

Appendix 1

Scrutiny Letters Log (2020-2021)

Ave. Response Time (days): 23 (target within 21 days) % responses within target: 55

No.	Committee / Panel / Working Group	Meeting Date	Main Issue(s)	Cabinet Portfolio	Letter Sent	Response Received	Days Taken
1	Service Improvement & Finance Performance Panel	21-Sep	Annual Performance Monitoring Report 2019/2020	Business Improvement & Performance	02-Oct	23-Oct	21
2	Natural Environment Performance Panel	01-Sep	COVID-19 impacts, issues and environmental lessons	Joint Environment Enhancement & Infrastructure Management and Delivery & Operations	05-Oct	30-Oct	25
3	Natural Environment Performance Panel	01-Sep	Follow Up - Natural Environment Scrutiny Inquiry	Delivery & Operations	05-Oct	n/a	n/a
4	Natural Environment Performance Panel	01-Sep	Local Flood Risk Management	Environment Enhancement & Infrastructure Management	05-Oct	n/a	n/a
5	Development & Regeneration Performance Panel	14-Sep	Project Update Report	Economy, Finance & Strategy (Leader)	06-Oct	04-Nov	29
6	Child & Family Services Performance Panel	16-Sep	Update on COVID-19 in relation to Child & Family Services	Children Services - Early Years	07-Oct	n/a	n/a

7	Education Performance Panel	22-Oct	Update on COVID-19 in relation to Education and opening of schools, work planning.	Education Improvement, Learning & Skills	03-Nov	n/a	n/a
8	Education Performance Panel	22-Oct	Thank you to Education and Schools to Director	Education Improvement, Learning & Skills	03-Nov	n/a	n/a
9	Adult Services Performance Panel	20-Oct	Performance Monitoring and Sickness Levels in Adult Services and work planning	Adult Social Care & Community Health Services	04-Nov	25-Nov	21
10	Child & Family Services Performance Panel	28-Oct	WAO Report follow up review of corporate arrangements for safeguarding of children in Swansea	Children Services	16-Nov	n/a	n/a
11	Development & Regeneration Performance Panel	03-Nov	City Centre developments, dashboard updates	Economy, Finance & Strategy (Leader)	19-Nov	18-Dec	29
12	Development & Regeneration Performance Panel	03-Nov	Dashboard Report (Active Travel) and Landore Metro	Environment Enhancement & Infrastructure Management	19-Nov	27-Nov	8
13	Service Improvement & Finance Performance Panel	09-Nov	Q1 Budget Monitoring Report, Review of Revenue Reserves, Mid Term Budget Statement	Economy, Finance & Strategy (Leader)	25-Nov	14-Dec	19

14	Service Improvement & Finance Performance Panel	09-Nov	Recycling and Landfill Annual Performance Monitoring Report 2019/20	Environment Enhancement & Infrastructure Management	25-Nov	n/a	n/a
15	Committee	17-Nov	COVID-19 response & recovery	Economy, Finance & Strategy (Leader)	03-Dec	n/a	n/a
16	ERW Scrutiny Councillor Group	26-Nov	ERW and Covid Recovery and the ERW into the future	ERW Joint Committee	17-Dec	15-Feb	n/a
17	Education Performance Panel	19-Nov	Waun Wen Primary School and Elective Home Education	Education Improvement, Learning & Skills	09-Dec	n/a	n/a
18	Committee	15-Dec	PSB Annual Report	Chair of Public Services Board	08-Jan	n/a	n/a
19	Service Improvement & Finance Performance Panel	14-Dec	Equality Plan Review 2019/20	Better Communities	11-Jan	01-Feb	21
19	Joint Social Services Performance Panel	16-Dec	Update on Management of Covid-19	Adult Social Care & Community Health Services	11-Jan	n/a	n/a
20	Education Performance Panel	17-Dec	Swansea Skills Partnership and Covid update	Education Improvement, Learning & Skills	12-Jan	03-Feb	22
21	Committee	19-Jan	Pre-decision Scrutiny: Community Asset Transfer to Mumbles Community Council (skatepark)	Joint Delivery & Operations and Investment, Regeneration & Tourism	20-Jan	n/a	n/a

22	Committee	19-Jan	Cabinet Member Q & A Session	Economy, Finance & Strategy (Leader)	01-Feb	n/a	n/a
23	Education Performance Panel	21-Jan	Update on Covid Recovery Plan in Education	Education Improvement, Learning & Skills	02-Feb	26-Feb	24
24	Development & Regeneration Performance Panel	12-Jan	Dashboard Report	Economy, Finance & Strategy (Leader)	02-Feb	26-Feb	24
25	Development & Regeneration Performance Panel	12-Jan	Commercial Opportunities in Rural Areas	Investment, Regeneration & Tourism	02-Feb	23-Feb	21
26	Service Improvement & Finance Performance Panel	20-Jan	Budget proposals / Q2 Budget Monitoring Report	Economy, Finance & Strategy (Leader)	08-Feb	n/a	n/a
27	Service Improvement & Finance Performance Panel	20-Jan	Q1 Performance Monitoring Report	Business Improvement & Performance	08-Feb	24-Feb	16
28	Equalities Inquiry Panel	28-Jan	Impact/follow up on recommendations agreed	Better Communities	08-Feb	n/a	n/a
29	Joint Social Services Performance Panel	26-Jan	Performance Monitoring and update on management of Covid-19	Adult Social Care & Community Health Services	15-Feb	n/a	n/a
30	Service Improvement & Finance Performance Panel	17-Feb	Annual Budget Proposals	Economy, Finance & Strategy (Leader)	17-Feb	20-Apr	62
31	Committee	16-Feb	Active Travel Consultation Process	Environment Enhancement & Infrastructure Management	08-Mar	26-Mar	18

32	Development & Regeneration Performance Panel	02-Mar	Project Update Report	Economy, Finance & Strategy (Leader)	23-Mar	22/4/21	30
33	Development & Regeneration Performance Panel	02-Mar	Discussion with ATG regarding Arena	Investment, Regeneration & Tourism	23-Mar	n/a	n/a
34	Service Improvement & Finance Performance Panel	08-Mar	Q3 Budget Monitoring report 2020-21, the Mid-Year Budget Statement 2020-21 and the Treasury Management Strategy Statement.	Economy, Finance & Strategy (Leader)	23-Mar	20-Apr	28
35	Joint Social Services Performance Panel	15-Feb	Draft Annual Budget and update on management of Covid 19 pandemic	Adult Social Care & Community Health Services	03-Mar	n/a	n/a
36	ERW Scrutiny Councillor Group	01-Mar	ERW and Covid Recovery and the new regional body	ERW Joint Committee	23-Mar	yes	n/a
37	Committee	16-Mar	COVID-19 Response and Progress with Recovery & Transformation Plan	Economy, Finance & Strategy (Leader)	06-Apr	n/a	n/a
38	Education Performance Panel	18-Mar	Covid Recovery in Education, Pupil Development Grant and Regional Education Service	Education Improvement, Learning & Skills	07-Apr	n/a	n/a
39	Adult Services Performance Panel	09-Mar	Update on West Glamorgan Transformation Programme	Adult Social Care & Community Health Services	07-Apr	28-Apr	21
40	Child & Family Services Performance Panel	24-Mar	Performance Monitoring and Safeguarding Quality Unit Annual Report	Children Services - Early Years	15-Apr	n/a	n/a

41	Child & Family Services Performance Panel	24-Mar	WAO Report Tackling Violence Against Women, Domestic Abuse and Sexual Violence	Supporting Communities	15-Apr	26-Apr	11
42	Development & Regeneration Performance Panel	25-Jan	Arena Contract	Investment, Regeneration & Tourism	19-Apr		
43	Committee	16-Mar	Children & Young People's Rights Scheme	Children Services	22-Apr	11-May	19
44	Natural Environment Performance Panel	22-Mar	Nature Conservation	Delivery & Operations	26-Apr	n/a	n/a
45	Working Group	29-Mar	Workforce	Delivery & Operations	04-May		
46	Committee	13-Apr	Homelessness Strategy Progress	Homes, Energy & Service Transformation	05-May	n/a	n/a
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