

Performance Scrutiny Committee – Place and Corporate Annual Forward Work Programme Summary 2017/18

Topic	Role	Timescale / Deadline	Why is the Committee looking at this report?
Improvement Plan Objectives	<p>Performance Monitoring - holding the executive to account for the Council's performance.</p> <p>To consider the progress of the Council towards actions associated with the improvement plan objectives and provide comment to Cabinet.</p>	<p>Quarter 1 – Oct Quarter 2 – Dec Quarter 3 – April Quarter 4 – June</p>	<p>Aligns with the focus of the Committee in evaluating the performance of the Council in achieving its objectives set out in the Corporate Plan.</p> <p>The current relevant objectives for the Committee are:</p> <ul style="list-style-type: none"> 3 – Ensuring people have access to suitable accommodation. 4 – City Regeneration and Development 5 – Supporting young people into education, employment or training. 7 - Increasing Recycling. <p><i>Note: the Corporate Plan is due to be revised in September and as such these objectives may change.</i></p> <p>The Committee will be receiving this update prior to Cabinet considering the report and any comments or recommendations from the Committee will be provided to the Cabinet when they consider this report.</p>
Performance Analysis	<p>Performance Monitoring - holding the executive to account for the Council's performance.</p> <p>To consider overall performance data for the service plan measures, Improvement Plan performance and national measure performance.</p>	<p>Mid-year (All Wales Comparative Data) - Dec Year End – June</p>	<p>Aligns with the focus of the Committee in considering the performance of the Council.</p> <p>The purpose of these reports is to give the Scrutiny Committees an overall picture of the Councils performance to provide a context to the Committees consideration of the more service specific reports on its work programme.</p> <p>The Committee will be receiving this update prior to Cabinet considering the report and any comments or recommendations from the Committee will be provided to the Cabinet when they consider this report.</p>

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Streetscene and City Services Performance Updates	Performance Monitoring - holding the executive to account for the Council's performance.	Quarterly	<p>Aligns with the focus of the Committee in considering the performance of the Council within its terms of reference: Holding the Executive to Account for its performance:</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. • 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>
Regeneration, Investment and Housing Performance Updates	Performance Monitoring - holding the executive to account for the Council's performance.	Quarterly	
Corporate Service Updates (Law and Regulation, People and Business Change and Finance)	Performance Monitoring - holding the executive to account for the Council's performance.	Quarterly	
Budget Monitoring	Performance Monitoring - holding the executive to account for the Council's performance.	Quarterly: Q1 – Oct Q2 – Dec Q3 – TBC Q4 / Outturn –June	<p>Aligns with the focus of the Committee in considering the performance of the Council with its terms of reference:</p> <p>Budget Monitoring:</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;

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Cabinet Draft Budget Proposals	Pre decision – to receive and comment on the Cabinet draft proposals as part of the Budget Consultation Process, prior to a final decision being taken by the Cabinet	January 2018	Aligns with the focus of the Committee in considering the performance of the Council with its terms of reference: Budget Proposals <ul style="list-style-type: none"> • Scrutinising of Service specific proposals a part of the budget consultation process; • Assessing the anticipated impact of the budget proposals on services, performance, service users, partnerships and staffing levels;

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Information Reports		
Topic	Information	Timescale / Deadline
Streetscene and City Services Service Plan	To provide the Committee with background information in considering the performance of the service area	Quarterly update Service Plans are reported to the Relevant Cabinet Member. These reports will be emailed to members, and published online. Members are asked to forward any questions / concerns to the Scrutiny Officer and the Chairperson for actioning.
Regeneration Investment and Housing Service Plan		
Law and Regulation Service Plan		
Head of People and Business Change Service Plan		
Finance Service Plan		