

Item 6.2 - Rolling Actions Log

Finance and Resources Committee

29 August 2013 – 4 June 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	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.
4	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 contracts.	Director of Children and Families	28-08-14		
5	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,	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

			people plan, savings analysis underpinned by robust management information.				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
6	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 levels and report these at period 8.	Director of Health and Social Care/Director of Corporate Governance			Ongoing
7		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		15-01-15	04-06-15	Findings of the Working Group would be reported back to the F+R Committee on 4 June 2015 – closed.

			<p>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 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</p>				
--	--	--	--	--	--	--	--

			first meeting.				
8		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. A report would be brought the F+R Committee on 24 September 2015 – ongoing.
9	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		03-02-15	19-03-15	A briefing note

			<p>provided to the Finance and Resources Committee on 3 February 2015 regarding progress 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>				would be circulated to members and a report would be brought to the F+R Committee on 19 March 2015 – ongoing.
10	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
11	15-01-15	Surplus Council Property Assets - referral from	To request a briefing was circulated to members of the Finance and	Acting Director of Services for	As soon as possible		

		Economy	Resources Committee containing further information on the access strip at Whitehill.	Communities			
12	03-02-15	External Funding Initiative - Spend to Save Programme	<ol style="list-style-type: none"> 1) The Head of Finance to liaise with Economic Development to ensure that the fundraising money was classified as additional income. 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. 	Director of Economic Development/ Head of Finance	As soon as possible		Closed
13	04-06-15	Health and Social Care Budget – Further Progress Report	<ol style="list-style-type: none"> 1) To note the update from the Chief Executive in Corporate support to Health and Social Care, in relation to the remaining 	Director of Health and Social Care	As soon as possible		

			<p>funding gap of £5 million, and change and programme management support to assist delivery of the wider Health and Social Care Transformation Programme, and to agree that the Committee would be provided with a report detailing the results of month 3 monitoring to identify any progress/issues in relation to the £5 million Health and Social Care funding gap.</p> <p>2) To authorise the Director of Corporate Governance, in consultation with the Convener and Vice Convener of the Finance and</p>				
--	--	--	--	--	--	--	--

			<p>Resources Committee to extend the contract with KPMG for 3 months for additional work to be done on the review of the Health and Social Care budget, subject to funding being identified for the additional £166,000 costs.</p> <p>3) To agree that the Director of Health and Social Care meets with KPMG to discuss the proposals contained within the report and future measures.</p> <p>4) To agree that the Director of Health and Social Care would clarify whether exit interviews were carried out with staff that has left Health</p>				
--	--	--	---	--	--	--	--

			and Social Care posts.				
14	04-06-15	Accounts Commission Review of Treasury Management	The Head of Finance to arrange a seminar for members ahead of the next treasury report being considered at Committee outlining information needed to allow members to fully scrutinise Treasury Management.	Director of Corporate Governance	As soon as possible		
15	04-06-15	Edinburgh's Christmas and Hogmanay Extension to Consortiums Contract	<ol style="list-style-type: none"> 1) To instruct officers to work with event organisers and relevant bids to extend the 2015/16 Christmas and Hogmanay program in the first instance to include the Grassmarket and Old Town. 2) To instruct officers from Corporate Governance and Economic Development to work with the vent organisers to secure commercial 	Director of Corporate Governance	27-08-15		

			<p>opportunities designed to increase the Council's financial return on the event in 2015/16 and 2016/17.</p> <p>3) To submit a report to the Finance and Resources Committee in August 2015 providing details of policing costs for the event for 2015/16 and 2016/17.</p> <p>4) To make a representation to the Scottish Government to examine mechanisms for funding towards the Council's contribution to increasing visitor numbers in Edinburgh.</p>				
--	--	--	--	--	--	--	--

16	04-06-15	Home Energy Efficiency Programmes for Scotland	To provide a briefing note on how the impact of home energy efficiency programmes compared to scale with challenges of fuel poverty and carbon reduction that would be circulated to members.	Acting Director of Services for Communities	As soon as possible	30-06-15	
17	04-06-15	Redhall House and Lawn Progress Report	1) To instruct officers to seek further assurance from the building owner and/or agent, due to the protracted period since a petition on Redhall House was first submitted in November 2013, and the gap of more than 5 months between a planning was submitted on 23 December 2014 and additional information being received so that public consultation could commence on 1 June 2015, that	Acting Director of Services for Communities			

			<p>they understood the need for demonstrable progress to protect a deteriorating building.</p> <p>2) To agree that a further report would be brought to the Finance and Resources Committee no later than October 2015 or upon determinations of the planning application if sooner.</p>				
--	--	--	--	--	--	--	--