

RESOURCES SELECT COMMITTEE – WORKPLAN 2004/05

Date of Meeting	Topic	Reason	Proposed Outcomes	Portfolio Holder	Officers	Stakeholder
7 June 2004	Quarterly Performance Management Report	Performance Management	Raising Standards	Reg Barry/Peter Harris	Heidi Marshall	
	Budget Review	To consider budget areas for further scrutiny	To be reported back to the Select Committee	Reg Barry	Paul Wilkinson	
	Select Committee Workplan	To set a work programme for the forthcoming year	To agree Workplan for 2004/05	Reg Barry	Alistair Drain	
5 July 2004	Review on use of Consultants	To scope the review of procedures for the employment of consultants	To be reported back to the Select Committee in October 2004	Reg Barry	Best Value Team	
	Review of Performance Management Data	Over-riding responsibility, policy session on KPI's, are they relevant, where going as a Council		Reg Barry/Peter Harris	Heidi Marshall	
	Sickness Absence Workshop	To gain a better insight into Council sickness levels	To improve figures	Reg Barry	Max Burton	
2 August 2004	GAGS	Cost of CRM development and Call Centre, Strategic Partnering and forward plan for GAGS		Peter Harris	David Price	Nothgate/BT
	The functions of the Council's Graphic Design Teams	To find out why artwork for the Council was being undertaken externally		Reg Barry	John Bentley/Bob Streets	

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6 September 2004	Quarterly Performance Management Report	Performance Management	Raising Standards	Reg Barry/Peter Harris	Heidi Marshall	
	Printing and Photocopying	To monitor how the print protocol is progressing	That all printing be sourced through the Council's print unit	Reg Barry	John Bentley/Bob Streets/Dave Bryan	
	Coach Parking Task Group	To receive an update on the progress of the Task Group established by the Committee on 7 June 2004 to investigate alternatives for coach parking in Newport.		Reg Barry/Ernie Fox/Terry Butchers	Tony Flower	
11 October 2004	Review on use of consultants	To consider the results of the study undertaken on employment of consultants	To ensure that all procedures are being correctly followed	Reg Barry	Best Value Team	
	Grants - SLA			Reg Barry	Sue Chilton	
1 November 2004	Corporate Communications	To look at the role of the Informal Executive, Strategic Directors, Town and Parish Councils		Reg Barry		IW Radio/ IW County Presss/ Association of Town and Parish Councils
	Procurement Best Value Improvement Plan	Six monthly update		Reg Barry	Steve Milford	
6 December 2004	Quarterly Performance Management Report	Performance Management	Raising Standards	Reg Barry/Peter Harris	Heidi Marshall	

Further work on Outside Bodies

The Workplan was agreed at the Select Committees meeting on 7 June 2004. At this meeting members agreed to add the following pieces of work to their workplan :

1. The Select Committee decided to establish a Task Group to look for alternatives for coach parking in Newport – the Task Group will report back to the Committee in September 2004
2. The Select Committee to have a workshop on budget setting for 2005. The aim was to explore areas to develop a series of options where savings could be achieved. This would be achieved by holding a workshop for all Select Committee Members.