

## Service Improvement and Finance – Scrutiny Performance Panel

### Work Plan 2022/23

<p><b>Meeting 1</b> 6 Sep 2022 10am</p>	<ol style="list-style-type: none"> <li>1. <b>Role of the Service Improvement and Finance Scrutiny Panel</b></li> <li>2. <b>Overview: <i>Understanding Financial Reporting</i></b> Ben Smith – Director of Finance / S.151 Officer</li> <li>3. <b>Overview: <i>Understanding Performance Monitoring</i></b> Richard Rowlands – Strategic Delivery and Performance Manager</li> <li>4. <b>Work Plan 2022/23</b> Panel to discuss/agree work plan topics for the coming year.</li> </ol>
<p><b>Meeting 2</b> 4 Oct 2022 10am</p>	<ol style="list-style-type: none"> <li>1. <b>Q1 Revenue and Capital Budget Monitoring Report – 2022/23</b> <i>Invited to attend:</i> Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy Ben Smith – Director of Finance / S.151 Officer</li> <li>2. <b>Annual Performance Monitoring Report for 2021/2022</b> <i>Invited to attend:</i> Cllr David Hopkins – Cabinet Member for Corporate Services &amp; Performance Richard Rowlands – Strategic Delivery &amp; Performance Manager</li> </ol>
<p><b>Meeting 3</b> 8 Nov 2022 10am</p>	<ol style="list-style-type: none"> <li>1. <b>Review of Revenue Reserves</b> <i>Invited to attend:</i> Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy Ben Smith – Director of Finance / S.151 Officer</li> <li>2. <b>Annual Review of Performance 2021/2022</b> <i>Invited to attend:</i> Cllr David Hopkins – Cabinet Member for Corporate Services &amp; Performance Richard Rowlands – Strategic Delivery &amp; Performance Manager</li> <li>3. <b>Welsh Public Library Standards Annual Performance Report</b> <i>Invited to attend:</i> Cllr Elliott King – Cabinet Member Equalities and Culture Karen Gibbins – Library Services Manager Karen Davies – Principal Librarian</li> <li>4. <b>Welsh Housing Quality Standards Annual Update</b> <i>Invited to attend:</i> Cllr Andrea Lewis, Cabinet Member for Service Transformation Carol Morgan – Head of Housing and Public Health</li> </ol>
<p><b>Meeting 4</b> 6 Dec 2022 10am</p>	<ol style="list-style-type: none"> <li>1. <b>Mid Term Budget Statement 2022/23</b> <i>Invited to attend:</i> Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy Ben Smith – Director of Finance / S.151 Officer</li> <li>2. <b>Quarter 1 2022/23 Performance Monitoring Report</b> <i>Invited to attend:</i> Cllr David Hopkins – Cabinet Member for Corporate Services &amp; Performance Richard Rowlands – Strategic Delivery &amp; Performance Manager</li> <li>3. <b>Recycling and Landfill - Annual Performance Monitoring 2021/22 and Recycling of Business Waste Briefing</b> <i>Invited to attend:</i> Cllr Cyril Anderson– Cabinet Member Community Services Chris Howell – Head of Waste Management and Parks Matthew Perkins – Group Leader, Waste</li> </ol>

	<p><b>4. Audit Wales Report – “Making Equality Impact Assessments more than just a tick box exercise”</b>  <i>Invited to attend:</i>  Cllr Elliot King - Cabinet Member Culture and Equalities  Rhian Millar – Consultation Coordinator  Lee Wenham – Head of Communications and Marketing</p>
<p><b>Meeting 5</b>  17 Jan 2023  10am</p>	<p><b>1. Budget Proposals 2023/24 – 2026/27</b>  <i>Invited to attend:</i>  Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy  Ben Smith – Director of Finance / S.151 Officer</p> <p><b>2. Q2 Revenue and Capital Budget Monitoring Report 2022/23</b>  <i>Invited to attend:</i>  Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy  Ben Smith – Director of Finance / S.151 Officer</p> <p><b>3. Q2 Performance Monitoring Report 2022/23</b>  <i>Invited to attend:</i>  Cllr David Hopkins – Cabinet Member for Corporate Services &amp; Performance  Richard Rowlands – Strategic Delivery &amp; Performance Manager</p> <p><b>4. Sustainable Swansea Update - Transformational delivery aspects</b>  <i>Invited to attend:</i>  Cllr Andrea Lewis – Cabinet Member for Service Transformation  Martin Nicholls – Chief Executive  Sarah Lackenby – Head of Digital and Customer Services  Marlyn Dickson – Strategic Change Programme Manager</p>
<p><b>Meeting 6</b>  14 Feb 2023  10am</p>	<p><b>1. Annual Budget and Medium-Term Financial Plan: Pre-Decision Scrutiny</b>  <i>Invited to attend:</i>  Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy  Ben Smith – Director of Finance / S.151 Officer</p>
<p><b>Meeting 7</b>  14 Mar 2023  10am</p>	<p><b>1. Q3 Revenue and Capital Budget Monitoring Report 2022/23</b>  <i>Invited to attend:</i>  Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy  Ben Smith – Director of Finance / S.151 Officer</p> <p><b>2. Planning Annual Performance Report 2021/22</b>  <i>Invited to attend:</i>  Cllr David Hopkins – Cabinet Member for Cabinet Member for Corporate Services &amp; Performance  Phil Holmes – Head of Planning and City Regeneration  Ian Davies - Development Conservation and Design Manager  Tom Evans – Place making and Strategic Planning Manager</p> <p><b>3. Annual Complaints Report</b>  <i>Invited to attend:</i>  Cllr Andrea Lewis - Cabinet Member for Service Transformation  Sarah Lackenby – Head of Digital and Customer Services</p>
<p><b>Meeting 8</b>  18 April 2023  10am</p>	<p><b>1. Q3 Performance Monitoring Report 2022/23</b>  <i>Invited to attend:</i>  Cllr David Hopkins - Cabinet Member for Corporate Services &amp; Performance  Richard Rowlands – Strategic Delivery &amp; Performance Manager</p> <p><b>2. Annual Review of Well-being Objectives and Corporate Plan</b>  <i>Invited to attend:</i>  Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy  Richard Rowlands – Strategic Delivery &amp; Performance Manager</p>

**Meeting 9**  
9 May 2023  
10am

- 1. Progress update on the Local Government Use of Data Action Plan** (delayed due to pandemic impacts / diversion of resources) – tbc
- 2. Welsh Language Standards Annual Report 2021/2022**  
*Invited to attend:*  
Cllr Elliott King – Cabinet Member Culture and Equalities  
Cllr Robert Smith – Cabinet Member for Education and Learning  
Lisa DeBenedictis - Standards Officer