

Rolling Actions Log

Policy and Sustainability Committee

21 March 2023

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1	25.08.22	City of Edinburgh Council - Independent Review and Whistleblowing Culture Review Update	To request a report from the Interim Executive Director of Corporate Services to Policy and Sustainability Committee by January 2023 at the latest, with an outline roadmap of the route to full implementation.	Executive Director of Corporate Services	February 2023 (Full Council)		<u>Recommended for Closure</u> Report submitted to the City of Edinburgh Council on 9 February 2023
2	25.08.22	City of Edinburgh Council - Keep Safe Spaces - Motion by Councillor Nicolson	To agree to commission a report to return to Policy and Sustainability Committee in October 2022 on how best to deliver a significant expansion of Keep Safe Spaces, focusing in particular on areas that were currently underserved. The report	Executive Director of Place	23 May 2023		<u>Update – March 2023</u> Officers in Place are working with colleagues in Health and Social Care to prepare this update for Committee. <u>Update – December</u>

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			should also recommend additional ways to promote and raise awareness of the scheme.				<p><u>2022</u></p> <p>Deferred to March 2023.</p> <p><u>Update – October 2022</u></p> <p>The Interim Service Director for Housing and Homelessness has been in touch with Councillor Nicolson and agreed further follow up with other Council services. A report will follow to the next Policy and Sustainability Committee.</p>
3	25.08.22	City of Edinburgh Council: Air Quality in Primary Schools – Motion by	To agree to a report to the Policy and Sustainability Committee in three cycles on the feasibility of rolling out suitable HEPA Air	Executive Director of Place	17 January 2023	17 January 2023	<p><u>Recommended for Closure</u></p> <p>This action was addressed in a report on Air Quality in</p>

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		Councillor Caldwell	Purifiers to all primary schools managed by the City of Edinburgh Council. This might be included in the 'Air Quality in Schools update' in point 1) if it was ready by that time.				Primary Schools at Committee on 17 January 2023
4	25.08.22	City of Edinburgh Council: Extreme Heat, Climate Adaptation and Resilience – Motion by Councillor Parker	Requests a report to Policy and Sustainability committee within 2 cycles which: a) provides an update to the work of Edinburgh Adapts on climate resilience; and b) outlines measures to accelerate efforts to adapt the city including detail on, but not limited to: • Increasing greenspace and	Executive Director of Place	21 March 2023		<u>Recommended for Closure</u> Report on the agenda for this meeting Update – January 2023 Report will be submitted in March 2023

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			<p>canopy cover to keep temperatures down</p> <ul style="list-style-type: none"> • Reviewing management and maintenance of public parks, in particular the frequency of grass cutting and tree watering • Measures to restrict barbequing in parks and open spaces during periods of extreme heat • Reviewing and changing the fabric of buildings in the city, including 				

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			<p>exploring the possibility of introducing restrictions around material choices for new builds</p> <ul style="list-style-type: none"> • Provision of water points and public toilets • Provision of benches and other rest points • Measures to limit private vehicle use during periods of extreme heat • Public health messaging and interventions such as sunscreen for 				

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			<p>children and other vulnerable residents</p> <ul style="list-style-type: none"> Guidance around flexibility within the work and school day, and guidance for safe working temperatures for Council employees and others. 				
5	01.11.22	Response to motion by Councillor Cameron – Improving Accessibility and Inclusion for Edinburgh Citizens	<p>1) To agree that Councillors would receive a further briefing from Officers to cover:</p> <p>a. Further information about how the Council promoted inclusion in its own work and with partners, including</p>	Executive Director of Place	March 2023		<p><u>Recommended for Closure</u></p> <p>An update is provided in the Business Bulletin for Committee on 21 March 2023. Due to the link between the actions agreed by Policy and Sustainability Committee and</p>

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			<p>specific information about how the Council supported all groups with protected characteristics under the Equality Act, and in relation to the Public Sector Equality Duty (PSED).</p> <p>b. Further information about how the Council engaged with Disabled People's Organisations; how the Council supported disabled people with different types of disabilities and impairments; and the Council's attitude towards the social model of disability and how / whether this informed its work.</p>				actions for Transport and Environment Committee, it is proposed to keep Committee updated on progress through links to the updates for Transport and Environment Committee.

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			2) To request an officer/member workshop on the wider issues relating to accessibility and a briefing note on the Council's legislative powers in relation to pavement parking				
6	01.11.22	Edinburgh Transient Visitor Levy Update	To note that Council Officers would update and develop the proposed scope and would identify supporting proposals for revenue priorities for consideration by Committee at the end of March 2023.	Executive Director of Place	August 2023		<u>Update March 2023</u> An update is included in the Business Bulletin for Committee in March 2023
7	01.11.22	Edinburgh Health and Social Care Partnership – System Pressures Update	To request an update on progress of the Edinburgh Assistance Programme to the Policy and Sustainability Committee within 1 cycle.	Chief Officer, Edinburgh Health and Social Care Partnership	21 March 2023		<u>Recommended for Closure</u> Report on the agenda for this meeting

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8	17.11.22	Education and Children's Services Structure	To request that the full proposed Education and Children's Services structure be circulated to members.	Executive Director, Children, Education and Justice Services	End March 2023		
9	17.11.22	End Poverty in Edinburgh Annual Report 2022	<p>1) To request a report on the impacts of poverty on women and girls in Edinburgh within 3 cycles, containing intersectional analysis of the particular impacts on women and girls who shared other protected characteristics, and how the recommendations in this report would prevent and/or mitigate women's poverty.</p> <p>2) To further request</p>	Executive Director of Corporate Services	June 2023		

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			that proposals be brought forward by officers within 3 cycles on how gender and other protected characteristics and priority groups – including but not limited to lone parents, larger families, families with disabled members, BAME households and unpaid carers – could be mainstreamed into council reports going forward.				
10	17.11.22	City 2030 Net Zero Target Annual Report	To request that all existing information around the likely costs of failing to invest in climate solutions locally be made available to groups as soon as possible, and to request a report to the Policy and Sustainability	Executive Director of Corporate Services	October 2023		

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			Committee within 2 cycles which outlined how the Council could cost the consequences of inaction vs adaptation in order to support budget setting processes, and the development of the medium-term financial plan				
11	17.11.22	2030 Climate Strategy – Environmental Assessment Consultation and Review	1) To note that on 14 th 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	Executive Director of Corporate Services	May 2023		

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			<p>towards this action at Policy and Sustainability Committee within 3 cycles”.</p> <p>2) To therefore request that 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</p>				

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			ESCOs and Local Authorities.				
12	17.11.22	Climate Change Adaptation Update – Response to Motions by Councillors Macinnes and Parker	To request that the development of the Climate Ready Edinburgh plan and risk assessment include specific detail about how measures proposed in the plan – and risks identified in the risk assessment – would affect different demographics differently, and that this be included in the draft version coming to committee in early 2023.	Executive Director of Corporate Services	21 March 2023		<u>Recommended for Closure</u> Report on the agenda for this meeting
13	17.11.22	Covid-19: Service Resumption – Response to Motion by Councillor Lang	1) To request a note on the resumption of school foreign visits.	Executive Director of Children, Education and Justice Services	End March 2023		Update – January 2023 Education and Children’s Services are still finalising their policy and guidance on school trips abroad. A Task and Finish Group was set

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			2) To request that the advice provided to Council employees during the Pandemic on physical wellbeing be reissued	Executive Director of Corporate Services	December 2023		<p>up to review this subject and last met on 9 December 2022. Schools and key colleagues are now being consulted on the outcome and this will inform future policy.</p> <p>Update – March 2023</p> <p>Work continues and is ongoing; a fuller updated will be provided in a future Business Bulletin</p> <p>Update – January 2023</p> <p>Communications Service has been providing regular information to</p>

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							colleagues including via workshops and articles in NewsBeat since the early days of the pandemic and continue to update guidance regularly. HR colleagues are working on the preparation of a Corporate Well-Being plan.
14	24.11.22	City of Edinburgh Council: Monitoring Officer Report - Adults with Incapacity	To note that a further detailed report would be submitted by the Chief Executive to the Policy and Sustainability Committee on completion of the fact-finding investigation. This report should consider ongoing issues related to delayed discharge to give assurance as to no repeat of these incidents due to ongoing pressures with a	Chief Officer, Edinburgh Health and Social Care Partnership	23 May 2023		

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			<p>particular focus on:</p> <p>a) The impact of court delays in obtaining appropriate orders.</p> <p>b) Assurance around the legal status of interim/step down beds.</p> <p>and thereafter referred to the following meeting of full council.</p>				
15	24.11.22	City of Edinburgh Council: Adopting Definition of Islamophobia - Motion By Councillor Kumar	1) To request a report within 3 cycles to the Policy and Sustainability Committee detailing how the APPG definition could be embedded across Council work and consider how Council could raise awareness of crime	Executive Director of Corporate Services	23 May 2023		

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			<p>motivated by prejudice on the grounds of actual or perceived religion.</p> <p>2) To agree that the Leader of the Council should write to the Police Scotland Divisional Commander of Edinburgh with the details of this motion and to request an update on work to tackle religious motivated crime at the next quarterly police update to the Policy and Sustainability Committee.</p>				
16	24.11.22	City of Edinburgh Council: Bringing the Big Hoose Project to	To agree that Council Officers should engage with the Big Hoose Project and issue a briefing to	Executive Director of Corporate Services	March 2023		<p><u>Recommended for Closure</u></p> <p>An item is included in</p>

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		Edinburgh - Motion by Councillor Arthur	Councillors before then end of 2022, with a view to bringing a report to the next Policy and Sustainability Committee.				the Business Bulletin
17	24.11.22	City of Edinburgh Council: Social Security Take-Up Strategy - Motion by Councillor Heap	To request an update report to the next Policy and Sustainability Committee on the current work underway, including the welfare advice services review, to ensure benefit advice and benefit take up was progressing and consider the next steps required	Executive Director of Corporate Services	21 March 2023		<u>Recommended for Closure</u> A briefing session has been organised for the 23 rd March to cover the Social Security Take-Up Strategy and other questions on benefits
18	24.11.22	City of Edinburgh Council: Night Time Coordinator - Motion by Councillor Staniforth	To agree that a report on a potential night time coordinator, describing potential remit and funding for such a post, come to Policy and Sustainability Committee within three cycles	Executive Director of Place	23 May 2023		

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19	24.11.22	City of Edinburgh Council: Transgender Day of Remembrance - Motion by Councillor Heap	This public statement should also be provided as a business bulletin update to Policy and Sustainability Committee to ensure proper scrutiny of the Council's support for our transgender community	Executive Director of Corporate Services	March 2023		<u>Recommended for Closure</u> On the Business Bulletin for this meeting.
20	24.11.22	City of Edinburgh Council: Employee Volunteering Policy - Motion by Councillor Bandel	To request officers to develop a proposal for an Employee Volunteering Policy that would give staff paid leave to volunteer with local organisations and initiatives, and report back to Policy and Sustainability Committee by September 2023 including an assessment of any operational and financial impact on the delivery of council services	Executive Director of Corporate Services	September 2023		

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21	15.12.22	City of Edinburgh Council: Support for Ukrainian Refugees - Motion by Councillor Day	<p>Calls for an update report to Policy and Sustainability Committee in early 2023 on:</p> <ul style="list-style-type: none"> • Scottish Government plans for onward housing; • Access to health provision and public health plans on the ship; and • Costs incurred to date and costs reimbursed by the UK and Scottish Governments. 	Executive Director of Place	21 March 2023		<p><u>Recommended for Closure</u></p> <p>Report on the agenda for this meeting</p>
22	15.12.22	City of Edinburgh Council: Community Drug Checking - Motion by Councillor McFarlane	To request a report to Policy and Sustainability Committee on the publication of findings from the study exploring the implementation of an Edinburgh Drug Checking Service at the earliest possibility.	Chief Officer, Edinburgh Health and Social Care Partnership	21 March 2023		<p><u>Recommended for Closure</u></p> <p>Report on the agenda for this meeting</p>

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23	17.01.23	<u>Employee Code of Conduct</u>	To request a report within 2 cycles on Council progress towards development of robust harassment prevention and action policies which addressed sexual and sexist harassment, racial harassment, homophobia, biphobia and transphobia, harassment towards disabled people, and other forms of harassment	Executive Director of Corporate Services	23 May 2023		
24	17.01.23	<u>Endorsement of Plant-based Treaty – Response to Motion by Councillor Burgess</u>	<p>1) To request an update report on progress of the treaty.</p> <p>2) To request an action plan and timescale for implementing possible changes to Council activities following the endorsement of the treaty to be</p>	<p>Executive Director of Corporate Services</p> <p>Executive Director of Corporate Services</p>	<p>22 August 2023</p> <p>22 August 2023</p>		

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			presented to Committee for decision within 3 cycles				
25	17.01.23	<u>Performance – 17 November Policy and Strategy Committee addendum report: Key Service KPI's and KPI's covering our responsibilities as an employer</u>	To agree that officers progress the work necessary for updating the Planning and Performance Framework, including the Business Plan and the Public KPI's Dashboard, culminating in a report to Policy and Sustainability in March 2023	Executive Director of Corporate Services	21 March 2023		<u>Recommended for Closure</u> Report on the agenda for this meeting
26	17.01.23	<u>In-House Service Provision (Hard Facilities Management) - Response to motion by Councillor Day</u>	1) To note disappointment that the report did not reflect the Council Business Plan nor did it address the original motion. 2) To request a report back in 2 cycles which addressed the	Executive Director of Place	May 2023		

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			<p>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 estate</p>	Executive Director of Place	August 2023		

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			<p>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 	Executive Director of Place	June 2023		

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			<ul style="list-style-type: none"> - BEMS monitoring and helpdesk in-house transfer - Review of fleet services support capacity <p>and plans for updating Committee on progress made towards this work.</p>				
27	17.01.23 (Council – 09.02,23)	<u>Regional Prosperity Framework Delivery Plan</u>	To further note with regret the lack of diversity on the Edinburgh and South East Scotland Joint Committee and instruct Edinburgh’s Council Leader to raise this point at their next meeting and report back to members of the Policy and Sustainability Committee via the Business Bulletin any actions that arose from this discussion	Executive Director of Place	May 2023		<p><u>February 2023</u></p> <p>The report had been referred to the City of Edinburgh Council on 9 February 2023 in terms of Standing Order 30.1 – the Council had approved the recommendations.</p>

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28	17.01.23	<u>Driving for the Council – Telematics Policy</u>	To pause any further action and request a report back in 1 cycle with more information	Executive Director of Place	21 March 2023		<u>Recommended for Closure</u> Report on the agenda for this meeting
29	17.01.23	<u>Energy Management Policy for Operational Buildings - Update Report</u>	To therefore request that year-on-year energy reduction targets set by the “Energy Management System” be aligned to those within the CERP, and that the policy aims and objectives of the “Energy Management Policy for Operational Buildings” be revised to include a broad commitment to renewable energy as part of management plans, with the updated policy and targets circulated to Committee when complete.	Executive Director of Place	End March 2023		

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30	09.02.23	City of Edinburgh Council <u>Independent Inquiry and Whistleblowing Culture Review</u>	To note that a significant number of CEC employees do not have their own Council email address. To agree to achieve meaningful, enduring cultural transformation, the provision of an individual Council email address for every employee is given priority. To request that a clear timeline for achieving this be set out in a covering report to this report and submitted to the Policy and Sustainability Committee for consideration at its 21 st March meeting.	Chief Executive	21 March 2023		<u>Recommended for Closure</u> Report on the agenda for this meeting
31	09.02.23	City of Edinburgh Council <u>16 Days of Activism Against Gender-Based</u>	Notes with concern the 'red' status of the first two quality standards under priority one which state that "proactive engagement is very limited	Chief Executive	23 May 2023		

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		<u>Violence</u>	<p>and there are single or no awareness raising campaigns” and that the partnership “did not collect or analyse data in order to understand attitudes towards VAWG.”</p> <p>Therefore request a briefing note to the Policy and Sustainability Committee within 2 cycles outlining any plans on how these quality standards will be met, with particular focus on awareness raising campaigns which target groups with particular needs and experiences relating to gender based violence including younger and older women, the LGBT community, BAME women, carers and cared-for people, refugees, disabled people and men and boys</p>				

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32	09.02.23	City of Edinburgh Council Edinburgh and Taiwan Partnership Links	To request the guidance on Elected Members Overseas Travel is refreshed and reported to the Policy and Sustainability Committee in 2 cycles and that this considers: <ul style="list-style-type: none"> • Impact of transport on climate change • Payment of trips • Tangible outcomes for trips 	Chief Executive	23 May 2023		
33	09.02.23	City of Edinburgh Council: Declaring a Nature Emergency - Motion by Councillor Parker	To request a report to Policy & Sustainability Committee within 2 cycles which: <ul style="list-style-type: none"> - Explores the possibility of the Council signing up to the Berlin Urban Nature Pact as the next milestone from COP15 after the 	Executive Director of Place	23 May 2023		

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			<p>Edinburgh Declaration and Montreal Pledge.</p> <ul style="list-style-type: none"> - Outlines how existing Council strategies such as the Biodiversity Action Plan, forthcoming Edinburgh Adapts plan and 2030 Climate Strategy, align with the GBF, Scottish Biodiversity Strategy and Berlin Urban Nature Pact, and notes any changes to existing strategies or additional resource required to deliver against these. - Provides an update on the development of the Vision for Nature as outlined in 				

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			<p>the Biodiversity Action Plan, including specific consideration of how the Vision for Nature will:</p> <p>a) Adopt an ecological coherence approach to effectively identify and target actions required to tackle the nature emergency and deliver against the various strategies listed above, including through the further development of the region's Nature Network;</p> <p>b) Adopt a partnership approach, working with Edinburgh Biodiversity Partnership project</p>				

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			<p>partners, including through the Edinburgh Living Landscape, to maximise opportunity for delivery of the strategies listed above, and taking learning from the partnership board model developed as part of the 2030 Climate Strategy work.</p> <p>And asks that detailed costs are provided for the points above in the report to the Policy and Sustainability Committee</p>				
34	09.02.23	City of Edinburgh Council: Gender Recognition Reform - Motion by Councillor	To recognise the importance of hearing more about the lived experience of trans people, and therefore agrees that the Council Leader should arrange a	Executive Director of Corporate Services	May 2023		

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		Mumford	round table meeting in the next five weeks, involving representatives of the trans community, members of political groups and relevant senior officers. This will have the purpose of discussing practical actions which the Council could take within its services to directly help and support trans people. Council agrees the outcome of this event will be reported to the Policy and Sustainability Committee				
35	09.02.23	City of Edinburgh Council: Care Home Contracts - Motion by Councillor Miller	To call for a report to Policy and Sustainability Committee in March detailing social care contracts, with details of the procurement procedures the reasons for the delays in resolving the provision of care in the facilities and decision making processes	Chief Officer, Edinburgh Health and Social Care Partnership Executive Director of Children, Education and Justice Services	21 March 2023		<u>Recommended for Closure</u> Report on the agenda for this meeting

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			<p>for each contract:</p> <p>a) Which have been procured or extended during the last 12 months.</p> <p>b) Currently going through any stage of procurement, extension or alteration.</p> <p>c) Which are expected to begin procurement or may require extension or alteration within the next 12 months.</p>				