



Report of the Convener

Service Improvement and Finance Scrutiny Performance Panel

Annual Review of Work 2022-23

Purpose:	As the municipal year ends, it is good practice to reflect on the Panel's work, experience, and effectiveness.
Content:	A summary of the year's activities and achievements is provided.
Councillors are being asked to:	<ul style="list-style-type: none">• Reflect on the year's work; and• Share ideas to improve the effectiveness of Service Improvement and Finance scrutiny
Lead Councillor:	Councillor Chris Holley Chair / Convener of the Service Improvement and Finance Scrutiny Performance Panel.
Lead Officer & Report Author:	Rachel Percival, Scrutiny Officer E-mail: rachel.percival@swansea.gov.uk

1. Background

- 1.1 As this is the final meeting of this municipal year, the Panel is invited to reflect on the year's scrutiny work, experience and effectiveness. Any ideas that will improve the effectiveness of the scrutiny of Service Improvement and Finance are welcome.
- 1.2 To aid panel members, a summary of the year's work is attached.
- 1.3 Some of the questions the Panel may want to consider:
 - What went well?
 - What did not go so well?
 - Has the Panel's work focused on the right things?
 - What have we learnt that will help us with future scrutiny?

2. Overview

- 2.1 The Service Improvement and Finance Performance Panel monitors the Council's budget and performance measures. It also completes pre-decision scrutiny on a number of Commissioning Reviews where required.

2.2 The Panel has a membership of 10 councillors.

3. Remit of the Panel

3.1 To ensure that the Council's budget, corporate and service improvement arrangements are effective and efficient.

3.2 In practical terms this means:

- Consider quarterly and annual corporate finance reports
- Consider proposals for the Council's annual revenue and capital budgets including savings proposals
- Look at medium and long-term planning arrangements
- Look at whether financial and policy objectives are aligned
- Consider quarterly and annual performance reports and whether any issues need to be looked at further
- Consider the Council's overall improvement processes
- Look at the fitness of the Council to discharge the general duty to improve
- Look at the processes that the Council has gone through in the selection of its improvement objectives, including engagement with stakeholders
- Look at how the delivery of improvement objectives are monitored
- Provide challenge and new ideas

4. Supporting Data

4.1 There have been 9 Panel Meetings with 18 Conveners letters sent to Cabinet Members. Average attendance from the Panel over the year has been 80%.

5. Future Work Programme

5.1 Next year's plan will include most of the same performance and finance items it has received in the previous year and include a number of annual reports. The future work programme will be discussed at the first Service Improvement and Finance Performance Panel in the new municipal year 2023/2024.

Appended:

A. Completed Work Plan 2022-2023

Appendix A

Service Improvement and Finance – Scrutiny Performance Panel Work Plan 2022/23

<p>Meeting 1 6 Sep 2022 10am</p>	<ol style="list-style-type: none"> 1. Role of the Service Improvement and Finance Scrutiny Panel 2. Overview: <i>Understanding Financial Reporting</i> Ben Smith – Director of Finance / S.151 Officer 3. Overview: <i>Understanding Performance Monitoring</i> Richard Rowlands – Strategic Delivery and Performance Manager 4. Work Plan 2022/23 Panel to discuss/agree work plan topics for the coming year.
<p>Meeting 2 4 Oct 2022 10am</p>	<ol style="list-style-type: none"> 1. Q1 Revenue and Capital Budget Monitoring Report – 2022/23 Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy Ben Smith – Director of Finance / S.151 Officer 2. Annual Performance Monitoring Report for 2021/2022 Cllr David Hopkins – Cabinet Member for Corporate Services & Performance Richard Rowlands – Strategic Delivery & Performance Manager
<p>Meeting 3 8 Nov 2022 10am</p>	<ol style="list-style-type: none"> 1. Review of Revenue Reserves Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy Ben Smith – Director of Finance / S.151 Officer 2. Annual Review of Performance 2021/2022 Cllr David Hopkins – Cabinet Member for Corporate Services & Performance Richard Rowlands – Strategic Delivery & Performance Manager 3. Welsh Public Library Standards Annual Performance Report Cllr Elliott King – Cabinet Member Equalities and Culture Karen Gibbins – Library Services Manager Karen Davies – Principal Librarian 4. Welsh Housing Quality Standards Annual Update Cllr Andrea Lewis, Cabinet Member for Service Transformation Carol Morgan – Head of Housing and Public Health
<p>Meeting 4 6 Dec 2022 10am</p>	<ol style="list-style-type: none"> 1. Mid Term Budget Statement 2022/23 Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy Ben Smith – Director of Finance / S.151 Officer 2. Quarter 1 2022/23 Performance Monitoring Report Cllr David Hopkins – Cabinet Member for Corporate Services & Performance Richard Rowlands – Strategic Delivery & Performance Manager 3. Recycling and Landfill - Annual Performance Monitoring 2021/22 and Recycling of Business Waste Briefing Cllr Cyril Anderson– Cabinet Member Community Services Chris Howell – Head of Waste Management and Parks Matthew Perkins – Group Leader, Waste

	<p>4. Audit Wales Report – “Making Equality Impact Assessments more than just a tick box exercise” Cllr Elliott King - Cabinet Member Culture and Equalities Rhian Millar – Consultation Coordinator Lee Wenham – Head of Communications and Marketing</p>
<p>Meeting 5 17 Jan 2023 10am</p>	<p>1. Budget Proposals 2023/24 – 2026/27 Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy Ben Smith – Director of Finance / S.151 Officer</p> <p>2. Q2 Revenue and Capital Budget Monitoring Report 2022/23 Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy Ben Smith – Director of Finance / S.151 Officer</p> <p>3. Q2 Performance Monitoring Report 2022/23 Cllr David Hopkins – Cabinet Member for Corporate Services & Performance Richard Rowlands – Strategic Delivery & Performance Manager</p> <p>4. Sustainable Swansea Update - Transformational delivery aspects Cllr Andrea Lewis – Cabinet Member for Service Transformation Martin Nicholls – Chief Executive Sarah Lackenby – Head of Digital and Customer Services Marlyn Dickson – Strategic Change Programme Manager</p>
<p>Meeting 6 14 Feb 2023 10am</p>	<p>1. Annual Budget and Medium-Term Financial Plan: Pre-Decision Scrutiny Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy Ben Smith – Director of Finance / S.151 Officer</p>
<p>Meeting 7 14 Mar 2023 10am</p>	<p>1. Planning Annual Performance Report 2021/22 Cllr David Hopkins – Cabinet Member for Corporate Services & Performance Phil Holmes – Head of Planning and City Regeneration Ian Davies - Development Manager Tom Evans – Place making and Strategic Planning Manager</p> <p>2. Annual Complaints Report 2021/22 Cllr Andrea Lewis - Cabinet Member for Service Transformation Sarah Lackenby – Head of Digital and Customer Services</p>
<p>Meeting 8 18 April 2023 10am</p>	<p>1. Annual Review of Wellbeing Objectives and Corporate Plan 2023/8 Cllr Rob Stewart - Cabinet Member for Economy, Finance and Strategy Cllr Andrea Lewis – Cabinet Member for Service Transformation Richard Rowlands – Strategic Delivery & Performance Manager</p> <p>2. Q3 Performance Monitoring Report 2022/23 Cllr David Hopkins - Cabinet Member for Corporate Services & Performance Richard Rowlands – Strategic Delivery & Performance Manager</p>
<p>Meeting 9 9 May 2023 10am</p>	<p>1. Progress update on the Local Government Use of Data Action Plan (delayed due to pandemic impacts / diversion of resources) Cllr Andrea Lewis - Cabinet Member for Service Transformation Sarah Lackenby - Head of Digital and Customer Services Steve King – Research and Information GIS Team Leader</p>

	<p>2. Welsh Language Standards Annual Report 2021/2022 Cllr Elliott King – Cabinet Member Culture and Equalities Cllr Robert Smith – Cabinet Member for Education and Learning Lisa DeBenedictis - Standards Officer</p>
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