



### **What information will be discussed in the meeting?**

As part of the work, you will look at:

- Developments of Departmental projects included in the Council Plan
- Performance of Departmental measures (ie day to day work)
- Departmental Risk Register

### **What happens after the meeting?**

Cabinet Members will need to report to the Cabinet twice a year from June 2022 (see the timetable).

During April / May, the Department will be collecting information on the previous year's annual performance. This information will feed into the Council's Annual Performance Report - the document which will be published in June / July. The Report should be balanced, highlighting what has not been achieved as well as what has been achieved.

## **Your role as representatives of the Scrutiny Committee**

Representatives of the Scrutiny Committee are invited in order to:

- ◇ have an idea of how much grasp there is of performance issues within the departments
- ◇ identify, if necessary, any performance issues that may warrant attention in a formal scrutiny committee in due course.

Scrutiny Committee representatives should:

- ◇ Feel free to contribute to the meetings by asking questions but respecting the fact that this is the Cabinet Member's meeting and that it is primarily an opportunity for the Cabinet Member to explore performance issues with individual service managers.
- ◇ Comment on these meetings and form opinions on the Cabinet Member and Head of Department's grasp on performance within the services for which they are responsible.

◇ Make a judgment on the likelihood that the services discussed will continue to be able to improve and deliver quality services.

**It will be the responsibility of Scrutiny Committee representatives to report back on their observations.** Scrutiny members are expected to report back to the first informal meeting of the relevant scrutiny committee following these meetings.

## 2022/23 Timetable

	April	May	June		July	August	September	October	November	December	Januray	February	March	
Date of the Cabinet meeting			7	28	19		13	4	22	13	24	14	7	28
Departments to present the Cabinet report				Children Adults	Highways &Municipal YGC Environment		Education Finance	Economy Corporate Support Housing	Children Adults	Highways & Municipal YGC Environment	Education Finance	Economy Corporate Support Housing		
Schedule the Performance Challenge Meetings		Economy Housing Finance Legal Education Adults	Highways & Municipal YGC Environment Corporate Support Children	Economy Housing Finance Legal Education Adults Children		Highways & Municipal YGC Environment Corporate Support	Economy Housing Finance Legal Education Adults Children	Highways & Municipal YGC Environment Corporate Support	Economy Housing Finance Legal Education Adults	Highways & Municipal YGC Environment Children Corporate Support	Economy Housing Finance Legal Education Adults	Highways & Municipal YGC Environment Children Corporate Support		

\* Red – The meetings to include the Shadow Cabinet Members and the Representatives from the Scrutiny Committees