

# Rolling Actions Log

## Leadership Advisory Panel

23 April 2020

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1	31 March 2020	COVID – 19 – Verbal Update	1) To agree that information would be circulated to members of the LAP on the position on pay for various groups of Council employees.	Executive Director of Resources Lead Officer: Stephen Moir 0131 529 4822 <a href="mailto:stephen.moir@edinburgh.gov.uk">stephen.moir@edinburgh.gov.uk</a>	As soon as possible	31.03.20	Information was circulated to members of the LAP on 31 March 2020 – <b>Recommended for closure.</b>
			2) To agree that the Executive Director of Resources and the Executive Director for Communities and Families would have further discussions on	Executive Director of Resources Lead Officer: Stephen Moir 0131 529 4822 <a href="mailto:stephen.moir@edinburgh.gov.uk">stephen.moir@edinburgh.gov.uk</a>  Executive Director for Communities and Families Lead Officer: Alistair Gaw 0131 469 3001 <a href="mailto:alistair.gaw@edinburgh.gov.uk">alistair.gaw@edinburgh.gov.uk</a>	01.04.20	15.04.20	A Vulnerable Groups and Volunteering Programme Board chaired by the Executive Director for Communities and Families has

			<p>how elected members could refer individuals that had not been identified as part of the shielding process and were not on the Chief Medical Officer's list to officers to ensure they were in receipt of food supplies and essential supplies.</p>				<p>been established. To ensure responsiveness to community need the Programme is a partnership with the voluntary sector. A dedicated phone line, web content and email is now in place.</p> <p><b>Recommended for closure.</b></p>
			<p>3) To agree that officers would inform elected members of the process for providing help to people in communities that were not covered by the Shielding process after it had been finalised, which would happen by Wednesday this week.</p>	<p>Executive Director of Resources Lead Officer: Stephen Moir 0131 529 4822 <a href="mailto:stephen.moir@edinburgh.gov.uk">stephen.moir@edinburgh.gov.uk</a></p> <p>Executive Director for Communities and Families Lead Officer: Alistair Gaw 0131 469 3001 <a href="mailto:alistair.gaw@edinburgh.gov.uk">alistair.gaw@edinburgh.gov.uk</a></p>	01.04.20	15.04.20	<p>A Vulnerable Groups and Volunteering Programme Board chaired by the Executive Director for Communities and Families has been established. To ensure responsiveness to community need the Programme is a partnership with</p>

							the voluntary sector. A dedicated phone line, web content and email is now in place. <b>Recommended for closure.</b>
2	31 March 2020	<a href="#">Haulage of Waste to Disposal Outlets</a>	1) To agree that officers would feedback to procurement the concerns raised about the length of time it would take to carry out the procurement exercise and the need to accelerate it, and to agree that the details of the actions taken to speed up the process would be reported to the Leadership Advisory Panel.	Executive Director of Place Lead Officer: Lesley Sugden Contracts Manager 0131 469 5764 <a href="mailto:lesley.sugden@edinburgh.gov.uk">lesley.sugden@edinburgh.gov.uk</a>	23.04.20		Officers would produce a briefing note to be circulated before the next Leadership Advisory Panel meeting on 23 April 2020.

			2) To agree that a report would be taken to the Housing, Homelessness and Fair Work Committee detailing how long grant funding continue for and the exit strategy.				
4	31 March 2020	<a href="#">Decisions taken under urgency provisions</a>	To note that the taxi licensing arrangements had been extended for 3 months, had been backdated to the 16 March 2020 and would be reviewed and reported in the next report on decisions taken under urgency provisions to the Leadership Advisory Panel.	Chief Executive Lead Officer: Gavin King 0131 529 4239 <a href="mailto:gavin.king@edinburgh.gov.uk">gavin.king@edinburgh.gov.uk</a>	23.04.20		An update will be provided to the Leadership Advisory Panel on 23 April 2020  <b>Recommended for closure</b>

5	31 March 2020	<a href="#">Service Payment to Edinburgh Leisure - 2020/21</a>	<p>To agree that the Executive Director of Resources would check with the Head of Finance when the payment would be made and would confirm with the Panel.</p>	<p>Executive Director for Communities and Families  Lead Officer: Alistair Gaw  0131 469 3001  <a href="mailto:alistair.gaw@edinburgh.gov.uk">alistair.gaw@edinburgh.gov.uk</a></p> <p>Executive Director of Resources  Lead Officer: Stephen Moir  0131 529 4822  <a href="mailto:stephen.moir@edinburgh.gov.uk">stephen.moir@edinburgh.gov.uk</a></p>	As soon as possible	01.04.20	<p>Payment was made to Edinburgh Leisure the same day of the service charge and the Head of Finance advised Edinburgh Leisure directly.</p> <p><b>Recommended for closure</b></p>
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