

# Rolling Actions Log

## Housing, Homelessness and Fair Work Committee

3 September 2020

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1	07.06.18	<a href="#">Rapid Access Accommodation with Support for Edinburgh's Rough Sleepers</a>	<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><b>Recommended for Closure</b></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	<a href="#">Tenant and Customer Engagement</a>	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><b>Recommended for Closure</b></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>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
3	24.01.19	<a href="#">Empty Homes Update</a>	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	<b>Recommended for Closure</b> Update was provided in the Business Bulletin for January 2020
4	06.06.19	<a href="#">Mixed Tenure Improvement Strategy Update</a>	To agree to receive an update report in January 2020.	Executive Director of Place	January 2020	January 2020	<b>Recommended for Closure</b> Update was provided in the Business Bulletin for January 2020

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5	06.06.19	<a href="#">Marketing Edinburgh Update</a>	<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>	August 2019	<p>1) <b>Closed</b> 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	<a href="#">Town Centre Fund – Allocations Report</a>	<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>June 2020</p> <p>January 2020</p>	<p><b>Recommended for Closure</b></p> <p>Report considered by the Policy and Sustainability Committee on 11 June 2020</p> <p><b>Recommended for Closure</b></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)	November 2020		An update will be reported in November.
8	29.08.19	<a href="#">Housing Revenue Account Budget Strategy 2020/21</a>	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	<b>Recommended for Closure</b> Report considered January 2020.
9	29.08.19	<a href="#">Strategic Approach to Private Rented Sector</a>	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	<b>Recommended for Closure</b> Report considered January 2020.

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10	29.08.19	<a href="#">Edinburgh Living: Progress Update</a>	Agrees to receive a report in two Committee cycles on the strategy for procuring new homes on private sector land.	Executive Director of Place	November 2020		Officers are 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	<a href="#">Internal Audit – Homelessness Services</a>	<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>November 2020</p>	October 2019	<p>1) <b>Closed on 20 January 2020</b></p> <p>Briefing note circulated on 30 October 2019.</p> <p>2) The audit action dates were extended by 4 months due to COVID.</p> <p>A full report will be provided in due course which details the wider issues, complexities and progress to date against the recommendations.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
12	13.09.19	<a href="#">Original Edinburgh – Old Town Business Improvement District; Proposal and Ballot</a>	<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><b>Recommended for Closure</b></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>The development of baseline services agreements in future will take account of feedback from Committee and from public sector partners including Police Scotland.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
13	31.10.19	<a href="#">Review of Scottish Government funded 'No One Left Behind' Employability Provision</a>	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	<b>Recommended for Closure</b> Report considered January 2020.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
14	31.10.19	<a href="#">Edinburgh International Conference Centre Annual Update</a>	<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>November 2020</p> <p>November 2019</p> <p>November 2019</p>		<p>This report will be considered in November 2020 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	<b>Recommended for Closure</b> Update was provided in the Business Bulletin for 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	<b>Recommended for Closure</b> Report considered January 2020
17	20.01.20	<a href="#">Support for Build to Rent</a>	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		<b>Recommended for Closure</b> Letter has been sent
18	20.01.20	<a href="#">Tenant Participation and Community Engagement</a>	To agree to circulate the annual Edinburgh Tenants Federation report.	Executive Director of Place	January 2020	January 2020	<b>Recommended for Closure</b> Link circulated 21 January 2020

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19	20.01.20	<a href="#">The EDI Group – Update report</a>	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		<b>Recommended for Closure</b> Circulated to members 27 February.
20	20.01.20	<a href="#">Investment in Town Centres – Strategic Statement</a>	<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>		<p><b>Recommended for Closure</b> Briefing note circulated 11 March 2020</p> <p><b>Recommended for Closure</b> This was reported to Policy and Sustainability Committee on 11 June 2020.</p>

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21	20.01.20	<a href="#">Business Improvement Districts</a>	To agree to a further report on the procedure for any future ballot.	Executive Director of Place	Spring 2021		There are no forthcoming Business Improvement District Ballots. This will be covered when the next BID ballot is proposed (expected to be West End BID in 2021).
22	20.01.20	<a href="#">Sustainability – Carbon Neutral Economy</a>	Agrees that progress against the sustainability objective should be set out within the Economy Strategy Annual Update reports	Executive Director of Place	June 2020		<b>This action be transferred to the Policy and Sustainability Committee.</b>

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23	20.01.20	<a href="#">Advice Services Accreditation</a>	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		The Advice Shop is 20 <sup>th</sup> on a waiting list for review in 2020-21. This means that we are highly unlikely to be reviewed prior to April 2021. The reason being that Scottish Legal Aid Board (SLAB) only have funding for a limited number of reviews per year and that the priority is to re-accredit agencies whose accreditation is due to or has expired.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
24	20.01.20	<a href="#">Housing Service Improvement Plan: Update</a>	To agree to provide more detailed metrics in the next report in six months' time.	Executive Director of Place	November 2020		