

## Service Improvement and Finance Scrutiny Performance Panel

### Draft Work Plan 2018/2019

**All Meetings will take place in Committee Room 5**  
**10am – 12pm (Unless stated otherwise)**

<b>Meeting 2</b> Tuesday June 5th	<b>1. Election of Convener</b>  <b>2. Role of Panel and Terms of Reference</b> Councillor Chris Holley – Convener of Panel  <b>3. Charges Item</b> Chris Williams – Head of Commercial Services Sara Gibbons - Commercial Manager
<b>Special Commissioning Review</b> Tuesday June 19 <sup>th</sup> 11am – 1pm	<b>Cultural Programme – Final Bidder Options</b> <ul style="list-style-type: none"><li>• Martin Nicholls – Director Place</li><li>• Tracey McNulty – Head of Cultural Services</li><li>• Robert Francis-Davies – Cabinet Member Culture, Tourism and Major Projects</li><li>• Jamie Rewbridge - Strategic Manager Leisure Partnerships Health Wellbeing</li></ul>
<b>Meeting 3</b> Tuesday July 3rd	<b>1. Welsh Language Standards Annual Report 2017/18</b> Julie Nicholas Humphreys - Customer Services Manager  <b>2. Q1 Revenue and Capital Budget Monitoring 2018/19</b> Ben Smith – Head of Financial Services and Service Centre
<b>Meeting 4</b> Tuesday August 7th	<b>1. Revenue and Capital Outturn and Financing 2017/18</b> Ben Smith – Head of Financial Services and Service Centre  <b>2. End of Year 2017/18 Performance Monitoring Report</b> Richard Rowlands – Corporate Performance Manager

<b>Meeting 5</b> <b>Tuesday September 4th</b>	<b>1. Corporate Complaints Annual Report 2017/18</b> Julie Nicholas Humphreys - Customer Services Manager  <b>2. Recycling and Landfill Annual Performance Monitoring 2018/19</b> Chris Howell – Head of Waste Management and Parks
<b>Meeting 6</b> <b>Tuesday October 2nd</b>	<b>1. Q1 2018/19 Performance Monitoring Report</b> Richard Rowlands – Corporate Performance Manager  <b>2. Reserve Update</b> Ben Smith – Head of Financial Services and Service Centre  <b>3. Mid-Year Budget Statement 2018/19</b> Ben Smith – Head of Financial Services and Service Centre
<b>Meeting 7</b> <b>Tuesday November 6th</b>	<b>1. Q2 Budget Monitoring</b> Ben Smith – Head of Financial Services and Service Centre  <b>2. Annual Review of Performance 2017/18</b> Richard Rowlands – Corporate Performance Manager  <b>3. Planning Annual Performance Report</b> Ryan Thomas - Development Conservation and Design Manager
<b>Meeting 8</b> <b>Tuesday December 4th</b>	<b>1. Welsh Public Library Standards Annual Report 2017/18</b> Karen Gibbins - Principal Librarian for Information & Learning  <b>2. Local Government Performance Bulletin 2017/18</b> Bethan Hopkins – Scrutiny Officer
<b>Meeting 9</b> <b>Tuesday January 8th</b>	<b>1. Q2 Performance Monitoring Report</b> Richard Rowlands – Corporate Performance Manager  <b>2. Budget Proposals</b>

	Ben Smith – Head of Financial Services and Service Centre
<b>Meeting 10 Tuesday February 5th</b>	<b>1. Q3 Budget Monitoring</b> Ben Smith – Head of Financial Services and Service Centre
<b>Meeting 11 Tuesday March 5th</b>	<b>1. Review of Community Groups – Friends of Parks/Community Centres</b> Tracey McNulty – Head of Cultural Services
<b>Meeting 12 Tuesday April 2nd</b>	<b>1. Q3 Performance Monitoring Report</b> Richard Rowlands – Corporate Performance Manager

To be scheduled;

- Budget Meeting (To review and feedback from all Panels)
- Commissioning Reviews 2016/17 Evaluation Item