

# Minutes

## Finance and Resources Committee

10.00am, Tuesday 25 June 2024

### Present

Councillors Watt (Convener), Biagi, Griffiths (substituting for Councillor Dalglish), Macinnes, Mitchell, Mowat (substituting for Councillor Doggart), Mumford, Nicolson, Ross, Staniforth and Younie.

### 1. Minutes

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#### Decision

To approve the minute of the Finance and Resources Committee of 30 April 2024 as a correct record.

### 2. Work Programme

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The Finance and Resources Committee Work Programme for June 2024 was presented.

#### Decision

To note the Work Programme.

(Reference – Work Programme of 25 June 2024, submitted.)

### 3. Rolling Actions Log

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The Finance and Resources Committee Rolling Actions Log for June 2024 was presented.

#### Decision

1) To agree to close the following actions:

**Action 13** – Edinburgh International Conference Centre – Convention Bureau Funding

**Action 16** – Edinburgh International Conference Centre – Convention Bureau Funding

**Action 18 (1)** – Motion by Councillor Parker – Council Tax Discount for PhD Students

2) To ask that and expected completion date for **Action 12** be confirmed.

3) To otherwise note the Rolling Actions Log.

(Reference – Rolling Actions Log of 25 June 2024, submitted.)

## 4. Business Bulletin

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The Finance and Resources Committee Business Bulletin for June 2024 was presented.

### Decision

To note the Business Bulletin.

(Reference – Business Bulletin of 25 June 2024, submitted.)

## 5. Local Government Benchmarking Framework 2022/23 Finance and Resource Services

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An overview was presented of the 2022/23 benchmarking data provided by the Scottish Local Government Benchmarking Framework (LGBF) which reflected the recovery of Finance and Resource services post Covid-19.

### Decision

To note the report by the Executive Director of Corporate Services which set out the detailed analysis of the Local Government Benchmarking Framework (LGBF) dataset regarding Finance and Resources for the 2022/23 financial year.

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

## 6. Revenue Budget Framework and Medium-Term Financial Plan (MTFP) 2024/29 – Progress Update

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Details were provided on the latest review of the Council's main expenditure and income planning assumptions which indicated an estimated budget gap for 2025/26 of £29.9m, increasing to £109.1m by 2028/29, not including equivalent savings requirements for the Edinburgh Integration Joint Board (EIJB).

### Motion

- 1) To note the updated projected budgetary position facing the Council over the next four years, including a £29.9m forecast gap for 2025/26 and £109.1m by 2028/29.
- 2) To note, in light of this position and other significant risks around further increases in demand in homelessness services and delivery of approved savings within the Edinburgh Integration Joint Board (EIJB), the officer recommendation that the provisional in-year underspend for 2023/24 of £2.278m not be used to support additional expenditure.
- 3) To note that the development of the financial strategy and Medium-Term Financial Plan to address these budgetary challenges was an on-going and annual process, including proposals both to achieve budget savings and efficiencies for 2025/26 and continued wider service transformation over the longer term.
- 4) To agree that officers progress the specific proposals being developed under the three overarching categories outlined and additionally undertake a programme of

best value service reviews within the Council's existing policy framework, with these presented, as appropriate, to Executive Committees for initial consideration and onward referral to Council as part of the budget process both to address future years' savings requirements and support service transformation.

- 5) To note that the outcome of a further review of planning assumptions and a progress update on the development of corresponding revenue budget savings proposals would be presented to the Committee's next meeting on 19 September.

- moved by Councillor Watt, seconded by Councillor Griffiths

### **Amendment**

Committee:

- 1) Notes that although reaching net zero by 2030 is one of 3 priorities listed in the council business plan, to which the budget strategy is meant to align, this update does not sufficiently reflect the preventative spend needed under strategic investment, nor the risks associated with inaction on climate change;
- 2) Therefore requests that consideration of climate mitigation and adaptation are included in all service reviews;
- 3) Further requests that costs presented in budget proposals – for example costs associated with asset management – reflect implementation of best practice in terms of street design guidance and sustainable infrastructure;
- 4) Notes that demands on homelessness are a key feature of this report and represent a significant risk to the council both financially, and in terms of reaching our aims of an end to poverty and making Edinburgh a better place to live;
- 5) Therefore requests that the paper presented in September includes:
  - i) Financial projections for homelessness spend
  - ii) Details around the causes of the increased spend
  - iii) Consideration of where preventative spend could be prioritised, including the interlink between the Council's homelessness service and the Integration Joint Board
  - iv) Consideration of whether additional resource including external expertise in homelessness prevention should be recommended
  - v) A timeline and process relating to the formation and approval of the HRA budget including consultation with tenants, and other options for increasing the housebuilding budget by supplementing the HRA from the general fund, external funding, increased borrowing and other means;
- 6) Finally, requests that the list of proposals to be developed also include:

- i) Exploration of significant savings from the civic budget including redeployment of staffing, budget reduction and asset disposal to reduce costs down to covering only statutory requirements;
- ii) Reprofiting of the roads budget towards supporting sustainable and affordable transport;
- iii) Reduction in the use of consultancy and external agencies;
- iv) Use of reserves for spend-to-save projects which are closely aligned to the council's business plan, for example bringing voids back into use more quickly;
- v) Additional revenue raising options, particularly those that align with Business Plan priorities.

- moved by Councillor Mumford, seconded by Councillor Staniforth

In accordance with Standing Order 22(13), the amendment was adjusted and accepted as an addendum to the motion.

### **Decision**

To approve the following adjusted motion by Councillor Watt:

- 1) To note the updated projected budgetary position facing the Council over the next four years, including a £29.9m forecast gap for 2025/26 and £109.1m by 2028/29.
- 2) To note, in light of this position and other significant risks around further increases in demand in homelessness services and delivery of approved savings within the Edinburgh Integration Joint Board (EIJB), the officer recommendation that the provisional in-year underspend for 2023/24 of £2.278m not be used to support additional expenditure.
- 3) To note that the development of the financial strategy and Medium-Term Financial Plan to address these budgetary challenges was an on-going and annual process, including proposals both to achieve budget savings and efficiencies for 2025/26 and continued wider service transformation over the longer term.
- 4) To agree that officers progress the specific proposals being developed under the three overarching categories outlined and additionally undertake a programme of best value service reviews within the Council's existing policy framework, with these presented, as appropriate, to Executive Committees for initial consideration and onward referral to Council as part of the budget process both to address future years' savings requirements and support service transformation.
- 5) To note that the outcome of a further review of planning assumptions and a progress update on the development of corresponding revenue budget savings proposals would be presented to the Committee's next meeting on 19 September.

- 6) To note that although reaching net zero by 2030 was one of 3 priorities listed in the council business plan, to which the budget strategy was meant to align, this update did not sufficiently reflect the preventative spend needed under strategic investment, nor the risks associated with inaction on climate change.
- 7) To therefore request that consideration of climate mitigation and adaptation be included in all service reviews.
- 8) To further request that costs presented in budget proposals – for example costs associated with asset management – reflect implementation of best practice in terms of street design guidance and sustainable infrastructure.
- 9) To note that demands on homelessness were a key feature of the report and represented a significant risk to the council both financially, and in terms of reaching the aims of an end to poverty and making Edinburgh a better place to live.
- 10) To therefore request that the paper presented in September include:
  - i) Financial projections for homelessness spend;
  - ii) Details around the causes of the increased spend;
  - iii) Consideration of where preventative spend could be prioritised, including the interlink between the Council’s homelessness service and the Integration Joint Board;
  - iv) Consideration of whether additional resource including external expertise in homelessness prevention should be recommended;
  - v) A timeline and process relating to the formation and approval of the HRA budget including consultation with tenants, and other options for increasing the housebuilding budget by supplementing the HRA from the general fund, external funding, increased borrowing and other means.
- 11) To finally, requests that the list of proposals to be developed also include:
  - i) Reprofitting of the roads budget towards supporting sustainable and affordable transport;
  - ii) Reduction in the use of consultancy and external agencies;
  - iii) Use of reserves for spend-to-save projects which are closely aligned to the council’s business plan, for example bringing voids back into use more quickly;
  - iv) Additional revenue raising options, particularly those that align with Business Plan priorities.

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

## **7. Response to Conservative Group Amendment – City of Edinburgh Council 9 May 2024 – Item 7.6 – Passenger Transport Framework Agreement**

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Details were provided on the current practice and actions taking place which aimed to address governance and ultimately greater control to prevent the need for future requests to delegate committee decisions.

The Passenger Transport Framework procurement had been delayed resulting in the award timeline falling outside of the standard committee timetable and a request had been made to permit the relevant Executive Director to agree the award of Framework to enable the procurement process to be completed in line with service requirements.

### **Decision**

To note the proposed changes to contract management to address the request from Council.

(References – Act of Council No 12 of 9 May 2024; report by the Executive Director of Corporate Services, submitted.)

## **8. Health and Social Care Contract Extension Report**

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Details were provided on a proposal for a nine month extension to the contract which currently provided support for families where children and young people were affected by parental substance use. The service covered in the report by the Chief Officer, Edinburgh Health and Social Care Partnership had been commissioned by the Edinburgh Integration Joint Board and procured by the City of Edinburgh Council.

### **Decision**

To approve the extension for nine months for the Health and Social Care contract for Support for families where Children and Young People were Affected by Parental Substance Use, for nine months as outlined in paragraph 4.1 of the report by the Chief Officer, Edinburgh Health and Social Care Partnership, the cost of which would be £381,247.

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

## **9. Forth Green Freeport – non-domestic rates relief and retained non-domestic rates Investment Strategy**

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Details were provided of an Investment Strategy for the allocation and governance of this income

The Forth Green Freeport (FGF) initiative would see businesses investing in the Port of Leith area of the Mid-Forth Tax Site in Edinburgh benefit from various tax incentives, among them 100% non-domestic rates (NDR) relief for up to five years, which was to

be offered using existing powers held by the Council (but at no cost to the Council other than the costs of administering the relief).

Details were provided of a proposed Investment Strategy for the allocation and governance of this income.

### **Motion**

- 1) To agree the Investment Strategy for retained non-domestic rates (NDR) associated with the Forth Green Freeport, including the Themes for investment.
- 2) To agrees the recommended proportion, as set out in 4.7 of the report by the Service Director, Sustainable Development, of retained NDR in Edinburgh to be utilised for projects aligned to each Theme.
- 3) To note that a non-domestic rates relief policy for the Forth Green Freeport in Edinburgh would be brought to a future Committee.

- moved by Councillor Watt, seconded by Councillor Griffiths

### **Amendment 1**

- 1) To agree the Investment Strategy for retained non-domestic rates (NDR) associated with the Forth Green Freeport, including the Themes for investment.
- 2) To agrees the recommended proportion, as set out in 4.7 of the report by the Service Director, Sustainable Development, of retained NDR in Edinburgh to be utilised for projects aligned to each Theme.
- 3) To note that a non-domestic rates relief policy for the Forth Green Freeport in Edinburgh would be brought to a future Committee.
- 4) Requests a further report in September 2024 to Finance and Resources Committee on a detailed approach to appropriate borrowing strategies open to the Council as a result of retained rates, as described. This should include more detail on emerging Scottish Government advice and recommendations, and a description of possible borrowing parameters (purpose, levels, impact on existing budgets/project proposals). This is not intended as a substitute for business cases (as outlined at 4.14) but to provide an overview to elected members of what this next stage of development could look like.

- moved by Councillor Macinnes, seconded by Councillor Biagi

### **Amendment 2**

- 1) To agree the Investment Strategy for retained non-domestic rates (NDR) associated with the Forth Green Freeport, including the Themes for investment.
- 2) To agrees the recommended proportion, as set out in 4.7 of the report by the Service Director, Sustainable Development, of retained NDR in Edinburgh to be utilised for projects aligned to each Theme.
- 3) To note that a non-domestic rates relief policy for the Forth Green Freeport in Edinburgh would be brought to a future Committee.

- 4) Request officers provide a briefing note of Investment Plans at the draft stage to provide committee members with opportunity to input before the final decision for approval.

- moved by Councillor Younie, seconded by Councillor Ross

- 1) To agree the Investment Strategy for retained non-domestic rates (NDR) associated with the Forth Green Freeport, including the Themes for investment.
- 2) To agrees the recommended proportion, as set out in 4.7 of the report by the Service Director, Sustainable Development, of retained NDR in Edinburgh to be utilised for projects aligned to each Theme.
- 3) To note that a non-domestic rates relief policy for the Forth Green Freeport in Edinburgh would be brought to a future Committee.
- 4) That the scheme for NDR relief for the Forth Green Freeport should reserve the right for CEC to cancel that relief should the Scottish Government not meet its obligation to fund the relief in full.

- moved by Councillor Staniforth, seconded by Councillor Mumford

In accordance with Standing Order 22(13), Amendments 1, 2 and 3 were accepted as addendums to the motion.

### **Decision**

To approve the following adjusted motion by Councillor Watt:

- 1) To agree the Investment Strategy for retained non-domestic rates (NDR) associated with the Forth Green Freeport, including the Themes for investment.
- 2) To agrees the recommended proportion, as set out in 4.7 of the report by the Service Director, Sustainable Development, of retained NDR in Edinburgh to be utilised for projects aligned to each Theme.
- 3) To note that a non-domestic rates relief policy for the Forth Green Freeport in Edinburgh would be brought to a future Committee.
- 4) To request a further report in September 2024 to Finance and Resources Committee on a detailed approach to appropriate borrowing strategies open to the Council as a result of retained rates, as described. This should include more detail on emerging Scottish Government advice and recommendations, and a description of possible borrowing parameters (purpose, levels, impact on existing budgets/project proposals). This was not intended as a substitute for business cases (as outlined at 4.14 of the report) but to provide an overview to elected members of what this next stage of development could look like.
- 5) To request officers provide a briefing note of Investment Plans at the draft stage to provide committee members with opportunity to input before the final decision for approval.
- 6) To agree that the scheme for NDR relief for the Forth Green Freeport should reserve the right for CEC to cancel that relief should the Scottish Government not meet its obligation to fund the relief in full.



(Reference – report by the Service Director, Sustainable Development, submitted.)

## **10. Review of Missing Share Scheme and Chargeable Fees for Major Emergency Building Incidents**

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Approval was sought to increase the threshold for applications received by Edinburgh Shared Repairs Service (ESRS) under the Missing Shares Scheme from £20,000 to £80,000 which would allow flexibility in the existing Scheme where a Dangerous Building Notice had been served on the property. Approval was also sought for the capping the administrative fees.

### **Decision**

- 1) To agree an increase to the current threshold for missing shares, set in 2017, for major tenement repair projects where a Dangerous Building Notice had been served from £20,000 to £80,000.
- 2) To agree the capping of administrative fees at £2,000, which was 10% of the current Missing Share payment threshold of £20,000.
- 3) To agree in situations where Shared Repairs attendance to an emergency building incident extended beyond the day of the incident, fees be calculated using approved hourly rates and time spent during the make safe works to ensure that costs charged did not exceed costs incurred and to mitigate the impact of the current fee arrangement to owners.
- 4) To note that the Section 95 officer would be required to approve payment of an approved Missing Share application for payments over the existing threshold of £20,000. Additional due diligence would be carried out on property owner's financial circumstances during verification of an application for a Missing Share payment application over £20,000.

(Reference –report by the Executive Service Director, Housing and Homelessness, submitted.)

## **11. Convention Bureau Funding**

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Details were provided on the activities that could be undertaken by an in-house team to support Convention Bureau activities at the end of Edinburgh International Convention Centre's guardianship together with recommendation for reserve sources of funding to be utilised.

### **Motion**

- 1) To note intention to create a small Convention Bureau function in the Council's Business Growth and Inclusion team, to sit alongside the Destination Marketing team, until a business case could be presented as part of the Council's 2025/26 budget setting process.
- 2) To agree the use of assets currently in reserve as follows to support Convention Bureau activities in-house:
  - a) £68,396.08 from the retained Discretionary Fund;

- b) £9,000 from the reserves earmarked to meet subvention commitments made by Marketing Edinburgh;
- c) £72,000 from the general reserves fund, if required.

- moved by Councillor Watt, seconded by Councillor Griffiths

### **Amendment 1**

Committee:

Notes that, ahead of the budget preparation period in February 2025 for the period 2025/26, it will be important for elected members to understand the impact of creating this in-house resource, in both the levels of support to this sector of the city's economy and in how much additional support is being received from that sector to enable this CEC-led effort to continue going forward.

Requests, therefore, that a report is brought forward to the Finance & Resource committee before the end of the calendar year which details progress to date, future potential business levels (where possible to identify) and a clear picture of the financial and business support received from the business community which benefits from the work of the Convention Bureau.

- moved by Councillor Macinnes, seconded by Councillor Biagi

### **Amendment 2**

Committee:

- 1) Notes that elsewhere on this agenda, the Section 95 officer warns against using underspend or unallocated reserves;
- 2) Notes that a use for the £72,000 from general reserves for the ECB has not yet been identified and may not be needed;
- 3) Therefore agrees that if funds from the £72,000 are required before the budget-setting process, an update must be provided in the business bulletin of the following Finance and Resources Committee.

- moved by Councillor Mumford, seconded by Councillor Staniforth

In accordance with Standing Order 22(13), Amendments 1 and 2 were accepted as addendums to the motion.

### **Decision**

To approve the following adjusted motion by Councillor Watt:

- 1) To note intention to create a small Convention Bureau function in the Council's Business Growth and Inclusion team, to sit alongside the Destination Marketing team, until a business case could be presented as part of the Council's 2025/26 budget setting process.
- 2) To agree the use of assets currently in reserve as follows to support Convention Bureau activities in-house:
  - a) £68,396.08 from the retained Discretionary Fund;

- b) £9,000 from the reserves earmarked to meet subvention commitments made by Marketing Edinburgh
  - c) £72,000 from the general reserves fund, if required.
- 3) To note that, ahead of the budget preparation period in February 2025 for the period 2025/26, it would be important for elected members to understand the impact of creating this in-house resource, in both the levels of support to this sector of the city's economy and in how much additional support was being received from that sector to enable this CEC-led effort to continue going forward.
  - 4) To request, therefore, that a report be brought forward to the Finance and Resource Committee before the end of the calendar year which detailed progress to date, future potential business levels (where possible to identify) and a clear picture of the financial and business support received from the business community which benefitted from the work of the Convention Bureau.
  - 5) To note that elsewhere on the agenda, the Section 95 officer warned against using underspend or unallocated reserves.
  - 6) To note that a use for the £72,000 from general reserves for the ECB had not yet been identified and might not be needed.
  - 7) To therefore agree that if funds from the £72,000 were required before the budget-setting process, an update must be provided in the business bulletin of the following Finance and Resources Committee.

(Reference – report by the Service Director, Sustainable Development, submitted.)

## **12. New Liberton High School and Health Centre – Proposed Lease to NHS Lothian**

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An update was provided on the current situation with the Health Centre accommodation being provided within the community hub building which also included the replacement Liberton High School and approval sought for a lease for use of the Health Centre accommodation due to NHS Lothian confirming a capital contribution from the Scottish Government will not be forthcoming.

### **Decision**

To approve a lease to NHS Lothian for the Health Centre forming part of the new Liberton High School on the terms outlined in the report by the Executive Director of Place and on other terms to be agreed by the Executive Director.

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

## **13 Fire Safety Upgrades Multi-Storey Blocks – Award of Contract**

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Approval was sought to award a contract to Harmony Fire Ltd to deliver fire safety compliance works utilising the Prosper Framework for Passive Fire Safety (Lot 1 - Scotland), the maximum contract value of which was £61.107m and the programme of works was expected to be delivered over a 48-month period.

## **Decision**

- 1) To approve a contract to Harmony Fire Ltd via the Prosper Framework for Passive Fire Safety (Lot 1 - Scotland) to undertake a comprehensive upgrade of fire doors, fire stopping and compartmentation interventions to meet current guidance across all multi-storey blocks.
- 2) To note the contract commencement would be 1 July 2024 for a period of up to 48 months with the option to extend (if required) at a total value of £61.107m.

(Reference – report by the Service Director, Housing and Homelessness, submitted.)

## **14. Internal Audit Open and Overdue Internal Audit Action – Performance Dashboard as at 29 April 2024 – referral from the Governance, Risk and Best Value Committee**

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The Governance, Risk and Best Value Committee had referred the Internal Audit Open and Overdue Internal Audit Actions – Performance Dashboard as at 29 April 2024 report to the Finance and Resources Committee for ongoing scrutiny of the overdue Internal Audit actions relevant to its remit.

## **Decision**

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

(References – Governance, Risk and Best Value Committee 7 May 2024 (item 8); referral from the Governance, Risk and Best Value Committee, submitted.)

## **15 Award of Contracts for Leith Connections, Phase 1A Construction**

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Approval was sought to award the contract for the construction stage of Leith Connections Phase 1A to Balfour Beatty Civil Engineering Limited (BBCEL), through the Scape Procure Scotland 'National Civil Engineering and Infrastructure Framework – Scotland' framework agreement.

## **Decision**

To approve the appointment of Balfour Beatty Civil Engineering Limited (BBCEL) to undertake the construction of Leith Connections Phase 1A, for a contract sum of £4,320,234, procured through the Scape Procure Scotland 'National Civil Engineering and Infrastructure Framework – Scotland' framework agreement.

(Reference – report by the Service Director, Operational Services, submitted.)

## **16 Procurement Delivery Plan 2024/2025 - April Update**

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Details were provided on expiring contracts and planned procurement exercises which allowed time for elected members to ask questions about the procurement strategy at an early stage.

## **Motion**

To note the report by the Executive Director of Corporate Services and the update to current procurement exercises in Appendix 1 to the report and expiring contracts detailed in Appendix 2 to the report.

- moved by Councillor Watt, seconded by Councillor Griffiths

## **Amendment**

- 1) Welcomes the intention of the paper to “allow time for elected members to ask questions about the procurement strategy at an early stage”;
- 2) Notes that the Council is required to produce a new procurement strategy which will be submitted for approval by Committee in January 2025;
- 3) Requests that a paper is provided to the next meeting of the F&R Committee setting out the aims of the procurement strategy review, CEC’s plans for engagement with internal and external stakeholders, and a suggested process for member engagement into the strategy.

- moved by Councillor Mumford, seconded by Councillor Staniforth

In accordance with Standing Order 22(13), the amendment was accepted as an addendum to the motion.

## **Decision**

To approve the following adjusted motion by Councillor Watt:

- 1) To note the report by the Executive Director of Corporate Services and the update to current procurement exercises in Appendix 1 to the report and expiring contracts detailed in Appendix 2 to the report
- 2) To welcome the intention of the paper to “allow time for elected members to ask questions about the procurement strategy at an early stage”.
- 3) To note that the Council was required to produce a new procurement strategy which would be submitted for approval by Committee in January 2025.
- 4) To request that a paper be provided to the next meeting of the Finance and Resources Committee setting out the aims of the procurement strategy review, CEC’s plans for engagement with internal and external stakeholders, and a suggested process for member engagement into the strategy

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

## **17. Early Years Partner Provider – Hourly Rate for Funded Early Learning and Childcare – referral from the Education, Children and Families Committee**

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The Education, Children and Families committee had referred a decision on Early Years Partner Provider – Hourly Rate Funded Early Learning and Childcare for information.

Since the decision taken by the Education, Children and Families Committee on 16 April 2024, the service had identified available funding for payment of this rate and accordingly it could therefore be accommodated within existing budget provision.

### **Decision**

To note the report by the Education, Children and Families Committee.

(Reference – Education, Children and Families Committee 16 April 2024 (item 9); referral from the Education, Children and Families Committee, submitted.)

## **18 The City of Edinburgh Council Charitable Trusts and The City of Edinburgh Council Charitable Funds - Annual Audit Plan 2023/24**

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Audit Scotland had been appointed as the Council's external auditor for the fiveyear term covering financial years 2022/23 to 2026/27 inclusive and while, for the 2022/23 review year, the audit of the Council's Charitable Trusts and Funds was incorporated within the planning and reporting for the wider Council audit, for 2023/24 it was proposed that this process be separated. It was anticipated that the corresponding audited accounts and auditor's report would instead be presented to the Committee's meeting on 19 November 2024.

### **Decision**

- 1) To note the report by the Executive Director of Corporate Services on the Annual Audit Plan for the Council's Charitable Trusts and Funds for 2023/24.
- 2) To note the intention to present the corresponding audited accounts and auditor's report to the Committee's meeting on 19 November 2024.

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

### **Declaration of Interests**

Councillor Staniforth made a transparency statement in respect of the above item as a performer at Lauriston Castle.

## **19. Health and Safety Annual Performance Report 2023/24**

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Details were provided on the action taken to manage health and safety during 2023/24 and the associated health and safety performance during this period.

### **Decision**

To note the progress in developing the City of Edinburgh Council's Health and Safety system and the health and safety performance in 2023/24 and work planned to develop this further in 2024/25.

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

## **20. Moredun Multis, Design and Development Commission for Full Block Upgrades and Improvements – Contract Award**

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Approval was sought to award a new Service Order to AtkinsRéalis (the rank one supplier under Lot 11 (Multi-Disciplinary Lot) of the Council's Professional Services Framework) to undertake full multi-disciplinary project management and design services to implement a whole house retrofit (WHR) upgrade aligned with wider block upgrades and improvements at the Moredun Multis.

### **Decision**

- 1) To approve a new Service Order to appoint AtkinsRéalis (formerly Faithful and Gould) for RIBA stages 3-7 to undertake a whole house retrofit (WHR) approach aligned with wider block upgrades and improvements to the Moredun Multis. AtkinsRéalis were the rank one supplier under Lot 11 (Multi- Disciplinary Lot) of the Council's Professional Services Framework.
- 2) To note that a Service Order was placed for RIBA Stage 0-2 (SOC534) which ran from July 2023 to May 2024. The fee level for this was £0.476m (inclusive of surveys).
- 3) To approve the Multi-Disciplinary Design Team Fee for RIBA Stages 3-7 based on the total estimated contract value was £4.875m (which included a 10% discount on the agreed framework rates) with an additional allowance of £0.350m for further detailed surveys.

(Reference – report by the Service Director, Housing and Homelessness, submitted.)

## **21. Land at West Granton Road (Plot 6), Edinburgh - Proposed Acquisition**

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The Council was promoting a Compulsory Purchase Order (CPO) for seven plots of land within the Granton Waterfront as the ownership and control of this land was required for the development of Phase 1 'Heart of Granton' within the wider Granton Waterfront regeneration area. Terms had been agreed with the current owner for the purchase of the land referred to as Plot 6 and approval was sought to acquire the land on the terms and conditions outlined in the report by the Service Director, Sustainable Development.

### **Decision**

To approve the acquisition of land at West Granton Road (Plot 6), 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 Service Director, Sustainable Development, submitted.)

## **22. Gypsy Brae Recreational Ground, Edinburgh - Proposed New Lease**

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Approval was sought to grant three year lease to Midnight and Beyond, formerly known as FACENorth SCIO, of the cycle track at Gypsy Brae Recreation Ground, alongside

additional amenities aimed at promoting health, wellbeing, and community engagement on the terms and conditions outlined in the report by the Service Director, Operational Services.

### **Decision**

To approve a new three-year lease to Midnight and Beyond at Gypsy Brae Recreational Ground, 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 Service Director, Operational Services, submitted.)

### **23. 77 Shore, Edinburgh - Proposed Lease Extension**

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Approval was sought to grant a 20 year lease extension to Erdogan and Catrina Bayraktar on a lease expiring on 18 August 2024 for premises at 77 Shore, Edinburgh on the terms and conditions outlined in the report by the Service Director, Sustainable Development.

### **Decision**

To approve a 20-year lease extension to Erdogan and Catrina Bayraktar of the premises found at 77 Shore, 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 Service Director, Sustainable Development, submitted.)

### **24. 25X Lochend Road South, Edinburgh - Proposed Lease Extension**

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Approval was sought to grant a 15 year lease extension to Lochend Football Academy for 25X Lochend Road South, Edinburgh to allow funding applications, on the terms and conditions outlined in the report by the Service Director, Sustainable Development.

### **Decision**

To approve a 15-year lease extension to Lochend Football Academy of 25X Lochend Road South, 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 Service Director, Sustainable Development, submitted.)

### **25 Phase 3, 2nd Floor, Ratho Park, Edinburgh – Proposed New Lease**

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Approval was sought to grant a new lease of the 2nd floor office suite at Phase 3 Ratho Park, Newbridge to Nykobing Limited on the terms and conditions outlined in the report by the Service Director, Sustainable Development.

### **Decision**

To approve a 17-year lease to Nykobing Limited at Phase 3, 2nd Floor, Ratho Park 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 Service Director, Sustainable Development, submitted.)

## **26 (8A) Loaning Crescent, Edinburgh - Proposed New Lease**

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Approval was sought to grant a new 20 year ground lease of (8A) Loaning Crescent, Edinburgh to Leith St Andrew's Playgroup on the terms and conditions outlined in the report by the Service Director, Sustainable Development.

### **Decision**

To approve a new 20 year ground lease to Leith St Andrew's Playgroup of (8A) Loaning Crescent, 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 Service Director, Sustainable Development, submitted.)

## **27 South Park, Greendykes – Proposed Acquisition**

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PARC Craigmillar Limited, as a subsidiary of EDI, was in the process of being wound up and one of the two remaining assets held was the South Park at Greendykes. Approval was sought for the Council to acquire the South Park on the terms and conditions outlined in the report by the Service Director, Sustainable Development.

### **Decision**

To approve the acquisition of the heritable interest in the South Park in Greendykes, Edinburgh from PARC Craigmillar Limited on the terms and conditions outlined in the report by the Service Director, Sustainable Development.

(Reference – report by Service Director, Sustainable Development, submitted.)

## **28. Proposed Acquisition of Completed Homes Across Edinburgh**

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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 8 and 9 of Part 1 of Schedule 7(A) of the Act.

Approval was sought for the funding package to acquire 168 new build homes at various locations in Edinburgh on the terms and conditions outlined in the report by the Executive Director of Place.

### **Decision**

- 1) To note the progress made with the purchase of new build homes following the Committee on 25 January 2024 and 30 April 2024.
- 2) To approve the purchase of 168 new build homes at various locations in Edinburgh, subject to completing due diligence and on the terms and conditions outlined in the report by the Executive Director of Place.
- 3) To refer the report to Council for approval of the funding package.
- 4) To note the emerging financial risks highlighted regarding increased demand for temporary accommodation relating to asylum and displaced Ukrainian re-settlement schemes.

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

## **29. Internal Audit Update Report June 2024 – referral from the Governance, Risk and Best Value Committee**

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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 8 and 9 of Part 1 of Schedule 7(A) of the Act.

The Governance, Risk and Best Value Committee had referred the Internal Audit Update Report: June 2024 report to the Finance and Resources Committee for consideration.

### **Decision**

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

(Reference – Governance, Risk and Best Value Committee 4 June 2024 (item 5); referral from the Governance, Risk and Best Value Committee, , submitted.)

## **30. Replacement HR and Payroll System (Oracle Fusion) – referral from the Finance and Resources Committee**

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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 8 and 9 of Part 1 of Schedule 7(A) of the Act.

Details were provided on revised costs to allow full implementation of the replacement HR and Payroll System (Oracle Fusion).

### **Decision**

As detailed in the Confidential Schedule, signed by the Convener, with reference to this minute.

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

## **31. Edinburgh International Conference Centre Hotel – Contract Variation**

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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 8 and 9 of Part 1 of Schedule 7(A) of the Act.

An update was provided on the Edinburgh International Conference Centre (“EICC”) hotel project.

### **Decision**

As detailed in the Confidential Schedule, signed by the Convener, with reference to this minute.

(Reference – report by the Service Director, Sustainable Development, submitted.)