

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	RAG Status	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.	Executive Director of Place	December 2015		A	A briefing note would be issued to members of the F+R Committee in December 2015 – ongoing.
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	A	Officers would prepare a report that would be brought to the F+R Committee in January 2016 – ongoing.

3	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.	Executive Director of Place	May 2015	May 2015	G	This action was discharged through a report considered by F+R on 13 May 2015 – ‘Council Contracts – Planning Update – closed.
4	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	Deputy Chief Executive	27-08-15		G	Report was withdrawn from Finance and Resources Committee agenda on 26 November 2015 – closed.
5	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.	Executive Director of Place	19-11-15		A	A briefing would be circulated to members by the end of December 2015 – ongoing.

6	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 Resources	Not specified	31-12-15	A	Heads of Terms have been issued to Carr Gomm / NHS for potential CEC owned property. Detailed negotiations now taking place.
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7	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 Executive Director of Resources	July 2016		A	Report to be brought back to F+R by July 2016 – ongoing.
8	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.	Acting Executive Director of Resources	26-11-15	26-11-15	G	A report was brought on Property and Asset Management Strategy to the F+R Committee on 26 November 2015 – closed.

9	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.	Acting Executive Director of Resources	14-01-16		A	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.
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10	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/ Acting Executive Director of Resources	June 2016		A	<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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11	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.	Executive Director of Place	31-12-15	30-11-15	G	Meetings arranged in December for Councillors – closed.
12	29-10-15	Redhall House and Lawn - Progress Report	To request an update report was brought to the Finance and Resources Committee at the conclusion of the planning process.	Executive Director of Place	January 2016		A	A report would be taken to F & R in the next year once the planning applications have been determined – ongoing.
13	26-11-15	CEC Transformation Programme - Property and Asset Management	To agree that a detailed implementation plan for Property and Asset Management would be brought to the Finance and Resources Committee in January 2016 and would focus on the points highlighted in 1.1.5 and 1.1.6 in the report.	Acting Executive Director of Resources	January 2016		A	A report would be brought to the Finance and Resources Committee in January 2016 – ongoing.

14	26-11-15	Adoption of Scottish Procurement Fixed Term Water and Waste Water Services Framework	To confirm to Councillor Corbett that there was only one provider suitable to support the framework.	Executive Director of Place	As soon as possible	27-11-15	G	Information circulated to all members of the F+R Committee – closed.
15	26-11-15	Voluntary Early Release Arrangement (VERA) Application – Corporate Operations	To provide a briefing note on the Council's pension policy in comparison with other Local Authorities.	Acting Executive Director of Resources	As soon as possible	29-10-15	G	Briefing note circulated to members of the Finance and Resources Committee – closed.

Red – Action has not been completed within timescales indicated.

Amber – Action is in Progress.

Green – Action has been completed and recommended for closure.