

## Finance and Resources Committee

11 October 2018

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1.	23 February 2017	<a href="#">Strategic Direction for Tackling Homelessness</a>	To agree that the Head of Safer and Stronger Communities would report back to a future Committee on the impact the implementation of the new Homelessness Strategy would have on shortening the period of contract extensions.	Head of Safer and Stronger Communities	December 2018		The Homelessness Task Force is due to report back with its final recommendations around future service delivery in December 2018. The most appropriate way to report back to F&R would be a referral of that report when it becomes available.

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2.	7 November 2017	<a href="#">Revenue Budget Framework 2018/23 – Mid-Year Review</a> -	To ask the Executive Director of Resources to prepare a four year plan to address the forecast savings gap, based on the wider themes set out in the report and taking into account the Council's priority outcomes.	Executive Director of Resources	30 September 2018		This was included in item 7.5 considered at Finance and Resources Committee on 27 September 2018 – closed.
3.	27 March 2018	<a href="#">Sickness Absence Policy</a>	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		This policy will be implemented in October 2018 and reviewed 12 months thereafter.
4.	12 June 2018	<a href="#">Provisions of Registrar Services</a>	To agree a report would be brought back to Committee reporting on registrar provision across the city.	Executive Director of Place			This activity will be picked up as part of the Council's wider Asset Management review and will be

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							<p>reported in due course.</p> <p>At the Committee meeting on 16 August, the Committee requested that an update report be provided on this issue before it is recommended for closure.</p>
5.	12 June 2018	<a href="#">Expansion of Early Learning and Childcare from 600-1400 hours by 2020 – Current Progress and Next Steps</a>	To agree to provide a briefing to Councillor Johnston on the model for delivery of 1140 hours of childcare.	Executive Director for Communities and Families	As soon as possible		Arrangements are currently being made for officers to meet with Councillor Johnston.
6.	12 June 2018	<a href="#">Award of Festival Attraction Contract for the Summer Period in Princes Street Gardens</a>	1) To agree to circulate a briefing note to members on the length of time that the grass in Princes Street Gardens would be out of use as a	Executive Director of Place	As soon as possible		A briefing note will be circulated to members of the Committee in advance of Committee meeting on 11 October 2018.

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			<p>result of the Festival Contract.</p> <p>2) The Head of Place Management to investigate the policy on the use of greenspace for events and report back to Councillor Miller.</p>				
7.	16 August 2018	<a href="#">Revenue Monitoring 2017/18 – Outturn Report</a>	To agree that a briefing note would be circulated to Committee members detailing how the Council's Pupil Equity Fund (PEF) had been spent, on the reasons for the landfill tax spend being higher than anticipated and details of the spend to save projects.	Executive Director of Resources		26 September 2018	Briefing note was circulated to Councillors – closed
8.	16 August 2018	<a href="#">Revenue Monitoring 2018/19 – Month Three Position</a>	1) To agree that the Convener would make representations to the Integration Joint Board (IJB) to review how to address the challenges	Councillor Alasdair Rankin / Members Services			

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			<p>associated with increasing existing packages of care and/or taking on new packages and to seek assurance that the Council was not failing in terms of its statutory requirements to clients.</p> <p>2) To agree that the Chief Officer, Edinburgh Health and Social Care Partnership and the IJB's Chief Financial Officer would be invited to answer questions related to Health and Social Care Budgets in the Revenue Monitoring report being brought to the October 2018 Committee.</p>	Chief Officer, Health and Social Care Partnership	11 October 2018		Both officers have been invited to attend and are expected to be present at the meeting on 11 October 2018.
9.	16 August 2018	<a href="#">Capital Monitoring 2017/18 – Outturn and Receipts</a>	To agree that a briefing note that provided details on the city wide LED	Executive Director of Resources		26 September 2018	Briefing note was circulated to Councillors – closed

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			replacement of street lighting would be circulated to Committee.				
10.	16 August 2018	<a href="#">Capital Monitoring 2018/19 – Month Three Position</a>	To agree that clarification would be sought on how the early years programme would be managed and to report back to Committee.	Executive Director of Resources		26 September 2018	Briefing note was circulated to Councillors – closed
11.	16 August 2018	<a href="#">Treasury Management Annual Report 2017-2018</a>	<p>1) To agree that the Head of Finance would approach the Scottish Investment Bank with a view to reducing the Council's borrowing costs.</p> <p>2) To agree that the Head of Finance would provide clarification to Committee that the HRA budget accounted for the discrepancy in the costs of loan charges.</p>	Executive Director of Resources		26 September 2018	Briefing note was circulated to Councillors – closed

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12.	16 August 2018	<a href="#">Internal Audit Update Report – 1 January to 31 July 2018</a>	To agree that a report would be brought to Committee in October 2018 with further details of the Internal Audit findings.	Executive Director of Resources	11 October 2018	11 October 2018	Report is on the agenda and includes the additional information previously requested – closed.
13.	16 August 2018	<a href="#">Workforce Dashboard</a>	To agree that the Workforce Dashboard report that would be considered by Committee in October 2018 would provide further details of the reasons for absence by service area and, a breakdown and analysis of overtime and use of agency staff by service area.	Executive Director of Resources	11 October 2018		Report is on the agenda and includes the additional information previously requested – closed.
14.	16 August 2018	<a href="#">Construction Charter</a>	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	Executive Director of Resources	15 August 2019		

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			Charter to be brought back to Committee in 12 months.				
15.	27 September 2018	<a href="#">Carbon Reduction Commitment (CRC) Annual Report</a>	To agree to circulate a briefing note which summarised the outcomes from a recent exercise with Napier University on the mid to long term energy strategy for the council's operational buildings along with some recently published figures by Scottish Government.	Executive Director of Resources	31 October 2018		
16.	27 September 2018	<a href="#">Council Change Strategy: Planning for Change and Delivering Services 2019-2023</a>	1) To agree to amend the <i>Planning for Change and Delivering Services</i> strategy document to reflect that both the Transient Visitors Levy (TVL) and Work Place Parking Levy both required enabling legislation to be enacted before the Council could benefit from additional income. There would be	Chief Executive		27 September 2018	Change Strategy was updated and circulated to Councillors - closed.



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			<p>no financial benefit to the Council from these proposals as part of the 2019/20 financial year.</p> <p>2) To agree that <i>Planning for Change and Delivering Services</i> strategy document be updated take cognisance of comments made at the committee meeting, and then be circulated to committee members for final comment.</p>			27 September 2018	Change Strategy was updated and circulated to Councillors - closed.
17.	27 September 2018	<a href="#">Asset Management Strategy Transformation Programme - Update</a>	To note that, due to the complexity of preparing guidance on concessionary lets, the Head of Property and Facilities Management would make arrangements for a meeting to be held where live examples would be given, one from the operational and one from the investment estate to help officers understand	Executive Director of Resources	As soon as possible		

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			how to be inclusive of the many issues members have encountered.				