support and shared learning.
- 4.27 The proposals also continue to deliver the principles of Lifelong Learning and Wider Achievement, through sustained support for Youth Work, Adult Education, Sport and Physical Activity, Parent and Carer Support and Family Wellbeing. This approach will also enable potential integration with the emerging Team around the Learning Community if local pilots prove successful.
- 4.28 As noted above, the proposals for libraries bring the service under a single Head of Service and management team. The next phase will prioritise engagement with staff working in libraries on the future shape of the service, while recognising the financial challenges for the service.

5. Next Steps

- 5.1 The organisational review for Lifelong Learning will move into the implementation phase in early 2023, with a period of matching and assignment to the new structure to be completed. Alongside this, officers are developing plans for communicating with partners and stakeholders on what the changes will mean in practice.

- 5.2 In addition:
- 5.2.1 The new Community Empowerment Board will meet for the first time on 9 January 2023, with a schedule of quarterly meetings to be established;
 - 5.2.2 A report on the Team around the Learning Community will be presented to Education, Children and Families Committee in January 2023, with further briefings and updates to follow at the appropriate times; and
 - 5.2.3 Engagement with staff on the future service plans and structures for the Libraries service will commence in early 2023, building on the feedback received so far.
- 5.3 Officers will continue to work with voluntary organisations, LCPPs, Neighbourhood Networks and the Edinburgh Partnership to support improved partnership working.

6. Financial impact

- 6.1 The proposals outlined in this report will secure a modest saving in the overall staff cost to the Council.
- 6.2 Over time, it is anticipated that further savings may be achievable through improved management of both responsive repairs for community buildings and facilities management.

7. Stakeholder/Community Impact

- 7.1 The proposals set out in this report primarily focus on how Council staff, working in the areas of Lifelong Learning, are managed.
- 7.2 However, as noted in the report, these services work closely with others within the Council and also with other public agencies, the private sector and voluntary organisations.
- 7.3 The proposals recognise that, post pandemic, there are emerging models in local communities which can improve support to local people and recognises that the Council is not always best placed to provide the support required.
- 7.4 It also recognises that community councils, Community Centre Management Committees and other partners would like to see the Council work more effectively with them in the future. The proposals in the report will not address all of the outstanding issues, but they do provide a basis on which to build and work more effectively together in the future.

8. Background reading/external references

- 8.1 [Edinburgh Partnership](#).

9. Appendices

9.1 None.

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Culture and Communities Committee

10.00am, Tuesday, 13 December 2022

Edinburgh Leisure – Active Communities Programme Update

Executive/routine Wards Council Commitments	Routine All
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1. Recommendations

- 1.1 Culture and Communities Committee is asked to note the work being carried out by Edinburgh Leisure's Active Communities Team to improve the health and wellbeing of Edinburgh citizens.

Paul Lawrence

Executive Director of Place

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Edinburgh Leisure – Active Communities Programme Update

2. Executive Summary

- 2.1 Appendices 1 and 2 of this report provide an update on Edinburgh Leisure's Active Communities Programme and the role this team plays in supporting people who face the greatest barriers to being physically active to improve and protect their health and wellbeing. This responds to a request from Committee on 1 February 2022.

3. Background

- 3.1 On [1 February 2022](#), Culture and Communities Committee received an Annual Report for Edinburgh Leisure in 2020/21 which recognised that the Edinburgh Leisure Active Communities programme plays a significant role in supporting some of the most vulnerable people in the city to improve their levels of activity and in turn reduce the impact on health and social care services.
- 3.2 Committee requested further information on the good work of this programme and the programme team.

4. Main report

- 4.1 Edinburgh Leisure have provided the attached report (see Appendices 1 and 2) on their Active Communities Programme.

5. Next Steps

- 5.1 Edinburgh Leisure is committed to supporting more people who are affected by poverty and inequalities to be active and well and have ambitions to improve and expand the help and support offered to people by reaching a further 25,000 people on low incomes by 31 March 2025.
- 5.2 As reported in a separate report to this Committee, Edinburgh Leisure are also involved in the Partnership to develop a new Strategy for Physical Activity and Sport.
- 5.3 Further updates on the Edinburgh Leisure Active Communities programme will be reported to Committee as part of the annual updates from Edinburgh Leisure.

6. Financial impact

- 6.1 There are no financial implications with this report.

7. Stakeholder/Community Impact

- 7.1 Edinburgh Leisure continues to work with Council officers and a range of stakeholders and communities to develop projects and deliver programmes.

8. Background reading/external references

- 8.1 [Edinburgh Leisure website](#)

9. Appendices

- 9.1 Appendix 1 – Active Communities Programme Update from Edinburgh Leisure
- 9.2 Appendix 1 - Active Communities Projects: review 1 April 2021 to 31 March 2022

Appendix 1 – Active Communities Programme Update from Edinburgh Leisure

The Active Communities programme was severely disrupted due to the Coronavirus (COVID-19) pandemic. Having initially stopped all projects EL, where possible, adapted the delivery of projects (adhering to the restriction in place and Government guidance) to support those most in need. These adaptations included:

- Providing online classes for people with health conditions e.g. long term conditions, poor mental health, weight management, falls prevention;
- Live streamed low-level 'active dance', 'active sit', 'strength and balance' and 'strength and cardio' classes;
- Provided motivational one to ones via Zoom for people with physical and mental health conditions; and
- 'Wellbeing phone calls' to people at risk of inactivity and isolation; using motivational interviewing and behaviour change techniques to encourage physical activity and social connectedness.

The Active Communities Team provided support to improve the lives of 3,210 people in 2020/21 and 4,215 people in 2021/22 (details of the services provided in 2021/22 is available in Appendix 1). These figures are a significant but not unexpected reduction when compared to the pre Covid figure of circa 10,000 people supported by the Active Communities Team.

The Active Communities programme has been gradually re-instated in line with restrictions easing and being removed. The Team currently delivers 111 classes each week: eight online, 16 outdoor and 87 indoor, however this is a reduction as compared to the 180 classes per week delivered pre covid. This reduction is mainly due to the challenges in securing the qualified workforce (staff and volunteers) to deliver the wellbeing projects.

Projects currently being delivered include the following:

- Active Mums;
- Ageing Well;
- Community Access programme;
- Exercise after Stroke;
- Fit for Health;
- Get Active Classes (a range of low-level classes), including Active Sit, Strength and Balance, seated Yoga, Active Dance;
- Get Going;
- Get Moving;
- Health Active Minds;
- Looked After and Active and You Can;
- Positive Destinations;
- Open All Hours;

- Steady Steps; and
- Movement for Memories.

There has been steady growth in participants returning to their chosen activity sessions, with the Active Communities Team currently supporting circa 810 people affected by health conditions, inequalities, and poverty to be active each week. The team are also receiving an average of 480 referrals per month, from a range of Health and Social Care professionals to the various wellbeing projects. This figure exceeds the pre-Covid monthly average of 400 referrals, demonstrating the current demand and need for services. The Team's target for this year (2022-23) is to grow the number of people supported back to the pre Covid figure of 10,000.

Recent developments

Following discussions between EL and Edinburgh's Health and Social Care Partnership (EHSCP) around physical activity solutions to improve health and wellbeing, funding was secured to deliver three new projects from April 2022:

- 'Get Fit for Surgery': £150,000 over two years (from EHSCP) to support 200 people awaiting hip and knee elective surgery;
- 'Fit and Active': £80,000 over two years (from EHSCP) to support 200 adults with learning disabilities to be active and socially connected; and
- 'Be Strong, Be You': £49,876 from City of Edinburgh Council's Education and Children's Services to deliver a new Adolescent Mental Health Project. The 18-month pilot will use the power of physical activity to support up to 100 young people (aged 12-18 years) in the South-East locality of the city, who are experiencing mild to moderate mental health conditions. The project aims to create system change by enabling parents and guardians to refer directly to Edinburgh Leisure to support the young person early before their mental health reaches crisis point.

Poverty and inequalities

Poverty and poor health are inextricably linked, with people on low incomes more likely to live with multiple long-term health conditions, experience poor mental health, and have a lower life expectancy. In 2019-20 (EL's last full year of operating pre-Coronavirus), EL's Active Communities Team supported 5,150 people on low incomes to be active through the projects designed to help tackle poverty and inequalities. The feedback from participants was that the help and support provided by EL changed their lives for the better in the following ways:

- 97% enjoyed being active;
- 95% increased physical activity;
- 92% more motivated to be active;
- 90% able to make healthier choices;
- 87% improved health;
- 76% improved mental wellbeing; and
- 70% more socially connected.

EL are committed to supporting more people who are affected by poverty and inequalities to be active and well and have ambitions to improve and expand the help and support offered to people by reaching a further 25,000 people on low incomes by 31 March 2025.

A 'Wellbeing for All' information leaflet has been produced to highlight the services and activities EL deliver to help people living on a low income or those experiencing inequalities to be active and improve their health, wellbeing, and quality of life. In April 2022, EL contacted 575 partners in the Council, NHS, and Voluntary Sector to ask for their help in reaching those most in need of support. Partners were asked to share the 'Wellbeing For All' information with the people they work with and to encourage people living on low incomes to take up the opportunity to be active with Edinburgh Leisure (more information available: <https://edinburghleisure.co.uk/wellbeingforall>)

Support for refugees

Some years ago EL created, in partnership with the Council's Refugee and Migration team, the 'Relocated People Access Programme'. The programme supports relocated people i.e., refugees, asylum seekers and migrants, in Edinburgh to be active in support of their health and wellbeing.

The programme opened to support Ukrainian refugees from 29 April 2022 with EL working closely with the Council's Refugee and Migration team and Welcome Hubs to provide information on accessing EL activities. There have now been circa 880 referrals from Ukrainian people for support to the Relocated People Access programme (the current referral rate of circa 220 per month far exceeds the previous monthly average of 25). Whilst hugely supportive of the programme, EL are monitoring the number of referrals as it is placing significant demand on the Active Communities advisor team who triage all referrals.

Funding arrangements

EL currently delivers 22 Active Communities/Wellbeing projects, the majority of which rely on 'external' fund raising and support from partner organisations. Details as follows:

- Five projects (Community Access Programme, Relocated People Access Project, Carer Access, Get Active classes, £10 Get Active Pass) are funded from EL's annual grant funding from the Council: £364,000 is allocated to the Active Communities 2022/23 budget. These monies also cover the cost of the Active Communities management team and development staff; and
- 17 projects are funded through 'external' funding sources. The funding raised and pledged to date for 2022/23 is £750,473. The majority of this (93%) is statutory funding e.g., NHS Lothian and Edinburgh's Health and Social Care Partnership. The remaining monies are sourced from 'corporate partners' (4.5%) e.g. Baillie Gifford, Trusts (1.3%) and individual giving and community fundraising initiatives (1.2%).

The funding mix is reliant on statutory monies and to mitigate the risks that this presents EL have taken the following approach:

- Seek multi-year funding partnerships as these enable the charity to plan work effectively and deliver impact for beneficiaries. Multi-year partnerships also allow EL

to stagger funding end dates and ensure there is capacity to focus on renewing/securing funding to continue projects;

- EL's monitoring and evaluation framework ensures that there is robust evidence to demonstrate the impact of projects to support the securing of ongoing funding; and
- The charity is also seeking to diversify the funding mix by introducing individual giving and community fundraising initiatives to provide 'unrestricted' funding to help combat funding end periods and funding gaps. However, the recent cost of living crisis has had an adverse impact on these funding areas across the charity sector.

There is however always the risk that projects that deliver positive outcomes for individuals and communities will stop due to lack of available funding.

Appendix 2: Active Communities Projects: review 1 April 2021 to 31 March 2022

Project/Service Area	Target Equality Group	Annual Outcomes & Outputs	Progress To date	Performance Analysis of Outcomes & Outputs						
Active Mums	Inactive mums and their children affected by poverty across the city	4 courses per year for up to 48 Mums 1000 visits to physical activity services by Active Mums participants	5 courses delivered for 35 Mums 998 visits to physical activity services by Active Mums participants	<p>Active Mums supports Mums and their families who are affected by poverty or living on a low income to be active. We do this by offering a 7-week fitness and healthy lifestyle course for Mums referred to the project, which is followed by 1 year of discounted access to Edinburgh Leisure activities.</p> <p>We work in partnership with Dr Bells Family Centre in Leith to refer local women to the project and provide free childcare while they attend. In April 2021 we were under level 3 restrictions in Scotland, so we were unable to run Active Mums indoors. We delivered the courses outdoors and online, until returning to an Edinburgh Leisure studio in mid- May, when restrictions were lifted.</p> <p>100% of Mums who have attended this year have told us that their physical activity levels have increased, they've made new friends, they are making healthier choices for their families and that their overall health and wellbeing has improved. The Mums have made 998 individual visits to Edinburgh Leisure activities using their 1-year discounted access cards. One of our participants said:</p> <p><i>This was a wonderfully friendly and informative environment, which enabled me to find confidence in exercise again and in turn has improved my physical and mental wellbeing. The trainers are really knowledgeable and supportive, and I feel better in so many ways because of this program. Thank you so much!</i></p>						
Ageing Well (AW)	Older Adults Ageing Well promotes healthy lifestyles for older adults living in Edinburgh with the emphasis on meeting new people and making physical activity accessible and enjoyable. All Ageing Well activities are led, or supported, by volunteers, all of whom are older adults themselves.	400 older adults active per month Maintain 60 active volunteers 12 new volunteers recruited	363 older adults active each month 51 active volunteers 9 new volunteers recruited 3083 volunteer hours completed Up to 15 Ageing Well activity sessions delivered per week 5723 visits to Ageing Well activities	<p>Ageing Well (AW) has supported 363 older adults to be physically active and recorded a total of 5,723 visits to AW activities. Delivering 15 sessions a week, as shown below.</p> <table border="1" data-bbox="1361 1027 2002 1121"> <tr> <td>Allotment x 1</td> <td>Cycle Skills x 1 (Level 1 & 2)</td> </tr> <tr> <td>Buddy Swimming x 1</td> <td>Dancing x 1</td> </tr> <tr> <td>Chair-based Exercise x 2</td> <td>Walking x 9</td> </tr> </table> <p>Participant data tells us the following about our AW participants:</p> <ul style="list-style-type: none"> • Age ranges from 46-98 years old with the majority (54%) aged 75+ • Gender split is 79% female, 18% male and 3% not stated • 73% report living with a long-term health condition, with hypertension being the most reported (55%) • Most participants live in the North West locality (33%) however all localities are well represented (NE - 29%, SE - 26% and SW - 12%) 	Allotment x 1	Cycle Skills x 1 (Level 1 & 2)	Buddy Swimming x 1	Dancing x 1	Chair-based Exercise x 2	Walking x 9
Allotment x 1	Cycle Skills x 1 (Level 1 & 2)									
Buddy Swimming x 1	Dancing x 1									
Chair-based Exercise x 2	Walking x 9									

Project/ Service Area	Target Equality Group	Annual Outcomes & Outputs	Progress To date	Performance Analysis of Outcomes & Outputs
				<p>Participants have welcomed the return of Ageing Well activities as it has given them the opportunity to reconnect and meet up with people again. The return of a routine was also a key highlight for many. 138 new participants surveyed told us:</p> <ul style="list-style-type: none"> • 65% felt AW had helped them reconnect and recover from lockdowns • 69% said it was nice to make new friends • 71% felt their fitness levels had improved • 79% said their physical activity levels had increased <p><i>"Ageing Well has extended my social and physical activities which was missing during lockdown. These are vital to my emotional and mental wellbeing, so it has been great getting together with others again"</i></p> <p><i>"The social aspect of Ageing Well is very important to me, I have really enjoyed speaking to the group and catching up on everyone's news as it is lonely on one's own. It was also great walking outside in the fresh air with friends."</i></p>
Community Access Programme	Voluntary Sector Organisations and Statutory Services (NHS/CEC) working to support a range of inactive people experiencing inequalities	200 organisations will affiliate to CAP 2,000 Individuals will be referred 20,000 visits to physical activity services by CAP organisations and participants	196 organisations affiliated to CAP 1,646 CAP Individual Card referrals processed 13,518 visits to physical activity services by CAP organisations (5,256) and participants (8,262)	<p>Supports community groups, organisations and charities to help the people they work with be active. By working in partnership with affiliated organisations, the Community Access Programme (CAP) helps support Edinburgh's most vulnerable individuals and communities live more active healthy lives.</p> <ul style="list-style-type: none"> • CAP usage has performed well since EL facilities and services reopened in May. Individual card visits broke the 1,000 visits per month on 3 occasions. • CAP is performing well in terms of serving our city's most vulnerable communities. 55% of CAP individual cardholders live in the 30% most deprived postcode areas of Edinburgh. • Although short of our referral target, referral numbers were still high. The programme has continued to improve the referral process to make it more efficient for our partners. • A new online referral portal has been set up through our iMPACT health management software. Since opening the portal in November 2021, 120 referrers have used the system to make 240 referrals. <p><i>"CAP has a major positive impact on my mental health. It's been my lifeline. I don't have to worry about some weeks not being able to afford it. It's helping me get fit for an operation I am waiting on."</i></p>
Relocated Peoples Access Card	Refugees, asylum seekers and migrants newly relocated to Edinburgh	100 individuals will be referred 500 visits to physical activity	100 referrals received since programme reopening in July	<p>Created in partnership with the City of Edinburgh Council's Refugee and Migration team. The programme supports relocated people (refugees, asylum seekers and migrants) in Edinburgh to be active to improve their health and wellbeing. Providing adults with free access to our Gyms, Swimming Pools and Fitness Classes for 6 months. The card is not time-restricted and is for over 16's only. For under 16's, from February</p>

Project/ Service Area	Target Equality Group	Annual Outcomes & Outputs	Progress To date	Performance Analysis of Outcomes & Outputs
		services by participants from the Relocated People Access programme	299 visits to physical activity services by participants from the Relocated People Access programme	<p>this year, we have been supporting children and young people with free access to our swimming pools and our NRG Zone gym sessions for juniors (aged 12-15). Children and Young People can also access free coached activities in a wide range of sports including tennis, gymnastics, climbing, trampolining and diving.</p> <p>Individuals are referred through the CEC's Refugee and Migration Team or via Support Officers at the Mears Group, who run the supported accommodation for Refugees and Migrants in Edinburgh. At present, the programme is receiving between 20-30 referrals a month. Referral numbers will grow as the city welcomes people from Ukraine. We are working with the CEC's Refugee and Migration team to provide information on opportunities for activities in EL for the Council to include in welcome packs for Ukrainian refugees.</p>
Carer Access Card	Carers supporting people with additional support needs to be active	<p>100 Carer Access Card referrals</p> <p>400 visits from carers when supporting people with additional support needs to be active</p>	<p>236 Carer Access Card referrals received</p> <p>451 visits from carers when supporting people with additional support needs to be active</p>	Edinburgh Leisure launched a new carer access card in May to help support some of our most vulnerable customers to be active. This card provides free access to carers who provide functional support to the people they care for whilst using our services and facilities. The card is issued on a self-referral basis through our website. Since May over 236 cards have been issued to help support some of our most vulnerable participants to be active with us.
Exercise After Stroke	People who have experienced a stroke	<p>60 people referred</p> <p>30 people start Get Active Classes</p>	<p>61 Referrals</p> <p>34 participants started Get Active Classes</p>	Over the last 18 months we have been reviewing our delivery model with input from the Lothian Stroke Rehabilitation and Recovery Group. Participants referred following a Stroke are now triaged into our Get Active classes. Participants are supported into the most appropriate class for their needs. Referrals reopened in July 2021, with just over 50% of those referred starting a Get Active class. We have identified this pathway is not suitable for everyone, as some people referred are stronger and more mobile. We have started scoping a gym-based service with our NHS partners, to better support the stronger and more able stroke survivors going forward.
Fit For Health	Anyone aged 16+ who has a long-term health condition (e.g. cardiovascular disease, respiratory disease, heart failure and diabetes)	<p>500 referrals received</p> <p>425 engaged</p> <p>325 completed</p>	<p>593 referrals received</p> <p>259 engaged</p> <p>130 completed</p>	<p>Face to face delivery was able to re-commence from May 2021. One positive impact of the pandemic was the success of live streamed classes, which are now part of our class timetable.</p> <p><i>'My live streaming class with Mari has been a lifeline, providing a focal point of the week around which to build more activity. I find I am more hopeful and confident'</i></p> <p>There were mixed responses when we re-introduced venue-based classes with some participants eager to return and others being more cautious. As a result, we have seen fluctuations in attendance throughout this year, with key reasons for non-attendance being:</p>

Project/ Service Area	Target Equality Group	Annual Outcomes & Outputs	Progress To date	Performance Analysis of Outcomes & Outputs
				<ul style="list-style-type: none"> • people having to self-isolate because of having covid or being identified as a close contact. • people choosing to self-isolate to protect their own health; all our participants live with one or more long term health condition making them more vulnerable. <p>Our volunteers were keen to return once restrictions allowed. Each week, 11 volunteers provide additional support to our instructors and a friendly, welcoming face for participants.</p>
Get Active	<p>Inactive adults</p> <p>Get Active is a range of low-level physical activity classes which encourage inactive people to be active and enable people from our Active Communities projects to stay active.</p> <p><u>Get Active classes include:</u></p> <ul style="list-style-type: none"> Active Sit Strength and Balance Strength and Cardio Active Aqua Seated Yoga Active Dance 	<p><u>Pre-Covid</u></p> <p>21 classes delivered each week</p> <p>8,500 visits per year</p>	<p><u>Live Streaming Programme</u> (April – August)</p> <p>7 classes delivered per week 28 people active each week 465 people in total</p> <p><u>Face to Face</u> (Relaunch 17th May 2021) -</p> <p>18 classes delivered each week 5108 visits</p>	<p>Due to restrictions, from April - August 2021 Get Active delivered 7 live streamed classes per week. The classes offered new and existing customers a lower-level class with the support of a health instructor.</p> <p><i>‘For me and my husband, the classes were a real benefit. They gave us an opportunity to get up of the sofa and speak with people. The instructors were great at making it sociable and made time at the end to chat.’ Kate and Bill 69.</i></p> <p>Face-to-face delivery restarted in May 2021, with 12 classes per week in 5 Edinburgh Leisure venues. We have gradually increased delivery to 18 classes per week across 6 venues and this will increase again when MSC re-opens.</p>

Project/ Service Area	Target Equality Group	Annual Outcomes & Outputs	Progress To date	Performance Analysis of Outcomes & Outputs
Get Going	Children & Young People, aged 5-17, out with a healthy weight range	<p>16 courses per year</p> <p>75% completion rate</p> <p>Maintenance or decrease in BMI at course completion, 3 month and 6 month catch ups</p>	<p>12 courses delivered (75% of target) May – Jun: 3 courses Aug – Oct: 4 courses Jan – Mar: 5 courses</p> <p>95% completion rate 45 participants referred 30 participants completed</p> <p>6 participants maintained or decreased BMI by an average of 1.1</p>	<p>This has been a challenging year for Get Going delivery as restrictions on room capacities have reduced the number of families we can support within each course and online delivery was not endorsed by our NHS funders.</p> <p>Since May, when indoor delivery restarted, we have delivered 12 courses, achieving a 95% completion rate. Keep Going classes restarted in January 2022, where families who have completed are encouraged to attend weekly drop-in activity sessions to maintain a healthy lifestyle. An average of 2 families attend these sessions each week.</p> <p>No courses were delivered between October – December, due to administration issues with our NHS referring partners.</p> <p><i>“We enjoyed the friendly atmosphere and staff who were non-judgemental. The classes were delivered well, and my daughter really enjoyed being a participant instead of just sitting there listening to all the adults.”</i></p>
Get Moving	Adults with a BMI over 25 referred from NHS Lothian weight management service	<p>36 courses per year</p> <p>70% completion rate</p> <p>5% weight loss in 11 weeks</p> <p>Weight Loss maintained or continued weight loss at 6, 9 and 12 months</p>	<p>36 courses delivered to date (20 Online and 16 in venue)</p> <p>66% completion rate 422 participants referred 293 started 192 completed</p> <p>18% achieved a 5% weight loss 90% achieved some weight loss</p> <p>Review sessions restarted in December 49 participants booked in 40 participants attended 24 participants either maintained or lost weight</p>	<p>Online delivery was approved during 2020-21, so we were able to deliver online until restrictions eased in May 2021, enabling face to face delivery to restart. We have delivered 36 Get Moving courses, 20 online and 16 in person over the last 12 months.</p> <p>Since April we have supported 293 adults and achieved an overall completion rate of 66%. We have seen a slight difference in completion rates between online and face to face courses with online courses achieving a 62% completion rate and face to face 71%. This reflects participant feedback, that the majority prefer face-to-face courses. We will continue to provide online options for participants in 2022-23 however the bulk of our delivery will be directed towards face-to-face delivery.</p> <p>23 feedback questionnaires were returned, of which:</p> <ul style="list-style-type: none"> • 100% reported being more motivated to be active • 93% reported an increase in their physical activity levels • 93% reported improved mood and feeling more confident • 83% reported feeling healthier • 83% reported they make healthier choices <p><i>“Kind, friendly, non-judgemental, knowledgeable Instructors. All very approachable. Great, easy to follow information. Step by step guidance and support on how to become healthier and lose weight. The instructors really motivated me and made the classes fun. Well-done, and thank you so much.”</i></p>

Project/ Service Area	Target Equality Group	Annual Outcomes & Outputs	Progress To date	Performance Analysis of Outcomes & Outputs
Healthy Active Minds	People living with mental health conditions	<p>1000 referrals</p> <p>800 initial consultations (IC's) delivered</p> <p>400 participants to complete stage 1 (3 months)</p> <p>1000 supported physical activity sessions</p>	<p>724 Referrals (72% of target)</p> <p>739 consultations (92% of target)</p> <p>151 participants completed stage 1 (38% of target)</p> <p>1,601 sessions delivered</p>	<p>During the lockdown, we continued to support participants by introducing online classes and making wellbeing phone calls.</p> <p>Referrals started low April to September, averaging 32 to 53 per month. We worked with GPs and mental health professionals to raise awareness of the project, resulting in referrals increasing to pre-covid levels (receiving 90-100 referrals a month).</p> <p>Our target for participants completing is lower as we did not support new participants until May, this meant we did not see any completers until August. From August, our completion rate was only 12% behind target.</p> <p>In January 2022 we introduced peer supported group gym sessions, enabling participants to meet each other whilst being supported by an instructor. To date, we have delivered 32 group sessions and achieved 100 visits.</p> <p>As part of the Thrive partnership, we are working alongside the SAMH (Scottish Association for Mental Health) Redhall Walled Garden to deliver group activities. 15 participants have taken part in a variety of activities, including walking, badminton, climbing, yoga, and the gym. The purpose to enhance peer and social engagement and encourage participants to be more active.</p> <p><i>"I was apprehensive about the climbing session and doubtful that I would go along. With the support of a peer, I made a trip out to Ratho ahead of the day itself. I was encouraged by my peers at the climbing session, and I was able to attempt a number of climbs. It is something that really challenged me as I suffer from self-doubt and low confidence. This was a real mental and physical achievement! I am grateful to Healthy Active Minds for this opportunity."</i></p>
Looked After & Active / You Can	Care Experienced Children & Young People	<p>1000 Care Experienced Children & Young People active through Looked After & Active</p> <p>500 Carers actively supporting Care Experienced Children & Young People to be active</p> <p>2000 visits to physical activity services by Care Experienced Children & Young People</p>	<p>1035 Care Experienced Children & Young People active through Looked After & Active</p> <p>618 Carers actively supporting Care Experienced Children & Young People to be active</p> <p>3085 visits to physical activity services by Care Experienced Children & Young People</p>	<p>Looked After and Active uses physical activity to improve the lives of care experienced children and young people. We provide free, supported, access to a range of Edinburgh Leisure's activities, including coached activities. Anyone up to the age of 26, who is looked after at home, in kinship care, foster care, residential care or in through care, after care and their carer, can apply. There are currently 1035 care experienced children and young people and 618 carers accessing support to be active with Edinburgh Leisure.</p> <p>We have developed a relationship with Rownafield School, which sees care experienced learners attend a 6-week programme of rock climbing, and clip n climb at the EICA. The group works on teamwork, communication, and leadership, whilst increasing confidence and physical activity. The Teacher has reported significant</p>

Project/ Service Area	Target Equality Group	Annual Outcomes & Outputs	Progress To date	Performance Analysis of Outcomes & Outputs
		50 Care Experienced Young People supported to be active through our You Can project	52 Care Experienced Young People supported to be active through our You Can project	<p>improvements in the behaviour, attitude and the skills of children attending these sessions.</p> <p>You Can, funded through Life changes Trust, provides close support to care experienced young people aged 14-26 to live active healthy lives. 52 young people aged 14-26 have been supported, receiving significant motivational 1-1 and group-based support.</p> <p>We circulated an evaluation form to carers of the 238 children and young people referred to the programme, of the responses we received:</p> <ul style="list-style-type: none"> • 97% feel more active • 91% feel healthier • 67% feel their mental health had improved • 73% feel more resilient • 76% feel more confident • 91% feel more motivated to take part in physical activity • 88% feel that they are making healthier choices • 67% feel that their social life has improved <p><i>“The You Can programme is a fantastic service which has benefited the children and young people we have referred in a multitude of ways. It has additionally provided the families with much needed support with the bespoke nature of the service being greatly received. Edinburgh Leisure have consistently provided a quick response to requests for support and they really appreciate the need for positive intervention when working with care experienced young people.”</i></p> <p>CEC Social Worker</p>
Support for people with a disability	People with learning, physical and sensory disabilities and other additional support needs	50 swimmers a week supported to attend ASN Family Swim sessions	<p>Average of 24 swimmers per week (5 families) accessing our ASN swimming session at the Royal Commonwealth Pool</p> <p>Average of 61 swimmers per week (22 families) accessing our ASN swimming session at Braidburn School</p>	<p>Prior to COVID we delivered weekly family swim sessions at Braidburn School for children with additional support needs and their siblings in partnership with the local authority. While we were unable to return to the school when restrictions lifted, we worked with colleagues at the Royal Commonwealth Pool to start a weekly session for 5 families (up to 25 people) per week, free of charge. These sessions ran from May to December 2021. In January 2022, our sessions at Braidburn school were able to restart. Offering 4 sessions per week for up to 25 people per session.</p> <p>Working with our colleagues in Operations, we also introduced relaxed swim sessions at the Royal Commonwealth Pool and Portobello Swim Centre in April 2021. These sessions (for adults with disabilities, older adults, adults with a health condition) allow</p>

Project/ Service Area	Target Equality Group	Annual Outcomes & Outputs	Progress To date	Performance Analysis of Outcomes & Outputs
				<p>customers to swim or walk in the pool at a recreational pace and are set up with double width lanes to allow attendance with a carer.</p> <p>In May 2021, our popular Danceability class for adults with a learning disability resumed at Leith Victoria Swim Centre. This fun dance fitness class is attended by young adults with learning disabilities and their carers.</p> <p>In 2022 we began consulting with parents of children with additional support needs on new activities. From this feedback we have plans for ASN specific soft play sessions at EICA Ratho and Active Play sessions at Meadowbank for primary school aged children. We have also developed a new range of seated fitness classes for adults with disabilities at Meadowbank.</p>
<p>Movement for Memories</p>	<p>People living with Dementia and people caring for someone living with dementia</p>	<p>120 Referrals</p> <p>96 consultations</p> <p>500 buddy sessions</p> <p>170 Outreach sessions</p> <p>105 participants attend outreach sessions</p>	<p>114 referrals (5% behind target)</p> <p>90 Consultations (7% behind target)</p> <p>369 Buddy Sessions (26% behind target)</p> <p>66 sessions delivered (62% behind target)</p> <p>96 participants attended (9% behind target)</p>	<p>This year we have delivered 51 online outreach sessions to carers and people living with dementia and supported 10 participants to access Edinburgh Leisure's online Get Active classes.</p> <p><i>"I noticed a big difference in my mum since she started the (online) classes. I love to see her smile and laugh during the classes, and I have noticed how much they boost her mood, make her more alert and give her something positive to talk about. Her short-term memory is poor, but she can remember the exercises she does in class and enjoys showing them to me"</i></p> <p>Although 5% behind our referral target, 114 is the most referrals we have received since the project began. The team have also delivered 369 buddy sessions, despite not being able to offer many activities due to restrictions.</p> <p><i>"Movement for Memories has improved my confidence and my golf buddy is good company. We share an interest, and he is understanding of my struggle to find the right word occasionally. Fresh air and friendship lift my spirits and reduce the anxiety I sometimes feel."</i></p> <p>There has been less demand for outreach sessions this year as many of the day services were unable to return due to covid restrictions. However, we have delivered weekly physical activity sessions, via zoom, for VOCAL (Voices of Carers Across Lothian) and Eric Liddell Centre's carers group. In November we also introduced a chair-based exercise class for Dementia Friendly Pentlands at their venue in Currie.</p> <p>In July we launched a new activity called Home Visit Walks, this is a 1-1 walk around an assessed route from the participant's doorstep. These walks targeted the most isolated and least confident in returning to venue-based classes. This service has become hugely popular, and we have struggled to recruit enough volunteers. Due to this, in the last</p>

Project/ Service Area	Target Equality Group	Annual Outcomes & Outputs	Progress To date	Performance Analysis of Outcomes & Outputs
				<p>month, we have had to suspend new referrals to Home Visit Walks, however have managed to signpost most of these people to alternative activities. We are working with Paths for All and Volunteer Edinburgh to recruit more volunteers with plans to reintroduce the service in 2022-23. Despite the issues with recruiting volunteers, we were still able to deliver 110 1 to 1 walks for people living with dementia.</p>
<p>Open All Hours</p>	<p>High School Aged Young People (S1-S6)</p>	<p>6 Open All Hours Venues re-started</p> <p>700 visits to Open All Hours by Young People</p>	<p>6 Open All Hours Venues re-started RCP, GLC, JKCC, SQHS, DLC and CLC.</p> <p>673 visits to Open All Hours by Young People</p>	<p>Open All Hours returned to Edinburgh Leisure facilities from July 2021. Sessions restarted in 2 venues in July, 3 venues from October and 6 venues from January 2022. Numbers were restricted in each venue due to Covid-19 guidelines.</p> <p>The venues and our partners at CEC worked together to ensure the most vulnerable young people were targeted. With lower numbers, the youth workers were able to build strong relationships with the young people, encouraging them to make positive choices on a Friday night. Numbers increased from January 2022 as we were able to welcome more young people back into our venues.</p>
<p>Positive Destinations Through Sport</p>	<p>Young People not in Employment, Education or Training (NEET)</p>	<p>6 x courses delivered</p> <p>54-72 young people engaged</p> <p>72 young people successfully complete courses</p>	<p>6 x courses delivered 72 young people engaged</p> <p>62 young people successfully completed courses</p>	<p>While restrictions initially meant we were unable to deliver face to face courses, we adapted delivery to engage with young people virtually. We have worked closely with pupil support teams in secondary schools, to target young people who require extra support and offer them access to our online support, including:</p> <ul style="list-style-type: none"> • Live streamed employability workshops focusing on the skills, behaviours, qualifications, and experiences you need to work in the leisure industry. • Live streamed qualifications including Scottish Football Association (SFA) 'Introduction to Football Coaching' qualification and Sports Leaders Go Lead Award. <p>While restrictions were in place, we adapted each course to include a blend of online learning, independent study, and face to face delivery:</p> <ul style="list-style-type: none"> • Group workshops were delivered virtually using Zoom/Teams or in suitable classroom space that adhered to social distancing guidelines • 1-1 sessions took place virtually via Zoom/Teams, by phone or face to face • Course curriculum and assessments were completed online via independent study • National Pool Lifeguard Qualifications (NPLQ) preparation and assessments were delivered in swimming pools out with public swimming hours • Practical learning sessions were delivered outdoors • Peer-to-peer relationships and support were developed through online platforms <p>Of the 62 young people who completed courses, 100% felt more positive about their future, 100% felt more confident in their abilities, 83% felt it would help them with a</p>

Project/ Service Area	Target Equality Group	Annual Outcomes & Outputs	Progress To date	Performance Analysis of Outcomes & Outputs
				<p>college application and 50% felt it would help them gain employment. Young people rated Positive Destinations an average of 4.68 stars out of 5 for enjoyment.</p> <p><i>"The tutor was amazing, I made new friends and I learnt new skills"</i> Participant</p> <p><i>"Positive Destinations is a fantastic project which provides young people with a steppingstone into employment or further education"</i> Referrer</p>
Steady Steps	Older adults who have had or are at risk of having a fall	<p>945 referrals</p> <p>803 people engaged</p> <p>602 completed</p>	<p>574 new referrals received (60% of target)</p> <p>399 people engaged (49% of target)</p> <p>224 completers (38% of target)</p> <p>21 classes delivered per week 2 live streamed classes per week</p>	<p>Steady Steps returned to face-to-face delivery in May 2021. Prior to this, our Specialist Health Instructors were leading 11 live streamed sessions a week and providing wellbeing phone calls to all participants. Our participants hugely valued the support of these online classes during restrictions.</p> <p><i>"Living alone I was feeling very isolated and lonely. The Steady Steps zoom sessions lifted my spirits and cheered me up. It's been a great way to meet people. I attend 3 times a week and wouldn't miss a session!"</i></p> <p>Our instructors also valued the online classes:</p> <p><i>'I love taking online classes. We've built a community, and support system for our participants. I can see a big difference between the people who attended online classes during restrictions and those who haven't. The online classes have been great for our participants both physically and mentally.'</i> Michael McLaughlin, Specialist Health Instructor</p> <p>Online classes continue to be part of our weekly timetable. They support people who are self-isolating and are a great way to support people who are waiting to start a class in a venue. An average of 40 people attend Steady Steps online classes each week.</p> <p>During lockdown we also created on-line resources; pre-recorded classes and educational sessions to allow participants to continue with their programme from home and in their own time. Our instructors continue to share these resources with participants.</p> <p>From May 2021 we restarted venue-based classes. Starting with 15 classes a week and growing to 21 classes a week. When in-person classes returned, we did not include the education or social element to limit the time participants were in the studio. In December 2021 we re-introduced the education and social element to 7 classes.</p>

Project/ Service Area	Target Equality Group	Annual Outcomes & Outputs	Progress To date	Performance Analysis of Outcomes & Outputs
				<p>Overall, we have found participants were keen to return to in-person classes however due to the age range and health status of many of our participants, attendance at classes has fluctuated between 45 – 55% each week.</p> <p>Unfortunately, one of our fantastic specialist instructors left EL in December 2021 which impacted our delivery. We have since appointed a new instructor, Judith Rintoul.</p> <p>We followed up with 45 people, 6 months after they completed the Steady Steps programme.</p> <ul style="list-style-type: none"> • 100% said Steady Steps improved their confidence to be active • 75% have NOT experienced a repeat fall • 60% have completed some form of physical activity within the last month <p><i>'Steady Steps has really helped me build my upper body strength and keep my leg muscles strong enough to manage my stairs. I think the social aspect is very important too, both in a class setting and on Zoom. Michael keeps us cheerful with his stories!'</i></p>

Appendix 1: Active Communities Projects: review 1 April 2021 to 31 March 2022

Project/ Service Area	Target Equality Group	Annual Outcomes & Outputs	Progress To date	Performance Analysis of Outcomes & Outputs						
Active Mums	Inactive mums and their children affected by poverty across the city	4 courses per year for up to 48 Mums 1000 visits to physical activity services by Active Mums participants	5 courses delivered for 35 Mums 998 visits to physical activity services by Active Mums participants	<p>Active Mums supports Mums and their families who are affected by poverty or living on a low income to be active. We do this by offering a 7-week fitness and healthy lifestyle course for Mums referred to the project, which is followed by 1 year of discounted access to Edinburgh Leisure activities.</p> <p>We work in partnership with Dr Bells Family Centre in Leith to refer local women to the project and provide free childcare while they attend. In April 2021 we were under level 3 restrictions in Scotland, so we were unable to run Active Mums indoors. We delivered the courses outdoors and online, until returning to an Edinburgh Leisure studio in mid-May, when restrictions were lifted.</p> <p>100% of Mums who have attended this year have told us that their physical activity levels have increased, they've made new friends, they are making healthier choices for their families and that their overall health and wellbeing has improved. The Mums have made 998 individual visits to Edinburgh Leisure activities using their 1-year discounted access cards. One of our participants said:</p> <p><i>This was a wonderfully friendly and informative environment, which enabled me to find confidence in exercise again and in turn has improved my physical and mental wellbeing. The trainers are really knowledgeable and supportive, and I feel better in so many ways because of this program. Thank you so much!</i></p>						
Ageing Well (AW)	Older Adults Ageing Well promotes healthy lifestyles for older adults living in Edinburgh with the emphasis on meeting new people and making physical activity accessible and enjoyable. All Ageing Well activities are led, or supported, by volunteers, all of whom are older adults themselves.	400 older adults active per month Maintain 60 active volunteers 12 new volunteers recruited	363 older adults active each month 51 active volunteers 9 new volunteers recruited 3083 volunteer hours completed Up to 15 Ageing Well activity sessions delivered per week 5723 visits to Ageing Well activities	<p>Ageing Well (AW) has supported 363 older adults to be physically active and recorded a total of 5,723 visits to AW activities. Delivering 15 sessions a week, as shown below.</p> <table border="1" data-bbox="1361 1029 2004 1120"> <tr> <td>Allotment x 1</td> <td>Cycle Skills x 1 (Level 1 & 2)</td> </tr> <tr> <td>Buddy Swimming x 1</td> <td>Dancing x 1</td> </tr> <tr> <td>Chair-based Exercise x 2</td> <td>Walking x 9</td> </tr> </table> <p>Participant data tells us the following about our AW participants:</p> <ul style="list-style-type: none"> • Age ranges from 46-98 years old with the majority (54%) aged 75+ • Gender split is 79% female, 18% male and 3% not stated • 73% report living with a long-term health condition, with hypertension being the most reported (55%) • Most participants live in the North West locality (33%) however all localities are well represented (NE - 29%, SE - 26% and SW - 12%) 	Allotment x 1	Cycle Skills x 1 (Level 1 & 2)	Buddy Swimming x 1	Dancing x 1	Chair-based Exercise x 2	Walking x 9
Allotment x 1	Cycle Skills x 1 (Level 1 & 2)									
Buddy Swimming x 1	Dancing x 1									
Chair-based Exercise x 2	Walking x 9									

Project/ Service Area	Target Equality Group	Annual Outcomes & Outputs	Progress To date	Performance Analysis of Outcomes & Outputs
				<p>Participants have welcomed the return of Ageing Well activities as it has given them the opportunity to reconnect and meet up with people again. The return of a routine was also a key highlight for many. 138 new participants surveyed told us:</p> <ul style="list-style-type: none"> • 65% felt AW had helped them reconnect and recover from lockdowns • 69% said it was nice to make new friends • 71% felt their fitness levels had improved • 79% said their physical activity levels had increased <p>"Ageing Well has extended my social and physical activities which was missing during lockdown. These are vital to my emotional and mental wellbeing, so it has been great getting together with others again"</p> <p>"The social aspect of Ageing Well is very important to me, I have really enjoyed speaking to the group and catching up on everyone's news as it is lonely on one's own. It was also great walking outside in the fresh air with friends."</p>
Community Access Programme	Voluntary Sector Organisations and Statutory Services (NHS/CEC) working to support a range of inactive people experiencing inequalities	200 organisations will affiliate to CAP 2,000 Individuals will be referred 20,000 visits to physical activity services by CAP organisations and participants	196 organisations affiliated to CAP 1,646 CAP Individual Card referrals processed 13,518 visits to physical activity services by CAP organisations (5,256) and participants (8,262)	<p>Supports community groups, organisations and charities to help the people they work with be active. By working in partnership with affiliated organisations, the Community Access Programme (CAP) helps support Edinburgh's most vulnerable individuals and communities live more active healthy lives.</p> <ul style="list-style-type: none"> • CAP usage has performed well since EL facilities and services reopened in May. Individual card visits broke the 1,000 visits per month on 3 occasions. • CAP is performing well in terms of serving our city's most vulnerable communities. 55% of CAP individual cardholders live in the 30% most deprived postcode areas of Edinburgh. • Although short of our referral target, referral numbers were still high. The programme has continued to improve the referral process to make it more efficient for our partners. • A new online referral portal has been set up through our iMPACT health management software. Since opening the portal in November 2021, 120 referrers have used the system to make 240 referrals. <p>"CAP has a major positive impact on my mental health. It's been my lifeline. I don't have to worry about some weeks not being able to afford it. It's helping me get fit for an operation I am waiting on."</p>
Relocated Peoples Access Card	Refugees, asylum seekers and migrants newly relocated to Edinburgh	100 individuals will be referred 500 visits to physical activity	100 referrals received since programme reopening in July	<p>Created in partnership with the City of Edinburgh Council's Refugee and Migration team. The programme supports relocated people (refugees, asylum seekers and migrants) in Edinburgh to be active to improve their health and wellbeing. Providing adults with free access to our Gyms, Swimming Pools and Fitness Classes for 6 months. The card is not time-restricted and is for over 16's only. For under 16's, from February</p>

Project/ Service Area	Target Equality Group	Annual Outcomes & Outputs	Progress To date	Performance Analysis of Outcomes & Outputs
		services by participants from the Relocated People Access programme	299 visits to physical activity services by participants from the Relocated People Access programme	<p>this year, we have been supporting children and young people with free access to our swimming pools and our NRG Zone gym sessions for juniors (aged 12-15). Children and Young People can also access free coached activities in a wide range of sports including tennis, gymnastics, climbing, trampolining and diving.</p> <p>Individuals are referred through the CEC's Refugee and Migration Team or via Support Officers at the Mears Group, who run the supported accommodation for Refugees and Migrants in Edinburgh. At present, the programme is receiving between 20-30 referrals a month. Referral numbers will grow as the city welcomes people from Ukraine. We are working with the CEC's Refugee and Migration team to provide information on opportunities for activities in EL for the Council to include in welcome packs for Ukrainian refugees.</p>
Carer Access Card	Carers supporting people with additional support needs to be active	<p>100 Carer Access Card referrals</p> <p>400 visits from carers when supporting people with additional support needs to be active</p>	<p>236 Carer Access Card referrals received</p> <p>451 visits from carers when supporting people with additional support needs to be active</p>	Edinburgh Leisure launched a new carer access card in May to help support some of our most vulnerable customers to be active. This card provides free access to carers who provide functional support to the people they care for whilst using our services and facilities. The card is issued on a self-referral basis through our website. Since May over 236 cards have been issued to help support some of our most vulnerable participants to be active with us.
Exercise After Stroke	People who have experienced a stroke	<p>60 people referred</p> <p>30 people start Get Active Classes</p>	<p>61 Referrals</p> <p>34 participants started Get Active Classes</p>	Over the last 18 months we have been reviewing our delivery model with input from the Lothian Stroke Rehabilitation and Recovery Group. Participants referred following a Stroke are now triaged into our Get Active classes. Participants are supported into the most appropriate class for their needs. Referrals reopened in July 2021, with just over 50% of those referred starting a Get Active class. We have identified this pathway is not suitable for everyone, as some people referred are stronger and more mobile. We have started scoping a gym-based service with our NHS partners, to better support the stronger and more able stroke survivors going forward.
Fit For Health	Anyone aged 16+ who has a long-term health condition (e.g. cardiovascular disease, respiratory disease, heart failure and diabetes)	<p>500 referrals received</p> <p>425 engaged</p> <p>325 completed</p>	<p>593 referrals received</p> <p>259 engaged</p> <p>130 completed</p>	<p>Face to face delivery was able to re-commence from May 2021. One positive impact of the pandemic was the success of live streamed classes, which are now part of our class timetable.</p> <p><i>'My live streaming class with Mari has been a lifeline, providing a focal point of the week around which to build more activity. I find I am more hopeful and confident'</i></p> <p>There were mixed responses when we re-introduced venue-based classes with some participants eager to return and others being more cautious. As a result, we have seen fluctuations in attendance throughout this year, with key reasons for non-attendance being:</p>

Project/ Service Area	Target Equality Group	Annual Outcomes & Outputs	Progress To date	Performance Analysis of Outcomes & Outputs
				<ul style="list-style-type: none"> • people having to self-isolate because of having covid or being identified as a close contact. • people choosing to self-isolate to protect their own health; all our participants live with one or more long term health condition making them more vulnerable. <p>Our volunteers were keen to return once restrictions allowed. Each week, 11 volunteers provide additional support to our instructors and a friendly, welcoming face for participants.</p>
<p>Get Active</p>	<p>Inactive adults</p> <p>Get Active is a range of low-level physical activity classes which encourage inactive people to be active and enable people from our Active Communities projects to stay active.</p> <p><u>Get Active classes include:</u> Active Sit Strength and Balance Strength and Cardio Active Aqua Seated Yoga Active Dance</p>	<p><u>Pre-Covid</u></p> <p>21 classes delivered each week</p> <p>8,500 visits per year</p>	<p><u>Live Streaming Programme</u> (April – August)</p> <p>7 classes delivered per week</p> <p>28 people active each week</p> <p>465 people in total</p> <p><u>Face to Face</u> (Relaunch 17th May 2021)</p> <p>18 classes delivered each week</p> <p>5108 visits</p>	<p>Due to restrictions, from April - August 2021 Get Active delivered 7 live streamed classes per week. The classes offered new and existing customers a lower-level class with the support of a health instructor.</p> <p><i>'For me and my husband, the classes were a real benefit. They gave us an opportunity to get up of the sofa and speak with people. The instructors were great at making it sociable and made time at the end to chat.'</i> Kate and Bill 69.</p> <p>Face-to-face delivery restarted in May 2021, with 12 classes per week in 5 Edinburgh Leisure venues. We have gradually increased delivery to 18 classes per week across 6 venues and this will increase again when MSC re-opens.</p>

Project/ Service Area	Target Equality Group	Annual Outcomes & Outputs	Progress To date	Performance Analysis of Outcomes & Outputs
Get Going	Children & Young People, aged 5-17, out with a healthy weight range	<p>16 courses per year</p> <p>75% completion rate</p> <p>Maintenance or decrease in BMI at course completion, 3 month and 6 month catch ups</p>	<p>12 courses delivered (75% of target)</p> <p>May – Jun: 3 courses Aug – Oct: 4 courses Jan – Mar: 5 courses</p> <p>95% completion rate 45 participants referred 30 participants completed</p> <p>6 participants maintained or decreased BMI by an average of 1.1</p>	<p>This has been a challenging year for Get Going delivery as restrictions on room capacities have reduced the number of families we can support within each course and online delivery was not endorsed by our NHS funders.</p> <p>Since May, when indoor delivery restarted, we have delivered 12 courses, achieving a 95% completion rate. Keep Going classes restarted in January 2022, where families who have completed are encouraged to attend weekly drop-in activity sessions to maintain a healthy lifestyle. An average of 2 families attend these sessions each week.</p> <p>No courses were delivered between October – December, due to administration issues with our NHS referring partners.</p> <p><i>“We enjoyed the friendly atmosphere and staff who were non-judgemental. The classes were delivered well, and my daughter really enjoyed being a participant instead of just sitting there listening to all the adults.”</i></p>
Get Moving	Adults with a BMI over 25 referred from NHS Lothian weight management service	<p>36 courses per year</p> <p>70% completion rate</p> <p>5% weight loss in 11 weeks</p> <p>Weight Loss maintained or continued weight loss at 6, 9 and 12 months</p>	<p>36 courses delivered to date (20 Online and 16 in venue)</p> <p>66% completion rate 422 participants referred 293 started 192 completed</p> <p>18% achieved a 5% weight loss 90% achieved some weight loss</p> <p>Review sessions restarted in December 49 participants booked in 40 participants attended 24 participants either maintained or lost weight</p>	<p>Online delivery was approved during 2020-21, so we were able to deliver online until restrictions eased in May 2021, enabling face to face delivery to restart. We have delivered 36 Get Moving courses, 20 online and 16 in person over the last 12 months.</p> <p>Since April we have supported 293 adults and achieved an overall completion rate of 66%. We have seen a slight difference in completion rates between online and face to face courses with online courses achieving a 62% completion rate and face to face 71%. This reflects participant feedback, that the majority prefer face-to-face courses. We will continue to provide online options for participants in 2022-23 however the bulk of our delivery will be directed towards face-to-face delivery.</p> <p>23 feedback questionnaires were returned, of which:</p> <ul style="list-style-type: none"> • 100% reported being more motivated to be active • 93% reported an increase in their physical activity levels • 93% reported improved mood and feeling more confident • 83% reported feeling healthier • 83% reported they make healthier choices <p><i>“Kind, friendly, non-judgemental, knowledgeable Instructors. All very approachable. Great, easy to follow information. Step by step guidance and support on how to become healthier and lose weight. The instructors really motivated me and made the classes fun. Well-done, and thank you so much.”</i></p>

Project/ Service Area	Target Equality Group	Annual Outcomes & Outputs	Progress To date	Performance Analysis of Outcomes & Outputs
Healthy Active Minds	People living with mental health conditions	<p>1000 referrals</p> <p>800 initial consultations (IC's) delivered</p> <p>400 participants to complete stage 1 (3 months)</p> <p>1000 supported physical activity sessions</p>	<p>724 Referrals (72% of target)</p> <p>739 consultations (92% of target)</p> <p>151 participants completed stage 1 (38% of target)</p> <p>1,601 sessions delivered</p>	<p>During the lockdown, we continued to support participants by introducing online classes and making wellbeing phone calls.</p> <p>Referrals started low April to September, averaging 32 to 53 per month. We worked with GPs and mental health professionals to raise awareness of the project, resulting in referrals increasing to pre-covid levels (receiving 90-100 referrals a month).</p> <p>Our target for participants completing is lower as we did not support new participants until May, this meant we did not see any completers until August. From August, our completion rate was only 12% behind target.</p> <p>In January 2022 we introduced peer supported group gym sessions, enabling participants to meet each other whilst being supported by an instructor. To date, we have delivered 32 group sessions and achieved 100 visits.</p> <p>As part of the Thrive partnership, we are working alongside the SAMH (Scottish Association for Mental Health) Redhall Walled Garden to deliver group activities. 15 participants have taken part in a variety of activities, including walking, badminton, climbing, yoga, and the gym. The purpose to enhance peer and social engagement and encourage participants to be more active.</p> <p><i>"I was apprehensive about the climbing session and doubtful that I would go along. With the support of a peer, I made a trip out to Ratho ahead of the day itself. I was encouraged by my peers at the climbing session, and I was able to attempt a number of climbs. It is something that really challenged me as I suffer from self-doubt and low confidence. This was a real mental and physical achievement! I am grateful to Healthy Active Minds for this opportunity."</i></p>
Looked After & Active / You Can	Care Experienced Children & Young People	<p>1000 Care Experienced Children & Young People active through Looked After & Active</p> <p>500 Carers actively supporting Care Experienced Children & Young People to be active</p> <p>2000 visits to physical activity services by Care Experienced Children & Young People</p>	<p>1035 Care Experienced Children & Young People active through Looked After & Active</p> <p>618 Carers actively supporting Care Experienced Children & Young People to be active</p> <p>3085 visits to physical activity services by Care Experienced Children & Young People</p>	<p>Looked After and Active uses physical activity to improve the lives of care experienced children and young people. We provide free, supported, access to a range of Edinburgh Leisure's activities, including coached activities. Anyone up to the age of 26, who is looked after at home, in kinship care, foster care, residential care or in through care, after care and their carer, can apply. There are currently 1035 care experienced children and young people and 618 carers accessing support to be active with Edinburgh Leisure.</p> <p>We have developed a relationship with Rownfield School, which sees care experienced learners attend a 6-week programme of rock climbing, and clip n climb at the EICA. The group works on teamwork, communication, and leadership, whilst increasing confidence and physical activity. The Teacher has reported significant</p>

Project/ Service Area	Target Equality Group	Annual Outcomes & Outputs	Progress To date	Performance Analysis of Outcomes & Outputs
		50 Care Experienced Young People supported to be active through our You Can project	52 Care Experienced Young People supported to be active through our You Can project	<p>improvements in the behaviour, attitude and the skills of children attending these sessions.</p> <p>You Can, funded through Life changes Trust, provides close support to care experienced young people aged 14-26 to live active healthy lives. 52 young people aged 14-26 have been supported, receiving significant motivational 1-1 and group-based support.</p> <p>We circulated an evaluation form to carers of the 238 children and young people referred to the programme, of the responses we received:</p> <ul style="list-style-type: none"> • 97% feel more active • 91% feel healthier • 67% feel their mental health had improved • 73% feel more resilient • 76% feel more confident • 91% feel more motivated to take part in physical activity • 88% feel that they are making healthier choices • 67% feel that their social life has improved <p><i>“The You Can programme is a fantastic service which has benefited the children and young people we have referred in a multitude of ways. It has additionally provided the families with much needed support with the bespoke nature of the service being greatly received. Edinburgh Leisure have consistently provided a quick response to requests for support and they really appreciate the need for positive intervention when working with care experienced young people.”</i></p> <p>CEC Social Worker</p>
Support for people with a disability	People with learning, physical and sensory disabilities and other additional support needs	50 swimmers a week supported to attend ASN Family Swim sessions	<p>Average of 24 swimmers per week (5 families) accessing our ASN swimming session at the Royal Commonwealth Pool</p> <p>Average of 61 swimmers per week (22 families) accessing our ASN swimming session at Braidburn School</p>	<p>Prior to COVID we delivered weekly family swim sessions at Braidburn School for children with additional support needs and their siblings in partnership with the local authority. While we were unable to return to the school when restrictions lifted, we worked with colleagues at the Royal Commonwealth Pool to start a weekly session for 5 families (up to 25 people) per week, free of charge. These sessions ran from May to December 2021. In January 2022, our sessions at Braidburn school were able to restart. Offering 4 sessions per week for up to 25 people per session.</p> <p>Working with our colleagues in Operations, we also introduced relaxed swim sessions at the Royal Commonwealth Pool and Portobello Swim Centre in April 2021. These sessions (for adults with disabilities, older adults, adults with a health condition) allow</p>

Project/ Service Area	Target Equality Group	Annual Outcomes & Outputs	Progress To date	Performance Analysis of Outcomes & Outputs
				<p>customers to swim or walk in the pool at a recreational pace and are set up with double width lanes to allow attendance with a carer.</p> <p>In May 2021, our popular Danceability class for adults with a learning disability resumed at Leith Victoria Swim Centre. This fun dance fitness class is attended by young adults with learning disabilities and their carers.</p> <p>In 2022 we began consulting with parents of children with additional support needs on new activities. From this feedback we have plans for ASN specific soft play sessions at EICA Ratho and Active Play sessions at Meadowbank for primary school aged children. We have also developed a new range of seated fitness classes for adults with disabilities at Meadowbank.</p>
<p>Movement for Memories</p>	<p>People living with Dementia and people caring for someone living with dementia</p>	<p>120 Referrals</p> <p>96 consultations</p> <p>500 buddy sessions</p> <p>170 Outreach sessions</p> <p>105 participants attend outreach sessions</p>	<p>114 referrals (5% behind target)</p> <p>90 Consultations (7% behind target)</p> <p>369 Buddy Sessions (26% behind target)</p> <p>66 sessions delivered (62% behind target)</p> <p>96 participants attended (9% behind target)</p>	<p>This year we have delivered 51 online outreach sessions to carers and people living with dementia and supported 10 participants to access Edinburgh Leisure’s online Get Active classes.</p> <p><i>“I noticed a big difference in my mum since she started the (online) classes. I love to see her smile and laugh during the classes, and I have noticed how much they boost her mood, make her more alert and give her something positive to talk about. Her short-term memory is poor, but she can remember the exercises she does in class and enjoys showing them to me”</i></p> <p>Although 5% behind our referral target, 114 is the most referrals we have received since the project began. The team have also delivered 369 buddy sessions, despite not being able to offer many activities due to restrictions.</p> <p><i>“Movement for Memories has improved my confidence and my golf buddy is good company. We share an interest, and he is understanding of my struggle to find the right word occasionally. Fresh air and friendship lift my spirits and reduce the anxiety I sometimes feel.”</i></p> <p>There has been less demand for outreach sessions this year as many of the day services were unable to return due to covid restrictions. However, we have delivered weekly physical activity sessions, via zoom, for VOCAL (Voices of Carers Across Lothian) and Eric Liddell Centre’s carers group. In November we also introduced a chair-based exercise class for Dementia Friendly Pentlands at their venue in Currie.</p> <p>In July we launched a new activity called Home Visit Walks, this is a 1-1 walk around an assessed route from the participant’s doorstep. These walks targeted the most isolated and least confident in returning to venue-based classes. This service has become hugely popular, and we have struggled to recruit enough volunteers. Due to this, in the last</p>

Project/ Service Area	Target Equality Group	Annual Outcomes & Outputs	Progress To date	Performance Analysis of Outcomes & Outputs
				<p>month, we have had to suspend new referrals to Home Visit Walks, however have managed to signpost most of these people to alternative activities. We are working with Paths for All and Volunteer Edinburgh to recruit more volunteers with plans to reintroduce the service in 2022-23. Despite the issues with recruiting volunteers, we were still able to deliver 110 1 to 1 walks for people living with dementia.</p>
<p>Open All Hours</p>	<p>High School Aged Young People (S1-S6)</p>	<p>6 Open All Hours Venues re-started</p> <p>700 visits to Open All Hours by Young People</p>	<p>6 Open All Hours Venues re-started RCP, GLC, JKCC, SQHS, DLC and CLC.</p> <p>673 visits to Open All Hours by Young People</p>	<p>Open All Hours returned to Edinburgh Leisure facilities from July 2021. Sessions restarted in 2 venues in July, 3 venues from October and 6 venues from January 2022. Numbers were restricted in each venue due to Covid-19 guidelines.</p> <p>The venues and our partners at CEC worked together to ensure the most vulnerable young people were targeted. With lower numbers, the youth workers were able to build strong relationships with the young people, encouraging them to make positive choices on a Friday night. Numbers increased from January 2022 as we were able to welcome more young people back into our venues.</p>
<p>Positive Destinations Through Sport</p>	<p>Young People not in Employment, Education or Training (NEET)</p>	<p>6 x courses delivered</p> <p>54-72 young people engaged</p> <p>54-72 young people successfully complete courses</p>	<p>6 x courses delivered</p> <p>72 young people engaged</p> <p>62 young people successfully completed courses</p>	<p>While restrictions initially meant we were unable to deliver face to face courses, we adapted delivery to engage with young people virtually. We have worked closely with pupil support teams in secondary schools, to target young people who require extra support and offer them access to our online support, including:</p> <ul style="list-style-type: none"> • Live streamed employability workshops focusing on the skills, behaviours, qualifications, and experiences you need to work in the leisure industry. • Live streamed qualifications including Scottish Football Association (SFA) 'Introduction to Football Coaching' qualification and Sports Leaders Go Lead Award. <p>While restrictions were in place, we adapted each course to include a blend of online learning, independent study, and face to face delivery:</p> <ul style="list-style-type: none"> • Group workshops were delivered virtually using Zoom/Teams or in suitable classroom space that adhered to social distancing guidelines • 1-1 sessions took place virtually via Zoom/Teams, by phone or face to face • Course curriculum and assessments were completed online via independent study • National Pool Lifeguard Qualifications (NPLQ) preparation and assessments were delivered in swimming pools out with public swimming hours • Practical learning sessions were delivered outdoors • Peer-to-peer relationships and support were developed through online platforms <p>Of the 62 young people who completed courses, 100% felt more positive about their future, 100% felt more confident in their abilities, 83% felt it would help them with a</p>

Project/ Service Area	Target Equality Group	Annual Outcomes & Outputs	Progress To date	Performance Analysis of Outcomes & Outputs
				<p>college application and 50% felt it would help them gain employment. Young people rated Positive Destinations an average of 4.68 stars out of 5 for enjoyment.</p> <p><i>"The tutor was amazing, I made new friends and I learnt new skills"</i> Participant</p> <p><i>"Positive Destinations is a fantastic project which provides young people with a steppingstone into employment or further education"</i> Referrer</p>
Steady Steps	Older adults who have had or are at risk of having a fall	<p>945 referrals</p> <p>803 people engaged</p> <p>602 completed</p>	<p>574 new referrals received (60% of target)</p> <p>399 people engaged (49% of target)</p> <p>224 completers (38% of target)</p> <p>21 classes delivered per week</p> <p>2 live streamed classes per week</p>	<p>Steady Steps returned to face-to-face delivery in May 2021. Prior to this, our Specialist Health Instructors were leading 11 live streamed sessions a week and providing wellbeing phone calls to all participants. Our participants hugely valued the support of these online classes during restrictions.</p> <p><i>"Living alone I was feeling very isolated and lonely. The Steady Steps zoom sessions lifted my spirits and cheered me up. It's been a great way to meet people. I attend 3 times a week and wouldn't miss a session!"</i></p> <p>Our instructors also valued the online classes:</p> <p><i>'I love taking online classes. We've built a community, and support system for our participants. I can see a big difference between the people who attended online classes during restrictions and those who haven't. The online classes have been great for our participants both physically and mentally.'</i> Michael McLaughlin, Specialist Health Instructor</p> <p>Online classes continue to be part of our weekly timetable. They support people who are self-isolating and are a great way to support people who are waiting to start a class in a venue. An average of 40 people attend Steady Steps online classes each week.</p> <p>During lockdown we also created on-line resources; pre-recorded classes and educational sessions to allow participants to continue with their programme from home and in their own time. Our instructors continue to share these resources with participants.</p> <p>From May 2021 we restarted venue-based classes. Starting with 15 classes a week and growing to 21 classes a week. When in-person classes returned, we did not include the education or social element to limit the time participants were in the studio. In December 2021 we re-introduced the education and social element to 7 classes.</p>

Project/ Service Area	Target Equality Group	Annual Outcomes & Outputs	Progress To date	Performance Analysis of Outcomes & Outputs
				<p>Overall, we have found participants were keen to return to in-person classes however due to the age range and health status of many of our participants, attendance at classes has fluctuated between 45 – 55% each week.</p> <p>Unfortunately, one of our fantastic specialist instructors left EL in December 2021 which impacted our delivery. We have since appointed a new instructor, Judith Rintoul.</p> <p>We followed up with 45 people, 6 months after they completed the Steady Steps programme.</p> <ul style="list-style-type: none"> • 100% said Steady Steps improved their confidence to be active • 75% have NOT experienced a repeat fall • 60% have completed some form of physical activity within the last month <p><i>'Steady Steps has really helped me build my upper body strength and keep my leg muscles strong enough to manage my stairs. I think the social aspect is very important too, both in a class setting and on Zoom. Michael keeps us cheerful with his stories!'</i></p>

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Culture and Communities Committee

10.00am, Tuesday, 13 December 2022

Response to motion by Councillor Osler – Physical Activity and Sport Strategy

Executive/routine Wards Council Commitments	Routine All
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1. Recommendations

- 1.1 Culture and Communities Committee is asked to note:
 - 1.1.1 The update provided on development of a Physical Activity and Sport Strategy for Edinburgh, as requested on 16 August 2022;
 - 1.1.2 That a Partnership Group has been established to develop the strategy, recognising the importance of working with partners, and that the partners have now agreed a vision for the strategy moving forward;
 - 1.1.3 That the new strategy and resulting action plan will focus on tackling inequality, with a specific theme expected to be included on improving inclusion and diversity and reducing health inequalities;
- 1.2 Culture and Communities Committee is also asked to agree:
 - 1.2.1 That the draft strategy will be subject to a consultation process with specific engagement with Elected Members and equalities groups, as outlined in paragraph 5.2; and
 - 1.2.2 That, once the new strategy is approved, an action plan to deliver the strategy will be developed and implemented.

Paul Lawrence

Executive Director of Place

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Response to motion by Councillor Osler – Physical Activity and Sport Strategy

2. Executive Summary

- 2.1 This report provides an update for Committee on the development of a Physical Activity and Sport Strategy, as requested by Committee on 16 August 2022.

3. Background

- 3.1 On [16 August 2022](#), Culture and Communities Committee agreed to note the following motion by Councillor Osler on Physical Activity and Sport Strategy:
- 3.1.1 Agrees the fact that sport is not only important to individuals' health and mental wellbeing but also is positive for the wider community.
 - 3.1.2 Congratulates all the athletes representing Scotland who recently took part in the Commonwealth Games 2022 in Birmingham.
 - 3.1.3 Congratulates the Lionesses on their recent win of the European Cup.
 - 3.1.4 In football, the gulf in support and resources between the male and female game.
 - 3.1.5 The recent report finding Cricket Scotland institutionally racist.
 - 3.1.6 Agrees the importance of the Council having a Physical Activity and Sport Strategy and understands and appreciates the challenges the Council has faced in the last two years in bringing one forward.
 - 3.1.7 Therefore, agrees to provide within 2 cycles an update on the present development of the Physical Activity and Sport Strategy including a focus on how the strategy tackles inequality be it by gender, race, ability, sexuality or economic opportunity.
- 3.2 On [16 November 2021](#), Committee considered a report on Planning Ahead for a Physical Activity and Sport Strategy and:
- 3.2.1 Agreed that officers in the Culture and Wellbeing service should lead on re-engaging stakeholders on the proposed strategy approach;

- 3.2.2 Asked for a further update on the governance and reporting on sport and physical activity in early 2022;
- 3.2.3 That a plan for stakeholder engagement should be initiated, with feedback on priority actions to support improved outcomes relating to sport and physical activity;
- 3.2.4 Noted the need for a separate action plan and discussion about sport with key partners, to agree the priorities for sport and to report back on the issues regarding sport and the wider benefits of this on health and wellbeing; and
- 3.2.5 Agreed to consider the provision of improved facilities for sport, including the school estate, and the possible use of facilities that have fallen out of use.

Active Scotland Outcomes Framework

- 3.3 The Active Scotland Outcomes Framework sets out shared vision and goals that have shaped the approach by Scottish Government and partner organisations to support and enable people in Scotland to be more physically active.
- 3.4 The national agency for sport, **sportscotland**, also provides guidance and support through their corporate strategy – Sport for Life – with the vision of an active Scotland where everyone benefits from sport.
- 3.5 These national approaches confirm that there is no single solution or panacea to increasing physical activity levels within the population. Multiple strands of work taking place concurrently and integrated across multiple settings (such as education, transport, healthcare, and sport) delivers the best chance of successful outcomes. Council officers hope to adopt this style of partnership approach in order to create active communities across the city.

Recent Investments

- 3.6 Although there have been challenges in developing a new strategy, the Council has continued to invest in sporting infrastructure, including:
 - 3.6.1 Completion of the new £47m Meadowbank Sports Centre;
 - 3.6.2 Completion of new Queensferry High School with additional swimming pool space and new 3G pitch;
 - 3.6.3 Completion of Castlebrae Community Campus with four-court games hall and 3G pitch;
 - 3.6.4 Completion of Trinity Academy Sports Campus with four-court games hall and commercial size fitness suite; and
 - 3.6.5 New and refurbished 3G pitches at Currie High School, Tynecastle High School, and Saughton Sports Complex.

4. Main report

- 4.1 As noted in Councillor Osler's it is very important for the Council to have a Physical Activity and Sport Strategy. While it has been challenging to develop a strategy over

the past few years due to Coronavirus (COVID-19), once complete, it will provide guidance and direction for the city to progress, improve and deliver the best possible outcomes, within the available resources, for the people of Edinburgh.

- 4.2 As Committee recognised in November 2021, sport and physical activity opportunities in Edinburgh are delivered by a range of public, private and third sector organisations and therefore it is important that the key stakeholders are engaged in the development of any future strategies.

Partnership Group

- 4.3 Recognising this, Council officers have established a Partnership Group which includes partners from Edinburgh Leisure, **sportscotland**, The University of Edinburgh, Scottish Student Sport, public health partners and the Health and Social Care Partnership (HSCP).
- 4.4 The remit of the group is set out in Appendix 1.
- 4.5 In the early discussions, it became clear that, whilst there will be cognisance of the strategy development previously undertaken, it was important to take a fresh approach to the development of the new strategy in order that all of the organisations can work towards common goals and outcomes.
- 4.6 The group held a visioning workshop in October 2022 and agreed a clear vision which has the support of all of the partners: *An Edinburgh where everyone enjoys the benefits of an active life.*
- 4.7 The group has also undertaken a SOAR (strengths, opportunities, aspirations, and results) analysis to help identify the areas which the new strategy will need to prioritise to achieve the partnership vision.

Physical Activity and Sport Strategy

- 4.8 The new strategy plans to build on the good practice that exists across the city and the work taking place to address issues and deliver improvements.
- 4.9 The new strategy will focus on tackling inequality, with a specific theme in the strategy expected to be improving inclusion and diversity and reducing health inequalities, including gender, race, ability, sexuality or economic opportunity inequalities.
- 4.10 The other themes expected to be reflected in the strategy include:
- 4.10.1 Increasing physical activity levels within communities;
 - 4.10.2 Increasing capacity within clubs and programmes to provide opportunities to participate in physical activity and sport;
 - 4.10.3 Support for athletes to reach their potential;
 - 4.10.4 Contribution of physical activity and sport towards net zero carbon targets;
 - 4.10.5 Improvements to Edinburgh's sports facility network; and
 - 4.10.6 Raising the profile of sport and physical activity in Edinburgh and its contribution to the health and wellbeing of the city.

Action Plans for Sport

- 4.11 As noted in paragraph 3.2.4, Committee previously noted that a separate action plan to agree priorities for sport would be required.
- 4.12 However, discussion with partners has highlighted that the development of action plans should follow on from the development of the strategy to ensure that the action plan is aligned to the future vision and shared outcomes/ambitions for the development of physical activity and sport. Therefore, it is proposed not to bring forward a separate action plan for sport at this time.
- 4.13 Once the new strategy is in place, an action plan to implement the strategy will be developed.

5. Next Steps

- 5.1 The Partnership Group are now focussed on gathering intelligence from each of the organisations in advance of developing a draft strategy.
- 5.2 Following development of the draft strategy, it is proposed to engage with Committee and with equalities groups prior to consulting on the strategy. This is important to ensure that the draft strategy aligns with the priorities of the Council and recognises the importance of ensuring that the strategy retains its focus on tackling inequality. It is expected that the engagement will take place in early 2023, with the consultation expected to begin around spring 2023.
- 5.3 After the completion of the consultation, it is expected that the final strategy will be presented to Committee for approval around August/September 2023.
- 5.4 An Integrated Impact Assessment will be undertaken alongside the development of the strategy.
- 5.5 Thereafter, an action plan to support delivery of the strategy will be developed.

6. Financial impact

- 6.1 There are no financial impacts resulting from this report.

7. Stakeholder/Community Impact

- 7.1 Stakeholders involved to date include Edinburgh Leisure, **sportscotland**, Edinburgh University, NHS Lothian and Scottish Student Sport.

8. Background reading/external references

- 8.1 [Physical Activity and Sport Strategy: Progress Update. Culture and Communities Committee, 12 November 2019.](#)

9. Appendices

9.1 Appendix 1 - Remit of Physical Activity and Sport Partnership Group.

Remit of Physical Activity and Sport Partnership Group

Physical Activity and Sport Strategy for Edinburgh

Remit of Partnership Group

1. To steer the development of a new Physical Activity and Sport Strategy for Edinburgh.
2. To represent views and perspectives of organisations, industry sectors, and service areas during the development of a new strategy.
3. To support the consultation and engagement with the physical activity and sport community and physical activity and sport stakeholders across the city.
4. To share intelligence, evidence, and baseline information about physical activity and sport in the city with the partnership group.
5. To explore opportunities for collaboration, partnership activity and sharing of resources.
6. To provide briefing notes and reports to Culture and Communities Committee.
7. To launch a new Physical Activity and Sport Strategy for Edinburgh.
8. To support the implementation of a new Physical Activity and Sport Strategy for Edinburgh.

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Culture and Communities Committee

10.00am, Tuesday, 13 December 2022

Response to Motion by Councillor Osler - Trees

Executive/routine Wards Council Commitments	Routine All
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1. Recommendations

- 1.1 It is recommended that Culture and Communities Committee:
 - 1.1.1 Notes this update on current arrangements for tree management and maintenance across the city;
 - 1.1.2 Approves the approach set out in paragraphs 4.9 – 4.19 for tree management and maintenance;
 - 1.1.3 Approves the approach set out in paragraphs 4.21 – 4.25 for engaging with residents and businesses;
 - 1.1.4 Note the future actions to be explored; and
 - 1.1.5 Discharges the actions agreed by the Council on [30 June 2022](#) in respect of the Motion by Councillor Osler on Trees.

Paul Lawrence

Executive Director of Place

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Response to Motion by Councillor Osler - Trees

2. Executive Summary

- 2.1 This report responds to a motion by Councillor Osler, approved by the Council on [30 June 2022](#), which requested a report on the Council's plan for:
- 2.1.1 Information and engagement for local communities in advance of tree planting; and
 - 2.1.2 Managing and maintaining trees planted under the Edinburgh Million Tree City project (including tree watering) and existing trees within the city's green spaces.

3. Background

Tree Numbers

- 3.1 At its meeting of [28 January 2020](#), Committee recognised the value that urban trees play in addressing the Climate Emergency and global biodiversity losses, supporting the ambition for Edinburgh to be a "Million Tree City" by 2030.
- 3.2 In 2017, it was estimated that there were approximately 730,000 trees in the city, of which around 182,000 (25%) were managed by the Council, with the remaining trees in private ownership.
- 3.3 As reported to Committee on [26 April 2022](#), in the period October 2021 to March 2022, 25,230 young trees were planted, and 898 tree removals were recorded, leaving a net increase in tree numbers of 24,332.
- 3.4 Planting around 25,000 trees per year will be required to enable the city to reach its million-tree city goal by 2030.

Tree Losses

- 3.5 Tree numbers are also affected by losses from felling, damage, vandalism, and tree pests and disease. Tree diseases have the most devastating effect on the diversity of woodlands, as well as on specimen trees throughout the city's parks and green spaces.
- 3.6 Dutch Elm Disease and, more recently, Ash Dieback have resulted in significant tree losses. While Dutch Elm Disease has been managed for many years, the

progress of Ash dieback and the health and safety implications of the disease has led to the production of the Ash Dieback Action Plan, which was approved by Committee on [1 February 2022](#). The impact of the significant loss of ash trees in terms of numbers and loss of habitat will present an ongoing challenge to achieving the one-million trees target by 2030. Additional planting will need to be undertaken to mitigate these losses. A further report on Ash Dieback is planned for Committee in March 2023.

Weather

- 3.7 The summer of 2022 brought some of the highest temperatures recorded in the UK. The increase in heat resulted in a lack of soil moisture content within the top metre of soil - the "root zone" – and created what is referred to as an agricultural and ecological drought. The dry conditions of summer 2022, exacerbated by climate change, can be expected once in 20 years as a result of the extreme heat rather than changes in rainfall patterns.
- 3.8 The monthly rainfall figures gathered at the Royal Botanical Garden (Edinburgh) gathered by [SEPA](#) between November 2021 and October 2022 ranged between 31% to 97% of the monthly mean. This shows how much drier 2022 has been compared to other years. Actual monthly rainfall recorded (and monthly mean in brackets) in millimetres for 2022 are given: January 18 (56.5); February 43.5 (95.6); March 24.8 (41.6); April 26 (37.8); May 30.8 (45.5); June 22.6 (57.1); July 28 (64.1); August 60.6 (64.6); September 50.2 (75); and October 72.7 (82.2).

Tree Planting

- 3.9 The Council generally specifies the use of standard trees or occasionally extra-heavy standard trees for streets, parks and gardens, and specimen planting. Smaller trees, such as whips or transplants, are used for planting large areas and woodland areas. The cost of a standard tree ranges from £80 to £300, whereas a whip or transplant ranges from £0.50 to £5, plus planting and aftercare.
- 3.10 How a street tree is planted and cared for affects its total lifecycle costs. For example, a [study](#) suggests that over a 50-year time period, a standard tree will cost £13,906 (adjusted for inflation), including the potential for it to be replaced up to four times over that period.
- 3.11 Sustainable urban forests require human intervention, which is especially true for street tree populations, as they are constructed through human-driven cycles of planting and removal. A significant amount of tree planting is now undertaken and planned as part of the Edinburgh Million Tree City project.
- 3.12 Arboricultural work is mostly carried out by the Council's in-house Forestry Service supported by specialist contractors. Safety inspections, disease surveys, and planned and reactive assessments are progressed by Trees and Woodlands Officers and Assistants.

Tree in the City Action Plan

- 3.13 The current "[Tree in the City](#)" Action Plan sets out the Council's approach to tree management. It outlines policies that cover the majority of tree-related concerns

and provides guidance on how the Council will deal with these concerns. The document is in the process of being refreshed and will be shared with the Committee following community engagement.

4. Main report

- 4.1 Trees enhance the sustainability and liveability of the city by providing health, environmental, and community benefits, but the provision of these benefits is dependent upon trees surviving to maturity.
- 4.2 The requirements for tree management and maintenance vary depending on factors such as tree age, condition, risk of disease, location (such as street tree, in parks and greenspaces, or woodlands), etc., throughout the city.
- 4.3 Tree mortality rates are likely to differ based on tree size, species, condition (e.g. crown deterioration), tree health, establishment-related maintenance, and land use.

Current Arrangements for Tree Maintenance and Management

- 4.4 To date, watering has generally only taken place during the first spring or summer after planting; however, the frequency of watering and quantity of water required varies depending on local conditions.
- 4.5 To support the watering of trees, a framework contract is in place for:
 - 4.7.1 Tree planting, tree pit construction, planting in hard standing, tree planting in soft landscaping;
 - 4.7.2 Tree watering; and
 - 4.7.3 Tree maintenance.
- 4.6 This contract runs from 6 January 2020 to 5 January 2024 and makes provision for up to £100,000 per annum of expenditure (to date expenditure has been nearer £41,000 which reflects the budget available in the service).

Standards for Tree Management

- 4.7 Tree stewardship is the post-planting maintenance of trees. [Research](#) suggests that trees that are stewarded are approximately 5.18 times more likely to survive. Young tree establishment in planting programmes generally improve if maintenance activities are undertaken such as mulching, staking, watering, pruning, and weed removal.
- 4.8 While the British Standard (BS8545:2014: Trees – from Nursery to Independence in the Landscape: Recommendations) does not recommend any particular frequency or duration of watering, it recommends consideration of local conditions.

Plan for Tree Maintenance and Management

- 4.9 A key component of tree management and maintenance is ensuring that the Council sources the best quality tree stock to plant and also that these trees are planted correctly (in line with best practice).

- 4.10 A tree supply contract is now in place, where the Council has specified the quality standards of plant material that are expected.
- 4.11 In addition, officers recognise that watering of newly planted standard and extra-heavy standard trees to date has generally been inadequate and can result in tree losses, although this is not monitored.
- 4.12 Ideally, newly planted standard and extra-heavy standard trees should be watered twice weekly during the growing season for the first three to five years.
- 4.13 During this establishment period it is recognised that the following would improve survival of trees:
- 4.12.1 Quality versus quantity;
 - 4.12.2 Tree watering between April to September; and
 - 4.12.3 Tree stewardship, aftercare, and maintenance.
- 4.14 It is therefore proposed to revise the Trees in the City strategy to make a solid and serious commitment not only to tree planting, but to proper aftercare as the trees establish.
- 4.15 This could include, but not be limited to, ensuring that newly planted trees are monitored, and that regular maintenance is planned to ensure that they successfully establish. This could include weeding (either by herbicide or by the use of mulch), watering or fertilising according to conditions, and adjustment or removal of tree ties or guards.
- 4.16 While it is recognised that there could be significant costs associated with adequately watering newly planted trees during the establishment period, this would likely result in higher total numbers of trees reaching maturity compared with planting as many trees as possible and then not adequately following up on aftercare. This may mean that the Council will plant fewer trees in future but, by investing in maintenance, more trees will become established and remain healthy.
- 4.17 It is anticipated that four seasonal maintenance staff could support this approach to tree watering.
- 4.18 The service will carry out an assessment on whether an in-house team could be responsible for tree planting, watering and maintenance to reduce the reliance on external contractors in the future.
- 4.19 It is important to recognise, however, that a comprehensive programme of tree maintenance and management may not be possible within the resources available.

Further Actions to be explored

- 4.20 Several other ideas are being explored to improve tree survival rates in the city, which include:
- 4.21.1 Integrating tree planting in sustainable urban drainage system designs so that trees are able to uptake water from underground storage;

- 4.21.2 Preparation for tree planting in hard landscaping areas to improve conditions within the root zone as survival depends on a tree's ability to adapt to site conditions and develop and expand its root system. This may be as simple as incorporating granules that retain water or ensuring backfill material incorporates suitable drainage and watering systems or is made up of suitable substrates in the planting pit; and
- 4.21.3 Ensure that there is a diverse choice of tree species incorporated in planting designs that have varying degrees of drought-resistance and drought-sensitivity. This is only possible in areas where there is not a desire to establish native woodland

Information and engagement with local communities

- 4.21 The Council does not currently notify local residents when trees are planted in their local area.
- 4.22 However, officers recognise that local communities play an important role in helping with managing and maintaining trees in the city. From reducing vandalism through to protecting, monitoring, and maintaining trees, there are many opportunities available that can help trees flourish.
- 4.23 It is proposed to develop plans to help residents, businesses, partners, and others can get involved, including developing a tree stewardship scheme, where residents and businesses can become involved in participate in tree care (perhaps by 'adopting' a tree). Members of the public or businesses will be encouraged to adopt one tree or more in front of their home or premises to undertake straightforward tasks such as weeding, watering, leaf clearance, etc. Guidance will be provided.
- 4.24 In addition, it is intended to:
 - 4.24.1 Develop a tree warden scheme or other voluntary effort to encourage local residents to adopt and look after trees in their neighbourhood;
 - 4.24.2 Encourage residents to identify land suitable for tree planting;
 - 4.24.3 Host tree giveaway events that encourage residents to plant trees in their gardens;
 - 4.24.4 Promote the benefits of trees and provide tree care information via community and interest groups and providing information on tree planning and tree planting events;
 - 4.24.5 Pair interested volunteers with planting events through organisations such as The Conservation Volunteers, Edinburgh and Lothians Greenspace Trust, EVOC, etc;
 - 4.24.6 Develop contacts for participating in citizen science opportunities and create opportunities for citizen science (e.g., local primary school involvement in Wee Forests) to gather important information about tree health in the city.
- 4.25 To support this, a communications plan is being developed to progress the above actions, working with partners where appropriate.

5. Next Steps

- 5.1 This report sets out the current and proposed actions that officers will progress in respect of tree management and maintenance and communicating with residents.
- 5.2 A communications plan to encourage residents to become more involved in tree planting and maintenance is being developed.
- 5.3 The Council will continue to work with partners to progress Edinburgh's Million Tree City project and to identify opportunities (e.g. Wee Forests) to encourage tree planting in the city.

6. Financial impact

- 6.1 The actions outlined in this report will be progressed within the existing resources of the service, where possible.
- 6.2 A review of the way in which the service allocates resources to activities is underway and is expected to conclude by the end of March 2023. Following this, if the actions outlined in this report are not able to met from existing resources, this will be reported to Committee.

7. Stakeholder/Community Impact

- 7.1 The activities set out in paragraphs 4.21 – 4.25 are designed to support greater stakeholder/community involvement in tree planting, management and maintenance across the city.
- 7.2 A tree giveaway event is being prepared for 2023 so that residents can take ownership of one or more trees to plant in their garden and support the city's aim to achieve one million trees by 2030.

8. Background reading/external references

- 8.1 None.

9. Appendices

- 9.1 None.

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by virtue of paragraph(s) 8, 9 of Part 1 of Schedule 7A
of the Local Government(Scotland) Act 1973.

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