

Corporate Policy and Strategy Committee

7 August 2018

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	Autumn 2018		This report is going to be reported to the South West Locality Committee in autumn 2018 – update to be provided after this.

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2	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 recognise that no further disciplinary action would be instigated in relation to these matters until all relevant information was available.</p> <p>2) To agree that a further report would thereafter be considered by Committee advising of any further management action.</p>	Chief Executive Chief Executive	December 2018 December 2018		A report will be brought back to Committee once the ongoing due legal process is concluded.
3	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 compliance with</p>	Acting Executive Director of Resources	December 2018		An update on the Register of Common Good Assets was included in the Business Bulletin for 15 May.

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	24.01.17		<p>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> <p>3) To call for an update on the progress of the transfer of land from the Sasines Register to comply with the Land Registration (Scotland) Act 2012.</p>				Letter outlining the Council position circulated by email to members on 19 October 2017 – closed.
4	04.10.16	Business Case for the Management Transfer of Secondary School Sports Facilities to Edinburgh	That an update report be submitted to Committee in 6 months.	Acting Executive Director of Communities and Families	January 2019		Financial validation is required – needs to be considered by CLT before coming back to Committee as an

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		Leisure – Progress Report					update report.
5	08.11.16	Unaccompanied Asylum Seeking Children	To note that the city had been asked to consider involvement in a national UASC dispersal scheme and that detailed financial modelling was currently being undertaken with a view to bringing a report back to Committee, hopefully before Christmas.	Chief Social Work Officer	On hold		<p>The Committee on 6 December 2016 asked that a report be submitted to the meeting on 24 January 2017. The report related to a national UASC dispersal scheme which, at the time it was written, was expected to be implemented imminently. It has since emerged that there is no legal basis for a national transfer scheme so the report is on hold whilst that legal aspect is confirmed by the Home Office.</p> <p>There has been no</p>

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							movement or discussion between the Scottish and UK governments about this. A report will be brought to Committee as soon as progress is made.
6	06.12.16	New Performance Management Framework and Policy	To request a review of the Policy after one year of operation (April 2018).	Acting Executive Director of Resources	August 2018		Recommended for closure – this report was considered by Finance and Resources Committee in June 2018 – see hyperlink above, with the recommendations being approved.
7	24.01.17	Strategy and Insight Sustainability Policies - Assurance Statement	To agree that the Fair Trade Policy and Resource Use Policy would be reviewed in light of new legislation and Council structures and reported to Committee for	Chief Executive	August 2018		Recommended for closure – will be integrated with the update of sustainable procurement policy (led by procurement).

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			approval within 12 months				
8	03.10.17	Welfare Reform Update	<p>1) To agree that officers would provide Power to the People with the Homelessness and Housing Council Policy.</p> <p>2) To note that the Homelessness and Housing Senior Support Manager would arrange to meet with people experiencing temporary accommodation issues.</p> <p>3) To agree that the Customer Manager would liaise with the Advice Services Team about the restructure of the service and the impact of a reduction</p>	<p>Executive Director of Resources</p> <p>Head of Safer and Stronger Communities</p> <p>Executive Director of Resources</p>	<p>December 2017</p> <p>December 2017</p> <p>October 2018</p>		<p>1) The policy was provided electronically in December 2017 – closed.</p> <p>2) Meeting held with Power to the People on 6 December 2017 and update provided to Members on 11 December 2017 – closed.</p> <p>3) The impact of a reduction on resources had not yet been considered through the Advice Review. A full Equalities and Rights Impact</p>

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			<p>on resources and the capacity of the service to give advice, and whether the 70% success rate of people appealing against the benefits decisions was being fed back to the Department of Work and Pensions (DWP).</p> <p>4) To provide Councillors with a projection of the number of Universal Credit (UC) claimants after it was rolled out to everyone.</p>	Executive Director of Resources	October 2018		<p>Assessment would be carried out when the new model for advice services was finalised. Service aims to conclude review by the summer with a new model in place for October 2018. There will be internal provision and tendered for contracts, looking at locality based face to face provision. DWP are fed back on decisions regularly as this is a statutory requirement for appeals tribunal service.</p> <p>4) DWP have not provided projected figures at this time due to the delay in</p>

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							full service implementation. Update contained in report in February as to the changes to UC.
9	03.10.17	Public Bodies Climate Change Duties Report 2016-17	To request a report to committee on the outcome of the review of governance intended to assist in identifying and implementing carbon reduction projects.	Head of Strategy and Insight	August 2018 Committee		Recommended for closure – this action has been superseded by the decision taken at the June meeting of Full Council to work with EICC to look at our approach to sustainability and climate change in the round. The scope of this work will include governance.
10	05.12.17	Edinburgh Schools Inquiry	<p>1) To note the intention to report further within 12 months, including key completion dates.</p> <p>2) Members would be advised when building completion certificates</p>	Chief Executive	December 2018		

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			had been issued for the Royal High School and Craigmount High School.				
11	27.02.18	Welfare Reform – Update	<p>1) To agree in principle to withdraw paper application forms for Housing Benefit/Council Tax Reduction in favour of a digital only application, subject to a further report on the consultation/impact assessment, and final decision by this committee.</p> <p>2) To request further information in the next report to Committee on the number of people refused short term benefit advances by the DWP</p>	Executive Director of Resources	<p>15 May 2018</p> <p>August 2018</p>		<p>This information was not available on DWP information sites. However, a Freedom of Information Request has been submitted by the team requesting:-</p> <ul style="list-style-type: none"> • Number of Benefit Advances Received per Edinburgh Job Centre, split for UC and 'other' Working Age Benefits • Number of Benefit Advances Refused per Edinburgh Job

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							<p>Centre, split for UC and 'other' Working Age Benefits</p> <p>This has been submitted now, but they have 40 days to respond.</p> <p>An update is included as part of the Welfare Reform report to Committee in August 2018.</p>
12	27.02.18	Full Cost Charges in Care Homes for Older People Managed by the Council	<p>1) To request a Briefing Note on the full charging structure and methodology for Council-managed care homes.</p> <p>2) To request a report back to Committee in 12 months on the impact.</p>	Chief Officer, Edinburgh Health and Social Care Partnership	<p>July 2018</p> <p>February 2019</p>		Briefing Note circulated on 27 July 2018.

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13	27.02.18	Champion Mayors Coalition for Inclusive Growth	To request an update report on the benefits of membership in 12 months	Chief Executive	February 2019		
14	27.02.18	Implementing the Programme for the Capital: Council Performance Framework 2017-22	To note the intention to report back to Committee in 6 months, including refined targets and timescales, baseline figures and considerations by Executive Committees.	Chief Executive	7 August 2018		Recommended for closure – on the agenda for 7 August 2018.
15	03.10.17	Europe – motion by Councillor Day (Agenda for 3 October 2017)	To instruct the Chief Executive to report in one cycle, with proposals to implement the following measures: <ul style="list-style-type: none"> • Providing welcome and advice services to EU nationals in Edinburgh (as well all those from outside the EU who come to the Capital). • Working with key 	Chief Executive	7 August 2018		Recommended for closure – on the agenda for 7 August 2018.

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			<p>employers in the city, such as finance, legal services, universities, NHS, to help recruitment and retention.</p> <ul style="list-style-type: none"> Working to resist barriers to travel with the EU, to promote those coming to Edinburgh to study and visit. Keeping close links with cities across Europe, in particular our twin and partner cities, and with EU institutions. 				
16	29.06.17	<p>City of Edinburgh Council Motion by Councillor Miller – Attracting and Retaining Carers</p> <p>(Agenda for 29</p>	1) Agrees to call for a report into the improvements including pay and conditions that could attract and retain care	Chief Officer, Edinburgh Health and Social Care Partnership			

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		June 2017)	workers, in comparison to other employment options, and meet the shortfall in care provision, taking into account the results of the research. 2) To instruct officers to remit the report to the Integration Joint Board and Corporate Policy and Strategy Committee for further scrutiny.				
17	24.08.17	City of Edinburgh Council Motion by Councillor Jim Campbell – Principles – Service Improvement and Information Sharing (Agenda for 24	1) Council instructs the Chief Executive to review and report on (a) how applications for permissions and licenses are shared with Councillors, Officers and members of the Public; and (b) potential improvement to that process.	Executive Director of Place			Recommended for closure – on the agenda for 7 August 2018.

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		August 2017)	<p>2) The scope of information to be reviewed in the report must include, but is not limited to, the valid application and granting of:</p> <p>(a) Planning applications;</p> <p>(b) Road Construction Consents (RCCs) applications;</p> <p>(c) Building Warrant applications;</p> <p>(d) Transport Regulation Orders (TROs);</p> <p>(e) Temporary Transport Regulation Orders (TTROs);</p> <p>(f) Roads awaiting adoption;</p>				

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			<p>(g) Liquor Licence applications;</p> <p>(h) Gambling Licence applications; and</p> <p>(i) Civic Licence applications.</p> <p>3) The report should consider:</p> <p>(a) areas of duplication and the streamlining of information;</p> <p>(b) the extension of access to information;</p> <p>(c) the needs of Customers, Community Councils, Councillors, Officers, third party interests, and the general public; and</p> <p>(d) the frequency of</p>				

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			<p>information being updated and available.</p> <p>4) The report should be submitted to the Corporate Policy and Strategy Committee by August 2018.</p>				
18	23.11.17	<p>City of Edinburgh Council Motion by Councillor Day – Fireworks</p> <p>(Agenda for 23 November 2017)</p>	<p>Calls for the Chief Executive to report to the February meeting of the Corporate Policy and Strategy Committee on:</p> <p>1) working with the Scottish and Westminster Governments to consider options for better control of the sale of fireworks to individuals; and</p> <p>2) encouraging organised and licensed community firework</p>	Executive Director of Place			Recommended for closure – on the agenda for 7 August 2018.

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			and bonfire events.				
19	14.12.17	City of Edinburgh Council Motion By Councillor Aldridge – Short Term Lets (Agenda for 14 December 2017)	<p>Council instructs officers to prepare a report to be considered by the Corporate Policy and Strategy Committee within one cycle setting out:</p> <ol style="list-style-type: none"> 1) The impact of the growth of short terms lets on Edinburgh’s tourism economy and on the quality of life for Edinburgh residents; 2) What legislative powers the Council currently has to regulate the short term letting element of the private rented housing sector; 3) What steps the short terms letting sector is 	Executive Director of Place			Recommended for closure – on the agenda for 7 August 2018.

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			<p>taking to self regulate;</p> <p>4) The performance of the Council's Landlord Registration Scheme;</p> <p>5) The growth in numbers of short term let properties in Edinburgh;</p> <p>6) Recommendations on how the Council can address the issues arising from the impact of the growth of the short term letting sector on Edinburgh residents quality of life and the Edinburgh economy.</p>				
20	14.12.17	City of Edinburgh Council Motion By Councillor Doggart – Data Driven Community	Requests the Chief Executive presents to the Corporate Policy and Strategy Committee within two cycles an outline plan on how data innovation	Chief Executive (Head of Strategy and Insight)			Recommended for closure – on the agenda for 7 August 2018.

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		Empowerment (Agenda for 14 December 2017)	could be used to: <ul style="list-style-type: none"> Foster greater participation in public decision making, as proposed in section 10 of the Community Empowerment (Scotland) Act 2015, both in the making of decisions and in the building of communities Drive efficiencies in the delivery of Council services 				
21	01.02.18	City of Edinburgh Council Motion By Councillor Mowat – Edinburgh’s Christmas and Hogmanay 2017/18 (Agenda for 1	Council requests that the review of the contract for Edinburgh’s Christmas and Hogmanay should recognise that the implementation of this contract cuts across many council functions and services and should be	Executive Director of Place	2020		The contract is not up for renewal until 2020.

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		February 2018)	considered at the Corporate Policy and Strategy Committee.				
22	15.05.18	Armed Forces Reservists	To request further information on (a) the number of Edinburgh Council reservists compared with other local Scottish authorities, and (b) the gender profile of the Council's reservists.	Chief Executive	Not specified	30 May 2018	Recommended for closure – briefing note from the Head of Human Resources circulated on 30 May 2018.
23	15.05.18	Welfare Reform – Update	<ol style="list-style-type: none"> 1) To agree to circulate the impact assessment in relation to the removal of paper-based benefit forms. 2) To agree that a paper would be brought to the next Welfare Reform Working Group on the shortfall between Local Housing Allowance and the private rents. 	Executive Director of Resources	August 2018		<ol style="list-style-type: none"> 1) The impact assessment is included as part of the update report to Committee in August 2018. 2) An interim update will be included in the report to Committee in August 2018. 3) An update will be included in the

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			3) To agree that officers would clarify with the DWP FOI responder the reasons why it would cost in excess of £600 to provide information on benefit advance refusal rate.				report to Committee in August 2018.
24	15.05.18	Sustainable Energy Action Plan Annual Progress Report 2017/18	Calls for a report every two cycles until 2020 within one cycle on how the SEAP can be progressed in order to meet its 2020 carbon reduction target, including what additional resources would be required	Executive Director of Place	2020		
25	31.05.18	City of Edinburgh Council Motion By Councillor Main – Scotland's Charter for a Tobacco-free Generation (Agenda for 31	1) Council calls for a report in two cycles to Corporate Policy and Strategy Committee reviewing council strategy, policy and practice to ensure that the Council is helping	Executive Director of Resources	2 October 2018		

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		May 2018)	<p>protect children from tobacco, reducing the harm caused by tobacco in our communities and encouraging others to do the same. The report will include action undertaken to date, such as a smoking ban on all Council property including parks and membership of Lothian Tobacco Prevention Working group, and options for further action.</p> <p>2) That the report also be referred to the Edinburgh Partnership for their consideration.</p>				
26	28.06.18	City of Edinburgh Council Motion By Councillor Day –	Council agrees to sign up to the Co-operative Party's Charter Against	Executive Director of Resources	October 2018		The Committee will receive a report at the meeting in October

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		Charter Against Modern Slavery (Agenda for 28 June 2018)	Modern Slavery and asks the Director of Resources to report to the September meeting of the Corporate Policy Strategy Committee on how this will be implemented.				2018, in-line with the cycle of Committee meetings.