

DRAFT Corporate and Performance Scrutiny Committee Forward Work Programme

Dates	Topic	Purpose	Lead	Cabinet / Council
Meeting Date: 27 th June 2024 Deadline: Wednesday 12 th June 2024 CLT: 6 th June 2024	Welsh Language Annual Report 2023/24	Performance Monitoring To monitor the performance.	Andrew Parker Kate James	Cabinet
	Menopause and Menstrual Policy	Pre-Decision To consider the policy prior to approval.	Andrea Prosser	Council
	Engagement and Participation Strategy	Pre-Decision To consider the strategy prior to approval.	Kate James	Council

Dates	Topic	Purpose	Lead	Cabinet / Council
Meeting Date: 3 rd September 2024	Proposed Forward Work Programme 2024/25	Approval To agree the Forward Work Programme for 2024/25. In recognition of the fluidity of the document a review of item will be undertaken every 3 months.	Liz Thomas	N/A
	Revenue Budget Monitoring 2023/24 - Provisional Outturn	Budget Monitoring To provide members with the provisional financial outturn position for the financial year 2023/24.	Rhian Hayden	Cabinet
	Capital Budget Monitoring Provisional Outturn 2023/24	Budget Monitoring To provide members with each portfolio's capital expenditure as at 31 st March 2024.	Rhian Hayden	Cabinet
	Treasury Management – Outturn 2023/24	Budget Monitoring Provides the Treasury Management out-turn position for the 2023/24 financial year, including details of all Treasury management activities undertaken during the year.	Rhian Hayden	Council

Dates	Topic	Purpose	Lead	Cabinet / Council
<p>Meeting Date: Thursday 10th October 2024</p> <p>Deadline: Wednesday 25th September 2024</p> <p>CLT: 19th September 2024</p>	<p>Annual Self-Assessment of Council Performance 2023/24 To be published by 31st October each year</p>	<p>Pre-Decision To consider and endorse the Annual Self- Assessment of Council performance 2023/24 against the Corporate Plan prior to approval by Council.</p>	<p>Gemma Wasley</p>	<p>Governance and Audit – 23.10.24</p> <p>Special Council – 24.10.24</p>

Dates	Topic	Purpose	Lead	Cabinet / Council
<p>Meeting Date: Thursday 7th November 2024</p> <p>Deadline: Wednesday 23rd October 2024</p> <p>CLT: 17th October 2024</p>	<p>Health and Safety Annual Report</p>	<p>Performance Monitoring To present the report</p>	<p>Andrea Prosser</p>	<p>Cabinet</p>
	<p>Sickness Absence Performance 2023/24</p>	<p>Performance Monitoring To consider the annual review of staff sickness absence.</p>	<p>Andrea Prosser</p>	<p>Cabinet</p>

Dates	Topic	Purpose	Lead	Cabinet / Council
Meeting Date: Thursday 12 th December 2024 Deadline: Wednesday 27 th November 2024 CLT: 21 st November 2024	Treasury Management – Quarter 1 2024/25	Budget Monitoring To scrutinise the Treasury Management activities carried out by the Authority during quarter 1 2024/25 financial year.	Rhian Hayden	Council

Dates	Topic	Purpose	Lead	Cabinet / Council
Meeting Date: 6 th February 2025 Deadline: Wednesday 22 nd January 2025 CLT: 16 th January 2025	Workforce Strategy Review and Year 4 Action Plan	Pre-Decision To consider the review and action plan.	Andrea Prosser	Cabinet

Dates	Topic	Purpose	Lead	Cabinet / Council
Special Meeting Date to be confirmed	Fees and Charges	To consider prior to Cabinet and Council approval.	Rhian Hayden	Cabinet Council
	Revenue Budget 2025/26	Members to consider the proposed Revenue Budget for 2025/26.	Rhian Hayden	Cabinet Council

Dates	Topic	Purpose	Lead	Cabinet / Council
Meeting Date: Thursday 20 th March 2025	Capital Strategy Review	Performance Monitoring To consider the implementation of the Capital Strategy 2025/26.	Rhian Hayden	Council
Deadline: Wednesday 5 th March 2025 CLT: 27 th February 2025	Treasury Management – Strategy Statement 2024/25	Budget Monitoring To present the Treasury Management Strategy, Investment Strategy and Minimum Revenue Provision (MRP) Policy recommended for adoption in the 2024/25 financial year.	Rhian Hayden	Council
	Strategic Organisational Equality Policy – Annual Report	Performance Monitoring To consider the annual monitoring report.	Andrew Parker	Council

Dates	Topic	Purpose	Lead	Cabinet / Council
To be confirmed items	Organisational Development Policies	To review policies.	Andrea Prosser	Council
	Welsh Language Compliance	To present progress on implementing the Action Plan in response to the open Welsh Language investigation.	Andrew Parker	Cabinet
	A Review of Procurement Strategy	<i>If required following procurement legislation</i>	Bernadette Elias Lee Williams	Cabinet

Member Briefing Sessions			
Date	Topic	Purpose	Lead Officer
Quarterly	Directorate Briefings	A closely focused directorate update session to provide information and detail on service areas in order to raise the interest and enthusiasm of members. This also provides a legitimate avenue to raise local issues outside of the scrutiny process.	All
11 th June 2024	The Introduction of Council Tax Premiums on Empty Properties	Briefing on the proposed implementation of Council Tax premiums for Empty Properties & Second Homes. To raise awareness of the implications and to gather feedback from Members on potential local arrangements.	Rhian Hayden
*	Revenue and Capital Budget Monitoring – Quarter 1	To provide a briefing on Revenue and Capital budget monitoring 2024/25.	Rhian Hayden Gina Taylor
*	Revenue and Capital Budget Monitoring Quarter 2	To provide a briefing on Revenue and Capital budget monitoring 2024/25.	Rhian Hayden Gina Taylor
*	Revenue and Capital Budget Monitoring Quarter 3	To provide a briefing on Revenue and Capital budget monitoring 2024/25.	Rhian Hayden Gina Taylor
* September 2024	Procurement Reform	To provide an update to members following procurement legislation.	Bernadette Elias Lee Williams
*	Local Government Finance	To receive an update in respect of Local Government Finance	Rhian Hayden WLGA
*	ICT Training Session (In Person)	Training session or members	Bernadette Elias Leanne Roberts

*Democratic Services to schedule in meeting dates following approval of Forward Work Programmes.