

# Rolling Actions Log

## Policy and Sustainability Committee

24 October 2023

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1	17.11.22	<a href="#">City 2030 Net Zero Target Annual Report</a>	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 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.	Executive Director of Corporate Services	January 2024		<b><u>Update – October 2023</u></b>  Report now coming to Policy and Sustainability Committee in January 2024.
2	17.11.22	<a href="#">2030 Climate</a>	1) To note that on 14 <sup>th</sup>	Executive	December 2023		<b><u>Update – October</u></b>

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		<a href="#">Strategy – Environmental Assessment Consultation and Review</a>	<p>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 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</p>	Director of Place	February 2024		<p><b><u>2023</u></b></p> <p>A report on the future of Energy for Edinburgh was considered by Committee in August 2023, with a further report due early 2024. A report on on LHEES is due in December 2023.</p> <p><b><u>Update - May 2023</u></b></p> <p>1) An update on LHEES was included in the March 2023 Business Bulletin with the full report planned for October 2023.</p>

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			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 ESCOs and Local Authorities.				
3	17.11.22	<a href="#">Climate Change Adaptation Update – Response to Motions by Councillors Macinnes and Parker</a>	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	Executive Director of Corporate Services	December 2023		<b><u>Update – October 2023</u></b>  Report going to December P&S Committee – new title Climate Ready Edinburgh Plan for

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			affect different demographics differently, and that this be included in the draft version coming to committee in early 2023.				<p>Consultation</p> <p><b><u>Update – August 2023</u></b></p> <p>A business bulletin update will be provided as part of the August update; briefing is being prepared to share with members ahead of October P&amp;S.</p> <p><b><u>Update - May 2023</u></b></p> <p>A Business Bulletin update was provided as part of the March update; full report is planned for the August meeting of P&amp;S Committee.</p>
4	24.11.22	City of Edinburgh Council: <a href="#">Monitoring Officer Report - Adults with</a>	To note that a further detailed report would be submitted by the Chief Executive to the Policy and	Interim Chief Officer, Edinburgh Health and	January 2024		<p><b><u>Update October 2023</u></b></p> <p>Will come to</p>

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		<a href="#"><u>Incapacity</u></a>	<p>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 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>	Social Care Partnership			<p>committee in January 2024.</p> <p><b><u>Update August 2023</u></b></p> <p>Will come to committee on 24 October.</p> <p><b><u>Update - May 2023</u></b></p> <p>An independent review has been commissioned and it has been confirmed that the reviewer should have a report finalised by the end of June. On receipt of the findings of the review, a report will be submitted to Committee</p>
5	24.11.22	City of Edinburgh Council: <b>Social Security</b>	To request an update report to the next Policy and Sustainability Committee on	Executive Director of Place	14 December 2023		<p><b><u>Update – October 2023</u></b></p> <p>A briefing for Elected</p>

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		<b>Take-Up Strategy - Motion by Councillor Heap</b>	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				<p>Members has been arranged for 21 November 2023. This will be followed by a report to the Council on 14 December 2023, which addresses the request for information from this motion together with recent requests for information on welfare advice services.</p> <p><b><u>Update – March 2023</u></b></p> <p>A briefing session has been organised for the 23<sup>rd</sup> March to cover the Social Security Take-Up Strategy and other questions on benefits</p>
6	24.11.22	City of Edinburgh	To request officers to	Executive	March 2024		<b><u>Update – August</u></b>

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		Council: <b>Employee Volunteering Policy</b> - Motion by Councillor Bandel	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	Director of Corporate Services			<p><b><u>2023</u></b></p> <p>Colleagues have met with Cllr Bandel and have agreed the Employee Volunteering Policy will be incorporated into the revised Special Leave Policy expected at March 2024 P&amp;S Committee.</p> <p><b><u>Update - May 2023</u></b></p> <p>Colleagues are currently reviewing a number of employee policies and will provide an update in the business bulletin for the August 2023 meeting</p>
7	17.01.23	<a href="#"><u>Endorsement of Plant-based Treaty</u></a>	1) To request an update report on progress of	Executive Director of	January 2024		<b><u>Update – August 2023</u></b>

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		<a href="#"><u>- Response to Motion by Councillor Burgess</u></a>	<p>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 presented to Committee for decision within 3 cycles</p>	<p>Corporate Services</p> <p>Executive Director of Corporate Services</p>			<p>Colleagues have provided an update on August Business Bulletin; full report due at January 2024 P&amp;S Committee.</p> <p><b><u>Update - May 2023</u></b></p> <p>These are still on schedule for August 2023 meeting - report will now be titled Plant-Based Treaty Action Plan</p>
8	17.01.23	<a href="#"><u>In-House Service Provision (Hard Facilities Management) - Response to motion by Councillor Day</u></a>	<p>1) To note disappointment that the report did not reflect the Council Business Plan nor did it address the original motion.</p> <p>2) To request a report back in 2 cycles which addressed the</p>	<p>Executive Director of Place</p>	August 2024		<p><b><u>Update – August 2023</u></b></p> <p>An update has been included in the Business Bulletin for Committee in August 2023. It is anticipated that this work will take approximately one year to complete. An</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<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	October 2023		<p>update on action 4 will be circulated as soon as possible.</p> <p><b><u>Update May 2023</u></b></p> <p>This will be included in the report referred to under Para 3), scheduled to come to this Committee in August 2023.</p>

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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"> <li>- integration of the Council's AIMS;</li> <li>- completion of the organisational review of the current service;</li> <li>- janitorial upskilling programme</li> </ul>	Executive Director of Place			

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			<ul style="list-style-type: none"> <li>- BEMS monitoring and helpdesk in-house transfer</li> <li>- Review of fleet services support capacity</li> </ul> <p>and plans for updating Committee on progress made towards this work.</p>				
9	17.01.23 (Council – 09.02,23)	<a href="#"><u>Regional Prosperity Framework Delivery Plan</u></a>	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	October 2023		<p><b>Recommended for closure</b></p> <p>An update on the appointment of members for the Joint Committee is included in the Annual Report 2022/23 in October 2023.</p> <p><b><u>Update – August 2023</u></b></p> <p>An update is included</p>

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							<p>in the Business Bulletin for Committee in August 2023.</p> <p><b><u>Update - May 2023</u></b></p> <p>An update will be provided in the business bulletin for the August meeting of the committee.</p> <p><b><u>Update - February 2023</u></b></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>
10	09.02.23	City of Edinburgh Council: <b>Gender Recognition</b>	To recognise the importance of hearing more about the lived experience of trans	Executive Director of Corporate	October 2023		<b>Recommended for closure</b>

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		<b>Reform</b> - Motion by Councillor Mumford	people, and therefore agrees that the Council Leader should arrange a 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	Services			<p>Report on the agenda for the October 2023 Policy and Sustainability Committee</p> <p><b><u>Update – August 2023</u></b></p> <p>Colleagues are working with the Council Leader to attain feedback from a number of roundtable meetings. The report is expected at October P&amp;S Committee.</p> <p><b><u>Update - May 2023</u></b></p> <p>Work is progressing with officers supporting the Council Leader with the round table meeting having taken</p>

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							place late April.
11	09.02.23	City of Edinburgh Council: <b>Care Home Contracts</b> - Motion by Councillor Miller	<p>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 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</p>	Interim Chief Officer, Edinburgh Health and Social Care Partnership	October 2023		<p><b>Recommended for closure</b></p> <p>Details included in the Business Bulletin for October 2023.</p> <p><b><u>Update – August 2023</u></b></p> <p>Briefing will be included in next business bulletin.</p> <p><b><u>May 2023 Update</u></b></p> <p>Deferred to August 2023. The report was originally submitted to the Committee on 21 March 2023 when it was continued for 1 cycle of meetings</p>

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	21 .03.23		months. The report was continued to the next meeting of the Committee				
12	16.03.23	City of Edinburgh Council <b>Self Directed Support</b> – Motion by Councillor Nicolson	1) To request a further report in 1 cycle to the Policy and Sustainability Committee specifically outlining which Directorate's Budget was credited when Self Directed Support monies were unspent and 'clawed back' and details of the financial transaction.  2) To request that this report detail how the parameters of use for Self Directed Support could be made as broad as statutory	Interim Chief Officer, Edinburgh Health and Social Care Partnership	23 May 2023		<b>1, 2 and 3 closed 23 May 2023</b>

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			<p>guidance encourages, by delivering care and support through the widest means possible including options to support people with the cost-of-living crisis.</p> <p>3) To further request the report outline how the 'claw back' procedure could be developed to support assessors as currently no assurance could be given that every locality and practitioner followed the same process.</p> <p>4) To request a report to Policy and Sustainability Committee by September detailing:</p>	Interim Chief Officer, Edinburgh Health and Social Care	October 2023		<p><b>Recommended for closure</b></p> <p>On the agenda for the October 2023</p>

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			<p>a) potential solutions to reducing the amount of self-directed support money's clawed back from families through allowing spend on non-traditional approaches to care and respite;</p> <p>b) what training the council was providing those at each level of implementing SDS locally in terms of maximizing service user choice in this area.</p>	Partnership			meeting.
13	16.03.23	City of Edinburgh Council –	To request a report to Policy and Sustainability	Executive Director of	24 October		<b>Recommended for</b>

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		<b>Conservatives Voter ID Disenfranchisement Legislation</b> – Motion by Councillor Dobbin	<p>Committee in three cycles, setting out the impact of the Conservative’s voter ID disenfranchisement legislation, with information from the impact during May’s English local government elections.</p> <p>This should include:</p> <ul style="list-style-type: none"> <li>a) How Voter ID legislation will lower voter turnout, or participation rate.</li> <li>b) How the Council can use its communications to share information on new legislation and how it will impact voters ahead of time.</li> <li>c) How the Council can engage with Edinburgh</li> </ul>	Corporate Services	2023		<p><b>closure</b></p> <p>Report is on the agenda for the 24 October 2023.</p> <p><b><u>Update August 2023</u></b></p> <p>Colleagues are working on the report due at October Committee</p>

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			<p>constituents on their worries or concerns of Voter ID ahead of future elections</p> <p>This should further set out all actions being taken by the Edinburgh Returning Officer, valuation board and elections team to support people most at risk of losing their voting rights.</p>				
14	21.03.23	<a href="#">Risk Management Policy</a>	To agree to bring back the report for approval in two cycles, with a more detailed assessment of elected member involvement, roles, reporting and escalation following the workshop with GRBV members.	Executive Director of Corporate Services	October 2023		<p><b>Recommended for closure</b></p> <p>Report is on the agenda for the 24 October 2023.</p> <p><b><u>Update August 2023</u></b></p> <p>Report on work programme for October 2023 Committee</p>

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15	21.03.23	<a href="#">Extreme Heat, Climate Adaptation and Resilience</a>	<p>To request a briefing note in table format to cover, for each of these:</p> <p>a) Timescales for anticipated updates and/or review;</p> <p>b) Governance arrangements including committee reporting schedules and scrutiny; how the various strategies and policies interrelate; and relevant directorate leading on the work;</p> <p>c) How climate adaptation would be profiled within these strategies and/or policies as part of updates and/or review going forward.</p>	Executive Director of Corporate Services	October 2023		<p><b><u>Update – October 2023</u></b></p> <p>This has been delayed due to the massive undertaking associated with mapping all council strategies. An update will be circulated to members along with additional engagement sessions to detail embedding adaptation across council strategies.</p> <p><b><u>Update – August 2023</u></b></p> <p>Colleagues are still compiling information and advised briefing will be circulated by October committee meeting.</p>

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							<p><b><u>Update - May 2023</u></b></p> <p>The Policy team are working on this briefing note which will be circulated to members in June 2023.</p>
16	04.05.23	City of Edinburgh Council <u>Council Reporting</u>	To further request that, as part of the ongoing programme of work to review systemic discrimination within Council business practices and improve diversity, a report would come to Policy and Sustainability Committee in 2 cycles outlining a high-level workplan about how the Council could audit and improve accessibility within its communications both internally and externally.	Executive Director of Corporate Services	January 2024		<p><b><u>Update – October 2023</u></b></p> <p>The Executive Director of Corporate Services is leading a working group to review.</p>

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	22.08.23	Rolling Actions Log	To request details to be provided of the working group.	Executive Director of Corporate Services			
17	04.05.23	City of Edinburgh Council  <a href="#">Drug and Alcohol Recovery Services in Niddrie and Craigmillar</a>	1) To request a business bulletin update to Policy and Sustainability within one cycle as to the rationale behind a centralised Opiate Replacement Therapy service as opposed to more locality-based models.  2) Furthermore, to request a briefing session be offered to ward councillors and relevant group	Interim Chief Officer, Edinburgh Health and Social Care	23 May 2023		<b>Closed 23 May 2023</b>  <b>Recommended for closure</b>  Briefing took place 13 June 2023.

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			spokespeople to explore remaining barriers to people in Niddrie and Craigmillar accessing drug and alcohol support services locally.	Partnership Lead Officer			
18	04.05.23	City of Edinburgh Council  <b>Period Product Provision</b> – Motion by Councillor Bennett	Council requests a report to Policy and Sustainability Committee within 2 cycles detailing where such information was available:  a) Which areas of the city were reporting running out of products for those in need?  b) Which public buildings were seeing an increase in people taking free period products?	Chief Executive	December 2023		<b><u>Update – October 2023</u></b>  Authors have agreed with Cllr Bennet that the report will now come to December 2023 Policy and Sustainability Committee.  <b><u>Update – August 2023</u></b>  Working group has been established and work is ongoing to ensure we have input

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			<p>c) Which details the status of premises that provided free period products (i.e. were they open for staff, the public and whether hours of access were restricted to assess whether it was restriction of provision or access to buildings which was causing the problem).</p> <p>d) Widely publicise the link to the Hey Girls website where building managers could apply to become a community partner and access appropriate products.</p> <p>e) Which third sector organisations and</p>				from all stakeholders

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			<p>buildings were seeing an increase in people taking free period products.</p> <p>f) The possible costs associated with extension of provision.</p> <p>g) The possible costs associated with extension or provision of specifically biodegradable or reusable products?</p> <p>h) An application scheme for interested parties to receive products to distribute.</p> <p>The report should cover provision for key partners such as pantries, food</p>				

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			banks, and third sector organisations, where access to period products was a vital part of the support provided and where access had been limited since the Council's citywide roll out.				
19	04.05.23	City of Edinburgh Council <b>Crisis in NHS Dentistry – Motion</b> by Councillor Davidson	Council requests the Council leader writes to (a) the Scottish Health Secretary to request urgent action to tackle the lack of access to NHS dentists in Edinburgh and (b) the Edinburgh Integrated Joint Board to request a written update on the approach being taken to improve access to NHS dentistry in the city for consideration at a meeting of the Policy and Sustainability Committee within 2 cycles.	Council Leader  Interim Chief Officer, Edinburgh Health and Social Care Partnership Lead Officer	October 2023		b) <b>Recommended for closure</b>  Update included in the Business Bulletin for October 2023.
20	22.08.23	<a href="#">Business Bulletin</a>	1) To note that an	Executive Director of			<b>1) Recommended</b>

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			<p>interim briefing would be offered to members before the August committee meeting on MS Victoria.</p> <p>2) To note that the Chief Executive would provide an update on the International Travel strategy.</p>	<p>Place</p> <p>Chief Executive</p>			<p><b>for closure</b></p> <p>This briefing was circulated on 12 July 2023.</p>
21	23.05.23	<a href="#">Local Government Benchmarking Framework 2021/22</a>	To ask officers to investigate if homelessness indicators can be added to the Local Government Benchmarking Framework via the steering group and therefore be included as part of future reports.	Executive Director of Corporate Services	October 2023		<p><b><u>Update – October 2023</u></b></p> <p>Update included in the business bulletin.</p> <p><b><u>Update – August 2023</u></b></p> <p>Colleagues have advised homelessness indicators is on the agenda at the next</p>

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							steering group meeting which is to be held in October. Due to the number of apologies in the summer the previous group was postponed.
22	23.05.23	<a href="#">Response to Adopting Definition of Islamophobia Motion</a>	<p>1) To agree to the establishment of a short life Task and Finish Group to deepen the Council's understanding of the impacts of Islamophobia, and this group be formed of one councillor representative from each political group and at least three external representatives from the Muslim community.</p> <p>2) To agree to engage</p>	Executive Director of Corporate Services	October 2023		<p><b>Recommended for closure</b></p> <p>Report on the agenda for October's Policy and Sustainability Committee.</p> <p><b><u>Update - August 2023</u></b></p> <p>Islamophobia roundtable is due to take place on the 24<sup>th</sup> August; report coming to October 2023 P&amp;S Committee.</p>

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			<p>with council's BME staff network around Islamophobia.</p> <p>3) To agree to provide data around number of incidents reported based on racial prejudice.</p>				
23	23.05.2023	<a href="#">Response to motion by Councillor Nicolson – Keep Safe Spaces</a>	Officers to contact ward councillors about potential new safe space venues.	Executive Director of Place/Interim Chief Social Work Officer	January 2024		This action is currently being progressed and it is hoped to provide an update in advance of Committee in January 2024.
24	23.05.2023	<a href="#">Response to motion by Councillor Staniforth – Night Time Coordinator</a>	1) To agree to consult with the Night-Time Economy workforce and the wider sector and to carry out further analysis of the activities carried out by Night-Time Advisers in other	Executive Director of Place			

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			<p>cities.</p> <p>2) To agree to a further report in 3 cycles on how implementation of the recommendations in the 'Get Me Home Safely' campaign might be progressed.</p>		January 2024		
25	23.05.2023	<a href="#">The UK's Real Estate, Infrastructure and Investment</a>	To request a follow-up report providing full details of the event, including whether expected outcomes were achieved.	Executive Director of Place	October 2023		<p><b>Recommended for closure</b></p> <p>This report is included in the agenda for Committee on 24 October 2024.</p>
26	23.05.2023	<a href="#">Driving for the Council – Telematics Policy-</a>	1) To note a report would be presented to the Partnership at Work Forum and the Policy and Sustainability Committee in six months' time to	Executive Director of Place	January 2024		

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			<p>provide an update on the implementation of the policy and an update provided to the Policy &amp; Sustainability Committee in the business bulletin.</p> <p>2) To request a report to committee within 2 cycles outlining the steps that would be needed in order to produce an overarching telematics and digital surveillance policy for the Council, and how this could be incorporated into the current policy creation schedule.</p> <p>3) Additionally to request that a dashboard detailing information about requests be brought to the next Policy and Sustainability</p>		August 2023		<b>Closed 22.08.2023</b>

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			<p>Committee for the first year of the policy. This dashboard should include information about why the request was made and if it was granted, and details of the date, time, and concerned parties relating to the request; as far as was permissible under GDPR regulations. The covering report should outline how regular reporting was brought to committee (via Business Bulletin/email updates, etc.).</p> <p>4) Finally, to note that this policy “also covers any other system the Council may use which provides live data on Council vehicles</p>				

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			locations” and therefore to request a briefing note to Committee Members in advance of the next committee meeting detailing which other systems that would be impacted by this policy and the next steps and timescales for implementation.				
27	23.05.2023	<a href="#">Response to Scottish Government Community Wealth Building Consultation</a>	<p>1) To request a paper be brought within 2 cycles outlining the Council’s broad position on the introduction and streamlining of Duties, to enable Elected Members to consider whether this was still the correct position to be taking.</p> <p>2) Further to request a report within 3 cycles</p>	Executive Director of Corporate Services	January 2024		<p><b><u>Update – October 2023</u></b></p> <p>Report moved to January 2024 Policy and Sustainability Committee due to October’s large agenda.</p>

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			<p>setting out how the council was embedding and maximising a Community Wealth Building Approach across its work including but not limited to:</p> <ul style="list-style-type: none"> <li>• Relevant sections of the Economic Strategy and Business Plan</li> <li>• How CEC works with social enterprises and cooperatives</li> <li>• How food systems are currently, and could be in future, considered under CWB in Edinburgh</li> <li>• How procurement systems could be utilised to support a CWB approach</li> <li>• How CEC's</li> </ul>				

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			commitment to participatory budgeting interacts with CWB.				
28	23.05.2023	<a href="#">Harassment Policies – Amendment Update</a>	To confirm that a separate gender informed sexual harassment policy, with appropriate training and toolkits, was expected to be put in place within two years and to request that an update of progress towards that goal be provided to this Committee within 12 months.	Executive Director of Corporate Services	May 2024		
29	23.05.2023	<a href="#">Women’s Safety in Public Places</a>	1) To agree to liaise with officers designing the above lighting strategy and feed any relevant responses as outlined in paragraph 5.3 of the report, to address concerns raised and inform	Executive Director of Children, Education and Justice Services			

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			<p>innovative solutions as far as possible.</p> <p>2) To request that the Women’s Safety in Public Places Community Improvement Partnership engage with the officers and external agencies involved in the work around feminist town planning, a night-time coordinator post, and the Get Me Home Safely campaign, as this project progressed to ensure women’s safety in Edinburgh was embedded across all these strands of work.</p>				
30	23.05.2023	Motion by Councillor McKenzie – Care	1) To request that the Chief Executive	Chief Executive			<b>Recommended for closure</b>

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		Homes	<p>intervene to advocate for council policy by formally requesting that the IJB broaden the scope of the consultation, as originally approved on 13 December 2022, to include the development of options for replacement care provision in the event that any council care homes were decommissioned and the unions (Unison and GMB) should be invited to reconnect with the consultation process.</p> <p>2) To request a report from the IJB to this committee within 4 cycles outlining options for expanding council provision of long-term care, including upgrading existing care homes,</p>	Interim Chief Officer, Edinburgh Health and Social Care Partnership	March 2024		<p>As per August update below.</p> <p><b><u>Update – August 2023</u></b></p> <p>This is now superseded by the commissioning exercise agreed by the Edinburgh Integration Joint Board in June 2023 and the pausing of the consultation until the conclusion of that exercise.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>building new care homes and acquiring care homes from private providers.</p> <p>3) To request that the IJB explain the decision-making process around the consultation and why voting members of the Board weren't informed that the process would identify how to decommission care homes rather than focus on the future of Edinburgh's care homes.</p> <p>4) To request officers urgently communicate and engage with all affected care home residents, their families, and workers in these care homes</p>	<p>Interim Chief Officer, Edinburgh Health and Social Care Partnership</p> <p>Interim Chief Officer, Edinburgh Health and Social Care</p>			

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			to assure them of the council's policy of support for publicly owned and managed care homes, and that their feedback would be at the heart of all improvements made to long-term care.	Partnership			
31	01.06.23	City of Edinburgh Council  <b>EDI Training – Motion by Councillor Kumar</b>	1) Agrees to review our Equality and Diversity training, learning, and development practice and to consider changes, for example:  a) A programme of mandatory training to be completed over a three-year period completed both in-person and online.  b) Additional opportunities for in-person training to reflect on case	Executive Director of Corporate Services	October 2023		<b>Recommended for closure</b>  EDI Training updates have been incorporated into the Diversity and Inclusion Strategy Update Report going to October 2023 Policy and Sustainability Committee.  <b><u>Update – August 2023</u></b>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>studies and examples of unconscious bias training that can impact on how we develop policies, procurement, funding, design and deliver services.</p> <p>c) Ensures that lived experience is central to training, learning and development or redevelopment of policy</p> <p>d) Recognises the essential value of 'lived experience, therefore should explore services of organisations such as CEMVO Scotland, Multi-Cultural Family Base and others to provide training on behalf of the Council.</p> <p>2) Requests an update to be provided to</p>				<p>Presentation on EDI Training has been prepared to share at the Member /Officer equality meeting on 24 August for engagement with a view to taking report to P&amp;S in October.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			Policy and Sustainability Committee in 2 cycles detailing how the Council will review our training, learning and development practices as set out in point above, noting gaps and shortfalls, successes, financial implications and a timeline for future implementation.				
32	01.06.23	City of Edinburgh Council  <b>Celebrating Pride Month – Motion by Councillor Heap</b>	1) Agrees that this motion be referred to the Equality Working Group to allow officers the space to work with members on how we can create an inclusive council culture and a city where everyone feels like they can truly belong, including  (a) What progress on LGBTIQ+ equality	Executive Director of Corporate Services	End 2023		<b><u>Update – October 2023</u></b>  Work will be progressed with the Members and Officers Equalities Working Group with input from the STRIDE colleague network.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>has been made as part of the Council's Equality and Diversity Framework 2021-2025 so far;</p> <p>(b) And what future actions it will take as part of the Framework to advance LGBTIQ+ equality including (i) what can be done to support local pride activities across the city</p> <p>(c) How the Council works with Police Scotland to tackle LGBTIQ+ hate crime</p> <p>1) And requests the Group report on these issues and any others it considers important to the Policy &amp; Sustainability Committee (with the option for subsequent</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			referral to Full Council) by the end of the calendar year				
33	22.06.23	City of Edinburgh Council  <b>Supporting Community Climate Action</b> – Motion by Councillor Parker	Requests that:  1) Officers explore how the Council could support EVOC / SCCAN and community groups with “in-kind” support throughout the bid writing process to secure funding for the development of a Community Climate Hub.  2) Officers also explore through its estates teams if there are any central spaces which could be leased by the Community Climate Hub if it is successful in securing funding, as part of its commitment to delivering a net zero city by 2030  3) Officers report back on actions 1) and 2) at the next Climate and Sustainability APOG and the Policy and Sustainability Committee.	Executive Director of Corporate Services	October 2023		<b><u>Update – October 2023</u></b>  Colleagues have provided an update in the Business Bulletin.  <b><u>Update – August 2023</u></b>  Colleagues have provided a Business Bulletin item for Supporting Community Climate Action.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
34	22.08.23	<a href="#">Work Programme</a>	<p>1) To note that the Policy Assurance Statement – Legal and Assurance was due in December 2023.</p> <p>2) Officers to confirm when the Air Quality in Schools report, requested by committee on 17 January, would be submitted to committee.</p>	Executive Director of Place	<p>December 2024</p> <p>28 May 2024</p>		<p><b><u>1) Update October 2023</u></b></p> <p>The Advertising and Sponsorship Policy is currently being finalised and will be submitted to Committee as soon as possible on completion – update provided in the Strategy &amp; Communications Policy Assurance Report to October Meeting.</p> <p>A briefing note is being prepared for Committee on this.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
35	22.08.23	<a href="#">Business Bulletin</a>	<p>1) To request details of any acknowledgment received from Ministers to the letter sent by the Council Leader.</p> <p>2) To request details of feedback from the Sustainability and Climate APOG in relation to Supporting Community Climate Action.</p> <p>3) To request that future updates on the Local Government Benchmarking Framework are submitted as full reports.</p>	<p>Council Leader</p> <p>Executive Director of Corporate Services</p> <p>Executive Director of Corporate Services</p>			<p><b><u>1) Update – October 2023</u></b></p> <p>Officers have followed up with the Leader’s office and can confirm there has to date been no response to the letter.</p> <p><b>2) Recommended for Closure</b></p> <p>Officers have provided a business bulletin update.</p> <p><b>3) Recommended for closure</b></p> <p>Officers have confirmed that in future LGBF reports will be submitted to Executive Committees for scrutiny as opposed to using the business bulletin.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
37	22.08.23	<a href="#">A Visitor Levy for Edinburgh: Progress Update and Draft Proposal</a>	<p>1) To agree that officers should progress elected member workshops to develop a consensus where possible on the detail of how the proceeds of the visitor levy should be spent.</p> <p>2) To agree informal engagement with stakeholders around these parameters.</p> <p>3) To believe that the levy should be pitched at a similar level to other European cities but notes that a decision on this specific detail should come at a later date.</p> <p>4) To agree that this further report will also include scoping of additional charges possible within the</p>	Executive Director of Place	Ongoing		<p><b><u>Update – October 2023</u></b></p> <p>Officers have confirmed the redeployment update will now be included in the quarterly Workforce Dashboard reports.</p> <p>Officers are working on the report due at January 2024 Committee.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>remit of the scheme in line with the principles of the Amsterdam model where holiday rentals and short term lets pay 10% of turnover, either to be progressed concurrently with the general TVL scheme, or to be supplemented later</p> <p>5) To welcome the push back in the draft consultation response against the bill's 18-month implementation timescale and to agree that this should be communicated to the Scottish Government in the strongest possible terms.</p>				
38	22.08.23	<a href="#">Redeployment Update</a>	1) To request the Leader continues to highlight Edinburgh	Executive Director of			

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>as the lowest funded council in Scotland and argue for fair funding for the capital city.</p> <p>2) To note that there will be continued engagement with trade unions.</p> <p>3) To agree to receive a further report on the 23/24 budget within 2 cycles and to agree this report includes:</p> <ul style="list-style-type: none"> <li>• A full options appraisal of all additional actions now being taken to create in-year savings to fund the budget gaps from policies which have been reversed.</li> <li>• Equalities impact assessments for each of these actions</li> </ul>	Corporate Services			

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<ul style="list-style-type: none"> <li>• An explanation of the governance around the budget process, and the standing orders which apply to actions now being taken to reverse budget decisions and how all parties are able, equally, to utilise these.</li> <li>• A departmental breakdown of headroom within staff budgets.</li> </ul> <p>4) To request that the next revenue monitoring report at Finance &amp; Resources Committee explicitly outlines how this £600k saving will be delivered instead, and what democratic oversight Councillors will have or have had in relation to this to date.</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
39	22.08.23	<a href="#">Corporate Property Strategy</a>	<p>1) To request an update to be included in the business bulletin on any options to accelerate the use of renewables in both Council and Public Sector properties.</p> <p>2) To request an annual update report on the property strategy outlining via suitable indicators:</p> <ul style="list-style-type: none"> <li>• Running costs (energy, water, rates, maintenance)</li> <li>• Carbon expended</li> <li>• Electricity use</li> <li>• Estimate of any embedded carbon required</li> </ul> <p>Suitable summaries of the above should include as a minimum -</p>	Executive Director of Place	Ongoing		<p><b>Update – October 2023</b></p> <p>An update is included in the Business Bulletin in October 2023</p> <p>2) <b>Recommended for closure</b></p> <p>Added to the Committee Work Programme.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<ul style="list-style-type: none"> <li>• Totals across the whole estate;</li> <li>• The 10 most costly buildings to run in categories above;</li> <li>• The 10 most costly buildings per square metre of gross internal area.</li> </ul> <p>3) Officers to provide a high-level overview of the programme which would be developed if the Strategy is agreed, including an indicative list of buildings which are expected to require a project business case.</p> <p>4) Officers to either develop a fourth strategic theme of access and inclusion, or clearly show access and inclusion mainstreamed throughout the Strategy, acknowledging that the council's estate is</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>currently not fully accessible, the systemic and unacceptable exclusion this causes, and committing the Council to prioritizing actions to address this through this work.</p> <p>5) Officers to further develop the Net Zero Properties strategic theme to consider the overall impact of disposals or demolition for the city, and not just for the Council's own portfolio.</p>				
40	22.08.23	<a href="#">Energy for Edinburgh – options appraisal</a>	1) To agree the proposed final business case will be presented to committee in no later than 4 cycles, centering on a joint venture approach (9.18.2 in the report) to deliver a low-carbon heat energy production and/or	Executive Director of Place	Early 2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>distribution project within the city.</p> <p>2) To recommend that the Board explore the options for Heat Networks in more depth, including practical steps that can be taken. This could include dialogue with possible industry partners and similar organizations; also cost estimates and direct savings to the Council's energy costs should be considered.</p> <p>3) Suggests that the Board procures a secondment to EfE to develop the strategy in more depth.</p> <p>4) Suggests that the Board relieves the Council of the</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>company secretariat role and enables access to appropriate legal assistance.</p> <p>5) To ask the Board to exercise fiscal prudence by ensuring that outgoing costs match the company activity – such as audit costs.</p> <p>6) Agrees that immediately following the publishing of the Council's LHEES strategy, officers prioritise the development of a business case for Energy for Edinburgh to deliver heat network projects as soon as is feasible, both for existing developments and</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>new projects.</p> <p>7) Further agrees that officers explore options for how co-operative principles and community wealth building could be embedded into the company.</p>				
41	22.08.23	<a href="#">Edinburgh Integration Joint Board Savings and Recovery Programme 2022/23 Closure Report</a>	Officers to circulate responses to Councillor Miller's questions to the committee.	Interim Chief Officer, Edinburgh Health and Social Care Partnership			
42	22.08.23	<a href="#">Interim Chief Officer Update – Edinburgh Integration Joint Board/Edinburgh Health and Social Care Partnership</a>	<p>1) To agree to a detailed 6 monthly update report on the improvement plan within one cycle</p> <p>2) To agree the Council Leader would write to NHS Lothian to request:</p> <ul style="list-style-type: none"> <li>The number of</li> </ul>	Interim Chief Officer, Edinburgh Health and Social Care Partnership			

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>people waiting for a bed to become available to receive in-patient hospital care;</p> <ul style="list-style-type: none"> <li>• The number of people waiting to be admitted to hospital and are in receipt of a package of care at home;</li> <li>• The number of patients currently 'boarding' due to unavailability of a bed in the most suitable ward.</li> </ul>				
43	22.08.23	<a href="#">Castlegreen and North Merchiston Care Homes – Transfer Update</a>	Officers to provide a briefing note in relation to overpayment figures.	Interim Chief Officer, Edinburgh Health and Social Care Partnership	October 2023		<p><b>Update – October 2023</b></p> <p>Reflection session held on Monday 9 October and briefing note will be provided as soon as the feedback from the session has been</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
							summarised.
44	22.08.23	<a href="#">International Travel and Member Guidance</a>	To agree the form should be adjusted to include ferry travel as a listed travel mode, with CO2e emissions/km for foot passengers at 0.0187kg.	Executive Director of Corporate Services			
45	22.08.23	<a href="#">Edinburgh and Taiwan Visit Report and Activity</a>	<p>1) To agree that City of Edinburgh Council will work in partnership with Edinburgh International Festival, University of Edinburgh, Taiwanese officials and other stakeholders to develop a future programme of activity.</p> <p>2) To agree to work towards a memorandum of understanding between Taiwan and the appropriate city partners as</p>	Executive Director of Corporate Services	March 2024		<p><b><u>Update – October 2023</u></b></p> <p>Next update planned for Policy and Sustainability Committee March 2024</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			referenced in the report.				
47	22.08.23	<a href="#">The City of Edinburgh Council Gaelic Language Plan 2023-28 – Revised Draft</a>	<p>1) To agree that council will continue to engage with The Scottish Government, the Gaelic community in Edinburgh and other stakeholders to try to consider the best way to expand provision of GME at secondary level identify a site, and the requisite funding to deliver, a GME High School in Edinburgh , on the understanding that a GME High School in Edinburgh cannot be delivered without financial support and any available site options from the Scottish Government.</p> <p>2) To note that whenever new signage is installed or</p>	<p>Executive Director of Education, Children and Justice Services</p> <p>All Service</p>			<b>Update – October 2023</b>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>existing signage is replaced across the council estate and as part of council operations, the cost of installing Gaelic or bilingual signage will be investigated. Gaelic or bilingual signage will be installed where appropriate, especially where there is high footfall. Also, to encourage council ALEOs to adopt this policy.</p> <p>3) To agree that the Convener will write to the Scottish Education Secretary seeking clarity on what sites and funding the Scottish Government has available to deliver a GME high school in Edinburgh.</p> <p>4) To request an</p>	<p>Areas</p> <p>Convener</p>	<p>March 2024</p>		<p><b>Update – October</b></p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			additional report within 3 cycles progressing an action list of Gaelic signage in the city including place names, city transport infrastructure, schools and within and outside other Council buildings.	Executive Director of Corporate Services			<b>2023</b> Officers are producing a report expected at March 2024 Policy and Sustainability Committee
48	22.08.23	<a href="#">Edinburgh Community Climate Fund</a>	<p>1) To request a Business Bulletin update in two cycles on the Improvement Plan, addressing in particular plans for an improved registration experience for voters, which was deemed 'poor' by one in three users, and proposed strategies for better inclusion of underrepresented groups in participatory budgeting.</p> <p>2) To resolve that</p>	Executive Director of Corporate Services	January 2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>identifying funding for the Community Climate Fund will be considered as part of the budget process with the aim of making it a regular annual event, including consideration of expanding the fund going forward.</p> <p>3) To agree that officers engage with relevant community groups and the Community Climate Hub to redesign aspects of the processes behind the fund, based on feedback gathered this year.</p>				
49	22.08.23	<a href="#">Declaring a Nature Emergency</a>	<p>1) To note that officers would come back to the committee to clarify details of the pact.</p> <p>2) To request a briefing</p>	Executive Director of Place	January 2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			note to outline where particular skill / capacity gaps lie in the Council currently; what specific additional training or posts are required to remedy this; the costs associated with these and details about whether funding for all current key posts for delivering work to tackle the Nature Emergency is permanent or temporary.				
50	22.08.23	<a href="#">Heat Networks and Building Assessment Reports</a>	1) To agree that the Council should write to the Scottish Government requesting to be designated the consent authority for Edinburgh, with the timing of the request to be agreed with Scottish Government	Executive Director of Place	August 2024		<b>Update – October 2023</b>  An update is included in the Business Bulletin for Committee on 24 October 2023.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>officials.</p> <p>2) To agree that a report should be produced within 2 cycles to:</p> <ul style="list-style-type: none"> <li>• Develop a Council policy for the consenting of heat networks in Edinburgh - this is to include reasons for granting or revoking licences etc</li> <li>• Indicate resource implications as a consent authority</li> <li>• Identify any gaps or uncertainties in the guidance and regulations for</li> </ul>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>heat network developers</p> <ul style="list-style-type: none"> <li>Show options for dissemination of heat network information to interested parties eg BARs</li> </ul>				
51	22.08.23	<a href="#">Policy for Supporting Adult Carers and Caring Relationships</a>	To agree to ongoing monitoring of this new policy, noting in particular the challenges outlined in the report such as capacity to deliver support for carers and the need for effective communications with carers about support options, to inform the next review of the policy.	Interim Chief Officer, Edinburgh Health and Social Care Partnership			<p><b>Recommended for closure</b></p> <p>These points will be reflected in the Short Breaks Implementation Plan. Officer met Councillor Miller week beginning 9 October 2023.</p>
52	22.08.23	Emergency Motion by Councillor Miller – Circumstances	1) To note that committee members and stakeholders have questions	Interim Chief Officer, Edinburgh			<b>Update October 2023</b>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		surrounding the consultation on the future of care homes and the EIJB strategy.	<p>arising from the briefing note and may wish to instruct additional actions.</p> <p>2) To request a short report to the Edinburgh Integration Joint Board in one cycle, summarizing the review and the actions arising.</p>	Health and Social Care Partnership			A report will be submitted to the November EIB meeting.
53	31.08.23	<p>City of Edinburgh Council</p> <p>Motion by Councillor Campbell - Edinburgh Leisure Must Pay the Real Living Wage – see <a href="#">Agenda front sheet</a></p>	Council instructs the chief executive to bring a report in two cycles to Policy and Sustainability which sets out the levers available to the council currently to ensure that all ALEOs pay the real living wage, and a plan for how this can be embedded in shareholder agreements as these are updated through the governance work being done on ALEO reform. Additionally, this report should set out the levers available to the council to ensure that ALEOs are in line with other	Chief Executive	January 2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			key council commitments including those around equality and access, workers' rights, and the climate and nature emergencies				