

Item 6.2 - Rolling Actions Log

Finance and Resources Committee

29 August 2013 – 29 October 2015

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
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.	Acting Director of Services for Communities	December 2015		Members briefing would be issued Dec 2015. Final Report to Finance and Resource ,Culture and Sport Committees March 2016.
2	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.	Executive Director of Communities and Families	28-08-14	14-01-16	Officers would prepare a note that would be circulated as an Appendix to the Rolling Actions Log at the F+R Committee on 14 January 2016.
3	15-01-15	Governance of Major Projects	1) The Director of Corporate Governance would	Deputy Chief Executive	As soon as possible	19-11-15	Briefing note circulated to members – closed.

			pursue progress with senior officers at BT regarding the Learning and Teaching Refresh (bandwidth upgrades).				
4	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	May 2016		A report would be brought to the Culture and Sport Committee in March 2016 and would be referred to the F+R Cttee in May 2016 ongoing.
5	04-06-15	Edinburgh's Christmas and Hogmanay Extension to Consortiums Contract	To request a report on the Policy cost related to Edinburgh's Christmas and Edinburgh's Hogmanay was brought to the next F+R Committee.	Deputy Chief Executive	27-08-15		A report would be brought on Policing costs to the F+R Committee on 26 November 2015 – ongoing.
6	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	19-11-15		A briefing would be circulated to members by the end of December 2015 – ongoing.

7	04-06-15	Redhall House and Lawn Progress Report	<p>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 they understood the need for demonstrable progress to protect a deteriorating building.</p> <p>2) To agree that a further report would</p>	Acting Director of Services for Communities			Report brought to the F+R Committee on 29 October 2015 – closed.
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			be brought to the Finance and Resources Committee no later than October 2015 or upon determinations of the planning application if sooner.				
8	27-08-15	Property Conservation - Programme Momentum Progress Report	To investigate the number of cases that had not initially been involved in the Deloitte review but had offered to pay to have their cases reviewed.	Deputy Chief Executive	As soon as possible		One case had been received to date. A briefing note was circulated to members of the F+R Committee on 19 Nov 2015 – closed.
9	27-08-15	Proposed 25 Year Lease of the Engine Shed, 19 St Leonard's Lane, Edinburgh	To request that officer from Corporate Property work alongside the Rivers Centre Public Social Partnership/Carr Gomm to identify alternative accommodation and to report the outcome back to Committee.	Acting Director of Services for Communities	Not specified	31-12-15	Heads of Terms have been issued to Carr Gomm / NHS for potential CEC owned property. Detailed negotiations now taking place.

10	24-09-15	Bridgend Farmhouse and Steadings: Update	To instruct that a report was brought back to the Finance and Resources Committee detailing progress on all aspects of the project including the cost/benefits contributed to the collaboration by July 2016.	Acting Director of Services for Communities	July 2016		Report to be brought back to F+R by 2016 – ongoing. Legal Services had been instructed to progress transfer to BIG, negotiations were ongoing.
11	24-09-15	Transformation Programme: Property and Asset Management Strategy	To note that a review of the wider property portfolio, including the position of EDI GROUP Limited (“EDI”) was being recommended, and thus called for a report – within two cycles – on how best to manage the delivery of Plan B utilising the potential benefits of such delivery through a Council subsidiary.	Deputy Chief Executive	26-11-15		A report would be brought on Property and Asset Management Strategy to the F+R Committee on 26 November 2015 – ongoing.

12	24-09-15	Managing Workforce Change	To request the Deputy Chief Executive provided a briefing to members which detailed the funding set aside for employee transition.	Deputy Chief Executive	As soon as possible		Costs were detailed in the report considered by Committee on 29 October 2015 – Managing Workforce Change – closed.
13	24-09-15	Common Good Annual Performance 2014/15	To note that there were a number of actions related to Common Good from the Governance, Risk and Best Value and the Corporate Policy and Strategy Committees and to discuss the most appropriate Committee to report on Common Good to.	Deputy Chief Executive	14-01-16		Following on from the 19th October GRBV Agenda Item 7.2 which stated that “the Head of Finance would explore ways to use the common good fund to pro-actively maintain and refurbish common good property,” A report would be prepared for F&R Committee in January 2016 to explain the proposed Common Good Funded Maintenance Programme – ongoing.

14	24-09-15	Property Conservation – Irrecoverable Sum; Debt Recovery and Settlements	<ol style="list-style-type: none"> 1) To request the Deputy Chief Executive provided elected members with a briefing on the progress of the recovery and settlement process. 2) To include a table in future reports which demonstrates the progress made in terms of recovery of debt over the last three years. 	Deputy Chief Executive		19-11-15	Briefing note circulated to elected members of the Finance and Resources Committee on 19 Nov 2015 – closed.
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15	29-10-15	Managing Workforce Change	<p>1) To instruct the Chief Executive to establish suitable monitoring and reporting including detailed figures for VERA, Voluntary Severance and the Career Transition Service. Reports would formally be presented to the Finance and Resources Committee on a 4 weekly cycle.</p> <p>2) To meet with officers to determine the content of the dashboard as an active management tool and to include information on the redeployment figures in future reports and promote the Careers Transition Service as available to all staff.</p>	Chief Executive/ Deputy Chief Executive	June 2016		<p>Monitoring and Reporting was currently being developed – ongoing.</p> <p>The content of the dashboard was currently being progressed.</p>
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			3) To request a briefing note was circulated to members on the alternative options presented by the Unions.		As soon as possible	19-11-15	This would be covered in the briefing note which was circulated to F&R members as part of item 16 on the rolling actions log – closed.
16	29-10-15	Revenue Monitoring 2015/16 - half year position	To provide members with a briefing on the movement of the budget for 2015/16 and 2016/17.	Deputy Chief Executive	As soon as possible		Briefing note circulated on 19 November to F+R Committee members – closed.
17	29-10-15	Local Development Plan - Action programme: Financial Assessment and Next Steps	To agree that a meeting would be arranged with members to discuss the implications of the Local Development Plan for their area.	Acting Director of Services for Communities	31-12-15		
18	29-10-15	Redhall House and Lawn - Progress Report	1) To provide Councillor Corbett with an inventory of repairs that had been carried out by the owner to Redhall House.	Acting Director of Services for Communities	As soon as possible	3-11-15	The inventory of repairs was sent to Councillor Corbett by email on 3 November 2015 – closed.

			2) To request an update report was brought to the Finance and Resources Committee at the conclusion of the planning process.		January 2016		A report would be taken to F & R in the next year once the planning applications have been determined.
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