



Report of the Convener of the Service Improvement and Finance Scrutiny Performance Panel

Service Improvement and Finance Scrutiny Work Planning

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| Purpose: | To develop a work programme moving forward that will provide ongoing challenge to the areas of Finance and Performance. |
| Content: | Draft Work Programme |
| Councillors are being asked to: | Discuss and agree the work programme for the remainder of the council year 2020/2021 |
| Lead Councillor: | Councillor Chris Holley, Service Improvement and Finance Scrutiny Performance Panel |
| Lead Officer & Report Author: | Emily-Jayne Davies, Scrutiny Officer E-mail: emily-jayne.davies@swansea.gov.uk |

Context

The Panel in June each year normally agree their Scrutiny Work Programme for the coming council year. Due to Covid-19 discussion of the work programme had been delayed but it can now be discussed and agreed for the remainder of the 2020/2021 Council year.

Work Programme 2020/2021

The attached work programme is a combination of issues outstanding from earlier in the year (pre-covid-19), items the Panel look at annually (or have chosen to keep a watching brief upon, items chosen by the Panel or through the scrutiny work planning conference which took place on the 13 October 2020.

Action Required

The Panel are asked to consider and discuss the draft Service Improvement and Finance Scrutiny Work Programme attached in **Appendix A**, to make any addition/amendments as required and then to agree its contents.

Service Improvement and Finance Work Plan (Oct 2020 – May 2021)

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| <p>Meeting 1 9 Nov 2020</p> | <ol style="list-style-type: none"> 1. Work Planning for 2020/21 2. Q1 Budget Monitoring 2020/21 3. Review of Revenue Reserves 4. Mid Term Budget Statement Ben Smith – Head of Financial Services and Centre 5. Recycling and Landfill - Annual Performance Monitoring 2019/20 Chris Howell – Head of Waste Management and Parks Cllr Mark Thomas – Cabinet Member |
| <p>Meeting 2 14 Dec 2020</p> | <ol style="list-style-type: none"> 1. Equality Plan Review Richard Rowlands – Corporate Performance Manager Cllr Louise Gibbard – Cabinet Member 2. Reviewing the process of performance monitoring Richard Rowlands – Corporate Performance Manager Cllr Andrew Stevens – Cabinet Member |
| <p>Meeting 3 11 Jan 2021</p> | <ol style="list-style-type: none"> 1. Budget Proposals 2. Q2 Budget Monitoring 2020/21 Ben Smith – Head of Financial Services and Service Centre Rob Stewart – Cabinet Member for Economy and Strategy 3. Q1 Performance Monitoring Report 2019/20 4. Overview/Summary of Commissioning review outcomes Richard Rowlands – Corporate Performance Manager |
| <p>Meeting 4 Feb 2021 Date TBC</p> | <ol style="list-style-type: none"> 1. Sustainable Swansea - Fit for the Future: Budget Proposals 2021/22 – 2023/24 – pre-decision Ben Smith – Head of Financial Services Service Centre Cllr Rob Stewart – Cabinet Member for Economy and Strategy 2. Budget realisation, what are we budgeting for 3. Q2 Performance Monitoring Report 2019/20 |
| <p>Meeting 5 8 Mar 2021</p> | <ol style="list-style-type: none"> 1. Mid-Year Budget Statement 2020/21 2. Q3 Budget Monitoring 2020/21 Ben Smith – Head of Financial Services and Service Centre Cllr Rob Stewart – Cabinet Member for Economy and Strategy 3. Q3 Performance Monitoring Report 2019/20 Richard Rowlands – Corporate Performance Manager Cabinet Member |
| <p>Meeting 6 12 April 2021</p> | <ol style="list-style-type: none"> 1. Corporate Complaints Annual Report 2020/21 Julie Nicholas Humphreys - Customer Services Manager Cllr David Hopkins – Cabinet Member for Delivery and Performance 2. Planning Annual Performance Report 2019/2020 Ian Davies - Development Conservation and Design Manager Cllr David Hopkins – Cabinet Member for Delivery |
| <p>Meeting 7 10 May 2021</p> | <ol style="list-style-type: none"> 1. Annual Review of Well-being Objectives and Corporate Plan 2018/22 2. How performance has been affected by Covid-19 situation Richard Rowlands – Corporate Performance Manager Cllr Rob Stewart – Cabinet Member Economy and Strategy |

Review of Bye-laws to be added to the work programme – date to be agreed

