

Rolling Actions Log

Finance and Resources Committee

16 January 2025

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comment
1	30.06.22 (Council meeting)	Embedding Gender Budgeting Analysis – referral from the Finance and Resources Committee	<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 officers and the</p>	Executive Director of Corporate Services	September 2024		<p>Update January 2025 Further information provided in Business Bulletin for 16/1/25 F&R</p> <p>Update June 24 Staff are currently working on this report.</p> <p>Update March 2024 Briefing Note issued to Members December 2023 outlining timeline for survey/training – work ongoing.</p> <p>Update November 2023</p>

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			<p>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>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 training sessions which will take place early 2024.</p> <p>Update March 2023</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>

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							<p>Update January 2023</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 inequalities. Opportunities for complementary staff training are also currently being explored.</p>

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2	25.04.23	Business Bulletin	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	March 2025		<p><u>Update January 2025</u></p> <p>The design proposals have now been received and officers are exploring the potential funding options in advance of a report to Committee.</p> <p>Update November 2024</p> <p>This report is now expected in January 2025.</p> <p>Update June 2024</p> <p>Report expected to be presented to committee in October 2024</p> <p>Update – March 2024</p> <p>This report has been delayed but it is hoped to present it to the next meeting of Committee.</p> <p>Update January 2024</p>

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							A report will be submitted to Committee in March 2024
3	25.04.23	Award of the Lettings, Management and Maintenance Contract for Edinburgh Living	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		
4	20.06.23	Rolling Actions Log – Gender Budgeting Analysis	To request an update on training for Heads of Service and survey responses for Gender Budgeting Analysis Training	Executive Director of Corporate Services	September 2024		<u>Update January 2025</u> This is covered under Action 1. Update June 2024

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		Training (Action 3 above)					<p>This is covered under Action 1</p> <p>Update March 2024</p> <p>Briefing Note issued to Members December 2023 outlining timeline for survey/training – work ongoing.</p> <p>Update November 2023</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 training sessions which will take place early 2024.</p>

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5	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, Homelessness and Fair Work Committees which outlined these issues in principle and provide support to further future decision-making for similar initiatives.	Executive Director of Place	March 2025		
6	09.05.24 (Council)	Decision Making Framework	Report of the Estate Services section comes to the Finance and Resources Committee within 12 months.	Executive Director of Place	May 2025		
7	09.05.24 (Council)	Motion by Councillor Parker - Council Tax Discount for PhD Students	1) To agree that information about the revised approach and officer engagement regarding Council Tax exemption for research students would be	Executive Director of Corporate Services	25 June 2024	25 June 2024	<u>CLOSED</u>

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			reported as a Business Bulletin update to the next Finance and Resources Committee				
			2) In addition, to agree to bring back an update to Finance and Resources in a calendar year on the progress made by officers and Universities / Colleges	Executive Director of Corporate Services	May 2025		
8	25.06.24	Forth Green Freeport – Non-domestic Rates Relief and Retained Non-domestic Rates Investment Strategy	1) To agree that a further report in September 2024 to Finance & Resources Committee on a detailed approach to appropriate borrowing strategies open to the Council as a result of retained rates, as described. This should include more detail on emerging Scottish Government advice and recommendations,	Executive Director of Corporate Services	September 2024		<p>Recommended for Closure</p> <p>Report submitted to November F&R</p> <p>Update November 2024</p> <p>Report on agenda for November 2024 F&R</p>

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			and a description of possible borrowing parameters (purpose, levels, impact on existing budgets/project proposals). This is not intended as a substitute for business cases (as outlined at 4.14) but to provide an overview to elected members of what this next stage of development could look like.				
			2) Officers provide a briefing note of Investment Plans at the draft stage to provide committee members with opportunity to input before the final decision for approval”	Service Director, Sustainable Development	September 2024		Closed September 2024
9	25.06.24	Edinburgh International Conference	1) An online meeting of the Finance & Resources meeting is	Service Director, Sustainable Development	July 2024	August 2024	Closed September 2024

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		Centre Hotel – Contract Variation	<p>scheduled for the last week of July, should it be required, and members are informed as soon as possible as to whether this meeting is going to go ahead;</p> <p>2) The planned paper at to the Finance and Resources Committee at an appropriate time includes a review of the original business plan in light of the new information about the project, and recommendations of additional controls or scrutiny available to the Council.</p>	Service Director, Sustainable Development	On-going		Meeting held 07/08/24
10	27.06.24 (Council)	Cables Wynd House - Motion By Councillor Faccenda	An additional report to Finance and Resources Committee to identify costs to renew all newly constructed	Executive Director of Place	March 2025		<u>Update January 2025</u> A Business Bulletin update is being

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			lifts as part of the retrofit project				prepared for Committee in March 2025. Update November 2024 An update on the Lift Replacement programme is being prepared for Housing, Homelessness and Fair Work Committee in December and a report will follow to Finance and Resources Committee.
11	29.08.24 (Council)	Request for funding for the International Fairtrade Towns Conference 2025	Report to be submitted to the Finance and Resources committee on how the funding was utilised at the conclusion of the International Fairtrade Towns Conference 2025 including any lessons learnt and best practice.	Executive Director of Corporate Services	November 2025		
12	29.08.24	Motion By Councillor Lezley Marion	A report to be submitted in 2 cycles investigating the	Executive Director of Corporate Services	January 2025		<u>Update January 2025</u>

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	(Council)	Cameron – One City Trust as Charity Partner of Choice	possibility of the OneCity Trust becoming the default charity partner of choice wherever possible.				Report to be presented at January 2025 F&R
13	19.09.24	Budget Engagement Phase 2	Following the budget a report on lessons learnt presented to committee with suggestions as to how future budget engagement processes can be representative of all demographics from stage one in the future to be submitted.	Executive Director of Corporate Services	TBC		
14	19.09.24	Draft Climate Ready Edinburgh Plan – referral from the Policy and Sustainability Committee	Officers to engage with committee members and officers from across the council (including members of CLT, if required) to bring a proposal to the next committee meeting about how committee papers can better reflect considerations from within the Climate Ready Edinburgh plan and	Chief Executive	November 2024		<u>Update November 2024</u> Discussions are ongoing regarding the implementation plan for the CRE Plan updated timeline for report will be provided once the implementation plan goes to P&S in March.

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			build adaptation governance into routine committee decision making				
15	19.09.24	Workforce Dashboard	Officers to return to committee with further details of how this overpayment arose, how it will be avoided in future, and what steps will be taken to recoup overpayments while giving consideration to employee welfare.	Executive Director of Corporate Services	January 2025		<u>Update January 2025</u> Report to be presented at January 2025 F&R
16	19.09.24	Solar Photovoltaic Installation Report	Report to be submitted exploring: <ul style="list-style-type: none"> - the economics and practicalities of installing PV panels on all remaining roof spaces and other suitable spaces available to the Council; - the options for funding via further phases of funding with the Edinburgh 	Service Director, Operational Services	March 2025		

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			Community Solar Co-operative and directly with residents and any other sources, such as government funds or any combination of these groups.				
17	19.11.24	Braidwood Centre, Dumbiedykes Road, Edinburgh – Proposed Lease Acquisition of Garden Ground	Officers to engage with Scottish Ministers exploring a future permanent asset transfer of the grounds to the City of Edinburgh Council reporting back via business bulletin update.	Interim Executive Director of Place	TBC		<u>Update January 2025</u> Officers are currently engaging on this. An update on the timescale will be provided when known.
18	19.11.24	Award of Security Services Contract	1) Officers to present a business case to Committee in one cycle in relation to the replacement of some contracted-out-functions with in-house capability	Interim Executive Director of Place	January 2025		
			2) Officers to develop options for in-house security	Interim Executive Director of Place	March 2025		<u>Update January 2025</u>

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			personnel and to provide recommendations to the Policy and Sustainability Committee in Q1 2025.				A report is being prepared for Policy and Sustainability Committee in March 2025.
19	19.11.24	Motion by Councillor Miller - Scottish Women's Budget Group Report	Officers to so submit a report in relation in relation to the SWBG report and officers' associated plans to implement changes answering the recommendations.	Executive Director of Corporate Services	January 2025		<u>Update January 2025</u> Covered under Action 1.
20	19.11.24	Motion by Councillor Staniforth - National Insurance Contributions for ALEOS	1) Convenor to write to the Scottish Finance Minister and make representation to COSLA that, in addition to being funded enough to pay the extra tax for their own workforce, councils should be funded enough that they can also pass on to council funded ALEOs enough to pay the extra tax for their workforce	Convener	TBC		<u>Update January 2025</u> Update contained in National Insurance Report.

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			2) Convener to write to the UK Government requesting that they fully cover costs and writes to the Scottish Government requesting that they pass on in full any funding received to cover the additional ENICs for the public sector.	Convener	TBC		<u>Update January 2025</u> Update contained in National Insurance Report.
			3) Report to be submitted in 1 cycle setting out the potential additional costs of ENICs on the following areas: a. The Housing Revenue Account b. ALEOs c. Commissioned services d. Contracted services e. Third sector organisations delivering	Executive Director of Corporate Services	January 2025	January 2025	Update January 2025 On Agenda for January meeting.

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			<p>programmes through grants</p> <p>f. Any other external organisation delivering services on behalf of the council</p>				
21	19.11.24	Motion by Councillor Staniforth - IJB Recovery Plan	1) Business bulletin updates to be provided.	TBC	February 2025		
			2) Briefings to be offered to members once there are options available for ways forward both in terms of third sector funding, and wider IJB funding arrangements.	TBC	February 2025		
			3) Convenor to seek a breakdown of costs of recent consultants brought in to address issues around purchasing and commissioning costs and an analysis of the financial benefit of these	Convener	TBC		

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			appointments and circulates this to committee members.				
			4) Convenor to seek clarity about any potential funding which may come through the Population Health Framework (PHF) to City of Edinburgh Council and to circulate this with committee members.	Convener	TBC		
22	19.11.24	Changes to the Private Sector Leasing Scheme	Officers to prepare a business case to be presented to Committee in 5 cycles	Interim Executive Director of Place	September 2025		