

Finance and Resources Committee

15 August 2019

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1.	27 March 2018	Sickness Absence Policy	To note that, in addition to the standard review process, a report would be brought to committee 12 months after implementation of this policy to review its impact and make any further recommendations for potential improvement.	Executive Director of Resources	November 2019		<p>This policy will be implemented in October 2018 and reviewed 12 months thereafter.</p> <p><u>Update</u></p> <p>This report will now transfer onto the rolling actions log for the Policy and Sustainability Committee.</p>
2.	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	26 September 2019		<p>A report will be brought to the Committee for consideration at the meeting on 26 September 2019.</p>

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3.	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	20 June 2019	Recommended for closure Report was taken to June Transport and Environment Committee
4.	16 August 2018	Construction Charter	To recognise that the Charter was a living document and agree that work with the Trade Unions and contractors would continue during the implementation phase, with a report reviewing the Charter to be brought back to Committee in 12 months.	Executive Director of Resources	15 August 2019		Recommended for closure Report is included on the agenda for the meeting.
5.	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	Executive Director of Resources	August 2019		<u>Update</u> This report will now transfer onto the rolling actions log for the Policy and Sustainability Committee.

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			activities in not more than 12 months.				
6.	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.
7.	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 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.	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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8.	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			<p>An update report on the draft Council Advertising and Sponsorship Policy was submitted to the Corporate Policy and Strategy Committee in May 2019. The opportunities for sponsorship of Council Buildings will need to be aligned to this policy, when it is approved. A revised closure date will be advised to the Committee accordingly.</p> <p><u>Update</u></p> <p>The proposed policy was considered and approved by the Policy and Sustainability Committee on 6th August 2019. The implications arising from this will be included in the next quarterly Asset</p>

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							Management Strategy update to Committee.
9.	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.
10.	14 March 2019 (Full Council)	Motion by Councillor Watt – Funding of	Calls for a report to be submitted to Finance & Resources Committee,	Executive Director of Resources	6 December 2019		

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		Temporary Accommodation for Homeless People (see agenda of 14 March 2019)	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 for Communities and Families			
11.	30 January 2019 (action remitted from the	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	Executive Director of Resources			Will be included as part of the Asset Management Strategy update reports to Committee.

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	North West Locality Committee March 2019)		the Service Level Agreement for janitorial services.				
12.	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 who are experiencing domestic abuse and updates and aligns the policy fully with the Domestic Abuse (Scotland) Act 2018.	Executive Director of Resources	August 2019		A report is scheduled on the Committee work programme for August 2019. <u>Update</u> This report will now transfer onto the rolling actions log for the Policy and Sustainability Committee and is scheduled for the next meeting of the Committee.

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13.	23 May 2019	Workforce Control Annual Report	Benchmarking data in relation to sickness absence to be provided to Committee members.	Executive Director of Resources		27 May 2019	Recommended for closure Email sent to Councillors with link to website where benchmarking data can be found.
14.	23 May 2019	Motion by Councillor Burgess – Cameron House Community Centre (see agenda of 23 May 2019)	Therefore, calls for a report on these issues, including detailing the background to the reason for these requests.	Chief Executive	September 2019		The convener requested that this is brought to the September Finance and Resources Committee