

Rolling Actions Log

Housing, Homelessness and Fair Work Committee

3 June 2021

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1	31.10.19	Edinburgh International Conference Centre Annual Update	1) To agree that a draft Service Level Agreement (SLA) be prepared and reported in two committee cycles.	Executive Director of Place	June 2021		<i>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.</i>

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							<i>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.</i>

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							<i>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 be reported to the June committee for consideration.</i>

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			2) To request that officers ask the Board for details of how they planned to reduce their carbon footprint.	Executive Director of Place			EICC's approach to carbon reduction has been shared with Elected Members. Further information has been requested on their plans for future action and how these will reduce their carbon footprint. This further information has been requested from the EICC.

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2	05.11.20	Housing Sustainability Update	<p>1) agrees that officers will engage with the Edinburgh Climate Commission, and work with colleagues developing the emerging Carbon Scenario tool, and will receive an update report within six months which will outline progress on this agenda, and, in particular, will set out:</p> <p>a) a target date on which all new-build council housing will be net zero carbon, consistent with the council's wider net zero carbon target;</p> <p>b) potential revisions to the retrofit action plan to ensure it remains consistent with the council's wider net zero carbon target;"</p>	Executive Director of Place	June 2021		Recommended for Closure – report on agenda for this committee

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3	05.11.20	Consultation Response: Local Connection	Officers will provide Committee with an update on the impact of these changes six months after implementation.	Executive Director for Communities and Families	November 2021		Update report for March 2021 on agenda
4	14.01.21	Empty Homes Update	1) Therefore agrees to receive a further report within three cycles setting out the potential to mainstream funding for the EHO post and to greater embed the work of the EHO within the wider homelessness and council tax teams in order to support wider council objectives on ending homelessness.	Executive Director of Place	September 2021		

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			2) To agree that details would be provided on the process for following up on debt recovery as at para 4.2 of the report.	Executive Director of Place			Recommended for Closure – This information will be included in the report for action 8(1).
5	18.03.21	Business Bulletin	To agree to circulate the schedule of projects for the Town Centre Fund.	Executive Director of Place	March 2021	March 2021	Recommended for Closure – schedule circulated on 23 March 2021, updated provided on 29 April 2021.
6	18.03.21	Allocation Policy for Council Homes	1) Agree to receive a further report to the next Committee on addressing exceptional need following engagement with key stakeholders.	Executive Director of Place	June 2021		Recommended for Closure – report on agenda for June

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			2) Report to be circulated to all elected members for information.				Recommended for Closure – link circulated to all members on 22 March 2021
7	18.03.21	Housing Revenue Account (HRA): Impact of a One-Year Rent Freeze	Therefore requests that officers bring back a report to committee setting out the opportunities for Edinburgh, and identifying additional funding streams that could be accessed to increase investment and the likely timeframes for accessing this funding. This should focus particularly on opportunities for increased investment in existing housing stock, regeneration and meeting our sustainability targets through retrofitting, and should form part of the annual HRA review including any risks to accessing these funding streams.	Executive Director of Place	September 2021		

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8	18.03.21	Housing Revenue Account (HRA) Capital Programme 2021/22	1) Agrees to receive a further report at June Committee on the revised capital programme, following consultation with members, and provide further detail of the three to five-year programme.	Executive Director of Place	June 2021		Recommended for Closure – report on agenda for June

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			<p>2) Requests as part of the capital programme report to come back that officers undertake a review of properties where there may be significant issues with damp, mould and condensation. The capital programme should seek to invest in capital works that address any underlying issues which may contribute to damp mould and condensation, and bring back a plan for how our housing stock can be analysed to gain an understanding of where there may be issues, and an investment strategy to address these.</p>				<p>Recommended for Closure – report on agenda for June</p>

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9	18.03.21	Community-Led Factoring	Agrees to receive a progress update on this work within 12 months, including possible solutions for any areas not currently covered by factoring arrangements.	Executive Director of Place	March 2022		
10	18.03.21	Emergency Motion by Councillor Kate Campbell – Repairs (see full motion here)	1) Committee agrees to receive two additional reports alongside the Housing Service Improvement Plan. The first report will focus on the improvement plan for the repairs service. This report should include a framework for analysis of our data on repairs to identify where there may be specific issues relating to communication, customer engagement and interaction, completion of works, and complaints.	Executive Director of Place	June 2021	June 2021	Recommended for Closure – report on agenda for June

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			2) Agrees to receive a second report specifically outlining the extent of requests to deal with damp, condensation and mould and an improved and effective approach to damp and condensation which sets out a process for addressing these types of repairs. This process should include confirmation that the cause of an issue has been resolved, as well as all impacts including fully removing or treating damp, mould and damaged surfaces, reinstating them, and referring tenants for additional support for example through Changeworks.	Executive Director of Place	June 2021		Recommended for Closure – report on agenda for June