

Item 6.2 - Rolling Actions Log

Finance and Resources Committee

29 August 2013 – 19 March 2015

1	29-08-13	People's Network Public Internet Access	To request further exploration of opportunities to extend the accessibility of the service in venues in addition to libraries.	Director of Services for Communities	May 2015		
2	05-06-14	Property Conservation - Complaints Resolution	1) To repeal the Committee decisions of 31 October 2013 and 3 February 2014.	Director of Corporate Governance	Ongoing		Ongoing
			2) To instruct the Chief Executive to report back to the Finance and Resources Committee by the end of September 2014, setting out how various complaints were categorised, and in relation to debt recovery, an aged debt analysis and breakdown by value,				Monthly reports were brought to F+R Committee that contain this information - ongoing

			and by the end of December 2014, setting out what (if any) complaints remained unresolved.				
			3) To agree that monthly update reports would be brought to the F+R Committee.				Ongoing
3	05-06-14	Redhall House and Lawn - Options for Action	To note that a further report detailing progress would be submitted to the Finance and Resources Committee by the end of 2014.	Acting Director of Services for Communities	31-12-14		Report to F+R Committee 27 November 2014 and further updates would be provided to the F+R Committee – ongoing.
4	30-07-14	Cost of Care at Home	To request that progress reports were brought to the Finance and Resources Committee in December 2014 and March 2015.	Director of Health and Social Care	Ongoing		Report would be brought to the F+R Committee on 13 May 2015 – ongoing.
5	30-07-14	Waiver Report - Clothing Voucher Scheme	To request a report was brought to the next meeting of the Finance and Resources Committee detailing the management process for dealing with	Director of Children and Families	28-08-14		

			contracts.				
6	30-09-14	2015/18 Revenue and Capital Budget Framework	1) To instruct the Chief Executive to bring a business plan for each theme to Finance and Resources in December 2014, to include all financial due diligence including: risk register, people plan, savings analysis underpinned by robust management information.	Chief Executive/ Director of Corporate Governance	15-01-15		Report was brought to the F+R Committee 15 January 2015. Further reports would be brought to the F+R Committee 19 March and 13 May 2015 – ongoing.
			2) To agree that each quarterly assessment, of a three year budget framework, was both monitored and subsequently verified by the Finance and Resources Committee against delivery of each theme.	Chief Executive/ Director of Corporate Governance	Ongoing		Report to be brought to F+R Committee of 3 February 2015 - ongoing
7	30-10-14	Revenue Monitoring 2014-15 Half-Year Position	1) To instruct the Director of Health and Social Care to identify proposed measures to bring expenditure back into line with approved	Director of Health and Social Care/Director of Corporate Governance			Ongoing

			levels and report these at period 8.				
8		Revenue Monitoring 2014-15 Half-Year Position	2) In relation to all other debts owed to the Council to establish an Officer/Member Working Group with a remit to review the Corporate Debt Policy and report to the Finance and Resources Committee in January 2015, to allow any recommendations to be considered as part of budgetary process. Membership would comprise of the Convener and Vice Convener of the Committee, one member from each political group represented on the Committee and two officers nominated by the Head of Finance. Substitutes may be appointed from the same political group. The Vice-Convener		15-01-15		Findings of the Working Group would be reported back to the F+R Committee in Spring 2015 – ongoing.

			would be the chair of the working group. Meetings would be clerked and minuted by Committee Services, who will also track the Working Group's actions/delivery. A schedule of meetings would be agreed at the first meeting.				
9	27-11-14	Adult Social Care Budget Pressures, 2014/15	To instruct the Director of Health and Social Care to report to Finance and Resources Committee on the progress of talks with NHS Lothian on this matter.				Ongoing
10	15-01-15	Rolling Actions Log Finance and Resources Committee	To investigate the absence of the report on acting up arrangements and secondments within the council and to secure a date when it would be brought to the Committee.	Committee Services			Acting up arrangements was considered as part of the BOLD report on Workforce Management that would be brought to the F+R Committee on 19 March 2015 – closed.

		Rolling Actions Log Finance and Resources Committee	To circulate the briefing on Zero Contract Hours previously received by the Convener to members of the Finance and Resources Committee.				A briefing was circulated to members on 22 January 2015. The Convener and Vice Convener would decide if a report was required to come to a future meeting of the F+R Committee.
11	15-01-15	Governance of Major Projects	1) The Director of Corporate Governance would pursue progress with senior officers at BT regarding the Learning and Teaching Refresh (bandwidth upgrades).	Director of Corporate Governance	As soon as possible		
			2) An update would be provided to the Finance and Resources Committee on 3 February 2015 regarding progress		03-02-15	19-03-15	A briefing note would be circulated to members and a report would be brought to the F+R Committee

			<p>on the Water of Leith, Flood Prevention Scheme Phase 2.</p> <p>3) To include a reference to Phase 2 of the Niddrie Burn Restoration in future reports to the Finance and Resources Committee.</p>				on 19 March 2015 – ongoing.
12	15-01-15	Council's Budget 2015-16 - Risks and Reserves	To agree that the Head of Finance would discuss the proposed allocation of £7.5 million from the Capital Fund to support additional capital investment priorities with each political group.	Director of Corporate Governance	As soon as possible		Part of Budget Process considered in February 2015 – closed.
13	15-01-15	Transport Marshalls – Request for Contract Extension	To request a report detailing management information for contracts and the process which they are controlled was brought to the Finance and Resources Committee in May 2015.	Acting Director of Services for Communities	13-05-15		Report to be brought to the F+R Committee on 13 May 2015 – ongoing
14	15-01-15	Surplus Council	To request a briefing was	Acting	As soon as		

		Property Assets - referral from Economy	circulated to members of the Finance and Resources Committee containing further information on the access strip at Whitehill.	Director of Services for Communities	possible		
15	03-02-15	Health and Social Care Financial Position 2014/2015	To bring back a report on the progress made on the review of the current financial position within Health and Social Care.	Chief Executive	19 March 2015		Report brought to the F+R Committee on 19 March 2015 – ongoing – closed.
16	03-02-15	Council Revenue Budget Framework 2015/18 - Impact Assessments	Further information to be provided to Councillor Edie on the impact and implications of CF15 described in the report.	Director of Corporate Governance	As soon as possible		Part of Budget Process considered in February 2015 – closed.
17	03-02-15	Commercial and Procurement Services - Contract Register Update	To provide Councillor Whyte with the top percentage figure expected in terms of spend with contracted suppliers.	Director of Corporate Governance	As soon as possible		Part of Budget Process considered in February 2015 – closed.
18	03-02-15	External Funding Initiative - Spend to Save Programme	1) The Head of Finance to liaise with Economic Development to ensure that the fundraising money was classified as additional income.	Director of Economic Development/ Head of Finance	As soon as possible		

			2) Economic Development to confirm if the progress of the activities described in 3.11(f) of the report would be reported back to the Finance and Resources Committee.				
19	03-02-15	Review of Community Access to Schools (CATS) - Revised Scale of Charges	To provide further information to Councillor Corbett on those that would be negatively impacted by the revised scale of charges and to confirm if impact assessments had been carried out on the affected parties.	Director of Children and Families	As soon as possible		Information provided to Councillor Corbett – closed.