Rolling Actions Log

Culture and Communities Committee 11 May 2023

No	Date	Report Title	Action	Action Owner	Expected completion date	Comments
1	31.05.18 (The City of Edinburgh Council)	Fair Fringe and Fair Hospitality Charter Guidelines	Calls for report on the Charter's efficacy to go to Culture and Communities Committee after August 2019.	Executive Director of Place Lead Officer David Waddell	End 2023	A business bulletin update is included on the agenda for Committee on 11 May 2023.
2	11.12.18 (Education, Children and Families Committee)	Petition for Consideration - Edinburgh Central Library vs Virgin Hotel	To request that the annual report on the Lifelong Learning Plan scheduled for October 2019, includes within it, options for the Central Library, drawing on past and current studies and feasibility exercises and a clear vision for its role in the city's cultural landscape.	Executive Director of Place Lead Officer Evelyn Kilmurry	December 2024	It would not be appropriate to incorporate options for the Central Library into the Lifelong Learning Plan. However, it is proposed to bring forward a report on these options to Committee by the end of calendar year 2024



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3	10.09.19	City Centre Hostile Vehicle Mitigation Measures Update Report	 To note that a further update report will be prepared following return to normal working conditions to outline the findings from the working group and to provide details of the anticipated cost and how it will be funded. To agree to update Committee on City Centre Hostile Vehicle Mitigation (HVM), and possibilities that HVM assets which were located in Edinburgh, may need to be reallocated in line with national policing priorities. 	Executive Director of Place Lead Officer Claire Miller	On-going	An update on HVM is included in the Business Bulletin on 7 March 2023. The update highlights that longer term and more permanent protection will be considered alongside the introduction of a Transient Visitor Levy.

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4	12.11.19	Business Bulletin - The Future Management and Ownership of Easter Craiglockhart Hill Local Nature Reserve (LNR) – Motion by Councillor Burns	To provide information on the possibility of community ownership and management of the woodland and open space in the area in the longer term and how this might be achieved, with ownership transferring to the Council as an interim measure, with a view to the eventual transfer of ownership and management, to a community organisation.	Executive Director of Place Lead Officer Andy Williams	By May 2023	A briefing note is being prepared for Committee. Last update: 12 November 2019.
5	15.06.21	Lauriston Farm, Edinburgh – Proposed Lease	To agree that an update would be submitted to committee on the success of the lease holder to ensure Committee had oversight of the activity underway on the Urban farm, which formed part of the wider setting of Lauriston Castle.	Executive Director of Place Lead Officer Graeme McGartland	August 2023	Progress is being made on the lease. Once complete, this will be reported to the next scheduled Committee.

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6	14.09.21	Europe for Festivals, Festivals for Europe Seal for Festival Cities and Regions	To agree that the Executive Director for Place report to a future meeting of the committee on the benefits and achievements of Europe for Festivals, Festivals for Europe	Executive Director of Place Lead Officer Joan Parr	By December 2023	Formal signing took place in May 2022. A report on the benefits and achievements will be presented to Committee at the end of the first year.
7	16.11.21	<u>Cemetery</u> <u>Strategy</u>	To note the update on Craigmillar Castle Park Cemetery and the financial analysis set out in paragraph 6.1.2 of the report and note that a report would be prepared for Committee when the funding options had been investigated.	Executive Director of Place Lead Officer Andrew Mitchell	By December 2023	The funding options are still being investigated. A report will be prepared for Committee when this is complete.
8	01.02.22	Cemetery Management Rules	To agree that officers would report back to committee one year from implementation detailing compliance, complaints, and any enforcement actions in relation to the new management rules.	Executive Director of Place Lead Officer Andrew Mitchell	7 December 2023	

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9	26.04.22	Business Bulletin Meadows Jawbone Arch Conservation Project	 To explore more ways of circulating the Business Bulletin. To celebrate the activities and the undertaken by volunteers whose goodwill to volunteer supported civic life in the city and to thank the members and all those in the cultural sector who contributed to this. 	Executive Director of Place	13 December 2023	Actions 1 and 2 were closed by Committee on 13 December 2022.
			3) To clarify the timeline for the future business bulletin for the Meadows Jawbone Arch Conservation Project and circulate this information to Elected Members.		10 August 2023	An update is included in the Business Bulletin for Committee on 11 May 2023 Previous update 13 December 2022.

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10	26.04.22	Management Rules for Public Parks and Greenspace 2023- 2033	 To agree that when the Council was developing management rules, to liaise with Legal Services to ensure clarity of regulations and that they complied with legislation and that signs reflecting the rules would be bespoke for individual parks. To agree to clarify which department or service was responsible for handling enforcement and complaints in the follow up report which would be presented to Culture and Communities or a successor committee. To agree to work with Active Travel regarding cycle infrastructure and to consider ways to 	Executive Director of Place Lead Officer Andy Williams		

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			deal with issues such as abandoned cycles.			
			4) To agree that there would be public engagement and an update provided on the issue of barbeques.			
			5) To agree to give consideration to the use of bollards to deter illegal parking at Saughton Park and to provide an update to committee.			
			6) To agree to provide an update to Members on CCTV and security in parks.			
			7) To agree to consider controls which would address noise and surface erosion associated with outdoor exercise classes.			

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			8) To agree to update Councillor Fullerton on the staffing at Saughton Park on 25.04.22.			
11	26.04.22	City Centre Street Hockey and Skating Facility	To improve facilities of existing parks, such as Burdiehouse Valley Park and to consider creating facilities in others.	Executive Director of Place Lead Officer Andy Williams	10 August 2023	This work is ongoing and an update will be provided in the next Parks and Greenspace Investment update for Committee.
12	16.08.22	Edinburgh Biodiversity Action Plan – Meadows and Bruntsfield Links	To request the Executive Director of Place to report in two cycles on the Edinburgh Biodiversity Action Plan focussing on the naturalisation of the Meadows and Bruntsfield Links and to invite the Friends of Meadows and Bruntsfield Links to make a presentation on the matter.	Executive Director of Place Lead Officer Andy Williams	By Summer 2023	A presentation is being prepared for Committee, to which the Friends of the Meadows and Bruntsfield Links will be invited.

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13	16.08.22	Parks and Greenspace Investment	To agree that regular updates to Committee would be provided in the form of a report.	Executive Director of Place Lead Officer Andy Williams	10 August 2023	Recommended for closure An additional update is included in the reports for Committee on 11 May 2023 and regular updates have now been added to the Committee work programme Previous update: 13 December 2022
14	16.08.22	Business Bulletin Tinderbox – Making Music in Libraries	To invite Tinderbox who led on Making Music in Libraries to a future meeting of the Committee to give a presentation on the project.	Executive Director of Place Lead Officer Evelyn Kilmurry	June 2023	Recommended for closure This presentation took place on 18.04.2023.
15	16.08.22	UCI Cycling World Championships 2023	1) To note that members and all stakeholders would be kept updated on the arrangements through communication and public engagement and via the Council's Event Planning and	Executive Director of Place Lead Officer David Waddell	August 2023	This is being progressed as part of the ongoing Event Planning Oversight Group and All Party Oversight Group process.

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			Operations Group (EPOG) and the APOG on Festivals and Events. 2) To note that members would be informed about the timescales for the removal of roadblocks and infrastructure once this had been confirmed.		August 2023	
16	13.10.22	Terms and Conditions for Operating Events in Parks: West Princes Street Gardens and Ross Bandstand	Provide a briefing note to members concerning the nature of rockfall from the Castle and to liaise with Historic Environment Scotland about the impact of fireworks on rockfall and relay this information to members.	Executive Director of Place Lead Officer Gareth Barwell / Alison Coburn	April 2023	Recommended for closure This briefing note has now been circulated.
17	13.10.22	Emergency Motion – Edinburgh Filmhouse and Edinburgh	1) To include in the Business Bulletin for the next meeting of Committee on 13 December 2022 an update on the	Executive Director of Place Lead Officer Joan Parr	Ongoing	An update on possible activities to be progressed in 2023/24 is included in the Third Party Grants report for Committee on 11 May 2023.

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		International Film Festival	situation. 2) To have discussions with officers to consider the possibility of creating mechanism to ensure that cultural delivery across the entire city would be protected. 3) To have discussions with Creative Scotland, regarding the financial situation, and what steps could be taken for the future.			Previous updates For Action 1 - A verbal update was provided to Committee on 13 December 2022. 7 March 2023 (See also Action 21 below)
18	27.10.22 (The City of Edinburgh Council)	Edinburgh's Christmas – Motion by Councillor McVey	Report within 3 cycles to the Culture and Communities Committee to revisit the options for the Edinburgh Christmas Market Delivery and to examine options that would ensure commitments to: quality, reliability, community	Executive Director of Place Lead Officer David Waddell	May 2023	

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			engagement, supporting local traders and sharing the celebrations around the city. Consideration should also be given to a different model of partnership delivery.			
19	27.10.22 (The City of Edinburgh Council)	Edinburgh Leisure Pitch Hire Prices – Motion by Councillor Campbell	 Report within two cycles to the Culture and Communities Committee detailing prices for all 3G and 4G pitches within the schools estate and Edinburgh Leisure's own facilities, along with a market comparison. To invite the Chief Executive of Edinburgh Leisure to that Committee to discuss how to access to 3G and 4G pitches in areas of SIMD 1- 4 could be 	Executive Director of Place Lead Officer Evelyn Kilmurry	March 2023	Actions 1 and 2 - Closed A report on this was submitted to Committee on 7 March 2023.

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			more affordable and in a way that avoided any unintended consequences.			
			3) Briefing note on the findings of Action 2 above within two cycles.		10 August 2023	
20	27.10.22 (The City of Edinburgh Council)	Bridgend Farmhouse – Motion by Councillor Burgess	To invite Bridgend Farmhouse to give a presentation to Culture and Communities Committee on the work they do.	Executive Director of Place Lead Officer Alison Coburn	By Summer 2023	
21	13.12.22	Business Bulletin Edinburgh Filmhouse	To note that there were a number of bids for the Edinburgh Filmhouse being considered and that members would be provided with an update on progress.	Executive Director of Place Lead Officer Joan Parr	On-going	See update on action 17 above.

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22	13.12.22	Use of Public Spaces for Events and Filming Update	 To note the results of the public consultation on the key principles for the use of public spaces for events and filming. To approve the finalised key principles and process for submitting applications for the use of public spaces as set out in paragraphs 4.12 to 4.14 and in Appendices 2 and 4 of the report, subject to the following modifications: Insert in "How we will respond" column at Principle 12 – "Event organisers should be asked to demonstrate how 	Executive Director of Place Lead Officer Joan Parr	October 2023	A progress update is included in the reports for Culture and Communities Committee on 11 May 2023. It is anticipated that the final report will be presented on 5 October 2023.

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			they are going to avoid, entirely where possible, or if not possible, minimise, damage to built and green areas." • Insert in "How we will respond" column at Principle 6 – after the word "deliver" insert "These should be substantial and tangible for the local community and proportionate to the size of the event."			
			3) To agree that an action plan to implement the responses to the key principles would be presented to Committee in May			

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			 4) To discharge the outstanding motions from the Council as set out in Appendix 1 of the report which had been addressed by the key principles or in previous responses to the appropriate Executive Committees. 5) To note that officers would continue to progress implementation of the motion on Greening the Fringe, working with partners as appropriate and that members would be kept updated on progress via the Committee's Business Bulletin. 			

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			 6) To host a briefing session for members to consider the historical work undertaken. 7) To approve the progression of the practical steps outlined in paragraph 4.16 of the report and to agree that an update would be provided in the Business Bulletin in two cycles. 		April 2023 May 2023	Action 6 – recommended for closure A briefing was provided to the Festivals and Events APOG on 20.04.2023. Action 7 – recommended for closure An update on these actions is provided in the update for Committee on 11 May 2023
			8) To continue consideration of the Conservative Group amendment to the May 2023 Committee meeting.		October 2023	

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23	13.12.22	Custom House – Recommendation for Development by the Scottish Historic Buildings Trust	To note that Scottish Historic Buildings Trust welcomes the advice and input offered from the Council's Museums and Galleries Service to jointly develop the heritage element of the project and that a report will be brought back to Committee in six months to fully define this element and the long- term partnership arrangements and community engagement.	Executive Director of Place Lead Officer Gillian Findlay	10 August 2023	
24	13.12.22	Amplification of Sound in Public Places	1. To request the Festivals & Events APOG to discuss, design and carry out a consultation with residents and businesses to seek evidence of the issues associated with the amplification of sound in public spaces and to	Executive Director of Place Lead Officer Ian Buchanan	5 October 2023	This was discussed at the Festivals and Events APOG on 20.04.2023. An update is included in the Business Bulletin for Committee on 11.05.2023 and a survey will run on the Council's Consultation Hub from 08.05.2023 – 31.08.2023.

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			report back to the Culture & Communities Committee within three cycles in order to consider whether there would be sufficient justification to proceed with preparing a bye- law.			
			2. To agree that an update would be included in the Business Bulletin for the first meeting of the Committee in 2023 giving details of all the actions agreed in paragraphs 3.3.2, 3.3.4, 3.3.5 and 3.3.6 of the report and an explanation of any agreed action where no action had been progressed.	Executive Director of Place Lead officer: Gavin Brown	March 2023	Action 2 - Closed Business Bulletin update was included in the papers for Committee on 7 March 2023.

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			To agree to provide an update report on progress for Summer 2023.		May 2023	Recommended for closure An update is included in the Business Bulletin for Committee on 11 May 2023
25	13.12.22	Response to Motion by Councillor Thornley – Parks and Greenspace Investment	Extract of the decision (actions only) 1. To verify how much funding had been allocated for park lighting and to provide a briefing note to members 2. To request that a report on Guidance on Park Lighting be brought to the March meeting of the Committee with an assessment of the financial implications of implementing this guidance.	Executive Director of Place Lead Officer Bob McAllister	May 2023	Recommended for closure A report – Guidance on Park Lighting – is included on the agenda for Committee on 11.05.2023.

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26	Changes to Legislation on the Sale and Use of Fireworks in Scotland	1) To note that a further report would be submitted in Autumn 2023 providing a more detailed update on the legislative changes and implications for the City of Edinburgh Council.	Executive Director of Place Lead Officer Tom Veitch	5 October 2023		
			2) To refer the report to the Regulatory Committee for further consideration and any relevant outputs from that referral to be included within the report back to this Committee in Autumn 2023.	Executive Director of Place Lead Officer Tom Veitch		Closed Report was referred to Regulatory Committee meeting on 1 May 2023.
27	13.12.22	Community Empowerment Update	Agree to receive a further report in one cycle on the detail of the community centre approach before giving	Executive Director of Place		Closed A report on the development of a new Community Centre Strategy was approved by Committee on 7 March 2023 and Appendix 1

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			approval to the Strategy	Lead Officer Paul Lawrence		included the briefing note requested in action 4.
			2) Agree that management committees must be consulted as part of this approach and their feedback included in the report		March 2024	
			 To agree that all councillors would receive an urgent briefing, within one week, covering: The proposed changes to the Lifelong Learning structure The outcomes that the re-structure aimed to deliver Detail of what 			Closed The briefing note was circulated to Committee members on 21 December 2022.

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			prioritising community centres and community centre management committees actually meant in terms of resource, structure and engagement			
			4) To agree the content of the briefing would be included in the report so that it was available to the public.			Closed Briefing note appended to report referred to in part 1 above.
28	13.12.22	Response to Motion by Councillor Osler - Trees	1) To agree that an update be brought to Committee in two cycles on the progress and delivery of the approach set out in paragraphs 4.9 to 4.19 for tree management and maintenance and the approach set out in paragraphs 4.21 to	Executive Director of Place Lead Officer Steven Cuthill	August 2023	

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			4.25 for engaging with residents and businesses and any future actions to be explored			
			2) To agree to revise the Trees in the City Action Plan including, but not exclusive to, the suggestions detailed in paragraphs 4.14 and 4.15 of the report with a report back to Committee in two cycles.	Executive Director of Place Lead Officer Steven Cuthill		
			3) To recognise that an understanding of tree mortality rates was important to be able to identify problems with trees in the city and to identify solutions to those problems.	Executive Director of Place Lead Officer Steven Cuthill		

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			4) To note with concern that there was no assessment of tree mortality within the city currently.	Executive Director of Place Lead Officer Steven Cuthill		
			5) To request a briefing note with further detail from officers about how this could be recorded in the future, what additional resources would be required for this (if any) and details of a proposed process for reporting against tree mortality in the city on a regular basis to ensure that this issue remained high on the Council's agenda.	Executive Director of Place Lead Officer Steven Cuthill		
29	13.12.22 (See agenda)	Library Collection Development (Reflecting	Requests a report to Committee within three cycles containing	Executive Director of Place	10 August 2023	

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		Edinburgh's National, Ethnic and Linguistic Diversity) - Motion by Councillor Heap	information on: (a) what steps have been taken to realise the aims laid out in Section 4 of the Provision of Ukrainian Language Book Stock in Edinburgh Libraries briefing note (Next Steps) to ensure expanded provision of library resources for refugees from Ukraine (b) how the Council develops its library collections to meet reader needs arising from the city's growing national, ethnic and linguistic diversity, including how it meets the needs of its readers who are: • Refugees	Lead officer: Evelyn Kilmurry		
			Steps) to ensure expanded provision of library resources for refugees from Ukraine (b) how the Council develops its library collections to meet reader needs arising from the city's growing national, ethnic and linguistic diversity, including how it meets the needs of its readers who are:			

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30	15.12.22	Eurovision 2023	 Asylum seekers BAME (Black, Asian and Minority Ethnic) people People for whom English is not their first language Extract of the motion	Executive	10 August	
30	(The City of Edinburgh Council)	Bid – Motion by Councillor Biagi	(action only) Agree that officers should bring a scoping paper to the Culture and Communities Committee in three cycles which seeks to use the experience from other cities and sets out options on the necessary stakeholder engagement and possible funding models for delivering the kind of new arena which would be required to deliver major events.	Director of Place Lead officer: David Cooper	2023	

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31	(The City of Edinburgh Council)	Filmhouse – Emergency Motion by Councillor Walker	 To note that the Administrator's deadline was set for Wednesday 7 December. To request an urgent report to the next meeting of the Festival and Events All Party Oversight Group updating members on: The outcome of the successful bids for the Edinburgh Filmhouse Building and its assets What plans are underway to preserve the Edinburgh International Film Festival What funding is available to support Film Festival activity 	Executive Director of Place Lead officer: Joan Parr	On-going	See update on action 17 (also links to action 21.

(<u>The</u>			 What the Council is 			
(<u>The</u>			doing to ensure the future of cultural cinema in Edinburgh			
	he City of dinburgh ouncil)	Motion by Councillor Osler - Tree Protection Measures East and West Princes Street Gardens	1. Agrees that each of: i. the tree protection plan at 6. above, once completed, and ii. the Tree in City Action Plan at 7. above, once refreshed, will be presented to the Culture and Communities Committee for approval within one cycle of such completion and refreshment. 2. Agrees for a report within	Executive Director of Place Lead officer: Andy Williams	10 August 2023	Action 2 – recommended for closure

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			and Communities Committee setting out: a) For events covered by the applications at 2. and 4. above: i. what measures were put in place to ensure tree protection and recovery during and post the event, and			A report is included with the papers for Committee on 11.05.2023
			ii. how compliance with such measures was monitored and enforced, including details of any non- compliance which was brought to the attention of the Council, and a			

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			timeline of this,			
			and			
			b) For future events in West Princes St Gardens and in East Princes St Gardens:			
			i. what contractual and any other protections may be put in place to ensure those events comply with the applicable Tree Protection Plan and with the Tree in City Action Plan, and			
			ii. processes by which compliance with the applicable Tree Protection Plan and the Tree in City Action Plan, effectively may be monitored and enforced, including consideration of how this might happen			

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			through the Council's auditing processes.			
33	09.02.23 (The City of Edinburgh Council)	Motion by Councillor Nicolson – Non- Council Run Community Spaces	Extract of motion (for action) 1. Council agrees: • To commission the previously requested report within one cycle identifying what can be offered in the way of strategic and financial support for such organisations. • This report should come to the Culture and Communities Committee and include details regarding the process which must be undertaken when financial support is	Executive Director of Place Lead officer: Andrew Field	March 2024	An update on this is included in the Community Centre Strategy report which is being considered by Committee on 7 March 2023. The report proposes to progress these actions through the development of a new Community Centre Strategy.

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			agreed and what requirements to secure it are placed upon management committee.			
34	09.02.23 (The City of Edinburgh Council)	Motion by Councillor Heap – Concessionary Ticket Schemes for Cultural Events	1. Requests a report to the Culture and Communities Committee within two cycles which: a) Summarises current levels of provision of free and low-cost cultural events in the city, including, but not limited to: i) Festivals under the Festivals Edinburgh brand ii) Events held on Council land or in Council buildings iii) Events held as part of Council contracts, including but not limited to, Edinburgh's Christmas and	Executive Director of Place Lead officer: Joan Parr	May 2023	

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			Edinburgh's Hogmanay iv) Events in receipt of Council grant funding. b) Explores what steps the Council can take to expand the provision of free and low-cost tickets, including, but not limited to the types of events mentioned in 4). 2. To note that not all barriers to events are financial and asks within the same report that		uate	
			information be gathered as to what organisations are doing to make venues, performances and events accessible for all to enjoy. 3. Deeply regrets the financial pressures and			

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			external challenges facing residents in accessing cultural events and cultural institutions and festivals trying to deliver cultural events. 4. Requests that: i. a briefing note is circulated to the Culture and Communities Committee prior to		June 2023	
			summer recess summarising current provision of free and discounted access to the city's festivals and other cultural events in association with the Council. ii. The Festival and Events APOG holds a meeting with the specific purpose of looking at		By June 2023	

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		affordability, access and inclusion with invitations extended to relevant operators and stakeholders.			
16.03.23 (City of Edinburgh Council)	Motion by Councillor Heap – Gorgie Farm (Arrangements for the Care of Animals)	Extract of the approved composite amendment (action only): Requests that officers report back: a) via a member briefing on what has or can be done to provide financial support to staff and volunteers looking after animals at their own expense and the possible role in the Partnership Steering Group and EVOC in facilitating this.	Executive Director of Place		
	16.03.23 (City of Edinburgh	16.03.23 (City of Edinburgh Council) Motion by Councillor Heap – Gorgie Farm (Arrangements for the Care of	affordability, access and inclusion with invitations extended to relevant operators and stakeholders. 16.03.23 (City of Edinburgh Councill) Councillor Heap – Gorgie Farm (Arrangements for the Care of Animals) Requests that officers report back: a) via a member briefing on what has or can be done to provide financial support to staff and volunteers looking after animals at their own expense and the possible role in the Partnership Steering Group and EVOC in facilitating	affordability, access and inclusion with invitations extended to relevant operators and stakeholders. 16.03.23 (City of Edinburgh Councill) Councill (Arrangements for the Care of Animals) Motion by Councillor Heap – Gorgie Farm (Arrangements for the Care of Animals) Requests that officers report back: a) via a member briefing on what has or can be done to provide financial support to staff and volunteers looking after animals at their own expense and the possible role in the Partnership Steering Group and EVOC in facilitating	affordability, access and inclusion with invitations extended to relevant operators and stakeholders. 16.03.23 (City of Edinburgh Councillor Heap Gorgie Farm (Arrangements for the Care of Animals) Requests that officers report back: a) via a member briefing on what has or can be done to provide financial support to staff and volunteers looking after animals at their own expense and the possible role in the Partnership Steering Group and EVOC in facilitating

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			b) via member briefings on the progress of the Partnership Steering Group chaired by EVOC. c) via a report to Culture and Communities Committee information on spend so far from the £150,000 support fund approved by the Education, Children and Families Committee on 31 January 2023 and a plan for the remaining budget.			
36	16.03.23 (City of Edinburgh Council)	Motion by Councillor O'Neill – Edinburgh's Monuments and Commemoration	Extract of the approved motion (action only): Therefore, requests a report within 2 cycles to Culture & Communities committee, and thereafter be referred to	Executive Director of Place Lead Officer:	10 August 2023	

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			Planning Committee which sets out:	Karl Chapman		
			 a) The current process for how new statues, monuments and commemorative structures are decided upon in the city, and what role the Council plays in this; b) Options for establishing a new policy and process for new statue / monument / commemorative structure proposals, to ensure that these contribute to the objectives set out in 5), including further options for improving representation amongst commemorative 			
			structures erected in the city."			