

Rolling Actions Log

Housing, Homelessness and Fair Work Committee

31 October 2019

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1	18.01.18	Rent Pressure Zones	1) To agree to work with other local authorities and Scottish Government to develop a shared methodology for gathering evidence that complies with the requirements of Scottish Government Guidance to support the designation of RPZ.	Executive Director of Place	November 2018	November 2018	Closed on 24 January 2019 Report submitted to Housing and Economy Committee on 1 November 2018.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			2) To agree to commission further analysis on the profile of rents and household incomes across localities, postcodes and data zones in the city.	Executive Director of Place	August 2019		Recommended for closure This was included in the Private Rented Sector Strategy report in August 2019.
2	07.06.18	Marketing Edinburgh Service Level Agreement	1) To approve a one-year SLA for Marketing Edinburgh to reflect the funding approved by the Committee in March and to note that officers would continue to develop an SLA with ME, taking account of the Five Year Strategy and the emerging Economy Strategy.	Executive Director of Place	March 2019	March 2019	Closed on 6 June 2019 - Report submitted to Committee on 21 March 2019

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			2) To agree that Marketing Edinburgh would further develop the strategic objectives in the SLA, to ensure they were specific and measurable.		January 2019	January 2019	Closed 21 March 2019 - An update on this was considered by the Housing and Economy Committee on 24 January 2019. (See also action 18 below)

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			<p>3) To develop a funding strategy to enable the continued transition from public funding towards greater private funding that is evidenced over the seven-year period reported in the Annual Review, targeting a reduction of £300,000 CEC Grant funding in the Five Year Strategy.</p> <p>4) To agree that significant focus would be placed on lower carbon tourism in the Five Year Strategy.</p>		October 2019		<p>Report on agenda for October 2019 (B Agenda)</p> <p>(see also: Action 27)</p> <p>This was incorporated into the SLA for Marketing Edinburgh in 2018/19. In preparing the new business plan for Marketing Edinburgh, they will consider this.</p>

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			5) To note that a progress update would be prepared for the Housing and Economy Committee on 1 November 2018.		November 2018	November 2018	Closed on 24 January 2019 Update was included in the Business Bulletin for this Committee on 1 November 2018
3	07.06.18	Rapid Access Accommodation with Support for Edinburgh's Rough Sleepers	1) To agree to start a procurement process and return to Committee with a report outlining options for procuring an extended and improved Rapid Access Accommodation Service. 2) To focus on partnerships with Third Sector for delivery.	Executive Director for Communities & Families	January 2020		Procurement has now been completed and Rapid Access Accommodation is in place. Details are provided on the Business Bulletin for October 2019. A report will be provided in January on Rapid Access to Accommodation for Rough Sleepers.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
4	30.08.18	Tenant and Customer Engagement	To agree that the funding for the Edinburgh Tenants Federation (ETF) and the Neighbourhood Alliance (NA) will be extended to 31 March 2020 subject to performance improvement milestones in the revised Service Level Agreements (SLA) being met.	Executive Director of Place	Spring 2020		<p>Work on the Service Level Agreement (SLA) is progressing. Funding agreed until 31 March 2020 subject to performance improvement milestones in the revised SLA being met.</p> <p>An update on the SLA progress was included in the Business Bulletin on 21 March 2019.</p>

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5	30.08.18	Promoting Play on Housing Revenue Account Land – ‘No Ball Games’ Signs	1) To note that an update on the outcome of consultations undertaken will be provided to Committee and the Neighbourhood Networks, if appropriate, within 12 months.	Executive Director of Place	August 2019		Recommended for closure This was included on the agenda for the Housing Homelessness and Fair Work Committee on 29 August 2019.
			2) To agree that a reporting mechanism should be in place for members of the public to alert housing officers to the presence of ‘No Ball Game’ signs.		November 2018	November 2018	Closed on 24 January 2019 An email account has now been established for members of the public to report the presence of ‘No Ball Game’ signs.

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			3) For an update on progress to be included in the Business Bulletin in six months.		March 2019	March 2019	Closed on 6 June 2019 - An update was included in the Business Bulletin on 21 March 2019.
6	01.11.18	Private Sector Leasing Scheme - Update	To request the Executive Director of Place to submit an update report to a future meeting of the Committee, the report to include information on pricing and the number of private landlords leaving the sector and the reasons for this.	Executive Director for Communities and Families	October 2019		Update was included in Business Bulletin for the meeting of 29 August 2019 (item 6.1). The report is on the agenda for 31 October 2019 (B Agenda).

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
7	01.11.18	Rent Pressure Zone Update	To agree to a further report in six months as part of wider strategic approach to tackling key issues facing the private rented sector.	Executive Director of Place	August 2019		Recommended for closure This was included as part of the Private Rented Sector report to Committee in August 2019.
8	24.01.19	Empty Homes Update	Agree to receive an annual update on empty homes to include progress with piloting the use of Compulsory Purchase Orders.	Executive Director of Place	January 2020		

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9	24.01.19	Improved Access to Edinburgh Airport	1) To note that a briefing email would be circulated to members on the outcomes of the forthcoming officer discussions with Transport Scotland and that a full update would be included in the Committee's Business Bulletin in March.	Executive Director of Place	March 2019	March 2019	Closed on 6 June 2019 -Update considered by Housing and Economy Committee in Business Bulletin on 21 March 2019.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			2) Notes that a further report setting out delivery and finance options will be reported to Committee in 2019.	Executive Director of Place	Policy and Sustainability October 2019	October 2019	<p>Recommended for Closure</p> <p>An update was included on the Business Bulletin for August 2019.</p> <p>The full report was considered at the Policy and Sustainability Committee on 1 October 2019 (Item 7.7).</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
10	Council 14.03.19	Street Change Glasgow	<p>Council:</p> <ol style="list-style-type: none"> Notes the report "Street Begging in Edinburgh" commissioned by Edinburgh Community Safety Partnership and published last week. Notes that the above report sets out 16 key recommendations in relation to street begging in Edinburgh. Notes Glasgow's decision to adopt the Street Change scheme. Notes Street Change is a brand and platform that had been developed in Edinburgh but ceased operating last year. 	Executive Director for Communities and Families	October 2019		<p><u>October 2019</u></p> <p>An update is provided on the Business Bulletin for the October committee.</p>

			<p>5. Agrees that officers should report to H&E within three cycles on whether the scheme could be reinstated using a partnership model based on a multi-agency response, gauge the appetite from partners to reinstate the scheme, and assess the role it could play in our wider homelessness strategy. This should include consideration of the Rapid Rehousing Transition Plan, the 16 key recommendations from Shelter's report 'Street Begging in Edinburgh' and draw on examples of initiatives elsewhere in the UK where appropriate.</p>				
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No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
11	21.03.19	Business Bulletin – West Edinburgh Relief Road	To note that a report on the West Edinburgh relief road was scheduled to be reported to Committee in August 2019.	Executive Director of Place	October 2019		<p>Recommended for Closure</p> <p>An update was provided in the Business Bulletin for August 2019.</p> <p>The report was considered at the Policy and Sustainability Committee on 1 October 2019 (Item 7.7).</p>
12	21.03.19	EICC - Presentation by Marshall Dallas, Chief Executive and Les Florence, Finance and Administration, EICC	To note that an update report was scheduled to be brought to Committee in two cycles (August 2019).	Executive Director of Place	October 2019		On the agenda for October 2019.

13	06.06.19	Edinburgh Economy Strategy – Annual Progress Report	<ol style="list-style-type: none"> 1) Calls for research and analysis on the current economy and the economic challenges for Edinburgh as a result of this target. 2) Agrees that this research and analysis will inform a review of the Edinburgh Economy Strategy in order to develop an outcome based strategy for Edinburgh to meet these commitments, taking into account jobs that will emerge from the need to meet the net zero carbon target, sectoral analysis of carbon footprint and the support, collaboration and leadership that the council will need to provide to move us towards a more sustainable economy. 	Executive Director of Place	Policy and Sustainability Committee June 2020		
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			3) agrees that the recruitment of members of the Economic Advisory Panel should be undertaken as proposed in the report, but that the final membership of the panel should be subject to approval by the Housing and Economy Committee within one cycle.	Executive Director of Place	August 2019		3) Recommended for closure Considered by Committee on 29 August 2019.
14	06.06.19	Mixed Tenure Improvement Strategy Update	To agree to receive an update report in January 2020.	Executive Director of Place	January 2020		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
15	06.06.19	Marketing Edinburgh Update	<p>1) Note that a progress update will be included in the August Business Bulletin</p> <p>2) Notes that a detailed implementation plan for the future of Marketing Edinburgh being presented to the Committee on 31 October to ensure plans are firmly in place in advance of 1 April 2020.</p>	Executive Director of Place	<p>August 2019</p> <p>October 2019</p>		<p>1) Recommended for closure Included in the Business Bulletin on 29 August 2019</p> <p>2) On the agenda for October 2019.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
16	06.06.19	Town Centre Fund – Allocations Report	<p>1) Agrees that progress updates are provided in the Business Bulletins from 31 October 2019 and a report be brought back at the first Committee after the end of the financial year setting out project progress and outcomes as appropriate.</p> <p>2) Calls for a town centre investment strategic statement to enable future decision making.</p>	Executive Director of Place	<p>April 2020</p> <p>January 2020</p>		<p>Item included in the Business Bulletin for August 2019 and updates will be provided at each cycle. Further report will go to Committee in April 2020.</p> <p>Report due in January 2020.</p>

17	06.06.19	Emergency Motion by the Coalition – Parks and Cemeteries Homeless Evictions	<p>1) Notes the Director of Place is putting together a briefing note for elected members.</p> <p>2) To agree that the Convener would write again to Police Scotland to emphasise cross-party support in condemning their recent actions to issue eviction notices to homeless people rough sleeping in the Council's parks and cemeteries.</p> <p>3) To ensure the Convener and Vice-Convener of the Culture and Communities Committee were briefed on this Committee's decision as leads for the</p>	<p>Executive of Director of Place</p> <p>Convener</p> <p>Executive Director of Place</p>	<p>August 2019</p> <p>August 2019</p>		<p>1) Recommended for closure Briefing was circulated to Committee on 29 August 2019.</p> <p>2) Closed – meeting took place on 6 August.</p> <p>3) Closed – completed</p>
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No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			Council's SLA with Police Scotland.				
18	06.06.19	Motion by the Green Group – Wellbeing Measures for Economic Success	Calls on officers to identify ways in which wellbeing measures can be incorporated into and strengthen the economic aims of this Council, and to make recommendations to the relevant executive committee(s).	Executive Director of Place	June 2020		

19	29.08.19	Business Bulletin	<ol style="list-style-type: none"> 1) To agree to update the diagram on the work plan for the Employability Pipeline and that this would be circulated to members. 2) To agree to a briefing on Marketing Edinburgh before the report to committee in October. 3) To agree to a briefing on Old Town Bid for local elected members. 4) To circulate the briefing on Parks and Cemeteries to members of the committee and to members of the Culture and Communities Committee. 5) To agree to circulate more information on the CivTech 4.0 Challenge Submission. 	Executive Director of Place			<p>Recommended for closure</p> <ol style="list-style-type: none"> 1) Diagram on work place was circulated on 13 September 2019 2) Briefing scheduled for Wednesday 16 October. 3) A briefing was carried out on 10 September 2019 4) Briefing on Parks and Cemeteries was circulated on 10 September 2019. 5) Briefing circulated on 4 October 2019.
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20	29.08.19	Delivery Strategy for Powderhall	To agree to circulate a briefing to members on the basics around key housing issues.	Executive Director of Place	October 2019		Recommended for closure Briefing note circulated on 7 October 2019.
21	29.08.19	Housing Revenue Account Budget Strategy 2020/21	Agrees that a report on housing sustainability will be brought to committee within two cycles, with consideration of how targets for carbon payback periods could be included in future reporting	Executive Director of Place	January 2020		
22	29.08.19	Strategic Approach to Private Rented Sector	Agrees to receive a report within two committee cycles on development of a broad policy framework to support Build to Rent (BTR).	Executive Director of Place	January 2020		
23	29.08.19	Edinburgh Living: Progress Update	Agrees to receive a report in two Committee cycles on the strategy for procuring new homes on private sector land.	Executive Director of Place	March 2020		

24	29.08.19	Internal Audit – Homelessness Services	<ol style="list-style-type: none"> 1) To agree that a briefing note would be circulated to members on the progress of management actions taken before the next committee meeting. 2) To agree that a report would come back on the wider issues related to the internal audit. 	Executive Director for Communities and Families	<p>October 2019</p> <p>March 2020</p>		<p>A briefing note detailing the progress to date will be circulated before the 31 October committee.</p> <p>A full report will be provided in March which details the wider issues, complexities and progress to date against the recommendations.</p>
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27	13.09.19	Deputation Original Edinburgh (in relation to Item 7.1 Original Edinburgh – Old Town Business Improvement District; Proposal and Ballot)	To agree to a briefing between members and the deputation to discuss business proposals and the CEC's role in the BID.	Executive Director of Place	October 2019		Briefing is scheduled for 22 October 2019.
28	13.09.19	Original Edinburgh – Old Town Business Improvement District; Proposal and Ballot	1) To agree to communicate with the BID on the need for a baseline of public sector services. 2) To agree that the Convener would meet with Police Scotland to discuss the baseline of public services.	Executive Director of Place Convener	April 2020 October 2019		1) The services agreement cannot take place formally until the BID is established (earliest 1 April 2020). 2) Meeting scheduled for 29 October 2019.