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## Finance and Corporate Services Scrutiny Board (1)

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### Time and Date

10.00 am on Wednesday, 6th November, 2024

### Place

Diamond Room 2 - Council House

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### Public Business

1. **Apologies and Substitutions**

2. **Declarations of Interest**

3. **Minutes**

(a) To agree the minutes of the meeting held on 9 October 2024 (Pages 3 - 6)

(b) Matters Arising

4. **Council Tax Administration** (Pages 7 - 18)

Briefing note

5. **Reserves Balances 2024** (Pages 19 - 24)

Briefing note

6. **Agency Staff and Staff Sickness – Task and Finish Group** (Pages 25 - 28)

Briefing note

7. **Work Programme and Outstanding Issues** (Pages 29 - 32)

Report of the Scrutiny Co-ordinator

8. **Any other items of Public Business**

Any other items of public business which the Chair decides to take as matters of urgency because of the special circumstances involved

### Private Business

Nil

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Julie Newman, Director of Law and Governance, Council House, Coventry

Tuesday, 29 October 2024

Note: The person to contact about the agenda and documents for this meeting is Carolyn Sinclair [carolyn.sinclair@coventry.gov.uk](mailto:carolyn.sinclair@coventry.gov.uk)

Membership: Councillors J Blundell, R Brown (By Invitation), P Hetheron (By Invitation), J Innes, A Jobbar (Chair), R Lakha, G Lewis, P Male, J McNicholas, D Toulson and A Tucker

**Public Access**

Any member of the public who would like to attend the meeting in person is encouraged to contact the officer below in advance of the meeting regarding arrangements for public attendance. A guide to attending public meeting can be found here: <https://www.coventry.gov.uk/publicAttendanceMeetings>

**Carolyn Sinclair**  
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