

Appendix 3
Service Improvement and Finance Scrutiny Performance Panel
Work Plan 2015/16

Date for Panel Meeting	Item to be discussed
Meeting 1 13th May	<ul style="list-style-type: none"> • ICT project update • Q & A with Councillor David Hopkins, Cabinet Member for Communities & Housing: to discuss the implementation and impact of budget decisions within his portfolio • <i>Annual work plan review – to reflect on the year’s work, achievement, experiences, issues, ideas for future scrutiny. (Postponed until the next meeting)</i> • Development of work plan for 2015/16 <p><i>Note – Cllr Chris Holley, new Convener of the Panel for this and subsequent meetings.</i></p>
Meeting 2 10th June	<ul style="list-style-type: none"> • Overview of New Performance Framework & Indicators Richard Rowlands, Corporate Improvement Manger • Annual work plan review – to reflect on the year’s work, achievement, experiences, issues, ideas for future scrutiny
Meeting 3 8th July	<ul style="list-style-type: none"> • Cllr Robert Francis-Davies, Cabinet Member for Enterprise, Development & Regeneration and Tracey McNulty, Head of Cultural Services : • Grand Theatre. • City Centre Regeneration - Meeting Cancelled
Meeting 4 12th August	<ul style="list-style-type: none"> • Q and A session with Councillor Mark Child, Cabinet Member for Well Being & Healthy City: to discuss the implementation and impact of budget decisions within his portfolio. • Q and A session with Councillor Clive Lloyd, Cabinet Member for Transformation & Performance: to discuss the implementation and impact of budget decisions within his portfolio.
Meeting 5 16th September	<ul style="list-style-type: none"> • Cllr Robert Francis-Davies, Cabinet Member for Enterprise, Development & Regeneration and Tracey McNulty, Head of Cultural Services : • Grand Theatre. • City Centre Regeneration • End of year Budget

	<ul style="list-style-type: none"> • 1st Quarter Budget Monitoring Report including Budget Savings Tracker. Mike Hawes, Head of Finance and Performance
Meeting 6 14th October	<ul style="list-style-type: none"> • End of Year Performance Monitoring Report 2014-15 Richard Rowlands, Corporate Improvement Manager • 1st Quarter Performance Monitoring Report, including Policy Commitments Tracker Richard Rowlands, Corporate Improvement Manager
Meeting 7 11th November	<ul style="list-style-type: none"> • Q and A session with Jane Harris, Cabinet Member for Services for Adults & Vulnerable People to discuss the implementation and impact of budget decisions within her portfolio. (postponed until a later meeting) • ICT update – Sarah Caulkin/Jo Harley • Mid-Year Budget Statement: Mike Hawes, Head of Finance & Delivery
Meeting 8 9th December	<ul style="list-style-type: none"> • Welsh Public Library Standards– Annual Performance Report Tracey McNulty - Head of Cultural Services Steve Hardman – Library Service Manager • Recycling and Landfill – Annual Performance Monitoring Chris Howells – Head of Waste Management & Parks Operations Ian Whettleton – Group Leader Waste Management • Commercial Services and Procurement Chris Williams – Head of Commercial Services Andrew Williams & Simon Mason – Procurement Officers • Annual Review of Performance 2014-15
Meeting 9 20th January	<ul style="list-style-type: none"> • 2nd Quarter Performance Monitoring Report, including Policy Commitments Tracker (reporting to Cabinet in December) Richard Rowlands, Corporate Improvement Manager • Annual Review of Performance Richard Rowlands, Corporate Improvement Manager • 2nd Quarter Budget Monitoring Report, including Budget Savings Tracker Mike Hawes, Head of Finance & Performance

Meeting 10 10th February	<p>Report of the Cabinet Member for Finance & Strategy Special Cabinet Budget Reports (Cabinet meeting to be held on 15th February) Cllr Rob Stewart, Leader/Cabinet Member for Finance & Strategy Ben Smith, Chief Accountant & Deputy Section 151 Officer</p>
Meeting 11 9th March	<ul style="list-style-type: none"> • Q and A session with Councillor Christine Richards, Cabinet Member for Services for Children & Young People to discuss the implementation and impact of budget decisions within her portfolio. • Q and A session with Councillor Jane Harris, Cabinet Member for Adults & Vulnerable People to discuss the implementation and impact of budget decisions within her portfolio • 3rd Quarter Budget Monitoring Report, including Budget Savings Tracker Mike Hawes, Head of Finance & Performance Ben Smith, Chief Accountant & Deputy Section 151 Officer
Meeting 12 13th April	<ul style="list-style-type: none"> • 3rd Quarter Performance Monitoring Report, including Policy Commitments Tracker (reporting to Cabinet in March) Richard Rowlands, Corporate Improvement Manager • ICT – procurement of Oracle Support & transition review Sarah Caulkin – Head of Information & Business Change Jo Harley – ICT Strategic Performance Manager
Meeting 13 11th May	<ul style="list-style-type: none"> • Annual work plan review To reflect on the year's work, achievements, experiences, issues, ideas for future scrutiny. • Draft work plan for 2016/17