

Agenda



Performance Scrutiny Committee - Place and Corporate

Date: Monday, 4 June 2018

Time: 4.00 pm

Venue: Committee Room 1 - Civic Centre

To: Councillors C Evans (Chair), M Al-Nuaimi, G Berry, J Clarke, M Cornelious, K Critchley, D Fouweather, L Lacey and J Richards

Item

- 1 Agenda in Welsh (Pages 3 - 4)
- 2 Apologies for Absence
- 3 Declarations of Interest
- 4 Minutes of the Meeting held on 9 April 2018 (Pages 5 - 10)
- 5 Draft 2018-19 Annual Forward Work Programme (Pages 11 - 22)

Contact: Meryl Lawrence, Scrutiny Adviser

Tel: 01633 656656

E-mail: scrutiny@newport.gov.uk

Date of Issue: 25 May 2018

This page is intentionally left blank

Agenda



Pwyllgor Craffu ar Berfformiad – Lleoedd a Materion Cofforaethol

Dyddiad: Dydd Llun, 4 Mehefin 2018

Amser: 4 y.p.

Lleoliad: Ystafell Bwyllgora 1 - Canolfan Dinesig

Y Cynghorwyr: C Evans (Cadeirydd), M Al-Nuaimi, G Berry, J Clarke, M Cornelious, K Critchley, D Fouweather, L Lacey and J Richards

Eitem

1. Agenda yn Gymraeg
2. Ymddiheuriadau am Absenoldeb
3. Datganiadau o Fuddiant
4. Cofnodion y Cyfarfod a 9 Ebrill 2018
5. Rhaglen Waith Flynyddol Ddrafft 2018-19

This page is intentionally left blank

Minutes



Performance Scrutiny Committee - Place and Corporate

Date: 9 April 2018

Time: 4.00 pm

Present: Councillors C Evans (Chair), G Berry, M Cornelious, K Critchley, J Richards and J Watkins

In Attendance: Councillors R Jeavons (Cabinet Member - Streetscene) and J Mudd (Cabinet Member - Regeneration and Housing)

K Duffin (Community Development Manager), S Gonzalez-Lopez (Waste Recycling Strategy Manager), R Cornwall (Head of People and Business Change) and M Lawrence (Overview and Scrutiny Officer)

Apologies: Councillors M Al-Nuaimi and J Clarke

1 Declarations of Interest

None.

2 Minutes of the Meeting held on 5 March 2018

The Minutes of the meeting held on 5 March 2018 were **approved** as an accurate record.

3 Improvement Plan 2016-18 Update - Quarter 3

Improvement Plan Objective 3 – Ensuring People Have Access to Suitable Accommodation

Attendees:

- Head of Regeneration, Housing and Investment
- Cabinet Member for Regeneration and Housing

The Cabinet Member for Regeneration and Housing provided a brief overview of performance and advised Members of the positive of **PAM/014 – Number of new homes created as a result of bringing empty properties back in to use**, improving from Amber to Green since Quarter 2.

The Head of Regeneration, Housing and Investment advised the Committee that:

- **PAM014 - Number of new homes created as a result of bringing empty properties back in to use**, was previously raised as a concern but now Green, although it was showing Amber in the MI report due to a system administration error;
- **PSR/006 - Average Days non-DFG minor adaptations** - was no longer being reviewed by Welsh Government;
- **PAM/015 - Adaptions DFG days delivery average** – was Green and in the top quartile in Wales;

- **PAM/012 - The percentage of households for whom homelessness was prevented** - despite Universal Credit having had a higher impact on delivery this has been managed to remain Green.
- **RIH/043 - Number of people approaching authority for housing advice and assistance** - had remained green.

Members asked the following:

- Given rapid changes expected due to the removal of the Severn Crossing Tolls and resultant movements in the housing market, what contingencies are in place to cope with private rented properties being sold and private tenants given notice, thereby creating an increase for rented properties? It was explained that NCC holds a 5 year supply of housing with expansions and sites in place, while other LA's can't meet that target for the supply of new build housing and developments through planning. In addition NCC has been able to bring forward Affordable Housing Schemes from Welsh Government funding and also has reserve schemes in place, so when the funding becomes available the schemes can commence. It is quite right to highlight the advice issue and a review of the service was underway.
- Is there confidence that the need for social rented housing can be met with the changes coming? It was clarified that while not everyone on the list will be able to access social rented housing, they can be assisted to access other options. It was clarified that the 7830 applications were for households not individuals, the total number of live applications.
- Is there confidence that plans are in place for the impact of Private Landlords looking to sell their rental properties and make a significant profit in certain Wards of the City? Arrangements were in place to meet all social landlords to develop a protocol as the community housing protocol needed reviewing. As part of that meeting, there would be consideration of some schemes Welsh Government are offering and discussion of every element of the Authority's relationship with Social Landlords starting with the Common Housing Register.
- Given that private landlords are selling their rental properties while giving 2 months' notice to sitting tenants, 415 people were seeking advice or assistance from Housing currently and 105 people waiting for special accommodation, could Members be provided with an explanation of the different types of Landlord and Housing? It was advised that 2 tenancy agreements were being introduced to provide greater security to tenants, lessons could also be learned from the housing market cycle and the Welsh government Housing Minister had reported a 95% take up of the Rent Smart Scheme. ***The Cabinet Member for Regeneration and Housing offered that a Briefing Session for Elected Members to provide assistance, which was welcomed by Members of the Committee.***
- Is there assurance that securing residual affordable housing can be provided, funded and inroads made to what is needed? It was advised that Newport is very good at taking up slippage that other Local Authorities were unable to, as we have the schemes in place ready and excellent Housing professionals.

Improvement Plan Objective 4 – City Regeneration and Development

Attendees:

- Head of Regeneration, Housing and Investment
- Cabinet Member for Regeneration and Housing

The Head of Regeneration, Housing and Investment advised the Committee that:

- **RIH/L/053 – Value of business support grants awarded** - from an operational view, the number and variety of operators approaching the Authority with schemes was the highest and alongside this the Business Support team had provided more grants and was being asked for more advice and input each year.
- **RIH/L/054 – Number of businesses supported** – had grown to 360 and was Green.
- **RIH/L/055 – Number of new business start-ups** – the narrative for this measure was from Quarter 2 and displayed in error, as the measure had now become Green from Red in Quarter 2.
- **IP 4.1 Secure funding for VVP2** – Cardiff Capital Region had been formed and a Draft Regional Regeneration Plan produced and a first draft project list for the whole region generated.

Members asked the following:

- What were the 24 responses to the City Master Plan saying? The consultation responses were not fully collated and would be soon.
- What plans were there to address the number of empty commercial premises? – It was explained that most are in private ownership but lots of them have planning applications for residential accommodation in these beautiful buildings and as the properties are developed and people move in, so the footfall in the city would increase and the confidence to come to the city centre.
- What is in the City Region Plan approved by Council in terms of the employment offer? – It was explained that Newport has the lowest unemployment for a number of years and clearly jobs are available here, and the processes and people in place to connect unemployed people with those jobs. Learning from the 2008 downturn in employment, the key challenges were connectivity, enabling those unemployed and furthest from the labour market to move into jobs and become employed people move up overall using the Work Based Learning Academy. Other Local Authorities have learned from what Newport has done, to implement similar.
- With regard to the empty shops and need to increase footfall at the bottom of Commercial Street, can confirmation be given that there would be a monthly street market in this area? The street market would commence on 29 April and the indoor market traders had been offered space to engage and promote what is in the indoor market to encourage people to visit and increase footfall there.

It was queried whether street market stallholders could be offered indoor market stalls if interested? Members were advised that this was not in the remit of this Cabinet Member, but asked that it be passed to the relevant Cabinet Member.

- A Member queried whether busses were dropping off in Commercial Street? Members were advised that this was not in the remit of the Cabinet Member's portfolio.
- While the number of new small businesses created was good, could the number of new jobs be reported in future to add to the positive news? It was clarified that one of the grants NCC offers is about business expansion.
- While Newport had previously been very successful with VVP bids of £50M, concern was expressed about whether collectively bidding as City Regional Deal may potentially mean Newport is less successful with bids for this area? It was explained that Newport had been the most successful in bidding for VVP and had schemes ready when further money became available. Under the new arrangements, the City Region will decide upon the bids and recommend to the WG Minister. WG will be looking for regional significance and we have a skilled and experienced team in Newport with success in the

past so confident as possible to be that Newport can make its best case.

- Concern was expressed that the restoration and reopening of the Market Arcade would not result in more empty shops in Newport and would there be incentives offered to occupy shops in the Arcade? It was clarified that there was a wider discussion with a set of stakeholders all invited to engage for a successful outcome and that further investment would be encouraged from other avenues.
- With regard to **IP4.5 - Develop and Invest in Newport Website**, it was clarified that this was the existing NCC website but to make it clearer and more accessible to those wishing to develop and invest what opportunities are on offer in the area.
- What is the updated position of the BID at the moment? It was clarified that it had stability and was forward planning well, ambassadors were still continuing and working more collaboratively with the City Council, Friars Walk and the Market Traders. Forthcoming events and collaborations included: Record Store Day; South Wales Argus Business Awards and some support for the Food Festival as well as looking to work with the Wallich on a donation system. The BID would be coming up for re-ballot soon and the Members would decide.

Improvement Plan Objective 5 – Supporting Young People into Education, Employment or Training

Attendees:

- Head of Regeneration, Investment and Housing
- The Cabinet Member for Education and Skills sent their apologies as she was unable to attend.

The Head of Regeneration, Housing and Investment advised the Committee that all of the measures were Green except for **NEET/01 - Number of Young People** accessing children and YP skills project which was Amber but would turn Green in Quarter 4 and should have further improvement by the year end.

Members asked the following:

- Whether training placements are offered? It was clarified that placements are already offered via the Work Based Learning Academy.
- What can be done to improve the perception that work based learning and apprenticeships are not as good an option as pursuing a University education? – This is being examined through the Public Services Board to make the option more attractive.

Improvement Plan Objective 7 – Increasing Recycling

Attendees:

- Waste Recycling Strategy Manager
- Cabinet Member for Streetscene

The Cabinet Member gave an overview of the current performance towards this objective, outlining that the recycling rate within the HWRC remains an area of concern, but that performance had been consistently increasing throughout the year.

In relation to PAM 30 – Municipal waste reused, recycled and composted, the Committee were advised that the Council was awaiting final figures on this matter to report back. It was noted that there would be a need to target collections within flats, and how the bags were collected.

Members asked the following:

- There had been an issue within the year for landfill, where there had been a dip in performance. This had been as a result of an issue in collections in the Christmas period and increased recycling in the following quarter.
- Collection of food waste was discussed, and an emphasis on ensuring that the Council was maximising that food waste collection. The current bins used were discussed, and it was asked if more robust bins with handles could be introduced. It was advised that there would be a cost implication for this, but it could be considered in the future as a pilot scheme if it was agreed that this would have a positive increase in food waste collection.
- Members were advised that the Council had switched providers for provision of the bins.

Conclusions:

The Committee noted the progress towards the improvement Objectives to date and made the following comments to the Cabinet:

- Following on from the discussion on IP5 relating to Vibrant and Viable Places, the Committee raised concerns regarding Scrutiny of the Regional City Deal. The City Deal had been discussed at a recent Council meeting, and effective scrutiny of the City Deal was considered essential to ensuring its success. Members asked for clarification on the process and arrangements for scrutiny of the City Deal.
- Members noted that the font size used in the Improvement Plan update was too small, making it difficult to read, and not accessible to the public. Members requested that for all performance reports that go to Cabinet, that the size of the font be increased to the standard used for other reports.
- During the course of the meeting, there were instances where the information within the MI Hub (the performance management system) was not accurate. For example, there was an amber measure that should have been marked as green and a comment on a measure that related to quarter 2, not quarter 3 that had been included in error:
 - **RIH/L055 – Number of new business start-ups** – the narrative for this measure was from Quarter 2 and displayed in error, as the measure had now become Green from Red in Quarter 2.
 - **PAM014 - Number of new homes created as a result of bringing empty properties back in to use**, was previously raised as a concern but now Green, although it was showing Amber in the MI report due to a system administration error;

Members asked that it is ensured that the system is updated with the most up to date information to ensure accuracy within the reports.

4 Forward Work Programme Update

The Overview & Scrutiny Officer advised the Committee that consideration of the Committee's Draft Forward Work Programme was scheduled for consideration at the next meeting on 4 June 2018, when topics for inclusion would be discussed.

The Officer also drew Members' attention to the pilot of the action sheet which detailed any information requested by Members at the previous Committee meeting held on 5 March 2018 and explained that this had been developed to track that all actions were completed. Members would be emailed the information shortly and the action sheet would be updated for each meeting.

Actions:

The Committee **approved** the work programme for the next meeting on 6 June 2018 and the action sheet for tracking actions until completed.

The meeting terminated at 5.35 pm



Scrutiny Report

Performance Scrutiny Committee – Place and Corporate

Part 1

Date: 4 June 2018

Subject **Draft 2018-19 Annual Forward Work Programme**

Author Scrutiny Advisor

The following people have been invited to attend for this item:

Invitee:	Role
Meryl Lawrence	Scrutiny Advisor

Section A – Committee Guidance and Recommendations

1 Recommendations to the Committee

The Committee is asked to:

1. Consider the draft Annual Forward Work Programme (**Appendix 1**) and determine if it wishes to make any amendments to the programme or if further information is required;
2. Agree the start time for the Committee meetings, and approve the proposed schedule of meetings for 2018/19 (**Appendix 2**).

2 Context

Background

- 2.1 The Centre for Public Scrutiny’s Good Scrutiny Guide recognises the importance of the forward work programme. In order to ‘lead and own the process’, it states that Councillors should have ownership of their Committee’s work programme, and be involved in developing, monitoring and evaluating it. The Good Scrutiny Guide also states that, in order to make an impact, the scrutiny workload should be co-ordinated and integrated into corporate processes, to ensure that it contributes to the delivery of corporate objectives, and that work can be undertaken in a timely and well-planned manner.
- 2.2 Scrutiny Committees have limited time and resources and therefore work plans need to be manageable. It is not possible to include every topic suggested by Members, Heads of Service or the Public – successful Scrutiny is about looking at the right topic in the right way and

Members need to be selective, whilst also being able to demonstrate clear arguments for including or excluding topics.

- 2.3 The Centre for Public Scrutiny (CfPS) guide to work effective work programming 'A Cunning Plan?' makes the following reference to the importance of good work programming:

'Effective work programming is the bedrock of an effective scrutiny function. Done well it can help lay the foundations for targeted, incisive and timely work on issues of local importance, where scrutiny can add value. Done badly, scrutiny can end up wasting time and resources on issues where the impact of any work done is likely to be minimal.'

3 Information Submitted to the Committee

- 3.1 The following information is provided to the Committee:

Appendix 1 – Draft Annual Work Programme

Appendix 2 – Draft Schedule of meetings

Draft Annual Work Programme

- 3.2 The draft work programme is being presented to the Committee for consideration following consultation with the Scrutiny Chairs, and Service Areas, and detailed research by the Scrutiny team. It is designed to be a starting point for Members to develop, the work programme for Scrutiny should be Member led.
- 3.3 The attached draft work programme has been drafted using a number of difference sources, including:
- The Committees suggestions;
 - Cabinet Work Programme;
 - Corporate Risk Register;
 - Previous Scrutiny Committee Forward Work Programmes, Agendas and minutes (available online);
 - Policy Framework;
 - Discussions with the Performance Team (Performance Information) and relevant Heads of Service.
- 3.4 There are also items where there is a Statutory duty for Policy Framework documents to be considered by Scrutiny, for this Committee this covers the draft budget proposals in January 2019. The Committee will be consulted on proposals relevant to the Committees terms of reference in January 2019, and provide comments / recommendations to the Cabinet prior to a final decision being made on the proposals by the Cabinet at its meeting in February 2019. The Overview and Scrutiny Management Committee will coordinate comments from all of the Scrutiny Committee, and will make comment on the budget process and public engagement.
- 3.5 Once the Committee is happy with the content of its Annual Work Programme, it will be published to the website to allow members of the public to view. The Committee may wish to consider if it wishes to seek the feedback of any stakeholders on the work programme.
- 3.6 The Committee will then have a standing item on each of its Committee meeting agendas for a Forward Work Programme Update, with a breakdown of which items will be coming to each meeting. It will also clarify what information has been requested for the Committees consideration, what the role of the Committee is for each item and a list of invitees. The Committee will need to approve this information at each meeting.

- 3.7 Under the Committee restructure in May 2017, performance monitoring role should now have a more prominent position within the Scrutiny function, with this Committee focusing its work programme on fulfilling this role within its remit.
- 3.8 The work programme attached has been developed to focus the Committee's limited resources on routinely scrutinising performance to provide a more in-depth monitoring and challenge for clearly defined service areas.
- 3.9 Detailed performance monitoring information will be provided quarterly, comprising of an overview of the performance position within the service area, and for any red / amber measures identified, the background data to give a more detailed picture of the measure in question.
- 3.10 To focus the discussion, the Head of Service will brief the related Cabinet Member(s) to the report prior to the Committee meeting.
- 3.11 Where the Committee identifies the need for more detailed scrutiny in a specific issues / area, the Committee can request more information back to the next committee meeting. It is intended that this approach will allow Members to gain an overall picture of performance in the service area, and allow space on the work programme to undertake 'deep dives' and request more detailed information where they see an area of concern.
- 3.12 As the Committee identified some areas that they would like to be provided with additional information before committing to a 'deep dive' or Policy Review Group. Head of Service briefings have been set up in September in lieu of the meeting. These briefings are for the Committee to receive additional information before committing to undertaking resource heavy additional work.

4. Suggested Areas of Focus

- 4.1 The draft work programme contains suggested items for the work programme – Member input to the work programme is essential to the success of Scrutiny.
- 4.2 The Corporate Assessment, and the subsequent [follow up assessment](#) provide background information on the importance of good work programming. Specific reference is made to the need to align the Cabinet and Scrutiny work programmes to ensure the value of the Scrutiny Function is maximised.

Role of the Committee

The role of the Committee in considering the report is to:

In considering what items should be included in the Committees forward work programme, the Committee should consider how each item fits within the following selection criteria:

Criteria for Selecting Scrutiny Topics

PUBLIC INTEREST:	The concerns of local people should influence the issues chosen for scrutiny;
ABILITY TO CHANGE:	Priority should be given to issues that the Committee can realistically influence, and which will result in a Cabinet decision being taken;
PERFORMANCE:	Priority should be given to the areas in which the Council, and other agencies, are not performing well;
EXTENT:	Priority should be given to issues that are relevant to all or large parts of the city;
REPLICATION:	Work programmes must take account of what else is happening in the areas being considered to avoid duplication or wasted effort.

Reasons to Reject Scrutiny Topics

- The issue is already being addressed / being examined elsewhere and change is imminent
- The top would be better addressed elsewhere (and will be referred there)
- Scrutiny involvement would have limited / no impact upon outcomes
- The topic may be sub-judice or prejudicial to the Council's interest
- The topic is too broad to make a review realistic
- New legislation or guidance relating to the topic is expected within the next year
- The top area is currently subject to inspection or has recently undergone substantial change

- 4.3 For each item on the agreed work programme, the Committee should consider if they are well defined to ensure the Committee can effectively fulfil its role for each item.

Defining Scrutiny Topics

For every item on the work programme / new referral, it should be clear:

- **What is the issue / activity / project under consideration?**
 - *A brief outline of the matter being referred / the question being asked*
- **What is Scrutiny being asked to do?**
 - *e.g. undertake a full review of the subject? Investigate / interrogate different policy options? Be consulted of final proposals before decision making? Monitor outcomes / implementation?*
- **What are the reasons for / expected benefits of involving Scrutiny in this matter?**
- **Is there a specific deadline for this piece of work?**

Section B – Supporting Information

5 Links to Council Policies and Priorities

- 5.1 Having proper work programming procedures in place ensures that the work of Overview and Scrutiny makes a positive impact upon the Council’s delivery of services, contributes to the delivery of corporate objectives, and ensures that work can be undertaken in a timely and well-planned manner. All undertakings of the Committee should impact on the Corporate Plan Commitments and the Well-being Objectives.

Well-being Objectives	Promote economic growth and regeneration whilst protecting the environment	Improve skills, educational outcomes & employment opportunities	Enable people to be healthy, independent & resilient	Build cohesive & sustainable communities
Corporate Plan Commitments	Thriving City	Aspirational People		Resilient Communities
Supporting Function	Modernised Council			

6 Risks

- 6.1 If proper work programming procedures are not put in place, the organisation and prioritisation of the work programme is put at risk. The work of Overview and Scrutiny could become disjointed from the work of the rest of the Council, which could undermine the positive contribution Overview and Scrutiny makes to service improvement through policy development.
- 6.2 A report is presented to each Committee every month in order to mitigate that risk. The specific risks associated with individual topics on the work programme will need to be addressed as part of the Committee’s investigations.

7 Financial Implications

- 7.1 The preparing and monitoring of the work programme is done by existing staff for which budget provision is available. There will be financial consequences for some of the reviews undertaken. These will be commented upon by the Head of Finance as the reports are presented.

8 Wellbeing of Future Generation (Wales) Act

- 8.1 The Annual Forward Work Programme does not directly address any aspects of the Wellbeing of Future Generation (Wales) Act. Each topic outlined in the Forward Annual Work Programme should be measured against the Act’s Wellbeing seven Goals and delivered in line with its Sustainable Development Principles;

Wellbeing Goals

- **A Prosperous Wales**
- **A Resilient Wales**
- **A Healthier Wales**
- **A More Equal Wales**
- **A Wales of Cohesive Communities**
- **A Wales of Vibrant Culture and Welsh Language**
- **A Globally Responsible Wales**

Sustainable Development Principles

- Does the report / proposal demonstrate how as an authority we are working in accordance with the sustainable development principles from the act when planning services?
 - **Long Term**
The importance of balancing short-term needs with the need to safeguard the ability to also meet long-term needs
 - **Prevention**
How acting to prevent problems occurring or getting worse may help public bodies meet their objectives
 - **Integration**
Considering how the public body's well-being objectives may impact upon each of the well-being goals, on their other objectives, or on the objectives of other public bodies
 - **Collaboration**
Acting in collaboration with any other person (or different parts of the body itself) that could help the body to meet its well-being objectives
 - **Involvement**
The importance of involving people with an interest in achieving the well-being goals, and ensuring that those people reflect the diversity of the area which the body serves.

9. Background Papers

[Good Scrutiny? Good Question! Wales Audit Office Improvement Study in Local Government.](#)
'A Cunning Plan?' Devising a Scrutiny Work Programme' – CfPS Guide
[Corporate Assessment](#) , [Follow up](#) in 2015 and [Progress](#) Report August 2016
[Council Report – Scrutiny Committee Structures – May 2017](#)

Report Completed: 17 May 2018

Topic	Role	Why is the Committee looking at this report?
Streetscene and City Services Performance Updates	Performance Monitoring - holding the executive to account for the Council's performance.	<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 including an update upon Improvement Objectives and how linked to Well-being Objectives and the Corporate Plan; • 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>Year End 2017-18 and Mid Year 2018-19</p>
Regeneration, Investment and Housing Performance Updates	Performance Monitoring - holding the executive to account for the Council's performance.	
Law and Regulation Performance Updates	Performance Monitoring - holding the executive to account for the Council's performance.	
Corporate Service Updates (People and Business Change and Finance)	Performance Monitoring - holding the executive to account for the Council's performance.	

Topic	Role	Why is the Committee looking at this report?
Budget Monitoring	Performance Monitoring - holding the executive to account for the Council's performance.	Aligns with the focus of the Committee in considering the performance of the Council with its terms of reference: 6 monthly Budget Monitoring: <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.
Performance Analysis 2017-18 (All Wales Comparative Data)	Performance Monitoring - holding the executive to account for the Council's performance. To consider overall performance data for the service plan measures, Improvement Plan performance and national measure performance.	Aligns with the focus of the Committee in considering the performance of the Council. 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. 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. Year End 2017-18 and Mid Year 2018-19
2019-20 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	Aligns with the focus of the Committee in considering the performance of the Council with its terms of reference: Draft Budget Proposals - January 2019 <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.

Topic	Role	Why is the Committee looking at this report?
<p>Recommendations Monitoring upon the Implementation of the 2018-19 Cabinet Budget Proposals</p>	<p>Recommendations Monitoring - to monitor the implementation of the Cabinet Decisions and how the concerns raised by the Committee are being addressed.</p>	<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>Evaluating the impact of the Cabinet Decision upon the budget for 2018-19 on services, performance, service users, partnerships and staffing levels and the risk and mitigations in place to address the concerns raised by the Committee in January 2018.</p> <p>October 2018</p>

Information Reports

Topic	Information	Timescale
Streetscene and City Services Service Plan	To provide the Committee with background information in considering the performance of the service area	<p>Autumn 2018</p> <p>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.</p>
Regeneration Investment and Housing Service Plan		
Law and Regulation Service Plan		
Head of People and Business Change Service Plan		
Finance Service Plan		

Scrutiny Committee Briefings

Topic	Timescale
Housing (to include an overview of the different types of landlord and tenancies, current schemes and initiatives, and the advice and services available.)	September 2018
Quality of Road Network	September 2018
Performance Management	October 2018 <i>(prior to Performance Monitoring reports)</i>
Budget Analysis	October 2018 <i>(prior to Analysis of the Budget reports)</i>

Performance Scrutiny Committee – Place and Corporate – Draft Schedule of Meetings

Date		Time	Venue
Monday	9 July 2018	4pm (TBC)	Committee Room 1
Monday	8 October 2018	4pm (TBC)	Committee Room 1
Monday	19 November 2018	4pm (TBC)	Committee Room 1
Monday	3 December 2018	4pm (TBC)	Committee Room 1
Monday	15 January 2019	4pm (TBC)	Committee Room 1
Monday	18 February 2019	4pm (TBC)	Committee Room 1
Monday	8 April 2019	4pm (TBC)	Committee Room 1

This page is intentionally left blank