

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 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	TBC	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 September.
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	Procurement & progress in Phase 1 from current Council approval. Phase 2 is the expansion which needs further

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						consideration with a report anticipated for February 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	December 2022	Work progressing. EESH2 Report scheduled for December Council.
6	A paper covering the capital projects procurement process and how councillors can have greater scrutiny over procurement decisions	28/06/2022	including using the development partner Hub South East Scotland's competitive tender process	Head of Development	September 2022	Completed. All members Procurement Briefing session held on 21 September included Overview of Procurement, Procurement Routes, Capital Projects and Local Procurement Strategy,
7	A Briefing on procurement for councillors later in the year	28/06/2022	Procurement Briefing	Head of Development	September/ October 2022	Completed. All members Procurement Briefing session held on 21 September included Overview of Procurement, Procurement Routes, Capital Projects and Local Procurement Strategy,

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8	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
9	Motion - Standing up for Responsible Tax Conduct	23/08/2022	Procurement Policy to be amended to include word change	Legal Services/ Procurement	October 2022	Completed Policy variation from Council recommendation
10	Risk Management Strategy Report	23/08/2022	Briefing for Councillors Virgo & McKenzie	Executive Director Place	TBC	Briefing meeting arranged
11	Wheelchair Accessible targets	23/08/2022	Opportunities that would increase targets	Executive Director Place	TBC	Scoped into the Local Development Review once commenced. Opportunities for other developments as they arise.
12	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

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						can be arranged with Health in Mind.
13	Additions to Family Leave - Pregnancy Loss Pledge and Fertility Treatment Leave Report	23/08/2022	Recommendation to be increased to 10 days and include couples using IVF pending HR advice	Chief Officer Corporate Solutions	October	Completed Policy variation from Council recommendation
15	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.