

TIMETABLE FOR POLICY AND RESOURCES SCRUTINY REPORT

Deadline for Reports to be included in SMT Agenda	Reports to be presented to SMT for Approval	Chair & Vice Chair Meeting	Deadline (12noon) Reports to Cttee Services	Scrutiny Meeting	TOPIC	RESPONSIBILITY	CMT Requirement/ Date (prior to Scrutiny date)	MIG Requirement/ Date	CABINET/ COUNCIL Requirement/ Date (after Scrutiny date)
2013									
	15/05		20/05	4/06	Equalities and Welsh Language - Annual Report	Dan Perkins	23/5		18/6
	22/05		20/05	4/06	Information Governance	Phil Evans			
			20/05	4/06	WAO Report-- Human Resources and Workforce Thematic Review Planning	Gareth Hardacre			
			20/05	4/06	For information Members Attendance Q4 Forward Work Programme Pensions/Compensation Cttee 30/4 20/5 Caerphilly Local Service Board 16/1 Caerphilly Homes Task Group 4/4	Dan Perkins			
				4/7	Performance Management Meeting	Colin Jones			
	3/07		1/7	16/7	Budget Update	Nicole Scammell			
	3/07		1/7	16/7	Workforce Information Report Q3 and Q4	Gareth Hardacre			
	3/07		1/7	16/7	Employment Bill	Gareth Hardacre			30/7
	3/07		1/7	16/7	Plaza Cafe	Nicole Scammell			
			1/7	16/7	Notice of Motion Bedroom Tax				

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2013									
	3/07		1/7	16/7	For information Forward Work Programme Members Attendance Q1 Discretionary Rate Relief Applications	Dan Perkins Dan Perkins Nicole Scammell			
	18/09		16/09	1/10	Budget Update	Nicole Scammell			
	18/09		16/09	1/10	Passport Programme Update - Presentation	Gareth Hardacre			
	18/09		16/09	1/10	For information Forward Work Programme Discretionary Rate Relief Applications	Dan Perkins Nicole Scammell			
	16/10		28/10	12/11	Fast Track Disciplinary Procedure	Gareth Hardacre			
	16/10		28/10	12/11	For information Forward Work Programme Members Attendance Q2 Discretionary Rate Relief Applications	Dan Perkins Dan Perkins Nicole Scammell			