

Work Programme

Policy and Sustainability Committee

21 March 2023

	Title / description	Purpose/Reason	Routine / Executive	Lead officer	Directorate	Progress updates	Expected date
1	Council Asbestos Policy	3 Year Review	Routine	Chris Lawson	Corporate Services	Annual	October 2024
2	Council Fire Safety Policy	3 Year Review	Routine	Chris Lawson	Corporate Services	Annual	June 2024
3	Council Health and Safety Policy	3 Year Review	Routine	Chris Lawson	Corporate Services	Annual	December 2023
4	Council Water Safety Policy	3 Year Review	Routine	Chris Lawson	Corporate Services	Annual	June 2024
5	Council Smoke Free Policy	3 Year Review	Routine	Chris Lawson	Corporate Services	Annual	December 2023
6	Gaelic Language Plan 2018-22	Monitoring Report	Executive	Eleanor Cunningham	Corporate Services	Annual	March 2023
7	Welfare Reform	Annual Update	Routine	Sheila Haig	Corporate Services	Annual	January 2023

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8	Edinburgh Integration Joint Board	Progress Report	Executive	Judith Proctor	Chief Officer, Edinburgh Health and Social Care Partnership	Quarterly	May 2023
9	Energy Management Policy for Operational Buildings - Annual Report.	Progress report	Executive	Gareth Barwell	Place	Annual	January 2024
10	Policy Assurance Statement – Customer Services	Annual report	Executive	Nicola Harvey	Corporate Services	Annual	November 2023
11	Policy Assurance Statement - Human Resources (HR)	Annual report	Executive	Margaret-Ann Love	Corporate Services	Annual	November 2023
12	Policy Assurance Statement - Legal and Assurance	Annual report	Executive	Nick Smith	Corporate Services	Annual	November 2023
13	Contact Centre Performance	Update report	Executive	Nicola Harvey	Corporate Services	Annual	January 2023
14	Digital and Smart	Annual report	Executive	Nicola Harvey	Corporate	Annual	January 2023

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	City Strategy				Services		
15	Chief Social Work Officer's Annual Report	Annual report	Executive	Amanda Hatton	Children, Education and Justice Services	Annual	November 2023
16	Diversity and Inclusion Strategy	Annual update	Executive	Margaret-Ann Love	Corporate Services	Annual	October 2023
17	Police Scotland Update	Annual plan	Executive	Jamie Macrae	Corporate Services	Annual	October 2023 Note: Responsibility for this will transfer to the Culture and Communities Committee after the Easter recess in April 2023.
18	Police Scotland – City of Edinburgh Division Update	Quarterly Update	Executive	Jamie Macrae	Corporate Services	Quarterly	March 2023 Note: Responsibility for this will transfer to the

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							Culture and Communities Committee after the Easter recess in April 2023.
19	Fire and Rescue Service	Annual plan	Executive	Jamie Macrae	Corporate Services	Annual	January 2024 Note: Responsibility for this will transfer to the Culture and Communities Committee after the Easter recess in April 2023.
20	Carbon Impact of the Council's International Travel	Annual Report	Executive	Claire Marion	Corporate Services	Annual	March 2023
21	End Poverty in Edinburgh Delivery Plan 2020-30	Annual Report	Executive	Chris Adams	Corporate Services	Annual	November 2023

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22	2030 City Target Monitoring Approach	Annual Report	Executive	Claire Marion	Corporate Services	Annual	November 2023
23	Appointments to Working Groups	Annual Report	Executive	Jamie Macrae	Corporate Services	Annual	June 2024
24	Corporate Performance updates	Bi-Annual Update	Executive	Edel McManus	Corporate Services	Bi-annual	March 2023
25	Annual Performance report and LGBF report	Annual	Executive	Edel McManus	Corporate Services	Annual	August 2023
26	Council Emissions Reduction Plan (CERP)	Annual Update	Executive	Claire Marion/Christine Downie	Corporate Services	Annual	November 2023
27	Edinburgh Economy Strategy	Annual Progress	Executive	Chris Adams	Place	Annual	May 2023
28	EIJBs Savings and Recovery Programme	Bi-annual Update	Executive	Judith Proctor	Chief Officer, Edinburgh Health and Social Care Partnership	Bi-annual	August 2023

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29	20-Minute Neighbourhoods	Annual Update	Executive	Gareth Barwell	Place	Annual	November 2023
30	Improving Accessibility and Inclusion for Edinburgh Citizens	Annual Update	Executive	Gareth Barwell	Place	Annual	June 2023
31	Energy Management System	Annual Update	Executive	Gareth Barwell	Place	Annual	January 2024

Recommendation

It is recommended that the highlighted reports be removed from the Work Programme – updates can be requested by members at any time.

Policy and Sustainability Committee Upcoming Reports

Appendix 1

Report Title	Directorate	Lead Officer
MAY 2023		
Substance Misuse	Corporate Services	Margaret-Ann Love
Grievance/AHB Policy	Corporate Services	Margaret-Ann Love
Whistleblowing Policy	Corporate Services	Margaret-Ann Love
Violence at Work/Managing Customer Contact in a fair way	Corporate Services	Margaret-Ann Love
Edinburgh Transient Visitor Levy – supporting proposals for revenue priorities	Place	Chris Adams
Impacts of poverty on women and girls in Edinburgh	Corporate Services	Chris Adams
Edinburgh Economy Strategy Annual Report	Corporate Services	Chris Adams
Adopting Definition of Islamophobia – Response to a motion By Councillor Kumar	Corporate Services	Karl Chapman
Night Time Coordinator – Response to a motion by Councillor Staniforth	Place	Nicky Brown

In-House Service Provision (Hard Facilities Management) - Response to motion by Councillor Day	Place	Mark Stenhouse
16 Days of Activism Against Gender-Based Violence	Chief Executive	Angela Voulgari
Edinburgh and Taiwan Partnership Links	Chief Executive	Nick Langan
Declaring a Nature Emergency – response to a motion by Councillor Parker	Place	David Givan
Edinburgh Integration Joint Board – Progress Report	Chief Officer, EHSCP	Judith Proctor
Risk Appetite Statement	Corporate Services	Chris Lawson
Transient Visitor Levy Progress Update	Corporate Services	Gareth Dixon / Chris Adams
Energy for Edinburgh – Option Appraisal	Place	Kyle Drummond
Local Government Benchmarking Framework 2021/22	Corporate Services	Edel McManus
Elected Members Overseas Travel Guidance	Corporate Services	Nick Langan
Monitoring Officer Report - Adults with Incapacity (following the fact finding investigation)	Chief Executive	Judith Proctor
AUGUST 2023		

Annual Performance Report and LGBF report	Corporate Services	Edel McManus
Endorsement of Plant-based Treaty – Response to Motion by Councillor Burgess	Corporate Services	Claire Marion/Christine Downie
In-House Service Provision (Hard Facilities Management) - Response to motion by Councillor Day	Place	Mark Stenhouse
Edinburgh Drug Consumption Room - Feasibility Study	Edinburgh Health and Social Care Partnership	David Williams
Edinburgh Integration Joint Board Savings and Recovery Programme Update	Edinburgh Health and Social Care Partnership	Judith Proctor
Consultation Policy	Corporate Services	Yvonne Gannon