

**Meeting:** Secure Sub-Committee

**Date:** 4 February 2025

**Title:** Work Programme 2024/25

---

**Author:** Allison Mitchell, Head of Governance  
Sonia Stewart, Manager: Democratic Services

**Service:** Governance

**Wards affected:** All

---

## 1. Purpose of Report

- 1.1 At its meeting on 9 July 2024 the Sub-committee endorsed its outline work programme for 2024/25. As discussed in that meeting, it is important that the work programme is kept under regular review and that this can be flexed by the Sub-Committee if appropriate during the year (for example, in response to emerging matters during the year which could not be foreseen at the time that the outline work programme was initially discussed). Accordingly, the Work Programme will be included as a standing item of business on the agenda for each meeting of the Sub-committee during 2024/25.
- 1.2 Appendix A sets out the work programme as it currently stands. The Sub-committee is invited to review the work programme and to confirm those items of business to be considered at upcoming meetings, in order that the relevant report authors can prepare the necessary information.
- 1.3 Should amendments to the work programme be proposed, it will be important for the Sub-committee to set clear objectives for each proposed topic to ensure that the focus of all Scrutiny work is on strategic matters which are properly within the Sub-committee's remit, and which will add value through the Scrutiny process.

## 2. Recommendations

2.1 The Sub-committee is recommended to:

- (a) Consider the current Work Programme, attached as Appendix A
- (b) Confirm the items of business to be considered at the upcoming meetings of the Sub-Committee.