

Rolling Actions Log

Housing, Homelessness and Fair Work Committee

29 August 2019

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1	18.01.18	Rent Pressure Zones	1) To agree to work with other local authorities and Scottish Government to develop a shared methodology for gathering evidence that complies with the requirements of Scottish Government Guidance to support the designation of RPZ.	Executive Director of Place	November 2018	November 2018	Closed on 24 January 2019 Report submitted to Housing and Economy Committee on 1 November 2018.

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			2) To agree to commission further analysis on the profile of rents and household incomes across localities, postcodes and data zones in the city.	Executive Director of Place	August 2019		This will be included in the Private Rented Sector Strategy report in August 2019.
2	07.06.18	Edinburgh Economy Strategy	As significant political or economic risks to the city's economy emerge, a further report would be presented to the Committee in order to address those risks within the context of the Economy Strategy.	Executive Director of Place	June 2019	June 2019	Report submitted to Committee on 6 June 2019 Recommended for closure

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3	07.06.18	Marketing Edinburgh Service Level Agreement	1)	To approve a one-year SLA for Marketing Edinburgh to reflect the funding approved by the Committee in March and to note that officers would continue to develop an SLA with ME, taking account of the Five Year Strategy and the emerging Economy Strategy.	Executive Director of Place	March 2019	March 2019	Closed on 6 June 2019 - Report submitted to Committee on 21 March 2019
			2)	To agree that Marketing Edinburgh would further develop the strategic objectives in the SLA, to ensure they were specific and measurable.		January 2019	January 2019	Closed 21 March 2019 - An update on this was considered by the Housing and Economy Committee on 24 January 2019. (See also action 18 below)

			<p>3) To develop a funding strategy to enable the continued transition from public funding towards greater private funding that is evidenced over the seven-year period reported in the Annual Review, targeting a reduction of £300,000 CEC Grant funding in the Five Year Strategy.</p> <p>4) To agree that significant focus would be placed on lower carbon tourism in the Five Year Strategy.</p>		October 2019		<p>Marketing Edinburgh are continuing to develop their business plan. An update is included in the Business Bulletin on 29 August 2019.</p> <p>(see also: Action 27)</p> <p>This was incorporated into the SLA for Marketing Edinburgh in 2018/19. In preparing the new business plan for Marketing Edinburgh, they will consider this.</p>
			5) To note that a progress update would be prepared for the		November 2018	November 2018	Closed on 24 January 2019

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			Housing and Economy Committee on 1 November 2018.				Update was included in the Business Bulletin for this Committee on 1 November 2018
4	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	October 2019		<p>Procurement has now been completed and Rapid Access Accommodation is in place.</p> <p>An update report providing information on the operation of Rapid Access Accommodation to October committee.</p>

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5	30.08.18	Innovative Approaches to Increased Housing Supply	1) To note that the report back on the Strategic Housing Improvement Plan (SHIP) includes a table setting out information on present state, targets, projections and predictions.	Executive Director of Place	November 2018	November 2018	Closed on 24 January 2019 Included in the SHIP report to Housing and Economy Committee on 1 November 2018.
			2) To note that the Executive Director of Place intended to report back to this Committee and the Planning Committee in early 2019 on build to rent.	Executive Director of Place	January 2019	January 2019	Closed on 21 March 2019 This report was considered by the Housing and Economy Committee on 24 January 2019.

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			3) To note the Executive Director of Place to provide an informal briefing to members on the joint Council and Scottish Futures Trust Working Group established to develop a plan for delivering housing and infrastructure at Granton.	Executive Director of Place	May 2019	May 2019	An informal briefing for members was held on 21 May 2019. Recommended for closure
6	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	Spring 2020		Work on the Service Level Agreement (SLA) is progressing. Funding agreed until 31 March 2020 subject to performance improvement milestones in the revised SLA being met.

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							An update on the SLA progress was included in the Business Bulletin on 21 March 2019.
7	30.08.18	Promoting Play on Housing Revenue Account Land – ‘No Ball Games’ Signs	1) To note that an update on the outcome of consultations undertaken will be provided to Committee and the Neighbourhood Networks, if appropriate, within 12 months.	Executive Director of Place	August 2019		This is included on the agenda for the Housing Homelessness and Fair Work Committee on 29 August 2019.

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			2) To agree that a reporting mechanism should be in place for members of the public to alert housing officers to the presence of 'No Ball Game' signs.		November 2018	November 2018	Closed on 24 January 2019 An email account has now been established for members of the public to report the presence of 'No Ball Game' signs.
			3) For an update on progress to be included in the Business Bulletin in six months.		March 2019	March 2019	Closed on 6 June 2019 - An update was included in the Business Bulletin on 21 March 2019.

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8	30.08.18	Adjusted Motion by Councillor Rose – Improving Access to Edinburgh Airport	1) To note the pressures and risks of the current constraints to vehicle access to Edinburgh Airport especially during busy periods or in the event of an incident.	Executive Director of Place	January 2019	January 2019	Closed on 21 March 2019 This report was considered by the Housing and Economy Committee on 24 January 2019.
			2) To note that a new Gogar link road was specifically supported within the Council's Local Development Plan and was included in Edinburgh Airport's 2016 master plan.				

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			<p>3) To note the variety of factors in delivering a comprehensive solution to development of the International Business Gateway and neighbouring sites.</p> <p>4) To instruct a report to the Housing and Economy Committee by December 2018 describing:</p> <p>a. details of progress to date on the proposal for supplementary road access to the Airport; and</p> <p>b. options to fast track achieving supplementary road access within a short timescale;</p>		January 2019	January 2019	<p>3) and 4) Recommended for closure – this was covered in the report of 24 January 2019.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<ul style="list-style-type: none"> c. an indication of options and impacts on the Gogar and Maybury junctions; d. options for financing such a scheme. e. the discussion at the meeting of the Edinburgh Airport Consultative Committee in November 2018 which will be attended by senior Council officials and will specifically focus on surface access issues at the airport. 				

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			5) To instruct that the report come to Housing and Economy Committee but is shared with the Transport and Environment Committee and the Planning Committee.				A link to this report will be provided through the Business Bulletin at the next meetings of the Transport and Environment and Planning Committees.
9	01.11.18	Private Sector Leasing Scheme - Update	To request the Executive Director of Place to submit an update report to a future meeting of the Committee, the report to include information on pricing and the number of private landlords leaving the sector and the reasons for this.	Executive Director for Communities and Families	October 2019		Update included in Business Bulletin for this meeting (item 6.1), with a report to follow in October 2019.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
10	01.11.18	Rent Pressure Zone Update	To agree to a further report in six months as part of wider strategic approach to tackling key issues facing the private rented sector.	Executive Director of Place	August 2019		This is included as part of the Private Rented Sector report to Committee in August 2019.
11	01.11.18	Invitation to Unity in Diversity and ECOC Conference, Florence, 5-7 November 2018	To note that a post-visit report would be provided after the event. To circulate a briefing to members ahead of the report being submitted to Committee in June 2019.	Executive Director of Place	June 2019		Details were provided in the Business Bulletin on 6 June 2019. Recommended for closure

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12	Council 13.12.18	Motion by Councillor Jim Campbell – Later Living Housing	<p>“Council</p> <p>1) Anticipates an increase in demand for housing suitable for later living across all tenures.</p> <p>2) Recognises that building standards have improved the adaptability of modern houses for flexible use, including later living.</p> <p>3) But notes that many individuals look to downsize as they approach later living.</p>	Executive Director of Place	June 2019		<p>Later Living Housing report was submitted to Committee on 6 June 2019 –</p> <p>Recommended for closure</p>

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			<p>4) Recognises that the SHIP report to Housing and Economy Committee in November 2018 included the following information:</p> <ul style="list-style-type: none"> • Around 9% of the homes approved in the first two years of the SHIP are specifically designed for older people and those with complex needs • That the majority of new build properties funded through the AHSP are designed to meet the Housing for Varying Needs Standard 				

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			<ul style="list-style-type: none"> The SHIP includes grant funding of £500,000 annually for RSLs to carry out adaptations to homes to enable people to remain in their own homes and to live independently. <p>5) Therefore asks officers to prepare a progress report for the Housing and Economy Committee in three cycles that updates the Committee on the success of these existing policies and whether further steps can be taken to</p>				

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			<p>accelerate the delivery of later living accommodation including the identification of any barriers across all tenures.</p> <p>6) The report referred to above should also explore opportunities for co-housing in Edinburgh as it is currently a popular choice for retirement in several other European countries.</p>				

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13	24.01.19	Mixed Tenure Improvement Strategy	To agree to receive a further report within two committee cycles on progress with delivering the mixed tenure strategy; including the revised Scheme of Assistance and the proposal to establish a Mixed Tenure Service Delivery team to work closely with owners and residents to support investment in mixed tenure repairs.	Executive Director of Place	June 2019		Update report was submitted to Committee on 6 June 2019. Recommended for closure
14	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		

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15	24.01.19	Improved Access to Edinburgh Airport	1) To note that a briefing email would be circulated to members on the outcomes of the forthcoming officer discussions with Transport Scotland and that a full update would be included in the Committee's Business Bulletin in March.	Executive Director of Place	March 2019	March 2019	Closed on 6 June 2019 - Update considered by Housing and Economy Committee in Business Bulletin on 21 March 2019.
			2) Notes that a further report setting out delivery and finance options will be reported to Committee in 2019.	Executive Director of Place	Policy and Sustainability October 2019	October 2019	An update is included on the Business Bulletin for August 2019. The full report will be submitted to the Policy and Sustainability Committee.

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16	Council 14.03.19	Street Change Glasgow	<p>Council:</p> <ol style="list-style-type: none"> Notes the report "Street Begging in Edinburgh" commissioned by Edinburgh Community Safety Partnership and published last week. Notes that the above report sets out 16 key recommendations in relation to street begging in Edinburgh. Notes Glasgow's decision to adopt the Street Change scheme. Notes Street Change is a brand and platform that had been developed in Edinburgh but ceased operating last year. 	Executive Director for Communities and Families	October 2019		This will be provided in October 2019

			<p>5. Agrees that officers should report to H&E within three cycles on whether the scheme could be reinstated using a partnership model based on a multi-agency response, gauge the appetite from partners to reinstate the scheme, and assess the role it could play in our wider homelessness strategy. This should include consideration of the Rapid Rehousing Transition Plan, the 16 key recommendations from Shelter's report 'Street Begging in Edinburgh' and draw on examples of initiatives elsewhere in the UK where appropriate.</p>				
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No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
17	21.03.19	Business Bulletin – West Edinburgh Relief Road	To note that a report on the West Edinburgh relief road was scheduled to be reported to Committee in August 2019.	Executive Director of Place	October 2019		An update is provided in the Business Bulletin for August 2019 – a report will be submitted to the Policy and Sustainability Committee in October 2019.
18	21.03.19	EICC - Presentation by Marshall Dallas, Chief Executive and Les Florence, Finance and Administration, EICC	To note that an update report was scheduled to be brought to Committee in two cycles (August 2019).	Executive Director of Place	October 2019		
19	21.03.19	City Strategic Investment Fund	1) Requests that a further report is brought back to Committee in two cycles setting out an options appraisal for the Powderhall Stables project.	Executive Director of Place	October 2019		Transferred to Policy and Sustainability Committee, on agenda for October 2019

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			<p>2) Agrees that it is now appropriate to undertake a wider review of the use of the fund, to ensure it is deployed to meet the priorities of the economy strategy, and wider city development and regeneration aims including whether it is appropriate to increase the fund to help meet these objectives. A report on this review will come back to Housing and Economy Committee on 15 August 2019.</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
20	21.03.19	Edinburgh Tourism Strategy Update Report	<p>1) Notes that another update report will be presented in August 2019 prior to a final report at the end of 2019 to approve the new strategy;</p> <p>2) To agree that discussions would take place offline with elected members from all political groups on how to take forward formulating a tourism strategy from the Council's perspective.</p> <p>3) To circulate the link to the Phase 1 report to members once it was live on the ETAG website.</p>	Executive Director of Place	October 2019		<p>Transferred to Policy and Sustainability Committee.</p> <p>2 & 3 Closed on 6 June 2019 - The Phase 1 Edinburgh Tourism 2030 report was emailed to elected members and the Tourism and Residents Working Group on 17 April 2019.</p>

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21	21.03.19	Marketing Edinburgh Update	<p>1) Note that an annual performance report from Marketing Edinburgh for 2018/19 will be presented to Housing and Economy Committee on 6 June 2019.</p> <p>2) Note that a progress update on the development of the future business plan will be presented to Committee on 6 June 2019.</p>	Executive Director of Place	<p>June 2019</p> <p>June 2019</p>	<p>June 2019</p> <p>June 2019</p>	<p>Report was considered by Committee on 6 June 2019.</p> <p>Recommended for closure</p>

22	28.03.19	Motion by Cllr Hutchison – Public Communal Bins in Muirhouse	<p>“Committee:</p> <ol style="list-style-type: none"> 1) Recognises that adequate provision of suitable waste receptacles was essential to maintaining a clean and safe living environment in communal blocks and that a lack of bins could lead to fly-tipping, unsanitary and unsafe conditions in bin stores and create a living environment which was undesirable for residents. 2) Acknowledges that Officers in Waste had confirmed that the current provision of bins in the Muirhouse flats was in line with Council policy. 	Executive Director of Place	June 2019	June 2019	<p>Report was considered by Committee on 6 June 2019.</p> <p>Recommended for closure</p>
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			<p>3) Acknowledges the work already being undertaken by Officers to review the Council's communal bins policy.</p> <p>4) Requests a report to the Transport and Environment Committee and the Housing and Economy Committee in three cycles comprising a review of the Council's approach to waste disposal and bin storage in high rise blocks and other communal living arrangements, comprising;</p> <p>a. An analysis of the current situation with regard to waste disposal in Muirhouse including a review of bin store positioning and</p>				
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			<p>layout and the use of garbage chutes.</p> <p>b. An appraisal of whether a lack of bins was responsible for the current situation of overflowing bins and waste strewn bin stores.</p> <p>c. An action plan and timeline to improve conditions in Muirhouse with regard to waste disposal.”</p>				
23	06.06.19	Business Bulletin	To agree to share with the Committee the response to the Infrastructure Commission for Scotland’s call for evidence, provided by the Council.	Executive Director of Place	Circulated 8 August 2019.		<p>Recommended for closure</p> <p>This was circulated to members in advance of Committee on 29 August 2019.</p>

24	06.06.19	Edinburgh Economy Strategy – Annual Progress Report	<ol style="list-style-type: none"> 1) Calls for research and analysis on the current economy and the economic challenges for Edinburgh as a result of this target. 2) Agrees that this research and analysis will inform a review of the Edinburgh Economy Strategy in order to develop an outcome based strategy for Edinburgh to meet these commitments, taking into account jobs that will emerge from the need to meet the net zero carbon target, sectoral analysis of carbon footprint and the support, collaboration and leadership that the council will need to provide to move us towards a more sustainable economy. 	Executive Director of Place	Policy and Sustainability Committee June 2020		
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			3) agrees that the recruitment of members of the Economic Advisory Panel should be undertaken as proposed in the report, but that the final membership of the panel should be subject to approval by the Housing and Economy Committee within one cycle.	Executive Director of Place	August 2019		Included on the agenda on 29 August 2019
25	06.06.19	Mixed Tenure Improvement Strategy Update	To agree to receive an update report in January 2020.	Executive Director of Place	January 2020		

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26	06.06.19	Commercial Needs Studies	To agree to circulate the links to full documents set out in the report to all Councillors to allow discussion to be fed back to members of the Cross-Party Leadership Forum.	Executive Director of Place			Link circulated on 12.06.19 Recommended for closure
27	06.06.19	Marketing Edinburgh Update	<ol style="list-style-type: none"> 1) Note that a progress update will be included in the August Business Bulletin 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. 	Executive Director of Place	<p>August 2019</p> <p>October 2019</p>		Included in the Business Bulletin on 29 August 2019.

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28	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>April 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 April 2020.</p> <p>Report due in January 2020.</p>

29	06.06.19	Emergency Motion by the Coalition – Parks and Cemeteries Homeless Evictions	<p>1) Notes the Director of Place is putting together a briefing note for elected members.</p> <p>2) To agree that the Convener would write again to Police Scotland to emphasise cross-party support in condemning their recent actions to issue eviction notices to homeless people rough sleeping in the Council's parks and cemeteries.</p> <p>3) To ensure the Convener and Vice-Convener of the Culture and Communities Committee were briefed on this Committee's decision as leads for the Council's SLA with Police Scotland.</p>	<p>Executive of Director of Place</p> <p>Convener</p> <p>Executive Director of Place</p>	<p>August 2019</p> <p>August 2019</p>		<p>1) Briefing for members will be circulated in advance of Committee on 29 August 2019.</p> <p>2) Meeting took place on 6 August – recommended for closure.</p> <p>3) Completed – recommended for closure</p>
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30	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).	Executive Director of Place	June 2020		