

Action Log

Midlothian Council
Tuesday 9 May 2023
Item 5.3



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 deferred to Council in May 2023. Item on Council Agenda 9 May.
2	Motion - Infrastructure	14/12/2021	Report to Council Strategic Investment Framework	Executive Director Place	May 2023	Strategic Infrastructure Investment Framework 2 nd stage now concluded and full report expected to be presented to Council when available.
3	Minute Action - CCTV	14/12/2021	To provide a report outlining an expansion of sites for CCTV	Chief Officer Place	September 2023	Phase 2 expansion needs further consideration with a report deferred to Council in Q2 2023/24.
4	Arm's Length Company to Manage Industrial Sites in Midlothian	28/06/2022	Explore and outline process for creating an Arm's length company	Chief Officer Place	February 2023	Work progressing on report deferred to Council in June 2023.
5	Briefing - Trauma Informed practice	23/08/2022	Members Briefing on Trauma Practice and Mental Health First Aid	Head of Adult Services	TBC	<p>A date is being arranged with Health in Mind for Mental Health Training.</p> <p>Trauma Informed Practice – Trauma Lead has recently joined Midlothian</p>

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						Council and will now progress the session with members.
6	Minute from 21 February 2023	21/02/2023	The Cross-Party Business Transformation Steering Group recommend that the remaining measures be brought back to Council in the form of an updated Medium Term Financial Strategy Transformation Programme.	All lead officers	June 2023	
7	Capital Plan Prioritisation	21/02/2023	Refer approved Council report to BTSG on additional affordability scope and projects.	Executive Director Place	June 2023	To be considered by BTSG prior to return to Council.
8	Building Maintenance Service - Dampness & Condensation Policy Report	21/02/2023	Tenant handbook would be updated to reflect the changes within the new policy	Executive Director Place	April 2023	Completed Tenant handbook insert & Repairs website update completed.
9	Appointment of Depute Provost of Midlothian	21/03/2023	Amend changes to Councillor responsibilities and membership of outside bodies	Democratic Services		Completed

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10	Midlothian Licensing Board – Appointment of Member	21/03/2023	Update Licensing Board membership	Democratic Services		Completed
11	Tender Returns – Temporary Units (various)	21/03/2023	<ul style="list-style-type: none"> a) Councillor visit to temporary units b) To review unit purchases c) Repot back to Council to request a supplementary budget estimate for 2023/24 rental costs and inclusion in the 2024/25 base budget, alongside confirmation these will be fully funded from developer contributions 	<ul style="list-style-type: none"> a) Head of Development b) Executive Director Place c) Executive Director Place 	TBC	Site visit being scheduled and cost of lease now received for reporting.
12	Building Maintenance Service	21/03/2023	Investigate the possibility of transferring white goods from departing tenants to new tenants	Chief Officer Place	TBC	Completed – fit for use appliances retained for incoming tenant where expressed preference. Where not retained in house re-used in furniture recycling project.
13	Beeslack CHS and Penicuik HS, Learning Estate Investment Programme (LEIP)	21/03/2023	Arrange a LEIP Seminar	Executive Director Place	TBC	Completed – scheduled for 25.04.23

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14	Fees and Charges 2023	21/03/2023	a) Events Charging Policy to be presented to Council for consideration and approval b) Sponsorship and Advertising Policy to be presented to Council for consideration and approval	Chief Officer Place	Q2 2023/24	