

**PROGRESS WITH OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS OF THE SUSTAINABILITY COMMITTEE AS AT 17 FEBRUARY, 2021**

	Item Title	Date of Meeting	Action Agreed	Responsible Service/ Officer(s)	Progress to Date
1.	Carbon Budget Six Monthly Updates and Covid-19 Sustainability and Climate Change Lessons Learned.	11 November 2020	6 monthly reports to be submitted to Policy Committees and then to the Sustainability Committee in approximately May and November each year. The format of the reports to be developed by the Business Services Collaboration Manager, Transportation to be based upon that used by Finance in reporting on the Revenue Budget to Policy Committees.	Infrastructure Services Mark Skilling / Joel Evans	All Directorates due to submit six monthly Carbon Budget update reports to Sustainability Committee on 19 May 2021 after having previously reported to their respective Policy Committees.