

Appendix 1

Scrutiny Letters Log (May 2014 – April 2015):

Letters since 8 May 2014:

No.	Committee / Panel / Working Group	Main Issue(s)	Cabinet Portfolio	Letter Sent	Response Received	Reported to Committee
14/15-1	Wellbeing Performance Panel (12 May)	<ul style="list-style-type: none"> Telecare & Community Alarm Service 	Wellbeing	13 May	N/A	9 Jun
14/15-2	Committee (14 Apr)	<ul style="list-style-type: none"> Cabinet Member Question Session 	Anti-Poverty	11 Jun	3 Jul	4 Aug
14/15-3	Wellbeing Performance Panel (2 Jun)	<ul style="list-style-type: none"> Child & Family Services Performance Monitoring Factors that influence which schools looked after children are placed in 	Wellbeing	17 Jun	14 Jul	4 Aug
14/15-4	Committee (9 Jun)	<ul style="list-style-type: none"> Further letter following Cabinet Member for Place response re: Public Transport, Blue Badge Scheme and Waste Management. 	Place Finance & Resources Place	2 Jul	28 Jul 31 Jul 5 Aug	4 Aug 1 Sep 1 Sep

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14/15-5	Planning Services Working Group (10 Jun)	<ul style="list-style-type: none"> • Performance levels • Planning conditions • Communications issues • Planning and building control • Training issues • Pre-committee meetings • Statutory consultees • Future meetings 	Place	2 Jul		
14/15-6	Service Improvement & Finance Performance Panel (11 Jun)	<ul style="list-style-type: none"> • Saving targets/staffing issues • Council tax • ICT contract • Budget scrutiny • HRA changes 	Finance & Resources	2 Jul	18 Jul	4 Aug
14/15-7	Wellbeing Performance Panel (16 Jun)	<ul style="list-style-type: none"> • Telecare • Transforming Adult Social Services • Adult Services quarterly monitoring 	Wellbeing	28 June	5 August	1 Sep
14/15-8	Wellbeing Performance Panel (30 Jun)	<ul style="list-style-type: none"> • Unallocated cases in Child & Family Services 	Wellbeing	8 Jul		
14/15-9	Schools Performance Panel (3 Jul)	<ul style="list-style-type: none"> • Tackling poor performing teachers and recruitment of senior staff in schools 	Learning and Skills	21 Jul	Not required	4 Aug
14/15-10	Wellbeing Performance Panel (14 Jul)	<ul style="list-style-type: none"> • Letter to Chair of Scrutiny on operation of the Panel 	N/A	17 Jul	11 Aug	1 Sep

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14/15-11	Service Improvement & Finance Performance Panel (16 Jul)	<ul style="list-style-type: none"> • Observations on Corporate Improvement Plan 	Finance & Resources	6 Aug	23 Sept	27 Oct
14/15-12	Service Improvement & Finance Performance Panel (16 Jul)	Questions relating to Corporate Improvement Plan: <ul style="list-style-type: none"> • Affordable Housing • Welfare rights training for staff • Sustaining Council tenancies 	Wellbeing Place	6 Aug	3 Sep	29 Sep
14/15-13	Committee (7 Jul & 4 Aug)	<ul style="list-style-type: none"> • Cabinet Member Question Session • Draft Children & Young People's Rights Scheme 	Opportunities for Children & Young People	10 Sep		
14/15-14	Committee (4 Aug)	<ul style="list-style-type: none"> • Cabinet Member Question Session 	Wellbeing	10 Sep		
14/15-15	Wellbeing Performance Panel (11 Aug)	<ul style="list-style-type: none"> • Monitoring disability services for adults 	Wellbeing	28 Aug	2 Sep	29 Sep
14/15-16	Service Improvement & Finance (20 Aug)	<ul style="list-style-type: none"> • Flying start • Issues relating to Sustainable Swansea Budget Strategy: <ul style="list-style-type: none"> ∇ Public engagement with the budget ∇ Digital services ∇ Governance structures for Sustainable Swansea 	Finance & Resources	11 Sep	18 Sept	29 Sep
14/15-17	Schools Performance Panel (21 Aug)	<ul style="list-style-type: none"> • Elective Home Education 	Learning and Skills, Opportunities for CYP	9 Sep		

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14/15-18	Schools Performance (18 Sept)	<ul style="list-style-type: none"> • Consistency and support for schools by Education Improvement Services 	Education	10 Oct		
14/15-19	Service Improvement & Finance (17 Sept)	<ul style="list-style-type: none"> • Observations on Budget Engagement Strategy • Comments re. Council's new Community Action Fund • Observations on WAO Annual Improvement Report • End of Year Financial Report Request for further information • Some specific questions re. End of year financial monitoring report – Mike Hawes responding directly. 	Finance & Strategy	13 Oct		