

Work Programme

Finance and Resources Committee

25 April 2023

Item	Key decisions	Frequency	Wards affected	Director and Lead Officer	Expected Date
1	Workforce Dashboard	6 monthly Report		Executive Director of Corporate Services Lead Officer: Margaret-Ann Love margaretann.love@edinburgh.gov.uk	September 2023
2	Council Commercial Property Portfolio – Update Report	Committee agreed to receive regular updates, where required, on 29 October 2020		Executive Director of Place Lead Officer: Graeme McGartland 0131 529 5956 graeme.mcgartland@edinburgh.gov.uk	TBC
3	Revenue Monitoring – Council-wide	Quarterly Report		Executive Director of Corporate Services Lead Officer: Hugh Dunn 0131 469 3150 hugh.dunn@edinburgh.gov.uk	September 2023
4	Revenue Budget Risks and Reserves Report	Annual Report		Executive Director of Corporate Services Lead Officer: Hugh Dunn 0131 469 3150 hugh.dunn@edinburgh.gov.uk	January 2024

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5	Capital Monitoring – Council-wide	Quarterly Report		Executive Director of Corporate Services Lead Officer: Hugh Dunn 0131 469 3150 hugh.dunn@edinburgh.gov.uk	September 2023
6	Corporate Services Directorate - Revenue Budget Monitoring	Quarterly Report		Executive Director of Corporate Services Lead Officer: Iain Shaw 0131 469 3117 iain.shaw@edinburgh.gov.uk	September 2023
7	Contract Award and Procurement Programme	Six Monthly Report		Executive Director of Corporate Services Lead Officer: Lynette Robertson 0131 529 4930 lynette.robertson@edinburgh.gov.uk	November 2023
8	Revenue Budget 2024/28 – Progress Update	Annual Update Report, incorporating impacts of provisional Local Government Finance Settlement		Executive Director of Corporate Services Lead Officer: Hugh Dunn 0131 469 3150 hugh.dunn@edinburgh.gov.uk	January 2024
9	Capital Budget Strategy 2024/34	Annual Update Report, incorporating impacts of		Executive Director of Corporate Services Lead Officer: Hugh Dunn 0131 469 3150	January 2024

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		provisional Local Government Finance Settlement		hugh.dunn@edinburgh.gov.uk	
10	Housing Revenue Account Budget Strategy	Annual Report		Executive Director of Place Lead Officer: Elaine Scott 0131 529 2277 elaine.scott@edinburgh.gov.uk	January 2024
11	Annual Fraud Prevention and Detection	Annual Report		Executive Director of Corporate Services Lead Officer: Nicola Harvey 0131 469 5016 nicola.harvey@edinburgh.gov.uk	November 2023
12	City of Edinburgh Council – 2022/23 Annual Audit Report to the Council and the Controller of Audit – referral from the Governance, Risk and Best Value Committee	Annual Report		Executive Director of Corporate Services Lead Officer: Hugh Dunn 0131 469 3150 hugh.dunn@edinburgh.gov.uk	September 2023
13	The City of Edinburgh Council Charitable Trusts – report to those charged with	Annual Report		Executive Director of Corporate Services Lead Officer: John Aghodeaka 0131 469 5348 john.aghodeaka@edinburgh.gov.uk	September 2023

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	governance on the 2022/23 audit				
14	2021/22 Common Good Annual Performance Report	Annual Report		Executive Director of Corporate Services Lead Officer: Craig Fraser 0131 524 6551 craig.fraser@edinburgh.gov.uk	September 2023
15	Annual Treasury Management Strategy 2022/23	Annual Report		Executive Director of Corporate Services Lead Officer: Innes Edwards 0131 469 6291 innes.edwards@edinburgh.gov.uk	September 2023
16	Asset Management Works Programme	Annual Report The report is normally presented at the financial year end to update Committee on the outcome of the 12-month programme.		Executive Director of Place Lead Officer: Peter Watton 0131 529 5962 peter.watton@edinburgh.gov.uk	June 2023

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17	Health and Safety Performance	Annual Report		Executive Director of Corporate Services Lead Officer: Nick Smith 0131 529 4377 nick.smith@edinburgh.gov.uk	April 2024
18	Workforce Control Annual Report	Annual Report		Executive Director of Corporate Services Lead Officer: Katy Miller 0131 469 5522 katy.miller@edinburgh.gov.uk	September 2023
19	Commercial and Procurement Annual Report	Annual Report		Executive Director of Corporate Services Lead Officer: Lynette Robertson 0131 529 4930 lynette.robertson@edinburgh.gov.uk	September 2023
20	Appointments to Working Groups	Annual Report		Executive Director of Corporate Services Lead Officer: Rachel Gentleman 0131 529 4107 rachel.gentleman@edinburgh.gov.uk	After May 2024
21	Depot Strategy – Phase 2	Requests further reports as progress is made		Executive Director of Place Lead Officers: Gareth Barwell / Peter Watton 0131 529 5962 / 0131 529 5962 gareth.barwell@edinburgh.gov.uk / peter.watton@edinburgh.gov.uk	TBC

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22	Consultants Costs Annual Report	Annual Report		Executive Director of Corporate Services Lead Officer: Hugh Dunn 0131 469 3150 hugh.dunn@edinburgh.gov.uk	November 2023
23	Finance and Procurement Annual Policies Assurance	Annual Report		Executive Director of Corporate Services Lead Officer: Hugh Dunn 0131 469 3150 hugh.dunn@edinburgh.gov.uk	November 2023
24	Construction Charter Annual Update	Annual Report		Executive Director of Corporate Services Lead Officer: Lynette Robertson 0131 529 4930 lynette.robertson@edinburgh.gov.uk	September 2023
25	Local Government in Scotland: Financial Overview	Annual Report		Executive Director of Corporate Services Lead Officer: Hugh Dunn 0131 469 3150 hugh.dunn@edinburgh.gov.uk	June 2023

Finance and Resources Committee Upcoming Reports

Appendix 1

Report Title	Directorate	Lead Officer
June 2023		
Revenue Budget 2022/27 progress update	Corporate Services	Hugh Dunn
Local Government in Scotland: Financial Overview 2022/23	Corporate Services	Hugh Dunn
Lessons Learned Exercise by CLT on the Budget Process	Corporate Services	Deborah Smart
Workforce Dashboard and Deep Dive “Our Workforce”	Corporate Services	Margret-Ann Love
Asset Management Works Programme	Place	Peter Watton
Leith Theatre	Place	Karl Chapman/Graeme McGartland
Impact of Festivals in Communities	Place	Alison Coburn
Former Castlebrae High School, Craigmillar – Proposed Transfer to Housing Revenue Account	Place	Graeme McGartland
NDR Empty Property Relief	Corporate Services	Nicola Harvey / Neil Jamieson

Performance Update		
Equality Impact Assessments on unexpected road closures and changes to services	Place	
Commercial Property Undeveloped Land – Response to Motion by Councillor Ross	Place	
Cost Recovery from Commercial Events – Response to Motion by Councillor Ross	Place	