

Work Programme

Finance and Resources Committee

29 October 2020

Item	Key decisions	Frequency	Wards affected	Director and Lead Officer	Expected Date
1.	Workforce Dashboard	All F&R Committees		Executive Director of Resources Lead Officer: Katy Miller 0131 469 5522 katy.miller@edinburgh.gov.uk	All F&R Committees
2.	Revenue Monitoring – Council-wide	Quarterly Report		Executive Director of Resources Lead Officer: Hugh Dunn 0131 469 3150 hugh.dunn@edinburgh.gov.uk	January 2021
3.	Capital Monitoring – Council-wide	Quarterly Report		Executive Director of Resources Lead Officer: Hugh Dunn 0131 469 3150 hugh.dunn@edinburgh.gov.uk	January 2021
4.	Resources Directorate - Revenue Budget Monitoring	Quarterly Report		Executive Director of Resources Lead Officer: Iain Shaw 0131 469 3117 iain.shaw@edinburgh.gov.uk	January 2021

Item	Key decisions	Frequency	Wards affected	Director and Lead Officer	Expected Date
5.	Chief Executive – Revenue Budget Monitoring	Quarterly Report		Executive Director of Resources Lead Officer: Iain Shaw 0131 469 3117 iain.shaw@edinburgh.gov.uk	January 2021
6.	Miscellaneous Debts Write Off – 6 monthly operational update (B Agenda)	Six Monthly Report		Executive Director of Resources Lead Officer: Nicola Harvey 0131 469 5016 nicola.harvey@edinburgh.gov.uk	March 2021
7.	Contract Award and Procurement Programme	Six Monthly Report		Executive Director of Resources Lead Officer: Iain Strachan 0131 529 4930 iain.strachan@edinburgh.gov.uk	March 2021
8.	Change Strategy 2021/24	Annual Update Report, incorporating impacts of provisional Local Government Finance Settlement		Chief Executive and Executive Director of Resources Lead Officer: Hugh Dunn / Laurence Rockey 0131 469 3150 / 0131 469 3493 hugh.dunn@edinburgh.gov.uk / laurence.rockey@edinburgh.gov.uk	January 2021
9.	Housing Revenue Account Budget Strategy	Annual Report		Executive Director of Place Lead Officer: Elaine Scott 0131 529 2277	January 2021

Item	Key decisions	Frequency	Wards affected	Director and Lead Officer	Expected Date
				elaine.scott@edinburgh.gov.uk	
10.	Capital Budget Strategy 2020/30	Annual Update Report, incorporating impacts of provisional Local Government Finance Settlement		Executive Director of Resources Lead Officer: Hugh Dunn 0131 469 3150 hugh.dunn@edinburgh.gov.uk	January 2021
11.	Annual Fraud Prevention and Detection	Annual Report		Executive Director of Resources Lead Officer: Nicola Harvey 0131 469 5016 nicola.harvey@edinburgh.gov.uk	October 2021
12.	City of Edinburgh Council – 2019/20 Annual Audit Report to the Council and the Controller of Audit – referral by the Governance, Risk and Best Value Committee	Annual Report		Executive Director of Resources Lead Officer: Hugh Dunn 0131 469 3150 hugh.dunn@edinburgh.gov.uk	November 2020
13.	The City of Edinburgh Council Charitable Trusts – report to	Annual Report		Executive Director of Resources Lead Officer: John Aghodeaka 0131 469 5348	November 2020

Item	Key decisions	Frequency	Wards affected	Director and Lead Officer	Expected Date
	those charged with governance on the 2019/20 audit			john.aghodeaka@edinburgh.gov.uk	
14.	2019/20 Common Good Annual Performance Report	Annual Report		Executive Director of Resources Lead Officer: John Aghodeaka 0131 469 5348 john.aghodeaka@edinburgh.gov.uk	November 2020
15.	Annual Treasury Management Strategy 2019/20	Annual Report		Executive Director of Resources Lead Officer: Innes Edwards 0131 469 6291 innes.edwards@edinburgh.gov.uk	August 2021
16.	Treasury Management Mid-Term Report 2020/22	Annual Report		Executive Director of Resources Lead Officer: Innes Edwards 0131 469 6291 innes.edwards@edinburgh.gov.uk	December 2020
17.	Asset Management Works Programme	Annual Report The report is normally presented at the financial year end to update Committee on the outcome of		Executive Director of Resources Lead Officer: Peter Watton 0131 529 5962 peter.watton@edinburgh.gov.uk	May 2021

Item	Key decisions	Frequency	Wards affected	Director and Lead Officer	Expected Date
		the 12-month programme.			
18.	Health and Safety Performance	Annual Report		Executive Director of Resources Lead Officer: Nick Smith 0131 529 4377 nick.smith@edinburgh.gov.uk	March 2021
19.	Workforce Control Annual Report	Annual Report		Executive Director of Resources Lead Officer: Katy Miller 0131 469 5522 katy.miller@edinburgh.gov.uk	August 2021
20.	Commercial and Procurement Annual Report	Annual Report		Executive Director of Resources Lead Officer: Iain Strachan 0131 529 4930 iain.strachan@edinburgh.gov.uk	September 2021

Finance and Resources Committee Upcoming Reports

Appendix 1

Report Title	Directorate	Lead Officer
November 2020		
City of Edinburgh Council – 2019/20 Annual Audit Report to the Council and the Controller of Audit – referral from the Governance, Risk and Best Value Committee	Resources	Hugh Dunn
The City of Edinburgh Council Charitable Trusts	Resources	Hugh Dunn
Consultants Costs 2019/20	Resources	Hugh Dunn
Common Good Annual Performance Report	Resources	Hugh Dunn
December 2020		
Corporate Health and Safety Strategy and Plan 2020-23	Resources	Robert Allan
Treasury Management: Mid-Term Report 2020-21	Resources	Hugh Dunn
Benefit Platform Procurement	Resources	Katy Miller
Settlement of RE-FIT Savings Guarantee	Resources	Peter Watton
65 Shore, Edinburgh – Proposed New Lease	Resources	Peter Watton

Gilmore Park, Fountainbridge, Edinburgh – Proposed Substation Lease	Resources	Peter Watton
Summary Report on Property Transactions Concluded under Delegated Authority	Resources	Pater Watton
Award of Bulky Waste Contract	Place	Lesley Sugden
Haulage Extension to Waiver	Place	Lesley Sugden
Light Fleet	Place	Scott Millar
Digital Learning Offer	Communities and Families	