

Service Improvement and Finance – Scrutiny Performance Panel

Work Plan 2021/22

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| <p>Meeting 1 11th June 2.00</p> | <ol style="list-style-type: none"> 1. Confirmation of Convener 2. Overview: <i>Understanding Financial Reporting</i> 3. Revenue Outturn, HRA Outturn and Capital Outturn and Financing 20-21 <i>Invited to attend:</i> Ben Smith – Chief Finance Officer / S.151 Officer Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy 4. Draft Work Plan 2021/22 Panel to discuss/agree work plan topics for the coming year. |
| <p>Meeting 2 23rd June 2021 10.00</p> | <ol style="list-style-type: none"> 1. Welsh Language Standards Annual Report <i>Invited to attend:</i> Sarah Lackenby - Chief Transformation Officer Cllr Louise Gibbard – Cabinet Member for Supporting Communities Cllr Robert Smith – Cabinet Member for Education Improvement, Learning & Skills 2. Overview: Byelaws <i>Invited to attend:</i> Craig Davies – Associate Lawyer |
| <p>Meeting 4 Monday 20th September 2.00</p> | <ol style="list-style-type: none"> 1. Q1 Budget Monitoring Report – 2021/22 <i>Invited to attend:</i> Ben Smith – Chief Finance Officer / S.151 Officer Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy 2. Peer Review & Self-Assessment (Local Government and Elections (Wales) Act 2021) <i>Invited to attend:</i> Adam Hill - Deputy Chief Executive / Director of Resources Richard Rowlands – Strategic Delivery and Performance Manager Cllr Andrew Stevens – Cabinet Member for Business Improvement & Performance |
| <p>Meeting 5 Tuesday 19th October 2021 9.30</p> | <ol style="list-style-type: none"> 1. Q1 2021/22 Performance Monitoring Report <i>Invited to attend:</i> Richard Rowlands – Strategic Delivery & Performance Manager Cllr Andrew Stevens – Cabinet Member for Business, Improvement and Performance 2. Overview from Ben Smith: <i>Understanding Financial Reporting (Reserves)</i> 3. Review of Revenue Reserves <i>Invited to attend:</i> Ben Smith – Chief Finance Officer / S.151 Officer Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy |

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| <p>Meeting 6 Tuesday 16th November 2021 9.30</p> | <p>1. Mid-term Budget Statement (Verbal) <i>Invited to attend:</i> Ben Smith – Chief Finance Officer / S.151 Officer Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy</p> <p>2. Planning Annual Performance Report <i>Invited to attend:</i> Cllr Andrew Stevens – Cabinet Member for Business, Improvement and Performance Cllr David Hopkins – Cabinet Member for Delivery and Operations Phil Holmes – Head of Planning and City Regeneration Ian Davies - Development Conservation and Design Manager Tom Evans – Placemaking and Strategic Planning Manager</p> <p>3. Swansea Airport (restricted) <i>Invited to attend:</i> Cllr David Hopkins – Cabinet Member for Delivery and Operations Martin Nicholls – Director of Place Geoff Bacon – Head of Property Services Alex O'Brien – Property Manager</p> |
| <p>Meeting 7 Wednesday 15th December 2.00</p> | <p>1. Recycling and Landfill - Annual Performance Monitoring <i>Invited to attend:</i> Cllr Mark Thomas – Cabinet Member for Environment and Infrastructure Chris Howell – Head of Waste Management and Parks Matthew Perkins – Group Leader, Waste</p> <p>2. Potholes & Carriageways (Verbal update) <i>Invited to attend:</i> Cllr Mark Thomas – Cabinet Member for Environment and Infrastructure</p> <p>3. Q2 Budget Monitoring 2021/22 <i>Invited to attend:</i> Ben Smith – Chief Finance Officer / S.151 Officer Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy</p> |
| <p>Meeting 8 Tuesday 18th January 2022 9.30</p> | <p>1. Q2 2021/22 Performance Monitoring Report <i>Invited to attend:</i> Richard Rowlands – Strategic Delivery & Performance Manager Cllr Andrew Stevens – Cabinet Member for Business, Improvement and Performance</p> <p>2. Budget Proposals 2022/23 – 2025/26 <i>Invited to attend:</i> Ben Smith – Chief Finance Officer / S.151 Officer Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy</p> |
| <p>Meeting 9</p> | <p>1. Budget: Pre-Decision Scrutiny Ben Smith – Chief Finance Officer / S.151 Officer</p> |

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| <p>Tuesday 15th February 2022 9.30</p> | <p>Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy</p> <p>2. Sustainable Swansea Fit for the Future Closure Report Cllr Andrea Lewis - Climate Change & Service Transformation Katie Kinevane - Digital Project Manager Sarah Lackenby - Chief Transformation Officer</p> <p>3. Annual Complaints Report 2020-21 Cllr Andrew Stevens – Cabinet Member for Business, Improvement and Performance Sarah Lackenby - Chief Transformation Officer</p> |
| <p>Meeting 10 Tuesday 22 March 2022 9.30</p> | <p>1. Progress update on the Local Government Use of Data Action Plan <i>Invited to attend: TBC</i> Steve King - Information Research and GIS Team Leader Sarah Lackenby - Chief Transformation Officer Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy</p> <p>2. Welsh Public Library Standards – Annual Performance Report <i>Invited to attend: TBC</i> Martin Nicholls – Director of Place Tracey McNulty – Head of Cultural Services Karen Gibbins – Libraries and Culture Manager Cllr Robert Francis-Davies - Cabinet Member for Investment, Regeneration and Tourism</p> |

TBC:

- **Annual Review of Well-being Objectives and Corporate Plan** *(The five year corporate plan was rolled over into 2021/22 as a result of the pandemic with only essential and unavoidable changes made; so no fundamental annual review made to the corporate plan during 2020/21 as a result of Covid).*
- **Welsh Housing Quality Standards Annual Update**
David Meyrick / Mark Wade TBC for July 2022