

Policy & Resources Scrutiny Committee Forward Work Programme
APPENDIX 1

Policy & Resources Scrutiny Committee Forward Work Programme July 2017 to July 2018			
Meeting Date: 18th July 2017			
Subject	Purpose	Key Issues	Witnesses
Housing Services Year End Performance.	Performance Monitoring	An update on performance of the Housing Service during 2016/17, to set out the key service objectives for 2017/18 and highlight any potential challenges that may affect delivery of these objectives.	Christina Harray – Corporate Director Communities Shaun Couzens - Chief Housing Officer
Wellbeing Objectives 2016/17 – Investment in Council Homes	To provide a year-end performance update of progress against the Councils highest priorities identified within the Councils Corporate Plan 2016.	To provide the performance update of the Well-being Objective action plan. The Council Ffynnon scorecard will provide PI data regarding completion of internal and external works programmes and adds information on peoples satisfaction with the internal works.	Marcus Lloyd - WHQS and Infrastructure Strategy Manager Shaun Couzens – Chief Housing Officer
Housing Service Charges (P2)	To present to Scrutiny proposals for the de-pooling of service charges in sheltered housing schemes and the introduction of service charging for provision of new services for general needs tenants	Key issues include: <ul style="list-style-type: none"> • Limitations on the Council’s ability to introduce service charges arising from the current tenancy agreement. • The implications of the Housing (Wales) Act 2014 as it relates to service charging of tenants of sheltered housing schemes. • Potential financial impact of de-pooling on tenants of sheltered schemes and associated implications for future viability of a number of schemes. 	Shaun Couzens - Chief Housing Officer

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Meeting Date: 3rd October 2017			
Subject	Purpose	Key Issues	Witnesses
Data Protection Changes (P3)	To update Members on changes to Data Protection regulations.	To make Members aware of changes to Data Protection regulations and the penalties incurred for any breaches.	Jo Jones Corporate Information Governance Manager
Shared Resource Service (SRS) (P1)	To present the proposal in respect of the Authority joining the SRS.	The SRS is a joint committee that presently included Gwent Police, Torfaen CBC, Newport CBC, Blaenau Gwent CBC and Monmouth CBC. This collaboration provides IT Services to its Members.	Matthew Lewis SRS (Site Visit)

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Meeting Date: 14th November 2017			
Subject	Purpose	Key Issues	Witnesses
CCBC Sickness Absence (P2) – Members Request	To present an update of the management of sickness absence.	The cost implications, management, monitoring and referral procedures.	Lynne Donovan, Head of HR
DPS System (P2) – Members Request	To present an update on the DPS system.	To update Members on new procurement processes.	Liz Lucas, Head of Procurement
Update on Reserves (P2)	To present the Scrutiny Committee with details of the usable reserves held by the Authority.	The report will provide detailed information on all usable reserves to ensure that there is an opportunity for effective scrutiny of the balances held and their intended purpose.	Interim Head of Corporate Finance – Stephen Harris
Capital Outturn 2016/17 (P3)	To present the Scrutiny Committee with the Capital Outturn 2016/17.	This report will provide details of actual capital expenditure against the approved Capital Programme for the 2016/17 financial year.	Interim Head of Corporate Finance – Stephen Harris

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Meeting Date: Special – December 2017			
Subject	Purpose	Key Issues	Witnesses
Medium Term Financial Plan (P1)	To present the draft savings proposals for 2018/19.	Members need to consider, scrutinise and then make recommendations in respect of proposed savings for 2018/19.	Nicole Scammell Steve Harris

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Meeting Date: 16th January 2018			
Subject	Purpose	Key Issues	Witnesses
Review of Treasury Management Strategy (P2)	To present Members with details of the 2018/19 Treasury Management Strategy, Capital Finance Prudential Indicators and Minimum Revenue Provision policy prior to consideration by Council.	The report will contain details of the following: - <ul style="list-style-type: none"> ▪ interest rate prospects in both the short-term and longer-term; ▪ the borrowing strategy to fund the General Fund and Housing Revenue Account (HRA) capital programmes; ▪ details of the Annual Investment Strategy; ▪ the Minimum Revenue Provision policy; and ▪ the associated prudential indicators for the three financial years 2018/19 to 2020/21. 	Interim Head of Corporate Finance – Stephen Harris
Whole Authority Revenue Budget Monitoring Report 2017/18 (P2)	To inform Members of projected whole-authority revenue budget expenditure for the 2017/18 financial year.	The report will provide information on the position of the whole-authority in respect of revenue budget monitoring for 2017/18. . Consideration will be given to actual expenditure and income to date. A projection will be made of the likely outturn (year-end) position and where significant variations against budget are identified these will be commented upon.	Interim Head of Corporate Finance – Stephen Harris
WHQS 6 Monthly Programme Update (P2)	To review progress with the implementation of the WHQS Programme		

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Meeting Date: 27th February 2018			
Subject	Purpose	Key Issues	Witnesses
Sheltered Housing Schemes, Eastern Valley Area Remodelling (P1)			
Care and Repair Merger (P3)	This is an information report to provide members with an update on the merger of the Care and Repair Service between Caerphilly and Blaenau Gwent	To update members on how the arrangements for the merger have embedded since its implementation.	Shaun Couzens
Tackling Homelessness and the Poverty Strategy (P3) – Members Request			

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Meeting Date: 10th April 2018			
Subject	Purpose	Key Issues	Witnesses
British Telecom – Broadband Coverage and the Digital Profile (P3) – Members Request			British Telecom
Disabled Facilities Grant – Performance (P2)			

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Meeting Date: 29th May 2018			
Subject	Purpose	Key Issues	Witnesses
New Build – Options for Delivery (P1)			

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Meeting Date: 10th July 2018			
Subject	Purpose	Key Issues	Witnesses
Year End Performance for Corporate Services 2017/18 (P2)	Performance of Corporate Services for 2017/18	Highlighting the exceptions and looking forward to 2018/19. The future challenges, setting out key objectives/priorities for the next twelve months, and identifying areas for improvement.	Nicole Scammell – Interim Corporate Director Corporate Services.
Wellbeing Objective WO5 – Investment in Council Homes (P1)	To provide an update of progress against the Councils highest priorities identified within the Councils Corporate Plan 2016.	To provide an update against the Well-being Objective action plan using the Council Ffynnon scorecard which provides PI data regarding completion of internal and external works programmes and adds information on peoples satisfaction with the internal works. The update of the WBO should also identify any emerging slippage or additional progress against the action plan	Shaun Couzens – Chief Housing Officer
Year End Performance Housing Services (P1)	Performance Monitoring	An update on performance of the Housing Service during 2017/18, to set out the key service objectives for 2018/19 and highlight any potential challenges that may affect delivery of these objectives.	Shaun Couzens – Chief Housing Officer Christina Harry – Corporate Director Communities

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Meeting Date: to be confirmed			
Subject	Purpose	Key Issues	Witnesses
Wales Audit Office – WHQS Review Report (P1)			
Supported Accommodation (P3)	This information report will update members on the progress on supported accommodation	To advise members on the progress on supported accommodation.	