

Work Programme

Finance and Resources Committee

16 June 2022

Item	Key decisions	Frequency	Wards affected	Director and Lead Officer	Expected Date
1.	Workforce Dashboard	Quarterly Report		Interim Executive Director of Corporate Services Lead Officer: Katy Miller katy.miller@edinburgh.gov.uk	September 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 graeme.mcgartland@edinburgh.gov.uk	April 2023
3.	Revenue Monitoring – Council-wide	Quarterly Report		Interim Executive Director of Corporate Services Lead Officer: Hugh Dunn 0131 469 3150 hugh.dunn@edinburgh.gov.uk	January 2023

Item	Key decisions	Frequency	Wards affected	Director and Lead Officer	Expected Date
4.	Revenue Budget Risks and Reserves Report	Annual Report		Interim Executive Director of Corporate Services Lead Officer: Hugh Dunn 0131 469 3150 hugh.dunn@edinburgh.gov.uk	January 2023
5.	Capital Monitoring – Council-wide	Quarterly Report		Interim Executive Director of Corporate Services Lead Officer: Hugh Dunn 0131 469 3150 hugh.dunn@edinburgh.gov.uk	January 2023
6.	Corporate Services Directorate - Revenue Budget Monitoring	Quarterly Report		Interim Executive Director of Corporate Services Lead Officer: Iain Shaw 0131 469 3117 iain.shaw@edinburgh.gov.uk	January 2023
7.	Chief Executive – Revenue Budget Monitoring	Quarterly Report		Chief Executive Lead Officer: Iain Shaw 0131 469 3117 iain.shaw@edinburgh.gov.uk	January 2023
8.	Miscellaneous Debts Write Off – 6 monthly operational update (B Agenda)	Six Monthly Report		Interim Executive Director of Corporate Services Lead Officer: Nicola Harvey 0131 469 5016	November 2022

Item	Key decisions	Frequency	Wards affected	Director and Lead Officer	Expected Date
				nicola.harvey@edinburgh.gov.uk	
9.	Contract Award and Procurement Programme	Six Monthly Report		Interim Executive Director of Corporate Services Lead Officer: Iain Strachan 0131 529 4930 iain.strachan@edinburgh.gov.uk	November 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 hugh.dunn@edinburgh.gov.uk	January 2023
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 2023
12.	Capital Budget Strategy 2020/30	Annual Update Report, incorporating impacts of provisional Local Government		Interim Executive Director of Corporate Services Lead Officer: Hugh Dunn 0131 469 3150 hugh.dunn@edinburgh.gov.uk	January 2023

Item	Key decisions	Frequency	Wards affected	Director and Lead Officer	Expected Date
		Finance Settlement			
13.	Annual Fraud Prevention and Detection	Annual Report		Interim Executive Director of Corporate Services Lead Officer: Nicola Harvey 0131 469 5016 nicola.harvey@edinburgh.gov.uk	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 hugh.dunn@edinburgh.gov.uk	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 john.aghodeaka@edinburgh.gov.uk	October 2022
16.	2021/22 Common Good Annual Performance Report	Annual Report		Interim Executive Director of Corporate Services Lead Officer: John Aghodeaka	October 2022

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		Interim Executive Director of Corporate Services Lead Officer: Innes Edwards 0131 469 6291 innes.edwards@edinburgh.gov.uk	September 2022
18.	Treasury Management Mid-Term Report 2021/22	Annual Report		Interim Executive Director of Corporate Services Lead Officer: Innes Edwards 0131 469 6291 innes.edwards@edinburgh.gov.uk	June 2023
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	June 2023

Item	Key decisions	Frequency	Wards affected	Director and Lead Officer	Expected Date
20.	Health and Safety Performance	Annual Report		Interim Executive Director of Corporate Services Lead Officer: Nick Smith 0131 529 4377 nick.smith@edinburgh.gov.uk	April 2023
21.	Workforce Control Annual Report	Annual Report		Interim Executive Director of Corporate Services Lead Officer: Katy Miller 0131 469 5522 katy.miller@edinburgh.gov.uk	September 2022
22.	Commercial and Procurement Annual Report	Annual Report		Interim Executive Director of Corporate Services Lead Officer: Iain Strachan 0131 529 4930 iain.strachan@edinburgh.gov.uk	September 2022
23.	Appointments to Working Groups	Annual Report		Interim Executive Director of Corporate Services Lead Officer: Rachel Gentleman 0131 529 4107 rachel.gentleman@edinburgh.gov.uk	September 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	Summer 2022

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		Interim Executive Director of Corporate Services Lead Officer: Hugh Dunn 0131 469 3150 hugh.dunn@edinburgh.gov.uk	October 2022
26.	Finance and Procurement Annual Policies Assurance	Annual Report		Interim Executive Director of Corporate Services Lead Officer: Hugh Dunn 0131 469 3150 hugh.dunn@edinburgh.gov.uk	September 2022
27.	Construction Charter Annual Update	Annual Report		Interim Executive Director of Corporate Services Lead Officer: Iain Strachan 0131 529 4930 iain.strachan@edinburgh.gov.uk	September 2022

Finance and Resources Committee Upcoming Reports

Appendix 1

Report Title	Directorate	Lead Officer
September 2022		
Workforce Dashboard	Corporate Services	Katy Miller
Workforce Control Annual Report	Corporate Services	Katy Miller
Annual Treasury Management Strategy 2021/22	Corporate Services	Innes Edwards
Commercial and Procurement Annual Report	Corporate Services	Lynette Robertson
Finance and Procurement Annual Policies Assurance	Corporate Services	Hugh Dunn
Construction Charter Annual Update	Corporate Services	Lynette Robertson
Appointments to Working Groups	Corporate Services	Rachel Gentleman
Finance and Procurement Annual Policies Assurance	Corporate Services	Hugh Dunn
Revenue Budget Monitoring	Corporate Services	Hugh Dunn

CEX Budget Monitoring	Corporate Services	Hugh Dunn
Corporate Services Budget Monitoring	Corporate Services	Hugh Dunn
Capital Budget Monitoring	Corporate Services	Hugh Dunn
Consultants Costs	Corporate Services	Hugh Dunn
Revenue Budget Outturn, 2021/22	Corporate Services	Hugh Dunn
Revenue Budget 2022/27 - progress update	Corporate Services	Hugh Dunn
Appointment of Construction phase, Granton Gas Holder	Place	Sat Patel/Michelle Fraser
Leith Theatre	Place	Karl Chapman
Award of Contracts for the Roseburn to Union Canal Active Travel Route and Greenspace Improvements Project Construction	Place	Barry Clarke
Council Commercial Property Portfolio – Update Report	Place	Graeme McGartland
Drumbrae Care Home, 24 Ardshield Avenue Edinburgh EH4 7HP	Place	Veronica Ross /Peter Watton
Edinburgh Living Acquisitions 2022-2023	Place	Elaine Scott/Hazel Ferguson

George Street and First New Town: Reappointment of Consultants to Deliver Stage 4 (Technical Design) Consultancy Services	Place	
Education – Resourcing	Education and Children's Services	