

# Rolling Actions Log

## Housing, Homelessness and Fair Work Committee

1 December 2022

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1	31.10.19	<a href="#">Edinburgh International Conference Centre Annual Update</a>	1) To agree that a draft Service Level Agreement (SLA) be prepared and reported in two committee cycles.	Executive Director of Place	December 2022		<b>Recommended for closure</b> On the agenda for 1 December 2022.  It is a long standing requirement that all Arms-Length External Organisations of the Council should enter into a Service Level Agreement (SLA) with the Council.

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							However, given that there is a Shareholder Agreement in place and the company does not offer a direct service to the Council, it is proposed that Strategic Delivery Agreement (SDA) is put in place.

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							<p>A draft document has been prepared but some of the terms cannot be finalised until the details of other legal documents are also sufficiently developed. These dependencies are unfortunately not entirely within the control of either the Council or the EICC and require agreement from other parties. It is, however, hoped that this will be completed shortly, and the SDA will then be reported to Committee for consideration.</p>

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2	03.09.21	<a href="#">Rent Collection and Assistance for Council Tenants</a>	<p>1) Notes the positive inclusion of the additional step, pre court action, of referrals to the multi-disciplinary team. Recognises that 84% of tenants referred have had positive engagement with the team</p> <p>Therefore, asks that consideration is given to how this team can be effectively expanded, with an emphasis on early intervention, and report back through the RRTP.</p>	Executive Director of Place	September 2022		<p><b>Closed September 2022</b></p> <p>An update on the work of the team was provided in the RRTP annual update on progress agreed by committee on 4 August which noted that the team continue to provide intensive support to tenants dependant on individual circumstances and will seek to develop the service over the coming year.</p>

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			2) To agree to Business Bulletin updates on locality drop in events, as referenced in 4.5.2 of the report. Updates would be circulated to all elected members for information.	Executive Director of Place	December 2022		<b>Recommended for closure</b> Update provided in the Business Bulletin in August 2022.
3	24.03.22	<a href="#">Gig Economy Task Force</a>	1) Agree to consider a report by Autumn 2022 on progress on plans for delivery of task force priority recommendations 1 and 2	Executive Director of Place	March 2023		<b><u>Update December 2022</u></b> Report has been deferred to March 2023.
			2) Agree to development of a forward work programme with proposed timelines and resources needed for implementation of task force recommendations 3 to 7 by Autumn 2022	Executive Director of Place	March 2023		<b><u>Update December 2022</u></b> Report has been deferred to March 2023.

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4	23.06.22	<a href="#">Parental Employability Support</a>	1) To further agree that a report will come back to Committee in one cycle, following officer engagement with Canongate Youth, with more detail on the project and outcomes, for a decision from Committee.	Executive Director of Place	August 2022		Closed 04.08.22
			2) To request that a briefing note on the employability delivery model be circulated to committee members.	Executive Director of Place	October 2022		<p><b><u>Recommend for closure</u></b></p> <p>Briefing took place on 13 October 2022.</p> <p><b><u>September 2022</u></b> Members requested a verbal briefing/ workshop at September Committee.</p> <p><b><u>September 2022</u></b> Briefing note circulated 27 September 2022.</p>

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5	04.08.22	<a href="#">Update on the Housing Service Improvement Plan</a>	1) To arrange a workshop in advance of the next Committee update for further scrutiny.	Executive Director of Place	December 2022	November 2022	<b>Recommended for Closure</b> Workshop took place on 09.11.22
			2) To circulate a briefing note on the consultation and engagement methodology, including a breakdown of the ethnic minority groups involved.	Executive Director of Place	October 2022	November 2022	<b>Recommended for Closure</b> Briefing note circulated to members on 14.11.22.
			3) To include a further update on the complaints handling process in the next HSIP, including the progress with the new process and the resolution team.	Executive Director of Place	March 2023		<b><u>Update December 2022</u></b> Report is going to Committee in March 2023.

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6	04.08.22	<a href="#">Rapid Rehousing Transition Plan – Annual Update on Progress</a>	1) To circulate a briefing note with further information on the rise of PSL Properties.	Executive Director of Place	September 2022		<b>Closed September 2022</b> A PSL Briefing has been organised for 26 September 2022



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			<p>2) To request a briefing after the publication of the Accessible Housing Study (Appendix 1, 4.23) to understand more about:</p> <ul style="list-style-type: none"> <li>a. The detail of the IIA referenced in the report.</li> <li>b. The relationship between – and overlap with – housing demand amongst homeless households and disabled households in the city.</li> <li>c. The findings and recommendations of the Accessible Housing Study.</li> </ul>	Executive Director of Place	December 2022		<p><b>Recommended for Closure</b></p> <p>Accessible Housing Study report is going to Committee in December 2022.</p>
7	29.09.22	Business Bulletin	To request a further briefing providing more detail on HNDA/HST.	Executive Director of Place	November 2022		<p><b>Recommended for Closure</b></p> <p>Briefing note circulated to members.</p>

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8	29.09.22	Homelessness Services' Performance Dashboard	1) To note that figures from 2019/20 would be added in future reports to allow a comparison of pre-pandemic figures.	Executive Director of Place	March 2023		<b><u>Update November 2022</u></b> The report will next come to Committee in March 2023.
			2) To note that an overall figure of people who moved into Housing First tenancies be included in future reports.	Executive Director of Place			<b><u>Update November 2022</u></b> The report will next come to Committee in March 2023.
9	29.09.22	<a href="#">Capital City Partnership - Progress Update</a>	1) To note that the Capital City Partnership events schedule would be shared with members.	Executive Director of Place		13 October 2022	<b>Recommended for Closure</b> Briefing took place on 13 October 2022.

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			2) Agrees to bring back a report in 3 cycles on the data gathered, and how this will be monitored in future, in relation to provision of service that reflects support for people in need by reason of age, poor health and wellbeing outcomes, disability, learning disability, marginalised groups including those from low socio-economic backgrounds, single-parent families, ethnic minorities, and people with experience of complex needs including trauma or violence.	Executive Director of Place	May 2023		<b><u>Update December 2022</u></b> Report will go to Committee in May 2023.

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10	29.09.22	<a href="#">The City of Edinburgh Council's Annual Assurance Statement on Housing Services</a>	<p>To request a report to the Housing, Homelessness and Fair Work Committee on the Mixed Tenure Improvement Service (MTIS), within two cycles to help better inform Councillors on the pilot, detailing:</p> <p>2.1 any other areas of the city proposed for the 2023 programme of work (mentioned in paragraph 4.9 of the report by the Executive Director of Place)</p> <p>2.2 how the areas were prioritised</p> <p>2.3 what resident engagement and consultation had taken place prior to works commencing.</p>	Executive Director of Place	March 2023		<p><b><u>Update December 2022</u></b></p> <p>Report on the HRA Capital Programme and MTIS will go to Committee in March 2023.</p>
11	29.09.22	<a href="#">Homelessness Services - Statutory Returns</a>	To note that a timetable of statutory returns would be provided to members.	Executive Director of Place	November 2022		<p><b>Recommended for Closure</b></p> <p>Timetable circulated to members on 25.11.22.</p>

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12	29.09.22	<a href="#">HRA Budget Strategy</a>	1) To agree a report in two cycles on the financial strategy setting out the current position with allocation of Transfer of the Management of Development Funding (TMDF), and an analysis of Strategic Housing Investment Framework (SHIF) funding allocations.	Executive Director of Place	March 2023		<b><u>Update December 2022</u></b> Report will go to Committee in March 2023.

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			2) To agree the Convener would write to the COSLA President and the Cabinet Secretary to set out the significant challenges that Edinburgh faces in relation to EESSH2 delivery, and request that serious consideration was given to applying a funding formula based on need to the Social Housing Net Zero Heat Fund (SHNZHF) as well as request an increase to the overall fund and to ask for RPAs for 5 years and a further review of the increase in benchmarks.	Convener	October 2022	December 2022	<b>Recommended for Closure</b> Letters issued on 11.11.22 and 15.11.22.

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			3) To agree to ask the Council Leader to make the case for, and vote for, a funding formula based on need when the SHNZHF report is in front of COSLA Leaders	Convener / Council Leader			<b><u>Update December 2022</u></b> Scottish Government will set out its intentions on funding for EESSH2 in 2023. A report can then be submitted and discussions at COSLA leaders meeting would provide the opportunity for the case to be made.

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			4) To request a briefing note providing more detail on the TMDF/SHIF.	Executive Director of Place	December 2022		<p><b><u>Update December 2022</u></b>  Details of this are covered in the SHIP 23-28 report to Committee in December 2022.</p> <p>A detailed report on TMDF/SHIF will be brought to Committee in March 2023 in response to Councillor Campbell's motion.</p>
13	29.09.22	<a href="#">Trade Unions in Communities</a>	1) Note that officers will engage with the Trade Unions and community groups to identify what support the Council can offer to support the hub	Executive Director of Place	March 2023		<p><b><u>Update December 2022</u></b>  Report has been deferred to March 2023.</p>
			2) Agree that an update will be provided in December 2022.	Executive Director of Place	March 2023		



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14	29.09.22	Motion by Councillor Caldwell  (see <a href="#">Agenda</a> of 29 September 2022)	Requests that the Convener of Housing, Homelessness and Fair Work to meet with the Convener of Finance and Resources to explore how we can support Council-led PB alongside local residents and volunteers.	Convener			