

Rolling Actions Log

Policy and Sustainability Committee

12 March 2024

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1	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 towards this action at Policy and	Executive Director of Place	December 2023		1) Closed 9 January 2024 The LHES was approved by Committee on 15 December 2023.

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			<p>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 ESCOs and Local</p>		June 2024		<p><u>Update January 2024</u></p> <p>There is an action in the LHESS to assess the potential role for Energy for Edinburgh Limited as part of the LHESS office. It is anticipated that this will be completed in Q2 2024.</p>

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			Authorities.				
2	24.11.22	City of Edinburgh Council: Monitoring Officer Report - Adults with Incapacity	<p>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 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</p>	Interim Chief Officer, Edinburgh Health and Social Care Partnership	March 2024		<p>Recommended for closure</p> <p>Report on the agenda for 12 March 2024</p> <p><u>Update October 2023</u></p> <p>Will come to committee in January 2024.</p> <p><u>Update August 2023</u></p> <p>Will come to committee on 24 October.</p> <p><u>Update - May 2023</u></p> <p>An independent review has been commissioned and it has been confirmed that the reviewer should have a report</p>

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			the following meeting of full council.				finalised by the end of June. On receipt of the findings of the review, a report will be submitted to Committee
3	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	March 2024		<p><u>Update – August 2023</u></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&S Committee.</p> <p><u>Update - May 2023</u></p> <p>Colleagues are currently reviewing a number of employee</p>

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							policies and will provide an update in the business bulletin for the August 2023 meeting
4	17.01.23	<u>In-House Service Provision (Hard Facilities Management) - Response to motion by Councillor Day</u>	<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 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</p>	Executive Director of Place	August 2024		<p><u>Update – March 2024</u></p> <p>A Business Bulletin update is being prepared for Committee in April/May 2024.</p> <p><u>Update – August 2023</u></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 update on action 4 will be circulated as</p>

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			<p>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 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</p>				<p>soon as possible.</p> <p><u>Update May 2023</u></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>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 - BEMS monitoring and helpdesk in-house transfer - Review of fleet services support capacity <p>and plans for updating Committee</p>				

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	09.01.24	Rolling Actions Log	<p>on progress made towards this work.</p> <p>To request that the briefing note setting out the timetable for continuing work around in-sourcing of hard facilities management be circulated as soon as possible.</p>	Executive Director of Place	May 2024		
5	21.03.23	Extreme Heat, Climate Adaptation and Resilience	<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</p>	Executive Director of Corporate Services	Spring 2024		<p><u>Update – January 2024</u></p> <p>Officers are working on a comprehensive update due to be circulated during the CRE Plan consultation period as this is the best way to capture all adaptation activity across the Council. The consultation will run from mid-January to early April.</p>

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			<p>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>				<p><u>Update – October 2023</u></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><u>Update – August 2023</u></p> <p>Colleagues are still compiling information and advised briefing will be circulated by October committee meeting.</p>

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							<p><u>Update - May 2023</u></p> <p>The Policy team are working on this briefing note which will be circulated to members in June 2023.</p>
6	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	May 2024		<p><u>Update – January 2024</u></p> <p>Report coming to March 2024 Committee titled Accessibility of Council Information.</p> <p><u>Update – October 2023</u></p> <p>The Executive Director of Corporate Services is leading a working group to</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			review.
7	04.05.23	City of Edinburgh Council Period Product Provision – 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?	Executive Director of Education, Children and Justice Services	May 2024		<u>Update – March 2024</u> Report deferred to May 2024. <u>Update – October 2023</u> Authors have agreed with Cllr Bennet that the report will now come to December 2023 Policy and Sustainability Committee. <u>Update – August</u>

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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>				<p><u>2023</u></p> <p>Working group has been established and work is ongoing to ensure we have input from all stakeholders</p>

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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.				
8	04.05.23	City of Edinburgh Council Crisis in NHS Dentistry – Motion 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) Closed 3 October 2023 Update included in the Business Bulletin for October 2023.
9	22.08.23	Business Bulletin	1) To note that an	Executive Director of			1) Closed 3 October

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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>3) To agree that details of the timescale for the development of the Direct Payments Policy would be circulated.</p> <p>4) To note officers were preparing a briefing note on additional resources and training required in relation to the Biodiversity Strategy</p>	<p>Place</p> <p>Chief Executive</p>			<p>2023</p> <p>This briefing was circulated on 12 July 2023.</p> <p>2) Recommended for closure</p> <p>There is no standalone strategy for International Travel – the International Travel Guidance Policy update was considered by P&S in August 2023. Officers will be developing and refreshing the current international Framework during this administration term, and there is also the annual CEC Emissions report which includes International travel emissions.</p>

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			and that this would be circulated in the next week.				
10	23.05.23	Local Government Benchmarking Framework 2021/22	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><u>Update – October 2023</u></p> <p>Update included in the business bulletin.</p> <p><u>Update – August 2023</u></p> <p>Colleagues have advised homelessness indicators is on the agenda at the next steering group meeting which is to be held in October. Due to the number of apologies in the summer the previous group was postponed.</p>
11	23.05.2023	Response to motion by Councillor	Officers to contact ward councillors about potential	Executive Director of	June 2024		This action is currently being

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		Nicolson – Keep Safe Spaces	new safe space venues.	Place/Interim Chief Social Work Officer			progressed and it is hoped to provide an update in advance of Committee in January 2024.
12	23.05.2023	Response to Scottish Government Community Wealth Building Consultation	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.	Executive Director of Corporate Services	March 2024		<p>1) Recommended for closure</p> <p>Report on the agenda for March 2024.</p> <p><u>Update – January 2024</u></p> <p>Report has been deferred to March 2024 under the new title of Alignment of Policy Duties.</p> <p><u>Update – October 2023</u></p> <p>Report moved to January 2024 Policy and Sustainability Committee due to</p>

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			<p>2) Further to request a report within 3 cycles 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"> • Relevant sections of the Economic Strategy and Business Plan • How CEC works with social enterprises and cooperatives • How food systems are currently, and could be in future, considered under CWB in Edinburgh 		January 2024		October's large agenda.

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			<ul style="list-style-type: none"> • How procurement systems could be utilised to support a CWB approach • How CEC's commitment to participatory budgeting interacts with CWB. 				
13	23.05.2023	Harassment Policies – Amendment Update	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		
14	23.05.2023	Women's Safety in Public Places	1) To agree to liaise with officers designing the above lighting strategy and feed any relevant	Executive Director of Children, Education and Justice	March 2024		<p>Recommended for closure</p> <p>Report on the agenda for 12 March 2024.</p>

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			<p>responses as outlined in paragraph 5.3 of the report, to address concerns raised and inform 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</p>	Services			

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			these strands of work.				
15	01.06.23	City of Edinburgh Council Celebrating Pride Month – Motion by Councillor Heap	<p>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</p> <p>(a) What progress on LGBTIQ+ equality 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</p>	Executive Director of Corporate Services	March 2024		<p><u>Update – January 2024</u></p> <p>Officers are working on a report titled Pride Motion due to come to March 2024 Policy and Sustainability Committee.</p> <p><u>Update – October 2023</u></p> <p>Work will be progressed with the Members and Officers Equalities Working Group with input from the STRIDE colleague network.</p>

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			<p>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 & Sustainability Committee (with the option for subsequent referral to Full Council) by the end of the calendar year</p>				
16	22.06.23	<p>City of Edinburgh Council</p> <p>Supporting Community Climate Action – Motion by Councillor Parker</p>	<p>Requests that:</p> <p>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</p>	Executive Director of Corporate Services	October 2023		<p><u>Update – October 2023</u></p> <p>Colleagues have provided an update in the Business Bulletin.</p> <p><u>Update – August</u></p>

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			<p>of a Community Climate Hub.</p> <p>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</p> <p>3) Officers report back on actions 1) and 2) at the next Climate and Sustainability APOG and the Policy and Sustainability Committee.</p>				<p><u>2023</u></p> <p>Colleagues have provided a Business Bulletin item for Supporting Community Climate Action.</p>
17	22.08.23	Work Programme	<p>1) To note that the Policy Assurance Statement – Legal and Assurance was due in December 2023 and that the Advertising and Sponsorship Policy would be submitted separately.</p>	Executive Director of Corporate Services	March 2024		<p><u>1) Update January 2024</u></p> <p>The Advertising and Sponsorship Policy is currently being finalised and will be submitted to Committee in March 2024.</p>

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			2) Officers to confirm when the Air Quality in Schools report, requested by committee on 17 January, would be submitted to committee.		28 May 2024		<p>2) Closed 9 January 2024</p> <p>A briefing note was circulated to Committee on 08.11.2023.</p>
18	22.08.23	Business Bulletin	<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</p>	<p>Council Leader</p> <p>Executive Director of Corporate Services</p> <p>Executive Director of Corporate Services</p>			<p>1) Update – October 2023</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>2) Closed October 2023</p> <p>Officers have provided a business bulletin update.</p> <p>3) Closed October 2023</p> <p>Officers have confirmed that in</p>

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			Framework are submitted as full reports.				future LGBF reports will be submitted to Executive Committees for scrutiny as opposed to using the business bulletin.
19	22.08.23	A Visitor Levy for Edinburgh: Progress Update and Draft Proposal	<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</p>	Executive Director of Place	August 2024		<p><u>March 2024 – Update</u></p> <p>An update on the feedback received through recent engagement is included on the agenda for Committee on 12 March 2024. It is currently anticipated that a final proposal for approval to proceed with consultation will be submitted in August 2024.</p>

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			<p>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 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</p>				

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			be communicated to the Scottish Government in the strongest possible terms.				
20	22.08.23	Redeployment Update	<p>1) To request the Leader continues to highlight Edinburgh 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"> A full options appraisal of all additional actions now being taken to create in-year 	Executive Director of Corporate Services	Update required		<p><u>Update – October 2023</u></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>

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			<p>savings to fund the budget gaps from policies which have been reversed.</p> <ul style="list-style-type: none"> • Equalities impact assessments for each of these actions • 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. • A departmental breakdown of headroom within staff budgets. <p>4) To request that the next revenue monitoring report at Finance & Resources Committee explicitly</p>				

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			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.				
21	22.08.23	Energy for Edinburgh – options appraisal	<ol style="list-style-type: none"> 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 distribution project within the city. 2) To recommend that the Board explore the options for Heat Networks in more depth, including practical steps that can be taken. This 	Executive Director of Place	June 2024		<p><u>Update – January 2024</u></p> <p>Following approval of the LHESS in December 2023, the business case will be developed as outlined in the LHESS.</p>

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			<p>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 company secretariat role and enables access to appropriate legal assistance.</p> <p>5) To ask the Board to exercise fiscal prudence by ensuring that</p>				

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			<p>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 new projects.</p> <p>7) Further agrees that officers explore options for how co-operative principles and community wealth building could be embedded into</p>				

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			the company.				
22	22.08.23	Edinburgh Integration Joint Board Savings and Recovery Programme 2022/23 Closure Report	Officers to circulate responses to Councillor Miller's questions to the committee.	Interim Chief Officer, Edinburgh Health and Social Care Partnership			Recommended for closure Circulated on 26 February 2024.
23	22.08.23	Interim Chief Officer Update – Edinburgh Integration Joint Board/Edinburgh Health and Social Care Partnership	<ol style="list-style-type: none"> 1) To agree to a detailed 6 monthly update report on the improvement plan within one cycle 2) To agree the Council Leader would write to NHS Lothian to request: <ul style="list-style-type: none"> • The number of people waiting for a bed to become available to receive in-patient hospital care; • The number of people waiting to be admitted to hospital 	Interim Chief Officer, Edinburgh Health and Social Care Partnership			1) Recommended for closure Progress report was submitted to committee on 24 October 2023.

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			<p>and are in receipt of a package of care at home;</p> <ul style="list-style-type: none"> The number of patients currently 'boarding' due to unavailability of a bed in the most suitable ward. 				
24	22.08.23	Castlegreen and North Merchiston Care Homes – Transfer Update	Officers to provide a briefing note in relation to overpayment figures.	Interim Chief Officer, Edinburgh Health and Social Care Partnership	October 2023		<p>Update – January 2024</p> <p>Reflection session held on Monday 9 October, the reflections/close report has been drafted and is due to be considered by the Corporate Leadership Team and sessions will be arranged with elected members after this for consideration.</p> <p>Update – October 2023</p>

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							Reflection session held on Monday 9 October and briefing note will be provided as soon as the feedback from the session has been summarised.
25	22.08.23	International Travel and Member Guidance	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			
26	22.08.23	Edinburgh and Taiwan Visit Report and Activity	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	Executive Director of Corporate Services	March 2024		<u>Update – October 2023</u> Next update planned for Policy and Sustainability Committee March 2024

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			<p>activity.</p> <p>2) To agree to work towards a memorandum of understanding between Taiwan and the appropriate city partners as referenced in the report.</p>				
27	22.08.23	The City of Edinburgh Council Gaelic Language Plan 2023-28 – Revised Draft	<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</p>	Executive Director of Education, Children and Justice Services			

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			<p>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 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</p>	<p>All Service Areas</p> <p>Convener</p>			

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			<p>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 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.</p>	Executive Director of Corporate Services	March 2024		<p>Update – October 2023</p> <p>Officers are producing a report expected at March 2024 Policy and Sustainability Committee</p>
28	22.08.23	Edinburgh Community Climate Fund	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	Executive Director of Corporate Services	January 2024		<p><u>Update – January 2024</u></p> <p>Update included in the Business Bulletin</p>

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			<p>users, and proposed strategies for better inclusion of underrepresented groups in participatory budgeting.</p> <p>2) To resolve that 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</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			this year.				
29	22.08.23	Declaring a Nature Emergency	<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 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.</p>	Executive Director of Place	March 2024		<p>Recommended for closure</p> <p>This briefing was shared with Committee around 02.02.2024.</p>
30	22.08.23	Heat Networks and Building Assessment	<p>1) To agree that the Council should write to the Scottish</p>	Executive Director of	August 2024		Update – October 2023

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		Reports	<p>Government requesting to be designated the consent authority for Edinburgh, with the timing of the request to be agreed with Scottish Government officials.</p> <p>2) To agree that a report should be produced within 2 cycles to:</p> <ul style="list-style-type: none"> • Develop a Council policy for the consenting of heat networks in Edinburgh - this is to include reasons for granting or revoking licences etc • Indicate resource implications as a consent 	Place			An update was 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>authority</p> <ul style="list-style-type: none"> Identify any gaps or uncertainties in the guidance and regulations for heat network developers Show options for dissemination of heat network information to interested parties eg BARs 				
31	22.08.23	Emergency Motion by Councillor Miller – Circumstances surrounding the consultation on the future of care homes and the EIJB	1) To note that committee members and stakeholders have questions arising from the briefing note and may wish to instruct	Interim Chief Officer, Edinburgh Health and Social Care Partnership			<p>Recommended for closure</p> <p>Report was submitted to the EIJB on 16 November 2023.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		strategy.	<p>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>				<p>Update October 2023</p> <p>A report will be submitted to the November EIB meeting.</p>
32	31.08.23	<p>City of Edinburgh Council</p> <p>Motion by Councillor Campbell - Edinburgh Leisure Must Pay the Real Living Wage – see Agenda front sheet</p>	<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 key council commitments including those around equality and access,</p>	Chief Executive	June 2024		<p>Update – February 2024</p> <p>A briefing note on this matter was issued in January 2024. For changes to be fully embedded into all relevant documentation will require changes to be made using the ALEO Governance Framework. Work has commenced on this framework and is expected to report to Council in June 2024</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			workers' rights, and the climate and nature emergencies				
33	24.10.23	End Poverty in Edinburgh Annual Progress Report	<p>1) Agrees the third annual progress report against Council and partnership actions in response to the findings of the Edinburgh Poverty Commission, subject to action plans being provided as part of the "Progress and Priorities" section to:</p> <ul style="list-style-type: none"> • Improve pupil attendance rates at school which has worsened since the end of the pandemic, especially for secondary school pupils; • Restore advice services to an appropriate capacity within six months (at 	Executive Director of Corporate Services	October 2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>least 2019/20 levels) using Council Advice Shop and any new partnership actions with a new KPI introduced that measures the implementation of the overall advice strategy. This to be reported to Committee at an appropriate point to provide assurance of progress and to include a report on the outcome of the commissioned review of welfare rights and debt advice services which is apparently complete but no projected impact, indication of additional improvement/change or resolution of the single advice brand discussion is provided within this</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>annual progress report.</p> <p>2) Requests that the planned workshops to be progressed during 2024 include</p> <p>2.1 Exploration of how commitments to a just transition can help poverty reduction in Edinburgh, particularly looking at entry-level green jobs and jobs in low-carbon industries like care work;</p> <p>2.2 Exploration of the varying impact of poverty on different groups of people, particularly those with protected characteristics, and how our response to poverty in Edinburgh can be understood through an intersectional lens</p> <p>2.3 Exploration of how other Council strategies relating to climate mitigation, climate adaptation and health and</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>social care interrelate with actions under the End Poverty in Edinburgh strategy, including how these can also be understood through an intersectional lens</p> <p>3) To request that invitees to those workshops include:</p> <p>3.1 Organisations focusing on groups of people with protected characteristics including Scottish Women's Budget Group, the Muslim Women's Resource Centre and One Parent Families Scotland, Inclusion Scotland and People First</p> <p>3.2 Trade Unions and Tenant / Community Unions including Living Rent</p> <p>4) Notes with specific concern issues around digital inclusion, recognising that groups more likely to experience</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			poverty can be disproportionately affected by this, and agrees that, as part of wider work looking at access and inclusion across Council services, this issue is given particular consideration.				
34	24.10.23	Council Emissions Reduction Plan – Annual Progress Report	1) Agrees to change targets in relation to fleet proposed in paragraph 4.28 and retains the existing recycling target, with a SMART target to be reported to Committee within one cycle) and that a report be provided to the Transport and Environment Committee, detailing how lessons about increased recycling rates can be gathered and implemented from	Executive Director of Place	November 2024		<p><u>1) January 2024 - Update</u></p> <p>An update on the fleet targets is included in the Business Bulletin for Committee on 09.01.2024. The report on recycling is currently on the forward plan for Transport and Environment Committee in April 2024. An update on setting a SMART target will follow</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>practice in other UK urban areas with much better rates such as Newport (Wales), Cardiff, Bath, Chester and Kingston-upon-Hull</p> <p>2) Notes that there will be a report to Committee in November 2024 following an exercise to review and prioritise actions based on three years of learning since the CERP was agreed.</p> <p>3) Agrees that, where appropriate, this report will also include new actions to eradicate or significantly reduce the emissions gap to net zero which currently exists in the CERP, and that the report will be supplemented with a</p>				Transport and Environment Committee.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>clear strategy to finance these actions, including a commitment to resourcing this strategy at a corporate level.</p> <p>4) Also agrees that, where appropriate, this prioritisation exercise will also overlay considerations of other relevant climate, nature, poverty and health strategies to ensure joined up thinking, and be in line with a climate justice approach.</p> <p>5) Finally, agrees that, in advance of the report being published, all of this should be discussed at the Sustainability and Climate & Nature Emergencies APOG,</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			including more regular reviews of progress against actions sitting under the CERP.				
35	24.10.23	Adult Support and Protection and Social Work & Social Care Inspections Improvement Plan: Progress Report	<p>1) Noting the format and content of this first update report, requests officers prepare future update reports to include the following:</p> <p>a) Delivery timelines for tangible changes showing current position</p> <p>b) Recommendations if required to bring progress from Red / Amber to Green</p> <p>c) Challenges or issues which require committee scrutiny or attention.</p> <p>2) Notes that multiple committees will receive update</p>	Chief Officer, Edinburgh Health and Social Care Partnership	March 2024		<p>Recommended for closure</p> <p>Report on the agenda for 12 March 2024.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			reports on the improvement plan but that different committees / bodies have different remits. Therefore, if the same report is to be submitted to each committee / body, requests that a short clarifying covering note is included to assist committee members and officers when preparing and scrutinizing reports to enable each committee to deliver its role in the overall governance.				
36	24.10.23	Forth Green Freeport – Outline Business Case	1) To agree to support the submission of the Outline Business Case (OBC) based on the parameters set out in this report and the Executive Summary, subject to the full OBC being circulated to all	Executive Director of Place	Ongoing		<u>Update – January 2024</u> The Council approved the appointment of the Council Leader to represent the Council on the Forth Green Freeport Governance

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>Committee members prior to submission to ensure compliance with the terms of this report.</p> <p>2) To note that a summary of the Full Business Case is planned to be presented to Committee in early 2024 with a data room provided for members prior to committee.</p> <p>3) To request that the interim governance board should have a place for the trade unions.</p> <p>4) To agree that the planned annual update report to GRBV should also be submitted to the cross party elected member sounding board and should</p>				<p>Board.</p> <p>3) Closed 9 January 2024</p> <p>The Forth Green Freeport Governance Board has a seat for a worker's representative.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>include full details of any reported non-compliance against the Investment Principles and any variance in the NDR revenue received against forecast.</p> <p>5) To agree that the “Social Impact Key Performance Indicators” due to be set by the Forth ‘Green’ Freeport Board will be shared with Committee via a Business Bulletin update as soon as they are agreed, and that the annual update report to GRBV also includes performance measures against these.</p>				
37	24.10.23	Sponsorship of non-UK nationals	1) To agree that guidance will be developed on the Council’s approach to	Executive Director of Corporate			

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>sponsorship and this this will be reviewed annually, or sooner where there are material changes issued by UK Visas and Immigration (UKVI).</p> <p>2) Agrees in tandem to the recommendations of this report being implemented, that a further report is brought to Policy and Sustainability Committee in 2 cycles outlining support, including signposting, advice and direct support, that can be made available to any Council employee experiencing visa issues who may not qualify for sponsorship, as part of the finalised guidance</p>	Services	March 2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
38	24.10.23	Diversity and Inclusion Strategy Update	<p>1) To request a Business Bulletin update in 6 months on the proposals – and any agreed actions – on options to extend part-time or otherwise flexible working to a wide range of posts, and options on how to diversify the workforce at senior levels, as outlined in paragraph 4.4.5 of the report.</p> <p>2) To note that a work programme for the Equalities Working Group is still to be set and a request for a mapping of equalities work in the Council remains outstanding from February 2023. To consider these two pieces of work to be key to Elected Members’</p>				<p><u>Update January 2024</u></p> <p>Officers are working on a business bulletin update.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			understanding of and engagement in a successful diversity and inclusion strategy and therefore requests they are completed and shared as soon as possible.				
39	24.10.23	Gender Recognition Reform	<p>1) To request that an update on this work is brought to the Policy & Sustainability Committee in one year including signposting to where the 'areas for further work' are being progressed in the programme of work for the Members Equality Working Group or as part of the Council's Equality and Diversity Framework.</p> <p>2) To note that a work programme for the Equalities Working</p>	Executive Director of Corporate Services	October 2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			Group is still to be set and a request for a mapping of equalities work in the Council remains outstanding from February 2023. To consider these two pieces of work to be key to the success of this work, and therefore request they are completed and shared as soon as possible.				
40	24.10.23	Islamophobia – update on engagement	<p>1) To agree that the corporate equalities team now undertake further work with services as to what more the Council can do to tackle Islamophobia.</p> <p>2) To agree that this work should be reported through the Members Equalities Working Group and returned to Policy and Sustainability for</p>	Executive Director of Corporate Services			

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>discussion once an action plan has been developed.</p> <p>3) To note that a roundtable discussion has taken place with diverse representatives from Council and charities.</p> <p>4) To note that significant issues were raised around training for teachers and other professionals in schools to be able to effectively deal with racism and discrimination.</p> <p>5) To agree that officers will explore these issues in discussion with Education services and Members Equalities Working Group.</p> <p>6) To note that a work</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>programme for the Equalities Working Group is still to be set and a request for a mapping of equalities work in the Council remains outstanding from February 2023. To consider these two pieces of work to be key to Elected Members' understanding of and engagement in a successful action plan for tackling Islamophobia and therefore request they are completed and shared as soon as possible.</p>				
41	24.10.23	Preparation for the implementation of Photographic Voter ID at UK Parliamentary Elections	<p>1) To agree the Convener will write to the UK Government relevant Ministers to again protest the UK Governments voter exclusion tactics citing the mounting evidence of voters</p>	Convener			

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>having their voting rights denied due to the policy of voter suppression.</p> <p>2) To request that the next iteration of the communication plan explicitly references which groups are being targeted with each activity and how equality will be mainstreamed throughout general communications, and that this plan is communicated to Committee.</p>	Executive Director of Corporate Services			
42	24.10.23	Annual Policies Update – Strategy and Communications	1) To note that in October 2022, following a motion agreed at Full Council, Council “Recognise[d] the contradiction between the Council’s declaration of a Climate Emergency and the	Executive Director of Corporate Services	March 2024		<p><u>Update – January 2024</u></p> <p>Officers are working on the Advertising and Sponsorship Policy Report due to come to committee in March 2024.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>continued advertising of environmentally damaging goods and services in Edinburgh”.</p> <p>2) Therefore, to welcome forthcoming changes to the Advertising and Sponsorship policy to strengthen sustainability and low carbon considerations, and note that this will be brought to committee for approval in January 2024.</p> <p>3) To request that officers engage with groups in advance of this meeting to explore the scope and ambition of the new policy, including how it compares to versions of ethical advertising and sponsorship policies</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			passed in other Councils.				
43	02.11.23	<p>City of Edinburgh Council: Future Relationship with EIJB – Motion by Councillor Macinnes</p> <p>See Agenda front sheet</p>	<p>To request that CEC officers closely examine the IJB Scheme of Delegation and all partnership arrangements and produce a report for the January meetings of both Policy & Sustainability Committee and Finance & Resources Committee, highlighting key issues and recommendations on:</p> <ul style="list-style-type: none"> i) How to increase financial transparency for both CEC officer selected members, and the public for the future. ii) Whether changes are required to the original integration scheme to create better understanding of where all responsibilities lie, why that is so and 	Chief Officer, Edinburgh Health and Social Care Partnership	January 2024		<p>Recommended for closure</p> <p>Report was submitted to the January 2024 committee.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>where the financial responsibility for services lie.</p> <p>iii) How governance can be structured to benefit all parties and to permit this kind of dialogue. Also, how the Council can make its collective voice heard on IJB matters.</p> <p>iv) Detailed lists of which services fall under the responsibility of CEC or NHS Lothian and why.</p> <p>v) Proposals for more effective reporting into CEC committees (F&R in particular but not exclusively).</p> <p>vi) How Council can support IJB to develop and implement the medium term financial plan, but also a</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>general shift away from short term thinking and into a system-analysis model of prevention and investment.</p> <p>viii) How we can better recognise the positive impacts of Council social care and other expenditure on measures that reduce NHS costs and therefore the contribution to IJB outcomes.</p> <p>ix) How to develop an effective, ongoing 2 way conversation between Council including elected members and the IJB. Recommendations on whether, and how, the Scheme of Delegation or other process documents needs to be updated.</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			That in producing this report there should be full engagement with elected members, IJB, trade unions and with NHS Lothian.				
44	02.11.23	City of Edinburgh Council: 16 Days of Action on Gender-based Violence – Motion by Councillor Watt See Agenda front sheet	To request a report a Business Bulletin item to Policy and Sustainability Committee in three cycles detailing the results of the event and collating what work is being done across the Council.	Executive Director of Corporate Services	28 May 2024		
45	15.12.23	Draft Climate Ready Edinburgh Plan for Consultation	To note that officers would engage with members about potentially expanding the section on health sectors beyond NHS Lothian.	Executive Director of Place	February 2024		Recommended for closure This action has been progressed, with a health workshop with healthcare providers set up as part of the consultation process. Engagement with members will take place over the coming

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
							weeks to ensure all views and suggestions are captured
46	15.12.23	Edinburgh Local Heat and Energy Efficiency Strategy and Delivery Plan	Officers to recirculate the briefing note on hydrogen.	Executive Director of Place	December 2023		Recommended for closure This information was circulated on 18.12.2023.
47	09.01.24	Best Value Review Update	<p>1) Requests that the next report in 6 months time sets out a high-level action plan including target completion dates for future actions which will address each Best Value Assurance Audit Review recommendation.</p> <p>2) Committee notes with regret that over three years since the report was published, and despite the interim</p>	Executive Director of Corporate Services	Update req		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>monitoring process, the Council:</p> <p>a) still does not have a Workforce Plan that sets out the number and types of posts and skills necessary in different roles to meet its service delivery objectives within budget alongside a transition plan to achieve this;</p> <p>b) has not yet implemented a strategic approach to self-evaluation;</p> <p>c) has not provided members with training on delivering strategic change to meet Best Value objectives;</p> <p>d) has closed actions on Community Engagement without delivering any actions</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>to improve communication of the results and responses to consultations:</p> <p>e) has not yet ensured the Edinburgh Partnership has a clear performance and progress reporting system working to clear targets.</p> <p>3) Committee agrees that these issues should now be considered for urgent resolution with an accelerated delivery programme, and work showing achievement of delivery of the recommendations should be reported to Committee prior to the end of June 2024.</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
48	09.01.24	Plant-Based Treaty Action Plan	Committee asks officers to explore whether the University of Edinburgh's methodology can be used to include carbon emission information for school meal choices and other Council catering outlets, and report back on options and costs via a future business bulletin to Policy & Sustainability committee.	Executive Director of Corporate Services			
49	09.01.24	Future Relationship with EJB	<p>1) The further work indicated at 4.16 will result in a specific briefing to Group Leaders and finance party spokespeople by end January, outlining all outcomes of this work ahead of the CEC 24/25 budget process, including the results of the Internal Audit.</p> <p>2) That under the Next Steps outlined at 5.1 the results of the</p>	Executive Director of Corporate Services / Chief Officer, Edinburgh Integration Joint Board			

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>EIJB governance review and decision-making should be the subject of a briefing to members to the Policy and Sustainability and Finance and Resources Committees to ensure that there is a clear understanding within the Council of the implications of that review.</p> <p>3) To request that that when the report from Internal Audit is submitted to the Governance, Risk and Best Value Committee, there be a recommendation included to state “with the expectation that it then be referred to the Policy and Sustainability Committee”.</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>4) Notes that current budgeting practices are documented as diverging from governance and asks that this discrepancy between governance and practice be examined through the appropriate workstreams.</p> <p>5) Notes that Integration Authorities rely on partners for capital budgets, and asks that the processes around capital budgeting and capital strategy for health & social care be documented in the appropriate workstreams.</p> <p>6) Committee suggests the review, revision and adoption of the Integration Scheme to be complete by</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>September 2024, subject to Scottish Government engagement.</p> <p>6) To request a briefing note providing detailed lists of which services fall under the responsibility of CEC or NHS Lothian and why, as requested in the cross-party motion agreed by Full Council on 2 November 2023.</p>				
50	09.01.24	City-wide Carbon Emissions and 2030 Climate Strategy update	<p>1) Agrees that the scale and importance of this challenge requires a review of the Climate Strategy implementation plan, attempting to set out new ways of unlocking barriers to the delivery of high impact actions.</p> <p>2) Agrees that any such</p>	Executive Director of Corporate Services			

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>review should set out realistic and achievable timescales for the implementation of the strategy given available technology, funding and physical implementation capacity, including the overall 2030 target, in order to be open and honest with the public regarding what the Council can achieve and setting this within the national and international context.</p> <p>3) To request a briefing note providing further information on the Climate Intelligence Service.</p> <p>4) To request a briefing note on the current piece of work being undertaken with the University of</p>				

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			Edinburgh to improve supply chain locally and regionally.				
51	09.01.24	Night Time Coordinator	<p>1) Agrees that trade unions, particularly those involved in hospitality, are included in the key stakeholders being engaged in this ongoing work, including the NTW forum</p> <p>2) Agrees that a key aspect of the position should be in making Edinburgh's night-time economy accessible and safe for all, and that this should be included in any role description with a particular focus on women's safety.</p> <p>3) To request that further examples of best practice from other local authorities</p>	Executive Director of Place	Summer 2024		<p><u>Update – March 2024</u></p> <p>Action 2 – the Council agreed funding for a Night Time Co-ordinator position as part of the budget for 2024/25. This is now being progressed.</p> <p>3) Recommended for closure</p> <p>This information was</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			be circulated.				circulated on 23.01.2024.
52	09.01.24	Corporate Property Strategy Update	<p>1) Welcomes the introduction of accessibility surveys across the estate to inform the Corporate Property Strategy and requests:</p> <ul style="list-style-type: none"> • a timetable for this work and information about which buildings will be prioritized for these surveys in the first instance and why, to be shared in the Business Bulletin within the next 6 months • that annual progress updates on this work are included in the annual updates of the Corporate Property Strategy Action Plan already due to be presented to Policy & 	Executive Director of Place	June 2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>Sustainability Committee</p> <p>2) Committee requests the Executive Director of Place to provide Committee within two cycles information about the current utilisation of the Council estate and where that utilisation does not meet satisfactory levels, what plans he has for disposal, or alternatives, of those specific parts of the estate.</p>		23 May 2024		
53	09.01.24	Advice Shop Service Delivery Update	Requests an update report once the full 12 months of output data for year 23/24 is available.	Executive Director of Place	August 2024		
54	09.01.24	Edinburgh Leisure and the Real Living Wage	Committee asks that officers should fully explore how their recommended budget proposals for 2024/25 can provide the necessary uplift in Edinburgh Leisure	Executive Director of Place	February 2024		<p><u>Recommended for closure</u></p> <p>The Council agreed funding for Edinburgh</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			funding so that current service levels to the public are maintained.				Leisure as part of the budget setting process for 2024/25.
55	09.01.24	Internal Audit Open and Overdue Internal Audit Actions – Performance Dashboard as at 31 October 2023	Committee notes with concern the outstanding action arising from audit CF2003 ‘Health & Safety – Managing Behaviours of Concern July 2021’ and asks for members to be briefed on completion.	Executive Director of Corporate Services			
56	08.02.24	City of Edinburgh Council: Safe Consumption Room and Community Drug Checking Facilities – Motion by Councillor McKenzie See Agenda front sheet	Agrees: 1) The feasibility study will be published in full on the Council’s website by the end of 9 February 2024. 2) A report containing the feasibility study and next steps will come to the next meeting of the Policy & Sustainability Committee on 12 March, allowing for public discussion and	Chief Officer, Edinburgh Health and Social Care Partnership	9 February 2024 12 March 2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>scrutiny.</p> <p>3) The Council Leader will request an urgent meeting with the Minister for Drugs and Alcohol Policy, including the health spokespeople or a nominated councillor from each party, to discuss the feasibility study and to identify funding sources.</p> <p>4) The outcome of this meeting will be included in the report to the Policy & Sustainability Committee on 12 March.</p>	Convener	12 March 2024		
57	08.02.24	<p>City of Edinburgh Council: Edinburgh as a Fair Trade City – Motion by Councillor Cameron</p> <p>See Agenda front</p>	Agrees to add an update to the Policy and Sustainability business bulletin on progress in implementing the 'Fair Trade Policy Statement' of 2021 within three cycles	Executive Director of Corporate Services	TBC		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		sheet					
58	08.02.24	<p>City of Edinburgh Council: Forth Green Freeport - Non-Domestic Rates Relief Funds – Motion by Councillor Nols-McVey</p> <p>See Agenda front sheet</p>	<p>1) Notes that at the most recent FGFP Sounding Board, consideration was made to eligible areas of spend for non-domestic rates, based on guidance from the Scottish Government. Given this, officers set out proposals on how funding might be utilised, including; housing for workers, coastal infrastructure works, investment in the development of new workspaces, programmes aimed at addressing skills gaps and a community benefit fund.</p> <p>2) Agrees the Final Business Case will be presented to the Policy and</p>	Executive Director of Place	Ongoing		Development of the Forth Green Freeport Final Business Case is on-going.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			Sustainability Committee in March when an officer assessment will be provided of indicated areas of future spend for any retained uplift in non-domestic rates realised by the Council.				
59	08.02.24	City of Edinburgh Council: Building Risk at Anchorfield – Motion by Councillor Nols-McVey See Agenda front sheet	Council would like to thank the residents for their cooperation at this difficult time and agrees that the Council Leader arrange a community meeting to speak through any concerns with residents and local members, and that an update is provided in the report to the Policy and Sustainability Committee.	Convener / Executive Director of Place	May 2024		