

STRATEGY, RESOURCES AND PERFORMANCE COMMITTEE MINUTES-ACTION LOG

This is the updated action log as of 3rd December 2025 and captures the actions arising from the most recent Strategy, Resources and Performance Committee meeting and updates Members on the progress on compliance in delivering the necessary actions.

Minutes of 23rd October 2025					
Minute number	Item title	Responsible officer(s)	Action	Comments	Status
17.	Integrated Finance Monitoring Report for Period 5 2025-26	S Howarth	The Chair asked officers to consider whether a summary detailing the nature of the savings in relation to process change and efficiency or budget could be circulated to Members.	This will be undertaken for 2026-27 business planning.	Complete
19.	Quality of Life Survey 2025 Results	S Grace	The Executive Director of Strategy and Partnerships offered to provide a briefing on the grant funding from the Department for Digital, Culture, Media and Sport for a project to engage young people particularly those who did not socialise very often.	Email sent on 28 November 2025.	Complete
20.	Change Portfolio Update	J Lacey-Holland	The need to consider reflecting whether a project had been delivered or not in the blue rating for the next iteration of the report.	The blue rating will be retained as a marker of project closure. Additional detail will be provided in the project overview summary to describe the reasons for closure and benefits realised.	Complete

23.	Corporate Performance Report	S Grace	Requested more information on the amber RAG rating for Indicator SRP 001: Proportion of Freedom of Information requests responded to within statutory timescales.	<p>At the last meeting members of the committee noted that the performance for the indicator measuring the “Proportion of Freedom of Information requests responded to within the statutory timescale” had moved from green to amber.</p> <p>During this time, the team issued 89% of responses on time which is 1% under the target of 90%. This was based on receiving 415 requests and issuing 379 responses on a variety of topics including social workers, care packages, SEND, cyber security and potholes. This 1% off target triggered the move to amber.</p> <p>The “path to green” set out in the report to committee indicated that an additional fixed term role was being engaged to add capacity to this service, which also has to respond to the council’s Subject Access Requests. For Quarter 2, the performance has returned to green with 90.33% of responses issued on time.</p>	Complete
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Minutes of 23rd September 2025

Minute number	Item title	Responsible officer(s)	Action	Comments	Status
13.	Waste Private Finance Initiative (PFI) Update	A Smith	As set out in confidential minute.	Monthly meetings of the Waste Member Steering Group have been scheduled with the first meeting of the group taking place on Tuesday 4 November 2025.	Complete

Minutes of 31st October 2024

Minute number	Item title	Responsible officer(s)	Action	Comments	Status
219.	Integrated Finance Monitoring Report for Period 5 2024-25	Councillor Meschini E Duncan	Consider whether a solution can be identified to address continued concerns about the limited time available for submitting amendments to recommendations.	This item will be considered as part of the ongoing review of the Constitution on the Constitution and Ethics Committee workplan. It will go to Constitution and Ethics Committee as indicated as part of the Constitution (with all the other proposals) after the election.	Ongoing

Minutes of 26th March 2024

Minute number	Item title	Responsible officer(s)	Action	Comments	Status
197.	Integrated Finance Monitoring Report for the period ending 31 January 2024	M Hudson	Risk 8 – The Council is a victim of cyber-crime. The Executive Director of Finance and Resources agreed to provide a written response in relation to all the actions set out on page 132, and to provide written response to the comments raised at the meeting.	A number of these items will be addressed at the Risk Workshop with members and following that any other matters raised at the workshop and previously will be responded to. October 2024 – A workshop was held with councillors to cover more details as requested. Further updates will be reported to Strategy, Resources and Performance Committee throughout 2025, in particular relating to the Cyber Assessment Framework for Local Government recently launched by Government.	Ongoing

				<p>December 2024 – The Council will be undertaking a peer review and will feedback the response from that alongside the update on actions for the Summer of 2025.</p> <p>November 2025 – Members workshop to be held January 2026. The LGA action plan will form part of an update to the Cyber Strategy now due to come to March 2026 Committee.</p>	
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