

Rolling Actions Log

Policy and Sustainability Committee

1 December 2020

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 Communities and Families)	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>

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							<p><u>Update 25 June 2020</u></p> <p>To agree that a final report be submitted to Committee.</p>
2	01.02.18	<p>City of Edinburgh Council Motion by Councillor Mowat – Edinburgh’s Christmas and Hogmanay 2017/18</p> <p>(Agenda for 1 February 2018)</p>	<p>Council requests that the review of the contract for Edinburgh’s Christmas and Hogmanay should recognise that the implementation of this contract cuts across many council functions and services and should be considered at the Corporate Policy and Strategy Committee.</p>	Executive Director of Place	Summer 2021		<p>This contract is in place until Winter Festival 2022. The review of the contract will be presented to Policy and Sustainability Committee.</p>
3	06.06.19 (Housing and Economy Committee)	<p>Edinburgh Economy Strategy – Annual Progress Report</p>	<p>1) Calls for research and analysis on the current economy and the economic challenges for Edinburgh as a result of this target.</p> <p>2) Agrees that this research and analysis will inform a</p>	Executive Director of Place	December 2020		<p>Recommended for Closure</p> <p>Report on the agenda for this meeting</p>

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			<p>review of the Edinburgh Economy Strategy in order to develop an outcome based strategy for Edinburgh to meet these commitments, taking into account jobs that will emerge from the need to meet the net zero carbon target, sectoral analysis of carbon footprint and the support, collaboration and leadership that the council will need to provide to move us towards a more sustainable economy.</p>				
4	21.11.19	<p>City of Edinburgh Council – Motion by Councillor Lang – Use of Schools as Polling Places</p> <p>(Minute of 21 November 2019)</p>	<p>To request a report to the Policy and Sustainability Committee within three cycles for subsequent referral to the full Council, on the current use of schools as polling places as well as the opportunities to reduce or eliminate their use in</p>	Chief Executive	February 2021		<p><u>Update 10 November 2020</u></p> <p>Due to the forthcoming by-election and covid-19, it is probable that a review of all polling</p>

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			time for the 2021 Scottish Parliament and 2022 local government elections.				<p>places will be required going forward to next year elections.</p> <p><u>Update 6 October 2020</u></p> <p>This will now be reported to the meeting of the full Council in November 2020</p> <p><u>Update – 11 June 2020</u></p> <p>The Review of Polling Arrangements across the city has now been completed with a number of proposed changes. This included a review of all the schools currently used as polling venues. It is</p>

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							<p>possible to replace 10 of the current 35 primary schools with new venues that offer better facilities and or are better located with sufficient capacity. In each of the other 25 schools there are no alternative venues. The next stage is public consultation. It is intended to report finally around August/September to allow these arrangements to be used for the publication of the new register on 1 December. Before that the proposals are being shared informally with councillors for their comment. It is</p>

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							proposed that the protocol is maintained under which an in-service training day is aligned with all scheduled polling days to minimise overall disruption
5	06.02.20	City of Edinburgh Council – Motion by Councillor Main – Recycling in Schools	To request: 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	Executive Director of Resources / Executive Director of Place	June 2021		<u>Update - 6 October 2020</u> Report to Committee – agreed to leave open until the information requested had been provided. <u>Update – 11 June 2020</u> Following discussion with Councillor Main it has been agreed that this report will be deferred to September 2020, to

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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>				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.
6	Leadership Advisory Panel - 31 March 2020	Neighbourhood Alliance - Grant Funding Payment	To agree that a report would be taken to the Housing, Homelessness and Fair Work Committee detailing how long grant funding continue for and the exit strategy.	Executive Director of Place	January 2021		<p><u>Update 6 October 2020</u></p> <p>To be included in the Housing, Homelessness and Fair Work Committee business bulletin for 14 January 2021 meeting.</p> <p><u>Update 20 August 2020</u></p> <p>To be reported to Housing,</p>

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							Homelessness and Fair Work Committee
7	Leadership Advisory Panel - 23 April 2020	Consultation Planning Report	To recognise that COVID-19 was likely to have lasting impacts on the use of the City Centre and to request that the APOG consider how to invite contributions from residents, businesses and stakeholders to inform a wider consultation on events and use of public spaces in the City Centre and beyond with an early outline to be given in the report to Policy and Sustainability Committee.	Executive Director of Place	March 2021 (to the Culture and Communities Committee)		<p><u>Update 10 November 2020</u></p> <p>A stakeholder engagement page for the Public Spaces Management Plan is now live and will remain so until 23 November 2020. The 'home page' describes and links to 4 'challenges' that are hosted on the collaborative engagement tool Dialogue. The 4 'challenges' are:</p> <ul style="list-style-type: none"> Public Space Management Plan Key

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							<p>Principles and Guidelines</p> <ul style="list-style-type: none"> • Area Conditions • Application process for Organisers • Community Engagement <p>The link to the site is here: https://consultationhub.edinburgh.gov.uk/sfc/b24acf90</p> <p><u>Update 6 October 2020</u></p> <p>Item included in business bulletin to Culture and Communities Committee of 15 September with</p>

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							further report scheduled for early 2021.
8	14.05.20	Local Police Plan	To request an update report in 6 months' time on a full assessment being made of the implications of the Covid-19 emergency addressing the risks and mitigation identified for Edinburgh, any public feedback that might alter priorities and any altered national Police priorities and that these be worked into an updated, dynamic plan.	Police Scotland	December 2020		Recommended for Closure An update has been provided in the Business Bulletin for this meeting.
9	28.05.20	Decisions Taken under Delegated Power and Operational Decision Making - Covid-19	1) To call for a short report in three cycles fully detailing the decisions made so far, and providing options to re-open community centres as part of Adaption and Renewal, to allow access to volunteers from	Chief Executive	9 July 2020	9 July 2020	CLOSED

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			<p>community centre management committees to operate food parcel distribution, where an agreed plan of how they will operate in a safe and socially distant manner can be put in place.</p> <p>2) To agree to an interim members' briefing on the progress of 1) above.</p>	Chief Executive (for Communities and Families)	November 2020		
10	28.05.20	Outcome Report of the Short Life Working Group to Examine Communities and Families Third Party Grants	To provide guidance for members on how to guide the organisations that would be changing or closing as a result of an unsuccessful application for funding.	Chief Executive (David Hoy)	November 2020		<p>Recommended for Closure</p> <p>Briefing note was issued to members on 25 November 2020</p>
11	09.07.20	Tourism and Hospitality Sector Recovery Plan –	Notes the importance of Business tourism to the City's hospitality sector and the	Executive Director of Place	February 2021		<p><u>Update 10 November 2020</u></p> <p>An update will be</p>

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		Follow Up	<p>importance of business tourism in helping many of Edinburgh's sectors access the global market;</p> <p>Notes this would require additional engagement with industry and key partners to fully develop a long-term approach and agree that this should be reported back to the Policy and Sustainability Committee, including how the organisational structure will operate throughout the City.</p>				provided in the Committee's Business Bulletin in December 2020
12	25.06.20	Adaptation and Renewal Programme Update	<p>To request that the Chief Officer of the Health and Social Care Partnership provide a report to Committee, at an appropriate time when information was available, containing, but not limited to, the following:</p> <p>a) An explanation for the disproportionately high</p>	Chief Officer, Edinburgh Health and Social Care Partnership	February 2021		

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			<p>number of Edinburgh Covid-19 deaths that had occurred in care homes;</p> <p>b) Details of the number of care home Covid-19 deaths where the deceased had previously been in hospital;</p> <p>An explanation for the disproportionately high number of Edinburgh Covid-19 deaths in relation to the number of non-Covid-19 deaths;</p> <p>Understanding why the number of Edinburgh care homes showing a suspected case of Covid-19 deaths continued to increase;</p> <p>The steps taken by the Partnership, or the Public Health Advisory Board, to</p>				

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			<p>address the issues brought out by a) and c) in relation to future outbreaks: and</p> <p>f) The issues raised with the Edinburgh IJB and NHS Lothian about minimising the impact of future outbreaks across Edinburgh.</p>				
13	23.07.20	Engagement Through Adaptation and Renewal	That officers consider the resumption of non-essential consultation activity as part of the Adaptation and Renewal programme and provide an update to committee on next steps in September	Chief Executive	December 2020		<p>Recommended for Closure</p> <p>Report on the agenda for this meeting</p> <p><u>Update 10 November 2020</u></p> <p>Due to the evolving situation with covid-19 papers on the council's approach to consultation have been delayed.</p>

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14	23.07.20	Council Response to Edinburgh Climate Commission and Sustainability Programme Update	<p>1) To agree that planning for a green recovery and the Council net zero by 2030 carbon target will be integrated into the Adaptation and Renewal Programme including all future significant operational or financial proposals that will form the basis of a new council business plan. An update on progress will be provided in October.</p> <p>2) To agree that a summary of the sustainability programme activity and progress towards the carbon target will be provided before the start of the new financial year.</p>	<p>Chief Executive</p> <p>Chief Executive</p>	<p>December 2020</p> <p>March 2021</p>		<p>Recommended for Closure</p> <p>Report on the agenda for this meeting</p>

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15	23.07.20	Public Realm CCTV Update	To request an update on the Public Realm CCTV upgrade project progress in six months' time	Chief Executive (for Communities and Families)	January 2021		<u>Update 10 November 2020</u> A report is to be submitted to the Culture and Communities Committee in January 2021
16	06.08.20	Review of Political Management Arrangements	To request a briefing in September clarifying the process for a possible phased reduction in Committee activity, as described in 4.9 of the report by the Chief Executive. This briefing should make clear to Committee how any decisions would be taken, who would take those decisions, and under what circumstances.	Chief Executive	10 December 2020		<u>Update 6 October 2020</u> A report will be submitted to the meeting of the full Council on 10 December 2020
17	06.08.20	Accounts Commission: Local Government in Scotland -	To instruct the Chief Executive to report to Committee in two cycles providing a comprehensive assessment of	Chief Executive	December 2020		Recommended for Closure Report on the agenda

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		Overview 2020	<p>how the Council was addressing the recommendations outlined in the Key Messages section of the report and suggesting any further actions that could be taken to address these in order that Councillors could scrutinise and prioritise work to improve the Council in these areas.</p> <p>The report to provide an officer assessment of the sources of information, training and guidance available to Councillors to help them answer the questions set out for them in the report in order that these could be assessed and debated by Elected Members in public at Committee with a view to improving scrutiny of the Council's performance and to help engender a culture of</p>				for this meeting

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			continuous improvement				
18	20.08.20	Adaptation and Renewal Programme Update	1) To agree to provide details of when the leaflet was designed and printed with reference to D181.	Executive Director of Place	November 2020		<u>Update 1 December 2020</u> An updated version of the briefing note will be circulated in advance of Committee
	10.11.20		2) To ask for a briefing clarifying the timelines for leaflets being published.	Executive Director of Place			<u>Update 10 November 2020</u> An update on this will be circulated in advance of Committee.
19 (a)	20.08.20	Annual Performance 2019/20	To request that revised targets for emissions reduction, specifying the annual increments required to achieve net zero by 2030, are brought forward as a matter of	Chief Executive	December 2020		Recommended for Closure Report on the agenda for this meeting

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			urgency.				
19 (b)	25.08.20	Referral of report to the City of Edinburgh Council	To further welcome the Policy and Sustainability Committee decision to agree the proposal by Green Councillors that revised targets for carbon emissions reduction, specifying the annual increments required to achieve net zero by 2030 and requests that these incremental targets are brought forward to committee before the end of this year.	Chief Executive	December 2020		Recommended for Closure Report on the agenda for this meeting
20	20.08.20	Local Government Benchmarking Framework 2018/19 - Edinburgh Overview	To request a further report setting out a wider review of the data available to seek and implement best practice examples from colleague Councils (not limited to Scotland) and foster anew continuous improvement culture within the Council, and the scope of this report to be discussed at the APOG in	Chief Executive	December 2020		

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			order to clarify with officers how this would be brought forward.				
21	20.08.20	Update on Edinburgh's Christmas and Edinburgh's Hogmanay 2020/2021	<p>1) To agree an update report on how local business can get involved in the Christmas and New year festivals</p> <p>2) To agree to a full risk assessment being carried out which will consider operational, reputational risks with a particular focus on risks to public health which will be reported back to Committee in two cycles.</p> <p>3) To note paragraphs 4.22-4.25 of the report outlining how events will</p>	<p>Executive Director of Place</p> <p>Executive Director of Place</p> <p>Executive Director of Place</p>	<p>December 2020</p> <p>December 2020</p> <p>December 2020</p>		<p>Recommend for Closure:</p> <p>The Culture and Communities Committee approved proposals to mark Edinburgh's Hogmanay 2020.</p> <p><u>Update 10 November 2020</u></p> <p>On 1 October 2020 it was announced that Edinburgh's Christmas will move online in 2020 to reflect the current national restrictions in response to COVID-</p>

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			operate within health guidance; recognises that current guidance may change between now and late November and that the report confirms significant work is required to finalise detailed planning including possible crowd control; therefore seeks a further report with that detail by mid-November to allow for proper scrutiny and to assure the committee that participants and observers will be able to enjoy Christmas and Hogmanay events in a safe and secure way.				19. Discussions are ongoing on the arrangements for Edinburgh's Hogmanay
22	25.08.20	City of Edinburgh Council – Motion by Councillor Webber –	To further request additional engagement with Lothian Buses, Living Streets Edinburgh, Guide Dogs	Executive Director of Place	End 2020		

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	10.11.20	Pavements and People (minute of 25 August 2020)	Scotland, Spokes RNIB and the Access Panel to explore any additional actions and to report back to the Policy and Sustainability Committee at the earliest opportunity To ask officers to provide an update on the Business Bulletin item to the Transport and Environment Committee on 12 November. If this was not possible, then an update to this committee in January or a briefing note was requested.	Executive Director of Place	January 2021		
23	06.10.20	Police Scotland – City of Edinburgh Division Update	Chief Superintendent Sean Scott to provide further detail on measures taken by Police Scotland to ensure the good road behaviour of cyclists.	Chief Executive	December 2020		Recommended for Closure An update has been provided in the Business Bulletin for this meeting.
24	06.10.20	Adaptation and Renewal	To agree that concerns regarding planning for the end	Executive Director of Place	Ongoing		<u>Update 1 December 2020</u>

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		Programme Update	of term would be raised at a meeting with the Universities Group and then a briefing would be provided to members on the outcome of this discussion				The Scottish Government has now announced <u>plans</u> for students returning home at the end of the current term and has recently updated its <u>guidance</u> for Universities. The city's Universities are currently developing their plans for the end of term, in accordance and working closely with Scottish Government. Council officers will provide appropriate support if required and will request details of the University plans. These will be shared with elected members when received.

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25	06.10.20	Edinburgh and South East Scotland City Region Deal Annual Report	Notes reference in paragraph 4.3.6 to the Benefits Realisation Plan for the Deal and agrees that a further report be provided after the City Region Deal Joint Committee has considered the report detailing the Plan and how its indicators will be presented to the Policy and Sustainability Committee to allow elected members to scrutinise the Plan and ensure it will provide a robust process for reporting and monitoring delivery of the Deal	Chief Executive	Spring 2021		
26	06.10.20	Appointments to Working Groups 2020/2021	To review the membership of the West Edinburgh All Party Oversight Group to reflect the dissolution of Locality Committees and as such that the Convener / Vice Convener of South West and North West Locality positions no longer exists.	Chief Executive	December 2020		<u>Update 10 November 2020</u> A report is to be submitted to the Council in December 2020.

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27	06.10.20	Re-opening of Public Conveniences	Notes the approach to developing a public convenience strategy and approves commencement of assessment of possible locations for new public convenience facilities to be reported in three cycles to committee.	Executive Director of Place	23 February 2021		
28	06.10.20	Recycling and Waste Collection in Schools	<p>1) Requests that a report on the progress of the introduction of the 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 of Place Executive Director of Resources	June 2021 April 2021		

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29	10.11.20	Short Window Improvement Plan Progress Update	To note that in February 2019 Council agreed that an action plan to achieve its own target of net-zero climate changing emissions by 2030 would be brought forward, that this action plan was re-affirmed by Corporate, Policy & Strategy Committee in May 2019 and that given the Climate Emergency, regret that this action plan remained outstanding 21 months later. Therefore calls for the date of the publication of this action plan to be reported to this committee in December.	Chief Executive	December 2020		Recommended for Closure Report on the agenda for this meeting
30	10.11.20	Community Centres and Library Re-opening Update	To regret the continued exclusion of Ratho Library and the specific set of issues this valued service was facing and request a feasibility study on the use of Mobile Library service as an alternative in one cycle	Chief Executive (for Communities and Families)	December 2020		Recommended for Closure Report on the agenda for this meeting

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31	10.11.20	Update on the Edinburgh Health and Social Care Older People Joint Inspection Improvement Plan	To agree that an update report be brought back to this Committee in no later than 6 months time and that the Convener liaise with the Chair of the IJB and Chief Officer on exactly when this would be possible.	Chief Officer, Edinburgh Health and Social Care Partnership	May 2021		
32	10.11.20	Health and Social Care Savings - Motion by Councillor Whyte	To request an update to Committee within two cycles on the Health and Social Care savings plan as pertinent to Council services within the IJB, with relevant information on specific proposals to help Council understand the impact on service provision	Chief Officer, Edinburgh Health and Social Care Partnership	February 2021		