

Finance and Resources Committee

23 May 2019

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1.	23 February 2017	Strategic Direction for Tackling Homelessness	To agree that the Executive Director for Communities and Families would report back to a future Committee on the impact the implementation of the new Homelessness Strategy would have on shortening the period of contract extensions.	Executive Director for Communities and Families		17 May 2019	<p>Recommended for closure.</p> <p>The Housing and Economy Committee considered the Council's Rapid Rehousing Transition Plan (RRTP) on 21 March 2019.</p> <p>The RRTP was shared with members of Finance and Resources Committee on 17 May 2019.</p>
2.	27 March 2018	Sickness Absence Policy	To note that, in addition to the standard review process, a report would be brought to	Executive Director of Resources	November 2019		This policy will be implemented in October 2018 and reviewed 12 months thereafter.

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			committee 12 months after implementation of this policy to review its impact and make any further recommendations for potential improvement.				
3.	12 June 2018	Provisions of Registrar Services	To agree a report would be brought back to Committee reporting on registrar provision across the city.	Executive Director of Place	15 August 2019		A report will be brought to the Committee for consideration at the meeting on 15 August 2019.
4.	12 June 2018	Award of Festival Attraction Contract for the Summer Period in Princes Street Gardens	The Head of Place Management to investigate the policy on the use of greenspace for events and report back to Councillor Miller.	Executive Director of Place	June 2019		This is being addressed through the launch of the Edinburgh Parks Events Manifesto. A report will be considered at the Transport and Environment Committee in June 2019.
5.	16 August 2018	Construction Charter	To recognise that the Charter was a living document and agree that work with the Trade	Executive Director of Resources	15 August 2019		

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			Unions and contractors would continue during the implementation phase, with a report reviewing the Charter to be brought back to Committee in 12 months.				
6.	11 October 2018	Gender Pay Gap	Notes the further analysis and actions outlined in paragraphs 3.26 and 3.27 of the report, and calls for an update on these activities in not more than 12 months.	Executive Director of Resources	October 2019		
7.	11 October 2018	Variation to Care at Home Contract – B Agenda item	To agree that officers would meet with Councillor Miller to address a number of questions she had and a briefing note would be circulated to members of the Committee	Chief Officer, Health and Social Care Partnership	March 2019	May 2019	Recommended for closure. Councillor Miller has indicated that she no longer requires this meeting to take place.

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			detailing the responses provided by officers.				
8.	4 December 2018	Business Bulletin	To agree that a report on the profile of each Spend to Save project would be brought to Committee at the end of the financial year.	Executive Director of Resources	15 August 2019		A report will be submitted to the Committee meeting on 15 August 2019 for consideration.
9.	4 December 2018	Capital Monitoring 2018/19 – Half-Year Position	To agree that a briefing note be circulated to members providing clarity on how much of the budget for walking and cycling projects had been spent, what the percentage of the total budget was used for cycle projects, and a fuller explanation on the reasons for the slippage in the active travel projects.	Executive Director of Place	May 2019	May 2019	Recommended for closure. Briefing Note circulated to members of Finance and Resources Committee and Governance, Risk & Best Value Committee on 6 May 2019.

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10.	4 December 2018	Workforce Dashboard	To agree to include details for each of the Executive Directors FTE budget alongside the trend charts in future reports.	Executive Director of Resources	Ongoing		Discussions are ongoing around the practicalities of incorporating this information.
11.	4 December 2018	Edinburgh Targeted and Integrated Employability Service	To agree to highlight the potential implications that EU funding ceasing would have on Council employability services to the Brexit Working Group for further scrutiny.	Executive Director of Place	March 2019	March 2019	Recommended for closure. The Brexit Working Group meeting on 8 March 2019 considered this issue as part of its agenda - closed
12.	4 December 2018	Temporary Accommodation Off-Contract Waiver	To agree that the Convener would discuss with the Housing and Economy Convener and Councillor Miller the possibility of preparing	Executive Director for Communities and Families	May 2019		A meeting is being arranged with the Housing and Economy Convener and Councillor Miller.

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			a holistic report which brought together the policy and financial elements of temporary accommodation and to decide thereafter what Committee would be best placed to consider it.				
13.	1 February 2019	Revenue Monitoring 2018/19 - Month Nine Position	To agree that the net revenue amount anticipated for garden waste charging in the 2019/20 budget be emailed to members as soon as possible.	Executive Director of Place		3 May 2019	Recommended for closure. A Briefing Note was circulated to Councillors on 3 May 2019.
14.	1 February 2019	Asset Management Strategy Transformation Programme	To agree to explore the options and opportunities available for sponsorship of Council buildings and feedback to Committee as appropriate.	Executive Director of Resources	15 August 2019		

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15.	1 February 2019	Feedback on the Change Strategy and Budget Proposals 2018	To request that details of best practice and the methodology which sat behind the respondents to the engagement document be provided in future reports.	Chief Executive	August 2019		Additional information about the process behind each engagement method was included in the report on engagement which was considered at Full Council on 21 February 2019. A report will also be going to the Corporate, Policy and Strategy Committee seeking approval for proposals for ongoing engagement on the Council's change and budget processes. This report will provide information on best practice in this area.
16.	1 February 2019	Accounts Commission: Local Government in Scotland - Financial Overview	To agree that the additional report requested by the Governance, Risk and Best Value Committee	Executive Director of Resources	March 2019	March 2019	Recommended for closure. Report was considered at the meeting on 7 March 2019 and

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		2017-18 - referral from the Governance, Risk and Best Value Committee	on distribution and principles of Local Government funding be prepared for the next Finance and Resources Committee.				referred to Governance, Risk and Best Value Committee.
17	7 March 2019	Revenue Budget Framework 2019/24 - Progress Update	To agree that the report to Committee on 23 May 2019 identify additional potential savings or income generating measures in 2019/20 in order that these could be applied as necessary where slippage or change in planned actions required alternatives.	Executive Director of Resources	23 May 2019		A report is on the agenda for consideration at this meeting (item 7.7)
18	7 March 2019	Capital Strategy 2019-24	To arrange an elected members workshop on the Capital Strategy prior to the Council meeting on 14 March 2019.	Executive Director of Resources		13 March 2019	Recommended for closure. Briefing Workshop was held on 13 March 2019.

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19	7 March 2019	Managing Organisational Change Policy	To continue the report for one cycle in order to carry out further consultation with relevant union representatives.	Executive Director of Resources	23 May 2019		A report is on the agenda for consideration at this meeting (Item 7.1)
20	7 March 2019	Retirement Policy	To request a report on the removal of the 13 wind-down days when an employee voluntarily retires be provided to Finance and Resources Committee in May 2019 evaluating the policy in light of all evidence for decision.	Executive Director of Resources	23 May 2019		A report is on the agenda for consideration at this meeting (item 7.2)
21	7 March 2019	Fountainbridge Development – Outline Business Case – B agenda item	To request that a version of the report with sensitive information removed would be provided for publication.	Executive Director of Place			Recommended for closure. The report was prepared and circulated to the Conveners of Finance & Resources and Housing & Economy and provided

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							for Fountainbridge Sounding Board.
22	14 March 2019 (Full Council)	Motion by Councillor Watt – Funding of Temporary Accommodation for Homeless People (see agenda of 14 March 2019)	Calls for a report to be submitted to Finance & Resources Committee, within four cycles, which sets out a business case for a model of temporary accommodation for people with low support needs. This should include options for investment in council owned property and consideration of shared housing. The report should explore what role the model could play within our RRTP, demonstrate how this could work and analyse the impact on existing business models.	Executive Director of Resources Executive Director for Communities and Families	6 December 2019		

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23	30 January 2019 (action remitted from the North West Locality Committee March 2019)	Business Bulletin – Review of Janitorial Services in Community Centres and Schools	To request that training for management committees, as a result of taking on any additional duties, be picked up as part of the six monthly review of the Service Level Agreement for janitorial services.	Executive Director of Resources			Will be included as part of the Asset Management Strategy update reports to Committee.
24	2 May 2019 (Full Council)	Motion by Councillor McVey – Support for Council Employees Subject to Domestic Abuse (see agenda of 2 May 2019)	Requests that the Executive Director of Resources submits an updated domestic abuse policy relating to Council employees, within three cycles, to the Finance and Resources Committee which reconfirms the existing commitment to paid special leave, or safe leave, for people	Executive Director of Resources	December 2019		

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			who are experiencing domestic abuse and updates and aligns the policy fully with the Domestic Abuse (Scotland) Act 2018.				