

# Item 6.2 - Rolling Actions Log

## Finance and Resources Committee

29 August 2013 – 13 May 2015

1	29-08-13	<a href="#">People's Network Public Internet Access</a>	To request further exploration of opportunities to extend the accessibility of the service in venues in addition to libraries.	Director of Services for Communities	May 2015		
2	05-06-14	<a href="#">Property Conservation - Complaints Resolution</a>	1) To repeal the Committee decisions of 31 October 2013 and 3 February 2014.	Director of Corporate Governance	Ongoing		<b>Ongoing</b>
			2) To instruct the Chief Executive to report back to the Finance and Resources Committee by the end of September 2014, setting out how various complaints were categorised, and in relation to debt recovery, an aged debt analysis and breakdown by value,				<b>Monthly reports were brought to F+R Committee that contain this information - ongoing</b>

			and by the end of December 2014, setting out what (if any) complaints remained unresolved.				
			3) To agree that monthly update reports would be brought to the F+R Committee.				<b>Ongoing</b>
3	05-06-14	<a href="#">Redhall House and Lawn - Options for Action</a>	To note that a further report detailing progress would be submitted to the Finance and Resources Committee by the end of 2014.	Acting Director of Services for Communities	31-12-14		<b>Report to F+R Committee 27 November 2014 and further updates would be provided to the F+R Committee – ongoing.</b>
4	30-07-14	<a href="#">Cost of Care at Home</a>	To request that progress reports were brought to the Finance and Resources Committee in December 2014 and March 2015.	Director of Health and Social Care	Ongoing		<b>Report would be brought to the F+R Committee on 13 May 2015 – ongoing.</b>
5	30-07-14	<a href="#">Waiver Report - Clothing Voucher Scheme</a>	To request a report was brought to the next meeting of the Finance and Resources Committee detailing the management process for dealing with	Director of Children and Families	28-08-14		

			contracts.				
6	30-09-14	<a href="#">2015/18 Revenue and Capital Budget Framework</a>	1) To instruct the Chief Executive to bring a business plan for each theme to Finance and Resources in December 2014, to include all financial due diligence including: risk register, people plan, savings analysis underpinned by robust management information.	Chief Executive/ Director of Corporate Governance	15-01-15		<b>Report was brought to the F+R Committee 15 January 2015. Further reports would be brought to the F+R Committee 19 March and 13 May 2015 – ongoing.</b>
			2) To agree that each quarterly assessment, of a three year budget framework, was both monitored and subsequently verified by the Finance and Resources Committee against delivery of each theme.	Chief Executive/ Director of Corporate Governance	Ongoing		<b>Report brought to F+R Committee of 3 February 2015 – closed.</b>
7	30-10-14	<a href="#">Revenue Monitoring 2014-15 Half-Year Position</a>	1) To instruct the Director of Health and Social Care to identify proposed measures to bring expenditure back into line with approved	Director of Health and Social Care/Director of Corporate Governance			<b>Ongoing</b>

			levels and report these at period 8.				
8		<a href="#">Revenue Monitoring 2014-15 Half-Year Position</a>	2) In relation to all other debts owed to the Council to establish an Officer/Member Working Group with a remit to review the Corporate Debt Policy and report to the Finance and Resources Committee in January 2015, to allow any recommendations to be considered as part of budgetary process. Membership would comprise of the Convener and Vice Convener of the Committee, one member from each political group represented on the Committee and two officers nominated by the Head of Finance. Substitutes may be appointed from the same political group. The Vice-Convener		15-01-15		<b>Findings of the Working Group would be reported back to the F+R Committee on 4 June 2015 – ongoing.</b>

			would be the chair of the working group. Meetings would be clerked and minuted by Committee Services, who will also track the Working Group's actions/delivery. A schedule of meetings would be agreed at the first meeting.				
9	27-11-14	<a href="#">Adult Social Care Budget Pressures, 2014/15</a>	To instruct the Director of Health and Social Care to report to Finance and Resources Committee on the progress of talks with NHS Lothian on this matter.				<b>Ongoing</b>
10	15-01-15	<a href="#">Rolling Actions Log Finance and Resources Committee</a>	To investigate the absence of the report on acting up arrangements and secondments within the council and to secure a date when it would be brought to the Committee.	Committee Services			<b>Acting up arrangements was considered as part of the BOLD report on Workforce Management that would be brought to the F+R Committee on 19 March 2015 – closed.</b>

		<a href="#">Rolling Actions Log Finance and Resources Committee</a>	To circulate the briefing on Zero Contract Hours previously received by the Convener to members of the Finance and Resources Committee.				<b>A report would be brought to the F+R Committee on 4 June 2015 – ongoing.</b>
11	15-01-15	<a href="#">Governance of Major Projects</a>	1) The Director of Corporate Governance would pursue progress with senior officers at BT regarding the Learning and Teaching Refresh (bandwidth upgrades).	Director of Corporate Governance	As soon as possible		
			2) An update would be provided to the Finance and Resources Committee on 3 February 2015 regarding progress on the Water of Leith, Flood Prevention Scheme Phase 2. 3) To include a reference to Phase		03-02-15	19-03-15	<b>Report brought to the F+R Committee on 13 May 2015 – closed.</b>

			2 of the Niddrie Burn Restoration in future reports to the Finance and Resources Committee.				
12	15-01-15	<a href="#">Transport Marshalls – Request for Contract Extension</a>	To request a report detailing management information for contracts and the process which they are controlled was brought to the Finance and Resources Committee in May 2015.	Acting Director of Services for Communities	13-05-15		<b>Report to be brought to the F+R Committee on 13 May 2015 – ongoing</b>
13	15-01-15	<a href="#">Surplus Council Property Assets - referral from Economy</a>	To request a briefing was circulated to members of the Finance and Resources Committee containing further information on the access strip at Whitehill.	Acting Director of Services for Communities	As soon as possible		
14	13-05-15	<a href="#">Health and Social Care Revenue Budget - Further Progress Update</a>	To instruct the Chief Executive to attend the next Finance and Resources Committee on 4 June 2015 and to bring a report and an action plan containing clear information on the	Chief Executive	4 June 2015		<b>Report would be brought to the F+R Committee on 4 June 2015 – ongoing.</b>

			mitigating actions that had been taken to reduce the overspend within Health and Social Care and the work that had been carried out across the Directorates to reduce expenditure, and all actions that had been taken to ensure a balanced budget was achieved, as well and the outcome of the review of the Health and Social Care Budget that had been carried out by KPMG.				
15	13-05-15	<a href="#">Impact of Providers of Recent Employment Appeal Tribunal Judgments – Night time 'Sleepover' Support Costs</a>	<ol style="list-style-type: none"> <li>1) To agree to consider a potential source of funding and to include this in the action plan that the Chief Executive would bring to the next Finance and Resources Committee on 4 June 2015.</li> <li>2) To agree that the Head of Finance would liaise with</li> </ol>	Chief Executive/ Director of Corporate Governance	4 June 2015  As soon as possible		<b>Report would be brought to the F+R Committee on 4 June 2015 – ongoing.</b>



			Organisational Development about any potential costs related to holiday pay, pension costs or any other related items.				
16	13-05-15	<a href="#">Design Team for Cycling Hub at Hunter's Hall Park - Award of Contract</a>	To request that a progress report was brought to the Finance and Resources Committee in 2 cycles.	Director of Corporate Governance			<b>Report would be brought to the F+R Committee on 27 August 2015 - ongoing</b>
17	13-05-15	<a href="#">Proposed Sale: Boroughmuir House School, Viewforth, Bruntsfield</a>	To request an updated Capital Investment report be presented to the Finance and Resources Committee in August 2015 that outlined incoming receipts and projects to be prioritised through the budget process.	Acting Director of Services for Communities	Autumn 2015		<b>Report would be brought to the F+R Committee in Autumn 2015 - ongoing</b>
18	13-05-15	Water of Leith Flood Protection Scheme Phase 2 Enabling Works and Legal Agreements	To provide Councillor Whyte with further information on the use of a portion of the project risk contingency to fund any shortfall.	Acting Director of Services for Communities	As soon as possible	28-05-15	<b>Information provided Councillor Whyte – closed.</b>