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<b>17<sup>th</sup> July 24</b>
Establish a Task & Finish Group – Home to School Travel (July) CIPFA Financial Management Code
<b>11<sup>th</sup> September 24</b>
Cabinet Member Priorities of the year Workforce Reports and HR Response to Staff Survey
<b>9<sup>th</sup> October 2024</b>
Budget Pre-Engagement
<b>6<sup>th</sup> November 24</b>
Reserves Position Council Tax Arrears and Collection Establish a Task & Finish Group – Review Agency Staff and Staff Sickness
<b>8<sup>th</sup> January 2025</b>
Draft Medium-Term Financial Strategy Budget Consultation
<b>12<sup>th</sup> February 25</b>
Council Investment Portfolio Procurement Process Recruitment and Retention
<b>26<sup>th</sup> March 25</b>
#CovConnects Task and Finish – Home to School Taxi (Final Report)
<b>2024/25</b>
Council Office Accommodation Budget Pre-Budget Report following Cabinet 10/12/24 Artificial Intelligence Policy
<b>2025/26</b>
Outturn Performance for the Tax year 2024/25 Reserves Position Following Implementation of the Spending, Saving and Council Tax Proposals 25/26

SB1 Work Programme 2024/25

<b>Date</b>	<b>Title</b>	<b>Detail</b>	<b>Cabinet Member/ Lead Officer</b>
<b>17<sup>th</sup> July 24</b>	Establish a Task & Finish Group – Home to School Travel (July)	Agreed to establish a Task and Finish Group to review the current DPS arrangement in order to ensure best value for the home to school taxi service	Jeanette Essex, Rob Amor, Ewan Dewar, Sarah Elliot
	CIPFA Financial Management Code	briefing note and appendix containing an assessment against a number of prescribed standards.	Phil Helm / Cllr Brown
<b>11<sup>th</sup> September 24</b>	Cabinet Member Priorities of the year	Item to discuss the highlights of the year of the Cabinet Member where Scrutiny Board members can pick up on any areas that they'd like to take forward.	Cllr Brown
	Workforce Reports and HR Response to Staff Survey	Workforce Reports to include Work on Health and Wellbeing and update regarding the proposed HR response to the findings of the survey and progress of the emerging HR plan at a future meeting.	Susanna Chilton / Cllr Brown
<b>9<sup>th</sup> October 2024</b>	Budget Pre-Engagement	Pre-cursor to the established budget setting process/consultation. Pre-consultation scoping	Cllr Brown, Barry Hastie, Tina Pinks, Phil Helm
<b>6<sup>th</sup> November 24</b>	Reserves Position	Reserves position 23/24 statement	Barry Hastie / Cllr Brown
	Council Tax Arrears and Collection	To consider what steps the Council are taking to ensure good rates of Council Tax collection as well as national comparators To include – understanding the process of collecting arrears, how are individuals supported when in difficulty.	Barrie Strain Cllr Brown

SB1 Work Programme 2024/25

<b>Date</b>	<b>Title</b>	<b>Detail</b>	<b>Cabinet Member/ Lead Officer</b>
	Establish a Task & Finish Group – Review Agency Staff and Staff Sickness	To establish a Task and Finish Group to review issues around the use of agency staff and staff sickness.	Susanna Chilton
<b>8<sup>th</sup> January 2025</b>	Draft Medium-Term Financial Strategy	To discuss the draft Council's Medium Term Financial Strategy prior to its development for approval at Cabinet and Council. To include information on distribution of Government funding which had been identified in the 2024 Autumn Budget if available	Cllr Brown /Barry Hastie/ Tina Pinks / Phil Helm
	Budget Consultation		Tina Pinks Cllr Brown
<b>12<sup>th</sup> February 25</b>	Council Investment Portfolio	Risks and returns	Barry Hastie / Cllr Brown
	Procurement Process	Procurement Strategy to include the procurement process and updates to the Council's framework in preparation for the implementation of the Procurement Act and associated regulations	Cllr Brown Rob Amor Remi Aremu
	Recruitment and Retention	Diversity within recruitment and retention (SB1)	Susanna Chilton Cllr Brown
<b>26<sup>th</sup> March 25</b>	#CovConnects	further report at a future meeting which would focus on partnerships and how they work in practice. To include progress around Digital Exclusion as identified in Scruco on the 25 <sup>th</sup> September.	Cllr Brown/Cllr Hetherton Adrienne Bellingeri, Laura Waller
	Task and Finish – Home to School Taxi (Final Report)		

SB1 Work Programme 2024/25

<b>Date</b>	<b>Title</b>	<b>Detail</b>	<b>Cabinet Member/ Lead Officer</b>
<b>2024/25</b>	Council Office Accommodation	Review the usage of Council office space within the context of making savings.	Cllr O'Boyle Cllr Brown Richard Moon
	Budget Pre-Budget Report following Cabinet 10/12/24		Tina Pinks, Cllr Brown
	Artificial Intelligence Policy	A further item to consider how AI can be used strategically to save money and improve service delivery. Include Digital Strategy with Paul Ward, Referred to Scruco in March 2025	Cllr Hetherton Paul Ward
<b>2025/26</b>	Outturn Performance for the Tax year 2024/25	Meeting to take place municipal Year 25/26	Barrie Strain / Cllr Brown
	Reserves Position	Reserves position 23/24 statement – During Q4 (July)	Barry Hastie / Cllr Brown
	Following Implementation of the Spending, Saving and Council Tax Proposals 25/26	Update report on the outcomes and impacts of implementation, be submitted to the Board in 12 months' time. (April 2026)	Barry Hastie / Barri Strain Cllr Brown