

Rolling Actions Log

Finance and Resources Committee

26 January 2023

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1	12.08.21	Lauriston Castle Trust (private report)	<p>1) To agree to implement Option 2 in the report subject to a further report being submitted to full Council which addressed:</p> <ul style="list-style-type: none"> the appointment of only Councillor Trustees at the moment appropriate support being made available to purchase indemnity insurance for Councillor 	Executive Director of Corporate Services	April 2023		<p><u>Update September 2022</u> A report on the proposed way forward will be submitted to a future Committee meeting prior to submission to Council.</p> <p><u>Update February 2022</u> Work is ongoing on a report to F&R along with a briefing note and a further member briefing session once further consideration to the issues has been completed.</p>

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			<p>trustees and providing legal and administrative support for at least 6 months</p> <ul style="list-style-type: none"> • a route map setting out a proposed way forward for the Trust. 				
			<p>2) To agree that the Executive Director of Corporate Services examine the arrangements for the other trusts of which the Council was sole trustee with reference to the arrangements agreed for Lauriston Castle Trust.</p>	Executive Director of Corporate Services	April 2023		<p><u>Update September 2022</u> A report on the proposed way forward will be submitted to a future Committee meeting prior to submission to Council.</p>

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2	07.10.21	Workforce Dashboard	To agree to provide a joint report by the Interim Director of Education and Children's Services and the Service Director – Human Resources to be submitted to a future committee following a review of fixed term contracts for teaching staff.	Interim Director of Education and Children's Services Service Director – Human Resources	March 2023		<u>Update November 2022</u> Information will be included in the next workforce dashboard report due in March 2023.
3	09.12.21	Work Programme	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			<u>Update December 2022</u> 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. <u>Update September 2022</u> An agreement in principle has

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							<p>been reached with the Councils Bridges and Structures team and Mott MacDonald have been instructed to finalise procurement specifications.</p> <p><u>Update March 2022</u> Briefing circulated February 2022; Committee in March 2022 agreed action to remain open until clarity on when work would commence.</p>
4	16.06.22	Rolling Actions Log	<p>1) To note the Service Director - Sustainable Development would provide an update and expected timescale for the work to commence as noted in Item 3 (RAL item on bridges).</p> <p>2) To note expected completion dates would be added to</p>	Executive Director of Place			Closed November 2022
				Interim Executive Director of			Recommended for closure

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			Items 2 (workforce dashboard) and 4 (Granton Waterfront).	Corporate Services			Item 4 (Granton Waterfront) was closed in September 2022. An expected completion date of March 2023 has been added to Item 2 (Workforce Dashboard).
5	16.06.22	Homelessness Services – Use of Temporary Accommodation	To note that the Interim Homelessness & Housing Support Senior Manager would include information on the number of households in temporary accommodation by category in future reports.	Executive Director of Place			Recommended for closure Future reports on this topic will include the information requested.
6	30.06.22 (Council meeting)	Embedding Gender Budgeting Analysis – referral from the Finance and Resources Committee	1) Commits that all elected members will attend one of a number of 2 hour briefings on Gender Budgeting and how	Interim Executive Director of Corporate Services	Summer 2023		<u>Update January 2023</u> 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

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			it interacts with their role as Councillors.				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 inequalities. Opportunities for complementary staff training are also currently being explored.
			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 officers and the Scottish	Interim Executive Director of Corporate Services	Summer 2023		

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			Women's Budget Group if requested.				
			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.	Interim Executive Director of Corporate Services	Summer 2023		
7	08.09.22	Work Programme	To provide an update on Spend to Save projects in the next monitoring report and the annual outturn reports.	Interim Executive Director of Corporate Services	January 2023		Recommended for closure Revenue Monitoring report on agenda for this meeting includes a short update.

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8	08.09.22	Sustainable Procurement Strategy Annual Report - 2022	To request a briefing on the Living Wage Employer/Living Wage City, including the percentage of contractors and suppliers currently paying the Living Wage and what percentage might be achievable as a goal, and which sectors were most likely to face issues with paying the Living Wage.	Interim Executive Director of Corporate Services	January 2023		Recommended for closure Report on agenda for this meeting which includes the requested information.
9	08.09.22	Workforce Dashboard with Wellbeing and Absence Deep dive	To request information on the number of staff by contract type, for example: permanent, fixed term, agency.	Interim Executive Director of Corporate Services		January 2023	Recommended for closure Briefing note circulated 6 January 2023
10	08.09.22	Walk Up Avenue, Craigmillar, Edinburgh - Proposed New Lease	To note that the Head of Estates would provide further information on funding and timescales for the	Executive Director of Place			<u>Update December 2022</u> Source of funding to be confirmed.

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			proposed second commercial unit.				
11	27.10.22 (Council meeting)	By Councillor Mumford – Operation Unicorn – see Agenda	<p>“Calls for a report to Finance and Resources Committee within 3 cycles outlining the costs associated with future planned visits from Charles III or other members of the monarchy that will be incurred by the council over the next year and whether this is covered in full by the Capital City Supplement”</p> <p>(Full motion text available on agenda link)</p>	Interim Executive Director of Corporate Services	January 2023	January 2023	<p>Recommended for closure</p> <p>Report on agenda for this meeting</p>
12	10.11.22	2021-22 Common Good Annual Performance Report	To circulate a briefing note to members of the Finance and Resources and the Governance, Risk and Best Value Committees on	Interim Executive Director of Corporate Services			<p>Recommended for closure</p> <p>A briefing including relevant details was circulated to members on 14 November 2022.</p>

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			expenditure relating to the former Tennis Pavilion at Leith Links.				
13	10.11.22	Revenue Budget Framework 2023/27: progress update	1) To note that a further update, incorporating the impact of the provisional 2023/24 Local Government Finance Settlement and presenting further proposals to address the resulting residual savings and requirement, would be brought to the Committee's next meeting on 26 January 2023.	Interim Executive Director of Corporate Services	January 2023		<u>Update January 2023</u> Update provided in September 2022 F&R report – further update to be provided in February 2023
			2) To note the implications for the Council from the National Care Service would be included as a risk in the next update report.	Interim Executive Director of Corporate Services	February 2023		<u>Update January 2023</u> The risk will be referenced in the budget update report being considered by the Committee on 7 February 2023.

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14	10.11.22	Motion by Councillor Caldwell – referral from the Housing, Homelessness and Fair Work Committee	1) To request the Convener of Housing, Homelessness and Fair Work meet with the Convener of Finance and Resources to explore how we can support Council-led PB alongside local residents and volunteers.	Convener			Recommended for closure Meeting scheduled for w/c 16 January 2023.
			2) To note the work of the Ripple in Craigentenny and Duddingston Ward piloting a PB scheme there. To therefore add that local charities should be included and consulted on the process of	Interim Executive Director of Corporate Services	April 2023		

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			expanding the PB where appropriate.				
			<p>3) That a plan be submitted within two cycles to the Finance and Resource Committee on:</p> <ul style="list-style-type: none"> • How it planned to support on a realistic and sustainable basis the existing PB scheme Leith Chooses (and others like it, if developed) for community grants. • How it planned to develop new model(s) of PB for more communities and appropriate for new areas of direct democratic involvement, such as green/ environmental 	Interim Executive Director of Corporate Services	April 2023		

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			schemes, health care priorities, and improvement of public spaces.				
16	10.11.22	Response to Motion by Councillor Davidson – Support for Roseburn Businesses	To agree to refer the report back to officers with a request that they return to full Council in December to outline the criteria appropriate for consideration of a business support scheme for a discretionary transport project along with fuller costings and an assessment of whether this might apply to the CCWEL project.	Executive Director of Place	December 2022 (Council)		Recommended for closure Report considered by Council December 2022.
17	17.11.22 (Policy and Sustainability Committee)	Performance Update Report	To recommend a separate report to Finance and Resources Committee within two cycles setting out the KPIs appropriate to the	Executive Director of Place	April 2023		

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			Council's responsibilities as an employer.				
18	24.11.22 (Council Meeting)	Motion by Councillor Whyte – War Memorial – City Chambers	To agree that there should be a review of security at the War Memorial to ensure it is treated respectfully all year round and agrees to receive a report on the actions to be taken to improve security at the Finance and Resources Committee within two cycles.	Executive Director of Place	April 2023		<u>Update December 2022</u> Report to Finance and Resources Committee due in April 2023.
19	15.12.22 (Council Meeting)	Council Business Plan 2023-27	To request a report to the Finance and Resources Committee to look at how our communities can benefit financially in a more direct and substantial way from	Executive Director of Place			

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			tourism and festival spend in Edinburgh.				
20	15.12.22 (Council Meeting)	Motion by Councillor Watt – Fair Work and Procurement	To ask that the Sustainable Procurement Report to Finance and Resources Committee included a timetable for updating procurement policy to implement for all UK procurement contracts:	Interim Executive Director of Corporate Services	January 2023		Recommended for closure Report on agenda for this meeting which includes the requested information.
			1) All the recommendations for contracting authorities contained in the Procurement schedule of the Fair Work Convention Construction Inquiry Report 2022				

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			2) The Real Living Wage				
			3) A presumption against zero hours contracts				
			4) Workers' rights, including Trade Union access to workplaces				
			5) Evidence of a commitment to minimising Pay Gaps for protected characteristics in companies contracted				
			6) Evidence of a commitment to supporting the Council to meet climate targets as set out in the				

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			2030 Climate Strategy and Council Emissions Reduction Plan				