

Rolling Actions Log

Finance and Resources Committee

3 December 2020

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1	05.03.20	Fleet Renewal Programme	To agree to circulate a briefing note to members on the impact of vehicle reduction on the mobile library service and to give assurances that changes to the service would be brought back as a report to committee.	Executive Director of Place	End September 2020		Recommended for Closure – Information included in the Business Bulletin for December 2020.
2	27.08.20	Revenue Monitoring 2019/20 - Outturn Report	1) To agree that a comparable report to Communities and Families commentary in Appendix 3	Executive Director of Place			Closed on 29 October Relevant details were included in the month five-based revenue monitoring report to be considered by the Finance and Resources

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			would be come to Finance and Resources Committee detailing the Place directorates overspend				Committee on 29 October.
			2) To agree a briefing note would be circulated on training delivered by Project Managers to permanent staff continues to develop.	Executive Director of Place	December		Recommended for Closure – Briefing note circulated to committee in November
			3) To note that the report which would be submitted to the Committee to respond to the	Executive Director of Resources	September 2020	September 2020	Closed on 24 September 2020 – update was included in the Revenue Budget Report.

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			Council motion of 28 July would also include an annual review of the Spend to Save programme.				
3	24.09.20	Revenue Budget 2020/21 – Progress Update	Notes up to £2m in Spend to Save investment which could be available to support Green Recovery and therefore requests costed proposals which meet the criteria for Spend to Save, within two cycles, taking into account suggestions put forward in budget motions in February 2020, the first report of the Edinburgh Climate Commission, the Sustainability programme and the Adaptation and	Executive Director of Resources	January 2021		Costed proposals will be presented to the meeting of the Finance and Resources Committee on 21 January 2021.

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			Renewal programme update for the next Policy and Sustainability meeting on 6 October.				
4	29.10.20	Revenue Budget 2020/23: 2020/21 Month Five Position and Framework Assumptions Update	<p>To agree to include in the report coming to committee in December:</p> <ul style="list-style-type: none"> • Further detail on the additional flexibilities. • The cost of the independent review and a breakdown of charges. • The outcome of discussions with COSLA on funding not within the EIJB's remit being given to the Council. 	Executive Director of Resources	December 2020	December 2020	Recommended for Closure – All these points are covered in the Revenue Budget report on the agenda for December's meeting of the Committee.

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			<ul style="list-style-type: none"> Any considerations taken on a broader range of contingency savings to mitigate potential further lockdown measures. 				
5	29.10.20	Homelessness Services – Use of Temporary Accommodation	To agree to discuss with Planning Enforcement the option of directly contacting holiday let owners.	Executive Director for Communities and Families			
6	29.10.20	Miscellaneous Debts – Write-Off (B Agenda)	To agree to circulate a link to the Corporate Debt Policy	Executive Director of Resources	October 2020	October 2020	Recommended for Closure – link circulated in October
7	05.11.20	The City of Edinburgh Council Charitable Trusts – Report to Those Charged with	1) To agree to provide a briefing on the Council's charitable trusts in relation to membership of	Chief Executive	March 2021		Update December 2020 An update is provided in the Business Bulletin for

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		Governance on the 2019/20 Audit	the Finance and Resources Committee. A briefing session was requested on how members should fulfil this role.				the December meeting of Committee.
			2) To agree to consider potential further reductions to the list of the Council's Charitable Trusts.	Executive Director of Resources	November 2020	November 2020	Recommended for Closure – Details on this were included in the briefing of additional 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	December 2020		Update December 2020 Colleagues are currently reviewing the information held and a full briefing is being prepared. This will be

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							shared with Committee as soon as possible.
8	05.11.20	Consultants Costs 2019/20	1) To agree to provide an update on the gainshare arrangement in the next revenue monitoring report.	Executive Director of Resources	November 2020	November 2020	Recommended for Closure – Details on this matter were included in the briefing document shared with Committee on the 24 th November 2020.
			2) 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.
9	05.11.20	2019-20 Common Good Annual Performance Report	To agree to circulate the list of heritage assets.	Executive Director of Resources	November 2020	November 2020	Recommended for Closure – A list of all heritage assets was circulated to Committee Members on 24 th November 2020.