

# Work Programme

## Finance and Resources Committee

25 June 2024

Item	Key decisions	Frequency	Director and Lead Officer	Expected Date
1	Workforce Dashboard	6 monthly Report	Executive Director of Corporate Services Lead Officer: Margaret-Ann Love <a href="mailto:margaretann.love@edinburgh.gov.uk">margaretann.love@edinburgh.gov.uk</a>	November 2024
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 <a href="mailto:graeme.mcgartland@edinburgh.gov.uk">graeme.mcgartland@edinburgh.gov.uk</a>	September 2024
3	Revenue Monitoring – Council-wide	Quarterly Report	Executive Director of Corporate Services Lead Officer: Richard Lloyd-Bithell <a href="mailto:richard.lloyd-bithell@edinburgh.gov.uk">richard.lloyd-bithell@edinburgh.gov.uk</a>	September 2024
4	Revenue Budget Risks and Reserves Report	Annual Report	Executive Director of Corporate Services Lead Officer: Richard Lloyd-Bithell <a href="mailto:richard.lloyd-bithell@edinburgh.gov.uk">richard.lloyd-bithell@edinburgh.gov.uk</a>	February 2025
5	Capital Monitoring – Council-wide	Quarterly Report	Executive Director of Corporate Services Lead Officer: Richard Lloyd-Bithell <a href="mailto:richard.lloyd-bithell@edinburgh.gov.uk">richard.lloyd-bithell@edinburgh.gov.uk</a>	September 2024
6	Corporate Services Directorate - Revenue Budget Monitoring	Quarterly Report	Executive Director of Corporate Services Lead Officer: Iain Shaw <a href="mailto:iain.shaw@edinburgh.gov.uk">iain.shaw@edinburgh.gov.uk</a>	September 2024

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7	Contract Award and Procurement Programme	Six Monthly Report	Executive Director of Corporate Services Lead Officer: Lynette Robertson <a href="mailto:lynette.robertson@edinburgh.gov.uk">lynette.robertson@edinburgh.gov.uk</a>	September 2024
8	Revenue Budget 2025/29 – Progress Update	Annual Update Report, incorporating impacts of provisional Local Government Finance Settlement	Executive Director of Corporate Services Lead Officer: Richard Lloyd-Bithell <a href="mailto:richard.lloyd-bithell@edinburgh.gov.uk">richard.lloyd-bithell@edinburgh.gov.uk</a>	February 2025
9	Capital Budget Strategy 2025/35	Annual Update Report, incorporating impacts of provisional Local Government Finance Settlement	Executive Director of Corporate Services Lead Officer: Richard Lloyd-Bithell <a href="mailto:richard.lloyd-bithell@edinburgh.gov.uk">richard.lloyd-bithell@edinburgh.gov.uk</a>	February 2025
10	Housing Revenue Account Budget Strategy	Annual Report	Executive Director of Place Lead Officer: Lisa Mallon <a href="mailto:lisa.mallon@edinburgh.gov.uk">lisa.mallon@edinburgh.gov.uk</a>	February 2025
11	Annual Fraud Prevention and Detection	Annual Report	Executive Director of Corporate Services Lead Officer: Nicola Harvey <a href="mailto:nicola.harvey@edinburgh.gov.uk">nicola.harvey@edinburgh.gov.uk</a>	November 2024
12	City of Edinburgh Council – 2023/24 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: Richard Lloyd-Bithell <a href="mailto:richard.lloyd-bithell@edinburgh.gov.uk">richard.lloyd-bithell@edinburgh.gov.uk</a>	September 2024

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13	The City of Edinburgh Council Charitable Trusts – report to those charged with governance on the 2023/24 audit	Annual Report	Executive Director of Corporate Services Lead Officer: John Aghodeaka <a href="mailto:john.aghodeaka@edinburgh.gov.uk">john.aghodeaka@edinburgh.gov.uk</a>	September 2024
14	2023/24 Common Good Annual Performance Report	Annual Report	Executive Director of Corporate Services Lead Officer: Craig Fraser <a href="mailto:craig.fraser@edinburgh.gov.uk">craig.fraser@edinburgh.gov.uk</a>	September 2024
15	Treasury Management Strategy Annual Report 2023/24	Annual Report	Executive Director of Corporate Services Lead Officer: Innes Edwards <a href="mailto:innes.edwards@edinburgh.gov.uk">innes.edwards@edinburgh.gov.uk</a>	September 2024
16	Treasury Mid-Term Report 2024/25	Annual Report	Executive Director of Corporate Services Lead Officer: Innes Edwards <a href="mailto:innes.edwards@edinburgh.gov.uk">innes.edwards@edinburgh.gov.uk</a>	November 2024
17	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 <a href="mailto:peter.watton@edinburgh.gov.uk">peter.watton@edinburgh.gov.uk</a>	TBC
18	Health and Safety Performance	Annual Report	Executive Director of Corporate Services Lead Officer: Nick Smith <a href="mailto:nick.smith@edinburgh.gov.uk">nick.smith@edinburgh.gov.uk</a>	June 2024
19	Commercial and Procurement Annual Report	Annual Report	Executive Director of Corporate Services Lead Officer: Lynette Robertson <a href="mailto:lynette.robertson@edinburgh.gov.uk">lynette.robertson@edinburgh.gov.uk</a>	September 2024

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20	Appointments to Working Groups	Annual Report	Executive Director of Corporate Services Lead Officer: Jamie Macrae <a href="mailto:jamie.macrae@edinburgh.gov.uk">jamie.macrae@edinburgh.gov.uk</a>	Full Council 27 June 2024
21	Depot Strategy – Phase 2	Requests further reports as progress is made	Executive Director of Place Lead Officers: Gareth Barwell / Peter Watton <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>	TBC
22	Professional Services Annual Report	Annual Report	Executive Director of Corporate Services Lead Officer: Richard Lloyd-Bithell <a href="mailto:richard.lloyd-bithell@edinburgh.gov.uk">richard.lloyd-bithell@edinburgh.gov.uk</a>	November 2024
23	Finance and Procurement Annual Policies Assurance	Annual Report	Executive Director of Corporate Services Lead Officer: Richard Lloyd-Bithell <a href="mailto:richard.lloyd-bithell@edinburgh.gov.uk">richard.lloyd-bithell@edinburgh.gov.uk</a>	November 2024
24	Local Government in Scotland: Financial Overview	Annual Report	Executive Director of Corporate Services Lead Officer: Richard Lloyd-Bithell <a href="mailto:richard.lloyd-bithell@edinburgh.gov.uk">richard.lloyd-bithell@edinburgh.gov.uk</a>	June 2024
25	Edinburgh International Conference Centre – Annual Business Plan and KPIs	Annual Report – as agreed by Council March 2023	Executive Director of Place Lead Officer: David Cooper <a href="mailto:david.cooper@edinburgh.gov.uk">david.cooper@edinburgh.gov.uk</a>	TBC
26	Treasury Strategy Annual Report	Annual Report	Executive Director of Corporate Services Lead Officer: Richard Lloyd-Bithell <a href="mailto:richard.lloyd-bithell@edinburgh.gov.uk">richard.lloyd-bithell@edinburgh.gov.uk</a>  Lead Officer: Innes Edwards <a href="mailto:Innes.Edwards@edinburgh.gov.uk">Innes.Edwards@edinburgh.gov.uk</a>	March 2025

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27	Capital Strategy Annual Report	Annual Report	Executive Director of Corporate Services Lead Officer: Richard Lloyd-Bithell <a href="mailto:richard.lloyd-bithell@edinburgh.gov.uk">richard.lloyd-bithell@edinburgh.gov.uk</a>	March 2025
28	Procurement Delivery Plan	Each Cycle	Executive Director of Corporate Services Lead Officer: Lynette Robertson <a href="mailto:lynette.robertson@edinburgh.gov.uk">lynette.robertson@edinburgh.gov.uk</a>	March 2025
29	Accounts Commission – Local Government in Scotland – Financial Bulletin 2023/24	Annual Report	Executive Director of Corporate Services Lead Officer: Richard Lloyd-Bithell <a href="mailto:richard.lloyd-bithell@edinburgh.gov.uk">richard.lloyd-bithell@edinburgh.gov.uk</a>	February 2025



**Finance and Resources Committee Upcoming Reports****Appendix 1**

<b>Report Title</b>	<b>Directorate</b>	<b>Lead Officer</b>
<b>September 2024</b>		
Revenue Monitoring – Council-wide (Quarterly Report)	Corporate Services	Richard Lloyd-Bithell
Capital Monitoring – Council-wide (Quarterly Report)	Corporate Services	Richard Lloyd-Bithell
Corporate Services Directorate - Revenue Budget Monitoring	Corporate Services	Iain Shaw
Contract Award and Procurement Programme	Corporate Services	Lynete Robertson
Treasury Management Strategy Annual Report 2023/24	Corporate Services	Innes Edwards
Capital Strategy 2024-34 - Annual Report (Treasury Code)	Corporate Services	
2023/24 Common Good Annual Performance Report	Corporate Services	Craig Fraser
City of Edinburgh Council – 2023/24 Annual Audit Report to the Council and the Controller of Audit – referral from the Governance, Risk and Best Value Committee	Corporate Services	Richard Lloyd-Bithell

The City of Edinburgh Council Charitable Trusts – report to those charged with governance on the 2023/24 audit	Corporate Services	John Aghodeaka
Commercial and Procurement Annual Report	Corporate Services	Lynette Robertson
Local Government in Scotland: Financial Overview – Annual Report	Corporate Services	Richard Lloyd-Bithell
Cost Recovery from Commercial Events	Place	
Lease of facilities to Craigoyston Community Youth Football Club	Place	Graeme McGartland
Electrical rewiring programme, high rise blocks - design and development commission (award of contract)	Place	Graeme Reid
Accounts Commission Briefing – Local Government budgets, 2024/25”	Corporate Services	Richard Lloyd-Bithell
Options Appraisal on the use of 249 High Street as a visitor centre	Corporate Services	
Support for Refugees, Asylum Seekers and Displaced People - Update	Place	Aliastair Dinnie
Embedding Gender Budgeting Analysis – referral from the Finance and Resources Committee	Corporate Services	
Retaining Visitor Information Services on the Royal Mile – Response to Motion by Councillor Mumford	Corporate Services	
Passenger Transport Framework Agreement – referral from the Finance and Resources Committee	Corporate Services	

Council Commercial Property Portfolio – Update Report	Place	Graeme McGartland
<b>NOVEMBER 2024</b>		
Annual Fraud Prevention and Detection	Corporate Services	Nicola Harvey
Treasury Mid-Term Report 2024/25	Corporate Services	Innes Edwards
Professional Services Annual Report	Corporate Services	Richard Lloyd-Bithell
Finance and Procurement Annual Policies Assurance	Corporate Services	Richard Lloyd-Bithell
Workforce Dashboard	Corporate Services	Margaret-Ann Love
Visitor Centre on the Royal Mile	Place	Elin Williamson/Graeme McGartland