

Scrutiny Programme Committee – Work Plan

Standing Agenda Items:

Scrutiny Work Programme	<ul style="list-style-type: none"> To maintain overview on scrutiny work, monitor progress, and coordinate as necessary To plan for future committee meetings including key expectations e.g. key questions to explore, witnesses / information required To review future cabinet business and consider opportunities for pre-decision scrutiny To consider any public requests for scrutiny and/or Councillor Calls for Action (CCfA)
Scrutiny Letters	<ul style="list-style-type: none"> To review scrutiny letters and Cabinet Member responses arising from all scrutiny activities
Scrutiny Dispatches	<ul style="list-style-type: none"> To approve content of Dispatches prior to reporting to Council, ensuring visibility and awareness of key issues, findings and outcomes from scrutiny activities
Membership of Scrutiny Panels and Working Groups	<ul style="list-style-type: none"> To agree membership of Scrutiny Panels and Working Groups (including appointment of conveners) and subsequent changes

Items for Specific Meetings:

Meeting	Reports	Purpose
7 Jul	<ul style="list-style-type: none"> Cabinet Member Question Session – Cllr Mitch Theaker 	<ul style="list-style-type: none"> Question and answer session with Cabinet Member for Opportunities for Children & Young People, on relevant portfolio responsibilities and activities.
	<ul style="list-style-type: none"> Progress Report – Local Service Board Performance Panel 	<ul style="list-style-type: none"> Councillor Mike Day, Convener, to update on headlines from the Panel’s work and achievements
4 Aug	<ul style="list-style-type: none"> Cabinet Member Question Session – Cllr Mark Child 	<ul style="list-style-type: none"> Question and answer session with Cabinet Member for Wellbeing, on relevant portfolio responsibilities and activities.
	<ul style="list-style-type: none"> Progress Report – Wellbeing Performance Panel 	<ul style="list-style-type: none"> Councillor Paxton Hood-Williams, Convener attending to update on headlines from the Panel’s work and achievements
	<ul style="list-style-type: none"> Final Inquiry Reports: § Inward Investment 	<ul style="list-style-type: none"> To receive the final report (including conclusions and recommendations) of the Inquiry Panel prior to submission to Cabinet for decision
	<ul style="list-style-type: none"> Swansea Children’s Rights Scheme 	<ul style="list-style-type: none"> To give views and make recommendations as necessary on draft Scheme
	<ul style="list-style-type: none"> Scrutiny Annual Report 	<ul style="list-style-type: none"> To agree the annual report of the work of overview & scrutiny for the municipal year 2013/14, as required by the constitution

1 Sep	<ul style="list-style-type: none"> • Cabinet Member Question Session – Cllr Christine Richards (Deputy Leader) 	<ul style="list-style-type: none"> • Question and answer session with Cabinet Member for Citizen, Community Engagement & Democracy, on relevant portfolio responsibilities and activities
	<ul style="list-style-type: none"> • Progress Report – Service Improvement & Finance Performance Panel 	<ul style="list-style-type: none"> • Councillor Mary Jones, Convener attending to update on headlines from the Panel’s work and achievements.
	<ul style="list-style-type: none"> • Final Inquiry Reports: § Public Engagement 	<ul style="list-style-type: none"> • To receive the final report (including conclusions and recommendations) of the Inquiry Panel prior to submission to Cabinet for decision
29 Sep	<ul style="list-style-type: none"> • Cabinet Member Question Session – Cllr Sybil Crouch 	<ul style="list-style-type: none"> • Question and answer session with Cabinet Member for Sustainability, on relevant portfolio responsibilities and activities.
	<ul style="list-style-type: none"> • Progress Report – Schools Performance Panel 	<ul style="list-style-type: none"> • Convener attending to update on headlines from the Panel’s work and achievements.
	<ul style="list-style-type: none"> • Principles for Public Engagement in Scrutiny 	<ul style="list-style-type: none"> • To consider report on public engagement including proposed adoption of Participation Cymru’s principles for public engagement (referenced in WAO Report – Good Scrutiny? Good Question!)
27 Oct	<ul style="list-style-type: none"> • Cabinet Member Question Session – Cllr Ryland Doyle 	<ul style="list-style-type: none"> • Question and answer session with Cabinet Member for Target Areas, on relevant portfolio responsibilities and activities.
	<ul style="list-style-type: none"> • Progress Report – Wellbeing Performance Panel 	<ul style="list-style-type: none"> • Councillor Paxton Hood-Williams, Convener attending to update on headlines from the Panel’s work and achievements.
24 Nov	<ul style="list-style-type: none"> • Cabinet Member Question Session – Cllr David Phillips (Leader) 	<ul style="list-style-type: none"> • Question and answer session with Cabinet Member for Anti-Poverty, on relevant portfolio responsibilities and activities. • Focus on Anti-Poverty - questioning on achievements / plans in this area • Focus on Community Regeneration / Communities First - questioning on achievements / plans in this area
	<ul style="list-style-type: none"> • Progress Report – Service Improvement & Finance Performance Panel 	<ul style="list-style-type: none"> • Councillor Mary Jones, Convener attending to update on headlines from the Panel’s work and achievements.
	<ul style="list-style-type: none"> • Cabinet Member 	<ul style="list-style-type: none"> • Question and answer session with Cabinet Member

22 Dec	Question Session – Cllr Will Evans	for Learning & Skills, on relevant portfolio responsibilities and activities.
	• Progress Report – Schools Performance Panel	• Convener attending to update on headlines from the Panel’s work and achievements.
19 Jan	• Cabinet Member Question Session – Cllr Rob Stewart	• Question and answer session with Cabinet Member for Finance & Resources, on relevant portfolio responsibilities and activities.
	• Progress Report – Wellbeing Performance Panel	• Councillor Paxton Hood-Williams, Convener attending to update on headlines from the Panel’s work and achievements.
16 Feb	• Cabinet Member Question Session – Cllr June Burtonshaw	• Question and answer session with Cabinet Member for Place, on relevant portfolio responsibilities and activities.
	• Progress Report – Service Improvement & Finance Performance Panel	• Councillor Mary Jones, Convener attending to update on headlines from the Panel’s work and achievements.
16 Mar	• Cabinet Member Question Session – Cllr Nick Bradley	• Question and answer session with Cabinet Member for Regeneration, on relevant portfolio responsibilities and activities.
	• Progress Report – Schools Performance Panel	• Convener attending to update headlines from the Panel’s work and achievements.
13 Apr	• Cabinet Member Question Session – Cllr David Phillips	• Question and answer session with Cabinet Member for Anti-Poverty, on relevant portfolio responsibilities and activities.
	• Progress Report – Local Service Board Performance Panel	• Councillor Mike Day, Convener, to update on headlines from the Panel’s work and achievements
	• Annual Work Plan Review	• To reflect on the year’s work, achievements, experiences, issues, ideas for future scrutiny

To be scheduled:

<ul style="list-style-type: none"> Final Inquiry Reports: <ul style="list-style-type: none"> § Social Care at Home § Streetscene 	<ul style="list-style-type: none"> To receive the final report (including conclusions and recommendations) of the Inquiry Panel prior to submission to Cabinet for decision
<ul style="list-style-type: none"> Impact Reports 	<ul style="list-style-type: none"> Report back on follow ups to previous scrutiny inquiries: <ul style="list-style-type: none"> - Services for Looked After Children - Public Transport

	<ul style="list-style-type: none"> - Affordable Housing - Tourism - Economic Inactivity - Attainment & Wellbeing
<ul style="list-style-type: none"> • Crime & Disorder Scrutiny 	<ul style="list-style-type: none"> • Progress on Safer Swansea Partnership Performance with Co-Chairs - questioning on plans, performance, challenges • Examining the Draft Safer Swansea Partnership 3 Year Strategy • Engagement with the Police and Crime Commissioner

Other:

- Further special meetings re. Gypsy & Traveller Site Provision – Review of Process
- Reports on relevant regional / national scrutiny development & improvement Issues (incl. report back from WLGA / CfPS network meetings)
- Referrals from other council bodies, such as cabinet