

Finance and Resources Committee

7 March 2019

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1.	23 February 2017	Strategic Direction for Tackling Homelessness	To agree that the Executive Director for Communities and Families 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.	Executive Director for Communities and Families	23 May 2019		A future report on the strategic direction for tackling homelessness will follow in May 2019 as the Housing and Economy Committee will consider the Council's Rapid Rehousing Transition Plan (RRTP) on 21 March 2019. Agreement of the RRTP will set the Council's homelessness strategy for the next 5 years and this will include information on the resources required to deliver this plan.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
2.	27 March 2018	Sickness Absence Policy	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.
3.	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	23 May 2019		A report will be brought to the Committee for consideration at the meeting on 23 May 2019.
4.	12 June 2018	Award of Festival Attraction Contract for the Summer Period in Princes Street Gardens	The Head of Place Management to investigate the policy on the use of greenspace for events and report back to Councillor Miller.	Executive Director of Place	May 2019		This is being addressed through the launch of the Edinburgh Parks Events Manifesto. A report will be considered at the Transport and Environment Committee in May 2019.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
5.	16 August 2018	Construction Charter	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 Charter to be brought back to Committee in 12 months.	Executive Director of Resources	15 August 2019		
6.	11 October 2018	Gender Pay Gap	Notes the further analysis and actions outlined in paragraphs 3.26 and 3.27 of the report, and calls for an update on these activities in not more than 12 months.	Executive Director of Resources	October 2019		
7.	11 October 2018	Variation to Care at Home Contract – B Agenda item	To agree that officers would meet with Councillor Miller to address a number of questions she had and	Chief Officer, Health and Social Care Partnership	March 2019		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			a briefing note would be circulated to members of the Committee detailing the responses provided by officers.				
8.	4 December 2018	Business Bulletin	To agree that a report on the profile of each Spend to Save project would be brought to Committee at the end of the financial year.	Executive Director of Resources	23 May 2019		A report will be brought to the Committee for consideration at the meeting on 23 May 2019.
9.	4 December 2018	Revenue Monitoring 2018/19 – Month Six Position	To agree that the Chief Officer, Edinburgh Health and Social Care Partnership and the IJB's Chief Financial Officer be invited to answer questions related to the Health and Social Care Budget in the Revenue Monitoring report being brought to the 1 February 2019 Committee.	Chief Officer, Health and Social Care Partnership		1 February 2019	Both officers attended the meeting on 1 February 2019 – closed.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
10.	4 December 2018	Capital Monitoring 2018/19 – Half-Year Position	To agree that a briefing note be circulated to members providing clarity on how much of the budget for walking projects and cycling projects had been spent, what the percentage of the total budget was used for cycle projects, and a fuller explanation on the reasons for the slippage in the active travel projects would also be included.	Executive Director of Place	End of March 2019		This briefing is in the process of being pulled together.
11.	4 December 2018	Workforce Dashboard	To agree to include details for each of the Executive Directors FTE budget alongside the trend charts in future reports.	Executive Director of Resources			Discussions are ongoing around the practicalities of incorporating this information.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
12.	4 December 2018	Edinburgh Targeted and Integrated Employability Service	To agree to highlight the potential implications that EU funding ceasing would have on Council employability services to the Brexit Working Group for further scrutiny.	Executive Director of Place	8 March 2019		The Brexit Working Group meeting on 8 March 2019 will be considering an item on EU Funding. This issue will be incorporated to that discussion.
13.	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 Committee would be best placed to consider it.	Executive Director for Communities and Families	February 2019		Nicky Brown arranging a meeting with Councillor Miller and Councillor Kate Campbell.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
14.	1 February 2019	Revenue Monitoring 2018/19 - Month Nine Position	To agree that the net revenue amount anticipated for garden waste charging in the 2019/20 budget be emailed to members as soon as possible.	Executive Director of Place			
15.	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	Mid-March 2019		
16.	1 February 2019	Feedback on the Change Strategy and Budget Proposals 2018	1) 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	May 2019		1) 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

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			2) To request that further information be provided in the follow-up report to clarify the potential reasons behind the shift in attitudes on the severity of efficiencies to different Council services from year 1 to year 4.	Chief Executive		21 February 2019	going to the Corporate, Policy and 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. 2) Further narrative on the budget simulator was provided in the report to Full Council on 21 February 2019. However, it was not possible to fully and robustly answer the question raised at committee due to the limitations of the data – closed.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
17.	1 February 2019	Council Change Strategy Planning for Change and Delivering Services 2019-2023	<p>1) To request that the additional amount of capital and revenue funding specifically being provided to the Council to implement the early years commitment be provided to Committee members.</p> <p>2) To agree to circulate evidence and further information to members behind the proposal to remove nursery teachers from nursery classes, and nursery heads from standalone nurseries.</p>	<p>Executive Director of Resources</p> <p>Executive Director for Communities and Families</p>		21 February 2019	<p>Briefing note was circulated to Councillors on 21 February 2019 – closed.</p> <p>The Integrated Impact Assessments provided details on the evidence gathered for both proposals. Information and evidence has been provided when requested by members - closed.</p>
18.	1 February 2019	Annual Report - Debt Write-off	To agree that a briefing note be circulated to clarify whether there	Executive Director of Resources		18 February 2019	Briefing note was circulated to Councillors

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			was an expectation that the debt associated with parking would rise in the next financial year given the budget for 2019/20 anticipated an increase in income from parking.				on 18 February 2019 – closed.
19.	1 February 2019	Accounts Commission: Local Government in Scotland - Financial Overview 2017-18 - referral from the Governance, Risk and Best Value Committee	To agree that the additional report requested by the Governance, Risk and Best Value Committee on distribution and principles of Local Government funding be prepared for the next Finance and Resources Committee.	Executive Director of Resources	7 March 2019		The report is on the agenda for consideration at the Committee meeting on 7 March 2019.
20.	1 February 2019	Extension of Health and Social Care Contracts	1) To request that a briefing note be circulated to members to respond to the action raised about the need for	Chief Officer, Health and Social Care Partnership		11 February 2019	Briefing note was circulated to Councillors on 11 February 2019 – closed.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>assurances to be provided that the contracts did not conflict with any of the savings proposals that the Edinburgh Integrated Joint Board might bring forward or any potential structural service changes.</p> <p>2) To agree that a report be brought back to the Finance and Resources Committee on 7 March 2019 to conclude and confirm what final decisions were taken.</p>			7 March 2019	The report is on the agenda for consideration at the Committee meeting on 7 March 2019 – closed.
21.	1 February 2019	Petition - Edinburgh Central Library v Virgin	To agree that a briefing note be prepared and circulated to members	Executive Director of Resources		8 February 2019	Briefing note was circulated to Councillors

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		Hotel - referral from Education, Children and Families Committee	which outlined the current position and explained the steps that would have to be taken by the Council to action the request of the petitioner.				on 8 February 2019 – closed.