

Scrutiny Programme Committee – Work Plan 2018/19

Standing / Recurring Agenda Items:

Role of the Committee	<ul style="list-style-type: none"> To ensure understanding about the role of the Scrutiny Programme Committee, and discuss effective working
Scrutiny Work Programme	<ul style="list-style-type: none"> To consider feedback from Annual Scrutiny Work Planning Conference and proposals for the work programme, including work plan for future committee meetings To maintain overview on scrutiny work, monitor progress, and coordinate as necessary To receive progress reports from Conveners of Performance Panels on headlines from the Panel's work and achievements To plan for future committee meetings including key expectations e.g. key questions to explore, witnesses / information required To review future cabinet business and consider opportunities for pre-decision scrutiny To consider any councillor / public requests for scrutiny and/or Councillor Calls for Action (CCfA)
Membership of Scrutiny Panels and Working Groups	<ul style="list-style-type: none"> To agree membership of Scrutiny Panels and Working Groups (including appointment of conveners) and subsequent changes
Scrutiny Letters	<ul style="list-style-type: none"> To review scrutiny letters and Cabinet Member responses arising from scrutiny activities
Scrutiny Dispatches (Quarterly)	<ul style="list-style-type: none"> To approve content of Dispatches prior to reporting to Council, ensuring visibility and awareness of headlines from scrutiny activities, achievements and impact
Scrutiny Annual Report	<ul style="list-style-type: none"> To agree the annual report of the work of overview & scrutiny for the previous municipal year, as required by the Council Constitution
Final Scrutiny Inquiry Reports	<ul style="list-style-type: none"> To receive final reports (including conclusions and recommendations) of Inquiry Panel prior to submission to Cabinet for decision
Scrutiny Events	<ul style="list-style-type: none"> Information about upcoming and feedback from recent scrutiny events (e.g. relevant regional / national scrutiny development & improvement Issues; WLGA / CfPS network meetings)
Annual Work Plan Review	<ul style="list-style-type: none"> To reflect on the year's work, achievements, experiences, issues, ideas for future scrutiny

ACTIVITY	11 June 2018	19 June 2018*	9 July 2018	20 July 2018*	13 August 2018	10 September 2018
Scrutiny Work Programme			<ul style="list-style-type: none"> • Role of the Committee • Draft Work Programme for Agreement • Scrutiny Improvement & Development Objectives 			Wales Audit Office Report – Overview & Scrutiny: Fit for the Future?
Cabinet Member Question & Answer Sessions					Homes & Energy	Business Transformation & Performance (Deputy Leader)
Other Cabinet Member / Officer Reports				Swansea Bay City Deal Joint Scrutiny Committee		
Scrutiny Performance Panel Progress Reports					Service Improvement & Finance	Adult Services
Pre-decision Scrutiny		More Homes Parc Yr Helyg Site Options Appraisal				
Final Scrutiny Inquiry Reports	Regional Working					
Scrutiny Reports to Council						

ACTIVITY	1 October 2018*	8 October 2018	12 November 2018	10 December 2018	14 January 2019	11 February 2019
Scrutiny Work Programme			Wales Audit Office Reports to Scrutiny	Wales Audit Office Report – Overview & Scrutiny: Fit for the Future? & Improvement Objectives Action Plan		Process for Appointment of Members / Conveners to Panels / Working Groups
Cabinet Member Question & Answer Sessions		Education Improvement, Learning & Skills	Children Services (Early Years and Young People)	Care, Health & Ageing Well	Economy & Strategy (Leader)	Environment & Infrastructure Management
Other Cabinet Member / Officer Reports	Consultation on Draft Homelessness Strategy and Action Plan 2018-2022	Annual Corporate Safeguarding Report	Children & Young People's Rights Scheme – Compliance and Progress	Sustainable Swansea – Commissioning Reviews: Service Areas – Post Implementation Updates		
Scrutiny Performance Panel Progress Reports		Schools	Child & Family Services	Development & Regeneration	Service Improvement & Finance	Adult Services
Pre-decision Scrutiny			Homelessness Strategy & Action Plan 2018-2022			
Final Scrutiny Inquiry Reports				Natural Environment		
Scrutiny Reports to Council		Scrutiny Annual Report 2017/18	Scrutiny Dispatches Impact Report			Scrutiny Dispatches Impact Report

ACTIVITY	11 March 2019	8 April 2019	13 May 2018			
Scrutiny Work Programme			Annual Work Plan Review			
Cabinet Member Question & Answer Sessions	Investment, Regeneration & Tourism	Better Communities (People and Place)	Delivery			
Other Cabinet Member / Officer Reports						
Scrutiny Performance Panel Progress Reports	Schools	Public Services Board				
Pre-decision Scrutiny						
Final Scrutiny Inquiry Reports						
Scrutiny Reports to Council			Scrutiny Dispatches Impact Report			

* denotes extra meeting

To Be Arranged:

Scrutiny / Audit Committee Coordination	<ul style="list-style-type: none"> • Chair of Audit Committee to attend to share work plan of Audit Committee / Annual Report. Discussion to ensure: <ul style="list-style-type: none"> - mutual awareness and understanding of respective work plans and co-ordination - issues relating to work programmes can be discussed
Crime & Disorder Scrutiny	<ul style="list-style-type: none"> • Joint Chairs of Safer Swansea Partnership to attend to provide information and take questions on the performance of the Partnership to enable committee to explore plans / objectives, achievements, impact, challenges etc (extra meeting around March 2019).

Specific Recurring Reports to Committee:

Annual Corporate Safeguarding Report	<ul style="list-style-type: none"> • To consider report of the Council's Corporate Safeguarding Group. The report is cross cutting (i.e. covers safeguarding of adults and children) and is not a report on social services performance but on how the Council as whole is meeting its safeguarding responsibilities.
Children & Young People's Rights Scheme – Compliance and Progress	<ul style="list-style-type: none"> • To discuss annual progress report on implementation of Children & Young People's Rights Scheme, and consider impact (scheme was agreed by Cabinet in October 2014).
Sustainable Swansea Programme – Commissioning Reviews: Service Areas – Post Implementation Updates	<ul style="list-style-type: none"> • Regular update on progress in implementation of service changes following Commissioning Reviews / outcomes.