

Work Programme

Policy and Sustainability Committee

3 August 2021

	Title / description	Purpose/Reason	Routine / Executive	Lead officer	Directorate	Progress updates	Expected date
1	Council Asbestos Policy	Annual Review	Routine	Robert Allan	Corporate Services	Annual	October 2021
2	Council Fire Safety Policy	3 Year Review	Routine	Robert Allan	Corporate Services	Annual	June 2024
3	Council Health and Safety Policy	Annual Review	Routine	Robert Allan	Corporate Services	Annual	December 2021
4	Council Water Safety Policy	3 Year Review	Routine	Robert Allan	Corporate Services	Annual	June 2024
5	Council Smoke Free Policy	3 Year Review	Routine	Robert Allan	Corporate Services	Annual	December 2023
6	Gaelic Language Plan 2018-22	Monitoring Report	Executive	Eleanor Cunningham	Corporate Services	Annual	November 2021
7	Edinburgh Biodiversity Action Plan 2019-21	Annual Update	Executive	Caroline Peacock/Susan Falconer	Place	Annual	December 2021

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8	Welfare Reform	Quarterly Update	Routine	Sheila Haig	Corporate Services	Quarterly	November 2021
9	Older People Joint Inspection Improvement Plan	Progress report	Executive	Marian Gray	Chief Officer, Edinburgh Health and Social Care Partnership	6 monthly	October 2021
10	Energy Management Policy for Operational Buildings - Annual Report.	Progress report	Executive	Peter Watton	Resources	Annual	December 2021
11	Policy Assurance Statement – Customer	Annual report	Executive	Nicola Harvey	Resources	Annual	November 2021
12	Policy Assurance Statement – Strategy and Communications	Annual report	Executive	Gavin King	Chief Executive	Annual	February 2022
13	Policy Assurance Statement - Human Resources (HR)	Annual report	Executive	Katy Miller	Resources	Annual	November 2021

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14	Policy Assurance Statement - Legal and Risk	Annual report	Executive	Nick Smith	Corporate Services	Annual	November 2021
15	Contact Centre Performance	Update report	Executive	Nicola Harvey	Corporate Services	Quarterly	November 2021
16	Digital and Smart City Strategy	Annual report	Executive	Nicola Harvey	Corporate Services	Annual	October 2021
17	Chief Social Work Officer's Annual Report	Annual report	Executive	Jackie Irvine	Education and Children's Services	Annual	December 2021
18	Diversity and Inclusion Strategy	Annual update	Executive	Katy Miller	Corporate Services	Annual	October 2021
19	Police Scotland Update	Annual plan	Executive	Gavin King	Corporate Services	Annual	October 2021
20	Police Scotland – City of Edinburgh Division Update	Quarterly Update	Executive	Gavin King	Corporate Services	Quarterly	October 2021
21	Fire and Rescue Service	Annual plan	Executive	Gavin King	Corporate Services	Annual	October 2021

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22	Carbon Impact of the Council's International Travel	Annual Report	Executive	Paula McLeay/Gavin King	Corporate Services	Annual	Autumn 2021
23	End Poverty in Edinburgh Delivery Plan 2020-30	Annual Report	Executive	Chris Adams	Corporate Services	Annual	Autumn 2021
24	2030 City Target Monitoring Approach	Annual Report	Executive	Claire Marion	Corporate Services	Annual	November 2021
25	Appointments to Working Groups	Annual Report	Executive	Jamie Macrae	Corporate Services	Annual	August 2022
26	Corporate Performance updates	Bi-Annual Update	Executive	Edel McManus	Corporate Services	Bi- annual	November 2021 February 2022
27	Annual Performance report and LGBF report	Annual	Executive	Edel McManus	Corporate Services	Annual	June 2022

Policy and Sustainability Committee Upcoming Reports

Appendix 1

Report Title	Directorate	Lead Officer
OCTOBER 2021		
Police Scotland – Annual Plan	Corporate Services	Gavin King
Police Scotland – City of Edinburgh Division – Quarterly Update	Corporate Services	Gavin King
Scottish Fire and Rescue Services – Annual Plan	Corporate Services	Gavin King
Carbon Impacts of the Council’s International Travel – Annual Report	Corporate Services	Paula McLeay/Gavin King
Protect Transport for Edinburgh – Response to motion by Councillor Whyte	Education and Children’s Services	Jon Ferrer
Annual report on End Poverty in Edinburgh Delivery Plan 2020-30	Corporate Services	Chris Adams
Equality and Diversity Framework 2021-25	Corporate Services	Eleanor Cunningham
Council Emission Reduction Plan – Final Report	Corporate Services	Beth Hall
Digital and Smart City Strategy Annual Report	Corporate Services	Nicola Harvey

Welfare Reform Update – Quarterly Report	Corporate Services	Sheila Haig
Contact Centre Performance Update - Quarterly Report	Corporate Services	Nicola Harvey
Bioquarter OBC	Place	David Cooper
West Edinburgh Update	Place	David Cooper
Energy for Edinburgh	Place	David Cooper
Update on the Edinburgh Health and Social Care Older People Joint Inspection Improvement Plan	Chief Officer, EHSCP	Marian Gray
Strategic Plan	Chief Officer, EHSCP	Judith Proctor
Granton Waterfront Regeneration Programme – Outline Business Case	Place	Sat Patel/Michelle Fraser
Duty of Candour	Education and Children's Services	Jon Ferrer
Council Asbestos Policy 2021-24	Corporate Services	Chris Lawson
Best Value – COVID-19 Engagement and Consultation Approach	Chief Executive/Corporate Services	
Women's Safety in Public Places - response to a motion by Councillor Watt	Corporate Services	

Adaptation and Renewal Programme Update – Community Centres	Education and Children's Services/Place	
Diversity and Inclusion Strategy	Corporate Services	Katy Miller
In-house Service Provision – Response to a motion by Councillor Day	Corporate Services	
Accounts Commission - Local Government in Scotland: Performance and Challenges	Corporate Services	Hugh Dunn
NOVEMBER 2021		
Consultants Costs	Corporate Services	Hugh Dunn
Policies Assurance Statement - Legal and Assurance	Corporate Services	Nick Smith
Policy Assurance Statement – Customer and Digital Services	Corporate Services	Nicola Harvey
Policy Assurance Statement – Human Resources (HR)	Corporate Services	Katy Miller
2030 City Target Monitoring Approach – Annual Report	Corporate Services	Claire Marion
Enterprise Risk Management Policy	Corporate Services	Lesley Newdall
Risk Appetite Statement	Corporate Services	Lesley Newdall

Edinburgh's Christmas and Hogmanay 2017/18 – response to a motion by Councillor Mowat	Place	David Waddell
Edinburgh Economy Strategy Development Report and City Centre Recovery Action Plan	Place	Chris Adams
Energy for Edinburgh	Place	David Cooper
Gaelic Language Plan – Annual Monitoring Report	Corporate Services	Eleanor Cunningham