

# Rolling Actions Log

## Finance and Resources Committee

14 March 2024

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comment
1	09.12.21	<a href="#">Work Programme</a>	To request a written update on Councillor Corbett's motion to Council from May 2021 on Bridges and Investment in Craiglockhart and Colinton Dells.	Executive Director of Place	On-going		<p><b><u>Update – March 2024</u></b></p> <p>Six-monthly updates on Parks and Openspace Investment are provided to Culture and Communities Committee. It is proposed to transfer this action to their action log for on-going monitoring.</p> <p><b><u>January 2024</u></b></p> <p>A tender has been awarded for the Katesmill pipeline bridge and work is due to start in March for 4 weeks. A non-technical solution, to allow the opening of Dell Road, is still to be assessed.</p>

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							<p><b><u>Update September 2023</u></b></p> <p>A revised design for the Katesmill pipeline bridge has been received and a procurement exercise has started.</p> <p>The technical note on the Dell Road landslip was received. A non-technical solution is being considered to allow the route to be reopened.</p> <p>Redhall Weir Bridge completed.</p> <p><b><u>Update April 2023</u></b></p> <p>Redhall Weir bridge: works on-going, completion expected July 23.</p> <p>Bogs/pipeline bridge path landslip: works completed Apr 23.</p> <p>Kate's Mill pipeline bridge: tendered price over budget</p>

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							<p>revision to design being considered.</p> <p>Dells Grottos: repairs order, awaiting start date.</p> <p>Dell Road landslip: awaiting further technical note from design consultants, expected May 2023.</p> <p><b><u>Update December 2022</u></b></p> <p>Mott MacDonald submitted final procurement documentation and specification of works. A tender for the bridge has been issued to framework contractors for mini-competition. Tender returns are due in January 2023 for assessment.</p> <p><b><u>Update September 2022</u></b></p> <p>An agreement in principle has been reached with the Councils Bridges and Structures team and Mott MacDonald have been</p>

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							<p>instructed to finalise procurement specifications.</p> <p><b><u>Update March 2022</u></b> Briefing circulated February 2022; Committee in March 2022 agreed action to remain open until clarity on when work would commence.</p>
2	30.06.22 (Council meeting)	<a href="#">Embedding Gender Budgeting Analysis – referral from the Finance and Resources Committee</a>	<p>1) Commits that all elected members will attend one of a number of 2 hour briefings on Gender Budgeting and how it interacts with their role as Councillors.</p> <p>2) Commits that Heads of Services and relevant members of their teams, as recommended by them, will attend at least one training session on Gender Budgeting, understanding that there will be opportunities for further engagement between</p>	Executive Director of Corporate Services	Spring 2024		<p><b><u>Update March 2024</u></b> Briefing Note issued to Members December 2023 outlining timeline for survey/training – work ongoing.</p> <p><b><u>Update November 2023</u></b> The Scottish Women’s Budgeting Group have held several focus groups with both officers and elected members to gauge existing understanding of gender budgeting. This will inform the design of the wider</p>

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			<p>officers and the Scottish Women's Budget Group if requested.</p> <p>3) With the support of the Scottish Women's Budget Group, to circulate a survey to elected members and key staff and conduct some small focus group discussions to understand existing knowledge and barriers to gender budget analysis, and to help inform ongoing member and officer engagement.</p>				<p>training sessions which will take place early 2024.</p> <p><b><u>Update March 2023</u></b></p> <p>Officers are liaising with the Scottish Women's Budgeting Group to conduct a survey to gauge current knowledge of gender budgeting. Raining sessions for both officers and members will be designed thereafter.</p> <p><b><u>Update January 2023</u></b></p> <p>The Scottish Women's Budget Group delivered a training session open to all elected members on 21 November 2022, with the aim of explaining how gender budget approaches can help local authorities to meet their responsibilities under the Public Sector Equality Duty and how councillors can use gender budgeting to address</p>

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							inequalities. Opportunities for complementary staff training are also currently being explored.
3	08.09.22	<a href="#">Walk Up Avenue, Craigmillar, Edinburgh - Proposed New Lease</a>	To note that the Head of Estates would provide further information on funding and timescales for the proposed second commercial unit.	Executive Director of Place	On-going		<p><b><u>Update September 2023</u></b></p> <p>Officers are continuing to look for funding opportunities for this. Further information will be provided once funding has been confirmed.</p> <p><b><u>Update April 2023</u></b></p> <p>Source of funding to be confirmed.</p>
4	01.12.22 (HHFW Committee meeting)	<a href="#">Housing Land Strategy Report</a>	<p>1) To note the findings and emerging opportunities resulting from the Prior Information Notice (PIN) market engagement process.</p> <p>2) To note that approval would be sought from Finance and Resources Committee for</p>	Executive Director of Place	25 January 2024.		<p><b><u>Recommended for closure</u></b></p> <p>Committee has approved two recent recommendations on the purchase of homes. Further reports will be prepared if required.</p>

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			purchase of homes or sites with progress reported to this Committee via briefings and Business Bulletin updates.				<p><b><u>Update April 2023</u></b></p> <p>Officers are pursuing a number of opportunities that have arisen following the approval of the revised Housing Land Strategy. Reports seeking approval of business cases and/or purchase of homes or land will be submitted as and when viable propositions are developed.</p>
5	26.01.23	<a href="#">Rolling Actions Log</a>	1) To circulate a list of members who attended the training on Gender Budgeting.	Executive Director of Corporate Services	April 2023		<p><b>Closed April 2023</b></p> <p>List circulated to members on 5 April 2023</p>

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			2) To note the Convener would send a reminder to members who did not attend and to ask the Scottish Women's Budget Group to organise training sessions.	Convener	TBC		<p><b><u>Update March 2023</u></b></p> <p>The Scottish Women's Budget Group are liaising with the Council's Governance Team in order to arrange new training sessions for Elected Members on Gendered Budgeting. Once these dates are confirmed, the Convener will write to all Councillors who are yet to attend one of the sessions in order to promote the training.</p>
6	16.03.23 (Council Meeting)	Cost Recovery from Commercial Events - Motion by Councillor Ross	Requests a report to Finance and Resources Committee in two cycles outlining options on how costs might further be recovered for services and permissions from commercial operators of sports grounds and events.	Executive Director of Place	January 2024		<p><b><u>Recommended for closure</u></b></p> <p>A report was considered by Committee on 25.01.2024.</p> <p><b><u>Update – January 2024</u></b></p> <p>A report is included on the agenda for Committee on 25.01.2024. A further report will be presented to Culture</p>



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							<p>and Communities Committee later in the year</p> <p><b><u>Update – September 2023</u></b></p> <p>Options for how costs might be further recovered are currently being developed. Finance and Resources Committee and Culture and Communities Committees will updated later in the year.</p> <p><b><u>Update June 2023</u></b></p> <p>Report now due September</p>
7	25.04.23	<a href="#">Business Bulletin</a>	To request confirmation of when the report on the War Memorial containing the design brief and recommendations would be reported to Committee.	Executive Director of Place	25 April 2024		<p><b><u>Update – March 2024</u></b></p> <p>This report has been delayed but it is hoped to present it to the next meeting of Committee.</p> <p><b><u>Update January 2024</u></b></p> <p>A report will be submitted to Committee in March 2024</p>

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8	25.04.23	<a href="#">Award of the Lettings, Management and Maintenance Contract for Edinburgh Living</a>	To request a report within three years giving options for moving the lettings, management and maintenance of Edinburgh Living within the Council at the end of the initial four-year contract with Umega Letting Ltd, including details of legal/management implications of seeking synergies with the Housing Revenue Account.	Executive Director of Place	By April 2026		
9	25.04.23	<a href="#">South Bridge Resource Centre, 6 Infirmary Street, Edinburgh – Future Strategy</a>	1) To agree that as part of this process direct discussion should take place between City of Edinburgh Council and Canongate Youth, and care taken to identify any agreements in place between building tenants/users and third parties which may be affected by any lease change.	Executive Director of Place	On-going		<p><b><u>Update – March 2024</u></b></p> <p>An update report is included on the agenda for Committee on 14.03.2024.</p> <p><b><u>Update September 2023</u></b></p> <p>Work is ongoing.</p>

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			2) To note that a further report would be submitted to Committee once the next stage of due diligence was complete. This report shall include a comprehensive survey of activities already being delivered within the venue.	Executive Director of Place	On-going		
10	20.06.23	<a href="#">Rolling Actions Log</a> – Gender Budgeting Analysis Training (Action 3 above)	To request an update on training for Heads of Service and survey responses for Gender Budgeting Analysis Training	Executive Director of Corporate Services	Spring 2024		<p><b><u>Update March 2024</u></b></p> <p>Briefing Note issued to Members December 2023 outlining timeline for survey/training – work ongoing.</p> <p><b><u>Update November 2023</u></b></p> <p>The Scottish Women’s Budgeting Group have held several focus groups with both officers and elected members to gauge existing understanding of gender budgeting. This will inform the design of the wider</p>

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							training sessions which will take place early 2024.
11	20.06.23	<a href="#">Financial Strategy and Medium-Term Financial plan (MTFP)</a>	<p>To instruct officers to produce a report for the 21<sup>st</sup> September meeting of the Finance and Resources Committee setting out a process to discuss with political groups, COSLA, the Scottish Government, legal experts and other relevant parties the options available to the Council when setting Council Tax for 24/25 including but not limited to:</p> <p>a) Providing cost-of-living awards based on Council Tax banding.</p> <p>b) Enhancing Council Tax discount schemes.</p> <p>c) Creating additional local Council Tax payment schemes.</p>	Executive Director of Corporate Services	February 2024		<p><b><u>Recommended for Closure</u></b></p> <p>Report was submitted to Committee on 6 February 2024</p> <p><b><u>Update November 2023</u></b></p> <p>A report is on the agenda for this meeting with a further update to be provided at Special Budget meeting in February 2024</p> <p><b><u>Update September 2023</u></b></p> <p>Update to be provided at September meeting with full report to be brought to November meeting</p>

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12	20.06.23	<a href="#">Resource to support the Edinburgh Integration Joint Board Medium Term Financial Strategy</a>	<p>1) To request a report within 2 cycles with proposed wording to update urgency and delegation process to ensure that any contracts to individuals worth over £100k must be approved by Committee or – following agreement from a majority of group leaders – a clerked meeting of group leaders or spokespeople.</p> <p>2) To provide a briefing note to members on the review of urgency provision.</p>	Executive Director of Corporate Services	28 September 2023 (Full Council)	28 September 2023	<p><b><u>Recommended for Closure</u></b></p> <p>Presented to Council within item 7.1 on Governance Documentation (paragraphs 4.12 to 4.15) and appendices two and three.</p> <p><b><u>Update – September 2023</u></b></p> <p>A report will be going to the meeting of the Full Council on 28 September 2023 covering 1) and 2)</p>
13	20.06.23	<a href="#">Health and Social Care Contract Extension Report</a>	To request a briefing on the ATEC24 service and the savings made by re-provisioning.	Chief Executive	TBC		
14	21.09.23	<a href="#">Sustainable Procurement</a>	To request a briefing note within 3 cycles setting out in more detail how social enterprises	Executive Director of	14 March 2024		<b><u>Recommended for closure</u></b>

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		<a href="#">Strategy Annual Report - 2023</a>	were supported through the procurement strategy, including identification of barriers facing social enterprises in the tendering and commissioning process and potential mitigations	Corporate Services			A briefing note was circulated to members on 6 March 2024  <b><u>Update – January 2024</u></b> Officers are working with Social Enterprise Network and will provide an update in March.
15	21.09.23	<a href="#">Festive Lighting - Contract Extension</a>	To agree to a briefing note being circulated to members on the quality of provision and the value for money the contract was offering	Executive Director of Place	14 March 2024		
16	28.09.23 (Council Meeting)	RAAC in the Council Estate – Motion by Councillor Day	1) To instruct a report back to the Finance and Resources Committee in two cycles that detailed:  (a) each building that has a RAAC problem;  (b) the scope of the problem for that building;	Executive Director of Place	30 April 2024		

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			<p>(c) the estimated costs to resolve the RAAC issue for that building;</p> <p>(d) the timescales for each building to be made safe.</p> <p>2) To also, in the interim, provide any updates in the Business Bulletin and/or Member's Briefing where appropriate.</p>				
17	28.09.23 (Council Meeting)	By Councillor Arthur - City Chambers Quadrangle Operations	<p>1) To agree that options to improve pedestrian safety and cycling parking at the City Chambers, and the surrounding area, including appropriate facilities, should be reported to the Finance and Resources Committee by March 2024.</p> <p>2) To request that the report include consideration of</p>	Executive Director of Place	30 April 2024		

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			<p>how a fully pedestrianised Quadrangle would:</p> <ul style="list-style-type: none"> <li data-bbox="770 416 1137 663">(a) Improve the experience of people walking, wheeling and cycling through the area;</li> <li data-bbox="770 687 1106 847">b) Improve and respect the heritage value of the area;</li> <li data-bbox="770 871 1128 1289">c) Maintain access for emergency services, emergency maintenance and those with accessibility requirements under the Equality Act (2010).</li> </ul>				



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18	02.11.23 (Council Meeting)	Motion by Councillor Macinnes – Future Relationship with EIJB	<p>a) That CEC officers closely examine the IJB Scheme of Delegation and all partnership arrangements and produce a report for the January meetings of both Policy &amp; Sustainability Committee and Finance &amp; Resources Committee, highlighting key issues and recommendations on:</p> <p>i) How to increase financial transparency for both CEC officer selected members, and the public for the future.</p> <p>ii) Whether changes are required to the original integration scheme to create better understanding of where all</p>	Chief Officer, Edinburgh Health and Social Care Partnership	14 March 2024		<p><b><u>Recommended for Closure</u></b></p> <p>Report on the agenda for this meeting</p>

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			<p>responsibilities lie, why that is so and where the financial responsibility for services lie.</p> <p>iii) How governance can be structured to benefit all parties and to permit this kind of dialogue. Also, how the Council can make its collective voice heard on IJB matters.</p> <p>iv) Detailed lists of which services fall under the responsibility of CEC or NHS Lothian and why.</p> <p>v) Proposals for more effective reporting into CEC committees (F&amp;R in particular but not exclusively).</p>				

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			<p>vi) How Council can support IJB to develop and implement the medium term financial plan, but also a general shift away from short terms thinking and into a system-analysis model of prevention and investment.</p> <p>vii) How we can better recognise the positive impacts of Council social care and other expenditure on measures that reduce NHS costs and therefore the contribution to IJB outcomes.</p> <p>viii) How to develop an effective, ongoing 2</p>				

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			<p>way conversation between Council including elected members and the IJB.</p> <p>ix) Recommendations on whether, and how, the Scheme of Delegation or other process documents needs to be updated.</p> <p>b) That in producing this report there should be full engagement with elected members, IJB, trade unions and with NHS Lothian.</p>				
19	25.01.24	Glenarm Place	To therefore request that close consideration be given to how such work might be shaped and the possible funding expectations that would be required. And requests separate report to Finance and Resources and Housing,	Executive Director of Place	December 2024/ January 2025TBC		

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			Homelessness and Fair Work Committees which outlined these issues in principle and provide support to further future decision-making for similar initiatives.				
20	25.01.24	Cost Recovery from Commercial Events	To request therefore that consideration of possible impact on established community events be highlighted and described in the proposed report to the Culture and Communities Committee and reported on via the Business Bulletin to the Finance and Resources Committee.	Executive Director of Place	25 June 2024		