

# Minutes

## Finance and Resources Committee

10.00am, Thursday 12 August 2021

### Present:

Councillors Munn (Convener), Griffiths (Vice-Convener), Booth (items 1 to 28), Bruce, Corbett, Gordon, Hutchison, Johnston, Frank Ross (substituting for Councillor Rankin), Neil Ross, Staniforth (substituting for Councillor Booth (items 29 to 39)) and Watt.

### 1. Comiston Farmhouse, 83 Pentland View – Proposed Disposal

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#### a) Deputation by CHOISS (Cohousing in Southern Scotland)

The deputation asked the Committee to consider appointing CHOISS - Cohousing in Southern Scotland as preferred bidder for the purchase and development of Comiston Farmhouse to enable them to proceed to Stage 2 of a pioneering project for residents, neighbours and for the wider public benefit in Edinburgh.

They indicated that their proposals would retain community accessible areas of the building and contribute to sustainability. The deputation had consulted widely with the local community on their proposals and stressed that their funding was well planned and low risk and that this was a well thought out proposal.

#### b) Report by the Executive Director of Place

Comiston Farmhouse (Pentland View Close Support Unit) had closed in January 2015 and been marketed on two previous occasions with the transactions failing to complete. A further recent marketing exercise produced 14 bids at the closing date.

Approval was sought to appoint Burgh Developments Limited as the preferred bidder on the terms and conditions outlined in the report by the Executive Director of Place.

### Motion

To approve Burgh Developments Limited as preferred bidder for the disposal of the Former Close Support Unit, 83 Pentland View on the terms and conditions as outlined in the report by the Executive Director of Place and on other terms and conditions to be agreed by the Executive Director of Place.

- moved by Councillor Munn, seconded by Councillor Griffiths

### Amendment

To recognise Co-housing in Southern Scotland (CHOISS) as the preferred bidder in principle, on the basis of additional community, social and sustainability benefits

outlined, subject to a final report to this committee, in not less than two cycles, confirming deliverability in technical, planning and funding terms.

- moved by Councillor Corbett, seconded by Councillor Booth

### **Voting**

The voting was as follows:

For the motion - 9 votes  
For the amendment - 2 votes

(For the motion: Councillors Bruce, Gordon, Griffiths, Hutchison, Johnston, Munn, Frank Ross, Neil Ross and Watt.

For the amendment: Councillors Booth and Corbett.)

### **Decision**

To approve the motion by Councillor Munn.

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

### **Declaration of Interests**

Councillor Frank Ross declared a non-financial interest in the above item as a member of an active Community Asset Transfer elsewhere in the city.

## **2. Minutes**

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### **Decision**

To approve the minute of the Finance and Resources Committee of 20 May 2021 as a correct record.

## **3. Work Programme**

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The Finance and Resources Committee Work Programme for August 2021 was presented.

### **Decision**

To note the Work Programme.

(Reference – Work Programme of 12 August 2021, submitted.)

## **4. Rolling Actions Log**

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

### **Decision**

1) To agree to close the following actions:

- Action 1 – The City of Edinburgh Charitable Trusts – Report to Those Charged with Governance on the 2019/20 Audit
- Action 3 – Rolling Actions Log - Trustees

- Action 4 – Award of Contract for the Provision of Temporary Agency Staff, Permanent Fixed Term Contract and Short Term Supply Resources
- Action 7 – Revenue Budget 2020/21 and 2021/26 Budget Framework Update
- Action 11 – Petition for Consideration: Remove all Defunct Statutory Repair Notices
- Action 12 (1) – Revenue Budget Framework 2021/26 Update

2) To otherwise note the remaining outstanding actions.

(Reference – Rolling Actions Log of 12 August 2021, submitted.)

## 5. Business Bulletin

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The Finance and Resources Committee Business Bulletin for August 2021 was presented.

### Decision

To note the Business Bulletin.

(Reference – Business Bulletin, 12 August 2021, submitted.)

## 6. 2021-31 Sustainable Capital Budget Strategy – Outturn 2020/21 and Revised Budget 2021/22

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An update report provided the Committee with information on capital expenditure and funding outturns for 2020/21 with explanations for key variances.

Approval was sought of the revised capital budget strategy for 2021/22 which was set out at Appendix 2 to the report. A further update would be provided to the Committee in October 2021 which would focus on addressing identified funding pressures.

### Decision

- 1) To note the 2020/21 unaudited capital outturn for the Council's General Fund and Housing Revenue Account (HRA).
- 2) To refer the report by the Executive Director of Corporate Services to the Governance, Risk and Best Value Committee as part of its work programme.
- 3) To approve the revised capital budget strategy for the financial year 2021/22, as set out in Appendix 3.
- 4) To note a further update on the Sustainable Capital Budget Strategy would be brought to the Finance and Resources Committee on 7 October 2021, with a focus on addressing the funding pressure identified in the report.
- 5) To note the revised HRA capital budget strategy for the financial year 2021/22, as approved by the Housing, Homelessness and Fair Work Committee and set out in Appendix 4 to the report.

- 6) To note the Council's Prudential Indicators for the Revised Budget 2021/22, as set out in Appendix 5 to the report.
- 7) To note that the National Housing Trust (NHT) advances for Sailmaker and Telford North had been repaid in full, in accordance with the NHT scheme.

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

## **7. Revenue Monitoring 2020/21 – Outturn Report**

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Details were provided on the provisional 2020/21 revenue outturn position for the Council based on the unaudited annual accounts. This position showed an overall underspend of £8.080m, of which £7m, following approval by Council on 27 May 2021, will be used to fund a range of largely one-off service investments in 2021/22.

### **Decision**

- 1) To note that, following the receipt of significant additional grant funding late in the year, the provisional outturn position for 2020/21 showed an overall underspend of £8.080m and that this sum had been set aside in reserves, with £7m used to fund the range of service investment approved by Council on 27 May 2021.
- 2) To note the contributions to and from the General Fund in 2020/21 as detailed in the report by the Director of Corporate Services.
- 3) To note that the Housing Revenue Account was balanced after making a contribution of £11.103m towards in-year and future capital investment.
- 4) To approve, subject to confirmation of the audited outturn and onward ratification by Council, a contribution of up to £21,660 to support the Edinburgh Boundaries Extension and Tramways Act 1920 Centennial commemorations.
- 5) To note the intention to submit the audited annual accounts and annual auditor's report initially to the Governance, Risk and Best Value Committee and thereafter to the Finance and Resources Committee in November 2021, for approval.
- 6) To refer the report to the Governance, Risk and Best Value Committee as part of its workplan.

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

### **Declaration of Interests**

Councillor Bruce declared a non-financial interest in the above item as a Director of Edinburgh Leisure

## **8. Revenue Monitoring 2021/22 – Month Three Position**

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Details were provided on the Revenue Budget 2021/22 month three position which set out the first projected Council-wide revenue budget position for the year, based on analysis of the first three months' financial data. While a balanced overall position was projected, there remained considerable uncertainty around the ongoing impacts of the pandemic on the Council and its ALEOs and, more immediately, the level of the employee pay award for 2021/22.

## **Decision**

- 1) To note that, based on current estimates of the in-year financial impacts of the pandemic, a balanced overall position was projected.
- 2) To note, nonetheless, the potential for further expenditure pressures to emerge during the remainder of the year given remaining uncertainty over its medium to longer-term impacts of the pandemic and thus the on-going need for pressures, savings delivery shortfalls and risks to be fully and proactively managed within Directorates and the Health and Social Care Partnership.
- 3) To note that, in light of the above, updates would continue to be provided to members of the Committee during the remainder of the year.
- 4) To refer the report to the Governance, Risk and Best Value Committee for scrutiny as part of its work programme.

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

## **Declaration of Interests**

Councillor Bruce declared a non-financial interest in the above item as a Director of Edinburgh Leisure

## **9. Resources Directorate: Revenue Budget Monitoring 2021/22 – Month Three position**

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Details were provided on the projected three-month revenue monitoring position for services delivered by Resources Directorate, based upon actual expenditure and income to the end of June 2021 and expenditure and income projections for the remainder of the financial year. Services delivered by Resources Directorate were forecast to be within budget for 2021/22.

## **Decision**

- 1) To note that services delivered by Resources Directorate were forecast to be within budget for 2021/22.
- 2) To note that due to the Coronavirus pandemic, it was anticipated there would be additional costs incurred and loss of income. These were currently forecast to be within the provision for Coronavirus additional costs and loss of income approved by Council on 27 May 2021.
- 3) To note that measures would continue to be progressed to identify additional savings required to offset budget pressures to achieve outturn expenditure in line with the approved revenue budget for 2021/22.
- 4) To note the ongoing risks to the achievement of a balanced revenue budget projection for services delivered by Resources Directorate.

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

## **10. Chief Executive's Services - Revenue Budget Monitoring 2021/22 - Month Three position**

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Details were provided on the projected month three revenue budget monitoring position for Chief Executive's Services, based on actual expenditure and income to the end of June 2021 and expenditure and income projections for the remainder of the financial year. The Chief Executive's Services was projecting expenditure to be within budget for 2021/22 and the attainment of this position was subject to ongoing active management of risks and pressures.

### **Decision**

To note that the forecast outturn expenditure would be within the approved revenue budget for Chief Executive's Services for 2021/22.

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

## **11. Treasury Management: Annual Report 2020/21**

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An update on Treasury Management activity in 2020/21 was provided. The Council had adopted the CIPFA Code of Practice on Treasury Management in the Public Sector, and under the code, an Annual Report on Treasury Management must be submitted to the Council after the end of each financial year.

### **Decision**

- 1) To note the Annual Report on Treasury Management for 2020/21.
- 2) To refer the report to Council for approval.
- 3) To refer the report to the Governance, Risk and Best Value Committee for scrutiny.

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

## **12. Update on the implementation of the Construction Charter**

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An update was provided on the Council's promotion of the Construction Charter Commitments, which set out the expectations the Council had for those contractors who undertook construction work on the Council's behalf.

### **Decision**

To note the ongoing work of the Council in promoting the Construction Charter Commitments.

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

## **13. Sustainable Procurement Strategy Annual Report - 2021**

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The Sustainable Procurement Annual Report was presented which provided the Committee with an update on the activity and outcomes that had been delivered through the Strategy from 1 April 2020 to 31 March 2021. The Annual Report also recorded the impact the Covid-19 pandemic had had on the Council's procurement activity during the period in question.

## **Decision**

- 1) To note the report by the Executive Director of Corporate Services and approve the publication of the Sustainable Procurement Strategy Annual Report 2021.
- 2) To approve the updating of the Council's Sustainable Procurement Strategy (2020-2025), with references to Edinburgh being a carbon-neutral city by 2030 being replaced with Edinburgh being a net zero carbon city by 2030, as referred to in paragraph 4.9 of the report.

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

## **14 Finance and Procurement Policies – Assurance Statement**

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Details were provided of the annual review of the suite of Finance and Procurement Policies which had attested to their on-going currency, relevance and appropriateness.

### **Decision**

To note and be assured that the Finance and Procurement policies detailed in the report by the Executive Director of Corporate Services had been reviewed and were considered to remain current, relevant and fit-for-purpose.

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

## **15. Workforce Insight and Controls - Annual Report**

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A summary was provided of workforce insights for the core and flexible (agency and overtime) workforce for the 2020/21 financial year.

### **Decision**

- 1) To note the progress made to date and the workforce trends over the period April 2020 to March 2021.
- 2) To refer the report to the Governance, Risk and Best Value Committee as part of its work programme.

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

## **16. Award of a Contract for the Provision of Temporary Agency Staff, Permanent, Fixed-Term Contract and Short-Term Supply Resources – Coalition Addendum Update**

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The Committee had approved the Award of a Contract for the Provision of Temporary Agency Staff, Permanent, Fixed-Term Contract and Short-Term Supply Resources and requested a further report on the opportunities and additional measures that could be introduced to further reduce agency worker spend by the Council.

Details were provided on the progress on identifying opportunities and additional measures that could be introduced to further reduce agency worker spend by the Council.

## Decision

- 1) To note a further reduction of £1.7m in agency spend during 2020/21. This reduction meant agency spend had reduced by £4m (18.5%) over the last two financial years.
- 2) To refer the report to the Edinburgh Integration Joint Board to consider what steps, if any, could be taken to reduce agency worker spend by the Edinburgh Health and Social Care Partnership.
- 3) To note that an Officer Working Group jointly led by the Head of Human Resources and Head of Place Management had been established to provide further scrutiny on agency spend, amongst other workforce costs.
- 4) To note that the Council's Strategic Workforce Plan 2021-2024, as approved by the Policy and Sustainability Committee, committed to a number of workforce actions including the development of more detailed and operational Divisional workforce plans for specific areas which would include the management and controlled utilisation of flexible workforce (agency workers, casual workers and overtime).

(References – Finance and Resources committee of 21 January 2021 (item 12); report by the Executive Director of Corporate Services, submitted.)

## 17. Appointments to Working Groups 2021/22

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The Finance and Resources Committee was required to appoint the membership of its Working Groups for 2021/22. The proposed membership, structures and remits of each were detailed in Appendices 1 to 3 of the report by the Executive Director of Corporate Services.

### Decision

- 1) To appoint the membership of the Joint Consultative Group as detailed in Appendix 1 to the report with the adjustment of Councillor Miller replacing Councillor Main.
- 2) To appoint the membership of the Elected Member ICT and Digital Sounding Board in Appendix 2 to the report.
- 3) To appoint the membership of the Council Health and Safety Consultation Forum in Appendix 3 to the report.
- 4) To postpone the re-appointment of the Property Sub-Committee until such time as a meeting of the Sub-Committee was deemed necessary.
- 5) To approve the remits of the Joint Consultative Group, Elected Member ICT and Digital Sounding Board, and the Council Health and Safety Consultation Forum 2021/22 as set out in Appendices 1 to 3 of the report.

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



## 18. Asset Management Works Programme – 2020/2021 Update

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An update was provided on the progress of the Asset Management Works (AMW) Programme, with the programme now having completed three full years of delivery. The report provided details of the AMW's achieved in 2020/2021 and their positive impact on the condition of the Council's operational estate; the impact of Covid-19 on programme delivery; and forecast how the programme would evolve in the final two years and beyond to meet Council objectives and sustainability initiatives such as EnerPHit.

### Decision

- 1) To note that due to Covid-19, the pace of delivery of the five-year Asset Management Works Programme had slowed down in 2020-2021; but the overall programme was on schedule.
- 2) To note the continuing positive impact of the AMW Programme by improving the asset condition of the operational assets (in 2020/2021 approximately 1.5% improvement in overall asset condition) and the associated benefits they brought to the stakeholders such as better building environments for users.
- 3) To note the actual 2020/2021 spend was £14,517,343; and which represented 48.4% of the 2020/2021 indicative budget.
- 4) To note the overall five-year AMW Programme capital spend remained ahead of schedule. Up to the end of March 2021, with 60% of the programme time expended, the total AMW Programme spend was at 69.9%.
- 5) To note the additional funding required in the programme as proposed in the Capital Budget Strategy to ensure programme progress and as the AMW Programme had been identified as the future delivery route for 'EnerPHit'.

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

## 19. Provision of Stair Cleaning Services Framework

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Approval was sought to award a Framework Agreement for the provision of a stair cleaning service for a period of up to four years, with the service as outlined in the service specification awarded to the first ranked supplier, ISS Facility Services Limited.

### Decision

- 1) To approve the appointment to a Framework Agreement for the provision of a city-wide stair cleaning service to:
  - a) ISS Facility Services Limited;
  - b) Caledonian Maintenance Services Limited; and
  - c) Perfect Clean Edinburgh Limited.
- 2) To approve the award of contract for the service to the first ranked supplier, ISS Facility Services Limited.

- 3) To note the commencement of the contract from 1 September 2021 for an initial period of two years with the option to extend to a maximum period of 24 months.
- 4) To note the total estimated value for the contract of £4m over the maximum four-year period.

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

## **20. Contract for Provision of Enhanced Cleaning Services**

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To mitigate further delays in the contract provision of enhanced cleaning services in response to COVID-19, approval was sought to delegate authority to the Executive Director of Place, in consultation with the Convener and Vice-Convener of the Committee, to award a contract for the provision of such services once the ongoing tender process had been completed, the process having been delayed due to the impact of the COVID-19 pandemic.

### **Decision**

- 1) To delegate authority to the Executive Director of Place, in consultation with the Convener and Vice-Convener of the Finance and Resources Committee, to award a contract to enable the continued provision of enhanced cleaning services as part of the Council's property estate protection against COVID-19 with the award anticipated in early October 2021.
- 2) To approve an extension of the existing waiver under the Contract Standing Orders for the provision of enhanced cleaning services by RON Services Limited until 31 December 2021, at an estimated cost of £750,000, to ensure there was sufficient flexibility and contingency to allow the above-mentioned award and implementation of a new contract to complete.

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

## **21. Supported Bus Service 400 – Extension via Waiver**

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Approval was sought to continue to extend a supported bus service contract with Lothian Buses for the number 400 off-peak service, via a waiver of the Council's Contract Standing Orders. This would be in place initially for one year, with the option of a further year if necessary and the overall cost to the Council of this waiver would be in the region of £350,000.

### **Decision**

- 1) To approve an extension, via a waiver of the Council's Contract Standing Orders to support the off-peak operation of the Lothian Buses service 400. This extension would be for a one year period with the option of a further year if necessary.
- 2) To note the overall cost to the Council of this waiver would be in the region of £350,000 over this two year period. This remained within the existing annual supported bus services budget allocation.

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

## **22. Edinburgh Shared Repairs Service (ESRS), Property Enquiry Certificate (PEC) Charges – Short Life Working Group Outcome**

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Following consideration of a petition the Committee had agreed to set up a short life working group to consider further the Council process involved in a property search of statutory notices during the sale of tenement flats in the city.

Details were provided on the proposed outcome from the working group which had met on 14 June 2021 to consider a discussion paper containing options to address the concerns raised in the petition.

### **Decision**

- 1) To note the recommendation from the working group to refund charges for statutory notice Property Enquiry Certificate reports showing no debt was outstanding and that this needed to be considered as part of the 2022/2023 budget setting exercise.
- 2) To note the financial implications of this change in procedure on future budget forecasts.

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

## **23. Waiver Extension – Engineering Inspections**

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Details were provided on the contract extension for Engineering Inspection Services to Zurich Municipal, through a waiver of the Contract Standing Orders, to run until 30 September 2022, at an estimated value of £187,911. This contract extension had been awarded as an urgent decision in accordance with section 4.1 of the Council's Committee Terms of Reference and Delegated Functions, the Executive Director of Place having taken that decision in consultation with Convener and Vice-Convener of the Finance and Resources Committee, subject to it being reported to the Committee.

The proposed extension and subsequent tender of the Engineering Inspection Services contract would be fully retendered as part of the Council's insurance programme and managed by Insurance Services thereafter, with individual operational services responsible for the accuracy of information provided on an ongoing basis.

### **Decision**

- 1) To note the contract extension for the Engineering Inspections Services to Zurich Municipal until 30 September 2022, through a waiver of the Contract Standing Orders, at an estimated total cost of £187,911. This contract extension was awarded as an urgent decision in accordance with section 4.1 of the Council's Committee Terms of Reference and Delegated Functions by the Executive Director of Place, in consultation with the Convener and Vice Convener of the Finance and Resources Committee.
- 2) To note that the replacement contract would be retendered and would be managed by Insurance Services with individual operational services responsible for the accuracy of information provided on an ongoing basis.

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

## **24. Waiver to Extend Contracts for Domestic Abuse**

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Approval was sought to extend the Council's current domestic abuse contracts for 12 months from 1 April 2022 to 31 March 2023. These contracts had an annual value of £1,091,889 and were provided by three Service Providers – Edinburgh Women's Aid, Four Square Scotland and Shakti Women's Aid.

### **Decision**

To approve the request to extend current domestic abuse contracts due to the impact of Covid-19.

(Reference – report by the Interim Executive Director of Education and Children's Services, submitted.)

## **25. Extension of Pupil Equity Funding Open Framework Agreement CT2232**

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Approval was sought for the extension of the Pupil Equity Funding Open Framework for a period of 18 months to promote access and enable compliant commissioning of services focused on closing the poverty related attainment gap in schools. The extension would allow Edinburgh schools the continued access to 106 providers as detailed in Appendix 1 to the report by the Interim Executive Director of Education and Children's Services.

### **Decision**

To agree to allow the waiver of Contract Standing Orders to permit the extension of the Pupil Equity Funding Open Framework for the duration of 18 months to ensure continuity of the service provisions.

(Reference – report by the Interim Executive Director of Education and Children's Services, submitted.)

## **26. Contract Award Recommendation Report for the Supply and Delivery of Furniture and Furnishings for Temporary Accommodation**

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Approval was sought to award the contract for the Supply and Delivery of Furniture and Furnishings to CF Services Limited to commence on 24 August 2021 for an initial period of three years with the option to extend for a further 12-month period.

### **Decision**

- 1) To approve the award of the contract for the Supply and Delivery of Furniture and Furnishings to CF Services Limited.
- 2) To approve the commencement of the contract on 24 August 2021 for a period of three years with the option to extend for a further 12-month period, at a total estimated cost of £4m.

(Reference – report by the Interim Executive Director of Education and Children's Services, submitted.)

## **27. Health and Social Care Contracting Update**

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Details were provided on the current Health and Social Care Partnership commissioning activity and how this impacted on contractual arrangements including the requirement to waive the requirement of Contract Standing Orders to allow contracts to be extended at the expiry of the current contract duration.

### **Decision**

To approve the waiver of Contract Standing Orders to allow the award of contract extensions to the providers for the value and duration as set out in the appendix to the report by the Chief Officer, Edinburgh Health and Social Care Partnership.

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

## **28. Attendance at London Real Estate Forum**

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

Details were provided on the London Real Estate Forum (LREF) which was taking place in London from 28-30 September 2021. The Scottish Cities Alliance (SCA) was staging a programme of wraparound events on the theme of resilient cities.

### **Decision**

To agree to the attendance of the Council Leader and Depute Leader at the London Real Estate Forum and wraparound events as detailed in the report by the Executive Director of Place.

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

## **29. Internal Audit: Overdue Findings and Key Performance Indicators as at 27 April 2021 – referral from the Governance, Risk and Best Value Committee**

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The Governance, Risk and Best Value Committee had referred a report on Internal Audit Overdue Findings and Key Performance Indicators as at 27 April 2021, which provided an overview of the status of the overdue Internal Audit findings as at 27 April 2021 to the Finance and Resources Committee for information.

### **Decision**

To note the report by the Governance, Risk and Best Value Committee.

(References – Governance, Risk and Best Value Committee 8 June 2021 (item 5): referral from the Governance, Risk and Best Value Committee, submitted.)

### 30. Workforce Dashboard

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A summary was provided of workforce metrics for the core and flexible workforce, absence, transformation/redeployment, risk, and performance, for the period of May 2021.

#### **Decision**

To note the workforce information contained in the dashboard.

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

### 31. Servitude for Pipe Diversion at Hopetoun Road, South Queensferry

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Approval was sought for the granting of a Deed of Servitude to Ambassador Homes for the diversion of a 375mm diameter sewer pipe approximately 109m in length.

#### **Decision**

To approve the granting of a Deed of Servitude in favour of Ambassador Homes Limited under the terms and conditions outlined in the report by the Executive Director of Place.

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

### 32. Proposed Lease Extension for Kings Theatre and Proposed New Lease for Festival Theatre

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Approval was sought for the granting of a 50-year lease extension on the King's Theatre and a 52-year lease of Festival Theatre (this would result in the leases being coterminus) to Capital Theatres Limited on the terms and conditions outlined in the report by the Executive Director of Place.

#### **Decision**

To approve the lease extension for the Kings Theatre and new lease of the Festival Theatre to Capital Theatres Limited on the terms outlined in the report and on other terms and conditions to be agreed by the Executive Director of Place.

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

### 33. Plots K and L, Greendykes – Proposed Transfer to Housing Revenue Account

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Approval was sought for the transfer of the site at Plots K and L, Greendykes to the Housing Revenue Account on the terms and conditions outlined in the report by the Executive Director of Place.

#### **Decision**

- 1) To approve the transfer of Greendykes North Plots K and L at Craigmillar. To the Housing Revenue Account on the terms outlined in the report and on other terms and conditions to be agreed by the Executive Director of Place.

2) To instruct the EDI Board on the necessary steps to proceed with the transfer.  
(Reference – report by the Executive Director of Place, submitted.)

### **34. Granton Station, Granton Waterfront, Edinburgh – Proposed Lease**

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Details were provided on the former Granton Station which was currently being refurbished to bring the historic building back into use as an enterprise hub together with derelict land, in front of the building, being developed into a high-quality public square. It was anticipated that works would complete in early 2022.

Approval was sought to lease the building, on completion of the works, to Wasps Ltd, on the terms and conditions outlined in the report.

#### **Decision**

To approve a 25-year lease of Granton Station to Wasps Ltd on the terms outlined in this report and on other terms and conditions to be agreed by the Executive Director of Place.

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

### **35. Second Floor, Ratho Park (Phase 3), Edinburgh – Proposed New Lease**

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Approval was sought to grant a 20-year lease on the second floor office suite at Phase 3 Ratho Park, Newbridge which had been vacant since August 2018 with little interest during marketing, to Nykobing Ltd on the terms and conditions outlined in the report by the Executive Director of Place.

#### **Decision**

To approve a new 10-year lease to Nykobing Ltd of the second Floor Office Suite, Ratho Park – Phase 3, on the terms outlined in the report and on other terms and conditions to be agreed by the Executive Director of Place

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

### **36. Trinity Apse, Edinburgh – Proposed New Lease**

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Approval was sought to grant a new 10-year lease of Trinity Apse to The Crafting Cartel Limited on the terms and conditions outlined in the report by the Executive Director of Place.

#### **Decision**

To approve a new 10-year lease to The Crafting Cartel at Trinity Apse, 10 Chalmers Close, Edinburgh on the terms outlined in the report and on other terms and conditions to be agreed by the Executive Director of Place.

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

### **37. Award of Contracts for IP Video Surveillance System and Fibre Network**

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Approval was sought for the award of two contracts for the provision and maintenance of an IP Video Surveillance System to North SV Limited at a total value of £2,652,450; and the provision of Fibre Network to British Telecommunications plc at a total value of £866,550.

#### **Decision**

- 1) To approve the award of a contract for the delivery of Internet Protocol (IP) Video Surveillance System (Lot 1) to North SV Limited at a total value of £2,652,450.
- 2) To approve the award of a contract for the provision of Fibre Network (Lot 2) to British Telecommunications plc at a total value of £866,550.
- 3) To approve the commencement of the two contracts on 6 September 2021 for an initial period of five years with two optional extensions of three and two years undertaken at the sole discretion of the Council.

(Reference – report by the Interim Executive Director of Education and Children’s Services, submitted.)

### **38. Chief Officer Voluntary Redundancy Business Case**

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The Committee, in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, excluded the public from the meeting during consideration of the following item of business for the reason that it involved the likely disclosure of exempt information as defined in Paragraphs 1 and 6 of Part 1 of Schedule 7(A) of the Act.

Details were provided on an urgent decision which had been taken in accordance with section 4.1 of the Council’s Committee Terms of Reference and Scheme of Delegation to Officers, by the Chief Executive, in consultation with the Convener and Vice Convener of Finance and Resources to approve a Voluntary Redundancy (VR) Business Case for a Chief Officer.

#### **Decision**

- 1) To note that following Council approval 27 May 2021 to progress with the Senior Leadership Review, the internal phase of the Senior Leadership Review had now been completed, resulting in a number of internal appointments to new Chief Officer roles in line with the Council’s approved Organisational Change Policy.
- 2) To note as a result of this phase of implementation being completed and associated statutory obligations, an urgent decision in accordance with section 4.1 of the Council’s Committee Terms of Reference and Scheme of Delegation to Officers was taken by the Chief Executive, in consultation with the Convener and Vice Convener of Finance and Resources to approve a Voluntary Redundancy (VR) Business Case for a Chief Officer.

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



## **Declaration of Interests**

Councillor Corbett declared a non-financial interest in the above item as the staff member named in the report was a personal friend.

## **39. Lauriston Castle Trust**

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The Committee, in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, excluded the public from the meeting during consideration of the following item of business for the reason that it involved the likely disclosure of exempt information as defined in Paragraphs 6 and 12 Part 1 of Schedule 7(A) of the Act.

Details were provided on the principal findings of an external review of the effectiveness of current governance arrangements in discharging the Council's responsibilities under the Deed of Trust for Lauriston Castle Trust.

### **Decision**

- 1) To agree to implement Option 2 in the report subject to a further report being submitted to full Council which addressed:
  - a) the appointment of only Councillor Trustees at the moment.
  - b) appropriate support being made available to purchase indemnity insurance for Councillor trustees and providing legal and administrative support for at least 6 months.
  - c) a routemap setting out a proposed way forward for the Trust.
- 2) To agree that the Executive Director of Corporate Services examine the arrangements for the other trusts of which the Council was sole trustee with reference to the arrangements agreed for Lauriston Castle Trust.

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

### **Declaration of Interests**

Councillor Staniforth declared a financial interest as he was a paid performer at Lauriston Castle and left the meeting during the Committee's consideration of the above item.