

# Work Programme

## Finance and Resources Committee

3 March 2022

Item	Key decisions	Frequency	Wards affected	Director and Lead Officer	Expected Date
1.	Workforce Dashboard	Quarterly Report		Interim Executive Director of Corporate Services / Education, Children and Families Lead Officer: Katy Miller / Amanda Hatton <a href="mailto:katy.miller@edinburgh.gov.uk">katy.miller@edinburgh.gov.uk</a> / <a href="mailto:amanda.hatton@edinburgh.gov.uk">amanda.hatton@edinburgh.gov.uk</a>	June 2022
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 <a href="mailto:graeme.mcgartland@edinburgh.gov.uk">graeme.mcgartland@edinburgh.gov.uk</a>	March 2023
3.	Revenue Monitoring – Council-wide	Quarterly Report		Interim Executive Director of Corporate Services Lead Officer: Hugh Dunn 0131 469 3150 <a href="mailto:hugh.dunn@edinburgh.gov.uk">hugh.dunn@edinburgh.gov.uk</a>	February 2023

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4.	Revenue Budget Risks and Reserves Report	Annual Report		Interim Executive Director of Corporate Services Lead Officer: Hugh Dunn 0131 469 3150 <a href="mailto:hugh.dunn@edinburgh.gov.uk">hugh.dunn@edinburgh.gov.uk</a>	February 2023
5.	Capital Monitoring – Council-wide	Quarterly Report		Interim Executive Director of Corporate Services Lead Officer: Hugh Dunn 0131 469 3150 <a href="mailto:hugh.dunn@edinburgh.gov.uk">hugh.dunn@edinburgh.gov.uk</a>	February 2023
6.	Corporate Services Directorate - Revenue Budget Monitoring	Quarterly Report		Interim Executive Director of Corporate Services Lead Officer: Iain Shaw 0131 469 3117 <a href="mailto:iain.shaw@edinburgh.gov.uk">iain.shaw@edinburgh.gov.uk</a>	February 2023
7.	Chief Executive – Revenue Budget Monitoring	Quarterly Report		Chief Executive Lead Officer: Iain Shaw 0131 469 3117 <a href="mailto:iain.shaw@edinburgh.gov.uk">iain.shaw@edinburgh.gov.uk</a>	February 2023
8.	Miscellaneous Debts Write Off – 6 monthly operational update (B	Six Monthly Report		Interim Executive Director of Corporate Services Lead Officer: Nicola Harvey	June 2022

Item	Key decisions	Frequency	Wards affected	Director and Lead Officer	Expected Date
	Agenda)			0131 469 5016 <a href="mailto:nicola.harvey@edinburgh.gov.uk">nicola.harvey@edinburgh.gov.uk</a>	
9.	Contract Award and Procurement Programme	Six Monthly Report		Interim Executive Director of Corporate Services Lead Officer: Iain Strachan 0131 529 4930 <a href="mailto:iain.strachan@edinburgh.gov.uk">iain.strachan@edinburgh.gov.uk</a>	June 2022
10.	Revenue Budget 2022/27 – Progress Update	Annual Update Report, incorporating impacts of provisional Local Government Finance Settlement		Interim Executive Director of Corporate Services Lead Officer: Hugh Dunn 0131 469 3150 <a href="mailto:hugh.dunn@edinburgh.gov.uk">hugh.dunn@edinburgh.gov.uk</a>	February 2023
11.	Housing Revenue Account Budget Strategy	Annual Report		Executive Director of Place Lead Officer: Elaine Scott 0131 529 2277 <a href="mailto:elaine.scott@edinburgh.gov.uk">elaine.scott@edinburgh.gov.uk</a>	February 2023
12.	Capital Budget Strategy 2020/30	Annual Update Report, incorporating impacts of provisional Local		Interim Executive Director of Corporate Services Lead Officer: Hugh Dunn 0131 469 3150 <a href="mailto:hugh.dunn@edinburgh.gov.uk">hugh.dunn@edinburgh.gov.uk</a>	February 2023

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		Government Finance Settlement			
13.	Annual Fraud Prevention and Detection	Annual Report		Interim Executive Director of Corporate Services Lead Officer: Nicola Harvey 0131 469 5016 <a href="mailto:nicola.harvey@edinburgh.gov.uk">nicola.harvey@edinburgh.gov.uk</a>	October 2022
14.	City of Edinburgh Council – 2021/22 Annual Audit Report to the Council and the Controller of Audit – referral by the Governance, Risk and Best Value Committee	Annual Report		Interim Executive Director of Corporate Services Lead Officer: Hugh Dunn 0131 469 3150 <a href="mailto:hugh.dunn@edinburgh.gov.uk">hugh.dunn@edinburgh.gov.uk</a>	October 2022
15.	The City of Edinburgh Council Charitable Trusts – report to those charged with governance on the 2021/22 audit	Annual Report		Interim Executive Director of Corporate Services Lead Officer: John Aghodeaka 0131 469 5348 <a href="mailto:john.aghodeaka@edinburgh.gov.uk">john.aghodeaka@edinburgh.gov.uk</a>	October 2022
16.	2021/22 Common Good Annual	Annual Report		Interim Executive Director of Corporate Services	October 2022

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	Performance Report			Lead Officer: John Aghodeaka 0131 469 5348 <a href="mailto:john.aghodeaka@edinburgh.gov.uk">john.aghodeaka@edinburgh.gov.uk</a>	
17.	Annual Treasury Management Strategy 2021/22	Annual Report		Interim Executive Director of Corporate Services Lead Officer: Innes Edwards 0131 469 6291 <a href="mailto:innes.edwards@edinburgh.gov.uk">innes.edwards@edinburgh.gov.uk</a>	August 2022
18.	Treasury Management Mid-Term Report 2021/22	Annual Report		Interim Executive Director of Corporate Services Lead Officer: Innes Edwards 0131 469 6291 <a href="mailto:innes.edwards@edinburgh.gov.uk">innes.edwards@edinburgh.gov.uk</a>	June 2022
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 <a href="mailto:peter.watton@edinburgh.gov.uk">peter.watton@edinburgh.gov.uk</a>	May 2022

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20.	Health and Safety Performance	Annual Report		Interim Executive Director of Corporate Services Lead Officer: Nick Smith 0131 529 4377 <a href="mailto:nick.smith@edinburgh.gov.uk">nick.smith@edinburgh.gov.uk</a>	March 2023
21.	Workforce Control Annual Report	Annual Report		Interim Executive Director of Corporate Services Lead Officer: Katy Miller 0131 469 5522 <a href="mailto:katy.miller@edinburgh.gov.uk">katy.miller@edinburgh.gov.uk</a>	August 2022
22.	Commercial and Procurement Annual Report	Annual Report		Interim Executive Director of Corporate Services Lead Officer: Iain Strachan 0131 529 4930 <a href="mailto:iain.strachan@edinburgh.gov.uk">iain.strachan@edinburgh.gov.uk</a>	August 2022
23.	Appointments to Working Groups	Annual Report		Interim Executive Director of Corporate Services Lead Officer: Rachel Gentleman 0131 529 4107 <a href="mailto:rachel.gentleman@edinburgh.gov.uk">rachel.gentleman@edinburgh.gov.uk</a>	August 2022
24.	Depot Strategy – Phase 2	Requests further reports as		Executive Director of Place Lead Officers: Gareth Barwell / Peter	Summer 2022

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		progress is made		Watton 0131 529 5962 / 0131 529 5962 <a href="mailto:gareth.barwell@edinburgh.gov.uk">gareth.barwell@edinburgh.gov.uk</a> / <a href="mailto:peter.watton@edinburgh.gov.uk">peter.watton@edinburgh.gov.uk</a>	
25.	Consultants Costs Annual Report	Annual Report		Interim Executive Director of Corporate Services Lead Officer: Hugh Dunn 0131 469 3150 <a href="mailto:hugh.dunn@edinburgh.gov.uk">hugh.dunn@edinburgh.gov.uk</a>	October 2022
26.	Finance and Procurement Annual Policies Assurance	Annual Report		Interim Executive Director of Corporate Services Lead Officer: Hugh Dunn 0131 469 3150 <a href="mailto:hugh.dunn@edinburgh.gov.uk">hugh.dunn@edinburgh.gov.uk</a>	August 2022
27.	Construction Charter Annual Update	Annual Report		Interim Executive Director of Corporate Services Lead Officer: Iain Strachan 0131 529 4930 <a href="mailto:iain.strachan@edinburgh.gov.uk">iain.strachan@edinburgh.gov.uk</a>	August 2022

## Finance and Resources Committee Upcoming Reports

## Appendix 1

Report Title	Directorate	Lead Officer
<b>June 2022</b>		
Annual Treasury Management Strategy 2021/22	Corporate Services	Hugh Dunn / Innes Edwards
Workforce Dashboard	Corporate Services / Education, Children and Families	Katy Miller / Amanda Hatton
Award of Contracts for the Roseburn to Union Canal Active Travel Route and Greenspace Improvements Project Construction	Place	Barry Clarke
Leith Theatre	Place	Karl Chapman
Council Commercial Property Portfolio – Update Report	Place	Graeme McGartland
New lease of Meadowbank Leisure Centre to Edinburgh Leisure	Place	Lesley Turner
Drumbrae Care Home, 24 Ardshield Avenue Edinburgh EH4 7HP	Place	Veronica Ross / Peter Watton
18-19 West Harbour Road – Proposed Lease Extension	Place	Andrew McCurrach