

Notice of meeting and agenda

Policy and Sustainability Committee

10.00 am Tuesday, 7th June, 2022

Dean of Guild Court Room - City Chambers

This is a public meeting and members of the public are welcome to attend or watch the webcast live on the Council's website.

The law allows the Council to consider some issues in private. Any items under "Private Business" will not be published, although the decisions will be recorded in the minute.

Contacts

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1. Order of Business

- 1.1 Including any notices of motion and any other items of business submitted as urgent for consideration at the meeting.

2. Declaration of Interests

- 2.1 Members should declare any financial and non-financial interests they have in the items of business for consideration, identifying the relevant agenda item and the nature of their interest.

3. Deputations

- 3.1 If any

4. Minutes

- 4.1 Minute of Policy and Sustainability Committee of 29 March 2022 – submitted for approval as a correct record 5 - 16

5. Forward Planning

- 5.1 Work Programme – June 2022 17 - 26
- 5.2 Rolling Actions Log 27 - 34

6. Business Bulletin

- 6.1 If any

7. Executive Decisions

7.1 Future Policy Agenda - Presentation by the Chief Executive

8. Routine Decisions

8.1 If any

9. Motions

9.1 If any

Nick Smith

Service Director, Legal and Assurance

Committee Members

Councillor Cammy Day (Convener), Councillor Mandy Watt (Vice-Convener), Councillor Alan Beal, Councillor Marco Biagi, Councillor Steve Burgess, Councillor Kate Campbell, Councillor Sanne Dijkstra-Downie, Councillor Phil Doggart, Councillor Kevin Lang, Councillor Lesley Macinnes, Councillor Adam McVey, Councillor Claire Miller, Councillor Frank Ross and Councillor Iain Whyte

Information about the Policy and Sustainability Committee

The Policy and Sustainability Committee consists of 17 Councillors and is appointed by the City of Edinburgh Council. This meeting of the Policy and Sustainability Committee is being held in the Dean of Guild Court Room in the City Chambers on the High Street in Edinburgh and remotely by Microsoft Teams.

Further information

If you have any questions about the agenda or meeting arrangements, please contact Jamie Macrae, Committee Services, City of Edinburgh Council, Business Centre 2.1,

Waverley Court, 4 East Market Street, Edinburgh EH8 8BG, Tel 0131 553 8242 / 0131 529 4264, email jamie.macrae@edinburgh.gov.uk / louise.p.williamson@edinburgh.gov.uk.

The agenda, minutes and public reports for this meeting and all the main Council committees can be viewed online by going to <https://democracy.edinburgh.gov.uk/>.

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Minutes

Policy and Sustainability Committee

10.00 am, Tuesday 29 March 2022

Present

Councillors McVey (Convener), Day (Vice-Convener), Aldridge, Burgess, Jim Campbell, Kate Campbell (from Item 10), Fullerton (substituting for Councillor Kate Campbell (items 1-9), Gardiner, Gloyer, Johnston (substituting for Councillor Hutchison) Macinnes, Miller, Mowat (substituting for Councillor Cook), Munn, Perry, Rose (substituting for Councillor McLellan), Whyte and Wilson.

1. Minutes

Decision

To approve the minute of the Policy and Sustainability Committee of 22 February 2022 as a correct record.

2. Policy and Sustainability Committee Work Programme

The Policy and Sustainability Committee Work Programme for 29 March 2022 was presented.

Decision

To note the Work Programme.

(Reference – Work Programme 29 March 2022, submitted.)

3 Policy and Sustainability Committee Rolling Actions Log

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

Decision

1) To agree to close the following actions:

Action 2 – City of Edinburgh Council Motion by Councillor Mowat – Edinburgh’s Christmas and Hogmanay 2017/18

Action 7 – Supporting the Visitor Economy in Edinburgh

2) To clarify the dates for submission of the reports in respect of Actions 4 and 5 (Recycling and Waste Collection in Schools and Youth Work in Community Centres and Other Locations).

3) To otherwise note the Rolling Actions Log.

(Reference – Rolling Actions Log, submitted.)

4. Business Bulletin

The Policy and Sustainability Committee Business Bulletin for 29 March 2022 was submitted.

Motion

To note the Business Bulletin.

- moves by Councillor McVey, seconded by Councillor Day

Amendment

- 1) To note the information provided in this Business Bulletin on the Council's current investment to address the climate emergency as declared by the council in 2018 and particularly welcome additional funding for the 'Net Zero community' project agreed in the last council budget;
- 2) To note the Council had set a target of 2030 to achieve Net Zero emissions and had put in place a Council Emissions Reduction Plan and a city-wide 2030 Climate Strategy and further note the vital role that the council played in co-ordinating and facilitating the City's response;
- 3) To note that the dedicated council officer resource working towards this target was currently engaged on a temporary basis and understand that ongoing resource would be required for the council and the city to achieve our climate emergency ambitions;
- 4) To note that the council could invest in expertise to be able to bring forward investment in building energy efficiency and renewable energy, a major source of the council and City's carbon emissions;
- 5) To note that there were capital investment opportunities that could reduce the Council's own emissions – for example, investment electric refuse collection vehicles, light electric vehicle fleet and electric vehicle chargers at council depots;
- 6) To note that there was potential to invest in adaptation to climate change impacts such as reducing surface water flooding, one of the main impacts for the city;
- 7) To note that achieving the City's net zero ambitions would require residents to be engaged, consulted and brought along on the journey and that the Edinburgh Climate Forum could be further resourced to undertake proactive outreach work with communities;
- 8) To note that there was not yet a council programme in place for training all elected members and key staff in climate change awareness;

- 9) To therefore note that there was significant potential to review and revise the council's investment in its contribution towards tackling the global climate emergency.

- moved by Councillor Burgess, seconded by Councillor Miller

In accordance with Standing Order (22)12, the amendment was adjusted and accepted as an addendum to the motion.

Decision

To approve the following adjusted motion by Councillor McVey:

- 1) To note the information provided in this Business Bulletin on the Council's current investment to address the climate emergency as declared by the council in 2018 and particularly welcome additional funding for the 'Net Zero community' project agreed in the last council budget.
- 2) To note the Council had set a target of 2030 to achieve Net Zero emissions and had put in place a Council Emissions Reduction Plan and a city-wide 2030 Climate Strategy and further note the vital role that the council played in co-ordinating and facilitating the City's response.
- 3) To note that the dedicated council officer resource working towards this target was currently engaged on a temporary basis and understand that ongoing resource would be required for the council and the city to achieve our climate emergency ambitions.
- 4) To note that the council could invest further in expertise to be able to bring forward investment in building energy efficiency and renewable energy, a major source of the council and City's carbon emissions.
- 5) To note that there were further capital investment opportunities that could reduce the Council's own emissions – for example, investment electric refuse collection vehicles, light electric vehicle fleet and electric vehicle chargers at council depots.
- 6) To note that there was potential to further invest in adaptation to climate change impacts such as reducing surface water flooding, one of the main impacts for the city.
- 7) To note that achieving the City's net zero ambitions would require residents to be engaged, consulted and brought along on the journey and that the Edinburgh Climate Forum could be further resourced to undertake proactive outreach work with communities.
- 8) To note that there was not yet a council programme in place for training key staff in climate change awareness.
- 9) To therefore note that there was significant potential to review and revise the council's investment in its contribution towards tackling the global climate emergency.

10) To otherwise note the Business Bulletin.

(Reference – Business Bulletin 29 March 2022, submitted.)

5. Police Scotland - Edinburgh City Division Scrutiny Report April-December 2021

Chief Superintendent Sean Scott and Superintendent Mark Rennie provided an update for April to December 2021 on Police Scotland's City of Edinburgh Division city-wide plans, policies and performance.

Decision

To note the update.

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

6. Best Value Assurance Audit Response - March Update

An update was provided on the progress made to respond to the Best Value Assurance Audit recommendations.

Motion

- 1) To note the progress made to date to respond to the Best Value Assurance Audit Report recommendations.
- 2) To refer the report by the Interim Executive Director of Corporate Services to the Governance Risk and Best Value Committee for its consideration and scrutiny.

- moved by Councillor McVey, seconded by Councillor Day

Amendment

- 1) To note with increasing concern that much progress has still to be made to demonstrate improvement in how the Council responds to feedback and scrutiny findings and specifically in relation to this report:
 - While a medium-term revenue budget framework was provided to the Finance and Resources Committee in October 2021 no long-term financial plan has yet been produced;
 - the Council still does not have a detailed workforce plan;
 - Publicly available performance reporting is still being developed;
 - No practical changes have yet taken place on community engagement, asset transfer or the Edinburgh Partnerships' community engagement.
- 2) To note that it was some 14 months since the BVAR was published and considered that this limited progress was unacceptable given that some of the issues identified were well known (e.g. the lack of long-term financial plan and workforce plan were already recommendations from previous iterations of BVAR).

- 3) To agree to continue with a full reporting process until these major recommendations were resolved and that a report be provided to the new Council or an appropriate committee no later than June 2022 with draft versions of the long-term financial plan and Workforce plan for approval along with a progress update on all other BVAR recommendations.
- 4) To refer the report by the Interim Executive Director of Corporate Services to the Governance Risk and Best Value Committee for its consideration and scrutiny.

- moved by Councillor Whyte, seconded by Councillor Jim Campbell

In accordance with Standing Order 22(12), paragraph 3) of the amendment was adjusted and accepted as an addendum to the motion.

Voting

The voting was as follows:

| | | |
|------------------------------|---|----------|
| For the motion (as adjusted) | - | 10 votes |
| For the amendment | - | 7 votes |

(For the motion (as adjusted): Councillors Burgess, Day, Fullerton, Gardiner, Macinnes, McVey, Miller, Munn, Perry and Wilson.

For the amendment: Councillors Aldridge, Jim Campbell, Gloyer, Johnston, Mowat, Rose and Whyte.)

Decision

To approve the following adjusted motion by Councillor McVey:

- 1) To note the progress made to date to respond to the Best Value Assurance Audit Report recommendations.
- 2) To agree to continue with a full reporting process until these major recommendations were resolved and that a report be provided to the new Council or an appropriate committee.
- 3) To refer the report by the Interim Executive Director of Corporate Services to the Governance Risk and Best Value Committee for its consideration and scrutiny.

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

7. Adoption of Chief Executive and Chief Officer Disciplinary Policy

As a consequence of a recent review of the Council's HR policies and procedures, a gap had been identified in that the Council's Chief Executive and Chief Officer Disciplinary policy did not currently cover all circumstances.

The current Disciplinary Procedure for Heads of Department became effective on 28 July 1997 and the Scottish Joint Negotiating Committee had set out a model framework of governance with regard to the terms and conditions for Chief Executive Officers in

2014 (as set out in Appendix 3 to the report by the Interim Executive Director of Corporate Services) which had not been formally adopted by the Council.

Motion

- 1) To recommend that the Council adopt and agree that the Scottish Joint Negotiating Committee (SJNC) Model Framework (the “Gold Book”) would apply where appropriate.
- 2) To recommend that Council establish a Chief Official Personnel Assessment Committee and the Chief Official Personnel Hearing Committee.
- 3) To recommend that Council adopt the revised Committee Terms of Reference and Delegated Functions as set out in appendix one to the report by the Interim Executive Director of Corporate Services and to request that Council delegate authority to the Chief Executive to make any minor amendments as required to implement the decision of Council.
- 4) To recommend that Council appoint one member each from the Conservative, SNP, Labour, Green and Liberal Democrats groups in line with the political balance of the Council, to the Chief Official Personnel Assessment Committee.
- 5) To recommend that Council appoint the convener of the Chief Official Personnel Assessment Committee.
- 6) To recommend that Council appoint one member each from the Conservative, SNP, Labour, Green and Liberal Democrats groups in line with the political balance of the Council, to the Chief Official Personnel Hearing Committee.
- 7) To recommend that Council appoint the convener of the Chief Official Personnel Hearing Committee.
- 8) To recommend that Council agree the Scheme of Delegation to Officers as set out in appendix two to the report and delegate authority to the Chief Executive to make any minor amendments as required to implement the decision of Council.
- 9) To note the detail contained in appendix three to the report by the Interim Executive Director of Corporate Services – the Gold Book – ‘Scheme of salaries and conditions of service for Chief Officials’.

Amendment

- 1) To recommend that the Council adopt and agree that the Scottish Joint Negotiating Committee (SJNC) Model Framework (the “Gold Book”) would apply where appropriate.
- 2) To recommend that Council establish a Chief Official Personnel Assessment Committee and the Chief Official Personnel Hearing Committee.
- 3) To recommend that Council adopt the revised Committee Terms of Reference and Delegated Functions as set out in appendix one and to request that Council delegate authority to the Chief Executive to make any minor amendments as required to implement the decision of Council.

- 4) To recommend that the Council appoint one member from each of the properly constituted political Groups that have three or more Members in line with the political balance of the Council, to the Chief Officer Personnel Assessment / Hearing Committee.
- 5) To recommend that Council appoint the convener of the Chief Official Personnel Assessment Committee.
- 6) To recommend that Council appoint the convener of the Chief Official Personnel Hearing Committee.
- 7) Notes the content of Paragraph 4.5 of the report but, notwithstanding agrees that the power to appoint an investigating officer should be within the power of the Assessment Committee with the assistance of the Service Director HR and Monitoring Officer.
- 8) To further agree that:
 - the Quorum for each of the Chief Officer Personnel Assessment / Hearing Committee should be 50%
 - the power to initiate an investigation, should it be with the Assessment Committee and / or the MO with advice from head of HR
- 9) To note that at its meeting on 17 March 2022 the Council voted, without debate or discussion, on a motion of no confidence in the Chief Executive under the previous arrangements in relation to a Monitoring Officer Report on Edinburgh Secure Services; considers that this was a completely unsatisfactory outcome, especially given the further allegations revealed in the media since then.

In accordance with Standing Order 30.1, the Convener ruled that the amendment was not competent and was therefore not accepted.

Decision

To approve the motion by Councillor McVey.

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

8. Equality and Diversity Framework 12-Month Update

An update was provided on progress with the Council's Equality and Diversity Framework 2021-2025, and its subsequent progress reports which aimed to demonstrate how these and other equality duties were met.

Decision

- 1) To agree, due to the continuing impact of the pandemic over the first year of the Equality and Diversity Framework 2021-2025:
 - a) to agree to continue to progress with all equality outcomes including the five established priority outcomes as set out in the framework, and
 - b) to agree receive a report on progress with implementation of the outcomes in April 2023 as per statutory requirements.

- 2) To note the commitment to on-going engagement with stakeholders throughout the implementation of the Framework with the intention that this engagement informed the progress report in April 2023.

(Reference – Policy and Sustainability Committee 20 April 2021 (item 13); report by the Interim Executive Director of Corporate Services, submitted.)

9. Our Future Work Strategy - Progress Update

An update on progress with the Our Future Work strategy which set out a vision for how the City of Edinburgh Council could return to office-based working in a new and modern way was provided.

Motion

- 1) To note the progress made to date on delivery of the Our Future Work strategy.
- 2) To note the programme of work currently underway to enable colleagues to return to buildings across the Council estate.
- 3) To note the focus group work undertaken to date with frontline colleagues as to what flexible working means for them.

- moved by Councillor McVey, seconded by Councillor Day

Amendment

- 1) To note the progress made to date on delivery of the Our Future Work strategy.
- 2) To note the programme of work currently underway to enable colleagues to return to buildings across the Council estate.
- 3) To note the focus group work undertaken to date with frontline colleagues as to what flexible working means for them.
- 4) To call for a further report to Committee no later than June 2022 detailing how Council productivity will be monitored going forward under the Our Future Work Strategy and how performance management and staff management will be developed to be more outcome focused.

- moved by Councillor Whyte, seconded by Councillor Mowat

In accordance with Sanding Order 22(12), the amendment was adjusted and accepted as an addendum to the motion.

Decision

To approve the following adjusted motion by Councillor McVey:

- 1) To note the progress made to date on delivery of the Our Future Work strategy.
- 2) To note the programme of work currently underway to enable colleagues to return to buildings across the Council estate.
- 3) To note the focus group work undertaken to date with frontline colleagues as to what flexible working means for them.

- 4) To call for a further report to Committee no later than August 2022 detailing how Council productivity would be monitored going forward under the Our Future Work Strategy and how performance management and staff management would be developed to be more outcome focused.

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

10 Consultation on NHS Scotland Climate Emergency and Sustainability Strategy - Council Response

The Scottish Government and NHS Assure had developed a draft Climate Emergency and Sustainability Strategy 2022 to 2026 (the NHS Strategy) public consultation which had closed on 10 March 2022 and was therefore not possible for Committee to consider the proposed response prior to submission.

Details were provided on the Council's submission to the consultation which had been agreed by the Executive Director of Corporate Services in consultation with the Leader and Depute Leader under urgency provisions set out in A4.1 of the Committee Terms of Reference and Delegated Functions so as to meet the consultation deadlines.

Decision

To note the response to the draft Climate Emergency and Sustainability Strategy 2022 to 2026 consultation (attached at appendix A to the report by the Interim Executive Director of Corporate Services), approved by the Executive Director of Corporate Services in consultation with the Leader and Depute Leader under urgency provisions set out in A4.1 of the Committee Terms of Reference and Delegated Functions so as to meet the consultation deadlines.

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

11. Forever Edinburgh Update

Details were provided on the results of Forever Edinburgh's The Story Never Ends campaign together with a summary overview of the Marketing Plan for targeting Inbound Leisure Visitors in 2022.

Decision

- 1) To note the progress report for Forever Edinburgh's The Story Never Ends campaign.

- 2) To note the summary of the Forever Edinburgh Leisure Tourism Marketing Plan 2022

(References – Policy and Sustainability Committee 30 November 2021 (item 14); report by the Executive Director of Place, submitted.)

12 Petition for Consideration – Twinning Edinburgh with Gaza City

Decision

To note that the report had been withdrawn to allow officers to give full consideration to legal matters raised since publication of the agenda.

13. Review of Effectiveness of Scrutiny of the Policy and Sustainability Committee - Self-Evaluation and Lessons Learnt

Details were provided of a self-evaluation workshop undertaken by Policy and Sustainability Committee (PS) members on 10 March 2022 to assess current political management arrangements (PMAs), committee effectiveness and lessons learnt from this Council term.

Decision

- 1) To note the outputs from the self-evaluation workshop undertaken by the Policy and Sustainability Committee members on 10 March 2022 to assess current political management arrangements, committee effectiveness and lessons learnt from this Council term.
- 2) To note the outputs from the self-evaluation workshop would be used to inform the design of political management arrangement proposals and support provided to elected members around the local government election 2022 and following council term.

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

14. Domestic Abuse Policy

Details were provided on the revised Council's Domestic Abuse Policy which included Manager Guidance and Training Matrix and the development of a pathway for awareness raising, education, on-going learning and a culture shift in how domestic abuse as a workplace issue was addressed.

Decision

- 1) To approve the recommendations in the report by the Interim Executive Director of Corporate Services in respect of the Council's revised Domestic Abuse Policy and approach to training.
- 2) To note that the proposed Domestic Abuse Policy, Training Matrix and Guidance had been formally endorsed by Edinburgh's Equally Safe Committee.

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

15 Internal Audit: Overdue Findings and Key Performance Indicators as at 26 January 2022 – referral from the Governance, Risk and Best Value Committee

The Governance, Risk and Best Value Committee had referred a report on the outcome of the Internal Audit Overdue Findings and Key Performance Indicators as at 26 January 2022 to the Policy and Sustainability Committee for ongoing scrutiny of relevant overdue management actions.

Decision

To note the report by the Interim Executive Director of Corporate Services.

(Reference – Governance, Risk and Best Value Committee 8 March 2022 (item 5); referral from the Governance, Risk and Best Value Committee, submitted.)

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Work Programme

Policy and Sustainability Committee

7 June 2022

| | Title / description | Purpose/Reason | Routine / Executive | Lead officer | Directorate | Progress updates | Expected date |
|---|----------------------------------|-------------------|---------------------|--------------------|--------------------|------------------|---------------|
| 1 | Council Asbestos Policy | 3 Year Review | Routine | Chris Lawson | Corporate Services | Annual | October 2024 |
| 2 | Council Fire Safety Policy | 3 Year Review | Routine | Chris Lawson | Corporate Services | Annual | June 2024 |
| 3 | Council Health and Safety Policy | 3 Year Review | Routine | Chris Lawson | Corporate Services | Annual | December 2023 |
| 4 | Council Water Safety Policy | 3 Year Review | Routine | Chris Lawson | Corporate Services | Annual | June 2024 |
| 5 | Council Smoke Free Policy | 3 Year Review | Routine | Chris Lawson | Corporate Services | Annual | December 2023 |
| 6 | Gaelic Language Plan 2018-22 | Monitoring Report | Executive | Eleanor Cunningham | Corporate Services | Annual | February 2023 |
| 7 | Welfare Reform | Annual Update | Routine | Sheila Haig | Corporate Services | Annual | November 2022 |

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| | Title / description | Purpose/Reason | Routine / Executive | Lead officer | Directorate | Progress updates | Expected date |
|----|---|-----------------|---------------------|----------------|---|------------------|---------------|
| 8 | Edinburgh Integration Joint Board | Progress Report | Executive | | Chief Officer, Edinburgh Health and Social Care Partnership | 6-monthly | February 2023 |
| 9 | Older People Joint Inspection Improvement Plan | Progress report | Executive | Marian Gray | Chief Officer, Edinburgh Health and Social Care Partnership | 6-monthly | August 2022 |
| 10 | Energy Management Policy for Operational Buildings - Annual Report. | Progress report | Executive | Gareth Barwell | Place | Annual | December 2022 |
| 11 | Policy Assurance Statement – Customer Services | Annual report | Executive | Nicola Harvey | Corporate Services | Annual | November 2022 |
| 12 | Policy Assurance Statement - Human Resources (HR) | Annual report | Executive | Katy Miller | Corporate Services | Annual | November 2022 |
| 13 | Policy Assurance Statement - Legal | Annual report | Executive | Nick Smith | Corporate Services | Annual | November 2022 |

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| | Title / description | Purpose/Reason | Routine / Executive | Lead officer | Directorate | Progress updates | Expected date |
|----|---|------------------|---------------------|---------------|-----------------------------------|------------------|-----------------------------|
| | and Assurance | | | | | | |
| 14 | Contact Centre Performance | Update report | Executive | Nicola Harvey | Corporate Services | Annual | November 2022 |
| 15 | Digital and Smart City Strategy | Annual report | Executive | Nicola Harvey | Corporate Services | Annual | October 2022 |
| 16 | Chief Social Work Officer's Annual Report | Annual report | Executive | Jackie Irvine | Education and Children's Services | Annual | November 2022 |
| 17 | Diversity and Inclusion Strategy | Annual update | Executive | Katy Miller | Corporate Services | Annual | October 2022 |
| 18 | Police Scotland Update | Annual plan | Executive | Jamie Macrae | Corporate Services | Annual | October 2022 |
| 19 | Police Scotland – City of Edinburgh Division Update | Quarterly Update | Executive | Jamie Macrae | Corporate Services | Quarterly | August 2022 October 2022 |
| 20 | Fire and Rescue Service | Annual plan | Executive | Jamie Macrae | Corporate Services | Annual | October 2022 |
| 21 | Carbon Impact of the Council's | Annual Report | Executive | Paula McLeay | Corporate Services | Annual | June 2023 |

| | Title / description | Purpose/Reason | Routine / Executive | Lead officer | Directorate | Progress updates | Expected date |
|----|--|------------------|---------------------|---------------|--------------------|------------------|-------------------------------|
| | International Travel | | | | | | |
| 22 | End Poverty in Edinburgh Delivery Plan 2020-30 | Annual Report | Executive | Chris Adams | Corporate Services | Annual | Autumn 2022 |
| 23 | 2030 City Target Monitoring Approach | Annual Report | Executive | Claire Marion | Corporate Services | Annual | November 2022 |
| 24 | Appointments to Working Groups | Annual Report | Executive | Jamie Macrae | Corporate Services | Annual | August 2022 |
| 25 | Corporate Performance updates | Bi-Annual Update | Executive | Edel McManus | Corporate Services | Bi-annual | October 2022 February 2023 |
| 26 | Annual Performance report and LGBF report | Annual | Executive | Edel McManus | Corporate Services | Annual | August 2022 |
| 27 | Council Emissions Reduction Plan (CERP) | Annual Update | Executive | | Corporate Services | Annual | November 2022 |
| 28 | Edinburgh Economy Strategy | Annual Progress | Executive | Chris Adams | Place | Annual | November 2022 |

| | Title / description | Purpose/Reason | Routine / Executive | Lead officer | Directorate | Progress updates | Expected date |
|----|--------------------------------------|------------------|---------------------|--------------|---|------------------|---------------|
| 29 | EIJBs Savings and Recovery Programme | Bi-annual Update | Executive | | Chief Officer, Edinburgh Health and Social Care Partnership | Bi-annual | August 2022 |

Policy and Sustainability Committee Upcoming Reports

Appendix 1

| Report Title | Directorate | Lead Officer |
|---|---|----------------|
| AUGUST 2022 | | |
| Appointments to Working Groups | Corporate Services | Jamie Macrae |
| Police Scotland – City of Edinburgh Division Update – Quarterly Update | Corporate Services | Jamie Macrae |
| Update on the Edinburgh Health and Social Care Older People Joint Inspection Improvement Plan | Chief Officer, Edinburgh Health and Social Care Partnership | Judith Proctor |
| EIJBs Savings and Recovery Programme - Update | Chief Officer, Edinburgh Health and Social Care Partnership | Judith Proctor |
| System Pressures | Chief Officer, Edinburgh Health and Social Care Partnership | Judith Proctor |
| Barriers to Elected Office – Response to motion by former Councillor Main | Chief Executive | Chris Highcock |
| Annual Performance report and LGBT report | Corporate Services | Edel McManus |

| | | |
|--|--------------------|---------------------------------|
| Our Future Work Strategy – Progress Update | Corporate Services | |
| Consultation Policy | Corporate Services | Yvonne Gannon |
| Recycling in Schools – motion by former Councillor Melanie Main | Place | Mark Stenhouse |
| Improving Accessibility and Inclusion for Edinburgh Citizens and Visitors - Motion by Councillor Lezley Marion Cameron | Place | |
| Draft Biodiversity 2030 Strategy and new Edinburgh Biodiversity Action Plan | Place | Caroline Peacock/Susan Falconer |
| Edinburgh Slavery and Colonialism Legacy Review | Place | Gillian Findlay |
| NOVEMBER 2022 | | |
| Welfare Reform – Annual Report | Corporate Services | Sheila Haig |
| Contact Centre – Annual Report | Corporate Services | Nicola Harvey |
| Digital and Smart City Strategy – Annual Report | Corporate Services | Nicola Harvey |
| Policy Assurance Statement – Customer Services | Corporate Services | Nicola Harvey |

| | | |
|--|-----------------------------------|---------------|
| Policy Assurance Statement - Human Resources (HR) | Corporate Services | Katy Miller |
| Policy Assurance Statement - Legal and Assurance | Corporate Service | Nick Smith |
| Chief Social Work Officer's Annual Report | Education and Children's Services | Jackie Irvine |
| Diversity and Inclusion Strategy | Corporate Services | Katy Miller |
| Police Scotland Update – Annual Plan | Corporate Services | Jamie Macrae |
| Police Scotland – City of Edinburgh Division Update – Quarterly Update | Corporate Services | Jamie Macrae |
| Fire and Rescue Service – Annual Plan | Corporate Services | Jamie Macrae |
| 2030 City Target Monitoring Approach | Corporate Services | Claire Marion |
| Corporate Performance updates – Bi-annual Update | Corporate Services | Edel McManus |
| Council Emissions Reduction Plan (CERP) – Annual Update | Corporate Services | |
| Edinburgh Economy Strategy | Place | Chris Adams |

| | | |
|---|-------|--|
| In-house Service Provision – response to a motion by Councillor Day | Place | |
| | | |

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Rolling Actions Log

Policy and Sustainability Committee

7 June 2022

| No | Date | Report Title | Action | Action Owner | Expected completion date | Actual completion date | Comments |
|----|----------|--|--|---|--------------------------|------------------------|--|
| 1 | 04.10.16 | Business Case for the Management Transfer of Secondary School Sports Facilities to Edinburgh Leisure – Progress Report | That an update report be submitted to Committee in 6 months. | Chief Executive (for Education and Children's Services) | Ongoing | | <p><u>Update 9 July 2020</u></p> <p>With the instigation of the Covid-19 lockdown and other measures in place, the transfer of the two schools was put on hold on the 25th March 2020.</p> <p>The last 2 schools to transfer WHEC and Leith Academy will not do so until Edinburgh Leisure is back up and running and they are able to be transferred.</p> |

| No | Date | Report Title | Action | Action Owner | Expected completion date | Actual completion date | Comments |
|----|----------|--|--|-----------------------------|--------------------------|------------------------|--|
| | | | | | | | <p><u>Update 25 June 2020</u></p> <p>To agree that a final report be submitted to Committee.</p> |
| 2 | 06.02.20 | City of Edinburgh Council – Motion by Councillor Main – Recycling in Schools | <p>To request:</p> <p>a) All council services involved, including Schools, Estates: Facilities Services and Catering Service, and Waste Services work together to review and provide fit for purpose recycling services in each of our schools to be completed before the start of the 2020/21 academic year within policy and current budgets, and reporting any financial challenges in doing so to the report</p> | Executive Director of Place | August 2022 | | <p><u>Update 1 June 2021</u></p> <p>Due to the ongoing Covid restrictions in place in schools and schools meals continuing to be delivered in classrooms until September 2021, it is proposed to provide committee with a update report in early 2022</p> <p><u>Update - 6 October 2020</u></p> <p>Report to Committee – agreed to leave</p> |

| No | Date | Report Title | Action | Action Owner | Expected completion date | Actual completion date | Comments |
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| | | | <p>requested.</p> <p>b) A report to the Policy and Sustainability Committee outlining the service provided for each school at the start of the 2020/21 Academic Year and including plans for a Carbon Neutral Edinburgh 2030.</p> | | | | <p>open until the information requested had been provided.</p> <p><u>Update – 11 June 2020</u></p> <p>Following discussion with Councillor Main it has been agreed that this report will be deferred to September 2020, to enable the relevant service areas to prioritise work to support schools re-opening and to incorporate lessons learned arising from the Covid-19 lockdown period.</p> |
| 3 | 06.10.20 | Recycling and Waste Collection in Schools | 1) Requests that a report on the progress of the introduction of the | Executive Director of Place | August 2022 | | <p><u>Update 1 June 2021</u></p> <p>Due to the ongoing Covid restrictions in</p> |

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| | | | <p>new service is brought back to committee in six months.</p> <p>2) To agree to consider food waste recycling receptacles in schools as broken down in Appendix 2 and provide an update to members</p> | Executive Director Place | End May 2022 | | place in schools and schools meals continuing to be delivered in classrooms until September 2021, it is proposed to provide committee with a update report in early 2022 |
| 4 | 03.08.21 | Youth Work in Community Centres and Other Locations | To agree to receive a further report on the youth work strategy in October. | Executive Director of Education and Children's Services | August 2022 | | <p><u>Update – June 2022</u></p> <p>A report is to be submitted to the Education, Children and Families Committee in August 2022</p> <p><u>Update – October 2021</u></p> <p>The full report will be submitted at a later date when Council</p> |

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| | | | | | | | officers and partners are better placed to provide an informed report, following the Scottish Government launch the National Youth Work Strategy in early 2022. An update will be included on the Business Bulletin in November. |
| 5 | 05.10.21 | In-house Service Provision - Response to a motion by Councillor Day | To note the work being undertaken by officers and request a further update in 3 cycles to look at opportunities to bring services in house from the hard FM contract during 2021/22 financial year. | Executive Director of Place | September/ October 2022 | | |
| 6 | 30.11.21 | Update on the Edinburgh Health and Social Care | To request a further update in June 2022 on the outstanding actions set out | Chief Officer, Edinburgh Health and Social Care | August 2022 | | |

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| | | Older People Joint Inspection Improvement Plan | in paragraph 4.9 of the report by the Chief Officer, Edinburgh Health and Social Care Partnership, some of which remained subject to approval by the EIJB. | Partnership | | | |
| 7 | 16.12.21 | City of Edinburgh Council - Improving Accessibility and Inclusion for Edinburgh Citizens and Visitors - Motion by Councillor Lezley Marion Cameron | Council calls for a report to the Policy and Sustainability Committee within three cycles setting out progress on improving the accessibility and inclusion of Edinburgh; how this is being achieved; and what further steps Council can take to work with its partners to improve the accessibility of major attractions, public services and amenities which are not in the Council ownership. | Executive Director of Place | August 2022 | | |
| 8 | 17.03.22 | City of Edinburgh Council - Barriers to Elected Office – | 1) Council requests a short report, giving a breakdown of the | Chief Executive | August 2022 | | |

| No | Date | Report Title | Action | Action Owner | Expected completion date | Actual completion date | Comments |
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| | | Motion by Councillor Main | <p>numbers of candidates and elected councillors by gender and by under-represented groups to Policy and sustainability Committee, (or the relevant Committee) at the first meeting after the 5th May election, to inform discussions and further action to be taken.</p> <p>2) Council requests that this report includes details of work that could be undertaken at a Council level to meet our collective commitment to increase the diversity of the councillor group and to ensure that CEC is a</p> | | | | |

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| | | | representative democratic body serving all of Edinburgh's communities. | | | | |
| 9 | 29.03.22 | Our Future Work Strategy - Progress Update | To call for a further report to Committee no later than August 2022 detailing how Council productivity would be monitored going forward under the Our Future Work Strategy and how performance management and staff management would be developed to be more outcome focused. | Interim Executive Director of Corporate Services | August 2022 | | |
| 10 | 29.03.22 | Petition for Consideration – Twinning Edinburgh with Gaza City | To note that the report had been withdrawn to allow officers to give full consideration to legal matters raised since publication of the agenda. | Interim Executive Director of Corporate Services | | | |