

APPENDIX D: Forward Work Programme 2024-25

Last Updated: Monday, 22 July 2024

The following are three main strands of the committee's work over the coming year, in line with the committee's focused terms of reference. All of these are expected to generate additional priority items through the course of the year, so space and flexibility have been left in the work programme to allow for these new areas of focused work:

- **Budget setting process and monitoring the council's financial recovery** – the committee intends to set up a Task and Finish group, to last longer than the usual T&F process ie most of the year, which will monitor delivery against savings targets (to identify potential in-year issues) and take part in the budget setting process
- **The Council's transformation (improvement and recovery) journey** – the committee has prioritised topics below which it feels comprise major aspects of the council's improvement and recovery journey, and will monitor the council's corporate transformation process via quarterly updates for further items arising as the council's plans (such as its 'target operating model') become clearer. The committee has left room in its work programme for issues arising to be added to its agendas through the year on a prioritisation basis, since this is currently a period of significant change in the council's approach to transformation and the committee needs to be able to be responsive to this as it develops.
- **The improvement and recovery of Slough's Children's Services** - this is recognised as a priority issue which is subject to a separate long-running government intervention; a T&F is already underway at the beginning of the year and the committee's plans for involvement in this area of work is expected to evolve during the year.

This work programme also identifies proposed or planned briefings and training (with Purple banners) and provisional timings (Page 2) for update reports arising from the committee's work in 2023-24.

The work programme agendas do not include standard items such as the periodic consideration of the committee's updated work programme, recommendations register, actions tracker etc. and the forward plan omits the schedule of pre-meetings, which will be co-ordinated in the run-up to each item.

Updates / for information reports
(Arising from action tracker and following up of CISC recommendations to Cabinet)

Topic	Type of report	Timing	Responsible Director
EQUALITIES RECOMMENDATIONS arising from previous Agenda Item	For Information	October	Sarah Wright Bal Toor
APRIL 13 RECOMMENDATIONS (Exceptional Meeting)	Agenda Item: Update on implementation	Along with Agenda Item on 5th Report	Will Tuckley Sonia Khan
IT	For Information arising from Previous Agenda Item	Nov	Stephen Menzies
PROCUREMENT	For Information Action from previous Agenda	Dec	Claire Portsmouth
ENGAGEMENT TASK GP RECOMMENDATIONS	Update on implementation	January	Will Tuckley Sonia Khan
TRANSFORMATION BOARD	For Information	New process being agreed	Will Tuckley Sonia Khan
ASC TASK GP RECOMMENDATIONS	Agenda Item Update on implementation	? wait until after CQC assessment	Marc Gadsby

Wed 12 June. 2024: Scrutiny workshop prior to 25 June

Priority Area, Reference / Directions	Topic / Issue	Purpose	Type of Scrutiny	Responsibility
Best Value	Productivity planning	Scrutiny of SBC prior to Cabinet		DH/WT

19 June 2024: Training for Members

Date	Topic / Issue	Delivered by	Where and time	Notes
Wed 19 June	Questioning skills and Framing Recommendations	Alex	Mercury 3, 6:00 – 7:00	

23 July: CISC Members WORKSHOP

Date	Topic / Issue	Purpose		Responsibility
Tues 23 July 1 2024	Making Good Recommendations	Maximise impact of scrutiny	CISC members	AP & MTE

30 July. 2024

	Priority Area, Reference / Directions	Topic / Issue	Purpose	Type of Scrutiny	Responsibility
3	Corporate priorities, balance budget, Health inequalities	Licencing of Private rented accommodation	Review of the operation and delivery of the council's private rented licencing scheme	Pre- decision	Tessa Lindfield Rhian Richards
5.	Corporate priorities, balance budget, Health inequalities	Launch Budget Task and Finish Panel	Scrutiny of Budget management and Budget planning/MTFS 2025-6	Pre- decision	Annabel Scholes
6	Governance	CISC Forward Plan	To approve the forward plan for 2024-25		MTE/AP/SG Chair
7.	Governance	Election of members to pool of chairs	To establish a pool of chairs for T&F groups		MTE

1 August 2024: Briefing for Members (All Members)

Date	Topic / Issue	Purpose		Responsibility
Thurs 1 Aug 2024	Policing Plans for 24-25	This will serve as the backdrop to scrutiny item in October	All members invited	Helen Kenny MTE

September TBC 2024: BRIEFING FOR MEMBERS

DATE	Topic / Issue	Delivered by	Notes
TBC	Data: From corporate performance to the state of Slough. Demographic, social, economic and environmental data, slough performance data: Analysis, interpretation and benchmarks	Michael Edley & Aman Gill	

11 SEPTEMBER 2024: Training for Members

Date	Topic / Issue	Delivered by	Where and time	Notes
Wed 11 SEPTEMBER	A TOM for Slough	Andrew Merrit-Morling	Council Chamber 6:30 – 8:00	All members

18 SEPTEMBER 2024: Training for Members

Date	Topic / Issue	Delivered by	Where and time	Notes
Wed 18 SEPTEMBER	Questioning skills	AlexP	Mercury 3, 6:00 – 6:30	

24 September 2024

	Priority Area, Reference / Directions	Topic / Issue	Purpose	Type of Scrutiny	Responsibility
3	DfES Commissioner’s Report and OfSTED report	Children’s Services and SEND	To explore issues raised and/or cabinet response	Calling to account SCF and Cabinet	Sue Butcher
4	Recovery and Transformation	Scrutiny of Council’s TOM	To receive a report about the proposed Target Operating Model	Pre decision scrutiny Critical friend recommendations to Cabinet.	Will Tuckley Sonia Khan

October TBC 2024: BRIEFING FOR MEMBERS

DATE	Topic / Issue	Delivered by	Notes
TBC	Public Health	Tessa Lindfield	As precursor to Dec item on Waterway Pollution

29 October 2024

	Priority Area, Reference / Directions	Topic / Issue	Purpose	Type of Scrutiny	SBC Responsibility
3		SCF Business plan 2025	Review the Annual Report and Annual Review process to inform whether the updated Business and Improvement Plan should be recommended to Cabinet for approval.	Calling to account	Sue Butcher Sarah Wright Chair of SCF
4	<i>Statutory requirement</i>	PPC and Chief Constable	<i>Scrutiny of policing in slough</i>	<i>Calling to account</i>	<i>Tessa Lindfield</i>

November TBC 2024: BRIEFING FOR MEMBERS

DATE	Topic / Issue	Delivered by	Notes
TBC	Overview of environmental protection, roles and responsibilities	Matthew Hooper (email sent)	To provide backdrop to December item on waterway pollution

26 November 2024

	Priority Area, Reference / Directions	Topic / Issue	Purpose	Type of Scrutiny	Responsibility
3	Budget Management	Report from Budget T&F Panel to CISC	To raise issues arising from ongoing scrutiny of savings and overspend	Transformation, Improvement,	Annabel Scholes EDs
4	Budget planning 2025-26	Report from Budget T&F Panel to CISC	To inform CISC on key issues in relation to MTFS	Transformation	Annabel Scholes
5	Report from Task Group 3	Engagement with families, children and faith	Approve recommendations	Task Group	Sue Butcher Ben Short Cllr Bedi

Training for Members

Date	Topic / Issue	Delivered by	Where and time	Notes

17 December 2024

	Priority Area, Reference / Directions	Topic / Issue	Purpose	Type of Scrutiny	Responsibility
3	Public Health, leisure, environment	Pollution of waterways	Scrutiny of primarily Thames water and EA	Call to account	Thames Water, Environment Agency Pay Hayes Matthew Hooper
4	Corporate plan: key to enabling communities	Community Asset Strategy	To make recommendations to cabinet about outcomes and approach to SBC assets earmarked for community use	Pre-decision	Pat Hayes Mark Halligan

October TBC 2024: BRIEFING FOR MEMBERS

DATE	Topic / Issue	Delivered by	Notes
TBC	Role and responsibilities of a Highways Authority	Savio De Cruz	This is ready to go by savio

28 January 2025

	Priority Area, Reference / Directions	Topic / Issue	Purpose	Type of Scrutiny	Responsibility
3	Budget planning 2025-26	Scrutiny of Budget proposals 2025/26 and MTFS		Pre-decision	Annabelle Scholes
4	Approve Scope and Launch T&F Group	NEETS	To understand failings and identify improvement solutions	Task and finish to make recommendations for improvement	Sue Butcher Cherie Sears

February 2024: Training for Members

Date	Topic / Issue	Delivered by	Where and time	Notes
TBC	TBC			

25 February 2025

	Priority Area, Reference / Directions	Topic / Issue	Purpose	Type of Scrutiny	Responsibility
1	Community Safety	SSP	To assess progress since CISC report in April 24	Call to account	Tessa Lindfield

DRAFT: Subject to Chair's approval

Training for Members

Date	Topic / Issue	Delivered by	Where and time	Notes

25 March 2024

	Priority Area, Reference / Directions	Topic / Issue	Purpose	Type of Scrutiny	Responsibility
	NEETS	Report from Task and Finish Group			Sue Butcher Cherie Sears

29 April 2024

	Priority Area, Reference / Directions	Topic / Issue	Purpose	Type of Scrutiny	Responsibility
3	Governance and scrutiny	Annual Scrutiny Report			
4	Budget Scrutiny	Final Report of the Budget Task and Finish Panel			Annabel Scholes Chris Holme

DRAFT: Subject to change

MAY 2025: Provisional dates in calendar

	Priority Area, Reference / Directions	Topic / Issue	Purpose	Type of Scrutiny	Responsibility
	No Committee but 2-3 workshops to identify topics for scrutiny and build these into CISC meeting Agendas as either agenda items or Task and Finish groups	See Appendix A for Agenda Item Carry forwards from 2023/24 and Appendix B for Task group carry forwards from 2023/24			Sukdave Ghuman Michael Edley

June 25 2025

	Priority Area, Reference / Directions	Topic / Issue	Purpose	Type of Scrutiny	Responsibility
	Direction relating to Scrutiny		Agree the draft forward Plan for 2025/26 following		MTE AND CHAIR

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DRAFT: Subject to change

DRAFT: Subject to change