

17th November 2020

Topic	Role / Information Required	Invitees
Mid-Year Service Plan Reviews	<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>Education:</p> <ul style="list-style-type: none">• Chief Education Officer• Cabinet Member for Education

12th January 2021

Topic	Role / Information Required	Invitees
<p>2021 – 2022 Draft Budget Proposals and MTFP</p>	<p>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.</p> <p>Aligns with the focus of the Committee in considering the performance of the Council with its terms of reference:</p> <ul style="list-style-type: none"> • Budget Proposals – January 2021 • 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 	<p>Education:</p> <ul style="list-style-type: none"> • Chief Education Officer; • Strategic Director - People <p>Children and Young People Services:</p> <ul style="list-style-type: none"> • Head of Children and Young People; • Strategic Director – People. <p>Adults and Community Services:</p> <ul style="list-style-type: none"> • Head of Adults and Community Services; • Strategic Director – People