

Rolling Actions Log

Housing, Homelessness and Fair Work Committee

19 March 2020

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1	07.06.18	Rapid Access Accommodation with Support for Edinburgh's Rough Sleepers	<p>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.</p> <p>2) To focus on partnerships with Third Sector for delivery.</p>	Executive Director for Communities & Families	January 2020	January 2020	<p>Recommended for Closure</p> <p>Report considered on 20 January 2020</p> <p>Procurement had been completed and Rapid Access Accommodation was in place.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
2	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	March 2020	January 2020	<p>Recommended for Closure</p> <p>Report considered on 20 January 2020.</p> <p>Work on the Service Level Agreement (SLA) has been progressed. Funding agreed until 31 March 2020 subject to performance improvement milestones in the revised SLA being met.</p>
3	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	January 2020	<p>Recommended for Closure</p> <p>Update in the Business Bulletin for January 2020</p>

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4	06.06.19	Mixed Tenure Improvement Strategy Update	To agree to receive an update report in January 2020.	Executive Director of Place	January 2020	January 2020	Recommended for Closure Update in the Business Bulletin for January 2020
5	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>August 2019</p>	<p>1) Closed Included in the Business Bulletin on 29 August 2019</p> <p>2) Update report was submitted in October 2019 and a further report in January 2020. Committee requested that this item remained open.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
6	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>June 2020</p> <p>January 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 June 2020.</p> <p>Recommended for Closure</p> <p>Report considered January 2020.</p>

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7	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).	Chief Executive (Strategy and Communications)	March 2020		This report is on the agenda
8	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	January 2020	Recommended for Closure Report considered January 2020.
9	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	January 2020	Recommended for Closure Report considered January 2020.

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10	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	June 2020		Officers were currently in the process of taking necessary advice on procurement route options and having discussions with the private sector.

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11	29.08.19	Internal Audit – Homelessness Services	<p>1) To agree that a briefing note would be circulated to members on the progress of management actions taken before the next committee meeting.</p> <p>2) To agree that a report would come back on the wider issues related to the internal audit.</p>	Executive Director for Communities and Families	<p>October 2019</p> <p>June 2020</p>	<p>October 2019</p>	<p>1) Closed on 20 January 2020</p> <p>Briefing note circulated on 30 October 2019.</p> <p>2) A full report will be provided in June 2020 which details the wider issues, complexities and progress to date against the recommendations</p>

12	13.09.19	Original Edinburgh – Old Town Business Improvement District: Proposal and Ballot	<p>1) To agree to communicate with the BID on the need for a baseline of public sector services.</p> <p>2) To agree that the Convener would meet with Police Scotland to discuss the baseline of public services.</p>	<p>Executive Director of Place</p> <p>Convener</p>	<p>June 2020</p> <p>October 2019</p>	<p>November 2019</p> <p>November 2019</p>	<p>Recommended for Closure</p> <p>The proposal to create an Old Town BID was not supported and therefore there is no baseline services agreement in place.</p> <p>As the Council reviews Baseline Services Agreements for current and future BIDs discussions will take place with other public services to determine if a single approach can be established.</p>
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No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
13	31.10.19	Review of Scottish Government funded 'No One Left Behind' Employability Provision	To receive a report regarding the recommendations for award of small grants funding at the next Housing, Homelessness and Fair Work Committee on 20 January 2020.	Executive Director of Place	January 2020	January 2020	Recommended for Closure Report considered January 2020.

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14	31.10.19	Edinburgh International Conference Centre Annual Update	<p>1) To agree that a draft Service Level Agreement (SLA) be prepared and reported in two committee cycles.</p> <p>2) To request that officers ask the Board for details of how they planned to reduce their carbon footprint.</p> <p>3) To include in the SLA that audit actions be responded to within recommended timescales of the auditor.</p>	Executive Director of Place	<p>June 2020</p> <p>November 2019</p> <p>November 2019</p>		<p>This report will be considered in June to allow the current EICC business development opportunities to be considered at Council before the work on the SLA is progressed further</p> <p>EICC have been contacted for this information.</p> <p>As above.</p>

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15	31.10.19	Private Sector Leasing Scheme – Update (B agenda)	To agree to circulate to members the information requested.	Executive Director for Communities and Families	January 2020	January 2020	Recommended for Closure Update in Business Bulletin on 20 January 2020
16	31.10.19	Marketing Edinburgh Update (B agenda)	To note that an update report on the activities outlined would be prepared for Committee on 20 January 2020.	Executive Director of Place	January 2020	January 2020	Recommended for Closure Report considered January 2020
17	20.01.20	Support for Build to Rent	To agree that the Convener would write to the Chancellor with regard to the gap in Edinburgh between LHA and the 30th percentile.	Convener	March 2020		
18	20.01.20	Tenant Participation and Community Engagement	To agree to circulate the annual Edinburgh Tenants Federation report.	Executive Director of Place	January 2020	January 2020	Recommended for Closure Link circulated 21 January 2020

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19	20.01.20	The EDI Group – Update report	To agree to circulate an updated copy of the chart at Appendix 2 which shows the delays in the projected timeline.	Executive Director of Place	February 2020	February 2020	Recommended for Closure Circulated to members 27 February.
20	20.01.20	Investment in Town Centres – Strategic Statement	<p>1) To agree to circulate a briefing note on the criteria that classified a local centre and a town centre.</p> <p>2) To agree that officers would engage with ward councillors within two months on the list of potential projects.</p>	Executive Director of Place	<p>March 2020</p> <p>March 2020</p>	March 2020	Recommended for Closure

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21	20.01.20	Business Improvement Districts	To agree to a further report on the procedure for any future ballot.	Executive Director of Place	As required		In some proposed BID areas, the Council will also have a single (or multiple) vote(s) depending on its property ownership in the BID area. Where this is the case, the next report to Committee will include details of the process to be followed in the event that there is no clear decision from the consultation with Elected Members on how the Council should vote.

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22	20.01.20	Sustainability – Carbon Neutral Economy	Agrees that progress against the sustainability objective should be set out within the Economy Strategy Annual Update reports	Executive Director of Place	June 2020		This will be transferred to the Policy and Sustainability Committee.
23	20.01.20	Advice Services Accreditation	To agree that a briefing note would be circulated on the timeline for the Scottish Legal Aid Board audit once the timeline was available.	Executive for Communities and Families	March 2020		
24	20.01.20	Housing Service Improvement Plan: Update	To agree to provide more detailed metrics in the next report in six months' time.	Executive Director of Place	June 2020		