

Rolling Actions Log

Policy and Sustainability Committee

22 August 2024

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1	17.11.22	2030 Climate Strategy – Environmental Assessment Consultation and Review	<p>1) To note that on 14th November 2022, the Finance and Resources Committee “reaffirm[ed] the importance of this strategic work to investigate local heat and energy efficiency solutions in helping Edinburgh Council to meet our climate change and energy targets” and requested “a report on progress made towards this action at Policy and Sustainability Committee within 3 cycles”.</p> <p>2) To therefore request that</p>	Executive Director of Place	December 2023		<p>1) Closed 9 January 2024</p> <p>The LHES was approved by Committee on 15 December 2023.</p> <p>Update August 2024</p>

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			<p>in support of the above and as part of this report, a thorough options appraisal for opportunities for energy generation partnerships in the city be undertaken with an evaluation of how best to make Energy for Edinburgh an active enterprise, including consideration of options for alternative and joint ventures for Committee to consider, and with learning from other ESCOs and Local Authorities.</p>				<p>A Business Bulletin update is provided on 22.08.2024 outlining progress to date and next steps.</p> <p><u>Update January 2024</u></p> <p>There is an action in the LHEES to assess the potential role for Energy for Edinburgh Limited as part of the LHEES office. It is anticipated that this will be completed in Q2 2024.</p>
2	17.01.23	In-House Service Provision (Hard Facilities Management) - Response to motion	1) To note disappointment that the report did not reflect the Council Business Plan nor did it address the original	Executive Director of Place	December 2024		<p><u>Update – May 2024</u></p> <p>A Business Bulletin update was included in the papers for Committee on</p>

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		by Councillor Day	<p>motion.</p> <p>2) To request a report back in 2 cycles which addressed the above concerns.</p> <p>3) To agree receive a further report in three cycles which examined the case for the establishment of a Direct Service Organisation (DSO) within the council covering all facilities management, long term capital investment and repairs on all council owned buildings including those within the HRA. This report should establish the feasibility of managing 'peaks and troughs' demand across the entire council estate including the high volume of work on the schools</p>				<p>28.05.2024. This includes a timeline for action in response to the action from 09.01.2024.</p> <p><u>Update – March 2024</u></p> <p>A Business Bulletin update is being prepared for Committee in April/May 2024.</p> <p><u>Update – August 2023</u></p> <p>An update has been included in the Business Bulletin for Committee in August 2023. It is anticipated that this work will take approximately one year to complete. An update on action 4 will be circulated as soon as possible.</p>

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			<p>estate during holiday periods, and whether this could be balanced with long term planning against other areas of the estate such as council housing.</p> <p>4) To request a briefing note setting out the timetable for continuing work around in-sourcing of hard facilities management including:</p> <ul style="list-style-type: none"> - integration of the Council's AIMS; - completion of the organisational review of the current service; - janitorial upskilling programme - BEMS monitoring and helpdesk in-house 				<p><u>Update May 2023</u></p> <p>This will be included in the report referred to under Para 3), scheduled to come to this Committee in August 2023.</p>

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	09.01.24	Rolling Actions Log	<p>transfer</p> <p>- Review of fleet services support capacity</p> <p>and plans for updating Committee on progress made towards this work.</p> <p>5) To request that the briefing note setting out the timetable for continuing work around in-sourcing of hard facilities management be circulated as soon as possible.</p>	Executive Director of Place	May 2024		<p>5) Recommended for closure</p> <p>A Business Bulletin update was included in the papers for Committee on 28.05.2024. This includes a timeline for action in response to the action from 09.01.2024.</p>
3	21.03.23	Extreme Heat, Climate Adaptation and Resilience	<p>To request a briefing note in table format to cover, for each of these:</p> <p>a) Timescales for anticipated updates and/or review;</p>	Executive Director of Corporate Services	December 2024		<p><u>Update – July 2024</u></p> <p>The team are working to collate data, therefore the report will come to a later P&S.</p>

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	12.03.24	Rolling Actions Log	<p>b) Governance arrangements including committee reporting schedules and scrutiny; how the various strategies and policies interrelate; and relevant directorate leading on the work;</p> <p>c) How climate adaptation would be profiled within these strategies and/or policies as part of updates and/or review going forward.</p> <p>To request an expected completion date for the briefing note being issued.</p>				<p><u>Update – May 2024</u></p> <p>This will now come to Aug P&S committee under Climate ready Edinburgh (CRE) Strategy.</p> <p><u>Update – January 2024</u></p> <p>Officers are working on a comprehensive update due to be circulated during the CRE Plan consultation period as this is the best way to capture all adaptation activity across the Council. The consultation will run from mid-January to early April.</p> <p><u>Update – October 2023</u></p>

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							<p>This has been delayed due to the massive undertaking associated with mapping all council strategies. An update will be circulated to members along with additional engagement sessions to detail embedding adaptation across council strategies.</p> <p><u>Update – August 2023</u></p> <p>Colleagues are still compiling information and advised briefing will be circulated by October committee meeting.</p> <p><u>Update - May 2023</u></p> <p>The Policy team are</p>

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							working on this briefing note which will be circulated to members in June 2023.
4	04.05.23	City of Edinburgh Council Period Product Provision – Motion by Councillor Bennett	Council requests a report to Policy and Sustainability Committee within 2 cycles detailing where such information was available: a) Which areas of the city were reporting running out of products for those in need? b) Which public buildings were seeing an increase in people taking free period products? c) Which details the status of premises that provided free period products (i.e. were they open for staff, the public and whether	Executive Director of Education, Children and Justice Services	August 2024		<u>Update – May 2024</u> Work is ongoing and the report will be submitted to the next meeting of committee. <u>Update – March 2024</u> Report deferred to May 2024. <u>Update – October 2023</u> Authors have agreed with Cllr Bennet that the report will now come to December 2023 Policy and Sustainability

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			<p>hours of access were restricted to assess whether it was restriction of provision or access to buildings which was causing the problem).</p> <p>d) Widely publicise the link to the Hey Girls website where building managers could apply to become a community partner and access appropriate products.</p> <p>e) Which third sector organisations and buildings were seeing an increase in people taking free period products.</p> <p>f) The possible costs associated with extension of provision.</p> <p>g) The possible costs associated with</p>				<p>Committee.</p> <p><u>Update – August 2023</u></p> <p>Working group has been established and work is ongoing to ensure we have input from all stakeholders</p>

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			<p>extension or provision of specifically biodegradable or reusable products?</p> <p>h) An application scheme for interested parties to receive products to distribute.</p> <p>The report should cover provision for key partners such as pantries, food banks, and third sector organisations, where access to period products was a vital part of the support provided and where access had been limited since the Council's citywide roll out.</p>				
5	04.05.23	<p>City of Edinburgh Council</p> <p>Crisis in NHS Dentistry – Motion by Councillor Davidson</p>	<p>Council requests the Council leader writes to (a) the Scottish Health Secretary to request urgent action to tackle the lack of access to NHS dentists in Edinburgh and (b) the Edinburgh Integrated Joint</p>	Council Leader			<p>Recommended for closure</p> <p>Letter sent and response circulated on 18 July 2024.</p>

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			Board to request a written update on the approach being taken to improve access to NHS dentistry in the city for consideration at a meeting of the Policy and Sustainability Committee within 2 cycles.	Interim Chief Officer, Edinburgh Health and Social Care Partnership Lead Officer	October 2023		<p>b) Closed 3 October 2023</p> <p>Update included in the Business Bulletin for October 2023.</p>
6	22.08.23	Business Bulletin	<p>1) To note that an interim briefing would be offered to members before the August committee meeting on MS Victoria.</p> <p>2) To note that the Chief Executive would provide an update on the International Travel strategy.</p>	<p>Executive Director of Place</p> <p>Chief Executive</p>			<p>1) Closed 3 October 2023</p> <p>This briefing was circulated on 12 July 2023.</p> <p>2) Closed 12 March</p> <p>There is no standalone strategy for International Travel – the International Travel Guidance Policy update was</p>

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			<p>3) To agree that details of the timescale for the development of the Direct Payments Policy would be circulated.</p> <p>4) To note officers were preparing a briefing note on additional resources and training required in relation to the Biodiversity Strategy and that this would be circulated in the next week.</p>				<p>considered by P&S in August 2023. Officers will be developing and refreshing the current international Framework during this administration term, and there is also the annual CEC Emissions report which includes International travel emissions.</p>
7	23.05.2023	Harassment Policies – Amendment Update	To confirm that a separate gender informed sexual	Executive Director of	October 2024		<p><u>Update – May 2024</u></p> <p>The policy will be</p>

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			harassment policy, with appropriate training and toolkits, was expected to be put in place within two years and to request that an update of progress towards that goal be provided to this Committee within 12 months.	Corporate Services			presented to Committee in October 2024 ahead of the deadline of May 2025. Engagement currently underway on development of this.
8	01.06.23	City of Edinburgh Council Celebrating Pride Month – Motion by Councillor Heap	<p>1) Agrees that this motion be referred to the Equality Working Group to allow officers the space to work with members on how we can create an inclusive council culture and a city where everyone feels like they can truly belong, including</p> <p>(a) What progress on LGBTIQ+ equality has been made as part of the Council’s Equality and Diversity Framework 2021-2025 so far;</p> <p>(b) And what future actions it will take as part of the</p>	Executive Director of Corporate Services	October 2024		<p>Recommended for closure</p> <p>This is covered in the Supporting LGBT+ Communities paper going to Aug P&S.</p> <p><u>Update – May 2024</u></p> <p>An interim briefing on the measures the council is taking to map out equalities activities a further report will be presented to P&S in Oct 2024.</p>

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			<p>Framework to advance LGBTIQ+ equality including (i) what can be done to support local pride activities across the city</p> <p>(c) How the Council works with Police Scotland to tackle LGBTIQ+ hate crime</p> <p>2) And requests the Group report on these issues and any others it considers important to the Policy & Sustainability Committee (with the option for subsequent referral to Full Council) by the end of the calendar year</p>				<p><u>Update – January 2024</u></p> <p>Officers are working on a report titled Pride Motion due to come to March 2024 Policy and Sustainability Committee.</p> <p><u>Update – October 2023</u></p> <p>Work will be progressed with the Members and Officers Equalities Working Group with input from the STRIDE colleague network.</p>
9	22.08.23	Business Bulletin	1) To request details of any acknowledgment received from Ministers to the letter sent by the	Council Leader			<p>Recommended for closure</p> <p>No acknowledgment</p>

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			<p>Council Leader.</p> <p>2) To request details of feedback from the Sustainability and Climate APOG in relation to Supporting Community Climate Action.</p> <p>3) To request that future updates on the Local Government Benchmarking Framework are submitted as full reports.</p>	<p>Executive Director of Corporate Services</p> <p>Executive Director of Corporate Services</p>			<p>has been received.</p> <p><u>Update – October 2023</u></p> <p>Officers have followed up with the Leader’s office and can confirm there has to date been no response to the letter.</p> <p><u>2) Closed October 2023</u></p> <p>Officers have provided a business bulletin update.</p> <p><u>3) Closed October 2023</u></p> <p>Officers have confirmed that in future LGBF reports will be submitted to Executive Committees for scrutiny as opposed to using the business bulletin.</p>

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10	22.08.23	A Visitor Levy for Edinburgh: Progress Update and Draft Proposal	<p>1) To agree that officers should progress elected member workshops to develop a consensus where possible on the detail of how the proceeds of the visitor levy should be spent.</p> <p>2) To agree informal engagement with stakeholders around these parameters.</p> <p>3) To believe that the levy should be pitched at a similar level to other European cities but notes that a decision on this specific detail should come at a later date.</p> <p>4) To agree that this further report will also include scoping of additional charges possible within the remit of the scheme in line with the principles</p>	Executive Director of Place	August 2024		<p>Recommended for closure</p> <p>This report is included on the agenda for Committee on 22.08.2024.</p> <p><u>March 2024 – Update</u></p> <p>An update on the feedback received through recent engagement is included on the agenda for Committee on 12 March 2024. It is currently anticipated that a final proposal for approval to proceed with consultation will be submitted in August</p>

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			<p>of the Amsterdam model where holiday rentals and short term lets pay 10% of turnover, either to be progressed concurrently with the general TVL scheme, or to be supplemented later</p> <p>5) To welcome the push back in the draft consultation response against the bill's 18-month implementation timescale and to agree that this should be communicated to the Scottish Government in the strongest possible terms.</p>				2024.
11	22.08.23	Energy for Edinburgh – options appraisal	1) To agree the proposed final business case will be presented to committee in no later than 4 cycles, centering on a joint venture approach (9.18.2 in the report) to deliver a low-carbon heat energy production and/or	Executive Director of Place	March 2025		<p><u>Update August 2024</u></p> <p>A Business Bulletin update is provided on 22.08.2024 outlining progress to date and next steps.</p> <p><u>Update – January</u></p>

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			<p>distribution project within the city.</p> <p>2) To recommend that the Board explore the options for Heat Networks in more depth, including practical steps that can be taken. This could include dialogue with possible industry partners and similar organizations; also cost estimates and direct savings to the Council's energy costs should be considered.</p> <p>3) Suggests that the Board procures a secondment to EfE to develop the strategy in more depth.</p> <p>4) Suggests that the Board relieves the Council of the company secretariat role and enables access to appropriate legal assistance.</p> <p>5) To ask the Board to</p>				<p><u>2024</u></p> <p>Following approval of the LHESS in December 2023, the business case will be developed as outlined in the LHESS.</p>

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			<p>exercise fiscal prudence by ensuring that outgoing costs match the company activity – such as audit costs.</p> <p>6) Agrees that immediately following the publishing of the Council's LHEES strategy, officers prioritise the development of a business case for Energy for Edinburgh to deliver heat network projects as soon as is feasible, both for existing developments and new projects.</p> <p>7) Further agrees that officers explore options for how co-operative principles and community wealth building could be embedded into the company.</p>				
12	22.08.23	Interim Chief Officer Update – Edinburgh	1) To agree to a detailed 6 monthly update report on	Interim Chief			1) Closed 12 March

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		Integration Joint Board/Edinburgh Health and Social Care Partnership	<p>the improvement plan within one cycle</p> <p>2) To agree the Council Leader would write to NHS Lothian to request:</p> <ul style="list-style-type: none"> The number of people waiting for a bed to become available to receive in-patient hospital care; The number of people waiting to be admitted to hospital and are in receipt of a package of care at home; The number of patients currently 'boarding' due to unavailability of a bed in the most suitable ward. 	Officer, Edinburgh Health and Social Care Partnership			<p>Progress report was submitted to committee on 24 October 2023.</p> <p>2) Recommended for closure</p> <p>Response circulated on 18 July 2024.</p>
13	22.08.23	Edinburgh and Taiwan Visit Report and Activity	1) To agree that City of Edinburgh Council will work in partnership with Edinburgh International Festival, University of Edinburgh, Taiwanese officials and other	Executive Director of Corporate Services	June 2024		<p>Recommended for closure</p> <p>Report on the agenda for 22 August 2024 (Relationship with the</p>

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			<p>stakeholders to develop a future programme of activity.</p> <p>2) To agree to work towards a memorandum of understanding between Taiwan and the appropriate city partners as referenced in the report.</p>				<p>City of Kaohsiung)</p> <p><u>Update – May 2024</u></p> <p>Report planned for Full Council in June 2024.</p> <p><u>Update – October 2023</u></p> <p>Next update planned for Policy and Sustainability Committee March 2024</p>
14	22.08.23	The City of Edinburgh Council Gaelic Language Plan 2023-28 – Revised Draft	<p>1) To agree that council will continue to engage with The Scottish Government, the Gaelic community in Edinburgh and other stakeholders to try to consider the best way to expand provision of GME at secondary level identify a site, and</p>	Executive Director of Education, Children and Justice Services			<p>1), 2) and 4) Closed 28.05.24</p> <p>Report was considered at the March 2024 committee.</p>

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			<p>the requisite funding to deliver, a GME High School in Edinburgh , on the understanding that a GME High School in Edinburgh cannot be delivered without financial support and any available site options from the Scottish Government.</p> <p>2) To note that whenever new signage is installed or existing signage is replaced across the council estate and as part of council operations, the cost of installing Gaelic or bilingual signage will be investigated. Gaelic or bilingual signage will be installed where appropriate, especially where there is high footfall. Also, to encourage council ALEOs to adopt this policy.</p> <p>3) To agree that the Convener will write to the</p>	All Service Areas			3) Recommended

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			<p>Scottish Education Secretary seeking clarity on what sites and funding the Scottish Government has available to deliver a GME high school in Edinburgh.</p> <p>4) To request an additional report within 3 cycles progressing an action list of Gaelic signage in the city including place names, city transport infrastructure, schools and within and outside other Council buildings.</p>	<p>Convener</p> <p>Executive Director of Corporate Services</p>	<p>March 2024</p>		<p>for closure</p> <p>Letter sent 19.10.23.</p>
15	22.08.23	Edinburgh Community Climate Fund	<p>1) To request a Business Bulletin update in two cycles on the Improvement Plan, addressing in particular plans for an improved registration experience for voters, which was deemed 'poor' by one in three users, and proposed strategies for better inclusion of</p>	Executive Director of Corporate Services	August 2024		<p><u>Update – May 2024</u></p> <p>Next update will be included on the Business Bulletin in August 2024.</p> <p><u>Update – January 2024</u></p> <p>Update included in</p>

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			<p>underrepresented groups in participatory budgeting.</p> <p>2) To resolve that identifying funding for the Community Climate Fund will be considered as part of the budget process with the aim of making it a regular annual event, including consideration of expanding the fund going forward.</p> <p>3) To agree that officers engage with relevant community groups and the Community Climate Hub to redesign aspects of the processes behind the fund, based on feedback gathered this year.</p>				the Business Bulletin
16	22.08.23	Heat Networks and Building Assessment Reports	1) To agree that the Council should write to the Scottish Government requesting to be designated the consent authority for Edinburgh, with the timing of the	Executive Director of Place	2025		<p><u>Update – August 2024</u></p> <p>A Business Bulletin update has been included in the papers</p>

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			<p>request to be agreed with Scottish Government officials.</p> <p>2) To agree that a report should be produced within 2 cycles to:</p> <ul style="list-style-type: none"> • Develop a Council policy for the consenting of heat networks in Edinburgh - this is to include reasons for granting or revoking licences etc • Indicate resource implications as a consent authority • Identify any gaps or uncertainties in the guidance and regulations for heat network developers • Show options for dissemination of 				<p>for Committee on 22 August 2024.</p> <p><u>Update – October 2023</u></p> <p>An update was included in the Business Bulletin for Committee on 24 October 2023.</p>

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			heat network information to interested parties eg BARs				
17	31.08.23	<p>City of Edinburgh Council</p> <p>Edinburgh Leisure Must Pay the Real Living Wage – Motion by Councillor Campbell See Agenda front sheet</p>	<p>Council instructs the chief executive to bring a report in two cycles to Policy and Sustainability which sets out the levers available to the council currently to ensure that all ALEOs pay the real living wage, and a plan for how this can be embedded in shareholder agreements as these are updated through the governance work being done on ALEO reform. Additionally, this report should set out the levers available to the council to ensure that ALEOs are in line with other key council commitments including those around equality and access, workers' rights, and the climate and nature emergencies</p>	Chief Executive	August 2024		<p><u>Update – August 2024</u></p> <p>The ALEO Governance Framework report will now be submitted to GRBV in October and referred to Full Council in November.</p> <p><u>Update – May 2024</u></p> <p>The ALEO Governance Framework report will now be submitted to Full Council in August.</p> <p><u>Update – February 2024</u></p>

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							A briefing note on this matter was issued in January 2024. For changes to be fully embedded into all relevant documentation will require changes to be made using the ALEO Governance Framework. Work has commenced on this framework and is expected to report to Council in June 2024
18	24.10.23	End Poverty in Edinburgh Annual Progress Report	<p>1) Agrees the third annual progress report against Council and partnership actions in response to the findings of the Edinburgh Poverty Commission, subject to action plans being provided as part of the “Progress and Priorities” section to:</p> <ul style="list-style-type: none"> • Improve pupil attendance 	Executive Director of Corporate Services	October 2024		<p><u>Update – July 2024</u></p> <p>Report will be provided at the October 2024 P&S meeting.</p>

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			<p>rates at school which has worsened since the end of the pandemic, especially for secondary school pupils;</p> <ul style="list-style-type: none"> Restore advice services to an appropriate capacity within six months (at least 2019/20 levels) using Council Advice Shop and any new partnership actions with a new KPI introduced that measures the implementation of the overall advice strategy. This to be reported to Committee at an appropriate point to provide assurance of progress and to include a report on the outcome of the commissioned review of welfare rights and debt advice services which is apparently complete but no projected impact, indication of additional improvement/change or resolution of the single 				

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			<p>advice brand discussion is provided within this annual progress report.</p> <p>2) Requests that the planned workshops to be progressed during 2024 include</p> <p>2.1 Exploration of how commitments to a just transition can help poverty reduction in Edinburgh, particularly looking at entry-level green jobs and jobs in low-carbon industries like care work;</p> <p>2.2 Exploration of the varying impact of poverty on different groups of people, particularly those with protected characteristics, and how our response to poverty in Edinburgh can be understood through an intersectional lens</p> <p>2.3 Exploration of how other Council strategies relating to climate mitigation, climate adaptation and health and social care interrelate with actions</p>				

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			<p>under the End Poverty in Edinburgh strategy, including how these can also be understood through an intersectional lens</p> <p>3) To request that invitees to those workshops include:</p> <p>3.1 Organisations focusing on groups of people with protected characteristics including Scottish Women’s Budget Group, the Muslim Women’s Resource Centre and One Parent Families Scotland, Inclusion Scotland and People First</p> <p>3.2 Trade Unions and Tenant / Community Unions including Living Rent</p> <p>4) Notes with specific concern issues around digital inclusion, recognising that groups more likely to experience poverty can be disproportionately affected by this, and agrees that, as part of</p>				

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			wider work looking at access and inclusion across Council services, this issue is given particular consideration.				
19	24.10.23	Council Emissions Reduction Plan – Annual Progress Report	<p>1) Agrees to change targets in relation to fleet proposed in paragraph 4.28 and retains the existing recycling target, with a SMART target to be reported to Committee within one cycle) and that a report be provided to the Transport and Environment Committee, detailing how lessons about increased recycling rates can be gathered and implemented from practice in other UK urban areas with much better rates such as Newport (Wales), Cardiff, Bath, Chester and Kingston-upon-Hull</p> <p>2) Notes that there will be a report to Committee in November 2024 following</p>	Executive Director of Place	November 2024		<p><u>1) January 2024 - Update</u></p> <p>An update on the fleet targets is included in the Business Bulletin for Committee on 09.01.2024. The report on recycling is currently on the forward plan for Transport and Environment Committee in April 2024. An update on setting a SMART target will follow Transport and Environment Committee.</p>

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			<p>an exercise to review and prioritise actions based on three years of learning since the CERP was agreed.</p> <p>3) Agrees that, where appropriate, this report will also include new actions to eradicate or significantly reduce the emissions gap to net zero which currently exists in the CERP, and that the report will be supplemented with a clear strategy to finance these actions, including a commitment to resourcing this strategy at a corporate level.</p> <p>4) Also agrees that, where appropriate, this prioritisation exercise will also overlay considerations of other relevant climate, nature, poverty and health strategies to ensure joined up thinking, and be</p>				

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			<p>in line with a climate justice approach.</p> <p>5) Finally, agrees that, in advance of the report being published, all of this should be discussed at the Sustainability and Climate & Nature Emergencies APOG, including more regular reviews of progress against actions sitting under the CERP.</p>				
20	24.10.23	Forth Green Freeport – Outline Business Case	<p>1) To agree to support the submission of the Outline Business Case (OBC) based on the parameters set out in this report and the Executive Summary, subject to the full OBC being circulated to all Committee members prior to submission to ensure compliance with the terms of this report.</p> <p>2) To note that a summary of the Full Business Case is planned to be</p>	Executive Director of Place	August 2024		<p>Recommended for closure</p> <p>This report is included on the agenda for Committee on 22.08.2024.</p> <p><u>Update – January 2024</u></p> <p>The Council approved the appointment of the Council Leader to</p>

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			<p>presented to Committee in early 2024 with a data room provided for members prior to committee.</p> <p>3) To request that the interim governance board should have a place for the trade unions.</p> <p>4) To agree that the planned annual update report to GRBV should also be submitted to the cross party elected member sounding board and should include full details of any reported non-compliance against the Investment Principles and any variance in the NDR revenue received against forecast.</p> <p>5) To agree that the “Social Impact Key Performance Indicators” due to be set by the Forth ‘Green’ Freeport Board will be shared with Committee</p>				<p>represent the Council on the Forth Green Freeport Governance Board.</p> <p>3) Closed 9 January 2024</p> <p>The Forth Green Freeport Governance Board has a seat for a worker’s representative.</p>

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			via a Business Bulletin update as soon as they are agreed, and that the annual update report to GRBV also includes performance measures against these.				
21	24.10.23	Sponsorship of non-UK nationals	<p>1) To agree that guidance will be developed on the Council's approach to sponsorship and this this will be reviewed annually, or sooner where there are material changes issued by UK Visas and Immigration (UKVI).</p> <p>2) Agrees in tandem to the recommendations of this report being implemented, that a further report is brought to Policy and Sustainability Committee in 2 cycles outlining support, including signposting, advice and direct support, that can be made available to any Council employee</p>	Executive Director of Corporate Services	<p>June 2025</p> <p>March 2024</p>		<p><u>Update - August 2024</u></p> <p>An update is provided in the Business Bulletin for August 2024.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			experiencing visa issues who may not qualify for sponsorship, as part of the finalised guidance				
22	24.10.23	Diversity and Inclusion Strategy Update	<p>1) To request a Business Bulletin update in 6 months on the proposals – and any agreed actions – on options to extend part-time or otherwise flexible working to a wide range of posts, and options on how to diversify the workforce at senior levels, as outlined in paragraph 4.4.5 of the report.</p> <p>2) To note that a work programme for the Equalities Working Group is still to be set and a request for a mapping of equalities work in the Council remains outstanding from February 2023. To consider these two pieces of work to be key to Elected Members’</p>	Executive Director of Corporate Services	October 2024		<p><u>Update – May 2024</u></p> <p>A report will come to committee in October 2024.</p> <p><u>Update January 2024</u></p> <p>Officers are working on a business bulletin update.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			understanding of and engagement in a successful diversity and inclusion strategy and therefore requests they are completed and shared as soon as possible.				
23	24.10.23	Gender Recognition Reform	<p>1) To request that an update on this work is brought to the Policy & Sustainability Committee in one year including signposting to where the 'areas for further work' are being progressed in the programme of work for the Members Equality Working Group or as part of the Council's Equality and Diversity Framework.</p> <p>2) To note that a work programme for the Equalities Working Group is still to be set and a request for a mapping of equalities work in the Council remains outstanding from</p>	Executive Director of Corporate Services	October 2024		<p><u>Update – August 2024</u></p> <p>Report will be submitted to the October meeting.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			February 2023. To consider these two pieces of work to be key to the success of this work, and therefore request they are completed and shared as soon as possible.				
24	24.10.23	Islamophobia – update on engagement	<p>1) To agree that the corporate equalities team now undertake further work with services as to what more the Council can do to tackle Islamophobia.</p> <p>2) To agree that this work should be reported through the Members Equalities Working Group and returned to Policy and Sustainability for discussion once an action plan has been developed.</p> <p>3) To note that a roundtable discussion has taken place with diverse representatives from</p>	Executive Director of Corporate Services	October 2024		<p><u>Update – August 2024</u></p> <p>Report will be submitted to the October meeting - team are still working on the complex information.</p> <p><u>Update – May 2024</u></p> <p>The team is working on a report and will update before August, possibly via the Business Bulletin or a briefing.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>Council and charities.</p> <p>4) To note that significant issues were raised around training for teachers and other professionals in schools to be able to effectively deal with racism and discrimination.</p> <p>5) To agree that officers will explore these issues in discussion with Education services and Members Equalities Working Group.</p> <p>6) To note that a work programme for the Equalities Working Group is still to be set and a request for a mapping of equalities work in the Council remains outstanding from February 2023. To consider these two pieces of work to be key to Elected Members' understanding of and</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			engagement in a successful action plan for tackling Islamophobia and therefore request they are completed and shared as soon as possible.				
25	24.10.23	Preparation for the implementation of Photographic Voter ID at UK Parliamentary Elections	<p>1) To agree the Convener will write to the UK Government relevant Ministers to again protest the UK Governments voter exclusion tactics citing the mounting evidence of voters having their voting rights denied due to the policy of voter suppression.</p> <p>2) To request that the next iteration of the communication plan explicitly references which groups are being targeted with each activity and how equality will be mainstreamed throughout general communications, and that this plan is</p>	<p>Convener</p> <p>Executive Director of Corporate Services</p>			<p>2) Closed 28.05.24</p> <p>Details provided in the Business Bulletin in March 2024.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			communicated to Committee.				
26	02.11.23	City of Edinburgh Council: 16 Days of Action on Gender-based Violence – Motion by Councillor Watt See Agenda front sheet	To request a report a Business Bulletin item to Policy and Sustainability Committee in three cycles detailing the results of the event and collating what work is being done across the Council.	Executive Director of Corporate Services	October 2024		<u>Update – May 2024</u> This will be reported in October 2024 as part of the Harassment Policy.
27	09.01.24	Best Value Review Update	1) Requests that the next report in 6 months time sets out a high-level action plan including target completion dates for future actions which will address each Best Value Assurance Audit Review recommendation. 2) Committee notes with regret that over three years since the report was published, and despite the interim monitoring process, the Council:	Executive Director of Corporate Services	August 2024		<u>Update – May 2024</u> Work has progressed significantly on the action plan for the closing out of the actions from the Best Value Assurance Review. A report was not able to make the deadlines for Committee in May but a report on the action plan and the progress will be reported to the

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>a) still does not have a Workforce Plan that sets out the number and types of posts and skills necessary in different roles to meet its service delivery objectives within budget alongside a transition plan to achieve this;</p> <p>b) has not yet implemented a strategic approach to self-evaluation;</p> <p>c) has not provided members with training on delivering strategic change to meet Best Value objectives;</p> <p>d) has closed actions on Community Engagement without delivering any actions to improve communication of the results and responses to consultations:</p> <p>e) has not yet ensured</p>				next committee. A draft action plan will be circulated to members prior to this committee.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>the Edinburgh Partnership has a clear performance and progress reporting system working to clear targets.</p> <p>3) Committee agrees that these issues should now be considered for urgent resolution with an accelerated delivery programme, and work showing achievement of delivery of the recommendations should be reported to Committee prior to the end of June 2024.</p>				
28	09.01.24	Plant-Based Treaty Action Plan	Committee asks officers to explore whether the University of Edinburgh's methodology can be used to include carbon emission information for school meal choices and other Council catering outlets, and report back on options and costs via a future business bulletin to Policy & Sustainability committee.	Executive Director of Corporate Services	October 2024		<p><u>Update – August 2024</u></p> <p>The team are working on the report and due to the timeframe to collect data, the report will now come to October P&S.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
							<p><u>Update – May 2024</u></p> <p>Members have requested an options appraisal to use a carbon labelling tool for our school menus. Following a meeting with Cllr Dijkstra-Downie, it has been agreed that this would be a committee report following the initial pilot at Heriot Watt University.</p>
29	09.01.24	Future Relationship with EIJB	<p>1) The further work indicated at 4.16 will result in a specific briefing to Group Leaders and finance party spokespeople by end January, outlining all outcomes of this work ahead of the CEC 24/25 budget process, including the results of the Internal Audit.</p> <p>2) That under the Next</p>	Executive Director of Corporate Services / Chief Officer, Edinburgh Integration Joint Board	October 2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>Steps outlined at 5.1 the results of the EIJB governance review and decision-making should be the subject of a briefing to members to the Policy and Sustainability and Finance and Resources Committees to ensure that there is a clear understanding within the Council of the implications of that review.</p> <p>3) To request that that when the report from Internal Audit is submitted to the Governance, Risk and Best Value Committee, there be a recommendation included to state “with the expectation that it then be referred to the Policy and Sustainability Committee”.</p> <p>4) Notes that current budgeting practices are</p>			May 2024	<p>3) Recommended for closure</p> <p>This was included as part of the 7 May 2024 update to GRBV and referred to P&S on 28 May 2024.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>documented as diverging from governance and asks that this discrepancy between governance and practice be examined through the appropriate workstreams.</p> <p>5) Notes that Integration Authorities rely on partners for capital budgets, and asks that the processes around capital budgeting and capital strategy for health & social care be documented in the appropriate workstreams.</p> <p>6) Committee suggests the review, revision and adoption of the Integration Scheme to be complete by September 2024, subject to Scottish Government engagement.</p> <p>6) To request a briefing note providing detailed lists of which services fall under</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			the responsibility of CEC or NHS Lothian and why, as requested in the cross-party motion agreed by Full Council on 2 November 2023.				
30	09.01.24	City-wide Carbon Emissions and 2030 Climate Strategy update	<p>1) Agrees that the scale and importance of this challenge requires a review of the Climate Strategy implementation plan, attempting to set out new ways of unlocking barriers to the delivery of high impact actions.</p> <p>2) Agrees that any such review should set out realistic and achievable timescales for the implementation of the strategy given available technology, funding and physical implementation capacity, including the overall 2030 target, in order to be open and honest with the public regarding what the</p>	Executive Director of Corporate Services	October 2024		<p><u>Update – May 2024</u></p> <p>The team are currently preparing a robust report which is scheduled to go P&S committee October 2024.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>Council can achieve and setting this within the national and international context.</p> <p>3) To request a briefing note providing further information on the Climate Intelligence Service.</p> <p>4) To request a briefing note on the current piece of work being undertaken with the University of Edinburgh to improve supply chain locally and regionally.</p>				
31	09.01.24	Night Time Coordinator	1) Agrees that trade unions, particularly those involved in hospitality, are included in the key stakeholders being engaged in this ongoing work, including the NTW forum	Executive Director of Place	Autumn 2024		<p><u>Update – August 2024</u></p> <p>Recruitment for this post is currently underway. Trade Unions will be intrinsic to being part of shaping the work of the Night Time Co-ordinator and the</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>2) Agrees that a key aspect of the position should be in making Edinburgh's night-time economy accessible and safe for all, and that this should be included in any role description with a particular focus on women's safety.</p> <p>3) To request that further examples of best practice from other local authorities be circulated.</p>				<p>NTW Forum.</p> <p><u>Update – March 2024</u></p> <p>Action 2 – the Council agreed funding for a Night Time Co-ordinator position as part of the budget for 2024/25. This is now being progressed.</p> <p>3) Closed 12 March</p> <p>This information was circulated on 23.01.2024.</p>
32	09.01.24	Corporate Property Strategy Update	<p>1) Welcomes the introduction of accessibility surveys across the estate to inform the Corporate Property Strategy and requests:</p> <ul style="list-style-type: none"> a timetable for this work and information about 	Executive Director of Place	December 2024		<p><u>Update August 2024</u></p> <p>An update on the Accessibility Surveys and timetable for this work is provided in the Business Bulletin on 22.08.2024. A progress update on</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>which buildings will be prioritized for these surveys in the first instance and why, to be shared in the Business Bulletin within the next 6 months</p> <ul style="list-style-type: none"> that annual progress updates on this work are included in the annual updates of the Corporate Property Strategy Action Plan already due to be presented to Policy & Sustainability Committee <p>2) Committee requests the Executive Director of Place to provide Committee within two cycles information about the current utilisation of the Council estate and where that utilisation does not meet satisfactory levels, what plans he has for disposal, or alternatives, of those specific parts of the</p>		28 May 2024		the action plan will be provided in December 2024.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			estate.				<p>2) Closed 28.05.24</p> <p>This report is included with the meeting papers on 28.05.2024</p>
33	09.01.24	Advice Shop Service Delivery Update	Requests an update report once the full 12 months of output data for year 23/24 is available.	Executive Director of Place	August 2024		<p>Recommended for closure</p> <p>A Business Bulletin update is included in the Committee papers on 22.08.2024.</p>
34	08.02.24	<p>City of Edinburgh Council: Safe Consumption Room and Community Drug Checking Facilities – Motion by Councillor McKenzie</p> <p>See Agenda front sheet</p>	<p>Agrees:</p> <p>1) The feasibility study will be published in full on the Council’s website by the end of 9 February 2024.</p> <p>2) A report containing the feasibility study and next steps will come to the next meeting of the Policy & Sustainability Committee on 12 March,</p>	<p>Chief Officer, Edinburgh Health and Social Care Partnership</p>	<p>9 February 2024</p> <p>12 March 2024</p>		<p>1) and 2) Closed 28.05.24</p> <p>The Feasibility Study was published on the Council’s website and the report submitted to the 12 March 2024 committee.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>allowing for public discussion and scrutiny.</p> <p>3) The Council Leader will request an urgent meeting with the Minister for Drugs and Alcohol Policy, including the health spokespeople or a nominated councillor from each party, to discuss the feasibility study and to identify funding sources.</p> <p>4) The outcome of this meeting will be included in the report to the Policy & Sustainability Committee on 12 March.</p>	Convener	12 March 2024		
35	08.02.24	City of Edinburgh Council: Edinburgh as a Fair Trade City – Motion	Agrees to add an update to the Policy and Sustainability business bulletin on progress in implementing the 'Fair Trade	Executive Director of Corporate	October 2024		<u>Update – August 2024</u>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		<p>by Councillor Cameron</p> <p>See Agenda front sheet</p>	Policy Statement' of 2021 within three cycles	Services			The team are currently working on this and an update will be given before Oct 24.
36	08.02.24	<p>City of Edinburgh Council: Forth Green Freeport - Non-Domestic Rates Relief Funds – Motion by Councillor Nols-McVey</p> <p>See Agenda front sheet</p>	<p>1) Notes that at the most recent FGFP Sounding Board, consideration was made to eligible areas of spend for non-domestic rates, based on guidance from the Scottish Government. Given this, officers set out proposals on how funding might be utilised, including; housing for workers, coastal infrastructure works, investment in the development of new workspaces, programmes aimed at addressing skills gaps and a community benefit fund.</p> <p>2) Agrees the Final Business Case will be presented to the Policy and Sustainability</p>	Executive Director of Place	August 2024		<p>Recommended for closure</p> <p>The FGF Final Business Case is included on the agenda for Committee on 22.08.2024.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			Committee in March when an officer assessment will be provided of indicated areas of future spend for any retained uplift in non-domestic rates realised by the Council.				
37	12.03.24	Business Bulletin	<p>1) Edinburgh Biodiversity Action Plan 2022-27: Delivery update – to request further details about the relationship between sustainability activities and the Edinburgh Integration Joint Board.</p> <p>2) To request that the LHEES Integrated Impact Assessment be circulated.</p>	<p>Executive Director of Place</p> <p>Executive Director of Place</p>			<p><u>Update – August 2024</u></p> <p>Action 1 will be updated in advance of Committee in October.</p> <p>2) Closed 28.05.24</p> <p>This was circulated on 20.03.2024.</p>
38	12.03.24	The City of Edinburgh Council Gaelic Language Plan: Progress	1) To request officers liaise with the Convener to agree a schedule of meetings for the Gaelic	Executive Director of Corporate Services	October 2024		<p><u>Update – August 2024</u></p> <p>A Business Bulletin</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>Implementation Group.</p> <p>2) To request further information in relation to the data in Appendix 1 of the report, and how it compares to previous years and other local authorities.</p> <p>3) To request further details on the reasons for the challenges in securing teaching capacity.</p>				<p>item has been submitted to the August P&S meeting, with a link to the new plan.</p> <p><u>Update – May 2024</u></p> <p>1) First meeting took place on 2 May. A schedule of meetings for the year will be arranged after</p>
39	12.03.24	Equality and Diversity Framework – March 2024 Update	Officers to provide further information about how accessibility audits had been carried out previously	Executive Director of Corporate Services	January 2025		
40	12.03.24	Community Wealth Building – Alignment of Policy Duties	1) Asks that the Council Leader writes to the Minister for Public Finance, Planning and Community Wealth to ask that Local Authorities are put at the heart of the	Executive Director of Corporate Services	January 2025		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>Community Wealth Building legislation and that this legislation is advanced speedily.</p> <p>2) Looks forward to receiving updates from the Edinburgh Partnership Wealth Building Officer Group on possible opportunities for joint working.</p>				
41	12.03.24	Responding to the Edinburgh Drug Consumption Room and Edinburgh Drug Checking Service Feasibility Studies	<p>1) Agrees that whilst national UK Government may ideologically struggle to grant a license that allows a drug checking service aimed at recreational drug users, Edinburgh is in a strong position to deliver such a service in partnership with Crew:2000 which could have an extraordinarily positive effect on reducing drug harm among the younger population and provide crucial public health data</p>	Chief Officer, Edinburgh Health and Social Care Partnership	October 2024		<p><u>Update – August 2024</u></p> <p>Report scheduled for October Policy and Sustainability Committee.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>about the drug supply.</p> <p>2) Therefore, agrees that this is proactively considered in options development work alongside the more clinical drug checking service that is currently likely to be granted approval.</p> <p>3) Requests that the EADP will once again provide their commentary in a report to Policy and Sustainability regarding drug checking costed proposal once they are prepared to do so.</p> <p>4) Notes that one quarter of drug related deaths happen within the homeless population and agrees that development of SDCF proposals should include conversations with homelessness and temporary</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>accommodation service providers.</p> <p>5) Further notes the existing network of needle exchanges across the city that should be considered in the development of SDCF proposals.</p> <p>6) Agrees that in the first instance discussions should begin with national government to ascertain the potential additional financial support for provision.</p> <p>7) Requests that the EADP will work with all partners to bring proposals to the EIJB and CEC for decision.</p> <p>8) Agrees that the Council leader should write to the Scottish Government expressing the council's support for both a Safe Consumption Facility and</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			Drug Checking Service furthermore asks that the Scottish Government provides the necessary funding to be identified in the implementation plan.				
42	12.03.24	International travel to Helsinki by Circhive project	Recognises the limits of natural capital accounting, recommends exercising caution around its use and requests a briefing note about how the Council intends to incorporate Natural Capital Accounting approaches into its strategies for climate and nature.	Executive Director of Place	August 2024		Recommended for closure An update on this is included in the Business Bulletin for Committee on 22.08.2024
43	12.03.24	Edinburgh Chamber of Commerce Trade Mission to Shenzhen	To request that officers share details of the current Memorandum of Understanding.	Executive Director of Corporate Services	August 2024		<u>Update – May 2024</u> Report scheduled to come to committee in August 2024.
44	12.03.24	An Older People's Pathway	1) Calls for a broad strategic paper to committee within three cycles, drawing together the council's relevant strategies, including but not limited to:	Executive Director of Corporate Services	October 2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<ul style="list-style-type: none"> a) Council interface and integration with IJB strategy b) Homes and housing related services c) Community based services d) Lead partnership working with the public and third sector e) Financial planning required for capital assets 				
			2) Officers to circulate details of the definitions of HBCCC, high intensity and intermediate beds.	Chief Officer, Edinburgh Health and Social Care Partnership	October 2024		<p><u>Update – August 2024</u></p> <p>Definitions of the different bed specialties within the older people’s pathway programme will be circulated to P&S Committee members for the October Committee meeting.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
45	12.03.24	EIJB Savings and Recovery Programme 2023-24	Agrees that it would be prudent for the Council to prioritise the full amount of any additional payments to the Council to the EIJB and requests officers progress actions to have this confirmed by Full Council once final figures are known.	Executive Director of Corporate Services			Recommended for closure This report is included on the agenda for Committee on 22.08.2024.
46	12.03.24	A Visitor Levy for Edinburgh: Update on progress and stakeholder engagement	<p>1) To note that a report detailing the proposed scheme for formal consultation will be presented after an appropriate final stage of the legislation. Officers anticipate submitting this report in August 2024.</p> <p>2) Requests that, in advance of a final proposed scheme being presented to committee, political groups are provided with additional guidance on how ideas or suggestions for using visitor levy money can be properly tested against</p>	Executive Director of Place	August 2024		Recommended for closure This report is included on the agenda for Committee on 22.08.2024.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>the legislation to ensure compliance with the law.</p> <p>3) Notes that in August 2023 Committee agreed that this update report should include “scoping of additional charges possible within the remit of the scheme in line with the principles of the Amsterdam model where holiday rentals and short term lets pay 10% of turnover, either to be progressed concurrently with the general TVL scheme, or to be supplemented later” and regrets that this wasn’t included in this update. Therefore, requests that a report on this is heard at committee as soon as possible.</p>				
47	12.03.24	Celebrating Pride month - response to motion	1) Requests an updated version of the report in 2 cycles, with an interim briefing for the next meeting which goes into	Executive Director of Corporate Services	August 2024		<p>Recommend for Closure</p> <p>This is covered in the Supporting LGBT+</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>more detail about proactive measures the council is taking, includes a summary of discussions at the Equality Working Group and fully addresses all points in the original motion with specific reference to:</p> <p>a) “what can be done to support local pride activities across the city”, beyond supporting STRIDE events</p> <p>b) “how the Council works with Police Scotland to tackle LGBTIQ+ hate crime;”, beyond our duties as a landlord surrounding antisocial behaviour, and an analysis of and reflections on the effectiveness of this partnership and work with other agencies to tackle LGBTIQ+ hate crime</p>				<p>Communities paper on the agenda for August 2024.</p> <p><u>Update – May 2024</u></p> <p>Report scheduled to come to committee in August 2024.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			2) To request the list of Pride activities, specifically supported either wholly or in part by the Council, is circulated to P&S members.				
48	12.03.24	Women's Safety in Public Places – Actions Update	<p>1) Asks for a business bulletin update or briefing ahead of the budget setting process for 2025/26 to ensure that Councillors are aware of any resources needed to continue this work.</p> <p>2) Note the additional funding in the 2024/25 budget for the purpose of increasing safety on off-road paths and requests that the May 2024 report to the Policy & Sustainability Committee includes an update on</p>	Executive Director of Children, Education and Justice Services			<p><u>Update – August 2024</u></p> <p>1) This is in progress – the WSPP CIP has met to discuss and propose an action plan. This is awaiting approval by the group before it can be put to a briefing.</p> <p>2) Recommended for closure</p> <p>Included in report submitted to May 2024 committee.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			how these funds will be allocated.				
49	21.03.24	<p>City of Edinburgh Council:</p> <p>People Strategy 2024-2027 – referral from the Policy and Sustainability Committee</p>	<p>1) Asks the Equalities Working Group to consider what kitemarks or specific policy recommendations are required for the elements of the strategy relating to making the Council an anti-discriminatory and anti-racist workplace, and that the outcomes of this work should be reported to the Policy & Sustainability Committee as part of the refreshed Equalities Strategy and Action Plan in Autumn 2024.</p> <p>2) Notes that a refreshed Workforce Plan will be presented to Policy and Sustainability Committee in August 2024/25 and agrees that this should reflect the position whereby in-sourcing and a reduction in agency</p>	Executive Director of Corporate Services	January 2025		<p><u>Update – May 2024</u></p> <p>Report referred to Council for approval.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>spend is progressed where a) there is genuine value for money and b) service levels are maintained or improved, and that such work should fully engage Trade Union representatives.</p> <p>3) Additionally requests that the equalities action plan considers how the gender split across all sectors can be improved with a specific focus on increasing women's representation in executive positions and men's representation across sectors such as social care and primary schools.</p>				
50	21.03.24	<p>City of Edinburgh Council: EIJB Budget – Motion by Councillor Davidson See Agenda front</p>	<p>1) Requests a report to Policy and Sustainability within one cycle on the potential impact on other council services due to increased demand caused by withdrawal or</p>	Chief Officer, Edinburgh Health and Social Care	22 August 2024		<p>Recommended for closure</p> <p>EIJB considered this at their meeting on 17 June and agreed not</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		sheet	<p>reductions of health and social care services on this scale.</p> <p>2) Notes that on 23 May 2023, Policy and Sustainability Committee agreed:</p> <p>"To request a report from the IJB to this committee within 4 cycles outlining options for expanding council provision of long-term care, including upgrading existing care homes, building new care homes and acquiring care homes from private providers."</p> <p>3) Notes that this request has not been actioned.</p> <p>4) Therefore agrees that the report requested in this motion should include options for implementing Council policy in relation to care homes.</p>	Partnership	October 2024		to undertake a cost benefit analysis or look at expand council care home provision.

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51	21.03.24	<p>City of Edinburgh Council: Review of Edinburgh Award – Motion by Councillor Staniforth</p> <p>See Agenda front sheet</p>	<p>1) Agrees that a review should be conducted into awards granted to living people, especially the Edinburgh Award, to ensure that awards represent the values of the city and to establish a process for rescinding said awards should a recipient later act in such a way as to bring the city into disrepute.</p> <p>2) Agrees that a report on how this review will be conducted and the timescale for its delivery should be brought to the next Policy and Sustainability Committee.</p>	Chief Executive	August 2024		<p>Recommended for closure</p> <p>This report is included on the agenda for Committee on 22.08.2024.</p>
52	21.03.24	<p>City of Edinburgh Council: Jo Cox Civility Commission Recommendations – Motion by Councillor O’Neill</p>	<p>Requests a report in 6 months to Policy & Sustainability Committee which addresses how the Council has adopted or considered recommendations in existing workstreams, with specific reference to:</p>	Executive Director of Corporate Services / Executive Director of Place	October 2024		<p><u>Update – August 2024</u></p> <p>The team are working on a comprehensive response to present at October P&S.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		See Agenda front sheet	<p>a) How the Council can improve risk planning for abuse at Council meetings and other events.</p> <p>b) How the Council can ensure security and wellbeing resources are available to staff and elected members.</p> <p>c) How we can engage with relevant toolkits such as the Local Government Association's 'Debate Not Hate' Councillor toolkit and the National Association of Local Councils' (NALC) Civility and Respect Project."</p>				
53	09.05.24	<p>City of Edinburgh Council:</p> <p>Edinburgh Integration Joint Board (EIJB) – Contract Real Living Wage Uplift – referral from the Finance and Resources Committee</p>	<p>Requests a report to Policy and Sustainability Committee in two cycles, and referred to the EIJB, which provides detail on contracts with private sector and impact of Home Office Visa Scheme.</p> <p>1) Given that from June 2022 many individuals secured long-term visas to work in UK social care, how much did the capacity</p>	Executive Director of Corporate Services	October 2024		<p><u>Update – August 2024</u></p> <p>The team are working on a comprehensive response to present at October P&S.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>of the private sector social care workforce in Edinburgh increase following the UK Government Home Office Visa Scheme?</p> <p>2) What was the additional cost to City of Edinburgh Council of additional contracts which were tendered to the private sector following the implementation of Edinburgh Assistance Programme and Care Inspectorate recommendations following the UK visa scheme implementation.</p> <p>3) What impact, if any, has this had on the amount required by Edinburgh to uplift the contracted private sector workforce to the RLW</p> <p>(i) Including figures for CEC private sector contracted spend to care agencies prior to the UK Government Home Office Visa Scheme;</p> <p>(ii) Private sector contracts after the expanded capacity in the private sector after the UK</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>Government Home Office Visa Scheme workforce expansion;</p> <p>(iii) An analysis of the accuracy and timeliness of the reporting of the increased tendering to the private sector care providers (following the EAP and Improvement Plan was reported to CFO) by Locality managers.</p> <p>4) How was the estimated figure of £23.7m for the full-year implementation cost of increasing contract rates in commissioned adult care settings for Edinburgh calculated, given the additional capacity in the private sector and the unexpected in-year deficit.</p>				
54	09.05.24	<p>City of Edinburgh Council: Scottish Government Scrapping of Greenhouse Gas Emission Targets – Motion by</p>	<p>Agrees there should be an interim briefing note before the Summer recess and that the CERP Annual Report due to Policy and Sustainability committee in November should, taking into account any changes to the national statutory targets and funding backdrops, set out</p>	<p>Executive Director of Corporate Services</p>			

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		<p>Councillor Arthur</p> <p>See Agenda front sheet</p>	<p>options for Council action in the areas identified as priorities for further action in Scotland by the UK Committee on Climate Change report of March 2024, including faster electric vehicle transition, improved air source heat pump uptake, accelerated forestation, and increased waste recycling levels; and include discussion of how Council reporting through the Public Bodies Climate Change Duties report is supposed to align with the new carbon budget approach in the Scottish Government and the role of the newly founded Climate Intelligence Service as part of this.</p>				
55	28.05.24	Business Bulletin	<p>1) Edinburgh LHEES and Co-ordination of Heat Networks Activities with Planned Excavation Works – to recommend that the Executive Director of Place discuss options for coordination with Scottish</p>	Executive Director of Place			<p><u>1) Update – August 2024</u></p> <p>A timescale for completion will be added following discussion with the Scottish Government</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>Government.</p> <p>2) Facilities Management – to note that officers planned to submit a report to the next committee, if possible, on the proposed next steps for bringing the service in-house.</p> <p>3) Delivering Small Grants and Support for Energy Efficiency Measures Through LHEES – officers to confirm ownership of actions coming out of discussions between LHEES Officers and the Edinburgh Tool Library about the “Retrofixes” programme.</p> <p>4) Sponsorship – officers to investigate the issue of the notice on myJobScotland advising that employers did not offer sponsorship, which was not in line with the</p>	<p>Executive Director of Place</p> <p>Executive Director of Place</p> <p>Executive Director of Corporate Services</p>	<p>October 2024</p> <p>August 2024</p> <p>October 2024</p>		<p>3) Recommended for closure</p> <p>An update is provided in the Business Bulletin on 22.08.2024</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			Council's position.				
56	28.05.24	The City of Edinburgh Council British Sign Language Plan for 2024-2030	<p>1) To agree that the Convener would meet with the National Deaf Children's Society and the Executive Director of Education to further discuss the issues raised by the deputation.</p> <p>2) To request a briefing note to this committee and the Education, Children and Families Committee on the background to the withdrawal of BSL classes.</p> <p>3) To agree that the British Sign Language Plan for 2024-2030 would come to the Policy and Sustainability Committee for approval.</p> <p>4) To request that, when the report comes back to this committee for approval, the IIA will include the completed template that</p>	<p>Convener</p> <p>Executive Director of Children, Education and Justice Services</p>			<p>2) Recommended for closure</p> <p>Briefing issued to members on 10 June 2024.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>is required when it is stated that the Fairer Scotland Duty does not apply.</p> <p>5) To request the report should also include more detail, from both census data and other information that the Council holds, on demographics in relation to BSL users.</p>				
57	28.05.24	Regenerative Future Fund	<p>1) Agrees that a report be presented to the August meeting of the Policy and Sustainability Committee setting out the specific objectives of the Fund, how these are intended to be measured, the outcomes expected at three year break points in any ten year funded commitment, the alternative sources of funding that could be identified from transitioning more traditional funded work</p>	Executive Director of Corporate Services	August 2024		<p>Recommended for closure</p> <p>This report is included on the agenda for Committee on 22.08.2024.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>that is potentially underachieving and how this could be delivered over the first three years.</p> <p>2) This report should set out an assessment of the way this work fits into the overall set of actions the Council is taking to achieve the end poverty goals and recommendations for a way forward to be considered at the Finance and Resources Committee on 19 September and be subject to onward ratification by Council on 26 September as described in the report.</p>				
58	28.05.24	Proactively Maximising Income – Response to a motion	1) To approve the funding proposals and requests a plan within three cycles detailing the operational, structural and partnership transformation required to maximise the take up of benefit entitlements in	Executive Director of Corporate Services			

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>Edinburgh, aligned to medium term financial plan and the Edinburgh poverty commission interim review.</p> <p>2) To note the recent publication of estimated unclaimed benefits across the UK, and request further insight on the scale and source of unclaimed benefits entitlements in Edinburgh.</p> <p>3) Agrees for officers to contact Policy in Practice and any other organisations offering a similar service to enquire about generating new estimates for Edinburgh, and the costs of this, with a view to commissioning such work if a reasonable price and credible plan is offered.</p> <p>4) Agrees not to discharge Councillor Caldwell's nor</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			Councillor Heap's motions until further clarity is received on the Annual Social Security Uptake Report.				
59	28.05.24	Food Overview: Council Programmes, Initiatives and Regulatory Functions - Response to Motion by Councillor Faccenda	<p>1) Committee requests an update ahead of the 25/26 budget setting process on available funding and additional Council resources required to develop Edinburgh's Good Food Nation plan.</p> <p>2) Asks the Executive Director of Corporate Services to explore how, either through secondment or the Council's redeployment pool, additional temporary resource can be secured within the Council to continue work on this workstream, in advance of resources being made available to Local Authorities as part of the Scottish</p>	Executive Director of Corporate Services	February 2025		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>Government's "Good Food Nation Bill".</p> <p>3) Officers to confirm terms of the additional funding allocated within the 24/25 budget to support food growing in Edinburgh and whether it would be spent within the current financial year.</p>				
60	28.05.24	Accessibility of Council information	<p>1) Agrees to engage with organisations such as FAiR (The Family Advice and Information Resource), People First (Scotland), and Disability Equality Scotland to enhance accessibility efforts.</p> <p>2) Agrees that an Action Plan and Action Tracker is developed to outline the specific improvements being made to improve the accessibility of Council information, with this Action Plan presented to</p>	Executive Director of Corporate Services	October 2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>Committee in 2 cycles.</p> <p>3) Further agrees that this Action Plan will be developed in consultation with Disabled People's Organisations (DPOs) and will be incorporated into the Council's Equality and Diversity Framework when this is developed in 2025.</p> <p>4) Officers to check the issue raised at committee that the webpage on how to create accessible PDFs included broken links.</p>				
61	28.05.24	Carbon impact of international travel	To request a briefing note on comparisons between current and previous data, and whether there were concerns about comparing like for like.	Executive Director of Corporate Services	October 2024		<p><u>Update – August 2024</u></p> <p>The team are currently working on a briefing to members.</p>
62	28.05.24	Retrofit Strategy	1) Agrees that in advance of the budget setting process in 2025-2026, a briefing note is circulated	Executive Director of Corporate	December 2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>to all Councillors, outlining what additional capital investment is required to integrate retrofit works with asset management works, and the anticipated, estimated carbon reductions which will be achieved through this additional investment in each case.</p> <p>2) Agrees that, as part of the development of the financial strategy to accompany the Council Emission Reduction Plan (CERP) as agreed by Committee in October 2023, an alternative framework for business case analysis is developed to help facilitate longer-term investment in retrofit works, and that this will be integrated with the development of the Council's medium term financial plan.</p>	Services			

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			3) Agrees that the Universities involved should be asked to reassess this work considering the evidence emerging from Council's internal Retrofit Strategy, reporting any changes to the Council, as it will have major implications for buildings in the wider City.				
63	28.05.24	City Strategic Investment Fund – Strategic Programmes	To ask officers to bring forward a proposal within the next 12 months, but before the budget setting process, on how funding should be allocated.	Executive Director of Place	December 2024		
64	28.05.24	Adults with Incapacity	Committee requests an update as to the progress of the suggested improvements in the report, within 3 cycles.	Chief Officer, Edinburgh Health & Social Care Partnership	December 2024		<u>Update – August 2024</u> Report scheduled for December 2024.
65	28.05.24	Building Risk at Anchorfield	1) Requests that, given the ongoing engagement with the residents, that this	Executive Director of Place			<u>Update – August 2024</u>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>report be un-restricted and published in a subsequent update report to committee so that residents are able to review and comment as appropriate.</p> <p>2) To agree that the update report still outstanding following the agreed motion at May 9th Full Council includes a full detailed breakdown of costs that are to be passed onto Residents.</p> <p>3) Requests at the earliest opportunity an independent assessment of what scaffolding costs could be considered reasonable.</p>				<p>Action 1 – the insurance report is legally privileged and cannot be shared by the Council.</p> <p>Action 2 – these costs will be provided when the scaffold is off-hire.</p> <p>3) Recommended for closure</p> <p>This report has been shared with the owners.</p>
66	28.05.24	Women's Safety in Public Places Community Improvement Partnership (WSPP CIP): Annual Update	1) Requests the Women's Safety in Public Places Community Improvement Partnership include all recommendations from their report in the action plan, and indicates where	Executive Director of Children, Education and Justice Services			<p><u>Update – August 2024</u></p> <p>1. All actions currently in progress. They were discussed at a WSPP meeting in</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		Report	<p>these are being held or progressed by other groups or committees, including planning guidance, licencing policy reviews and IIA improvements.</p> <p>2) Requests a Business Bulletin updating on the action plan for 2024-25 when it has been created.</p> <p>3) Requests a briefing note setting out any unfunded costs for the Partnership that may be requested of Council, before the end of the year, to allow Elected Members to include this in budget negotiations.</p> <p>4) Agrees that the Council</p>				<p>early July and currently being used to formulate an action plan and business bulletin.</p> <p>2. The meeting discussed the actions recommended by the addendum (left column) as well as additional actions the WSPP CIP wants to put in place, and what resources will be needed to implement these actions.</p> <p>3. There was a further discussion on the work of the WSPP CIP compared to the work of the Feminist City officer group, and an analysis of areas of overlap (and how to separate those to avoid duplication).</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			should take the lead in approaching Police Scotland to ensure that a Problem-solving Policing approach is implemented to improve community safety in this area and any other hotspot areas identified through the report and that are backed up by wider crime and anti-social behaviour reporting data.				4. Work is underway on compiling an action plan for circulation to the WSPP CIP for approval, prior to compiling a business bulletin for circulation to elected members
67	28.05.24	Policy on advertising and sponsorship: proposed amendments	<p>1) Requests officers specifically engage with Council ALEOs requesting their voluntary compliance with the new policy now, with updates provided in the next Business Bulletin explaining which ALEOs do / do not agree to subscribe to the policy at this stage.</p> <p>2) To note that officers will investigate positive use of advertising to promote local businesses etc and</p>	Executive Director of Corporate Services	December 2024		<p><u>Update – August 2024</u></p> <p>A Business Bulletin update has been submitted to the August 2024 meeting.</p>

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			clarify if this policy will apply to existing contracts.				
68	28.05.24	Continuing Care Policy	Officers to respond to Councillor Miller's correspondence in relation to the Integrated Impact Assessment.	Executive Director of Corporate Services	Ongoing		<p><u>Update – August 2024</u></p> <p>There was confusion around the amount of the consultation in the original IIA. This has been reviewed as requested at P&S committee. For clarity the original engagement included parent focus groups which were held to look at transitions children with a disability. A Development Officer was seconded from education to engage with schools and parents.</p> <p>There is currently a Scottish Government consultation on</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
							'moving on' which also covers continuing care and is including children and young peoples views and carers views. It will include a questionnaire for discussion prior to a response being formulated. After the consultation another policy update and IIA will be required for the update in 2025 , which will include more robust engagement prior to this policy being published. The IIA will be updated to reflect this.
69	28.05.24	Forced Marriage Policy Review	1) Recognises that council employees may have only one opportunity to communicate with a	Executive Director of Children, Education			<u>Update – August 2024</u> Both actions in

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>potential victim of forced marriage. Therefore, it is essential that information be made readily available in accessible languages.</p> <p>2) Agrees for officers to collaborate with the Equally Safe Edinburgh Committee (ESEC) to translate critical information, such as the process for requesting a Forced Marriage Protection Order (FMPO), into multiple languages, with a priority on South Asian languages. Additionally, ensures that this information is distributed to charities and third sector organisations.</p>	and Justice Services			progress. The ESEC is meeting on Thursday 25 July and a small group will be convened to complete these actions.
70	27.06.24	City of Edinburgh Council: Suspending Councillors Facing Arrest – Motion by Councillor Nols-	Council agrees that the Monitoring Officer will write to the Ethical Standards Commissioner to encourage such a policy change and report back to the Policy and Sustainability Committee in 3	Executive Director of Corporate Services	December 2024		<u>Update – August 2024</u> The Monitoring Officer has written to the Ethical Standards

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		McVey See Agenda front sheet	cycles with the Commissioners' response and providing an update on progress.				Commissioner and is awaiting a response.
71	27.06.24	City of Edinburgh Council: Safer Ageing in Edinburgh – Motion by Councillor McFarlane See Agenda front sheet	Requests a report to Policy and Sustainability in three cycles setting out the possible opportunities and financial and staffing implications of: a) Promoting Hourglass services such as their helpline across all internal and public facing council areas and departments in addition to other key third sector partners. b) Provide, facilitate or signpost training opportunities regarding safeguarding and awareness raising on the signs to look out for regarding the abuse of older people. c) Invite Hourglass, and other relevant key third party partners, to present their research and policy work to appropriate committees and councillors / officer groups, at a workshop on	Chief Officer, Edinburgh Health and Social Care Partnership	December 2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>the subject of prevention of elder abuse.</p> <p>d) Join the OATH (Older Age Tomorrow's Hope) to commit as a Local Authority to work towards a Safer Ageing Society in England, Northern Ireland, Scotland and Wales by 2050.</p> <p>e) Asks that consideration of how to integrate this work into the EIJB redesign of frontdoor services to ensure that opportunities to identify safeguarding issues are maximised.</p>				
72	27.06.24	<p>City of Edinburgh Council: UNISON's End Violence at Work Charter – Motion by Councillor Nicolson</p> <p>See Agenda front sheet</p>	<p>Agrees a report to Policy and Sustainability Committee on the what steps Edinburgh Council would need to take in order to sign up to UNISON's End Violence at Work Charter which sets out standards for local government employers to put in place, including monitoring, support, safeguarding and training.</p>	Executive Director of Corporate Services			

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73	27.06.24	<p>City of Edinburgh Council: Community Planning and Climate Adaptation – Motion by Councillor Parker</p> <p>See Agenda front sheet</p>	<p>Requests the upcoming report to Policy and Sustainability Committee in October, regarding Community Planning, includes details of the following:</p> <p>a) The relationships which exist between the Community Climate Hub, Climate Forum and the Council.</p> <p>b) Details about how the implementation phase of the Council’s adaptation strategy will engage with communities, including opportunities to build on existing conversations around community planning reform.</p> <p>c) Ideas about what role community organisers could play in supporting and coordinating community action for climate and nature, including information about any budgetary requirements to take this work forward.</p>	Executive Director of Corporate Services	October 2024		<p><u>Update – August 2024</u></p> <p>The team are currently gathering data and working on a response.</p>