

Policy & Resources Scrutiny Committee Forward Work Programme
APPENDIX 1

Policy & Resources Scrutiny Committee Forward Work Programme June 2017 to June 2018			
Meeting Date: 3rd October 2017			
Subject	Purpose	Key Issues	Witnesses
Data Protection Reform (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
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

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Policy & Resources Scrutiny Committee Forward Work Programme June 2017 to June 2018			
Meeting Date: 14th November 2017			
Subject	Purpose	Key Issues	Witnesses
Wales Audit Office (WAO) Wales Housing Quality Standard Report (P2)	To advise members on the outcome of the WAO Review of the WHQS Programme	The report will highlight the key findings of the WAO Review, detail the key recommendations and actions to be take by officers to address these.	Wales Audit Office Christina Harry – Corporate Director Communities/ Shaun Couzens – Chief Housing Officer
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
Update on Reserves (P2) – Members Request	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 that there is an opportunity for effective scrutiny of the balances held and their intended purpose.	Interim Head of Corporate Finance – Stephen Harris
New Build – Options for Delivery (P1)	To advise Members of the new funding stream for Local Authority house building and to outline a development programme for new build Council homes. The report sets out how we will maximise the funding opportunities available over the next three years and deliver up to 46 new build homes, with an indicative total grant of £3,893,923 and indicative overall investment of £6,713,791. The report also confirms the sites available to develop, and the proposed specification for new build.	To confirm the new build Council Housing programme, including the preferred delivery option in order for the Council to utilise the Affordable Housing Grant funding that has been allocated to CCBC.	Shaun Couzens - Chief Housing Officer/Claire Davies – Principal Housing Officer/ Kevin Fortey – Housing Development Officer

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Meeting Date: Special – TBC 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	To provide members with a performance update on the delivery of the programme to include total number of properties fully WHQS compliant as well as progress against the individual elements of the programme together with projections for 2020.	Shaun Couzens – Chief Housing Officer Marcus Lloyd – WHQS and infrastructure Strategy Manager.

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Meeting Date: 27th February 2018			
Subject	Purpose	Key Issues	Witnesses
Sheltered Housing Schemes, Eastern Valley Area Remodelling (P1)	To provide members with proposals for remodelling a small number of sheltered housing schemes in the eastern valley.	For members to consider a number of options in relation to our sheltered housing schemes which may include improvements remodelling, alternative use or possibly demolition.	Shaun Couzens – Chief Housing Officer/ Fiona Wilkins – Public Sector Housing Manager/Angela Hiscox – Elderly Persons Housing Manager
Care and Repair Merger (P3) – Member Request	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
Poverty Strategy (P3) – Members Request	To present an update on the Council's policy of tackling poverty.		Rob Hartshorn

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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	To present to an update on progress made providing superfast broadband services to the CCBC area following previous attendance at 28 th February 2017 meeting.	Key issues include how the programme is: <ul style="list-style-type: none"> • Supporting economic growth. • Reducing digital exclusion. Increasing availability of Fibre to the Cabinet (FTTC) services to improve performance and download speeds.	Paul Lewis – Acting Head of IT and Central Services
Disabled Facilities Grant – Performance (P2)	Information report to provide Members with an update regarding Performance Monitoring of Disabled Facilities Grant and the information regarding the implementation of ENABLE.	An update on performance of Disabled Facilities Grants during 2017/18 and highlight any potential challenges that may affect delivery of the Performance Indicator. Identify any areas of improvement linked to the implementation of ENABLE.	Shaun Couzens – Chief Housing Officer/Claire Davies – Principal Housing Officer

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Meeting Date: 29th May 2018			
Subject	Purpose	Key Issues	Witnesses

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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
Supported Accommodation (P3)	This information report will update members on the progress of supported accommodation	To advise members on the progress of supported accommodation.	
Local Housing Strategy			
Shared Resource Service (SRS) (Special Meeting) (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 Nicole Scammell