

Corporate Policy and Strategy Committee

9 August 2016

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1	06.11.12	The Future Management and Ownership of Easter Craiglockhart Hill Local Nature Reserve (LNR) – motion by Councillor Burns (Agenda for 6 November 2012)	To provide information on the possibility of community ownership and management of the woodland and open space in the area in the longer term and how this might be achieved, with ownership transferring to the Council as an interim measure, with a view to the eventual transfer of ownership and management, to a community organisation.	Executive Director of Place	Spring 2017		The agreement was to transfer the land “once the Council was satisfied with the landscaping works in the woodland areas (within 12 months of the start of the site development)”. There has been some confusion regarding this, as some work commenced in 2015, however, it wasn’t enough work to fulfil the

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
							<p>“notice of initiation” which would kick start the “formal commencement of work”.</p> <p>In short, the contractors initial notice of initiation is now void and they will be required to submit another one. Once that has been submitted and approved then formal commencement of work can take place.</p>
2	22.01.13	Welfare Reform - Further Update	To ask the Director to provide members with update briefings on a regular basis.	Acting Executive Director of Resources	Ongoing		Bi monthly updates to the Committee. Changed to quarterly reports on 30 September 2014.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
3	12.05.15	Follow-up Report 2014 Edinburgh People Survey	To request that regular reports are made to the relevant Committees on each of the areas of concern detailing improvements and that the Transport and Environment Committee considers how street cleanliness can be measured because current measures show a static or improving situation whilst the survey shows growing dissatisfaction with the cleanliness of streets.	Chief Executive	Date to be confirmed		The draft 2015 survey has been issued for consultation. Following an initial overview report to this Committee, specific reports will be submitted to the Executive committees. The one for the Transport and Environment Committee will address the issue of street cleanliness measurement.
4	12.05.15	Physical Activity for Health Pledge	To note that an update on progress will be presented to this Committee in May 2016.	Chief Officer, Edinburgh Health and Social Care Partnership	October 2016		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
5	09.06.15 Minute of 9 June 2015 (items 6 and 16) 01.09.15	Safecall CEC 114 - Update Report on Management Action B Report	<p>1) To note the report by the Chief Executive and to accept all the recommendations in Appendix 2 and that progress on their implementation be reported to the Education, Children and Families Committee.</p> <p>2) To recognise that no further disciplinary action would be instigated in relation to these matters until all relevant information was available.</p>	Chief Executive		1 March 2016 (Education, Children and Families Committee)	The Education, Children and Families Committee on 1 March 2016 agreed to close Action (1), having considered this Education Complaints Improvement Update report.
				Chief Executive	Date to be confirmed		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			3) To agree that a further report would thereafter be considered by Committee advising of any further management action.	Chief Executive	Ongoing		
6	09.06.15	Sustainable Edinburgh 2020 Annual Report 2014-15	To acknowledge the work programme for SE2020 for the coming year 2015/16, and add a request to the Edinburgh Sustainable Development Partnership that a clear Action Plan setting out aims, objectives, targets, timescales and responsibilities from the present to 2020 be developed and presented as soon as possible.	Chief Executive	Autumn 2016		The Partnership's 2015/16 Action Plan can be found HERE . Future updates will be reported to Committee, in tandem with the development of the new Community Plan.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
7	04.08.15	Policies - Assurance Statement	To note that a further report on wider Council policies would be submitted to Committee in due course.	Acting Executive Director of Resources	Ongoing		Policies are reviewed on an ongoing basis. Policies Assurance Statements are produced when there are little or no changes proposed to a policy.
8	04.08.15	Common Good Assets Register	<p>1) To note that further reports would be brought to Committee:</p> <p>a) once Scottish Ministers' guidance about common good registers had been issued; and</p> <p>b) to consider the implications arising from</p>	Acting Executive Director of Resources	Autumn 2016		<p>Scottish Ministers guidance is not expected until summer 2016.</p> <p>Reports to Committee will not be able to be submitted until Q3 2016 earliest. Consequently, completion of the register itself will not take place until sometime 2017.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>compliance with the Land Registration (Scotland) Act 2012.</p> <p>2) To note that the common good definition in Section 3 of the report by the Acting Director of Services for Communities was not intended to be exclusive and that there would be clarification of the definition with the next report to Committee.</p>				
9	29.09.15	Citywide Review of Council-owned Sports Facilities and Services - Key Findings and Recommendations	To request a progress report within six months, including a timeline for a phased changeover.	Acting Executive Director of Communities and Families	17 May 2016	17 May 2016	This action was closed on 17 May 2016

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
	17.05.16	Citywide Review of Council Owned Sports Facilities and Services	To instruct a further report to be presented to the Committee on 14 June 2016 detailing the proposed way forward and timetable.	Acting Executive Director of Communities and Families	14 June 2016	14 June 2016	This action was closed on 14 June 2016
	14.06.16	Business Case for the Management Transfer of Secondary School Sport Facilities to Edinburgh	To note the progress made by officers and Edinburgh Leisure in creating a joint detailed specification and business case as soon as finalised, as per the recommendations of the Committee on 28 September 2015, and agree that these and details of the change programme would be reported to Committee by Autumn 2016.	Acting Executive Director of Communities and Families	Autumn 2016		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
10	29.09.15	Managing Customer Contact in a Fair and Positive Way - Annual Review	To agree to receive an annual update.	Chief Executive	Ongoing		
11	29.09.15	Public Bodies Climate Change Duties Report 2014-15	To note the omission from the Council's Climate Change Duties Report of any carbon reduction projects and therefore request an update report on these projects once they were devised.	Chief Executive	Ongoing		
12	03.11.15	Carbon, Climate & Sustainability Policies - Assurance Statement	To agree to update the Fair Trade and Resource Use Policy for Committee consideration within 12 months	Chief Executive	November 2016		
13	03.11.15	ICT Acceptable Use Policy - Annual Review	To note that the next review should be undertaken with a view to reporting to Committee in November 2016.	Chief Executive	November 2016		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
14	01.12.15	E-cigarettes (Vapourisers) - Update on Health Considerations	<p>1) To note that any material changes which developed, such as Scottish or UK Government advice or significant public health research findings, would be reported to Committee, together with any implications for the Smoke Free Policy.</p> <p>2) To note that an annual report on the policy would be provided by the end of 2016 which should explicitly highlight any developments on e-cigarettes with regard to additional evidence on health issues.</p>	Acting Executive Director of Resources	6 December 2016		
				Acting Executive Director of Resources	6 December 2016		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
15	23.02.16	Avoidance of Bullying and Harassment at Work Policy - Review	To note that the next review should be undertaken with a view to reporting to Committee in February 2017.	Acting Executive Director of Resources	February 2017		
16	12.04.16	2015 Edinburgh People Survey Headline Results	To note that an update would be provided in 6 months as part of the Council's Business plan.	Chief Executive	October 2016		
17	17.05.16	Welfare Reform - Update	To request that the findings and recommendations of the review into welfare advice services be then reported to this Committee.	Acting Executive Director of Resources	Ongoing		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
18	14.06.16	Locality Working - Progress Report	To call for a report back to the Corporate Policy and Strategy Committee at the appropriate time in consultation with Councillor Main and other elected members on the locality working governance issues raised	Executive Director of Place	Ongoing		