

Performance Scrutiny Committee - People - Monthly Forward Work Programme 2018/19

Tuesday, 20 November 2018		
Topic	Role / Information required	Invitees
<p>Education Service Plan</p>	<p>Performance Monitoring - holding the executive to account for the Council's performance.</p> <p>The Service Plan will provide the Committee with a full picture of Service Areas performance and finances for a specific period of time.</p> <p>Monitoring of performance, focusing on:</p> <ul style="list-style-type: none"> • Achievement of outcomes and actions within service plans; • Scrutinising progress in improvements to areas of poor performance; • Assessing the extent to which performance objectives are contributing to the overall objectives and priorities of the Council, including Wellbeing Objectives and Improvement Plan Objectives. • Assessing the extent to which performance is in keeping with the performance management strategy; <p>The Committee will receive an overview of the performance of the service area including a list of the all of the service plan measures and an indicator of whether the targets have been achieved (Red, Amber and Green status). This will also include a summary of the common measures, which include complaints answered in timeframes, staff sickness rates, and the use of agency staff and overtime. For any red and amber measure, the Committee will also receive more detailed information on these measures.</p> <p>Monitoring of budget, focusing on:</p> <ul style="list-style-type: none"> • Scrutinising variances in budget; • Assessing the extent to which performance is being achieved within budget; • Reviewing the outcomes and the delivery of agreed savings plans; 	<p>For Education Service</p> <ul style="list-style-type: none"> • Chief Education Officer; • Cabinet Member for Education and Skills, • Strategic Director - People

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Tuesday, 4 December 2018		
Topic	Role / Information required	Invitees
<p>Social Services' Service Plan</p>	<p>Performance Monitoring - holding the executive to account for the Council's performance.</p> <p>The Service Plan will provide the Committee with a full picture of Service Areas performance and finances for a specific period of time.</p> <p>Monitoring of performance, focusing on:</p> <ul style="list-style-type: none"> • Achievement of outcomes and actions within service plans; • Scrutinising progress in improvements to areas of poor performance; • Assessing the extent to which performance objectives are contributing to the overall objectives and priorities of the Council, including Wellbeing Objectives and Improvement Plan Objectives. • Assessing the extent to which performance is in keeping with the performance management strategy; <p>The Committee will receive an overview of the performance of the service area including a list of the all of the service plan measures and an indicator of whether the targets have been achieved (Red, Amber and Green status). This will also include a summary of the common measures, which include complaints answered in timeframes, staff sickness rates, and the use of agency staff and overtime. For any red and amber measure, the Committee will also receive more detailed information on these measures.</p> <p>Monitoring of budget, focusing on:</p> <ul style="list-style-type: none"> • Scrutinising variances in budget; • Assessing the extent to which performance is being achieved within budget; • Reviewing the outcomes and the delivery of agreed savings plans; 	<p>For Adult and Community Services:</p> <ul style="list-style-type: none"> • Head of Adult and Community Services; • Cabinet Member for Social Services, • Strategic Director – People. <p>For Children and Young People Services:</p> <ul style="list-style-type: none"> • Head of Children and Young People; • Cabinet Member for Social Services, • Strategic Director – People.

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Information Reports		
Topic	Information	Timescale / Deadline
Adult & Community Service Plan	To provide the Committee with background information in considering the performance of the service area	Autumn 2018 This years' Service Plans (2018-19) will be adopted by the Cabinet Members in the Autumn and circulated to Members of the Committee as Information Reports. The Committee will monitor performance at the Mid Year and Year End points as scheduled in the Annual Forward Work Programme.
Children and Young People Service Plan		
Education Service Plan		
Care Close to Home Strategy	Information report to also be sent to Members of Overview & Scrutiny Management Committee	October /November
Extra Care Service Inspection Report	To be included with Performance report	As occurs
Quality of Care	Information report for background information	January
CIW Inspection Report	To be included with Performance report	As occurs
Education & Pupil Performance	To be emailed to Members as Information Reports and data to be included in the next available Performance report.	As available
School Attendance		
Special Educational Needs & Performance		
Exclusions Monitoring		
Key Stage 4/5 Pupil Performance Data		
National Categorisation of Schools		

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Committee Briefings			
Briefing Topic	Service Area	Date	Reason for Inclusion
Review of Schools in Red / Special Measures	Education	17 th July 2018	As a result of the Committee requesting a <i>Review of Schools in Red / Special Measures</i> .
Out of County Placements	Education and Children Services	18 th September 2018	Included at the request of James Harris Strategic Director – People
Special Educational Needs and Performance	Education	TBA	As a result of the Committee asking for an insight into the <i>PRU and SEBD School</i> .
Performance Management	People and Business Change	October 2018	To support the Committee in executing their performance management role
Budget Analysis	Finance	October 2018	To support the Committee in executing their performance management role
Additional Learning Needs Framework	Education	TBA	As a result of the Committee asking for an insight into the <i>PRU and SEBD School</i> .
S33 Pooled budget (w/ PSC – Partnerships)	Adults and Community Services	11 th December 2018	As a result of the Committee asking for an insight into the <i>Gwent Frailty Scheme</i> .