

Rolling Actions Log

Finance and Resources Committee

10 October 2019

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1.	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	December 2019		A report will be brought to the Committee for consideration at the meeting on 6 December 2019.
2.	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	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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			Committee would be best placed to consider it.				
3.	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	January 2020		<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</p>

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							<p>implications arising from this will be included in the next quarterly Asset Management Strategy update to Committee.</p> <p><u>Update September 2019</u></p> <p>The next Asset Management Strategy Update Report is due to Committee in January 2020 and these actions will be covered within this report.</p>
4.	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		<p>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</p>

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							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.
5.	14 March 2019 (Full Council)	Motion by Councillor Watt – Funding of Temporary Accommodation for Homeless People (see agenda of 14 March 2019)	Calls for a report to be submitted to Finance & Resources Committee, 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	Executive Director of Resources Executive Director for Communities and Families	6 December 2019		A report will be brought to Committee in December 2019.

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			play within our RRTP, demonstrate how this could work and analyse the impact on existing business models.				
6.	30 January 2019 (action remitted from the North West Locality Committee March 2019)	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 the Service Level Agreement for janitorial services.	Executive Director of Resources	January 2020		Will be included as part of the Asset Management Strategy update reports to Committee. <u>Update September 2019</u> The next Asset Management Strategy Update Report is due to Committee in January 2020 and these actions will be covered within this report.
7.	23 May 2019	Motion by Councillor Burgess – Cameron House Community Centre	Therefore, calls for a report on these issues, including detailing the background to the	Chief Executive	September 2019	September 2019	<u>Recommended for closure</u> A report was considered an approved by the

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		(see agenda of 23 May 2019)	reason for these requests.				Committee on 26 September 2019.
8	15 August 2019	Treasury Management: Annual Report 2018/19	To agree that a report will come back to the Finance and Resources Committee following the conclusion of discussions with RBS and Natwest in relation to LOBOs at appropriate point.	Executive Director of Resources	26 September 2019	26 September 2019	<u>Recommended for closure</u> Report considered at Finance and Resources Committee meeting of 26.09.19
9	15 August 2019	Revenue Monitoring 2019/20 Period Three Report	1) To agree that the Executive Director of Place would provide further information regarding Place Management Savings. 2) To agree that the Head of Finance would provide a briefing note containing a list of savings that were rejected by the	Executive Director of Place Executive Director of Resources	As soon as possible		<u>2) Recommended for closure</u> Briefing note sent 25.09.19

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			Council's Administration to Committee members				A briefing note is being prepared for circulation to Committee Members
10	15 August 2019	Corstorphine Youth and Community Centre	<p>1) To instruct officers to use their best endeavours to work with the CCC to continue to identify all possible funding solutions including consideration in the capital spending review to be considered by committee in December 2019.</p> <p>2) To request a report on the CCC business plan and the financial proposals for its</p>	Executive Director of Place	December 2019		<p><u>1) Recommended for closure</u></p> <p>A meeting was held with Officers and CCC on 26 August 2019.</p>

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			<p>December 2019 meeting.</p> <p>3) To instruct officers to provide a letter of comfort to the CCC and funders as appropriate.</p>		August 2019		<p>3) Closed</p> <p>A letter of comfort sent 28 August 2019</p>
11	15 August	Proposed New Lease, St Brides Community Centre, 10 Orwell Terrace, Edinburgh	1) To request that the report is continued and is brought back to Committee in one cycle containing further information in connection with the proposed lease of St Brides Community Centre to explain 1. The added benefits to the Council and to the community, and any other reasons, that	Executive Director of Resources	October 2019		<p><u>Update September 2019</u></p> <p>A Report on Community Centres is scheduled for October Committee; this will include detail in response to this action.</p>

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			<p>justify the Council's commitment to pay for all the running costs of this Community Centre compared to other community centres where there is no contribution to such costs; and 2. The financial benefits, if any, that may accrue to St Brides Community Centre either directly or indirectly from the five year sub lease to the EJBF.</p> <p>2) To note that a report was coming before Committee detailing the roles, remits, costs etc. of Community Centres across the city.</p>				
12	15 August 2019	Lease for Drylaw Neighbourhood Centre, Groathill	To agree to continue the report and that the Lease for Drylaw	Executive Director of Resources	October 2019		<u>Update September 2019</u>

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		Road North, Edinburgh	Neighbourhood Centre would be incorporated in to the wider report on Community Centres.				A Report on Community Centres is scheduled for October Committee; this will include detail in response to this action.
13	04.08.15	Common Good Assets Register	<p>1) To note that further reports would be brought to Committee:</p> <p>a) once Scottish Ministers' guidance about common good registers had been issued; and</p> <p>b) to consider the implications arising from compliance with the Land Registration (Scotland) Act 2012.</p> <p>2) To note that the common good</p>	Executive Director of Resources	December 2018	26 September 2019	<p>Recommended for closure</p> <p>Transferred from Policy and Sustainability Committee - The Common Good Asset Register was considered by the Finance and Resources Committee in September 2019 as part of the Common Good Annual Performance Report</p>

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			definition in Section 3 of the report by the Acting Director of Services for Communities was not intended to be exclusive and that there would be clarification of the definition with the next report to Committee.				