

Action Log



No	Subject	Date	Action	Action Owner	Expected completion date	Comments
1	Minute action - prospective crematorium development.	16/11/2021	Scope potential suitable sites for prospective crematorium development.	Chief Officer Place	February 2023	Report scheduled for February 2023 Council.
2	Motion Amendment – Loanhead Football Club	16/11/2021	Update the Sports Needs Assessment from 2016 and report to future council meeting	Head of Adult Social Care/ Sport & Leisure Manager	December 2022	Slight delay in report due to lack of response from some clubs. This issue has been proactively followed up and anticipated that report will be available at the end of year.
3	Motion - Infrastructure	14/12/2021	Report to Council Strategic Investment Framework	Executive Director Place	TBC	Strategic Infrastructure Investment Framework 2 nd stage review has commenced and full report shall be presented to Council when completed and available.
4	Minute Action - CCTV	14/12/2021	To Provide a Report outlining an expansion of sites for CCTV	Chief Officer Place	February 2023	Phase 1 Procurement & progressed. Phase 2 expansion needs further consideration with a report anticipated for February

No	Subject	Date	Action	Action Owner	Expected completion date	Comments
						2023 Council
5	Minute Action – Improving Energy efficiency by tackling Dampness, Condensation and improving ventilation	15/02/2022	Provide a Report to Council Additional Report – Update on Current Housing Stock that will not meet Energy Efficiency Targets	Chief Officer Place	February 2023	Work progressing. EESH2 Report scheduled for February 2023 Council.
6	Arm's Length Company to Manage Industrial Sites in Midlothian	28/06/2022	Explore and outline process for creating an Arm's length company	Head of Development	December 2022	Report scheduled for December Council
7	Risk Management Strategy Report	23/08/2022	Briefing for Councillors Virgo & McKenzie	Executive Director Place	30 September 2022	Completed. Meeting scheduled and further follow with Chief Officer Place
8	Wheelchair Accessible targets	23/08/2022	Opportunities that would increase targets	Executive Director Place	November 2022	Completed Added into the SHIP report in November 2022 in opportunities for other developments as they arise. Also scoped into the Local Development Review once commenced.

No	Subject	Date	Action	Action Owner	Expected completion date	Comments
9	Briefing - Trauma Informed practice	23/08/2022	Members Briefing on Trauma Practice and Mental Health First Aid	Head of Adult Services	TBC	Trauma training will be arranged when Trauma Lead is in post (recruitment currently in process). Mental Health Training can be provided by Health in Mid who can design bespoke half day training for elected members. Confirmation of date required and then can be arranged with Health in Mind.
10	Quality Scoping Report	23/08/2022	On the quality of builds over the last 10 years comparing all tendered projects including with those of HUB SE	Executive Director Place	TBC	Peer Review of Hub SE tender process completed. Separate commission procured for wider scope schools review since commenced.
11	5 year Strategic Plan	04/10/2022	5 year Strategic Plan passed to BTSG for further work and a re-write	Executive Director Place	November 2022	Completed. Included in November 2022 Council Agenda.
12	Midlothian Cares Practical Support Measures Identified Report	04/10/2022	Audit of funding distribution report	Strategic Service Re-Design Manager	November 2022	

No	Subject	Date	Action	Action Owner	Expected completion date	Comments
13	Housing Revenue Account – Rent Setting Strategy 2023-24 - 2025-26	04/10/2022	Clearly communicate the anticipated 4.1% rent increase within the Public Consultation	Executive Director Place	November 2022	Public consultation commenced in November 2022 and results report to Council in February 2023.
15						