

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 councillor / 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"> • WAO Scrutiny Report: Good Scrutiny? Good Question! 	<ul style="list-style-type: none"> • To hear from Wales Audit Office about the findings and recommendations of the audit report and implications
29 Sep	<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 – 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"> • 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
	<ul style="list-style-type: none"> • Improving Communication and Public Engagement with Scrutiny 	<ul style="list-style-type: none"> • The report will include a communications plan / checklist along with actions arising from proposed adoption of the national 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 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 – 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 the Leader of the Council, on relevant 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.

22 Dec	<ul style="list-style-type: none"> • Cabinet Member Question Session – Cllr Will Evans 	<ul style="list-style-type: none"> • Question and answer session with Cabinet Member for Learning & Skills, 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.
19 Jan	<ul style="list-style-type: none"> • Cabinet Member Question Session – Cllr Rob Stewart 	<ul style="list-style-type: none"> • Question and answer session with Cabinet Member for Finance & Resources, 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.
16 Feb	<ul style="list-style-type: none"> • Cabinet Member Question Session – Cllr June Burtonshaw 	<ul style="list-style-type: none"> • Question and answer session with Cabinet Member for Place, 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.
16 Mar	<ul style="list-style-type: none"> • Cabinet Member Question Session – Cllr Nick Bradley 	<ul style="list-style-type: none"> • Question and answer session with Cabinet Member for Regeneration, 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 headlines from the Panel’s work and achievements.
13 Apr	<ul style="list-style-type: none"> • Cabinet Member Question Session – Cllr David Phillips 	<ul style="list-style-type: none"> • Question and answer session with Cabinet Member for Anti-Poverty, 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
	<ul style="list-style-type: none"> • Annual Work Plan Review 	<ul style="list-style-type: none"> • 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- 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