

Rolling Actions Log

Policy and Sustainability Committee

6 October 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	Ongoing		<p><u>Update 9 July 2020</u></p> <p>With the instigation of the Covid-19 lockdown and other measures in place, the transfer of the two schools was put on hold on the 25th March 2020.</p> <p>The last 2 schools to transfer WHEC and Leith Academy will not do so until Edinburgh Leisure is back up and running and they are able to be transferred.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
							<p><u>Update 25 June 2020</u></p> <p>To agree that a final report be submitted to Committee.</p>
2	01.02.18	<p>City of Edinburgh Council Motion by Councillor Mowat – Edinburgh’s Christmas and Hogmanay 2017/18</p> <p>(Agenda for 1 February 2018)</p>	<p>Council requests that the review of the contract for Edinburgh’s Christmas and Hogmanay should recognise that the implementation of this contract cuts across many council functions and services and should be considered at the Corporate Policy and Strategy Committee.</p>	Executive Director of Place	Spring 2021		<p>This contract is in place until Winter Festival 2022. The review of the contract will be presented to Policy and Sustainability Committee.</p>
3	07.08.18	Participation Requests	<p>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 Improvement Process as set out in paragraph 3.5 of the</p>	Chief Executive	November 2020		<p>This report will be presented following the conclusion of the Westbank Street Outcome Improvement Process.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			report by the Chief Executive.				
4	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	September 2020	6 October 2020	<p>Recommended for Closure</p> <p>Report on the agenda for this meeting</p> <p><u>Update August 2020</u></p> <p>This will now be reported to this Committee in September 2020.</p>
5	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</p>	Executive Director of Place	December 2020		It has been agreed that there will be a new business plan submitted and the Economic Recovery working group workplan has been approved which includes a refreshed economic strategy

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			for Edinburgh to meet these commitments, taking into account jobs that will emerge from the need to meet the net zero carbon target, sectoral analysis of carbon footprint and the support, collaboration and leadership that the council will need to provide to move us towards a more sustainable economy.				
6	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</p>	Executive Director of Place	October 2020		<p>Recommended for Closure</p> <p>Report on the agenda for this meeting</p>
				Executive	October 2020		Recommended for

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			would be brought back to Committee on completion of the West Edinburgh study on inclusive and sustainable growth.	Director of Place			Closure Report on the agenda for this meeting
7	21.11.19	City of Edinburgh Council – Motion by Councillor Jim Campbell – Edinburgh’s Winter Festivals (Minute of 21 November 2019)	(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. (b) To review which, if any, contract terms or conditions might apply should a counterpart bring the Council into substantial public disrepute. (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	Executive Director of Place	September 2020		Recommended for Closure Report on the agenda for this meeting <u>On 14 May 2020</u> , the Committee accepted a delay for this action but agreed that an update would be provided on when the audit would be completed.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>Council acting as contract originator and as an authority with statutory powers.</p> <p>(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.</p>				
8	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	November 2020		<p><u>Update 6 October 2020</u></p> <p>This will now be reported to the meeting of the full Council in November 2020</p> <p><u>Update – 11 June 2020</u></p> <p>The Review of Polling Arrangements across</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
							<p>the city has now been completed with a number of proposed changes. This included a review of all the schools currently used as polling venues. It is possible to replace 10 of the current 35 primary schools with new venues that offer better facilities and or are better located with sufficient capacity. In each of the other 25 schools there are no alternative venues. The next stage is public consultation. It is intended to report finally around August/September to allow these arrangements to be used for the</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
							publication of the new register on 1 December. Before that the proposals are being shared informally with councillors for their comment. It is proposed that the protocol is maintained under which an in-service training day is aligned with all scheduled polling days to minimise overall disruption
9	(a) 26.11.19	Edinburgh Poverty Commission Progress Update	To agree that a further report on full Council responses to the Edinburgh Poverty Commission would be considered by Committee following publication of final findings in March 2020.	Chief Executive	11 June 2020	11 June 2020	Closed
	(b) 25.02.20	Edinburgh Poverty Commission	To agree to the development of a cross-council work	Chief Executive	11 June 2020	11 June 2020	Closed

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
	(c) 11.06.20	Progress Update Edinburgh Poverty Commission – Poverty and Coronavirus in Edinburgh	<p>programme to take forward the implementation of Edinburgh Poverty Commission recommendations to be considered by Committee by June 2020</p> <p>To agree that an officer report, setting out actions taken in response to issues raised in the Commission's interim report, should be brought to the committee at the same time as tabling of the Commission's final report.</p>	Chief Executive	September 2020		<p>Recommended for Closure</p> <p>Report on the agenda for this meeting</p>
10	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</p>	Executive Director of Resources / Executive Director of Place	September 2020		<p>Recommended for Closure</p> <p>Report on the agenda for this meeting</p> <p><u>Update – 11 June 2020</u></p> <p>Following discussion with Councillor Main it has been agreed that</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>be completed before the start of the 2020/21 academic year within policy and current budgets, and reporting any financial challenges in doing so to the report 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>				this report will be deferred to September 2020, to enable the relevant service areas to prioritise work to support schools re-opening and to incorporate lessons learned arising from the Covid-19 lockdown period.
11	25.02.20	Filming in Edinburgh 2019	To agree to a further report being submitted to the Committee to include costs as well as income in a full scrutiny of processes comparing Edinburgh's results with cities that charged for the use of public space for filming in	Executive Director of Place	November 2020		<p><u>Update 6 October 2020</u></p> <p>To be reported to Committee in November 2020.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			order to make recommendations on future Council policy in this area.				
12	Leadership Advisory Panel - 31 March 2020	Neighbourhood Alliance - Grant Funding Payment	To agree that a report would be taken to the Housing, Homelessness and Fair Work Committee detailing how long grant funding continue for and the exit strategy.	Executive Director of Place	January 2021		<p><u>Update 6 October 2020</u></p> <p>To be included in the Housing, Homelessness and Fair Work Committee business bulletin for 14 January 2021 meeting.</p> <p><u>Update 20 August 2020</u></p> <p>To be reported to Housing, Homelessness and Fair Work Committee</p>
13	Leadership Advisory Panel - 23 April 2020	Consultation Planning Report	To recognise that COVID-19 was likely to have lasting impacts on the use of the City Centre and to request that the APOG consider how to invite	Executive Director of Place	Ongoing		<p><u>Update 6 October 2020</u></p> <p>Item included in business bulletin to</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			contributions from residents, businesses and stakeholders to inform a wider consultation on events and use of public spaces in the City Centre and beyond with an early outline to be given in the report to Policy and Sustainability Committee.				Culture and Communities Committee of 15 September with further report scheduled for early 2021.
14	14.05.20	Local Police Plan	To request an update report in 6 months' time on a full assessment being made of the implications of the Covid-19 emergency addressing the risks and mitigation identified for Edinburgh, any public feedback that might alter priorities and any altered national Police priorities and that these be worked into an updated, dynamic plan.	Police Scotland	November 2020		
15	28.05.20	Decisions Taken under Delegated Power and Operational Decision Making -	1) To call for a short report in three cycles fully detailing the decisions made so far, and providing options to re-	Chief Executive	9 July 2020	9 July 2020	CLOSED

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		Covid-19	<p>open community centres as part of Adaption and Renewal, to allow access to volunteers from community centre management committees to operate food parcel distribution, where an agreed plan of how they will operate in a safe and socially distant manner can be put in place.</p> <p>2) To agree to an interim members' briefing on the progress of 1) above.</p>	Executive Director for Communities and Families	End September 2020		
16	28.05.20	Outcome Report of the Short Life Working Group to Examine Communities and Families Third	To provide guidance for members on how to guide the organisations that would be changing or closing as a result of an unsuccessful application for funding.	Executive Director for Communities and Families	End of July 2020		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		Party Grants					
17	09.07.20	Tourism and Hospitality Sector Recovery Plan – Follow Up	<p>Notes the importance of Business tourism to the City's hospitality sector and the importance of business tourism in helping many of Edinburgh's sectors access the global market;</p> <p>Notes this would require additional engagement with industry and key partners to fully develop a long-term approach and agree that this should be reported back to the Policy and Sustainability Committee, including how the organisational structure will operate throughout the City.</p>	Executive Director of Place	December 2020		
18	11.06.20	Funding of Temporary Accommodation for Homeless People – motion by Councillor Watt	1) To call for a report to be submitted to the Policy and Sustainability Committee, which listed the current temporary accommodation that	Executive Director for Communities and Families		3 September 2020	<p>Recommended for Closure</p> <p>Reported to the Housing, Homelessness and</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		(see minute of 11 June 2020)	<p>had been contracted for since the CV-19 pandemic: giving the type of accommodation, the number of families and single people accommodated and the current end date of the contracts.</p> <p>2) To agree that the report should set out the work to date on an exit strategy and transition post lock down to find positive solutions for people moving on from accommodation provided as a public health response to the Covid 19 pandemic. This should include an update report on the work to increase the number of PSL properties available to use as temporary</p>				Fair Work Committee on 3 September 2020

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>accommodation.</p> <p>3) The report should also make recommendations as to what types of accommodation could be purchased or leased long-term (including – but not restricted to – properties that were previously being used for ‘air bnb’ style short-term lets and suitable student accommodation which was likely otherwise to remain unoccupied). It should also consider work with third sector partners and how contracting could be used to secure further accommodation so that all options would be examined to ensure that suitable accommodation was available for people</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			when their current accommodation ceased to be available.				
19	25.06.20	Adaptation and Renewal Programme Update	<p>To request that the Chief Officer of the Health and Social Care Partnership provide a report to Committee, at an appropriate time when information was available, containing, but not limited to, the following:</p> <p>a) An explanation for the disproportionately high number of Edinburgh Covid-19 deaths that had occurred in care homes;</p> <p>b) Details of the number of care home Covid-19 deaths where the deceased had previously been in hospital;</p> <p>An explanation for the disproportionately high</p>	Chief Officer, Edinburgh Health and Social Care Partnership	November 2020		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>number of Edinburgh Covid-19 deaths in relation to the number of non-Covid-19 deaths;</p> <p>Understanding why the number of Edinburgh care homes showing a suspected case of Covid-19 deaths continued to increase;</p> <p>The steps taken by the Partnership, or the Public Health Advisory Board, to address the issues brought out by a) and c) in relation to future outbreaks: and</p> <p>f) The issues raised with the Edinburgh IJB and NHS Lothian about minimising the impact of future outbreaks across Edinburgh.</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
20	25.06.20	South East of Scotland Regional Transport Transition Plan	Requests that a business bulletin item, Members' briefing or report are brought forward as appropriate as progress is made in conjunction with other partners to update Council as outlined in the report by the Executive Director of Place	Executive Director of Place	End 2020		
21	25.06.20	Rural Roads Speeds Review (Spaces for People) – Motion by Councillor Webber (see minute of 25 June 2020)	To request a briefing outlining progress on the temporary review of speed limits on the identified rural roads as part of the “Spaces for People” initiative and seek to accelerate all speed limit implementation plans	Executive Director of Place	End October 2020		
22	30.06.20 (City of Edinburgh Council)	City of Edinburgh Council – Motion by Councillor Rust – Engagement with Employees (see minute of 30 June 2020)	To provide Members with a briefing detailing the range of tools and opportunities for Employee engagement.	Executive Director of Resources	August 2020	19 August 2020	Recommended for Closure A briefing note was circulated to members on 19 August 2020.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
23	09.07.20	Homelessness Services - Use of Temporary Accommodation	<p>1) To request a further report to be presented by the end of August 2020 updating on the financial implications of responding to the COVID-19 pandemic in relation to temporary accommodation and agree that this report would also set out a detailed and costed plan to target short stay holiday accommodation for conversion into homes, including for use as temporary accommodation for homeless people.</p> <p>2) To request that the further report include a detailed breakdown of the additional costs of providing Temporary Accommodation as part</p>	Executive Director for Communities and Families		3 September 2020	<p>Recommended for Closure</p> <p>Reported to the Housing, Homelessness and Fair Work Committee on 3 September 2020</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			of the public health response to Covid-19 crisis along with the proposed exit strategy agreed with partners, financial support available from the Scottish Government post 30 June and any forward plan the Council was making for estimated costs post any additional funding.				
24	09.07.20	Re-opening of Public Conveniences	To note that a review of operations following reopening would be presented to the appropriate Committee in October 2020	Executive Director of Place	October 2020		Recommended for Closure Report on the agenda for this meeting
25	09.07.20	Transport Infrastructure Investment – Capital Delivery Priorities for 2020/21	To note the capital projects listed in appendix 5 and 6 of the March 2019 report ‘Transport Infrastructure Investment – Capital Delivery Priorities for 2019/20’ which (i) were not delivered as	Executive Director of Place	End September 2020		This briefing will be circulated in advance of Committee.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			scheduled and (ii) were not referenced in this new report, and therefore agree that a members' briefing be issued within four weeks, itemising these projects and current plans				
26	09.07.20	Reform of Transport Arm's Length External Organisations	To agree to receive a report in two cycles on the recommended approach to reform of the Transport ALEO which will include an evaluation of the impact of the proposed integration on delivery of 2030 Carbon Neutral Edinburgh targets and on equalities (the initial equalities impact assessment) and a timetable for the creation of a new plan for public transport as covered in 4.21 of the report by the Executive Director of Place.	Executive Director of Place	October 2020 – to Transport and Environment Committee		Engagement has commenced with the Transport Arm's Length Organisations, with the minority shareholders and with Unite. Further discussions are planned, and it is expected that feedback from the minority shareholders will be received once their Committees restart after their summer recess. It is therefore anticipated that a

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
							report on the recommended approach will be ready by mid-September 2020
27	23.07.20	Adaptation and Renewal Programme Update	To agree to provide a short briefing note on the transport figures for Morningside Station.	Executive Director of Place	September 2020		Recommended for closure Circulated on 25 September 2020.
28	23.07.20	Engagement Through Adaptation and Renewal	That officers consider the resumption of non-essential consultation activity as part of the Adaptation and Renewal programme and provide an update to committee on next steps in September	Chief Executive	December 2020		Due to the evolving situation with covid-19 papers on the council's approach to consultation have been delayed.
29	23.07.20	Council Response to Edinburgh Climate Commission and Sustainability Programme Update	1) To agree that planning for a green recovery and the Council net zero by 2030 carbon target will be integrated into the Adaptation and Renewal Programme	Chief Executive	November 2020		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>including all future significant operational or financial proposals that will form the basis of a new council business plan. An update on progress will be provided in October.</p> <p>2) To agree that a summary of the sustainability programme activity and progress towards the carbon target will be provided before the start of the new financial year.</p>	Chief Executive	March 2021		
30	23.07.20	Spaces for People - Additional Contract Waiver for Material Orders and Contract Service	To agree to provide a briefing note for the committee on the price changes of traffic management products	Executive Director of Place	October 2020		
31	23.07.20	Public Realm	To request an update on the	Executive	January 2021		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		CCTV Update	Public Realm CCTV upgrade project progress in six months' time	Director for Communities and Families			
32	06.08.20	Review of Political Management Arrangements	To request a briefing in September clarifying the process for a possible phased reduction in Committee activity, as described in 4.9 of the report by the Chief Executive. This briefing should make clear to Committee how any decisions would be taken, who would take those decisions, and under what circumstances.	Chief Executive	10 December 2020		<u>Update 6 October 2020</u> A report will be submitted to the meeting of the full Council on 10 December 2020
33	06.08.20	Schools Re-opening - Update	<p>1) To agree that a further update be provided for the next committee meeting on 20 August 2020.</p> <p>2) To ask for a briefing on the building issues which had been identified in some</p>	<p>Executive Director for Communities and Families</p> <p>Executive Director for Communities and Families</p>	20 August 2020	7 September 2020	Recommended for closure Briefing issued to

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			Edinburgh schools. 3) To ask for confirmation of the position in regard to bus services in the Currie/Balerno/Baberton areas	Executive Director for Communities and Families		7 August 2020	members on 7 September 2020 Recommended for closure Information circulated to members on 7 August 2020
34	06.08.20	Community Centres and Libraries Reopening	1) To call for a report in two cycles to the Policy and Sustainability Committee with further details as set out below: i) specifically on the re-opening of libraries in Edinburgh setting out clearer timescales for opening, learning from other local authorities which are more advanced in re-opening of libraries and details, including financial, of services	Executive Director for Communities and Families	September 2020		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>impacted by library closures.</p> <p>ii) outlining services directly or indirectly impacted by the closure of Community Centres or Libraries, detailing any alternative or innovative ways that have been used (or are being planned) to maintain continuity of services that would otherwise have been lost. This should include any projected financial consequences of the alternative service provision.</p> <p>2) To request a further report with a review and update of the current position to the relevant</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			committee before November 2020, to include details and rational for future reductions in access or opening.				
35	06.08.20	Re-opening of public conveniences	<p>To note that a review of operations following re-opening would be presented to the appropriate Committee in October 2020, and to request that this review include:</p> <ul style="list-style-type: none"> • Information given on the measures and investment of the public conveniences in the report • The measures and costs of opening the three public conveniences not given in the report. • A proposed annual 	Executive Director of Place	October 2020		<p>Recommended for Closure</p> <p>Report on the agenda for this meeting</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>schedule for the opening of public conveniences from October 2020.</p> <ul style="list-style-type: none"> • Details of public access to toilet facilities in businesses across the city where public conveniences had been closed and the effects of Covid-19 on this scheme. • Options for a revised public toilet facilities policy for the city. 				
36	06.08.20	Accounts Commission: Local Government in Scotland - Overview 2020	To instruct the Chief Executive to report to Committee in two cycles providing a comprehensive assessment of how the Council was addressing the recommendations outlined in the Key Messages section of the report and suggesting any	Chief Executive	November 2020		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>further actions that could be taken to address these in order that Councillors could scrutinise and prioritise work to improve the Council in these areas.</p> <p>The report to provide an officer assessment of the sources of information, training and guidance available to Councillors to help them answer the questions set out for them in the report in order that these could be assessed and debated by Elected Members in public at Committee with a view to improving scrutiny of the Council's performance and to help engender a culture of continuous improvement</p>				
37	06.08.20	Motion by Councillor Staniforth - The City's Relationship	Requests a review of the international strategy in autumn to include information on the how relationships can	Chief Executive	November 2020		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		with Krakow Motion by Councillor Day - Equality and LGBT + Rights (see minute of 6 August 2020)	support the Council's Equalities Framework.				
38	18.08.20 (Governance, Risk and Best Value Committee)	Internal Audit Annual Opinion for the year ended 31 March 2020	Committee notes committee previously requested: that the Chief Executive, Executive Directors and Chief Officer of the Edinburgh Health and Social Care Partnership, supported by the Chief Internal Auditor, report to the relevant Executive Committee at the earliest opportunity and the subsequent GRBV Committee setting out clear plans to ensure the closure of all historic and overdue internal audit management actions to enable an improvement to the overall Internal Audit Opinion	Chief Executive and All Executive Directors	6 October 2020		Recommended for Closure Report on the agenda for this meeting

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>for 2019/20.</p> <p>Notes with disappointment that this internal audit opinion is red again and recognises the significant and thematic weaknesses that contributed to this opinion.</p> <p>Requests, therefore, that the Chief Executive and Executive Directors draft a comprehensive plan to be brought back to Policy and Sustainability Committee in 8 weeks – separately to the Adaptation and Renewal Programme, but showing how it would be integrated in to Adaptation and Renewal going forward, on how the areas for improvement listed at 4.16 of the report will be addressed to enable the significant improvements required in time for the next annual audit opinion.</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
39	20.08.20	Adaptation and Renewal Programme Update	<p>1) To agree to provide details of when the leaflet was designed and printed with reference to D181.</p> <p>2) To agree to provide a briefing note on the traffic data at Morningside Station.</p> <p>3) To agree to circulate the briefing on what the plan is for the flu vaccination in the city of Edinburgh which includes the timeline for public engagement and public announcement of the plan.</p>	<p>Chief Executive</p> <p>Chief Executive</p> <p>Chief Executive</p>	<p>September 2020</p>	<p>8 September 2020</p>	<p>Recommended for Closure</p> <p>An elected members briefing on the flu vaccination plan was issued on 8 September 2020</p>
40 (a)	20.08.20	Annual Performance 2019/20	<p>1) To request that a briefing note is circulated to councillors prior to the full council</p>	<p>Chief Executive</p>		<p>28 August 2020</p>	<p>Recommended for closure</p> <p>Briefing note was</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>meeting on 25 August at which this report will be further considered, detailing what plans are in place for each one of these areas to improve performance to within target levels, the expected date for achieving the target or trend and indicating who is the responsible officer.</p> <p>2) To request that revised targets for emissions reduction, specifying the annual increments required to achieve net zero by 2030, are brought forward as a matter of urgency.</p>	Chief Executive			issued on 28 August 2020
40 (b)	25.08.20	Referral of report to the City of Edinburgh Council	1) To welcome the decision by the Policy and Sustainability Committee to agree the	Chief Executive	28 August 2020	28 August 2020	<p>Recommended for Closure</p> <p>Briefing note was</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>proposal by Green Councillors requesting that a briefing note be circulated prior to this meeting of the full Council that details what plans are in place for each one of these areas to improve performance to within target levels, the expected date for achieving the target or trend and indicating who is the responsible officer;</p> <p>2) To request that this briefing note is included in the Business Bulletin for the next Policy and Strategy Committee.</p> <p>3) To further welcome the Policy and Sustainability Committee decision to</p>	<p>Chief Executive</p> <p>Chief Executive</p>	<p>6 October 2020</p>		<p>circulated to members on 28 August 2020</p> <p>Recommended for Closure</p> <p>Briefing note is included in the Business Bulletin for this meeting.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			agree the proposal by Green Councillors that revised targets for carbon emissions reduction, specifying the annual increments required to achieve net zero by 2030 and requests that these incremental targets are brought forward to committee before the end of this year.				
41	20.08.20	Local Government Benchmarking Framework 2018/19 - Edinburgh Overview	To request a further report setting out a wider review of the data available to seek and implement best practice examples from colleague Councils (not limited to Scotland) and foster anew continuous improvement culture within the Council, and the scope of this report to be discussed at the APOG in order to clarify with officers how this would be brought	Chief Executive	Awaiting update		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			forward.				
42	20.08.20	Spaces for People Initiative – Response to Motion	<p>1) To agree to an update to Committee on the work regarding Local Champion Networks.</p> <p>2) To agree to a briefing note regarding the Dublin specific example on what area of Dublin the study was relating to and details of the measures that had been put in place.</p>	<p>Executive Director of Place</p> <p>Executive Director of Place</p>	<p>October 2020</p> <p>End 2020</p>		
43	20.08.20	Update on Edinburgh's Christmas and Edinburgh's Hogmanay 2020/2021	<p>1) To agree an update report on how local business can get involved in the Christmas and New year festivals</p> <p>2) To agree to a full risk assessment being carried out which will consider operational,</p>	<p>Executive Director of Place</p> <p>Executive Director of Place</p>	<p>November 2020</p> <p>10 November 2020</p>		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>reputational risks with a particular focus on risks to public health which will be reported back to Committee in two cycles.</p> <p>3) To note paragraphs 4.22-4.25 of the report outlining how events will operate within health guidance; recognises that current guidance may change between now and late November and that the report confirms significant work is required to finalise detailed planning including possible crowd control; therefore seeks a further report with that detail by mid-November to allow for proper scrutiny and to assure the committee that</p>	Executive Director of Place	November 2020		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			participants and observers will be able to enjoy Christmas and Hogmanay events in a safe and secure way.				
44	25.08.20	City of Edinburgh Council – Motion by Councillor Webber – Pavements and People (minute of 25 August 2020)	To further request additional engagement with Lothian Buses, Living Streets Edinburgh, Guide Dogs Scotland, Spokes RNIB and the Access Panel to explore any additional actions and to report back to the Policy and Sustainability Committee at the earliest opportunity	Executive Director of Place	End 2020		