

Service Improvement and Finance – Scrutiny Performance Panel

Draft Work Plan 2021/22

<p>Meeting 1 11th June 2.00</p>	<ol style="list-style-type: none"> 1. Confirmation of Convener 2. Overview: <i>Understanding Financial Reporting</i> 3. Capital Outturn and Financing 2020-21 <i>Invited to attend:</i> Ben Smith – Chief Finance Officer / S.151 Officer Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy 4. Draft Work Plan 2021/22 Panel to discuss/agree work plan topics for the coming year.
<p>Meeting 2 23rd June 2021 10.00</p>	<ol style="list-style-type: none"> 1. Welsh Language Standards Annual Report <i>Invited to attend:</i> Sarah Lackenby - Chief Transformation Officer Cllr Louise Gibbard – Cabinet Member for Supporting Communities Cllr Robert Smith – Welsh Language Member Champion 2. Overview: Byelaws <i>Invited to attend:</i> Debbie Smith- Deputy Chief Legal Officer Craig Davies – Associate Lawyer
<p>Meeting 3 24th August 2021 10.00</p>	<ol style="list-style-type: none"> 1. End of Year 2020/21 Performance Monitoring Report (provisional) <i>Invited to attend:</i> Richard Rowlands – Strategic Delivery & Performance Manager Cllr Andrew Stevens – Cabinet Member for Business, Improvement and Performance 2. Progress update on the Local Government Use of Data Action Plan <i>Invited to attend:</i> Steve King - Information Research and GIS Team Leader Sarah Lackenby - Chief Transformation Officer Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy
<p>Meeting 4 14th September 2021 9.30</p>	<ol style="list-style-type: none"> 1. Q1 Budget Monitoring Report – 2021/22 <i>Invited to attend:</i> Ben Smith – Chief Finance Officer / S.151 Officer Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy 2. Peer Review & Self-Assessment (Local Government and Elections (Wales) Act 2021) <i>Invited to attend:</i> Adam Hill - Deputy Chief Executive / Director of Resources Richard Rowlands – SDU manager Cllr Andrew Stevens – Cabinet Member for Business Improvement & Performance 3. Good Practice / Performance Feedback <i>Invited to attend:</i> Adam Hill – Deputy Chief Executive / Director of Resources

	<p>Lee Wenham – Head of Communications and Marketing Richard Rowlands – Strategic Delivery & Performance Manager Cllr Andrew Stevens – Cabinet Member for Business Improvement & Performance</p>
<p>Meeting 5 19th October 2021 9.30</p>	<p>1. Q1 2021/22 Performance Monitoring Report (provisional) <i>Invited to attend:</i> Richard Rowlands – Strategic Delivery & Performance Manager Cllr Andrew Stevens – Cabinet Member for Business, Improvement and Performance</p> <p>2. Mid-term Budget Statement</p> <p>3. Overview from Ben Smith: <i>Understanding Financial Reporting (Reserves)</i></p> <p>4. Review of Reserves <i>Invited to attend:</i> Ben Smith – Chief Finance Officer / S.151 Officer Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy</p>
<p>Meeting 6 16th November 2021 9.30</p>	<p>1. Q2 Budget Monitoring 21-22 <i>Invited to attend:</i> Ben Smith – Chief Finance Officer / S.151 Officer Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy</p> <p>2. Planning Annual Performance Report <i>Invited to attend:</i> Ian Davies - Development Conservation and Design Manager Cllr Andrew Stevens – Cabinet Member for Business, Improvement and Performance</p>
<p>Meeting 7 14th December 2021 9.30</p>	<p>1. Pre-decision scrutiny of Final Draft Budget (TBC) <i>Invited to attend:</i> Ben Smith – Chief Finance Officer / S.151 Officer</p> <p>2. Recycling and Landfill - Annual Performance Monitoring <i>Invited to attend:</i> Chris Howell – Head of Waste Management and Parks Cllr Mark Thomas – Cabinet Member for Environment and Infrastructure</p>
<p>Meeting 8 18th January 2022 9.30</p>	<p>1. Q2 2021/22 Performance Monitoring Report <i>Invited to attend:</i> Richard Rowlands – Strategic Delivery & Performance Manager Cllr Andrew Stevens – Cabinet Member for Business, Improvement and Performance</p> <p>2. Sustainable Swansea Commissioning Reviews (Outcomes) <i>Invited to attend</i> Adam Hill – Deputy Chief Executive / Director of Resources Sarah Lackenby - Chief Transformation Officer Cllr Andrea Lewis – Cabinet Member for Homes, Energy & Service Transformation</p>

Meeting 9 15 th February 2022 9.30	TBC (Possible budget / elections)
Meeting 10 22 March 2022 9.30	1. Welsh Housing Quality Standards Annual Update <i>Invited to attend:</i> Mark Wade - Head of Housing and Public Health Cllr Andrea Lewis – Cabinet Member for Homes, Energy and Service Transformation 2. TBC Equalities Review

TBC:

- **Annual Review of Well-being Objectives and Corporate Plan** (*The five year corporate plan was rolled over into 2021/22 as a result of the pandemic with only essential and unavoidable changes made; so no fundamental annual review made to the corporate plan during 2020/21 as a result of Covid*).
- **Welsh Public Library Standards – Annual Performance Report**
Martin Nicholls – Director of Place TBC
- **Recovery Plan (Post-Pandemic)**
Marlyn Dickson (TBC)
Adam Hill – Deputy Chief Executive / Director of Resources
Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy