

Work Programme

Policy and Sustainability Committee

5 October 2021

	Title / description	Purpose/Reason	Routine / Executive	Lead officer	Directorate	Progress updates	Expected date
1	Council Asbestos Policy	Annual Review	Routine	Chris Lawson	Corporate Services	Annual	October 2021
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	November 2021
7	Edinburgh Biodiversity Action Plan 2019-21	Annual Update	Executive	Caroline Peacock/Susan Falconer	Place	Annual	December 2021

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8	Welfare Reform	Quarterly Update	Routine	Sheila Haig	Corporate Services	Quarterly	November 2021
9	Older People Joint Inspection Improvement Plan	Progress report	Executive	Marian Gray	Chief Officer, Edinburgh Health and Social Care Partnership	6-monthly	November 2021
10	Energy Management Policy for Operational Buildings - Annual Report.	Progress report	Executive	Peter Watton	Place	Annual	December 2021
11	Policy Assurance Statement – Customer and Digital Services	Annual report	Executive	Nicola Harvey	Corporate Services	Annual	November 2021
12	Policy Assurance Statement - Human Resources (HR)	Annual report	Executive	Katy Miller	Corporate Services	Annual	November 2021
13	Policy Assurance Statement - Legal	Annual report	Executive	Nick Smith	Corporate Services	Annual	November 2021

	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	Quarterly	November 2021
15	Digital and Smart City Strategy	Annual report	Executive	Nicola Harvey	Corporate Services	Annual	October 2021
16	Chief Social Work Officer's Annual Report	Annual report	Executive	Jackie Irvine	Education and Children's Services	Annual	December 2021
17	Diversity and Inclusion Strategy	Annual update	Executive	Katy Miller	Corporate Services	Annual	October 2021
18	Police Scotland Update	Annual plan	Executive	Gavin King	Corporate Services	Annual	October 2021
19	Police Scotland – City of Edinburgh Division Update	Quarterly Update	Executive	Gavin King	Corporate Services	Quarterly	February 2022 June 2022 October 2022
20	Fire and Rescue Service	Annual plan	Executive	Gavin King	Corporate Services	Annual	October 2022

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21	Carbon Impact of the Council's International Travel	Annual Report	Executive	Paula McLeay/Gavin King	Corporate Services	Annual	November 2021
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 2021
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	November 2021 February 2022
26	Annual Performance report and LGBF report	Annual	Executive	Edel McManus	Corporate Services	Annual	June 2022

Policy and Sustainability Committee Upcoming Reports

Appendix 1

Report Title	Directorate	Lead Officer
NOVEMBER 2021		
Consultants Costs (referral from F&R)	Corporate Services	Hugh Dunn
Policies Assurance Statement - Legal and Assurance	Corporate Services	Nick Smith
Policy Assurance Statement – Customer and Digital Services	Corporate Services	Nicola Harvey
Policy Assurance Statement – Human Resources (HR)	Corporate Services	Katy Miller
Corporate Performance Updates	Corporate Services	Edel McManus
2030 City Target Monitoring Approach – Annual Report	Corporate Services	Claire Marion
Public Bodies Climate Change Duties Report (PBCCD)	Corporate Services	Paula McLeay
Council Emission Reduction Plan – Final Report	Corporate Services	Beth Hall
Carbon Impact of the Council’s International Travel	Corporate Services	Gavin King/Paula McLeay
Enterprise Risk Management Policy	Corporate Services	Lesley Newdall

Risk Appetite Statement	Corporate Services	Lesley Newdall
Edinburgh's Christmas and Hogmanay 2017/18 – response to a motion by Councillor Mowat	Place	David Waddell
Edinburgh Economy Strategy Development Report and City Centre Recovery Action Plan	Place	Chris Adams
Energy for Edinburgh - CSIF – Heat and Energy Study Findings	Place	David Cooper
20 minute Neighbourhoods	Place	Tasha MacKenzie/Daisy Narayanan
Edinburgh Biodiversity Action Plan 2019-21	Place	Caroline Peacock/Susan Falconer
Update on Indoor Air Quality (Response to Motion)	Place	Mark Stenhouse
2030 Climate Strategy	Corporate Services/Place	Paula McLeay
Marketing Edinburgh	Place	Alison Coburn/Elin Williamson
Tourism and Hospitality Recovery Plan	Place	Alison Coburn/Elin Williamson
Gaelic Language Plan – Annual Monitoring Report	Corporate Services	Eleanor Cunningham
Duty of Candour – Report	Education and Children's Services	

Edinburgh Integration Joint Board Savings and Recovery Programme 2020/21	Chief Officer, EHSCP	
Update on the Edinburgh Health and Social Care Older People Joint Inspection Improvement Plan	Chief Officer, EHSCP	Marian Gray
Fossil Fuel Non Proliferation Treaty – response to motion by Councillor Burgess	Corporate Services	
Welfare Reform	Corporate Services	Sheila Haig
Contact Centre Performance	Corporate Services	Nicola Harvey
Women's Safety in Public Places and Creating a Safer First and Last Mile Journey for Women and Girls - response to motions by Councillors Watt and Osler	Corporate Services	Jon Ferrer
Council Owned Care Homes – EIJB – response to a motion by Councillor McVey	Chief Officer, Edinburgh Health and Social Care Partnership	
FEBRUARY 2022		
Anti Social Behaviour Motion Report	Head of Safer and Stronger Communities	
Edinburgh Integration Joint Board Savings and Recovery Programme 2020/21	Chief Officer, Edinburgh Health and Social Care Partnership	
Council Health and Safety Policy	Corporate Services	Chris Lawson

Council Smoke Free Policy		
Edinburgh Biodiversity Action Plan 2019-21	Place	Caroline Peacock/Susan Falconer
Energy Management Policy for Operational Buildings - Annual Report	Corporate Services	Peter Watton
Police Scotland – City of Edinburgh Division Update	Corporate Services	Gavin King
Chief Social Work Officer’s Annual Report	Education and Children’s Services	Jackie Irvine
Corporate Performance Updates	Corporate Services	Edel McManus
Better School Milk – response to a motion by Councillor Burgess	Place	
Report on the Petition for consideration – Resettle Refugees and Asylum Seekers from the Aegean Island Camps in Edinburgh	Education and Children’s Services	