

Rolling Actions Log

Finance and Resources Committee

4 March 2021

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1	05.11.20	The City of Edinburgh Council Charitable Trusts – Report to Those Charged with Governance on the 2019/20 Audit	1) To agree to provide a briefing on the Council's charitable trusts in relation to membership of the Finance and Resources Committee. A briefing session was requested on how members should fulfil this role.	Chief Executive	March 2021		Update December 2020 An update is provided in the Business Bulletin for the December meeting of Committee.
			2) To agree to consider potential further reductions to the	Executive Director of Resources	November 2020	November 2020	Closed on 3 December 2020 – Details on this were included in the briefing of additional

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			list of the Council's Charitable Trusts.				information shared with Committee Members on the 24 th November 2020.
			3) To agree to provide a briefing with all responses to date on Lauriston Castle.	Executive Director of Resources	January 2021	February 2021	Recommended for Closure – an updated briefing was circulated to Committee on the 23 rd February. Committee agreed this action would remain open as work was still ongoing. Further information would be provided once external legal advice had been received. The Head of Finance would be consulted on when this information could be made public.

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2	05.11.20	Consultants Costs 2019/20	To agree to provide further context around the use of consultants.	Executive Director of Resources	November 2021		Update December 2020 This information will be included in the next annual report.
3	03.12.20	Revenue Budget 2020/21: Progress Update	To agree to provide an update on the amount which had been spent of the £100k funding allocated to Marketing Edinburgh.	Executive Director of Resources /Place	March 2021		Update circulated on 19 January 2021. Further information requested.
4	03.12.20	Tron Kirk, Edinburgh	Committee therefore agrees Option A in the report and instructs officers to bring forward a report on the short and longer term future of the building to a future meeting of the Finance & Resources committee.	Executive Director of Resources	May 2021		This report will be brought to Committee in May 2021; to ensure that full consideration is given to the information provided by interested parties.
5	21.01.21	Rolling Actions Log	To request that it be outlined which trusts	Chief Executive	May 2021		

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			members would become trustees of for new appointments to the committee in May.				
6	21.01.21	Revenue Budget 2020/21: Month Eight Position	To agree to provide information on how any additional costs would be charged for the whistleblowing inquiry above the allocated funding.	Executive Director of Resources	March 2021	March 2021	Recommend for Closure – This information has been included in the Revenue Budget Report that is on the agenda for this meeting of Committee.
7	21.01.21	Civic Hospitality Policy and Budget Adjustments	To agree that the celebration of major anniversaries should be amended from multiples of 10 years after 100 years to 25 years after 100 years.	Chief Executive			
8	21.01.21	Workforce Dashboard – November 2020	To agree to provide a further update on apprenticeships and traineeships within the Council.	Executive Director of Resources	March 2021		Recommended for Closure – Update provided in the Workforce Dashboard for March

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9	21.01.21	Award of a Contract for the Provision of Temporary Agency Staff, Permanent, Fixed Term Contract and Short-Term Supply Resources	1) agrees to request that the Executive Director of Resources provides a report to the Finance and Resources Committee, in 3 cycles, on the opportunities and additional measures that can be introduced to further reduce agency worker spend by the Council;	Executive Director of Resources	August 2021		
			2) agrees to request a report from the Executive Director of Resources, in 2 cycles, providing an update on the Council's security team and the use of agency workers in this area	Executive Director of Resources	May 2021	March 2021	Recommended for Closure – This report is on the agenda for this meeting of Committee.
			3) To agree to provide a briefing note detailing	Executive Director of Resources	March 2021	March 2021	Recommended for Closure – A briefing note was circulated to

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			differences in types of living wage.				Committee on 22 nd February 2021.
10	21.01.21	3-11 West Granton Road, Edinburgh – Proposed Lease	Agrees an update report to committee in March with an update on the Empty Kitchens Full Hearts lease and any assistance provided to the unsuccessful bidders.	Executive Director of Resources	March 2021	March 2021	Recommended for Closure – Report on agenda for March committee
11	21.01.21	Former Royal High School, Regent Road, Edinburgh – Options Paper (B Agenda)	Instructs the Executive Director of Resources to proceed with option 4 as set out in the report, with a further progress paper to be brought to the Committee on 20 May 2021	Executive Director of Resources	May 2021		
12	21.01.21	Council Commercial Property Portfolio - Update Report (B Agenda)	To note that an update report would be provided to the committee in May.	Executive Director of Resources	May 2021		