

## Service Improvement and Finance – Scrutiny Performance Panel

### Work Plan 2022/23

<p><b>Meeting 1</b> 6 Sep 2022 10am</p>	<ol style="list-style-type: none"> <li><b>1. Role of the Service Improvement and Finance Scrutiny Panel</b></li> <li><b>2. Overview: <i>Understanding Financial Reporting</i></b> Ben Smith – Director of Finance / S.151 Officer</li> <li><b>3. Overview: <i>Understanding Performance Monitoring</i></b> Richard Rowlands – Strategic Delivery and Performance Manager</li> <li><b>4. Work Plan 2022/23</b> Panel to discuss/agree work plan topics for the coming year.</li> </ol>
<p><b>Meeting 2</b> 4 Oct 2022 10am</p>	<ol style="list-style-type: none"> <li><b>1. Q1 Budget Monitoring Report – 2022/23</b> <i>Invited to attend:</i> Ben Smith – Director of Finance / S.151 Officer Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy</li> <li><b>2. Annual Performance Monitoring Report for 2021/2022</b> <i>Invited to attend:</i> Richard Rowlands – Strategic Delivery &amp; Performance Manager Cllr David Hopkins – Cabinet Member for Corporate Services &amp; Performance</li> </ol>
<p><b>Meeting 3</b> 8 Nov 2022 10am</p>	<ol style="list-style-type: none"> <li><b>1. Review of Revenue Reserves</b> <i>Invited to attend:</i> Ben Smith – Director of Finance / S.151 Officer Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy</li> <li><b>2. Annual Review of Performance 2021/2022</b> <i>Invited to attend:</i> Richard Rowlands – Strategic Delivery &amp; Performance Manager Cllr David Hopkins – Cabinet Member for Corporate Services &amp; Performance</li> <li><b>3. Welsh Public Library Standards Annual Performance Report</b> <i>Invited to attend:</i> Karen Gibbins – Library Services Manager Karen Davies – Principal Librarian Cllr Elliott King – Cabinet Member Culture and Equalities</li> <li><b>4. Welsh Housing Quality Standards Annual Update</b> <i>Invited to attend:</i> Carol Morgan – Head of Housing and Public Health Cllr Andrea Lewis, Cabinet Member for Transformation</li> </ol>
<p><b>Meeting 4</b> 6 Dec 2022 10am</p>	<ol style="list-style-type: none"> <li><b>1. Mid Term Budget Statement 2022/23</b> <i>Invited to attend:</i> Ben Smith – Director of Finance / S.151 Officer Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy</li> <li><b>2. Quarter 1 2022/23 Performance Monitoring Report</b> <i>Invited to attend:</i> Richard Rowlands – Strategic Delivery &amp; Performance Manager Cllr David Hopkins – Cabinet Member for Corporate Services &amp; Performance</li> <li><b>3. Welsh Language Standards Annual Report 2021/2022</b> <i>Invited to attend:</i> Lisa DeBenedictis - Standards Officer Cllr Elliott King – Cabinet Member Culture and Equalities Cllr Robert Smith – Cabinet Member for Education and Learning</li> </ol>

	<p><b>4. Recycling and Landfill - Annual Performance Monitoring 2021/22 and Recycling of Business Waste Briefing</b> <i>Invited to attend:</i> Cllr Cyril Anderson– Cabinet Member Community Services Chris Howell – Head of Waste Management and Parks Matthew Perkins – Group Leader, Waste</p> <p><b>5. Audit Wales Report – “Making Equality Impact Assessments more than just a tick box exercise”</b> <i>Invited to attend:</i> Cllr Elliot King - Cabinet Member Culture and Equalities Rhian Millar – Consultation Coordinator Lee Wenham – Head of Communications and Marketing</p>
<p><b>Meeting 5</b> 17 Jan 2023 10am</p>	<p><b>1. Draft Budget Proposals 2022/23 – 2025/26</b> <i>Invited to attend:</i> Ben Smith – Director of Finance / S.151 Officer Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy</p> <p><b>2. Q2 Budget Monitoring 2022/23</b> <i>Invited to attend:</i> Ben Smith – Director of Finance / S.151 Officer Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy</p> <p><b>3. Q2 2022/23 Performance Monitoring Report</b> <i>Invited to attend:</i> Richard Rowlands – Strategic Delivery &amp; Performance Manager Cllr David Hopkins – Cabinet Member for Corporate Services &amp; Performance</p> <p><b>4. Sustainable Swansea Update - Transformational delivery aspects</b> <i>Invited to attend:</i> Andrea Lewis – Cabinet Member for Service Transformation Ness Young – Interim Director of Corporate Services Sarah Lackenby – Head of Digital and Customer Services Marlyn Dickson – Strategic Change Programme Manager</p>
<p><b>Meeting 6</b> 14 Feb 2023 10am</p>	<p><b>1. Annual Budget and Medium-Term Financial Plan: Pre-Decision Scrutiny</b> <i>Invited to attend:</i> Ben Smith – Director of Finance / S.151 Officer Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy</p>
<p><b>Meeting 7</b> 14 Mar 2023 10am</p>	<p><b>1. Q3 Budget Monitoring 2022/23</b> <i>Invited to attend:</i> Ben Smith – Director of Finance / S.151 Officer Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy</p> <p><b>2. Planning Annual Performance Report 2021/2022</b> <i>Invited to attend:</i> Cllr David Hopkins – Cabinet Member for Cabinet Member for Corporate Services &amp; Performance Phil Holmes – Head of Planning and City Regeneration Ian Davies - Development Conservation and Design Manager Tom Evans – Placemaking and Strategic Planning Manager</p>
<p><b>Meeting 8</b> 18 April 2023 10am</p>	<p><b>1. Q3 2022/23 Performance Monitoring Report</b> <i>Invited to attend:</i> Richard Rowlands – Strategic Delivery &amp; Performance Manager Cllr David Hopkins - Cabinet Member for Corporate Services &amp; Performance</p> <p><b>2. Annual Review of Well-being Objectives and Corporate Plan</b> <i>Invited to attend:</i> Richard Rowlands – Strategic Delivery &amp; Performance Manager</p>

	Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy
<b>Meeting 9</b> 9 May 2023 10am	<ol style="list-style-type: none"><li><b>1. Progress update on the Local Government Use of Data Action Plan</b> (delayed due to pandemic impacts / diversion of resources) - tbc</li><li><b>2. Annual Complaints Report</b></li></ol> <p><i>Invited to attend:</i> Sarah Lackenby – Head of Digital and Customer Services Cllr David Hopkins - Cabinet Member for Corporate Services &amp; Performance</p>