

Work Plan 2017/18

- The Service Improvement and Finance Scrutiny Performance Panel Work Plan has been developed based upon core performance and financial monitoring reports, topic suggestions based on discussion at the Scrutiny Work Planning Conference. It provides a basic framework that allows for items to be added or removed allowing for flexibility throughout the year for any key issues that may arise.
- All meetings will be at 10.30am with a preparation meeting at 10.00am **if required** and will be held in Committee Room 5 in the Guildhall unless otherwise stated.
- The role of this report is to provide an outline of planned work. It can be altered to accommodate for issues which arise throughout the year.

<u>Date and Location</u> 10.30am – 12.30pm (10.00am Pre-Meeting when required) Committee Room 5	<u>Items to be discussed</u>
<u>Meeting 1</u> Wednesday 2 nd August	<ul style="list-style-type: none"> • Role of the Service Improvement and Finance Panel • Officer Briefing Richard Rowlands (Corporate Performance Manager) • Work Plan
<u>Meeting 2</u> Wednesday 6 th September	<ul style="list-style-type: none"> • Capital Outturn and Financing Ben Smith (Head of Financial Services & Service Centre) • End of year performance and monitoring report Ben Smith (Head of Financial Services & Service Centre) • Quarter 1 Budget Monitoring Ben Smith (Head of Financial Services & Service Centre) • Corporate Plan 2017/22 Richard Rowlands (Corporate Performance Manager)

<p><u>Meeting 3</u></p> <p>Wednesday 4th October</p>	<ul style="list-style-type: none"> • Quarter 1 2017/18 Performance Monitoring Report Richard Rowlands (Corporate Performance Manager) • Annual Report – Welsh Language Standards 2016/17 Published June 2017
<p><u>Meeting 4</u></p> <p>Wednesday 1st November</p>	<ul style="list-style-type: none"> • Annual Review of Performance 2016/17 Richard Rowlands (Corporate Performance Manager) • Mid-Year Budget Statement 2017/18 Ben Smith (Head of Financial Services & Service Centre) • Reserve Update
<p><u>Meeting 5</u></p> <p>Wednesday 6th December</p>	<ul style="list-style-type: none"> • Quarter 2 Budget Monitoring Ben Smith (Head of Financial Services & Service Centre) • Recycling and Landfill Annual Performance Monitoring • Welsh Public Library Standards Annual Performance Report
<p><u>Meeting 6</u></p> <p>Wednesday 10th January</p>	<ul style="list-style-type: none"> • Quarter 2 2017/18 Performance Monitoring Report Richard Rowlands (Corporate Performance Manager)
<p><u>Meeting 7</u></p> <p>Wednesday 7th February</p>	<ul style="list-style-type: none"> • Quarter 3 Budget Monitoring Ben Smith (Head of Financial Services & Service Centre)
<p><u>Meeting 8</u></p> <p>Wednesday 7th March</p>	<p>To be confirmed</p>

<p><u>Meeting 9</u></p> <p>Wednesday 4th April</p>	<ul style="list-style-type: none">• Quarter 3 2017/18 Performance Monitoring Report Richard Rowlands (Corporate Performance Manager) • Annual Work Plan Review Reflect on this year's work with any ideas for future scrutiny
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To be scheduled:

- Budget Scrutiny

- Commissioning Reviews
 1. Highways & Transportation Service
 2. Public Protection