

Work Programme

Finance and Resources Committee

12 August 2021

Item	Key decisions	Frequency	Wards affected	Director and Lead Officer	Expected Date
1.	Workforce Dashboard	All F&R Committees		Executive Director of Corporate Services Lead Officer: Katy Miller 0131 469 5522 katy.miller@edinburgh.gov.uk	All F&R Committees
2.	Council Commercial Property Portfolio – Update Report	Committee agreed to receive regular updates, where required, on 29 October 2020		Executive Director of Corporate Services 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	December 2021

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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 2022
5.	Capital Monitoring – Council-wide	Quarterly Report		Executive Director of Corporate Services Lead Officer: Hugh Dunn 0131 469 3150 hugh.dunn@edinburgh.gov.uk	December 2021
6.	Resources Directorate - Revenue Budget Monitoring	Quarterly Report		Executive Director of Corporate Services Lead Officer: Iain Shaw 0131 469 3117 iain.shaw@edinburgh.gov.uk	December 2021
7.	Chief Executive – Revenue Budget Monitoring	Quarterly Report		Executive Director of Corporate Services Lead Officer: Iain Shaw 0131 469 3117 iain.shaw@edinburgh.gov.uk	December 2021
8.	Miscellaneous Debts Write Off – 6 monthly operational update (B	Six Monthly Report		Executive Director of Corporate Services Lead Officer: Nicola Harvey 0131 469 5016	December 2021

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	Agenda)			nicola.harvey@edinburgh.gov.uk	
9.	Contract Award and Procurement Programme	Six Monthly Report		Executive Director of Corporate Services Lead Officer: Iain Strachan 0131 529 4930 iain.strachan@edinburgh.gov.uk	December 2021
10.	Change Strategy 2021/24	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 2022
11.	Housing Revenue Account Budget Strategy	Annual Report		Executive Director of Place Lead Officer: Elaine Scott 0131 529 2277 elaine.scott@edinburgh.gov.uk	January 2022
12.	Capital Budget Strategy 2020/30	Annual Update Report, incorporating impacts of provisional Local Government		Executive Director of Corporate Services Lead Officer: Hugh Dunn 0131 469 3150 hugh.dunn@edinburgh.gov.uk	January 2022

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		Finance Settlement			
13.	Annual Fraud Prevention and Detection	Annual Report		Executive Director of Corporate Services Lead Officer: Nicola Harvey 0131 469 5016 nicola.harvey@edinburgh.gov.uk	October 2021
14.	City of Edinburgh Council – 2020/21 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 Corporate Services Lead Officer: Hugh Dunn 0131 469 3150 hugh.dunn@edinburgh.gov.uk	October 2021
15.	The City of Edinburgh Council Charitable Trusts – report to those charged with governance on the 2020/21 audit	Annual Report		Executive Director of Corporate Services Lead Officer: John Aghodeaka 0131 469 5348 john.aghodeaka@edinburgh.gov.uk	October 2021
16.	2020/21 Common Good Annual Performance Report	Annual Report		Executive Director of Corporate Services Lead Officer: John Aghodeaka	October 2021

Item	Key decisions	Frequency	Wards affected	Director and Lead Officer	Expected Date
				0131 469 5348 john.aghodeaka@edinburgh.gov.uk	
17.	Annual Treasury Management Strategy 2021/22	Annual Report		Executive Director of Corporate Services Lead Officer: Innes Edwards 0131 469 6291 innes.edwards@edinburgh.gov.uk	August 2022
18.	Treasury Management Mid-Term Report 2021/22	Annual Report		Executive Director of Corporate Services Lead Officer: Innes Edwards 0131 469 6291 innes.edwards@edinburgh.gov.uk	December 2021
19.	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	May 2022

Item	Key decisions	Frequency	Wards affected	Director and Lead Officer	Expected Date
20.	Health and Safety Performance	Annual Report		Executive Director of Corporate Services Lead Officer: Nick Smith 0131 529 4377 nick.smith@edinburgh.gov.uk	March 2022
21.	Workforce Control Annual Report	Annual Report		Executive Director of Corporate Services Lead Officer: Katy Miller 0131 469 5522 katy.miller@edinburgh.gov.uk	August 2022
22.	Commercial and Procurement Annual Report	Annual Report		Executive Director of Corporate Services Lead Officer: Iain Strachan 0131 529 4930 iain.strachan@edinburgh.gov.uk	August 2022
23.	Appointments to Working Groups	Annual Report		Executive Director of Corporate Services Lead Officer: Rachel Gentleman 0131 529 4107 rachel.gentleman@edinburgh.gov.uk	August 2022
24.	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	TBC

Item	Key decisions	Frequency	Wards affected	Director and Lead Officer	Expected Date
				gareth.barwell@edinburgh.gov.uk / peter.watton@edinburgh.gov.uk	
25.	Consultants Costs Annual Report	Annual Report		Executive Director of Corporate Services Lead Officer: Hugh Dunn 0131 469 3150 hugh.dunn@edinburgh.gov.uk	October 2021
26.	Annual Policies Assurance	Annual Report		Executive Director of Corporate Services Lead Officer: Hugh Dunn 0131 469 3150 hugh.dunn@edinburgh.gov.uk	August 2022
27.	Construction Charter Annual Update	Annual Report		Executive Director of Corporate Services Lead Officer: Iain Strachan 0131 529 4930 iain.strachan@edinburgh.gov.uk	August 2022

Finance and Resources Committee Upcoming Reports

Appendix 1

Report Title	Directorate	Lead Officer
October 2021		
Workforce Dashboard	Corporate Services	Katy Miller
Annual Fraud Prevention and Detection	Corporate Services	Nicola Harvey
City of Edinburgh Council – 2020/21 Annual Audit Report to the Council and the Controller of Audit – referral by the Governance, Risk and Best Value Committee	Corporate Services	Hugh Dunn
The City of Edinburgh Council Charitable Trusts – report to those charged with governance on the 2020/21 audit	Corporate Services	John Aghodeaka
2020/21 Common Good Annual Performance Report	Corporate Services	John Aghodeaka
Consultants Costs Annual Report	Corporate Services	Hugh Dunn
Contract Award and Procurement Programme Jan-Jun 2021	Corporate Services	Iain Strachan
Accounts Commission Local Government Overview	Corporate Services	Hugh Dunn
Gender Pay Gap – Annual update	Corporate Services	Katy Miller

Summary Report on Property Transactions concluded under Delegated Authority	Place	Graeme McGartland
Update on Disposal - Former Royal High School, Regent Road, Edinburgh	Place	Graeme McGartland
Edinburgh Catering Services – Other Catering trading activities	Place	Peter Watton
Progress Report - Liberton Hospital, Edinburgh	Place	Graeme McGartland
Leith Links Pavilion and Bowling Green	Place	Peter Watton
Edinburgh Catering Services - Other Catering Significant Trading Operation (STO) - Update	Place	Peter Watton
Edinburgh Blended Employability Services	Place	Elin Williamson
Contract Award for the “Supply and Installation of corralling for bin hubs and associated road works”	Place	Erica Manfroi
Award of Contract for City Centre West to East Cycle Link and Street Improvements Project Construction	Place	Daisy Narayanan
Supply of Natural Stone Paving and Road Products	Place	Tony Booth
Award of Contract: Kerbside bins	Place	Lesley Sugden