

Rolling Actions Log

Policy and Sustainability Committee

February 2020

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1	04.10.16	Business Case for the Management Transfer of Secondary School Sports Facilities to Edinburgh Leisure – Progress Report	That an update report be submitted to Committee in 6 months.	Executive Director for Communities and Families	March 2020		The report will be submitted to Culture and Communities Committee in January 2020 and Education Children and Families Committee in March 2020.
2	27.02.18	Full Cost Charges in Care Homes for Older People Managed by the Council	<p>1) To request a Briefing Note on the full charging structure and methodology for Council-managed care homes.</p> <p>2) To request a report back to Committee in 12 months on the impact.</p>	Chief Officer, Edinburgh Health and Social Care Partnership	<p>July 2018</p> <p>November 2019</p>	July 2018	<p>CLOSED</p> <p>Briefing Note circulated on 27 July 2018.</p> <p>2) Recommended for closure</p> <p>Report submitted to this Committee on 26</p>

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							November 2019.
3	01.02.18	City of Edinburgh Council Motion by Councillor Mowat – Edinburgh’s Christmas and Hogmanay 2017/18 (Agenda for 1 February 2018)	Council requests that the review of the contract for Edinburgh’s Christmas and Hogmanay should recognise that the implementation of this contract cuts across many council functions and services and should be considered at the Corporate Policy and Strategy Committee.	Executive Director of Place	Spring 2021		This contract is in place until Winter Festival 2020. The review of the contract will be presented to Policy and Sustainability Committee.
4	15.05.18	Sustainable Energy Action Plan Annual Progress Report 2017/18	Calls for a report every two cycles until 2020 on how the SEAP can be progressed in order to meet its 2020 carbon reduction target, including what additional resources would be required.	Executive Director of Place	February 2020		Report on the Agenda for this meeting
5	07.08.18	Participation Requests	To agree to receive a report setting out proposals for the Council’s policy on participation requests within two cycles of the conclusion of the Westbank Street Outcome	Chief Executive	Ongoing		This report will be presented following the conclusion of the Westbank Street Outcome Improvement

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			Improvement Process as set out in paragraph 3.5 of the report by the Chief Executive.				Process.
6	07.08.18	Managing Transition to Brexit in Edinburgh	To agree that the Brexit Working Group review actions currently in place and report on future options to provide support for Non-UK EU nationals within the Council workforce and the wider city population.	Chief Executive	Ongoing		<p>The Brexit Working Group continues to meet and in May, an update on Brexit planning was provided to Elected Members using the Business Bulletin.</p> <p>Planning around Brexit is also continuing, with new planning parameters from the UK Government and Scottish Government expected to be circulated to local authorities shortly.</p> <p>Although there is no report for Policy and Sustainability Committee currently</p>

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							scheduled, this may be deemed appropriate over the next few months, particularly in the event of a No Deal Brexit
7	23.08.18	City of Edinburgh Council Motion by Councillor Cameron – Equalities Working Group (Agenda for 23 August 2018)	A proposed workplan will be prepared by the Group before the end of December 2018 for submission to the Corporate Policy and Strategy Committee for consideration.	Chief Executive	Awaiting update		An update was provided in the Business Bulletin on 6 August 2019.
8	21.03.19 (Housing and Economy Committee)	City Strategic Investment Fund	1) Requests that a further report is brought back to Committee in two cycles setting out an options appraisal for the Powderhall Stables project.	Executive Director of Place	January 2020		Report on the Agenda for this meeting (Transferred to this Committee from the former Housing and Economy Committee)

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			2) Agrees that it is now appropriate to undertake a wider review of the use of the fund, to ensure it is deployed to meet the priorities of the economy strategy, and wider city development and regeneration aims including whether it is appropriate to increase the fund to help meet these objectives. A report on this review will come back to Housing and Economy Committee on 15 August 2019.	Executive Director of Place	November 2019	November 2019	Recommended for Closure Report to Policy and Sustainability Committee on 25 October 2019 and referred to Council on 21 November 2019.
9	21.03.19 (Housing and Economy Committee)	Edinburgh Tourism Strategy Update Report	1) Notes that another update report will be presented in August 2019 prior to a final report at the end of 2019 to approve the	Executive Director of Place	January 2020		Recommended for Closure Report submitted to additional meeting on 21 January 2020.

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			<p>new strategy;</p> <p>2) To agree that discussions would take place offline with elected members from all political groups on how to take forward formulating a tourism strategy from the Council's perspective.</p> <p>3) To circulate the link to the Phase 1 report to members once it was live on the ETAG website.</p>				<p>(Transferred to this Committee from the former Housing and Economy Committee)</p> <p>2 & 3 Closed on 6 June 2019 - The Phase 1 Edinburgh Tourism 2030 report was emailed to elected members and the Tourism and Residents Working Group on 17 April 2019.</p>
10	14.05.19	Tourism - Policy Statement	Committee agrees to continue the Tourism policy for one cycle to allow political group leaders to discuss issues around the Council's new carbon target and consider if	Executive Director of Place	December 2019	November 2019	<p>Recommended for Closure</p> <p>Report submitted to this Committee on 26 November 2019.</p>

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			any changes need to be made to the policy.				
11	06.06.19 (Housing and Economy Committee)	Edinburgh Economy Strategy – Annual Progress Report	<p>1) Calls for research and analysis on the current economy and the economic challenges for Edinburgh as a result of this target.</p> <p>2) Agrees that this research and analysis will inform a review of the Edinburgh Economy Strategy in order to develop an outcome based strategy for Edinburgh to meet these commitments, taking into account jobs that will emerge from the need to meet the net zero carbon target, sectoral analysis of carbon footprint and the support, collaboration and leadership that the</p>	Executive Director of Place	Policy and Sustainability Committee June 2020		Transferred from the Housing and Economy Committee

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			council will need to provide to move us towards a more sustainable economy.				
12	19.09.19	City of Edinburgh Council – Motion by Councillor Main – Council Welfare Accreditation (Minute for 19 September 2019)	Council agrees to receive a report to Policy and Sustainability Committee within 2 cycles laying out the current status, and options and timetable for receiving full accreditation for the Council under the Scottish Standards and thereafter refers the report to the Housing, Homelessness and Fair Work Committee.	Executive Director for Children and Families	February 2020	20 January 2020	Recommended for Closure Report submitted to the Housing, Homelessness and Fair Work Committee on 20 January 2020.
13	01.10.19	Business Bulletin Tourism Strategy	1) To agree that a report would be submitted outlining the process of how the Tourism Strategy was to be formulated. 2) To agree that the draft Tourism Strategy would be submitted to	Executive Director of Place Executive Director of Place	25 October 2019 January 2020	November 2019	CLOSED Recommended for Closure Report submitted to

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			Committee for consideration prior to it being finalised.				additional meeting on 21 January 2020.
14	01.10.19	West Edinburgh Progress Update	<p>1) To note that this matter would be reported to Committee in spring 2020 providing a further update on progress and seeking any necessary authority to formalise partnership arrangements for delivery of the new link road</p> <p>2) To agree that a report would be brought back to Committee on completion of the West Edinburgh study on inclusive and sustainable growth.</p>	<p>Executive Director of Place</p> <p>Executive Director of Place</p>	<p>June 2020</p> <p>June 2020</p>		

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15	24.10.19 (Full Council)	City of Edinburgh Council – motion by Councillor Bird - Respectful Political Debate (see Agenda -of 24 October 2019)	Requests an update to Policy and Sustainability Committee on the work done to date on the protocol referred to in Cllr Watt’s motion	Chief Executive	November 2019	November 2019	Recommended for closure “Elected Member Personal Safety” report considered at the November 2019 meeting.
16	25.10.19	Achieving Net Zero in the City of Edinburgh	Agrees officers will continue to work with P-CAN and Climate KIC to bring back analysis on the strategic and viable next actions for the Council to Committee in February 2020	Chief Executive	February 2020		Report on agenda for this meeting
17	25.10.19	Climate Commission	To agree that the terms of reference of the Sustainability and Climate Emergency APOG will be brought back to Policy and Sustainability Committee for consideration in November.	Chief Executive / Executive Director of Place	November 2019		Recommended for Closure Report submitted to this Committee on 26 November 2019

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18	25.10.19	Update on Short Window Improvement Plan	To agree that a strategic communications plan would be developed as part of the Deep Demonstrator work once resources are in place and brought back to the Policy and Sustainability Committee for approval.	Chief Executive / Executive Director of Place	February 2020		Included in a report on agenda for this meeting.
19	25.10.19	Tourism Strategy Development Update	Given the considerable feedback provided across the political spectrum at that meeting and detailed notes provided from other meetings; therefore, agrees to circulate to committee members the output of the meeting and instructs the Executive Director of Place to report to Committee alongside the draft strategy on 26 Nov 2019 detailing how this and other consultation information has been assessed and incorporated in the draft strategy or, if rejected, why?	Executive Director of Place	November 2019		Recommended for Closure Report submitted to this Committee on 26 November 2019. on the agenda for the November 2019 meeting.

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20	21.11.19	<p>City of Edinburgh Council - Motions by Councillors Staniforth and Gordon - Fireworks and Fireworks Legislation</p> <p>(Minute of 21 November 2019)</p>	<p>To agree for a report to Policy and Sustainability Committee in three cycles that addresses how the Council can:</p> <ul style="list-style-type: none"> • require all public firework displays within the city to be advertised locally in advance of the event, • actively promote a public awareness campaign about the impact of fireworks on animal welfare and vulnerable people • ensure that fireworks are only supplied to, and remain in the hands of, responsible adults. • encourage local suppliers of fireworks to stock 'quieter' fireworks for public display. 	Chief Executive	June 2020		

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21		<p>City of Edinburgh Council – Motion by Councillor Jim Campbell – Edinburgh’s Winter Festivals</p> <p>(Minute of 21 November 2019)</p>	<p>(a) To arrange an open book audit for this year, and the previous four years, with the final report before the 2020 summer recess at the latest.</p> <p>(b) To review which, if any, contract terms or conditions might apply should a counterpart bring the Council into substantial public disrepute.</p> <p>(c) To identify if, or how, the contract made clear that all permissions must be in place in a timely way, removing any possible ambiguity between the Council acting as contract originator and as an authority with statutory powers.</p>	Chief Executive/ Executive Director of Place	June 2020		

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			(d) To agree that (b) and (c) above should be reported to the Policy and Sustainability Committee in two cycles accepting that (a) may be an interim analysis at that time.				
22	21.11.19	City of Edinburgh Council – Motion by Councillor Cameron – Small Business Saturday (Minute of 21 November 2019)	To call for a report to Policy and Sustainability Committee within 2 cycles setting out: i) The level of procurement by £ and by service area currently awarded to small business, including social enterprises, by the Council and its ALEOS; ii) What if any, barriers exist to small business and social enterprises in terms of being eligible to bid to provide	Executive Director of Place	June 2020		

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			<p>goods/services to the Council and its ALEOs;</p> <p>iii) What policy and procedural changes would be necessary to enable any barriers to be overcome?</p>				
23	21.11.19	<p>City of Edinburgh Council – Motion by Councillor Lang – Use of Schools as Polling Places</p> <p>(Minute of 21 November 2019)</p>	<p>To request a report to the Policy and Sustainability Committee within three cycles for subsequent referral to the full Council, on the current use of schools as polling places as well as the opportunities to reduce or eliminate their use in time for the 2021 Scottish Parliament and 2022 local government elections.</p>	Chief Executive	August 2020		
24	26.11.19	<p>Edinburgh Poverty Commission Progress Update</p>	<p>To agree that a further report on full Council responses to the Edinburgh Poverty Commission would be considered by Committee following publication of final</p>	Chief Executive	June 2020		

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			findings in March 2020.				
25	26.11.19	City Strategic Investment Fund - Powderhall Stables	To continue consideration of the matter to January 2020 to allow for further detail and clarity about funding.	Executive Director of Place	February 2020		Report on the agenda for this meeting
26	26.11.19	Edinburgh Climate Commission and Council Engagement Update	To agree to a report assessing the options for formal processes for citizen engagement such as the citizens assembly and the citizens jury in the Spring	Chief Executive	Spring 2020		
27	26.11.19	Edinburgh's Christmas – Motion by Councillor Mowat	<ol style="list-style-type: none"> 1) To note that the Chief Executive would report to the Policy and Sustainability Committee on 25 February 2020 outlining revised governance arrangements for event planning. 2) To ask that the Chief Executive's February report also cover: <ol style="list-style-type: none"> a) What actions could be taken regarding the failure 	Chief Executive	February 2020		Report on the agenda for this meeting

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			<p>to comply with the Scheme of Delegation outlined in paragraph 4.16 and his recommendations regarding any such actions;</p> <p>b) If any failures by the Council in regard to statutory, or other requirements of not ensuring all terms of legislation were complied with in regard to Planning and Building Control; how the timescales for decision on these matters regarding the Christmas Market varied from normal processes; why any exceptions were considered acceptable and whether any other such exceptions were made;</p> <p>And requests that the 2020</p>				

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			<p>review of the scheme of delegation cover:</p> <p>a) steps to alter the Scheme of Delegation so that politically controversial decisions were required to be taken by Committee;</p> <p>b) The process of members briefings.</p>				
28	06.02.20	City of Edinburgh Council – Motion by Councillor Main – Recycling in Schools	<p>To request:</p> <p>a) All council services involved, including Schools, Estates: Facilities Services and Catering Service, and Waste Services work together to review and provide fit for purpose recycling services in each of our schools to be completed before the start of the 2020/21 academic year within policy and current budgets, and reporting any</p>	Executive Director of Place	Awaiting confirmation		

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			<p>financial challenges in doing so to the report requested.</p> <p>b) A report to the Policy and Sustainability Committee outlining the service provided for each school at the start of the 2020/21 Academic Year and including plans for a Carbon Neutral Edinburgh 2030.</p>				