

# Overview & Scrutiny

Committee

8<sup>th</sup> July 2024

## APPENDIX 1 - WORK PROGRAMME 2024-25

| Date of Meeting     | Subject Matter  | Officer(s) / Member(s) Responsible for report |
|---------------------|---|---|
| <b>ALL MEETINGS</b> | <b>REGULAR ITEMS</b>                                    | <b>(CHIEF EXECUTIVE)</b>                      |
|                     | Minutes of previous meeting                             | Chief Executive                               |
|                     | Consideration of the Executive Committee Work Programme | Chief Executive                               |
|                     | Call-ins (if any)                                       | Chief Executive                               |
|                     | Pre-scrutiny (if any)                                   | Chief Executive                               |
|                     | Task Groups / Short, Sharp Review Groups – feedback     | Chair of Task Group / Short, Sharp Review     |
|                     | Working Groups - feedback                               | Chair of Working Group                        |
|                     | Committee Work Programme                                | Chief Executive                               |

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| MEETING DATE                   | ITEM TO BE CONSIDERED  | RELEVANT LEAD             |
|--------------------------------|--|---------------------------|
| 8 <sup>th</sup> July 2024      | Overview and Scrutiny Training – Outcomes of the Work Prioritisation Session                                     | Democratic Services       |
| 8 <sup>th</sup> July 2024      | Productivity Plans – Pre-Scrutiny  | Deputy Chief Executive    |
| 2 <sup>nd</sup> September 2024 | Post-16 Education Task Group – Terms of Reference  | Democratic Services       |
| 3 <sup>rd</sup> February 2025  | Draft Overview and Scrutiny Annual Report 2024/25  | Councillor Matthew Dormer |
| 18 <sup>th</sup> February 2025 | Medium Term Financial Plan – consideration of any recommendations arising from the budget Scrutiny Working Group | Section 151 Officer       |

Meetings of the Overview and Scrutiny Committee are also due to take place on the following dates and any items identified from the training or from the Executive Committee's Work Programme for pre-scrutiny will be added to the work programme for consideration on these dates.

- 14<sup>th</sup> October
- 25<sup>th</sup> November
- 13<sup>th</sup> January
- 17<sup>th</sup> March

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### Working Groups:

- **Budget Scrutiny Working Group**

| MEETING DATE                   | ITEM TO BE CONSIDERED  |
|--------------------------------|--|
| 5 <sup>th</sup> July 2024      | Q4 Revenue and Performance Monitoring 2023/2024 (including Update on the Fleet)<br><br>Outturn Reports 2021-22, 2022-23, 2023-24   |
| 29 <sup>th</sup> August 2024   | Q1 Revenue and Performance Monitoring 2024/2025<br><br>Financial Recovery Programme Report<br><br>Initial Budget Setting Report  |
| 8 <sup>th</sup> October 2024   | Medium Term Financial Plan – Tranche 1 Budget including Fees and Charges (prior to consultation)   |
| 21 <sup>st</sup> November 2024 | Q2 Revenue and Performance Monitoring 2024/2025  |
| 29 <sup>th</sup> January 2025  |  |
| 17 <sup>th</sup> February 2025 | Medium Term Financial Plan – Tranche 2 Budget including Fees and Charges (following consultation)<br><br>Non-Domestic Rates Discretionary Rate Relief Policy<br><br>Final Council Tax Support Scheme 2025/26 |
| 11 <sup>th</sup> March 2025    | Q3 Revenue and Performance Monitoring 2024/2025<br><br>Finance Recovery Programme Report   |

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- **Performance Scrutiny Working Group**

| MEETING DATE                                  | ITEM TO BE CONSIDERED                                     |
|---|---|
| 16 <sup>th</sup> July 2024                    | Demonstration of Council's Performance Measures Dashboard |
| <b>Further meeting dates to be confirmed.</b> |   |

## Task Groups

- **Fly Tipping and Bulky Waste Task Group**

The next meeting date to be agreed.

- **Post-16 Education Task Group**

The next meeting date to be agreed.

- **Speeding and Road Safety Task Group**

Members will be asked whether to proceed with this Task Group once the current investigations above have been concluded. Please note that Membership, Topic Proposal and Terms of Reference will need to be approved by the Committee before this Task Group can commence.