


# Business Bulletin

## Finance and Resources Committee

**10.00am, Tuesday, 21 November 2023**

Dean of Guild Court Room, City Chambers, High Street, Edinburgh

# Finance and Resources Committee

Convener:	Members:	Contact:
<p>Convener Councillor Mandy Watt</p> 	<p>Councillor Marco Biagi Councillor Graeme Bruce Councillor James Dalgleish Councillor Phil Doggart Councillor Lesley Macinnes Councillor Alys Mumford Councillor Vicky Nicolson Councillor Neil Ross Councillor Alex Staniforth Councillor Lewis Younie</p>	<p><a href="#">Taylor Ward</a> Committee Services</p> <p><a href="#">Louise Williamson</a> Committee Services</p>

Recent News	Background	Contact
<p><b>RAAC Update</b></p> <p>The inspection of the Council’s operational estate, for the identification of RAAC, is substantially complete. There are few areas, in a limited number of buildings that require specialist equipment and/or additional works to expose the structural elements and these are being worked through incrementally to finalise the inspections.</p> <p>In terms of governance, the Council is currently carrying out an assurance exercise to ensure nothing has been missed and that all assessments and inspections have the detailed methodology recorded.</p> <p>The buildings affected are listed below, together with a brief summary of the current position:</p> <p><b>Trinity and Cramond Primary Schools</b> – both buildings have been partially closed and temporary accommodation (four classrooms each) installed on site. Both will require roof replacements over the area impacted by RAAC. Work scheduled to start on site in early 2024.</p> <p><b>Lorne Primary School</b> – significant mitigation works commenced over the October break to reinforce the upper floor ceiling. This has allowed the reoccupation of the upper floor, which has brought the school back to operational capacity. Work will continue to consider the longer-term implications.</p> <p><b>Trinity Academy Swimming Pool</b> – was already unused and will be demolished soon as part of the planned replacement of the wider school facility.</p> <p><b>Fox Covert/St Andrew’s Primary School</b> – circulation/office areas with RAAC remain operational following the completion of remedial works over the summer holidays. The gym hall and dining hall remain closed but will re-open following the completion of remedial works. The kitchen will be closed for longer term but hot meals being delivered from elsewhere.</p> <p><b>Colinton Primary School</b> – no impact on school operation. Plans being developed to replace RAAC roofs with phased approach.</p> <p><b>Pentland Primary School</b> – kitchen and section of corridor not in use but no impact on school operation. School meals being delivered.</p> <p><b>Currie High School</b> – Old gym block, assembly hall and an art classroom are closed and detailed inspections still in progress. Newer gym block still in use, some gym classes taking place outdoors and assemblies are being delivered online.</p> <p><b>Former Annex at Darroch</b> – small extension to building which was used for storage. Remainder of building remains</p>	<p><a href="#">Council 28 September 2023 – Conservative Group amendment to Item 8.1</a></p>	<p><a href="mailto:peter.watton@edinburgh.gov.uk">peter.watton@edinburgh.gov.uk</a></p>

<p>operational. Will be considered for demolition.</p> <p><b>Peffermill Depot</b> – small area that has been isolated without operational impact.</p> <p><b>Blackhall Library</b> – entire roof area has RAAC and more detailed analysis is ongoing due to significant ceiling coverings and equipment that needs to be removed. The library will remain closed meantime.</p> <p><b>Jack Kane Leisure Centre</b> – Edinburgh Leisure have identified a very small area that has been isolated without any operational impact.</p> <p>As per the Council motion on 28 September 2023, a more detailed report will be submitted to Committee in the next cycle.</p>		
<p><b>HR System (Oracle) – Project Update</b></p> <p>On 10 March 2023, Committee approved Oracle HRM as its new partner for the Council’s HR and Payroll system.</p> <p>As outlined in previous updates to Committee on 23 June 2023 and 28 September 2023, the project has been split into two phases. Phase one will go live on 1 April 2024 and will deliver 3 elements:</p> <ul style="list-style-type: none"> <li>- Transferring all employees ‘core’ HR data to the new Oracle platform.</li> <li>- Delivering a new payroll system.</li> <li>- Migrating historic HR data to a new archive solution.</li> </ul> <p>Consideration had to be given to the creation of an archive system to allow ongoing reference and reporting on workforce aspects. Procurement of this solution resulted in an Oracle Solution being approved, with funding being utilised from the contingency element which was agreed in March 2023. Despite this additional cost, the implementation of the new HR and Payroll system and the new archive solution remains within budget.</p> <p>Ongoing discussions have also confirmed that there will be no contract extension beyond 31 March 2024 with current provider Midland HR. Requirements to complete Phase 1 are critical to ensure colleagues are paid correctly and on time at the end of April 2024. This continues to be the most significant and red risk associated with the project and is continually monitored through the governance framework.</p> <p>The project is progressing well and continues to remain on track, however, as with any project of this size, complexity and aggressive implementation timescales, there remains significant risks which continue to be monitored and mitigation put in place by the Project Board.</p> <p>Early engagement on the roll out of the new system has commenced with managers across the organisation with more detailed communications and training planned for all colleagues</p>		<p><a href="mailto:nareen.owens@edinburgh.gov.uk">nareen.owens@edinburgh.gov.uk</a></p>

<p>from January 2024.</p>		
<p><b>Housing Retrofitting Strategy</b></p> <p>A report on the Council’s Housing Retrofitting Strategy in response to a motion by Cllr Watt was noted at Housing, Homelessness and Fair Work Committee on Tuesday 3<sup>rd</sup> October 2023. Committee agreed to discharge the Motion agreed at Finance and Resources Committee on 10 March 2023 and that an update will be provided to Finance and Resources Committee via the Business Bulletin.</p> <p>The Retrofitting Strategy report sets out the role of in-house workforce and contractors in delivery of Whole House Retrofit (WHR) including consideration of investing and upskilling of the Council’s workforce and the apprenticeship programme. In terms of upskilling and investing of the Council’s workforce the report highlighted the challenges faced by the Council in recruiting technical roles, with five separate recruitment exercises between 2021 and 2023 only managing to secure one building surveyor. A People Strategy and Strategic Workforce Plan is being developed to support recruitment, retention and development of staff and the Housing Service will be working with colleagues in Human Resources to support the development of this strategy.</p> <p>The report also highlighted that the delivery of WHR is markedly different to the delivery of specific works contracts such as lifecycle component replacement works or standalone external fabric works. The delivery of WHR is both resource intensive and specialised, particularly in terms of the roles of Principal Designer and Contractor. The Principal Designer role includes provision for structural, mechanical, electrical and fire engineers alongside architectural, cost consultant and health and safety roles. The role of Principal Contractor is extensive covering the planning, managing and monitoring of works and co-ordinating health and safety and organising cooperation between all sub-contractors on site.</p> <p>The current WHR pilot programme which is now on-site will include a lessons learned exercise to inform and update the city-wide retrofitting strategy for Council homes including the potential for the in-house workforce to support the delivery of future programmes in some capacity. Progress with delivery of the first phase of WHR is discussed regularly at meetings with the Trade Unions and two workshop sessions have taken place. Currently, the Council’s in-house workforce is fully deployed on carrying out responsive repairs and repairs to empty homes. Housing Operations have conducted several recruitment</p>	<p><a href="#">Housing, Homelessness &amp; Fair Work Committee 3 October 2023</a></p>	<p><a href="mailto:michael.kellett@edinburgh.gov.uk">michael.kellett@edinburgh.gov.uk</a></p>

<p>exercises for craft operatives since the end of the pandemic.</p> <p>The Council's Housing Apprenticeship Programme is continuing with a close working partnership in place with Edinburgh Guarantee and Heriot Watt University to promote opportunities within the Council housing teams for craft and graduate apprentices. The Housing Service remains committed to the development of a progressive apprenticeship programme and the intention is to grow this programme for operative staff at a rate that is sustainable. There are currently 16 craft operatives apprentices in post with a plan to grow this to over 20 next year.</p>		
<p><b>Participatory Budgeting</b></p> <p>In considering the Business Bulletin at the Committee's meeting on 21 September 2023, members requested an update on the programme of planned Participatory Budgeting (PB) activity over the coming year.</p> <p>The Council's PB framework comprises of three strands of activity; grants, mainstreaming and commissioning. While opportunities to broaden the scope of existing activity are continuing to be actively examined across all of these areas, there is an acknowledged need to embed further the Council's approach to PB and wider deliberative dialogue with communities.</p> <p><b>Neighbourhood Environmental Projects</b></p> <p>During 2023, the Council has carried out a review of Neighbourhood Environmental Projects (NEPs) with the aim of developing an approach that is more efficient and improves tenant and resident engagement. Engagement sessions with many citywide stakeholders have been undertaken and a new approach developed, with the resulting projects progressed through the Estates Improvement Programme (EIP). Refresher sessions with local elected members have also been arranged and a number of estate improvement meetings and site visits held across the city. Further support is being provided to the localities to help develop local Estate Improvement Groups to create a platform for on-going project discussion and review.</p> <p>As a result of this activity, neighbourhood investment will become more representative of the wants and needs of Council tenants. Smaller projects will be delivered more quickly, allowing improved resident engagement on larger-scale and more impactful projects.</p> <p><b>Leith Chooses</b></p> <p>Preparatory work for this year's programme is well underway, with project ideas submitted and public voting due to take place in February 2024 to determine awards to a total value of £54,000.</p> <p><b>Schools – Pupil Equity Funding</b></p>		

<p>While Pupil Equity Funding (PEF) spending plans are now in place for academic session 2023/24, targeted efforts will be made to expand the development of participatory approaches in 2024/25, consistent with relevant Scottish Government guidance.</p> <p><b>Evaluation of Edinburgh Community Climate Fund (ECCF), including future use of CONSUL Platform</b></p> <p>Following confirmation of grant awards in March 2023, six-month progress meetings have been held with all successful projects, highlighting a number of positive outcomes even at this interim stage. Corresponding project updates will be published on the Fund website and inform the final evaluation and subsequent PB initiatives.</p> <p><b>Other Areas</b></p> <p>Officers are exploring the potential applicability of PB-based approaches to a number of further updates, including libraries, community transport and parks and green space, as well as longer-term opportunities around the development of learning estates and twenty-minute neighbourhoods. Updates in these areas will continue to be provided to members.</p> <p>Regular discussions also continue to take place directly and indirectly (through the National PB Officer’s Network) with other local authorities on recent and proposed initiatives.</p>		
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**Forthcoming activities**

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