

## Service Improvement and Finance Work Plan 2019-20

<p><b>Meeting 1</b></p> <p>24<sup>th</sup> June 2019</p>	<ol style="list-style-type: none"> <li><b>1. Re-election of Convener</b> <ul style="list-style-type: none"> <li>• Bethan Hopkins – Scrutiny Officer</li> </ul> </li> <li><b>2. Terms of Reference</b> <ul style="list-style-type: none"> <li>• Panel Convener</li> </ul> </li> <li><b>3. WAO Report – Local Government Data Use</b> <ul style="list-style-type: none"> <li>• Cllr Clive Lloyd – Cabinet Member for Business Transformation &amp; Performance</li> <li>• Sarah Caulkin – Chief Transformation Officer</li> </ul> </li> <li><b>4. End of Year Review</b> <ul style="list-style-type: none"> <li>• Panel Convener</li> </ul> </li> <li><b>5. Work Plan 2019/20</b></li> </ol>
<p><b>Meeting 2</b></p> <p>22<sup>nd</sup> July 2019</p>	<p>Cancelled</p>
<p><b>Meeting 3</b></p> <p>19<sup>th</sup> August 2019</p>	<ol style="list-style-type: none"> <li><b>1. End of Year 2018/19 Performance Monitoring Report</b> <ul style="list-style-type: none"> <li>• Richard Rowlands – Corporate Performance Manager</li> <li>• Cllr Clive Lloyd – Cabinet Member for Business Transformation and Performance</li> </ul> </li> <li><b>2. Q1 Revenue and Capital Budget Monitoring 2019/20</b> <ul style="list-style-type: none"> <li>• Ben Smith – Head of Financial Services and Service Centre</li> </ul> </li> <li><b>3. Revenue Outturn and Savings Tracker 2018/19</b> <ul style="list-style-type: none"> <li>• Ben Smith – Head of Financial Services and Service Centre</li> </ul> </li> <li><b>4. Revenue Outturn 2018/19 (HRA)</b> <ul style="list-style-type: none"> <li>• Ben Smith – Head of Financial Services and Service Centre</li> </ul> </li> <li><b>5. Capital Outturn and Financing 2018/19</b> <ul style="list-style-type: none"> <li>• Ben Smith – Head of Financial Services and Service Centre</li> </ul> </li> </ol>
<p><b>Meeting 4</b></p>	

<p>16<sup>th</sup> September 2019</p>	<p><b>1. Archives</b></p> <ul style="list-style-type: none"> <li>• Tracey McNulty – Head of Cultural Services</li> <li>• Cllr Robert Francis-Davies – Cabinet Member for Investment, Regeneration and Tourism</li> </ul> <p><b>2. Charges Item</b></p> <ul style="list-style-type: none"> <li>• Chris Williams – Head of Commercial Services</li> <li>• Cllr Clive Lloyd – Cabinet Member for Business Transformation and Performance</li> </ul>
<p><b>Meeting 5</b></p> <p>21<sup>st</sup> October 2019</p>	<p><b>1. Recycling and Landfill - Annual Performance Monitoring 2018/19</b></p> <ul style="list-style-type: none"> <li>• Chris Howell – Head of Waste Management and Parks</li> <li>• Cllr Mark Thomas – Cabinet Member for Environment and Infrastructure Management</li> </ul> <p><b>2. Q1 Performance Monitoring Report 2019/20</b></p> <ul style="list-style-type: none"> <li>• Richard Rowlands – Corporate Performance Manager</li> <li>• Cllr Clive Lloyd – Cabinet Member for Business Transformation and Performance</li> </ul> <p><b>3. Equality Review Report 2018/19</b></p> <ul style="list-style-type: none"> <li>• Richard Rowlands – Corporate Performance Manager</li> <li>• Cllr Clive Lloyd – Cabinet Member for Business Transformation and Performance</li> </ul>
<p><b>Meeting 6</b></p> <p>11<sup>th</sup> November 2019</p>	<p><b>1. Reserve Update</b></p> <ul style="list-style-type: none"> <li>• Ben Smith – Head of Financial Services and Service Centre</li> </ul> <p><b>2. Mid-Year Budget Statement 2019/20</b></p> <ul style="list-style-type: none"> <li>• Ben Smith – Head of Financial Services and Service Centre</li> </ul> <p><b>3. Annual Performance Monitoring Report 2018/19</b></p> <ul style="list-style-type: none"> <li>• Richard Rowlands – Corporate Performance Manager</li> </ul>

	<ul style="list-style-type: none"> <li>• Cllr Clive Lloyd – Cabinet Member for Business Transformation and Performance</li> </ul> <p><b>4. Welsh Language Standards Annual Report 2018/19</b></p> <ul style="list-style-type: none"> <li>• Julie Nicholas Humphreys - Customer Services Manager</li> <li>• Cllr David Hopkins – Cabinet Member for Delivery</li> </ul>
<p><b>Meeting 7</b></p> <p>9<sup>th</sup> December 2019</p>	<p><b>1. Budget Update (Ahead of Proposals)</b></p> <ul style="list-style-type: none"> <li>• Ben Smith – Head of Financial Services and Service Centre</li> </ul> <p><b>2. Q2 Budget Monitoring 2019/20</b></p> <ul style="list-style-type: none"> <li>• Ben Smith – Head of Financial Services and Service Centre</li> </ul> <p><b>3. Planning Annual Performance Report 2018/19</b></p> <ul style="list-style-type: none"> <li>• Ryan Thomas - Development Conservation and Design Manager</li> <li>• Cllr David Hopkins – Cabinet Member for Delivery</li> </ul>
<p><b>Meeting 8</b></p> <p>20<sup>th</sup> January 2020</p>	<p><b>1. Q2 Performance Monitoring Report 2019/20</b></p> <ul style="list-style-type: none"> <li>• Richard Rowlands – Corporate Performance Manager</li> <li>• Cllr Clive Lloyd – Cabinet Member for Business Transformation and Performance</li> </ul> <p><b>2. Budget Proposals</b></p> <ul style="list-style-type: none"> <li>• Ben Smith – Head of Financial Services and Service Centre</li> </ul>
<p><b>Meeting 9</b></p> <p>10<sup>th</sup> February 2020</p>	<p><b>1. Q3 Budget Monitoring 2019/20</b></p> <ul style="list-style-type: none"> <li>• Ben Smith – Head of Financial Services and Service Centre</li> </ul>
<p><b>Budget Meeting</b></p>	<p><b>1. Annual Budget 2020/21</b></p> <ul style="list-style-type: none"> <li>• Ben Smith – Head of Financial Services and Service Centre</li> <li>• Cllr Rob Stewart – Cabinet Member for Economy and Strategy</li> </ul>
<p><b>Meeting 10</b></p> <p>2<sup>nd</sup> March 2020</p>	<p><b>1. Corporate Complaints Annual Report 2018/19</b></p>

	<ul style="list-style-type: none"> <li>• Julie Nicholas Humphreys - Customer Services Manager</li> <li>• Cllr Clive Lloyd – Cabinet Member for Business Transformation and Performance</li> </ul>
<b>Meeting 11</b> 30 <sup>th</sup> March 2020	<b>1. Welsh Public Library Standards Annual Report 2018/19</b> <ul style="list-style-type: none"> <li>• Karen Gibbins - Principal Librarian for Information &amp; Learning</li> <li>• Cllr Andrew Stevens – Cabinet Member for Better Communities (Place)</li> </ul> <b>2. Q3 Performance Monitoring Report 2019/20</b> <ul style="list-style-type: none"> <li>• Richard Rowlands – Corporate Performance Manager</li> <li>• Cllr Clive Lloyd – Cabinet Member for Business Transformation and Performance</li> </ul>
<b>Meeting 12</b> 11 <sup>th</sup> May 2020	<b>1. Annual Review of Well-being Objectives and Corporate Plan 2018/22</b> <ul style="list-style-type: none"> <li>• Richard Rowlands – Corporate Performance Manager</li> <li>• Cllr Rob Stewart – Cabinet Member for Economy and Strategy</li> </ul>

- WAO Reports
- Co-production Item (Briefing from Access To Services re: Consultation)
- Pre-Decision Items
- Data Unit Wales – Local Government Performance Bulletin