

Item 6.2 - Rolling Actions Log

Finance and Resources Committee

27 August 2015 – 17 March 2016

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	RAG Status	Comments
1	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	14-03-16	G	A briefing note has been circulated to members - closed.

2	27-08-15	Proposed 25 Year Lease of the Engine Shed, 19 St Leonard's Lane, Edinburgh	To request that officers 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 Executive Director of Resources	Not specified	Quarter 1 2016	A	Negotiations are ongoing. The building in question is currently undergoing major external repairs and the potential date of entry has been delayed until completion of those external works. The works are due to complete late June / early July. Subject to completion, entry is anticipated for late summer.
3	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.

4	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.	Acting Executive Director of Resources	June 2016		A	Planning application to be considered in May, and report would be brought to F+R in June 2016 - ongoing
5	14-01-16	Annual Workforce Controls Report	To circulate a briefing note to members detailing the FTE reduction over the last two years.	Chief Executive	As soon as possible	March 2016	G	Briefing note circulated to members – closed.
6	14-01-16	Capital Investment Programme-Plan 2016-17 to 2023-24	The Acting Executive Director of Resources to investigate extending the sustainability impact in relation to the Capital Investment Programme and to report back to Councillor Corbett.	Acting Executive Director of Resources	As soon as possible	08-03-16	G	Information provided to Councillor Corbett – closed.
7	02-02-16	Approval for Walking and Cycling	To provide Councillor Jackson with details of the proposed cycling and walking routes.	Executive Director of Place	As soon as possible	10-03-16	G	Project briefs provided to Councillor Jackson – closed.

8	17-03-16	Transformation Programme AMS Update	To circulate a briefing note to members on the progress of the Asset Management Strategy, the financial implications and impact on staff.	Acting Executive Director of Resources	As soon as possible	26-04-16	G	Briefing note circulated to members of the F+R Committee – closed.
9	17-03-16	Governance of Major Projects Progress Report	To circulate a briefing note to members on the assurance review for ICT and how it related to the Transformation Programme.	Chief Executive	As soon as possible	22-04-16	G	Briefing note circulated to members of the F+R Committee – closed.
10	17-03-16	Reemployment and Reengagement of staff	To circulate a briefing note to members on the implications of placing a time-bar and an upper or lower financial limit in relation to re-employment of staff.	Acting Executive Director of Resources	As soon as possible	01-04-16	G	Briefing note circulated to member of the F+R Committee – closed.
11	17-03-16	Carbon Reduction Commitment Handbook	To provide Councillor Corbett with information on how Edinburgh's Sustainable Energy Action Plan target to reduce Carbon Emissions would be achieved and the related financial implications.	Acting Executive Director of Resources	As soon as possible	29-03-16	G	Information sent to Councillor Corbett – closed.

12	17-03-16	Health and Social Care Integration Update	To circulate a briefing note to members with more detailed financial information in relation to Health and Social Care Integration.	Chief Officer – Edinburgh Health and Social Care Partnership	As soon as possible	19-04-16		Briefing note circulated to members of the F+R Committee – closed.
13	17-03-16	Community Transport Public Social Partnership Arrangements	To update members following discussions with the Integration Joint Board on responsibility for funding of Community Transport.	Executive Director of Place	As soon as possible			
14	17-03-16	Cafe Concessions – Museums and Galleries, Parks and Greenspace	1) To withdraw the award of Lot 2 to investigate issues related to this and to bring back a report to Committee in May 2016.	Executive Director of Place	As soon as possible	12 May 2016	A	Report to be brought back to F+R Cttee on 12 May 2016 – ongoing.
			2) To circulate a briefing note to members with further details in the consultation process with specific reference to Victoria Park.		As soon as possible		G	Briefing note circulated to members of the F+R Committee – closed.

			3) To arrange a meeting with Councillor Corbett to discuss how the Council could work with smaller businesses in relation to a contract of this size.		As soon as possible		A	Procurement are in the process of arranging a meeting with Councillor Corbett – ongoing.
15	17-03-16	Summary Report on Property Transactions Concluded under Delegated Authority	To circulate a briefing note to members on the reasons for large rent increases.	Acting Executive Director of Resources	As soon as possible	31-03-16	G	Briefing note circulated to members – closed.
16	17-03-16	Miscellaneous Debts – Write-Off (B agenda)	To ensure that members of the Police and Fire Scrutiny Committee were aware of the withdrawal of Police funding for the Appropriate Adult service.	Acting Executive Director of Resources	As soon as possible	30-03-16	G	An update was provided to members on the funding of the Appropriate Adult Service – closed.
17	17-03-16	Unincorporated Associations (B agenda)	To circulate a briefing note to all elected members on the 11 unincorporated associations that members were currently appointed to.	Chief Executive	As soon as possible	19-04-16	G	A briefing note was circulated to members – closed.

Red – Action has not been completed within timescales indicated.

Amber – Action is in Progress.

Green – Action has been completed and recommended for closure.